

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	01/12/2021	01/26/2021	02/09/2021	02/23/2021	03/09/2021	03/23/2021	04/13/2021	04/28/2021	05/11/2021	** 05/27/2021	06/09/2021	06/22/2021	07/13/2021	07/27/2021	08/10/2021	08/24/2021	09/09/2021	09/22/2021	**10/14/2021	10/27/2021	11/10/2021	11/24/2021	12/08/2021
Teresa Larsen	Mayor/Billings Ward I	1	1	1	1	1	1	1	E	1	E	-	1	1	E	E	1							
Heidi Jensen-Christison	Mayor/Billings Ward II	1	1	E	1	1	E	1	E	1	E	-	E	R	-	-	-	-						
Dennie Stephenson	Mayor/Billings Ward III	1	1	1	1	1	1	1	1	1	1	-	E	1	1	1	1							
Darell Tunnickliff	Mayor/Billings Ward IV	1	1	1	1	1	1	1	1	1	1	-	1	1	1	E	E							
Jon Thompson	Mayor/Billings Ward V	1	E	1	1	E	1	1	1	E	1	-	1	E	1	E	E							
Troy Boucher	YC District 1	1	1	1	E	1	E	1	1	A	E	-	1	E		1	E							
Dennis Cook	YC District 2	1	1	1	1	1	1	1	1	1	1	-	A	1	E	1	E							
Vacant	YC District 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-							
Vacant	YC District 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-							
Woody Woods	YC District 5	1	1	1	1	1	1	1	1	1	1	-	1	1	1	1	1							
Vacant	YC District 6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-							
Jarett Hillius	YC District 7	1	1	1	E	1	1	E	1	1	1	-	1	E	1	1	1							
Vacant	Y County Cons. District	-	-	-	-	-	-	-	-	-	-	-	-	-	-	E	-							
Scott Reiter	Ex-Officio SD2	-	-	-	1	E		E	E	A	1	-	E	E	E	1								

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

August 24, 2021

DRAFT- To be approved by a motion on September 14, 2021

PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES.

As legally advertised, The Yellowstone County Board of Planning met on August 24, 2021 in the Miller Building 1st Floor Conference Room.

Citizens are invited to:

→Review the Agenda Packet on the City's website at: <https://ci.billings.mt.us/117/Agendas-Minutes>

→View the meeting live online at Facebook: <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260>

Public comment will be taken only during the Public Comment periods as indicated on the agenda and during the Public Hearings, if any are scheduled, under the Regular agenda. Comments may be sent to Board via email before 10:00 AM on the meeting date. All emails received prior to this time will be read into the record for the public hearing. Comments may be submitted by:

- Mail: City/County Planning Division, 2825 3rd Ave N 4th Floor, Billings, MT 59101
 - Email: deinest@billingsmt.gov
- Call in during the Public Comment periods as indicated on the agenda:
 - Citizens may call in during specific Public Comment periods at **406.237.6165**. All callers will be placed 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 limited to 3 minutes of testimony as is customary. Future delivery methods may be explored as best practice is learned.

Call the Meeting to Order

President Woods called the meeting to order at 6:00 p.m. on Tuesday August 24, 2021.

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: Monica Plecker, Division Manager, Planning & Community Services Department; Scott Walker, Transportation Coordinator; Tammy Deines, Planning Clerk

Others in Attendance: City Administrator Chris Kukulski, Chief St. John, City of Billings Police Department; Fire Chief Pepper Valdez, City of Billings Fire Department; Scott Barber, BPAC chairman; Kristy Drake, BPAC; Dorothy Dupree, BPAC

Approval of the August 24, 2021 Agenda

Board member Hillius made a motion and Board member Stephenson seconded the motion to approve the August 24, 2021 meeting agenda. The motion carried with a unanimous voice vote.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Approval of Minutes: August 10, 2021

Board member Stephenson moved and Board member Hillius seconded the motion to approve the August 10, 2021 meeting minutes. 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.**

Disclosure of Outside (Ex Parte) Communication or Conflicts of Interest– Board Members and Planning Staff. – NONE

7. OLD BUSINESS: There is No Old Business.

8. NEW BUSINESS

8a. Presentation/Discussion. Public Safety Mill Levy Presentation. City Administrator Chris Kukulski

Director Wyeth Friday introduced City Administrator Chris Kukulski, who opened this agenda item. He introduced Police Chief St John and Fire Chief Valdez. He stressed the importance and critical nature of improving public safety for the City of Billings.

