



Amended Livingston City Commission Agenda

January 20, 2026

5:30 PM

City – County Complex, Community Room

Join Zoom Meeting

<https://us02web.zoom.us/j/87852809291?pwd=AVSyWJGB7buKmHlm5baNFrl05b71jI.1>

Meeting ID: 878 5280 9291

Passcode: 379724

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. Consent Items

A. APPROVAL OF MINUTES FROM JANUARY 6, 2026, REGULAR MEETING PG.4

B. APPROVAL OF MINUTES FROM JANUARY 20, 2026, WORK SESSION PG.36

C. APPROVAL OF CLAIMS PAID 1/1/26 - 1/14/26 PG.45

D. PLEDGED SECURITIES FOR DECEMBER 2025 PG.58

E. APPOINTMENT OF TODD WESTER TO THE LIVINGSTON URBAN RENEWAL AGENCY BOARD PG.62

F. TRANSMITTAL OF CITY COMMISSION PRIORITIES FROM JANUARY 14, 2026, WORK SESSION PG.65

6. Proclamations

A. A PROCLAMATION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RECOGNIZING APRIL 24, 2026 AS NATIONAL ARBOR DAY IN LIVINGSTON, MONTANA PG.69

7. Scheduled Public Comment

A. CITY-COUNTY HEALTH DEPARTMENT PRESENTATION OF COMMUNITY HEALTH ASSESSMENT 2025-2028 PG.71

8. Action Items

A. CONSIDERATION OF A VARIANCE REQUEST FOR 511 E. GEYSER STREET PG.94

B. RESOLUTION 5181: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA UPDATING THE FEE SCHEDULE AND CHARGES FOR ALL CITY DEPARTMENTS [PG.120](#)

C. APPROVAL OF AGREEMENT 20222 WITH RAUSER BUILDERS LLC FOR FIRE STATION IMPROVEMENTS [PG.139](#)

D. APPROVAL OF CITY PROCLAMATION POLICY [PG.153](#)

E. CLOSED SESSION TO DISCUSS LEGAL STRATEGY PURSUANT TO MCA 2-3-203(4)(b)

9. City Manager Comment

10. City Commission Comments

11. Adjournment

Calendar of Events

Supplemental Material

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. APPROVAL OF MINUTES FROM JANUARY 6, 2026, REGULAR MEETING



Livingston City Commission Agenda

January 06, 2026

5:30 PM

City – County Complex, Community Room

<https://us02web.zoom.us/j/85691692940?pwd=6Pio5UFRgHCg1LKDrdoOzBbVW7e0E6.1>

Meeting ID: 856 9169 2940

Passcode: 074105

1. Call to Order

5:33 pm Chair Schwarz called the meeting to order.

2. Roll Call

- Chair Schwarz
- Vice Chair Nootz
- Commissioner Kahle
- Commissioner Lyons
- Commissioner Willich
- Commissioner Daniels
- Commissioner Wilcox
- Commissioner O'Neill

City Staff Present

- City Manager Grant Gager
- Chief of Police Wayne Hard
- Policy Analyst Greg Anthony
- City Clerk Emily Hutchinson
- Assistant Chief of Police Andrew Emanuel
- Detective Jason Gunderson
- Sargent Eric Daniels

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."

Chair Schwarz asked the room to stand for the Pledge of Allegiance.

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)

Public comment was offered by:

- Linda Mahr suggested that public comment be allowed after everything has been presented at the meeting. She commented on the WTI presentation from Rebecca at the last meeting.
- Vicky Vanbuster acknowledged the Commissioners as public servants and applauded the new Commissioners and thanked the old ones leaving.
- Joshua Congleton congratulated the new Commissioners that have been elected. He asked the Commission to consider a ward-style mapping where a certain Commissioner is responsible for certain parts of town. He would also like to see public comment at the end of the meeting.
- Rusty Trzpuć welcomed the new Commission, and acknowledged the outgoing Commissioners. He expressed concern about the renovations of the Sport building.
- Peggy O'Neill asked about Robert's Rules of Order when elected Chair and Vice Chair.

