

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

**DATE: Thursday, December 7, 2023**

**TIME: 4:00 PM**

**PLACE: City Hall Conference Room**

**210 N. 27<sup>th</sup> Street**

**Billings, MT -**

**ATTENDANCE:**

**Mayor/Council:** Bill Cole, Mike Boyett, Roy Neese (Zoom Call)

**Staff:** Chris Kukulski

**ADJOURN TIME:** **PM 4:09**

**Agenda**

**PUBLIC COMMENT ON ANY ITEM:**

<b>TOPIC #1</b>	<b>Status of summary minutes (last meeting Sept. 7, 2023)</b>
<b>PRESENTER</b>	Bill Cole
<b>NOTES/OUTCOME</b>	Bill will look into his files to find any of the last addenda's and meetings notes. No real issues at this time.

<b>TOPIC #2</b>	<b>Review status of responses to RFP for sale of city hall and other downtown properties</b>
<b>PRESENTER</b>	Chris Kukulski
<b>NOTES/OUTCOME</b>	Kevin Iffland and Bill Honaker have been in discussion about the sale of the city hall and lots to the south of the parking garage. Kevin may be making a status report to the council on 12-18-23. Our goal is the sale of two parking lots, the park garage/new part of city hall and old city hall.

<b>TOPIC #3</b>	<b>Work on resolution governing vote on Local Government Review Commission</b>
<b>PRESENTER</b>	Committee

<b>NOTES/OUTCOME</b>	<p>First issue is: number of people to be on the commission. We all felt should be between 7-9 people.</p> <p>Second issue is: Budget We did not determine and amount but feel it should be under 1 mill in the \$100,000 to \$200,000 range.</p> <p>We have more questions than answers:</p> <ol style="list-style-type: none"> <li>1. Will citizens be picked from Wards or at large?</li> <li>2. What happens if a commissioner who is elected dies, quits and is unable to attend?</li> <li>3. We believe the timeline is 85 days prior to June 4<sup>th</sup>, 2024 for the council to have everything in place.</li> <li>4. Budget items: Possible expenses           <ul style="list-style-type: none"> <li>A Part time city clerk</li> <li>B. Hiring of a consultant.</li> <li>C. Publications</li> <li>D. Advertising</li> <li>E. Election Costs for possibly three different elections</li> <li>F. Education of the public prior to any elections</li> </ul> </li> </ol>

<b>TOPIC #4</b>	<b>Plan for revising city administrator evaluation form and potential changes to process</b>
<b>PRESENTER</b>	Committee and city staff
<b>NOTES/OUTCOME</b>	Karla from HR, Mike Boyett and possibly Jennifer Owen after the 1 <sup>st</sup> of year will get to work on making changes to the evaluation form for the city administrator. Comments from the council were to make it shorter and to include CM signatures.

<b>TOPIC #5</b>	<b>Appointment process for council committees and consolidation of Legislative and Local Affairs committees</b>
<b>PRESENTER</b>	Committee and city staff
<b>NOTES/OUTCOME</b>	Since each committee has a limit of 2 years, we need to start staggering people so a committee doesn't end up with 3 new people and no previous history.

<b>TOPIC #6</b>	<b>Future meeting dates and agenda topics – revisions to BMCC 2-211 et seq.; city emergency operations procedures; other?</b>
<b>PRESENTER</b>	Committee and city staff
<b>NOTES/OUTCOME</b>	<p>Items to investigate:</p> <p>Mayor powers during an emergency          Continuity of the city government during an emergency          Having a disaster drill of some type</p> <p>Closed at 5:30pm</p>

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