5 Strategies to Advance Billings

1. Strengthen Organization Health
2. Improve Safety
3. Improve Built Environment
4. Continue Infrastructure Investments
5. Increase Investments in parks, trails and cultural amenities

Define the Problem Billings has too much crime but it is not too late for Billings to return to levels at a decade ago.

- Violent crime rates > 200% increase in 10 years to 1,100/100,000 the violent crime rate nearly doubled between 2019 to 2020 and 2021 is not looking any better.
- Property crimes are too frequent > 5,800/100,000
- Fire department deployment needs to coincide with call types for emergencies.

2020 Comprehensive Analysis of Police and Fire Services: Conversations began in 2019. The Center for Public Safety Management, LLC was hired to conduct analysis of the Police and Fire Departments. Primary Findings: There is a high level of trust in the Police Department, and a strong recognition of the crime problem.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Public Safety Mill Levy. The voters approved a Public Safety Mill Levy last year. The Federal government shared funding will be used for facilities. This is a more efficient ask as this was redefined by the CPSM analysis.

\$7, 1150000 in these key areas: Existing Imbalance \$ 1,300,000

- Mental Health & Substance Abuse 415,000
- CPSM Police Recommendations 1,650,000
- Additional PD Resources 800,000
- CPSM Fire Recommendations 1,500,000
- Legal, Court, and Code Enforcement Needs 1,450,000
- Total Estimated Additional Public Safety Costs \$ 7,115,000
- Approx. 34 mills, \$100 per year, or **\$8.33 per month**, for the median home

Additional Resources: \$7.1M

Police: 28 FTEs per CPSM study recommendations. 8 FTE's for police officers and support for immediate needs.

Fire: Additional hours for Medical Response Team staffing and 2 staffed MRTs to cover peak demand days and times

Code Enforcement: 3 Code Enforcement Offices

Legal: 3 Attorney's, 2 Paralegal's, and 2 support staff

Court: Additional full-time judge and staff

Mental Health & Substance Abuse Services: 2 mills (\$415,000/year)

City Responsibilities:

- Billings provides code and law enforcement
- Billings prosecutes crimes and provides victim advocacy
- Billings operates municipal courts

Partner Responsibilities *We depend on partners to provide social services, prosecute felonies and incarcerate criminals Yellowstone Substance Abuse Connect Coalition*

- The Continuum of Care partners
- Yellowstone County Attorney & Sheriff offices
- State of Montana
- Federal Government

Police St. John continued the presentation with the Billings Police Department PSML Strategic Overview targeting Violent Crime Reduction; Improving Downtown Safety; Improving Traffic Safety; and Supporting Mental Health Efforts. Chief St. John stressed that officer presence and proactive policing equals less crime. He reviewed the 2019 statistical outcomes with lowered numbers in homicides, robberies, burglaries, motor vehicle theft, and drug related crimes. The 2020 Outcomes pointed to increased crime statistics during the pandemic. Chef St. Johns stated that last year's approved levy alleviated staff cuts.

Approximate Cost of BPD Implementation Plan: \$2,449,884

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Tactical Implementation Plan-Year 1: 6 Sworn FTE's 4 officers/2 sergeants); 4-Community Service Officers; 3-Evidence Technicians; 4-Police Support Specialists. Increased efficiency with sworn officers.

Tactical Implementation Plan –Year 2: 6 Sworn FTE's 4 officers/2 sergeants; 3-Community Service Officers; 2-Identification Technicians, Patrol ready and unmarked vehicles for Year 1 and Year 2.

