

****ATTENTION****

The City Council meeting will be held in a hybrid format that may include both in-person AND virtual attendance via Zoom. Unless they have cause to appear virtually, Councilmembers will attend the meeting in person in Council Chambers, second floor of City Hall, 220 N. 27th Street. In order to honor the Right of Participation and the Right to Know in Article II, Sections 8 and 9, of the Montana Constitution, the City of Billings and City Council are making every effort to meet the requirements of the open meeting laws.

Citizens are invited to:

- Review the Agenda Packet on the City's website at: www.billingsmt.gov and click on "Your Government," "City Council," and "Agendas & Minutes".
- View the meeting:
 - On Community 7 TV - Channel 7 or Channel 507 -- Spectrum Cable. *(On evenings when there is a conflict with School District No. 2 Board meetings, the City Council meeting will be broadcast on Channel 8 - Spectrum Cable.)* Channel 7 or Channel 978 - TDS Fiber.
 - Online at www.comm7tv.com and click on the "Watch Live" icon. Community 7 also has links to their Facebook page and YouTube channel.
 - On the City's website at www.billingsmt.gov and click on "Watch Meetings Online" on the homepage.
 - In-Person.
 - Virtually via Zoom (see the link below).

Citizens may submit public comment via the following methods:

- Mail: City Clerk, P.O. Box 1178, Billings, MT 59103
- Email: Council@billingsmt.gov.
 - Emails received after 3:00 PM on the day of the meeting, may be posted on the Council's webpage the following day for public viewing.
- Attend the meeting in person.
- **Please note that citizens wishing to observe or participate in providing public comment virtually through Zoom, MUST PRE-REGISTER BY NOON on the day of the meeting. Citizens will need to enter the Webinar ID and Passcode indicated below for that meeting to gain access.** Click on *Zoom Meeting Instructions* and *Zoom Hybrid Meeting Details* below for more information. The link will allow you to attend, view and participate in the meeting on your computer, laptop or smart phone. (You must have the Zoom App on your device [Click Here to Download Zoom App](#)) To provide public comment at the appropriate time, click on the "raise hand" icon located at the bottom of the screen and the moderator will unmute your device.
- Click Here for [Zoom Meeting Webinar IDs and Passcodes](#)
- Click Here for [Zoom Meeting Instructions for Attendees \(as guests\)](#)

Please contact Denise Bohlman, City Clerk, at bohlmand@billingsmt.gov, or at 406.657.8210, with any questions.



VISION STATEMENT:
"The Magic City: A diverse,
welcoming community
where people prosper and
business succeeds."

**WORK SESSION AGENDA
MARCH 18, 2024**

COUNCIL CHAMBERS

5:30 P.M.

CALL TO ORDER: Mayor Cole

CLOSED EXECUTIVE SESSION - LITIGATION UPDATE (4:30 PM - 5:30 PM)

PUBLIC COMMENT ON ALL ITEMS. This is the time to comment on any matter (Agenda or Non-Agenda) falling within the scope of the Billings City Council. There will also be time in conjunction with each agenda item for public comment relating to that item. You may only speak once for each item during the meeting.

Please note, the City Council cannot take action on any item of significant interest to the public that does not appear on the agenda. Comments are limited to three (3) minutes during each public comment period or as set by the Mayor. **Speaker sign-in required.** Please sign the roster at the cart located at the back of the Council chambers or at the podium.

1. Bicycle and Pedestrian Advisory Committee.

-Public Comment

2. Permanent Supportive Housing.

-Public Comment

3. Babcock Theater Update.

-Public Comment

4. Zoom Meeting Participation.

-Public Comment

Highlight Upcoming Agenda Items of Council Interest.

-Public Comment

COUNCIL DISCUSSION:

PUBLIC COMMENT on "NON-AGENDA ITEMS". Speaker Sign-in required. *(Restricted to ONLY items not on this printed agenda. Comments are limited to 3 minutes or as set by the Mayor. Please sign the roster at the cart located at the back of the Council chambers or at the podium.)*

ADJOURN:

Note:

- This meeting is an "informal" meeting of the City Council. The content of the Agenda is subject to change at the meeting.
- In the event there is a Closed Executive Session, the sole purpose is to discuss litigation strategy. The other parties to the case(s) discussed are not public bodies or associations as described in Section 2-3-203(1) and (2), MCA. The meeting is closed, as allowed by Section 2-3-203(4) (a), MCA, "to discuss a strategy to be followed with respect to litigation when an open meeting would have a detrimental effect on the litigating position" of the City of Billings.

City Council Work Session

Date: 03/18/2024
Title: Bicycle and Pedestrian Advisory Committee (BPAC) Annual Presentation
Presented by: Elyse Monat
Department: Planning & Community Services
Presentation: Yes
Legal Review: Not Applicable
Project Number: N/A

RECOMMENDATION

No action is needed on this item. It is an informational presentation only.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

The Bicycle and Pedestrian Advisory Committee (BPAC) is providing its annual presentation to the City Council at this meeting. BPAC is composed of 7 volunteer members, 3 appointed by the County, 3 appointed by the City, and 1 appointed by the Planning Board. The purpose of the Bicycle and Pedestrian Advisory Committee is to advise the City Council, Mayor, County Commissioners, Planning Board, and all departments and boards of the City and County with regard to non-motorized transportation matters. The presentation will cover what BPAC does, trail and bikeway counts, achievements in the past year, and considerations for moving forward.

ALTERNATIVES

This item is a presentation only. No action is needed on the item.

FISCAL EFFECTS

There are no fiscal effects. This item is an informational presentation only.

Attachments

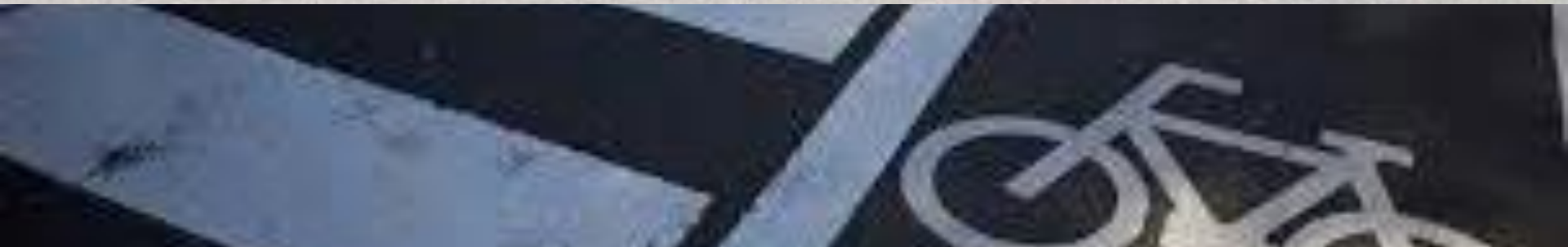
2024 BPAC Presentation



BPAC

**BILLINGS AREA
BICYCLE PEDESTRIAN ADVISORY COMMITTEE**

2024 ANNUAL REPORT



WHO WE ARE

- Chair: Nikki Zimmer (County)
- Vice Chair: Dave Coppock (Planning Board)
- Joan Schey (County)
- Kristi Drake (City)
- Jason Wood (County)
- Anna O'Donnell (City)
- Stephanie Donovan (City)



OUR FOCUS

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



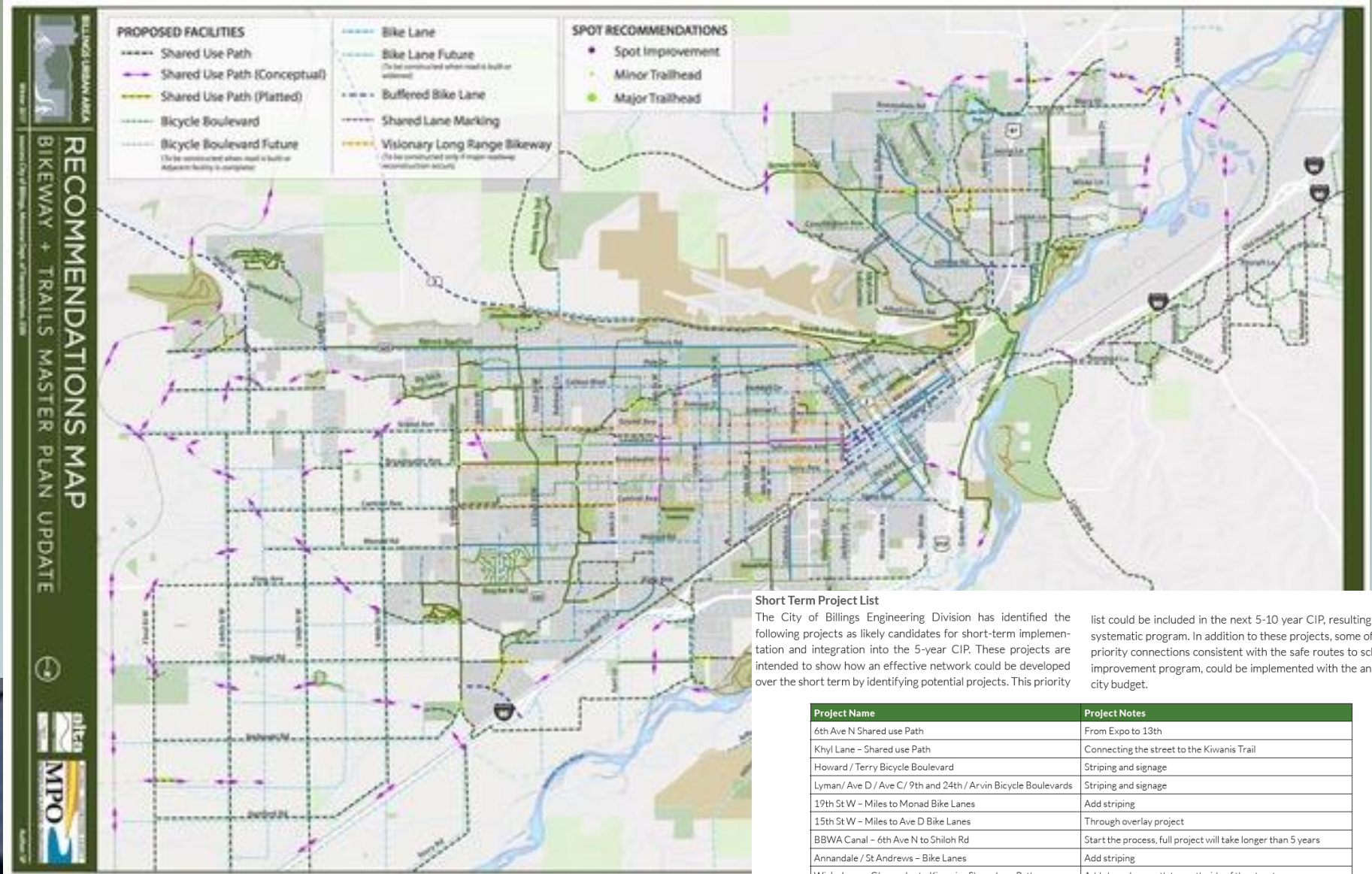
WHAT WE DO



- Advise city and county in regards to nonmotorized transportation issues
- Ensure advice is rooted in community need by soliciting and compiling public comment trends
- Maintain relationships with elected officials and planning board
- Use the Billings Area Bikeway and Trails Master Plan as guidance



BILLINGS AREA BIKEWAY AND TRAILS MASTER PLAN- BEING UPDATED IN 2024!



Short Term Project List

The City of Billings Engineering Division has identified the following projects as likely candidates for short-term implementation and integration into the 5-year CIP. These projects are intended to show how an effective network could be developed over the short term by identifying potential projects. This priority

list could be included in the next 5-10 year CIP, resulting in a systematic program. In addition to these projects, some of the priority connections consistent with the safe routes to school improvement program, could be implemented with the annual city budget.

Project Name	Project Notes
6th Ave N Shared use Path	From Expo to 13th
Khyll Lane - Shared use Path	Connecting the street to the Kiwanis Trail
Howard / Terry Bicycle Boulevard	Striping and signage
Lyman/ Ave D / Ave C/ 9th and 24th / Arvin Bicycle Boulevards	Striping and signage
19th St W - Miles to Monad Bike Lanes	Add striping
15th St W - Miles to Ave D Bike Lanes	Through overlay project
BBWA Canal - 6th Ave N to Shiloh Rd	Start the process, full project will take longer than 5 years
Annandale / St Andrews - Bike Lanes	Add striping
Wicks Lane - Gleneagles to Kiwanis - Shared use Path	Add shared use path to south side of the street
Central Ave - 32nd to Shiloh - Shared use Path	With road project
Monad Rd - 32nd to 29th - Bike Lanes	Through overlay project

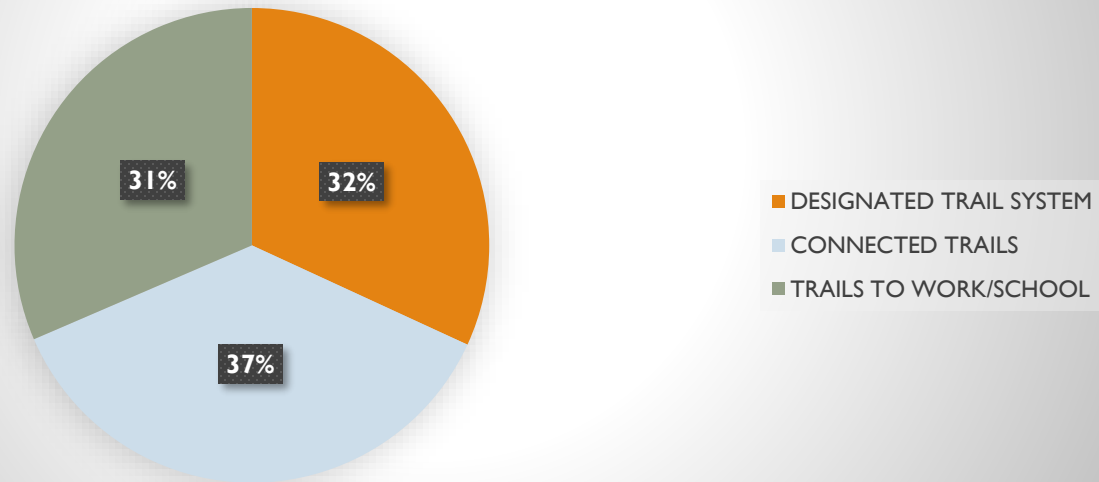
WE REVIEW AND ACCEPT PUBLIC COMMENT ON NONMOTORIZED TRANSPORTATION NEEDS

1. Public comment at monthly meetings
2. Online comments report from City County Planning
3. 2023 survey to get input from the public on issues facing Billings and Yellowstone County residents regarding biking and walking
 - Collection method: City of Billings Facebook page
 - We received 120 responses
 - Use the survey data to prioritize the top issues to inform our elected officials



SURVEY FINDINGS

**What matters most to you about access to safe bicycling, walking, and/or wheelchair facilities?
Check all that apply**



48% of respondents selected all three



CONNECTIONS OFTEN MENTIONED IN OUR SURVEY

1. Valley to rims (Stagecoach Trail)

- “Build the Zimmerman Trail Connector so we can get to the heights from the west end on Bike”
- “Need connection from west side up to the rims. Also need better connectivity to the river and to downtown”

2. Connection to downtown

- “We need much better (especially safer) connectivity between downtown and the Heights, downtown and the Yellowstone River, and between the Valley and the Rims. We also need to design the downtown streets so that they are more friendly to bicyclists. Walkers can use the sidewalks, but there are currently very few protected bike lanes downtown.”
- “Safely navigating downtown for bicyclists of all ages and abilities (not just those able to ride at the speed of traffic). Connecting downtown to surround neighborhoods. Division St. is a barrier. Getting between the Heights and downtown.”