Chair Schwarz stated that they have public comment at the beginning of the meeting so folks don't have to sit until sometime around 10 PM to give comment. He reminded everyone that it is simply public comment and it's not for debate or back and forth, but can questions can be asked and the Commission will always do their best to answer those questions during the meeting.

The City Manager stated that wards are a feature of Class 1 cities in Montana, so when the City advances to a Class 1 city, they would cast out all City Commissioners and re-elect based on wards. He also gave a brief update on the Sport and stated that it is being handled appropriately by City guidelines.

5. Consent Items

A. APPROVAL OF MINUTES FROM DECEMBER 16, 2025, REGULAR MEETING [PG.4](#)

B. APPROVAL OF CLAIMS PAID 12/11/25 - 12/31/25 [PG.76](#)

C. APPROVAL OF MINUTES FROM DECEMBER 16, 2026, CLOSED SESSION

Consent item C is for a closed session that did not happen at the last meeting, so it is not voted on tonight.

Commissioner Kahle motioned to approve Consent items A&B seconded by Commissioner Lyons. Unanimously approved.

6. Proclamations

7. Scheduled Public Comment

A. OUT-GOING CITY COMMISSION COMMENTS

Commissioner Lyons stated it has been a great pleasure and honor to serve the community over the last 4 years. He appreciates the community and fellow Commissioners for learning and growing with him over the last 4 years.

Commissioner Kahle stated it has been an honor and privilege to serve the citizens of Livingston for the last 4 years. She stated it has been a difficult but fulfilling job and she is proud of the work this Commission has accomplished. She is thankful for the City staff and getting to know them through the years. She is really excited that this Commission is given the opportunity to be sworn in to office in front of their family and friends, she recalled that she was not able to do this when she was elected, but thinks it is great to do going forward.

Chair Schwarz stated they have come a long way in the 10 years he has served on the Commission. He thanked the voters for electing him twice to serve and stated it has been an honor and a joy. He stated one of the best things they ever did was hire City Manager Gager. He expressed feeling great about going out with how great of shape the City is in, and feels the future looks very bright.

Commissioners Schwarz, Kahle and Lyons left the table.

8. Action Items

A. OATH OF OFFICE FOR NEWLY-ELECTED CITY COMMISSIONERS PG.92

Commissioner Nootz administered the oath of office to Cindy Daniels, Jessica Wilcox, and Kemp O’Neill

B. ELECTION OF CITY COMMISSION OFFICERS FOR 2026 PG.99

The City Manager stated that per LMC the officers are elected among the members of the Commission, so there is a process where members of the Commission can engage in discussion, then at some point one of the members could make a motion to elect somebody as Chair and Vice Chair. He clarified that it could be the same motion or separate motions, and a motion that receives a second shall be voted on.

Commissioner Willich motioned to elect Commissioner Nootz as Chair and Commissioner Willich as Vice Chair, seconded by Commissioner Wilcox. Unanimously approved.

Chair Nootz assigned seats for the Commission and it will go: Chair Nootz, Vice Chair Willich, Commissioner Daniels, Commissioner Wilcox, Commissioner O’Neill.

C. APPROVAL OF 2026 LIVINGSTON CITY COMMISSION REGULAR MEETING SCHEDULE PG.101

The City Manager stated this is the adoption of the regular City Commission meeting calendar and historically the City Commission meets on the first and third Tuesdays of every month at 5:30 pm in the Community Room at the City/County Complex. He stated in 2026 there is only 1 conflict with that schedule and that occurs on November 3rd, which in is a state holiday in even-numbered years as it coincides with Election Day.

Vice Chair Willich reminded everyone that August 4th is National Night Out and wondered if they want to have a meeting that day.

The City Manager stated National Night Out is a great way to honor first responders and also build a bridge between the community and first responders, so he sees the benefit of canceling that meeting.

Vice Chair Willich motioned to approve the 2026 calendar with the amendment that August 4th is canceled, seconded by Commissioner Daniels. Unanimously approved.

