

# City Council Work Session

March 5, 2007  
5:30 PM  
Community Center

## ATTENDANCE:

Mayor/Council (please check)  Tussing,  Ronquillo,  Gaghen,  Stevens,  Brewster,  Veis,  Ruegamer,  Ulledalen,  Boyer,  Jones,  Clark.

## ADJOURN TIME: 8:35 p.m.

## Agenda

<b>TOPIC #1</b>	<b><i>Public Comment</i></b>
<b>PRESENTER</b>	
<b>NOTES/OUTCOME</b>	

- None

<b>TOPIC #2</b>	<b><i>Teleconference with Jani McCall</i></b>
<b>PRESENTER</b>	<b>Jani McCall</b>
<b>NOTES/OUTCOME</b>	

- Nothing Reported

<b>TOPIC #3</b>	<b><i>Board &amp; Commission Reports/Energy &amp; Conservation Commission</i></b>
<b>PRESENTER</b>	<b>Russ Doty and Deb Singer</b>
<b>NOTES/OUTCOME</b>	

- Russ Doty, the chair of the Energy & Conservation Commission said the committee has to start to do is honing in on energy conservation first and basically trying to find out what is going on in the city. The Committee is trying not to take an awful lot of staff time, although staff has been good about attending the meetings and supporting it. More recommendations will be made as time goes on with regards to conservation and some other items. The hot button topic of global warming has been avoided because of focusing on working for energy conservation and trying to save money for the City. The Committee hasn't done anything with regard to renewals for hydrogen.
- Committee Chair Deb Singer of Northwestern Energy reviewed highlights of the group's first six months. The Commission was chartered in August and in September started to become educated on energy and energy usage within the City, which is a complex piece with all kinds of facilities. Two commission members are from the utilities industry, Ms.

Singer of Northwestern Energy and John Delbo from MDU, so they were able to tap into some of their resources to explain some of the ways energy is used. Ms. Singer said on the electric side there are 517 accounts for which the City of Billings spends about \$3.2 million annually. The largest users the Water Waste treatment, Airport, and pumping stations, so there are a variety of uses. The City of Billings isn't like businesses that are just looking at office spaces; they have a lot of complex types of users. Seasonal issues: any time the City of Billings has a dry year, and then the water treatment plant and the wastewater plant are impacted because they have to pump more water or process more waste water, so the electricity goes up in a dry year. There is a lot of misleading situations even comparing the energy use in the City from year to year. The City has to be have thousands of motors, large and small. She noted that Northwestern Energy has offered a motor training school, which 14 City employees attended, to learn how to replace motors with more efficient motors. Motors themselves do not always get replaced very often, but the City does want to try to use the most energy efficient model.

- The City of Billings is part of a program called, "The Universal System Benefit Charge". The City is a large customer and in that status customers go by megawatts, basically get back dollar for dollar that they pay in this USB slot. It started as part of a regulation in 1999, since that time the City of Billings has applied to get back every single dollar. The water department has gotten back about \$250,000 for efficiency measures. Most folks don't realize what the City has done already. The City received \$79,000 in grant for some solar panels on the fire station. The City currently is involved in a project that Council approved in December to changing signal lights to LEDs, which will save a tremendous amount of electricity but also maintenance. In that program they will get about 1/3 of the cost covered by a Northwestern Energy rebate. The water department hired an engineering firm to look at the relationship between electricity and water usage, with the idea of hoping to identify some savings there. Airport has redesigned a metering installation and worked with Northwestern on a way to recharge their service to a GS1 Primary Service that required changing some transformers, but resulted in them being in a different rate system to save \$19,000 to \$20,000 a year. The Airport is also looking at Performance contracting and energy auditing. For natural gas, MDU reported that there are 60 City accounts, \$630,000 /yr cost. At mass transit the Commission learned how the bus system is being utilized. To add on extra buses between the downtown and the hospital would cost about \$300,000. Fuels have been bid but it did cost an extra \$75,000 to \$100,000 to use biofuels. In April, the Commission will hear a presentation from Northern Plains some efforts to utilize biodiesel. The commission supported a request from Solid Waste Division to support the efforts to keep residential garbage pickup as part of the city charter and not let it be privatized.
- The Commission now has focused on a 2005 State law that allows local government to hire performance contractors without a full bid process. The whole idea behind this is that the state and local government find ways to finance the installation of energy conservation and get audits done. An overview of a recommendation about performance contractors was distributed. It calls for a contractor to identify various measures, payback savings five and ten years, and find resources for funding, unless you want to use IA funding. They can help identify the rebates that may be available; they can

