

Billings City Administrator Weekly Report

October 30, 2020

1. **FY22-26 Capital Improvement Plan (CIP)** - Two public meetings were held last week via Zoom. Recordings of the presentations are viewable online. Additionally, updates to the Fire and Planning Department CIP has been made. A current draft is available online at www.billingsmt.gov/cip.
2. **Public Works Director** – 15 candidate applications are being reviewed. The process to select our next PWD will include three interview panels made up of citizens, public works team members, several department directors and Kevin Iffland. Council members and the public will also have an opportunity to meet the finalist (likely via Zoom) and provide feedback before I make my decision. I expect to complete the process before Christmas.
3. **Snow & Ice Management Program** – Since snow has come early this year please see the attached information for snow and ice management FAQ.
4. **5th Avenue North Corridor Feasibility Study** –

Recently Performed Work:

1. Re-opened the Virtual Open House to allow for more commenting. The commenting will stay open while we continue to work on the next steps of the project.
2. Continued work on right-of-way analysis to determine opportunities
3. Refined and finalized the context maps
4. Began to identify common elements to help support the vision corridor – these include wayfinding, public amenities such as benches, entryways, surface materials and landscaping. These will be presented at the next POC meeting
5. Began to work on vision statement

Upcoming Tasks & Milestones:

1. Stakeholder/owner outreach along north-south MT Avenue spur connection
2. Refine draft vision statement and write draft goals that would support the vision.
3. Conduct land use/redevelopment analysis
4. Next Project Oversight Committee meeting – Thursday, November 19th.

Issue(s) To Be Aware Of:

1. None at this time.
-
5. **Quarterly Reports** – Quarterly reports for Downtown Billings Partnership, Planning and Community Services, BIRD, SBURA and Council Initiatives are attached. **(Wynnette will add them to next weeks Weekly)**

6. **City/County/School Meeting** – Please RSVP to wynnette by November 2nd if plan to participate in the November 19th Zoom City/Council/School meeting.

Have a great weekend.

Snow & Ice Management Program

When does plowing start?

- Plowing on City Streets will begin when there is significant existing accumulation with a forecast of continuing snow fall.

Has the neighborhood schedule changed?

- There is not a set schedule for the order in which the assigned zone areas will be plowed. This is based on the severity of the weather and the critical needs at the time. A zone area map is attached for reference.

Snow Buddy Program, for assistance or to volunteer:

- Call for more information at 406-237-6146

Which roads are plowed to the side or to the center?

- There is a list of the streets currently assessed to be plowed to center and have the snow removed attached for reference, all others will be plowed to the side.

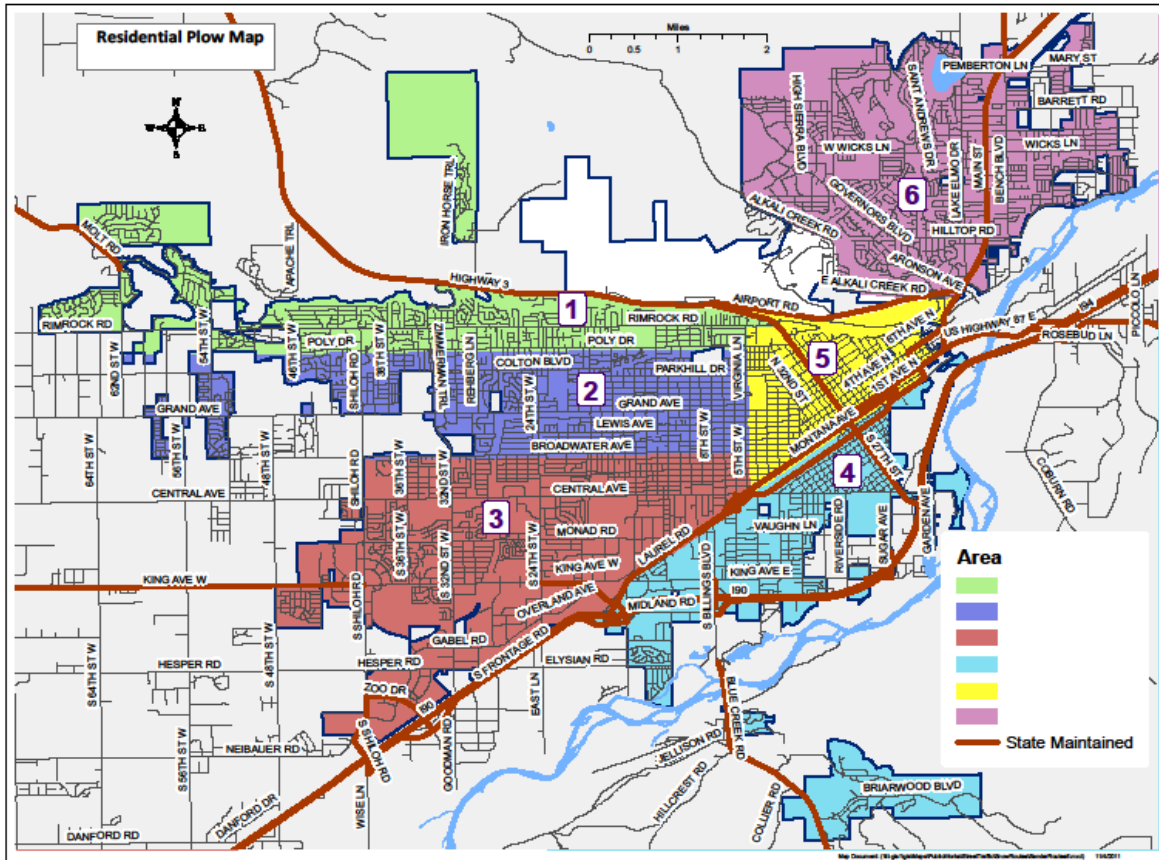
What is used for deicing?

