

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. 27th 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 4th 7:00 PM, North Park Community Center, 807 N. 25th Street.



Amend Recreation Center: Weekly Update

1-30-2026

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 January 19th

- 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 2nd

- 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 Started -----> Project Completed	Status	*Updated information for this week	*Newly added project
*Big Ditch Trail Ext.	<div style="width: 100%; background-color: #2e6b2e;"></div>		*Construction Complete, working on administrative closeout.	
*Dehler Sod Pre-Season Prep	<div style="width: 60%; background-color: #2e6b2e;"></div>		*Materials are on order. Waiting on contractor's schedule.	
*Lillis Park Senior Challenge Board Signage	<div style="width: 90%; background-color: #2e6b2e;"></div>		*Finalizing sign design with AARP.	
*Automate Millice Park Irrigation CIP2026	<div style="width: 70%; background-color: #2e6b2e;"></div>		*Project in winter shut down.	
*Skyline Shade Structure	<div style="width: 70%; background-color: #2e6b2e;"></div>		*Permits have been approved. Waiting on the contractors schedule.	
*Pioneer Park Basketball Court	<div style="width: 80%; background-color: #2e6b2e;"></div>		*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	<div style="width: 50%; background-color: #2e6b2e;"></div>		*Waiting on contractor/volunteer schedule.	
*Rose Park Pool Fence Replacement CIP2026	<div style="width: 100%; background-color: #2e6b2e;"></div>		*Fence is installed, waiting on panic hardware.	
*South and East Shop Roof Replacement CIP2026	<div style="width: 40%; background-color: #2e6b2e;"></div>		*Working on contract documents.	
*Swords/Rimrock Shade Structure	<div style="width: 20%; background-color: #2e6b2e;"></div>		*Reviewing new proposed location.	
*Wayfinding Signage Grant	<div style="width: 20%; background-color: #2e6b2e;"></div>		*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				
Stewart Park Playground (400K)				
Various Trails and Sidewalks (100K)				
Completed Projects :				

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 29th

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

February 9, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon January 22nd/Final due January 29th

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 12th

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 5th/Final due February 12th

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 1st 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 26th

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 19th/Final due February 26th

CONSENT:

REGULAR:

March 16, 2026 – WORK SESSION

Staff memos due Noon March 12th

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 5th/Final due March 12th

CONSENT:

REGULAR:

April 6, 2026 – WORK SESSION

Staff memos due Noon April 2nd

April 13, 2026 **REGULAR BUSINESS**

Prelim Staff Memos due Noon March 26th/Final due April 2nd

CONSENT:

REGULAR:

April 20, 2026 – WORK SESSION

Staff memos due Noon April 16th

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April 27, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon April 9th/Final due April 16th

CONSENT:

REGULAR:

May 4, 2026 – WORK SESSION (Budget Only)

Staff memos due Noon April 30th

May 5, 2026 – WORK SESSION (Budget Only)

Staff memos due Noon April 30th

May 11, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon April 23rd /Final due April 30th

CONSENT:

REGULAR:

May 18, 2026– WORK SESSION (Budget Only)

Staff memos due Noon May 14th

May 19, 2026– WORK SESSION (Budget Only)

Staff memos due Noon May 14th

May 26, 2026 (Tues) REGULAR BUSINESS

Prelim Staff Memos due Noon May 7th /Final due May 14th

CONSENT:

REGULAR:

June 1, 2026 – WORK SESSION

Staff memos due Noon May 28th

June 8, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon May 21st /Final due May 28th

CONSENT:

REGULAR:

June 15, 2026 – WORK SESSION

Staff memos due Noon June 11th

June 22, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon June 4th /Final due June 11th

CONSENT:

REGULAR:

July 6, 2026 – WORK SESSION

Staff memos due Noon July 2nd

July 13, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon June 25th /Final due July 2nd

CONSENT:

REGULAR:

July 20, 2026 – WORK SESSION

Staff memos due Noon July 16th

July 27, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon July 9th /Final due July 16th

CONSENT:

REGULAR:

August 3, 2026 – WORK SESSION

Staff memos due Noon July 30th

August 10, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon July 23rd /Final due July 30th

CONSENT:

REGULAR:

August 17, 2026 – WORK SESSION

Staff memos due Noon August 13th

August 24, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon August 6th /Final due August 13th

CONSENT:

REGULAR:

September 8, 2026 (Tues)– WORK SESSION

Staff memos due Noon September 3rd

September 14, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon August 27th /Final due September 3rd

CONSENT:

REGULAR:

September 21, 2026 – WORK SESSION

Staff memos due Noon September 17th

September 28, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon September 10th /Final due September 17th

CONSENT:

REGULAR:

October 5, 2026 – WORK SESSION

Staff memos due Noon October 1st

October 12, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon September 24th /Final due October 1st

CONSENT:

REGULAR:

October 19, 2026 – WORK SESSION

Staff memos due Noon October 15th

October 26, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon October 8th /Final due October 15th

CONSENT:

REGULAR:

November 2, 2026 – WORK SESSION

Staff memos due Noon October 29th

November 9, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon October 22nd /Final due October 29th

CONSENT:

REGULAR:

November 16, 2026 – WORK SESSION

Staff memos due Noon November 12th

November 23, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon November 5th /Final due November 12th

CONSENT:

REGULAR:

December 7, 2026 – WORK SESSION

Staff memos due Noon December 3rd

December 14, 2026 REGULAR BUSINESS

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

CONSENT:

REGULAR:

December 21, 2026 – WORK SESSION

Staff memos due Noon December 17th

December 28, 2026 REGULAR BUSINESS

Prelim Staff Memos due Noon December 10th /Final due December 17th

CONSENT:

REGULAR:

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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

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