D. APPOINTMENT OF CITY COMMISSIONERS TO ADVISORY BOARDS AND COMMISSIONS
PG.105

The City Manager stated there are 5 seats to be divided up among City Commissioners for the Consolidated Land Use Board, City/County Health Board, City/County Library Board, Urban Renewal Agency Board, and Livingston Trust Board.

Chair Nootz stated she has a conflict of interest with the Library Board.

Vice Chair Willich stated he would like to stay on the Board of Health.

Commissioner Daniels stated that daytime meetings would be better for her and she is interested in the Library Board.

Commissioner Wilcox stated she was on the LUB before becoming a Commissioner and would be happy to let another Commissioner serve on that board. She is interested in daytime meetings and brought forward a potential conflict with the Livingston Trust Board that she asked whether it would not be a conflict with her current day time job. She would be okay to serve on the Trust Board, Library Board, or the URA.

Commissioner O'Neill stated he would like to try the URA or Health Board.

Chair Nootz expressed that the LUB is the board she spent the most time on, and she feels it's important to spread those out so one Commissioner doesn't dominate one space. She highlighted what the LUB will be working on coming up.

Commissioner Daniels stated she would be fine to take the LUB.

Commissioner Daniels and Chair Nootz asked Commissioner O'Neill if he had interest in the LUB or Livingston Trust.

Commissioner O'Neill stated he is more comfortable on the Livingston Trust Board.

Chair Nootz read the boards and seats as: Commissioner Daniels on LUB, Vice Chair Willich on the Health Board, Commissioner Wilcox on Library Board, Chair Nootz on URA, and Commissioner O'Neill on the Livingston Trust.

Commissioner Wilcox motioned to appoint Commissioner Daniels to the LUB, Vice Chair Willich to the Health Board, Commissioner Wilcox to the City/County Library Board, Chair Nootz to URA Board, and Commissioner O'Neill to the Livingston Community Trust Board, seconded by Commissioner Daniels. Unanimously approved.

E. UPDATE ON GROWTH POLICY IMPLEMENTATION PG.109

The City Manager gave a brief presentation of the Growth Policy.

Vice Chair Nootz explained that this item is an update and there is no associated action where the Commission needs to vote on anything, and for these update items they do not typically open them to public comment. She stated these items are to inform the Commission about what staff have been up to, and to give the Commissioners a chance to ask the City Manager questions.

Commissioner Wilcox thanked the City Manager for the hard work on this item. She stated she has had the privilege of being able to be part of the original Growth Policy process. She commended the City for how much they have accomplished so far, and stated that it feels very impressive. She asked what the vision is for the update process, and asked if they are considering a consultant again, and whether is there funding for that.

The City Manager stated that the FY2026 budget includes funding for consultant work to support the effort, and stated it is about a \$50,000 effort, and that \$25,000 has been appropriated for the current year for that.

Commissioner Wilcox asked if this new Growth Policy would be similar to the old one in the sense of having a schedule and public engagement workshops and focus groups.

Vice Chair Nootz asked the City Manager to explain how the City works when they hire contractors for things that come through the Commission.

The City Manager stated that it begins with the creation of a scope of work, and the creation of a request for proposals that is put out. After review of proposals, depending on the dollar amount, the City Manager has spending authority up to \$50,000, but with a project of this magnitude he would likely bring the contract for approval from the Commission. The Commission has the final authority on awarding that contract. Then the project begins, and it kicks off with a scoping meeting internally with the contractor that lays out the schedule, then comes public outreach. After public outreach there is a period to distill public outreach into a set of recommendations, then the recommendations are reviewed with the public in some way, and a draft report is made, then eventually approved through the Commission. He stated that is just a general process, but the Growth Policy update would include, as part of the public outreach process, several meetings at the Consolidated Land Use Board. He stated that it is a function of state law that is required for a growth policy update. He stated he typically allows 6-months for the procurement process, and when he talked about this process with Planning Director Severson, they realized that time frame lines up with the Farmers Market for public outreach and this is the time frame they are looking at.

