

CITY/COUNTY PLANNING BOARD

“Serving Billings, Broadview and Yellowstone County”

Board Attendance Roster: Please note: “E” stands for excused absence, “A” stands for un-excused absence, “1” stands for present.
BYLAWS, YELLOWSTONE COUNTY BOARD OF PLANNING, (Amended. May 25, 2004)
Section 4. Absences and Removal A. Each member shall inform the Planning Director at least one day before the meeting of his/her inability to attend a Board or Committee meeting. Such an absence shall be considered an excused absence. If any Board member accrues three (3) or more consecutive unexcused absences from regular meetings, notice of which has been given at his/her usual place of work or residence, or by announcement at a meeting attended by him/her, the President may call such absences to the attention of the Board which may then recommend to the appointing authority that such member be asked to resign and that another person be appointed to serve out the unexpired term. Schedule: (** denotes a Wednesday meeting)

	Position	01/14/2020	01/28/2020	02/11/2020	02/25/2020	03/10/2020	03/24/2020	04/14/2020	04/28/2020	05/12/2020	** 05/27/2020	06/09/2020	06/23/2020	07/14/2020	07/28/2020	08/11/2020	08/25/2020	09/09/2020	09/22/2020	**10/14/2020	10/27/2020	11/10/2020	11/24/2020	12/08/2020
Dave Goodridge	Mayor/Billings Ward I	1	1	E	1	-	-	-	-	1	1	E	E	1	1									
Heidi Jensen-Christison	Mayor/Billings Ward II	-	-	-	1	-	-	-	-	1	1	1	1	1	E									
Eric Wallace	Mayor/Billings Ward III	1	1	1	1	-	-	-	-	E	1	1	1	1										
Darell Tunnick	Mayor/Billings Ward IV	1	1	1	E	-	-	-	-	1	1	1	1	1	1									
Jon Thompson	Mayor/Billings Ward V	1	E	1	1	-	-	-	-	1	E	1	1	1	1									
Troy Boucher	YC District 1	1	E	1	1	-	-	-	-	1	-	1	E	1										
Dennis Cook	YC District 2	1	1	1	1	-	-	-	-	1	1	1	1	1	1									
Vacant	YC District 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-									
Vacant	YC District 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-									
Woody Woods	YC District 5	1	1	1	1	-	-	-	-	1	1	1	1	1	1									
Vacant	YC District 6	-	-	-	-	-	-	-	-	-	-	-	-	-	-									
Jarett Hillius	YC District 7	1	1	1	1	-	-	-	-	1	1	1	1	1										
Vacant	Y County Cons. District	-	-	-	-	-	-	-	-	-	-	-	-	-	-									
Scott Reiter	Ex-Officio SD2		1	E	1	-	-	-	-	1	-	1	-	E	1									

July 28, 2020

Virtual Video Conference Format

To be approved by a motion on August 11, 2020

PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES. Due to the COVID-19 health concerns, the format of the Yellowstone County Board of Planning meeting will

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

be held in a virtual videoconferencing environment. The normal hearing room on the 1st Floor at 2825 3rd Ave North (Miller Building) will be closed during the meeting and no one will be attending this hearing in person. Public comment will be taken only during the Public Comment periods as indicated on the agenda, and during the Public Hearings under the Regular agenda. Comments may be sent to Board via email before 1:00 PM on Tuesday, July 28, 2020. All emails received prior to this time will be read into the record for the public.

The Public may call in during specific Public Comment periods at (406) 237-6165. All callers will be in a queued system and are asked to remain on hold and be patient. Calls will be taken in the order in which they are received. Callers will be restricted to 3 minutes of testimony as is customary. Live coverage can be viewed: <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260/?ref=bookmarks>

Call the Meeting to Order

President Woods called the meeting to order at 6:00 p.m. on Tuesday, July 28 2020

Introduction of Planning Board Members and Planning Department Staff

President Woods called for introductions of the members of the Planning Board and staff.

Participating Planning staff members: Wyeth Friday, Director, Planning & Community Services; Monica Plecker, Planning Division Manager; Dave Green, Planner II; Scott Walker Transportation Coordinator; Tammy Deines, Planning Clerk

Other Participants: Taylor Kasperick, WWC Engineering; Ron Hill, Developer/Applicant

Disclosure of Outside (Ex Parte) Communication or Conflicts of Interest– Board Members and Planning Staff. There were no declarations of ex parte communications or conflicts of interest.

