

Billings City Administrator Weekly Report

September 9, 2021

- 1. Safe Routes to School Plan Update** – Toole Design will be in town from September 20-24 to conduct walk and bike audits of all 22 Billings Public Schools Elementary Schools. Councilmembers are invited to participate in one or more audits in their ward to help give insight into neighborhood concerns and to learn how schools are evaluated for walkability and bike ability. Please see the attached schedule for the dates and times for your neighborhood schools. Members of the public are invited to participate as well. All participants will have to pass a background check as required by Billings Public Schools. Please contact Elyse Monat monate@billingsmt.gov for more information.
- 2. Billings PCE Update** – The EPA announced yesterday, September 8, 2021, that the Billings PCE Site has been added to the Superfund National Priority List (NPL). The announcement states the following:

EPA's next step will be to conduct a remedial investigation and feasibility study to determine the nature and extent of contamination, assess potential threats to human health and the environment, and evaluate various cleanup options based on the information collected. Throughout the process, EPA will continue working closely with our state and local partners, including the Montana Department of Environmental Quality (DEQ). EPA in partnership with Montana DEQ, will conduct robust community outreach and involvement activities as we begin the site investigation and throughout the entire Superfund process. These efforts will ensure that the entire community and stakeholders are kept involved and informed of our work and future clean-up plans.

The full press release can be found at [EPA adds Billings PCE site in Yellowstone County, Mont. to Superfund List | US EPA](#)

- 3. Solid Waste "Extra" Update** – This week was the first week that we transitioned from weekly curbside collection of residential "extras" to monthly collection, so we wanted to update the council. On Tuesday, we were able to collect all of the curbside extras. While this is a good sign, we know that we will probably see more as the month progresses. However, by completing the entire Monday curbside pickup in one day, we are able to use those resources to collect the alley extras for that route. Historically, we have not been able to collect extras from the alleys on a regular basis so this will be a welcome change for many of the customers who have alley collection and have not had scheduled extra collection. The other thing we looked for this week was curbside customers who put out extras on days that were not scheduled for collection. Our staff saw a few extras on the Tuesday through Thursday routes, and we will follow up with those customers as we can. So, while it's still early, we were encouraged by how this week went.

4. **Red Ox Tour** – Deputy Mayor Yakawich and I had a great tour of the Red Ox manufacturing facility this morning in the EBURD. Several projects within the EBURD are gaining traction. The removal of the Lazy KT is having a significant positive impact on the neighborhood.
5. **City Council Presentations** – Attached please find the Annual Encroachment Fees Presentation for the September 13, 2021 meeting.
6. **Public Safety Mill Levy Presentation**
 - TBID, Thursday, September 9 at 9:00 AM
 - Pioneer Park Task Force, September 14 at 6:00 PM
 - Yellowstone Republican Group, September 14 at 6:30 PM
 - First Interstate Advisory Board, September 15 at 7:45 AM
 - Westend Rotary Group, September 15 at 12:00 noon

Have a wonderful weekend!

Safe Routes to School Audit Schedule

Monday 9/20

*Start times for some schools may vary slightly. The project team will be in touch if you sign up for an audit whose start time changes.

Morning Arrival	School	Audit Shift Time
	Newman	7:30-11:00 am
	Arrowhead	7:45-11:15 am
Afternoon Dismissal	School	Audit Shift Time
	Orchard	1:00-4:30 pm
	Bitterroot	1:20-4:50 pm

Tuesday 9/21

Morning Arrival	School	Audit Shift Time
	Sandstone	7:45-11:15 am
	Burlington	7:45-11:15 am
	Alkali Creek	7:30-11:00 am
Afternoon Dismissal	School	Audit Shift Time
	Broadwater	1:10-4:20 pm
	Central Heights	1:20-4:30 pm
	Bench	1:00-4:30 pm

Wednesday 9/22

Morning Arrival	School	Audit Shift Time
	Ponderosa	7:30-11:00 am
	Miles Ave	7:45-11:15 am
	McKinley	7:30-11:00 am
Afternoon Dismissal	School	Audit Shift Time
	Big Sky Elementary	1:15-4:45 pm
	Beartooth Elementary	1:00-4:30 pm
	Rose Park	1:00 - 4:30 pm

Thursday 9/23

Morning Arrival	School	Audit Shift Time
	Eagle Cliffs	7:45-11:15 am
	Highland	7:40-11:10 am
Afternoon Dismissal	School	Audit Shift Time
	Boulder	1:00-4:30 pm
	Meadowlark	1:00-4:30 pm

Friday 9/24

Morning Arrival	School	Audit Shift Time
	Poly Drive	7:30-11:00 am
	Washington	7:30-11:00 am



September 13, 2021

Annual Encroachment Fees



Billings
PUBLIC
WORKS

OVERVIEW

An **encroachment** is when any physical object projects into the City's right-of-way (ROW).

One-time **permit** due with encroachment applications.

Annual Rental fees are assessed for encroachments that are not temporary in nature.

