

## Billings City Administrator Weekly Report

August 15, 2025

- 1. Billings Chamber of Commerce** – Save the date, the 2025 Annual Business Celebration is Thursday, September 18<sup>th</sup> from 3:30 PM – 6 PM. Please let wynnette know if you are interested in attending.

Reminder to [RSVP here](#) for the Chamber if you plan to attend Tuesday's lunch meeting with Commissioner Brown from the State Office of Securities and Insurance in the council chambers at noon.

- 2. SBBURD Expansion Process Advancing** - Following Council direction at the September 2<sup>nd</sup> Work Session, the formal process to expand the South Billings Boulevard Urban Renewal District (SBBURD) is moving forward, with anticipated completion in November 2025. Pioneer Technical Services (PTS), in coordination with City staff, has prepared a draft determination of blight analysis—required for Council to proceed - which will be presented at the September 2<sup>nd</sup> Work Session.

### Recent Progress and Key Activities

- Defined the study area boundary for the expansion and worked with City GIS to create the official map (attached).
- Provided PTS with data on public infrastructure, parks, and transit needs.
- PTS completed a draft determination of blight report, confirming the South Side Triangle area qualifies for Urban Renewal under state law.
- PCSD Director Friday:
  - Updated the SBURA Board at its August meeting on project progress and schedule.
  - Met with the Billings Public Schools Development Committee to explain the process and invite feedback.
  - Contacted Elysian School District to schedule a similar discussion.
  - Is arranging a meeting with the Yellowstone County Commissioners for their input.
- City Administrator Kukulski and PCSD Director Friday will provide an update to the South Side Task Force on August 21.

### Next Steps (pending continued positive Council direction)

- Prepare the schedule for Council action on the determination of blight and set a public hearing for the proposed expansion.
- Host a community information meeting for all property owners in both the current SBBURD and the proposed expansion area.
- Send mailed postcard notifications of the meeting and public hearing dates to:
  - All affected property owners.
  - Yellowstone County, Billings Public Schools, and Elysian Public Schools.

- 3. Community Development News** – On August 25<sup>th</sup> the Community Development Division will welcome six new AmeriCorps VISTA (Volunteers in Service to America) Members to serve with

the Billings Metro VISTA Project. These national service members will be hosted by local nonprofits and work on poverty alleviation projects focused on increasing economic opportunities, improving healthcare access, educational engagement, and supporting community housing needs. AmeriCorps VISTA class bios are attached.

4. **Landon's Legacy Inclusive Playground** – See attached flyer for the August 23<sup>rd</sup> Playground Grand Opening!
5. **Library News** – The library had one of its busiest July months in recent years. From checkouts to program attendance, our community used our services all month long. See the attached July 2025 statistics for more details.

Starting August 15<sup>th</sup>, the library will assist homeowners applying for the Montana Property Tax Rebate. During open hours, patrons can use library computers to submit their application. Those needing additional help navigating the process can call 406-247-8691 to schedule a one-on-one appointment with a staff member. The library is promoting this service through social media and local advertising – see the attached ad that will run in the *Billings Gazette*.

## **6. Public Works Construction Updates –**

- Downtown 2-Way Restoration Project—Final paint striping will begin the week of August 18, with some minor parking impacts. Detailed hand-work striping and painting of parking lines, words and symbols will start the following week. Total striping effort anticipated to be 3 weeks.
- Pavement milling and overlay starts Sunday night August 17 on King Avenue West from 24<sup>th</sup> Street to the BBWA canal and will mostly be performed at night. Work will continue through August 27. Traffic will be maintained with some lane reductions on the street.
- Milling and paving is complete on Broadwater Avenue from 11<sup>th</sup> to 16<sup>th</sup> Street, temporary striping is complete, final striping in a month.
- Chip sealing is mostly complete in Central Heights Subdivision in Ward 3. Alkali Creek Road will be chip sealed from Aronson Avenue west to Sun Valley Drive this month. Pierce Parkway will be chip sealed from Shiloh to Zoo Drive in September, completing this year's chip seal projects.
- Grand Avenue Water Main Replacement—The water main replacement will be complete and paved in front of Billings Senior High on Grand Avenue and Virginia Lane before school opening. Work will continue on Grand Avenue from North 3<sup>rd</sup> Street to Division Street until October.
- Safe Routes to School--The various project construction locations will generally be complete by the time of School District #2 opening. Media and public notifications will be

sent out closer to the school opening dates highlighting the new school zones and improvements.

