

## Billings City Administrator Weekly Report

August 8, 2025

### 1. Parks & Recreation News –



“In recent years, the Magic City Community Gardens have revived a Parade of Gardens program to highlight the work of our gardens and their impact in the community. Participating gardens included Amend Park, Songbird, and St. Andrew Community Gardens, as well as new additions People’s Garden and Master Gardeners programs at MetraPark. This year’s event welcomed an average of 30+ visitors to each garden in Billings, doubling our visitors from 2024.

In addition to past year’s programming of garden tours and giveaways, we invited several non-profit organizations to highlight our work within the broader community, including Billings Community Seed Library, Bright n Beautiful, Billings TrailNet and MSU-Extension Yellowstone County. We look forward to growing and reaching more of Billings through partnerships and food donations.”

**Updated Pool Hours 2025** – The City of Billings Parks and Recreation Department will be adjusting pool schedules as the end of the season approaches. Pool safety is the highest priority, and schedules will be changing due to the availability of lifeguards.

Pool hours will change as listed:

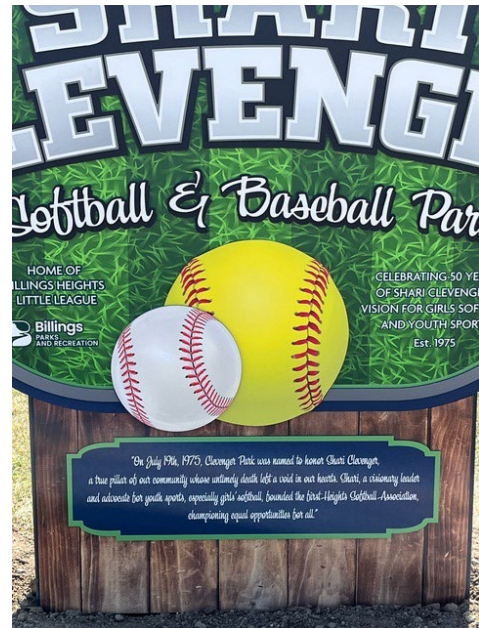
- Wading pools will close for the season August 15th at 6pm.
- South Pool will close for the season August 24th at 6pm.
- Rose Pool will close for the season August 30th at 6pm (reduced hours 25th to 30th based on lifeguard availability).

All spray grounds will remain open and available for families from 10 am to 8 pm. Spray grounds are located at North, South, Terry, Highland and Castle Rock Parks. The department hired over 60 lifeguards for the season across four facilities. The majority of lifeguards return seasonally from local high schools and college students returning home to Billings.

The end of pool season will be celebrated by the Annual Dog Days of Summer dogs-only swim on August 31st from 12-3 pm. Adult companions are required to supervise their dogs. Dogs are \$4 each and humans are free.

For more information about our pools and spray grounds, visit [www.billingsparks.org/facilities/](http://www.billingsparks.org/facilities/) and stay up to date on Billings Parks & Recreation social media platforms. (See the Adjusted Pool Hours flyer attached.)

New sign install at Clevenger Park has been completed.



No triple digits yet: Billings enjoys mild summer weather.

<https://www.ktvq.com/news/local-news/no-triple-digits-yet-billings-enjoys-mild-summer-weather>

Amend Recreation Center - Weekly Updates for August 1<sup>st</sup> and August 8<sup>th</sup> are attached.

PRPL Updated 2025 Project List Update is attached.

- Planning News** – The latest West Billings Neighborhood Plan public open house is on August 14th at 6 pm in the Ben Steele Middle School Cafeteria, 5640 Grand Avenue. Please see the attached pdf with the QR code or visit the West Billings Neighborhood Plan webpage for more information here <https://sanbell.com/engage/west-billings-plan> Please join us at Ben Steele or visit the Plan information online! (See attached flyer.)