- Sand mixture containing 10% sodium chloride (salt)
- Liquid Deicer and Ice Slicer for hills and intersections as needed

Important Information:

- Depending on the severity of the storm, and after major routes have been completed, sanding units will move into other areas with controlled intersections and hills
- Billings Municipal Code, (Sec. 22-406 Sidewalk snow removal policy) states that the resident is responsible for clearing snow and ice from their sidewalk within 24hrs after a snow storm. Also, the code states that you are not allowed to push your snow from your driveway, sidewalk or parking lot onto the City streets. Violations can be reported at 406-657-8267
- Public Works has hired a private contractor to plow residential streets. All of their graders are equipped with snow gates on their blades to help keep most rolling snow away from mailboxes and driveways. We understand not everyone is able to move their vehicles off the street, but if it's possible, moving vehicles when the contractor is plowing streets would be much appreciated.

For more information, call 406-657-8250, follow us on Facebook@billingsmtpublicworks, or visit our website: billingsmtpublicworks.gov (interactive snow map available!)



Streets to be plowed to center:

24th StreetRosebud Drive to Avenue B
Aronson Avenue.....North side of bridge to Governors Boulevard
Babcock Boulevard.....Wicks Lane to Hilltop Road
Bench Boulevard.....Hilltop Road to Mary Street
Broadwater Avenue.....Division Street to 28th Street West
Central Avenue.....6th Street West to 36th Street West
Colton Boulevard.....17th Street West to 32nd Street West
Governors Boulevard.....Hilltop Road to Wicks Lane
Grand Avenue.....6th Avenue North to 25th Street West
Hilltop Road.....Main Street to Governors Boulevard
King Ave E.....Calhoun to Jackson
Nutter Boulevard.....Hilltop Road to Wicks Lane
Orchard Drive.....King Avenue East to State Avenue
Parkhill Drive.....17th Street West to Virginia Lane
Poly Drive.....Virginia Lane to 38th Street West
Rimrock Road.....Normal Avenue to Shiloh Road
St Andrews Drive.....Wicks Lane to Lakewood Lane
State Avenue.....1st Avenue South to South 27th Street
Wicks Lane.....Governors Boulevard to Bench Boulevard

