

Billings City Administrator Weekly Report

November 16, 2024

1. **Development Forum** – 14 local contractors, builders and developers attended our first forum discussion with Building, Community Development, Public Works, the Fire Marshal and Administration. The goals of the meetings are to reduce timelines and costs, improve communications, streamline processes, foster collaboration and encourage innovation. Next week we will include our meeting notes and responses the builders provided to our questions ahead of the meeting.
2. **CJCC Meeting** – Arraignment court and the jail expansion were both discussed. I was grateful to hear that in addition to all the expected discussions of like efficiency and size the committee is trying to quantify the cost of doing nothing.
3. **Budget and Finance Committee** – This week's meeting focused on the Public Works sections of the CIP.
4. **Legislative and Local Affairs Committee** – Discussion focused on preparation of our December 2 legislative breakfast being hosted by the City. (See attached invitation.)
5. **Heights Water District** - Jennifer and I met with HWD. HWD has paid for their past overdue curb-cut fees. Morrison Maierle has begone their condition analysis of the district's assets, liabilities and financial position. We were asked to consider the impact of a TIF district in the Heights to help promote development. Our next meeting in January will include ideas for utility extensions along the new interchange.
6. **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.
7. **Next Week's Meetings/Task Forces**
 - a. Rimrock Neighborhoods Task Force, Wednesday, November 20th 7:00 pm, Mayflower Cong Church, 2940 Poly Drive.
 - b. Southside Task Force, Thursday, November 21st 6:30 pm, Hope Center 425 S. 28th Street.

8. New City Hall Update –



5th Floor

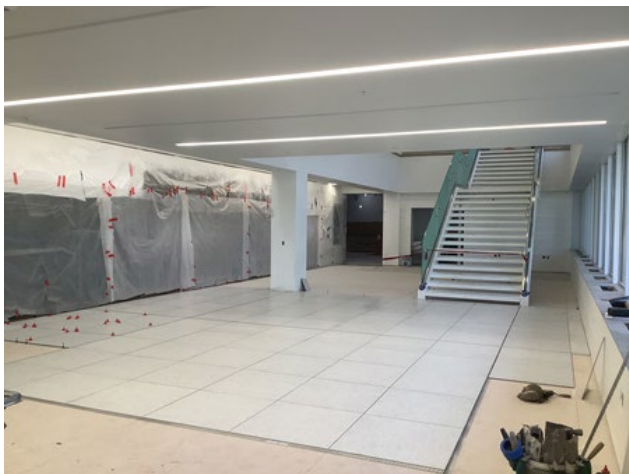
Podiums and tops in council chambers.
Punch walk elevator lobby.

4th Floor

Punch walk elevator lobby.

2nd Floor

Podiums and tops in courtrooms.
Caulk storefront frame 260-3.
Install glass lights in wood doors.
Tape freight elevator lobby east ceiling.
Punch walk elevator lobby.



1st Floor

Drop ceiling tile.
HVAC trim out.
Electrical trim out.
Start final cleaning.
Start solid surface tops in finance.
Continue to install floor tile in gallery.
Paint north and south entry lobbies.
Paint existing HM doors and frames.
Tape main entry storefront bulkhead.
Punch walk except for lobby and gallery.

Site

Pour last portion of sidewalk.
Finish landscaping on SE side of building.

Parking Garage/ Basement

Core drill and run pipe for elevator sump pump.
Core drill and run conduit and wire for elevator sump pump.



