

## Billings City Administrator Weekly Report

November 1, 2024

- 1. Utility Bill Audit** – SL Serco has been selected to conduct the utility bill audit. They will begin their work on-site in Billings next week.
- 2. PAR MT Emergency Response Drill** – Deputy Mayor Boyett, PIO Hill and I participated in a full-day emergency response tabletop drill Wednesday. The mock drill assumed an oil pipeline break near Edgar, MT.
- 3. MLCT** – Director Lynch and I met to discuss upcoming legislative issues. She was at a state chamber event hosted at the Northern to sit on a land use panel. Land use, taxation, nutrient standards and public safety were topics of conversation.
- 4. MET Transit News** - MET Transit is seeing phenomenal growth in ridership, exceeding 50,000 fixed route rides and exceeding 54,000 total rides in October. (Please see attached.)
- 5. 2024 Council Meeting Schedule** – Please review the attached draft agendas and provide any feedback regarding the order of business, modification of agenda items, or other changes to the consent or regular agendas. City code requires a specific order of business as it relates to certain items on meeting agendas, e.g., placement of public hearings first on the regular agenda, so your feedback will be incorporated with those code requirements in mind. ([BMCC 2-214](#)) Work session agendas are more flexible and can also easily be modified by the mayor with the consensus of Council during those informal meetings.
- 6. New City Hall Update** –



### 5<sup>th</sup> Floor

- Fill joints in stone at the north wall of council chambers.
- Doors and hardware at the south end of council chambers.
- Demo cracked grout at elevator and center stairs doors.
- Install sprinkler head in ceiling of elevator lobby.
- Paint elevator lobby walls.
- Taping touch up in elevator lobby.
- Fire alarm work.

#### **4<sup>th</sup> Floor**

Install sprinkler heads in ceiling of elevator lobby.  
Paint elevator lobby walls.  
OFCI work.  
Taping touch up in elevator lobby.  
Fire alarm work.



#### **2<sup>nd</sup> Floor**

Office furniture work.  
Install sprinkler heads in ceiling of elevator lobby.  
OFCI work.  
Taping touch up in elevator lobby.  
Install the last two glass panels at top of gallery stairs.  
Wallpaper touch up at door 260-3.  
Fire alarm work.

#### **1<sup>st</sup> Floor**

Install sprinkler heads in room 153.  
Install window blinds west side.  
Refinish terrazzo east side elevator lobby.  
Taping touch up.  
Prep and paint existing HM door frames.  
Install wallpaper in room 103.  
Plumbing trim out in main restroom group.  
Start gallery floor tile layout.  
Fire alarm work.



#### **Parking Garage**

Pull and land cable for ATS and generator.  
Run copper pipe for back flow preventer and test.



#### Site

Install granite panels on blade signs.  
Blow out irrigation system.

## 7. City Communications -

### *A note to the Mayor and Council from Victoria:*

I'm excited to share a project I had the opportunity to assist in creating.

Safe Kids Yellowstone County launched the Be the Change Fellowship among Billings high school students.

The program encourages safe teen driving through Positive Community Norms (rather than focus on the consequences of reckless driving, share what they do to stay safe) .

The Billings Fire Bureau reached out and asked if I would like to be involved.

Of course, my answer was yes, and I spent time with the students, teaching them about the basics of creating a PSA, helped them write a script, and record and edit the video.

Click this link to learn more about the project and watch their video:

<https://www.billingsmt.gov/CivicAlerts.aspx?AID=2660>

*Utility bill audit update*

<https://www.billingsmt.gov/CivicAlerts.aspx?AID=2661>

*A message from public works on utility billing communications*

<https://www.facebook.com/share/p/14bXyLzbTR/>

*Career Center welding students repair PD's steel targets*

<https://www.facebook.com/share/p/1AYRhvwPxt/>

*Billings PD weekly brief*

<https://www.facebook.com/share/p/1891jG7pJ5/>

*Bears take over BPL for sleepover and Good Bear Day celebration*

<https://www.facebook.com/share/p/153yX5GhPv/>

*Celebrating Hispanic Heritage with Books*

<https://www.yourbigsky.com/video/celebrating-hispanic-heritage-with-books/10129274>

Billings Parks and Rec hosts its first all-inclusive Trunk or Treat at the Miracle Field