Director Wyeth Friday continued the presentation with an overview of the Code Enforcement Division, and noted the 10-year trend in case volume for this Division, averaging 4,400 cases per year). The Code Enforcement Division PCSD operates under a complaint driven structure. This division is asking for an increased community investment of about \$356, 500 with a goal of a long-term clean and safe city improvement strategy:

Proactive compliance effort

- ID strategic areas city wide for early intervention
- Focus/respond to specific issues - graffiti tagging, safe routes for kids/seniors

Successful compliance outcomes

- Additional legal staff assisting CE Team
- Enhanced funding/capacity for neighborhood clean ups
(Total Urban Neighborhood Enhancement Unified Program)

Education and Outreach

- Coordinate with neighborhood task forces, other groups
- Connect residents to assistance programs

Fire Department Chief Pepper Valdez continued the presentation with the Fire Department's request for the Public Safety Mill Levy.

CPSM Study Recommendations-Billings Fire Department

Mobile Response Teams. (Recommendation #2) This would entail having two teams of two roving the city. One on the east and one in the west. Capable of providing both BLS and ALS care. Fully trained firefighters able to provide firefighting, if available, rescue operations among other things.

- Estimated 10 personnel for staffing
- One ems division chief for Program oversight & supervision
- two light weight Response vehicles
- Equipment O&M

Fire Protection Engineer (Recommendation #23): Potential to be a self-sustaining position with fees. Fire protection engineers study the causes of fires and how architecture and design influence the prevention and suppression of fires. They work to save lives before fires occur. One specially trained individual for:

- Reduced plan review time
- Annual revenue leaving community=\$87,000 (6 yr. average)
- Local control & face to face meetings with contractors
- Can assist with plans review overflow

CITY/COUNTY PLANNING BOARD

“Serving Billings, Broadview and Yellowstone County”

Deputy Fire Marshall (Recommendations #14, 17 and 25) Midrise and high rise properties High fire load commercial properties and big box stores. High capacity institutional properties (hospitals and schools). May address wild land urban interface issues

- Currently a special assignment
- Business licenses and inspections are completed in a timely manner
- Deputy Fire marshal has more time for public safety education (schools, nursing homes, hospitals, etc.)
- Conduct risk assessment on all target hazards

Logistics Officer This program is modeled after the Billings Police Department.

- Currently a special assignment
- Research and acquisition of all equipment
- Manages “check it” program & tracks approx. \$5M in equipment
- Secure competitive pricing

Discussion

President Woods called for questions and discussion from the Board. In response to question by Board member Larsen regarding the Yellowstone County jail capacity, Chief St John explained that the Department of Corrections has inmates adjudicated without placements. There are approximately 600 individuals waiting for representation due to lack of staffing in the Office of Public Defender. He stated they are constantly working with the Yellowstone County Sheriff’s office to divert and make room. He said there is a lot of discussion on how to address this situation as it is a very complicated issue. Question was asked as to why more officers are needed if offenders do not go to jail? Chief St John said this issue is not unnoticed. City Administrator Kukulski stressed the need to conduct proactive police work. He said policing isn’t just dealing with a 911 call but actually conducting crime prevention. Board member Larsen thanked them for their explanation.

President Woods asked regarding the potential for moving the fire station in the Heights as he sees no mention of this with this ask. Chief Valdez said the stations were addressed in the 2018 Long Range Master Plan. They are compiling data as to when and where to place fire stations. President Woods commented that prioritization of calls is key. Chief Valdez concurred and said the Mobile Response Team, (MRT), program will alleviate using the large fire truck. He said there is a mutual aid agreement with Lockwood Fire Department. City Administrator Kukulski pointed out that Billings is a regional fire service.

8b. Annual Presentation/Discussion. Bicycle Pedestrian Advisory Committee, (BPAC), Scott Barber, Chairman, BPAC, presenting.

Billings Area Bicycle Pedestrian Advisory Committee Annual Report

Members: Chair: Scott Barber (City); Vice Chair: Anna O’Donnell (City); Rose Cook (County); Liana Susott (County); Ed Gulick (Planning Board); Kristi Drake (City); Dorothy Dupree (County)

Focus: Ensuring that our community’s infrastructure enables people to walk, bike or use a wheelchair safely.

