



# The CityLink

Official News and Information  
from the City of Billings

Billings



Summer 2018

## Mayor & City Council — City of Billings

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## New CITY ADMINISTRATOR SEARCH

A Billings City Council subcommittee, made up of Mayor Bill Cole and Council Members Larry Brewster, Richard Clark, Mike Yakawich, Reg Gibbs and Denise Joy, met a number of times in past months to solicit proposals and then review proposals received from firms vying to recruit the next City Administrator.

Seven firms from across the country responded to a request for proposals for the executive search process.

Tasks that the successful firm will undertake include developing a recruitment campaign, conducting and reporting on preliminary candidate screening, facilitating interviews, and assisting the City in developing an employment offer for the successful candidate.

The committee narrowed the field down to two proposals and presented the two executive search firms to the entire City Council at their May 14 business meeting, where the Springsted/Waters firm was chosen. Under the timeline, the new administrator could be selected by early August.

Mayor and Council will work with Springsted/Waters to recruit a new City Administrator to replace Bruce McCandless, who intends to retire after 20+ years with the City. McCandless served as the Assistant City Administrator to Tina Volek, who retired at the end of September after nearly 13 years serving the Magic City.

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Visit the City's website: <http://www.ci.billings.mt.us>

# THE CITY OF BILLINGS ANNUAL BUDGET PROCESS

The City is currently presenting its annual budget, a lengthy process which begins in January every year, and culminates when the budget is adopted by the City Council in June.

The State of Montana requires that every city adopt a formal budget each year. Formulating and adopting a budget serves many purposes. These include funding the programs and projects which the City Council determines should be funded, forming the basis for which property taxes will be assessed, establishing legal spending limits for the City, and assisting in preventing a financial crisis.

Because the City of Billings provides a wide variety of services, the budget process can be very complex. The process begins by estimating expenditures for the upcoming fiscal year.

Estimating expenditures includes projecting future cost increases related to employment contracts and other service contracts, and meeting with departments to discuss goals and ideas for the upcoming year.

The next step is estimating revenues. Each department does this based on their type of revenue stream (water usage, tax levies, building permit fees, etc.). Once revenue and expenses are estimated, the budget must be balanced.

A balanced budget is one that uses estimated revenues, along with unbudgeted reserves from prior years, to cover estimated expenses. If the budget is not balanced, then expenses need to be cut or revenues need to be increased. At this point, the City Administrator presents a balanced, proposed budget to the City

Council.

Departments present their budgets to the Council over the course of four to six meetings. During this time, input is given by both the public and City Council to determine if changes should be made to the preliminary budget. Finally, the City Council votes to establish the budget for each fund within the City.

To view the City's proposed FY19 budget, you can visit the City's website at <http://ci.billings.mt.us/475/Budgets-Financial-Reports>.

Copies of the current budget are also available for viewing at the City Clerk's office and at the Library. If you would like any further explanation about the budget process, please contact the Finance Department at (406) 657-8207 or [oggerj@ci.billings.mt.us](mailto:oggerj@ci.billings.mt.us).

## TREE COST-SHARE PROGRAM CHANGES

Do you have a strip of grass between your sidewalk and the street? This area is the boulevard. The Tree Cost-Share Program is designed to provide trees to homeowners with boulevards along city streets, sharing the cost of these trees with the City of Billings Forestry Division.

Billings has had a "cost-share" program for several years and, after testing and evaluating, the City is making some changes to the program.

The biggest change: previously, the Forestry Division would help homeowners with one tree per year. Homeowners often want to take out a large tree that did not fit its planting spot well. In these boulevards there is often room to replace old, undesirable trees

with two trees that will grow into mature trees of a manageable size. So, the cost-share has been increased to two trees per year for these sites!

