

Billings City Administrator Weekly Report

May 2, 2025

1. **Legislature** – SB542 and HB231 are in route to the Governor for his signature. Monday's city council packet includes a description of how these bills impact taxpayers and the city's property tax revenue. Under the legislation the median homestead homeowners will see a city tax reduction of approx. \$205 - \$305 in year 1 plus receive a \$400 property tax rebate. This is good news! The following email was shared this afternoon:

Dear City of Billings Employees,

We want to inform you of a significant financial development that may impact the City's operations and short and long-term planning.

Due to recent property tax legislation enacted at the state level, the City of Billings is facing a significant budget shortfall. This possible reduction in expected revenue could place considerable strain on our ability to maintain certain city services.

On Monday, May 5, 2025, the City Council will meet to review and discuss options to address this shortfall. Potential solutions currently under consideration include:

- Accepting the state's guidance to levy approx. 240 mills instead of 203 mills defined in our city charter cap. This removes any inflationary growth in 2025 and would require an additional \$2.3M be cut from the proposed FY2026 budget.
- Seeking voter approval to increase the number of mills currently capped by the City Charter.
- If the mill levy cap is not increased. Approximately \$10.9 million will need to be cut from the proposed FY2026 balanced budget.
- Reductions must come from property tax supported departments and divisions - PD, FD, parks, legal, courts, code enforcement, crime prevention, finance, HR, Admin, library and MET transit.

No decisions have been made at this time, but we want to be transparent with you and keep you informed about this situation and the steps being considered.

We value your dedication and service to the City of Billings and will continue to keep you informed as this process unfolds. Your continued professionalism during this time is greatly appreciated.

Sincerely, Chris Kukulski

2. **Family Justice Center Conference** - Thank you for the opportunity to attend the conference with our FJC team. The work that is being done throughout North America and in Billings is both incredible and daunting. Our FJC partnership between the city and YWCA has a solid foundation.

3. **Code Enforcement Update** – Meat House project at 802 Yellowstone Avenue, requests for bids for asbestos abatement and lead-safe demolition have been posted. The mandatory bid walk through is scheduled for mid-May, with a bid closing date of May 23rd. Once bids are received, we can begin the selection process to proceed with the abatement and demolition of this building.
4. **Amend Recreation Center** – Please see the attached weekly update.
5. **Administrative Order 164** – The Information Technology, Cybersecurity and Policy Manual can be found here <https://www.billingsmt.gov/DocumentCenter/View/53646/AO-164-Repeals-AO-139-Technology-Cybersecurity-Policy-Manual>
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. Budget and Finance Committee, Wednesday, April 30th 9:00 AM, Rimrock Conference Room, 316 N. 26th Street, 5th Floor.
 - b. North Park Task Force, Wednesday, May 7:00 PM, North Park Community Center.

Amend Recreation Center: Weekly Update

5/2/2025

VP-Eastern District:	Jason Hubbard	jhub@langlas.com
Project Manager:	Rachel Guisti	rachelb@langlas.com
SR. Project Superintendent:	Lane Huffman	lhuffman@langlas.com
Field Engineer:	Si Ryan	sir@langlas.com

Progress Summary: Week of April 28th

- Weave (Civil Contractor): Starting to cut building pad to the subgrade elevation and continuation of site grading and removal of excess materials.



- Castlerock (Utility Contractor): Working stormwater retention excavation.



- Langlas: Temporary Power, Quality Control, Schedule for next Bid Day
- Good Earth Works (Irrigation Contractor): Connecting 8" irrigation line below storm drain, should be done 5/2/25.



2685 Gabel Road Billings, MT 59102 P 406.656.0629 F 406.656.1088
4555 Valley Commons Drive Bozeman, MT 59718 P 406.585.3420 F 406.585.4110
4852 Kendrick Place Missoula MT, 59808.P 406.215.1356 F 406.926.2005
101 E. Park Street Butte, MT 59701 P 406.490.2824

Schedule: Upcoming week of May 5th

- Continue moving topsoil off site and grading the building pad
- Continue working with the Utility Companies and scheduling

Schedule: Lookahead/Milestone Dates

- PEMB Building tentatively arrives - Mid August
- 100% CD (Permit Documents) – May 5th
- Remaining Packages Out to Bid – Week of May 5th

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!

