

Billings City Administrator Weekly Report

November 14, 2025

- 1. Budget & Finance** – The committee reviewed the monthly budget report. There are no surprises to this point. We discussed the CIP in preparation for Monday's work session. The transportation discussion focused on process for project selection and federal funding flexibility/limitations. On the zero-based budgeting front, we reviewed a series of "one page program analyses." The committee agreed that it was more useful than a traditional zero-based budget approach. Therefore, this format is being followed for the remainder of the general fund review.
- 2. HOPE Coalition** – CM Neese and I attended their breakfast meeting. The group is focused on prevention. Thursday's meeting focused on the dangers of Kratom. It is a dangerous opioid, if misused, with NO regulations. It is being sold throughout Billings in pills, powder, shots and in energy drinks. Several gas stations, convenience stores and bars are selling it over the counter with no age restrictions or risk labeling. Riverstone Health is leading the charge on the next steps. Sarasota County is considered to have some of the best regulations that they put in place over a decade ago.
- 3. Council Orientation** – the first session is Wednesday afternoon at city hall.
- 4. Park and Recreation News** –Please see the attached Amend Recreation Center weekly update and the PRPL Project Report.



All PRPL irrigation systems, bathrooms, and needed facilities have been winterized. This is the first year PRPL tracked hours for this endeavor in CitySuites. It took 1500 hours to complete this operation.

On Sunday, November 9th, Mountview Cemetery welcomed 120 participants for its 3rd Annual Patriot Run. The event raised \$4,500 to assist families with the costs of interring their loved ones in the cemetery's veterans section and to support ongoing maintenance of the area dedicated to honoring those who served.



5. **Planning News** - The City-County Planning Department is hosting Billings 2045 Community Planning Week from November 17–20, 2025, as part of the City’s effort to develop the Billings 2045 Land Use Plan, which will serve as Billings’ Comprehensive Plan.

The Billings 2045 Plan will serve as a long-range policy guide for land use, infrastructure, and community development, shaping how Billings grows over the next 20 years. The Planning Department is inviting residents to participate in a series of open-house-style public workshops held across the city, each offering the same information and opportunities for participation. Residents are encouraged to attend the location and time most convenient to them.

Each workshop will include opportunities for participants to share feedback, explore draft materials, and help shape the plan’s vision for housing, economic opportunity, transportation, and land conservation. Community input during this phase will help guide the creation of a Future Land Use Map, which will inform future zoning and development decisions and support more flexible administrative processes for property owners.

For workshop details and additional information, visit www.Billings2045.com.

6. **Fire Station 5 Interior Remodel Project Update –**

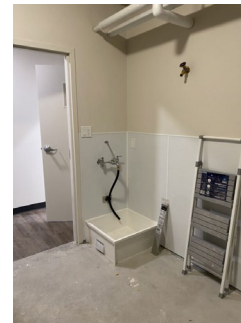
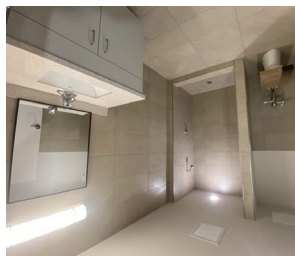


Progress Summary: Week of November 10th

- Punch List Walk through completed
- **Substantial Completion Met**
- Final Inspection 11/14/25

Upcoming week schedule:

- Complete Punch List Items
- See attached report for more pictures



7. **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.

8. Next Week's Meetings/Task Forces

- a. WestEnd Task Force, Tuesday, November 18th 7:00 PM, Connections Church, 56th Street West.
- b. Rimrock Neighborhoods Task Force, Wednesday, November 19th 7:00 PM, Mayflower Church, 2940 Poly Drive.
- c. Southside Task Force, Thursday, November 20th 6:00 PM, Walla Walla University Auditorium, 2520 5th Avenue South.



Amend Recreation Center: Weekly Update

11-7-2025

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

Progress Summary: Week of November 10th

- Weather: Another week of cold mornings and warmer afternoons, but still no precipitation. Weather will not be holding anything up and we will proceed ahead.
- Langlas: Flashing around the base is being installed and the easement for MDU has been laid out.
- Weave: A good portion of the concrete in front of both buildings has been staked, set and poured. All islands on the west side are done, and they have got both areas on the north side to grade.
- J & B Erectors: Finishing up scrim on the roof and begin installation
- Central Electric: Conduit for light poles has been trenched and installed on the west side of the building and north side of the basketball courts.
- Painters Inc.: Continued painting on the tallest columns, still some work left to do on them, mainly the outside that will be seen through the ITP's.
- MDU: Started trenching for their meter.



