

2018 Work Plan

CM	Topic	Details	Category	Priority	Timing QTR/Year	Notes
Joy/Cole	311 Program	How to implement? Info on city services/direct calls appropriately	Govt/Process Improvements	Medium	Not Started	Report to Council 3rd/4th Qtr 2018
Stanton	Healthcare network, EAP, occupational health	Current healthcare network contract with St. V/RMHN expires and will be re-bid (2019)	Govt/Process Improvements	High	On-Hold	Re-bid 2019
Joy/Cole	PIO	Add part time press officer, Review public information process	Govt/Process Improvements	Low	On-Hold	Revisit w/new city manager
McCandless	Strategic planning	FY 19 budget for City Council/senior staff strategic plan	Council Policy/Direction	Low	On-Hold	Revisit w/new city manager
Friday	City Worker Position Class and Comp Update	Classification and compensation plan is outdated and cannot be effectively used to classify new positions, job changes over time, internal inequality,	Govt/Process Improvements	Low	On Hold	Revisit w/new city manager
Ploehn	MET funding	Continuing or enhanced funding for MET	Council Policy/Direction	Low	On-Hold	No movement due to need and improvement
Cole	Trails Funding	Development and Maintenance	Council Policy/Direction	Budget	Started	Report to Council on 10/01/2018
Mumford	Cost of services study/Impact fees	standardize developer contribution to growth	Govt/Process Improvements	Budget	Started	Report to Council 4th Qtr 2018
Ronning/Yakawich	Spa ordinance	Eliminate illicit spas by City ordinance	Council Policy/Direction	Budget	Started	City legal department reviewing code amendment
Rash	Fire station condition analysis	Identify facilities' maintenance needs and prioritize them	City Infrastructure	High	Started	Fire Station roofing started, working with facilities services
Clark/Ronning/St. John	Public Safety District/levy/staffing	How to fund city services through PSD, tax levy, staffing levels for a growing city.	Public Safety	High	Started	09/17/2018 Work Session
Cole/McCandless	Recruit City Administrator	Develop matrix of comparable city compensation, prepare draft contract, identify search firm options, decide when to re-start recruiting	Council Policy/Direction	High	Started	Expected Completion 10/2018
Cole	Appointments to Boards and Commissions	Council approval, mayoral selection, timing	Council Policy/Direction	Medium	Started	Process is being examined and modified as needed
Brewster	Casinos	Move to appropriate zoning area; from CC to HC?	Council Policy/Direction	Medium	Started	09/17/2018 Work Session
Cole	Downtown development	Negotiate Hammes Co. agreement, fund master plan, develop oversight group	Council Policy/Direction	Medium	Started	Started Design & Master Planning
Cole/Brewster	TIF districts	Standardize financial/project reporting, clarify downtown TIF resources, trends; move into city admin?	Council Policy/Direction	Medium	Started	Working on standardizing MOU among Districts
Ronning/Cole	Energy cost savings	City resolution committing to energy conservation and appoint an Energy and Conservation Task Force or Ad-hoc committee	City Infrastructure	Medium	Started	Meeting w/Yellowstone Valley Citizens Council
St. John	High crime areas	Discussed at work session, no action, BPD staffed a Street Crime Reduction Unit 1/15/17	Public Safety	Budget	On-going	Street Crimes Unit / Parks Officer / School Resource Officers added
McCandless	Facilities Master Plan	Begin implementing the 2016 plan that prioritizes evidence building expansion, City service/contact single location (City Hall), BOC expansion and satellite operating centers	City Infrastructure	Budget	Ongoing	Council Work Session 08/2018
St. John	Dogs in parks	Monitor compliance, complaints and enforcement	Public Safety	Budget	Ongoing	Addition of Parks officer for enforcement and education
St. John	Human trafficking	On-going research and develop options	Public Safety	Budget	Ongoing	Training on Sex Trafficking and Prosecution 5/2017

