

Billings City Administrator Weekly Report

February 2, 2024

1. **Council Operations Committee** – The committee wrapped up their work on the Local Government Review Resolution. They are recommending a board of seven (7) with a total budget (over two years) of \$200,000. Most of the larger cities in MT are leaning towards boards of 5-7 with budgets between \$150,000 and \$200,000. The committee also provided feedback on the city hall sale and TIF application process and discussions scheduled to come to the Council February 26th.
2. **Neighbors and Neighborhoods** – Put a place holder in your calendar for April 12th – 19th. I finally had a chance to get to know Bill Simmons, of MasterLube. What an inspirational human being and leader. Bill and Jennifer Mercer and Paul Foster are working on a week-long series of lectures, concerts, presentations, community engagements and conversations between Billings neighbors on pressing issues facing our city as we seek solutions that affect all of us. More to come.
3. **Family Justice Center Meeting** – Ellie attended her last meeting, she introduced her successor Taya Keith, FJC Coordinator, and announced the name - Northern Lights Family Justice Center. Thank you, Ellie, for the phenomenal work you did in service to Billings over the past year as a VISTA. We also had a zoom call with the FJ Alliance to discuss what the FJCs budget and data collection look like in the first few years.
4. **Dr. Lisa Strohman Lunch** – Monday, several council members, city staff and Riverstone staff attended Dr. Strohman's presentation and discussed the topic of social media's impact on children, family, and community. During our joint (City/County/School) February 14th meeting we need to have a follow-up conversation with School District 2 to establish the next steps.
5. **Montana Women's Run** – Rusty, Jeff and I met with the leadership of the Montana Women's Run to improve coordination around the MET transfer station.
6. **Council Orientation** – Friday's tour was focused on MET Transit.
7. **Building Division News** – Please see the attached document - New Dwelling Unit Date, Units finished in calendar years 2020-2023 (these are dwelling units built in the city that were completed and ready for occupancy in those respective calendar years).
8. **Information Meeting to Review Draft Subdivision Regulations Scheduled** – The City-County Planning Division has scheduled a public informational meeting on February 13, 2024, from 10 AM – 11:30 AM at the Billings Public Library Community Room, to go over proposed revisions to the City and County Subdivision Regulations. The meeting is directed at the development community that works with the regulations. The proposed changes include some local amendments proposed by the City and County staff and other changes mandated by recent State Legislative Sessions. This link will take you to the Planning Division webpage where the drafts are posted <https://www.billingsmt.gov/520/Subdivision>

The current schedule is to have the first public hearing with the Planning Board in March and then bring the amendments to the City Council and Board of County Commissioner meetings in April. If you have questions or would like more information, please direct all questions and comments to

Planner II Dave Green greend@bilingsmt.gov or call the Planning Division customer service line at 406-657-8247.

- 9. City of Billings Grant Funding Update** – Please see the attached grant update on Millice Park.
- 10. Park and Recreation News** - Please see the attached chart showing the status of all the Park projects across the city.
- 11. Semi-Annual Reports** – The Semi-Annual reports for Billings Bird, Downtown Billings Partnership, Parks and Recreation, and PCSD are attached.
- 12. Board & Commission Annual Report** - The annual report for the Citizen Police Advisory Committee that was posted in last week's report was in draft form, the final report will be posted soon.
- 13. Next Week's Meetings/Task Forces**
 - a. Neighborhood Watch Discussion, Wednesday, February 7th at 6:00 PM, Grace United Methodist Church, 1935 Avenue B.
 - b. North Park Task Force, Wednesday, February 7th at 7:00 PM, North Park Community Center.
- 14. 2024 Council Meeting Schedule** – Please see the attached Council Meeting schedule for upcoming items on the agenda.

15. New City Hall Update –

Roof

Crane set 4 RAF units, RTU, intake hood and exhaust fan.
Secure units to roof curbs.
Start running electrical to unit.

5th Floor

Hang sheetrock and tape exterior walls.
Insulation and vapor barrier at exterior walls.
Framing started on raised floor in council chambers.
Plumbing trim out.
Put air handler together and fit out.
Welding pipe for heat exchanger system.
Cut in ceiling tile borders.

4th Floor

Ceiling grid and cut in border tile.
Restroom wall and floor tile in single use restroom.
Window replacement -5 windows left to install.
Install light fixtures and pull home run wire.
Casework installation.
Secure plenum box wall under windows.

2nd Floor

WCT-1 panel delivery.
Grid ceiling framing in the courtrooms.
Hang hard lids and tile backer board.
Taping and sanding north end.
Prime and paint walls at the north end.
Paint accent walls on north end.
Start ceiling grid on south end.
Lighting controls and home run conduit.
Window delivery and started replacement on SW corner.

1st Floor

Hard lid and wall fur out framing.
Hang one side of walls with sheetrock.
Plenum box installed under windows.
HVAC overhead rough in.
Hydronic piping to VAV's.
Overhead waste and vent rough in.
TI plumbing layout.





16. City Communications –

Solar powered LEDs installed at Shiloh Conservation Area

<https://www.facebook.com/billingsmtpublicworks/posts/pfbid0DLdFVw1Yvqka4td7L69U93WHXdEn63hUDEHxEGp2AQkB63Hx5Q2S7PZnzKdVC5efl>

Planning Division schedules public meeting on subdivision regulations

<https://www.billingsmt.gov/CivicAlerts.aspx?AID=2571>

BIL construction update for Jan. 26

<https://fb.watch/pYYhR5sz5l/>

Podcast: FIVE-O Forum episode 1 w/ Sgt. Stovall

<https://youtu.be/2cV3AvBiGAQ>

Mass Vandalism arrest press release

<https://www.facebook.com/photo?fbid=775606744601106&set=a.226302889531497>

Mayor & Council

Yellowstone County Commissioners request City of Billings to pay for short-term detention facility

https://www.nonstoplocal.com/billings/news/yellowstone-county-commissioners-request-city-of-billings-to-pay-for-short-term-detention-facility/article_93346db4-9dcc-507a-a14b-f2458bb0de02.html

BPL

'A place of refuge': Billings Public Library turning 10, celebrating with week of events

https://billingsgazette.com/life-entertainment/local/events/billings-public-library-turning-10-celebrating-with-week-of-events/article_c450bede-bbd8-11ee-9c82-e7e3cd60fb01.html

BPD

BB Gun vandal suspects arrested

https://billingsgazette.com/news/local/crime-courts/vandalism-bb-gun-billings-police/article_7127193a-c117-11ee-ba47-cbcd65f2a27d.html

Two suspects arrested, charged in connection to mass vandalism investigation in Billings

https://www.nonstoplocal.com/billings/news/two-suspects-arrested-charged-in-connection-to-mass-vandalism-investigation-in-billings/article_dde3ec74-6752-54f4-9597-1b56fbefd34c.html

Teens arrested in Billings 'mass vandalism' case

<https://www.ktvq.com/news/crime-watch/teens-arrested-in-billings-mass-vandalism-case>

Billings woman arrested for vandalizing businesses on Grand Avenue

<https://www.ktvq.com/news/crime-watch/billings-woman-arrested-for-vandalizing-businesses-on-grand-avenue>

Late night shooting lands man at Billings hospital

<https://www.ktvq.com/news/crime-watch/late-night-shooting-lands-man-at-billings-hospital>

In other news....

Montana voters to decide in June whether to change local government

https://billingsgazette.com/news/local/government-politics/montana-local-government-review/article_95b36ac0-bfb8-11ee-808d-f3c9a39c74f6.html

State Firefighters Association talks dangers, solutions to electric vehicle fire safety

<https://dailymontanan.com/2024/01/31/state-firefighters-association-talks-dangers-solutions-to-electric-vehicle-fire-safety/>

Charter school looks to provide opportunity for non-English speaking students in Billings

<https://www.ktvq.com/news/local-news/charter-school-looks-to-provide-opportunity-for-non-english-speaking-students-in-billings>



New Dwelling Unit Data

Units finished in calendar years 2020-2023

2825 3rd Ave. N.
Billings, MT. 59101
P 406.657.8271

Jessica Fust
Building Official

2020 Dwelling Units Finished

Single Family	262
Two Family	90
Townhouses	21
Multifamily	81
Other	5

Total 459

2021 Dwelling Units Finished

Single Family	331
Two Family	70
Townhouses	13
Multifamily	105
Change of Use	29
Other	10

Total 558

2022 Dwelling Units Finished

Single Family	327
Two Family	64
Townhouses	51
Multifamily	78
Change of Use	11

Total 531

2023 Dwelling Units Finished

Single Family	272
Two Family	94
Townhouses	62
Multifamily	687
Other	7

Total 1122



Update on Grant Funding Received by the City of Billings February 2024

Millice Park



The City Parks and Recreation Department has applied for a \$100,000 grant to help replace the irrigation system at Millice Park.