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 November 17th

- Langlas: Continuing to install base flashing around the building. Layout for the mechanical yards.
- Weave: Continuing site work and site concrete, starting to work on the “mounds” now that all of cross country is over with and the fence has been moved back.
- Central Electric: Continued work on light poles and rough in inside the building once the panels on the outside start getting attached.
- J & B Erectors: Finish up on the roof and begin to put IMP/ITP’s on to get the building fully enclosed.
- Painters Inc.: Continuing to paint the steel.
- Silver Peak Framing: Framing in the lobby area to begin.
- MDU: Will finish up their trench and install of the gas meter.

Parks and Recreation Projects

November 12, 2025 Progress Report			
Park	Progress	Project	Status
	Started ----->	Completed	
*Rose Park Concrete Replacement			*Spring start up.
*Pioneer Park Basketball Court			*Concrete prep work complete. Concrete pour scheduled for 11/12/25.
*Automate Millice Park Irrigation CIP2026			*Project underway. Contractor on site.
*Rose Park Pool Fence Replacement CIP 2026			*Contractors expected to begin work by the end of November.
*North Park Court Improvement			*Concrete pads for park benches complete. Bench installation scheduled for 11/13/25.
* Lillis Park Senior Challenge Board Signage			*Waiting on sign layout from AARP.
*Arnold Drain Trail Renovation			*Painting complete. Grant deadline extended to Dec. 31, 2025.
*Big Ditch Trail Ext.			*Concrete is complete. Working on cleanup. Final walk through scheduled for the week of 11/17/25.
*Swords/Rimrock Shade Structure			*Reviewing new proposed location.
*South and East Shop Roof Repairs CIP2026			*Contractor selected. Working on contract documents.
*Coulson Pump Track and Bike Repair Station			*Work currently paused due to a location conflict with a P66 line. Working on MOU between the City of Billings and Pedal United.
*Skyline Shade Structure			*Received info back from engineer. Submitting requested corrections to COB permitting office.
*Pioneer Park Bridge Replacement			*Temporarily put on hold.
*Skate Park Lighting			*Foundation and bases installed. Poles arrive week of November 17th.
CIP 2026			Completed Projects :
River Front Trail Resurfacing (400K)			Dehler Park Netting
Stewart Park Playground (400K)			Dehler Park Infield Sod
Various Trails and Sidewalks (100K)			Coulson Park North South Improvements
			Rose Park North Trail



BILLINGS 2045: COMMUNITY PLANNING WEEK EVENTS

JOIN US FOR A WEEK OF COMMUNITY WORKSHOPS TO SHAPE BILLINGS' FUTURE.

Each workshop will begin with a brief orientation and will be structured to encourage drop-in participation for attendee's convenience!

MONDAY NOVEMBER 17

COMMUNITY WORKSHOP

ROSE PARK
ELEMENTARY
SCHOOL

1812 19TH ST W
5:30 PM - 7:00 PM

TUESDAY NOVEMBER 18

COMMUNITY WORKSHOP

MSUB CITY
COLLEGE

3803 CENTRAL AVE
11:30 AM - 1:00 PM

COMMUNITY WORKSHOP

OASIS IN THE
HEIGHTS

543 ARONSON AVE
5:30 PM - 7:00 PM

WEDNESDAY NOVEMBER 19

COMMUNITY WORKSHOP

OASIS IN THE
HEIGHTS

543 ARONSON AVE
12:00 PM - 1:30 PM

COMMUNITY WORKSHOP

BILLINGS
CAREER
CENTER

3723 CENTRAL AVE
5:30 PM - 7:00 PM

THURSDAY NOVEMBER 20

INTERIM PLANNING COMMISSION

COUNCIL
CHAMBERS
CITY HALL

316 N 26TH ST
1:00 PM - 2:30 PM

SOUTHSIDE TASK FORCE

WALLA
WALLA
UNIVERSITY

2520 5TH AVE S
6:00 PM - 7:30 PM

FOR MORE INFORMATION VISIT [BILLINGS2045.COM](https://billings2045.com)

FIRE STATION 5 INTERIOR REMODEL PROJECT UPDATE 11.14.25

Progress Summary: Week of November 10th

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Upcoming week schedule:

- Complete Punch List Items

HALLWAY



BEDROOM 1



BEDROOM 2



BEDROOM 3



BATHROOM 1



ADA BATHROOM



BATHROOM 3



MECHANICAL/UTILITY ROOM



BEFORE REMODEL PICTURES

BATHROOM



MECHANICAL ROOM



HALLWAY WITH SLEEPING ROOMS





UPCOMING DRAFT AGENDAS FOR COUNCIL / LEADERSHIP

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Thank you for your feedback!