9. City Communications -

Council

Improvements coming to Grand, Rimrock, Amend Park, Billings budget committee says

https://billingsgazette.com/news/local/government-politics/amend-park-recreation-campus-grand-ave-rimrock-road-capital-improvements-billings/article_d213ea68-a210-11ef-8de4-c3ec4598d084.html

City Council holds off on raise for Billings' top manager, but allows contract to renew

https://billingsgazette.com/news/local/government-politics/billings-to-renew-city-administrator-contract/article_431b14da-a215-11ef-9c78-e77c377ef36a.html

Billings City Council sets priorities for legislative session

https://www.kulr8.com/news/billings-city-council-sets-priorities-for-legislative-session/article_9d6cd21c-a17e-11ef-bf60-4fa01577317d.html

PRPL

Patriot Run in Billings supports veterans' families and cemetery upkeep

https://www.kulr8.com/news/patriot-run-in-billings-supports-veterans-families-and-cemetery-upkeep/article_f67da0f4-9fc4-11ef-97a3-4f6035eae06a.html

Photo: Patriot Run at Mountview Cemetery on Sunday

https://billingsgazette.com/news/veterans-day-run-cemetery-holiday-veteran/article_a01001a6-9fa8-11ef-a2a9-cb1387480e76.html

New veterans memorial celebrated at Dehler Park in Billings

<https://www.ktvq.com/news/local-news/new-veterans-memorial-celebrated-at-dehler-park-in-billings>

Photos: Hoodies for Heroes dedicates Freedom Memorial on Veterans Day

https://billingsgazette.com/news/veterans-day-freedom-memorial-governor-dedication/article_6344d77e-a07a-11ef-a811-f33ca3599029.html

Honoring fallen service members: Billings memorial a community triumph

https://www.kulr8.com/news/honoring-fallen-service-members-billings-memorial-a-community-triumph/article_48c0f776-a08d-11ef-928e-37c3583644cd.html

Billings to build state-of-the-art ice arena in Amend Park Recreation Campus

<https://www.ktvq.com/news/local-news/billings-to-build-state-of-the-art-ice-arena-in-amend-park-recreation-campus>

PW

Auditors begin look into Billings utilities after billing debacle

https://billingsgazette.com/news/local/government-politics/billings-utility-audit-underway/article_d02ac8ce-a12b-11ef-9bc9-135ab7257584.html

First steps: Audit firm checks 30 water meters in Billings

<https://www.ktvq.com/news/local-news/first-steps-audit-firm-checks-30-water-meters-in-billings>

BILLINGS AREA LEGISLATORS

YOU'RE INVITED!

**WHAT: CITY OF BILLINGS
LEGISLATIVE BREAKFAST**

DATE: DECEMBER 2, 2024

TIME: 7AM

**WHERE: DOUBLE TREE HOTEL
27 N 27TH
SKYBRIDGE 4 ROOM**

**PLEASE JOIN CITY LEADERS FOR A
LEGISLATIVE POLICY DISCUSSION**

**RSVP TO MADDOXW@BILLINGSMT.GOV
BY NOVEMBER 25TH**



**CITY OF
Billings**

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 18, 2024 – WORK SESSION

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

November 25, 2024 - REGULAR BUSINESS

CONSENT:

1. BID AWARD: Airport's West End Sewer and Water Expansion Project
2. BID AWARD: W.O. 23-96: WTP Intake No. 2 Catwalk Repairs
3. BID AWARD: W.O. 24-31: WRF Solids Process Building Ventilation
4. MOU with Bright N' Beautiful
5. Landfill Use Agreement with MR Rolloffs, LLC
6. Purchase of Rebuild for Landfill Compactor Powertrain and Hydraulics
7. Purchase 1 - 2025 Backhoe Loader – Landfill
8. Change Order No. 2, W.O. 19-12, West End Reservoir Project
9. Amendment 22 with Morrison-Maierle, Inc. for Engineering Services on the Runway 7/25 Reconstruction and Extension Project
10. Donation from Scheels to BPD
11. Donation from Lockwood Precast for park bench

REGULAR:

2. PH and 1st Reading - Zone Change 1058 - 2135 Grand Ave- CMU1 to CMU2
3. EBURD Safety Pilot Program - District and Business Partnership
4. Financial Assistance - Babcock
5. Financial Assistance – Billings Depot
6. Adoption of City's Goals and Objectives

- **CM Aspenlieder's Initiative – Professional Services Contracts Review / Update**