Approval of the July 28, 2020 Agenda

President Woods noted a correction to the Public Phone number listed in the agenda. Public Phone calls for this meeting are to be directed to : 406-237-6165.

A motion was made by Board member Cook and seconded by Board member Hillius to approve the July 28, 2020 meeting agenda with the correction to the public phone number. The motion carried with a unanimous voice vote.

Approval of Minutes: June 23, 2020, July 14, 2020

Motion - June 23, 2020

Board member Hillius made a motion and Board member Thompson seconded the motion to approve the June 23, 2020 meeting minutes as submitted. The motion carried with a unanimous voice vote.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Motion - July 14, 2020

Board member Cook made a motion and Board member Hillius seconded the motion to approve the July 14, 2020 meeting minutes as submitted. The motion carried with a unanimous voice vote.

Public Comment: President Woods asked if there was anyone wishing to speak during the public comment portion of the meeting. He stated any member of the public might be heard on any subject that is not on the agenda; the Planning Board will not take any action on these items at this time, but could choose to add an item to the next meeting agenda for discussion. There were no public comments. President Woods announced the public all in phone number: 406-237-6165

Planning Clerk Tammy Deines reported no calls with requests for public comment.

7. NEW BUSINESS:

(7-a). Presentation/Discussion. Public Safety Mill Levy Presentation. Kevin Iffland, Assistant City Administrator, presenting.

Assistant City Administrator Kevin Iffland opened a presentation, "Public Safety, Repeal & Replace Levy, and Education".

Safety is one Key to a Healthy City

A. Define the Problem

1. Billings has too much crime: Violent crime rates > 100% increase in 12 years to ~650/100,000; Property crimes are too frequent > 5, 100/100,000
2. Fire department response times are too slow
3. Expenditures Exceed Revenues by \$4.7 million

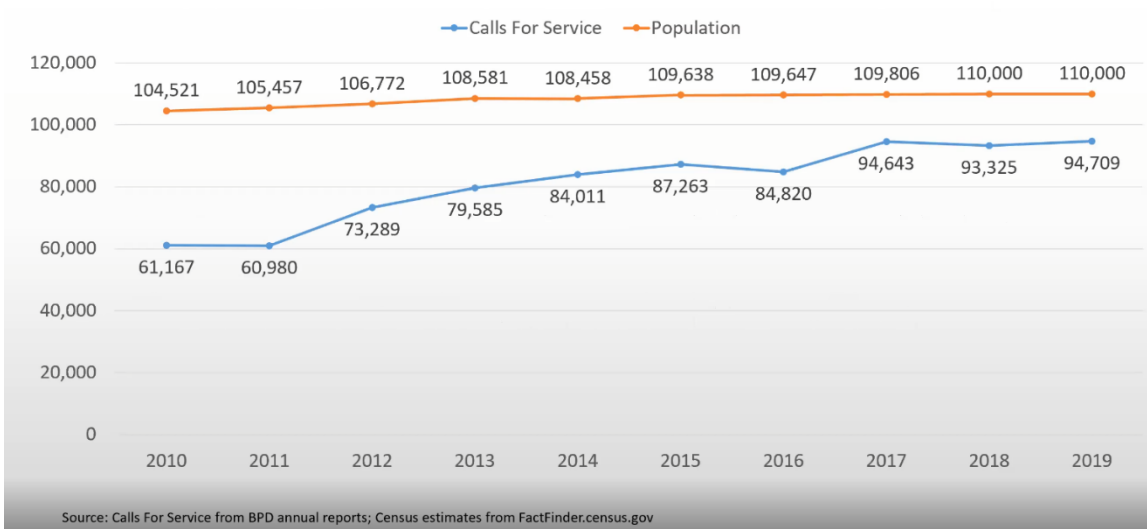
B. Ballots are Due September 15, 2020 (Mail-in) Questions on ballot:

1. Repeal-2004 \$8.2M levy (60 mill Est in 2004)
2. Replace-60 mill levy generation \$12.2M (2020)
3. Prepare for 2021 Public Safety Election