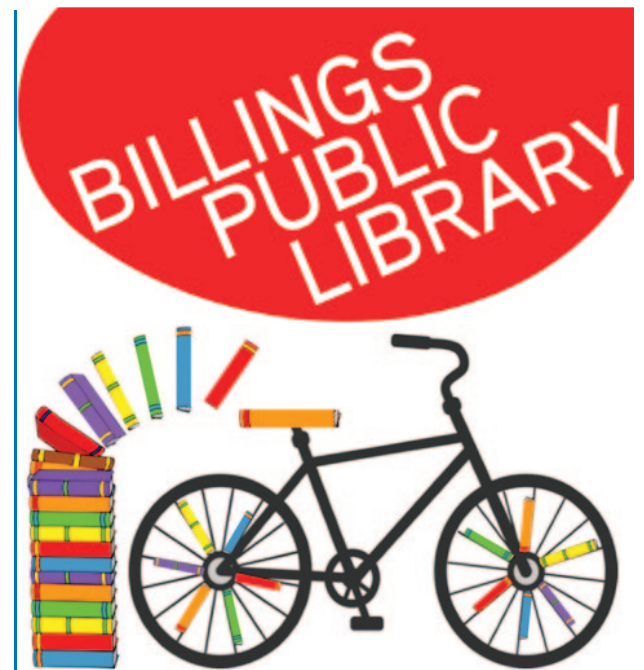
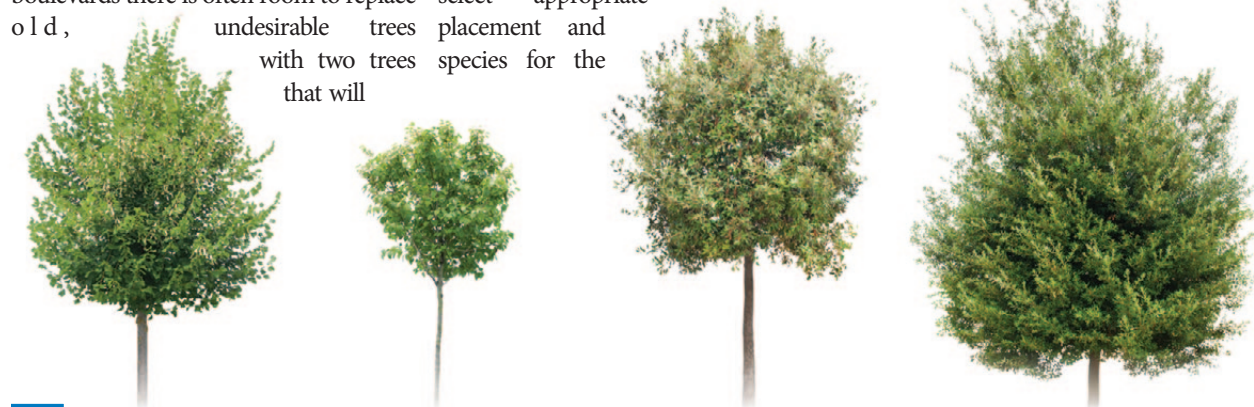
The other change is tree size. Previously the City required a 1.5 inch minimum diameter tree, and that has been changed to a potted 15-gallon tree with a minimum 1.25 inch diameter.

The basis of the program is the Forestry Division will reimburse homeowners 50 percent of the cost of a tree up to a maximum of \$100 per tree

The way the program works is that: 1) homeowners submit an application to the Forestry Division, 2) a forestry expert will visit the site and help select appropriate placement and species for the

site, 3) the homeowner will visit an approved nursery, purchase, and plant the tree(s), 4) once planted, the homeowner will send a copy of the tree purchase receipt to the Forestry Division, 5) the Forester will inspect to ensure the tree was planted properly and then 6) reimburse the homeowner.

The hope of the program is to encourage a diverse selection of appropriately sized, hardy species for our community's forest. For more information, check out <http://www.billingsparks.org/forestry/programs-2/> and click on Tree Cost Share Program.



Billings Public Library is excited to announce a new mobile outreach program called the Pedal-Powered Library!

Beginning this summer, the Pedal-Powered Library will be using a cargo tricycle to provide the community with more access to library materials and resources. The main goals of this program are to improve literacy rates in the community and increase educational engagement opportunities for local students and youth.

The library tricycle is being built by Coaster Cycles, a Missoula-based custom tricycle company. It will come equipped with a stereo system, Wi-Fi hotspot, and USB charging ports. Patrons will be able to sign-up for library cards and check out eBooks with the help of our library staff.

In an effort to get books into the hands of the youth in the community, the tricycle will be distributing free books to children this summer! Thanks to generous sponsors and partners, staff expects to provide free books at each event the Pedal-Powered Library visits. The tricycle will also carry Science, Technology, Engineering, Arts, and Mathematics (STEAM) activities from the Library's TECH Lab to get children excited about learning new subjects and exploring their creativity.