Cole	Project re-code	Develop reporting schedule for committees and educational plan for Council, develop quarterly feedback schedule	Council Policy/Direction	High	On-going	Underway and updates will be provided as needed
Brewster	Franchise Fees	Determine policy/appropriate use	Council Policy/Direction	High	On-going	03/19 Work Session, City legal and outside council in litigation
Stanton	3 collective bargaining agreements (Fire, Police, Teamsters)	Mandatory bargaining with unions representing XXX City employees	Council Policy/Direction	High	Partially Complete	Teamsters contract not settled
McCandless	2019 Legislature	Determine lobbying method, select lobbyist, establish priorities, partnerships,	Council Policy/Direction	High	Completed	RFP due 08/03/2018, Council 08/27/2018
Brewster	Tree ownership and damages	Ordinance addressing tree ownership, damaged or diseased trees and damage to adjacent properties	Council Policy/Direction	Medium	Completed	Report to CM Brewster
Mumford	West end reservoir and water treatment plant	Per January 2, 2018 work session presentation	City Infrastructure	Budget	Completed	CIP
Mumford	Reconstruct Zimmerman Trail/32nd	relieve traffic congestion	Transportation	Budget	Completed	CIP, Project in construction
Mumford	CNG Fueling station expansion	Allows entire fleet to be converted to CNG	City Infrastructure	Budget	Completed	CIP
Mumford	Methane collection and processing at water reclamation facility (WWTP)		City Infrastructure	Budget	Completed	CIP
Ploehn	Terminal building renovation design	Design in 2018, consider construction manager at risk construction method	City Infrastructure	Budget	Completed	CIP, Presentation 07/16/18
St. John	Aggressive anti-graffiti program	Strategy discussion	Public Safety	Budget	Completed	BPD Training 05/2018 & New Graffiti Tracking Program
Brewster/Cole	Inner Belt Loop	Make sure IBL is in CIP and uses gas tax for completion.	Transportation	Budget	Completed	CIP, March 5th, adopted as a part of the 3/26 meeting, and included in Public Works budget as needed.
Friday	Innoprise Archiving and Cloud Storage for records retention, customer/staff access, long term permanent record security	A City-wide solution to how records are stored and retained to meet local and state records retention requirements is needed. Some City Departments have begun their own solutions.	Govt/Process Improvements	Budget	Completed	SBR approved
Whitaker/Clark/Cole	Community park development/Funding plan	Strategy & funding to develop community parks (Centennial, Cottonwood, etc.)	City Infrastructure	Budget	Completed	Following Comprehensive Plan, Council approved funding 06/2018
Friday	Census 2020	Census Bureau is opening a regional office in Billings for the 2020 Census and the City is expected to develop a Complete Count Committee for the Census in Billings. Some limited funding may be needed for local committee efforts and outreach	Govt/Process Improvements	Budget	Completed	SBR Approved 06/2018
Yakawich	Additional Park Ranger/Police officer		Public Safety	Budget	Completed	2018
Stanton	Health Plan third party administrator selection	Claims processor, advisor, Rx benefits manager for self-funded health plan contract expires and will be re-bid	Govt/Process Improvements	High	Completed	Expected Completion 08/01/2018
Rash	Fire service strategic plan implementation	Plan presentation to Council on XXX, start on implementation in FY 19 and beyond	City Infrastructure	High	Completed	CIP, Presentation 2/2018
Mumford	Coordinate ownership and maint. for streets and storm drains with MDT		Govt/Process Improvements	Medium	Completed	
Joy	Affordable Housing	Study demand, availability, and options	Council Policy/Direction	Low	Completed	Study completed 2018
Brewster	Water Usage	Move billing appropriately from Enterprise Fund to General Fund	Council Policy/Direction	High	Declined	
Friedel	Pay as you throw program	Solid waste service fees dependent on the volume of waste generated by household or business	Council Policy/Direction	Low	Declined	Cost feasibility

Friedel/Whitaker	Co-located satellite facilities-	Satellite operations centers that can be shared by PRPL, PW, Fire, PD, etc.	Govt/Process-Improvements	Delete		
Joy	HRC	Appointments to HRC seats.	Council-Policy/Direction	Delete		
Joy	Traffic Study—Mullowney	Study alternate exit/entrance to housing/subdv on Mullowney using Songbird	Transportation	Delete		
Joy	SID-Curbs/Gutters/SLMD	South of Central—Foster thru Rhea	Transportation	Delete		
Joy	Renters Rights	Look at Renters rights across Montana cities and compare comp renters costs	Council-Policy/Direction	Delete		
Joy	Grand Redevelopment	Study problems of empty buildings/code issues on Grand Ave between downtown and 17th	Economic-Development	Delete		
Joy	SBURA Street Paving	What is left to finish paving in district; data to determine.	Transportation	Delete		
McCandless	Charter Commission	Council ordinance or Charter Commission. Election required for any changes	Council-Policy/Direction	Delete		
Ronning	Prohibit discrimination ordinance	City ordinance to prohibit discrimination based on sexual orientation or gender identity in employment, housing, public accomodations, commerce	Council-Policy/Direction	Delete		
Friedel	Special review for certain pet animals	Special review or permit process that would allow residents to keep certain, unusual pets in the city.	Council-Policy/Direction	Delete		
Yakawich	Parks Map	Work with civic groups to consolidate information on public/city/etc parks.	Govt/Process-Improvements	Delete		
Yakawich	Master Planning process/staff	Add staff to bring process in house	Council-Policy/Direction	Delete		