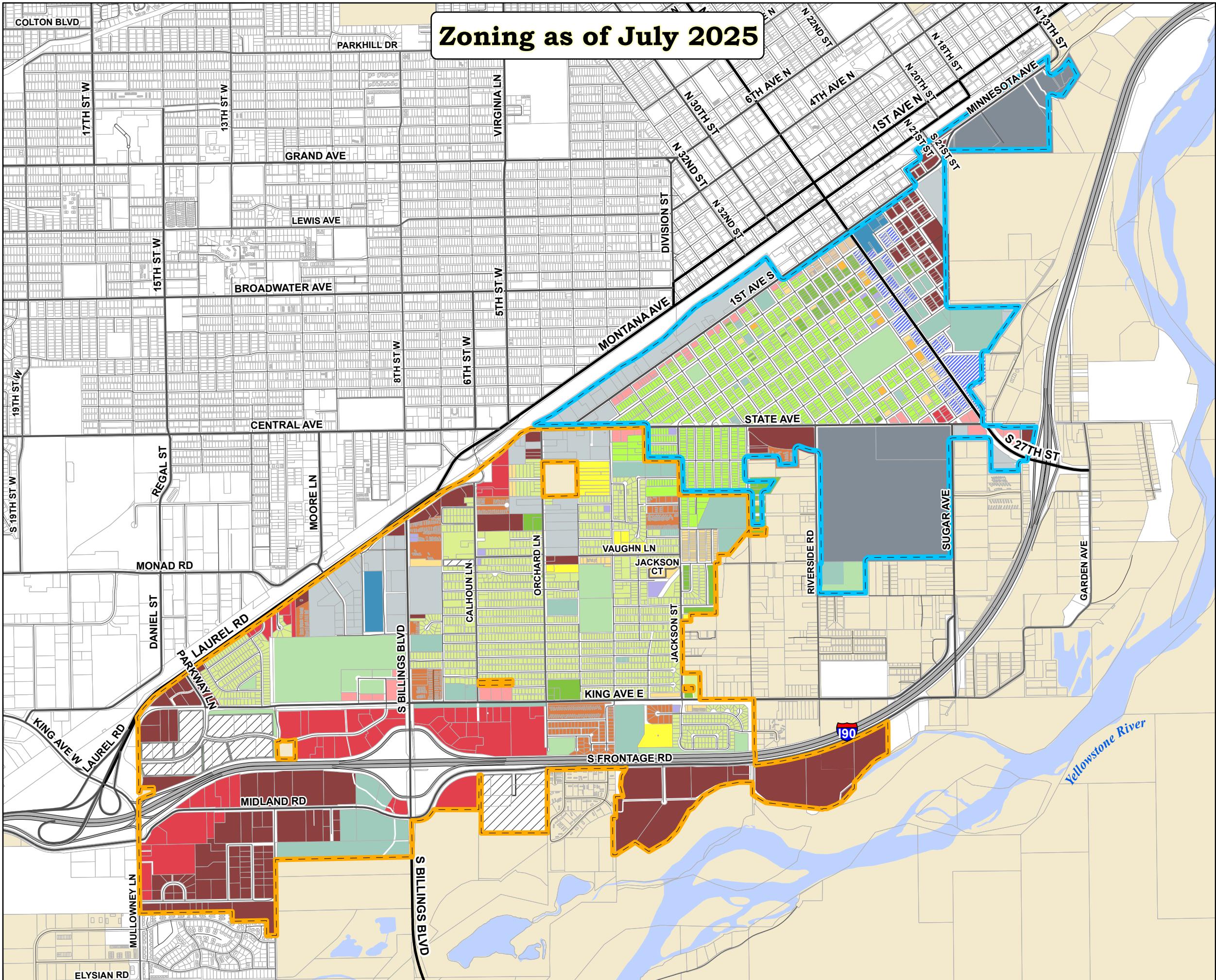
- Missing Sidewalk and ADA Ramps (Safe Routes related) - New sidewalk work is 50% complete with the ADA ramps in the vicinity of Meadowlark School complete. The remaining new sidewalk construction is on 25<sup>th</sup> Street West, 26<sup>th</sup> Street West, Wyoming Avenue, and Rex Lane. All work should be completed in September.
- Zimmerman Trail Maintenance Work—Zimmerman Trail will be closed August 19 through August 21 for drainage and road maintenance. Advanced warning message boards noting the closure have been operating ahead of the closure to inform the public. Media notices were sent to various venues.