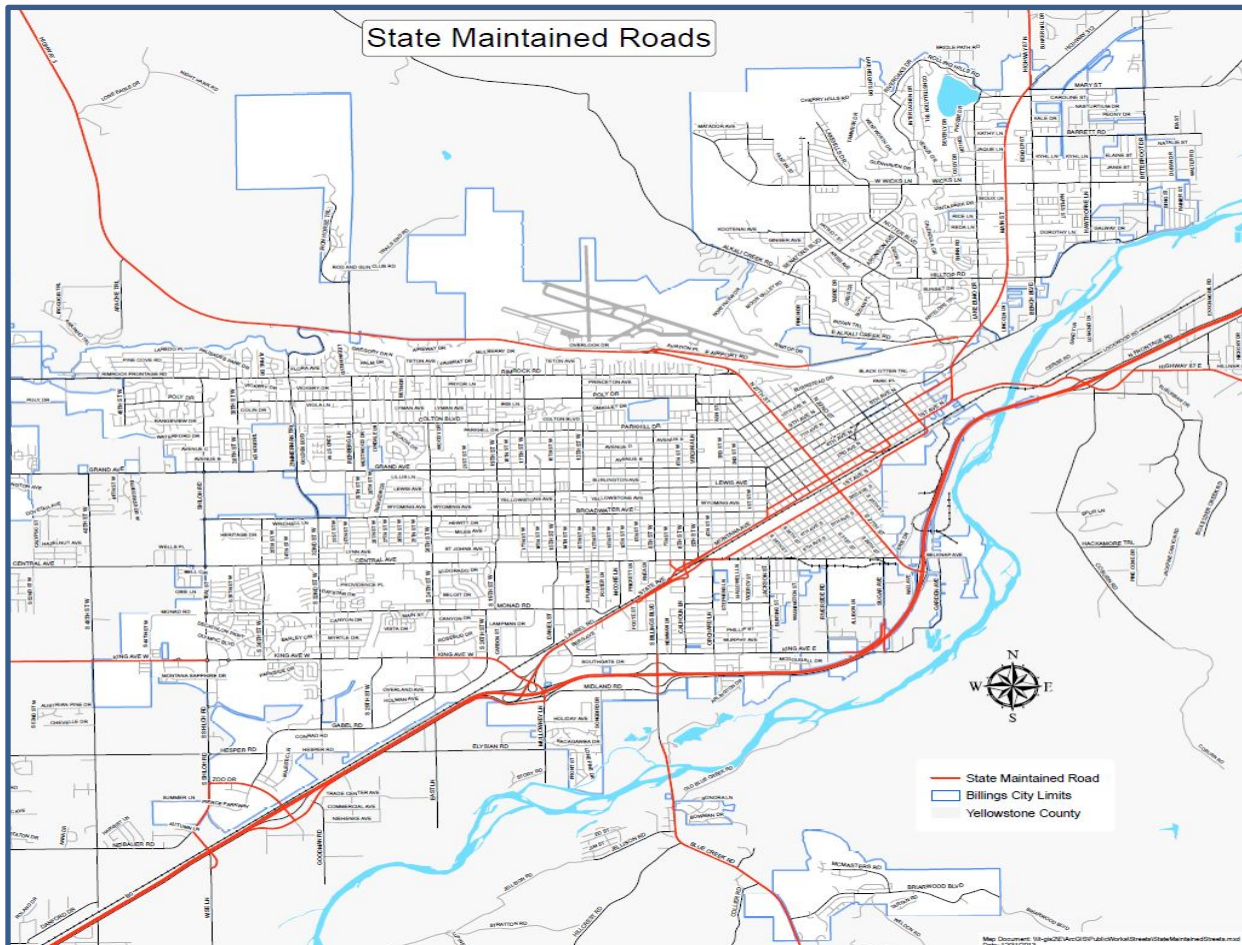
Snow Removal on State Routes

For more than 30 years, the Montana Department of Transportation (MDT) has contracted with the City of Billings for street maintenance on state routes. However, beginning in July, 2011 the MDT has opted to maintain their routes. Maintenance includes street patching, sweeping, storm sewer repair, snow plowing, snow removal, ice control, street striping, vegetation control, signal maintenance, and sign replacement.

The following are the roads previously maintained by the City which are now maintained by the MDT:

- Laurel Road from Parkway Lane to the 6th Street W overpass
- Montana Ave from the 6th Street West overpass to Division Street
- Division Street from Montana Ave to 1st Ave N
- 1st Ave N from Main Street to Division Street
- All of the streets constructed in conjunction with the 6th Street W overpass
- 1st Ave S – Minnesota Ave connection from 6th Street W overpass through the North 13th Street overpass to 1st Ave N
- North 13th from 1st Ave N to 4th Ave N
- 4th Ave N from North 13th Street to Main Street
- Intersection of 1st Ave N, Main Street, and Hwy 87 East to 500' east on 87 East to the overhead sign
- Main Street from 1st Ave N to the southwest side of the Roundup Road turnoff
- North and South 27th Street from the north ROW of Belknap Ave through the roundabout at the intersection of North 27th Street and State Hwy 3
- King Ave from 24th Street W to Mullaney Lane

This winter, please call the MDT at 406-252-4138 for questions regarding any of the above streets.





