

Billings City Administrator Weekly Report

June 20, 2025

- 1. Wilson Park** – City staff, along with representatives from the animal shelter and legal counsel, met with Land and Water Conservation Fund (LWCF) officials to advance the Wilson Park land exchange. While the process remains complex, we confirmed that federal requirements can be met by exchanging only half of Wilson Park. This approach reduces the replacement land value needed from the full \$970K appraisal to approximately \$500K.
- 2. Phillips 66 and PAR Utility Rate Proposal** - City staff and our utility rate consultant met with representatives from PAR and Phillips 66 to review their proposed rate structure. We are currently evaluating the proposal and plan to respond within the next few weeks. Progress continues in a positive direction.
- 3. Fire Chief Interviews** - Three candidates were interviewed for the Fire Chief position this week. We anticipate announcing the selected candidate next week.
- 4. State Mental Health Facility Siting** - City staff, along with Councilmembers Owen and Boyett, met with state officials exploring locations for a second state mental health campus to complement Warm Springs. Several state-owned properties in the Billings and Laurel areas are under consideration. The state has expressed a strong preference for a site within city limits that can connect to public utility services.
- 5. Stormwater Drainage Improvement at BIL** – The airport has received confirmation of Representative Downing's request for the BIL Stormwater Pond E Improvements Project <https://downing.house.gov/services/community-project-funding>
- 6. St. Vincent Regional Hospital Groundbreaking** – This is great news, as St. Vincent's did consider halting the project last year. Approx 1,200 employees will be building the new St. Vincent Hospital over the next four years. The project is expected to cost nearly \$1 Billion.
- 7. Family Justice Center Discussion** – Councilmember Owen and I met with Riverstone leadership to discuss crisis response, nurse family partnership and the Colonial. All are moving forward in positive ways.
- 8. Public Works News** – New Driver's License Scan System at Billings Regional Landfill. Beginning July 1, 2025, the Billings Regional Landfill will implement a new driver's license scan system to quickly, accurately, and securely determine whether a load is from within City limits or the County for improved record keeping.
 - How does it work – Present your driver's license at the scale house. Our team will scan your license using a secure system linked to GIS data, instantly confirming your location.
 - Is my driver's license information stored after it's scanned – No, your driver's license info is not stored anywhere after it is scanned.

- What if I just moved here and driver's license doesn't reflect my local address –Please bring a proof of residency such as an electricity, gas, or water bill with your name and address or a rental agreement in your name, etc.
- Will this increase the length of lines at the landfill – No staff will check licenses while you wait in line and may divert some traffic as needed. This could actually shorten wait times.
- Reminder – There is no charge at the scale house for residential municipal solid waste (MSW) disposal for City residents with loads under 1,500 lbs. and County residents with loads under 700 lbs.

More information about accepted waste and service charges at www.billingsmtpublicworks.gov/236/Billings-Regional-Landfill . Also see attached press release.

9. Library News - This year's all-ages Summer Reading Program is off to a fantastic start. Within the first two weeks, we've surpassed last year's total number of participants! For more information, to sign up, or to explore all the library's programs, visit our website: <https://www.billingslibrary.org/531/Summer-Reading>

Join us to celebrate millions of free books being distributed to kids across the world, and right here in Yellowstone County, as Dolly Parton's Imagination Library celebrates its 30th anniversary! The library will host an event in the Community Room on June 21 from 10 am to noon. Kids can win free books, participate in a Dolly Parton costume contest, sign up for the program, and more. (See attached flyers.)

10. Parks & Recreation News – Twenty-eight kids participated in free swim lessons at South Park Pool.



Please see the attached June 20th update for the Amend Recreation Center weekly update.

Billings' Free Rec2U Program is back for another summer of fun. There were 404 kids at Rec2U this week! The best week last year was 197 kids. See the Q2 story <https://www.ktvq.com/news/local-news/billings-free-rec-2-u-program-is-back-for-another-summer-of-fun>

11. 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.

12. Next Week's Meetings/Task Forces

- a. Heights Task Force, Tuesday, June 24th 7:00 PM, Oasis Conference Room, 543 Aronson.



ADMINISTRATION
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FOR IMMEDIATE RELEASE
6/12/2025

Billings Landfill to Launch New Driver's License Scan System July 1, 2025

Billings, MT – The City of Billings Public Works Department is implementing a new driver's license scan system at the Billings Regional Landfill, effective July 1, 2025. This innovative system is designed to quickly, accurately, and securely determine whether landfill loads are from within City limits or the County for record keeping.

How does the scan system work?

