

Billings City Administrator Weekly Report

September 27, 2024

- 1. 2024 Council Meeting Schedule** – Please review the attached draft agendas and provide any feedback regarding the order of business, modification of agenda items, or other changes to the consent or regular agendas. City code requires a specific order of business as it relates to certain items on meeting agendas, e.g., placement of public hearings first on the regular agenda, so your feedback will be incorporated with those code requirements in mind. ([BMCC 2-214](#)) Work session agendas are more flexible and can also easily be modified by the mayor with the consensus of Council during those informal meetings.
- 2. Youth Employment Grant** – Our follow-up meeting included HRDC, CM Owen, HR, grants, parks, and library. The city will commit to hiring up to 20 juvenile and young adults over three years to fill vacancies. We anticipate that most of the jobs will be seasonal and apprentice jobs. The goal is to help the employees to stay out of the criminal justice system, complete their education and build a pipeline of future full time city employees.
- 3. Right of Way** - I've asked our staff to help us understand the rules that law enforcement and code enforcement officers use to help keep our community's right of ways safe and clean. Earlier this week I spoke with several property owners near SVDP (St Vincent DePaul) to gain their perspective.

There is a code in the books that addresses blocking sidewalks or public rights of way. It is BMCC 22-408 Failure to Remove Obstructions. It reads:

Any person who shall willfully and unnecessarily obstruct any sidewalk, street or alley without first obtaining permission of the city or who shall fail to remove any obstruction placed in or upon any street, sidewalk or alley whenever any permission previously granted shall have been withdrawn, or when notified to do so by the city, shall be subject to civil penalties as specified in [section 18-1304](#).

Montana Code Annotated 2023

TITLE 45. CRIMES

CHAPTER 8. OFFENSES AGAINST PUBLIC ORDER

Part 1. Conduct Disruptive of Public Order

Public Nuisance

45-8-111. Public nuisance. (1) "Public nuisance" means:

- (a) a condition that endangers safety or health, is offensive to the senses, or obstructs the free use of property so as to interfere with the comfortable enjoyment of life or property by an entire community or neighborhood or by any considerable number of persons;
- (b) any premises where persons gather for the purpose of engaging in unlawful conduct; or

(c) a condition that renders dangerous for passage any public highway or right-of-way or waters used by the public.

(2) A person commits the offense of maintaining a public nuisance if the person knowingly creates, conducts, or maintains a public nuisance.

(3) Any act that affects an entire community or neighborhood or any considerable number of persons, as specified in subsection (1)(a), is no less a nuisance because the extent of the annoyance or damage inflicted upon individuals is unequal....

(6) A person convicted of maintaining a public nuisance shall be fined an amount not to exceed \$500. Each day of the conduct constitutes a separate offense.

I've asked our staff if any changes or additions should be made to our municipal codes to help them do their jobs. We will run any ideas by the property team and share them with Council.

4. Parks and Recreation News - CPTED funding is being used to fund 19 new solar lights throughout at North Park. Lighting improves the safety of park spaces and allows better vision into the park at night. Construction for the lights is underway, with the bases being installed the lights will be assembled to complete the install next week.



NFL Flag Football - Let the games begin! After three weeks of practice and preparation at Country Manor, Veterans, Optimist and Castle Rock Parks, the Parks and Recreation Department's NFL Flag Football program for 2nd – 5th graders will start putting their skills to the

test this Saturday, September 28th at Centennial Park. Three fields have been striped and are prepped for all 24 teams, encompassing 200 children, to square off on the gridiron. The weather looks great, and we expect an excited and colorful assembly of teams wearing replica jerseys from across the entire NFL. Stop by and check out the action beginning at 8:30 am continuing through 1:30 pm.

A goal of the Parks Department is to activate parks whenever possible and to partner with groups that can assist with this goal. The Parks Department partnered with the Billings Public Library to bring another Story Trail to life. This trail is located at Castle Rock Park along the trail that wraps around the pond. Park staff installed the posts, and the library staff will install the story and change the story as necessary. The ribbon cutting for the Story Trail is scheduled for Saturday, September 28th at 11:00 am. Parking is available at the East side parking lot of Castle Rock Park. Come enjoy a nice walk and a story.



There was a rash of graffiti in the Parks last weekend. There was damage at Phipps, Hawthorne and along the Swords/Rimrock trail. Parks staff utilized our trailer mounted pressure washer and was able to clear the graffiti. The cleanup took approximately 10 hours of staff time. Hopefully as people see these activities occurring, they would report it to the Police Department so we can catch those involved.

5. **Semi-Annual Report** – Please see the attached semi-annual report for SBURA.
6. **Rimrock Foundation** – Mayor Cole, CM Boyett, CM Gulick and I met with Rimrock Foundation to learn about their organization and services. They also shared their perspective on the Crisis Response Units.
7. **Community Service Officers** – I had the opportunity to swear-in four new CSO Tuesday morning. We now have 10 CSOs.

8. Next Week's Meetings/Task Forces

- a. North Park Task Force, Wednesday, October 2nd 7:00 PM, North Park Community Center.
- b. Montana League of Cities and Towns in West Yellowstone.