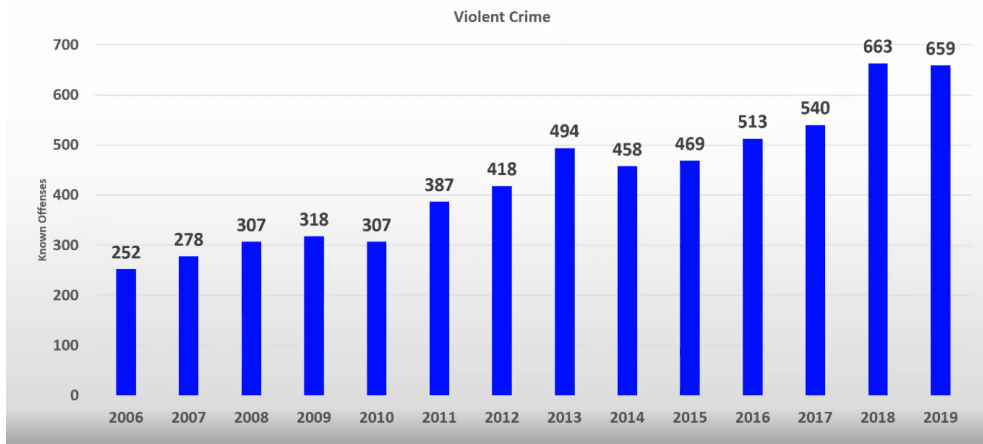
C. 2020 Public Safety Mill Levy

1. Retains Status Quo/Prevents losing ground
2. 2020 Criminal Justice/Emergency Response Analysis
3. Advancements will come with the 2021 levy

Police Dept. Calls for Service



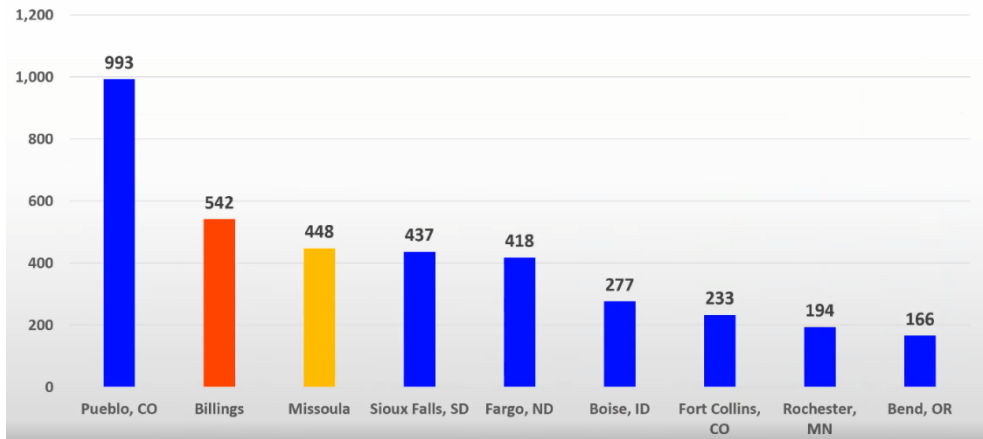
BPD Historical Data Summarized



CITY/COUNTY PLANNING BOARD

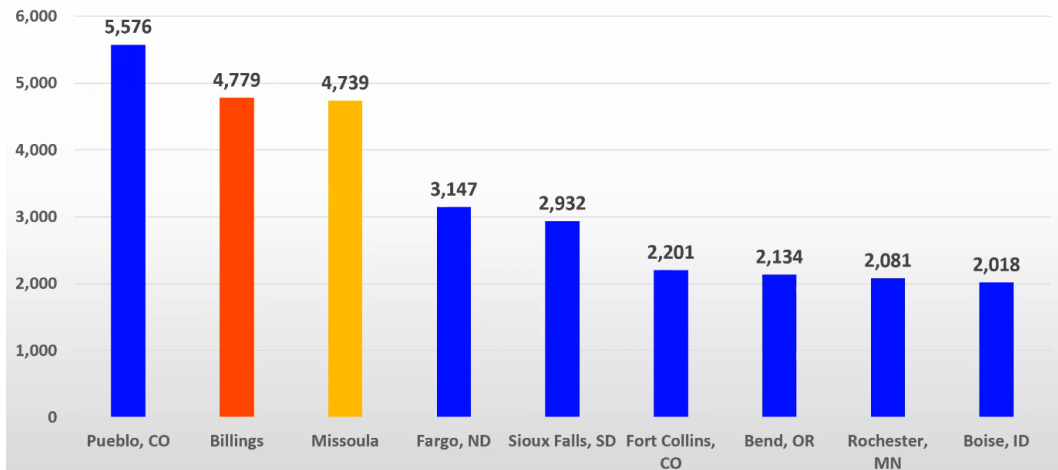
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2019 Peer City Violent Crime Rate Comparisons per 100K



Kevin Iffland commented the implementation of a Proactive Crime Unit by Chief St. John in 2019 made significant reductions in incidents, and this type of program will be considered in the future.

