

## Billings City Administrator Weekly Report

January 30, 2026

1. **Utility Payment Update** - This week we had 113 delinquent accounts that met the criteria for turnoff. Of those that were turned off, roughly half have been reinstated. Next week, there are currently 118 accounts that meet the criteria for turnoff. We expect over the weekend that number will drop to below 100.
2. **Council Orientation** – Monday’s orientation session will focus on RiverStone Health and Public Works, 8:00 – 10:00 AM, RiverStone Health – 123 S. 27<sup>th</sup> Street and Public Works at Belknap – 2251 Belknap Avenue. The purpose of the orientation meeting is to provide newly elected council members with an overview of city operations, including familiarity with city facilities and locations, and to introduce the functions, responsibilities, and organization of city departments. No formal action will be taken.
3. **Montana League of Cities and Towns (MLCT)** – Mayor Nelson and I attended MLCT’s meeting in Helena this week, marking Mayor Nelson’s first meeting as a member of the MLCT Board. Ahead of the meeting, the mayors and city managers from Montana’s eight largest cities convened to identify shared priorities. Tax reform emerged as the top common goal, with funding public safety and reducing property taxes identified as critical needs across all communities. Housing and infrastructure were also identified as key priorities. The group will meet monthly to develop an action plan to advance these three issues.



4. **Park and Recreation News** – The Amend Recreation Center weekly update and the 2026 Project Process Report are attached.
5. **Aviation News** – The Airport welcomed nearly 45 Rocky Mountain College Aviation students to BIL for a behind-the-scenes tour! Students heard from subject matter experts across several airport departments including AFM, ARFF, Facilities Maintenance, Airport Police, and Airport Administration and Business Management.

The group also toured behind-the-scenes areas of the terminal and surrounding operations to see what it takes to keep BIL operating safely and efficiently each day. The visit was wrapped up with Airport Director Jeff Roach, who shared his own aviation career path and insights into the many opportunities available across the industry.



6. **2026 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.
7. **Next Week's Meetings/Task Forces**
  - a. North Park Task Force, Wednesday, February 4<sup>th</sup> 7:00 PM, North Park Community Center, 807 N. 25<sup>th</sup> Street.

**Amend Recreation Center: Weekly Update**

**1-30-2026**

<b>VP-Eastern District:</b>	<b>Jason Hubbard</b>	<a href="mailto:jhub@langlas.com">jhub@langlas.com</a>
<b>Project Manager:</b>	<b>Rachel Guisti</b>	<a href="mailto:rachelb@langlas.com">rachelb@langlas.com</a>
<b>SR. Project Superintendent:</b>	<b>Lane Huffman</b>	<a href="mailto:lhuffman@langlas.com">lhuffman@langlas.com</a>
<b>Field Engineer:</b>	<b>Si Ryan</b>	<a href="mailto:sir@langlas.com">sir@langlas.com</a>

**Progress Summary: Week of January 19<sup>th</sup>**

- Langlas:
  - Quality Control and Schedule
  - Cleaning Gym Slab
- J & B Erectors: (True North)
  - I. M. P. (Insulated Metal Panel)
  - Starting to Install the I.T.P. (Insulated Translucent Panel)
- Central Electric:
  - Main Power is to the Building and Meter is Set
  - Roughing In Gym Ceiling
  - Working on Electrical Gear
- Air Controls:
  - Roughing In Administration Area
  - RAU's are delivered!!!!
- Silver Peak Framing:
  - Framing of a few sidewalls
- Weave:
  - Pouring the North Mechanical Yards
- Tiensvold Fire
  - Gym Rough In



### **Schedule: Upcoming week of February 2<sup>nd</sup>**

- Langlas:
  - Sheathing Interior Fur out walls
  - Tenting the building inside for heat
- Air Controls:
  - RAU installing and hook ups
- Central Electric:
  - Pulling wire to panels in the Admin. Area
  - Humidity Sensor Rough In
- J & B Erectors
  - Start on ITP on the Northside
- Tiensvold Fire
  - Rough In Gym Area
  - Rough In Administration Area
- Weave
  - Working on Parking Lot
  - Starting to Pour Concrete Sidewalks around the Site