9. New City Hall Update –

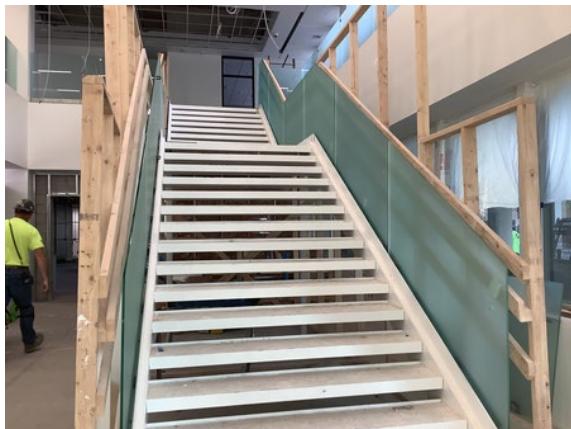


5th Floor

- Install wires above ceiling in elevator lobby for light fixtures.
- Install light fixtures in elevator lobby.
- Install plastic containment barrier in elevator lobby.
- Prep terrazzo for refinishing.

4th Floor

- Install wires above ceiling in elevator lobby for light fixtures.
- Start dropping ceiling tile borders in elevator lobby.
- Start installing light fixtures in elevator lobby.



2nd Floor

- Install wires above ceiling in elevator lobby for light fixtures.
- Furniture install continues.

1st Floor

Paint walls and accents on west side.
Paint electrical and data rooms.
Electrical and access control rough in.
Metal stud framing in finance area.
Install ceiling grid west side.
Prep terrazzo for refinishing.
Start plastic containment barrier for terrazzo refinishing.
Set glass handrail panels on gallery stairs.



Site

Pour sidewalk back at main entry.
Pour footing for Mavity monument.
Pour concrete base for east blade sign.
Set south blade sign columns.
Frame south blade sign and run electrical conduit.

10. City Communications –

Understanding your recent utility bill

<https://www.facebook.com/share/p/EfV8NQSnaDdAva3o/>

Your City: Tour of the new City Hall

https://youtu.be/6xpZL3wF1_k?si=Gb1XB8-pM93FSnfv

Billings PD Weekly Brief

<https://www.facebook.com/share/p/AebDBqJC4t4BeD11/>

Billings PD swears in new Community Service Officers

<https://www.facebook.com/share/p/dvuUfSTt5UTP1yfs/>

Go with the Flow at BPL!

<https://www.facebook.com/BillingsPublicLibrary/posts/pfbid0sgiN7zWLEYcvtbk2jULTzneu5EyQdjE4ixUQjZ6m5BhoQ5RWmQDYy4bsN83L9stul>

Cat Tails at BPL

<https://www.facebook.com/share/p/aytCnNE4aY3xEYYn/>

New season along the Story Book Trail

<https://www.facebook.com/share/p/vU3FF8nV1kMdTGgi/>

New interpretive signs installed along Skyline Trail

<https://www.facebook.com/share/p/26YoZfbYdxBCPmL/>

PW

Billings Public Works shares tools to help residents understand water bills

https://www.kulr8.com/news/billings-public-works-shares-tools-to-help-residents-understand-water-bills/article_11a547b2-7b8d-11ef-88ae-1f145ac4dbbd.html

Council

Council will look at options on 4 city of Billings-owned buildings

<https://www.ktvq.com/news/local-news/council-will-look-at-options-on-4-city-of-billings-owned-buildings>

PRPL

Graffiti at Hawthorne Park highlights strain on Billings' park resources

https://www.kulr8.com/news/graffiti-at-hawthorne-park-highlights-strain-on-billings-park-resources/article_46779828-7a07-11ef-a132-ef9f880657ed.html

Billings Parks and Rec completes new Skypoint sails installation

<https://www.ktvq.com/news/local-news/billings-parks-and-rec-completes-new-skypoint-sails-installation>

Northern Lights

Follow the Northern Lights to Freedom from Domestic Violence

<https://billingsmix.com/northern-lights-freedom-domestic-violence/>

In other news...

HUB to be demolished, Holiday convenience store to expand on corner of downtown Billings

https://billingsgazette.com/news/local/business/hub-demolition-holiday-gas-station-expansion/article_35af524a-7b58-11ef-9825-670ccd1b7cdc.html

MontanaFair plans improvements for 2025 after a tough year for fairs nationwide

https://billingsgazette.com/news/local/yellowstone-county-to-upgrade-metrapark-in-billings/article_97cdedfa-77a3-11ef-985d-4f6ea16873ce.html

Billings School District to raise \$10.5 million to improve Daylis Stadium

<https://www.ktvq.com/news/local-news/billings-school-district-to-raise-10-5-million-to-improve-daylis-stadium>

2024 COUNCIL MEETINGS SCHEDULE

Please review the draft agendas below and provide any feedback regarding the order of business, modification of agenda items, or other changes to the consent or regular agendas. City code requires a specific order of business as it relates to certain items on meeting agendas, e.g., placement of public hearings first on the regular agenda, so your feedback will be incorporated with those code requirements in mind. ([BMCC 2-214](#)) Work session agendas are more flexible and can also easily be modified by the Mayor with the consensus of Council during those informal meetings.

Thank you for your feedback!

