

Billings City Administrator Weekly Report

February 28, 2025

1. **Executive Forum in Helena** – In addition to exchanging ideas between cities and towns throughout Montana, four (4) critical bills were heavily discussed. HB 155 reduces the value of a mill in Billings by ~\$34k resulting in a ~\$6.9M drop in property tax revenue between the Public Safety and General Funds. HB 231 reduces the value of a mill by ~\$32k resulting in a ~\$6.5M drop in revenue. SB 398 raises the Municipal Court abatement cap from \$25k to \$50k. The bill was supported by all six (6) Municipal Courts across the state and received executive action support yesterday. HB 664 from Rep. Mercer to repeal numeric nutrient standards is critical to saving tens of millions of dollars in unnecessary waste-water investments.
2. **Council Orientation** – To date, CM TJ Rogers has met with Administration, Legal, Finance, Library, Planning, Code Enforcement, Community Development, Police and Airport.
3. **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.
4. **Next Week's Meetings/Task Forces**
 - a. Legislative and Local Affairs Committee, Wednesday, March 5th 4:00 PM, Rimrock Conference Room, 316 N. 26th Street, 5th Floor.
 - b. North Park Task Force, Wednesday, March 5th 7:00 PM, North Park Community Center.
 - c. Council Operations Committee, Thursday, March 6th 4:00 PM, Rimrock Conference Room, 316 N. 26th Street, 5th Floor.

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!

March 3, 2025 – WORK SESSION

1. CPSM continued review
2. Update on municipal court study implementation
3. Citizen's advisory board
4. CRU update
5. Pedestrian and Bicycle Master Plan Update – Elyse Monat / Mack Drzayich from Alta Planning + Design
6. Legislative Updates

March 10, 2025 REGULAR BUSINESS (Mayor Cole will be absent/Deputy Mayor Boyett to preside)

CONSENT:

1. Purchase Coulson Park Shade Structure
2. Contract for Amend Park Recreation Campus General Contractor / Construction Manager
3. Amendment 1 to Residential Plowing Contract
4. Lease Agreement Addendum with Yellowstone County for new City Hall
5. Final Amendment to Gross Maximum Price with Sletten Construction for the Airport Terminal Expansion Project
6. Pedestrian Bicycle Master Plan Adoption
7. State Highway Traffic Safety DUI Grant
8. FY24 COPS Hiring Program Grant
9. Preliminary plat extension request for Hunters Pointe Subdivision
10. 2nd Final/Rdg. Ward Boundary Expansion Ordinance - Annexation 24-05

REGULAR:

2. Four-S Corporation – 1006 1st Ave. N.
 - a. PH and RES - Annexation 25-02
 - b. Annexation Agreement with Four-S Corp.
 - c. PH and 1st Rdg ORD – Annexation 25-02 Ward Boundary Expansion
3. SID 1428 – Annafeld Subd., 5th filing
 - a. PH and RES creating SID 1428 Annafeld Sub., 5th Filing Streetlights
 - b. BID AWARD: SID 1428 Annafeld Sub., 5th Filing Streetlights

March 17, 2025– WORK SESSION

1. Billings TrailNet (Kristi Drake)
2. PRPL Sponsorship Program and Endowment (Brandon Schmidt)

3. Consolidated Plan Findings (Brenda)
4. Aspenlieder's Initiative RFP/RFQ
5. Legislative updates

March 24, 2025 REGULAR BUSINESS

CONSENT:

1. BID AWARD: WO 24-32: N. 12th St. Gravel Street Improvements
2. Sale of Park 1 Ground Retail Space to XXXX
3. Lease Agreement with Yellowstone Ice – Amend Park (Not in AQ)
Airport Runway 7/25 Reconstruction and Extension project
4. Donation Acceptance from Partners for Parks Foundation
5. Donation – Crime Prevention Volunteer Parking Spaces at Stillwater Garage
6. Approval of MET Transit's Title VI Program and Public Participation Plan Update
7. Contract with XXXX Outsource of Custodial Services at City Hall
8. Contract with XXXX Outsource of Custodial Services at BOC
9. Perpetual Right-of-Way Easement for Multi-Use Trail from Griffin Automotive Enterprises, Inc.
10. Public Sidewalk Easement from Tanner Bennion - Rim Pointe Subdivision
11. 2nd Final/Rdg. ORD – Ward Boundary Expansion Annexation 25-02 – Exchange Subd.

REGULAR:

2. JT PH - Annexation 25-01 and ZC 1061: 441 Riverside Rd. - Wilson Park
 - a. RES Annexing
 - b. 1st Rdg ORD - ZC 1061
3. PH and 1st Rdg ORD – Annexation 25-01 Ward Boundary Expansion
4. Tax Abatement – Rocky Vista University Veterinary school (Dianne Lehm – BSEDA)
5. EBURD Tax Increment Assistance - 2115 2nd Avenue North - Air Controls Billings, Inc.
6. RES Establishing a Procedure for the Disposition of Unclaimed Property (Has not be submitted into routing in AQ)

April 7, 2025– WORK SESSION

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

1. Transportation Improvement Program (TIP) – Lora Mattox
2. Police and Fire Annual Report
3. Airport Authority
4. Legislative updates

April 14, 2025 REGULAR BUSINESS

CONSENT:

1. 2nd Final/Rdg. ORD – Ward Boundary Expansion Annexation 25-01 – Wilson Park

REGULAR:

1. PH - Consolidated Plan Findings

April 21, 2025 - WORK SESSION

1. Big Sky Senior Services – Adult Resource Alliance (Erika Purington) was moved from 2.17.2025 per Erika's request
2. Bicycle and Pedestrian Advisory Committee Annual Presentation (Elyse Monat)
3. Public Art Policy (Elyse Monat)
4. Snow Plowing Update
5. Legislative updates

April 28, 2025 REGULAR BUSINESS

CONSENT:

1. Acceptance of Consolidated Plan Findings

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

February or March: Legislative Updates (ODD years only)

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