

## Billings City Administrator Weekly Report

January 18, 2025

1. **Air Service Breakfast** – 2024 was a record year for BIL serving over 980,000 passengers. Both American and United have announced additional flights to Chicago and Denver for 2025. Director Roach joined our team two years ago this week.
2. **Budget and Finance Committee Meeting** – At the mid-year point, budgets, including police and fire, are on track to complete the year without amendments. Most of the discussions focused on budget priorities that will be brought to the entire Council on February 10<sup>th</sup>.
3. **Legislative and Local Affairs Meeting** – Staff worked through the logistics of the weekly legislative update that is being provided by our lobbyist team each Monday. Prosecutor Ben Halverson helped to draft HB 191 and will be testifying in support of the legislation on Monday. The bill criminalizes family violence in the presence of a child.
4. **Council Operations Committee** – The Operations Committee began working through proposed amendments to the council's rules of procedures.
5. **Library News** – Please see the attached Billings Public Library Second Quarter Statistics.
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. Martin Luther King Day, Monday, January 20<sup>th</sup> – CITY OFFICES WILL BE CLOSED.
  - b. Westend Task Force, Tuesday, January 21<sup>st</sup> 7:00 PM, Connections Church, 56<sup>th</sup> St. W.
  - c. Legislative and Local Affairs Committee, Wednesday, January 22<sup>nd</sup> 4:00 PM, Rimrock Conference Room, 316 N. 26<sup>th</sup> Street, 5<sup>th</sup> Floor.
8. **New City Hall Update** –

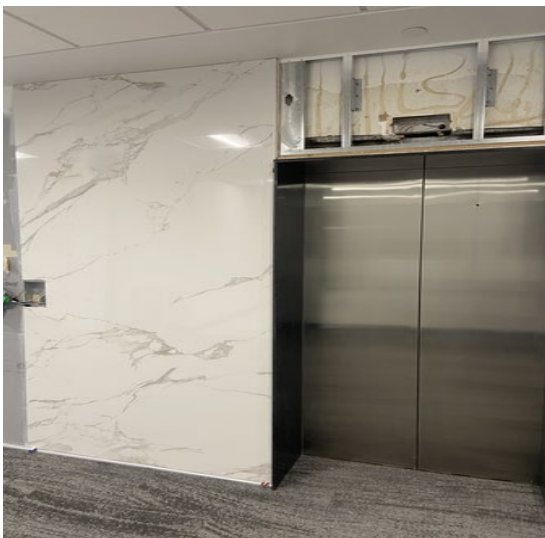
Roof

Install the new exhaust fan for the building's restroom groups.



5<sup>th</sup> Floor  
Install large format tile on elevator wall.

4<sup>th</sup> Floor  
Install large format tile on elevator wall.



2<sup>nd</sup> Floor  
Install large format tile on elevator wall.  
Install blocking for roller shade in room 245.

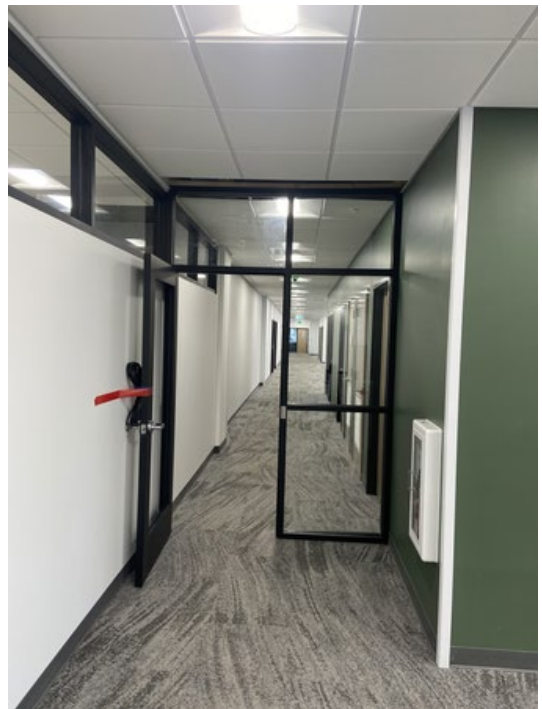
#### 1<sup>st</sup> Floor

Set last of the granite panels in entry vestibule.

Install storefront in Parks hallway.

Work on final cleaning.

Final Inspection.



#### Basement

Final Inspection.

Final inspection corrections.