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



# Parks and Recreation Projects

January 27, 2026 Progress Report

Park	Progress	Project	Status	Updated information for this week	Newly added project
	Started ----->	Completed			
*Big Ditch Trail Ext.			*Construction Complete, working on administrative closeout.		
*Dehler Sod Pre-Season Prep			*Materials are on order. Waiting on contractor's schedule.		
*Lillis Park Senior Challenge Board Signage			*Finalizing sign design with AARP.		
*Automate Millice Park Irrigation CIP2026			*Project in winter shut down.		
*Skyline Shade Structure			*Permits have been approved. Waiting on the contractors schedule.		
*Pioneer Park Basketball Court			*Goal/hoop installation is complete week of 01/12/26. Court surface coating is scheduled for the spring.		
*Coulson Pump Track and Bike Repair Station			*Waiting on contrator/volunteer schedule.		
*Rose Park Pool Fence Replacement CIP2026			*Fence is installed, waiting on panic hardware.		
*South and East Shop Roof Replacement CIP2026			*Working on contract documents.		
*Swords/Rimrock Shade Structure			*Reviewing new proposed location.		
*Wayfinding Signage Grant			*PRPL is currently reviewing verbage, location, and any possible conflicts for signs.		
*Pioneer Park Bridge Replacement CIP2024			*Spring startup.		
*Rose Park Concrete Replacement			*Spring startup.		
*River Front Trail Resurfacing CIP2026			*Spring startup.		
CIP 2026			Completed Projects :		
Stewart Park Playground (400K)					
Various Trails and Sidewalks (100K)					

**2026**

**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!*

**February 2, 2026 – WORK SESSION**

**Staff memos due Noon January 29<sup>th</sup>**

**(DAN CLARK, Local Government Center) Orientation – Board Training**

**February 9, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon January 22<sup>nd</sup>/Final due January 29<sup>th</sup>**

**CONSENT:**

1. Boards and Commissions
2. Professional Services Contract with Great West Engineering for W.O. 26-19: Landfill Cell 6 Expansion
3. Service Agreement with Red Tail Communications for Radio Communication System for Water Treatment Plant
4. Purchase of One (1) 2027 Single Axle Truck and Chasis
5. MOUs for Career Center and Central High for SRO's
6. 2023 Long Range Transportation Plan Project List / Metropolitan Planning Organization (MPO) Boundary Amendment
7. Donation from Rimrock Credit Union for Anti-Graffiti Program

**REGULAR:**

2. Council Meetings (potential changes)

**February 17, 2026 (Tues) – WORK SESSION**

**Staff memos due Noon February 12<sup>th</sup>**

1. Stagecoach Trail Update – WO 24-37 (Mac) (15 Min.)
2. Montana Avenue Update (Mac) (10 Min.)
3. Redesignation of the Billings MPO Discussion (30 min – Lora)
4. Review Proposed Building Permit Fees (Jessica)
5. Babcock Theater Discussion

**February 23, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon February 5<sup>th</sup>/Final due February 12<sup>th</sup>**

**CONSENT:**

1. BID AWARD: Household Hazardous Waste Services Contract (not submitted in AQ)
2. BID AWARD: W.O. 26-29: Green Valley Drive Culvert Replacement (not submitted in AQ)
3. Airport Confiscated Firearms Storage Fee
4. MET - Annual Resolution for Transit Grant Funds and Related Documents
5. Donations to Billings Public Library
6. Donation to Parks for Youth and Senior Scholarship Fund from Scheels

7. Donation to Parks for Youth and Senior Scholarship Fund from Mark Nicholson
8. MPO Redesignation Request Letter
9. Preliminary Plat - Homestead Acres Subdivision

**REGULAR:**

2. Public Hearing and Resolution approving 2026 Budget Amendments
3. Public Hearing and Resolution setting Building, Electrical, Plumbing, Mechanical, and Fire System Permit Fees
4. Public Hearing and 1<sup>st</sup> Rdg. Ordinance - Aggressive Traffic and Excessive Noise (Rupsis Initiative) (Rich) If this is going it needs to be advertised 3 weeks ahead. not submitted in AQ)

**March 2, 2026 – WORK SESSION**

**Staff memos due Noon February 26<sup>th</sup>**

1. Provisions for Water/Sewer and Annexations
  - a. Meadowlark Billings, LLC - Provision for Water and Annexation (Mac)
  - b. Gary Blain Property – YVAS - Provision for Sewer and Annexation (Mac)
  - c. McDougall Street Manufactured Homes - Provision for Water/Sewer and Annexation (Mac)
2. Draft Disposition Report – Parks Department (Gavin)
3. Citizen's Police Advisory Board (Kennedy) (St. John)

**March 9, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon February 19<sup>th</sup>/Final due February 26<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**March 16, 2026 – WORK SESSION**

**Staff memos due Noon March 12<sup>th</sup>**

1. Airport Authority Presentation
2. Rimrock Road – 30% Design Update (Mac) (15 Min.)
3. Amendment No. 1, Northern Lights Family Justice Center (pulled from 1.26.26 Regular Agenda)
4. Proposed Revisions to Article 2-200, BMCC, Mayor and City Council