**7. Parks and Recreation** – Please see the attached Amend Recreation Center weekly update.

**8. 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.

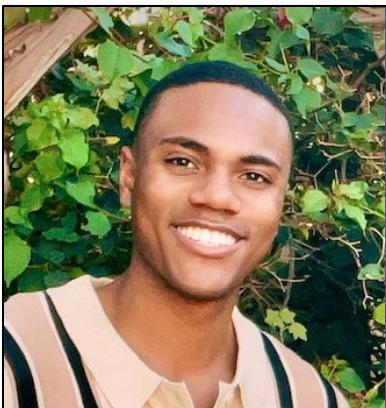
**9. Next Week's Meetings/Task Forces**

- a. West End Task Force, Tuesday, August 19<sup>th</sup> 7:00 PM Connections Church 56<sup>th</sup> St West and Grand.
- b. Budget & Finance Committee, Wednesday, August 20<sup>th</sup> 9:00 AM, Rimrock Conference Room, 316 N. 26<sup>th</sup>, 5<sup>th</sup> Floor.
- c. Southside Task Force, Thursday, August 21<sup>st</sup> 6:00 PM, Walla Walla University Auditorium, 2520 5<sup>th</sup> Avenue South.



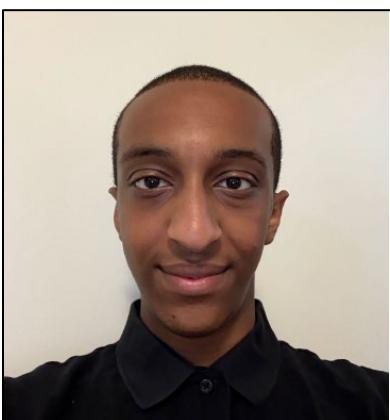
## Billings Metro VISTA Project

### **August 2025 Class**



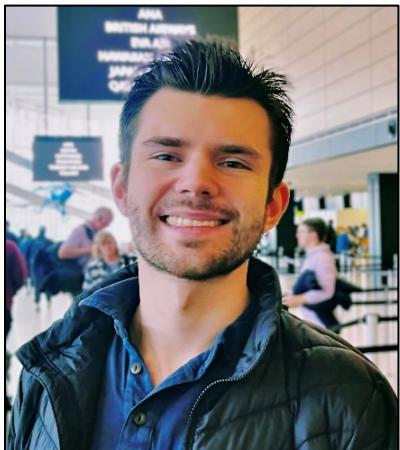
**Clark Thomas** is from Northridge, California. He earned a Bachelor of Science in Economics and Public Policy from San Diego State University and holds a Paralegal Certificate from Boston University. Most recently, Clark served as a paralegal intern with the Los Angeles County Public Defender's Office, where he supported attorneys in managing legal cases involving sexually violent offenders housed in state prisons and psychiatric hospitals. He is now joining **Alternatives, Inc.** with a strong commitment to alleviating poverty among formerly incarcerated individuals. His focus is on contributing to the continued efficiency of Alternatives, Inc.'s affordable housing program by supporting its efforts to reduce recidivism and foster a safer, more stable community in Billings, Montana.

**Jenasea Hott** comes from a small, one stoplight town just 45 minutes north of Seattle, Washington. In 2025, she graduated with her B.A. in Communications and she began assessing future career paths. She was drawn towards B-MVP because of her interest in humanity and non-profit work. Jenasea will be serving with **Eagle Mount Billings** to increase academic engagement by enhancing programming and ensuring access to adaptive recreation opportunities for low-income families with disabled youth. Working in customer service and at an accounting firm as a receptionist has already taught her the importance of balancing communication strategy with empathy. She is hopeful that her time at Eagle Mount Billings will challenge her current abilities, resulting in personal growth and tangible experience. Jenasea loves nature and enjoys outdoor activities such as hiking, snowshoeing, and paddleboarding. When she is not outside, you can find her reading, writing, dancing, or listening to a psychology podcast.



