A regular meeting of the Livingston Urban Renewal Agency was held June 23, 2026 in the Community Room of the City/County Complex at 414 E. Callender St. The meeting was facilitated by Vice Chair Sarah Knoebl.

1. **ROLL CALL** – Vice Chair Sarah Knoebl, Chris Raley, Julie Evans and Matt Whitman. Chair Melissa Nootz and Chad Johnson were excused. A quorum of the board was present. Staff: Planning Director Jennifer Severson, City Manager Grant Gager, and URA Advisor Brianne Downey.

2. **APPROVAL OF MINUTES**

A. APPROVAL OF MINUTES FROM APRIL 28, 2026 REGULAR MEETING – Knoebl and Evans identified minor corrections, including a wording correction and spelling correction of Knoebl's last name. Whitman motioned to approve the minutes as corrected, second by Raley. Motion passed 4-0.

3. **NEW BUSINESS**

A. EMPIRE THEATER APARTMENT ADDITIONAL GRANT FUNDS REQUESTED – Severson presented a request for an additional $4,730 in Residential Rehabilitation Grant funds based on final project costs. The request included eligible costs that were not included in the original estimate and a $180 correction to the amount previously approved. Staff explained that reimbursement will occur after required receipts are received and completion of the funded work is verified. A motion was made by Whitman to approve the additional $4,730, seconded by Evans; motion passed 4-0.

B. DISCUSSION OF FY 2026-27 URA BUDGET

Gager reviewed the FY 2026-27 URA financial outlook and introduced Severson's expanded role in application review and meeting management, with Gager continuing to provide budget support. Downey was reintroduced as an advisory resource to the URA board. Staff estimated a beginning fund balance of approximately $2.5 million and annual revenue of approximately $1.35 million, primarily from tax increment revenue. The recommended budget includes approximately $2.1 million in potential expenditures, but staff emphasized that individual project funding remains subject to Board approval.

Potential projects discussed included downtown water, sewer and stormwater improvements, park and parking improvements identified in the Parks Master Plan, and future Civic Center needs. The Board discussed aligning future spending priorities with the Downtown Master Plan, Parks Master Plan and an update of the URA Plan, anticipated in FY 2026/27. Members also discussed whether existing Residential Rehabilitation and Downtown Enhancement program guidelines should be revisited based on participation levels.

Downey discussed examples of URA tools used in other Montana communities, including infrastructure grants, revolving loan funds, bonding and public-private partnerships. She offered to assist the Board with identifying and narrowing priorities for the upcoming URA Plan update. Staff also clarified that the URA's authority to collect tax increment is scheduled to end in 2034, while revolving loan funds or other revenue-generating assets could continue beyond that date. No formal action was requested or taken.

4. **OLD BUSINESS –** None.

5. **PUBLIC COMMENTS –** None.

6. **BOARD COMMENTS**

The Board asked whether URA programs may support public entities. Staff confirmed that eligible public projects within the district may receive URA support and discussed potential school district parking and tennis court improvements as examples.

Staff reported that the City has contracted with a new website provider capable of creating a branded URA webpage with meeting agendas, minutes, videos and project updates. Staff also confirmed that School Superintendent Chad Johnson has filled the school district seat on the Board. The Board discussed the existing URA boundary and the process for changing it; staff noted that the boundary has not been expanded and that any change would require City Commission action and could affect the tax increment base year. No action was taken.

7. **ADJOURN –** A motion to adjourn was made and seconded. Motion passed 4-0.