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

September 30, 2024 – SPECIAL WORK SESSION

1. Utility Billing
2. Council Discussion

October 7, 2024 – WORK SESSION

1. CRU Strategic Update – Zack Terakedis, Pepper, Banfield
2. Parks / Recreation update
3. Draft Strategic Plan
4. Council Discussion

October 14, 2024 - REGULAR BUSINESS

CONSENT:

1. Bid Award: Parking Garage Repairs 2024
2. Bid Award: Oil and Lubrication
3. Bid Award: Gas and Diesel
4. **Bid Award: Coulson Park North and South Improvements**
5. Purchase Water Reclamation Facility Equipment – Disinfection
6. Purchase Water Reclamation Facility Equipment – Headworks screen 3
7. Purchase Two (2) 2025 Single Engine Combination Sewer Cleaner
8. W.O. 25-01, Contract 2: 2025 Sewer Main Replacement Project
9. Parking Garages Repairs 2024
10. Tyler Technologies - 1 Year Contract for Public Safety Software Licenses & Support
11. MOU With Yellowstone County for Sharing of GIS Data & Services
12. Amendment to MOU With YC for Public Safety Software Licenses
13. Heights Water District Consolidation Study MOA
14. Donations to the Billings Police Department Totaling \$9,500
15. **Subdivision Regulation Updates for the City of Billings**
16. Preliminary plat extension request for Trails West Subdivision, 6th Filing
17. Resolution for the Disposition of Unclaimed Property (Not in AQ)
18. Second/Final Rdg Ord. – ZC 1055 – Galaxy Sub.

REGULAR:

1. PH & 1st Rdg Ord - Adoption of International Fire Code (IFC) (Not in AQ)
2. PH - Rose Park School- Electronic Message Display Sign
3. MT National Guard Property – Joint PH for Annex. 24-03 and ZC 1054
 - a. Annexation 24-03

- b. ZC 1054
- c. Annexation agreement
- d. Ward Boundary Expansion
- 4. PH and RES Annexation 24-03, COS 1889
- 5. PH and 1st Rdg Ord - Subdivision Regulation Updates for the City of Billings
- 6. Public Hearing - Land Use Contrary to Zoning 4 Rose Park School- Electronic Message Display Sign

October 21, 2024 – WORK SESSION

- 1. Senior Services Update (Parks and Rec)
- 2. 4 City Owned Properties – Moss Mansion, ABT, Babcock and Depot (Caterino)
- 3. CIP
- 4. Council Discussion

October 28, 2024 - REGULAR BUSINESS

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

CONSENT:

- 1. Boards and Commissions
- 2. BID AWARD: W.O. 23-22, WRF Digester Boiler
- 3. MOU with Bright N Beautiful
- 4. Par-3 Management Agreement
- 5. Irrigation Supply Line MOU Mountview Cemetery/Par-3/Sunset Memorial Garden
- 6. Adoption of Council Strategic Plan
- 7. Historic Tax Credit Financing
- 8. Amended Resolution to Vacate a Portion of 12th Avenue North and North Side Addition, 3rd Filing Block 9 Alley
- 9. Second/Final Rdg Ord – ZC 1054 - N. of Hwy 3 – Civic Campus
- 10. Second/Final Rdg Ord. - Adoption of International Fire Code (IFC)
- 11. Second Reading ORD Ward Boundary Expansion - Annexation 24-03
- 12. Adoption of City Council Strategies and Priorities????

REGULAR:

- 1. PH & 1st Rdg Ord – ZC 1056 – High Sierra Sub.
- 2. PH & 1st Rdg Ord – ZC 1057 – SW of Rimrock Rd & 58th St.
- 3. PH & RES - Annexation 24-04, Sunny Cove Fruit Farms Subdivision
- 4. SBBURD TIF Assistance for Montana Trailhead Inn Partial Demolition - 5500 Midland Road

November 4, 2024 – WORK SESSION

- 1. CPSM Report (Placeholder)
- 2. Community Development Discussion
- 3. Council Discussion

November 12, 2024 (Tues.) - REGULAR BUSINESS

CONSENT:

- 1. 2nd/Final Rdg. Ord – ZC 1056 – High Sierra Sub.
- 2. 2nd/Final Rdg. Ord – ZC 1057 – SW of Rimrock Rd & 58th St.

REGULAR:

1.

November 18, 2024 – WORK SESSION

1.

2. Council Discussion

DRAFT

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. W.O. 23-96: WTP Intake #2 Catwalk Repairs and Improvements

REGULAR:

- 1.

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

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. City Ordinance Amendments – Code Enforcement (Tina Hoeger)
2. Montana Land Use Planning Act (SB 382) Wyeth
3. PMD Assessment Approval Discussion (Per Rupsis's question)
4. Short Term Detention Center Discussion
5. Retreat Prep Discussion
6. Council Discussion

February 26, 2024 - REGULAR BUSINESS**CONSENT:**

1. Boards and Commissions
2. BID AWARD: W.O. 24-01: Contract 1: 2024 Billings Water Main Replacement
3. BID AWARD: W.O. 24-03: Contract No 2 City Chip/Scrub Seal
4. BID AWARD: W.O. 24-11: WRF Solids Process Building Roof Replacement
5. Purchase of 2024 Asphalt Roller – Public Works
6. Purchase of 3 New Vehicles - Public Works - Engineering
7. Contract W.O. 24-21: 1st Ave N Two-Way Conversion Feasibility Study – Sanderson Stewart
8. Funding, Maintenance, Construction and Local Agency Guidelines MDT Agreement - Stagecoach Trail
9. West End Hangar Ground Leases with Beacon Air Group, LLC
10. Donation from the Yellowstone County DUI Task Force to Police Dept.
11. Donation from Streeter Brothers Insurance to Senior Scholarship Fund to Parks
12. Preliminary Plat Extension for Hunters Point Sub
13. Resolution – June Ballot - Local Government Review
14. Letter to County Re Jail discussion re: short-term holding

REGULAR:

2. PH – Low-income Multi-family rental housing (No Action) (Bjornson Jones Mungas Law office)
3. PH & RES for Nuisance Property Abatement Assessments
4. PH & RES for Weed Assessments
5. PH and 1st Reading ORD – ZC 1042, 655 West Wicks Lane