2019 Peer City Property Crime Rate Comparisons per 100K



Kevin Iffland stated Billings holds the highest rate of the seven larger cities in Montana. He commented that he spoke with the City Manager in Pueblo who attributed a lot of the rate to the approval of recreational marijuana.

Fire Dept Calls for Service



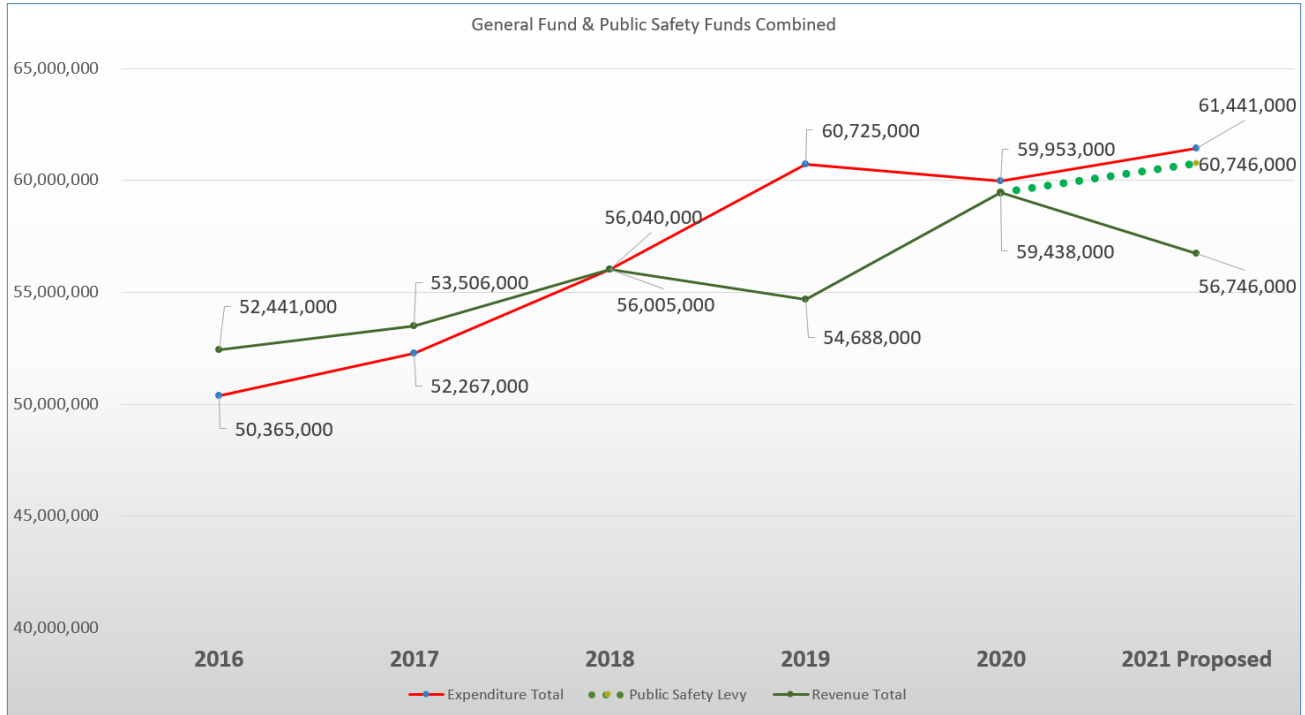
Calls have increased in the last ten years. The Billings Fire Department has a four and eight minute travel time for a single engine first alarm response. Consideration has been given to benefits of relocation fire stations to improve response time.

E. General & Public Safety Funds Combined (2016-2021 (Proposed))

2016-2018-Revenues were consistently higher than expenditures. In 2018, the expenditures were higher than the revenue. The 5 million dollar gap experienced in FY 2018 continued until the advent of Covid-19 and the and the allocation of Federal funds from the CARES Act. If voter say no to this request, the \$5 million gap between revenue and expenses will continue.

CITY/COUNTY PLANNING BOARD

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F. How did we get here?