CONNECTIONS OFTEN MENTIONED IN OUR SURVEY

- “Medical corridor and downtown. I work at a hospital and live in tree streets. I don't feel safe commuting to work with regard to traffic and crime activity.”
- “Trying to get to downtown on a bike is a terrifying ordeal.”

3. More trails

- “The trails that we have for biking are few and often short or they don't connect. Makes it hard to go for long walks, bike rides or other outdoor activities. It does not help to attract companies to Billings.”
- “Would be good to have more bike paths that do not parallel major roads; the one along the big ditch is a nice example, and up at the rims”

4. Signage

- “The current trail system could use much better directional and informational signage.”



MOST COMMON AREAS OF CONCERN WITH ACTIVE TRANSPORTATION

1. Crosswalks

2. Speed



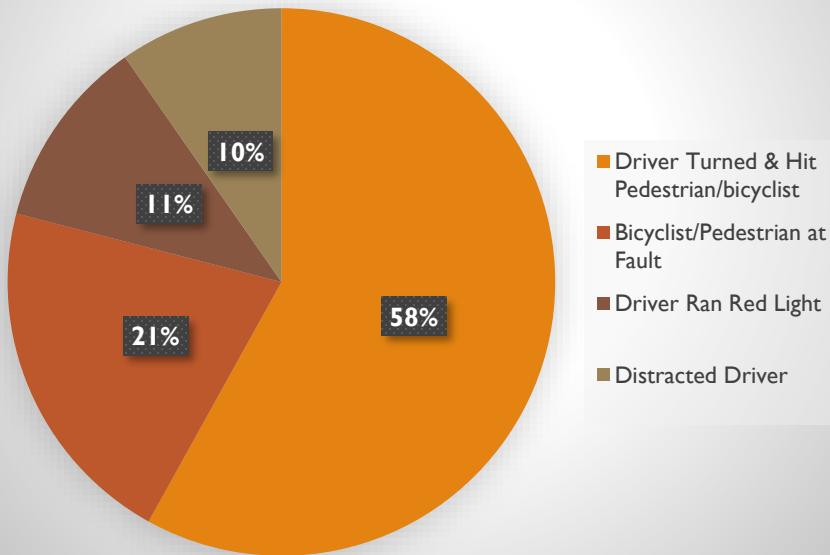
WHAT RESIDENTS ARE SAYING

- **Law Enforcement** (Enforce violations: Speeding, crosswalks, traffic signals, inattentive drivers, code enforcement)
- **Infrastructure** (trail connectivity, maintenance, access, ADA compliance, bike/car separation)
- **Public Safety** (Crime, transients, trail safety, trash, graffiti)



OTHER DATA TO ADDRESS CONCERNS

Causes of the 79 Reported Vehicle-Vulnerable Road User Crashes in 14 months



Oct 2022- Dec 2023

We review bike/ped crash police reports

We document areas crashes occur to show areas of need for possible signage or other infrastructure:

- 2 fatalities occurred during this period
- 58% of crashes were due to a driver turning and hitting a bicyclist or pedestrian- often in a crosswalk
- 21% of all crashes involved hit and run



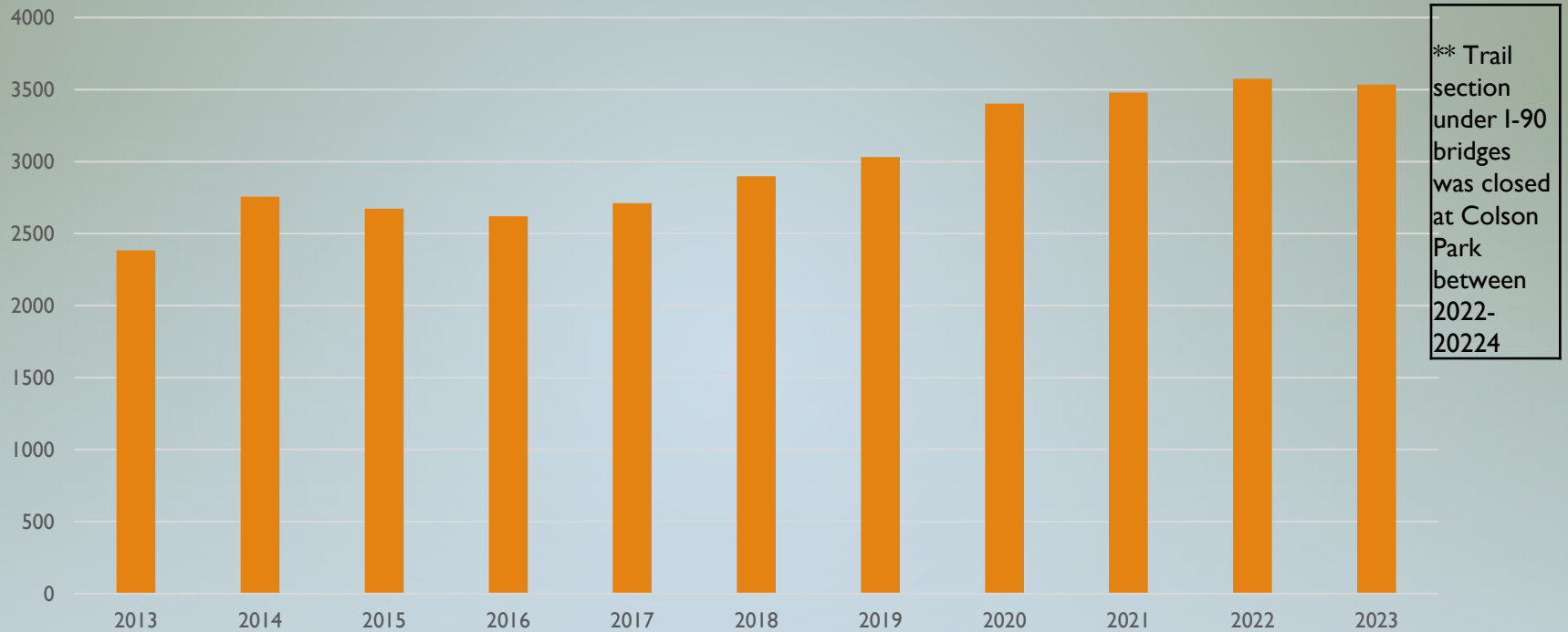
BPAC'S RECOMMENDATIONS FROM THIS CRASH DATA

- **Change behaviors**
 - We recommend the City of Billings create a media campaign involving social media + PSAs on TV and radio, to educate both drivers and pedestrians
- **Change infrastructure**
 - Add marked crosswalks in select high traffic areas

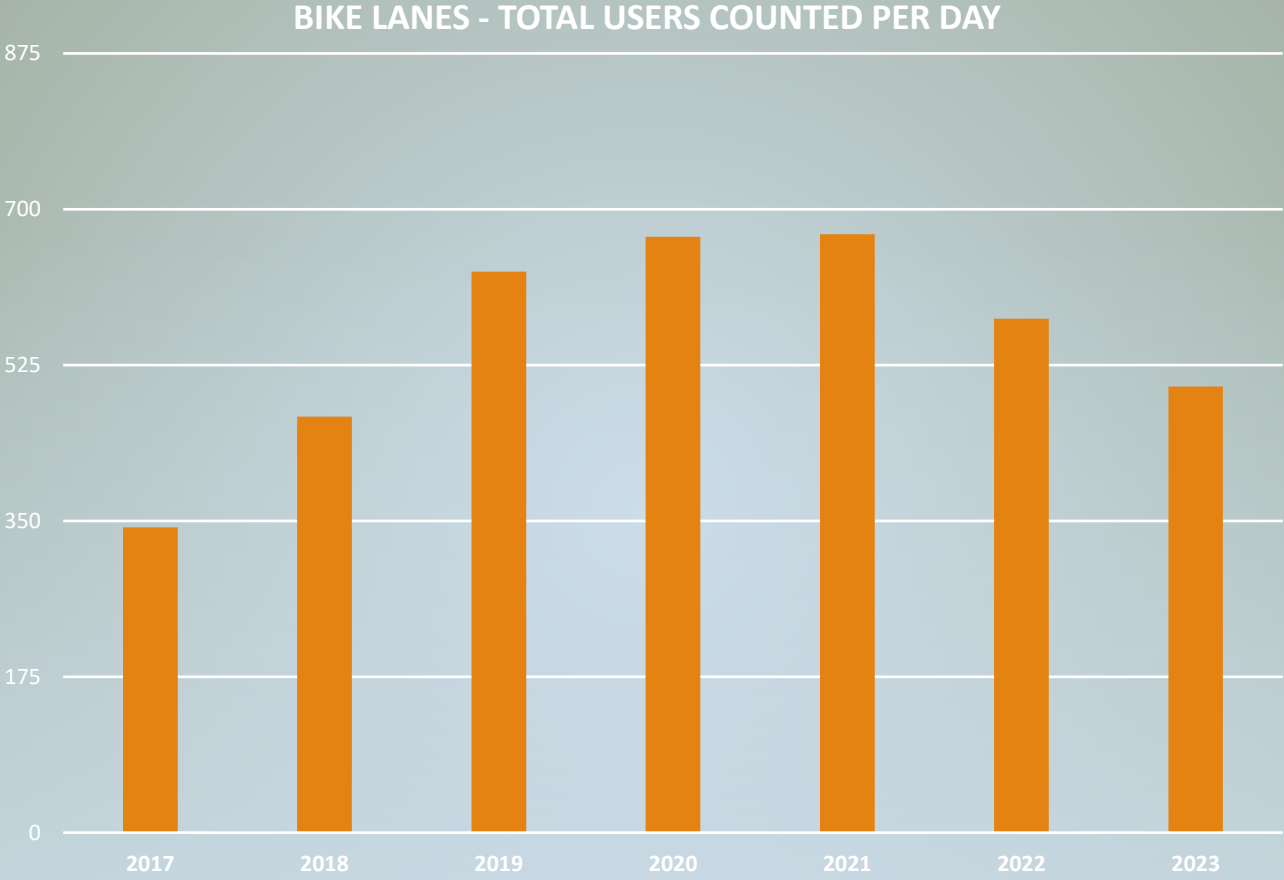


10-YEAR TRAIL USER COUNTS

Daily trail use



BIKE LANE USAGE IN BILLINGS



WE APPLAUD THE CITY, COUNTY AND STATE FOR THEIR EFFORTS IN THE PAST YEAR:

- Active transportation continues to rise
- Planning Department conducted their second Safe Routes to School study
- Key trail and bikeway connections built in 2023:
 - Billings Bypass bridge is being completed with a separated path
 - Skyline Trail was completed.
 - Bike lanes on both sides of Hilltop from Bench Boulevard to Bazaar Exchange. Bike lanes existed from Bazaar Exchange to around Shamrock, so now there is connectivity to Main from both directions.
 - Bike lanes on Rehberg from Rimrock to Grand Ave.
 - Multiuse trail along Mallowney Lane that completes the link to the trail along Elysian Road and the trail along Midland Road (part of Marathon Loop).



HELP US HELP YOU BE SUCCESSFUL

1. Recognize that there is broad support for trails and bikeways from:
 - general public
 - health community
 - business community
2. Recognize and support active transportation improvements happening in Billings and Yellowstone County including non-motorized improvements
3. Increase collaboration with other governmental entities, like MDT, creating a shared vision for a vibrant Billings and Yellowstone County



HELP US HELP YOU BE SUCCESSFUL

4. Review the data we provide to analyze and identify where improvements are necessary
5. Increase traffic enforcement for red light violators, distracted drivers and impaired drivers
6. Educate bicyclists and pedestrians to be consistent with signaling their intentions



CITY COUNCIL ASKED US LAST YEAR TO LOOK INTO SIDEWALK FUNDING IN OTHER AREAS

City	Funding mechanism	Options for residents	Problems	Considerations
Helena	<ul style="list-style-type: none"> • Adjacent property owner is responsible for the sidewalk, curb & gutter • Streets budget to upgrade ADA corner ramps with any mill/fill projects since those upgrades are required by federal law 	10 year no interest sidewalk program loan but it is only funded to \$150K/yr	pay up front when project is complete	possibility of a Sidewalk Maintenance district(s), similar to our Street Maintenance District assessment
Great Falls				looking at the same issue and trying to find funding source other than property owners
Missoula	<ul style="list-style-type: none"> • The portion assessed to the property owner only includes the sidewalk and associated work. \$0 - \$1,000 – City pays; \$1,000 - \$8,000 – 50/50 split with property owner; \$8,000 - \$22,000 – City pays • Gutter, asphalt patch back, boulevard and trees, etc are all covered by the city. This ensures that the most a property owner will pay is \$3,500 (that 50/50 split for costs between \$1,000 and \$8,000). 			
Bozeman	Funding falls on the adjacent property owner. City funds ADA ramps & corners + major boulevards			
Reno	Street repair program (small) small assessment for small area. Old area- new sidewalks: with street repair. One time- did sidewalk replacement 50% paid by homeowners.	Community Development Block Grant for spot improvements. Indexed gas tax. Set asides.		
Bend	100% responsibility of the property owner			maybe some low income



QUESTIONS?



City Council Work Session

Date: 03/18/2024
Title: Permanent Supportive Housing Discussion
Presented by: Chris Kukulski, City Administrator
Department: City Hall Administration
Presentation: Yes
Legal Review: Not Applicable
Project Number: N/A

RECOMMENDATION

Dean Wells from United Way will have a presentation.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

Housing Discussion with United Way and Continuum of Care. As a follow-up to our 2023 visit to Boise, Idaho to see their permanent supportive housing programs.