Upon arrival at the landfill, customers will be asked to present their driver's license at the scale house. Staff will scan the license using a secure system linked to GIS data, instantly confirming the customer's location.

Is my driver's license information stored after it's scanned?

No driver's license information will be stored after scanning. The process is designed with privacy and security as top priorities.

What if I just moved here and my driver's license doesn't reflect my local address?

If a customer's driver's license does not reflect their current local address, they can bring proof of residency, such as a utility bill (electricity, gas, or water) or a rental agreement in their name.

Will this increase the length of lines at the landfill?

The new system is not expected to increase wait times. Staff will check licenses while customers wait in line and may divert traffic as needed, potentially reducing overall wait times.

Important Reminder

There is no charge at the scale house for residential municipal solid waste (MSW) disposal for City residents with loads under 1,500 lbs and for County residents with loads under 700 lbs.

The City of Billings encourages all landfill users to have their driver's license ready for scanning beginning July 1. Additional reminders and information will be shared throughout June to help residents prepare for this transition.



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For more information about accepted waste and service charges, please visit
- www.billingsmtpublicworks.gov/236/Billings-Regional-Landfill

Thank you for your cooperation as we work to improve landfill services for our community.

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Media Contact

Jennifer Duray

Deputy Director of Public Works

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FOR IMMEDIATE RELEASE:

June 17, 2025

Contact: Matt Hoffman
Marketing Coordinator
marketing@uwyellowstone.org
406-272-8503

MEDIA ADVISORY

Celebrating 30 years of free books with Dolly Parton's Imagination Library

Join us to celebrate millions of free books being distributed to kids across the world as Dolly Parton's Imagination Library celebrates its 30th Anniversary! The **Billings Public Library** will host an event in the **Community Room on June 21 from 10 am – noon**. Kids can win free books, participate in a Dolly Parton Costume Contest, and more.

This will be a fantastic visual opportunity for media organizations to highlight a feel-good story from organizations that do important work promoting education. As the local partner for the Imagination Library, United Way of Yellowstone County promotes the program and helps get kids signed up.

So, it's not just country songs?

- Kids aged 0-5 can sign up and get a free, age-appropriate book mailed to them every month. Reading to kids helps develop reading skills and create a love of reading.
- Get signed up and learn more here: <https://www.unitedwayyellowstone.org/dolly-partons-imagination-library>
- United Way of Yellowstone County serves as the local partner for the Imagination Library, helping get kids signed up and supporting local families with questions and any problems getting books. The Billings Public Library has been a robust supporter of the Imagination Library and local literacy efforts.
- About 4,300 local kids are signed up. Since taking over as the local partner in September, UWYC has signed up more than 1,000 new kids.
- Each month, the Imagination Library gives out more than 3 million books across the world.
- Montana's Imagination Library has over 63 local program partners, and is funded with assistance from the Treasure State Foundation.



A free book program for young readers marks 30 years in business

Yellowstone Public Radio | By [Kayla Desroches](#)

Published June 18, 2025 at 5:26 PM MDT



Kayla Desroches / Yellowstone Public Radio

A cardboard cutout of Dolly Parton in front of the children's section of the Billings Public Library advertises a Saturday event celebrating the 30th year of the Imagination Library

Dolly Parton's Imagination Library launched in 1995 and now includes thousands of young readers in Montana.

Dolly Parton's Imagination Library is observing three decades of distributing books to readers five years old and younger.

Elizabeth Clinton with affiliate social services organization United Way of Yellowstone County says families who sign up receive a free book delivered to their doors

KEMC
Performance Today

The model is aimed at making access to reading convenient and affordable.

"All of the books are actually selected by the Dollywood Foundation and a team of very qualified individuals that look at developmentally friendly books for each age group," said Clinton. "And so, all of the shipping, book ordering and stuff like that is done through the Dollywood Foundation. The books are shipped directly from a warehouse in Tennessee all over the country."

The program launched in Tennessee in 1995.

According to the Imagination Library, 14 percent of American kids are now registered, including over 27,000 children in Montana. That's roughly 14,000 more children than were enrolled locally in 2023, when First Lady of Montana Susan Gianforte spearheaded the program's statewide expansion.

Tags[Regional News](#)[YPR News](#)[libraries](#)[Reading](#)[literacy](#)[Dolly Parton's Imagination Library](#)

Kayla Desroches

Kayla writes about energy policy, the oil and gas industry and new electricity developments.