Downtown Billings Partnership, Inc.
Part of the Downtown Billings Alliance

Main Office Hours: M-F 9am to 4pm

Quarterly Report to Billings City Council

1st Quarter FY 21

Tuesday, October 13, 2020

- Status of the N27th/Downtown Tax Increment Fund for FY 21 - Quarter Ending, September 30, 2020 – see attached spreadsheet with fund line items
- DBP Highlights and other work in the N27th Street Urban Renewal District
 - Continuous follow up with Downtown establishments impacted by Covid-19
 - Issuance of two reimbursements related to CPTED related improvements
 - Continuing to field inquiries about future projects and TIF applications
 - Communicate regularly with City Government and news outlets
 - Collect & document feedback on converting N29th and 30th from one-ways to two-ways
 - Collect and gather professional photography for the downtown marketing campaign
 - Deliver the Downtown Visitor Guide to interested entities
 - Remain involved in various conversations revolving around downtown, the city, and region
 - New Businesses
 - Zest Kitchen at 110 N 29th Street
 - Chalet Market at 401 N 31st Street
 - Juli Pierce Law, Bluebird Law & Public Affairs, Foxy Fun Life, & Beautiful Directions at the Grand Building above Downtown Jake's (2701 1st Ave N)
 - Gratitude in Action at 10 S 30 Street
 - Rail Line Coffee at 104 S 29th Street
 - Inkreadible Art Productions at 213 N Broadway, Suite 2
 - Miss GiGi's Sweet at 2401 2nd Ave N
- General Alliance Work
 - Kody Christensen-Linton is our new Resource Outreach Coordinator (ROC)
 - Downtown Visitor Guides are printed and being distributed
 - Continue service on the Economic Recovery Taskforce
 - Crazy Days & Chalk on the Walk had a significant positive impact on our businesses
 - Create two new autumn-centric events (Pumpkin Painting & Upcycled Scarecrow Contests)
 - Relaunch Spare Change for Real Change through the Virtual 5K Purple Run
 - Jenny Ross is our new Office Manager
 - Implement steps to produce a Downtown Gift Card program
 - Update signal box wraps

- Resume providing CPTED evaluations
- Hold an All Alliance Boards Meeting at Dehler Park
- Development Project Incentives (TIF grant projects)
 - Completed
 - Clocktower Inn, LLC
 - Bethany Joy Pilates Sign grant
 - Yellowstone Art Museum CPTED grant
 - In Progress
 - 704 Properties, LLC - reimbursement is pending completion of improvements
 - 123 N Broadway, LLC - reimbursement is pending completion of improvements
 - Alberta Bair Theater, reimbursement is pending completion of improvements
 - Art House Cinema, reimbursement is pending completion of improvements
 - Billings Symphony/Montana Development Company, LLC - development agreement ready for signatures
 - On Deck
 - TIF inquiries
 - 10 new TIF inquiries

**N27/Downtown Tax
Increment Fund**
*For the Quarter Ended
September 30, 2020*

FY21 Beginning Fund Balance	\$3,839,406	FY21 Budget
Revenue		
Tax	88,134	2,675,000
Intergovernmental	-	226,908
Debt Proceeds	2,256,869	-
Investment Earnings	(1,148)	13,300
Total Revenue	2,343,855	2,915,208
Expenditures		
Professional Services	79,108	44,300
Cost Allocation	12,141	48,567
DBP Operating Agreement	69,860	279,441
Development Project Incentives	121,717	1,850,000
Debt Service	654,941	949,284
Capital Outlay	36,681	-
Transfer to Parking	100,000	147,000
Total Expenditures	1,074,448	3,318,592
Ending Fund Balance	\$5,108,813	
Cash Balance as of 09/30/20	\$4,011,650	
Development Projects Outstanding		
Wendy's Bldg/124 Group	233,333	
Art House Cinema	350,000	
Alberta Bair Theatre	3,500,000	
Griffin Sawyer	210,000	
123 N. Broadway LLC	196,771	
CPTED Program	11,532	
Sign Program	30,000	
One-way Street Conversion	1,431,646	
Parking Garage Improvements	185,147	
704 Properties LLC	100,000	
	6,248,429	



QUARTERLY REPORT



AT A GLANCE



**BUILDING DIVISION NOW
PART OF FACILITIES AND
CITY ADMINISTRATION**



**FINANCING AVAILABLE for LOW-
INCOME FAMILIES!**

[PURCHASE FIRST HOME](#)
[REPAIR OWNER-OCCUPIED HOME](#)



**NUMBER #1 ON DIRTY DOZEN
DEMOLISHED SEPTEMBER 2020!
PURCHASED BY ADJACENT
OWNER**



**6 RE:CODE HEARINGS IN
SEPTEMBER & OCTOBER,
ZONING COMMISSIONS MAKE
RECOMMENDATIONS**

Coronavirus Survey



The City of Billings will receive Coronavirus Aid, Relief, and Economic Security (CARES) Act funding to support individuals and families in Billings. Activities must exclusively support coronavirus response, primarily benefit low-income individuals and families, and not duplicate local, state, or federal service or support. A survey was designed to gather data to help determine priorities before allocating funding for a coordinated coronavirus response within the Billings community. Paper surveys were inserted in City water bills during September. Billings residents are encouraged to complete and return the paper survey via US mail, or complete the survey online at www.BillingsMT.gov/CoronavirusSurvey or scan the QR code at right to complete the online survey on a smartphone or tablet. If you need assistance, please contact the City of Billings Community Development Division at (406) 657-8284.