Vice Chair Nootz asked what if the Commission wants to influence any of the contract or public outreach, and what does that look like.

The City Manager stated that before they take the request for proposals out for a project like this they would have a discussion with the Commission to help do a visioning process.

Commissioner Wilcox thanked the City Manager and stated she feels this is good for the public to know that this is coming and there will be opportunity for public engagement.

Chair Nootz reflected on the last 5 years and stated that most of this has been implemented since City Manager Gager has been here. She expressed feeling grateful to the staff for all the hard work.

She stated that staff works very hard to get them really good documents that come before the Commission.

Commissioner Wilcox stated the thing she finds most important or timely is the Northside Transportation Plan update and Emergency Response Planning because there is a current railroad crossing survey out and they are looking for feedback from the community. Next, she feels the Technical Zoning Text Amendment (Industrial Uses) needs to be looked at, then the Evaluation of Stormwater Management, then the Annexation Policy. She asked whether the Annexation Policy would be an amendment to the Growth Policy or just a standalone document.

The City Manager stated that currently it is a standalone policy, but when they do the update, they do have several plans that will likely be recommended as appendices to the Growth Policy. He stated there are some growth policies that have an annexation policy as an appendix.

Commissioner Wilcox also stated that the pest control was on her list of priorities.

Vice Chair Willich stated that he knows that the City Manager and staff are aware of all of the pressing issues, but he would really like to see more emphasis put on Wayfinding and Economic Development, and figuring out what ways the Commission can help with economic development.

Chair Nootz stated she is interested in updates to get the new Commissioners informed on stormwater because there are some pretty strict state laws about treating the stormwater before it goes back into the Yellowstone River. She stated that waterways are also an important issue. She feels that taking some time to learn about what has happened for the last 3 years since City Manager Gager has been here would be very helpful. She is also really interested in annexation, and seeing what they come up with.

Commissioner Wilcox expressed that she felt the Text Amendment was a priority because the previous Commission did include a lot of industrial uses, and she is curious what types of businesses or industries they could bring in that would benefit the community.

9. City Manager Comment

The City Manager welcomed the 3 new Commissioners and stated the next 2 years will be fun and he is looking forward to serving them as they serve the community. He reminded them that they can reach out to him anytime, and offered any assistance they might need as they set up new equipment.

10. City Commission Comments

Commissioner O'Neill stated he is looking forward to serving and learning.

Commissioner Wilcox stated she is looking forward to learning and serving, and reminded that she is available through email or phone.

Commissioner Daniels stated is grateful and is looking forward to learning a lot and serving and is really looking forward to working with the community.

Vice Chair Willich welcomed the 3 new Commissioners, and stated he is excited that the community chose them to represent the City. He recalled that when was elected, they did not talk about goals early on, and he would like to do that with this Commission. He would like to have a workshop in the conference room at City Hall to get goals talked about and they can work together to accomplish those.

Vice Chair Willich motioned to have a work session next week, seconded by Commissioner O'Neill.

Commissioner Wilcox asked if that meeting and location would be open to the public.

Chair Nootz stated that all meetings are open to the public, except closed sessions that are for legal and personnel matters. She reminded everyone that setup of an agenda is the responsibility of the City Manager and the Commission does not tell him how to set the agenda.

The City Manager read the definition of a work session from LMC. He stated that typically work sessions are just the 5 Commissioners discussing an item or a set of items that have been previously on an agenda.

Commissioner Wilcox recalled that the City has a strategic plan and wondered about it's status so it can be reviewed.

The City Manager stated the City Commission last adopted a strategic plan on November 1, 2022, so that is the current strategic plan.

Chair Nootz clarified that the City Clerk will email with dates and times. She stated that when an email comes from the City Clerk to the Commission that the City Manager will be cc'd, and when they reply to the City Clerk, they need to include the City Manager, and she stated it is done that way because the City Commission cannot direct staff, they only direct the City Manager. She also clarified that they should never reply all on group Commission emails because that would be an illegal meeting.

