

Billings City Administrator Weekly Report

September 8, 2023

1. **Parks and Recreation Fall Programming** – the fall portion of programming for the citizens of Billings is starting. Residents of all ages have new and classic recreation options that suit their individual needs and schedules.

Youth sports and special interests kick things off as kids head back to school. The Miracle League of Billings is entering its 2nd season with six (6) Saturday games to be played throughout the fall. 50 plus athletes and buddies will put on their MLB team jerseys and compete to the best of their abilities. NFL Flag Football enters its 8th season with 163 2nd-5th graders participating, and close to 30 volunteer coaches. Other fall programming includes Intro to Martial Arts, Tennis Is Elementary, Kids in the Kitchen and more.

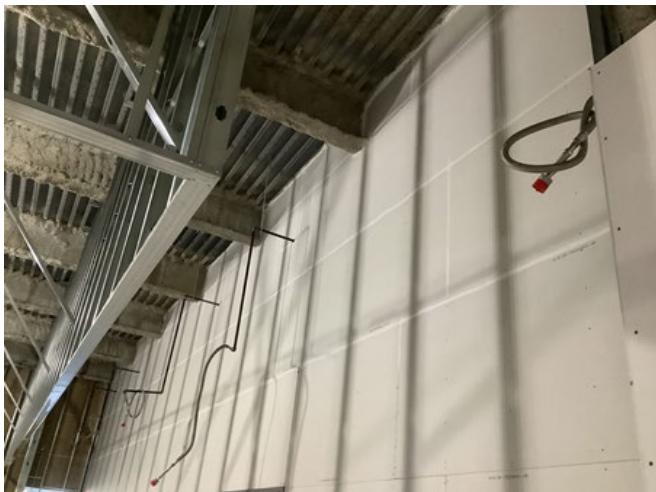
Adults and Seniors also have a lineup of programs to choose from. Adult Co-Ed Volleyball will start Sept. 17th with around 20 teams and 150 players. Open Play, Bootcamps, and court reservations available for all that enjoy everyone's favorite new sport, Pickleball. Our Senior Center is always active with wellness, exercise, and cooking classes. Also, plenty of card games and Bingo to keep our seniors entertained and engaged.

These are just a brief summary of what Recreation is up to for the fall, one of the most eventful times of the year for the Rec Department!



2. **Thriving Children & Families Group** – Melissa Henderson, Riverstone Health continues to facilitate a coalition of Billings service providers who work in this area. The group is building off models around the country, most notably Grown in Durham program. (See attached program summary.)
3. **Council Operations Committee** - The committee focused their meeting on refinements to the draft resolution for local government review. They also restarted efforts to update the Municipal Code, Article 2-200 Mayor and City Council. They will be holding a special meeting Thursday morning at 8:00 am to tour the Park One retail space and the offers to purchase it along with city hall and the two parking lots on the Burger Dive block.
4. **CPTED** – Our Crime Prevention Through Environmental Design Team is meeting this afternoon to review our implementation strategy and prepare for a presentation in front of the Council later this month.
5. **Presentations** – Please see the attached Annual Encroachment Fees, Street Improvement Lighting Maintenance Districts Assessments and Sidewalk Repair & Construction Assessments presentations for Monday night's Council Meeting.

6. **PRT Bond Education Budget** – We will not spend more than \$25,000 on our education efforts. We've hired AD Creative to develop our education materials with a not-to-exceed amount of \$10,000. I expect one more contract for web and social media assistance that has been quoted at around \$8,500. The remainder of the \$25k budget will be spent sharing these materials with our community (printing, community education events, advertising etc.).
7. **New City Hall Update** - The progress of the city hall project is proceeding smoothly. The work on HVAC penetrations on the roof is nearing completion. We began flashing and drying the new curbs for these penetrations this week. Core drilling from the 4th floor to the 3rd floor also commenced this week. The hydronic piping work is still in progress and plumbing on the 5th floor is nearing completion. Additionally, VAVs and new ductwork are being installed on the 4th floor, along with ductwork through the new roof curbs. Overhead conduit work is currently underway on the 5th floor, and wall rough-ins are in progress on the 4th floor. The fire sprinkler rough-in on the 2nd floor has been completed, and work on the 1st floor began this week. We received more hollow metal door frames this week and have installed them. Sheetrock hanging is ongoing on the 5th floor, and we have started head of wall spraying. The wall framing on the 2nd floor is also making good progress.