The City of Billings Parks and Recreation Department has applied for a \$100,000 grant from the Bureau of Reclamation to help fund the \$436,000 irrigation system replacement and automation project at Millice Park.

More About This Project

Millice Park:

- is a 4.4 acre neighborhood park located on the corner of 19th Street West and Central Avenue.
- the park is located next to Meadowlark Elementary School.
- the park includes a ball field, horseshoe court, picnic site, and playground.
- is located near the BBWA canal, from which it draws its irrigation water.
- is currently irrigated by a 40+ year old manually operated system. The new system is expected to save 30% on water, 30% in electricity usage, and lower the amount of time spent managing the system by 75%.

To learn more about this grant-funded project, contact:

Ted Wilson
City of Billings Grants Administrator
406-869-3997
wilsont@billingsmt.gov

February 1st, 2024 progress report

Park	Progress	Project	Status	*updated information for this week
	Started ----->	Completed		
Arrowhead playground replacement	<div></div>		Project complete final payment invoice submitted	
Castle Rock playground addition	<div></div>		Warrantied swing set parts received, swing set reinstalled on 1/5/24	
*Castle Rock parking lot & restroom	<div></div>		*Met with Consultant 2/1/24, finalized plan and moving on to documentation.	
Central tennis courts replacement	<div></div>		Submitting LWCF paperwork for project reimbursement	
Comanche playground replacement	<div></div>		Playground complete and open to the public	
Cottonwood Park masterplan	<div></div>		Presented at November 8th Park Board meeting and approved for recommendation to City Council	
Coulson Park South Improvements	<div></div>		Received approval from US Army Corps of Engineers, proceeding with design	
Gorham irrigation automation	<div></div>		Pump station being shipped by manufacture for installation	
Grandview irrigation automation	<div></div>		Advertised twice, no bids both times, rebid at a later date	
Highland playground replacement	<div></div>		Playground equipment was delivered, installer under contract for Fall completion	
Millice irrigation automation	<div></div>		Sealed bids opened, project over budget, rebid at a later date	
North Park adult exercise & shelter	<div></div>		Building permit application was returned 12/21/23, working with consultant on corrections	
North Park playground replacement	<div></div>		Old playground equipment removed, sight cleared in preparation for install of new playground	
North Park restroom replacement	<div></div>		Concrete restroom placed on pad 12/8/23, Contractor continuing work to connect all services to building	
*Pioneer Park tennis courts replacement	<div></div>		*Met with consultant to review 65% CD's 2/1/24, Plan to advertise for bid 2/16/24	
Poly Vista inclusive playground and parking lot	<div></div>		Bidding closed 1/16/24, Project received 5 bids.	
Ponderosa irrigation automation	<div></div>		Final walkthrough complete, system fully operational	
Rose Park pool spray equipment replacement	<div></div>		Spray equipment delivered, contractor being scheduled for installation	
Skypoint sail replacement	<div></div>		Structural Engineer's report completed, proceeding with recommended repairs prior to painting	
Aquatic Facility Assessment	<div></div>		Consultant performed on site visits and are compiling information for assessment	

Bi-Annual Report July 2023– December 2023

The BIRD has had a productive year in 2023. We are actively working towards goals set through our Urban Renewal Plan and Master Plan. Below is a summary of activities that are examples of the success we have seen.

Crime Reduction:

- We had a handful of BIRD members take advantage of our project greenlight funds.
- We began to have more community events to get more activation in the streets and parks to get more eyes on the streets, parks and public areas.
- We had litter and graffiti clean-up in coordination with Code Enforcement
- We are working with Parks and Rec and CPTED to improve the Park lighting and safety.
- More events are being planned to activate North Park and the EBURD.

Urban Renewal Goals:

- Toucan Gallery is working on finishing their building.
- New pole banners have been hung in the district.
- 5th Avenue Corridor project to connect the BIRD with the downtown core has been approved to the 80% design phase.
- I have joined the Big Sky Economic Development Brownfield's committee for the EBURD.
- RFPs are being reviewed for Innovation District
- Shakespeare in the park is coming to North Park
- The Ren Faire is coming back for two days this fall.
- North Park Master plan has been approved by City Council is fundraising is underway.

TIF Projects:

- Billings Brownstones had its TIF approved for phase one on N 18th Street.
- Undammed Distilling Co. had its Tif approved for it move and expansion in the EBURD on 11th.
- Tailwinds Property Management, Chocolate maker, Vet, metal worker and another residential unit are all on the table for what we might see next for TIF applications.



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

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

Semi-Annual Report to Billings City Council

July 1 - December 31, 2023

Wednesday, January 17, 2024

- Status of the N27th/Downtown Tax Increment Fund for FY 24 - see attached spreadsheet with fund line items
- DBP Highlights and other work in the N27th Street Urban Renewal District
 - Continue to meet with new businesses in the downtown area
 - Continue to provide education on TIF & RLF (phone calls, in person, presentations to groups)
 - Continue to process CPTED grants
 - Continue to process Signage grants
 - Continue to process large TIF grants
 - Continue to communicate regularly with Government and news outlets
 - Continue to meet with new property owners
 - Continue to meet with new investors & developers
 - Continue to collaborate with City Parking as needed
 - Continue the promotion & marketing of downtown
 - Continue to tour vacancies with prospective tenants
 - Continue to scope & explore properties for future developments
 - Continue to disseminate education about the 2-way restoration efforts
 - New Businesses
 - Sweetwater Cafe at 201 N Broadway | Q3
 - Billings Outlaws at 2704 2nd Ave N | Q3
 - Montana Outlaw BBQ at 109 N 35th St | Q3
 - Sky Mountain Crafts at 2706 2nd Ave N | Q4
 - Confetti Heart Studio at 2821 2nd Ave N | Q4
 - Irene's Back Pocket at 2824 3rd Ave N | Q4
 - Proof Donuts & Coffee at 2715 1st Ave N, Ste A | Q4
 - Ashley Williams Photography at 2720 3rd Ave N | Q3
 - Amber Renee Photography at 2713 1st Ave N | Q3
- General Alliance Work
 - Ongoing photography of downtown scenery, architecture, & activities during all four seasons & during signature downtown events
 - Finish the Light Bike Trail (10 bikes and murals)
 - Open the Portland Loo for business
 - Complete Phase 1 of the Skypoint Glow Up project

- Finish a successful 20th Anniversary Alive After 5 concert series
- Install sidewalk bistro lights to illuminate N 29th Street (Space2Place grant)
- Inventory membership
- Inventory alleys
- Promote Crazy Days & First Fridays
- Host the Halloween Trick or Treat
- Host the 38th Holiday Parade
- Host the Holiday Stroll
- Co-host the Council Candidate Forum
- Development Project Incentives (TIF grant projects)
 - Completed
 - Billings Community Foundation Signage
 - Zest Kitchen Signage
 - Patten Peterman Bekkedahl & Green Signage
 - Arthouse Cinema Phase II
 - MJ Shanks (13 residential units)
 - Portland Loo
 - In Progress
 - Downtown Properties, LLC/Stone Building
 - Halsten Holdings, LLC/Burger Dive
 - Montana Rescue Mission
 - Old Town Flats
 - Old Billings Hardware Building
 - Kibler & Krich
 - Downtown Family Pharmacy Signage
 - Skypoint Glow Up project
 - On Deck
 - Bonding for 2-way project
 - 5th Ave Corridor
 - 25th Street Pedestrian Bridge
 - Battle of the Plans
 - Relocation of Yesteryears
 - Futurity Tower
 - TIF inquiries
 - 36 new TIF inquiries (large developments, facade improvements, signage, CPTED, energy efficiency, streetscaping & landscaping, change of use, housing)

Recreation

Winter Registration

Distribution of the 24-page 2023 Winter Activity Guide included direct mail to over 9000 households who have recently utilized the services provided by the Department. In addition to the direct mail, the Guide was inserted in the November issue of Simply Local Magazine. This magazine, which focuses on all things Billings, delivers over 20,000 copies to local businesses and organizations.

