



# Livingston City Commission Agenda

February 2, 2021

5:30 PM

VIA ZOOM

<https://us02web.zoom.us/j/83728875302?pwd=ZVhvRUkwEDgV2k3N0RBeUFJbWFKQT09>

MEETING ID: 837 2887 5302 PASSCODE: 717963 CALL IN: (669) 900-6833

- 1. Call to Order
- 2. Roll Call
- 3. Public Comment

*Individuals are reminded that public comments should be limited to item over which the City Commission has supervision, control jurisdiction, or advisory power (MCA 2-3-202)*

4. Consent Items

- A. JUDGES MONTHLY REPORT FROM DECEMBER 2020 PG. 3**
- B. PLEDGED SECURITIES REPORT PG. 5**
- C. RATIFY CLAIMS PAID 01/15/2021-01/27/2021. PG. 9**
- D. SECOND QUARTER FINANCIAL SUMMARY PG. 20**

5. Proclamations

6. Scheduled Public Comment

- A. URA BUDGET PRESENTATION BY BOB EBINGER CHAIR. PG. 42**

7. Public Hearings

8. Ordinances

- A. ORDINANCE 3001 AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING A PARCEL GENERALLY KNOWN AS 1607 MOUNTAIN VIEW LANE. PG. 44**
- B. ORDINANCE 3002 AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING A PARCEL GENERALLY KNOWN AS MAYOR'S LANDING/MOJA PARK. PG. 56**

9. Resolutions

- A. RESOLUTION NO. 4940: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE THE PROFESSIONAL SERVICES AGREEMENT WITH VITRUVIAN PLANNING FOR THE CITY'S TRAILS AND ACTIVE TRANSPORTATION PLAN. PG. 68**

10. Action Items

**A. DISCUSS/APPROVE/DENY: TBID ANNUAL BUDGET**

**PG. 93**

11. City Manager Comment

12. City Commission Comments

13. Adjournment

Notice

- Public Comment: The public can speak about an item on the agenda during discussion of that item by coming up to the table or podium, signing-in, and then waiting to be recognized by the Chairman. Individuals are reminded that public comments should be limited to items over which the City Commission has supervision, control, jurisdiction, or advisory power (MCA 2-3-202).
- Meeting Recording: An audio and/or video recording of the meeting, or any portion thereof, may be purchased by contacting the City Administration. The City does not warrant the audio and/or video recording as to content, quality, or clarity.
- Special Accommodation: If you need special accommodations to attend or participate in our meeting, please contact the Fire Department at least 24 hours in advance of the specific meeting you are planning on attending.

**File Attachments for Item:**

**A. JUDGES MONTHLY REPORT FROM DECEMBER 2020.**

LIVINGSTON CITY COURT  
FINANCIAL REPORT

December  
2020

Date PD Monthly Report Received from City of Livingston Finance Office 1/14/2021

Tickets/Criminal Complaints Cleared: 40

Dismissed-Plea Agreement:	1	
Dismissed-Pretrial Diversion/Deferred:	1	
Dismissed-Miscellaneous:	8	
Paid-Bond Forfeit/Fine:	23	\$1,790.00
Paid-Time Payments:	7	\$2,955.00
Warrant Fees:		

	Total	\$4,745.00
Parking Tickets:		\$1,520.00
	Total:	\$6,265.00

Surcharges/Costs/Fees:

MLEA Surcharge:	\$180.00
TECH Surcharge:	\$150.00
Victim/Witness Surcharge:	\$464.00
MISD Surcharge:	\$295.00
Court Costs:	\$90.00
Public Defender Fee:	
Public Defender Fee:	\$
Jury Fees	\$
Interpreter	\$

Total (\$1,179.00)

**Total amount credited to City of Livingston General Fund: \$5,086.00**

I hereby certify that this is a true and correct statement of the amount of fines/fees/costs which were fully paid and credited with the Livingston City Court during the month of: Dec. 20

Prepared by: Holly Happe  
Hon. Holly Happe  
Livingston City Judge

Date: 1-12-2021

**File Attachments for Item:**

**B. PLEDGED SECURITIES REPORTED SECURITIES REPORT.**

**DEPOSITORY BONDS AND SECURITIES**  
**December 31, 2020**

	<u>MATURITY</u>	<u>CUSIP NO.</u>	<u>TOTAL AMOUNT PLEDGED</u>
<b>FIRST INTERSTATE BANK</b>			
All Accounts			
Federal Deposit Insurance Corporation			\$ 250,000.00
FNNT	7/29/1930	3134GWGJ9	2,000,000.00
FNNT	3/25/2037	3136B43E6	5,000,000.00
<b>TOTAL - First Interstate Bank</b>			<u><u>\$ 7,250,000.00</u></u>
 <b>OPPORTUNITY BANK</b>			
All Accounts			
Federal Deposit Insurance Corporation			\$ 250,000.00
Montgomery County PA	10/1/2027	613579Z20	490,000.00
<b>TOTAL - Opportunity Bank</b>			<u><u>\$ 740,000.00</u></u>

**PLEGGED SECURITIES AND CASH IN BANK**  
**As of**  
**December 31, 2020**

**First Interstate Bank**

---

	<u>Total</u>
Cash & CD's on Deposit	\$ 5,240,172.69
FDIC Coverage	250,000.00
Amount Remaining	<u>4,990,172.69</u>
Pledges required @ 50%	2,495,086.35
Actual Amount of Pledges	7,000,000.00
Over (Under) Pledged	<u><u>\$ 4,504,913.66</u></u>

**PLEGGED SECURITIES AND CASH IN BANK**  
**As of**  
**December 31, 2020**

**Opportunity Bank of Montana**

---

	<u>Total</u>
Cash & CD's on Deposit	\$ 721,584.32
FDIC Coverage	250,000.00
Amount Remaing	<u>471,584.32</u>
Pledges required @ 50%	235,792.16
Actual Amount of Pledges	490,000.00
Over (Under) Pledged	<u><u>\$ 254,207.84</u></u>



**File Attachments for Item:**

**C. RATIFY CLAIMS PAID 01/15/2021-01/27/2021**

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>A-1 MUFFLER, INC.</b>							
2	A-1 MUFFLER, INC.	69584	BUILDING DEPT VEH	01/18/2021	1,115.00	1,115.00	01/20/2021
Total A-1 MUFFLER, INC.:					1,115.00	1,115.00	
<b>ADVANCED ENGINEERING &amp;</b>							
3605	ADVANCED ENGINEERING &	72311	PROFESSIONAL SERVICES	01/01/2021	1,125.50	1,125.50	01/20/2021
Total ADVANCED ENGINEERING &:					1,125.50	1,125.50	
<b>ALL SERVICE TIRE &amp; ALIGNMENT</b>							
22	ALL SERVICE TIRE & ALIGNME	58471	parts	12/27/2020	160.00	160.00	01/20/2021
22	ALL SERVICE TIRE & ALIGNME	60283	Tire Repair	10/02/2020	15.00	15.00	01/20/2021
22	ALL SERVICE TIRE & ALIGNME	60407	New Tires	10/19/2020	780.00	780.00	01/20/2021
22	ALL SERVICE TIRE & ALIGNME	60957	Flat repair	01/19/2021	40.00	40.00	01/26/2021
22	ALL SERVICE TIRE & ALIGNME	60958	Oil Change	01/19/2021	92.00	92.00	01/26/2021
Total ALL SERVICE TIRE & ALIGNMENT:					1,087.00	1,087.00	
<b>ALPINE ELECTRONICS RADIO SHACK</b>							
402	ALPINE ELECTRONICS RADIO	10269398	Ink	01/19/2021	92.97	92.97	01/26/2021
Total ALPINE ELECTRONICS RADIO SHACK:					92.97	92.97	
<b>AMERICAN AUTOMOTIVE</b>							
3378	AMERICAN AUTOMOTIVE	1435	2014 ford	12/23/2020	1,599.00	1,599.00	01/20/2021
3378	AMERICAN AUTOMOTIVE	1435	2014 ford	12/23/2020	1,576.01	1,576.01	01/20/2021
3378	AMERICAN AUTOMOTIVE	1484	2016 FORD	12/31/2020	38.59	38.59	01/20/2021
3378	AMERICAN AUTOMOTIVE	1484	2016 FORD	12/31/2020	278.10	278.10	01/20/2021
Total AMERICAN AUTOMOTIVE:					3,491.70	3,491.70	
<b>BALCO UNIFORM COMPANY, INC.</b>							
3371	BALCO UNIFORM COMPANY, IN	60381	Reserve Uniform	01/13/2021	392.00	392.00	01/26/2021
3371	BALCO UNIFORM COMPANY, IN	60587	Reserve Uniform	01/13/2021	98.00	98.00	01/26/2021
Total BALCO UNIFORM COMPANY, INC.:					490.00	490.00	
<b>BATTERIES PLUS BULBS</b>							
2472	BATTERIES PLUS BULBS	P35837679	Batteries	01/19/2021	100.00	100.00	01/26/2021
2472	BATTERIES PLUS BULBS	P35837679	Batteries	01/19/2021	306.00	306.00	01/26/2021
Total BATTERIES PLUS BULBS:					406.00	406.00	
<b>BIOBOT ANALYTICS, INC</b>							
10001	BIOBOT ANALYTICS, INC	328B41F3-000	ANALYTICS	01/10/2021	3,600.00	3,600.00	01/20/2021
Total BIOBOT ANALYTICS, INC:					3,600.00	3,600.00	
<b>BOUND TREE MEDICAL, LLC</b>							
2662	BOUND TREE MEDICAL, LLC	83902695	Patient Supplies	01/04/2021	261.81	261.81	01/26/2021
2662	BOUND TREE MEDICAL, LLC	83908262	Pt Supplies	01/07/2021	284.70	284.70	01/26/2021
2662	BOUND TREE MEDICAL, LLC	83911638	Pt Supplies	01/11/2021	363.99	363.99	01/26/2021
2662	BOUND TREE MEDICAL, LLC	83913456	Pt Supplies	01/12/2021	375.56	375.56	01/26/2021
2662	BOUND TREE MEDICAL, LLC	83916876	Pt Supplies	01/14/2021	289.81	289.81	01/26/2021
2662	BOUND TREE MEDICAL, LLC	83918377	Pt Supplies	01/15/2021	144.08	144.08	01/26/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total BOUND TREE MEDICAL, LLC:					1,719.95	1,719.95	
<b>CANON FINANCIAL SERVICES, INC</b>							
1747	CANON FINANCIAL SERVICES, I	26053636	Canon lease 414 CALLENDER	01/13/2021	29.31	29.31	01/20/2021
1747	CANON FINANCIAL SERVICES, I	26053637	Canon lease 414 CALLENDER	01/13/2021	29.75	29.75	01/20/2021
Total CANON FINANCIAL SERVICES, INC:					59.06	59.06	
<b>CARQUEST AUTO PARTS</b>							
23	CARQUEST AUTO PARTS	1912-496058	CLEANING SUPPLIES	01/04/2021	17.99	17.99	01/26/2021
23	CARQUEST AUTO PARTS	1912-496581	DEF	01/11/2021	60.31	60.31	01/26/2021
23	CARQUEST AUTO PARTS	1912-496763	BATTERY	01/13/2021	116.57	116.57	01/20/2021
23	CARQUEST AUTO PARTS	1912-496820	CLEANER	01/14/2021	11.94	11.94	01/26/2021
23	CARQUEST AUTO PARTS	1912-497240	REGULATOR	01/20/2021	250.79	250.79	01/26/2021
Total CARQUEST AUTO PARTS:					457.60	457.60	
<b>CERTIFIED LABORATORIES</b>							
634	CERTIFIED LABORATORIES	7222762	PRREMLUBE	01/05/2021	399.95	399.95	01/26/2021
Total CERTIFIED LABORATORIES:					399.95	399.95	
<b>CITY OF LIVINGSTON</b>							
131	CITY OF LIVINGSTON	TK2020-0288	Bond Conversion - J. Weidner	01/13/2021	685.00	685.00	01/21/2021
Total CITY OF LIVINGSTON:					685.00	685.00	
<b>COMDATA</b>							
2671	COMDATA	20350531	CG73p	01/01/2021	1,689.62	1,689.62	01/26/2021
2671	COMDATA	20350531	CG72T	01/01/2021	281.19	281.19	01/26/2021
2671	COMDATA	20350547	CG72S	01/01/2021	1,364.69	1,364.69	01/20/2021
Total COMDATA:					3,335.50	3,335.50	
<b>CULLIGAN WATER CONDIITIONING</b>							
10000	CULLIGAN WATER CONDIITIONI	0607323	SALT	12/16/2020	10.00	10.00	01/20/2021
Total CULLIGAN WATER CONDIITIONING:					10.00	10.00	
<b>ENERGY LABORATORIES, INC.</b>							
424	ENERGY LABORATORIES, INC.	363231	Effluent	12/14/2020	126.00	126.00	01/26/2021
424	ENERGY LABORATORIES, INC.	363983	Effluent	12/16/2020	57.00	57.00	01/26/2021
Total ENERGY LABORATORIES, INC.:					183.00	183.00	
<b>FALCON ENVIRONMENTAL CORP</b>							
10002	FALCON ENVIRONMENTAL CO	8368	FLUOROMASTEROMER	12/28/2020	2,017.96	2,017.96	01/20/2021
Total FALCON ENVIRONMENTAL CORP:					2,017.96	2,017.96	
<b>FIRST INTERSTATE BANK</b>							
225	FIRST INTERSTATE BANK	2021.1.13	Safe Deposit Box	01/13/2021	45.00	45.00	01/20/2021
Total FIRST INTERSTATE BANK:					45.00	45.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>FREDS APPLIANCE</b>							
10002	FREDS APPLIANCE	0000607359	APPLIANCES	12/30/2020	5,934.94	5,934.94	01/27/2021
	Total FREDS APPLIANCE:				5,934.94	5,934.94	
<b>GATEWAY OFFICE SUPPLY</b>							
54	GATEWAY OFFICE SUPPLY	50160	SHIPPING POLICE	01/06/2021	16.17	16.17	01/20/2021
	Total GATEWAY OFFICE SUPPLY:				16.17	16.17	
<b>GENERAL DISTRIBUTING COMPANY</b>							
1845	GENERAL DISTRIBUTING COM	00950874	Oxygen	12/31/2020	30.38	30.38	01/26/2021
	Total GENERAL DISTRIBUTING COMPANY:				30.38	30.38	
<b>HAWKINS, INC</b>							
470	HAWKINS, INC	4860699	Chlorine	01/12/2021	1,097.78	1,097.78	01/26/2021
	Total HAWKINS, INC:				1,097.78	1,097.78	
<b>INDUSTRIAL TOWEL</b>							
102	INDUSTRIAL TOWEL	52761	110 s B	01/15/2021	42.10	42.10	01/20/2021
	Total INDUSTRIAL TOWEL:				42.10	42.10	
<b>INSTY-PRINTS</b>							
250	INSTY-PRINTS	37680	PROTOCOL BOOKS	12/17/2020	604.60	604.60	01/26/2021
250	INSTY-PRINTS	37875	FIRE INSPECTION NOTICE	01/08/2021	141.69	141.69	01/26/2021
	Total INSTY-PRINTS:				746.29	746.29	
<b>INTERNATIONAL LEAGUE OF CITIES</b>							
10002	INTERNATIONAL LEAGUE OF CI	10245	ANNUAL MEMBERSHIP/DIRECT	01/13/2021	250.00	250.00	01/20/2021
	Total INTERNATIONAL LEAGUE OF CITIES:				250.00	250.00	
<b>KELLEY CONNECT</b>							
10001	KELLEY CONNECT	IN774153	COPIER CONTRACT	01/04/2021	7.33	7.33	01/26/2021
	Total KELLEY CONNECT:				7.33	7.33	
<b>KENYON NOBLE</b>							
776	KENYON NOBLE	8118495	CONNECTOR	12/30/2020	12.99	12.99	01/26/2021
	Total KENYON NOBLE:				12.99	12.99	
<b>KIMBALL MIDWEST</b>							
2863	KIMBALL MIDWEST	8423957	CREDIT FOR 8307716	12/01/2020	131.75-	131.75-	01/20/2021
2863	KIMBALL MIDWEST	8518735	FIRST AID	01/12/2021	320.35	320.35	01/20/2021
2863	KIMBALL MIDWEST	8518735	FIRST AID	01/12/2021	214.49	214.49	01/20/2021
	Total KIMBALL MIDWEST:				403.09	403.09	
<b>KNB FIRE</b>							
10002	KNB FIRE	1116	POWERCOT/INSTALLATION	01/19/2021	1,800.00	1,800.00	01/26/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total KNB FIRE:					1,800.00	1,800.00	
<b>LIVINGSTON HEALTH CARE</b>							
55	LIVINGSTON HEALTH CARE	4360291	Patient Supplies	01/14/2021	106.82	106.82	01/26/2021
Total LIVINGSTON HEALTH CARE:					106.82	106.82	
<b>LIVINGSTON LOCKS &amp; CLOCKS</b>							
3210	LIVINGSTON LOCKS & CLOCKS	126351	KEYS	01/20/2021	37.50	37.50	01/26/2021
Total LIVINGSTON LOCKS & CLOCKS:					37.50	37.50	
<b>MASTERCARD</b>							
3184	MASTERCARD	2020_12 FETT	Office supplies	01/01/2021	239.00	239.00	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee appreciation	01/01/2021	1,559.74	1,559.74	01/25/2021
3184	MASTERCARD	2020_12 FETT	Office supplies	01/01/2021	41.25	41.25	01/25/2021
3184	MASTERCARD	2020_12 FETT	Office supplies	01/01/2021	87.47	87.47	01/25/2021
3184	MASTERCARD	2020_12 FETT	Billing card stock	01/01/2021	202.21	202.21	01/25/2021
3184	MASTERCARD	2020_12 FETT	Billing card stock	01/01/2021	202.21	202.21	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee appreciation	01/01/2021	2,639.56	2,639.56	01/25/2021
3184	MASTERCARD	2020_12 FETT	CAFR Award Program	01/01/2021	460.00	460.00	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee education	01/01/2021	560.00	560.00	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee appreciation	01/01/2021	539.90	539.90	01/25/2021
3184	MASTERCARD	2020_12 FETT	GFOA Membership	01/01/2021	65.00	65.00	01/25/2021
3184	MASTERCARD	2020_12 FETT	Panel office heater	01/01/2021	149.68	149.68	01/25/2021
3184	MASTERCARD	2020_12 FETT	Billing card stock	01/01/2021	202.21	202.21	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee appreciation	01/01/2021	1,499.75	1,499.75	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee appreciation	01/01/2021	299.95	299.95	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee appreciation	01/01/2021	258.00	258.00	01/25/2021
3184	MASTERCARD	2020_12 FETT	Employee appreciation	01/01/2021	44.59	44.59	01/25/2021
3184	MASTERCARD	2020_12 Finan	Interest	01/01/2021	135.23-	135.23-	01/25/2021
3184	MASTERCARD	2020_12 GLAS	APCO Membership	01/01/2021	345.00	345.00	01/25/2021
3184	MASTERCARD	2020_12 GRA	workshop glue injector	01/01/2021	13.98	13.98	01/25/2021
3184	MASTERCARD	2020_12 GRA	batteries	01/01/2021	13.78	13.78	01/25/2021
3184	MASTERCARD	2020_12 GRA	1 DVD	01/01/2021	9.99	9.99	01/25/2021
3184	MASTERCARD	2020_12 GRA	light bulbs, ice melt	01/01/2021	13.79	13.79	01/25/2021
3184	MASTERCARD	2020_12 GRA	packing tape	01/01/2021	7.00	7.00	01/25/2021
3184	MASTERCARD	2020_12 GRA	desk calendar	01/01/2021	5.50	5.50	01/25/2021
3184	MASTERCARD	2020_12 GRA	1 book	01/01/2021	15.55	15.55	01/25/2021
3184	MASTERCARD	2020_12 GRA	service charges	01/01/2021	17.99	17.99	01/25/2021
3184	MASTERCARD	2020_12 GRA	cord	01/01/2021	13.75	13.75	01/25/2021
3184	MASTERCARD	2020_12 GRA	postage purchase	01/01/2021	100.00	100.00	01/25/2021
3184	MASTERCARD	2020_12 HAEF	DPD samples	01/01/2021	208.76	208.76	01/25/2021
3184	MASTERCARD	2020_12 HAPP	flash drive	01/01/2021	72.96	72.96	01/25/2021
3184	MASTERCARD	2020_12 HAR	hose roller	01/01/2021	161.95	161.95	01/25/2021
3184	MASTERCARD	2020_12 HAR	ID's	01/01/2021	38.69	38.69	01/25/2021
3184	MASTERCARD	2020_12 HAR	Station Supply	01/01/2021	35.00	35.00	01/25/2021
3184	MASTERCARD	2020_12 HAR	ID's	01/01/2021	38.68	38.68	01/25/2021
3184	MASTERCARD	2020_12 HOFF	Quentin Laptop	01/01/2021	937.00	937.00	01/25/2021
3184	MASTERCARD	2020_12 HOFF	Menard Docking Station	01/01/2021	139.34	139.34	01/25/2021
3184	MASTERCARD	2020_12 HOFF	PDAV Storage	01/01/2021	1,432.67	1,432.67	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Cards	01/01/2021	18.99	18.99	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Retirement plaque	01/01/2021	31.38	31.38	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Calenders	01/01/2021	35.07	35.07	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Paper towels	01/01/2021	39.15	39.15	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Paper towels	01/01/2021	39.15	39.15	01/25/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2020_12 JOHA	Calenders	01/01/2021	35.08	35.08	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Paper towels	01/01/2021	39.15	39.15	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Calenders	01/01/2021	35.07	35.07	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Calender and toner	01/01/2021	197.96	197.96	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Calenders	01/01/2021	35.07	35.07	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Paper towels	01/01/2021	39.16	39.16	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Food containers	01/01/2021	13.76	13.76	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Calenders	01/01/2021	35.08	35.08	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Retirement plaque	01/01/2021	85.39	85.39	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Planner	01/01/2021	69.99	69.99	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Chlorine pockets	01/01/2021	479.62	479.62	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Printer drum	01/01/2021	84.99	84.99	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Paper towels	01/01/2021	39.15	39.15	01/25/2021
3184	MASTERCARD	2020_12 JOHA	Paper towels	01/01/2021	39.16	39.16	01/25/2021
3184	MASTERCARD	2020_12 JOHN	PO Box Yearly Fee	01/01/2021	148.00	148.00	01/25/2021
3184	MASTERCARD	2020_12 KARD	Online video conferencing	01/01/2021	41.50	41.50	01/25/2021
3184	MASTERCARD	2020_12 KINNI	Office Supplies	01/01/2021	42.31	42.31	01/25/2021
3184	MASTERCARD	2020_12 KINNI	Employee Jackets	01/01/2021	509.95	509.95	01/25/2021
3184	MASTERCARD	2020_12 KINNI	Supplies	01/01/2021	5,696.81-	5,696.81-	01/25/2021
3184	MASTERCARD	2020_12 KINNI	Online video conferencing	01/01/2021	57.05	57.05	01/25/2021
3184	MASTERCARD	2020_12 LAWE	Office supplies	01/01/2021	56.97	56.97	01/25/2021
3184	MASTERCARD	2020_12 LAWE	Office supplies	01/01/2021	18.13	18.13	01/25/2021
3184	MASTERCARD	2020_12 LAWE	Office supplies	01/01/2021	161.46	161.46	01/25/2021
3184	MASTERCARD	2020_12 LAWE	Office supplies	01/01/2021	6.99	6.99	01/25/2021
3184	MASTERCARD	2020_12 LAWE	Office supplies	01/01/2021	45.00	45.00	01/25/2021
3184	MASTERCARD	2020_12 LOW	Waiting for receipts	01/01/2021	219.00	219.00	01/25/2021
3184	MASTERCARD	2020_12 LOW	Waiting for receipts	01/01/2021	14.49	14.49	01/25/2021
3184	MASTERCARD	2020_12 LOW	Waiting for receipts	01/01/2021	14.00	14.00	01/25/2021
3184	MASTERCARD	2020_12 LOW	Waiting for receipts	01/01/2021	14.99	14.99	01/25/2021
3184	MASTERCARD	2020_12 LOW	Waiting for receipts	01/01/2021	34.95	34.95	01/25/2021
3184	MASTERCARD	2020_12 LOW	Waiting for receipts	01/01/2021	100.00	100.00	01/25/2021
3184	MASTERCARD	2020_12 MACI	fraud	01/01/2021	305.95-	305.95-	01/25/2021
3184	MASTERCARD	2020_12 MACI	R1 oil change	01/01/2021	88.70	88.70	01/25/2021
3184	MASTERCARD	2020_12 MACI	shelving	01/01/2021	159.96	159.96	01/25/2021
3184	MASTERCARD	2020_12 MACI	cal kit	01/01/2021	304.18	304.18	01/25/2021
3184	MASTERCARD	2020_12 MACI	DEF	01/01/2021	91.02	91.02	01/25/2021
3184	MASTERCARD	2020_12 MACI	fraud	01/01/2021	305.95	305.95	01/25/2021
3184	MASTERCARD	2020_12 MACI	shelving	01/01/2021	159.96	159.96	01/25/2021
3184	MASTERCARD	2020_12 MACI	station supply	01/01/2021	13.29	13.29	01/25/2021
3184	MASTERCARD	2020_12 MACI	Turnout Cleaner	01/01/2021	160.99	160.99	01/25/2021
3184	MASTERCARD	2020_12 MACI	Stairchair	01/01/2021	2,154.00	2,154.00	01/25/2021
3184	MASTERCARD	2020_12 O'RO	HDMI Cable	01/01/2021	12.99	12.99	01/25/2021
3184	MASTERCARD	2020_12 O'RO	Timer	01/01/2021	8.00	8.00	01/25/2021
3184	MASTERCARD	2020_12 O'RO	HDMI Cable	01/01/2021	12.99-	12.99-	01/25/2021
3184	MASTERCARD	2020_12 PURK	Creamer	01/01/2021	10.97	10.97	01/25/2021
3184	MASTERCARD	2020_12 PURK	November	01/01/2021	5,869.15	5,869.15	01/25/2021
3184	MASTERCARD	2020_12 SMIT	Ice	01/01/2021	23.94	23.94	01/25/2021
3184	MASTERCARD	2020_12 SMIT	F1R Acess F&C	01/01/2021	797.97	797.97	01/25/2021
3184	MASTERCARD	2020_12 SMIT	Pump part	01/01/2021	75.00	75.00	01/25/2021
3184	MASTERCARD	2020_12 SMIT	Training lunch	01/01/2021	73.90	73.90	01/25/2021
3184	MASTERCARD	2020_12 SMIT	Ammonia	01/01/2021	7.00	7.00	01/25/2021
3184	MASTERCARD	2020_12 SMIT	Ice	01/01/2021	81.25	81.25	01/25/2021
3184	MASTERCARD	2020_12 SMIT	Pump part	01/01/2021	125.00	125.00	01/25/2021
3184	MASTERCARD	2020_12 SMIT	Solids	01/01/2021	29.98	29.98	01/25/2021
3184	MASTERCARD	2020_12 STOR	Vehicle registration	01/01/2021	44.85	44.85	01/25/2021
3184	MASTERCARD	2020_12 TARR	Youth Basketball Training/Backgro	01/01/2021	560.00	560.00	01/25/2021
3184	MASTERCARD	2020_12 TARR	Breakfast with Santa Materials	01/01/2021	1.38	1.38	01/25/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2020_12 TARR	Breakfast with Santa Materials	01/01/2021	1.18	1.18	01/25/2021
3184	MASTERCARD	2020_12 TARR	Adult League Basketballs	01/01/2021	194.97	194.97	01/25/2021
3184	MASTERCARD	2020_12 TARR	Newsletter Printing	01/01/2021	200.00	200.00	01/25/2021
3184	MASTERCARD	2020_12 TARR	Breakfast with Santa Materials	01/01/2021	10.56	10.56	01/25/2021
3184	MASTERCARD	2020_12 TARR	NRPA Membership	01/01/2021	175.00	175.00	01/25/2021
3184	MASTERCARD	2020_12 TARR	Binder's - Basketball Coaches	01/01/2021	21.71	21.71	01/25/2021
3184	MASTERCARD	2020_12 TARR	Birthday Party Pizza Order	01/01/2021	50.22	50.22	01/25/2021
3184	MASTERCARD	2020_12 TARR	StoryWalk / Light Up Livingston A	01/01/2021	99.55	99.55	01/25/2021
3184	MASTERCARD	2020_12 WUL	ems supply pv	01/01/2021	129.00	129.00	01/25/2021
3184	MASTERCARD	2020_12 WUL	backboar straps	01/01/2021	32.37	32.37	01/25/2021
3184	MASTERCARD	2020_12 WUL	cot straps	01/01/2021	28.17	28.17	01/25/2021
3184	MASTERCARD	2020_12 WUL	ems supply cp	01/01/2021	110.00	110.00	01/25/2021
3184	MASTERCARD	2020_12 WUL	backboards	01/01/2021	417.00	417.00	01/25/2021
Total MASTERCARD:					22,027.24	22,027.24	
<b>MERCEDES-BENZ OF BILLINGS</b>							
3843	MERCEDES-BENZ OF BILLINGS	6026230/3	M2 ReAIR	09/10/2020	2,486.21	2,486.21	01/26/2021
3843	MERCEDES-BENZ OF BILLINGS	6026560/2	M2 ReAIR	10/15/2020	2,639.41	2,639.41	01/26/2021
Total MERCEDES-BENZ OF BILLINGS:					5,125.62	5,125.62	
<b>MISC</b>							
99999	MISC	2021.1.15	BAILIFF JURY TRIAL	01/15/2021	30.00	30.00	01/26/2021
99999	MISC	2021.1.15.1	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.10	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.11	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.12	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.13	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.14	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.2	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.3	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.4	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.5	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.6	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.7	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.8	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	2021.1.15.9	JURY DUTY	01/15/2021	12.00	12.00	01/26/2021
99999	MISC	TK2020-0109	Bond Release - S. Vartanian	01/13/2021	1,090.00	1,090.00	01/21/2021
99999	MISC	TK2020-0328	Bond Release - T. Foil	01/14/2021	685.00	685.00	01/21/2021
Total MISC:					1,973.00	1,973.00	
<b>MONTANA CORRECTIONAL ENTERPRISES</b>							
1180	MONTANA CORRECTIONAL EN	79847	FURNITURE	12/22/2020	544.50	544.50	01/26/2021
1180	MONTANA CORRECTIONAL EN	79847	FURNITURE	12/22/2020	544.50	544.50	01/26/2021
Total MONTANA CORRECTIONAL ENTERPRISES:					1,089.00	1,089.00	
<b>MUNICIPAL CODE CORPORATION</b>							
3058	MUNICIPAL CODE CORPORATI	00353645	Subscription	01/20/2021	150.00	150.00	01/26/2021
Total MUNICIPAL CODE CORPORATION:					150.00	150.00	
<b>MUNICIPAL EMERGENCY SERVICES</b>							
2604	MUNICIPAL EMERGENCY SERV	IN1531721	Turnouts	12/18/2020	6,887.04	6,887.04	01/26/2021
2604	MUNICIPAL EMERGENCY SERV	IN1532692	Turnouts	01/21/2021	361.80	361.80	01/26/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2604	MUNICIPAL EMERGENCY SERV	IN1534257	Turnouts	12/28/2020	5,152.00	5,152.00	01/26/2021
Total MUNICIPAL EMERGENCY SERVICES:					12,400.84	12,400.84	
<b>MURDOCH'S RANCH &amp; HOME SUPPLY</b>							
3688	MURDOCH'S RANCH & HOME S	K00177/37	CHAINSAW OIL	01/20/2021	39.99	39.99	01/26/2021
Total MURDOCH'S RANCH & HOME SUPPLY:					39.99	39.99	
<b>NORTHWESTERN ENERGY</b>							
151	NORTHWESTERN ENERGY	2021.1.11	110 S B	01/11/2021	238.80	238.80	01/20/2021
151	NORTHWESTERN ENERGY	2021.1.11.	112 S B 3120134-6	01/11/2021	125.04	125.04	01/20/2021
Total NORTHWESTERN ENERGY:					363.84	363.84	
<b>O'REILLY AUTOMOTIVE, INC</b>							
2437	O'REILLY AUTOMOTIVE, INC	1558-228421	SNOWBRUSH	01/05/2021	4.99	4.99	01/20/2021
Total O'REILLY AUTOMOTIVE, INC:					4.99	4.99	
<b>PACIFIC STEEL &amp; RECYCLING</b>							
3743	PACIFIC STEEL & RECYCLING	7500897	TUBE-NEW BUILDING	01/14/2021	118.97	118.97	01/26/2021
Total PACIFIC STEEL & RECYCLING:					118.97	118.97	
<b>PARK COUNTY HEALTH DEPT</b>							
255	PARK COUNTY HEALTH DEPT	80	VACCINE	01/11/2021	65.00	65.00	01/20/2021
Total PARK COUNTY HEALTH DEPT:					65.00	65.00	
<b>PARK COUNTY TREASURER - TECH</b>							
1702	PARK COUNTY TREASURER - T	2021.1.12	JAN 2021 COLLECTIONS	01/12/2021	150.00	150.00	01/20/2021
Total PARK COUNTY TREASURER - TECH:					150.00	150.00	
<b>PARK COUNTY TREASURER/M.L.E.A.</b>							
2156	PARK COUNTY TREASURER/M.	2021.1.12	JAN 2021 COLLECTIONS	01/12/2021	180.00	180.00	01/20/2021
Total PARK COUNTY TREASURER/M.L.E.A.:					180.00	180.00	
<b>PARK COUNTY VICTIM WITNESS</b>							
1544	PARK COUNTY VICTIM WITNES	2021.1.12	JAN 2021 COLLECTIONS	01/12/2021	464.00	464.00	01/20/2021
Total PARK COUNTY VICTIM WITNESS:					464.00	464.00	
<b>POLYDYNE INC.</b>							
3144	POLYDYNE INC.	1510132	Clarifloc	01/11/2021	2,951.82	2,951.82	01/26/2021
Total POLYDYNE INC.:					2,951.82	2,951.82	
<b>RDO Equipment Co.</b>							
3592	RDO Equipment Co.	P5032816	SUPPLIES	01/19/2021	448.34	448.34	01/26/2021
Total RDO Equipment Co.:					448.34	448.34	
<b>RIVERSIDE HARDWARE LLC</b>							
3659	RIVERSIDE HARDWARE LLC	125593	HANGER	01/15/2021	4.49	4.49	01/26/2021