**Kamlack Tesfa** is from Charlotte, North Carolina and graduated with a B.A. in Political Science from UNC Charlotte in 2024. Kamlack is serving as a VISTA member at **Lutheran Family Services Rocky Mountains** (LFSRM) from August 2025 to 2026. As the VISTA focused on Economic Empowerment for English Language Learners, Kamlack's work will center on strengthening economic opportunities for individuals and families served by LFSRM. Kamlack's hobbies include running, gaming, reading philosophy, and drawing.

**Melanie Phelps** is from Renton, Washington, and graduated from Carroll College in December with a B.A. in Political Science. She will be serving with **MSU Billings College of Education** to create a resource center aimed at improving community awareness and support for nontraditional learners. Passionate about giving back to her community, Melanie is dedicated to helping those in need and advocating for others. In her free time, she enjoys working with horses, spending time outdoors, playing and watching sports, listening to and collecting vintage vinyl records, and spending time with her friends and family.



**Jonah Casale** proudly hails from Redmond, Washington in the Pacific Northwest. He graduated from The College of William & Mary in Virginia with his Bachelor of Science in 2020. A believer in whole-person education and the liberal arts, he enjoys problem-solving at the intersection of disciplines. He has worked as a Game Design Apprentice for a sports marketing company, a Research Technician at Fred Hutch Cancer Center in Seattle, and studied in the UK earning a theology certificate. He is delighted to serve with AmeriCorps as a VISTA at the **Native American Development Corporation (NADC)**, where he will help to establish a credit union for Indigenous entrepreneurs, artists, and tourism operators. Jonah is excited to work with and support Native American communities to thrive and flourish. His career interests include International Development, Healthcare, Acting and Film. In his free time, he loves traveling, gaming, cooking, exploring the outdoors, and meeting new friends.

**Henok Bedasso** is from Silver Spring, Maryland, and graduated from St. Mary's College of Maryland in Spring 2025 with a B.S. in Psychology. Henok has experience in career and professional development through his college's career center, where he interned for over two years, refining and developing course curriculum and supporting initiatives and career week events. Additionally, Henok was a student ambassador for St. Mary's College of Maryland's admissions office, where he led campus tours and spoke on numerous open house panels. Henok will be serving with the **State of Montana - Behavioral Health and Developmental Disabilities Division (BHDD)** to increase access to health resources for those with mental health disorders and/or addictions to drugs and alcohol. Henok's hobbies include playing billiards and basketball, reading and discussing philosophy, gaming, and exploring the outdoors.





## Landon's Inclusive Playground

“ Born out of a dream  
that no child should  
have to watch from  
the sidelines ”



Please Join Us For The  
Playground Grand Opening!

**AUGUST 23, 2025 | 11:00am - 2:00pm**  
**2216 38<sup>th</sup> Street W. Billings, MT**

**Hamburgers & hot dogs provided by**  
**Bravera Bank**

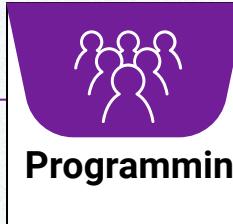
# July 2025 Library Statistics



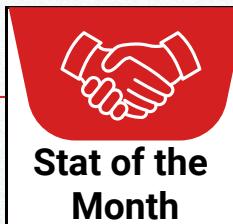
Patrons borrowed a total of **68,594** items.



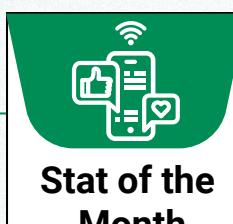
The library welcomed **26,700** visitors.



**4,117** people attended library programs this month.



Patrons visited Children's and Reference desks **8,447** times for help and information.



More than **14,000** people follow the library on social media.