ALTERNATIVES

N/A

FISCAL EFFECTS

N/A

Attachments

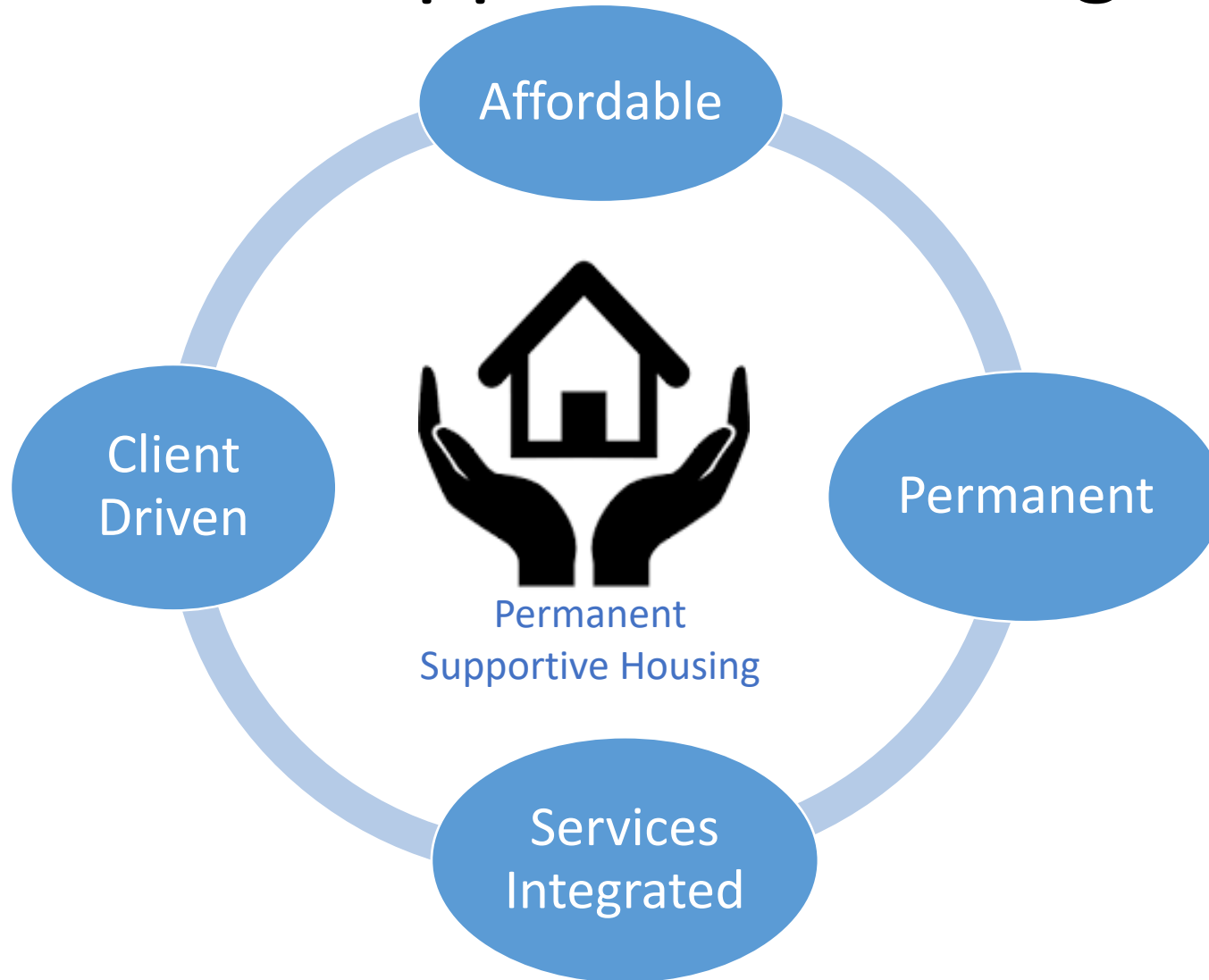
HIH Presentation
Housing Is Health Care
FUSE Impact
Supportive Housing



Permanent Supportive Housing

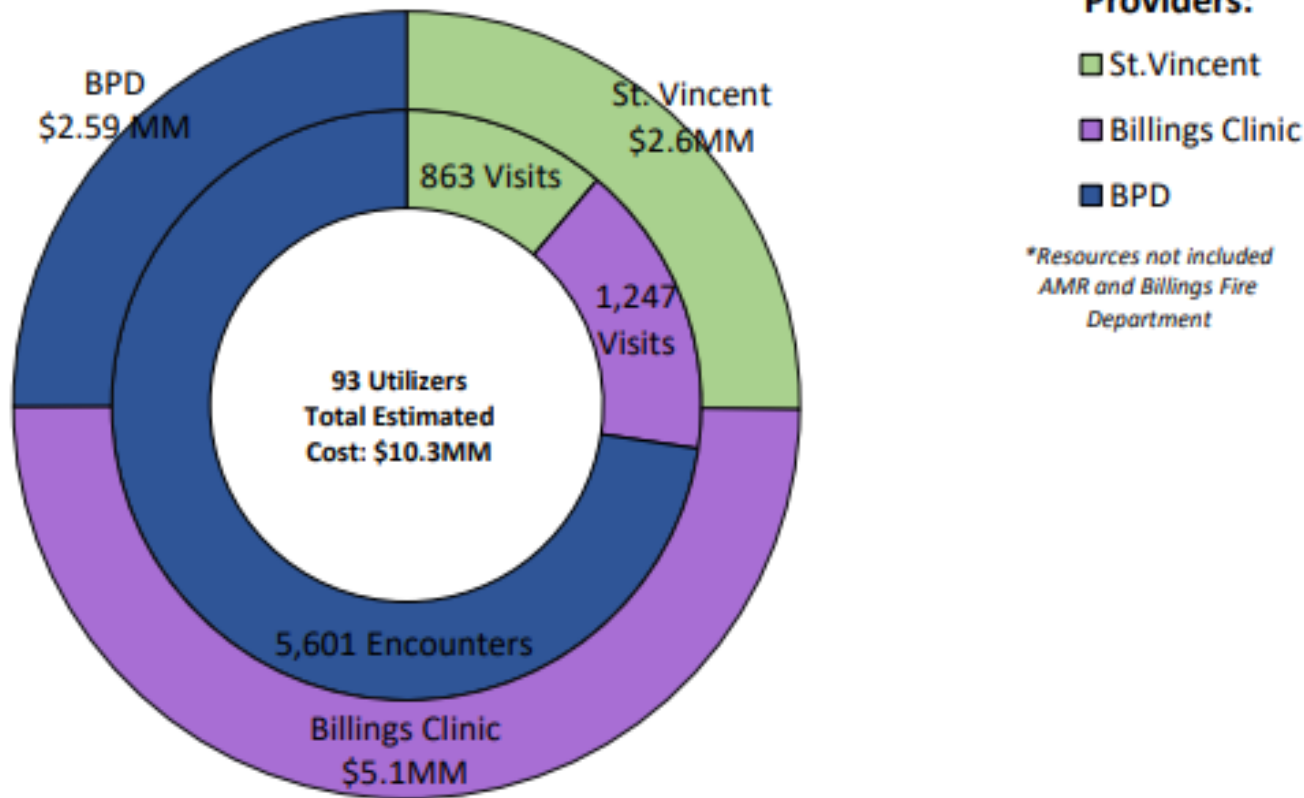


What is Permanent Supportive Housing?



Serving High Utilizers

Downtown Billings Chronic High Utilizers



Estimated Annual Emergency Services Cost: \$111,050/User

Common Characteristics

Chronic Homelessness
Chronic Conditions
Disabilities

Far Reaching Impacts

Burden on Systems
Businesses
Financial
Individuals



One Part of the Solution



Impact On Communities



Reduced Burden

More Resources for
High Priority Cases

Community Image -
Perception of safety

Lives Changed



Boise Site Visit



New Path

Valor Pointe

Pipeline Site



Sites Visited - New Path



41 Units

Onsite Property Manager

On-Site Services:

- Healthcare
- Social worker
- Case manager
- Peer Specialists
- RN
- Housing specialist

Sites Visited - Valor Pointe



27 Units

Veterans Specific

Services Provided:

- Health care
- Mental health
- Counseling
- Substance abuse treatment



Pipeline Projects



Other Upcoming
Park Apartments: 47 Units
The Fulton: 50 Units

- 96 units- mix of studio and one-bedrooms
- Rental rates range below 60% AMI
- Low Income Housing Tax Credit and City of Boise support
- \$35 million Total Development Costs



Structure Insights





Structure Insights



Occupancy

Single Site
Scattered Site

Services Provided

On-Site
Nearby
Mobile

Mixed Use

Subsidized and
Non-Subsidized Units

Scalable & Replicable



Boise Highlights - Partners



NORTHWEST
INTEGRITY
HOUSING CO.



Continuum of
Care





Key Partners – Initial Funding



\$1 Million



Project Based
Vouchers



\$200,000



**Idaho Housing
and Finance
Association**
www.ihfa.org

\$500,000 in
HOME Funds

Low Income Tax
Credits



St Luke's™



Saint Alphonus

\$250,000 in Grants



Key Partners – Other Support



Employ a CoC Director



Experienced Developer



Provide Health & Social Services



Boise Keys to Success



Political Support

Financial Backing

Expert Developers

Trusted External Evaluator
(Boise State)



Boise Challenges



Funding

Services

Subsidies Availability

Construction Vs.
Supportive Services

Diverse Client Needs and
Levels of Independence



Boise Impact

New Path's Outcomes - First 2 Years:

- 60% Reduction in Emergency Services.
- \$2,659,021 in Savings/Cost Avoidance.
- Increased Overall Resident Well-Being.

Source: New Path Annual Evaluation **2020**

<https://www.ourpathhome.org/media/1022/2020-annual-new-path-evaluation.pdf>

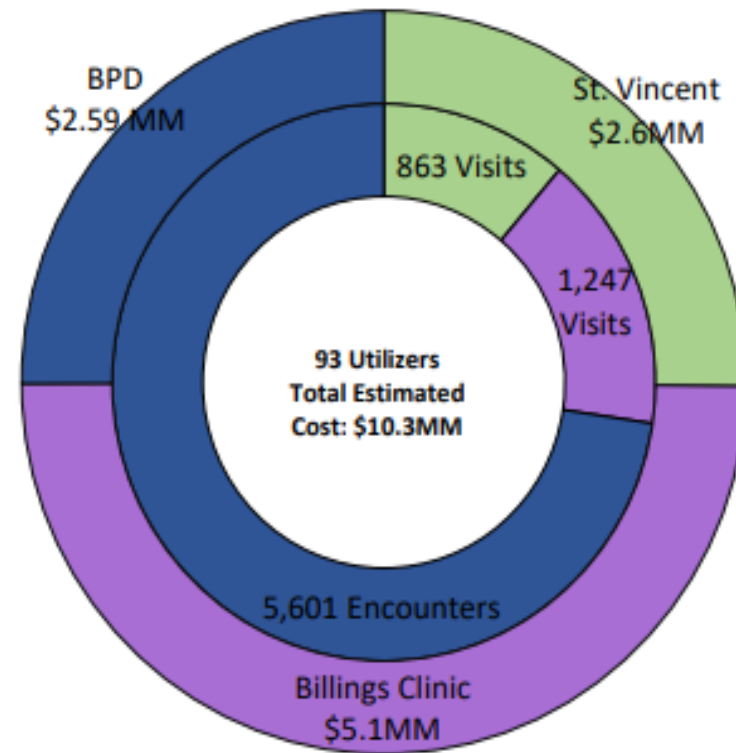


Local Housing is Healthcare Project



Local Housing is Healthcare Project

Downtown Billings Chronic High Utilizers



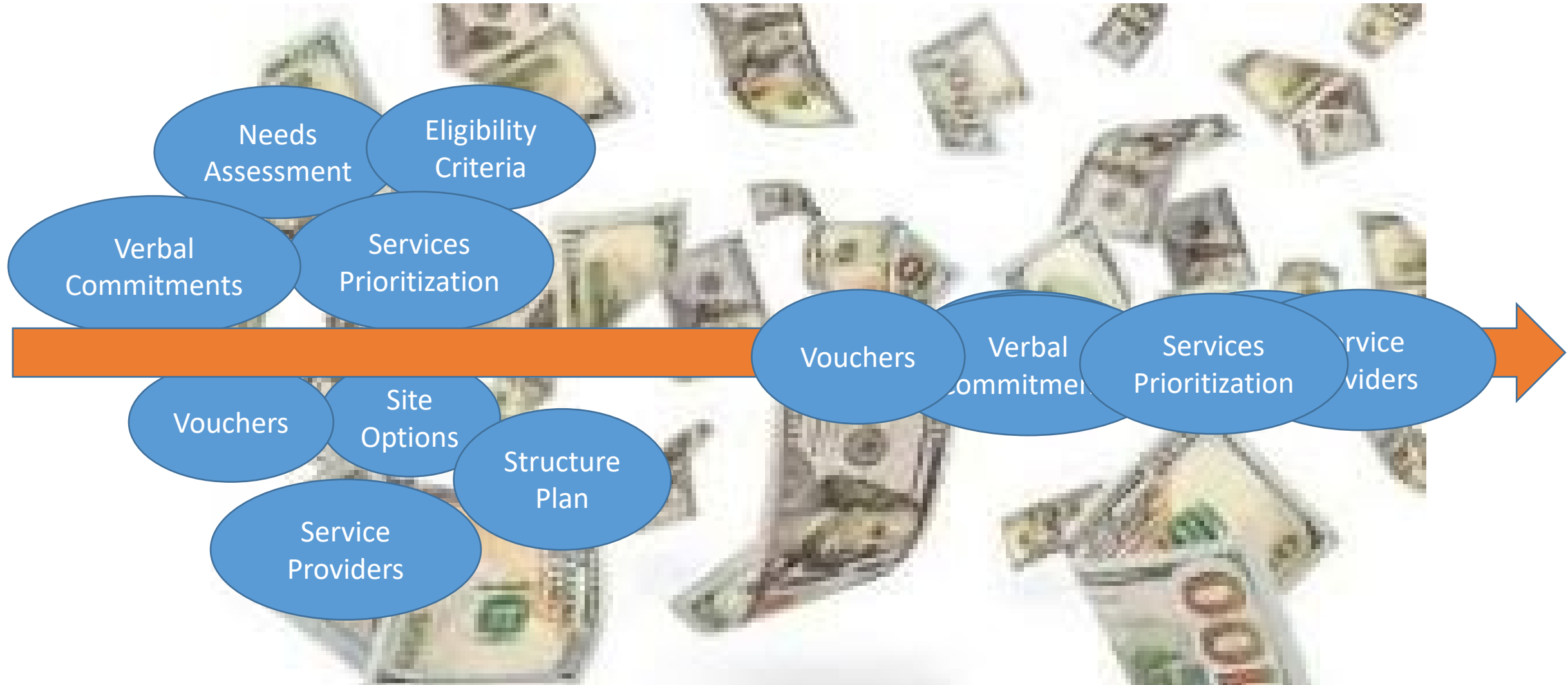
Providers:

- St. Vincent
- Billings Clinic
- BPD

**Resources not included
AMR and Billings Fire
Department*

Estimated Annual Emergency Services Cost: \$111,050/User

Local Housing is Healthcare Project



Helena Outcomes

Ambulance Impact

Total FUSE Client who
utilized Pre-FUSE

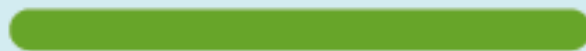


Total FUSE clients who
utilized Post-FUSE



Average Ambulance visits
Pre-FUSE

3.5



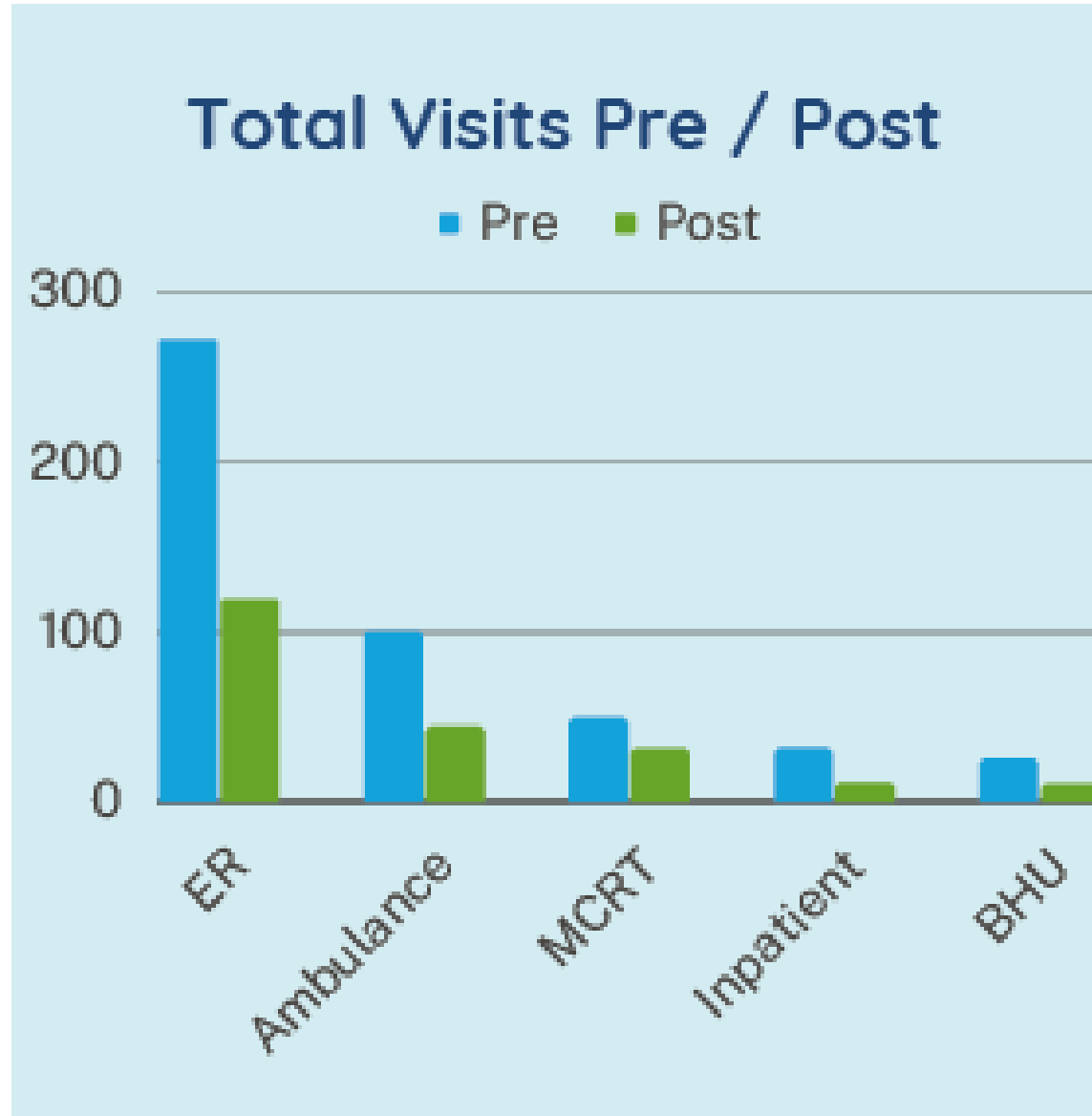
Average Ambulance Visits
Post-FUSE

1.5





Helena Outcomes



Common Support



Capital Stack

Fee Waivers

Variations

CoC Operations
Support

Land Gifts



Thank You!

Housing Is Health Care

DEVELOPING PERMANENT SUPPORTIVE HOUSING TO IMPROVE HEALTH OUTCOMES AND REDUCE COSTS

We help Montana communities develop permanent supportive housing for people who are homeless and frequently use emergency services. Supportive housing links housing with on-site services such as tenancy support, employment assistance, and medical and behavioral health care. Permanent supportive housing is a cost-effective way to improve health outcomes and

address issues that may have contributed to homelessness in the first place.

In 2022, **24 people were housed** in supportive housing units in Bozeman and Missoula. An **additional 62 units are under construction** in Bozeman, Missoula, and Great Falls. We have planning grants to support housing needs assessments in five rural areas.

Project Example

Supportive Housing Evaluation

One of our early Housing is Health Care Initiative grantees recently completed an evaluation looking at the impacts of providing housing and supportive services for people who have complex medical and behavioral health conditions.

The evaluation found that **after six months** of being housed, health and corrections partners reported that tenants had:

48%
REDUCTION in
detention center costs
(less days incarcerated)

3.8-fold
REDUCTION in
Emergency Room visits

6.7-fold
REDUCTION in
total health costs

After one year of living in their new homes, tenants reported:

92%
IMPROVED access to
behavioral health services

63%
IMPROVED access to
medical appointments

75%
IMPROVED mental and
physical health



Learn more about the Housing is Health Care Initiative

HELENA FUSE IMPACT

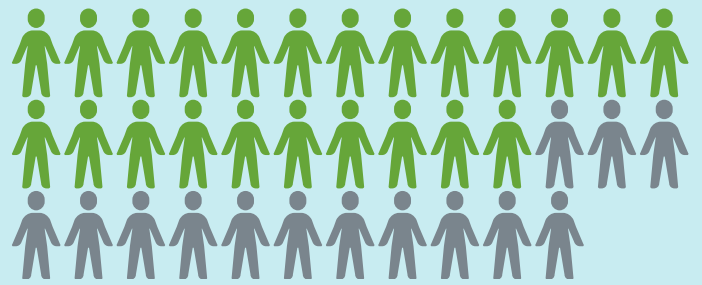
Pre FUSE= 6 months prior to CHW engagement Post FUSE= 6 months since CHW engagement

Emergency Dept. Impact

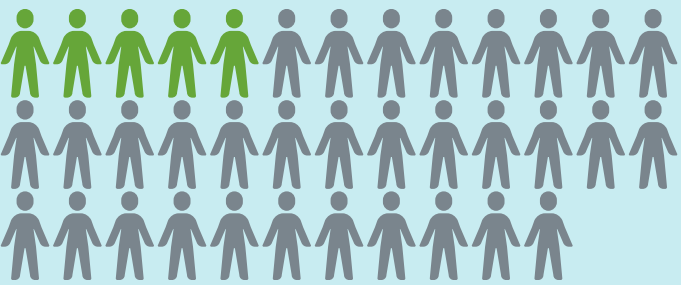
Total FUSE Client who Utilized Pre-FUSE



Total FUSE clients who utilized Post-FUSE



Number of FUSE clients with 4 or more ER visits Post-FUSE



Average ER Visits Pre-FUSE

7

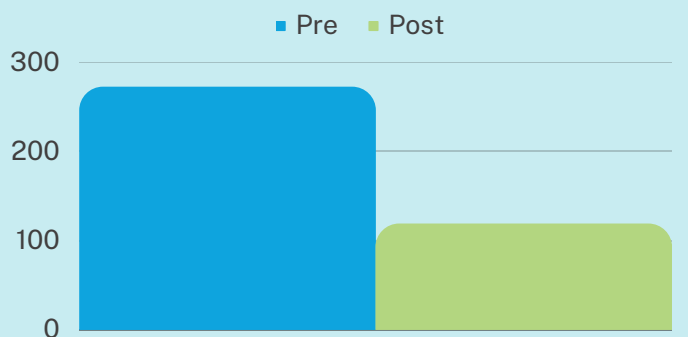


Average ER visits Post-FUSE

3

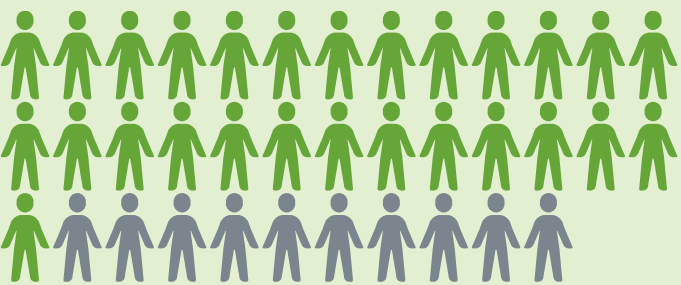


Total ER Visits Pre/Post FUSE

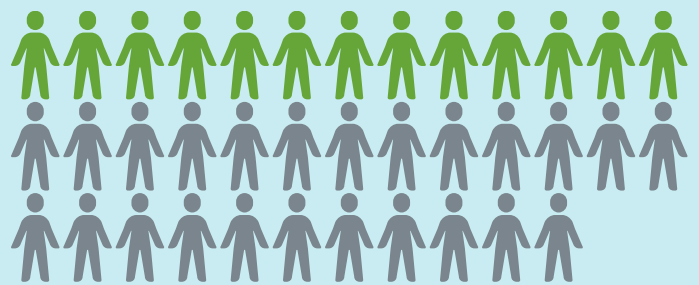


Ambulance Impact

Total FUSE Client who utilized Pre-FUSE

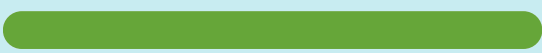


Total FUSE clients who utilized Post-FUSE



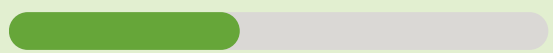
Average Ambulance visits Pre-FUSE

3.5



Average Ambulance Visits Post-FUSE

1.5

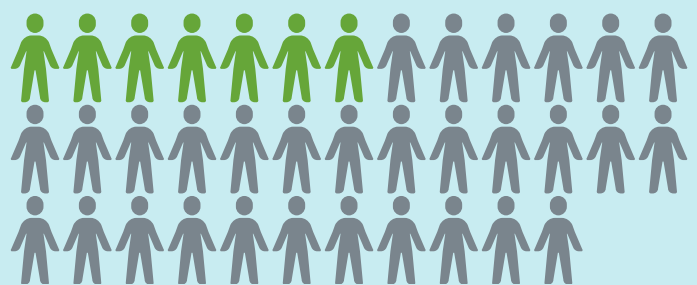


MCRT Impact

Total FUSE Client who utilized Pre-FUSE

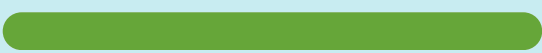


Total FUSE clients who utilized Post-FUSE



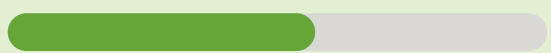
Average MCRT visits Pre-FUSE

3.5



Average MCRT Visits Post-FUSE

2

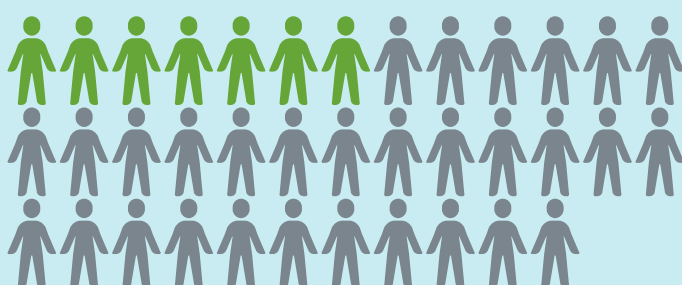


Medical Admissions Impact

Total FUSE Client who had admissions Pre-FUSE



Total FUSE clients who had admissions Post-FUSE



Average number of admissions Pre-FUSE

2

Average number of admissions Post-FUSE

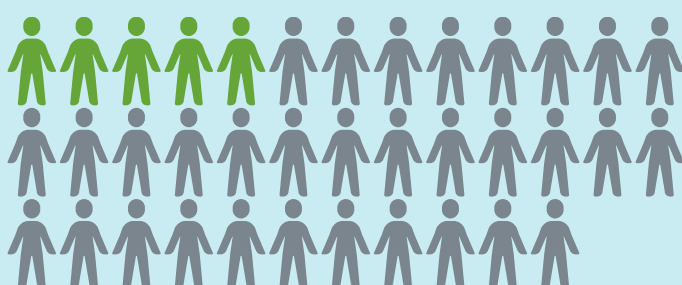
0.33

Behavioral Health Admissions Impact

Total FUSE Client who had admissions Pre-FUSE



Total FUSE clients who had admissions Post-FUSE



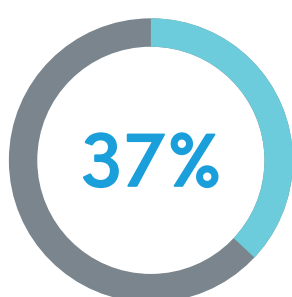
Average number of admissions Pre-FUSE

2.78

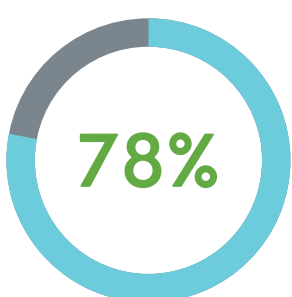
Average number of admissions Post-FUSE

1

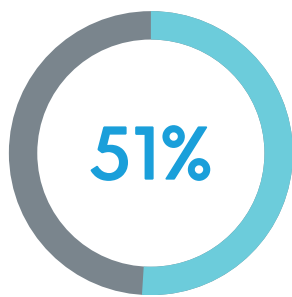
Overall Impact



Of FUSE patients had 0 ER visits post FUSE



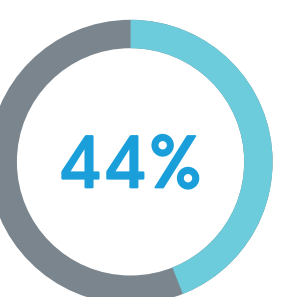
Of FUSE patients had less than 3 ER visits post FUSE



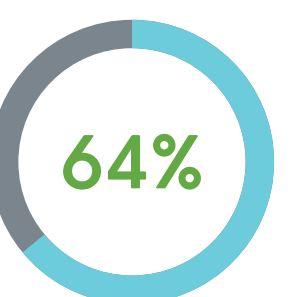
Reduction in FUSE patients utilizing ambulance post FUSE