The new Activity Guide features recreation programs offered during the months of November through April 2024. Parents were able to register online beginning November 1st for all winter activities including Youth Basketball for Boys and Girls, Adult Coed Volleyball League, Adult Men's and Women's City League Basketball, Girls Volleyball, Tennis is Elementary, Martial Arts, Learn to Fly Fish, and numerous Health and Wellness programs for Seniors.

Our Winter Guide provides a jump-start into Spring with Summer registration starting April 1, 2024. The Summer Activity Guide will be available during the first week of March so parents will have the opportunity to decide which summer programs to register for before registration opens.



Aquatic Operations

The Recreation Division oversees the staffing and operations of the Rose Park and South Park pools, as well as the Pioneer Park and Hawthorne Park wading pools. We employed 46 lifeguards throughout the summer, all of which receive rigorous American Red Cross Lifeguard and CPR/AED training before the pools opened. We ensured each guard receives the proper training they need to respond to any situation that arises. This year, our lifeguards supervised 41,394 visitors at Rose and South Park pools and thousands more visitors at Pioneer Park and Hawthorne Park wading pools. That is a decrease of 18% due to the 3rd wettest June on record. Attendance



in July and August were near average. Two hundred and forty-two (242) reduced price pool passes were sold in 2023 to help residents in low-income households cool off on our hot summer days. In total, 90+ seasonal aquatic employees (lifeguards, instructors, managers, cashiers, concession workers) are employed at the aquatic facilities annually. Most of these employees are high school students, college students, and School District #2 employees.

Pioneer Park and Hawthorne Park wading pools operate free of charge for the public to use. These facilities are extremely

popular for small children, and widely used by day care programs throughout the community. Two lifeguards supervise each wading pools from 12-6pm daily.

Aquatic Programming

To go hand in hand with recreational open swim for children and families, the Recreation Division also provided popular aquatic programming, which included 703 children enrolled in our seven-week American Red Cross Learn to Swim program, 41 adult lap swimmers, and 98 children enrolled in our all-day aquatic camps. The aquatic staff did a tremendous job during another eventful summer, keeping our facilities safe and enjoyable for the community.

Dog Day of Summer

On August 20, 2023, we celebrated our ninth annual Dog Days of Summer on the last day of the pool season. As was the case with our early season weather in June, this day provided a cold and rainy experience for dog owners and families. The 196 dogs didn't seem to mind though.



Recreation Programs



Summer program registration for 2023 (June-August) was once again our most successful summer to date. Summer and specialty camps saw a 3.5% increase in enrollment, while sports camps saw 700 participants take part in sports including, basketball, golf, tennis, flag football, martial arts, cheer, and volleyball.

Our new Free Rec 2U program brought entertainment and activities to Hawthorne and Highland parks on 8 Fridays throughout the summer. Rec 2U was able to engage with roughly 400 kids and provide them many fun activities, including lawn games, sports, arts and crafts, and plenty of healthy snacks.

- 1337 enrolled in non-sports camps
- 698 enrolled in sports camps and lessons
- 400 participants in Rec 2U

Fall Recreation began on August 21st at the conclusion of our Summer programming. Enrollment was strong, staffing was excellent, and our traditional strong fall programs continued to thrive.

Youth Sports for the fall and into the winter months included NFL Flag Football, Girls Basketball, Tennis Is Elementary and the beginning of Boys Basketball. NFL Flag Football utilized 4 different Parks sites with game days at Centennial Park. The kids were divided into 2nd/3rd and 4th/5th graders and a total of 20 teams were created. All 162 kids participated in games and developed their skills at bi-weekly practices. We had 33 great volunteer coaches this year and 10 staff members consisting of site supervisors, game day coordinators, and officials working hard to give the kids a great experience. The same setup was used for Girls and Boys Basketball. We used 3 sites for each, with a total 175 players divided up into 25 teams. We used 15 excellent coaches for both of these leagues who did an incredible job passing on their knowledge to these young players. Tennis Is Elementary also had an excellent turnout this fall with 2 sites, Meadowlark and Eagle Cliffs Elementary, and 65 participants.

- NFL Flag had 4 sites 162 players (35% increase)
- 33 Coaches (32% increase)
- 8 weeks of practice and 5 weeks of games at Centennial Park

- Girls and Boys Basketball had 25 teams with 175 total players
- 15 coaches for each season
- 8 weeks of practice and 5 weeks of games at Orchard Elementary for each season

Adult Sports for the start of the fall include Fall Co-ed Volleyball, Pickleball Open Play, Table Tennis, Winter Co-Ed Volleyball sign ups, and City League Basketball sign ups. Fall Coed Volleyball was full once again and had an excellent season. Pickleball Open Play provided a fun and relaxing way to play everyone's favorite sport during the cold weather. Table Tennis also provides a year round spot to play a classic recreation sport with consistent days per week. A total of close to 560 players signed up for City League with 62 teams on the schedule, with games being held at all 6 middle school gymnasiums in Billings. Winter Coed Volleyball sign up are also full once again.

- Fall Coed Volleyball 24 teams close to 200 Players
- Pickleball Open Play had 10 participants
- Table Tennis served 20 players
- City League Basketball has 62 teams and 560 sign ups
- Winter Coed Volleyball has 24 teams and 200 players

The Miracle League of Billings has also had its 3rd successful season running 6 game days from late August to early October. We had 27 athletes, 30 volunteers and the entire MSU-Billings Softball team help us make lasting memories at Miracle League Field.

Rounding out the Fall with a couple of Special Interest programs, we had Kids in the Kitchen and Adult Piano Lessons.

Kids in the Kitchen saw 6 participants engage in 4 Saturdays worth of cooking lessons. Adult piano also had 6 people enrolled for 5 weeks of piano lessons.



We Make Aging Fun at the Billings Community and Senior Center

Billings Community and Senior Center has been working on increasing participation in programming in last six months of 2023. Our Recreation and Wellness Specialist met with the Adult Resource Alliance to start looking at expanding partnerships with faith-based organizations, utilizing their facilities to host programs.

While we continue to grow recreation and wellness opportunities for seniors to help them age in place with grace, we also realize the need for seniors to be able to come out and spend time with friends and their peers. We aim to provide activities our seniors recommend at the BCC.

In 2023 we had an increase in program and attendance.

- 7% increase for 2023 in overall attendance for recreation and wellness programming
- 21% increase for 2023 in attendance for all programs and activities held at the BCC
- 11% increase in overall attendance at all programs and activities from July to December

Adult Resource Alliance Partnership

- 1385 meals were served from July to December and 2857 meals were served to seniors in total for 2023.
- The Thanksgiving and Christmas holiday party doubled attendance and participation from 2022 to 2023.

- Growth in Billings Heights Chair Strength training has expanded so much another class will be added to meet the needs of our seniors.
- We have seen that seniors who have been participating over the last year have increased their strength and many can do workouts in upright positions.
- Not only are they building strength, balance, and endurance, they are building a community of friends and peers among those participating in classes.
- One participant told our Recreation and Wellness Specialist that they come not only to get stronger, but they also come for the community they have built among their peers.

Senior Outreach

We had many opportunities to help provide educational services for our seniors throughout the community. We attended Riverside Foster Grandparents night where we were able to give information on our programs and services. We also shared information on scholarships for those who want to participate and may not be able to due to income barriers.

Our Recreation and Wellness Specialist went to the Rubber Duck Regatta to help with Big Sky Senior Services fundraiser to help local seniors with non-clinical services. Big Sky Senior Services provides help for seniors who have income barriers and might not otherwise be able to receive these necessary services. She also provided a recreation and wellness in-service for the United Way, School Foster Grandparent program. The seniors provided great feedback on the times we offer programs. Many of them are in school classrooms helping till 2:30-3:00 pm so they could not attend. We will looking at bringing back later afternoon classes and send them information when those begin.