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total RIVERSIDE HARDWARE LLC:					4.49	4.49	
<b>SCHAEFFER MFG CO.</b>							
1730	SCHAEFFER MFG CO.	AEQ2629-INV1	Oil	01/07/2021	3,437.53	3,437.53	01/20/2021
Total SCHAEFFER MFG CO.:					3,437.53	3,437.53	
<b>STORY DISTRIBUTING</b>							
3353	STORY DISTRIBUTING	93824	Diesel 358G	01/14/2021	770.66	770.66	01/20/2021
3353	STORY DISTRIBUTING	93904	Diesel 269G	01/20/2021	578.30	578.30	01/26/2021
Total STORY DISTRIBUTING:					1,348.96	1,348.96	
<b>STRYKER SALES CORPORATION</b>							
2470	STRYKER SALES CORPORATIO	3257016M	Battery CHARGER	01/05/2021	926.25	926.25	01/26/2021
Total STRYKER SALES CORPORATION:					926.25	926.25	
<b>TEAR IT UP L.L.C.</b>							
2999	TEAR IT UP L.L.C.	47170	Shredding Finance Office	01/20/2021	38.40	38.40	01/20/2021
Total TEAR IT UP L.L.C.:					38.40	38.40	
<b>TWENTERPRISES, INC.</b>							
1568	TWENTERPRISES, INC.	49135	B STREET WELL transformer kit	01/07/2021	523.70	523.70	01/20/2021
Total TWENTERPRISES, INC.:					523.70	523.70	
<b>UPS STORE #2420, THE</b>							
292	UPS STORE #2420, THE	1047	ShipPING	12/28/2020	40.93	40.93	01/26/2021
292	UPS STORE #2420, THE	1182	ShipPING	12/31/2020	11.19	11.19	01/20/2021
Total UPS STORE #2420, THE:					52.12	52.12	
<b>US BANK St. Paul</b>							
845	US BANK St. Paul	2021.1.14	STREET REPAIR PROJECT	01/14/2021	20,682.35	20,682.35	01/26/2021
845	US BANK St. Paul	2021.1.14	STREET REPAIR PROJECT	01/14/2021	1,312.07	1,312.07	01/26/2021
845	US BANK St. Paul	2021.1.14.2	STREET SWEEPER	01/14/2021	1,965.00	1,965.00	01/26/2021
845	US BANK St. Paul	2021.1.14.2	STREET SWEEPER	01/14/2021	21,394.96	21,394.96	01/26/2021
845	US BANK St. Paul	2021.1.14.3	STREET SWEEPER/BLOWER	01/14/2021	2,146.19	2,146.19	01/26/2021
845	US BANK St. Paul	2021.1.14.3	STEET SWEEPER/BLOWER	01/14/2021	198.39	198.39	01/26/2021
845	US BANK St. Paul	2021.1.14.4	REMODEL POLICE/DISPATCH	01/14/2021	3,626.57	3,626.57	01/26/2021
845	US BANK St. Paul	2021.1.14.4	REMODEL POLICE/DISPATCH	01/14/2021	634.95	634.95	01/26/2021
845	US BANK St. Paul	2021.1.14.5	PROPERTY FOR CROSSING	01/14/2021	192.11	192.11	01/26/2021
845	US BANK St. Paul	2021.1.14.5	PROPERTY FOR CROSSING	01/14/2021	15,285.39	15,285.39	01/26/2021
Total US BANK St. Paul:					67,437.98	67,437.98	
<b>VERIZON WIRELESS</b>							
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	15.30	15.30	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	52.14	52.14	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.70	21.70	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	48.33	48.33	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	13.39	13.39	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	15.31	15.31	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.50	21.50	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.47	21.47	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	13.39	13.39	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	84.67	84.67	01/20/2021
879	VERIZON WIRELESS	98700825170	JAN 2021 CELLPHONES	01/08/2021	21.76	21.76	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	12.90	12.90	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	70.43	70.43	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	12.90	12.90	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	45.15	45.15	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	45.15	45.15	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	23.22	23.22	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	12.91	12.91	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	20.51	20.51	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	23.22	23.22	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	45.15	45.15	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	29.67	29.67	01/20/2021
879	VERIZON WIRELESS	9870825171	JAN 2021 CELLPHONES	01/08/2021	19.35	19.35	01/20/2021
Total VERIZON WIRELESS:					1,175.25	1,175.25	
<b>WATCH GUARD VIDEO</b>							
3461	WATCH GUARD VIDEO	VCMINV00111	8 SLOT RACK MOUNT CHARGE	12/16/2020	1,420.00	1,420.00	01/20/2021
Total WATCH GUARD VIDEO:					1,420.00	1,420.00	
<b>WESTERN DRUG</b>							
1396	WESTERN DRUG	309149	Patient Supplies	01/14/2021	1.39	1.39	01/26/2021
Total WESTERN DRUG:					1.39	1.39	
<b>WHISTLER TOWING, LLC</b>							
3237	WHISTLER TOWING, LLC	12583	96 SUBARU	01/05/2021	75.00	75.00	01/20/2021



**File Attachments for Item:**

**D. SECOND QUARTER FINANCIAL SUMMARY**

## Summary of Fund Revenues by Type

Fund	Taxes & Assessments	Licenses & Permits	Intergovernmental	Charge for Services	Fines & Forfeitures	Miscellaneous	Investment Earnings	Other Financing Sources	Transfers	Total
1000 - General	\$ 781,964	\$ 220,849	\$ 1,009,099	\$ 45,901	\$ 35,556	\$ 43,742	\$ 1,705	\$ -	\$ 412,766	\$ 2,551,581
2190 - Comprehensive Liability	923	-	-	-	-	-	34	-	-	957
2220 - Library	29,474	-	63,926	931	138	143	430	-	-	95,041
2300 - Communications/Dispatch Services	-	-	40,257	99,414	-	-	71	-	228,841	368,582
2310 - Tax Increment District - Downtown	101,930	-	20,483	-	-	-	780	-	-	123,194
2372 - Permissive Health Levy	150,647	-	-	-	-	-	84	-	-	150,731
2397 - CDBG Economic Dev Revolving	-	-	-	-	-	-	2	-	-	2
2399 - Impact Fees	-	-	-	67,514	-	-	646	-	-	68,160
2400 - Light Maintenance	-	-	-	-	-	40,136	157	-	-	40,293
2500 - Street Maintenance	-	3,469	-	-	-	277,120	89	-	-	280,678
2600 - Sidewalks	-	-	-	-	-	36,553	(215)	-	-	36,338
2650 - Business Improvement District	-	-	-	-	-	14,199	9	-	-	14,209
2700 - Park Improvement	-	-	-	-	-	-	121	-	-	121
2750 - Law Enforcement Joint Equipment	-	-	-	-	-	-	11	-	-	11
2820 - Gas Tax	-	-	75,259	100	-	-	229	-	-	75,588
3002 - 2016 Fire Truck GOB	14,643	-	-	-	-	-	31	-	-	14,674
3003 - 2000 Fire Truck GOB	159	-	-	-	-	-	9	-	-	168
3200 - West End Tax Increment District	137	-	6,595	-	-	-	641	-	-	7,373
3400 - SID Revolving	-	-	-	-	-	-	42	-	-	42
3550 - SID 179 - West End	-	-	-	-	-	-	37	-	-	37
3955 - SID 180 - Carol Lane	-	-	-	-	-	297	(9)	-	-	288
4010 - Capital Improvement	-	-	-	-	-	-	13	-	-	13
4020 - Library Capital Improvement	-	-	-	-	-	-	43	-	-	43
4099 - Railroad Crossing Levy	-	-	-	-	-	-	18	-	-	18
5210 - Water Department	-	-	-	1,047,190	-	-	2,544	-	-	1,049,734
5310 - Sewer Department	-	-	-	1,307,838	-	-	4,192	-	-	1,312,031
5410 - Solid Waste Department	-	-	-	1,314,072	-	20	221	-	-	1,314,313
5510 - Ambulance Services	8,424	-	5,131	592,079	-	-	807	-	-	606,441
8010 - Perpetual Cemetery	-	-	-	1,063	-	-	391	-	-	1,454
<b>TOTAL</b>	<b>\$ 1,088,302</b>	<b>\$ 224,318</b>	<b>\$ 1,220,749</b>	<b>\$4,476,102</b>	<b>\$ 35,695</b>	<b>\$ 412,208</b>	<b>\$ 13,132</b>	<b>\$ -</b>	<b>\$ 641,607</b>	<b>\$ 8,112,113</b>
<b>% of Total</b>	<b>13.42%</b>	<b>2.77%</b>	<b>15.05%</b>	<b>55.18%</b>	<b>0.44%</b>	<b>5.08%</b>	<b>0.16%</b>	<b>0.00%</b>	<b>7.91%</b>	<b>100.00%</b>
<b>Budget</b>	<b>\$ 3,942,188</b>	<b>\$ 306,000</b>	<b>\$ 3,287,920</b>	<b>\$9,060,046</b>	<b>\$ 116,500</b>	<b>\$ 1,392,603</b>	<b>\$ 32,920</b>	<b>\$ 998,416</b>	<b>\$ 825,532</b>	<b>\$ 19,962,125</b>
<b>% of Budget Received</b>	<b>27.61%</b>	<b>73.31%</b>	<b>37.13%</b>	<b>49.40%</b>	<b>30.64%</b>	<b>29.60%</b>	<b>39.89%</b>	<b>0.00%</b>	<b>77.72%</b>	<b>40.64%</b>

## Summary of Fund Expenditures by Type

Fund	Personnel &		Capital	Debt Service	Other	Total
	Benefits	Operations			Financing	
1000 - General	\$ 1,883,887	\$ 702,834	\$ 1,065,342	\$ 13,019	\$ 359,072	\$ 4,024,154
2190 - Comprehensive Liability	-	-	-	-	-	-
2220 - Library	235,493	98,014	89	-	-	333,595
2300 - Communications/Dispatch Services	368,655	66,847	-	-	-	435,502
2310 - Tax Increment District - Downtown	-	-	124,641	32,938	-	157,578
2372 - Permissive Health Levy	-	-	-	-	-	-
2397 - CDBG Economic Dev Revolving	-	-	-	-	-	-
2399 - Impact Fees	-	-	6,900	-	-	6,900
2400 - Light Maintenance	-	35,721	23,457	-	-	59,178
2500 - Street Maintenance	204,714	124,603	173,911	45,360	-	548,587
2600 - Sidewalks	-	-	-	-	-	-
2650 - Business Improvement District	-	15,142	-	-	-	15,142
2700 - Park Improvement	-	-	-	-	-	-
2750 - Law Enforcement Joint Equipment	-	-	-	-	-	-
2820 - Gas Tax	-	57,838	104,810	-	-	162,648
3002 - 2016 Fire Truck GOB	-	-	-	10,497	-	10,497
3003 - 2000 Fire Truck GOB	-	-	-	-	-	-
3200 - West End Tax Increment District	-	-	-	37,375	-	37,375
3400 - SID Revolving	-	-	-	-	-	-
3550 - SID 179 - West End	-	-	-	15,813	-	15,813
3955 - SID 180 - Carol Lane	-	-	-	-	-	-
4010 - Capital Improvement	-	-	-	-	-	-
4020 - Library Capital Improvement	-	-	-	-	-	-
4099 - Railroad Crossing Levy	-	-	-	15,482	-	15,482
5210 - Water Department	238,746	252,519	161,583	2,951	-	655,799
5310 - Sewer Department	349,154	365,090	207,476	389,971	-	1,311,691
5410 - Solid Waste Department	305,941	772,937	87,444	2,951	-	1,169,272
5510 - Ambulance Services	600,638	200,099	104,738	-	-	905,474
8010 - Perpetual Cemetery	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 4,187,227</b>	<b>\$ 2,691,643</b>	<b>\$ 2,060,389</b>	<b>\$ 566,356</b>	<b>\$ 359,072</b>	<b>\$ 9,864,687</b>
<b>% of Total</b>	<b>42.45%</b>	<b>27.29%</b>	<b>20.89%</b>	<b>5.74%</b>	<b>3.64%</b>	<b>100.00%</b>
<b>Budget</b>	<b>\$ 9,401,316</b>	<b>\$ 6,113,835</b>	<b>\$ 2,874,998</b>	<b>\$ 1,296,029</b>	<b>\$ 1,051,016</b>	<b>\$ 20,737,194</b>
<b>% of Budget Expended</b>	<b>44.54%</b>	<b>44.03%</b>	<b>71.67%</b>	<b>43.70%</b>	<b>34.16%</b>	<b>47.57%</b>

