

## Billings City Administrator Weekly Report

June 6, 2025

1. **Phillips 66 and PAR MT utility rate meeting** – City staff and the city’s utility rate consultant sat down with representatives from P66 and PAR to review the rate study and answer questions.
2. **CSO – Community Resource Officer** – Monday, I had the pleasure of swearing in Ashley Krause our newest CSO. The CSO team is back to a full staff of 10. Ashley spent two years as a 911 dispatcher before moving into her new position.
3. **Heights Water District (HWD) Meeting** – Most of the meeting was spent discussing the inaccurate press release and public statements made by general manger Bo Anderson. Stating that the second water plant and additional reservoirs do not directly benefit the HWD is false. These statements are damaging to future collaborative efforts as well as an unbiased review of the pros and cons of potential consolidation. (See attached letter.)
4. **Council Operations Committee** – The committee continues to work through proposed amendments to Article 2-200 Mayor and City Council section of the municipal code.
5. **Tax Credit Update** - The City received notification from the National Park Service that Part 3 of our Historic Preservation Certification (Historic Tax Credits) Application, has been approved. This is a key step in completing the tax credit transaction between the City of Billings and First Interstate Bank.
6. **Library News** – Billings Public Library Launches 2025 Summer Reading Program: “Color Our World”. (See the Press Release attached.)
7. **Park & Rec News** – See the attached Amend Recreation Center Weekly updates for May 30<sup>th</sup> and June 6<sup>th</sup> .
8. **Code Enforcement News** – Tumbleweed Runaway teens team up with Billings Code Enforcers to wipe out graffiti <https://www.ktvq.com/news/local-news/tumbleweed-runaway-teens-team-up-with-billings-code-enforcers-to-wipe-out-graffiti>
9. **2025 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.
10. **Next Week’s Meetings/Task Forces**
  - a. Budget & Finance Committee, Wednesday, June 11<sup>th</sup> 9:00 AM, Rimrock Room, 316 N. 26<sup>th</sup> Street.

- b. Legislative & Local Affairs Committee, Wednesday, June 11<sup>th</sup> 4:00 PM, Rimrock Room, 316 N. 26<sup>th</sup> Street.



June 9, 2025

County Water District of Billings Heights  
1540 Popelka Drive  
Billings MT 59105

P.O. Box 1178  
Billings, MT 59103  
P 406.657.8433  
F 406.657.8390

To Whom It May Concern:

On April 7, 2025, the County Water District of Billings Heights (CWDBH) issued a press release regarding the upcoming water rate increase that the City of Billings intends to pass for the CWDBH. At the end of the press release, there was a statement saying participation is important to the board and you would like to hear from people. We realize some time has passed, but the City would like to take the opportunity to share information related to the press release and the rate increase.

First, the press release states that you would “have to absorb some of the City of Billings investments without realizing a direct benefit to the Heights customers”. This is a misleading statement. The state law is very prescriptive when it comes to setting utility rates and it requires that benefit directly tie to the rates. The City’s rate consultant includes only operations and capital costs in the CWDBH rate that can legally be assigned to the water being received by the CWDBH. The rate does not include all of the infrastructure that City of Billings customer rates include.

The City of Billings has been forthcoming for many years with the CWDBH about the upcoming infrastructure projects. Rates for City ratepayers have been increased over the last decade to account for the projects so they would not see a large increase at one time. Per our agreement with CWDBH, the City does not set rates for the CWDBH based on future projects but rather as the infrastructure comes on line. The CWDBH was aware of the projects and associated resale rate increases over the years. We would be happy to share previous correspondence with you regarding this issue between CWDBH and the City.

Sincerely,  
DocuSigned by:

*Chris A. Kukulski*

33A3E4F6D5384F5  
Chris A. Kukulski



**FOR IMMEDIATE RELEASE**

510 N Broadway  
Billings, MT 59101  
P 406.657.8258

**Billings Public Library Launches 2025 Summer Reading Program: “Color Our World”**

**Billings, June 3, 2025** – Summer is here, and so is a brand-new season of reading, creativity, and fun at the Billings Public Library! This year’s Summer Reading Program, themed *Color Our World*, invites readers of all ages to explore books, attend hands-on programs, and earn prizes along the way.

Registration opens Tuesday, June 3, with many programs beginning Tuesday, June 17. The lineup includes a wide range of free events—arts and crafts, technology workshops, outdoor programs, and more—offering plenty of ways for kids, teens, and adults to get involved.

The Summer Reading Program helps keep young minds active and engaged while school is out, supporting academic success and reducing the effects of the summer slide. Through reading challenges, interactive programs, and creative activities, the library offers a fun and enriching way for children and teens to maintain literacy skills and continue learning all summer.