[See stories by Kayla Desroches](#)

Latest Stories

Horror, a documentary, or kids, there's only good choices at the movies this weekend

KEMC

Performance Today



Amend Recreation Center: Weekly Update

6/20/2025

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

Progress Summary: Week of June 16th

- Weave (Civil Contractor):
Digging Footings on the exterior perimeter of the building
Prepping the Gym Slab-3" minus is in place and is getting tested twice a day for compaction
- Langlas: setting up Pre-Construction meetings and Schedule
- Castlerock: will be moving off site for about 4 weeks.



Schedule: Upcoming week of June 23rd

- City of Billings
-Approval-City Council
-Building Permit-Building Department

City Council Approval

- Langlas
 - Order Rebar
 - Order Gym Floor Material
 - Pre-Con Meeting w/Mechanical, Electrical, Plumbing, Concrete Contractors
 - Form Footings and Tie Rebar

Building Permit

- Footing and Rebar Inspection
- Pour 1st Footing Pour
- Finalize 1st Schedule & Milestone Dates

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

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 23, 2025 REGULAR BUSINESS

CONSENT:

1. BID AWARD: WO 25-28: Safe Routes to School Projects
2. BID AWARD: WO 25-99: City of Billings Signal Upgrade
3. Amendments to MOUS for Urban Renewal Districts to extend the term
4. Amendment 2 - Amend Park Rec Campus and Courts Building GMP Langlas & Associates
5. Contract with Pine Cove Consulting for Access Control and Camera Upgrade/ Billings Public Library
6. Professional Engineering Services - W.O. 25-36: Rimrock Road
7. FY26 Landfill Use Agreement with Yellowstone County
8. Commercial Non-Aviation Ground Lease for Use as a Communications Equipment Site with Network Information Systems
9. Donations to Library from Town Pump
10. Grant Funds for Fire Station 5 Interior Remodel
11. 2025 HIDTA Award
12. Preliminary Major Plat – Clearwater Estates, 2nd Filing
13. Preliminary Major Plat - 44 West Subdivision
14. Resolution ordering improvements for WO 25-02: Missing Sidewalk program
 - a. Bid Award: WO 25-02: Missing Sidewalk Program

REGULAR:

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

Councilmember Kennedy's Initiatives?

1. Litter on South Billings Blvd. and Frontage Road
2. Strong Mayor Council form of government

July 7, 2025– WORK SESSION

1. Big Sky Senior Services – Adult Resource Alliance (Erika Purington)
2. Billings PCE Superfund Site (Roger Hoogerheide, EPA Project Manager)
3. Urban Renewal District Oversight and Management (Also on 7/23 but CC interest in moving this early??)
4. Transportation Alternatives Grant
5. Public Art Policy (Elyse Monat)

July 14, 2025 REGULAR BUSINESS

CONSENT:

1. Bid Award: Fire Station 5 Interior Remodel
2. Purchase of 30 Mobile Data Terminals (MDTs)
3. W.O. 19-42: West End Water Treatment Plant Transmission Main, Phase 2
4. **Wilson Park LWCF Conversion**
5. FY26 Unified Planning Work Program
6. Amendment 4 with Mead and Hunt Contract for Air Service Consulting Services for FY26
7. Compensation Agreement with LC Properties, LLC
8. Warranty Deed – COS 2007, Amended Tract 2A-1
9. Perpetual Right-of-Way Easement for Multi-Use Trail from Griffin Automotive Enterprises
10. 2nd/Final Rdg Ord. - Zone Change 1066-828 (aka 844) Grand Ave

REGULAR:

2. PH and RES Annexing Mirco Circle, Annexation 25-03
3. PH and 1st Reading ORD – Zone Change 1066-828 Grand Ave.
4. PH and 1st Reading ORD Amending BMCC 22-408, Right of Way Obstructions
5. PH and 1st Reading ORD Amending BMCC 24-601, Bicycle Parking
6. Tax Increment Assistance – Downtown Billings Partnership - 4 Montana Avenue Pedestrian Crossing Flashing Beacons
7. Tax Increment Assistance - Downtown Billings Partnership - Masonic Temple Building
8. **RES Establishing a Procedure for the Disposition of Unclaimed Property (Not 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??)
3. Montana's 69th Legislative Session Wrap-Up Presentation (Jessica Fust)

July 28, 2025 REGULAR BUSINESS

CONSENT:

1. BID AWARD: Big Ditch Trail Extension
2. Second/Final Reading Ordinance amending Section 24-601, BMCC parking of bicycle
3. Second/Final Reading Ordinance amending Section 22-408, BMCC right-of-way obstructions

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:

DRAFT

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

DRAFT