Parks

Arrowhead Playground Replacement

Arrowhead Park received a new playground. The existing play pod area increased in size to accommodate additional play equipment. The playground is complete and open for park use.

Castle Rock Playground Addition

The last components for the playground were delivered and installed. A few remaining warranty issues are being addressed but the main playground structure is open to the public.

Central Park Tennis Court Replacement

The tennis and pickle ball courts were completed with new concrete and playing surface. The courts are now open for play, featuring LED high efficiency lights controlled by an automated timer that allows continuous play through 10pm.



Comanche Playground Replacement

A new playground and play pod were installed with additional landscaping in the park. The play area now includes ADA accessible sidewalks and a sensory path, using Community Block Development Grant funds from the City.



North Park Updates

Park staff removed the existing play equipment to make way for an all-new playground. Installation is scheduled for Spring 2024. A new prefabricated concrete restroom was delivered and installed on site. Utilities and new ADA sidewalks are currently under construction to complete the installation. North Park updates are scheduled to be finished by spring.

Park Operations

One of the most anticipated events this season was the return of the Hot Air Balloon Rally at Amend Park. Parks staff facilitates and coordinates with event organizers to provide a safe launch location and viewing area for the public.

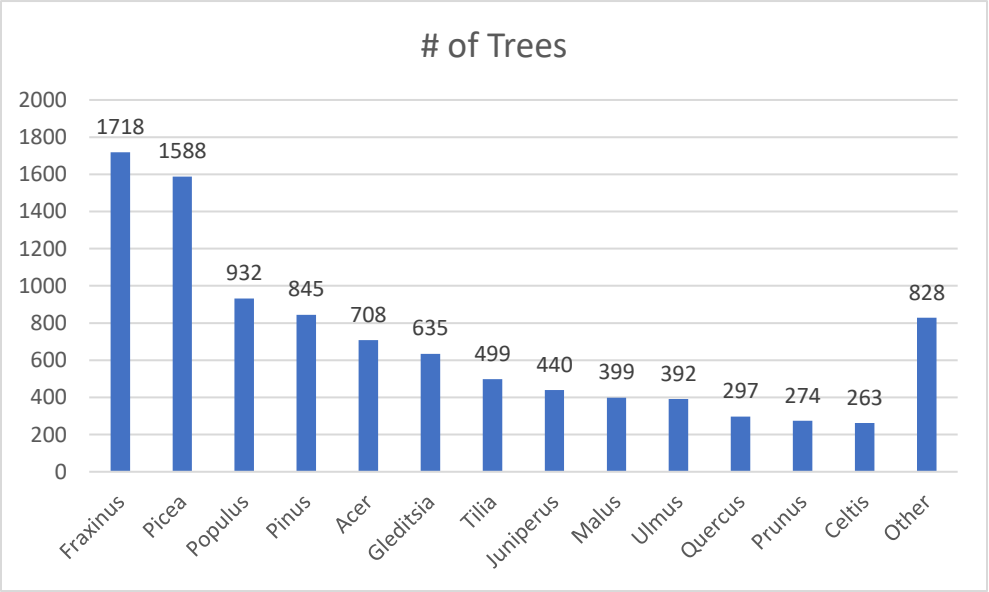
In the off season, parks staff focuses on the dozen or more irrigation pump stations needing maintenance. After water lines are emptied for the winter, pumps and motors are pulled and rebuilt. This winter, staff are making repairs to Castle Rock, Centennial and Stewart Park pump stations. Installation occurs in early spring before irrigation ditches and canals begin to flow. Playground repairs and fall protection maintenance is an ongoing process. Parks staff inspects and identifies deficiencies and then makes the necessary repairs. In the 2nd half of 2023, fall protection was improved at Boulder, Hawthorne, Millice, Rosebud and Walsh Parks to name a few.

Forestry

In Billings’s Parks, Mountview Cemetery and a few municipal areas in the downtown area, the Forestry Department actively manages 9818 trees. There are an additional 432 city-owned trees at the Par 3 Golf Course that are cared for by Par 3 staff. The total asset value for these trees is calculated at 10,250 trees valued at \$33,754,500.

There are 14 genera of trees that form the main stock, 91.6%, of our urban forest. Forty-two additional genera account for the remaining 8.4%. The common trees shown in the graph are listed by scientific name. The two largest categories are Fraxinus (ash) and Picea (spruce).

Throughout 2023, the Forestry Department completed a record high 243 weed abatements. This increase was due to the significant spring rain that encouraged growth. Forestry pruned approximately 500 trees, and planted 270 new trees throughout the parks in all of 2023.



Cemetery

Mountview Cemetery hosted two community events in the fall of 2023. In September, we had our first Saluting Branches event. Saluting Branches is an national, non-profit organization that brings arborists and tree care professionals together with volunteers to maintain trees in spaces that are dedicated to veterans. This year we had 19 sponsors and over 100 professionals and community members dedicate their time and resources to tree pruning, removal, planting, and fertilizing the trees in Mountview Cemetery. The estimated donation in time and services was \$35,000. We are so grateful to CM Tree Service for bringing this event to Billings!

In November we held the inaugural Patriot Run. Sixty three participants ran and walked the 5K course within the cemetery. We raised \$2200 that will be used to cover the cost of veteran burials in Mountview's veteran section. We look forward to making this an annual event.



- 56 burials completed (116 total for the year)
- 43 graves sold (63 total for the year)

Community Outreach & Volunteer Programs

A total of 1434 volunteer hours were logged in the second half of the year, across multiple projects and regular volunteerism. We transitioned volunteers serving through Adult Resource Alliance to direct service with PRPL. This accounted for an increase in regular volunteers and consistent hours for the future.

A handful of unique projects accounted for 359 of the hours in the 2nd half of the year. These projects included church groups, non-profits, and a special group of volunteers visiting Billings for the United Steelworkers Women of Steel Conference in July – 70 volunteers removed invasive buckthorn plants from Riverfront Park. The total volunteer hours for the year came to 2263, which is equivalent to a full-time employee working 40-hour weeks and 3.5 hours of overtime every week, without vacations. We are truly grateful for all the ways volunteers support our parks and public lands.



Refresh the Rims took place for the 11th year, continuing a great partnership with MSU-Billings Outdoor Adventure Leadership Program. Five trail groups covered several miles of trails along the Rims, collecting dozens of bags of trash containing sharps, trash, lost belongings and an old car tire. Our hard working crew was rewarded with a glimpse of the October 14th partial solar eclipse! Using safe eye protection, volunteers had perfect view of the eclipse from the Rims before continuing trail work.

This year was also a bountiful one at the Community Garden at Amend Park. Rain came early and often through the spring months, providing excellent conditions for produce this season. Nearly 500 pounds of produce donated to local non-profits and senior centers, with a total of 5722 pounds of produce harvested this year. Everything from zucchini to melons and kohlrabi to broccoli.



ANNUAL REPORT

PCSD

2023

The City of Billings Planning & Community Services Department reflects on 2023, a year with exciting opportunities and changes on the horizon.

One Mission

The Magic City

A diverse, welcoming place where people prosper and business succeeds.

About Us



Most citizens seek the services of the Planning and Community Services Department when they need information on property, buildings, or land uses. Landowners, realtors, builders, and developers rely on our fast and customer-friendly service. Qualified homebuyers and not-for-profit community organizations enjoy the programs we offer. All residents benefit from the Code Enforcement Division's efforts to preserve property values.

The Planning and Community Services Department is committed to building a safe community that uses its resources wisely. Our services and programs help maintain a high quality of life while providing a variety of housing and businesses choices for all residents. Consisting of three Divisions, we are happy to be at your service.

PCSD DIVISIONS



CODE ENFORCEMENT

Code Enforcement is a complaint-based response program for violations of zoning, building codes, business regulations, nuisance codes, sign codes and specific parking regulations. With the implementation of the Public Safety Mill Levy, responsibilities have been added to the division to include massage facility licensing, marijuana business licensing, and graffiti removal. Additionally, the division has grown from 4 officers to 7. Five residential officers divide the city by as many enforcement areas. A commercial code officer was added to staff and covers the entire city. The existing nuisance property officer covers the entire city as well and serves on the city's newly formed nuisance property team.