1. Revenue Losses

- \$4,000,000-\$8.2 M fixed since 2009-loses value annual (50% since 2004)
\$2,530,000- Eliminated Franchise Fee in 2018

2. Cost Increases

- Added 20 Police, Fire, 911 Dispatch employees (2016-2020)
Focus on remaining fully staffed (limited vacancy savings)
Competitive wages

G. Cost to Typical Resident: If voters say, “yes”, the median home in Billings valued at \$211,000 will pay an additional \$4.75 per month. If voters fail to approve the levy costs per home will not increase and will go down as the cost continues to spread.

H. VOTE: Ballots are due September 14, 2020. The Yellowstone County Election office will mail ballots on August 28, 2020. There is a two-week period for receipt of ballots. Chris Kukulski stressed that staff is unable to advocate for this levy. The goal is to educate the public on the impacts of a “yes” or “no” vote on the question.

Discussion

President Woods called for questions and discussion and asked for clarification on the home valued at \$211, 00. Kevin Iffland explained that it is based on the median taxable value of a home in Billings. Board member Goodridge asked if there are statistics for other cities for police officers and

CITY/COUNTY PLANNING BOARD

“Serving Billings, Broadview and Yellowstone County”

firefighters per 100,000 population. Kevin Iffland explained that this is a rough ratio and his preference is to use analysis of police and fire services related to workload and incident types. Board member Thompson stated he supports the mill levy. He asked what will happen if the mill levy does not pass? Kevin Iffland said the City will make it through this fiscal year and will spend into reserves. He stressed the need to have a plan for Fiscal Year '22, as the unobligated reserves will be spent. Board member Goodridge said he is curious as to what tools other cities use to bring in commercial development. He observed it seems the city is unable to mitigate the increase in costs without taxing property owners. Director Wyeth Friday said the updates and changes to the zoning code would help to create flexibility with property compliance. Other tools may be creation of renewal districts and/or incentivizing developers with information on infrastructure and transportation conditions in the area of interest.

8. OLD BUSINESS

8a1. Public Hearing. 2021 Unified Planning Work Program, (UPWP), with the intent to make a recommendation to PCC. Scott Walker, Transportation Coordinator

BACKGROUND

The City-County Planning Division is presenting the 2021 Unified Planning Work Program (UPWP) for the Billings Metropolitan Planning Organization (MPO) for Planning Board review and recommendation to the Billings Policy Coordinating Committee (PCC). Staff is requesting that the Planning Board receive a presentation on the 2021 UPWP and conduct a public hearing to take public comment on the UPWP at this meeting. At the August 11 meeting, staff is asking the board to take action on the UPWP and forward that recommendation to the PCC.

The UPWP is primarily for programming the federal dollars that Billings receives from the Federal Highway Administration (FHWA) for transportation planning and the Federal Transit Administration (FTA) for transit (MET) planning. These funds are passed through the Montana Department of Transportation (MDT). All transportation-planning activities are included in the UPWP so that it represents a comprehensive document for the urban transportation-planning program.

This UPWP proposes planning activities for Federal Fiscal Year 2021, which runs from October 1, 2020, through September 30, 2021. This UPWP corresponds directly with the Planning Division's annual work plan. The significant changes in this year's program include an update to the Community Transportation Safety Plan, an update to the Billings Safe Routes to School Plan, and initiation of the North Bypass Corridor Study. The Transit section is Chapter II of the UPWP. The document is consistent with past programs in its content and format.

Approval of the 2021 UPWP allows the City to access Federal funds for transportation planning in the community. Federal and local funds are combined to provide most of the planning work done by the Planning Division for the City and the County. If the UPWP is not approved, there would be a significant loss of resources for community planning and the community's ability to manage transportation planning projects and programs would be severely limited.

The breakdown of funding sources for the FY 2021 UPWP is estimated below:

CITY/COUNTY PLANNING BOARD

“Serving Billings, Broadview and Yellowstone County”

\$250,000 Planning Dept. Fee Revenue (City of Billings)
 \$75,000 Planning Dept. Fee Revenue (Yellowstone County)
 \$503,000 Yellowstone County Planning Levy
 \$1,828,800 Federal Planning (PL) Allocation
 \$2,656,800 Total Program Funding (UPWP)

RECOMMENDATION

Staff recommends the Yellowstone County Planning Board receive a presentation on the 2021 UPWP and conduct a public hearing to receive public comment on the program at this meeting. The Planning Board is scheduled to take formal action on the UPWP and provide a recommendation to the City Coordinating Committee (PCC) at its August 11 meeting. The PCC is scheduled to take final action on the study at its meeting on August 18, 2020.