November 17, 2025– WORK SESSION

1. ERP
2. CIP
3. Police Axon contract

November 24, 2025 REGULAR BUSINESS Kevin Out

CONSENT:

1. Amendment 6 for W.O. 19-12: West End Project Final Reservoir Design
2. Short-Term Services Agreement with YVAS
3. Purchase of FY26 Solid Waste Containers
4. Purchase of FY26 Solid Waste Vehicles
5. Beartooth RC&D MOU
6. State Highway Traffic Safety DUI Grant for BPD
7. In-Kind Donation of bike repair station in Coulson Park from Trail Net
8. Exempt Plat - Popelka Commerce Center Subdivision
9. Final Major Plat of Trails West Subdivision
10. 2nd Reading for Zone Change 1072, Clearwater Estates Lots 1, 4 and 5
11. 2nd Reading for Zone Change 1071, Clearwater Estates Lots 2 and 3

REGULAR:

2. JOINT PUBLIC HEARING - SUNNY COVE FRUIT FARMS SUBDIVISION – Lot 7
 - a. RES for Annexation 25-05, Sunny Cove Fruit Farms
 - b. Zone Change 1073 –Sunny Cove Fruit Farms, Lot 7-SW Corner Rimrock & 60th St. W
3. PH and 1st Rdg ORD Expanding Ward Boundaries (Annexation 25-05)
4. JOINT PUBLIC HEARING -
 - a. RES for Annexation 25-06, Central Ave. Sub.
 - b. Zone Change 1074 –Central Avenue Sub.
 - c. Annexation Agreement Barber Farms
5. PH and 1st Rdg ORD Expanding Ward Boundaries (Annexation 25-06)

December 1, 2025– WORK SESSION

Closed Executive Session 4:00 PM-5:30 PM (Chris Evaluation)

Litigation Executive Session 4:30 PM–5:30 PM

1. Energy and Conservation Commission (Louis Engels) **Moved from 11/17/25 - ok here?**
2. Rimrock Road – 30% Design Update (Mac)
3. Stagecoach Trail Update (Mac)

4. Redevelopment Opportunities for 802 Yellowstone
5. Part 1 - Timing of Traffic Study Submittals (Aspenlieder Initiative)
6. Aggressive Traffic and Excessive Noise (Rupsis Initiative)
7. Proposed Revisions to Article 2-200, BMCC, Mayor and City Council??

December 8, 2025 REGULAR BUSINESS

CONSENT:

1. Boards & Commissions Appointments
2. Adoption of TRP, ERP
3. Adoption of CIP
4. Police Axon contract
5. City-County Special Investigations Unit (CCSIU) Agreement
6. Donations to the Billings Public Library
7. Homestead Acres Subdivision, Preliminary Plat
8. 2nd/Final Rdg. ORD - Zone Change 1073 –Sunny Cove Fruit Farms, Lot 7-SW Corner Rimrock & 60th St. W
9. 2nd/Final Rdg. ORD - Zone Change 1074 –Barber Farms Subd.

REGULAR:

2. JOINT PUBLIC HEARING - Meadowlark Mobile Home Park
 - A. Agreement with Meadowlark of Billings, LLC
 - B. Agreement with Meadowlark Capital, LLC
 - C. Agreement with DEQ
 - D. Agreement with Performance Engineering

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December 15, 2025 REGULAR BUSINESS

CONSENT:

1. Boards & Commissions Appointments – Public Art Committee

REGULAR:

December 22, 2025 – Moved to December 15th Per Council Approval 10.27.2025

CLERK'S NOTES

**Annual Items shown in Blue*

January (First Work Session) after an election: Swearing in of new Councilmembers

January (First Regular Business Meeting): 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