basically do a turnkey kind of process auditing facilities, giving reports and then the City can negotiate with them, do you want to do them all, do things for five year paybacks, or ten year paybacks. Under this 2005 legislation these performance contractors have to guarantee the savings to the city governments. If they guarantee savings you can then borrow money to finance improvements and know that you can pay back the loan with the guaranteed savings. They are going to monitor after the City has installed equipment, and if the guaranteed savings aren't met, they have to pick up the difference.

- Councilmember Gaghen: asked what will be returned to the City, or what the maximum will be if the city gets more savings?
- Ms. Singer: It would all be spelled out in a contract.
- Councilmember Veis: Asked have any local governments taken advantage of this?
- Ms. Singer: There are a number of them looking at it and talking to the DEQ. Helena is looking at its water plant. Missoula schools are looking at it because schools can also look at it. Basically, DEQ just started the process last year to get the word out to encourage people to take advantage of it. Cities have the opportunity to do all their facilities, or to identify only certain kinds of projects in certain facilities. DEQ already screened some performance contractors on your behalf, so if you use their list you know that they are meeting certain qualifications, the ability to do it, the ability to guarantee savings, folks that have experience in it, various things like that. A lot of them have out of state addresses, but that does not mean they won't use local people or they could be required to use local contractors to install the equipment. The reason they are probably national is they are a very specialized area of energy conservation. In addition to the guaranteed saving, you can negotiate whether you want to pick up projects anywhere from five to fifteen years. This is a mechanism to basically batch up knowledge, installation and secure funding, and then get the funding paid back with energy savings guaranteed.
- Councilmember Boyer: Asked if there is nothing completed?
- Mark Evangeline: The City of Laurel is upgrading the water meters to the remote read water meters with street lighting. Miles City schools have done a project already. School District 2 is also looking at what is left available.
- Councilmember Stevens: Asked, why does energy company in the business of selling energy encouraging conservation, decreasing the product you are selling?
- Ms. Singer: Conservation is part of Northwestern supply. It is figured into supply charges, so it is part of that whole portfolio. Basically when we save energy you're going to reduce a little bit of our delivery charges, but the bigger part of most of the bills are going to be supplies. Conservation keeps NWE from having to look for additional generation.
- City Administrator Volek: The next step in the City's water and wastewater study is how conservation would allow the City to postpone additional infrastructure improvements that might have to be made.
- Councilmember Veis: Asked, what's in it for the performance contractor?
- Ms. Singer: They get to sell you products and services then generally have an ongoing maintenance contract with you.
- Councilmember Veis: So if we hire a performance contractor to go to the airport to do an audit, are we obliged to purchase the equipment from them or can we do that through an RFP process?

- Ms. Singer: Generally it is done as a turnkey process.
- Councilmember Veis: Okay.
- City Administrator Volek: I think the staff would probably recommend to select a pre-qualified bidder that we look competitively because a performance company was higher than the normal engineering fee; it was 17-24% or something like that.
- Mark: Twelve percent I believe, in the performance contractor if you meet all their requirements. It is the audit, the installation, the monitoring and the guaranteed savings. The design is in that too, it encompasses the whole thing. You have to be prepared to pay for that audit up front. Once you select them and they do their preliminary audit they are costing you money. Whether you have enough savings, lighting is your low hanging , if you have variable lighting and you upgrade it you are going to have a huge savings, then you can use that huge savings to fund water conversation projects, which are very low margin on savings, but they will balance it all out, show you a payback schedule that is used to guarantee the funding so you don't have to come up with capital dollars. You can borrow the money then the savings will back the funding.
- Ms. Singer: The audit could have been rolled into the whole project cost, then financed. If you only go as far as the audit and were not going to proceed, you would have to pay for the audit up front to the performance contractor.
- Mayor Tussing: What is the best way for us to determine the bid process?
- City Administrator Volek: It might be cost effective to us to identify projects that would be less desirable to an energy company. I think what we probably need to do is have a representative of the departments that is interested in energy conversation on the staff that is working with this committee, and I think we should come up with a list of some potential projects or agree at least what facilities we are going to have looked at.
- Saree Couture: It should be included and there are definitely projects there that would have to be met even at this point. The garage lighting is now out of date, that is in the BOC garage.
- Mayor Tussing: Was the commission intending to do some analysis and make some recommendations where we might start too?
- Ms. Singer: What the commission realizes is as we begin to examine is a variety of buildings and there are some projects under way.
- Mayor Tussing: Ms. Volek, do we need a Council initiative?
- City Attorney Volek: If the council is interested in this project, we certainly can. The committee is making a recommendation to the council. If you would like us to pursue it we will.
- Mayor Tussing: Does council think it is something at least worth looking into?
- Councilmember Veis: What happens if they come through and do a performance audit and we think we can find savings but we are not willing to guarantee them, do we have to pay them then for the performance audit?
- Ms. Singer: No, when you do the original audit, you're actually asking for an investment grade audit. The understanding is that if you follow through they will have to guarantee the savings. So that is basically part of statue and you are exercising that.
- Mayor Tussing: Let's say, for example, we wanted to start out with this building and we had RFP or the contractors come in and look at it and they all said, you have already replaced all the light bulbs with energy efficient lights and you have the most fuel