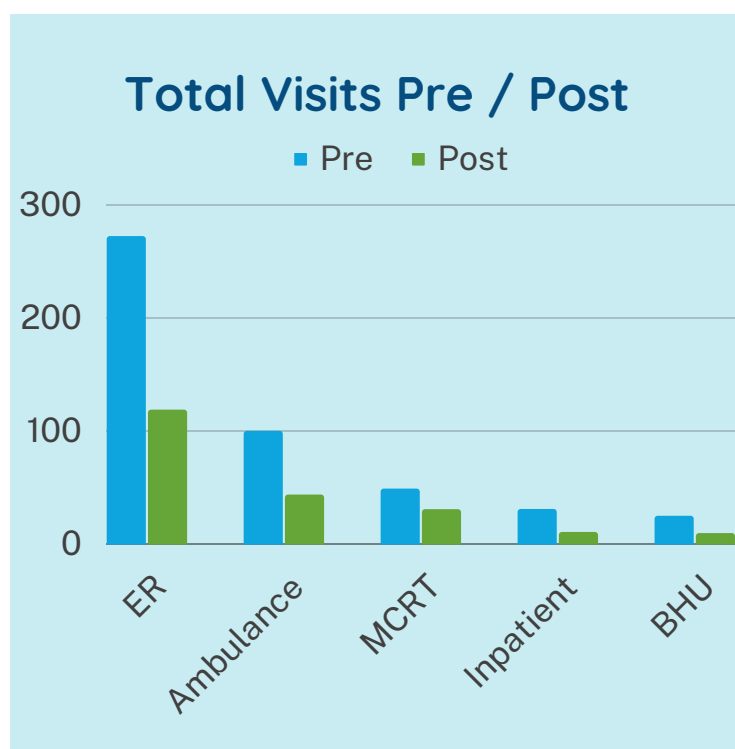
Reduction in FUSE patients who had medical admissions after FUSE engagement



Reduction in FUSE patients had behavioral health admissions after FUSE engagement



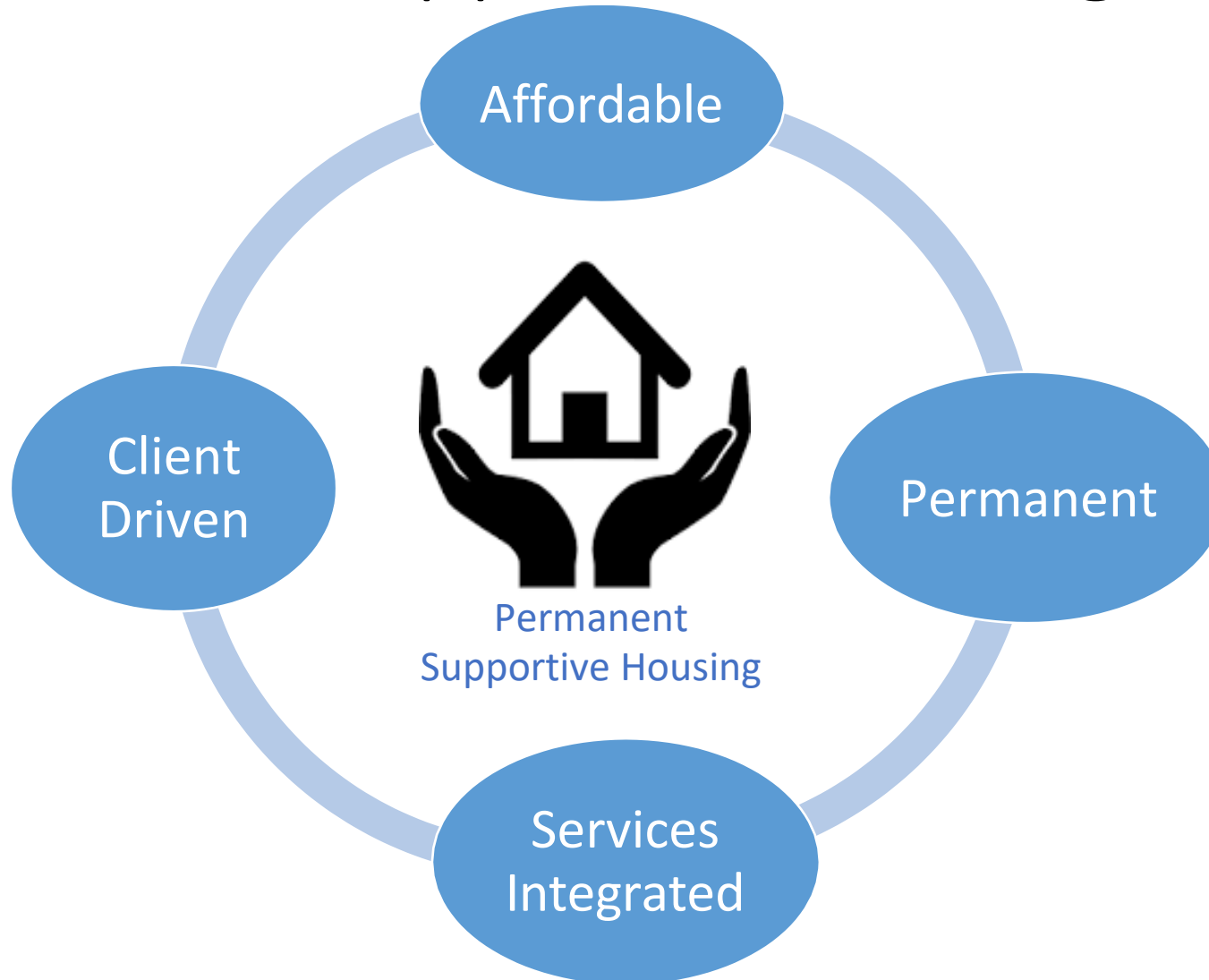
Reduction in FUSE patients utilizing MCRT after FUSE engagement





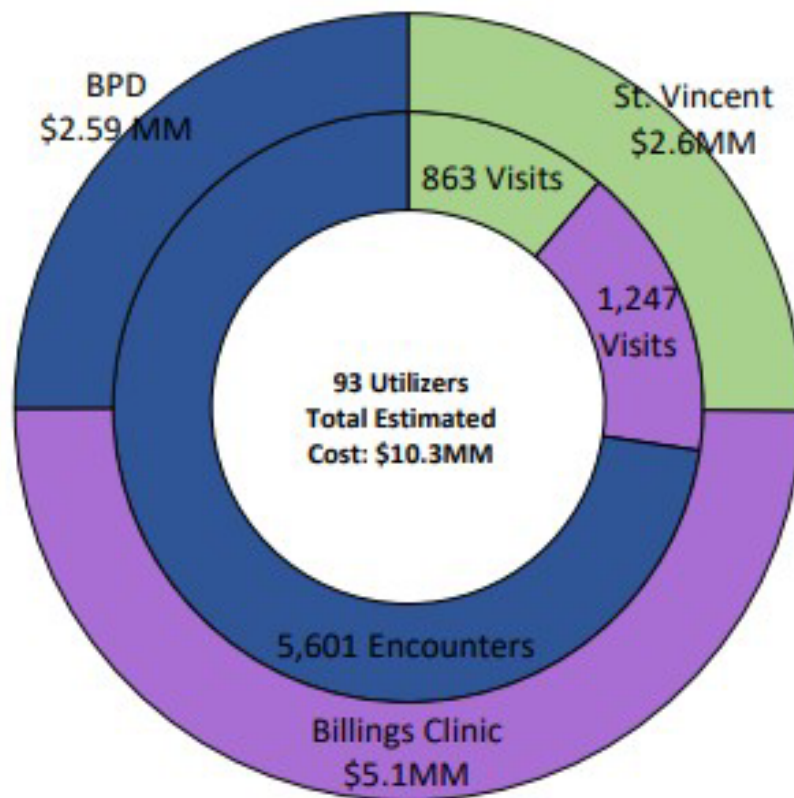
Permanent Supportive Housing

What is Permanent Supportive Housing?



Serving High Utilizers

Downtown Billings Chronic High Utilizers



Providers:

- St. Vincent
- Billings Clinic
- BPD

**Resources not included
AMR and Billings Fire
Department*

Estimated Annual Emergency Services Cost: \$111,050/User

Common Characteristics

Chronic Homelessness
Chronic Conditions
Disabilities

Far Reaching Impacts

Burden on Systems
Businesses
Financial
Individuals



One Part of the Solution



Impact On Communities



**SOCIAL SERVICE
ORGANIZATIONS**

Reduced Burden

More Resources for
High Priority Cases

Community Image -
Perception of safety

Lives Changed



Boise Site Visit



New Path

Valor Pointe

Pipeline Site



Sites Visited - New Path



41 Units

Onsite Property Manager

On-Site Services:

- Healthcare
- Social worker
- Case manager
- Peer Specialists
- RN
- Housing specialist

Sites Visited - Valor Pointe



27 Units

Veterans Specific

Services Provided:

- Health care
- Mental health
- Counseling
- Substance abuse treatment



Pipeline Projects



New Path 2

Other Upcoming
Park Apartments: 47 Units
The Fulton: 50 Units

- 96 units- mix of studio and one-bedrooms
- Rental rates range below 60% AMI
- Low Income Housing Tax Credit and City of Boise support
- \$35 million Total Development Costs



Structure Insights



Structure Insights



Occupancy

Single Site
Scattered Site

Services Provided

On-Site
Nearby
Mobile

Mixed Use

Subsidized and
Non-Subsidized Units

Scalable & Replicable



Boise Highlights - Partners



Continuum of Care





Key Partners – Initial Funding



\$1 Million



Project Based Vouchers



\$200,000



Idaho Housing and Finance Association
www.ihfa.org

\$500,000 in HOME Funds

Low Income Tax Credits



St Luke's



Saint Alphonse

\$250,000 in Grants



Key Partners – Other Support



Employ a CoC Director



Experienced Developer



Provide Health & Social Services



Boise Keys to Success

Political Support

Financial Backing

Expert Developers

Trusted External Evaluator
(Boise State)



Boise Challenges



Funding

Services

Subsidies Availability

Construction Vs.
Supportive Services

Diverse Client Needs and
Levels of Independence



Boise Impact

New Path's Outcomes - First 2 Years:

- 60% Reduction in Emergency Services.
- \$2,659,021 in Savings/Cost Avoidance.
- Increased Overall Resident Well-Being.