<https://www.facebook.com/share/p/17vEAfVg65/>

*"M" is for MET: Bus channels inner Cookie Monster for Downtown Trick or Treat*

<https://www.facebook.com/share/p/1EVLQbr5Ee/>

**BIL**

*Your City: Billings Logan International Airport*

<https://youtu.be/RLiqwgdnM5E?si=C8nLvdrhSILIXW8H>

**NLFJC**

*Clothes Line at the Billings Courthouse Against Domestic Violence*

<https://billingsmix.com/clothes-line-billings-courthouse-against-domestic-violence/>

*The 'Clothesline Project' raises awareness of domestic violence in Billings*

<https://www.ktvq.com/news/local-news/the-clothesline-project-raises-awareness-of-domestic-violence-in-billings>

**PW**

*Billings residents continue seeing high water bills in fall months*

<https://www.ktvq.com/news/local-news/billings-residents-continue-seeing-high-water-bills-in-fall-months>

**Mayor & Council**

*Chamber of Commerce hosts welcome event for new Billings residents*

[https://www.kulr8.com/news/chamber-of-commerce-hosts-welcome-event-for-new-billings-residents/article\\_93b36768-91bb-11ef-83e0-93a8faae5ab3.html](https://www.kulr8.com/news/chamber-of-commerce-hosts-welcome-event-for-new-billings-residents/article_93b36768-91bb-11ef-83e0-93a8faae5ab3.html)

*Billings residents seek clarity on water bills, city promises audit soon*

[https://www.kulr8.com/news/billings-residents-seek-clarity-on-water-bills-city-promises-audit-soon/article\\_2e21f070-973f-11ef-90a5-6fc6de2a944c.html](https://www.kulr8.com/news/billings-residents-seek-clarity-on-water-bills-city-promises-audit-soon/article_2e21f070-973f-11ef-90a5-6fc6de2a944c.html)

**In other news...**

*Safe driving organization engages Billings students in traffic safety initiatives*

<https://www.ktvq.com/news/local-news/safe-driving-organization-engages-billings-students-in-traffic-safety-initiatives>

*Off the Streets courts downtown business for support of low barrier shelter*

[https://billingsgazette.com/news/local/off-the-streets-low-barrier-shelter-billings/article\\_80651350-9710-11ef-aa79-ff79a5a51552.html](https://billingsgazette.com/news/local/off-the-streets-low-barrier-shelter-billings/article_80651350-9710-11ef-aa79-ff79a5a51552.html)



**CITY OF BILLINGS – AVIATION & TRANSIT DEPARTMENT**  
**MET TRANSIT DIVISION FY25 RIDERSHIP REPORT**

**OCTOBER 2024**



	Monthly						Year-To-Date (FY 2025)		
	Service Days	Oct 2023	Service Days	Oct 2024	Percent Change	Adjust For Service Days	July 23-Oct 23-	July 24-Oct 24-	Percent Change
<b>Fixed Route</b>									
Weekdays	22	28,012	23	47,695	70.3%	62.9%	97,818	158,845	62.4%
Saturdays	4	1,516	4	3,009	98.5%	98.5%	7,215	11,855	64.3%
Total		<b>29,528</b>		<b>50,704</b>	71.7%		105,033	170,700	62.5%
Lift Usage		633		1,026	62.1%		2,597	3,391	30.6%
Bike Rack Usage		840		1,520	81.0%		3,504	6,334	80.8%
<b>Paratransit</b>									
Weekdays	22	3,777	23	3,632	-3.8%	-8.0%	14,063	13,876	-1.3%
Saturdays	4	93	4	85	-8.6%	-8.6%	321	256	-20.2%
Total		<b>3,870</b>		<b>3,717</b>	-4.0%		14,384	14,132	-1.8%
Wheelchair Users		1,028		1,116	8.6%		3,996	3,981	-0.4%
Demand Response		2,586		3,717	43.7%		9,679	14,132	46.0%
Contract Rides*		1,284		0	-100.0%		4,705	0	-100.0%
<b>Grand Total Ridership</b>		<b>33,398</b>		<b>54,421</b>	<b>62.95%</b>		<b>119,417</b>	<b>184,832</b>	<b>54.78%</b>