**March 23, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon March 5<sup>th</sup>/Final due March 12<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**April 6, 2026 – WORK SESSION**

**Staff memos due Noon April 2<sup>nd</sup>**

**April 13, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon March 26<sup>th</sup>/Final due April 2<sup>nd</sup>**

**CONSENT:**

**REGULAR:**

**April 20, 2026 – WORK SESSION**

**Staff memos due Noon April 16<sup>th</sup>**

DRAFT



**April 27, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon April 9<sup>th</sup>/Final due April 16<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**May 4, 2026 – WORK SESSION (Budget Only)**

**Staff memos due Noon April 30<sup>th</sup>**

**May 5, 2026 – WORK SESSION (Budget Only)**

**Staff memos due Noon April 30<sup>th</sup>**

**May 11, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon April 23<sup>rd</sup> /Final due April 30<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**May 18, 2026– WORK SESSION (Budget Only)**

**Staff memos due Noon May 14<sup>th</sup>**

**May 19, 2026– WORK SESSION (Budget Only)**

**Staff memos due Noon May 14<sup>th</sup>**

**May 26, 2026 (Tues) REGULAR BUSINESS**

**Prelim Staff Memos due Noon May 7<sup>th</sup> /Final due May 14<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**June 1, 2026 – WORK SESSION**

**Staff memos due Noon May 28<sup>th</sup>**

**June 8, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon May 21<sup>st</sup> /Final due May 28<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**June 15, 2026 – WORK SESSION**

**Staff memos due Noon June 11<sup>th</sup>**

**June 22, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon June 4<sup>th</sup> /Final due June 11<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**July 6, 2026 – WORK SESSION**

**Staff memos due Noon July 2<sup>nd</sup>**

**July 13, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon June 25<sup>th</sup> /Final due July 2<sup>nd</sup>**

**CONSENT:**

**REGULAR:**

**July 20, 2026 – WORK SESSION**

**Staff memos due Noon July 16<sup>th</sup>**

**July 27, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon July 9<sup>th</sup> /Final due July 16<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**August 3, 2026 – WORK SESSION**

**Staff memos due Noon July 30<sup>th</sup>**

**August 10, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon July 23<sup>rd</sup> /Final due July 30<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**August 17, 2026 – WORK SESSION**

**Staff memos due Noon August 13<sup>th</sup>**

**August 24, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon August 6<sup>th</sup> /Final due August 13<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**September 8, 2026 (Tues)– WORK SESSION**

**Staff memos due Noon September 3<sup>rd</sup>**

**September 14, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon August 27<sup>th</sup> /Final due September 3<sup>rd</sup>**

**CONSENT:**

**REGULAR:**

**September 21, 2026 – WORK SESSION**

**Staff memos due Noon September 17<sup>th</sup>**

**September 28, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon September 10<sup>th</sup> /Final due September 17<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**October 5, 2026 – WORK SESSION**

**Staff memos due Noon October 1<sup>st</sup>**

**October 12, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon September 24<sup>th</sup> /Final due October 1<sup>st</sup>**

**CONSENT:**

**REGULAR:**

**October 19, 2026 – WORK SESSION**

**Staff memos due Noon October 15<sup>th</sup>**

**October 26, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon October 8<sup>th</sup> /Final due October 15<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**November 2, 2026 – WORK SESSION**

**Staff memos due Noon October 29<sup>th</sup>**

**November 9, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon October 22<sup>nd</sup> /Final due October 29<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**November 16, 2026 – WORK SESSION**

**Staff memos due Noon November 12<sup>th</sup>**

**November 23, 2026 REGULAR BUSINESS**

**Prelim Staff Memos due Noon November 5<sup>th</sup> /Final due November 12<sup>th</sup>**

**CONSENT:**

**REGULAR:**

**December 7, 2026 – WORK SESSION**

**Staff memos due Noon December 3<sup>rd</sup>**

December 14, 2026 **REGULAR BUSINESS**

**Prelim Staff Memos due Noon November 25<sup>th</sup> (WED.)/Final due December 3rd**

**CONSENT:**

**REGULAR:**

December 21, 2026 – **WORK SESSION**

**Staff memos due Noon December 17<sup>th</sup>**

December 28, 2026 **REGULAR BUSINESS**

**Prelim Staff Memos due Noon December 10<sup>th</sup> /Final due December 17<sup>th</sup>**

**CONSENT:**

**REGULAR:**

## **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