Source: New Path Annual Evaluation **2020**

<https://www.ourpathhome.org/media/1022/2020-annual-new-path-evaluation.pdf>

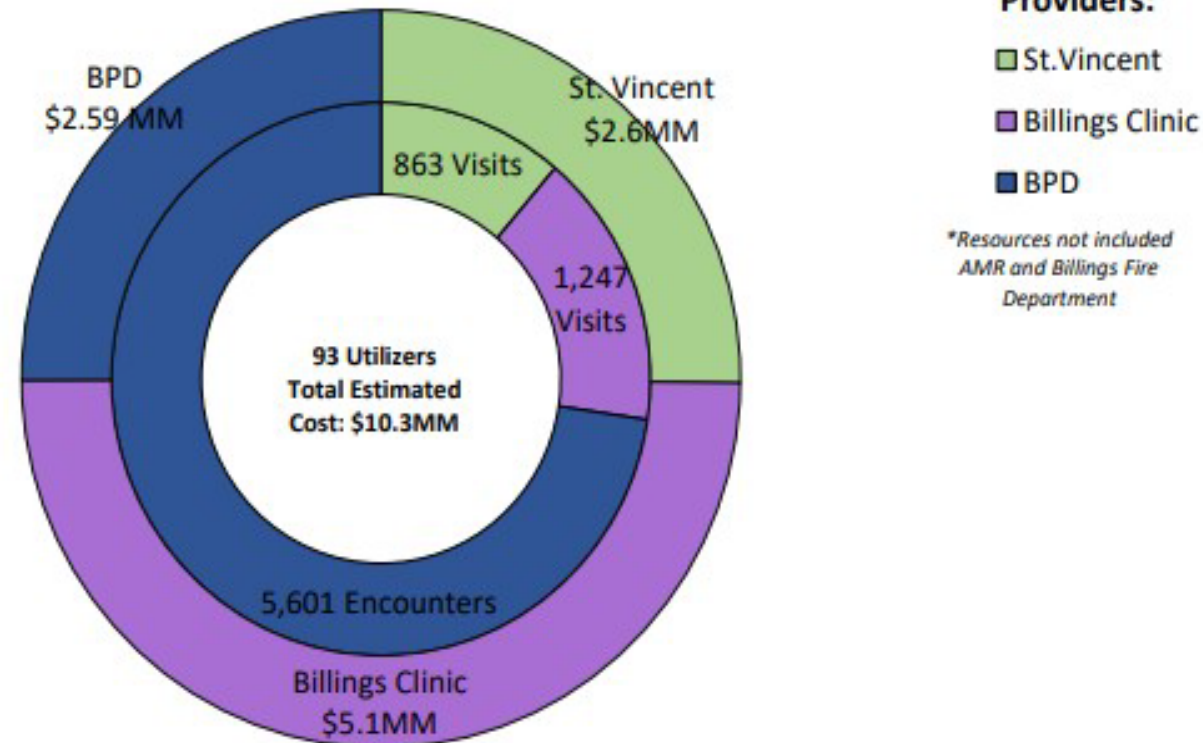


Local Housing is Healthcare Project



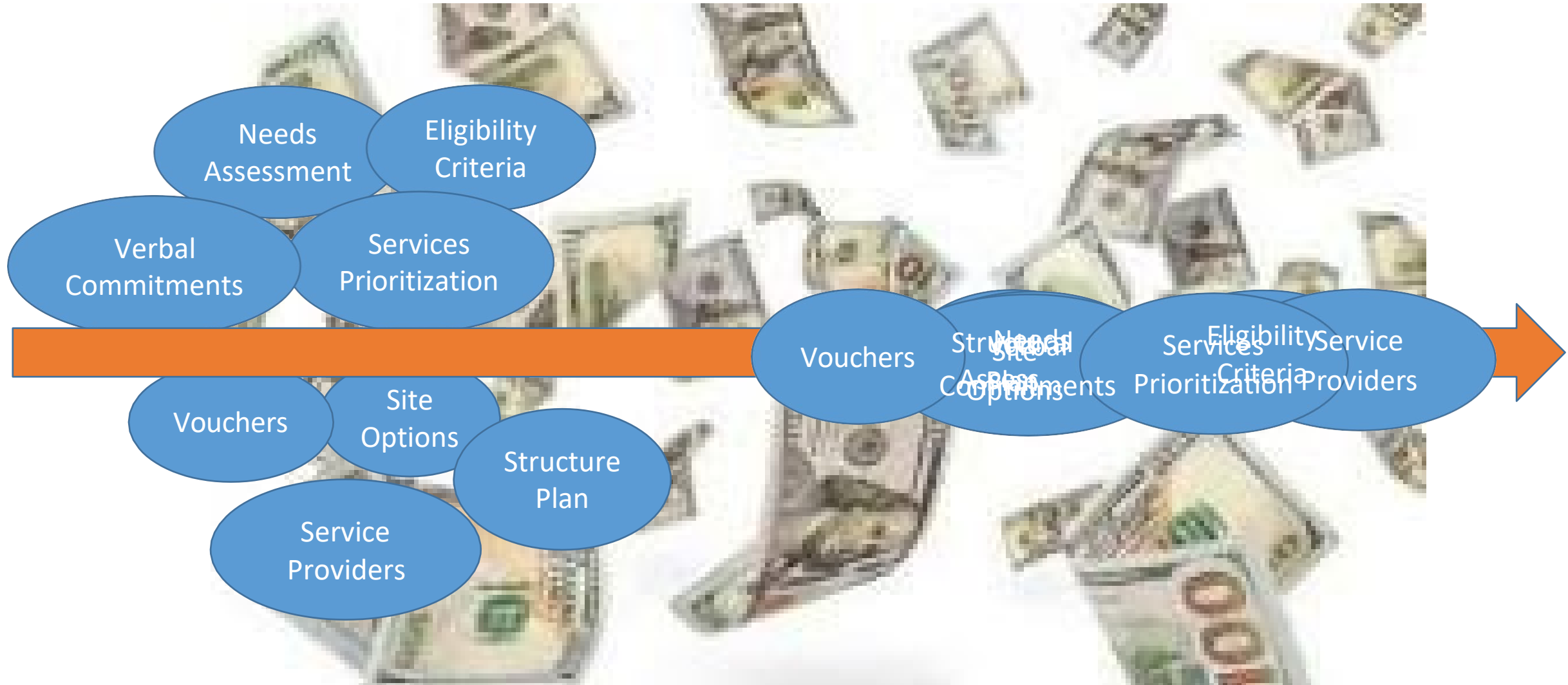
Local Housing is Healthcare Project

Downtown Billings Chronic High Utilizers



Estimated Annual Emergency Services Cost: \$111,050/User

Local Housing is Healthcare Project



Helena Outcomes

Ambulance Impact

Total FUSE Client who
utilized Pre-FUSE



Total FUSE clients who
utilized Post-FUSE



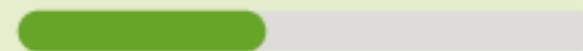
Average Ambulance visits
Pre-FUSE

3.5



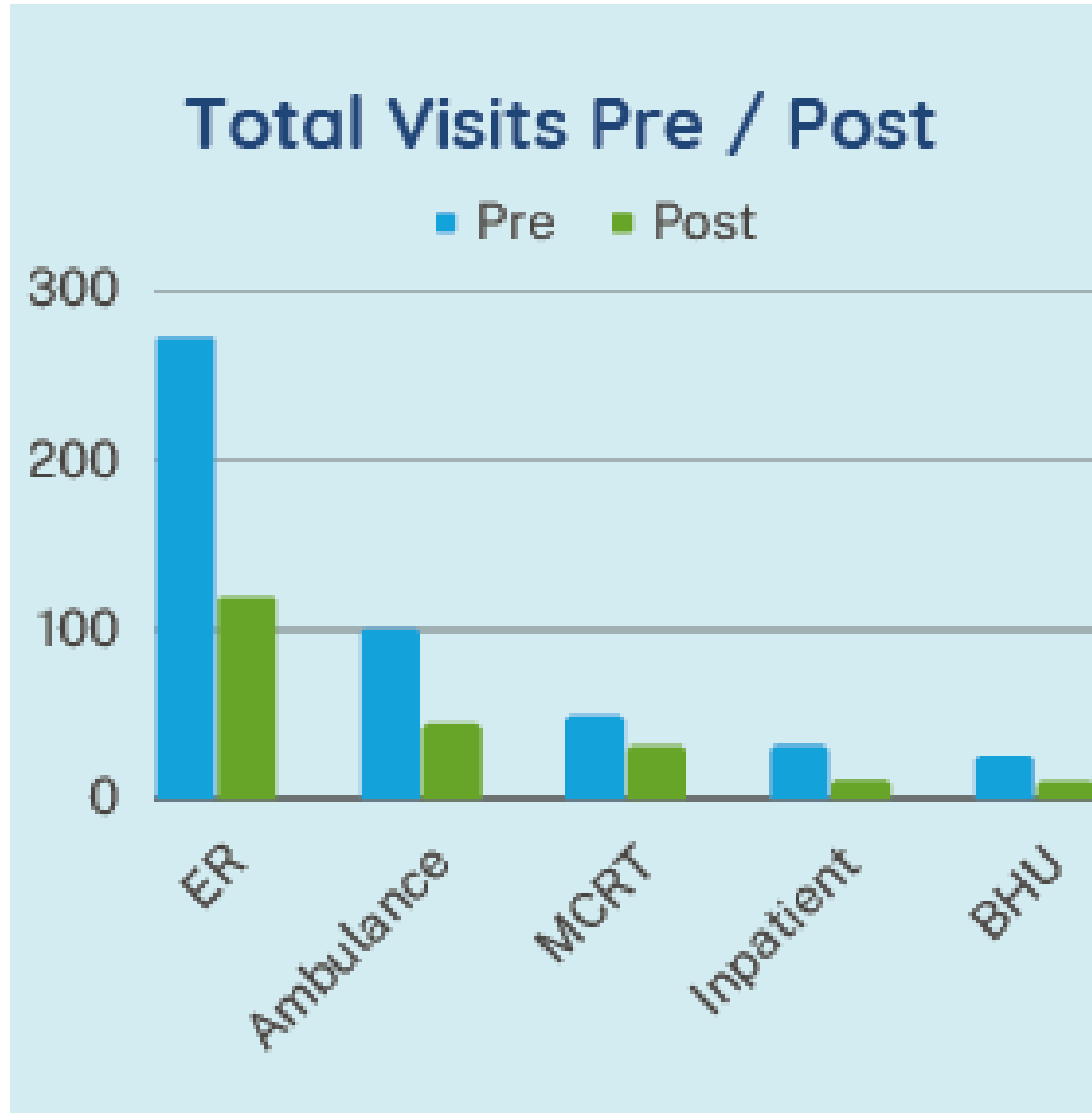
Average Ambulance Visits
Post-FUSE

1.5





Helena Outcomes



Common Support



Capital Stack

Fee Waivers

Variances

CoC Operations
Support

Land Gifts



Thank You!

City Council Work Session

Date: 03/18/2024
Title: Babcock Theater Update
Presented by: John Caterino, Facilities Manager
Department: City Hall Administration
Presentation: Yes
Legal Review: Not Applicable
Project Number: N/A

RECOMMENDATION

This is an informational presentation, and the purpose is to provide City Council with background information about City ownership of Babcock Theater and its current Lease with Art House Management, LLC. The main items to be presented by City Staff and Art House Management are a history of Babcock Theater and the current state of backlog deferred maintenance of various building components/elements and the subsequent magnitude of needed repairs.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

Situated in the Central Business District on 2nd Ave N. and N. Broadway, the two-story brick Babcock Building retains much of the original design from when it was constructed in 1907. The building was listed on the National Parks Service National Register of Historic Places on April 9, 2013.

Located at 2810 ½ 2nd Ave N., comprising Unit 1A, the Babcock Theater accounts for 41% of the Historic Babcock Building. The theater has 720 seats, a 55-foot auditorium, and a 70-foot fly loft. The interior theater space is typical of the Skouras architectural style, and the exterior is typical of Commercial architectural style. The main visual element of the theater is the exterior marquee which projects from the north building elevation over the sidewalk on 2nd Ave N. The marquee consists of neon illuminated cursive script reading "Babcock", backlit angled sign rail board outlined by an array of chasing lights, a neon lit volute scroll topping the structure, and a can lit soffit. The marquee was installed in 1955, approximately.

There are a substantial number of rehabilitation/repairs/upgrades that are needed at the Babcock Theater. The major and immediate items that have been identified are the following:

- Sidewalk vault repairs
- Raydiant sidewalk lights replacement
- Storefront replacement
- Entryway grade rehabilitation
- Exterior marquee rehabilitation

Additional identified future repairs include:

- Accessibility and safety upgrades
- Structural repairs
- Roof replacement
- Projection booth remodel
- Side stage curtains
- Live sound package
- Lighting package

City of Billings "City," has owned the Babcock Theater since May 24, 2018. As the sole tenant, Art House Management, LLC "Lessee," has leased the Babcock Theater from the City since November 1, 2018.

Per Section 6 of the Lease, City obligations include the following:

City shall provide Lessee funds as approved through the budget process by the Mayor and Council for improvement to the premises. Lessee shall make recommendations to City regarding improvements, however, City shall make final determination and approval of improvements.

Normal repairs within the Theater which do not exceed \$9,999.99, within the calendar year, in aggregate, will be undertaken by the Lessee as soon after discovery as can reasonably be arranged. Competition for the procurement of

goods and services shall be competed through the normal City process for improvements/repairs/equipment which exceed \$9,999.99. Any single expenditure exceeding \$79,999.99 must receive prior approval from the City Council. The time or date when such renovations and improvements shall be made and shall be coordinated with the City, the Lessee and the HBPOA. Lessee shall provide City with such reasonable information as Lessee has developed concerning such renovations and improvements as may be requested by City.

The Parties have created and will maintain a committee of at least five (5) interested parties as an advisory group known as the "Babcock Improvements Committee," who shall meet as needed, but at least annually, to review and approve all repairs and improvements to the Theater.

Art House has committed to repairing most of the items listed above with their own funds. They are requesting that the City agree to take on the responsibility of rehabilitating the marquee as a Lease obligation.

Visible deterioration, water infiltration, and drainage issues of the marquee give cause for concern about the overall integrity of the structure. Thus, City Facilities Division secured services from Cushing Terrell in December 2023 to conduct a condition audit and provide a written report summarizing findings and providing repair methodology. The attached report includes detailed field observations and repair methodology on the marquee background, structure, roofing system, interior metal paneling, exterior signage, electrical system, and steel cabling supports. Additionally, the report includes a preliminary engineer's cost estimate for restoration. The report recommends various degrees of repair from general maintenance to replacement of components and systems as most of the components are in fair to poor condition.

On February 6, 2024, City Staff from Administration met with the Babcock Improvements Committee, and they gave their support to present this item to the larger Council body. The Babcock Improvements Committee is comprised of Matt Blakeslee, Katy Easton, Kim Olsen, Kendra Shaw, and Ruth Towe.

Next steps are for City Facilities Division to issue an RFP for rehabilitation and restoration of the marquee. The decision to issue an RFP versus bidding out the work is to secure services from a contractor who specializes in this type of work to ensure the best quality of craftsmanship. Additionally, since the engineers' cost estimate is just that, the goal is to encompass all rehabilitation components within the RFP submission criteria to lessen scope creep and ensure an accurate amount of funds are appropriated.

Art House would like to sunset using the rail board as the red letters are difficult to source with the only real option for replacement being custom-made which is cost prohibitive. They propose replacing the letter rail boards with a digital board.

City of Billings Historic Preservation Ordinance Section 6-707 and 6-711 designates that any Subject Property located within one of the two local historic districts (Montana Ave and Old Town) requires review by the Yellowstone Historic Preservation Board before any exterior modifications can be made. The Babcock Building is not located in one of the two historic districts which means any upgrades or rehabilitation projects are not subject to local review and exterior modifications are allowed. The intent of any rehabilitation will be to retain as much of the original design aesthetic as possible while ensuring a structurally sound persisting historic visual element of the Babcock Theater.

STAKEHOLDERS

City of Billings City Council, City of Billings Administration Department, Art House Management, LLC, and Babcock Improvements Committee.

ALTERNATIVES

No action is needed at this time.

FISCAL EFFECTS

No action is needed at this time.

Art House will be funding some of the above identified immediate repairs and upgrade items through a Montana Historic Preservation Grant, in-kind donations, and Art House funds. Additionally, Staff will come to Council at a future date requesting approval of a contract for marquee rehabilitation.

Furthermore, to shift the run-to-failure approach to a more proactive maintenance path, Staff will seek ongoing annual funds for improvements through the annual budget process, with an amount to be determined upon further analysis and condition audits.

To date, Art House has invested approximately \$78,867 in general repairs such as HVAC maintenance, projector upkeep, and general repairs.

Attachments

Babcock Theater Presentation
CT Condition Report

An aerial night view of a city, likely Billings, Montana, with numerous lights from buildings and streets. A stylized, glowing map of the state of Montana is overlaid on the city, with a white outline and a yellow glow. The text 'ART HOUSE' is centered in a large, yellow, outlined font.