Chair Nootz thanked her fellow Commissioners for working together tonight and their willingness to be flexible. She reminded that if they have any questions to please reach out to the City Manager and that he is available to all of them. She also shared a story from when she and the City Manager visited the high school government class, and they were asked about an additional crossing, she as the only north side Commissioner, said that maybe when they have more north side Commissioners, and now she realizes that north side Commissioners make up the majority of the Commission and she is excited about that.

11. Adjournment

7:20 pm Vice Chair Willich motioned to adjourn, seconded by Commissioner Wilcox. Unanimously approved.

Calendar of Events

Supplemental Material

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GROWTH POLICY

Progress Update

JANUARY 6, 2026



LIVINGSTON GROWTH POLICY

Final | June 2021

PREPARED BY:

Burton Planning Services
252 Electric Avenue
Westerville, OH 43081
(614) 392-2284
burtonplanning.com



Burton Planning Services

Applied Communications
151 Wedgewood Lane
Whitefish, MT 59937



PREPARED FOR:

City of Livingston
220 E. Park Street
Livingston, MT 59047



GROWTH POLICY

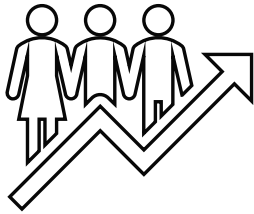
BACKGROUND

A growth policy is an official public document adopted and used by Montana cities, towns, and counties as a guide for making decisions about their future, particularly with regards to land use.

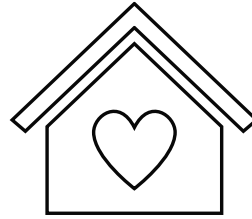
A growth policy is not a regulation; rather, it is a community's official policy meant to guide and help manage change for the benefit of residents.