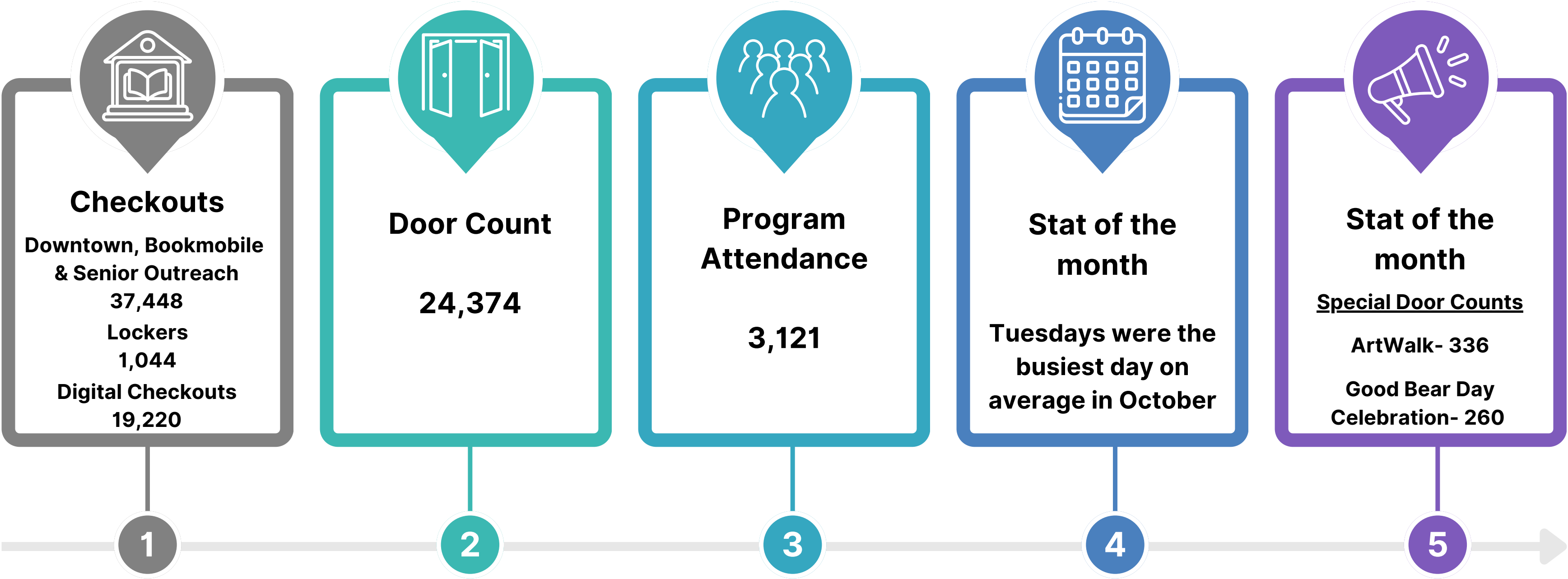
This will be the last new city hall weekly update provided.



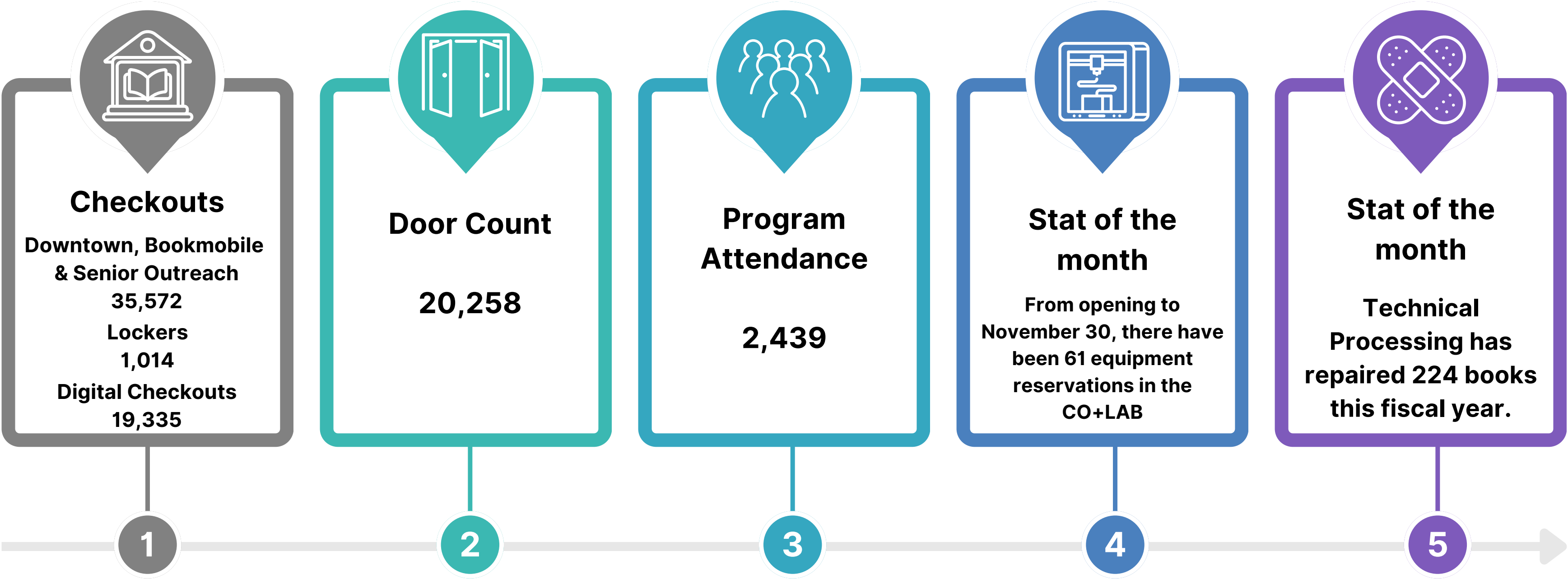
# **Billings Public Library Second Quarter Statistics**



