

## Billings City Administrator Weekly Report

June 27, 2025

1. **FD Graduation** – Congratulations Taylor Axelson, Colton Orr, Dustin Parker, Thadius Fried, Ryan Cox, Brady Exner, Chase Moore, Conlan Beaver, Brandon VanTassel, Canyon Etheridge. This morning, these 10 new fire fighters were sworn in after completing the fire training academy.



2. **Fire Chief** – Matt Hoppel has been officially appointed as Fire Chief of the Billings Fire Department, effective immediately. With over 27 years of dedicated service across nearly every role in the department, Matt brings a wealth of experience, steady leadership, and a deep commitment to our community. He was selected through a thorough internal process conducted in partnership with GMP Consulting, and we are confident he's the right person to lead the department in the future.
3. **IT Director** – David Watterson is retiring Monday after 30 years of service to the citizens of Billings. Jeff Sprock has been named interim director. A national search is underway to permanently fill this critical leadership position.
4. **Rockman Project** – The Rockman project (Honaker/Cape) received a two (2) year extension from the downtown TIF board this morning. The project's completion date deadline is now December 31, 2028. Demo of the hotel site is nearly completed. The closing on the sale of the old city hall and parking garage is scheduled for July 8.
5. **City/County** – Kevin and I met with Commissioner Morse. The short-term hold facility is scheduled to be completed by Thanksgiving. The jail expansion plan is continuing to progress. Statistically valid polling to gauge public input on the jail expansion will be taking place to help guide decisions.
6. **Beartooth RC&D Active Project Updates -**
  - Business Enhancement Program: Assisted businesses in receiving the following grants for training:
    - Grindy's Cheeseballs: MMEC Process Flow and Processing Efficiency Training (\$2000)
    - Yellowstone Valley Food Hub: MMEC Process Flow and Processing Design and Layout Training (\$2000)
    - Caramel Cookie Waffle House: HACCP Training (\$2000)
    - Rebelhead Kombucha: Working with MMEC on a Food and Beverage Recall process.

- Upcoming July 15<sup>th</sup> training at Rock31: Good Manufacturing Practices Training with MMEC (\$2500)
  - Recently closed one new loan in Billings for Authentic Imaging (\$61,000).
- 7. MLCT Annual Conference October 15-17 in Billings** – Denise and I met with league staff and our Visit Billings partners to iron out details. The President’s Reception will be held at the YAM and Thursday evenings event will be at the Billings Depot. All activities will be downtown within walking distance of the Northern and Double Tree. (Please see the attached Conference flyer.)
- 8. Library News** – The Billings Public Library Teen Advisory Board, in collaboration with our Teen Librarian, has launched a new podcast called In the Margins. This teen-led project gives young people a platform to share their voices, experiences, and perspectives. In the first episode, listeners will hear how the library has shaped their lives and why it remains such an important space for Billings teens.

Listen to Episode 1 here: <https://www.youtube.com/watch?v=t7MVRV-LXPI>

Last week, the library hosted an outdoor story time and ice cream social at the Children’s Clinic Library Express Locker to kick off our summer locker programming and celebrate being named Montana Library of the Year. This event, *Stethoscopes and Stories*, was held in partnership with the Children’s Clinic and Billings Library Foundation and drew over 90 attendees. We anticipate strong participation as the program continues throughout the summer.



## 9. Public Works News –

### Utility Bill Template:

A draft of the new template is attached. It only shows one tier but if there are more, it will look like the box below. There are two changes that will be made based on our review. First, “service total” will be changed to “current charges” in the Current Charges box to match the summary. And, the word “residential” will be removed from the stormwater note. We will start to use this template for billing cycles later in July.