efficient furnace you could possible have. Then, they have the right to say, we are not going to bid on this contract, is this correct?

- Ms. Singer: That is correct.
- Councilmember Ulledalen: One of the performance contractors is in the audience. Maybe they would like to comment.
- George Tokede, Regional Director, Johnson Controls: We had the honor of being selected by the City of Laurel on there project. Subsequently, we have been selected by Missoula schools and most recently by Flathead County. Laurel did things on their own part. I would like to clear up one thing, even without the legislation in the state, we've always guaranteed our performance. My business is local government, but it is one of the oldest markets for performance contracting in the US. We currently have over \$2.8 billion in outstanding guarantees.
- Councilmember Ronquillo: I used to conduct energy audits for the company I worked for and we used to do interest free loans. Is NWE is still doing that?
- Ms. Singer: We don't have interest fee loans, but we do have rebates on certain kinds of items like lighting, but the check all category called "business partners" that we are actually doing the signal lights under, that is energy efficiency that improve it and that again is back to that supply that we are paying those rebates out of our default supply portfolio.
- Councilmember Ronquillo: Your major heat source would be electric?
- Ms. Singer: Yes, and you're talking more about residential too, which that is the case. Our residential audit, you have to have your major heat source, but commercial basically, any commercial customer can participate if they are taking services from Northwestern Energy.
- Councilmember Ruegamer: Deb, looking at this chart showing 20 largest users: you have got total annual cost and a supply cost portion, what does that mean?
- Ms. Singer: I split off the supply costs because that is the part most vulnerable to change. Delivery charges are more fixed, by PSC regulation. You have delivery charges, like what it cost to just actually deliver the electricity to you, and then you have the actual supply itself.
- Councilmember Ruegamer: So the delivery cost is pretty fixed?
- Ms. Singer: Yes, that one takes major public service commission changes and we haven't filed for a rate change since about 2000, but the supply charge does change from month to month and we just recently have a new contract that will start in July with PPL.
- Councilmember Ruegamer: Are you familiar with these performance contractors?
- Russ: There are some energy audits that have been around since the 1980's and they would probably have paid for themselves now.
- City Administrator Volek: In another community in which I worked we did do an audit like this and I think the things that you get with these audits is what we are going to be doing is a supposition, there are some common sense things that rely on individual compliance, but what you are going to get is an engineer's estimate of your savings backed up by that guarantee, which is more than simply passing an ordinance as many organizations did in the eighties that said the heat won't be above 61 or 62 in the buildings all the way around or 65. This actually looks at some more of the structural things like cooling systems that are locked up, so that the setting is at 65 and prices that out. It also looks at where you can install more efficient heating and cooling systems

then we have now, some of ours are probably pretty old, pretty large and pretty heavy users of energy. How long will it take us to pay those out? So that is the kind of things that this sort of study can do that we can't do very easily.