COMMUNITY DEVELOPMENT

The Community Development Division joins local partners with resources to increase access to housing, support capacity building for local non-profit organizations, to create a sustainable community, and to promote neighborhood revitalization. The Division is primarily responsible for managing federal grant programs, including Community Development Block Grant, HOME Investment Partnerships Program and AmeriCorps Volunteers in Service to America (VISTA).

PLANNING

The Planning Division provides community planning and development services to Yellowstone County, the City of Billings, and the Town of Broadview. It provides the community with a broad service base that consists of current planning, neighborhood and community planning and transportation planning. The Division provides services to residents and developers by reviewing proposed projects and processing subdivision applications, applications for requests for zoning changes and variances, and special use permits.

The Director

The Planning and Community Services Department (PCSD) staff and all of you, our customers, had a very busy 2023 improving and supporting our community.

Wyeth Friday
Director PCSD

The Planning and Community Services Department (PCSD) staff and all of you, our customers, stayed busy across our community in 2023. As you review this report, you will see PCSD continues to provide services and project delivery for many projects and in many areas of Billings and Yellowstone County. Here are some highlights:

- Participated in ongoing discussion, solutions and implementation of tools and resources to improve the safety of our community through Code Enforcement, Community Development park projects, and Crime Prevention Through Environmental Design.
- Participated in the 2023 MT Legislative Session to support, challenge, and inform legislation related to land use, public safety and crime prevention, and urban renewal.
- Coordinated with City and County departments and stakeholders to draft locally driven and State Legislation-required amendments to City and County subdivision regulations with a goal of adoption in early 2024.
- Completed a series of City Zoning Code text amendments informed by two years of implementation of the new zoning code adopted in early 2021. The changes improved the effectiveness, clarity and application of the code in many areas.

As we closed out 2023 we are embarking on major community planning projects across the City and urban area of the County with the kick off of the West Billings Neighborhood Plan Update in late 2023; preparation for launch of the Heights Neighborhood Plan Update in early 2024; starting the process to comply with the new Montana Land Use Planning Act (Senate Bill 382) over the next two years.

We also said goodbye to three senior staff members who dedicated many years of service to bettering our community in countless ways: Transportation Planning Coordinator Scott Walker, Planning Clerk Tammy Deines, and Planning Division Manager Monica Plecker. We wish them all the best in retirement or new career challenges in the years ahead.

Our services, partnerships and work with the community is ongoing as we enter 2024. Please join us in making our community stronger, healthier and safer in the New Year!

Planning Division

Staff

Vacant
Planning Division
Manager

Nicole Cromwell, AICP
Zoning Coordinator

Lora Mattox, AICP
Transportation
Planning Coordinator

Vacant
Transportation Planner

Elyse Monat,
Active Transportation
Planner

Dave Green
Planner II

Karen Husman
Planner I

Hunter Kelly
Planner I

Tate Johnson
Planner I

Brenda Berns
Planning Clerk

Current Planning

The Planning Division handles numerous application types for projects like Subdivision, Exempt Subdivision, Special Review, Variance, and Zone Change. We also review permits like Zoning Compliance, fence, and sign permits.

Permits

Projects

Long-Range Planning

The Planning Division is responsible for development and implementation of long-range plans like neighborhood plans, growth policies and sub area plans.

Policies

Plans

Transportation Planning

The City of Billings and Yellowstone County are designated a Metropolitan Planning Organization (MPO). This designation allows for federal funding of transportation specific plans.

MPO Administration

Plans

2023 Highlights

01

Safe Routes to School Grant Progress

The City was awarded \$3.5 million for Safe Routes to School projects from the US Department of Transportation! The funding will support walking and biking projects at 17 locations across Billings.

Neighborhood Plan Updates

The Planning Division announces two long-awaited neighborhood plan updates this year! Firstly, after twenty years, we're refreshing the 2001 West Billings Neighborhood Plan to encourage growth and innovation. Led by Sanderson Stewart for Yellowstone County and the City of Billings, stay tuned for details! The second plan, the Heights Neighborhood Plan completed in 2006, aimed to foster growth and opportunities. With ongoing major transportation improvements, this project will commence shortly.

02

03

A Big Year For Transportation Planning

Many transportation planning efforts were completed in 2023. A major update to the Billings Urban Long Range Transportation Plan was completed. Additionally, the City has entered into an agreement with Federal Highways. The Project has begun construction on both the Inner Belt Loop and the Skyline Trail. To date, the Skyline Trail is mostly complete!

Subdivision Activity Nearly Doubles in 2023

Subdivision activity in the City of Billings and Yellowstone County boomed in 2023 with the creation of 566 lots. This is in contrast to the 341 lots created in 2022.

04

Planning Division

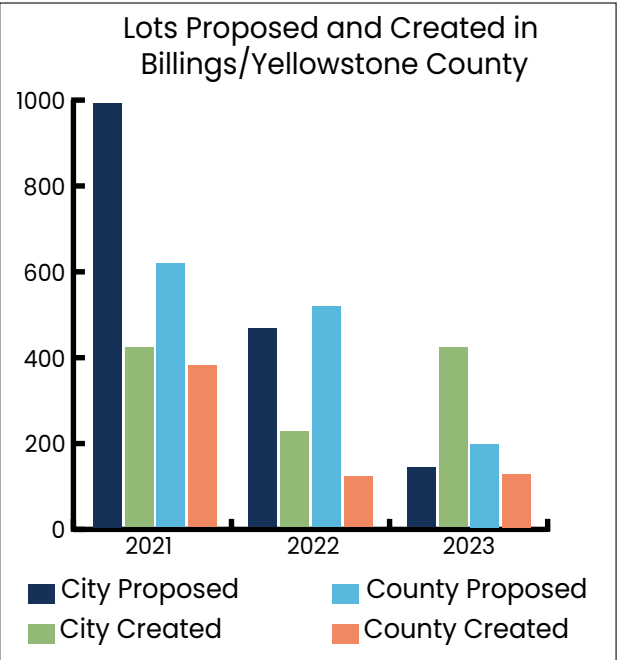
Subdivision

Activity in 2023 was about the same as 2022, with a decline in pre-application meetings compared to 2022. Despite that, it was still a successful year for development in the City and County as the subdivision numbers reported below attest to. Planning staff is focused on working with City and County departments and stakeholders to put together subdivision regulation amendments. These amendments should be considered by the governing body for adoption in the first half of 2024. The amendments are focusing on continuity with the zoning code, park land regulation amendments after the adoption of the City Parks Department's Comprehensive Plan, and legislative changes from the last several sessions.

Statistically, 2023 was a good year for subdivision activity but not as over the top as 2021 when developers created many lots. Going from 2022 to 2023, most numbers are quite different for proposed subdivisions, preliminary subdivisions, and final subdivisions. In 2022 there were 462 lots receiving preliminary approval and 223 lots created with final plat in the city. In 2023 there were 40 lots proposed in pre-applications, 182 lots receiving preliminary plat approval and 425 lots created with final plat. There were also 276 spaces created for Mobile Homes. This resulted in 701 lots being available for new residential construction or mobile homes in 2023.

The County in 2023 saw changes as well, with 513 lots receiving preliminary approval and 118 receiving final plat in 2022 versus 110 lots proposed with pre-application, 205 lots receiving preliminary approval and 139 lots created with final plat in 2023. There were also 36 spaces created for a new RV park. This resulted in 175 lots being available for new residential construction or mobile homes in the County in 2023.

The activity in 2023 shows a reaction in subdivision development that follows current market trends seen elsewhere in the country. The Planning Division expects this trend to continue with a slightly slower upward trend of growth.



425
LOTS CREATED IN
BILLINGS FOR 2023

139
LOTS CREATED IN
YELLOWSTONE COUNTY
IN 2023

Historic Preservation

This year marks an exhilarating period for the Yellowstone Historic Preservation Board (YHPB)! The State Historic Preservation Office (SHPO) has generously granted additional funds through the Certified Local Government Grant (CLG) to bring several long-awaited projects to fruition. One of the primary initiatives involves a comprehensive overhaul of the Downtown Walking Tour Application. Collaborating with the Western Heritage Center, the walking tour will be presented using ThingLink, a web-based 2D mapping program. Anticipation is high as the board eagerly awaits the app's launch in the spring of 2024.