CURRENT CHARGES		
<b>Water Service</b>	<b>03/27/25 - 05/11/25</b>	<b>\$705.59</b>
Base Rate		\$8.75
Tier 1 - 4.87 Per KGal	@ 10 KGal	\$48.70
Tier 2 - 5.82 Per KGal	@ 22 KGal	\$128.04
Tier 3 - 7.57 Per KGal	@ 43 KGal	\$325.51
Tier 4 - 11.37 Per KGal	@ 17 KGal	\$193.29
Water Service Line Repair Fee		\$1.30

#### Plant and Reservoir project:

Progress has been made on this project, and we want to offer an opportunity to any council member who would like to tour the site. You will still need to use your imagination for a large part of it, but it is interesting to see it at different stages. Please email Debi if you are interested in a tour and note your availability over the week of July 7-11.



#### Landfill update:

As most of you know from previous CA Weekly's and PW Facebook page, we will start checking IDs of people dropping off material at the landfill. The scanner is being used because there are a lot of streets in Billings and our scale house personnel don't know all of them. If they had to look up every address, the line would be very long. The scanner does not collect the driver's license number, just the address, and then at the end of the day, the City versus County loads are tallied and the information is removed from the system. We won't be storing any data other than the number of vehicles. Also, we have flyers that will be handed out to all people notifying them of the load securing requirements and informing them that the charge for unsecured loads will be assessed starting August 1. There have been concerns that the lines will get longer with this interaction, but we have also developed an automated system for commercial haulers that will take them out of the line and have them use the other scale. We anticipate with the changes we are making; the lines MAY even get shorter. Flyer about unsecured loads is attached.

**10. Parks and Recreation News** – See the attached Amend Recreation Center Weekly Update for June 27<sup>th</sup>.

**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. North Park Task Force, Wednesday, July 2<sup>nd</sup> 7:00 PM, North Park Community Center, 807 N. 25<sup>th</sup> Street
- b. Council Operations Committee, Thursday, July 3<sup>rd</sup> 4:00 PM, Rimrock Room, 316 N. 29<sup>th</sup> Street



# **Annual League Conference Registration Opens on Tuesday, July 1st!**

**October 15 - 17 | DoubleTree by Hilton | Billings, MT**



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**Join the League in Billings this October to fuel  
*LOCAL MOMENTUM!***

The countdown is on! Registration for Montana League of Cities and Towns 94th Annual Conference opens on **Tuesday, July 1st - [HERE](#)** (*early bird pricing is just **\$210 for past attendees** and **\$150 for first-time attendees** until September 1st*)!

Join over 400 municipal leaders from across Montana for three unforgettable days of leadership, learning, and local government collaboration in **Billings at the DoubleTree Hotel by Hilton, October 15 – 17, 2025**.

This year's theme, **[LOCAL MOMENTUM](#)**, celebrates the work you're doing right now and the powerful progress we can make together.

### **What's in store?**

- Timely breakout sessions packed with practical tools and strategies
- A dynamic keynote speaker to inspire and energize
- Peer-led collaboration and real talk about local leadership
- League & MMIA Annual Business Meetings
- President's Reception at the Yellowstone Art Museum
- Thursday Night Social at The Depot

Whether you're a mayor, council member, clerk, finance officer, or admin staff, **this conference is built for YOU**.

**Hotel rooms are going fast!** Reserve your discounted hotel room today. Full details and block codes are listed at the bottom of [this webpage](#).

Mark your calendar: Registration opens July 1st, [HERE](#)!

### **Early Bird Pricing** (expires on September 1st):

- **\$210 for Past Attendee** - \$260 after September 1st
- **\$150 for First-Time Attendee** - \$200 after September 1st

Let's keep LOCAL MOMENTUM moving forward. We'll see you in Billings this October!