FUNDING SUMMARY FEDERAL FISCAL YEAR 2021			
WORK ELEMENT	FUNDING SOURCES FY 2021		
	PL	LOCAL	EST. COST
100 Administration	\$231,000	\$189,000	\$420,000
101 Service	22,000	22,000	44,000
102 Citizen Involvement	35,000	35,000	70,000
200 Community Planning	77,100	179,900	257,000
204 Zoning	30,400	121,600	152,000
205 Subdivision	45,600	106,400	152,000
300 Transportation System	240,000	0	240,000
301 Transportation Plan	231,000	0	231,000
302 Planning Studies	261,000	174,000	435,000
500 T.I.P.	35,000	0	35,000
600 Environmental	34,000	0	34,000
700 Un-Programmed Funds	586,700	100	586,800
TOTAL	\$1,828,800	\$828,000	\$2,656,800

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

**TABLE II
FUNDING COMPARISONS**

WORK ELEMENT	FY 2021 ESTIMATED COST	FY 2020 ESTIMATED COST
100 Administration	\$420,000	\$382,000
101 Service	44,000	42,000
102 Citizen Involvement	70,000	68,000
200 Community Planning	257,000	245,000
204 Zoning Administration	152,000	145,000
205 Subdivision Administration	152,000	145,000
300 Transportation System Data	240,000	230,000
301 Transportation Plan	231,000	220,000
302 Planning Studies	435,000	384,000
500 T.I.P.	35,000	34,000
600 Environmental Considerations	34,000	33,000
700 Un-Programmed Funds	586,800	731,085
TOTAL	\$2,656,800	\$2,659,085

**TABLE IV
STAFF MONTHS BY WORK ELEMENT FISCAL YEAR - 2021**

WORK ELEMENT	DIRECTOR (Friday)	TRANS. PLANNING CORD. (Walker)	PLANNER I (Husman)	PLANNING MANAGER (Plecker)	PLANNER II (Mattox)	CLERK (Deines)	PLANNER II (Green)	PLANNER I (Vacant)	ZONING CORD. (Cromwell)	ACTIVE TRANS. PLANNER (Monat)
100	7	1.5	2.5	5.5	.5	1.5	.5	.5	1	5.5
101	.5		1				.5	.5	1	
102	.5		.5	.5	.5	.5	1	.5		
200	1.5		5	2	1	2	1	5	1	2.5
204			.5	.5		.5	.5	2	6	
205			.5	1		.5	7.5		2	
300		2.5	.5	.5	5	2				3
301	.5	4		.5	2	2				
302	.5	1		.5	1	1		2.5		
500	.5	1			.5	.5				
600		1	.5		.5	.5				
TOTAL	11	11	11	11	11	11	11	11	11	11

2020 Project Priorities

- **Bike/Scooter Share Impact Study**-this study is under contract and projected for completion this fiscal year.
- **North Bypass Corridor Study**-this study will move forward in 2021
- **5th Avenue Corridor Feasibility Study**-This study is under contract with Sanderson Stewart
- **Complete Inner Belt Loop Corridor Study**-governing body review is complete with PCC approval on Tuesday, July 21, 2020.
- **Complete Wayfinding Signage Plan**-Completed
- **Traffic Counter Replacement**
- **Downtown Traffic Circulation - Public Participation Phase.** This has been waylaid due to COVID-19. Projected to be completed in in FY21 UPWP.
- **County Growth Policy Update** –continued to FY21 UPWP

2021 Priorities

- **Complete Bike/Scooter Share Impact Study**
- **North Bypass Corridor Study**
- **Complete 5th Ave. Corridor Feasibility Study**
- **Community Transportation Safety Plan**
- **Safe Routes to School Plan Update**
- **Complete Downtown Traffic Circulation - Public Participation**
- **County Growth Policy Update**

Discussion

Scott Walker called for questions and discussion. There was none

Transit Section-Rusty Logan, MET Transit Manager

The Transit section of the UPWP is also structured into separate elements with specific activities and functions outlined within each element. As with PL funds, reimbursement of funds occurs quarterly. Amounts will differ for each quarter based upon the activities undertaken and eligible hours spent per element. Federal funding is provided via FTA Section 5303 for multi-modal transportation planning in metropolitan areas. Funds are apportioned via a formula including factors such as urbanized area population. Local match is provided through local transportation mills, transit fares, advertising revenue, and other applicable sources.