\*Ended DD Contract with State of Montana on 6/30/2024

## UPCOMING DRAFT AGENDAS FOR COUNCIL / LEADERSHIP

*Please review the draft agendas below and provide any feedback regarding the order of business, modification of agenda items, or other changes to the consent or regular agendas. City code requires a specific order of business as it relates to certain items on meeting agendas, e.g., placement of public hearings first on the regular agenda, so your feedback will be incorporated with those code requirements in mind. [\(BMCC 2-214\)](#) Work session agendas are more flexible and can also easily be modified by the Mayor with the consensus of Council during those informal meetings.*

*Thank you for your feedback!*

### **November 4, 2024 – WORK SESSION**

1. Downtown Angle Parking Discussion
2. Historic Tax Credit Structure Review

### **November 12, 2024 (Tues.) - REGULAR BUSINESS CONSENT:**

1. BID AWARD: WO 25-03: Contract 2, Schedule 1 & 2
2. BID AWARD: WO 25-03: Contract 3, City Chip/Scrub Seal
3. BID AWARD: WO 23-23: Briarwood Lift Station H2S Mitigation
4. Aviation Ground Lease – MT Fish, Wildlife and Parks
5. MOU with Bright N Beautiful
6. Purchase 2 mowers for Parks Department
7. Amendment No. 2, Purchase and Sale Agreement – City Hall - Extension
8. 3-yr. Renewal Broadcom/VMWare Virtual Server Licensing
9. 2024 Federal Homeland Security Grant for Bomb Squad - BPD
10. JAG Application and Acceptance of Award - BPD
11. Donation from the Rimrock Credit Union – BPD
12. Final Minor Plat, Zimmerman Home Place Sub., 5<sup>th</sup> Filing
13. Resolution Setting Tax Abatement Policies
14. 2<sup>nd</sup>/Final Rdg. Ord - Adoption of International Fire Code (IFC)
15. Council Holiday Meetings Schedule

### **REGULAR:**

2. Resolutions relating to a Lease Purchase Financing and a Historic Tax Credit for New City Hall
3. Resolution Establishing Legislative Priorities for the 2025 Montana State Legislature's 69th Session
4. EBURD TIF – 1616 1<sup>st</sup> Ave. N. – Animal Family Hospital
5. EBURD TIF – 2016 2<sup>nd</sup> Ave. N. – Vemco Office

**November 18, 2024 – WORK SESSION**

1. CPSM Report??
2. CRU Strategic Follow-up
3. Community Development Discussion
4. TRP, ERP
5. CIP

**November 25, 2024 - REGULAR BUSINESS****CONSENT:**

1. BID AWARD: WO 23-96: WTP Intake No. 2 Catwalk Repairs
2. BID AWARD: Coulson Park North and South Improvements
3. 2025 Backhoe Loader
4. Airport's West End Sewer and Water Expansion Project
5. Amendment 22 with Morrison-Maierle, Inc. for Engineering Services on the Runway 7/25 Reconstruction and Extension Project
6. Donation from Scheels in the Amount of \$10,000 to the Billings Police Department

**REGULAR:**

2. RES Establishing a Procedure for the Disposition of Unclaimed Property
3. PH and 1<sup>st</sup> Reading - Zone Change 1058 - 2135 Grand Ave- CMU1 to CMU2
4. Adoption of City Council Strategies and Priorities
5. Babcock and Depot – Revolving Loan Fund

**December 2, 2024 – WORK SESSION****CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM**

1. CPSM Report?
2. Friends of the Children (Kendra's Request – Nina Hernandez)
3. West End Neighborhood Plan Update (Lauren Waterton – Sanbell)
4. Off-the-Streets (Jim Mack) / Continuum Of Care (Kody Christianson)
5. Maintain what we have - Preserving our Parks

**December 9, 2024 - REGULAR BUSINESS****CONSENT:**

1. Boards & Commissions Appointments
2. Beartooth RC&D MOU
3. 2<sup>nd</sup>/Final Reading - Zone Change 1058 - 2135 Grand Ave- CMU1 to CMU2

**REGULAR:**

1. TRP, ERP Adoption
2. CIP adoption

**December 16, 2024 - REGULAR BUSINESS****CONSENT:**

- 1.

**REGULAR:**

- 1.