The Pedal-Powered Library is excited to collaborate with a variety of organizations in the city to provide this service to the youth, including Reading Rocks, United Way CARE Academy, Boys and Girls Club of Yellowstone County and Wise Wonders Children's Museum. The Pedal-Powered Library will be at various community events this summer, including the Strawberry Festival, Healthy by Design Gardener's Markets, and Yellowstone Art Museum's Summerfair. In addition, the Pedal-Powered Library will be hosting Reading Under A Tree, a program where families can read books together in the City's beautiful parks.

The Pedal-Powered Library will be rolling out soon, so be sure to look (and listen!) for the colorful tricycle in the community! For a full calendar of events and to find out more information, go to [www.billingslibrary.org](http://www.billingslibrary.org).



# News from Billings Parks, Recreation and Public Lands

The Billings Parks, Recreation and Public Lands Department (PRPL) is gearing up for another program-packed summer! There are activities for participants of all ages.



## Pools, Wading Pools, and Spray Grounds

Come soak in the summer sun at the PRPL pools! Rose Park Pool is open daily from 12 p.m. – 8 p.m. This pool has three waterslides! South Park Pool is open daily from 12 p.m. – 6 p.m. Pool passes can be purchased at the Parks and Recreation office or at Rose Park Pool during hours of operation. PRPL also has 2 filtrated, chlorinated wading pools and 5 spray grounds located in the City parks system. Wading pools are open from 12 p.m. – 6 p.m. and spray grounds are open from 10 a.m. – 8 p.m.

## Outdoor Recreation

PRPL will be partnering with STEEPWORLD to present summer climbing classes throughout the months of June, July, and August. Morning and afternoon single session classes are available for \$50 per resident, and 2 session classes including rappelling will be available for \$75 for residents.

Youth Mountain Bike Instruction will be available Aug. 13-17, where kids aged 9-13 can learn about mountain bike riding in a safe environment. This class meets in the mornings and is \$60 for residents.



## Swim Lessons

Swim lessons are provided at both Rose and South Park pools. Lessons are \$55 for Billings residents and are available for 6 different levels of learn-to-swim instruction. Seven week-long sessions are available beginning June 18 at Rose Park pool for all 6 levels. Three week-long sessions are offered at South Park pool beginning July 9 for swimming levels 1, 2, and 3. Parent/child swim lessons and tailored swim lessons are also available at Rose Park pool.

## Other Pool Activities

Adult Lap Swim, Discover Zumba, Aqua Zumba, and Cardio Water Exercise are also offered in June, July, and August. Visit [www.billingsparks.org](http://www.billingsparks.org) for more information.

## Special Interest

Cooking for 1 is an interactive cooking class offered in partnership with MSU Extension Yellowstone County. The class is July 16, 23, and 30 from 5:30-7 p.m. and costs \$45 per resident.

The Tippet Rise Art Center Tour will take place on Sept. 18th. The tour will meet at the Billings Community and Senior Center (360 N. 23rd St) at 8 a.m., and take a bus to Fish-tail, MT. The tour will arrive back in Billings about 3:30 p.m., and costs \$35 per resident.

The Eastern Montana Art and History Tour will take place on Aug. 25 from 8 a.m.-5 p.m. in Miles City, MT. Participants will meet at the Billings Community Center (360 N. 23rd St) to board the bus. The tour is \$30 per resident.



To register online please visit, [www.BillingsParks.org](http://www.BillingsParks.org) for all of your recreation needs. You can also view the summer/fall guide for more information about activities including NFL flag football, special interest classes, youth and adult sports, and much more!



# DOWNTOWN SUMMER EVENTS AND PARKING

There are a large number of exciting events planned in Downtown Billings this summer. Here are some pointers regarding where to park your vehicle during these events:

## Parking Garages:

- Park 1 is located at 2912 Third Avenue North (down the street from the Alberta Bair Theater). Park 1 provides parking for cardholders-only weekdays from 5:30 a.m. – 6:30 p.m., but is free to anyone after 6:30 p.m. and on weekends.
- Park 2 is located at 2651 First Avenue North (next to Wells Fargo Bank and across the street from the Doubletree Hotel). An attendant is on duty and there is a fee to park Monday – Saturday, from 7 a.m. to 11 p.m. Park 2 is open and free on Sundays.
- Park 3 is located at 210 Second Avenue North (next to City Hall). An attendant is on duty weekdays from 9:30 a.m. – 5:30 p.m. The garage is open and free at all other times.
- The City's newest parking structure, the Empire Parking

Garage, is located at 11 North Broadway (next to the Northern Hotel). This garage is fully-automated and there is a fee to park at all times. The free-standing pay stations are designed to smooth flow of traffic when exiting the garage. However, it is recommended that you pay on-foot at the pay station prior to getting into your vehicle and exiting the garage to help avoid waiting in line in your vehicle.