Programming highlights include:

- **For kids:** Weekly *Junior Adventurers* workshops, puppet shows, balloon art, animal safety presentations, and a *Dolly Parton Imagination Library* celebration. Don’t miss your chance to meet *Arthur* from PBS KIDS!
- **For teens:** VR gaming, art projects, podcasting, improv workshops, and Teen Nights in the CO+LAB.
- **For adults:** A visit from bestselling author *Craig Johnson*, painting miniatures, a guided tour of *DanWalt Gardens*, and book discussion groups.

The BPL Bike Library also returns this summer, bringing books and library services to parks, cafes, and community events around town. This summer, we’ll take equipment from our all-ages makerspace, the CO+LAB, out for events like *VR in the park*, *Skypoint Stories*, outdoor art programs, and more! Check the website for the full Bike Library schedule.

All events are free and open to the public. Visit [www.billingslibrary.org/531/Summer-Reading](http://www.billingslibrary.org/531/Summer-Reading) to register, view schedules, and learn more.

The Billings Public Library thanks our generous sponsors for supporting this year’s program. A complete list of sponsors is available at: [Summer Reading Sponsors PDF](#)

## Amend Recreation Center: Weekly Update

5/30/2025

VP-Eastern District:	Jason Hubbard	<a href="mailto:jhub@langlas.com">jhub@langlas.com</a>
Project Manager:	Rachel Guisti	<a href="mailto:rachelb@langlas.com">rachelb@langlas.com</a>
SR. Project Superintendent:	Lane Huffman	<a href="mailto:lhuffman@langlas.com">lhuffman@langlas.com</a>
Superintendent:	Shawn Imlay	<a href="mailto:simlay@langlas.com">simlay@langlas.com</a>
Field Engineer:	Si Ryan	<a href="mailto:sir@langlas.com">sir@langlas.com</a>

## Progress Summary: Week of May 23rd

- Weave (Civil Contractor): Wrapping up the extent of what they can do as of now. Weave will continue to help Castlerock with spoil piles.
- Castlerock: Working on all on-site water mains
- Langlas: Laying out RAM Piers and the new 6" water line.
- Good Earth Works: Continue work on the 6" Irrigation Line



## Schedule: Upcoming week of June 2nd

- Castlerock: will be starting on site utility work.
- Specialty Foundation: RAM Piers. Terracon will be doing the inspections.
- Good Earth Works will be fixing the 6" irrigation line and electrical line.
- Weave: Hauling off spoils

## Amend Recreation Center: Weekly Update

6/6/2025

VP-Eastern District:	Jason Hubbard	<a href="mailto:jhub@langlas.com">jhub@langlas.com</a>
Project Manager:	Rachel Guisti	<a href="mailto:rachelb@langlas.com">rachelb@langlas.com</a>
SR. Project Superintendent:	Lane Huffman	<a href="mailto:lhuffman@langlas.com">lhuffman@langlas.com</a>
Superintendent:	Shawn Imlay	<a href="mailto:simlay@langlas.com">simlay@langlas.com</a>
Field Engineer:	Si Ryan	<a href="mailto:sir@langlas.com">sir@langlas.com</a>

## Progress Summary: Week of June 2<sup>nd</sup>

- Weave (Civil Contractor): Removing old 6" Irrigation line and backfilling.
- Castlerock: Working on all on-site water mains
- Langlas: All RAM Piers are complete and have been tested by Terracon  
Going through Bids to ensure that all Sub-Contractors have everything.
- Good Earth Works: Have finished the 6" line and the 2" line that tied to the 6" line.





### **Schedule: Upcoming week of June 9<sup>th</sup>**

- Castlerock: Water Main Line and Storm Drain
- Specialty Foundation: RAM Piers are Completed & are moving off site
- Good Earth Works: On call for emergency services
- Weave: Cleaning up the site grade and gearing up for the week of June 16<sup>th</sup>
- Langlas:
  - Working on Rebar Drawings and Cut List
  - Working on Site Layout
  - Working through the schedule in detail



New 6" Irrigation Line and Electrical Conduits w/ tracer tape

## 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!*

### **June 9, 2025 REGULAR BUSINESS (Chris and Gina out)**

#### **CONSENT:**

1. Boards and Commissions
2. BID AWARD: 2025 Vacuum Excavator
3. BID AWARD: WO 25-01, Contract 1: Grand Ave Water Main
4. Contract for W.O. 25-19 Transportation Corridor Plan
5. Landon's Legacy Park Playground Fall Protection
6. Consultant Agreement w/SRF Consulting for MET Transit Financial Sustainability and Governance Study
7. Amendment 6, to PSA for Old City Hall with Honaker Realty
8. Lease Agreement for Park III with Honaker Realty
9. FEMA Hazard Mitigation Grant Program for BBWA Canal
10. Donation for Pioneer Park Basketball Court
11. Commercial Aviation Ground Lease with Dan and Julane Wells
12. Perpetual Right-of-Way Easement for S 46th St W from Big Island LLC
13. Encroachment and Easement with VFCU for City Hall, Park 3 Garage and Skybridge
14. Second/Final Reading Ordinance – Curb Cuts

