

Livingston Urban Renewal Agency Minutes



The regular meeting of the Livingston Urban Renewal Agency Committee has been scheduled for January 27, 2026 at 4:30 PM in Community Room, City/County Complex. This meeting will be facilitated by the Chair.

<https://us02web.zoom.us/j/89862002835?pwd=jqRwUhTc1dbROjYuJWmZfUb4cXiJM8.1>

Meeting ID: 898 6200 2835

Passcode: 839141

The City Manager asked City Commissioner Nootz to run the meeting as the Chair and Vice Chair of the board were not present.

1. Roll Call

Melissa Nootz

Julie Evans

Sarah Knoebl

Chris Raley

2. Approval of Minutes

A. APPROVAL OF MINUTES FROM JULY 22, 2025, REGULAR MEETING **PG.3**

Julie motioned to approve the minutes, seconded by Sarah. Unanimously approved.

3. New Business

A. ELECTION OF 2026 BOARD OFFICERS **PG.11**

The City Manager stated this election is to be had at the first meeting of the year for the board. It may be done in a single motion or separate motions.

Sarah expressed interest in being Vice Chair

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Melissa expressed she is happy to be Chair but not permanently, and would be happy to teach the Vice Chair how to run meetings.

Julie motioned to elect Melissa as Chair and Sarah as Vice Chair. Unanimously approved.

Chris Raley was excused for the remainder of the meeting.

4. Public Comments

Melissa requested the public comment be moved up on tonight's agenda.

Public comment was offered by:

- Joe and Cindy Wayne have a bronze sculpture on the sidewalk by 2nd Street Bistro, and is interested in putting more sculptures like this around town. He expressed concern about the City requirement to insure each piece for \$1 Million, and he would like to see that stop, or wondered if the URA could insure those.
- Lisa Garcia expressed frustrations about past URA meetings. She highlighted a few things she thought that should be included on the website, and ran through a list of items that she hoped the URA can continue to work on.

The City Manager stated the URA does offer a downtown enhancement program that provides grants for items from the Downtown Master Plan. He stated public art is one of those goals of the Downtown Master Plan. He explained there is possibly a way to get public art covered under the City's insurance policy.

Melissa explained process and clarified that no one was removed outside of the public domain. She stated that terms end at the end of a calendar year. In the 2025 legislative session the Montana State Legislature changed URAs and required that URAs must have 1 seat reserved for the school board and 1 seat reserved for the County. The recommendations for those seats go to City staff, then City staff put those on the City Commission agenda for the Commission to appoint members from the staff recommendations.

The City Manager stated that when the previous Vice Chair of the URAs term was up he decided at an administrative level that the seat would go to the school district. The school district recommended Todd Wester and that was sent through the City Commission for approval.

Melissa reminded that the appointment process is the same for all board and the City Commission gets the recommendations and makes the final approval.

The City Manager stated they open up the board seat publicly and accept application, then staff makes a selection to send through the City Commission for approval.

Sarah asked that for future if anything legislative changes come through about URA to please let the board know.

Melissa discussed that a previous board member did not live inside City limits while serving on the board, and she reached out to her, and discussed with the City Attorney who clarified that board member is not eligible to serve on the board given they did not live inside City limits. She stated that member decided to vacate their seat and that board seat opened up.

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The City Manager stated that since that seat opened up the County was entitled to that seat, and they made a selection and notified him of the selection. He stated the City Commission will approve that selection at their next meeting.

Julie expressed that there seemed to be a shift in the board function around the July time in and into the fall with lack of meetings.

Melissa clarified that staff had been dealing heavily with some legal things during that fall of 2025 and that is the reason for some lack of notice about meetings being cancelled. She expressed it was a really tough time for some City staff and the City Commission. She reviewed the Board and Commission Handbook and process around meetings, and explained in detail additional process around staff time at meetings and needing to follow state law.

B. DISCUSSION OF 2026 LIVINGSTON CITY COMMISSION PRIORITIES PG.15

The City Manager stated that at a City Commission work session on January 14th the City Commission discussed their priorities for 2026. He listed the items most relevant to the URA board which is the Urban Renewal Plan, Economic Opportunity and Development, Veteran's Memorial, Storm water, Neighborhood Infrastructure, and Public Amenity Upgrades.

Julie asked about priority level and wondered if low priority items won't be worked on.

The City Manager stated they will be worked on.

Melissa stated the City Commission took turns listing what their priority items are, and the City Manager cleaned it up and put it into a list. She stated that she asked for a URA plan to be on the priority list.

Sarah asked about timeline for the URA plan and how much input the board will have.

Melissa asked for input from the City Manager.

The City Manager stated they do envision a large public engagement process, one that involves building owners and business owners. The goal is to identify needs that exist in the community and bring those forward in a way that is reflected in the URA plan. The board would have an opportunity to engage in that process. He stated there will be public hearings at this board for input regarding the new plan. He that in the next few months they will start the discussion as the City Commission level.

Melissa asked if the board could be invited whenever this item goes to the City Commission.

C. DISCUSSION REGARDING URA WEBSITE AND MARKETING PG.18

The City Manager stated this item was placed on the agenda as a request of the board.

Sarah expressed that Billings has a great URA website showing what the URA does. She wondered what the ability is for City staff to work on this.

The City Manager stated they can bring back some options for the board to review.

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The board looked at the websites together and liked how they look and easy to use for people looking at them. They pointed out the things they really liked and gave the City Manager ideas for the Livingston URA website.

5. Old Business

6. Board Comments

Julie asked about a program to tell folks with their water and sewer line replacements. She stated the public works didn't know anything about program, and she wondered if the program is still in place, and how do folks apply.

The City Manager stated the Public Works Project Manager is the main contact for this, and letters went out 2 or 3 weeks ago to people that had interest in being the program. He stated if people are interested in the program, then folks can reach out to him directly or the Public Works Project Manager Adam Balew.

Melissa asked for an update at the next meeting about this program.

7. Adjournment

6:08 PM Sarah motioned to adjourn, seconded by Julie. Unanimously approved.