## Summary of Fund Expenditures by Function

Fund	General Government	Public Safety	Public Works	Public Health	Culture & Recreation	Housing & Community Development	Debt Service	Miscellaneous	Other Financing Uses	Total
1000 - General	\$ 1,891,433	\$ 1,378,385	\$ 201,633	\$ 67,282	\$ 248,724	\$ -	\$ 3,858	\$ 3,998	\$ 228,841	\$ 4,024,154
2190 - Comprehensive Liability	-	-	-	-	-	-	-	-	-	-
2220 - Library	-	-	-	-	314,836	-	-	-	18,759	333,595
2300 - Communications/Dispatch Services	-	407,363	-	-	-	-	-	-	28,140	435,502
2310 - Tax Increment District - Downtown	-	-	-	-	-	124,641	32,938	-	-	157,578
2372 - Permissive Health Levy	-	-	-	-	-	-	-	-	-	-
2397 - CDBG Economic Dev Revolving	-	-	-	-	-	-	-	-	-	-
2399 - Impact Fees	-	6,900	-	-	-	-	-	-	-	6,900
2400 - Light Maintenance	-	59,178	-	-	-	-	-	-	-	59,178
2500 - Street Maintenance	-	-	443,076	-	-	-	45,360	1,500	58,652	548,587
2600 - Sidewalks	-	-	-	-	-	-	-	-	-	-
2650 - Business Improvement District	-	-	-	-	-	15,142	-	-	-	15,142
2700 - Park Improvement	-	-	-	-	-	-	-	-	-	-
2750 - Law Enforcement Joint Equipment	-	-	-	-	-	-	-	-	-	-
2820 - Gas Tax	-	-	162,648	-	-	-	-	-	-	162,648
3002 - 2016 Fire Truck GOB	-	-	-	-	-	-	10,497	-	-	10,497
3003 - 2000 Fire Truck GOB	-	-	-	-	-	-	-	-	-	-
3200 - West End Tax Increment District	-	-	-	-	-	-	37,375	-	-	37,375
3400 - SID Revolving	-	-	-	-	-	-	-	-	-	-
3550 - SID 179 - West End	-	-	-	-	-	-	15,813	-	-	15,813
3955 - SID 180 - Carol Lane	-	-	-	-	-	-	-	-	-	-
4010 - Capital Improvement	-	-	-	-	-	-	-	-	-	-
4020 - Library Capital Improvement	-	-	-	-	-	-	-	-	-	-
4099 - Railroad Crossing Levy	-	-	-	-	-	-	15,482	-	-	15,482
5210 - Water Department	-	-	583,951	-	-	-	-	1,500	70,348	655,799
5310 - Sewer Department	-	-	830,533	-	-	-	387,020	340	93,798	1,311,691
5410 - Solid Waste Department	-	-	1,082,481	-	-	-	-	-	86,791	1,169,272
5510 - Ambulance Services	-	849,196	-	-	-	-	-	-	56,279	905,474
8010 - Perpetual Cemetery	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,891,433</b>	<b>\$ 2,701,022</b>	<b>\$ 3,304,322</b>	<b>\$ 67,282</b>	<b>\$ 563,559</b>	<b>\$ 139,783</b>	<b>\$ 548,342</b>	<b>\$ 7,338</b>	<b>\$ 641,607</b>	<b>\$ 9,864,687</b>
<b>% of Total</b>	<b>19.17%</b>	<b>27.38%</b>	<b>33.50%</b>	<b>0.68%</b>	<b>5.71%</b>	<b>1.42%</b>	<b>5.56%</b>	<b>0.07%</b>	<b>6.50%</b>	<b>100.00%</b>
<b>Budget</b>	<b>\$ 1,509,416</b>	<b>\$ 6,328,654</b>	<b>\$ 7,346,380</b>	<b>\$ 153,406</b>	<b>\$ 1,278,416</b>	<b>\$ 997,790</b>	<b>\$ 1,290,029</b>	<b>\$ 9,155</b>	<b>\$ 1,823,948</b>	<b>\$ 20,737,194</b>
<b>% of Budget Expended</b>	<b>125.31%</b>	<b>42.68%</b>	<b>44.98%</b>	<b>43.86%</b>	<b>44.08%</b>	<b>14.01%</b>	<b>42.51%</b>	<b>80.15%</b>	<b>35.18%</b>	<b>47.57%</b>

**1000 - General Fund Summary**

FUND	FY 2021 Budget	Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>1000 - General Fund</b>							
<b>Revenues</b>							
Taxes & Assessments	\$ 2,702,532	\$ 36,377	1.35%	\$ 745,586	27.59%	\$ 781,964	28.93%
Licenses & Permits	293,000	108,184	36.92%	112,665	38.45%	220,849	75.38%
Intergovernmental Revenue	1,898,146	355,733	18.74%	653,366	34.42%	1,009,099	53.16%
Charge for Services	127,500	38,638	30.30%	7,263	5.70%	45,901	36.00%
Fines & Forfeitures	116,500	19,327	16.59%	16,229	13.93%	35,556	30.52%
Miscellaneous Revenue	68,420	12,960	18.94%	30,781	44.99%	43,742	63.93%
Investment Earnings	4,000	1,683	42.09%	22	0.54%	1,705	42.63%
Other Financing Sources	348,619	-	0.00%	-	0.00%	-	0.00%
Transfers	825,532	206,383	25.00%	206,383	25.00%	412,766	50.00%
<b>Total Revenue</b>	<b>6,384,249</b>	<b>779,286</b>	<b>12.21%</b>	<b>1,772,296</b>	<b>27.76%</b>	<b>2,551,581</b>	<b>39.97%</b>
<b>Expenditures</b>							
Personnel & Benefits	4,349,925	959,284	22.05%	924,603	21.26%	1,883,887	43.31%
Operations	1,180,943	417,224	35.33%	285,610	24.18%	702,834	59.51%
Capital	342,180	276	0.08%	1,065,066	311.26%	1,065,342	311.34%
Debt Service	9,163	8,407	91.75%	4,612	50.33%	13,019	142.08%
Other Financing Uses	515,158	169,527	32.91%	189,545	36.79%	359,072	69.70%
<b>Total Expenditures</b>	<b>6,397,369</b>	<b>1,554,718</b>	<b>24.30%</b>	<b>2,469,436</b>	<b>38.60%</b>	<b>4,024,154</b>	<b>62.90%</b>
<b>Expenditures by Function</b>							
General Government	1,500,901	409,412	27.28%	1,482,021	98.74%	1,891,433	126.02%
Public Safety	3,231,063	731,280	22.63%	647,105	20.03%	1,378,385	42.66%
Public Works	414,219	114,673	27.68%	86,960	20.99%	201,633	48.68%
Public Health	153,406	32,556	21.22%	34,726	22.64%	67,282	43.86%
Culture & Recreation	621,904	147,481	23.71%	101,243	16.28%	248,724	39.99%
Debt Service	9,163	3,858	42.10%	-	0.00%	3,858	42.10%
Miscellaneous	4,155	1,037	24.95%	2,961	71.26%	3,998	96.21%
Other Financing Uses	462,558	114,421	24.74%	114,421	24.74%	228,841	49.47%
<b>Total Expenditures</b>	<b>6,397,369</b>	<b>1,554,718</b>	<b>24.30%</b>	<b>2,469,436</b>	<b>38.60%</b>	<b>4,024,154</b>	<b>62.90%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	1,823,781	2,239,046		1,463,614		2,239,046	
Revenue	6,384,249	779,286	12.21%	1,772,296	27.76%	2,551,581	39.97%
Expenditures	6,397,369	1,554,718	24.30%	2,469,436	38.60%	4,024,154	62.90%
<b>Ending Fund Balance</b>	<b>1,810,661</b>	<b>1,463,614</b>		<b>766,473</b>		<b>766,473</b>	



<i>Special Revenue Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2190 - Comprehensive Liability</b>							
<b>Revenues</b>							
Taxes & Assessments	-	876	0.00%	47	0.00%	923	0.00%
Investment Earnings	-	24	0.00%	10	0.00%	34	0.00%
<b>Total Revenue</b>	-	<b>900</b>	<b>0.00%</b>	<b>57</b>	<b>0.00%</b>	<b>957</b>	<b>0.00%</b>
<b>Expenditures</b>							
Operations	-	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	-	-	<b>0.00%</b>	-	<b>0.00%</b>	-	<b>0.00%</b>

<b>Expenditures by Function</b>							
Miscellaneous	-	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	-	-	<b>0.00%</b>	-	<b>0.00%</b>	-	<b>0.00%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	18,380	19,179		20,079		19,179	
Revenue	-	900	0.00%	57	0.00%	957	0.00%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>18,380</b>	<b>20,079</b>		<b>20,136</b>		<b>20,136</b>	

<b>2220 - Library</b>							
<b>Revenues</b>							
Taxes & Assessments	105,276	614	0.58%	28,859	27.41%	29,474	28.00%
Intergovernmental Revenue	530,325	17,213	3.25%	46,712	8.81%	63,926	12.05%
Charge for Services	6,000	254	4.23%	677	11.29%	931	15.52%
Fines & Forfeitures	-	-	0.00%	138	0.00%	138	0.00%
Miscellaneous Revenue	2,000	126	6.30%	17	0.83%	143	7.13%
Investment Earnings	200	355	177.47%	75	37.75%	430	215.22%
Transfers	71,016	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>714,817</b>	<b>18,562</b>	<b>2.60%</b>	<b>76,479</b>	<b>10.70%</b>	<b>95,041</b>	<b>13.30%</b>
<b>Expenditures</b>							
Personnel & Benefits	485,476	110,857	22.83%	124,636	25.67%	235,493	48.51%
Operations	166,555	55,020	33.03%	42,993	25.81%	98,014	58.85%
Capital	15,000	89	0.59%	-	0.00%	89	0.59%
<b>Total Expenditures</b>	<b>667,031</b>	<b>165,966</b>	<b>24.88%</b>	<b>167,629</b>	<b>25.13%</b>	<b>333,595</b>	<b>50.01%</b>

<b>Expenditures by Function</b>							
Culture & Recreation	629,512	156,586	24.87%	158,249	25.14%	314,836	50.01%
Other Financing Uses	37,519	9,380	25.00%	9,380	25.00%	18,759	50.00%
<b>Total Expenditures</b>	<b>667,031</b>	<b>165,966</b>	<b>24.88%</b>	<b>167,629</b>	<b>25.13%</b>	<b>333,595</b>	<b>50.01%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	287,931	411,052		263,649		411,052	
Revenue	714,817	18,562	2.60%	76,479	10.70%	95,041	13.30%
Expenditures	667,031	165,966	24.88%	167,629	25.13%	333,595	50.01%
<b>Ending Fund Balance</b>	<b>335,717</b>	<b>263,649</b>		<b>172,498</b>		<b>172,498</b>	

Special Revenue Funds		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2300 - Dispatch</b>							
<b>Revenues</b>							
Intergovernmental Revenue	481	-	0.00%	40,257	8369.41%	40,257	8369.41%
Charge for Services	459,682	60,794	13.23%	38,620	8.40%	99,414	21.63%
Investment Earnings	(300)	23	-7.66%	48	-15.92%	71	-23.57%
Other Financing Sources	529,286	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>989,149</b>	<b>175,237</b>	<b>17.72%</b>	<b>193,345</b>	<b>19.55%</b>	<b>368,582</b>	<b>37.26%</b>
<b>Expenditures</b>							
Personnel & Benefits	691,490	178,534	25.82%	190,120	27.49%	368,655	53.31%
Operations	136,478	53,546	39.23%	13,302	9.75%	66,847	48.98%
Capital	159,000	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>986,968</b>	<b>232,080</b>	<b>23.51%</b>	<b>203,422</b>	<b>20.61%</b>	<b>435,502</b>	<b>44.13%</b>

<b>Expenditures by Function</b>							
Public Safety	930,689	218,011	23.42%	189,352	20.35%	407,363	43.77%
Other Financing Uses	56,279	14,070	25.00%	14,070	25.00%	28,140	50.00%
<b>Total Expenditures</b>	<b>986,968</b>	<b>232,080</b>	<b>23.51%</b>	<b>203,422</b>	<b>20.61%</b>	<b>435,502</b>	<b>44.13%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	97,463	175,387		118,544		175,387	
Revenue	989,149	175,237	17.72%	193,345	19.55%	368,582	37.26%
Expenditures	986,968	232,080	23.51%	203,422	20.61%	435,502	44.13%
<b>Ending Fund Balance</b>	<b>99,644</b>	<b>118,544</b>		<b>108,467</b>		<b>108,467</b>	

<b>2310 - Urban Renewal District</b>							
<b>Revenues</b>							
Taxes & Assessments	388,475	5,146	1.32%	96,784	24.91%	101,930	26.24%
Intergovernmental Revenue	40,967	-	0.00%	20,483	50.00%	20,483	50.00%
Miscellaneous Revenue	2,370	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	1,000	610	60.99%	170	17.02%	780	78.01%
<b>Total Revenue</b>	<b>432,812</b>	<b>5,756</b>	<b>1.33%</b>	<b>117,438</b>	<b>27.13%</b>	<b>123,194</b>	<b>28.46%</b>
<b>Expenditures</b>							
Operations	7,500	-	0.00%	-	0.00%	-	0.00%
Capital	300,000	-	0.00%	124,641	41.55%	124,641	41.55%
Debt Service	161,225	-	0.00%	32,938	20.43%	32,938	20.43%
<b>Total Expenditures</b>	<b>468,725</b>	<b>-</b>	<b>0.00%</b>	<b>157,578</b>	<b>33.62%</b>	<b>157,578</b>	<b>33.62%</b>

<b>Expenditures by Function</b>							
Housing & Community Devel.	307,500	-	0.00%	124,641	40.53%	124,641	40.53%
Debt Service	16,225	-	0.00%	32,938	203.00%	32,938	203.00%
<b>Total Expenditures</b>	<b>323,725</b>	<b>-</b>	<b>0.00%</b>	<b>157,578</b>	<b>48.68%</b>	<b>157,578</b>	<b>48.68%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	343,917	490,453		496,209		490,453	
Revenue	432,812	5,756	1.33%	117,438	27.13%	123,194	28.46%
Expenditures	468,725	-	0.00%	157,578	33.62%	157,578	33.62%
<b>Ending Fund Balance</b>	<b>308,004</b>	<b>496,209</b>		<b>456,068</b>		<b>456,068</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2372 - Permissive Health Insurance</b>							
<b>Revenues</b>							
Taxes & Assessments	534,858	2,748	0.51%	147,898	27.65%	150,647	28.17%
Investment Earnings	300	60	19.99%	24	7.98%	84	27.97%
<b>Total Revenue</b>	<b>535,158</b>	<b>2,808</b>	<b>0.52%</b>	<b>147,922</b>	<b>27.64%</b>	<b>150,731</b>	<b>28.17%</b>
<b>Expenditures</b>							
Other Financing Uses	534,858	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>534,858</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Other Financing Uses	534,358	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>534,358</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	1	47,535		50,343		47,535	
Revenue	535,158	2,808	0.52%	147,922	27.64%	150,731	28.17%
Expenditures	534,858	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>301</b>	<b>50,343</b>		<b>198,266</b>		<b>198,266</b>	
<b>2397 - CDBG Revolving Loan</b>							
<b>Revenues</b>							
Intergovernmental Revenue	25,000	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	6,010	1	0.02%	0	0.01%	2	0.03%
<b>Total Revenue</b>	<b>31,010</b>	<b>1</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>2</b>	<b>0.00%</b>
<b>Expenditures</b>							
Operations	647,590	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>647,590</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Housing & Community Devel.	647,590	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>647,590</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	616,580	569,323		569,324		569,323	
Revenue	31,010	1	0.00%	0	0.00%	2	0.00%
Expenditures	647,590	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>-</b>	<b>569,324</b>		<b>569,325</b>		<b>569,325</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2399 - Impact Fees</b>							
<b>Revenues</b>							
Charge for Services	99,643	31,494	31.61%	36,020	36.15%	67,514	67.76%
Investment Earnings	1,000	463	46.29%	183	18.34%	646	64.64%
<b>Total Revenue</b>	<b>100,643</b>	<b>31,957</b>	<b>31.75%</b>	<b>36,203</b>	<b>35.97%</b>	<b>68,160</b>	<b>67.72%</b>
<b>Expenditures</b>							
Capital	330,453	6,900	2.09%	-	0.00%	6,900	2.09%
<b>Total Expenditures</b>	<b>330,453</b>	<b>6,900</b>	<b>2.09%</b>	<b>-</b>	<b>0.00%</b>	<b>6,900</b>	<b>2.09%</b>

<b>Expenditures by Function</b>							
Public Safety	44,000	6,900	15.68%	-	0.00%	6,900	15.68%
Public Works	259,453	-	0.00%	-	0.00%	-	0.00%
Culture & Recreation	27,000	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>330,453</b>	<b>6,900</b>	<b>2.09%</b>	<b>-</b>	<b>0.00%</b>	<b>6,900</b>	<b>2.09%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	319,226	349,337		374,394		349,337	
Revenue	100,643	31,957	31.75%	36,203	35.97%	68,160	67.72%
Expenditures	330,453	6,900	2.09%	-	0.00%	6,900	2.09%
<b>Ending Fund Balance</b>	<b>89,416</b>	<b>374,394</b>		<b>410,597</b>		<b>410,597</b>	

<b>2400 - Light Maintenance</b>							
<b>Revenues</b>							
Miscellaneous Revenue	149,900	1,243	0.83%	38,894	25.95%	40,136	26.78%
Investment Earnings	250	127	50.77%	30	12.02%	157	62.79%
<b>Total Revenue</b>	<b>150,150</b>	<b>1,369</b>	<b>0.91%</b>	<b>38,924</b>	<b>25.92%</b>	<b>40,293</b>	<b>26.84%</b>
<b>Expenditures</b>							
Operations	76,500	16,868	22.05%	18,853	24.64%	35,721	46.69%
Capital	122,300	-	0.00%	23,457	19.18%	23,457	19.18%
<b>Total Expenditures</b>	<b>198,800</b>	<b>16,868</b>	<b>8.49%</b>	<b>42,310</b>	<b>21.28%</b>	<b>59,178</b>	<b>29.77%</b>

<b>Expenditures by Function</b>							
Public Safety	198,800	16,868	8.49%	42,310	21.28%	59,178	29.77%
<b>Total Expenditures</b>	<b>198,800</b>	<b>16,868</b>	<b>8.49%</b>	<b>42,310</b>	<b>21.28%</b>	<b>59,178</b>	<b>29.77%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	84,602	115,577		100,078		115,577	
Revenue	150,150	1,369	0.91%	38,924	25.92%	40,293	26.84%
Expenditures	198,800	16,868	8.49%	42,310	21.28%	59,178	29.77%
<b>Ending Fund Balance</b>	<b>35,952</b>	<b>100,078</b>		<b>96,692</b>		<b>96,692</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2500 - Street Maintenance</b>							
<b>Revenues</b>							
Licenses & Permits	13,000	577	4.43%	2,893	22.25%	3,469	26.68%
Miscellaneous Revenue	1,033,107	7,977	0.77%	269,142	26.05%	277,120	26.82%
Investment Earnings	500	192	38.45%	(103)	-20.60%	89	17.85%
Other Financing Sources	44,619	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>1,091,226</b>	<b>8,746</b>	<b>0.80%</b>	<b>271,932</b>	<b>24.92%</b>	<b>280,678</b>	<b>25.72%</b>
<b>Expenditures</b>							
Personnel & Benefits	508,072	106,662	20.99%	98,051	19.30%	204,714	40.29%
Operations	287,121	74,535	25.96%	50,069	17.44%	124,603	43.40%
Capital	167,000	21,911	13.12%	152,000	91.02%	173,911	104.14%
Debt Service	93,073	45,360	48.74%	-	0.00%	45,360	48.74%
<b>Total Expenditures</b>	<b>1,055,266</b>	<b>248,467</b>	<b>23.55%</b>	<b>300,120</b>	<b>28.44%</b>	<b>548,587</b>	<b>51.99%</b>

<b>Expenditures by Function</b>							
Public Works	843,889	172,282	20.42%	270,794	32.09%	443,076	52.50%
Debt Service	93,073	45,360	48.74%	-	0.00%	45,360	48.74%
Miscellaneous	1,000	1,500	150.00%	-	0.00%	1,500	150.00%
Other Financing Uses	117,304	29,326	25.00%	29,326	25.00%	58,652	50.00%
<b>Total Expenditures</b>	<b>1,055,266</b>	<b>248,467</b>	<b>23.55%</b>	<b>300,120</b>	<b>28.44%</b>	<b>548,587</b>	<b>51.99%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	333,081	340,333		100,611		340,333	
Revenue	1,091,226	8,746	0.80%	271,932	24.92%	280,678	25.72%
Expenditures	1,055,266	248,467	23.55%	300,120	28.44%	548,587	51.99%
<b>Ending Fund Balance</b>	<b>369,041</b>	<b>100,611</b>		<b>72,423</b>		<b>72,423</b>	

<b>2600 - Sidewalks</b>							
<b>Revenues</b>							
Miscellaneous Revenue	54,280	3,547	6.54%	33,005	60.81%	36,553	67.34%
Investment Earnings	(300)	(159)	52.90%	(56)	18.72%	(215)	71.61%
<b>Total Revenue</b>	<b>53,980</b>	<b>3,389</b>	<b>6.28%</b>	<b>32,949</b>	<b>61.04%</b>	<b>36,338</b>	<b>67.32%</b>
<b>Expenditures</b>							
Capital	73,300	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>73,300</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Expenditures by Function</b>							
Public Works	73,300	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>73,300</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	(127,845)	(130,874)		(127,485)		(130,874)	
Revenue	53,980	3,389	6.28%	32,949	61.04%	36,338	67.32%
Expenditures	73,300	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>(147,165)</b>	<b>(127,485)</b>		<b>(94,536)</b>		<b>(94,536)</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2650 - Business Improvement District</b>							
<b>Revenues</b>							
Miscellaneous Revenue	42,650	937	2.20%	13,262	31.10%	14,199	33.29%
Investment Earnings	50	7	13.66%	3	5.30%	9	18.96%
<b>Total Revenue</b>	<b>42,700</b>	<b>944</b>	<b>2.21%</b>	<b>13,265</b>	<b>31.07%</b>	<b>14,209</b>	<b>33.28%</b>
<b>Expenditures</b>							
Operations	42,700	15,087	35.33%	55	0.13%	15,142	35.46%
<b>Total Expenditures</b>	<b>42,700</b>	<b>15,087</b>	<b>35.33%</b>	<b>55</b>	<b>0.13%</b>	<b>15,142</b>	<b>35.46%</b>

<b>Expenditures by Function</b>							
Housing & Community Devel.	42,700	15,087	35.33%	55	0.13%	15,142	35.46%
<b>Total Expenditures</b>	<b>42,700</b>	<b>15,087</b>	<b>35.33%</b>	<b>55</b>	<b>0.13%</b>	<b>15,142</b>	<b>35.46%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	1	19,777		5,634		19,777	
Revenue	42,700	944	2.21%	13,265	31.07%	14,209	33.28%
Expenditures	42,700	15,087	35.33%	55	0.13%	15,142	35.46%
<b>Ending Fund Balance</b>	<b>1</b>	<b>5,634</b>		<b>18,844</b>		<b>18,844</b>	

<b>2700 - Park Improvement</b>							
<b>Revenues</b>							
Miscellaneous Revenue	-	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	-	87	0.00%	33	0.00%	121	0.00%
<b>Total Revenue</b>	<b>-</b>	<b>87</b>	<b>0.00%</b>	<b>33</b>	<b>0.00%</b>	<b>121</b>	<b>0.00%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	70,532	70,544		70,631		70,544	
Revenue	-	87	0.00%	33	0.00%	121	0.00%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>70,532</b>	<b>70,631</b>		<b>70,665</b>		<b>70,665</b>	

<b>2750 - Law Enforcement Joint Equipment</b>							
<b>Revenues</b>							
Investment Earnings	30	8	27.00%	3	10.33%	11	37.33%
<b>Total Revenue</b>	<b>30</b>	<b>8</b>	<b>27.00%</b>	<b>3</b>	<b>10.33%</b>	<b>11</b>	<b>37.33%</b>
<b>Expenditures</b>							
Operations	6,546	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>6,546</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Expenditures by Function</b>							
Public Safety	6,546	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>6,546</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	6,516	6,534		6,542		6,534	
Revenue	30	8	27.00%	3	10.33%	11	37.33%
Expenditures	6,546	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>-</b>	<b>6,542</b>		<b>6,545</b>		<b>6,545</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
FUND	FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>2820 - Gas Tax</b>							
<b>Revenues</b>							
Intergovernmental Revenue	496,147	37,630	7.58%	37,630	7.58%	75,259	15.17%
Charge for Services	150	100	66.67%	-	0.00%	100	66.67%
Investment Earnings	500	138	27.53%	91	18.22%	229	45.75%
<b>Total Revenue</b>	<b>496,797</b>	<b>37,867</b>	<b>7.62%</b>	<b>37,721</b>	<b>7.59%</b>	<b>75,588</b>	<b>15.22%</b>
<b>Expenditures</b>							
Operations	169,000	40,887	24.19%	16,951	10.03%	57,838	34.22%
Capital	328,300	378	0.12%	104,432	31.81%	104,810	31.93%
<b>Total Expenditures</b>	<b>497,300</b>	<b>41,265</b>	<b>8.30%</b>	<b>121,383</b>	<b>24.41%</b>	<b>162,648</b>	<b>32.71%</b>
<b>Expenditures by Function</b>							
Public Works	497,300	41,265	8.30%	121,383	24.41%	162,648	32.71%
<b>Total Expenditures</b>	<b>497,300</b>	<b>41,265</b>	<b>8.30%</b>	<b>121,383</b>	<b>24.41%</b>	<b>162,648</b>	<b>32.71%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	107,091	114,380		110,983		114,380	
Revenue	496,797	37,867	7.62%	37,721	7.59%	75,588	15.22%
Expenditures	497,300	41,265	8.30%	121,383	24.41%	162,648	32.71%
<b>Ending Fund Balance</b>	<b>106,588</b>	<b>110,983</b>		<b>27,320</b>		<b>27,320</b>	

<i>Debt Service Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>3002 - 2016 Fire Truck General Obligation Bond</b>							
<b>Revenues</b>							
Taxes & Assessments	55,776	219	0.39%	14,425	25.86%	14,643	26.25%
Investment Earnings	100	24	23.80%	7	6.88%	31	30.68%
<b>Total Revenue</b>	<b>55,876</b>	<b>242</b>	<b>0.43%</b>	<b>14,432</b>	<b>25.83%</b>	<b>14,674</b>	<b>26.26%</b>
<b>Expenditures</b>							
Debt Service	55,664	-	0.00%	10,497	18.86%	10,497	18.86%
<b>Total Expenditures</b>	<b>55,664</b>	<b>-</b>	<b>0.00%</b>	<b>10,497</b>	<b>18.86%</b>	<b>10,497</b>	<b>18.86%</b>
<b>Expenditures by Function</b>							
Debt Service	55,644	-	0.00%	10,497	18.86%	10,497	18.86%
<b>Total Expenditures</b>	<b>55,644</b>	<b>-</b>	<b>0.00%</b>	<b>10,497</b>	<b>18.86%</b>	<b>10,497</b>	<b>18.86%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	18,787	19,141		19,383		19,141	
Revenue	55,876	242	0.43%	14,432	25.83%	14,674	26.26%
Expenditures	55,664	-	0.00%	10,497	18.86%	10,497	18.86%
<b>Ending Fund Balance</b>	<b>18,999</b>	<b>19,383</b>		<b>23,318</b>		<b>23,318</b>	
<b>3003 - 2000 Fire Truck General Obligation Bond</b>							
<b>Revenues</b>							
Taxes & Assessments	-	149	0.00%	10	0.00%	159	0.00%
Investment Earnings	-	6	0.00%	2	0.00%	9	0.00%
<b>Total Revenue</b>	<b>-</b>	<b>156</b>	<b>0.00%</b>	<b>12</b>	<b>0.00%</b>	<b>168</b>	<b>0.00%</b>
<b>Expenditures</b>							
Debt Service	-	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Debt Service	-	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	4,796	4,937		5,093		4,937	
Revenue	-	156	0.00%	12	0.00%	168	0.00%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>4,796</b>	<b>5,093</b>		<b>5,105</b>		<b>5,105</b>	



<i>Debt Service Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
<b>FUND</b>	<b>FY 2021 Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>
<b>3200 - West End Tax Increment District</b>							
<b>Revenues</b>							
Taxes & Assessments	125,000	-	0.00%	137	0.11%	137	0.11%
Intergovernmental Revenue	13,189	-	0.00%	6,595	50.00%	6,595	50.00%
Investment Earnings	1,500	466	31.08%	174	11.62%	641	42.70%
<b>Total Revenue</b>	<b>139,689</b>	<b>466</b>	<b>0.33%</b>	<b>6,906</b>	<b>4.94%</b>	<b>7,373</b>	<b>5.28%</b>
<b>Expenditures</b>							
Operations	225,000	-	0.00%	-	0.00%	-	0.00%
Debt Service	74,169	-	0.00%	37,375	50.39%	37,375	50.39%
<b>Total Expenditures</b>	<b>299,169</b>	<b>-</b>	<b>0.00%</b>	<b>37,375</b>	<b>12.49%</b>	<b>37,375</b>	<b>12.49%</b>

<b>Expenditures by Function</b>							
Public Works	225,000	-	0.00%	-	0.00%	-	0.00%
Debt Service	74,169	-	0.00%	37,375	50.39%	37,375	50.39%
<b>Total Expenditures</b>	<b>299,169</b>	<b>-</b>	<b>0.00%</b>	<b>37,375</b>	<b>12.49%</b>	<b>37,375</b>	<b>12.49%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	330,346	377,360		377,826		377,360	
Revenue	139,689	466	0.33%	6,906	4.94%	7,373	5.28%
Expenditures	299,169	-	0.00%	37,375	12.49%	37,375	12.49%
<b>Ending Fund Balance</b>	<b>170,866</b>	<b>377,826</b>		<b>347,358</b>		<b>347,358</b>	

<b>3400 - SID Revolving</b>							
<b>Revenues</b>							
Investment Earnings	120	30	25.11%	12	9.61%	42	34.72%
<b>Total Revenue</b>	<b>120</b>	<b>30</b>	<b>25.11%</b>	<b>12</b>	<b>9.61%</b>	<b>42</b>	<b>34.72%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	24,247	24,304		24,334		24,304	
Revenue	120	30	25.11%	12	9.61%	42	34.72%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>24,367</b>	<b>24,334</b>		<b>24,346</b>		<b>24,346</b>	

<i>Debt Service Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
<b>FUND</b>	<b>FY 2021 Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>
<b>3550 - SID 179 - West End</b>							
<b>Revenues</b>							
Miscellaneous Revenue	34,513	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	120	29	24.32%	8	6.53%	37	30.84%
<b>Total Revenue</b>	<b>34,633</b>	<b>29</b>	<b>0.08%</b>	<b>8</b>	<b>0.02%</b>	<b>37</b>	<b>0.11%</b>
<b>Expenditures</b>							
Debt Service	32,381	-	0.00%	15,813	48.83%	15,813	48.83%
<b>Total Expenditures</b>	<b>32,381</b>	<b>-</b>	<b>0.00%</b>	<b>15,813</b>	<b>48.83%</b>	<b>15,813</b>	<b>48.83%</b>
<b>Expenditures by Function</b>							
Debt Service	32,381	-	0.00%	15,813	48.83%	15,813	48.83%
<b>Total Expenditures</b>	<b>32,381</b>	<b>-</b>	<b>0.00%</b>	<b>15,813</b>	<b>48.83%</b>	<b>15,813</b>	<b>48.83%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	23,467	23,536		23,565		23,536	
Revenue	34,633	29	0.08%	8	0.02%	37	0.11%
Expenditures	32,381	-	0.00%	15,813	48.83%	15,813	48.83%
<b>Ending Fund Balance</b>	<b>25,719</b>	<b>23,565</b>		<b>7,761</b>		<b>7,761</b>	
<b>3955 - SID 180 - Carol Lane</b>							
<b>Revenues</b>							
Miscellaneous Revenue	3,563	-	0.00%	297	8.33%	297	8.33%
Investment Earnings	(50)	(6)	12.96%	(2)	4.96%	(9)	17.92%
<b>Total Revenue</b>	<b>3,513</b>	<b>(6)</b>	<b>-0.18%</b>	<b>294</b>	<b>8.38%</b>	<b>288</b>	<b>8.20%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	(5,230)	(5,229)		(5,235)		(5,229)	
Revenue	3,513	(6)	-0.18%	294	8.38%	288	8.20%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>(1,717)</b>	<b>(5,235)</b>		<b>(4,941)</b>		<b>(4,941)</b>	

<i>Capital Project Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
FUND	FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>4010 - Capital Improvement</b>							
<b>Revenues</b>							
Investment Earnings	40	9	23.33%	4	8.93%	13	32.25%
<b>Total Revenue</b>	<b>40</b>	<b>9</b>	<b>23.33%</b>	<b>4</b>	<b>8.93%</b>	<b>13</b>	<b>32.25%</b>
<b>Expenditures</b>							
Capital	8,515	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>8,515</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
General Government	8,515	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>8,515</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	8,475	8,490		8,449		8,490	
Revenue	40	14	34.58%	4	8.93%	13	32.25%
Expenditures	8,515	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>-</b>	<b>8,449</b>		<b>8,453</b>		<b>8,503</b>	
<b>4020 - Library Capital Improvement</b>							
<b>Revenues</b>							
Investment Earnings	-	31	0.00%	12	0.00%	43	0.00%
<b>Total Revenue</b>	<b>-</b>	<b>31</b>	<b>0.00%</b>	<b>12</b>	<b>0.00%</b>	<b>43</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	25,097	25,281		25,143		25,281	
Revenue	-	47	0.00%	12	0.00%	43	0.00%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>25,097</b>	<b>25,143</b>		<b>25,155</b>		<b>25,324</b>	

<b>Capital Project Funds</b>		<b>Quarter Ended September 2020</b>		<b>Quarter Ended December 2020</b>		<b>Year Ended June 2021</b>	
<b>FUND</b>	<b>FY 2021 Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>
<b>4099 - Railroad Crossing Levy</b>							
<b>Revenues</b>							
Taxes & Assessments	-	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	250	13	5.11%	5	2.00%	18	7.12%
Other Financing Sources	4,876	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>5,126</b>	<b>13</b>	<b>0.25%</b>	<b>5</b>	<b>0.10%</b>	<b>18</b>	<b>0.35%</b>
<b>Expenditures</b>							
Debt Service	30,961	15,482	50.01%	-	0.00%	15,482	50.01%
<b>Total Expenditures</b>	<b>30,961</b>	<b>15,482</b>	<b>50.01%</b>	<b>-</b>	<b>0.00%</b>	<b>15,482</b>	<b>50.01%</b>
<b>Expenditures by Function</b>							
Debt Service	30,961	15,482	50.01%	-	0.00%	15,482	50.01%
<b>Total Expenditures</b>	<b>30,961</b>	<b>15,482</b>	<b>50.01%</b>	<b>-</b>	<b>0.00%</b>	<b>15,482</b>	<b>50.01%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	26,085	26,035		33,908		26,035	
Revenue	5,126	63	1.22%	5	0.10%	18	0.35%
Expenditures	30,961	16,162	52.20%	-	0.00%	15,482	50.01%
<b>Ending Fund Balance</b>	<b>250</b>	<b>33,908</b>		<b>33,913</b>		<b>10,570</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>5210 - Water</b>							
<b>Revenues</b>							
Charge for Services	1,600,054	634,563	39.66%	412,627	25.79%	1,047,190	65.45%
Miscellaneous Revenue	300	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	6,500	1,790	27.55%	753	11.59%	2,544	39.13%
<b>Total Revenue</b>	<b>1,606,854</b>	<b>636,354</b>	<b>39.60%</b>	<b>413,380</b>	<b>25.73%</b>	<b>1,049,734</b>	<b>65.33%</b>
<b>Expenditures</b>							
Personnel & Benefits	568,212	115,416	20.31%	123,331	21.71%	238,746	42.02%
Operations	566,029	142,891	25.24%	109,628	19.37%	252,519	44.61%
Capital	299,490	5,451	1.82%	156,131	52.13%	161,583	53.95%
Debt Service	3,000	1,405	46.85%	1,546	51.52%	2,951	98.37%
<b>Total Expenditures</b>	<b>1,436,731</b>	<b>265,163</b>	<b>18.46%</b>	<b>390,636</b>	<b>27.19%</b>	<b>655,799</b>	<b>45.65%</b>
<b>Expenditures by Function</b>							
Public Works	1,294,535	229,989	17.77%	353,962	27.34%	583,951	45.11%
Debt Service	-	-	0.00%	-	0.00%	-	0.00%
Miscellaneous	1,500	-	0.00%	1,500	100.00%	1,500	100.00%
Other Financing Uses	140,696	35,174	25.00%	35,174	25.00%	70,348	50.00%
<b>Total Expenditures</b>	<b>1,436,731</b>	<b>265,163</b>	<b>18.46%</b>	<b>390,636</b>	<b>27.19%</b>	<b>655,799</b>	<b>45.65%</b>
<b>Working Capital</b>							
Beginning Working Capital	938,960	1,358,701		1,729,891		1,358,701	
Revenue	1,606,854	636,354	39.60%	413,380	25.73%	1,049,734	65.33%
Expenditures	1,436,731	265,163	18.46%	390,636	27.19%	655,799	45.65%
<b>Ending Working Capital</b>	<b>1,109,083</b>	<b>1,729,891</b>		<b>1,752,636</b>		<b>1,752,636</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>5310 - Sewer</b>							
<b>Revenues</b>							
Charge for Services	2,574,491	683,241	26.54%	624,598	24.26%	1,307,838	50.80%
Miscellaneous Revenue	-	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	10,000	3,048	30.48%	1,144	11.44%	4,192	41.92%
Other Financing Sources	-	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>2,584,491</b>	<b>686,289</b>	<b>26.55%</b>	<b>625,742</b>	<b>24.21%</b>	<b>1,312,031</b>	<b>50.77%</b>
<b>Expenditures</b>							
Personnel & Benefits	683,061	156,603	22.93%	192,551	28.19%	349,154	51.12%
Operations	760,877	206,690	27.16%	158,400	20.82%	365,090	47.98%
Capital	458,460	81,688	17.82%	125,788	27.44%	207,476	45.26%
Debt Service	783,705	42,055	5.37%	347,916	44.39%	389,971	49.76%
<b>Total Expenditures</b>	<b>2,686,103</b>	<b>487,036</b>	<b>18.13%</b>	<b>824,655</b>	<b>30.70%</b>	<b>1,311,691</b>	<b>48.83%</b>
<b>Expenditures by Function</b>							
Public Works	1,715,303	399,487	23.29%	431,046	25.13%	830,533	48.42%
Debt Service	780,705	40,650	5.21%	346,370	44.37%	387,020	49.57%
Miscellaneous	2,500	-	0.00%	340	13.60%	340	13.60%
Other Financing Uses	187,595	46,899	25.00%	46,899	25.00%	93,798	50.00%
<b>Total Expenditures</b>	<b>2,686,103</b>	<b>487,036</b>	<b>18.13%</b>	<b>824,655</b>	<b>30.70%</b>	<b>1,311,691</b>	<b>48.83%</b>
<b>Working Capital</b>							
Beginning Working Capital	1,196,180	1,783,309		1,982,562		1,783,309	
Revenue	2,584,491	686,289	26.55%	625,742	24.21%	1,312,031	50.77%
Expenditures	2,686,103	487,036	18.13%	824,655	30.70%	1,311,691	48.83%
<b>Ending Working Capital</b>	<b>1,094,568</b>	<b>1,982,562</b>		<b>1,783,649</b>		<b>1,783,649</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>5410 - Solid Waste</b>							
<b>Revenues</b>							
Charge for Services	2,338,134	701,895	30.02%	612,177	26.18%	1,314,072	56.20%
Miscellaneous Revenue	1,500	12	0.80%	8	0.50%	20	1.30%
Investment Earnings	(750)	161	-21.50%	60	-7.94%	221	-29.44%
<b>Total Revenue</b>	<b>2,338,884</b>	<b>702,068</b>	<b>30.02%</b>	<b>612,245</b>	<b>26.18%</b>	<b>1,314,313</b>	<b>56.19%</b>
<b>Expenditures</b>							
Personnel & Benefits	632,096	150,870	23.87%	155,071	24.53%	305,941	48.40%
Operations	1,483,867	318,616	21.47%	454,321	30.62%	772,937	52.09%
Capital	81,000	27,370	33.79%	60,074	74.17%	87,444	107.96%
Debt Service	52,708	1,405	2.67%	1,546	2.93%	2,951	5.60%
<b>Total Expenditures</b>	<b>2,249,671</b>	<b>498,261</b>	<b>22.15%</b>	<b>671,011</b>	<b>29.83%</b>	<b>1,169,272</b>	<b>51.98%</b>
<b>Expenditures by Function</b>							
Public Works	2,023,381	454,866	22.48%	627,616	31.02%	1,082,481	53.50%
Debt Service	52,708	-	0.00%	-	0.00%	-	0.00%
Other Financing Uses	173,582	43,396	25.00%	43,396	25.00%	86,791	50.00%
<b>Total Expenditures</b>	<b>2,249,671</b>	<b>498,261</b>	<b>22.15%</b>	<b>671,011</b>	<b>29.83%</b>	<b>1,169,272</b>	<b>51.98%</b>
<b>Working Capital</b>							
Beginning Working Capital	71,663	120,512		324,319		120,512	
Revenue	2,338,884	702,068	30.02%	612,245	26.18%	1,314,313	56.19%
Expenditures	2,249,671	498,261	22.15%	671,011	29.83%	1,169,272	51.98%
<b>Ending Working Capital</b>	<b>160,876</b>	<b>324,319</b>		<b>265,552</b>		<b>265,552</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
		FY 2021 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>5510 - Ambulance Services</b>							
<b>Revenues</b>							
Taxes & Assessments	30,271	176	0.58%	8,248	27.25%	8,424	27.83%
Intergovernmental Revenue	283,665	2,565	0.90%	2,565	0.90%	5,131	1.81%
Charge for Services	1,851,892	267,239	14.43%	324,841	17.54%	592,079	31.97%
Miscellaneous Revenue	-	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	600	622	103.62%	185	30.82%	807	134.44%
Other Financing Sources	-	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>2,166,428</b>	<b>270,602</b>	<b>12.49%</b>	<b>335,839</b>	<b>15.50%</b>	<b>606,441</b>	<b>27.99%</b>
<b>Expenditures</b>							
Personnel & Benefits	1,482,984	303,602	20.47%	297,035	20.03%	600,638	40.50%
Operations	357,129	130,519	36.55%	69,580	19.48%	200,099	56.03%
Capital	190,000	-	0.00%	104,738	55.13%	104,738	55.13%
<b>Total Expenditures</b>	<b>2,030,113</b>	<b>434,121</b>	<b>21.38%</b>	<b>471,353</b>	<b>23.22%</b>	<b>905,474</b>	<b>44.60%</b>
<b>Expenditures by Function</b>							
Public Safety	1,917,556	405,982	21.17%	443,214	23.11%	849,196	44.29%
Miscellaneous	-	-	0.00%	-	0.00%	-	0.00%
Other Financing Uses	112,557	28,139	25.00%	28,139	25.00%	56,279	50.00%
<b>Total Expenditures</b>	<b>2,030,113</b>	<b>434,121</b>	<b>21.38%</b>	<b>471,353</b>	<b>23.22%</b>	<b>905,474</b>	<b>44.60%</b>
<b>Working Capital</b>							
Beginning Working Capital	731,654	821,435		657,916		821,435	
Revenue	2,166,428	270,602	12.49%	335,839	15.50%	606,441	27.99%
Expenditures	2,030,113	434,121	21.38%	471,353	23.22%	905,474	44.60%
<b>Ending Working Capital</b>	<b>867,969</b>	<b>657,916</b>		<b>522,402</b>		<b>522,402</b>	



<i>Permanent Funds</i>		Quarter Ended September 2020		Quarter Ended December 2020		Year Ended June 2021	
<b>FUND</b>	<b>FY 2021 Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>
<b>8010 - Perptual Cemetery</b>							
<b>Revenues</b>							
Charge for Services	2,500	638	25.50%	425	17.00%	1,063	42.50%
Investment Earnings	1,500	283	18.86%	109	7.24%	391	26.10%
<b>Total Revenue</b>	<b>4,000</b>	<b>920</b>	<b>23.01%</b>	<b>534</b>	<b>13.34%</b>	<b>1,454</b>	<b>36.35%</b>
<b>Expenditures</b>							
Other Financing Uses	1,500	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>1,500</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Other Financing Uses	1,500	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>1,500</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	245,403	244,878		245,798		244,878	
Revenue	4,000	920	23.01%	534	13.34%	1,454	36.35%
Expenditures	1,500	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>247,903</b>	<b>245,798</b>		<b>246,332</b>		<b>246,332</b>	

**File Attachments for Item:**

**A. URA BUDGET PRESENTATION BY BOB EBINGER, CHAIR:**

## 2020/2021 Urban Renewal Budget

### URA Budget FY 2020-2021

\$300,000 Capital Outlay

\$185,350 Current downtown project

\$114.650 discretionary funds

Third Street Sidewalks (resident request) Shannon's idea	\$15,000
Project in Livingston-Artistic Utility/Traffic Signal Box Wrap	6,000
Five controller boxes: three large, two small	
Façade Program	60,450
Secretary: 12x \$100	1,200
Flower Baskets	12,000
Reserve for emergencies	20,000

**File Attachments for Item:**

**A. ORDINANCE NO. 3001: AMENDING SECTION 30.13 OF THE LIVINGTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING A PARCEL GENERALLY KNOWN AS 1607 MOUNTAIN VIEW LANE.**

**ORDINANCE NO. 3001**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING A PARCEL GENERALLY KNOWN AS 1607 MOUNTAIN VIEW LANE AND LEGALLY DESCRIBED AS COS 2625, PARCEL TRACT 5, CONSISTING OF .28742 ACRES MORE OR LESS IN SECTION 23, TOWNSHIP TWO SOUTH (T02S), RANGE NINE EAST (R09E) AS MEDIUM DENSITY RESIDENTIAL (R-II).**

\* \* \* \* \*

**Preamble.**

The purpose of this Ordinance is to promote public health, safety and general welfare of the City by regulating the height, number of stories and size of buildings and other structures, the percentage of lot that may be occupied, the size of yards, courts and other open spaces, the density of population, and the location and use of buildings, structures, and land for trade, industry, residence or other purposes.

\*\*\*\*\*

**WHEREAS**, Section 30.71 of the City of Livingston Code of Ordinances authorizes the City Commission to amend the officially adopted Zoning Map;

**WHEREAS**, the amendments meet the criteria and guidelines for zoning regulations as required by Section 76-2-304 of Montana Code Annotated;

**WHEREAS**, the City Commission of the City of Livingston, Montana annexed the Subject Parcel by passing Resolution 4922 on September 1, 2020;

**WHEREAS**, being within the jurisdiction of the City, the parcel is required by the City's Zoning Ordinance to be given a zoning designation;

**WHEREAS**, the amendment meets the Lowe Test for rezoning property; and

**WHEREAS**, the City of Livingston Zoning Commission, after a public hearing, voted unanimously (4:0) to recommend approval of the zoning of the parcel to Medium Density Residential (R-II) on the Zoning Map to the City Commission;

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission that Sec. 30.13 of the Livingston Municipal Code entitled Official Zoning Map, be and the same is hereby amended as follows:

**SECTION 1**

**Zoning of a parcel addressed as 1607 Mountain View Lane and legally described as Certificate of Certificate of Survey 2625, Parcel Tract 5, consisting of .28742 acres more or less in Section 23 (S23) of Township 2 South (T02S), Range 9 East (R09E) as shown in Exhibit A as Medium Density Residential (R-II) .**

**SECTION 2**

**Statutory Interpretation and Repealer:**

Any and all resolutions, ordinances and sections of the Livingston Municipal Code and parts thereof in conflict herewith are hereby repealed.

**SECTION 3**

**Severability:**

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid by a court having competent jurisdiction, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and to this end, the provisions of this ordinance are declared to be severable.

**SECTION 4**

**Savings provision:**

This ordinance does not affect the rights or duties that mature, penalties and assessments that were incurred or proceedings that begun before the effective date of this ordinance.

**SECTION 6**

**Effective date:**

This ordinance will become effective 30 days after the second reading and final adoption.

**PASSED** by the City Commission of the City of Livingston, Montana, on first reading at a regular session thereof held on the \_\_\_\_\_ day of February, 2021.

\_\_\_\_\_  
**DOREL HOGLUND – Chair**

**ATTEST:**

\_\_\_\_\_  
**FAITH KINNICK**  
**Recording Secretary**

\*\*\*\*\*

**PASSED ADOPTED, AND APPROVED** by the City Commission of the City of Livingston, Montana, on second reading at a regular session thereof held on the \_\_\_\_\_ day of March, 2021.

---

**DOREL HOGLUND – Chair**

**ATTEST:**

**APPROVED AS TO FORM:**

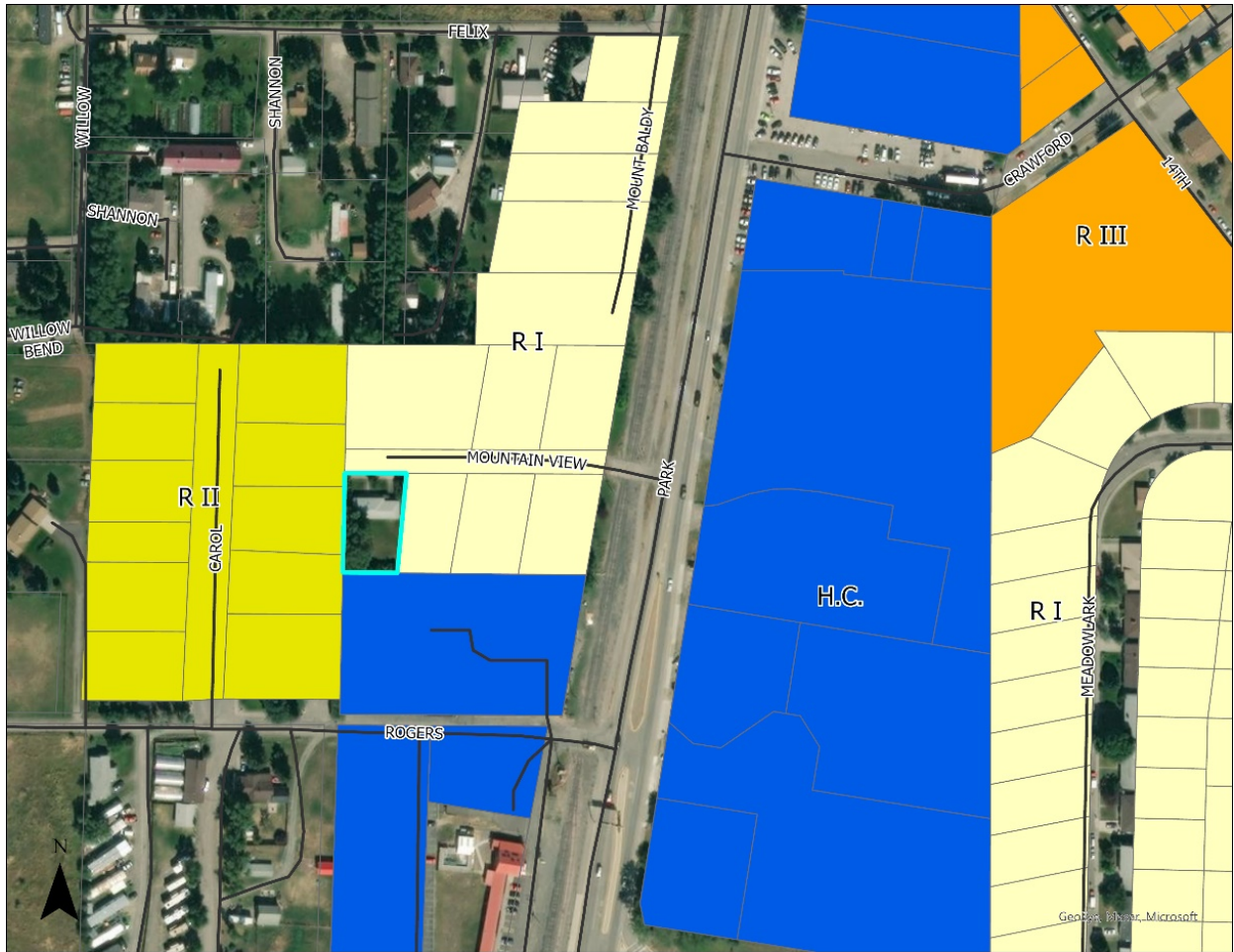
---

**FAITH KINNICK**  
Recording Secretary

---

**COURTNEY LAWELLIN**  
City Attorney

EXHIBIT A





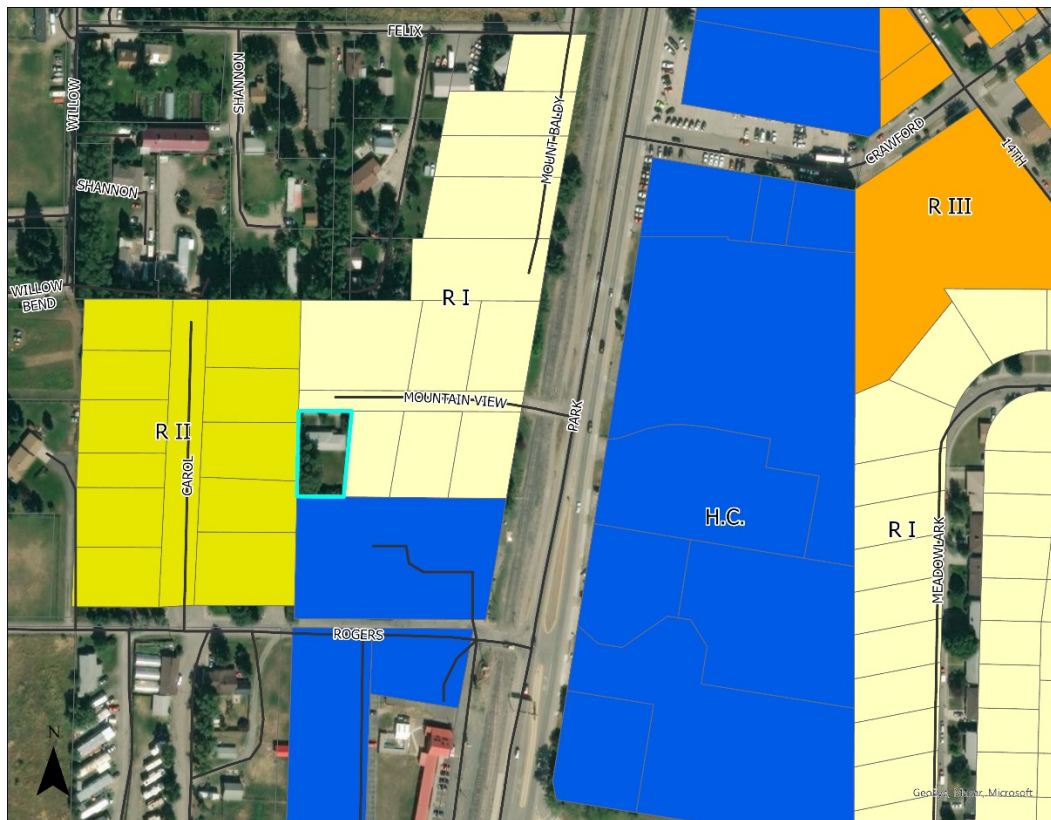
January 6, 2021

**STAFF REPORT**  
**ZONING MAP AMENDMENT – 1607 Mountain View Drive**

**Background**

On September 1<sup>st</sup>, 2020, the City Commission Adopted a Resolution (No. 4922) (Attachment I) approving the second reading of the annexation of the parcel commonly addressed as 1607 Mountain View Lane. The parcel is legally described as Certificate of Certificate of Survey No. 2625, Parcel Tract 5, consisting of .28742 acres more or less in Section 23 (S23) of Township 2 South (T02S), Range 9 East (R09E), as shown outlined in blue on the map below.

As the property was annexed into the City a zoning amendment must be undertaken to update the Official Zoning Map to include the lot. The parcel is currently used residentially, neighboring parcels to the north are zoned R-I and the parcels to the west are zoned R-II. Based on the zoning of neighboring residential parcels, City staff recommends that the parcel is zoned “Medium Density Residential (R-II)”. The intent of the R-II Zoning District is “[p]rimarily a single-family residence district. Duplexes and two (2) family dwellings may also be accommodated on lots of adequate plat sizes.”



## **Proposed Findings of Fact**

*Criteria and Guidelines for Zoning Regulations (MCA 76-2-304): (1) Zoning regulations must be:*

*(a) made in accordance with a growth policy:*

**Staff Comments:**

- The adopted Growth Policy does not show a future land use for the lot. The current use of the parcel is residential; the proposed zoning of the parcel would allow for the continuance of this use.

*(b) designed to:*

*(i) secure safety from fire and other dangers;*

**Staff Comments:**

- Any future development on the lot will be required to meet all adopted fire and building codes.
- The intent of the zoning amendment is to zone the newly annexed land to continue its current residential use, there is no anticipated change in fire danger by zoning the lot.

*(ii) promote public health, public safety, and the general welfare; and*

**Staff Comments:**

- The lot has recently been annexed, the proposed zoning allows for the continued residential use of the property, no impact on public health, safety, or general welfare is anticipated.

*(iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.*

**Staff Comments:**

- The lot is accessed by an existing public road. Zoning the parcel to maintain the existing use should not affect the provision of transportation.
- Zoning the parcel to maintain the existing use should not affect the provision of schools and parks.
- The lot is connected to City water and sewer. Zoning the parcel to maintain the existing use should not affect the provision of water and sewer.

*(2) In the adoption of zoning regulations, the municipal governing body shall consider:*

*(a) reasonable provision of adequate light and air;*

Staff Comments:

- The intent of the zoning amendment is to zone the newly annexed land to continue its current residential use, there is no anticipated change in provision of light and air.
- By zoning the lot any new structures will be required to meet the setbacks as listed in the City’s Zoning Ordinance which do not currently apply to the lot, ensuring separation between structures for light and air.

*(b) the effect on motorized and nonmotorized transportation systems;*

Staff Comments:

- The intent of the zoning amendment is to zone the newly annexed land to continue its current residential use, there is no anticipated change in use of the access to the lot.

*(c) promotion of compatible urban growth;*

Staff Comments:

- The intent of the zoning amendment is to zone the newly annexed land to continue its current residential use, there is no anticipated change in use on the lot.
- All adjacent lots, other than the lot to the south which is zoned Highway Commercial and used commercially, are zoned and used residentially.

*(d) the character of the district and its peculiar suitability for particular uses;*

Staff Comments:

- The lot sits within an existing residential neighborhood, and is currently used residentially. The proposed zoning on the parcel continues the residential use, consistent with the neighboring properties.

*(e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.*

Staff Comments:

- The proposed map amendment should have no effect on property values.

***Spot zoning Criteria:***

*(1) the proposed use is significantly different from the prevailing use in the area.*

Staff Comments:

- The lot sits within an existing residential neighborhood, and is currently used residentially. The proposed zoning on the parcel continues the residential use, consistent with the neighboring properties.

(2) *the area in which the requested use is to apply is rather small from the perspective of concern with the number of separate landowners benefited from the proposed change.*

Staff Comments:

- The proposed zoning is for a single lot with a single owner that has been annexed into the City. As the lot was annexed zoning the parcel under the City’s Zoning Ordinance is a benefit to the surrounding parcels to ensure that the use of the parcel remains consistent with the neighborhood and all adopted zoning requirements are applied to the property.

(3) *the change is special legislation designed to benefit only one or a few landowners at the expense of the surrounding landowners or the general public.*

Staff Comments:

- As the lot was annexed zoning the parcel under the City’s Zoning Ordinance is a benefit to the surrounding parcels to ensure that the use of the parcel remains consistent with the neighborhood and all adopted zoning requirements are applied to the property.

**Public Hearing**

The Zoning Commission heard this item at their regularly scheduled meeting on January 12, 2021. The Zoning Commission voted unanimously (4:0) to approve the zoning amendment. No changes to this Staff Report have been made from the Staff Report that was delivered to the Zoning Commission.

**Staff Recommendation**

The Zoning Coordinator believes that the proposed zoning designation listed above meets both the requirements of the City of Livingston, State Statute, and the spot zoning criteria. Staff recommends that the Commission adopt the proposed zone map amendment.

**Attachments**

Attachment I.....Resolution 4922

Attachment II.....Proposed Ordinance

**LEGAL NOTICE OF PUBLIC HEARING BEFORE  
THE CITY OF LIVINGSTON CITY COMMISSION**

A public hearing before the Livingston City Commission will be held at 5:30 p.m. on Tuesday, February 2, 2021 virtually via Zoom (details below).

**Mayor's Landing Zone Map Amendment:** The Purpose of this hearing is to receive public comment regarding a Zone Map Amendment from the provisions of Chapter 30 of the Livingston Municipal Code. Specifically, the amendment is to zone the parcel commonly known as Mayor's Landing/ Moja Dog Park, the driving range, and the roping arena, addressed as 97 View Vista Drive, as it has been annexed into the City. The parcel is legally described as Section Eighteen (S18), Township Two South (T02S), Range Ten East (R10E), Por. NW4 Less COS 1245 (all between two (2) channels of the Yellowstone River N. of County Rd. from H St. Bridge to former Harvat Bridge less pieces sold). The proposed zoning for the parcel is Public (P). The Zoning Commission heard the item at their January 12, 2021 meeting and unanimously voted (4:0) to recommend approval of the zoning amendment.

**1607 Mountain View Drive Zone Map Amendment:** The Purpose of this hearing is to receive public comment regarding a Zone Map Amendment from the provisions of Chapter 30 of the Livingston Municipal Code. Specifically, the amendment is to zone the parcel addressed as 1607 Mountain View Lane, as it has been annexed into the City. The parcel is legally described as Certificate of Survey No. 2625, Parcel Tract 5, consisting of .28742 acres more or less in Section 23 (S23) of Township 2 South (T02S), Range 9 East (R09E). The proposed zoning for the parcel is Medium Density Residential (R-II). The Zoning Commission heard the item at their January 12, 2021 meeting and unanimously voted (4:0) to recommend approval of the zoning amendment.

For further information, please contact the City Planning Office at (406)222-4903 or [planning@livingstonmontana.org](mailto:planning@livingstonmontana.org).

To attend via Zoom please use the link or call the phone number below, the passcode listed will be required to join the meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/86790413363?pwd=UkhneE0xWDBpcWFaRnVmVnU3S2FjUT09>

Telephone: (669) 900 9128

Meeting ID: 867 9041 3363

Passcode: 607233

Mathieu Menard  
City Planner

**PLEASE PUBLISH ON FRIDAY, JANUARY 15, 2021**

**File Attachments for Item:**

**A. ORDINANCE 3002 AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING A PARCEL GENERALLY KNOWN AS MAYOR'S LANDING/MOJA PARK.**



**ORDINANCE NO. 3002**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING A PARCEL GENERALLY KNOWN AS MAYOR’S LANDING/ MOJA PARK AND LEGALLY DESCRIBED AS SECTION EIGHTEEN (S18), TOWNSHIP TWO SOUTH (T02S), RANGE TEN EAST (R10E), POR. NW4 LESSCOS 1245 (ALL BETWEEN TWO (2) CHANNELS OF THE YELLOWSTONE RIVER N. OF COUNTY RD. FROM H ST. BRIDGE TO FORMER HARVAT BRIDGE LESS PIECES SOLD) AS PUBLIC (P).**

\* \* \* \* \*

**Preamble.**

The purpose of this Ordinance is to promote public health, safety and general welfare of the City by regulating the height, number of stories and size of buildings and other structures, the percentage of lot that may be occupied, the size of yards, courts and other open spaces, the density of population, and the location and use of buildings, structures, and land for trade, industry, residence or other purposes.

\*\*\*\*\*

**WHEREAS**, Section 30.71 of the City of Livingston Code of Ordinances authorizes the City Commission to amend the officially adopted Zoning Map;

**WHEREAS**, the amendments meet the criteria and guidelines for zoning regulations as required by Section 76-2-304 of Montana Code Annotated;

**WHEREAS**, the City Commission of the City of Livingston, Montana annexed the Subject Parcel by passing Resolution 4922 on September 1, 2020;

**WHEREAS**, being within the jurisdiction of the City, the parcel is required by the City's Zoning Ordinance to be given a zoning designation;

**WHEREAS**, the amendment meets the Lowe Test for rezoning property; and

**WHEREAS**, the City of Livingston Zoning Commission, after a public hearing, voted unanimously (4:0) to recommend approval of the zoning of the parcel to Public (P) on the Zoning Map to the City Commission;

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission that Sec. 30.13 of the Livingston Municipal Code entitled Official Zoning Map, be and the same is hereby amended as follows:

**SECTION 1**

**Zoning of a parcel known as Mayor’s Landing/ Moja Park legally described as Section Eighteen (S18), Township Two South (T02S), Range Ten East (R10E), Por. NW4 Less COS 1245 (all between two (2) channels of the Yellowstone River N. of County Rd. from H St. Bridge to former Harvat Bridge less pieces sold) as shown in Exhibit A as Public (P).**

**SECTION 2**

**Statutory Interpretation and Repealer:**

Any and all resolutions, ordinances and sections of the Livingston Municipal Code and parts thereof in conflict herewith are hereby repealed.

**SECTION 3**

**Severability:**

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid by a court having competent jurisdiction, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and to this end, the provisions of this ordinance are declared to be severable.

**SECTION 4**

**Savings provision:**

This ordinance does not affect the rights or duties that mature, penalties and assessments that were incurred or proceedings that begun before the effective date of this ordinance.

**SECTION 6**

**Effective date:**

This ordinance will become effective 30 days after the second reading and final adoption.

**PASSED** by the City Commission of the City of Livingston, Montana, on first reading at a regular session thereof held on the \_\_\_\_\_ day of February, 2021.

\_\_\_\_\_

**DOREL HOGLUND – Chair**

**ATTEST:**

\_\_\_\_\_

**FAITH KINNICK**  
**Recording Secretary**

\*\*\*\*\*

**PASSED ADOPTED, AND APPROVED** by the City Commission of the City of Livingston, Montana, on second reading at a regular session thereof held on the \_\_\_\_\_ day of March, 2021.

\_\_\_\_\_  
**DOREL HOGLUND – Chair**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**FAITH KINNICK**  
**Recording Secretary**

\_\_\_\_\_  
**COURTNEY LAWELLIN**  
**City Attorney**

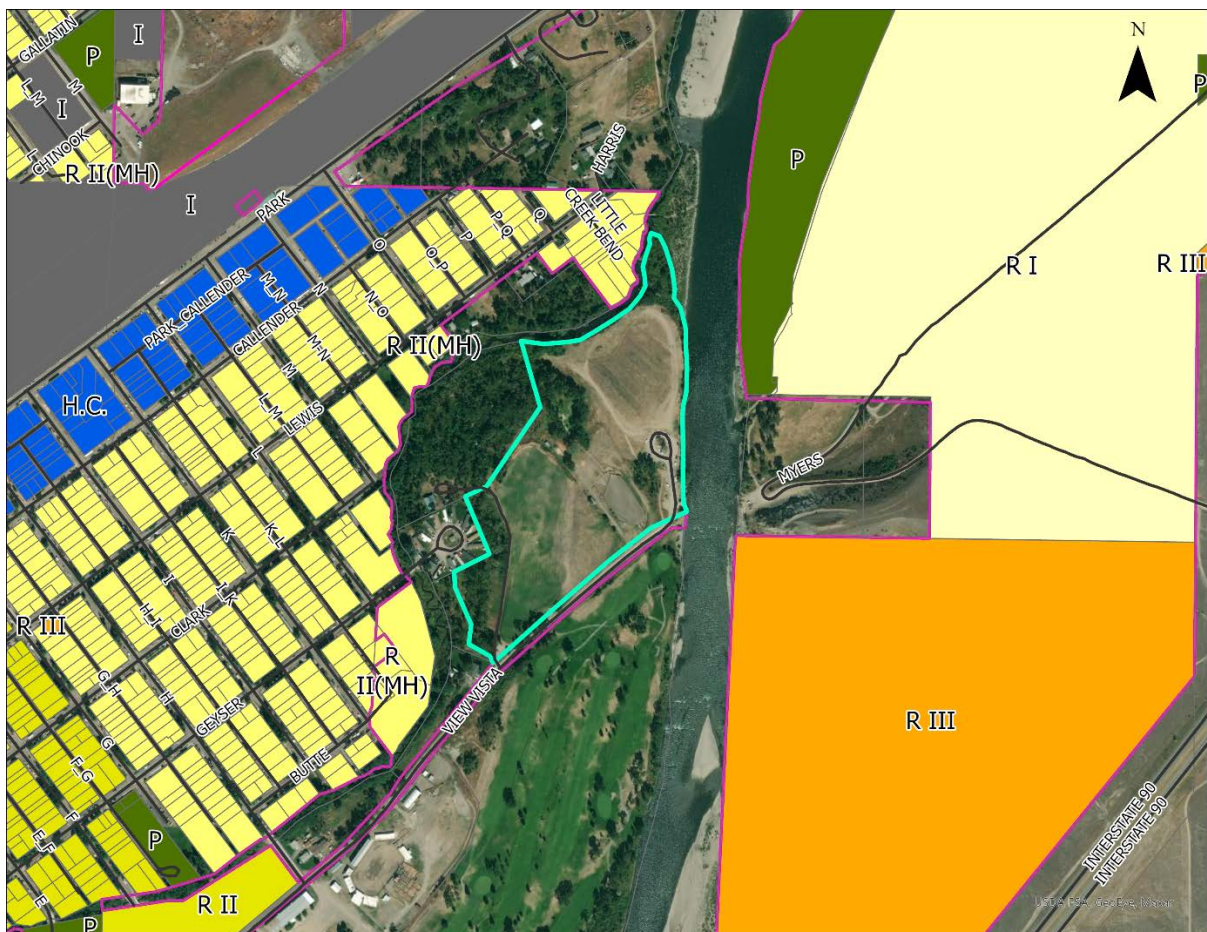


January 6, 2021

**STAFF REPORT**  
**ZONING MAP AMENDMENT – 97 View Vista Drive (Mayor’s Landing/ Moja Dog Park, Driving Range, Roping Arena)**

**Background**

On September 1<sup>st</sup>, 2020, the City Commission Adopted a Resolution (No. 4922) (Attachment I) approving the second reading of the annexation of the parcel commonly known as Mayor’s Landing/ Moja Dog Park, the driving range, and the roping arena, addressed as 97 View Vista Drive. The parcel is legally described as Section Eighteen (S18), Township Two South (T02S), Range Ten East (R10E), Por. NW4 Less COS 1245 (all between two (2) channels of the Yellowstone River N. of County Rd. from H St. Bridge to former Harvat Bridge less pieces sold), as shown outlined in blue on the map below.



Due to the fact that the property was annexed into the City, a zoning amendment must be undertaken to update the Official Zoning Map to include the parcel. As The parcel is currently owned by the City and is utilized as parks and generally public use, City staff recommends that the parcel is zoned “Public (P)”. The intent of the Public Zoning District is to “...reserve land exclusively for public and semi-public uses in order to preserve and provide adequate land for a variety of community facilities which serve the public health, safety and general welfare”. The parcel is used as what would be defined in the Zoning Ordinance as “Public Recreation Facilit[ies]”, the intent of the zoning the parcel Public would be to continue the current use as a dog park, boat landing, driving range, and roping arena. Additionally, the Public designation would not allow any development of those parcels other than government offices and personal care centers (i.e. nursing homes) without undergoing a public zoning amendment process.

**Proposed Findings of Fact**

*Criteria and Guidelines for Zoning Regulations (MCA 76-2-304): (1) Zoning regulations must be:*

*(a) made in accordance with a growth policy:*

Staff Comments:

- The adopted Growth Policy shows the parcel under question as “Park” on the future land use map. The proposed Public zoning would be consistent with the future land use map as shown in the 2017 Growth Policy.

*(b) designed to:*

*(i) secure safety from fire and other dangers;*

Staff Comments:

- Any future development on the lot will be required to meet all adopted fire and building codes.
- The intent of the zoning amendment is to zone the newly annexed land to continue its current use of parkland and recreation, there is no anticipated change in fire danger by zoning the lot.

*(ii) promote public health, public safety, and the general welfare; and*

Staff Comments:

- The current use of the lot is parkland and recreation, which generally promotes the public health and welfare by providing public space for the community to socialize and recreate within. The intent of the proposed zoning is to continue this use, promoting health and welfare within the City.



*(iii) facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.*

Staff Comments:

- The current use of the lot is parkland and recreation, the intent of the zoning is to preserve these uses and continue to facilitate the adequate provision of parks.
- The proposed zoning on the parcel should not substantially increase needs for transportation, water, and sewerage at this time. Any increase in service requirements for the parcel would be required to meet all City codes, and service would be provided by City infrastructure.

*(2) In the adoption of zoning regulations, the municipal governing body shall consider:*

*(a) reasonable provision of adequate light and air;*

Staff Comments:

- The current use of the parcel is parkland and outdoor recreation; the zoning of the parcel should not change this use.

*(b) the effect on motorized and nonmotorized transportation systems;*

Staff Comments:

- The use of the parcel is existing and is currently accessed by a public road (View Vista Dr.), no change is expected in the amount of traffic generated by the parcel.
- The lot contains a fishing access and loop trail. Both should be unaffected by the proposed zoning on the lot.

*(c) promotion of compatible urban growth;*

Staff Comments:

- The parcel is intended to be retained as open space and public uses, ensuring that public spaces and parks are retained as the City grows is important to the health and welfare of the community.

*(d) the character of the district and its peculiar suitability for particular uses;*

Staff Comments:

- The lot sits between Fleshman Creek to the north and the Yellowstone River to the east and abuts Livingston Golf and Country Club and the minimally developed Girl Scout property. Parkland and recreation is an appropriate use of the parcel to protect both the Yellowstone River and Fleshman Creek from development and provide public access to the Yellowstone.

*(e) conserving the value of buildings and encouraging the most appropriate use of land throughout the jurisdictional area.*

Staff Comments:

- The proposed map amendment should have no effect on property values.

***Spot zoning Criteria:***

*(1) the proposed use is significantly different from the prevailing use in the area.*

Staff Comments:

- The lot abuts both Fleshmann Creek and the Yellowstone River and the Livingston Golf and Country Club. The proposed Public use is not different than the current use of the property, and is consistent with uses in the area, and with properties along the Yellowstone River throughout the City.

*(2) the area in which the requested use is to apply is rather small from the perspective of concern with the number of separate landowners benefited from the proposed change.*

Staff Comments:

- The parcel is owned by the City and currently used as parkland and recreation areas. The proposed zoning designation of Public preserves this land for public use. Preserving park and recreation areas, and public river access provides a health and welfare benefit to all residents and landowners within the City and beyond.

*(3) the change is special legislation designed to benefit only one or a few landowners at the expense of the surrounding landowners or the general public.*

Staff Comments:

- The proposed change has no negative effect on the neighboring properties and the Public zoning designation to preserve the current uses on the property should benefit the adjacent landowners and all residents of the City.

**Public Hearing**

The Zoning Commission heard this item at their regularly scheduled meeting on January 12, 2021. The Zoning Commission voted unanimously (4:0) to approve the



zoning amendment. No changes to this Staff Report have been made from the Staff Report that was delivered to the Zoning Commission.

**Staff Recommendation**

The Zoning Coordinator believes that the zoning designation listed above meets both the requirements of the City of Livingston, State Statute, and the spot zoning criteria. Staff recommends that the Commission adopt the proposed zone map amendment.

**Attachments**

- Attachment I.....Resolution 4922
- Attachment II.....Proposed Ordinance

**LEGAL NOTICE OF PUBLIC HEARING BEFORE  
THE CITY OF LIVINGSTON CITY COMMISSION**

A public hearing before the Livingston City Commission will be held at 5:30 p.m. on Tuesday, February 2, 2021 virtually via Zoom (details below).

**Mayor’s Landing Zone Map Amendment:** The Purpose of this hearing is to receive public comment regarding a Zone Map Amendment from the provisions of Chapter 30 of the Livingston Municipal Code. Specifically, the amendment is to zone the parcel commonly known as Mayor’s Landing/ Moja Dog Park, the driving range, and the roping arena, addressed as 97 View Vista Drive, as it has been annexed into the City. The parcel is legally described as Section Eighteen (S18), Township Two South (T02S), Range Ten East (R10E), Por. NW4 Less COS 1245 (all between two (2) channels of the Yellowstone River N. of County Rd. from H St. Bridge to former Harvat Bridge less pieces sold). The proposed zoning for the parcel is Public (P). The Zoning Commission heard the item at their January 12, 2021 meeting and unanimously voted (4:0) to recommend approval of the zoning amendment.

**1607 Mountain View Drive Zone Map Amendment:** The Purpose of this hearing is to receive public comment regarding a Zone Map Amendment from the provisions of Chapter 30 of the Livingston Municipal Code. Specifically, the amendment is to zone the parcel addressed as 1607 Mountain View Lane, as it has been annexed into the City. The parcel is legally described as Certificate of Certificate of Survey No. 2625, Parcel Tract 5, consisting of .28742 acres more or less in Section 23 (S23) of Township 2 South (T02S), Range 9 East (R09E). The proposed zoning for the parcel is Medium Density Residential (R-II). The Zoning Commission heard the item at their January 12, 2021 meeting and unanimously voted (4:0) to recommend approval of the zoning amendment.

For further information, please contact the City Planning Office at (406)222-4903 or [planning@livingstonmontana.org](mailto:planning@livingstonmontana.org).

To attend via Zoom please use the link or call the phone number below, the passcode listed will be required to join the meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/86790413363?pwd=UkhneE0xWDBpcWFaRnVmVnU3S2FjUT09>

Telephone: (669) 900 9128

Meeting ID: 867 9041 3363

Passcode: 607233

Mathieu Menard  
City Planner

**PLEASE PUBLISH ON FRIDAY, JANUARY 15, 2021**

**File Attachments for Item:**

**A. RESOLUTION NO. 4940: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE THE PROFESSIONAL SERVICES AGREEMENT WITH VITRUVIAN PLANNING, FOR THE CITY'S TRAILS AND ACTIVE TRANSPORTATION PLAN.**

**RESOLUTION NO. 4940**

**A RESOLUTION OF THE CITY COMMISSION, OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE THE PROFESSIONAL SERVICES AGREEMENT WITH VITRUVIAN PLANNING, FOR THE CITY'S TRAILS AND ACTIVE TRANSPORTATION PLAN.**

\*\*\*\*\*

**WHEREAS**, the City of Livingston seeks to complete a Trails and Active Transportation Plan (Plan) to reflect the needs and desires of the community that will provide meaningful guidance to the City for trails and active transportation decisions; and

**WHEREAS**, there are sufficient funds to undertake this project, the City desires to commission the team led by Vitruvian Planning, and including Future West, to perform the Plan according to the terms and conditions set forth in the professional services agreement which is attached to and incorporated herein as "Exhibit 1";

**NOW, THEREFORE, BE IT RESOLVED**, by the City Commission of the City of Livingston, Montana as follows:

The professional services agreement with Vitruvian Planning is hereby approved. The City Manager is hereby authorized to sign the said agreement on behalf of the City and execute fully. PASSED AND ADOPTED, by the City Commission of the City of Livingston on February 2, 2021

\_\_\_\_\_  
**DOREL HOGLUND – Chair**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**FAITH KINNICK**  
**Recording Secretary**

\_\_\_\_\_  
**COURTNEY LAWELLIN**  
**City Attorney**

**PROFESSIONAL SERVICES AGREEMENT**

THIS PROFESSIONAL SERVICES AGREEMENT (this “Agreement”) is made and entered into as of the \_\_\_th day of February, 2021, by and between the CITY OF LIVINGSTON, MONTANA, a municipal corporation and political subdivision of the state of Montana with its principal business office located at 220 East Park Street, Livingston, Montana 59047 (hereinafter referred to as the “City”), and VITRUVIAN PLANNING., a Idaho company with its principal office located at 3152 South Bown Way, Suite 107, Boise, ID 83706 (hereinafter referred to as the “Consulting Professional”; and together with the City, the “Parties”).

**RECITALS:**

- A. The City desires to create a Trails and Active Transportation Plan. The Trails and Active Transportation Plan will include the desires and needs of the community as well as the City and will suggest guidance to the City on future trails and active transportation decisions.
- B. The City has selected the team led by Vitruvian Planning, and including Future West, a Montana 501(c)3, to perform the planning work, and the above-mentioned Consulting Professional is willing and able to perform the planning work.
- C. The Consulting Professional is engaged in the business of professional planning consulting, independent of the City, and has the personnel, knowledge, expertise, skills, means, tools, licenses, if applicable, and equipment necessary to perform Services (as defined below) for the Project and is ready, willing and able to undertake and perform the same under the terms and conditions contained in this Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals and the terms and conditions contained herein, the Parties agree as follows:

- 1. INCORPORATION OF RECITALS. The above Recitals are true and correct and are fully incorporated into this Agreement as if fully set forth in this Paragraph 1.
- 2. PURPOSE AND SCOPE OF SERVICES. City agrees to retain Consulting Professional to perform all services and comply with all obligations, including but not limited to the timelines, specified or indicated in the Scope of Work attached hereto and incorporated herein as Exhibit A (collectively, the "Services").

3. NON-DISCRIMINATION. Pursuant to Mont. Code Ann. § 49-3-207, in the performance of this Agreement, the Consulting Professional agrees that all hiring will be on the basis of merit and qualifications and that the Consulting Professional will not be discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin.
  
4. NATURE OF RELATIONSHIP.
  - a. The Consulting Professional states that it is engaged in an established business or profession which is in no way affiliated with or connected to the City, except by this Agreement and that it uses independent judgment in the performance of services provided hereby free from control or direction of others. The Consulting Professional shall perform the Services as an independent contractor. The Parties agree that the City is only interested in the end result of the Services, not in the method of performance, and as such, the Consulting Professional has been and will continue to be free from the control or direction of the City in the performance of this Agreement. The Consulting Professional shall not be deemed by virtue of this Agreement nor the performance thereof to have entered into any partnership, joint venture, employer/employee or any other legal relationship with the City besides that of an independent contractor. Because Consulting Professional is an independent contractor, Consulting Professional is not entitled to any worker's compensation or any benefit of employment with the City.
  
  - b. The Consulting Professional agrees to comply with all applicable laws, rules and regulations adopted or promulgated by any governmental agency or regulatory body, both state and federal, and furthermore agrees to assume full responsibility for the payment of all contributions of all federal and state income or other payroll tax or assessment, social security, worker's compensation insurance, unemployment insurance, self-employment tax or any other required deduction or contribution for itself or for any employees engaged by the Consulting Professional in performance of this Agreement
  
  - c. The Consulting Professional, its officers, agents and/or employees shall not have the authority to make representations on behalf of the City, and neither shall the aforementioned entities and persons have the authority to legally-bind or otherwise obligate the City to any third person or entity.

5. CONSULTING PROFESSIONAL'S REPRESENTATIONS AND WARRANTIES.

The Consulting Professional represents and warrants as follows:

- a. It and its employees possess all of the necessary qualifications, experience, knowledge, tools and equipment to undertake the performance of the Services as set forth in this Agreement.
- b. It is familiar with and is satisfied as to all federal, state and local laws and regulations that may affect costs, progress, performance and furnishing of the Services.
- c. It will It has reviewed and has entered into this Agreement based solely upon its own knowledge, inspection and judgment, and not upon any representations or warranties made by the City or its officers, employees or agents.
- d. In connection with the Services, it will exercise the standard of care that is ordinarily used by members of the Consulting Professional 's profession practicing under similar conditions at the same time and in the same locality.

6. COMPENSATION.

- a. For the satisfactory completion of the Services, the City will pay the Consulting Professional a sum not to exceed Fifty Thousand and 00/100 Dollars (\$50,000.00).
- b. The Consulting Professional shall submit an invoice every month if it has provided the City with Services during the preceding month. The invoices will include charges for the Services actually performed during the associated billing period. The invoices shall include, at a minimum, the following information: (i) a clear description of the tasks performed; (ii) identification of the project with which all charges are associated; (iii) the contracted dollar amount for the Services, if applicable; (iv) the Services completed to date for the associated project; and (v) the Services that remain to be completed for the associated project.
- c. In addition to the requirements set forth in subpart 5.b., above, in connection with obtaining payment under this Agreement, the Consulting Professional agrees to familiarize itself with, and agrees to be bound by, the City's claim procedure, including but not limited to deadlines for submitting claims for approval and payment. The Consulting Professional assumes responsibility for the late filing of a claim.



- d. In the event the Consulting Professional seeks payment or compensation for work, materials or services not included in this Agreement and the exhibits hereto, the Consulting Professional must seek prior written authorization from the City before such expenditure is incurred. If the Consulting Professional fails to obtain prior written authorization, the Consulting Professional shall not be entitled to payment for the unauthorized work, materials or services

7. TERMINATION OF THIS AGREEMENT.

- a. If the City fails to substantially perform in accordance with the terms of this Agreement, the Consulting Professional shall deliver to the City a written notice specifying the nature of the City's failure to substantially perform. The City shall have a period of twenty-one (21) days after receiving the written notice from the Consulting Professional to cure the failure to perform. If the City fails to cure its failure to perform within the 21-day cure period, the Consulting Professional shall provide the City with a written notice to terminate this Agreement. The Consulting Professional may only terminate this Agreement if it is not at fault for the City's failure to perform. Failure of the City to make payment as provided in this Agreement shall be considered nonperformance and cause for termination, unless the Consulting Professional is at fault for the City's nonpayment.
- b. The City may terminate this Agreement upon not less than thirty (30) days prior written notice to Consulting Professional. If the City terminates this Agreement for a reason other than fault of the Consulting Professional, the Consulting Professional shall receive compensation for the work/services performed prior to termination, together with reasonable expenses incurred up to the date of termination.

8. OWNERSHIP AND PUBLICATION OF MATERIALS. All data, information, work in progress, documents, reports, and intellectual property developed in connection with any work under this Agreement, both in hard-copy form and as may be embodied on computer diskettes or similar information recording and storage media, is deemed the City's property and, upon request, shall be delivered to the City. Following the City's acceptance of materials described in this paragraph, the City shall indemnify and hold Consulting Professional harmless for any changes or revisions to the plans and related documents the Consulting Professional prepares under this Agreement that are made without Consulting Professional's knowledge and written consent. The City's use of any

files that are secured from the Consulting Professional that are not in final format is at the City's own risk.

9. INDEMNIFICATION AND HOLD HARMLESS. To the fullest extent permitted by law, the Consulting Professional shall indemnify the City, its officers, employees, agents and representatives against any and all claims, actions, costs, fees (including but not limited to attorney fees and all defense costs), losses, liabilities or damage of whatever kind or nature arising from or related to Consulting Professional' s performance of this Agreement and the Services (or the work of any subcontractor to Consulting Professional). In the event a claim should be brought or an action filed against the City with respect of the subject of this Agreement, Consulting Professional agrees that the City may, at its election, employ attorneys of its own selection to appear and defend the claim or action on behalf of the City, at the expense of the Consulting Professional. City, at its option, shall have the sole authority for the direction of the defense and shall be the sole judge of the acceptability of any compromise or settlement of any claims or actions against the City.
  
10. INSURANCE. In addition to any other insurance which Consulting Professional may choose to carry, the Consulting Professional shall, at its sole expense, maintain in effect during the performance of this Agreement all of the following insurance: (a) workers' compensation as required by the law of the state in which Consulting Professional is located; (b) comprehensive commercial general liability insurance, including personal injury liability , automobile, blanket contractual liability and broad-form property damage liability coverage with a single limit of \$1,000,000 each occurrence, \$2,000,000 general aggregate; and (c) professional liability with a limit of \$1,000,000 per claim and \$1,000,000 aggregate made against Consulting Professional for errors or omissions in the performance of this Agreement. Consulting Professional's certificates of insurance are attached hereto and incorporated herein as Exhibit B. Any certificates of insurance shall require at least ten (10) days written notice to the City prior to any cancellation, termination, or non-renewal of coverage.
  
11. COMPLIANCE WITH LAWS. The Consulting Professional agrees it will comply with all federal, state and local laws, rules and regulations.
  
12. SURVIVAL. All express representations, indemnifications, or limitations of liability made in or given in this Agreement shall survive completion of the Services or the termination of this Agreement for any reason.

13. FORCE MAJEURE. The Parties shall not hold each other responsible for damages or delay in the performance of this Agreement caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other' s employees and agents.

14. NOTICES. All notices or communications required to be given under this Agreement shall be in writing and shall be deemed to have been duly given by personal delivery or upon deposit into the United States Postal Service, postage prepaid, for mailing by certified mail, return receipt required, and addressed as follows:

City: City of Livingston  
Attn: Mathieu Menard  
220 East Park Street  
Livingston, MT 59047

Consulting Professional: Vitruvian Planning  
3152 S. Bown Way  
Suite 107  
Boise, ID 83706

Any change of address shall be made by giving written notice thereof to the other party, providing the new address.

15. MODIFICATION AND WAIVER. No amendment, modification or waiver of any condition, provision or term of this Agreement shall be valid or of any effect unless made in writing, signed by the party or parties to be bound and specifying with particularity the nature and extent of such amendment, modification or waiver. Any waiver by any party of any default of the other party shall not effect or impair any right arising from any subsequent default. Nothing herein shall limit the remedies or rights of the parties hereunder and pursuant to this Agreement.

16. SEVERABILITY. Each provision of this Agreement is intended to be severable. If any provision of this Agreement is illegal or invalid for any reason whatsoever, such illegality or invalidity of said provision shall not affect the validity of the remainder of this Agreement.

17. ENTIRE AGREEMENT. This Agreement contains the entire understanding of the Parties and supersedes all prior agreements and understandings between the Parties.

- 18. INTERPRETATION. All captions, headings, or titles in the paragraphs or sections of this Agreement are inserted for convenience or reference only and shall not constitute a part of this Agreement or act as a limitation of the scope of the particular paragraph or section to which they apply. As used herein, where appropriate, the singular shall include the plural and vice versa and the masculine, feminine, or neuter expressions shall be interchangeable.
  
- 19. COUNTERPARTS: This Agreement may be executed in multiple counterparts, each of which shall be one and the same Agreement and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.
  
- 20. PARTIES IN INTEREST AND ASSIGNMENT. This Agreement shall be binding upon, and the benefits and obligations provided for herein shall inure to and bind, the Parties and their respective successors and assigns, provided that this section shall not be deemed to permit any transfer or assignment otherwise prohibited by this Agreement. This Agreement is for the exclusive benefit of the Parties and it does not create a contractual relationship with or exist for the benefit of a third party, including contractors, subcontractors or their sureties. This Agreement shall not be assigned, or any right or obligation hereunder, in whole or in part, to another without first having prior written consent of the other party. No assignment or transfer of any interest under this Agreement shall be deemed to release the Consulting Professional or the City from any liability or obligation under this Agreement, or to cause any such liability or obligation to be reduced to a secondary liability or obligation.
  
- 21. APPLICABLE LAW AND VENUE. This Agreement and the rights and obligations of the Parties shall be governed by and interpreted in accordance with the laws of the State of Montana. The parties stipulate and agree that the Montana Sixth Judicial District Court, Park County, has proper venue and jurisdiction to resolve all causes of action which may accrue in the performance of this Agreement.
  
- 22. LIAISON. The designated liaison with the City is Mathieu Menard, whom can be reached at [mmenard@livingstonmontana.org](mailto:mmenard@livingstonmontana.org) and (406)222-4903. The Consulting Professional’s liaison is \_\_\_\_\_, who can be reached at \_\_\_\_\_ or \_\_\_\_\_.

- 23. DISPUTES. It is mutually agreed that the performance or breach of this Agreement and its interpretation shall be governed by the laws of the state of Montana, without regard to its conflicts of law principles.
  
- 24. COMPUTING TIME. For the purpose of calculating time under this Agreement, the following computation shall be used: If the period is stated in days or a longer unit of time, exclude the day of the event that triggers the period, count every day, including intermediate Saturdays, Sundays, and legal holidays, and include the last day of the period, but if the last day is a Saturday, Sunday, or legal holiday, the period continues to run until the end of the next day that is not a Saturday, Sunday, or legal holiday.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed in Livingston, Montana, or wherever they may be found, the day and year first aforementioned herein.

**CITY OF LIVINGSTON**

**VITRUVIAN PLANNING**

\_\_\_\_\_  
**Michael J. Kardoes, City Manager**

*Chris Danley* /bd \_\_\_\_\_  
**Name:** Chris Danley  
**Title:** Principal

**[ Exhibit A ]**

**[ Scope of Services ]**

# 2. Scope of Work

This chapter summarizes the Vitruvian team’s ideas to deliver the city a draft and final Trails and Active Transportation Plan that fits within the confines of the stated budget and schedule in the RFP. Our review of the Scope of Work indicates the tasks identified by the city are similar to tasks we routinely perform on projects. In general, they consist of:

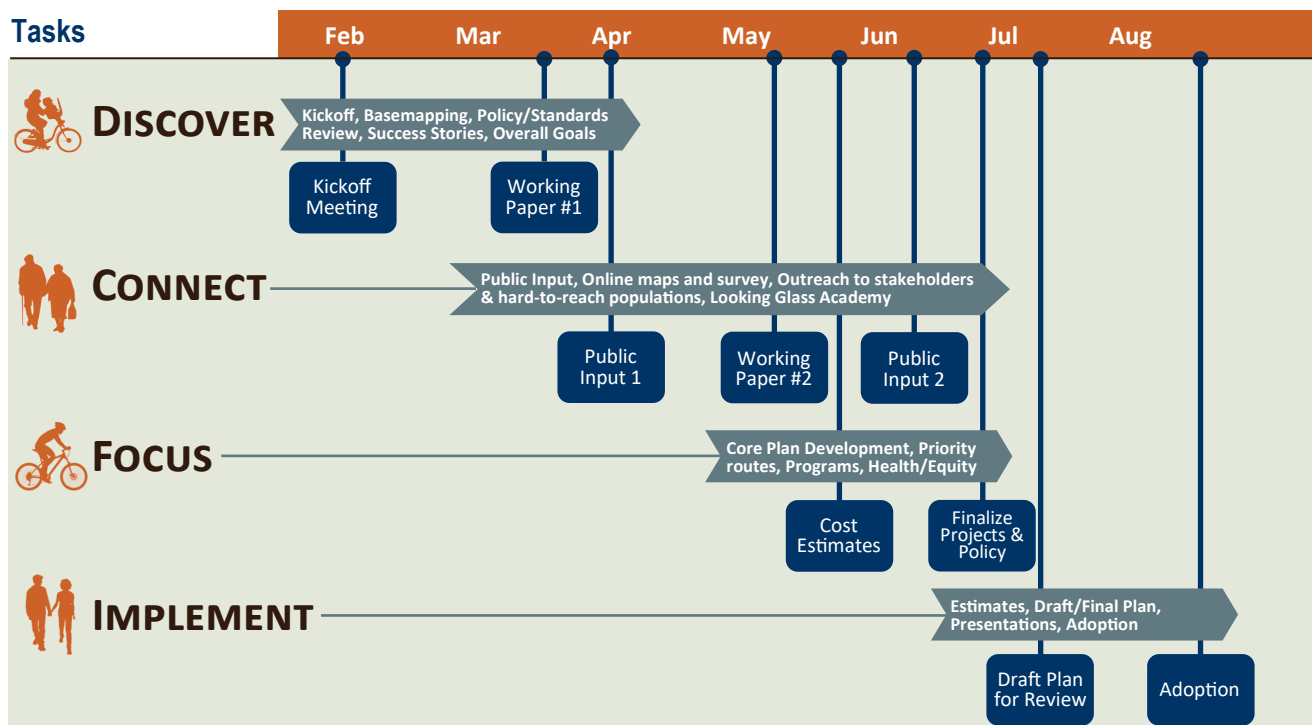
- 1. Discover:** Review existing plans, policies and design standards; Conduct field assessment and collect GIS and other data; Identify facilities in county and city fringe areas.
- 2. Connect:** Public participation to engage residents via online surveys, workshops, and meetings; Engaging city staff and elected officials throughout the process.
- 3. Focus:** Recommendations for new facilities; Design standards update; Subdivision policy update.
- 4. Implement:** Explore funding and maintenance strategies; Identify action steps for implementation, including short- and long-term benchmarks; Develop draft and final plan; Present to Boards and Commissions.

Each task includes a sidebar identifying where these general items to be performed. We have added Suggested Additional Elements that reflect our ideas on that task, as well as any additional inputs and responsibilities envisioned with that task. Based on low overhead rates and local partners, these tasks can be done within the city’s budget.

A summary of key deliverables based on a February 1, 2021 Notice to Proceed is included in the sidebar and a project schedule is illustrated below (Figure 4). The task summaries on the following pages include detailed task elements to showcase our team’s ideas and innovative approaches as well as common elements of the scope of work, such as mapping and report writing.

Our small firm rates and non-profit partner allow us to deliver this scope with more person-hours dedicated to the project than other firms are able to achieve. While we will finalize a budget if selected, **we estimate that our team will put 440 hours toward this project within the published \$50,000 budget.**

Figure 4: Proposed Schedule



## Task 1 - Discover

The Discover task allows the Vitruvian Planning team to better understand the current context of Livingston—projects, programs, policies, and plans. This task provides the foundation from which the remainder of the plan will flow. We will begin discussions with key stakeholders to gain an understanding of Livingston, its people, and likely goals for implementation of the plan.

To best address the schedule, budget, and realities of COVID, the Vitruvian Planning team members from Boise propose spending two focused weeks on the ground in Livingston. The first will occur in Task 1, with the second occurring in Task 3. Future West staff is able to be in Livingston in-person, as requested for spot field work or other meetings if they occur in-person.

### Scope of Work Elements

**Kickoff Meeting.** Once issued a Notice to Proceed, the Vitruvian team will meet online with Livingston's Project Manager and other staff to compile a set of existing plans and GIS files to begin the initial review and basemapping.

This meeting will identify the role and meeting frequency for input from the Parks and Trails Committee, the City Commission, and other Boards.

Future West staff already have a strong working knowledge of Livingston plans, policies and projects. We will refine our understanding of those in the initial kickoff meeting and make further adjustments to the scope, if necessary.

**Current and Past Plans.** Vitruvian and Future West already identified and reviewed many past plans through this proposal development as well as past projects to prepare for this proposal.

Several transportation goals identified in the draft Livingston Growth Policy can be accomplished in this plan, or at least provide a set of action steps to implement them, short- and long-term. We will review other plans identified during the Kickoff Meeting and provide a summary chapter in Working Paper #1.

**GIS data/Basemapping.** Future West will lead the GIS tasks and work with the city and Park County to compile relevant data such as street centerline files, existing sidewalks, bike routes, and trails, and mapping products from past plans. This will include examination of GIS data related to key destinations (e.g. schools, parks, grocery stores, medical services, trailheads, natural areas) to determine if they have to be hand-entered through field review.

The basemaps will be reviewed by city staff for accuracy and then be prepared for online public input through *ArcGIS StoryMaps*.

**Subdivision Regulations & Design Standards.** A review of these policy documents will commence after discussion during the kick-off meeting to help determine what the city has learned about the possibilities and shortcomings of these policies. A preliminary review and draft recommendations will be included in Working Paper #1 but modified throughout the process as input is received.



## DISCOVER

February-  
April 2021



## CONNECT



## FOCUS



## IMPLEMENT

### Key Elements in RFP:

1. Review and summarize Growth Policy, Trails Master Plan, 2019 Parks & Trails Survey, etc.
2. Compile existing GIS data on sidewalks, trails, bikeways, and other facilities.
3. Review and summarize Subdivision Regulations and Design Standards.
4. Lead project kick-off meeting to identify field studies, data, and other relevant topics.

### Suggested Additional Elements:

1. Kickoff meeting includes identification of success stories and lessons learned.
2. Identify stakeholders that may warrant one-on-one attention.
3. Field assessment with city staff.
4. Working Paper #1.

### Additional Roles for City

- Contact one-on-one stakeholders and/or provide contact information for consultant.
- Participate in field assessment.

### Deliverables

- Working Paper #1:
  - History and best practices.
  - Plans and Policy Review.
  - Basemapping.
  - Summary of kick-off meeting.
- Begin one-on-one stakeholder interviews.



## Additional Scope Elements

Beyond what the city published in the RFP, Vitruvian recommends additional efforts in Task 1 - Discover to gain a more comprehensive understanding of the context of active transportation and trails in Livingston.

- **Success Stories:** At the kickoff meeting we will discuss the success stories the city can share, as well as not-so-successful stories, and lessons learned from these experiences. This helps not only frame the plan but can help in public outreach when it comes to skeptics or those who are not as familiar with why such a plan is important.
- **City Initiatives:** What is actively occurring in trail and active transportation pursuits? Are there any joint projects with MDT or the Montana Rail Link and what is the status? Gaining an understanding of this early in the project will help us align the plan more uniquely with these emerging initiatives and inform design guidance on other projects.
- **One-on-One Attention:** Our work in other communities has unveiled a need to give certain organizations and agencies a chance to speak one-on-one with the project team. Some people and organizations are willing to share more in this setting than in a public forum, which helps to better organize a context-sensitive plan. This could include elected officials, advocacy organizations, non-profits, and state agencies like MDT.
- **Staff Priorities and Goals:** The focus is on projects and policy needs to help build capacity for city staff to make these goals a reality. This will also help us frame the public input efforts and our field work so we can focus the time and budget on the most important sectors Livingston.

## Working Papers

Our approach to develop the overall plan is through the Working Paper approach. Working Paper #1 is compiled for review as we transition from Task 1 - Discover into Task 2 - Focus. Working Paper #2 is reviewed following Task 3 - Focus, with the draft and final plan being developed for Task 4

The first working paper will help set the design of the draft plan and comprise the first two or three draft chapters that focus on purpose of the plan, a Livingston demographic profile, and plan/policy review.

This same process will unfold with the second working paper so that most of the plan is already in place in draft form before the full document is developed in Task 4 - Implement. This allows the city to review what will become the draft in more bite-size pieces rather than reviewing a single document that's 50 pages or greater. These interim Working Papers keep the project on-time and on-budget. The first full draft plan will incorporate Working Papers 1 and 2, as well as the additional chapters added as part of Task 4 - Implement.



### Where Do People Want to Go?

The prevailing federal design and planning guidance for active transportation clearly states people who walk and bike must be able to access the same destinations that are accessible to motorists. For places the size of Livingston, people should be able to safely and conveniently get to destinations like the Farmers Market even if they have to drive longer distances for other jobs and services. Our approach will be driven by identifying the solutions that will link people to these destinations, as well as recreational destinations such as trails, parks, and natural areas.

## Task 2 - Connect

Listening has taken on a new meaning during the COVID-19 pandemic, with cities shuffling approaches to public input. An important part of this task ensures proper protocols are followed for public meetings. It is assumed all meetings will occur online in the first phase of outreach in April 2021. There may be field work that requires more than one person present and proper distancing and mask-wearing protocols will be followed. We will work with the city to track any changes to state or local policies.

### Public Input, Round 1

**Online Tools and Workshop.** It will be important to provide a consistent method of online input through meeting applications, interactive mapping, and surveys. This is even more important during COVID. One advantage of the online forums is they don't have to be limited to a specific date and time.

We will use online survey tools and *ArcGIS StoryMaps* to gain public input during round 1, with an emphasis on understanding which areas people consider to be in need of additional or safer connections for trails, walkways, and bicycling routes.

An online workshop and public meeting (unless COVID protocols change) will consist of short segments of presentations on purpose and input needed for the plan, with a public dashboard to pose questions. We will work with the city to determine the best methods to promote these input sessions and tools, as well as with the Montana Disability and Health Program to ensure outreach methods are inclusive of people with a variety of disabilities.

**Underserved & Hard-to-Reach Populations.** It is important to reach out to a variety of individuals and organizations to gain a clear understanding of the needs of a diverse group of people that use, or could potentially use, the trails and active transportation network in Livingston. Many people simply don't have enough time to participate in traditional public input efforts due to other time, monetary, and social constraints on their daily lives.

Health partners such as Livingston Healthcare, Community Health Partners, and the LiveWell49 coalition are important contacts for our outreach efforts. The schools, Farm to School of Park County, Livingston Parks and Recreation, and after school programs are key to understanding the needs of youth.

Talking with employers, such as Printing for Less, will give us an understanding of the needs of the Livingston workforce. And, non-profits such as the Park County Community Foundation, Livingston Food Resource Center, Park County Senior Center, and the Montana Independent Living Project can help us reach people of all incomes and abilities. The Park County Environmental Council and the Active Transportation Coalition are key to better understanding the efforts that have been made to date, aspirations for the future, and connecting Livingston to the rest of Park County.

We will work with staff to identify other key organizations and conduct either one-on-one interviews with organization leaders or combined focus groups (via online meeting platforms due to COVID) for organizations with similar interests.



### Key Elements in RFP:

1. Online input via mapping and survey tools.
2. Online workshop during Round 1 and Round 2, with possible in-person workshop in Round 2.
3. Stakeholder-specific outreach for school-age residents and other hard-to-reach populations.

### Suggested Additional Elements:

1. One-on-one outreach to organizations representing underserved populations.
2. Bikeabouts & Walkabouts to showcase plan findings and priority routes.
3. Looking Glass Academy on Walking & Bicycling to build capacity among elected officials, staff, and advocates.

### Additional Roles for City

- Identify City COVID-19 engagement policies
- Assist in outreach to organizations representing underserved populations.
- Compile funding sources used for past projects.

### Deliverables

- Interactive Map & Online Survey Tools.
- Working Paper #2:
  - Public Engagement & Planning Process;
  - Vision & Goals;
  - Key Trends; and
  - Relevant appendix sections.
- One-on-one interviews with organizations representing underserved populations.
- Bikeabouts, Walkabouts & Looking Glass Academy.



## Public Input, Round 2

**Bikeabouts and Walkabouts.** People experience their built environment through their senses. We feel that's the best way for them to experience their community's Trails and Active Transportation Plan. Since advocates for bicycling have different needs and desires than those for walking, we will conduct separate bikeabouts and walkabouts to get their unique perspective. This method of public input will occur as warmer weather emerges in June or July 2021.

In these journeys we will unveil and explore the priority routes defined in the plan. Current members of the Parks and Trails Committee and Active Transportation Coalition may be requested to lead certain segments, if they so desire.

Note that participation may be limited or split into smaller groups to help maintain physical distance during COVID. Depending on the destinations, we may request City Police escort the group as we cross major routes or the railroad tracks.

**Online Input.** The same online tools used in Round 1 are deployed to gain feedback on major plan content and priority routes. We will include input to help generate *Action Steps for Implementation* and funding preferences. A second online or outdoor workshop will occur in a traditional format to promote more input for those accustomed to this medium.

**Health-focused Workshop.** Through Cathy Costakis's work, we propose a health-specific workshop to identify other advantages and underlying challenges to improving health in Livingston through active transportation and trails. This will involve local organizations, public health, and healthcare professionals organized to help review local data, such as mental health, suicide rates, physical activity, and obesity, to better understand the challenges Livingston faces with health concerns and how increased walking and bicycling can improve those rates.

### Bikeabouts and Walkabouts

Our second round of public involvement will focus on leading people through a journey of Livingston. Our bikeabouts on projects tends to draw large crowds due to widespread public interest. In these events we take people to the high priority projects we identified through the plan and get their input on what the project means for them, as well as what else they'd like to see included in the project. The needs of people who bike are greatly different than those who walk, so it's important to conduct these events for each mode to understand their unique needs and concerns.



## Livingston, Through the Looking Glass

Over the past eight years, Vitruvian Planning has trained hundreds of people from all backgrounds in the realm of pedestrian and bicyclist safety, facility design, and planning. Our training is typically a hands-on immersion into the world of pedestrian system planning.

We provide considerable detail often overlooked on why walking in the U.S. is such a challenge, how to address the comfort for all user types, the importance of connectivity and connections, and the specific intricacies and technical details involved in crossings. Our course includes multiple route audits aimed at demonstrating the positives and negatives within a city. We propose to consolidate our training into a concentrated half-day version in Livingston as part of our first or second site visit, depending on city preferences. The half-day training is open to all city elected officials and staff, including transportation and street planners, engineers, parks and recreation staff, and planning and zoning commissioners. The Active Transportation Coalition, Parks and Trails Committee, and other local advocacy groups are would also be invited. Much of the activity is outdoors and we may conduct the presentations in an outdoor pavilion, depending on weather and COVID policies.

Essentially, we aim to gather everyone involved in making a successful active transportation network in Livingston in the same room to provide a training like no other. At the conclusion, all involved will better understand the needs of system users, the technical best practices to optimize participation, and share a common experience before launching into the implementation phase of the plan. Participating in this training will drastically expand the understanding of everything that goes into the recipe of a vibrant street and trails system, instantly give participants critical knowledge and empathy for those with physical disabilities, and help shed light on the needs of everyone from the very young to the oldest adults in the city. Initiatives such as “Build it for Isabella” help drive home this point.



**peopleforbikes™**

People for Bikes, which now ranks communities on bicycle friendliness, has a design approach for bicycling facilities. It's called “Build it for Isabella.”

In traditional traffic engineering practice, the *design vehicle* is what determines how a street is designed.

“Isabella” is the *design user* for bicycling facilities—a 12-year old girl who is ready to explore her neighborhood by bike. Our assessment of Livingston will be developed through the eyes of Isabella so all city residents and visitors can travel independently.



The video produced for the Looking Glass Academy as part of the Idaho Department of Health and Welfare's Fit and Fall Proof outreach program highlights what this training program would resemble if done on Livingston as part of the Trails and Active Transportation Plan. Our goal would be to conduct this type of training and audit with city staff and community members along priority walking and bicycling routes in the City. Scan the QR code at right to link to the YouTube video on the Looking Glass Academy for walking. We have a combined academy for both walking and bicycling to use in Livingston.



**SCAN ME**

## BUILD IT FOR ISABELLA

### ISABELLA: 12 YEARS OLD AND READY TO RIDE

**Meet Isabella.** Like most girls her age, she is exploring her independence.

She just started 7th grade and loves doing cartwheels in the grass with her friends and sharing her life through Instagram. She is ready to travel her world by bike, but is the network ready for her? Isabella wants to bike to school, the library and the ice cream shop, but her mom worries about her getting across or along busy streets. Isabella likes to ride, but she's still small and her skills aren't fully developed. She's sometimes a little wobbly and it's hard for her to see over parked cars near intersections.

**What does Isabella need to ride safely around her world?**

- Are we planning low-stress, connected networks that work for Isabella?
- What if every project was designed with Isabella in mind?

If we build it for Isabella, wouldn't it work beautifully for the rest of us too?





## Task 3 - Focus

Task 3 is where we begin to develop the key recommendations of the plan. Our role as consultants is to help interpret what we hear in the first two tasks and then translate the information into achievable outcomes. This occurs through the following efforts.

### Project Identification

**Priority Routes.** Identifying pathway projects is truly the “sausage making” part of this plan. The initial basemapping and plan review will lead to a first draft of likely pathway connections, but public input ultimately helps refine those linkages. From there, staff, committees, and Vitruvian Planning team will help streamline route identification.

Based on our experience managing other trails and active transportation plans, it is likely that there is a set of primary and secondary pathways that serve as the first screening for project prioritization. We will profile priority routes and linkages in both map form and route identification features, as shown on in our Work Samples (page 35).

Additionally, there is a strong likelihood that short gaps in pathway connections will need to be filled via on-street or streetside upgrades. For example, a riverside path that terminates at a collector roadway, but only 1/2-mile from another shared use pathway, may warrant additional consideration—either a widening of a sidewalk to a shared use pathway width or upgrade in-street features to include bike lanes.

**Planning-level Estimates.** Our estimates consist of per-mile costs for various facility types, as well as an “over-the-fence” evaluation of any potential right of way costs. We will work with the city and MDT, as well as other cities in Montana if necessary, to obtain costs of recent projects. As shown in our Work Samples (pages 36 and 37), the facility typologies will provide some guidance to the city on the long-term maintenance obligations and other intangibles to help measure project priority and ease of implementation.

### Design Standards & FHWA-Endorsed Guides

There is no one definite source on the design for trails or bicyclist and pedestrian facilities. During this task we will develop design guidance for the trails and active transportation system based on different facility types and prevailing federally-adopted design guides. We will profile common street sections in Livingston and review existing design standards.

The list of federally-endorsed guides is important for reference purposes so Livingston staff, its consultants, and citizens can utilize them to inform safe, more inclusive design. We recognize not all streets are able to have the same standards applied.

With that, we will summarize prevailing federal design guidance from AASHTO, FHWA, NACTO, and others to help guide future investments. We will also identify where existing city and MDT policies support use of these design guides. Figure 5 on the following page illustrates our thought process for identifying appropriate design standards. The City’s Parks and Trails System Master Plan



### Key Elements in RFP:

1. Priority Route identifications.
2. Cost estimates.
3. Design Standards & Policy Review.

### Suggested Additional Elements:

1. Project ranking.
2. Education, Encouragement & Enforcement recommendations.
3. Health & Equity analysis.

### Additional Roles for City

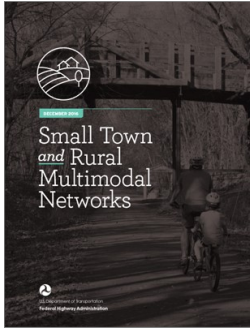
- None anticipated.

### Deliverables

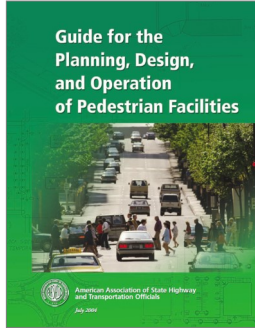
- Added to Working Papers #1 & #2 as part of the Draft Plan:
  - Mapping;
  - Pathway List & Priorities;
  - Chapters on Design Standards & Policies;
  - Chapter on Education, Encouragement, and Enforcement;
  - Chapter on Health and Equity; and
  - Relevant appendix sections, including design guidance.

**Figure 5: Parks & Trails Master Plan—A Shared Roadway?**

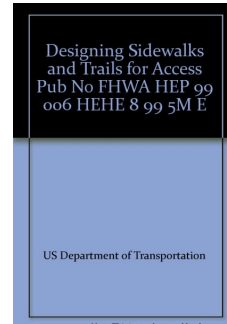
The Livingston Parks & Trails Master Plan identified a Shared Roadway concept (map below) for routes to link parks and trails. Our approach for the Trails and Active Transportation Plan will define what a shared roadway means, which federal design guidelines support shared roadways, and what engineering treatments best fit the context for these streets based on width, target speed, user types, and destinations served. There are several federally-approved design guides that inform what this shared roadway concept may look like. Our Design Guide section for Task 4 - Implement will highlight key elements of these various guides so city staff, consultants, and the people of Livingston know which guides to seek for the best fit design solution. Referencing these guides in grant applications also helps funding sources understand how the City is addressing the need. Given all of these are endorsed by Federal Highway Administration, there is ample justification for an agency like MDT, through its Vision Zero effort and Context-Sensitive Solutions guide, to fund such projects even if not directly reflected in their agency design standards.



**FHWA's Small Town & Rural Multimodal Networks Guide** identifies shared street concepts like advisory shoulders and painted pedestrian lanes, including street characteristics that best fit these facilities.

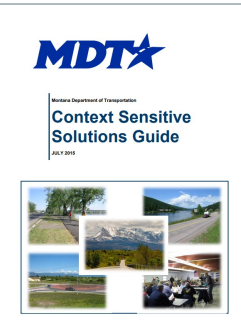


**AASHTO's "Pedestrian Guide"** identifies common characteristics and limitations of certain pedestrian facilities, as well as preferred spacing of crossings, school routes, and winter maintenance.

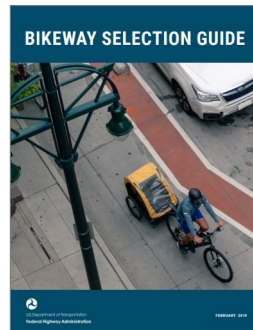


**FHWA's Designing Sidewalks and Trails for Access** is a somewhat obscure document but it helps determine how to make non-traditional facilities meet ADA requirements to ensure access for all.

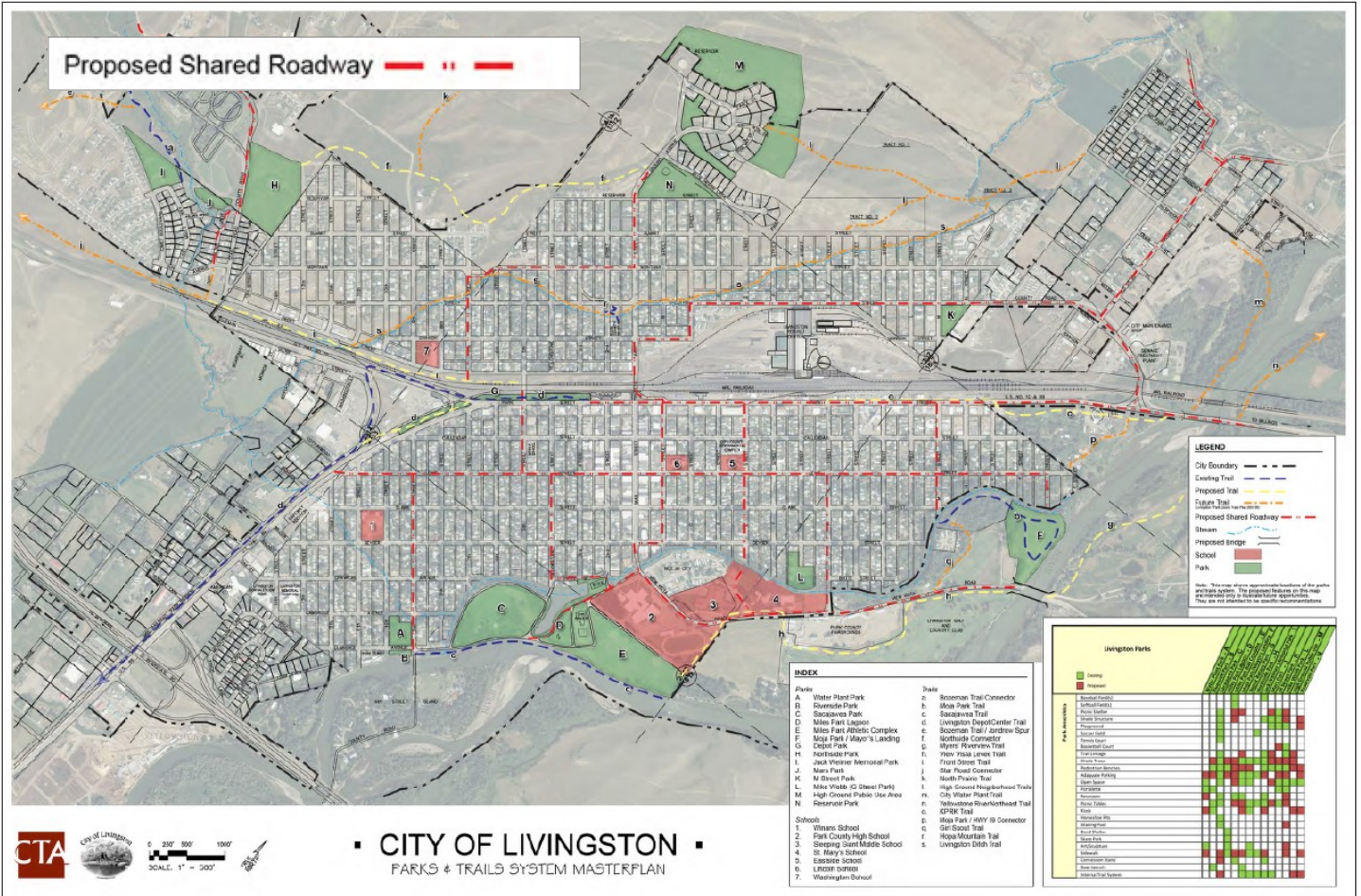
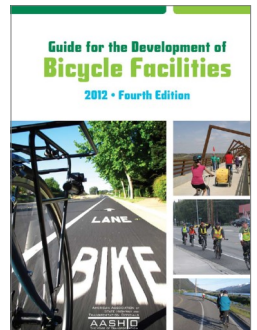
MDT's *Context Sensitive Solutions Guide* (2015) states the role of designers it to identify "all appropriate modes of transportation in each unique context before developing engineering solutions."



**FHWA's Bikeway Selection Guide** helps determine the type of facilities that should be built to protect bicyclists from motorists based on factor such as speed and traffic volumes. See page 33 for an example of how we apply this guide.



**AASHTO's "Bike Guide"** outlines design features for various on-road and off-road bicycling facilities. It also defines common dimensions for bike lanes in a variety of street contexts.





identifies several “shared roadway” routes. These can take many forms and is most likely to be the most common design treatment. There are at least several relevant design guides that point to possible solutions; some are well known like those from AASHTO while others are more obscure like the FHWA *Bikeway Selection Guide*. We will summarize the many design guides for the Plan then use various elements of them to inform the design standards component.

In our work on the Caldwell (ID) Bicyclist and Pedestrian Master Plan, we identified and summarized 15 different federal- and state-endorsed design guides pertaining to trails and active transportation. While not all features of these were incorporated into design recommendations, having a catalog of these guides is important for Livingston to know about when unique challenges arise. Some of these guides are highlighted in our Work Samples (page 38).

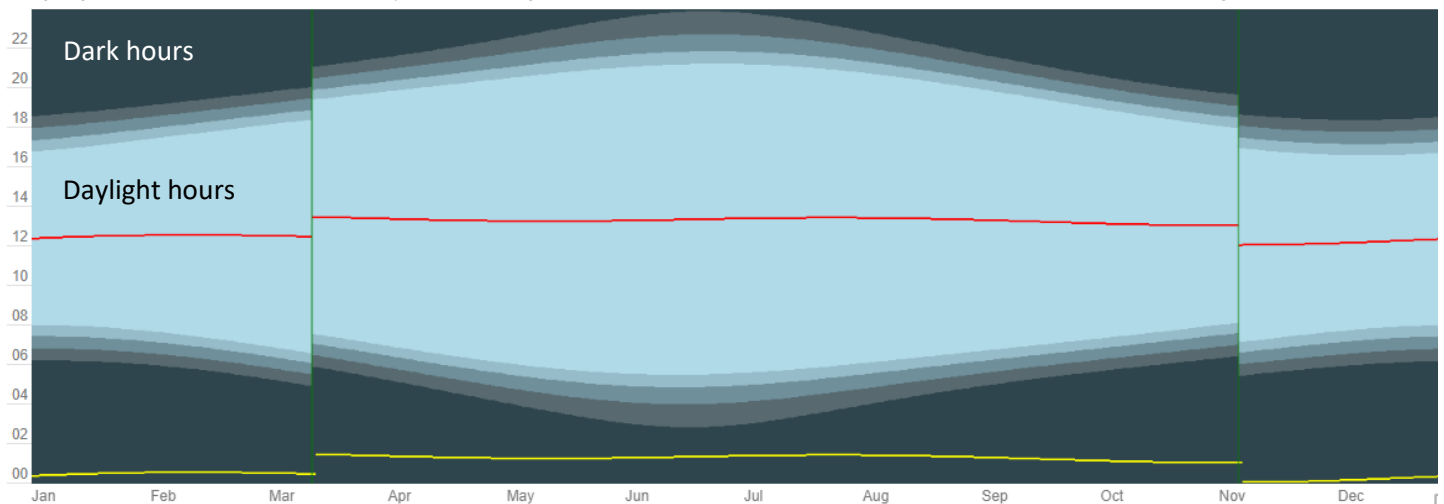
**CPTED Principles.** A well-connected trail and active transportation system quickly becomes more than a recreational route; it becomes a transportation corridor with demands at all hours and times of year to serve a variety of work conditions for commuters. Vitruvian Planning’s walk audits in Bozeman included a nighttime analysis to better understand the impacts that lighting, alleys, and building placement have on a person’s experience walking and bicycling at night. We recently worked at the University of Idaho and North Idaho College to identify concerns related to the outdoor environment and applied the concept of Crime Prevention Through Environmental Design (CPTED). It is a design approach with our built environment to help prevent crime or reduce the fear of crime. We foresee similar themes being explored for Livingston’s network to make it accessible in all seasons and at all times of day. The sun graph below (Figure 6) shows the common hours of darkness throughout the year.

**Subdivision Policies.** With Future West’s knowledge of land use policies, they will lead the evaluation of City Code pertaining to trails and active transportation. In our cursory review for this proposal we found several opportunities to better reflect these needs. For example, the current policy defines arterials, collectors and local streets strictly from a motor vehicle movement standpoint. Any likely policy change we would discuss and vet through the plan process will define what different types of streets mean for walking and bicycling.

Prevailing federal guidance from organizations such as AASHTO note that pedestrians and bicyclists need safe access to all destinations that are also attractive to motorists. These needs can be incorporated into things such as traffic impact studies and other subdivision requirements. Arterial roadways generally serve high volumes of traffic at higher speeds, which necessitates greater separation from people walking and bicycling. Collector roads may serve as arterials for people who walk and bike while local streets may serve as collectors or arterials for active transportation, especially if they have through connectivity or link to a park or neighborhood gathering place.

#### Figure 6: ...At All Times—A Sun Graph of Livingston, MT

Part of promoting active transportation as a viable mode is understanding what it means to have to walk or bike at night. This sun graph for Livingston shows the hours of darkness throughout the year. Darkness falls in winter months at a time when people are getting off work and it is dark or the sun is just rising when kids are going to school. Our plan will help identify common design needs, as well as people’s perceptions, of what it’s like to walk and bike at night.



## Project Ranking

To help Livingstons begin implementation of the Plan immediately after it is adopted we will develop a multi-criteria evaluation process to rank the top projects identified in in both the technical and public inputs processes. A project ranking also helps the city express its priorities when pursuing grants or partnerships.

The illustration below (Figure 7) shows the most recent ranking method we developed for the Lewiston (ID) ADA Transition Plan. It has similar themes to those proposed in the Trails and Active Transportation Plan RFP. The sidebar notes several guiding principles we utilize in ranking projects. We will develop this methodology with the city and its committees, as well as public involvement.

Once the draft methodology is developed and projects inserted into the matrix, we will then conduct a sensitivity analysis to ensure the outcomes make sense. For example, if the ranking is based on a 100-point scale, but no project achieves more than 70 points, it is wise to revisit the way in which points are assigned.

Project identification will include in-the-field assessment of 10 to 15 primary trails and active transportation routes. This will help identify additional screen and prioritization criteria related to feasibility and connections. GIS analysis will help identify property status and other possible challenges that could drive ease of implementation.

## Education, Encouragement & Enforcement Recommendations

While not as prominent as project identification, programmatic efforts aimed at education, encouragement, and enforcement complement and help people who walk and bike remain comfortable, safe, and confident in their transportation choices. We will include a variety of recommendations and tools in the Plan to enhance the educational and enforcement efforts

### Figure 7: Identifying Priority Routes

Project Manager Don Kostelec has researched and published papers on project ranking methods, sometimes referred to as Multi-Criteria Evaluation. These methods incorporate both quantitative and qualitative measures. At right is a recent project ranking method for priority routes in the Lewiston (ID) ADA Transition Plan.

The first rule of project ranking is *K.I.S.S. or Keep It Simple, Stupid*. Some general rules of thumb we follow to adhere to this principal are:

- No decimal points.
- Maximum 100-point scale.
- No more than 10 criteria.
- No weighting formulas or hidden multipliers.
- Each criterion has a maximum number of points in multiples of 5.

Following these rules helps make project rankings easier to understand by the public and elected officials. Because no project ranking method can account for every factor we typically include a criterion for points by City committees. This allows for incorporation of intangible factors into the ranking.

**We envision incorporating factors that align with those identified in the RFP, with additional consideration for factors like equity, transit access, and public health.**

Project	DAC Priority	Traffic Exposure	Traffic Speed	Proximity to Social & Health Services	Proximity to Groc/Prescrip	Disabled Population	Bus Route	Ease of Imp.	Total Points Out of	Rank
Max Points per Category	20	15	10	10	10	20	5	10	100	
Main, 1st to 21st	20	11	5	10	5	20	5	10	86	1
Thain/21st, 7th to Powers	18	15	10	7	10	20	1	3	84	2
9th St/8th, D to Bryden	10	7	5	7	10	20	5	10	74	3
Idaho St, 9th St to 21st St.	16	3	5	10	5	20	3	10	72	4
Bryden, 4th to Thain	14	15	10	3	5	15	1	7	70	5
18th/17th/5th, Main to Bryden	12	11	10	5	7	15	3	3	66	6
D Ave, 1st St to 11th St	4	7	5	7	1	20	5	10	59	7
Southway/16th, Snake River Ave to 21st	6	11	10	5	3	10	5	3	53	8
11th Avenue, Snake River Ave to 21st	8	7	5	3	5	10	3	7	48	9
Warner, 10th/Thain to 14th	2	3	10	3	3	10	1	7	39	10



conducted as part of Safe Routes to School and other programs. This will also include identification of best practices for Adopt-a-Trail and similar supportive programs. One of the most creative ones we found was in Santa Fe, New Mexico, where local landscaping companies maintained sections of trails and planted trees and bushes in exchange for signs that acknowledged their efforts (i.e. free advertising and giving back to the community). Other program recommendations will address bicycle tourism and bicycle-friendly businesses, as well as ancillary facilities and projects, such as bike racks and signage.

Vitruvian Planning’s team deploys “tactical urbanism” programs in its work in Idaho and through BACI. They showcase to city leaders and residents what certain active transportation features can mean for improved safety, mobility, and economic development. The image at right shows our work in conjunction with Public Works staff in Wallace, Idaho, to paint high visibility crosswalks and curb extensions with spray chalk to illustrate what an improved crossing looks like. Staff were able to judge how certain vehicles made the turns and how pedestrian sightlines were improved. The City Council was led on a walk through town at intersections where these treatments were applied so they could view the behavioral change and consider funding new curb extensions. This program was funded through the Idaho Department of Health and Welfare and showcases how programmatic investments like this can lead to more substantial, safer, infrastructure projects.



Wallace, Idaho Tactical Urbanism Project

## Health & Equity Inputs

Figure 2 in our Introduction showcased the data that is available in Livingston to better assess public health needs and challenges. This data represents a small fraction of what is available to better make the case for trails and active transportation investments in Livingston and connecting communities. Observable characteristics include the barrier effect created by the railroad tracks and what that means for access for people living on the north side, who tend to have lower incomes. Additional factors include race, access to a vehicle, and suicides rates.

The image at right shows the imbalance in how the United States spends its resources on “being healthy” versus what the evidence-based research shows “makes us healthy.” While we can’t do much about genetics, we can improve the environment in which people live and invest in projects and programs to improve behaviors.

Other data show characteristics that can factor into the Trails and Active Transportation Plan:

- 12% of Livingston residents have a disability;
- 20% of Livingston’s population is over age 65;
- 30% of Livingston’s population over age 65 have a disability;
- 19% of renter households have no access to a vehicle;
- 11.2% of female working age adults walk to work while 6.4% of males walk to work; and
- 18% of Livingston residents are too young to drive.

Park County’s *Community Health Needs Assessment* suicide rates notably higher than rates in Montana and for the United States. While we won’t pitch this plan as a catch-all solution for that, our past work compiling evidence-based research shows achieving physical activity goals is shown to be as effective as medication in treating depression.

These findings can be used in many ways and we will explore that with staff and committees, as well as through public and stakeholder input, as we compile the plan.

### What Makes Us Healthy



### What We Spend On Being Healthy



## Task 4 - Implement

The Working Papers developed in previous tasks are combined with outputs of this task to become the draft Trails and Active Transportation Plan. Previous working paper chapters are updated at that time to document things like public meeting dates and any changes that occurred through the remainder of the process.

During Task 4 we will develop funding and maintenance guidance for the recommended projects and programs and prepare to present the final plan to the City Commission and committees.

### Funding & Maintenance Strategies

It is our intent to weave identification of these strategies throughout the plan development process, starting with the Kickoff Meeting through public input and project identification. Future West is the primary lead on this task to explore Montana-based solutions and experiences from other cities. Vitruvian Planning will add additional regional and national expertise. This will include partnerships such as Adopt-A-Trail and community service sidewalk clearing efforts.

More robust policy summaries and recommendations are developed for:

- Dedicated or institutionalized funding;
- Impact fees;
- Parks and trails improvement districts;
- Tax increment financing;
- Subdivision park maintenance districts;
- CIPs for trails and active transportation facilities;
- Fee in lieu programs;
- Sidewalk utility fees; and
- Health-based funding sources.

The summary for each tool will address factors such as ease of implementation, likely funding yield, most applicable projects, legality within Montana statutes, and political considerations.

### Actions Steps for Implementation

The momentum created by a Trails and Active Transportation Plan tends to create public demand for immediate action. The challenge with this, as some of our success stories show, is that building something like a new pathway can still take a few years to realize. The public is less likely to get excited about important updates to policies and long-term funding strategies, even if they are critical to the long-term success of the plan.

Managing these expectations through a rational implementation plan is critical. Equally critical is identifying short-term actions Livingston and its partners can achieve within the first year to showcase the value of the plan. Perhaps that means installing a new street crossing to link a pathway or wayfinding and branding along an existing street or pathway.

A sample section from an Action Steps for Implementation matrix we developed for a Comprehensive Bicycle Plan for a city of 8,000 people in North Carolina (next page, Figure 8) illustrates a possible



July - August 2021

...and beyond

### Key Elements in RFP:

1. Creation of Draft Plan.
2. Identify funding and maintenance mechanisms.
3. Present to City Council and committees.
4. Finalize plan.

### Suggested Additional Elements:

1. Action Steps for Implementation.

### Additional Roles for City

- Compile one set of non-conflicting comments on draft plan for incorporating edits into final plan.
- Assist in organizing committee input sessions.

### Deliverables

- Draft Plan, incorporating previous working paper tasks, plus:
  - Implementation plan and matrix;
  - Funding strategies; and
  - Appendix sections.
- Presentations
- Final Plan

outcome for Livingston’s implementation plan. Priority 1 was to adopt the plan and priorities 3 through 6 identify short-term attainable steps to show Livingston’s commitment. In all, we identified 10 Action Steps and propose something similar for Livingston.

### Finalizing the Plan

Getting the plan to substantial completion by August 2021 means the Working Papers built through previous tasks become part of the draft and final document. The elements of Tasks 3 and 4 are added to those working papers for the city to review. Content from Working Papers #1 and #2 are added as chapters in the overall plan, with updates as needed.

**Draft Plan Comments.** It is desirable that the city compile one set of non-conflicting comments for the Vitruvian Planning team to amend the draft plan before final publication. Compiling one set of comments help streamline the effort and allows staff to resolve any conflicts among staff or departments.

**Final Plan Presentations.** A presentation of the final plan will be delivered to the City Commission for adoption and any Boards the city desires to have an advisory endorsement before going to council. The format of these presentations—in person or online—is determined by policies related to COVID in Fall 2021. We will identify likely dates for this adoption as the summer progresses.

**Final Plan Delivery.** Once adopted, Vitruvian Planning will deliver Livingston a set of digital plans for publishing in online and print formats. All materials developed, including mapping files, become property of the City of Livingston and we will transfer these to the city as requested.

**Implementation.** We consider our partners as clients for life and are oftentimes asked to provide input on projects or other initiatives the city pursues in the wake of adoption. Vitruvian Planning and Future West are poised to assist as the city updates its design standards and policies and provide guidance on more technical features such as ADA compliance. Other post-adoption support may include joint presentations at conferences and we’ve been know to return to town to participate in ribbon cuttings when projects are complete.

### Figure 8: Sample Implementation Matrix

Our goal in developing *Action Steps for Implementation* is providing Livingston with some near-term goals that can be implemented quickly to show the community the value of the plan.

Sometimes a city’s top priority project may not be the first to be implemented due to funding constraints or other logistical issues, such as gaining approval of a railroad overpass or improved crossing.

Input from the public, city staff, and steering committee members will help us formulate a set of 10 *Action Steps for Implementation*.

Priority	Action	Partner(s)	Timeframe	Priority	Action	Partner(s)	Timeframe
2	<b>Change Policy to Allow Bicycling on Sidewalks Outside Downtown Area</b> Modify the ordinance that restricts bicycling on sidewalks on all streets. Amend the ordinance to allow bicycling on sidewalks outside downtown, combined with education on etiquette and safety.	Town of Black Mountain	Immediately	5	<b>Continue to Emphasize Complete Streets</b> Now that Black Mountain has a bicycle plan to go along with its Greenway Plan and Comprehensive Pedestrian Plan, the community can work in a more focused manner on implementing the town’s Complete Streets Resolution. Promote bicycle tourism and define new opportunities to grow businesses in Black Mountain. Request the MPO to update its Complete Streets lists in the CTP, TIP and MTP to include those identified in this plan.	Town of Black Mountain, NCDOT, Velo Girl Rides, Blue Ridge Bicycle Club, and Local Businesses	Regularly. Start by aligning the projects in this plan with the MPO’s Complete Streets designation in the CTP, TIP and MTP.
3	<b>Consider Budget Allocation for Neighborhood Greenways</b> With completed plans in place and several low-cost neighborhood greenways (or bicycle boulevards) identified, the Town can consider dedicating funds toward implementation of at least one neighborhood greenway linkage.	Town of Black Mountain, NCDOT, Blue Ridge Bicycle Club.	Fiscal Year 2016-2017	6	<b>Develop Supportive Education and Enforcement Program</b> Bicycle facilities alone will not lead to a bicycle-friendly community. The town should implement programs and policy priorities identified in this plan. The community should recognize that programs such as installing signage or wayfinding can occur several years before major infrastructure improvements are made.	Town of Black Mountain, Buncombe County, Buncombe County Health Department, Local Schools, Blue Ridge Bicycle Club, Active Route to School, NCDOT	One to three years, Town should review online three-year resurfacing plan annually. Work with ARTS to identify short-term school needs.
4	<b>Identify Resurfacing Projects for Potential Shoulder Widening</b> NCDOT resurfacing projects offer an opportunity to add bikeable shoulders to corridors identified in the plan. Black Mountain should communicate regularly with NCDOT Division staff to determine when routes will be subject to resurfacing. Black Mountain may be required to contribute funding as a partner to these projects based on state policy limitations.	Town of Black Mountain, NCDOT, French Broad River MPO	Review NCDOT’s 3-year online resurfacing list or request area updates from NCDOT. This can be done annually.				

**[ Exhibit B ]**

**[Certificates of Insurance ]**

**File Attachments for Item:**

**A. DISCUSS/APPROVE/DENY: TBID ANNUAL BUDGET**



DRAFT Calendar Year 2021 TBID Budget vs. Actual			
Income/Expense Category	Budget	Notes	Actual
<b>Income/Revenue Estimates</b>			
Quarter 1 - TBID Assessment	\$18,000	Covid era projections	
Quarter 2 - TBID Assessment	\$18,000		
Quarter 3 - TBID Assessment	\$28,000		
Quarter 4 - TBID Assessment	\$16,000		
Other Income			
<b>Total Income</b>	<b>\$80,000</b>		
<b>Expenses</b>			
Accounting Fees	\$2,000		
Administration Fees	\$10,000		
Bank Fees	\$150		
Nonprofit status filing fees	\$600		
Grants/Local Project Support	\$40,000		
Insurance	\$600		
Post Office Box	\$100		
Outreach	\$15,000		
Office Supplies	\$350		
Shared Office Resources	\$500		
Postage	\$200		
Reserve	\$10,000		
Technology (Phone/Zoom)	\$500		
<b>Total Expenses</b>	<b>\$80,000</b>		
<b>Net Profit/Loss</b>			

**Board of Directors:** Eric Sheckleton–President, Kathleen Kaul–Vice-President, Meghan Larson-Secretary  
 Members: Tawnya Greenfield, Joel Boren, Kelly Baker, Robert Keeler

**EIN** 85-2354738 | **PO Box** 348, Livingston, MT 59047 | **Phone** 406.222.4848  
**Email** info@explorelivingstonmt.com | **Website** livingstontbid.weebly.com | **Social** @explore\_livingston\_mt