Project Re:Code Nears Adoption

It's been more than three years since board members, volunteers and staff began work on the comprehensive zoning code update known as Project Re:Code. Working Groups finished holding regular meetings in January of this year. Since then, the consultant team along with City Staff worked diligently to put the final touches on the draft and map. Drafts have been available online at www.project-recode.com since Spring. Finally, in September the City and County Zoning Commissions started holding hybrid style public hearings. The Zoning Commissions held both separate and joint hearings considering specific topic areas of the Code. The City and County Zoning Commissions will consider making a Recommendation to the City Council and Board of County Commissioners the week of October 12th and the City Zoning Commission on October 14th. Staff is preparing to present Re:Code information to City Council on October 19th and the Board of County Commissioners have a public hearing scheduled for November 10th, 2020.

Council Member Joy selected for Champions

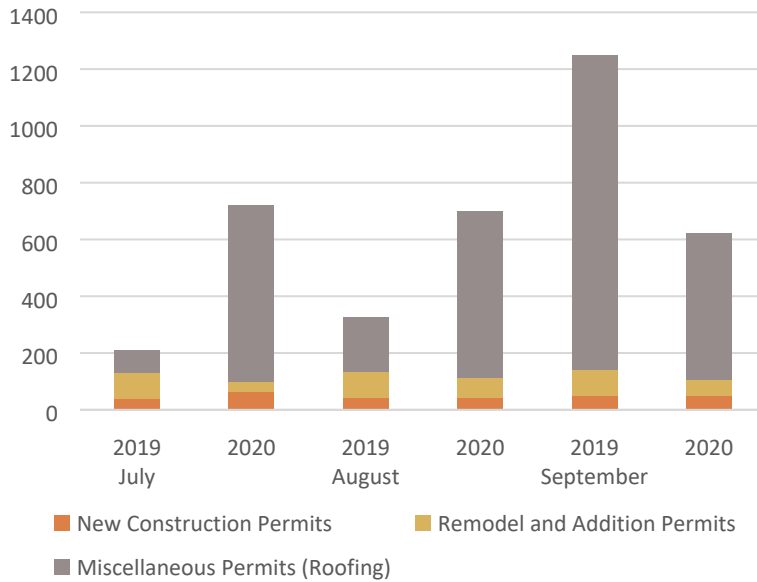
In support of the Active People, Healthy Nation InitiativeSM, Smart Growth America (SGA) and the Centers for Disease Control and Prevention (CDC), Division of Nutrition, Physical Activity, and Obesity announced that Council Member Denise Joy of Billings will be part of the inaugural class of the Active People, Healthy NationSM Champions Institute (Champions Institute). Participants in the Champions Institute will attend virtual learning sessions that will make them experts in equity-based principles and train them on the fundamental steps to take to achieve activity-friendly routes to everyday destinations in their community, from envisioning to implementation. At the completion of the inaugural class, participants will be prepared to support plans, policies, and funding that promote the CDC's Active People, Healthy NationSM Initiative of expanding activity-friendly routes to everyday destinations. This is a wonderful opportunity for Billings to have Council Member Joy represent it in a prestigious program with support from national experts. As the former director of the National Complete Streets Coalition, Emiko Atherton, stated: "Policies alone won't create safer streets unless communities implement them in ways that change what gets built, where it gets built, and how it's designated." With her new knowledge on Complete Streets and activity friendly routes, Council Member Joy will serve as an strong voice on City Council to guide the effective implementation of Billings' Complete Streets Policy.