March 4, 2024 – WORK SESSION (Mayor out of town this week)

1. SBURA Update – Recreation Center Next Steps (Dick Zier, SBURA)
2. 2024-2028 Transportation Improvement Program Review (Lora Mattox)
3. Update on upcoming Council retreat - Chris
4. Council Discussion

March 11, 2024 - REGULAR BUSINESS

CONSENT:

1. BID AWARD: W.O. 24-02: Missing Sidewalk Project
2. BID AWARD: 1709 St. Johns Ave. – Housing Rehab Project
3. Agreement with United Diagnostic Services for Medical Evaluation /Diagnostic – Fire
4. MOU with Little League Baseball and Softball
5. MOU with Annafeld Homeowners Association
6. 2024-2028 Transportation Improvement Program
7. AmeriCorps Vista Project Grant Application Submittal
8. Inflation Reduction Act Forest Grant
9. Preliminary Minor Plat - Zimmerman Home Place Subdivision, 4th Filing
10. Resolution Ordering Improvements - W.O. 24-02: Missing Sidewalk Program
11. 2nd/Final Reading ORD – ZC 1042 – 655 West Wicks Lane

REGULAR:

2. PH & RES. rescinding Resolution 90-16317, Hogan Homestead (Continued)
3. PH & 1st Rdg. ORD. - Stormwater Billing
4. PH for Sale of City Hall, South Parking Lot, and North Parking Lot
5. Downtown Billings Partnership - Tax Increment Assistance - Rockman Hotel Project
6. EBURD - Tax Increment Assistance – 320 North 17th Street

March 15, 2024 - Council Retreat at Rock 31 (Noon – 6:30 PM)

March 16, 2024 - Council Retreat at Rock 31 (8:00 AM – 1:00 PM)

March 18, 2024 – WORK SESSION

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

1. Bicycle and Pedestrian Advisory Committee Annual
2. Permanent Supportive Housing Discussion (Dean Wells from United Way and CoC)
3. Art House / Babcock Theater Discussion
4. Zoom – Public Comment Discussion
5. Council Discussion

March 25, 2024 - REGULAR BUSINESS

CONSENT:

1. BID AWARD: Airport Cargo Ramp Slot 5
2. Amendment No. 5, W.O. 19-42: West End Water Treatment Plant Project
3. W.O. 24-28: Water Treatment Plant Sediment Hauling
4. Non-Commercial Aviation Ground Lease with Agri-Systems
5. Lease Purchase Agreement with MT Board of Investments to finance New City Hall Improvements
6. Commercial and Roll-off Container Purchases

7. Purchase 95-gallon Residential Refuse Carts for SW
8. Donations to Billings Public Library
9. Donation to Parks from Addie Allen
10. Donation to Parks from United States Tennis Association of Montana
11. Donation from Scheels for K9 Operations
12. Fire - Plains Pipeline Grant
13. Fire - Phillips 66 Grant
14. Preliminary Major Plat – Skyview Ridge, 2nd Filing
15. Resolution of Intent to Create SID 1425 Broso Park and Gabel Traffic Signal
16. 2nd Reading Ordinance Amending BMCC, Art. 22-800, Storm Sewers

REGULAR:

2. PH - MT Dept. of Commerce Infrastructure Grant Application
3. PH and 1st Reading - ZC 1043 – 4190 S. Frontage Rd.
4. Joint PH
 - a. RES Annexation 24-01
 - b. 1st Reading ZC 1044 – 5900 Block of Grand Ave.
 - c. ~~Annexation Agreement – George Jurovich (add to April 22)~~
 - d. PH and 1st Reading – Ward Boundary Expansion – Annexation 24-01
5. Joint PH
 - a. RES Annexation 24-02
 - b. 1st Reading ZC 1045 – 4524 Central Avenue
 - c. Annexation Agreement – Brown Builders, LLC
 - d. PH and 1st Reading – Ward Boundary Expansion – Annexation
6. PH – 1st Reading – ZC 1046 – 1202 West Wicks Lane (May be continued to the 22nd)

April 1, 2024 – WORK SESSION

1. Chase Hawks and Visit Billings (Alex Tyson) - economic impact study (Burn the Point event)
2. MOU with Hoodies 4 Heroes /Dehler Park Memorial
3. Joint Drone Program (Mark Solberg/FD)
4. Safe Routes to School (Elyse Monat)
5. Parks Recreation update for 2024 programs
6. Council Discussion

April 8, 2024 - REGULAR BUSINESS

CONSENT:

1. BID AWARD: W.O. 23-33 Grandview Park Irrigation System Replacement
2. BID AWARD: W.O. 24-01: Contract 3, Cedar Park Water Main Replacement
3. BID AWARD: W.O. 24-27: 2024 Water Service Repairs
4. BID AWARD: Aviation Place Road Rehabilitation
5. BID AWARD: MET Transit Office Addition and Remodel
6. BID AWARD: Pioneer Park Tennis Court Replacement Project
7. Contract with TeleData Technologies - New City Hall Audio Visual Systems
8. MOU with Hoodies 4 Heroes for Memorial at Dehler Park
9. Agreement with Yellowstone County to Provide Law Enforcement Data Processing
10. Amend Park Community Garden grant – Parks Department
11. Safe Routes to School Plan Update, Phase 2, recommendation to PCC
12. Boundary Line Relocation between City Parking Lot and Grand Building
13. 2nd Reading Ord. Ward Boundary Expansion – Annexation 24-01
14. 2nd Reading Ord. Ward Boundary Expansion – Annexation 24-02
15. 2nd Reading Ord. ZC 1043
16. 2nd Reading Ord. ZC 1044
17. 2nd Reading Ord. ZC 1045
18. 2nd Reading Ord. ZC 1046
19. Resolution authorizing the issuance and sale for refunding Series 2013A bonds