GROWTH POLICY

LIVINGSTON AREAS OF FOCUS



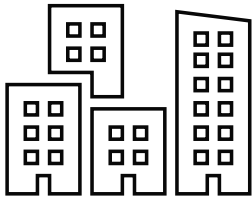
Economy



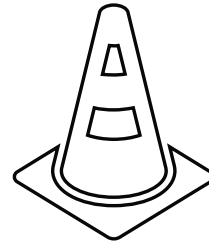
Housing



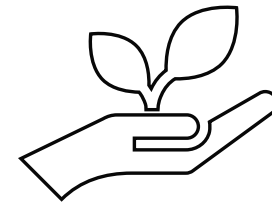
Intergovernmental
Coordination



Land Use



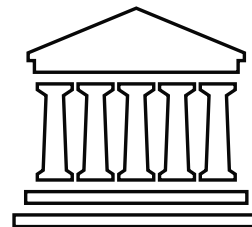
Local Services



Natural Resources



Population and
Community Character



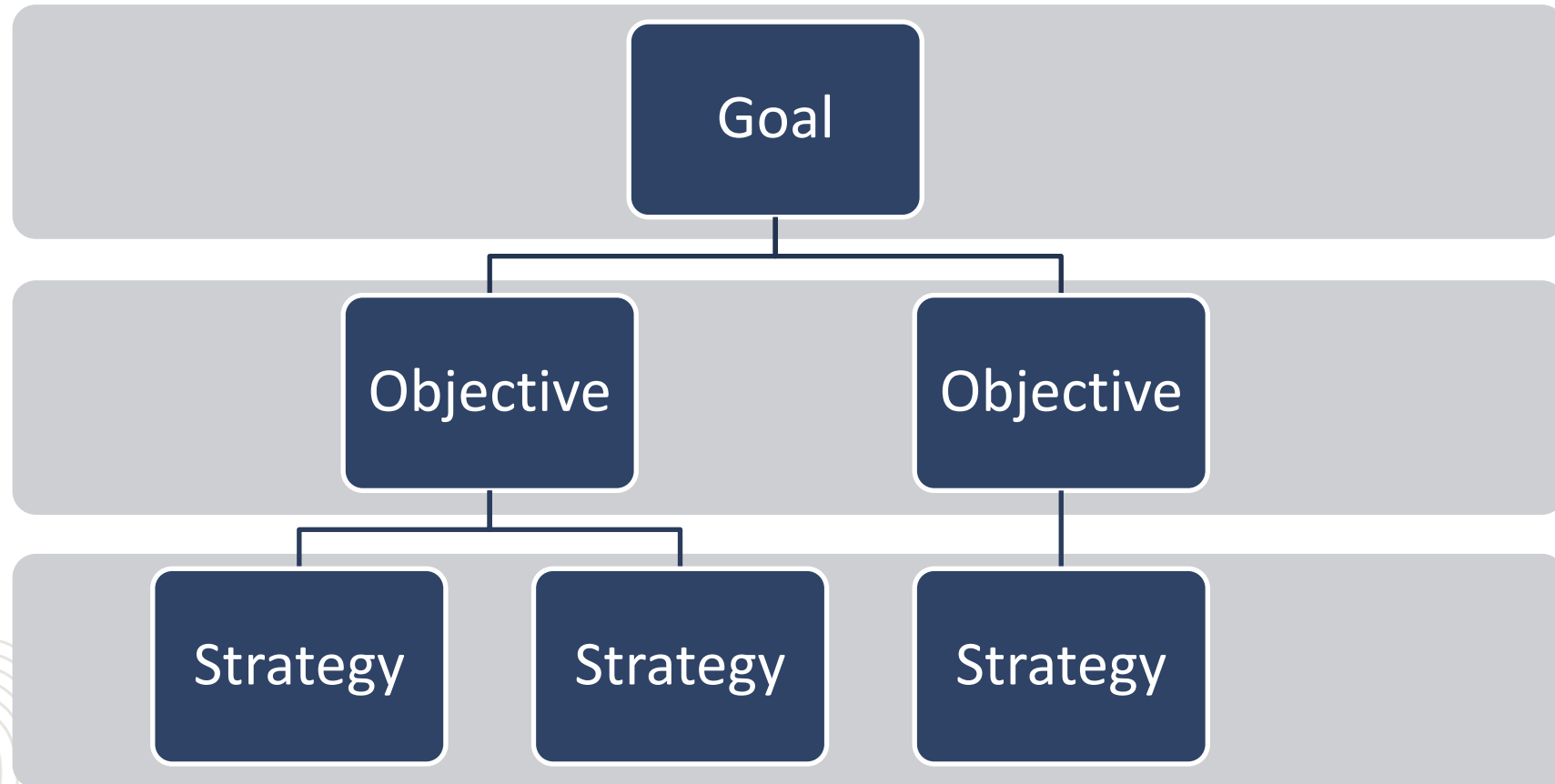
Public Facilities



Transportation

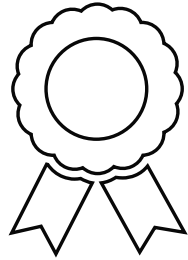
GROWTH POLICY

ORGANIZATIONAL STRUCTURE



GROWTH POLICY

LIVINGSTON STRATEGIC OUTCOMES



Certification



Data Collection



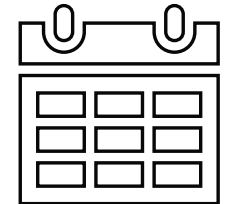
Grants



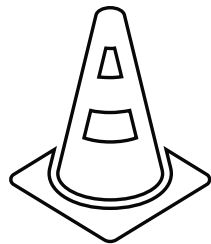
Outreach



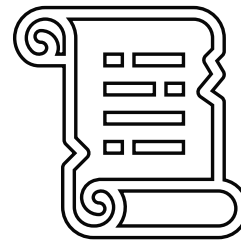
Partnerships



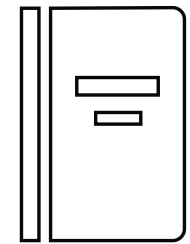
Programming



Project



Regulatory Action



Study
Livingston, Montana



POPULATION & COMMUNITY CHARACTER

Chapter 2

Goal 2.1

Preserve and Enhance
Livingston's Unique
Community Character.