QUARTERLY REPORT

PCSD BY THE NUMBERS



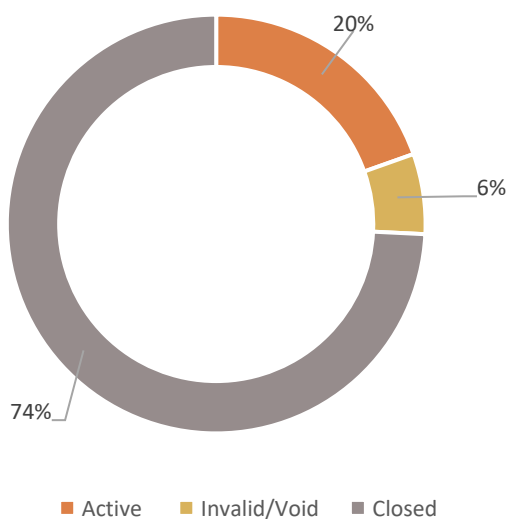
Jul-Sept 2020 Permits Issued



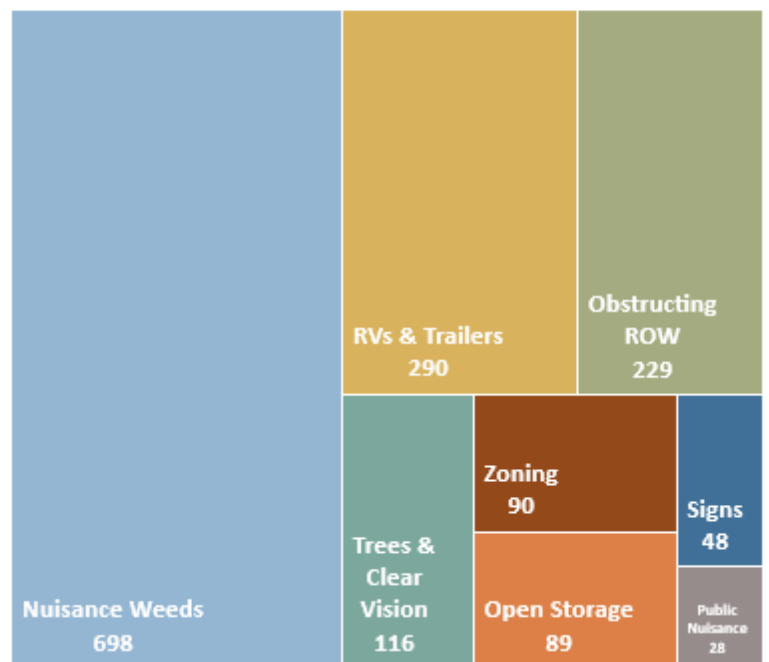
New Construction on Montana State University's campus.



Case Status Code Enforcement Division 3rd Quarter 2020



Big Eight Code Enforcement Division 3rd Quarter 2020





5 – Year Outcomes

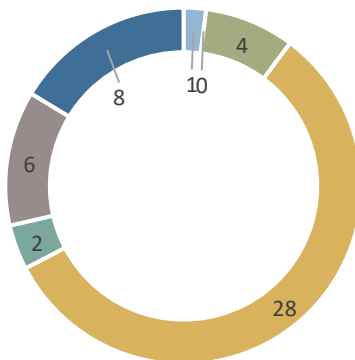
First Time Home Buyer: 289 families
Home Repair: 21 homes
Foreclosures: Five homes
Affordable Housing Development:
 Four homeownership units
AmeriCorps VISTA: 2,770 people
 assisted via anti-poverty programs



The Community Development Division has committed funding to 29 households since receiving the 2020-2021 Annual Funding Allocation in July through the First Time Homebuyer Program!

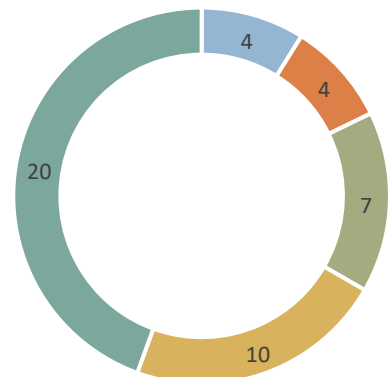


Land Use Submittals Q3 2020



■ Annexation
■ Master Site Plan
■ Expedited Subdivision
■ Major Subdivision
■ BLR
■ Exempt Plat
■ Minor Subdivision

Zoning Submittals Q3 2020



■ Variance
■ Special Review
■ Zone Change
■ Zoning Compliance



1413 4th Avenue North, Suite C • Billings, MT 59101

Quarterly Report to City of Billings
FYE 2020 Quarter 4 – June 30, 2020

TIF Projects

- Phase II demolition of blighted properties on 217 & 217 1/2 demolition completed
 - Reimbursement is waiting on final receipts from the developer.
- Reviewed one potential TIF project that was deemed not qualifying for funding.
- Reviewed a second project and educated new property owner on TIF eligible items based on project scope. May receive application.
- Reviewed for submission new TIF application for a local business who is expanding their operations into the district with potential new rail spur use. BIRD board recommendation to be discussed at the October 26th Billings City Council meeting.

Public Safety

- Following discussions with the Downtown Billings Alliance, City Police Department, and BIRD members, we may not pursue an additional BID position. Identified need based on crime history that requires a different approach.
- Continued gathering data from membership on types/frequency/cost of crime existing in the BIRD. Approach is still being discussed by membership and stakeholders. Full report available on request. Because of limited response, data is still not significant to move an approach forward.
 - 88% of respondents have had some sort of crime in past 12 months
 - Theft and Graffiti are the top crimes in the district. Loitering, Property Damage and Trespassing are tied for third.
 - Lighting, Fencing and Police Contact are the top three methods used to combat crime
 - 67% of respondents have called the police 0-3 times in the past 12 months related to crime
 - Costs related to crimes range equally from \$0-\$500 to \$5000 or more in the past 12 months
 - Additional policing or private security are viewed as the top solutions to curbing crime in the BIRD.

BIRD development related tasks

- New website live on October 16th.