- Councilmember Veis: I don't think we should jump in whole hog and do the whole city right away but maybe we could find something that is down on the list and have sort of a pilot program and see how it goes.
- City Administrator Volek: I think that the concern that we have is the one that Mark mentioned, is the loan hanging through to the lighting.
- Councilmember Veis: Maybe pick the airport or the fire department rather than just the city as a whole.
- Mark E.: The performance contracting program is actually extremely flexible, you can do it just like it, you can do projects by department, and you can do projects by multiply departments and combine them. You can do it within funding, funding lines depending on how different departments are funded or a complete organization. But it is flexible enough to do a pilot program.
- Couture: One of the problems in the City of Billings is because they are good projects and we could probably just randomly identify listing every facility. A lot of the lighting programs are already done and so in the Fire Department, for example, when you start looking at the mechanical systems and aging the system, we are talking about higher cost items.
- Councilmember Veis: I don't want to spend millions of dollars on infrastructure improvement in a program that nobody is really utilizing. We need to find a way to find out if the program works before we swallow the whole program. If we have to swallow the whole program whole before we find out if it works, everyone is going to be a little bit worried about spending all that money before we find out if it really works.
- Councilmember Boyer: You were talking about the water treatment plant or the wastewater, could that be something that is big enough but not the whole City that would give us an idea?
- Ms. Singer: They have an engineer in government that is working on something similar to that right now.
- City Administrator Volek: In conjunction with the water and wastewater master plan, I would suggest letting us put together a list of the projects that we consider to have potential, see if we can narrow it down to a set that would provide us with a test program that would be reliable and then come back and report when we are done.
- Councilmember Jones: I agree.
- City Administrator Volek: We have a staff committee that can adjunct to the Energy Commission, they represent most of the major energy oriented departments and we could make them the core of the committee, make sure every building is represented and we have an adequate cross section of the organization.
- Russ: The committee and the subcommittee's recommendation is try to set up something so that you wouldn't have to run the risks that you are concerned about. The idea is to get the loan for the payback period, so what you are actually paying out to cover the cost of your loan, your interest and principal would cover all the money that you are going to put into these different kinds of projects. I think that is the kind of report you are going to get from the performance contractor.

- Councilmember Veis: What we don't know, is what risks are involved in the City 15 years from now because no one has ever run this program.
- Couture: We can get you a sample copy of a performance contract and what they do on a large scale. We could get a citywide view at no cost to get further information to make a decision of what kind of dollars we are talking about
- Ms. Singer: A lot of performance contractors will do what they call a quick walkthrough. They could tell you with a quick walkthrough. The commission appreciates your time, we brought to your attention, we knew there was issues, but that is why we thought maybe this interdepartmental team will go forward they can figure out those issues that you have but basically are our presentation we thought it sounds like a good thing with the DEQ and it is a tool that you didn't have in your toolbox two years ago. Thank you.
- Councilmember Gaghen: With concerns for Daylight Savings time, do you have any sense of how positive that is going to impact City costs?
- Ms. Singer: I don't know it was part of the National Energy Act passed a few years ago with the idea of less hours of lighting, and I don't know if it codified.

<b>TOPIC #4</b>	<i>IACP Update</i>
<b>PRESENTER</b>	<b>Rich St. John</b>
<b>NOTES/OUTCOME</b>	

- Rich St. John: I promised an update on the implementation of the IACP study recommendations. I will be very brief on this presentation. The items we committed to do are done. This is what the IACP recommended were the priorities that we needed to put in place right away. Those three topics are: changed organizational structure. We have basically put more people on the street, we have pushed things down a little bit, we have moved some people around, created some new positions, and it has been very effective for us so far. We have one in the academy right now and to hire more. Our civilian staff is full, as is our animal shelter. We aren't having to pay people overtime to come in.
- Councilmember Stevens: How much is that saving you?
- Rich: Thousands. We had a little bump getting started but it stabilized. I confirm this because the entire month of February we paid zero overtime to call people in to fill.
- Councilmember Boyer: What would that compare to last February?
- Rich: Last February we may have brought in anywhere from one to two people depending on who we were missing. I would say toward the end of 2005-2006 we were at minimum staffing at least one officer a day, sometimes more.
- Councilmember Boyer: Financially what would that look like?
- Rich: Depending on the officer's salary you could be getting \$25/hour at time and a half for ten hours if you keep them for a full shift. You are saving \$375/day.
- Councilmember Veis: Do you have incentives that if you are saving money that you can spend that money elsewhere?
- Rich: It is in the personnel side of things, I mean we have our payroll, it is factored into overtime.
- Councilmember Veis: If your payroll comes in at a significantly reduced number because you have not used the overtime, do you return that money to the Public Safety Fund or do you have the ability to use it to better your department?