8. Next Week's Meetings/Task Forces

- a. Local Affairs Committee, Monday, September 11th 4:30 PM, City Hall Conference Room.
- b. Budget & Finance Committee, Wednesday, September 13th 9:00 AM, City Hall Conference Room.
- c. Legislative Committee, Wednesday, September 13th 4:00 PM, City Hall Conference Room.
- d. Operations Committee, Thursday, September 14th 8:00 AM, Park One retail space.

9. From the PIO Desk:

From the PIO's desk

City of Billings Mountview Cemetery selected for day of service honoring veterans

<https://www.billingsmt.gov/CivicAlerts.aspx?AID=2522>

Skypoint renovations scheduled for September, approaching streets will be closed to vehicle traffic

<https://www.billingsmt.gov/CivicAlerts.aspx?AID=2521>

From BPD: City of Billings puts families first by starting the planning process for a family justice center

<https://www.billingsmt.gov/CivicAlerts.aspx?AID=2523>

From BPL: Billings Public Library celebrates library card sign-up

<https://www.billingsmt.gov/CivicAlerts.aspx?AID=2519>

Mayor & Council

City Council defers crime prevention funding to budget committee

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PW

Business anxious for Gabel Road construction to start

<https://www.ktvq.com/news/local-news/businesses-anxious-for-gabel-road-construction-to-start>

PD

Shoplifting wall of shame unveiled at Billings business

<https://www.ktvq.com/news/crime-watch/shoplifting-wall-of-shame-unveiled-at-billings-business>

Skypoint

Skypoint repairs will close some downtown streets to traffic

https://billingsgazette.com/news/local/downtown-billings-streets-closed-skypoint-repairs/article_6fc9bec8-4cd5-11ee-89a9-a38ed58551ec.html

Popular downtown Billings intersection will be closed next week

<https://realnewsmontana.com/ixp/628/p/skypoint-repairs-traffic-billings/>

Fire

Emergency crews respond to Billings refinery

https://billingsgazette.com/news/local/crime-courts/emergency-crews-respond-to-billings-refinery/article_f5f53e8c-49e2-11ee-8664-a360c0a26fc1.html

Conveyor belt at Phillips 66 refinery in Billings catches on fire

<https://www.ktvq.com/news/local-news/conveyor-belt-at-phillips-66-refinery-in-billings-caughts-on-fire>

In other news...

First look: New trail in Billings nearly complete

<https://www.ktvq.com/news/local-news/first-look-new-trail-in-billings-nearly-complete>

Julie Seedhouse urges voters to support \$143 million parks, trails and recreation bond

https://billingsgazette.com/news/local/julie-seedhouse-urges-voters-to-support-143-million-parks-trails-and-recreation-bond/video_0166d1ce-b84e-5d23-ab82-86935671aa2f.html

Mayor says Billings hasn't invested in parks, trails and rec for almost half a century

https://billingsgazette.com/news/local/mayor-says-billings-hasnt-invested-in-parks-trails-and-rec-for-almost-half-a-century/video_af22a53a-8dc8-5dbd-b39e-42f6b9923004.html

West High principal relieved of duties, reassigned

https://billingsgazette.com/news/local/education/kelly-hornby-west-high-reassignment/article_488dbc3a-4d00-11ee-85da-ef7857e1b651.html

Commissioners approve proposed polling sites; with promise of adding westend location

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GROWN IN DURHAM

ECAP

Durham County's Early Childhood Action Plan

There are nearly 35,000 children from birth through age 8 in Durham County. We believe each and every child deserves to grow up in a community where they can **THRIVE.**

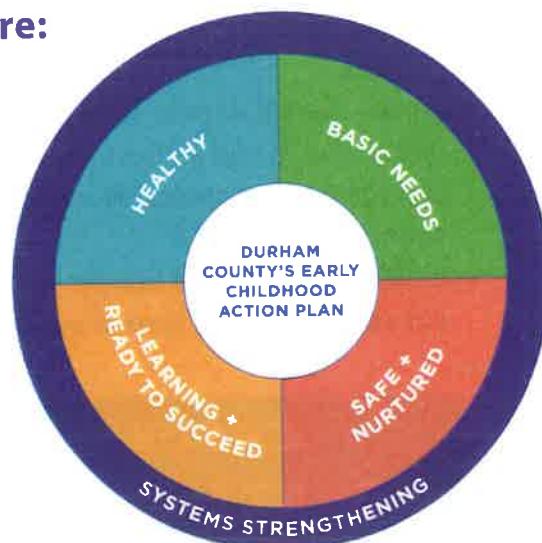
WHAT IS THE DURHAM ECAP?