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CITY OF BILLINGS  
Public Works Utilities  
2251 Belknap Avenue  
Billings, MT 59101

Bill Date: 03/27/2025

\*[1/1]\*

What Do I Owe?  
\$81.54

When is it Due?  
04/11/25

Current Water Usage (1 CCF = .748 KGals, 1 KGAL = 1000 GALLONS)

Meter Number	Previous Reading	Current Reading	Usage CCFs	Usage KGals
	1726	1730	4	3

CURRENT CHARGES

<b>Water Service</b>	<b>02/19/25 - 03/20/25</b>	<b>\$24.66</b>
Base Rate		\$8.75
Tier 1 - 4.87 Per KGal @ 3 KGal		\$14.61
Water Service Line Repair Fee		\$1.30
<b>Solid Waste Service*</b>	<b>02/25/25 - 03/27/25</b>	<b>\$19.35</b>
<b>Sewer Service</b>	<b>02/19/25 - 03/20/25</b>	<b>\$30.85</b>
Base Rate		\$7.85
5.75 Per KGal @ 4 KGal		\$23.00
<b>Stormwater^</b>	<b>02/25/25 - 03/27/25</b>	<b>\$6.68</b>
<b>Service Total</b>		<b>\$81.54</b>

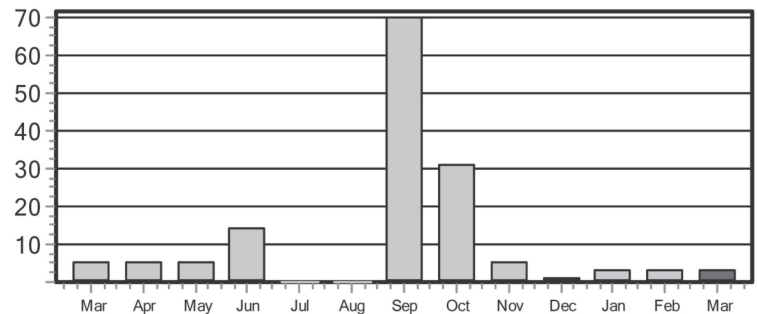
\*See residential solid waste rates on reverse side

^See residential stormwater rate information on reverse side

WHAT MAKES UP MY BILL?

Previous Balance	\$81.54
Payments Received	-\$81.54
Current Charges	\$81.54
<b>Amount Due this Bill</b>	<b>\$81.54</b>

Your Usage in Kgal \*



Tier 1 (0-10 KGal)

Tier 2 (11-22 KGal)

Tier 3 (23-75 KGal)

Tier 4 (>75 KGal)

\*The graph displays usage for the current billing cycle, which includes the previous month's usage (i.e. the February bar reflects January usage). There may be months that reflect no usage. Usages for those periods are reflected in the subsequent month when it was billed.

WHAT DO I NEED TO KNOW?



CITY OF BILLINGS  
Public Works Utilities  
2251 Belknap Avenue  
Billings, MT 59101

PAY BY PHONE: 406.657.8315

PAY ONLINE: <https://accountadmin.billingsmtpublicworks.gov/>

PLEASE RETURN THIS PORTION WITH PAYMENT

Account:

For billing questions, contact customer service at 407.657.8315, Option 3.

When Is It Due?  
04/11/25

What Do I Owe?  
\$81.54

Amount Enclosed \$

BI10519T 108 1 MB 0.622 7000000121 00.0002.0106 108/1



PUBLIC WORKS-UTILITIES  
2251 BELKNAP AVENUE  
P.O. BOX 30958  
BILLINGS MT 59107-0958





# Help Keep Billings Safe & Clean — **Secure** **Your Load** Every Trip!



## Why **secure** your load?

- Prevent dangerous debris on roads
- Keep Billings clean—reduce litter
- It's required by landfill rules

## What is a **secured** load?

- **Tied Down** - Use ropes, straps, or bungee cords
- **Covered** - Use tarps or netting over loose items
- **No Loose Debris** - Nothing should fall, blow, or spill from your vehicle or trailer

## Unsecured Load Fees Charged at the Scale House

**Starting August 1**

**\$40**

CITY OF BILLINGS

**\$60**

YELLOWSTONE COUNTY



[www.billingsmtpublicworks.gov](http://www.billingsmtpublicworks.gov)



406-657-8285



[landfill@billingsmt.gov](mailto:landfill@billingsmt.gov)

## Amend Recreation Center: Weekly Update

6/27/2025

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 23<sup>rd</sup>

- 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



### Schedule: Upcoming week of June 30<sup>th</sup>

- City of Billings  
-Building Permit
- Billings Concrete  
-Move In and Start Layout