Another project, also funded by SHPO, focuses on developing a Multiple Property Documentation and National Register nomination(s) associated with properties designed by Architect Chandler Cohagen. Cohagen's properties are scattered throughout Billings downtown and the North Elevation Neighborhood. Upon completion, this project will contribute to the creation of an enriching walking tour experience.

Lastly, YHPB has persistently sought funds for the acquisition of two window restoration toolkits from Preserve Montana over the past couple of years. These toolkits will contain essential tools and supplies available for citizens of Yellowstone County to borrow, enabling them to restore their windows instead of opting for replacements. Additionally, Preserve Montana will organize a workshop to impart basic skills for historic wood window restoration, covering tasks such as paint scraping, minor wood repairs, glass cutting and replacement, glazing, and painting.



Chandler Cohagen Designed Property



In other updates, after serving sixteen years as the Historic Preservation Officer (HPO), Lora Mattox will be transitioning to a new role as the Transportation Planning Coordinator. Stepping into her role, Dave Green, who currently shares the same office as Lora, assumes the position of the new HPO for the Yellowstone County CLG. The board expresses confidence in Dave's capabilities and expects him to excel in his new role!

YHPB Left to Right: Back Row: City of Laurel Representation, Evan Bruce, YHPB Chair and City of Billings Representative, Keith Edgerton, At-Large Member, Zachary Garhart, At-Large Member, Linda Lien, Kevin Kooistra, Western Heritage Center (consultant to the YHPB). Front Row Left to Right: Lora Mattox, Outgoing Historic Preservation Officer, Dave Green, Historic Preservation Officer

Planning Division

Transportation

After dedicating 35 years of service to the community, Scott Walker has retired from his role as the Transportation Planning Coordinator. The community owes a great deal to Scott, as he played a pivotal role in encouraging the establishment of walking and biking as standard practices in our planning and construction efforts. His leadership has been instrumental in shaping the Billings Metropolitan Planning Organization (MPO) into what it is today. A heartfelt thank you to Scott, and may your retirement be filled with happiness! Following Scott's departure, the longtime Transportation Planner, Lora Mattox, has assumed the coordinator position. She is eager to carry forward Scott's legacy and guide the MPO into a promising future.

Long-Range Transportation Plan (LRTP)

The Billings-Yellowstone County Metropolitan Planning Organization (MPO) prepared a long-range transportation plan (LRTP) to guide the development and implementation of multimodal transportation projects for the Billings planning area. MPOs are required to update their transportation plan every four to five years to meet local, state, and federal requirements. The LRTP includes:

- Planning for the next 20 years —looks out to year 2045
- Engaging the public for input and comment
- Assessing facilities and operations of the different transportation modes
- Identifying transportation needs and a set of short-and long-range transportation projects
- Constraining the transportation projects financially

The Vision of the plan is to support a livable and economically vibrant community through a safer and more equitable multimodal transportation system. The goals include:



Safety — Develop a safer transportation system for all users.



Resiliency — Optimize, preserve, and enhance the existing transportation system to adapt with climate change, protect the natural environment, and promote a healthy and sustainable community.



Mobility — Create a transportation system that supports the use of transit, walking, biking, shared mobility, and vehicles.



Equity & Accessibility — Address the needs of transportation-disadvantaged populations through the provision of affordable, accessible, and reliable travel options.



Economic Vitality — Provide transportation facilities to support the local economy and connect the Billings Urban Area to local, regional, and national commerce.

Skyline Trail Achievement

A significant portion of the Marathon Loop has now been finalized. Supported by a generous allocation of over \$2.3 million from the \$11.6 million BUILD Grant awarded to the city in 2020, the inauguration of the Skyline Trail took place on December 7, 2023, marked by a ribbon-cutting ceremony. While this locale has long been frequented by walkers and bikers, it will now boast an enhanced trailway featuring numerous interpretive signs, art installations, designated and secure parking zones, MET Transit accessibility, and various other amenities.



Skyline Trail Ribbon Cutting Ceremony



Skyline Trail

Community Development

Foreclosure Program

Federal funding is used to acquire and re-develop vacant, foreclosed homes that may otherwise become sources of abandonment or blight within the Billings community. Following rehabilitation or reconstruction, the homes are sold to income-qualified households through the City's First Time Home Buyer program. A zero interest, deferred payment loan for closing costs and down payment assistance may be available. Visit www.billingsmt.gov/FTHB for details.

In 2023, a new 1,230 square foot, 3-bedroom, 2-bath, modular home was placed on a permanent foundation on City-owned property in the Billings Heights. A single-car attached garage was also constructed, along with a zero-step accessible entrance. The project was completed in 2023 and xeriscaping is planned to complete the project prior to selling the home to approved income-qualified First Time Home Buyer(s).

In November 2023, staff purchased a single-family HUD-foreclosed home on the westend of Billings. Professional lead-based paint, asbestos, and home inspections were conducted and staff is using the results to develop the work list. The project will then be advertised for quotes. A construction agreement will be negotiated with the successful, eligible contractor. Following rehabilitation, the home will be sold to income-qualified households through the City's First Time Home Buyer program.



Foreclosure Program – Billings Heights Home



Foreclosure Program – Westend Home

CDBG – CV

CARES Act Funded Projects

The U.S. Department of Housing and Urban Development (HUD) provided a special allocation of Community Development Block Grant – Coronavirus (CDBG-CV) funds to the City of Billings to be used to prevent, prepare for, and respond to the coronavirus. All funded activities were required to primarily benefit low-income individuals and families in Billings and could not duplicate other local, state, or federal service or support. The Community Development (CD) Board and the City Council approved a variety of projects meeting CDBG-CV criteria and many of the projects were completed in 2022. The CD Board subsequently recommended additional CDBG funding for Crime Prevention Through Environmental Design (CPTED) projects. The following are updates on remaining CDBG-CV projects and new CDBG projects that moved forward in 2023:

Downtown Business Improvement District: New public restroom and handwashing facility. Project completed and the ribbon cutting ceremony was held August 17, 2023.

North Park: New 4-room accessible restroom, new adult exercise area and equipment, new shade shelter, concrete path bulb-outs to eliminate tripping hazards, and North Park Center electrical, plumbing, accessibility and HVAC improvements. These improvements are currently being installed.

Comanche Park CPTED Improvements: Paving of adjacent streets, solar lighting, sandstone boulders along alley to prevent driving through the park, new sensory pathway, new basketball system, and basketball court mural. Projects completed and open to the public.

Pioneer Park: Restroom and Zimmerman Center electrical, plumbing and accessibility improvements, restroom painting and installation of rain gutters. These improvements are nearly complete.

Washington Elementary School: New HVAC system. Project completed.

Staff

Brenda Beckett
Division Manager

Dina Harmon
Program Coordinator

Tam Rodier
Program Coordinator

Carly Collins
Program Coordinator



Comanche Park : Basketball Court Mural



Comanche Park : Sensory Path



Comanche Park : Solar Lighting near playground



North Park: New 4 Room Accessible Bathroom



North Park: New Adult Exercise Area and Equipment



Downtown Business Improvement District: New Public Restroom and Hand Washing Facility

AMERICORPS VISTA

Billings Metro VISTA Project

In 2023, eight AmeriCorps VISTA Members served with the Billings Metro VISTA Project (B-MVP). VISTA projects were crucial to poverty impact programming in Billings last year. Some of these projects included: preventative health initiatives for youth, the development of a local Family Justice Center, expansion of STEM (Science, Technology, Engineering, and Math) education programming, improved community resources to reduce homelessness, and increasing safe access to parks to encourage healthy lifestyles. VISTAs raised nearly \$64,000 in cash and in-kind resources to support their projects. Additionally, they recruited 94 volunteers that contributed a total of 904 service hours!



AmeriCorps VISTA Members were sworn in to service by Lieutenant Governor Juras at the Montana Capitol in August. They were also joined by some national representatives – including the Director of AmeriCorps VISTA, Carly Bruder!



VISTAs served in partnership with the Bureau of Land Management on an environmental stewardship project for the September 11 National Day of Service and Remembrance.

Code Enforcement

The Code Enforcement Division protects and enhances the quality of life in neighborhoods by responding to citizen complaints about violations of city codes. These range from property maintenance issues such as tall grass, to public nuisances such as vacant, abandoned or burned out buildings, as well as violations pertaining to commercial businesses.