- Interactive asset map is being completed and will be live with the website even as additional data is being added. Included data points:
 - Assessed property values
 - Ownership information
 - Industry type located on the property
 - Vacant land
 - Properties currently for sale or potential for sale
 - Properties with current Phase I or Phase II environmental assessments completed
 - District boundaries
 - Completed TIF projects and their current values
- Final planning for 27-35 Legacy Tree being planted on six individually but contiguous properties. 50-50 split with property owners on trees and landscaping per our Legacy Tree program.
- Review committee training completed for new committee members – Keith Robinson – Western Ranch Supply. Krista Paulson - Shipton's Big R
- Assisted with 5th Ave. Corridor study by expanding stakeholder outreach with Sanderson Stewart.
- Currently assisting with recruitment of two new small businesses to the BIRD. Industries: Local Agriculture Distribution and Renewable Energy.
- In the discovery phase of a large scale public art project with the support of a large statewide company.

FINANCIAL REPORT FOR THE QUARTER

Numbers provided by city finance department

	East Tax Increment Fund				
	<i>For the Quarter Ended September 30, 2020</i>				
FY20 Beginning Fund Balance	\$ 1,624,431				
			FY21		
Revenue			Budget		
Tax	64,912		750,700		
Intergovernmental	146,654		156,400		
Investment Earnings	19,832		14,300		
Total Revenue	872,114				
Expenditures					
Professional Services	433		3,100		
Cost Allocation	7,959		38,757		
EBURD Operating Agreement	0		38,757		
Development Project Incentives	0		140,000		
Debt Service	351,833		470,917		
Capital Outlay	0		0		
Total Expenditures	360,225		792,720		
Ending Fund Balance	\$ 1,329,032				
Cash Balance as of 06/30/20	\$ 845,389				
Outstanding Awards:					
FIB	94,790.00				
Tree Program	33,575.00				

INTERNAL MEMORANDUM

Date: October 13, 2020
To: Billings City Council
From: Jim Tevlin
Subject: SBURA report for the period July 1, 2020 to September 30, 2020

The following is a report from the South Billings Urban Renewal Association (SBURA) related to activities in the South Billings Boulevard Urban Renewal District ("the District") for the period July 1, 2020 to September 30, 2020.

Administrative

Per SBURA's bylaws, no Public Meeting was held during July.

On August 4, 2020, the SBURA board voted to extend the contract of Tevlin Consulting LLC for twelve months ending June 30, 2021 under similar terms (\$7,916.67 per month) as the previous contract. Additionally, the SBURA board voted unanimously to admit Dick Zier to SBURA's vacant at-large board position. Dick is a retired banker and realtor with extensive board experience. During the quarter, the SBURA board considered the applications of two District residents, Andrew Houlihan and Kevin Nelson, for a single vacant homeowner board position. The Board extended interviews to both candidates. Mr. Nelson did not appear for his interview. The Board interviewed Mr. Houlihan, an architect, who was subsequently voted in by the Board.

Expansion of South Billings Boulevard Urban Renewal District

Two developers have inquired about the possibility of expanding the District in the hopes of gaining access to tax increment finance (TIF) funding. One property owner owns land on the northeast intersection of Jackson St. and King Ave East. For purposes of disclosure, this developer is related to SBURA's president, Carolyn Rukstad, who recused herself from any discussions on District expansion. This property is currently not in the City of Billings and would require annexation. The other property is located south of Interstate 90 and is immediately east of the District's southeastern border. This property is within the City of Billings boundary. It is important to note that both owners have intentions of investing approximately \$4 million to develop their properties.

The SBURA board authorized me to pursue expansion of the District and to coordinate my efforts with Wyeth Friday, City Planning Director. Upon initial examination of the aforementioned properties, Mr. Friday and I have determined that blight exists in these properties. At present we are awaiting supplementary information from the owners that will confirm blighted conditions.

Website Update

The SBURA board authorized me to contract with a website developer/administrator to update SBURA's website. Andrew Houlihan and I met with a developer named Leif Welhaven who we contracted with to update the SBURA website and to provide on-going maintenance.

Capital Projects

Given the uncertainty of the Covid 19 virus situation, the timetable for the capital projects below may be impacted.

- **Optimist Park** – \$304,986 of TIF funding is included in the Parks & Recreation FY21 budget for the installation of a picnic shelter, picnic tables, park benches, disc golf and lighting. Per Parks & Recreation Director Mike Whitaker, the Parks & Recreation department will solicit bids/plans during the Fall 2020 with construction to begin in Spring 2021.

The SBURA board has included \$500k in their FY22-26 Capital Improvement Plan for the construction of two parking lots on the west side of Optimist Park.