Goal 2.2

Make Livingston an arts and
cultural destination paying
homage to the rich local history
of the area, natural recreation,
and our unique natural
environment

LAND USE

Chapter 3

Goal 3.1
Prioritize infill over expansion by taking advantage of existing and planned infrastructure, such as transportation, energy, water, and sewer facilities.

Goal 3.2
Provide adequate land for anticipated demands in a pattern which encourages infill, compact development, and a mixture of uses.

Goal 3.3
Conserve environmentally significant areas, as well as areas, sites, structures, or objects with historical, architectural, or cultural significance.

Goal 3.4
Encourage the responsible growth of Livingston by evaluating proposed developments against the ten principles of Smart Growth.

Goal 3.5
Rehabilitate brownfields for new development.

NATURAL RESOURCES

Chapter 4

Goal 4.1

Develop an integrated, comprehensive City-wide Climate Action Plan to prepare the economy and general population for the future. Refer to the Montana Climate Solutions Plan (August, 2020).

Goal 4.2

Enhance overall air and water quality in the area to provide desired quality of life for current and future residents.

Goal 4.3

Protect and manage natural resources, open spaces, and wildlife.

HOUSING

Chapter 5

Goal 5.1

**Provide housing options
to meet the needs of all
residents.**

ECONOMY

Chapter 6

Goal 6.1

Strengthen and diversify Livingston's economy by supporting industries and initiatives that increase employment opportunities and personal income.

Goal 6.2

As a major gateway to Yellowstone National Park, enhance and manage the City's tourism and hospitality industry to strengthen its economy and quality of life.

LOCAL SERVICES

Chapter 7

Goal 7.1

Continue to provide a robust first response network to the City of Livingston.

Goal 7.2

Ensure that residents' needs are met through local services.

TRANSPORTATION

Chapter 8

Goal 8.1

Ensure trail and sidewalk connectivity within and around the City.

Goal 8.2

Create a complete and well-maintained transportation network within the City.

PUBLIC FACILITIES

Chapter 9

Goal 9.1

Develop infrastructure to enhance community services and improve public safety for Livingston residents.

Goal 9.2

Ensure adequate public parks, trails, and recreation system to support the community now and in the future.

INTERGOVERNMENTAL COORDINATION

Chapter 10

Goal 10.1

Plan for future development within the urban/rural interface.

Goal 10.2

Ensure seamless provision of services and amenities to residents, businesses, and visitors within the region.