REGULAR:

2. PH – Land Use Contrary to Zoning for HomeFront - 302 Sioux Lane
3. PH and 1st Reading - City Ordinance Amendments – Code Enforcement
 - a. 18-300, Nuisances

- b. 18-1100, Graffiti
- c. 18-1400, Boarded up structures
- 4. Resolution establishing graffiti fund
- 5. Cottonwood Park Master Plan (Tabled)

April 15, 2024 – WORK SESSION

- 1. Community Impact of Legalized Marijuana – Ben Cort
- 2. CGL – Efficiency Study – Court and Legal
- 3. Zoning Code Update to Comply with SB 245 (2023)
- 4. Disposal of Lampman Park
- 5. Council Discussion

April 22, 2024 - REGULAR BUSINESS CHRIS OUT

CONSENT:

- 1. Boards and Commissions
- 2. BID AWARD: W.O. 23-23: Briarwood H2S Mitigation
- 3. BID AWARD: W.O. 24-01, Contract 2: 2024 Sewer Main Replacement Project
- 4. BID AWARD: W.O. 24-10 and W.O. 22-22: 2024 Annual Street Reconstruction
- 5. BID AWARD: (2) 2024 37,000 GVW Single Axle Trucks with Dump/Sander/Plow
- 6. Consulting Agreement with DOWL - Heights Neighborhood Plan Update
- 7. ~~Amendment 1, WO 24-01: Contract 2, Sewer Main Replacement~~
- 8. MOU Extension with 3 TIF Boards
- 9. ~~MOU with BBWA for DNRC Grants (Delayed to May 13th to be brought back as a single grant, rather than a blanket MOU for all DNRC grants)~~
- 10. Acceptance of CRU backup vehicle
- 11. Donations to the Billings Public Library
- 12. Donation to the Billings Police Department
- 13. Donation for Poly Vista Park
- 14. Release of Right-of-Way Easement on Tract 2A-1 of the Amended Plat of Tract 2A of COS 2063
- 15. Annexation Agreement with C&T Equipment Holding, LLC – Annexation 24-01
- 16. Resolution ordering improvements to W.O. 22-22: 10th Avenue South and S. 30th St.
- 17. 2nd Reading ORD – Code Enforcement Amendment – Graffiti
- 18. 2nd Reading ORD – Code Enforcement Amendment – Boarded up structures
- 19. 2nd Reading ORD – Code Enforcement Amendment – Nuisances

REGULAR:

- 2. Public Hearing and Approval of FY24-FY25 Annual Action Plan including CDBG & HOME Budget Allocations
- 3. PH and RES. rescinding Resolution 90-16317, Hogan Homestead (Continued from 3.11.24)
- 4. SID 1425, Broso Park and Gabel Road Traffic Signal
 - a. PH and RES. SID 1425, Broso Park and Gabel Road Traffic Signal
 - b. Bid Award: SID 1425, Broso Park and Gabel Road Traffic Signal
- 5. PH and 1st Rdg. ORD. ZC 1049 – 1911 & 1915 8th Ave. N.
- 6. PH and 1st Rdg. ORD. ZC 1050 – Hawk Creek Ave.
- 7. TIF – EBURD, 204 N. 13th Street, 1889 Brewery

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

May 6, 2024 (BUDGET) – WORK SESSION

- 1. Overview
- 2. Municipal Court
- 3. Library
- 4. Aviation and Transit
- 5. General Fund Internal (Admin., HR, Finance, Mayor and Council)
- 6. Council Discussion

May 7, 2024 Tuesday (BUDGET) – SPECIAL WORK SESSION

- 1. Fire

2. Police
3. Facilities
4. Council Discussion

May 13, 2024 - REGULAR BUSINESS

SPECIAL PRESENTATION: Airport Update (Jeff)

CONSENT:

1. ~~BID AWARD: WO 23-11: Downtown 2-way Street Conversion~~
2. BID AWARD: 1709 Saint John's Ave. Housing Rehabilitation Project
3. BID AWARD: Waterborne Traffic Paint
4. BID AWARD: IP 9 Building Window Replacement Project
5. BID AWARD: Castle Rock Park North Parking Lot Repair
6. BID AWARD: MET Transit Electric Bus Charger
7. BID AWARD: MET Transit Video Surveillance
8. Agreement with Northwest Pipe Fittings for AMR Neptune/AMI Software Hosting
9. Agreement with Tractor and Equipment for Landfill Compactor Powertrain
10. MOA with BBWA for DNRC Rim Tunnel Alternative Feasibility Study Grant
11. Fire Dept. YVEC Grant
12. Donation to PD from Billings Community Foundation to Support The SWAT Medic Program
13. Emergency RES for WO 24-39: Heights 24-inch sewer rehab
14. RES adopting contract limits – Foreclosure Acquisition / Rehab program
15. Second/Final Rdg. ORD ZC 1049 – 1911 & 1915 8th Ave. N.
16. Second/Final Rdg. ORD ZC 1050 – 5403 Hawk Creek Ave.