The Planning Division hosted our consultant team this past week for two and a half days for the Montana Land Use Planning Act – Land Use Plan and Future Land Use Map work we are carrying out – called **Billings 2045**. This effort included:

- A 3.5-hour tour of the community with the consultant team on a MET bus
- Engaging 64 stakeholders (individuals, community organizations, City and County departments) in 11 different subject area meetings – ranging from Environmental issues to Public Health and Services to Housing and Community Development
- Multiple Planning team and consultant team discussion/planning sessions
- An Interim Planning Commission Meeting on Thursday evening to update the IPC on the week's activities and engage them in the issues and information the stakeholders shared with us

Next steps include:

- Follow up with some stakeholders that were identified during the week that we missed
- Development of a Community-Wide Survey Tool
- Outreach at the Phillips 66 Meet and Greet
- Outreach at the Harvest Festival
- A Public Planning Week in the Fall with multiple engagement opportunities

Please visit [www.Billings2045.com](http://www.Billings2045.com) for more information on this week's events and future activities.

**3. 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.

**4. Next Week's Meetings/Task Forces**

- a. Legislative and Local Affairs Committee, Wednesday, August 13<sup>th</sup> 4:00 PM, Rimrock Conference Room, 316 N. 26<sup>th</sup> Street, 5<sup>th</sup> Floor.



# Updated Hours

**DUE TO AVAILABILITY OF  
LIFEGUARDS, THE POOL  
SCHEDULES WILL BE ADJUSTED  
STARTING NEXT WEEK:**

**WADING POOLS – LAST DAY 8/15**

**SOUTH POOL – LAST DAY 8/24**

**ROSE POOL – LAST DAY 8/30**

**\*REDUCED HOURS 25<sup>TH</sup> TO 30<sup>TH</sup> DUE TO  
LIFEGUARD AVAILABILITY**



**Billings**  
PARKS  
AND RECREATION



## Amend Recreation Center: Weekly Update

8/1/2025

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>
Field Engineer:	Si Ryan	<a href="mailto:sir@langlas.com">sir@langlas.com</a>

## Progress Summary: Week of July 25<sup>th</sup>

- **Langlas:**                      **Anchor Bolts & Door Block outs**  
Layout of Footings & Walls for Rebar Placement  
Schedule: 1st part of the building arrives on August 11<sup>th</sup>.  
Quality Control & City/Special Inspections  
Pre-Construction Meetings
- **Billings Concrete:**            **Footing Pour Monday 11:00 Wall Pour Wednesday 12:00**  
Forming Foundation Walls- West and North Gym  
Forming Footings- West Gym Area  
Rebar Placement for the Foundation Walls
- **Terracon:**  
Special Inspections of Rebar & Anchor Bolts & Concrete Testing



### **Schedule: Upcoming week of August 4<sup>th</sup>**

- Langlas:
  - Rebar Delivery-August 7<sup>th</sup>
  - Footing-Layout
  - Foundation- Layout
  - Block outs- for Anchor Bolts
  - City/Special Inspections
  - Concrete Footing & Foundation Pours
- Billings Concrete:
  - Forming Footings
  - Forming Foundation Walls
  - Tieing Rebar
  - Pour Concrete
- Weave:
  - Start Backfilling Administrative Area
- Plumb MT
  - Under ground rough in of the gas line

Pre-Construction Meeting- Interior Concrete Slabs

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

## Amend Recreation Center: Weekly Update

8/8/2025

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>
Field Engineer:	Si Ryan	<a href="mailto:sir@langlas.com">sir@langlas.com</a>

## Progress Summary: Week of August 4<sup>th</sup>

- Langlas: **Anchor Bolts & Door Block outs**  
Layout of Footings & Walls for Rebar Placement  
Schedule: 1st part of the building arrives on August 11<sup>th</sup>  
Quality Control & City/Special Inspections
- Billings Concrete: **Foundation Pour Wednesday 1:00**  
Footings are 100% poured for the building  
Foundations are 75% poured
- Castlerock:  
Moving back to the site to start on the South Boulder Pit