- 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 1<sup>st</sup> Footing Pour
- Finalize 1<sup>st</sup> 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!*

### **July 7, 2025– WORK SESSION**

1. Billings PCE Superfund Site (Roger Hoogerheide, EPA Project Manager)
2. Transportation Alternatives Grant (Elyse Monat)
3. Public Art Policy (Elyse Monat)
4. Aspenlieder's Initiative – Reduction of Council (Phase 1)

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

#### **CONSENT:**

1. Bid Award: W.O. 19-42: West End Water Treatment Plant Transmission, Phase 2
2. Bid Award: Fire Station 5 Interior Remodel
3. Change Order No. 6, W.O. 19-12 West End Reservoir
4. Amendment 1 - Park 1 Condominium
5. Amendment 4 - Air Service Consulting Services for FY26
6. Purchase of 30 Mobile Data Terminals (MDTs)
7. Disposal of 300-gallon surplus waste containers
8. Donation Acceptance For Solar Lighting Rose Park North Trail
9. Right of Way and Warranty Deed – COS 2007, Amended Tract 2A-1
10. FY26 Unified Planning Work Program Recommendation to PCC
11. Transportation Alternatives Grant Recommendation to pCC
12. EPA Brownfields RLF for 802 Yellowstone Avenue Abatement
13. Resolution - Sale for the South Billings Urban Renewal District Series 2025 Bonds
14. 2<sup>nd</sup>/Final Rdg Ord. - Zone Change 1066-828 (aka 844) Grand Ave

#### **REGULAR:**

2. PH and 1<sup>st</sup> Reading ORD Amending BMCC 22-408, Right of Way Obstructions
3. PH and 1<sup>st</sup> Reading ORD Amending BMCC 24-601, Bicycle Parking
4. Tax Increment Assistance – Downtown Billings Partnership - 4 Montana Avenue Pedestrian Crossing Flashing Beacons
5. Tax Increment Assistance - Downtown Billings Partnership - Masonic Temple Building

### **July 21, 2025– WORK SESSION**

1. Montana's 69th Legislative Session Wrap-Up Presentation (Jessica Fust)
2. Litter on South Billings Blvd. and Frontage Road (Kennedy)??
3. SBBURD Expansion Analysis Update
4. Urban Renewal District Oversight and Management
5. Aspenlieder's Initiative – Reduction of Council (Phase 2)

### **July 28, 2025 REGULAR BUSINESS**



**CONSENT:**

1. BID AWARD: Big Ditch Trail Extension
2. Perpetual Right-of-Way Easement for Multi-Use Trail from Griffin Automotive Enterprises
3. Second/Final Rdg ORD amending Section 24-601, BMCC parking of bicycle
4. Second/Final Rdg ORD amending Section 22-408, BMCC right-of-way obstructions

**REGULAR:**

2. PH and 1<sup>st</sup> Rdg ORD calling for election on Reduction in Council.

**August 4, 2025– WORK SESSION**

1. Big Sky Senior Services – Adult Resource Alliance (Erika Purington)
2. Snow Plowing Update

**August 11, 2025 REGULAR BUSINESS****CONSENT:**

1. Wilson Park LWCF Conversion/Swap
2. RES – Ballot Language
3. 2<sup>nd</sup> Rdg/Final Ord. calling for mail ballot Reduction of Council
- 4.

**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. RES Establishing a Procedure for the Disposition of Unclaimed Property (Not submitted into routing in AQ)

**September 2, 2025 (Tues.) – WORK SESSION****September 8, 2025 REGULAR BUSINESS****CONSENT:**

1. Airport Consultant Selection - RFP

**REGULAR:**

**September 15, 2025– WORK SESSION**

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

**September 22, 2025 REGULAR BUSINESS**

**CONSENT:**

1.

**REGULAR:**

1. Resolution to renew Citizens Police Advisory Committee (Regular Agenda Item)

**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