Transit Funding Overview				
2021 Funding Detail				
WORK ELEMENT	FUNDING SOURCES FY 2021			STAFF HOURS
	LOCAL	FTA	EST. COST	
44.21.01 Administration	\$5,743	\$22,973	\$28,716	353.40
44.24.01 Future Service	\$18,906	\$75,623	\$94,529	1026.00
44.24.02 Current Service	\$14,734	\$58,935	\$73,669	950.40
44.25.01 T.I.P.	\$2,034	\$8,138	\$10,172	125.18
44.26.15 ADA Service	\$14,064	\$56,257	\$70,321	907.20
TOTAL	\$58,481	\$233,926	\$292,407	3362.18

2020 to 2021 Funding Comparison		
WORK ELEMENT	FY21 EST. COST	FY 2020 EST. COST
44.21.01 Administration	\$28,716	\$31,235
44.24.01 Future Service	\$94,529	\$70,857
44.24.02 Current Service	\$73,669	\$72,397
44.25.01 T.I.P.	\$10,172	\$10,636
44.26.15 ADA Service	\$70,321	\$65,466
TOTAL	\$292,407	\$250,591

Transit 2021 Highlights

- **Policy updates in response to 2019 FTA Triennial Review process.**
Financial and Procurement Policies, Public Participation Plan, updated Title VI non-discrimination plan, updated Equal Employment Opportunity policy and plan
- **Community Wide Transit Survey:** complete online; ran mid-December to January 31 - 627 total response. 446 responses received were from City of Billings residents; when considering a population of approximately 120,000, this means the survey results were well within a 95% confidence level with a 5% margin of error. The results are being utilized in both future service evaluation as well as current service enhancements.
- **Operational analysis modeling future transit:** Operational analysis for future transit including assessment of existing costs, development of real-world cost model based upon employee hours and potential hours on street, development of various proposals for high frequency service including potential 15-minute peak service. Expanded agreements include updated service with the Adult Resource Alliance (increased eligibility to all seniors for medical rides) revised and simplified agreement with State of Montana DD services.
- **Developed contingencies for COVID**
- **Significant technology updates** Automated Passenger Counters, Automated Voice Annunciation and Infotainment Systems, On board WIFI, Electronic Fare Collection, Paratransit Software update, Cloud-Based Planning Software

- **Significant revision to the Human Services Transportation Coordination Plan**
- **Expanded and modified agreements for increased service to senior/disability pop.**
Expanded agreements include updated service with the Adult Resource Alliance (increased eligibility to all seniors for medical rides) revised and simplified agreement with State of Montana DD services.

Transit 2021 Highlights

- **Public Transit Agency Safety Plan**- significantly increased focus on training and safety assurance; training course and lot
- **Transit Development Plan/Strategic Plan considering both fixed-route and paratransit** - development of more in-depth process to foster communication between City departments in the overall planning landscape as well as guide transit related routing decisions in regards to development and community feedback/demand. Hope to create a more holistic approach to transit design as well as provide an increased level of input regarding overall city development
-
- **Master Marketing Plan/Strategy** - assessing new means of marketing, further integration with online and social media, explore outside of traditional avenues, increase community engagement
- **Grant development and application**
- **Fixed-route overhaul and designated stop assessment** - new vehicles to support this – pushing for high enough frequency during peaks that customers will not need to check the schedule
- **Continue investigation of service expansion** - started exploratory assessments of Lockwood area and it's cost effectiveness, need further evaluation of existing infrastructure and ability to actually operate a vehicle in that area
- **Continue developing partnerships via Coordination group and other venues** - Alliance, State of Montana, Montana State University

CITY/COUNTY PLANNING BOARD

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Review Schedule

TAC	7/16
Planning Board #1	7/28
Planning Board #2	8/11
City Council Work Session	8/3
City Council	8/10
Commissioners Discussion	8/3
Commissioners	8/4
PCC	8/18

Discussion

President Woods called for questions and discussion. Board member Thompson asked how far MET services could be provided outside of the City limits. Rusty Logan said they aware of the need for services in Lockwood and other outlying areas. They are in the exploratory stages and would like to initiate discussions on options for local match funding with the County. Board member Thompson noted the restriction is not the service but the funding. Rusty Logan concurred and said if funding were available, these areas would be serviceable. He said City Council would have to agree to an expansion of services as MET is a City Division. President Woods said the current infrastructure in Lockwood is a hurdle to MET services but the improvements but this may change with the improvements at Johnson Lane and the extension of sidewalk construction through the Lockwood Pedestrian District that is trying to tie pedestrian traffic and sidewalks to potential bus stop locations.