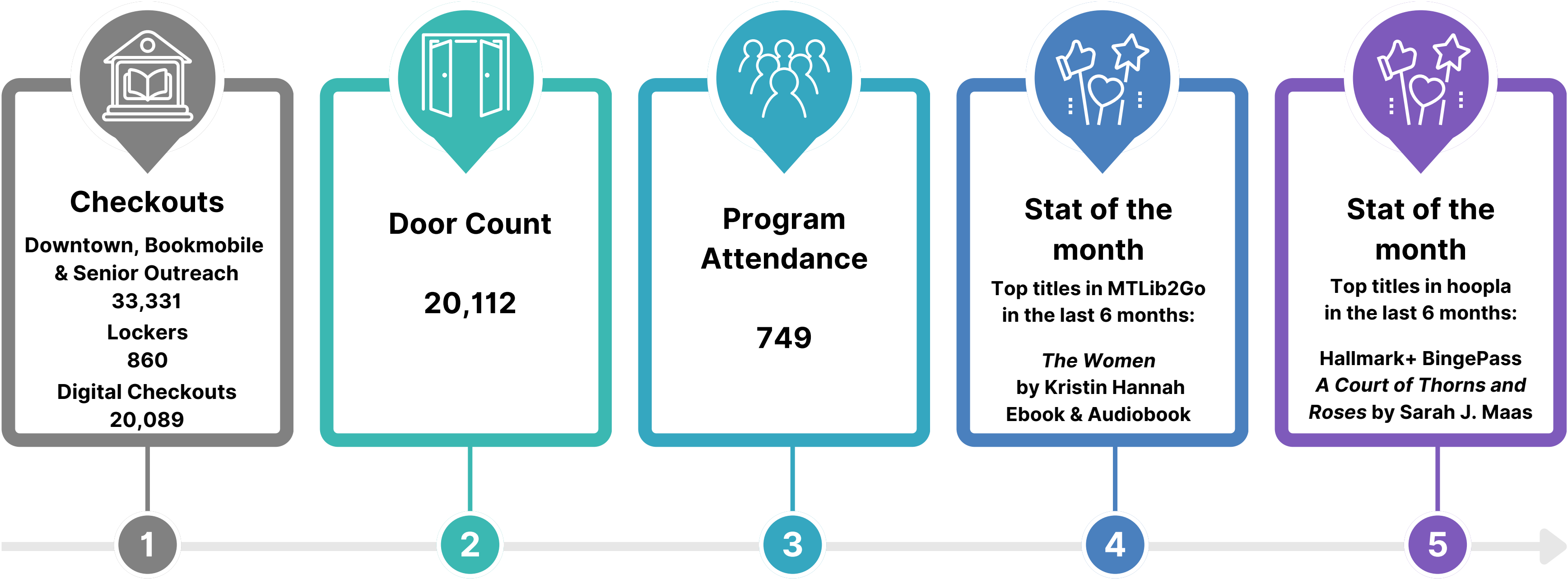
# October 2024 Library Statistics



# November 2024 Library Statistics



# December 2024 Library Statistics



## 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!*

### January 21, 2025 (Tuesday) – WORK SESSION (LIBRARY)

1. Off the Streets (Jim Mack)
2. Final Housekeeping Amendments to Zoning Code 2025

### January 27, 2025 **REGULAR BUSINESS** (LIBRARY)

#### **CONSENT:**

1. BID AWARD: Corrosion Inhibited Solid Sodium Chloride
2. BID AWARD: Coulson Park – North/South Improvements
3. Contract with Orion Planning and Development for Billings Land Use Plan and Future Land Use Map
4. Amendment 2, with AE2S for W.O. 23-96: Water Treatment Plant Intake No. 2 Catwalk Improvements
5. Exchange City Golf Par 3 Budget
6. Billings American Legion Budget 2025
7. Amend Park Development Council Proposed Budget
8. Federal Aviation Airport Improvement Program grants
9. Donations to Library
10. Resolution Establishing Compliance with Reimbursement under Internal Revenue Code for the Amend Park Recreation Campus TIF Bonds
11. 2<sup>nd</sup>/Final Rdg. Ord. ZC 1059 - Zimmerman Home Place

#### **REGULAR:**

1. PH/1<sup>st</sup> Rdg. Ord. ZC 1056 - High Sierra Sub. (Withdrawn?)
2. PH/1<sup>st</sup> Rdg. Ord. amendments (Code Enforcement)
3. Mayor's appointment for Ward III Councilmember
4. Mayor's appointment for replacement Councilmembers to Community Development Board and Beartooth RC&D and Legislative Committee appointment

#### **COUNCIL INITIATIVE**

Kennedy (Car Allowances)

### February 3, 2025– WORK SESSION (New Council Chambers)



1. **SL SERCO UPDATE (Utility Billing Update)**
2. Transportation Alternatives Program Funding / Safe Routes to Schools / Yellowjacket Trail / TrailNet (Kristi Drake / Elyse Monat / Debi Meling)
3. Aspenlieder's Initiative – Professional Services Contracting Review / Update
4. Sale of City Properties (Kevin)

## **February 10, 2025 REGULAR BUSINESS**

### **CONSENT:**

1. BID AWARD: BOC Rooftop Unit Replacement