2023 CASE OVERVIEW:

4,700+CASES
5,300+ PROPERTY INSPECTIONS
94% of CASES ACHIEVED COMPLIANCE WITHIN 30 DAYS

2422
PROPERTY MAINTENANCE CASES

This category includes storing junk and debris outdoors, junk vehicles, not mowing, improper storage of RVs, boats and campers.

360
ZONING CASES

This category includes building setbacks, uses, and fencing issues.

1433
RIGHT OF WAY CASES

This category includes signs obstructing sidewalks, parking violations, trees too low over the sidewalk or street, snow removal and leaving an unattached trailer on the street.

63
NUISANCE CASES

This category includes improper or extended boarding of vacant buildings, dangerous, burned out or abandoned buildings.

173
COMMERCIAL CASES

This category includes includes Short Term Rentals, sober living homes, and marijuana licensing inspections.

2
LANDSCAPE COMPLIANCE INSPECTIONS

This category includes final site inspections based on the planning division’s checklist, which is the last step before issuance of the certificate of occupancy.

298
GRAFFITI CASES

This category includes residential and commercial graffiti removal by the property owner.

30
BUILDING CASES

This category includes building without a permit or in violation of an approved permit

348
PARKING TICKETS ISSUED

This category includes parking tickets issued by all 7 code officers across the city

Code Enforcement Highlights

Code enforcement began 2023 with the launch of five new residential enforcement areas, a commercial code officer, and a nuisance property officer. As a result, we completed over 25 property abatements across the city. Recent legislation raised the jurisdictional limit to \$25,000, giving the city the flexibility to file most cases in municipal court to expedite compliance. Seven cases this year met the criteria to be filed in District Court. It is our goal to work with owners to bring their properties into compliance well before any court action; however, sometimes it is necessary to take the next step.

Connection and education around the city were very important to us this past year. Code officers attended monthly meetings for the various neighborhood task forces, fielding questions about their respective communities as well as discussing a relevant monthly topic. Our attendance at task force meetings was very well received and allowed the community to get to know the officer serving in that area. Additionally, there were several speaking engagements to a variety of different clubs around the city.

Partnerships with other city divisions and citizen groups allowed code enforcement to clean up specific areas around town. In May, the Bright Side cleanup was completed with the assistance of the southside task force and neighbors. In June, the EBURD hosted the Nesting Day litter clean up to include North Park. Mystic Park was cleared of a very large gathering of trash and debris along the riverbed and very close to our water treatment intake. About 50 adult treatment court participants partnered with code enforcement to cover graffiti in five different locations around the city. And finally, Dehler Park got a landscape clean up with the help of about 25 volunteers from the Yellowstone Valley Animal Shelter. Code enforcement continues to develop these relationships so we can do more to keep our city healthy and safe.

With a very busy year of over 4700 cases, multiple special projects, community engagements, and cleanups, staff at code enforcement also completed education opportunities throughout the year such as Crisis Intervention Training, Ethics, Crime Prevention Through Environmental Design (CPTED), American Association of Code Enforcement (AACE) convention, human trafficking training session, and Defensive Driving, just to name a few. Continuing education and staying current on important topics is a high priority for the division, and we will keep working to improve our knowledge and training so we can better serve our community.

Looking ahead to 2024, code enforcement has more goals to achieve, and we are excited to see what we can accomplish in the new year.

Staff

Tina Hoeger
CE Division Manager

Trina Adams
CE Clerk

Commercial Officers

Todd Morgan
Commercial & Graffiti

Chris Simpson
Nuisance and Aban-
doned/Boarded Prop-
erties

Residential Officers

Justin Anderson
(North Side)

Marshall Glunt
(Heights & Rehberg)

Clayton Gudmundson
(West 2)

Mark Guy
(West 1)

Tanya Punt
(South Side)

Case Closed

Here are a few highlights of property brought back from the brink in 2023 and restored neighborhood integrity.



213 S 31st Street



After



511 N 26th Street



After



4112 Buchanan Avenue



After

Boards and Commissions

The Planning and Community Services Department Supports many Boards and Commissions. Below is a roster of board members and summary of applicable Board action that occurred in 2023.

City County Planning Board – 13 Subdivision Applications and 5 Transportation Planning Recommendations
Dennis Cook, Roger Gravgaard, Dennie Stephenson, Scott Reiter, Troy Boucher, Woody Woods, John Staley, Morgan Tuss, Jim Ronquillo, and David Nordel

City of Billings Zoning Commission – 5 Special Review Request and 20 Zone Changes Requests
Greg McCall, Daniel Brooks, David Goss, Beau Mulvaney, and Andy Megorden

City of Billings Board of Adjustment – 18 Variance Requests
Chris Hayes, Michael Bruschwein, Oscar Heinrich, Brian Roush, George Warmer, Josh Sayer, and David Hagstrom

Yellowstone County Zoning Commission – 1 Special Review and 8 Zone Change Requests
Melissa Gentry, Morgan Tuss, Tyler Bush, Todd Hewitt, and Blaine Poppler

Yellowstone County Board of Adjustment – 3 Variance Requests
Morgan Tuss, Carlotta Hecker, Troy Boucher, Tyler Bush, and Blaine Poppler

Bicycle Pedestrian Advisory Committee – Provides direct report to City Council and BOCC
Kristi Drake, Anna O'Donnell, Joan Schey, Jason Wood, Dave Coppock, and Nikki Zimmer

Yellowstone County Historic Preservation Board – Provides annual work plan report to City Council with grant renewal
Rebecca Jeter, Brenna Moloney, Evan Bruce, Keith Edgerton, Ginger Aldrich, Zachary Garhart, Linda Lien, and Kevin Kooistra

Community Development Board – Provides annual report to City Council during Consolidated Plan Update
Kathleen Candelaria, James Allen, Erica Doornek, Jenna Martin, Rebecca Noell, and Joe Stockburger

Policy Coordinating Committee – Provides local oversight of MPO Program and Projects
Mayor Bill Cole, County Commission Chair John Ostlund, Planning Board President Dennis Cook, MDT District Administrator Kurtis Schneiber, MDT Planner Samantha Wood, and FHA Division Administrator Katie Potts



2024 COUNCIL MEETINGS SCHEDULE

(Year to date listing appears at the end of this schedule)

February 5, 2024 – WORK SESSION

1. YC Short Term Jail Request
2. MRM update – Matt Lundgren
3. CRU and MRT Updates (Pepper and Banfield)
4. Family Violence Response Unit Update (St. John per Owen's Initiative)
5. CPTED (John Caterino, Mike Pigg and Wyeth Friday)
6. Council Discussion

February 12, 2024 - REGULAR BUSINESS

CONSENT:

1. Bid Award: Landon's Inclusive Playground and Phase II Parking Lot Poly Vista Park
2. Bid Award: W.O. 24-07: Safe Routes to School
3. Bid Award: W.O. 24-19: Arnold Drain Intake Structure
4. Purchase 8 Police Utility Vehicles from Duval Ford
5. Purchase Night Vision Systems for Police S.W.A.T. Team
6. Contract for Uniform Rental / Purchase and Laundry Services for Public Works
7. Contract for scanning services with DIS Technologies
8. Contract for New City Hall Elevator Modernization
9. Amendment 15 with Morrison-Maierle, Inc. for Engineering Services to Construct Cargo Ramp Slot 5
10. Amendment 16 with Morrison-Maierle, Inc. for Engineering Services to Rehabilitate Aviation Place Access Road
11. Fire grant from State Farm
12. Annual Certified Local Government Grant Program for Historic Preservation
13. Second Reading BMCC Water and Wastewater

REGULAR:

2. PH and RES Creating SID 1426, Arvin Lane
 - a. Bid Award: SID 1426, Arvin Lane
3. PH and RES Creating SID 1427, Hancock Drive
 - a. Bid Award: SID 1427, Hancock Drive
4. New City Hall Security and additional updates (Kevin)
5. Gifting land to YVAS Discussion (Chris)

COUNCIL INITIATIVE - BUILT Environment - CM Rupsis

February 20, 2024 (Tues.) – WORK SESSION

1. Jail discussion re: short term holding facility (moved to 2/5)
2. City Ordinance Amendments – Code Enforcement (Tina Hoeger)
3. Update Comprehensive Planning Process (SB 382) Wyeth
4. PMD Assessment Approval Discussion (Per Rupsis's question) (Schedule Staff Prep meeting to discuss the impacts of Rupsis's questions)
5. Council Discussion