REGULAR:

1. PH and RES of Intent to Donate Property in Whisper Ridge Sub.
2. PH and RES to adopt the City of Billings Public Participation Plan
3. PH and 1st Rdg. ORD - Amending BMCC Sec. 24-426 and 24-431 - Parking

May 20, 2024 (BUDGET) – WORK SESSION

1. Storm Water Program
2. Planning / Code Enforcement / Community Development / Public Works
3. Council Discussion

May 21, 2024 (Tuesday) (BUDGET) – SPECIAL WORK SESSION

1. Parks and Recreation, Legal, Tax Increment Funds and Budget Wrap Up
2. Council Discussion

May 28, 2024, (Tuesday) REGULAR BUSINESS

Courtesies – Award for Steve McConnell – Parks Forestry from Patrick Plantenberg from MT Urban and Community Forestry Assn. **(Don't put on the Agenda – to be a surprise, but remind the Mayor)**

SPECIAL PRESENTATION: Thorne Run

CONSENT:

1. Boards and Commissions: TBID
2. BID AWARD: W.O. 20-13: King Ave. W. and 36th St. W. Traffic Signal Improvements
3. BID AWARD: W.O. 24-24: Voelker Pump Station Pressure Reducing Valve
4. Amendment No. 1 - W.O. 24-01, Contract 2: 2024 Sewer Main Replacement Professional Services Agreement with Morrison-Maierle
5. Contract with Signal of Montana for Library
6. Purchase of FY25 Solid Waste Refuse Trucks
7. Surplus Disposal of 300-Gallon Waste Containers to Powell, WY
8. 2024 HIDTA Award for PD
9. Donations - Graffiti reward fund
10. Donations – Mobilize the MAGIC City Project

11. Easement from Billings Public Schools for the Rose Park Trail
12. Prelim. Minor Plat – Broso Valley Park Sub.
13. Prelim. Minor Plat – Les Schwab Sub.
14. Final Plat - Annafeld Sub., 5th Filing
15. Resolution Authorizing the Sale and Prescribing the Form and Terms for the Expanded North 27th Street Refunding Bonds
16. Second/Final Reading ORD – Amending Parking Sections

REGULAR:

1. PH and RES for FY25 SW Collection and Landfill Fees
2. PH and 1st Rdg. ORD for Zone Change 1041 – SB 245 Text Amendments
3. PH and 1st Rdg. ORD for Zone Change 1047 - Copper Ridge 7th & 8th Filing
4. **BID AWARD:** W.O. 23-11: Downtown 2-way Street Conversion
5. MOU with Yellowstone County Short-Term Holding Facility

June 3, 2024 – WORK SESSION

1. Yellowstone River Parks Association (YRPA) Presentation – Mike Pigg
2. Adoption - International Fire Code (Make an Administrative Order)
3. Fire and Police Dept. 2023/24 Annual Report
4. Proposed City Subdivision Regulation Amendments (Dave Green)
5. Council Discussion

June 17, 2024 – WORK SESSION (Chris out)

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

1. Pedestrian/Bike Master Plan Progress Report
2. SIDs – Gravel Roads
3. Council Discussion

June 24, 2024 - REGULAR BUSINESS

CONSENT:

1. Boards and Commissions
2. BID AWARD: 2024 Deice Truck
3. FY25 Landfill Use Agreements
4. Amendment 1 to MDT agreement for Rimrock and 62nd St. W.
5. Professional Services Agreement with DOWL for W.O. 24-26: Stormwater Master Plan - Phase I
6. Perpetual Right-of-Way Easement from Patterson Land & Livestock Co.
7. Resolution Financing and Historical Tax Credit Investment for the new City Hall
8. Resolution approving Municipal Court Judges salaries - **FAILED**
9. Second Reading Ord Amending BMCC, Article 22-800, Storm Sewers

REGULAR:

1. PH regarding Low-Income Multifamily Housing Project - Aurora Apartments
2. PH and RES Ridgeline Subdivision Annexation Boundary Adjustment
3. PH and RES adopting FY25-FY26 PW Right-of-Way Fees
4. PH and RES setting FY25 Annual Street Maintenance District Assessments
5. PH and RES creating the City of Billings Planning Commission (**Continued to July 22nd**)
6. PH and RES allocating:
 - a. FY25 BID1 Assessments
 - b. FY25 TBID Assessments

July 1, 2024 – WORK SESSION

1. Proposed City Subdivision Regulation Amendments-Part I (Dave Green)
2. ~~Parks and Rec. Aquatic Study Results (Mike Pigg)~~
3. Council Discussion

July 8, 2024 - REGULAR BUSINESS

CONSENT:

1. BID AWARD: W.O. 23-12: Zone 4 Pump Station and Waterline Improvements

2. BID AWARD: W.O. 24-18: Central Avenue Water Main Extension
3. BID AWARD: W.O. 25-03: Contract 1 City Overlay
4. Purchase of 8 Refuse Trucks
5. Community 7 contract
6. Northern Lights Family Justice Center Agreement
7. MOUs with Career Center, Billings Central for SROs
8. Graffiti reward fund donation acceptance
9. Cancellation of Checks and Warrants
10. Perpetual Right-of-Way Easement from G2 Investments LLC

REGULAR:

1. PH for Homewood – Lucy's Lofts
2. PH and RES for Fees Associated with Various Services Provided by the Planning and Engineering Divisions
3. SBBURD TIF Assistance for Billings Hotel and Convention Center
4. Mitchell Court:
 - a. HOME funding to Mitchell Court, LLLP for Mitchell Court Affordable Housing Project
 - b. SBBURD TIF Assistance for Mitchell Court Apartments

July 15, 2024 – WORK SESSION CANCELED

1. Friends of the Children Program Information (Chris)
2. Law Enforcement – CPTED principles (Nate West)
3. Council Discussion