2. W.O. 25-18: Grand Avenue Trunk Main Extension and Arnold Drain Detention, Professional Services Contract
3. Donation to Anti-Graffiti fund
4. Updated Easement for Rose Park Trail
5. Big Ditch Trail Extension
6. 2<sup>nd</sup>/Final Rdg Ord. - ZC 1056 - High Sierra Sub.
7. 2<sup>nd</sup> /Final Rdg Ord. - Code Enforcement amendments
8. Resolution for graffiti amendment

### **REGULAR:**

## **February 18, 2025 (Tuesday) – WORK SESSION**

1. Billings TrailNet
2. **Big Sky Senior Services – Adult Resource Alliance (Erika Purington)**

## **February 24, 2025 REGULAR BUSINESS**

### **CONSENT:**

1. Boards and Commissions
2. Consultant Contract - 21st Street Underpass Improvement Study

### **REGULAR:**

## **March 3, 2025 – WORK SESSION**

1. Citizen's Police Advisory Board (CPAB) Update – Kari Boiter
2. **Big Sky Senior Services – Adult Resource Alliance (Erika Purington)**
3. Pedestrian and Bicycle Master Plan Update – Elyse Monat / Mack Drzayich from Alta Planning + Design

## **March 10, 2025 REGULAR BUSINESS**

### **CONSENT:**

### **REGULAR:**

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

**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. CRU Follow up?
2. 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. \*Council Meeting Schedule for December

**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:**

**REGULAR:**

December 15, 2025– **WORK SESSION**

December 22, 2025 **REGULAR BUSINESS**

**CONSENT:**

1.

**REGULAR:**

**CLERK'S NOTES**

\*Annual Items shown in Blue

**January (First Work Session) after an election:** Swearing in of new Councilmembers and Nominations and Elections of Deputy Mayor Pro Tempore

**January:** Amend Park Development Council Proposed Budget

**January:** Beartooth RC&D MOU

**March:** Budget Calendar

**March:** Council Priorities

**September:** City Administrator's Annual Review

**October:** TRP, ERP and CIP

**October:** Council Holiday Schedule for December

**November (First Regular Business Meeting) after an election:** Nominations and Elections of Deputy Mayor