# Property Tax Rebate

*Montana homeowners: The 2024 Property Tax Rebate filing period opens soon! Stop by, use our computers and submit your application. Need help navigating the process? Call us at (406) 247-8691 to schedule an appointment for one-on-one assistance from a staff member. Learn more and apply at:*

*<https://revenue.mt.gov/taxes/property-tax-rebate/>*



[www.billingslibrary.org](http://www.billingslibrary.org)  
510 N. Broadway  
406-657-8258



## Amend Recreation Center: Weekly Update

8/15/2025

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 11<sup>th</sup>

- Langlas:
  - Interior Wall Layout & Grid Lines.
  - Schedule & Coordination with all Sub-Contractors
  - Quality Control
- Billings Concrete:
  - Last Foundation Wall Pour for the perimeter of the gym
- Castlerock:
  - Working on the South Boulder Pit
- Weave:
  - Backfilling of the Administration Area



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 August 18<sup>th</sup>**

- Langlas:
  - Laying out Gridlines in the Administration Area for Underground Rough-In
  - Coordination with Underground Rough in
  - City/Special Inspections
  - Gym Tie Beams
  - Review Submittals
- Billings Concrete:
  - Tie Rebar for the Tie Beams
  - 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
  - Working on Submittals
- Central Electric:
  - Underground Rough In- Administration Area
  - Transformer Pad Layout
  - Working on Submittals
- 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

## **Three Week Schedule: (Milestone Dates)**

- Steel Delivery- 8-18-2025
- 1<sup>st</sup> Gym Slab Pour- 8-26-2025
- 2<sup>nd</sup> Gym Slab Pour 8-28-2025
- Going Vertical with Steel 8-29-2025
- ITP Panel Delivery 9-11-2025

## 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 18, 2025– WORK SESSION**

1. BMCC 22-406, Removal of Snow, ice, etc. from sidewalks by abutting property owners (Tina Hoeger)
2. Public Art Policy Revisions (Elyse Monat)

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

#### **CONSENT:**

1. Bid Award: Fire Station 2 Boiler Replacement
2. Bid Award: Landfill Compactor Wheels
3. Purchase of Sewer Camera Truck
4. In-Kind Donation Acceptance - Billings Trail Net - Black Otter Trail Crack Sealing
5. Amended Plat of Lot 6, Block 1, Southgate Subdivision, 1st Filing - Exempt Plat

#### **REGULAR:**

2. PH - Land Use Contrary to Zoning for Elysian School Parking Lot Landscaping
3. PH and RES approving a Street Name Change for Leatherneck Lane, located in Elysian Subdivision
4. PH and RES setting wholesale wastewater rates
5. PH and RES setting annual levies for General Fund, Transit, Library, Public Safety I, II, III and General Obligation Debt
6. PH and RES setting annual Road Maintenance District No. 6 assessments
7. PH and RES setting annual Park Maintenance Districts (PMDs) assessments
8. PH and RES approving for FY25 Budget Amendments
9. PH and RES adopting Final FY26-FY27 Budget Adoption
10. Resolutions creating advisory committees for urban renewal areas

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

1. Urban Renewal District Legislative and Operational Modifications
2. SBBURD Expansion Analysis Update

### **September 8, 2025 REGULAR BUSINESS**

#### **CONSENT:**

1. West End Hangar Ground Lease with Robert C. Bryan and Phyllis C. Bryan
2. West End Hangar Ground Lease with Belix Investments, LLC
3. West End Hangar Ground Lease with Experimental Aircraft Association Chapter 57, Inc.
4. Downtown Billings Partnership - Tax Increment Assistance Extension - Old Billings Hardware Building - 2802 Montana Avenue

5. Airport Consultant Selection – RFQ
6. Prof. Services Contract for W.O. 25-24 Safe Streets for All 2023??
7. Acceptance of Perpetual Right-of-Way Easement for Multi-Use Trail from Griffin Automotive Enterprises, Inc.

**REGULAR:**

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

**Litigation Update - Executive Session 4:30 P.M. – 5:30 P.M.**

1. Snow Plowing Update
2. Utility Billing Update (late fees and reinstatement of service)

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

**CONSENT:**

1. Boards & Commissions Appointments
2. Millice Park Irrigation System Replacement
3. Microsoft Renewal (IT)
4. Tyler Renewal (IT)
5. L.J. Wells Subdivision?

**REGULAR:**

3. PH and RES approving Weed Abatement Assessments
4. PH and RES approving Nuisance Property Abatement Assessments
5. 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.**

1. Energy and Conservation Commission (Louis Engels)

**December 8, 2025 REGULAR BUSINESS**

**CONSENT:**

1. Boards & Commissions Appointments

**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

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