December 2, 2024 – WORK SESSION

CLOSED EXECUTIVE SESSION 4:30 – 5:30 PM

1. Friends of the Children (Kendra's Request – Nina Hernandez)
2. West End Neighborhood Plan Update (Lauren Waterton – Sanbell)
3. Off-the-Streets (Jim Mack)
4. 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. Donation from Phillips 66 to Police Dept.
4. 2nd/Final Reading - Zone Change 1058 - 2135 Grand Ave- CMU1 to CMU2

REGULAR:

2. PH - Land Use Contrary to Zoning for Yellowstone County - Street Trees at the Miller Building
3. TRP, ERP Adoption
4. CIP adoption

December 16, 2024 - REGULAR BUSINESS

CONSENT:

- 1.

REGULAR:

- 1.

January 6, 2025 – WORK SESSION (New City Hall – 5th Floor)

1. EPA – PCE Plume Update (Boris)
2. CPSM Report?
3. Code Enforcement Changes to Ordinances (Tina)

January 13, 2025 REGULAR BUSINESS

CONSENT:

REGULAR:

2. RES Establishing a Procedure for the Disposition of Unclaimed Property (NOT IN AQ)

January 21, 2025 (Tuesday) – WORK SESSION

1. CPSM Report?

January 27, 2025 REGULAR BUSINESS

CONSENT:

REGULAR:

February 3, 2025– WORK SESSION

- 1.

February 10, 2025 REGULAR BUSINESS

CONSENT:

REGULAR:

February 18, 2025 (Tuesday) – WORK SESSION

- 1.

February 24, 2025 REGULAR BUSINESS

CONSENT:

REGULAR:

March 3, 2025 – WORK SESSION

- 1.

March 10, 2025 **REGULAR BUSINESS**

CONSENT:

REGULAR:

March 17, 2025– **WORK SESSION**

Executive Session 4:30 P.M. – 5:30 P.M.

1.

March 24, 2025 **REGULAR BUSINESS**

CONSENT:

REGULAR:

April 7, 2025– **WORK SESSION**

1. Police and Fire Annual Report

April 14, 2025 **REGULAR BUSINESS**

CONSENT:

REGULAR:

April 21, 2025 - **WORK SESSION**

April 28, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

2.

May 5, 2025 - **WORK SESSION (BUDGET ONLY)**

May 6, 2025 - **WORK SESSION Tues. (BUDGET ONLY)**

May 12, 2025 (Tues.) **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

2.

May 19, 2025 - WORK SESSION (BUDGET ONLY)

May 20, 2025 - WORK SESSION Tues. (BUDGET ONLY)

May 27, 2025 (Tues.) **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

June 2, 2025– WORK SESSION

June 9, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

2.

June 16, 2025– WORK SESSION

Executive Session 4:30 P.M. – 5:30 P.M.

June 23, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

July 7, 2025– WORK SESSION

July 14, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

July 21, 2025– WORK SESSION

July 28, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

August 4, 2025– WORK SESSION

August 11, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

August 18, 2025– WORK SESSION

August 25, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

September 2, 2025 (Tues.) – WORK SESSION

September 8, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

September 15, 2025– WORK SESSION
Executive Session 4:30 P.M. – 5:30 P.M.

September 22, 2025 REGULAR BUSINESS

CONSENT:

1.

REGULAR:

October 6, 2025– WORK SESSION

October 13, 2025 REGULAR BUSINESS

CONSENT:

1.

REGULAR:

October 20, 2025– WORK SESSION

October 27, 2025 REGULAR BUSINESS

CONSENT:

1.

REGULAR:

November 3, 2025– WORK SESSION

November 10, 2025 REGULAR BUSINESS

CONSENT:

1.

REGULAR:

November 17, 2025– WORK SESSION

November 24, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

December 1, 2025– WORK SESSION

Executive Session 4:30 P.M. – 5:30 P.M.

December 8, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR:

December 15, 2025– WORK SESSION

December 22, 2025 **REGULAR BUSINESS**

CONSENT:

1.

REGULAR: