



Livingston City Commission Agenda

June 10, 2026

4:00 PM

City – County Complex, Community Room

Join Zoom Meeting

<https://us02web.zoom.us/j/86594591465?pwd=BlyYa0GIBdSOZ8H8UoFx2GsS8LthQ0.1>

Meeting ID: 865 9459 1465

Passcode: 306010

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

4. 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)

5. Action Items

A. DISCIPLINARY HEARING RELATED TO AN EMPLOYEE COMPLAINT AGAINST THE CITY MANAGER

6. City Manager Comment

7. City Commission Comments

8. 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 Chair. 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).

The Chair shall have the discretion to solicit comments from the public in the following order: (1) residents of the City, (2) business owners or operators in the City, (3) other organizations conducting operations in the City, and (4) residents, businesses or organizations from outside the City. The Chair may limit each person's comment period to not less than three (3) minutes.

- Meeting Recording: An audio and/or video recording of the meeting, or any portion thereof, may be purchased by contacting the City Clerk. 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 City meetings, please contact the City Clerk at least 24 hours in advance of the specific meeting you are planning on attending.

File Attachments for Item:

**A. DISCIPLINARY HEARING RELATED TO AN EMPLOYEE COMPLAINT AGAINST THE CITY
MANAGER**



DATE: June 10, 2026

TO: Chair Nootz and City Commissioners

FROM: Cari Rubin, Human Resources Director

RE: Disciplinary Hearing Related to an Employee Complaint Against the City Manager

Recommendation and Summary

The Human Resources Director is requesting that the City Commission hold a disciplinary hearing for the City Manager following a complaint that was filed by an employee. At the conclusion of the hearing the Commission may make a motion regarding the information provided using the following:

"I move to subject the City Manager to _____ related to the complaint and findings of fact presented."

The reasons for the discussion are as follows:

- The City Employee Policy and Procedure Manual includes a process for the filing and investigation of employee complaints.
- An employee complaint was received against the City Manager and the City has followed its investigatory process and a determination on discipline is now appropriate

Introduction and History

The City Employee Policy and Procedure Manual includes a process for the filing and investigation of employee complaints. Pursuant to that policy, the "City Manager and/or their designee" is responsible for reviewing the investigation, discussing the investigative findings, and providing written notice of specific disciplinary action.

Given that the City Manager is the subject of the complaint, and the City Commission is responsible for supervising the City Manager, the City Commission is the appropriate designee to review the investigatory findings and determining appropriate discipline.



Analysis

The City Human Resources Director received a complaint related to actions of the City Manager that occurred on May 19, 2026. The investigation has been completed and findings are ready for Commission review.

Fiscal Impact

There is no fiscal impact arising from holding this disciplinary hearing.

Strategic Alignment

The process aligns with the requirements of The City Employee Policy and Procedure Manual.

Attachments

- None