## **Schedule: Upcoming week of August 11<sup>th</sup>**

- Langlas:
  - Laying out Gridlines in the Administration Area for Underground Rough-In
  - Block outs & Anchor Bolts
  - City/Special Inspections
  - Foundation Pour on Wednesday
  - Review Submittals
- Billings Concrete:
  - Forming Foundation Walls
  - Tieing Rebar
  - Pour Foundations
  - Prep Tie Beams
- Weave:
  - Backfilling- Administration Area & West/North Side of the Gym
  - Dig Footing for column at front entry
  - After Backfill of the West Gym- Excavate Tie beams across running North & South
- Plumb MT:
  - Gas Line
  - All Underground Rough In-Administration Area
- Central Electric:
  - Underground Rough In- Administration Area
  - Transformer Pad Layout
- Castlerock:
  - Working on the South Boulder Pit to give us room to unload trucks

## **Meetings:**

- Sub-Contractor Meeting - Schedule, Expectations, Coordination etc.
- Safety Meeting - Langlas Safety Manager/Safety Observations
- Owner Meeting - 1<sup>st</sup> one on-site (weather dependent)
- Pre-Install-Structural Steel, Underground Rough-In

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  
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# Parks and Recreation Projects

August 5, 2025 Progress Report

Park	Progress	Project	Status	*updated information for this week
	Started ----->	Completed		
*Rose Park North Trail	<div></div>		*Project underway.	
*Pioneer Park Basketball Court	<div></div>		*Court oreintation and layout complete. Working on construction schedule.	
*Coulson Park North & South Improvements	<div></div>		*Shade structure delivered on 07/24/2025, Restroom scheduled for August 12th delivery. Installation to begin for both on delivery dates.	
*Rose Park North trail Lighting	<div></div>		*Lights have arrived. Waiting on work to be finished on the Rose Park North Trail before installation.	
*Rose Park Pool Fence Replacement CIP 2026	<div></div>		*Collecting bids. Project is expected to put out to public bid.	
*Coulson Bike Pump Track	<div></div>		*On hold, Contractor delay.	
*North Park Court Improvement	<div></div>		*Court resurfacing is complete. 07/11/25. Fence contractor to start work the week of August 4th.	
* Lillis Park Senior Challenge Board Signage	<div></div>		* Ordering signs week of August 4,2025.	
*Castle Rock Restroom	<div></div>		*Currently open to the public. Waiting on delivery of new stainless steel sinks.	
*Arnold Drain Trail Renovation	<div></div>		* Work expected to begin first week of August 11th. Pre-construction meeting 08/05/2025.	
*Big Ditch Trail Ext.	<div></div>		*Contractor has been selected. (Knife River). Routing contracts	
*Swords/Rimrock Shade Structure	<div></div>		*New location has to be determined. New location may change the previously selected structure.	
*Dehler Park Protective Netting	<div></div>		*Contractor mobilization 08/21/2025. Layout and work expected to begin 09/05/2025.	
*Dehler Park Infield Sod	<div></div>		*Bid package complete. Waiting on bids to assign contracts.	
*South Park South Bball Court Resurfacing	<div></div>		* YVBCC is severely delayed due to manpower. Reviewing Parks Board minutes over striping responsibilities.	
*Skyline Shade Structure	<div></div>		*Waiting on city building permits.	
*Pioneer Park Bridge Replacement	<div></div>		* Reviewing previous estimates and evaluating engineering requirements.	
*Black Otter Trail crack sealing	<div></div>		*Expected to begin work 08/11/2025	
CIP 2026			Completed Projects	
River Front Trail Resurfacing (400)k			Centennial Dog Park Sidewalk	
Automate Millice Park Irrigation (400k)			Grandview Irrigation Automation	
Various Trails and Sidewalks (100k)				
Stewart Park Playground (400k)				
South & East Shop's Roof Repairs (300k)				

# Billings West End Plan Public Meeting

Scan this QR code to  
learn more about the  
Billings West End  
Neighborhood Plan!