May 5, 2025 - WORK SESSION

1. TBID – Budget Presentation
2. Facilities – Custodial Discussion
3. Budget Overview

May 12, 2025 REGULAR BUSINESS

CONSENT:

1. BID AWARD: 1302 Parkhill Drive Housing Rehabilitation Project
2. BID AWARD: MET Transit Transfer Center Security
3. BID AWARD: Water Treatment Plant Poly-Aluminum Coagulant
4. W.O. 25-01, Contract 3: Rosemont Way Water Main Replacement
5. Agreement for CityWorks - Enterprise License
6. Contract for Custodial Services at City Hall with Pride of Montana??
7. Contract for Custodial Services at BOC with ABM Industry Groups??
8. Grant to Parks Department from Musco Lighting for Billings Skatepark
9. Preliminary Minor Plat - Yellowstone Valley Subdivision
10. Resolution amending Annexation for Wilson Park
11. 2nd Reading Ord for Zone Change 1064

REGULAR:

None

May 19, 2025 - WORK SESSION (BUDGET ONLY)

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

May 27, 2025 (Tues.) REGULAR BUSINESS

CONSENT:

1. Compensation Agreement with LC Properties, LLC
2. Wilson Park LWCF conversion
3. CO No. 5, W.O. 19-12, West End Reservoir Project, GC/CM Contract
4. Agreement with Knife River for Fill Project
5. Amendment Amend Park Recreation Campus; Langlas
6. Donation to Police Dept. for Camp Blue
7. Donation Big Sky Economic Development
8. Limited Commercial Ground Leases with Marchi Family Enterprises, LLC
9. Public Sidewalk Easement from Tanner Bennion - Rim Pointe Subdivision
10. Perpetual Right-of-Way Easement for Multi-Use Trail from Griffin Automotive Enterprises, Inc.
11. Amended Certificate of Survey 3030, Zimmerer Family Transfer
12. Final Plat - High Sierra Subdivision, 20th Filing
13. Resolution approving Special Election Ballot Language and ordering a Special Election Re Charter and Mill Cap Changes

REGULAR:

2. PH for LB Lofts Affordable Housing Development Project
3. PH and RES setting water and wastewater rates
4. PH and RES setting solid waste rates
5. PH and RES setting storm sewer rates
6. PH and RES setting street maintenance district (SMDs) rates
7. PH and First Reading Ord. Re Charter changes

June 2, 2025– WORK SESSION (BUDGET ONLY) move these to another date

1. Bicycle and Pedestrian Advisory Committee Annual Presentation (Elyse Monat)
2. Big Sky Senior Services – Adult Resource Alliance (Erika Purington)
3. Public Art Policy (Elyse Monat)

June 3, 2025– WORK SESSION (BUDGET ONLY)

- 1.

June 9, 2025 REGULAR BUSINESS

CONSENT:

1. Boards and Commissions
2. 2nd Rdg Ordinance – Charter changes

REGULAR:

3. PH and RES Annexing Mirco Circle, Annexation 25-03
4. Budget Adoption

June 16, 2025– WORK SESSION

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

1. Snow Plowing Update

2. Transportation Alternatives Grant

June 23, 2025 REGULAR BUSINESS

CONSENT:

- 1.

REGULAR:

2. Budget adoption

July 7, 2025– WORK SESSION

July 14, 2025 REGULAR BUSINESS

CONSENT:

- 1.

REGULAR:

2. RES Establishing a Procedure for the Disposition of Unclaimed Property (Has not be submitted into routing in AQ)

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:

April 28, 2025 REGULAR BUSINESS

Legislative Update and Discussion – this appears after the City Administrator Report

CONSENT:

1. BID AWARD: WO 25-26: WTP Sediment Hauling
2. Amendment 1, with A&E Design for Amend Recreation Center.
3. GMP Amendment 1A, Amend Park Recreation Campus; Langlas & Associates
4. Amendment 27, with Morrison-Maierle, Inc. to Expand and Remodel the Airline Ticketing Area & Baggage Belt System
5. Amendment 28, with Morrison-Maierle for Engineering Services on the Runway 7/25 Reconstruction and Extension Project
6. Contract for Custodial Services at City Hall with Pride of Montana
7. Contract for Custodial Services at BOC with ABM Industry Groups
8. Five-year Consolidated Plan for FY2025-2029, the FY2025-2026 Annual Action Plan, and recommended CDBG & HOME Budget Allocations
9. State Farm Grant to Fire Dept. for Rescue Technician Training
10. Petition to Renew City Participation in BID
11. Acknowledge Receipt of Petition to Vacate Carriage Lane in Annafeld Subdivision, 5th Filing
12. Preliminary Plat - Annafeld Subdivision, 7th Filing

REGULAR:

3. PH for Land Use Contrary to Zoning for Orchard School, 120 Jackson St.- Electronic Message Display Sign
4. PH and 1st Rdg Zone Change 1064 - Buffalo Crossing Drive
5. Billings MPO FY25 UPWP Amendment 1

SPECIAL PRESENTATIONS:

1. Curb Cut Ordinance Update (Mac)
2. Transportation Corridor Plan (Debi)

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

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