- Mayor Tussing: Part of the issue is if he has eight more people that he is paying for too, so I mean the budget has gone up with the additional staff, which saves money in overtime.
- City Administrator Volek: The other thing is remember we are providing additional incentives now for people that get additional training and work the odd shifts. They are getting a payback benefit back as well.
- Councilmember Veis: Was that offsetting the budget by reductions in overtime for budget?
- City Administrator Volek: I think it would be.
- Rich: Yes, we bottom line an awful lot. As things play out this will help most definitely, but from a financial standpoint this is prudent, this is good right now.
- Councilmember Veis: I guess the point I am driving at is a lot of times when we find efficiencies within government, and we have found them in the police department now, and hopefully they will stay there, what happens is then the police department then becomes punished because they are no longer using overtime, which was budgeted and that money gets taken away. But if we are finding efficiencies there, then I should hope that the police department could be rewarded for those efficiencies and getting that money that they would have spent in overtime to be spent on other things.
- City Administrator Volek: We are not reducing their budget, in fact our anticipation is that we are going up. The Public Safety contribution from the General Fund will increase significantly next year.
- Councilmember Veis: I presume for FY07 it won't make a big different but in FY08 if that stays true that could be a significant budget item.
- City Administrator Volek: We consciously worked with the Chief, he brought us the proposal, we consciously worked with him to try incentive senior employees to work shifts, that goes to not only the use of overtime but also your sick leave, with again relates to overtime. So what we are doing is we are getting employees in when they should be because a) they are not stressed out, b) they are getting an incentive to be there so they are getting a reward for that in terms of incentives for additional training and for being a shift supervisor, there are more sergeants on the street.
- Rich: There are a couple of items that I will touch on that will relate to this directly, which are concerns of mine and things that you need to know about as we go into the budget cycle. I may have an answer for you on part of that, whether it is being rewarded or not keeping well.
- Councilmember Jones: So we did do those incentives and they did work? We are getting the right people that we wanted because we wanted the more experienced people on those different shifts.
- Rich: I looked at that and I think we had 10 to 12 senior officers move to afternoons or night shifts. I can't say that everyone of them was for the money, it might be for the days off or whatever. The bottom line is we have a senior to move to a night shift and I had senior supervisors move too. They weren't there before and they can get a better shift.
- Councilmember Stevens: I remember the Public Safety Levy presentations that we predicted that the cost of the safety was going to continue to go up. I think you figured the savings was just going to change the slope of that line. But it will continue to go up.

- Councilmember Veis: I just want it to be understood they are the ones creating the efficiencies they should be rewarded without that program to spend that money within that program and it doesn't go somewhere else.
- City Administrator Volek: I don't disagree with that but I will also remind the council that we have to remember that by putting massive infusions into the Public Safety Fund, it penalized our other departments, like Parks & Rec. that have now gone through five years of no operation and maintenance increase and a couple of years we increased fee and decreased employees.
- Councilmember Boyer: I think given publicity on hiring and retention, I think this is a great retention issue too. You see employees having their professional development being rewarded, then we are going to attract better candidates. That is a huge issue right now.
- Rich: Phase II – lower priority in IACP. Police advisory board, members recommended by Council, talk about police performance, relationships, problems. Advisory to Chief, can't control policy. Volunteer program enhancements; ATV patrol "Rhino" program; Chemical dependence diversion program; upgrade equipment; recruiting people and promoting dept.
- Councilmember Stevens: Anchorage recruiting has an effect?
- Rich: Booth at the Home Improvement show was pretty lonely. Challenges; jail costs, budget, DNA and SANE exam costs, lots of retirements (8-10 this year), aging equipment, litigation.
- Councilmember Ulledalen: speed or stop light monitoring –
- Rich: Long history of Council consideration, legality, Legislative action, impact on municipal court, evidentiary issues, can be revisited if Council directs.
- Councilmember Ruegamer: commend senior officers that went on late shifts. Says that morale is improved.
- Councilmember Gaghen: active undercover operation?
- Rich: CCSIU has our supervisor and three officers assigned. YCSD and feds have assignments too.
- Councilmember Stevens: Government change is slow but you've changed quickly. I'm impressed with the pace of change.