## Parking Lots:

- There are three City-owned lots in downtown, which contain a mixture of reserved spaces and hourly spaces. Please be mindful and obey the signage in each.

## On-Street Parking:

- The metered spaces are free of charge after 5 p.m. on weekdays and at all times on weekends.

## Miscellaneous Tips:

- Handicapped parking spaces may be enforced at any time and by a variety of agencies. Please leave these spaces for patrons bearing the correct stickers, license plates or tags. Fire zones may be enforced at any time, as well.
- Pay attention to the event signs placed on the posts of the parking meters. These signs notify patrons of street closures, and failure to comply may result in your vehicle receiving a citation or, worse yet, getting towed to an impound lot at your expense.

If you have any questions or would like further information about downtown parking, please visit <http://ci.billings.mt.us/index.aspx?nid=105> or contact the Parking Division at (406) 657-8412. To learn more about the events offered in downtown, visit: <http://downtownbillings.com/>.

*Have a fun, safe and  
“event”-ful summer!*

## NOTES FROM THE PARKING DIVISION

- When you sell a vehicle, you need to remove your license plates before transferring the vehicle to the new owner. The registered owner is responsible for all parking citations, and the owner is identified through the license plate number.
- If you have a delivery permit and you park at a meter, you need to have your flashers on and your permit visible. The delivery permit is obtained with your City Business License purchased through the Finance Department. Parking enforcement can ticket you for not turning your flashers on while parked at a meter. Maximum parking time for delivery is 20 minutes.
- You are still eligible for a parking ticket if you occupy more than one space.
- You CANNOT park in a loading zone, yellow zone, a Fire Hydrant zone, or Handicap spot (unless you have a permit), even if it's ONLY for a MINUTE. The Handicap and Fire Hydrant spots are covered under STATE LAW. Vehicles need to be 15 feet from a fire hydrant no matter if the curbing is painted yellow or not.
- If you feel you received a ticket unfairly, you have the option to fill out a Contest Form within 5 days of receiving the ticket. You can obtain the Contest Form from the City website or at the Finance Department in City Hall - 210 N. 27th St.
- You may park your vehicle on the street for up to 5 consecutive days in a residential area. After 5 days, the vehicle must be moved from the location.
- A sidewalk cannot be blocked at any time, even if it is part of your driveway. Blocking the sidewalk makes it difficult and dangerous for those who are using the sidewalk, such a child or someone in a wheelchair.





# BILLINGS BUILDING DIVISION

With winter finally over, the busy construction season is already in full swing.

Roof and siding permits have been very popular the last few summers. Since the May 2014 hail storm, the Building Division has issued over 20,000 roof and siding permits.

In contrast, only 1,021 roof and siding permits were issued in 2013. The surge of roof and siding permits resulted in a price-break on residential roof and siding permits that will be expiring on June 1 when those permits will return to \$45 each. Residential roof and siding permits can also be obtained online at <https://services.ci.billings.mt.us>.

For roofing questions or permit information, please contact the Building Division at (406) 657-8270.



## NEW ASSISTANT CITY ADMINISTRATOR



**KEVIN  
IFFLAND**

Kevin Iffland, presently a Billings Police Department Captain, has accepted the position of Assistant City Administrator. Captain Iffland is a 23 year veteran of the Billings Police Department and has served for 27 years in Montana law enforcement. He is currently in charge of the Office of Professional Standards and supervises many of the department's support services and special assignments. Kevin is a graduate of the Montana State University Master of Public Administration program and has attended over 600 hours of government leadership training, including at the FBI National Academy and the Montana Law Enforcement Academy. He and his wife Angi are Billings residents and have two adult children. Captain Iffland will assume his new duties over the next few weeks as he transitions out of his present position.

## PETITION FOR REDUCTION OF ARTERIAL CONSTRUCTION FEE

Owners of specific properties in Billings can petition for a reduction in the arterial construction fee assessment.