"Grown in Durham" describes:

- HOW we as a community of parents, families, community members, early childhood providers, and early childhood systems leaders have worked together over the past year to create this plan.
- WHY we must do more to ensure all children in Durham can thrive.
- WHAT we need to do to in order for all children to thrive.

"Grown in Durham" has 5 goals to ensure:

- Our early childhood system is **STRONG**.
- All children and families have their **BASIC NEEDS** met.
- All children are **SAFE AND NURTURED**.
- All children are **HEALTHY**.
- All children are **LEARNING and READY TO SUCCEED**.



There are 21 recommendations for our Durham community; 58 strategies for action; and proposed action plans to bring each of the recommendations and strategies to life.

WHO CREATED THE PLAN?

- Over 150 parents, early childhood providers, and systems leaders teamed up to identify areas for action in support of Durham's young children, birth through age 8, and families.
- Over 1,000 parents, caregivers, and guardians shared their ideas.

WHY IS THIS PLAN IMPORTANT?

In Durham, not all children and families have the same opportunities to thrive. We believe all children deserve to grow up healthy, in safe and nurturing communities, where they can play, learn, and be ready to succeed in school and life.

HOW WILL WE ENSURE ALL CHILDREN THRIVE?

- Value the voices and experiences of families in our community.
- Ensure there is a set of universal, family and child-focused supports that promote thriving for all.
- Address root cause issues in an upstream way that prevent acute stress and trauma for families.
- Ensure there is a set of culturally-affirming, anti-racist, affordable supports that are responsive to and address family stress and trauma.
- Change harmful mental models that prevent systems from changing in necessary ways.
- Break down silos and build intentional cross-sector collaboration so we can strengthen our early childhood system as a whole.

**CHECK OUT DURHAM
COUNTY'S EARLY CHILDHOOD
ACTION PLAN TO LEARN MORE
AND GET INVOLVED!**





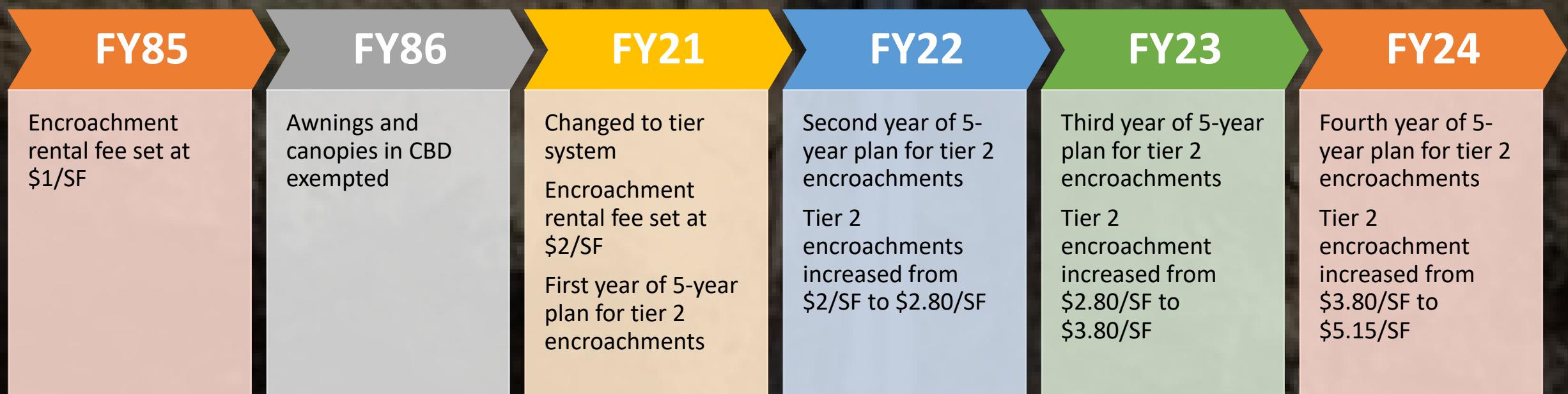
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Annual Encroachment Fees

September 11, 2023

HISTORY OF ENCROACHMENT RENTAL FEES



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 to 50% of the average taxable value of adjacent land

RENTAL FEES & ANNUAL ASSESSMENTS

| Description | Current Rate | Proposed Rate |
|-----------------------------|--------------|---------------|
| Tier I | | |
| Annual rate per square foot | \$2.00 | \$2.10 |
| Annual rate per linear foot | \$2.00 | \$2.10 |
| Minimum annual fee | \$20.00 | \$25.00 |
| Tier II | | |
| Annual rate per square foot | \$3.80 | \$5.15 |
| Annual rate per linear foot | \$3.80 | \$5.15 |
| Minimum annual fee | \$20.00 | \$25.00 |