<b>TOPIC#5</b>	<b>CAFR</b>
<b>PRESENTER</b>	<b>Barb Aasen of Eide Bailly</b>
<b>NOTES/OUTCOME</b>	

- CAFR –I believe for 22 years the City has received what the GFOA calls their certificate of achievement for excellence in financial reporting. What that means is the City chooses to submit this report to an external organization that reviews it and has more disclosures in here that what is required and generally accepted, so you go above the minimum so that you can get this award. I think that is something that should be commonly accepted that City staff does a great job in its reporting. The last items is Government auditing standards, that report is in this document it is on page 162; this report will talk about internal control over financial reporting and we also talk about compliance and other matters with statutes, and we did not have any matters that we reported in this document.

- Councilmember Stevens: On the Certificate of Achievement GFOA award that is not saying that the numbers are correct, it simply is saying that they are put into this format correctly.
- Barb: Yes, the audit says the numbers are correct, the numbers are materially correct, page one is our opinion. That is what we audit, it audit the numbers that are in there, the number to make sure that this is materially correct for all of the information that we have in this document.
- Councilmember Stevens: When you say materially correct, what exactly do you mean by that?
- Pat: The dollar amount.
- Don: What footnote would account for future retirement and health care obligations?
- Pat: GASB 35. A couple years we have some work done with our health insurance.
- Bruce McCandless: I think the first time we have it reported in the audit will be fiscal year 08 I believe. We have a pulmonary report on our audit.
- Mayor Tussing: Other questions?
- Barb: The next part is your federal dollars that were audited this year: You spent \$15 million of federal grants, again that is part of this bond document where the federal dollars are at. The first one is for the Community Development Block Grant and your Home Investment Program, and we were looking at those the expenditures in your general ledger, they weren't being reconciled in the reports that were being files so there were so differences, so we are recommending when those reports are being done they should agree with the general ledger and reconciliation should be done on a final basis to make sure that it is correct.
- Councilmember Gaghen: Was that a finding only for last year, because we did have a change of leadership in that department.
- Barb: We did not test this program last year. It needs to hit a certain dollars amount. The second one is also in the HOME Investment Partner Program. Some of the special programs that we looked at was the Montana State Legal Compliance, the State of Montana issues a fairly thick document that has different audit requirement that they want us to look at to make sure you are compliance with statues that may be of importance, it is issued from the State Auditor's office for Montana and there wasn't any items that we need to report under that. We also do an audit of your PFC, passenger facilities charge, out at the airport and we issue a separate report on that and we did not have anything findings with any of those PFC dollars that we test. The last one is the Building inspection fund, the agreed upon procedures to test for certain compliance. With the Building inspection fund it is required from the State of Montana and we didn't have any issues or finding with that. Those are items I was going over is there any other questions?
- Councilmember Stevens: On the internal controls; do we have process or system to go around and look at internal controls within each of the departments that take in money?
- City Administrator Volek: We do a periodic check.

<b>TOPIC#6</b>	<b><i>Central Business District (CBD) Sign Code Amendments</i></b>
<b>PRESENTER</b>	<b>Aura Lindstradt</b>
<b>NOTES/OUTCOME</b>	