The reductions are available for properties that are zoned either commercial or residential manufactured home and are currently owner-occupied solely as a single family residence.

Arterial construction fees are assessed on the annual tax notices that are sent out each November. Petitions need to be filled out and turned

into the Public Works Department by Aug. 31 of each year to provide a reduction of the arterial construction fee.

Forms can be obtained from and returned to the Public Works Belknap office located at 2251 Belknap Ave. or are available online at <http://ci.billings.mt.us/227/plans-Assessments>.

If property owners have questions about eligibility of the arterial fee reduction or the form, they can call Public Works at (406) 657-8238.





# MET TRANSIT ROUTE AND SCHEDULE CHANGES

In order to provide the City of Billings with a Transit system that is efficiently utilizing its resources to serve the most riders possible, MET regularly reviews its routes and will make minor changes to the fixed-route bus system. Beginning on July 1, MET will implement some new route changes hoping to improve transit services for the community. Those changes include the following:

## Route Changes:

- Route 1-MET Link
  - Realign route and extend new service to Billings Logan International Airport.
  - Add hours to make it an all-day route.
- Route 9-Central
  - Realign route to go on a portion of 1st Ave. S.
- Route 13-Westend
  - Realign route and extend new service further south on Mullowney Lane into the Josephine Crossing Subdivision.

- Routes 14-Alkali and 15-Hilltop
  - Route 14-Alkali will run in the AM and Route 15-Hilltop will run in the PM.
  - Both routes will be realigned and run opposite directions of each other.
- Route 19-The Loop (formerly Southside Loop)
  - Route 19 will change from the Southside Loop to The Loop for less confusion with Route 10-Southside.
  - The route will be realigned to eliminate duplication on Orchard Lane.
- Minor schedule adjustments
  - There will be minor schedule adjustments to the above routes that are being changed and to Route 5(B)-Grand.

Near the end of June 2018, new Route and Schedule booklets and system maps will be available on the buses, at the MET (1705 Monad Road), and on the MET's website ([www.mettransit.com](http://www.mettransit.com)). Please contact MET at (406) 657-8218 with additional questions. Remember, MET Will Get You There!



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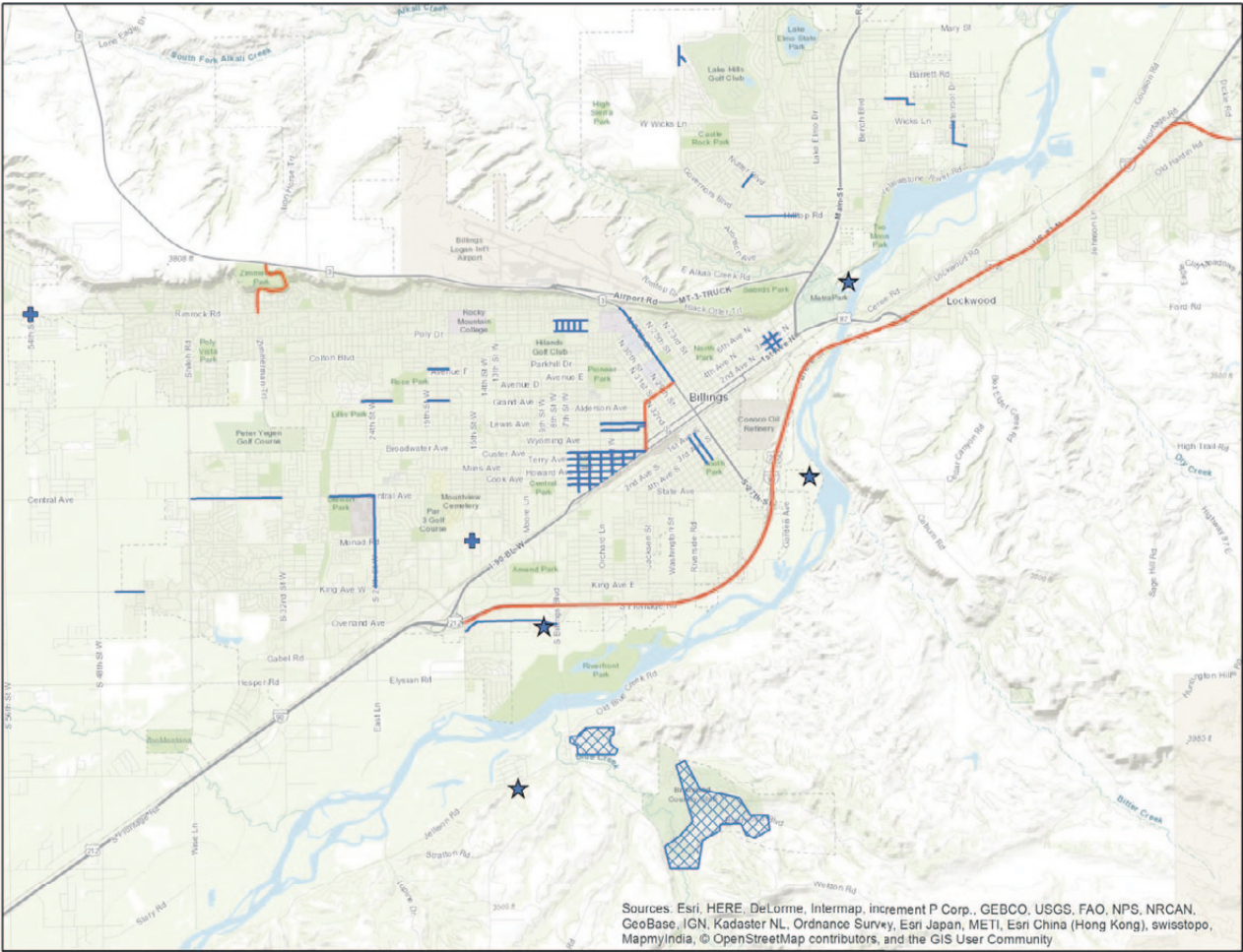