CITY/COUNTY PLANNING BOARD

“Serving Billings, Broadview and Yellowstone County”

Committee-“What We Do”

- Address problems and opportunities
- Take comments from public
- Act as liaison for public input and governing bodies (you!)
- Recommend solutions based on:
 1. public input
 2. existing plans adopted by governing bodies
 3. transportation industry standards

Recommendations to governing bodies over the past 5 years

2021 27th St. RR Crossing; Bike and Scooter Share Feasibility Study; I-90 Bridges
Public funding for trails and safe routes to school

2020 Boulevard Sidewalks; Utility Bill

2019 Bike Parking Suggestions x2 (to Project ReCode Urban Issues Working Group)
Bicycle Boulevard (now Neighborhood Bikeway)

2018 Utility Bill Funding

2021-2022 Primary Areas of Support/Recommendation: Neighborhood Bikeway; 1-way to 2-way street conversion; Coordination with MDT; Find funding to develop and maintain multimodal transportation for all; Gathering data and improving public reporting.

Recommendation #1 Neighborhood Bikeway Coming summer/fall 2021-direction from City Council to reduce conflict between people biking, walking and driving.

- Makes it easier for people of all ages and abilities to reach community destinations
- “Moves at the speed of community!”
- Benefits nearby residents
- Improves safety for all road users
- Will connect no less than 7 schools, 3 community parks, 2 hospitals, to housing of all income levels; Will attract the next generation to the community

Recommendation #2 2-Way Street Conversions-Research finding after streets were converted to 2-way streets make a more walkable community by slowing traffic; Reducing the “highway” feel; Increasing safety by forcing drivers to look in both directions for pedestrians; Supporting local businesses; Reducing crime statistic. Positive Input has been received from Billings Downtown Business Owners.

Recommendation #3-MDT Coordination with City-(Kristy Drake)

Some roads within the City of Billings and Yellowstone County are owned by the Montana Department of Transportation (MDT) including Main Street, 27th Street, 6th Avenue North We have less local control over these roads, but they still impact our community. BPAC regularly provides recommendations to the governing bodies regarding MDT projects. We need your help making the community’s voice heard! BPAC is advisory only and cannot bring these recommendations to MDT directly.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Recommendation #4 Multimodal Transportation Funding There is no dedicated local funding for trails or bikeways. Without local funding, we are piecemealing the system together. Grants can only go so far. Grants often require matching local funds; are inconsistent; have funding caps; and have specific requirements that may not allow the flexibility we need. Lack of community-generated matching funds generated by the community has resulted in thousands of dollars in missed opportunities.

Recommendation #5 Gathering Data and Improving Public Reporting-streamlining to increase ease of use; meaningful data and user-friendly reporting on the City's website.

Summary: Help Us Help You be Successful!

1. Recognize that there is broad support for trails and bikeways
2. Recognize and support active transportation improvements
3. Collaborate!
4. Review the data we provide to analyze and identify where improvements are necessary.
5. Create and support a mobile environment that appeals to youth

Discussion

President Woods called for questions and discussion from the Board. BPAC member Dorothy Dupree said she takes her appointment to this committee seriously. She said it appears that there is not a coordinated data collection effort. Dorothy commented on the need for active outdoor activities and for tracking where funds are spent. She asked why we are not seeking other funding sources and working towards collecting data that tells the story. She stressed the need for a positive campaign to change the perception of receptivity of cycling in Montana.

President Woods asked Kristy Drake if there has been discussion with the City regarding allocation of ARPA funds for trails. Scott Barber said there have been no discussions. Director Wyeth Friday provided further clarification and said a lot of the funds are planned for capital projects. President Woods said he was referring to the public safety mill levy addressing sidewalks and pedestrian needs for safe connections, which is still infrastructure.

9. OTHER BUSINESS

Announcement: The next Planning Board meeting will be held Tuesday, September 14, 2021, and will be held in person in the Miller Building 1st Floor Conference Room, 2825 3rd Ave N. at 6:00 PM.

ADJOURNMENT 7:41 PM

DRAFT—TO BE APPROVED BY A MOTION

--Tamara L Deines, Planning Clerk