ART HOUSE

— B I L L I N G S —



FILM
ART
CULTURE



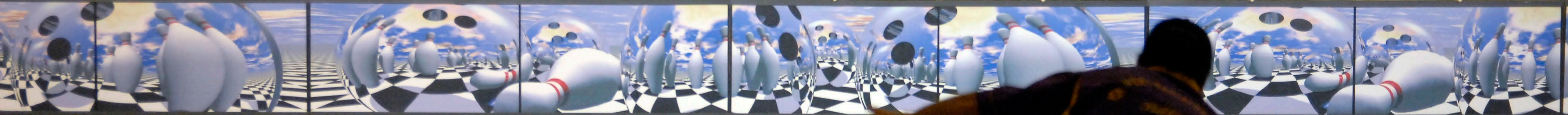


WE ♥ KIDS

GRADESCHOOL

PHI
WE
TO
DO

CENTER LANES



3 AMF 4 AMF 5 AMF 6 AMF 9 AMF 10







Babcock
GRAND OPENING
NOV 16 6 PM
INFO AT ARTHOUSE BILLINGS





DRINKS

ALL SOODAS
\$1
PEPSI - DIET PEPSI
MTN DEW - DIET MTN DEW
7UP - NEW ROOT BEER
LIME BUBLY

\$2
COFFEE, TEA,
REUSABLE BOTTLE WATER

BEER
\$3-5

WINE
\$6-9

DRINKS

ALL SOODAS
\$1
PEPSI - DIET PEPSI
MTN DEW - DIET MTN DEW
7UP - NEW ROOT BEER
LIME BUBLY

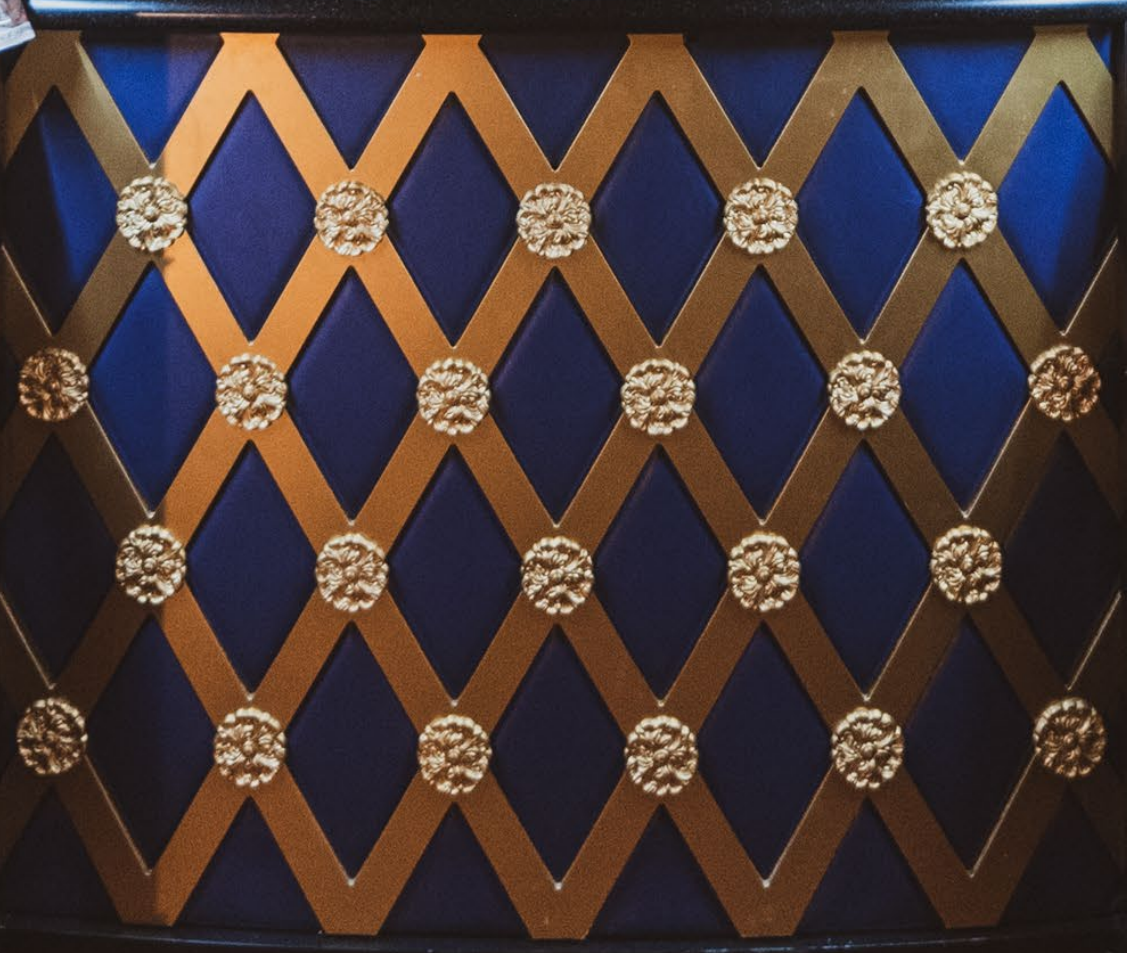
\$2
COFFEE, TEA,
& BOTTLE WATER

BEER
\$3-5

WINE
\$6-9

Babcock

BY ART HOUSE CINEMA





ART HOUSE

B I L L I N G S



ART HOUSE
CINEMA & PUB

Babcock
BY ART HOUSE BILLINGS





ART HOUSE

GRAND OPENING NOV 16
THANK YOU BILLINGS

CINEMA & PUB

ART HOUSE

A

TICKETS









M
T
LTURE

Popcorn

BEER'S PUB MENU
COMING SOON

BEER'S THEATER MENU
COMING SOON

WELCOME TO ART HOUSE CINEMA & PUB
WHAT ARE YOU LOOKING FOR?
CINEMA
PUB
I'M GOING TO A MOVIE
FIND SOMETHING TASTY IN THE
BEER'S MENU

An aerial night view of a city, likely Los Angeles, showing a grid of streets and numerous illuminated buildings. A prominent road, possibly the Hollywood Freeway, runs vertically through the center of the image. The lights create a bokeh effect, with many bright spots and starburst patterns. The overall tone is dark, with the city lights providing the primary illumination.

WHAT'S NEXT?



WELLS FARGO

Babcock
FREE ADMISSION
THE **MUPPET** MOVIE
& ESCAPE FROM NEW YORK

ROCK CREEK
COFFEE ROASTER

Montagues
JEWELERS

10 MIN
PARKING
8:00 AM
TO
6:00 PM

2819

The Sidewalk/Vault

Historic Side Lights/Tiles

The Exterior Doors

The Entry Flooring

The Marquee





The Sidewalk/Vault

Historic Side Lights/Tiles

The Exterior Doors

The Entry Flooring

The Marquee





The Sidewalk/Vault

Historic Side Lights/Tiles

The Exterior Doors

The Entry Flooring

The Marquee





The Sidewalk/Vault

Historic Side Lights/Tiles

The Exterior Doors

The Entry Flooring

The Marquee



Babcock

BY ART HOUSE BILLINGS

Side Walk + Vault
& Historic Tiles

\$184,000

Exterior Doors

\$55,538

Entry Floor

\$11,500

The Marquee

\$50,000

Babcock

BY ART HOUSE BILLINGS

Side Walk + Vault
& Historic Tiles

\$184,000

Exterior Doors

\$55,538

Complete Marquee
Rehabilitation

Entry Floor

\$11,500

The Marquee

\$50,000



+



Side Walk + Vault
& Historic Tiles

\$184,000

Exterior Doors

\$55,538

Entry Floor

\$11,500

The Marquee

\$50,000

Complete Marquee
Rehabilitation



+



Side Walk + Vault
& Historic Tiles

\$184,000

Exterior Doors

\$55,538

Entry Floor

\$11,500

The Marquee

\$50,000

Complete Marquee
Rehabilitation

\$301,043 Total

December 22, 2023



City of Billings
Attn: John Caterino
PO Box 1178
Billings, MT 59103

RE: **Babcock Theatre Marquee Assessment**
2812 2nd Avenue North
Billings, MT 59101

Mr. Caterino,

Per the request from the City of Billings, a condition assessment of the Babcock Theatre Marquee in Billings, Montana was performed by members of Cushing Terrell's Structural and Building Enclosure groups on the morning of November 2, 2023. The assessment was requested by the City of Billings in response to recently observed water infiltration through the ceiling of the marquee along with the visible deterioration of the street facing façade.

The Babcock Theatre was originally constructed in 1907 and has since been through several building renovations. One of these remodels occurred in 1955. During that construction period, the current north facing marquee was installed. It is believed that most of the marquee exterior facing components along with internal structural and electrical components remain original with upgrades/repairs performed as required since its original construction.



Figure 1: Historical Reference Photo of Marquee After its Construction in 1955 (Photo Date Unknown)

Field Observations - Marquee Structure

The structural frame of the marquee extends from the wall of the building approximately 12 feet utilizing what is believed to be a steel support framing with a sheet steel roof decking secured over the top. The support structure was then tied back to the brick wall using six steel cables attached at the wall and outer perimeter of the marquee structure. These steel cables are attached to 2" by 2" by 3/16" angle iron which is anchored directly to the steel roof deck supports.

cushingterrell.com

The perimeter signage of the marquee was constructed using light gauge sheet metal secured over steel angle framing. The perimeter signage was also braced back to the roof deck using 1.5" by 1.5" by ¼" painted angle iron which is also attached to the roof mounted angle iron mentioned above.

The underlying structural framing of the marquee is believed to be in good condition with only minor surface corrosion observed to the steel cabling, angle iron bracing and connection points.

Field Observations - Roofing Systems

The roofing/waterproofing system of the interior of the marquee was installed utilizing a hot asphalt, moped in place roofing system installed directly over a sheet metal deck attached to the signs underlying structure. The asphalt roofing system was also observed with an elastomeric coating applied over top of the asphalt. The installed elastomeric coating is most likely not original to the built-up roofing system and was probably installed many years ago in response to previous leaks and deterioration to the underlying roofing. While on site, both the elastomeric coating and the asphalt built-up roofing were observed to be in poor condition with considerable deterioration to both throughout. Water was also observed dripping through the bottom side of the marquee and onto the sidewalk below.

The main roof area of the marquee drains back towards the building (to the south) and into an internal gutter that sits within the exterior wall line of the building. The internal gutter runs east and west along the entire width of the sign. One small, approximately one inch in diameter, drain outlet is located on the far east side of the internal gutter. While on site, this drain outlet was found mostly blocked with debris and appears inadequate in size to drain the approximate 270 square feet of sign roof area. The connecting piping of the drain outlet was located while on site and was found ran through the ceiling and exterior wall cavity of the Babcock Theatre's adjacent business to the East (Montague's Jewelers). Any recommended revisions to the marquee's drainage system would prove difficult given the drain lines inadequate sizing and rout path through the adjacent space.

The internal gutter within the space inset in the wall was also observed to have been roofed using a moped in place built-up roofing system. This gutter area, however, did not include the added elastomeric coating over the asphalt roofing. The roof system installed through the internal gutter was found in poor condition similarly to the roofing installed throughout the main roof area of the marquee.

A plywood wall substrate board is attached to the building at and above the roof to wall transition where the internal gutter meets the building. The observed wall substrate boards were also visibly deteriorated and in poor condition throughout. The condition of the roof to wall transition and its adjacent wall substrates most likely contributes to the water infiltration currently observed through the sign.

Along the north side of the marquee roof, the roofing system transitions upwards approximately six inches prior to its intersection with the signs interior metal paneling. The change in elevation at the roof to panel transition is adequate, however roofing materials do not currently transition under and/or behind the metal paneling. This lack of waterproofing through the transition most likely contributes to water infiltration through the roofing system.

Field Observations - Interior Metal Paneling

Painted sheet metal paneling covers the interior facing portions of the marquee sign. Access panels and openings are located throughout these panels which provide access and protection to the internal electrical components used to light the exterior signage. The metal paneling was observed to remain in sound condition with only minor surface wear observed. However, as referenced above, the paneling does not provide a watertight transition to the roof nor do the panels appear to keep the signs electrical components adequately protected from the weather.

Field Observations - Exterior Signage

It is believed components making up the exterior marquee's visible signage are largely original. The street facing sign was constructed using painted sheet metal components which surround a sign rail board that lights up from behind and holds removable lettering. The underlying soffit area of the marquee was also constructed with sheet metal installed over the signs structure. Inset can lights hang within the soffit area while hundreds of light bulbs line the perimeter of the sheet metal signage. Along with the light bulbs, neon lighting accents are inlaid in the metal "Babcock" lettering and also wrap the vertical volute above the signs center. After viewing the sign lite up at nighttime, the neon lettering and accents was observed working throughout. The underside soffit lights were also all on with one light appearing dimmer than the others. Seven of the accent bulbs on the west side of the sign and two accent bulbs on the east side of the sign were observed not working, most likely burnt out.

The sheet metal paneling of the sign mostly appears in fair condition with only surface degradation to the paint and some rusting of the bottom sides of the "Babcock" lettering observed throughout. One, approximately 1' by 1' area of the underside soffit, where water was observed dripping through, was found in bad condition, and rusted through. The sheet metal in this area could easily be pushed through if hand pressure was applied to the metal. It is believed the sign was originally painted utilizing lead-based products. An assessment of the paint's makeup should be performed by a qualified industrial hygienist prior to any exterior signage remediation.

Field Observations - Electrical

The marquee's electrical components lie mostly within the interior and exterior paneling of the sign. Openings in the internal paneling provided Cushing Terrell with an observation window to see some of these components. It is believed that most of the electrical wiring of the sign is original to its construction. Repairs and replacements to components over the years is also evident.

Some of the original/older looking wiring is believed to be coated with asbestos and would most likely require abating prior to any replacement of signage electrical components.

Observing the sign at nighttime indicates the electrical components currently in place are working. However, functionality of the sign long term will require a full replacement of the marquee's electrical components and wiring at some point in the near future.

Repair Recommendations - Steel Cabling

In conjunction with replacement of the marquee roofing system, Cushing Terrell recommends the existing support cabling be cleaned free of rust and deterioration prior to installation of a cold galvanizing repair paint over the entirety of the existing cables.

Removal of roof and paneling components for repair or replacement may reveal additional deteriorated structural elements. If additional deterioration is found, Cushing Terrell recommends further evaluation of the revealed issues with repairs performed as required at that time.

Repair Recommendations - Roofing System

In response to the poor condition and water infiltration observed throughout the marquee roof, Cushing Terrell recommends the system be removed and replaced throughout the signs main roof area and internal gutter. In addition to removal of the roofing system, it is recommended that the wall substrates adjacent the building also be removed and replaced.

Removal and replacement of the roofing system could be accomplished by tearing off the existing roofing system in its entirety down to the existing sheet metal decking. Prior to installation of a new roof membrane, tapered insulation, installed sloping from north to south should be utilized to help promote drainage of the sign's roof area. Tapered insulation should also be installed throughout the internal gutter area to further promote drainage to the outlet. Upon installation of the tapered insulation throughout, Cushing Terrell recommends a primed gypsum cover board such as Densdeck Prime be mechanically fastened throughout the roof area with a 60-mil, reinforced Ethylene Propylene Diene Terpolymer (EPDM) single ply membrane adhered to the cover board throughout.

Along with installation of the Densdeck and EPDM throughout the roof area, it is recommended that Densdeck be used to replace the wall substrate boards behind the internal gutter with EPDM baseflashings adhered over the top. This will adequately protect and waterproof the roof to wall area at the building. EPDM baseflashings will also need to be installed underneath the inside wall face paneling to ensure a watertight connection between the new roofing system and the paneling.

Revisions to the roof drain outlet would also be necessary when the marquee is re-roofed. Removal of the sheet metal decking around the drain outlet will most likely be necessary so a drain body can be attached to the outlet piping. A drain assembly will help adequately seal the new roof system to the drain outlet and will also help prevent debris from clogging the drain pathway, further promoting proper drainage of the system.

Repair Recommendations - Internal Metal Paneling

Removal and replacement of the signs internal paneling will be necessary to ensure a water-tight transition at the signs new roof to wall transition. New paneling will also protect the signs somewhat exposed, underlying electrical components. Achieving this would require a design and installation that permits the panels to be easily removed or with access points matching those currently in place to allow for service and or future replacement of enclosed electrical components. A Premanufactured, exposed fastener, metal panel with sheet metal transition

flashings could be installed throughout to accomplish this. Since the metal paneling occurs on the interior sides of the sign, it is not believed modifications to the panels will affect any historical appearance or significance of the sign.

Repair Recommendations - Exterior Signage

At minimum, Cushing Terrell recommends the deteriorated sheet metal at the underside of the sign be cut out with new metal stitched in its place. This would require the underside soffit area, currently painted red, to be repainted throughout to ensure a seamless appearance over the sheet metal repair. Abatement of the lead paint throughout this area may also be required if analysis indicates lead is present in the current materials.

A full restoration of the sign's exterior would be much more in depth. Restoration would require removal of all the signs exterior light fixtures and neon. Removal of those components would be necessary so all existing paint could be stripped from the sign, exposing the raw metal. This would allow for repairs on the sheet metal skin throughout. Upon completion of the repairs, the sign could then be re-painted using care to match the original sign's appearance throughout with new light fixtures and neon installed upon paint/repair completion.

Cost Estimates

Costs associated with the restoration of historical marquees can vary greatly. These costs can be greatly affected depending on the depth and overall scope of the restoration pursued. Below are preliminary budgets associated with the repair recommendations outlined above. If the City of Billings desires to pursue a complete historical restoration of the marquee, Cushing Terrell recommends that contractors qualified to perform the work be engaged to help understand the anticipated costs associated with this type of work.