132 encroachments
Assessed to **157** tax codes
\$108k in revenues from annual rental fees



| Address | Encroachment | Tier | FY23 Annual Assessment | FY24 Annual Assessment | \$ Increase |
|----------------------------|---------------------|------|------------------------|------------------------|-------------|
| 2305 3 rd Ave S | Underground Conduit | I | \$160.00 | \$168.00 | \$8.00 |
| 138 Florine Ln | Fence in Alley | II | \$57.00 | \$77.25 | \$20.25 |
| 533 Park Ln | Retaining Wall | II | \$20.00 | \$25.00 | \$5.00 |
| 3040 Central Ave | Sign | II | \$114.00 | \$154.50 | \$40.50 |
| 222 N 28 th | Outdoor Patio | II | \$1,900.00 | \$2,575.00 | \$675.00 |



THANK YOU

EXCELLENCE
INNOVATION
INTEGRITY



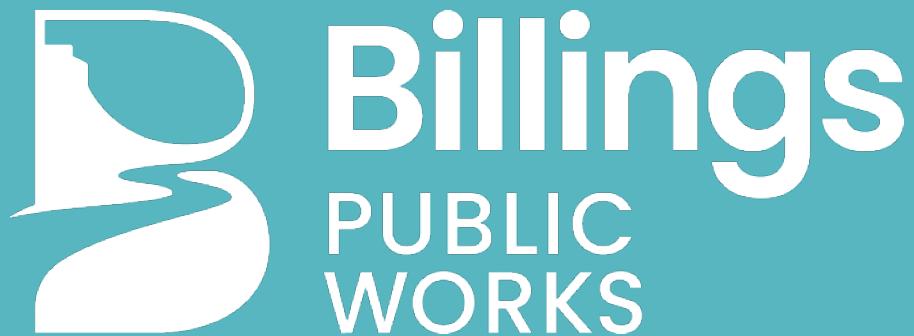
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A photograph of the Billings, Montana cityscape. In the foreground, there are green trees and a parking lot with several cars. In the middle ground, there are several buildings, including a large white one with a red roof. In the background, there are brown, hilly mountains under a clear sky.

FY24 ASSESSMENTS

SIDEWALK REPAIR & CONSTRUCTION

DELINQUENT
SEWER & SOLID WASTE



Sidewalk Hazard Fund/Assessments

Minor Sidewalk Repair Options

- Complete repairs themselves
- Public Works completes repairs

Property Owner Payment Options

- Pay before assessment is levied
- Pay in 1 lump sum with annual property taxes
- Pay over 5 years with annual property taxes

FY24 Assessments to be Levied

- 9 Properties
- 1 Property Owner Paying Over 5 Years
- Total Amount is \$3,412.60



SEWER & SOLID WASTE SERVICES – DELINQUENCIES

**MCA 7-13-4109 and MCA 7-13-4108 provide for collection
of delinquent sewer and solid waste accounts**

Property Owner Notifications and Payment Options

- Services are billed monthly
- Accounts are 90+ days past due
- All past due accounts offered the option of payment arrangements

Attempts to collect

- Monthly statement, letters, emails, telephone calls regarding status of account
- Property owners with balance over \$2000 notified of possible STOP SERVICE by plugging sewer and/or discontinuing solid waste collection

FY24 Assessments to be Levied

- 33 Properties
- 2 Properties have had sewer plugged and solid waste services discontinued
- Total amount is \$22,328.53



THANK YOU

*Exceed expectations through innovation,
integrity, and service to the community.*





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Street Improvement Lighting Maintenance Districts (SILMDs)

Fiscal Year 2024 Assessments

Overview



- Assessments reviewed by Council annually
- Cover the costs of maintenance and electricity through assessments to properties within each district area
- 198 SILMDs
 - City-owned = 66
 - Owned by other entities = 123
 - Combination = 9

Overview...continued

- **Fiscal Year 2024 Assessments will generate \$2,712,680 in revenues.**
 - No change - 18 districts
 - Decrease - 4 districts
 - Increase - 176 districts
- **There is an overall increase in assessed fees of \$234,370 from FY2023.**

The Street and Traffic Division maintains 4,484 lights annually!





Billings PUBLIC WORKS



THANK YOU

“Exceed expectations through innovation, integrity, and service to the community.”