

Billings City Administrator Weekly Report

June 12, 2020

1. COVID-19 Information:

- Asymptomatic testing has not started; focus currently is on surveillance testing in assisted living/long-term care facilities
- Mobile testing will discontinue at the conclusion of this week
- Higher chance of fire danger this year – may impact first responders regarding COVID-19 endeavors or limit access to outside agencies for support
- Currently there are two (2) residents at the Q&I facility
- Approximately 12,000 people have had their temperatures taken at the Airport; National Guard will continue to provide this service through July, possibly into August
- PCSD Offices Reopening (please see attached flyer)

Have a great weekend.

PCSD Offices Reopening Wednesday June 10 MT COVID-19 Phase II

Planning and Community Services Department Customers,

The Planning and Community Services Department is going to reopen its Building, Planning and Code Enforcement offices to the public on Wednesday, June 10 under the Governor's Phase II reopening plan. To view the Reopening Plan details [click here](#).

This means the Planning and Community Services Department will continue to provide services to you via phone, email and online but will again be available for walk-in customer service from 8 am to 5 pm, Monday through Friday beginning on Wednesday, June 10.

We will continue to maintain our plan, permit and application Drop Off and Pick Up areas in the Miller Building in the 1st Floor Lobby for Building and Planning, and in the 6th Floor Lobby for the Community Development Division. Permits and plans dropped off may still be paid for over the phone. The Community Development Division offices on the 6th Floor will remain closed to the public and continue to serve customers by appointment by calling 247-8675.

If you do visit our offices, you will find:

- Customers and staff are following social distancing requirements
- Maximum customer capacity in our 4th floor office area is 9 people
- Customer service areas have counter shields
- Some services are available as appointment only – call 247-8676 for more info
- Staff will wear masks while meeting with customers in the common areas
- Most meetings will be scheduled using phone or video conference to manage contact

These efforts are all designed to ensure we can minimize risks to our customers and employees in the months ahead as the risk of COVID-19 remains in our community.

We appreciate your continued cooperation and patience as we strive to limit the health risks to you and our employees. If you have questions, need clarification for your permit or application, or just need information on our operations, please call us at 247-8676. We are here to help. Thank you.