July 22, 2024 - REGULAR BUSINESS CHRIS OUT

CONSENT:

1. BID AWARD: W.O. 24-38: Wicks Lane Stormwater Improvements, Phase II
2. BID AWARD: W.O. 22-44: Zone 1, Water Storage Improvements, Schedule 1
3. BID AWARD: W.O. 22-44: Zone 1, Water Storage Improvements, Schedule 2
4. BID AWARD: 2025 58,000 GVW 12-Yard Dump Truck
5. Amendment 3 – Mead and Hunt (Airport)
6. Scheduled Airline Operating Agreement/Terminal Building Lease with Sun Country
7. Water Line Agreement with County Water District for reimbursement funds
8. Teamsters Local 190 Collective Bargaining Agreement
9. Community Change in the Billings EBURD and North Park Neighborhoods
10. Acknowledge Receipt of Petition to Vacate Block 51 Foster's Addition Alley and set a Public Hearing
11. Perpetual Right-of-Way Easement from G2 Investments, LLC
12. Final Plat – Lake Hills Sub., 40th Filing
13. Resolution Authorizing the Sale and Prescribing the Form and Terms for the Expanded North 27th Street Bonds

REGULAR:

2. PH and 1st Reading ORD – BMCC – Parking **REMOVED**
3. PH and 1st Reading ORD - Zone Change 1052 - Zimmerman Trail
4. PH and 1st Reading ORD - Ward Boundary Expansion Ordinance - Amended Ridgeline Subdivision Annexation
5. Resolution accepting Cottonwood Master Plan
6. Reconsideration - RES. Approving Municipal Court Judges' Salary Increase
7. Kennedy's Initiative – Budget and Employee Pay

August 5, 2024 – WORK SESSION

1. Billings Association of Realtors (Steve Simonson)
2. Proposed City Subdivision Regulation Amendments-Part II (Dave Green) & CPTED (Nate West)
3. Unified Planning Work Program (UPWP) (Lora Mattox/Anna Vickers)
4. Council Discussion

August 12, 2024 - REGULAR BUSINESS

CONSENT:

1. BID AWARD: Water Treatment Chlorine
2. BID AWARD: Castlerock Restroom Renovation
3. Amndmnt 2 - W.O. 23-12: Zone 4 Pump Station and Waterline Improvements
4. ~~Contract to Replace Outdated 911 Phone and Radio Recorder~~
5. Purchase 3 Police Patrol Utility Vehicles and 1 Community Service Officer Pickup
6. AARP grant award - Songbird Garden
7. Donation from Partners for Parks to Parks for High Sierra Dog Park Shelter
8. Donation from NorthWestern Energy to Parks for Poly Vista Park trees
9. Donation from Faith E. Church to Parks for Centennial Park trees
10. Donation from the Yellowstone County DUI Task Force
11. Unified Planning Work Program (UPWP)
12. ~~Park 1 Condominium Declaration and Association Bylaws~~
13. Second/Final Reading Ord. – ZC 1052 – Zimmerman Trail
14. Second/Final Reading Ord. – Ward Boundary Expansion-Amended Ridgeline Subdivision Annexation

REGULAR:

2. PH and RES to vacate Block 51, Fosters Addition Alley
3. PH and 1st Reading ORD – BMCC – Parking (from 7/22 meeting)
4. Aquatic Analysis
 - a. Splash Pad Feasibility Study
 - b. South Park Pool Feasibility Study

August 19, 2024 – WORK SESSION

1. Community Development Information on Programs and Process, including 2025 Consolidated Plan
2. South TIF Expansion Discussion
3. Council Discussion

August 26, 2024 - REGULAR BUSINESS

CONSENT:

1. BID AWARD: City Vehicles
2. Change Order No. 5 - New City Hall CMAR Contract
3. Change Order No. 1 - W.O. 19-12: West End Reservoir Project, GC/CM Construction Services Contract
4. Contract to Replace Outdated 911 Phone and Radio Recorder
5. ~~HOME ARP Supportive Service Project – Subrecipient Allocations~~
6. Billings Metropolitan Planning Organization Title VI Assurance
7. Perpetual Right-of-Way Easement from TREH Commercial
8. Les Schwab Minor Subsequent Subdivision - Final Plat
9. Bond Resolution for Pooled Series 2024 Special Improvement Bonds
10. Bond Resolution for Pooled Series 2024 Sidewalk Bonds
11. Second/Final Reading Ordinance Amending BMCC Sec. 24-457, 24-467, 24-473, 24-1004 through 24-1006, and 24-1011, Parking Violation Enforcement Procedures

REGULAR:

2. PH and 1st Rdg Ord. Zone Change 1051 – 122 N. 12th St.
3. PH and 1st Rdg Ord. Zone Change 1053 – 529 S. Blgs. Blvd
4. TIF Assistance to the Alberta Bair Theatre from the Downtown Tax Increment Fund
5. TIF Assistance to the Babcock Theatre from the Downtown Tax Increment Fund
6. TIF Assistance to the Billings Depot from the Downtown Tax Increment Fund

September 3, 2024 (Tues.) – WORK SESSION CLOSED EXECUTIVE SESSION 4:00 – 5:30 PM (City Administrator Performance Review)

1. Tax Abatement Policy (Patrick / Dianne, BSEDA/Chris)
2. South Billings Urban Renewal Association - Sports Complex (Dick Zier)
3. Draft Strategic Plan
4. Council Discussion

September 9, 2024 - REGULAR BUSINESS

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

CONSENT:

1. Boards & Commissions Appointments
2. BID AWARD: W.O. 24-08: Hesper Sewer - Shiloh Road to South 48th Street West
3. BID AWARD: W.O. 19-42: West End Water Treatment Plant Transmission Main
4. W.O. 24-38, Wicks Lane Storm Improvements, Amendment No. 1
5. Purchase of 2025 Grapple Truck
6. W.O. 25-01, Contract 2: 2025 Sewer Main Replacement Project
7. Behavioral Health Systems for Future Generations Grant
8. Airport DBE Program
9. Downtown Revolving Loan Old Billings Hardware Development Venture
10. 2nd Reading - Zone Change 1051 - 122 N 12th St
11. 2nd Reading - Zone Change 1053 - 529 S Billings Blvd

REGULAR:

2. PH and RES for:
 - A. SID 1421
 - B. SID 1422
 - C. SID 1425
 - D. SID 1426
 - E. SID 1427
 - F. SID 2926
 - G. SID 2927
3. PH and RES assessing General Fund, Transit, Library, PS I, I, III and GO Debt
4. PH and RES assessing Road Maintenance District No. 6
5. PH and RES assessing Weed Abatements
6. PH and RES Setting PMD Annual Assessments for Fiscal Year 2025
7. PH and RES Revising and Assessing Encroachment Rental Fees
8. PH and RES Setting Annual Street Light District Assessments for FY25
9. PH and RES for Sidewalk Construction and/or Repair Assessments
10. PH and RES approving FY2024 Budget amendments
11. PH and RES creating the City of Billings Planning Commission (Continued from June 24th)

September 16, 2024 – WORK SESSION

1. Adoption of International Fire Code (IFC) (Jaime Fender)
2. Employee Pay – Kennedy's Initiative
3. Council Discussion

September 23, 2024 - REGULAR BUSINESS**CONSENT:**

1. BID AWARD: Water Treatment Plant Floating Dredge
2. Purchase of 15 Mobile Data Terminals
3. Amendment No. 1 to PSA for Current City Hall – Honaker
4. Amendment No. 3 WO 23-11: Downtown 2-Way Street Conversion
5. ~~MOU for irrigation supply line maintenance – Mountview Cemetery/Par 3/Sunset Memorial Garden~~
REMOVED
6. HOME-ARP Supportive Service Project - Subrecipient Allocations
7. Settlement Agreement with Christopher Tucker - 802 Yellowstone Ave. Nuisance Complaint
8. Preliminary Minor Plat - Grove Ventures Sub
9. Preliminary Minor Plat - Zimmerman Home Place Sub, 5th Filing
10. Final Major Plat – Buffalo Crossing Sub
11. Final Major Plat – Wild Rose Sub., 1st Filing
12. Resolution for Administrative Fees – Parking Violations
13. Resolution establishing legislative priorities for the 2025 MR State Legislature's 69th session

REGULAR:

1. Continued PH and RES assessing General Fund, Transit, Library, PS I, I, III and GO Debt
2. Continued PH and RES creating the City of Billings Planning Commission
3. PH for CAPER
4. PH & 1st Rdg Ord – ZC 1055 – Galaxy Sub.

Council Initiative – Kennedy – 4 City Owned Properties – Moss Mansion, ABT, Babcock and Depot

INTERNAL MEMOPRANDUM

DATE: September 26,2024

To: Billings City Council

From: Dick Zier

Subject: SBURA activity report from January 1, 2024 to June 30, 2024

The following is a report from the South Billings Urban Renewal Association (SBURA) related to activities in the South Billings Boulevard Urban Renewal District (“the District”) for the period from January 1, 2024 to June 30, 2024.

Administrative

Steve Solberg resigned from the Board.

Mike Erickson, the Athletic Director at Lockwood, was appointed to the SBURA Board.

Contracted with Melanie Schwarz and Upstream Strategy Partners to fund raise for the Amend Recreation Campus. This was subject to City Council approval to move forward with an RFP for the is project.

Dick Zier was authorized by the SBURA Board to request City Council permission to proceed with a reduced scope of the Amend Recreation Campus proposal. Permission was granted.

Collaborative Design was hired to prepare a proposal that could be funded without a Bond Issue or a Mill Levy.

Current Projects:

The Wood Springs Suites TIF Application was approved by the City Council, but, was later withdrawn over concerns of paying the Prevailing wage.

The City Council approved a \$100,000 TIF request from School District #2, to install Solar Panels at Riverside School.

Billings Logistic Center One (TPA Group) completed their project and approved TIF funds of \$1,000,000.00 were released.

Jackson Court Apartments completed their project and their approved TIF funds of \$529,765.00 were released.

Mitchell Court Apartments TIF request in the Amount of \$500,000.00 was approved by the Sbura Board and the City Council.

Billings Hotel and Convention Center requested \$463,065 in TIF Funds for an addition to their Convention Center. This request was approved by the SBURA Board and the City Council.

Trailshead Inn will be making a TIF Fund request in the 1st quarter of fiscal year 2025, for improvements to their existing property. It will be included in my next report. I did include pictures in this report.

Mobile Star (Tim Compton) completed their project and their approved TIF funds of \$362,500.00 were released.

Signal Peak Mine has \$6,000,000.00 available for the Construction of an Ice facility in the Amend Recreation Campus. They asked permission to build, own, and operate this facility with the ability to Lease the Pad site from the City.

The SBURA will continue to work to remove Blight and create Business opportunities in our District to improve the quality of life.



Date: 9/26/24

Dick Zier Consultant to SBURA