#### **REGULAR:**

1. PH for Appeal of Evasion Determination- Exempt Plat of Amended COS 3030, Zimmerer Family Transfer

### **June 16, 2025– WORK SESSION**

**Executive Session 4:30 P.M. – 5:30 P.M.** Gina will have agenda

1. Montana's 69th Legislative Session Wrap-Up Presentation
2. Bicycle and Pedestrian Advisory Committee Annual Presentation (Elyse Monat)
3. Discussion: Development of the FY26 UPWP Transportation Planning Projects (Lora Mattox)



## June 23, 2025 **REGULAR BUSINESS**

### **CONSENT:**

1. BID AWARD: WO 25-02: Missing Sidewalk Project
2. BID AWARD: WO 25-28: Safe Routes to School Projects
3. BID AWARD: WO 25-99: City of Billings Signal Upgrade
4. **CO W.O. 19-12: West End Reservoir Project, GC/CM Contract (Not in AQ)**
5. Amendment 5 - Amend Park Recreation Campus; Langlas & Associates
6. Amendment 2 - Amend Park Rec Campus and Courts Building GMP
7. Amending the TIF MOU's to extend the term
8. W.O. 25-36: Rimrock Road - Contract for Professional Engineering Services
9. Contract with Carahsoft Technology - Access Control and Camera Upgrade/ Billings Public Library
10. FY25 Landfill Use Agreement with Yellowstone County
11. Park 1 Retail Contingency Notice
12. Purchase of 30 Mobile Data Terminals (MDT) for Police Department
13. Commercial Non-Aviation Ground Lease for Use as a Communications Equipment Site with Network Information Systems
14. Grant Funds for Fire Station 5 Interior Remodel
15. Acceptance and Approval of the 2025 HIDTA Award
16. Donations to Public Library
17. Preliminary Major Plat – Clearwater Estates, 2<sup>nd</sup> Filing
18. Preliminary Major Plat - 44 West Subdivision
19. Resolution ordering improvements for WO 25-02: Missing Sidewalk program
  - a. Bid Award: WO 25-02: Missing Sidewalk Program

### **REGULAR: Do not add anything else**

2. PH and Special Review 1000 – 840 Shiloh Crossing Blvd.
3. PH and Resolution Adopting Wastewater Retail Rates
4. PH and 1<sup>st</sup> Rdg ORD Zone Change 1066 – 828 (aka 844) Grand Avenue
5. PH and RES Setting Annual BID1 Assessment
6. PH and RES Setting Annual TBID Assessment
7. PH and RES Approving FY25 Budget Amendments
8. PH and RES approving and adopting FY26 Preliminary Budget

## July 7, 2025– **WORK SESSION**

1. Big Sky Senior Services – Adult Resource Alliance (Erika Purington)
2. **Urban Renewal District Oversight and Management** (Also on 7/23 but CC interest in moving this early??)
3. Transportation Alternatives Grant
4. Public Art Policy (Elyse Monat)

## July 14, 2025 **REGULAR BUSINESS**

### **CONSENT:**

1. Wilson Park LWCF Conversion
2. Compensation Agreement with LC Properties, LLC
3. Fire Station 5 Interior Remodel General Contractor Services
4. Perpetual Right-of-Way Easement for Multi-Use Trail from Griffin

Automotive Enterprises, Inc.

**REGULAR:**

2. PH and RES Annexing Mirco Circle, Annexation 25-03
3. PH and 1<sup>st</sup> Rdg ORD – Zone Change 1066
4. Tax Increment Assistance – Downtown Billings Partnership - 4 Montana Avenue  
Pedestrian Crossing Flashing Beacons
5. RES Establishing a Procedure for the Disposition of Unclaimed Property (Has not  
be submitted into routing in AQ)

**July 21, 2025– WORK SESSION**

1. SBBURD Expansion Analysis Update
2. Urban Renewal District Oversight and Management  
(Maybe move up to July 7 WS??)

**July 28, 2025 REGULAR BUSINESS**

**CONSENT:**

1. BID AWARD: Big Ditch Trail Extension

**REGULAR:**

**August 4, 2025– WORK SESSION**

1. Snow Plowing Update

**August 11, 2025 REGULAR BUSINESS**

**CONSENT:**

- 1.

**REGULAR:**

**August 18, 2025– WORK SESSION**

**August 25, 2025 REGULAR BUSINESS**

**CONSENT:**

- 1.

**REGULAR:**

2. PH and RES Setting Annual Levies for Fiscal Year 2025
3. PH and RES Setting PMD Annual Assessments for Fiscal Year 2026
4. PH and RES Road Maintenance District No. 6
- 5.

**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