- Aura Lindstradt: The reasons for revising the current code, just keep in mind these are only the commercial district. All the commercial districts within the sign code. We had to lump them all together and not just this central business district because they are under one section in the code, so it is all the commercial districts that have this change. There are no substantial changes to the commercial district except for the central business district, but you will see a simplified version of the code. Also to address the specific needs of the central business district. I will go ahead and go through the three revised clarified sections with the exception, again the business clarified and revised code, no substantial changes to the commercial districts except the central business district.
- Councilmember Boyer: Because the Historic District had a criteria that each sign had to be, my concerned about this would be you would get signs coming over the sidewalk that are all going to be very different in appearance and it is going to look not great.
- Aura: Well it is a very real possibility that the proposal here is that it will help the district regulate itself. Business owners hopefully will have the taste themselves. We have had many discussions with the Downtown Business Owners that they want to represent their business and maybe they wouldn't go for the 2/3 of the sidewalk. This particular one is now three feet over the sidewalk.
- Councilmember Ronquillo: He doesn't have to have that special review to get that approved then?
- Aura: No, he would need an encroachment permit from the City Engineering Department.
- Aura: The biggest change is signs within the central business district and allowed to have a building identifier sign. Building identifier signs are for businesses over two stories in height and it basically landmarks or identifies the building. Such as the First Interstate Building or Wells Fargo Building. The Downtown Business Owners felt that it was necessary to landmark buildings in order to have more wayfinding and signage as you drive through town you can tell somebody to go to the Wells Fargo building and they know where it is. It is quite an acreage of signage in addition to the wall signage and freestanding signs that are allowed on the ground floor. A building identifier sign shall not exceed 85% of linear street coverage of the top story of the building. I tried to take a picture here, basically you take 15 feet, the top story of the building, you take the linear footage and you multiply that by 85%. A building with a top story of 15 feet in height and 200 linear feet would technically be allowed 3,000 sq. ft., take 85% of that so 2,550 sq. ft would be the allowed sign size for those building identifier signs. This was proposed specifically by the Downtown Business Owner Association.
- Councilmember Ronquillo: Do we have anybody now that is above that ruling? Do we have to go back and grandfather anyone?
- Aura: There is nobody that I have found. The Well Fargo building is actually 800 sq. ft. They referred to the Crowne Plaza, if you noticed the Crowne Plaza actually had to reduce their signage because of the logo and it is much smaller than the Sheraton sign was.

- Councilmember Boyer: I would like to see some visuals. We just need help to keep going forward. I think we just have to think out of the box sometimes about the way to do some of this.
- Consensus: work on this and make formal recommendation and presentation after budget reviews are done.

<b>TOPIC#7</b>	<b><i>125<sup>th</sup> Anniversary Celebration</i></b>
<b>PRESENTER</b>	
<b>NOTES/OUTCOME</b>	

- City Administrator Volek: In the Friday packet info from Aberdeen, South Dakota celebration, you also have the materials we received from Western Heritage Center – potential options for support of the events they are doing. You will soon receive an invitation for the groundbreaking of the new ball stadium, which will be March 21<sup>st</sup>. That will be in conjunction with the opening of some of the events at the Western Heritage Center for the 125<sup>th</sup> Anniversary and one of their exhibits are going to be a baseball exhibit. If you recall, there were several options for sponsorships of events at the museum and they range in price from \$2,500 to \$3,000. There is a mapping exhibit that shows how the community is going to grow, there is a hands on mapping project, how well do you know Billings, they are looking at contributions, there is community places.
- Councilmember Boyer: On the 100<sup>th</sup> we had a big dinner.
- Councilmember Veis: Can we put a nice plaque about 125<sup>th</sup> in the ball park?
- City Administrator Volek: We certainly could.
- Councilmember Ruegamer: They will be tearing the stadium down in September. I would like to consider naming Athletic Park, renaming it Citizen's of Billings Park. Thought maybe we could do something there.
- Councilmember Jones: I say we do a committee.
- Councilmember Ulledalen: I nominate Peggie.
- Councilmember Jones: I second it, Peggie is the committee.
- Mayor Tussing: Do you know if the Chamber is doing anything?
- City Administrator Volek: I don't think so, not at this point.
- Councilmember Boyer: What about Celebrate Billings?
- Mayor Tussing: The meeting was cancelled.
- City Administrator Volek: I know the newspaper has been in the office investigating the old records, they are doing a series on old buildings and looking at the old buildings.
- Committee: Peggie, Don, Ed, and Nancy to come up with more suggestions.

### **Additional Information:**

- City Administrator Volek: Mae Nan Ellingson has infection and won't work with us on Cobb Field due to health issues. Will transfer the work to the Minneapolis office. Jani doesn't have anything to discuss yet. Have a Gold Wingers request to allow RV and camping during their event this year. Want to get staff feedback first, need owner consent, talk with John Brewer and put out newsletter.

Mayor Tussing: form a committee to review/discuss salary changes for Council and Mayor? Need to do it soon so that candidates will know what to expect. Appoint at next meeting if we're going to do it.

Councilmember Veis: anyone not run if we don't increase salaries?

Mayor Tussing: no, just questions.

Councilmember Veis: do we really need to move that quickly. Don't want to rush into it.

Consensus: put it on a future agenda, appoint a committee to review and recommend.

Meeting Adjourned at 8:35 p.m.