Public Hearing:

President Woods opened the public hearing and asked if there is anyone wishing to speak in favor or against the 2021 Unified Planning Work Program, (UPWP). No public calls were received.

**Planning Board will forward a motion and recommendation to PCC during the August 11, 2020 meeting.

(8a-2) Public Hearing. Motion/Recommendation to PCC. Lake Hills Subdivision, 37th Filing. A 16-lot City major subdivision. Ron Hill, applicant. WWC Engineering, agent. Dave Green, Planner II, presenting.

Planner Dave Green opened this agenda item. He commented that this subdivision was initially developed with large lots. It is the developer's advantage to make the existing lots smaller and provide more density.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

INTRODUCTION

On June 1, 2020, WWC Engineering, agent for Ron Hill, applied for preliminary major plat approval for Lake Hills Subdivision, 37th Filing. The proposed subdivision creates 16 lots from an existing 11 lots for residential development. The subject property is generally located along Greenbriar Road, south of Annandale Road, east of Clubhouse Way. The property is zoned Residential 9600 (R96). The Yellowstone County Board of Planning held a plat review at its July 14 meeting and will conduct a public hearing and make a recommendation to the City Council at this meeting.

RECOMMENDATION

Staff recommends that the Planning Board recommend conditional approval of the preliminary plat of Lake Hills Subdivision, 37th Filing to the City Council, and adopt the Findings of Fact as presented in the staff report.

VARIANCES REQUESTED

The applicant is not requesting a variance from the subdivision regulations.

PROPOSED CONDITIONS OF APPROVAL

Planning staff recommends the following conditions of approval:

1. To minimize the effects on local service, prior to final plat approval, the applicant will coordinate with the USPS for locating and providing the correct amount of space for safely delivering the mail to the residents.
2. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
3. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, regulations, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana.

Discussion

President Woods called for questions and discussion. Applicant Ron Hill and his agent, Taylor Kasperick, WWC, Engineering are participating this evening. Ron Hill responded to a question by Board member Thompson and said it is his understanding the parkland requirement was satisfied with earlier Parks Department's requirements. The small park on Wentworth was created through lot participation in that area. Board member Thompson said it might have been done through cash-in lieu. President Woods noted the original subdivision was developed in the 1950s and said this information may be hard to trace. Taylor Kasperick, WWC Engineering said the requirement was met with the original plat in 1950.

Public hearing:

President Woods opened the public hearing and asked if there is anyone wishing to speak in favor or against Lake Hills Subdivision, 37th Filing. No public calls were received.

CITY/COUNTY PLANNING BOARD

“Serving Billings, Broadview and Yellowstone County”

Motion

Board member Cook made a motion and Board member Wallace seconded the motion to forward a recommendation to City Council of conditional approval of Lake Hills Subdivision, 37th Filing with the Findings of Fact presented by staff.

Discussion

President Woods called for questions and discussion on the motion.

The motion carried with a unanimous voice vote.

9. OTHER BUSINESS

(9A. Standing Item) Long Range Strategic Issues and an overview of future City and County issues and projects.

9a1. Project Recode: Director Wyeth Friday. Three public hearings were held at the Community Center with the City Zoning Commission in a hybrid video conference format with Community 7. There was low physical turn out at the meetings but online participation during one meeting posted about 130 persons participating online and calls were taken from the public. Additional public meetings will be scheduled with the County Zoning Commission. These meetings are held to take public input and no formal action will be taken. President Woods stated he participated in the video conference format and there were some good questions related to ADUs, Air B & Bs, and vacation rentals.

9a2. Lockwood TEDD Sewer District Expansion: President Woods said both the BOCC and City Council held work sessions. The proposed agreement includes language for a sewer surcharge to go to the City; future water rights cannot be requested from Heights Water; and an MOU between the City and the County on future projects to proactively address and resolve issues prior to them arising.

ADJOURNMENT: 7:37 PM

DRAFT—TO BE APPROVED BY A MOTION ON July 28, 2020

--Tamara L. Deines, Planning Clerk