<u>Repair Recommendation:</u>	<u>Budget Cost:</u>
Steel Cabling Clean/Repaint	\$4,000
Roof Abatement	\$5,500
Roof Replacement	\$35,000
Interior Paneling Replacement	\$15,000
Electrical Components Replacement	\$30,000
Under Soffit Repair/Repaint	\$2,500
Lead Paint Analysis	\$1,500
Exterior Signage Full Restoration	\$150,000+

Please see the attached photographs which further outlines the findings of this assessment. Feel free to contact me at bradygauer@cushingterrell.com or 406-896-6142 should you need further assistance.

Sincerely,



Brady J. Gauer,
Roofing and Building Enclosure

cushingterrell.com



Figure 2: Overview of Babcock Theatre Marquee from Street



Figure 3: Overview of Babcock Theatre Marquee Underside



Figure 4: Nighttime View of Sign's West Side



Figure 5: Nighttime View of Sign's East Side



Figure 6: Overview of Marquee Interior East Side Metal Paneling



Figure 7: Overview of Marquee Interior North Side Metal Paneling



Figure 8: Overview of Marquee Interior West Side Metal Paneling



Figure 9: Deteriorated Built-Up Roofing system with Elastomeric Coating over Marquee Steel Roof Decking



Figure 10: Deteriorated Built-Up Roofing system with Elastomeric Coating over Marquee Steel Roof Decking



Figure 11: Deteriorated Built-Up Roofing at South End of Marquee Along Transition to Internal Gutter



Figure 12: Internal Gutter Underneath South Wall of Marquee



Figure 13: Location of Small Drain Outlet in East Corner of Internal Gutter



Figure 14: Condition of Deteriorated Wall Substrate Boards Above Internal Gutter



Figure 15: Locations of Underlying Structural Elements Supporting Metal Roof Decking and Exterior Marquee Paneling (Approximately 4' O.C.)



Figure 16: Marquee Support Cabling and Angle Iron Bracing



Figure 17: Cable Tie Back Connection at Roof Level



Figure 18: Cable Tie Back Connections at Exterior Wall



Figure 19: Electrical Wiring Within Interior Paneling Access Locations - Typical



Figure 20: Typical Light Ballast Under Protective Cover at Interior Paneling



Figure 21: Interior Lighting Withing Exterior Paneling of Marquee



Figure 22: Deteriorated Soffit Metal Below Observed Water Leaking



Figure 23: Observed Deterioration at Underside of "Babcock" Lettering

City Council Work Session

Date: 03/18/2024
Title: Zoom Meeting Participation
Presented by: Denise Bohlman
Department: City Hall Administration
Presentation: No
Legal Review: No
Project Number: N/A

RECOMMENDATION

Staff recommends that Zoom attendance and participation by Council members and staff continue, but that public participation via Zoom be discontinued altogether. The public may provide comment via email, phone calls, US mail and in-person attendance.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

During the 2020 COVID pandemic, Council and the public engaged during meetings via the virtual meeting platform, Zoom. It was not without its hiccups from time to time and different meeting environments and permissions were tried to eliminate breakthrough disruptive public participation. In January 2024, two Council meetings experienced disruptive breakthroughs (trolls) that brought into question the necessity and effectiveness of using Zoom for public comment.

Beginning with the first Work Session in February (2.5.2024), the Clerks' office, with the aid of the City Attorney's office, structured the Zoom meetings to require pre-registration by Noon on the day of the meeting, and provided revised instructions on the cover sheet of every agenda from then until now. See the language of the cover sheet provided below:

****ATTENTION****

The City Council meeting will be held in a hybrid format that may include both in-person AND virtual attendance via Zoom. Unless they have cause to appear virtually, Councilmembers will attend the meeting in person in Council Chambers, second floor of City Hall, 220 N. 27th Street. In order to honor the Right of Participation and the Right to Know in Article II, Sections 8 and 9, of the Montana Constitution, the City of Billings and City Council are making every effort to meet the requirements of the open meeting laws.

Citizens are invited to:

- Review the Agenda Packet on the City's website at: www.billingsmt.gov and click on "Your Government," "City Council," and "Agendas & Minutes".
- View the meeting:
 - On Community 7 TV - Channel 7 or Channel 507 -- Spectrum Cable. *(On evenings when there is a conflict with School District No. 2 Board meetings, the City Council meeting will be broadcast on Channel 8 - Spectrum Cable.)* Channel 7 or Channel 978 - TDS Fiber.
 - Online at www.comm7tv.com and click on the "Watch Live" icon. Community 7 also has links to their Facebook page and YouTube channel.
 - On the City's website at www.billingsmt.gov and click on "Watch Meetings Online" on the homepage.
 - In-Person.
 - Virtually via Zoom (see the link below).

Citizens may submit public comment via the following methods:

- Mail: City Clerk, P.O. Box 1178, Billings, MT 59103
- Email: Council@billingsmt.gov.
 - Emails received after 3:00 PM on the day of the meeting, may be posted on the Council's webpage the following day for public viewing.
- Attend the meeting in person.
- **Please note that citizens wishing to observe or participate in providing public comment virtually through Zoom, MUST PRE-REGISTER BY NOON on the day of the meeting. Citizens will need to enter the Webinar ID and Passcode indicated below for that meeting to gain access. Click on Zoom Meeting Instructions and Zoom Hybrid Meeting Details below for more information. The link will allow you to attend, view**

and participate in the meeting on your computer, laptop or smart phone. (You must have the Zoom App on your device [Click Here to Download Zoom App](#)) To provide public comment at the appropriate time, click on the "raise hand" icon located at the bottom of the screen and the moderator will unmute your device.

o **Don't have a smart phone, computer or laptop?** That's okay -- you can attend a Zoom meeting using your **landline phone**. Call the Zoom phone number, **1.253.215.8782** to join the meeting and follow the operator's instructions. Want to give public comment? Simply "*raise your hand*" by pressing *9 and the moderator will give you permission to speak when it is your turn. **Note this is a long distance toll number and charges may apply depending on your plan.*

- Click Here for [Zoom Meeting Webinar IDs and Passcodes](#)
- Click Here for [Zoom Meeting Instructions for Attendees \(as guests\)](#)

Please contact Denise Bohlman, City Clerk, at bohlmand@billingsmt.gov, or at 406.657.8210, with any questions.

Also attached are the webinar IDs and passcodes that are provided via hyperlink on the agenda, instructions of how to attend on Zoom, and the pre-registration vetting questions and disclaimer when accessing Zoom.

Since implementation of the pre-registration, we have had fewer than 5 registrants, and in most cases the persons did not join the meeting once it started. We still experienced troll phone numbers that were not approved for registration!

Given that there are several other options provided to gather public comment, staff does not support offering the Zoom platform for public comment in the future. It is not being well-utilized and does not appear to be in demand.

ALTERNATIVES

City Council may:

- Choose to discontinue Zoom access for public comment; or
- Choose to keep Zoom access for public comment, being aware that meetings may continue to be hijacked by trolls that disrupt business. This causes staff to constantly monitor meeting activity before and during meetings.

FISCAL EFFECTS

N/A

Attachments

Zoom Pre-registration Instructions
Zoom Monthly Codes
Zoom Meeting Instructions

HOW TO JOIN A COUNCIL MEETING USING ZOOM

Zoom Meeting Information for Attendees (as guests)

Pre-register for a Council Meeting through Zoom BEFORE NOON ON THE DAY OF THE MEETING:

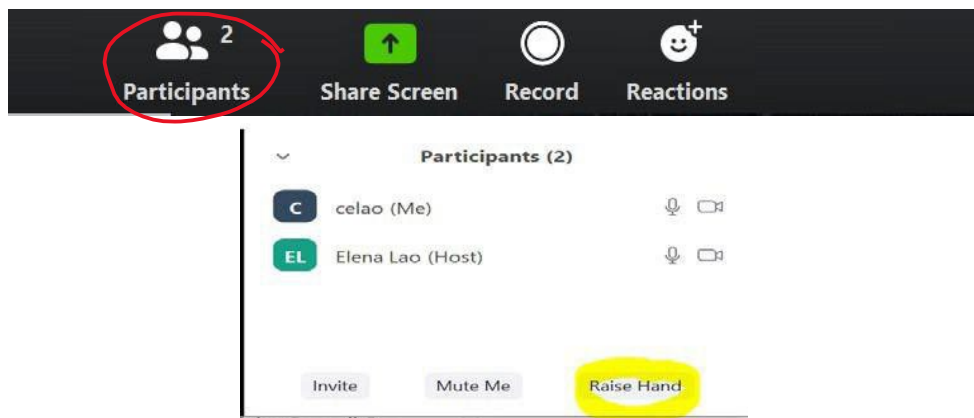
1. Go to: <https://zoom.us/join>
2. Find Zoom Meeting Webinar IDs at: <https://www.billingsmt.gov/107/City-Council>
3. Fill out registration information on Zoom site. Registrants will receive a join link through the Zoom registration confirmation email, if their identity can be verified. If that participant's identity cannot be verified, a denial email will be sent.

Providing Verbal Public Comment

The public will be given the opportunity to speak during the Public Comment portion of the meeting, or when the Mayor opens an Agenda Item for Public Hearing. Please join the meeting promptly to hear instructions announced at the beginning of the meeting.

ONLINE:

1. The Mayor will announce the opening of Public Comment.
2. To virtually “raise your hand,” click “Participants” in the Zoom control box and select “**Raise Hand**” in the grey box on the bottom of the participants box.



3. A staff member will call on each person by name or ID as shown on the screen, in the order that their hands were raised, to the best of their ability.
4. Staff will unmute your mic to speak and “lower your hand.” Please wait for a prompt indicating that your audio is unmuted, before speaking.
5. When it's your turn to speak, **clearly state your name and address for the record.** All speakers will be limited to three minutes to provide comments.
6. At the end of the three minutes or upon completion of your comments, staff will mute your mic.

Hybrid City Council Meetings – Zoom ID and Passcode

**PARTICIPANTS MUST PRE-REGISTER BY NOON ON THE DAY OF THE MEETING
THROUGH ZOOM**

03/04/2024– 5:30 PM – City Council Work Session

To Join, visit [Zoom.us](https://zoom.us)

Meeting ID: 845 3966 9265

Passcode: 584939

Or join by phone: US: +1 253 215 8782

03/11/2024 - 5:30 PM – City Council Regular Business Meeting

To Join, visit [Zoom.us](https://zoom.us)

Meeting ID: 831 2106 9285

Passcode: 801355

Or join by phone: US: +1 253 215 8782

03/18/2024 - 5:30 PM – City Council Work Session

To Join, visit [Zoom.us](https://zoom.us)

Meeting ID: 834 3306 0022

Passcode: 406698

Or join by phone: US: +1 253 215 8782

03/25/2024 - 5:30 PM – City Council Regular Business Meeting

To Join, visit [Zoom.us](https://zoom.us)

Meeting ID: 893 6113 0327

Passcode: 344746

Or join by phone: US: +1 253 215 8782

The Special Work Session (Council Retreat) meetings scheduled for March 15th, Noon to 7 PM and March 16th, 8 AM to 1 PM, will not have Zoom capabilities. In person attendance is required for observation of the proceedings. The meetings will be held at Rock 31, located at 201 N. Broadway Avenue.

HOW TO JOIN A COUNCIL MEETING USING ZOOM

Zoom Meeting Information for Attendees (as guests)

Join Zoom Meeting Online:

1. Click the meeting link listed on the agenda.
2. You will be prompted to either download or launch Zoom. If this is your first time using Zoom, you will need to download the application to your device.
3. You may participate using video and/or audio. If you have a webcam and would like others to see you, select “Join with Video.” If not, select “Join without Video.”
4. If you would like to provide verbal public comment during the meeting, you will need a computer with a microphone or headphone. Click “Join with Computer Audio” when prompted, if not select “Join without Audio.”
5. Please note that upon entering the meeting, your microphone is automatically on mute.

Join Zoom Meeting Audio by Phone:

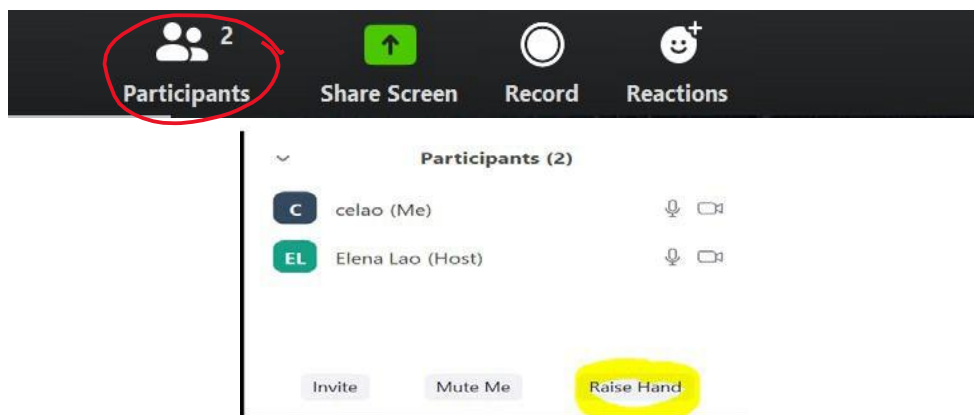
1. Dial in to the meeting by calling one of the phone numbers listed on the agenda.
2. Enter the Meeting ID listed on the agenda, followed by #.
3. You are now able to listen into the meeting.
4. Please note that upon entering the meeting, your mic will automatically be on mute.

Providing Verbal Public Comment

The public will be given the opportunity to speak during the Public Comment portion of the meeting, or when the Mayor opens an Agenda Item for Public Comment. Please join the meeting promptly to hear instructions announced at the beginning of the meeting.

ONLINE:

1. The Mayor will announce the opening of Public Comment.
2. To virtually “raise your hand,” click “Participants” in the Zoom control box and select “**Raise Hand**” in the grey box on the bottom of the participants box.



3. The Clerk will call on each person by name or ID as shown on the screen, in the order that their hands were raised, to the best of her ability.
4. The Clerk will unmute your mic to speak and “lower your hand.” Please wait for a prompt indicating that your audio is unmuted, before speaking.
5. When it’s your turn to speak, **clearly state your name and city of residence for the record**. All speakers will be limited to three minutes to provide comments.
6. When you are done speaking, the Clerk will mute your mic.

BY PHONE:

1. The Clerk will announce the opening of Public Comment.
2. To virtually “raise your hand,” **press *9 on your phone**.
3. The Clerk will call on each person by name or by the last four digits of the phone number shown on the screen, in the order that their hands were raised, to the best of her ability.
4. The Clerk will unmute your mic to speak and “lower your hand.” Please wait for a voice prompt indicating that your audio is unmuted, before speaking.
5. When it’s your turn to speak, **clearly state your name and city of residence for the record**. All speakers will be limited to three minutes to provide comments.
6. When you are done speaking the Clerk will mute your mic.