# 2018 CONSTRUCTION UPDATES

- Reconstruction of Midland Road from S. Billings Blvd to Mullowney
- Reconstruction of Central Avenue from 32nd to Shiloh
- Overlay 24th St W from King to Central
- Zimmerman Trail from Rimrock to Highway 3 (MDT/City project)
- Waterline replacement in N. 27th from 6th Ave N to Rimrock. This work is being done ahead of MDT's overlay of N. and S. 27th from I90 to Airport Road.
- EBURD, 10th to 13th
- Poet Streets – water lines and street construction
- Sidewalk projects in Heights – Bitterroot and Kyhl Lane
- Intersections: Monad and Daniel and Rimrock and 54th
- Hilltop/Aronson Storm Main
- King Ave W water/sewer project
- Misc ADA ramps and concrete work

Thanks for your patience and understanding as work is completed to maintain good quality infrastructure throughout this growing City!

More information on these projects can be found at <http://ci.billings.mt.us/557/Current-Projects>.



HOLIDAY TRASH COLLECTION SCHEDULE:			
Holiday	Date	Trash Collection	Landfill
Fourth of July	Wednesday, July 4	Delayed one day	CLOSED
Labor Day	Monday, September 3	Delayed one day	CLOSED

If collection is delayed one day, it only affects the customers who would normally have trash pickup on that day and the days following. For example: Fourth of July-- only Wednesday, Thursday and Friday collection will be affected. The Landfill will be closed Fourth of July and Labor Day.

Yard waste pickup will start the first full week of April and end the last full week of November. The Landfill is only closed one day on the major holidays and that is the day of the holiday.

# 2018 Service Directory

## AIRPORT-BILLINGS LOGAN INTERNATIONAL

Airport Information .....247-8609  
Airport Administration .....657-8495  
Airport Police.....657-8498  
Airport Operations.....657-8496  
Edwards Jet Center .....252-0508  
Parking – SP Plus.....259-8545  
Gateway Restaurant & Lounge .256-8446  
TSA–24/7 Customer Service..... 877-846-5737

**ANIMAL CONTROL** .....657-8226

**ANIMAL LICENSING**.....657-8226

## ANIMAL SHELTER

Yellowstone Valley  
Animal Shelter.....294-7387  
Monday, Tuesday, Thursday, Friday:  
Noon – 7 pm  
Saturdays: Noon – 6 pm  
Sundays: Noon – 6 pm  
Lost Pet Hotline .....294-1138

## BUILDING DIVISION

Building Permits .....657-8270  
Building & Plumbing  
Inspections .....657-8277  
Plan Review .....657-8271  
Business Licenses .....657-8364