- **Billings Police Dept Evidence Center Expansion** – The SBURA board authorized \$1,000,000 of TIF funds to assist with construction costs. As of August 31, 2020, \$916k of funds have been drawn on this project. The Police Department has scheduled a formal dedication for November 5th at 2:00pm. Additionally, the SBURA board anticipates funding the estimated \$2.8 million of debt service associated with this project beginning in early FY21.
- **South Billings Recreation Center** – During the third quarter, I have received three different development inquiries. These inquiries are in the beginning stages of development. The SBURA board is working toward defining a maximum amount of debt to be incurred for this project.
- **King Ave East** – Public Works has essentially finished this project.
- **Hallowell Lane** – Public Works has selected WWC Engineering and Sanderson Stewart to design the sewer and water main systems, respectively. At present, both firms expect to present initial design plans. The construction costs are estimated at \$2.0 million. Note this is a Public Works project.
- **Amend Park Turf & Lights Project** – The SBURA board authorized \$1,650,000 of TIF funds for this project. At present, the new turf field is substantially complete with approximately \$1,500,000 of construction costs. Parks & Recreation held a ribbon cutting ceremony in September.
- **Unimproved Streets** – Public Works has identified the unimproved streets in the District along with estimated costs (\$9.2 million) for improvements. Vaughn Lane is the only collector that is unimproved. King Ave E and Hallowell are scheduled for FY21. The SBURA board has included approximately \$4 million in their FY22-26 Capital Improvement Plan for the improvements to Vaughn Lane, Mitchell Ave, Morgan Ave, Ryan Ave and Hillview Lane.

COUNCIL INITIATIVES
APPROVED SINCE July 13, 2020

Date	Sponsor/Initiative	Action	Resolved	Assigned To
02/12/07	COUNCILMEMBER BREWSTER: Moved to direct Staff to begin buying right-of-way (ROW) for the Inner Belt Loop to be completed in five (5) years and beginning with the next budget cycle. APPROVED.	City received a BUILD Grant to fund half the cost of the Inner Belt Loop. Planning and Engineering are working to coordinate construction with the property owners and USDOT. ROW acquisition will begin as part of the project in the coming months.	Complete	Dave Mumford
2/8/16	COUNCILMEMBER SULLIVAN: Made a motion to instruct Public Works to lead the Police Department, downtown businesses and the Traffic Control Board to propose improvements to downtown intersections to increase pedestrian and vehicle safety; the group shall discuss and suggest improvements to signage, signals, enforcement and traffic flow and bring forth an implementable plan to Council, seconded by Councilmember Brewster. APPROVED.	Phase 1 was presented to council on 9/3/2019. Phase II was initiated by the Planning Division through the Billings MPO in March 2020. It includes public outreach, alternative prioritization and identifying funding sources for street improvements and one-way to two-way street conversions. The Phase II project will conclude in winter 2020.	In Progress	Dave Mumford Wyeth Friday
2/8/16	COUNCILMEMBER SULLIVAN: Made a motion to review all ordinances over four years with the opportunity to fast track any ordinances to match citizen/council needs, seconded by Councilmember McFadden. APPROVED.	Departments are reviewing Municode comments, questions, and recommendations and adding those of their own.	In Progress	Brent Brooks Denise Bohlman
07/24/17	COUNCILMEMBER CLARK: Moved to direct staff to provide Council with financing options for Centennial, Castle Rock and Optimist Parks toward completion of their projects at a work session prior to January pre-budgeting sessions, seconded by Councilmember Friedel. APPROVED.	Centennial Park Phase I has been completed. A ribbon-cutting will be held in the spring with the opening of the park. The proposed CIP (FY22-26) includes a project to pave two parking lots at Optimist Park. The Castlerock Master Plan is on the 12/7/2020 Work	In Progress	Mike Whitaker Andy Zoeller

		Session. Once the plan is approved and cost estimates are known funding options will be explored with the Parks Board Council.		
Date	Sponsor/Initiative	Action	Resolved	Assigned To
11/27/17	COUNCILMEMBER SULLIVAN: Directed staff to research developing an ordinance eliminating spas and massage parlors that contribute to human trafficking, seconded by Councilmember Yakawich. APPROVED.	The Spa Business License Ordinance draft is scheduled for the 11/2/2020 work session.	In Progress	Brent Brooks Rich St. John Wyeth Friday Andy Zoeller
01/27/20	COUNCILMEMBER NEESE: Moved for an initiative to accelerate the Castlerock Master Plan to allow staff more time to finish the master plan before replacing playground equipment in the Parks Department CIP to FY20, instead of FY21, seconded by Councilmember Yakawich. APPROVED.	The Castlerock Master Plan is on the 12/7/2020 work session agenda.	In Progress	Mike Whitaker Kevin Iffland
09/14/20	COUNCILMEMBER BROWN: Direct staff to prepare MOU with Downtown Billings Partnership (DBP) to keep proceeds from Yesteryear's building in the 203 fund and return MOU to Council for approval. APPROVED.			