

**Council Committee**  
**COUNCIL OPERATIONS**

**DATE:** Thursday, March 2, 2023  
**TIME:** 4:00 PM  
**PLACE:** City Hall Conference Room  
210 N. 27<sup>th</sup> Street  
Billings, MT

**ATTENDANCE:**

**Mayor/Council:** Bill Cole, Roy Neese, Mike Boyett

**Staff:** None

**ADJOURN TIME:** 5:13 PM

**Agenda and Summary Minutes**

**PUBLIC COMMENT ON ANY ITEM:** No members of the public were present. The committee members agreed that public comment would be taken at the beginning and the end of each meeting and during the meeting on an as-needed basis, but the "Public Comment" line included after each topic could be deleted from future agendas.

<b>TOPIC #1</b>	<b>Approval of summary minutes of February 2, 2023 meeting</b>
<b>PRESENTER</b>	
<b>NOTES/OUTCOME</b>	CM Boyett stated that he had lost his notes from the February 2, 2023 meeting. Committee members agreed that the tape recording will constitute the official minutes of the February 2 meeting and future meetings and the public should consult that if needed. Mayor Cole said he would look to see if he has notes of the February 2, 20023 meeting that can be used to create these summary minutes. Attendees

▪ **Public Comment:**

<b>TOPIC #2</b>	<b>Discuss Status of Efforts to Disseminate Resolution 22-11092 Establishing Rules for Remote Participation at Public Meetings to City Boards and Commissions</b>
<b>PRESENTER</b>	Mayor Cole
<b>NOTES/OUTCOME</b>	Mayor Cole said that Kevin Iffland was going to make arrangements to have this resolution distributed to city committees and commissions. Committee members will check with city staff to see if this is being done.

▪ **Public Comment:**

<b>TOPIC #3</b>	<b>Review and/or Discuss Status of Draft RFP for Sale of Downtown Buildings</b>
<b>PRESENTER</b>	Mayor Cole
<b>NOTES/OUTCOME</b>	This was the primary focus of the February 2, 2023 meeting. Bill will contact Kevin Iffland to see if a revised draft is available for distribution to the city council. Council members should review the draft and comment as needed.

- **Public Comment:**

<b>TOPIC #4</b>	<b>Discuss Rules, Policies, and Best Practices for the Sale of Publicly Owned Real Property</b>
<b>PRESENTER</b>	
<b>NOTES/OUTCOME</b>	Mayor Cole said that he was involved with revising the city's policy on the sale of city-owned property about 10 years ago. He said that it should be reviewed again in light of current efforts to sell the current city hall and other downtown properties to determine whether the policy needs to be revised to reflect current needs and conditions.

- **Public Comment:**

<b>TOPIC #5</b>	<b>Discuss Principles and Procedures for Naming New City Hall Building</b>
<b>PRESENTER</b>	
<b>NOTES/OUTCOME</b>	Committee members had a general discussion concerning goals and procedures for naming the new city hall, currently referred to as the Stillwater Building. CM Boyett suggested that the committee consider options for naming the building and eventually make a recommendation to the city council, at which time the public could be invited to participate in the process. Mayor Cole suggested that any new name should be short and simple, common sense, and inclusive enough that it would not deter potential government-related parties from renting or purchasing space in the building. Possibilities included "City Hall," "Billings Government Center," and "Billings Municipal Center." It was agreed that it would be a good idea to research what other cities call their primary local government office building.

- **Public Comment:**

<b>TOPIC #5</b>	<b>Discuss City Council Rules of Procedure Including Revisions to BMCC 2-211 through 2-241 Distributed by City Attorney Dahl with September 19, 2022 Work Session Packet</b>
<b>PRESENTER</b>	

<b>NOTES/OUTCOME</b>	There was no substantive discussion on this item. The committee members agreed that they would review the city attorney's latest revised version of the referenced code provisions and note possible changes from the beginning a page or two at a time.
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▪ **Public Comment:**

<b>TOPIC #6</b>	<b>Disaster and Emergency Procedures</b>
<b>PRESENTER</b>	
<b>NOTES/OUTCOME</b>	Committee members agreed that the first step in this process would be to determine what emergency procedures have already been adopted by the city, if any. KC Williams may be helpful in this process. CM Neese suggested that this could be a good project for a Vista member.

▪ **Public Comment:**

<b>TOPIC #7</b>	<b>Future Meeting Dates and Agenda Topics</b>
<b>PRESENTER</b>	
<b>NOTES/OUTCOME</b>	CM Neese suggested that the committee get more involved in reviewing agendas for city council meetings with the goal of reducing last-minute, "rushed" decisions. Mayor Cole suggested that it might be possible for members of the committee to get a <u>draft</u> copy both work session and business meeting agendas when they are first being compiled by city staff. CM Neese also suggested that the committee work to make sure that staff PowerPoint slide decks or other materials that will be presented at council meetings are distributed by email to council members well in advance, presumably a day or two before the meeting.

▪ **Public Comment:**

**PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA BUT WITHIN THE SCOPE OF THE COMMITTEE: (3 Min.)**

There was no public comment at any point during the meeting.