February 26, 2024 - REGULAR BUSINESS

CONSENT:

1. Boards and Commissions

2. Amend Park Development Council budget
3. Purchase of 2024 Asphalt Roller
4. Change Order 1 - Public Library Hail Repairs
5. W.O. 24-11, WRF Solids Process Building Roof Replacement
6. W.O. 19-42: West End Water Treatment Plant Project, Amendment No. 5
7. Wilson Park partnership with Yellowstone Valley Animal Shelter
8. Resolution – June Ballot - Local Government Review

REGULAR:

1. PH & RES for Nuisance Property Abatement Assessments
2. PH & RES for Weed Assessments
3. PH and 1st Reading ORD – ZC 1042, 655 West Wicks Lane
4. PH for Sale of City Hall, South Parking Lot, and North Parking Lot

March 4, 2024 – WORK SESSION

1. SBURA Update – Recreation Center Next Steps (Dick Zier, SBURA)
2. 2024-2028 Transportation Improvement Program Review (Lora Mattox)
3. Tax Abatement Policy (Dianne, BSEDA/Chris)??
4. Prep for retreat (Rupsis land use follow up)
5. Council Discussion

March 11, 2024 - REGULAR BUSINESS

CONSENT:

1. 2nd/Final Reading ORD – ZC 1042 – 655 West Wicks Lane
- 2.

REGULAR:

1. Downtown Billings Partnership - Tax Increment Assistance - Rockman Hotel Project

March 15 and 16, 2024 (Council Retreat) 8 am - 7 pm Friday March 15 only??

March 15, 2024 - Council Retreat

March 16, 2024 - Council Retreat

March 18, 2024 – WORK SESSION

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

1. Bicycle and Pedestrian Advisory Committee Annual
2. Council Goals and Strategies
3. Zoom – Public Comment Discussion
4. Council Discussion

March 25, 2024 - REGULAR BUSINESS

CONSENT:

1. Donation to Billings Public Library

REGULAR:

- 1.

April 1, 2024 – WORK SESSION

1. Joint Drone Program (Mark Solberg/FD)
2. Safe Routes to School (Elyse Monat)
3. Proposed City Subdivision Regulation Amendments
4. Billings Mustangs??
5. Council Discussion

April 8, 2024 - REGULAR BUSINESS

CONSENT:

1. Adoption of Council Goals and Strategies

REGULAR:

- 1.

April 15, 2024 – WORK SESSION

- 1.
2. Council Discussion

April 22, 2024 - REGULAR BUSINESS CHRIS OUT

CONSENT:

- 1.

REGULAR:

- 1.

****Judge Kolar would like to be first during budget meetings**

May 6, 2024 (BUDGET) – WORK SESSION

- 1.
2. Council Discussion

May 13, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

May 20, 2024 (BUDGET) – WORK SESSION

1.

2. Council Discussion

May 28, 2024 (Tues.)- REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

June 3, 2024 – WORK SESSION

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

1.

2. Council Discussion

June 10, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

June 17, 2024 – WORK SESSION

1.

2. Council Discussion

June 24, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

July 1, 2024 – WORK SESSION

- 1.
2. Council Discussion

July 8, 2024 - REGULAR BUSINESS

CONSENT:

- 1.

REGULAR:

- 1.

July 15, 2024 – WORK SESSION

- 1.
2. Council Discussion

July 22, 2024 - REGULAR BUSINESS CHRIS OUT

CONSENT:

- 1.

REGULAR:

- 1.

August 5, 2024 – WORK SESSION

- 1.
2. Council Discussion

August 12, 2024 - REGULAR BUSINESS

CONSENT:

- 1.

REGULAR:

- 1.

August 19, 2024 – WORK SESSION

- 1.
2. Council Discussion

August 26, 2024 - REGULAR BUSINESS

CONSENT:

- 1.

REGULAR:

1.

September 3, 2024 (Tues.) – WORK SESSION
CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

- 1.
2. Council Discussion

September 9, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

September 16, 2024 – WORK SESSION

- 1.
2. Council Discussion

September 23, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

October 7, 2024 – WORK SESSION

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM CA Annual Review

1. Council Discussion

October 15, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

October 21, 2024 – WORK SESSION

- 1.
2. Council Discussion

October 28, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

November 4, 2024 – WORK SESSION

1.

2. Council Discussion

November 12, 2024 (Tues.) - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

November 18, 2024 – WORK SESSION

1.

2. Council Discussion

November 25, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

December 2, 2024 – WORK SESSION

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

1.

2. Council Discussion

December 9, 2024 - REGULAR BUSINESS

CONSENT:

1. Beartooth RC&D MOU

REGULAR:

1.

December 16, 2024 – WORK SESSION (Vacate?)

1.

2. Council Discussion

December 23, 2024 - REGULAR BUSINESS

CONSENT:

1.

REGULAR:

1.

DRAFT

January 2, 2024 (Tues.) – WORK SESSION

1. Administration of Oaths and Affirmations of Office for reelected Councilmembers
2. DES Emergency Management Update (K.C. Williams)
3. Ordinance Amendments to Water and Wastewater Utilities
4. Stormwater Billing
5. Council Discussion

January 8, 2024 - REGULAR BUSINESS

CONSENT:

- A. Bid Award: W.O. 24-03: Contract 2 Chip Seal / Scrub Seal
- B. Bid Award: W.O. 23-46: Compost Facility Waterline
- C. Purchase Water Reclamation Facility Equipment – Disinfection parts
- D. City-County Special Investigations Unit (CCSIU) Agreement for 2024
- E. W.O. 19-42: WE Water Treatment contract - Dick Anderson
- F. Bureau of Reclamation WaterSMART Small-Scale Water Efficiency Projects
- G. Donations to Library
- H. MT FWP trail stewardship grant application
- I. Northwestern Energy easement for Mountview Cemetery
- J. ~~Easements North 28th Street~~

REGULAR:

2. PH and 1st reading ORD – Cemetery Code changes
3. PH and 1st reading ORD – ZC 1040 - 1404 and 1406 Avenue B
4. PH and 1st reading ORD – Special Review 998 – 1406 Avenue B
5. Nomination and Election of Deputy Mayor Pro Tempore

January 16, 2024 (Tues.) – WORK SESSION at the Library!

1. Crime Prevention Round Table Discussion – focused on Crime Prevention
2. Council Discussion

January 22, 2024 - REGULAR BUSINESS

CONSENT:

1. Change Order 1 – New City Hall Access Control and Camera System
2. Contract for Airport Master Plan update
3. Memorandum of Understanding with Yellowstone County - West End Neighborhood Plan Update
4. Amendment to Memorandum of Understanding with the Yellowstone Conservation District for West End Reservoir Master Plan
5. Amend Park Development Council 2024 Proposed Budget
6. Federal Aviation Administration Airport Improvement Program Grants
7. Montana Community Reinvestment Plan Act Planning Grant (SB 382) growth policy
8. Donation to Parks from Billings Go Kickball to Youth Scholarship Fund
9. Donation to Parks from Scheels for Youth Scholarship Fund
10. Release of Perpetual ROW Easements - North 28th Street
11. Preliminary plat extension request for Annafeld North Subdivision, 2nd Filing
12. Resolution Authorizing the Filing and Acceptance of Transit Grant Funds and Related Documents
13. Resolution Authorizing the Issuance and Private Negotiated Sale of Expanded North 27th Street Tax Increment Bonds
14. Resolution of Intent to Create District and Set a Public Hearing-SID 1427
15. Resolution of Intent to Create District and Set a Public Hearing-SID 1426
16. 2nd/ Final Reading ORD. – ZC 1040 – 1404 and 1406 Avenue B
17. 2nd/ Final Reading ORD amending Cemetery Rules and Regulations and Repealing ORD 03-5240

REGULAR:

2. PH - MT Dept. of Commerce Infrastructure Grant Application
3. PH and 1st reading ORD - BMCC Chapter 26 Water and Wastewater First Reading and Public Hearing
4. Appointments to Council Subcommittees and Boards and Commissions