**WEST  
BILLINGS**

NEIGHBORHOOD PLAN

Join us on August 14th at 6:00 PM in  
the Ben Steele Middle School  
Cafeteria, 5640 Grand Avenue.

## 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!*

### **August 11, 2025 REGULAR BUSINESS**

#### **CONSENT:**

1. Boards and Commissions
2. Bid Award: W.O. 25-07, Landfill Gas Collection System Lift Two
3. Police Union Labor Contract
4. Purchase (6) Police Patrol Utility Vehicles and (1) Police Responder Patrol Truck
5. Professional Engineering Services, W.O. 26-08, WRF Digester Gas Piping
6. Amendment 1 w/Tyler Technologies/Public Safety Software
7. Donation for Skyline Shade Structure
8. High Sierra Subdivision, 23rd Filing - Preliminary Plat

#### **REGULAR:**

1. Public Hearing and Resolution Creating Downtown Business Improvement District (BID 0001)
2. Resolution appointing Board of Trustees for Downtown BID No. 0001

### **August 18, 2025– WORK SESSION**

1. Public Art Policy
2. Mental Health Facility – Board of Investments (Aspenlieder's request 7.28.25)
3. Council Rules (Aspenlieder / Rupsis request 7.28.25)

### **August 25, 2025 REGULAR BUSINESS (Chris Out)**

#### **CONSENT:**

1. Bid Award: Fire Station 2 Boiler Replacement
2. Bid Award: Landfill Compactor Wheels
3. In-Kind Donation Acceptance - Billings Trail Net - Black Otter Trail Crack Sealing
4. Amended Plat of Lot 6 ,Block 1, Southgate Subdivision, 1st Filing - Exempt Plat
5. Resolutions creating advisory committees for urban renewal areas

#### **REGULAR:**

2. Public Hearing - Land Use Contrary to Zoning for Elysian School Parking Lot Landscaping
3. Public Hearing and Resolution Approving a Street Name Change for Leatherneck Lane, Located in Elysian Subdivision



4. PH and RES Setting Annual Levies for Fiscal Year 2025
  - a. General Fund, Transit, Library, Public Safety I, II, III and General Obligation Debt
5. PH and RES Road Maintenance District No. 6
6. PH and RES Setting Park Maintenance Districts assessments
7. PH and RES for FY2025 Budget Amendments
8. PH and RES Final FY26 Budget Adoption

**September 2, 2025 (Tues.) – WORK SESSION** Kevin Out (Denise)

1. Urban Renewal District Legislative and Operational Modifications
2. SBBURD Expansion Analysis Update
3. BMCC 22-406 Removal of Snow, ice, etc. from sidewalks by abutting property owners

**September 8, 2025 REGULAR BUSINESS**

**CONSENT:**

1. Airport Consultant Selection – RFQ
2. Prof. Services Contract for W.O. 25-24 Safe Streets for All 2023??
- 3.

**REGULAR:**

**September 15, 2025– WORK SESSION** Kevin Out (Toni)

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

1. Snow Plowing Update

**September 22, 2025 REGULAR BUSINESS** Kevin Out

**CONSENT:**

1. Microsoft Renewal (IT)
2. Tyler Renewal (IT)

**REGULAR:**

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

**October 6, 2025– WORK SESSION**

**October 13, 2025 REGULAR BUSINESS**

**CONSENT:**

**REGULAR:**

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

3.

**October 20, 2025– WORK SESSION**

**Executive Session 4:00 PM-5:30 PM**

1. **Chris Evaluation**

**October 27, 2025 REGULAR BUSINESS Kevin Out**

**CONSENT:**

1. \*Council Meeting Schedule for December

**REGULAR:**

**November 3, 2025– WORK SESSION**

**November 10, 2025 REGULAR BUSINESS Kevin Out**

**CONSENT:**

1. Beartooth RC&D MOU

**REGULAR:**

**November 17, 2025– WORK SESSION**

**November 24, 2025 REGULAR BUSINESS Kevin Out**

**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** Kevin Out

**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