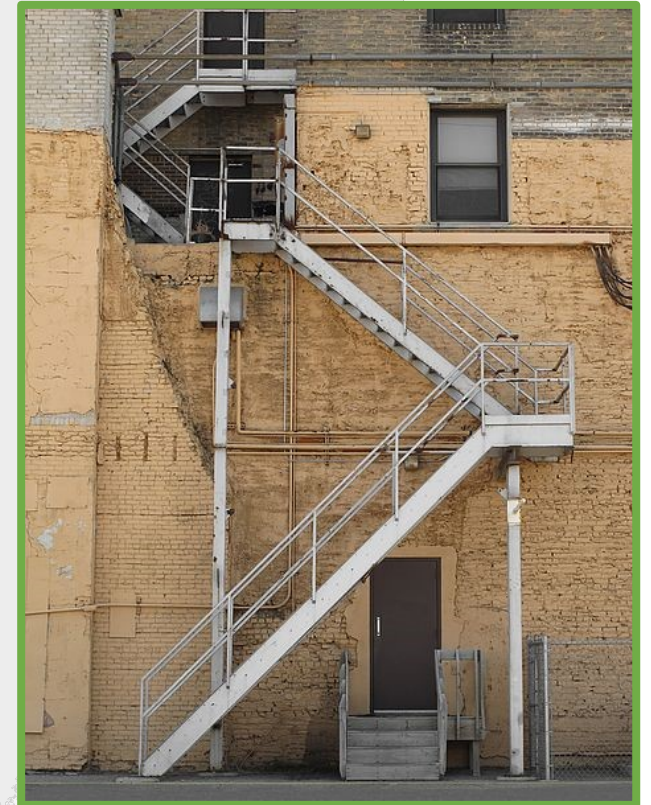
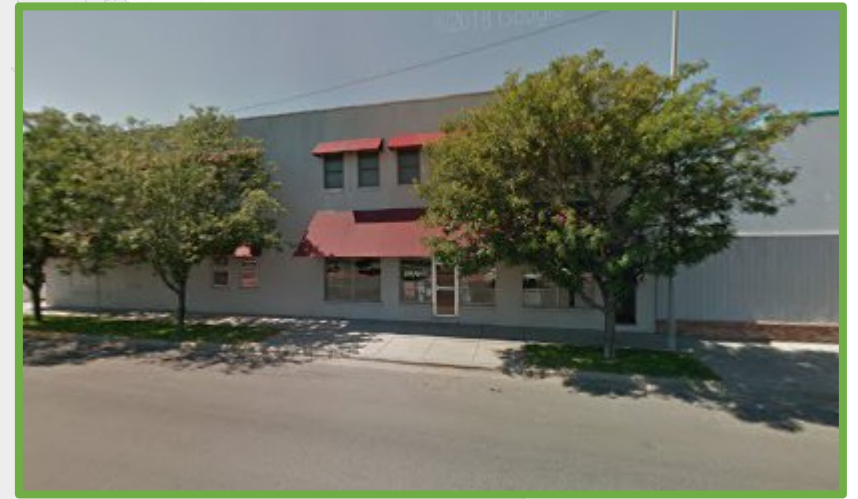
The proposed **Resolution** will revise the established fees and levy annual rental fee assessments for encroachments in the ROW.

Why assess a rental fee?

Cover costs

- Inspection
- Administration
- On-going ROW Management

Ensure safety and accessibility of the ROW



ENCROACHMENT RENTAL FEES

FY85

- Encroachment rental fee set at \$1/SF

FY86

- Awnings and canopies in CBD exempted

FY21

- Changed to tier system
- Encroachment rental fee set at \$2/SF
- First year of 5-year plan for tier 2 encroachments

Tier Structure

Defined by public impact

Tier 1

- minimal impact to the right-of-way
- awnings, overhanging signs, conduit

Tier 2

- major impact to the right-of-way and cause part of the right-of-way to be unusable
- restaurant patios on the sidewalk, fences, stairways, and sheds
- 5-year fee phase-in
 - 50% of the average taxable value of adjacent land
 - Target rate = \$7.28



RENTAL FEES & ANNUAL ASSESSMENTS

Description	Current Rate	Proposed Rate
Tier I		
Annual rate per square foot	\$2.00	\$2.00
Annual rate per linear foot	\$2.00	\$2.00
Minimum annual fee	\$10.00	\$10.00
Tier II		
Annual rate per square foot	\$2.00	\$2.80
Annual rate per linear foot	\$2.00	\$2.80
Minimum annual fee	\$10.00	\$10.00

131 encroachments
Assessed to **162** tax codes
\$65k in revenues from
annual rental fees



Address	Encroachment	Tier	FY21 Annual Assessment	FY22 Annual Assessment	\$ Increase
2305 3 rd Ave S	Underground Conduit	I	\$80	\$80	\$0
138 Florine Ln	Fence in Alley	II	\$30	\$42	\$12
2953 Rimrock Ln	Shed	II	\$40	\$56	\$16
3040 Central Ave	Sign	II	\$60	\$84	\$24
222 N 28 th	Outdoor Patio	II	\$1,000	\$1,400	\$400



THANK YOU

EXCELLENCE

INNOVATION

INTEGRITY



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