## CEMETERY DIVISION

.....657-8299

## CITY

**ADMINISTRATOR**.....657-8430  
Assistant City Administrator .....657-8222  
City Clerk.....657-8210

**CITY ATTORNEY** .....657-8205

## CITY COUNCIL INFORMATION

.....657-8433

## CODE ENFORCEMENT – ZONING & WEED COMPLAINTS

.....237-6146

## COMMUNITY DEVELOPMENT

.....657-8281  
Community Development  
Manager.....657-8286  
Home Repair Program .....657-8284  
First Time Homebuyer  
Program .....657-3045

## COMMUNITY & SENIOR CENTER

.....657-3050

## FACILITIES MANAGEMENT

.....237-6294

## FINANCE DEPARTMENT

Accounts Payable .....657-8224  
Business Tax Information .....657-8364  
City Tax Information – SID's .....657-8223  
Municipal Bonds.....657-8363  
Purchasing .....657-8216  
Other Finance Services .....657-8207

## FIRE DEPARTMENT

Emergencies Only .....911  
Non-Emergency  
8 am to 5 pm weekdays:  
Fire Department  
Administration.....657-8423  
Fire Prevention Bureau .....657-8423

**FLEET SERVICES** .....657-8407

## GARBAGE (SOLID WASTE)

.....657-8260

**GIS SERVICES** .....247-8512

## HEALTH DEPARTMENT

123 S. 27th .....247-3200

**HUMAN RESOURCES** ...237-6210

**JAIL** .....256-6881

**LANDFILL** .....657-8260

## LIBRARY (BILLINGS PUBLIC)

Information Services .....657-8258  
Children's Services .....657-8256  
Bookmobile .....657-3091  
Senior-Homebound.....657-8255  
Hours.....657-8259  
Website: [www.billings.lib.mt.us](http://www.billings.lib.mt.us)

**MAYOR** .....657-8296

## MET TRANSIT

Information & Schedules .....657-8218  
MET Special Transit  
Reservation .....248-8805

## MOUNTVIEW CEMETERY

.....657-8299

## MUNICIPAL COURT

(City Hall Second Floor)  
Bond & Traffic Citation Info.....657-8490  
Juror Information (24 Hrs) .....247-8653

## PARKING DIVISION

Enforcement, Parking Tickets  
& Meter Repair .....657-8412  
Park One Garage .....657-8212  
Park Two Garage .....657-8279  
Park Three Garage .....657-8212  
Empire Garage.....657-8412

## PARKS-RECREATION & PUBLIC LANDS

Administration .....657-8371  
Community & Senior Center.....657-3050  
Forester/Natural Resources .....237-6227  
Mountview Cemetery .....657-8299  
Parks Division.....657-8371  
Recreation Division .....657-8371  
Fax .....247-8641  
Website .....[www.BillingsParks.org](http://www.BillingsParks.org)

## PLANNING & ZONING

.....247-8676

## POLICE DEPARTMENT

Emergencies Only .....911  
Non-Emergencies .....657-8200  
PD Records .....657-8460  
(Open 8am-6pm weekdays &  
10 am - Noon Saturday)  
Detective Division.....657-8473  
Public Relations .....657-8464  
Crime Prevention Center .....247-8590  
(Open 9 am to 4 pm weekdays)  
Fingerprinting  
- Call Crime Prevention Center  
Montana Internet Crimes Against  
Children (ICAC) .....839-9070

## PUBLIC WORKS DEPARTMENT

Public Works Administration .....657-8230  
Engineering Division .....657-8231  
Right-of-Way Permits &  
Inspections...657-8307  
Traffic Engineer .....657-8231  
Environmental Affairs.....247-8517  
Meter Shop .....657-8331  
Solid Waste Division & Landfill..657-8260  
Street/Traffic Division .....657-8250  
Storm Drain & Street Light  
Maintenance.....657-8250  
Traffic Signals .....657-8250  
Water Bills - On/Off Orders – Payments  
(Open 8 am to 5 pm weekdays)  
.....657-8315  
Water Emergencies  
(8 am to 5 pm weekdays).....657-8305  
Water Emergencies  
(After 5 pm, weekends & holidays)  
.....657-8353  
Wastewater Treatment Plant ....657-8356  
Water Treatment Plant .....657-8353

## PURCHASING DIVISION

.....657-8216

## TAXES

City Taxes .....657-8223

**ZONING** .....657-8246