LAND USE RECOMMENDATIONS

Chapter 11

#1

**Recommended Updates to
the Zoning Code**

#2

**Recommended Updates to
Subdivision Regulations**

#3

**Adopt Planned Unit
Development Overlay**

#4

Amend Future Land Use Map

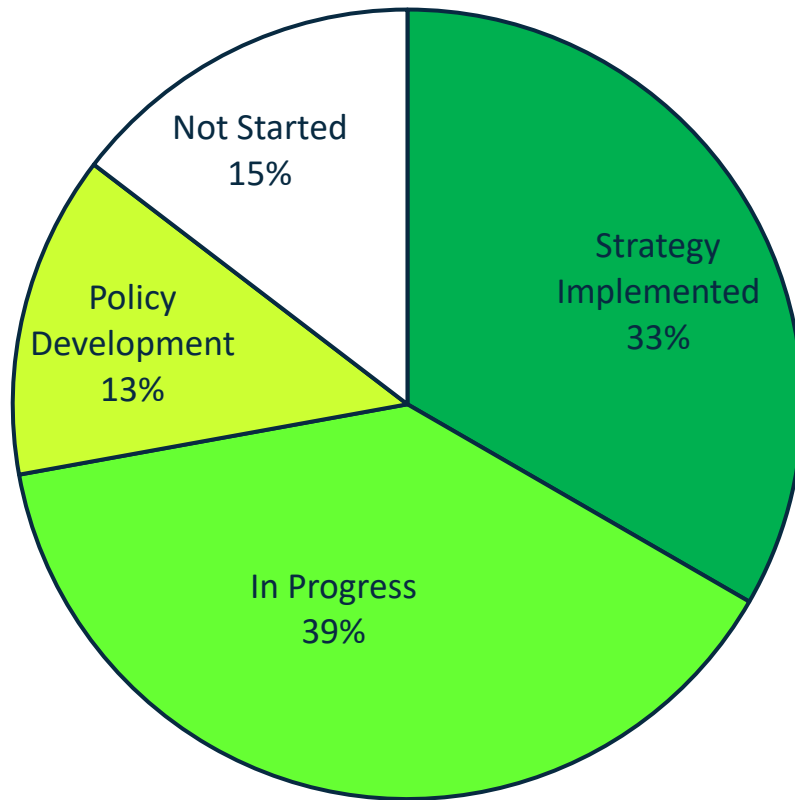
GROWTH POLICY

LIVINGSTON SUMMARY



GROWTH POLICY

SUMMARY OF PROGRESS ON 219 STRATEGIES

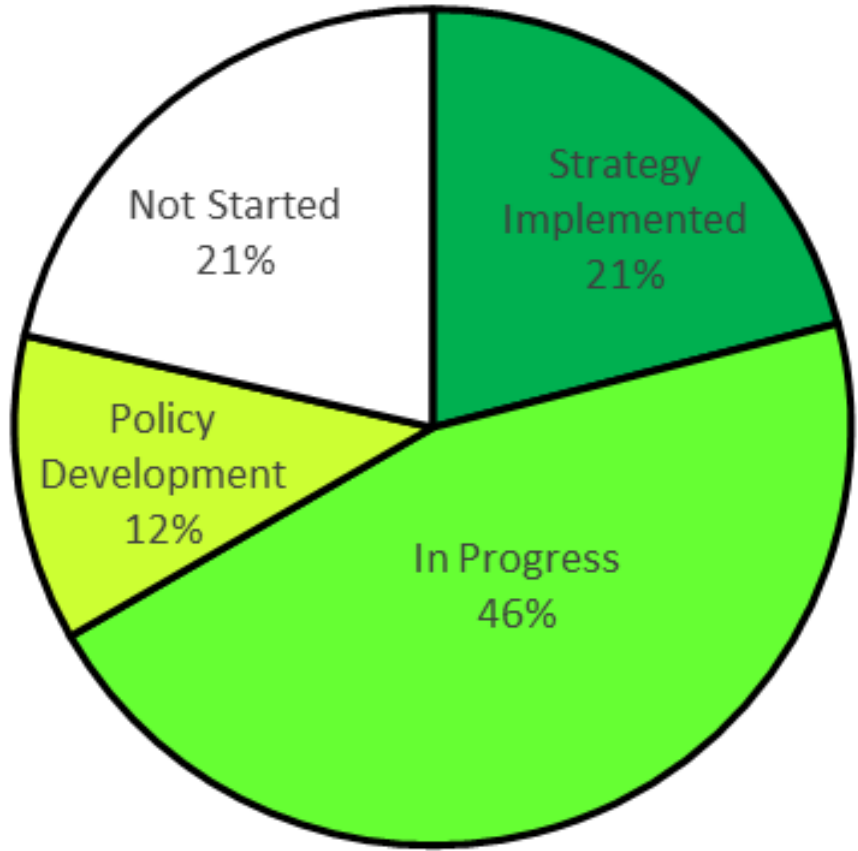


Status	# of Items	% of Total
Strategy Implemented	73	33 %
In Progress	85	39 %
Policy Development	29	13 %
Not Started	32	15 %

GROWTH POLICY

SUMMARY OF PROGRESS ON 219 STRATEGIES

[AS OF 10/7/2026]



Status	# of Items	% of Total
Strategy Implemented	46	21 %
In Progress	100	46 %
Policy Development	26	12%
Not Started	47	21 %

GROWTH POLICY

RECENT ACCOMPLISHMENTS

- Parks Master Plan
- Zoning Code Text (Chapter 30 of LMC) with Ordinance 3064
- Zoning Code Map with Resolution 5179
- Gateway Overlay Zone to Livingston Heritage Overlay Zone with Resolution 5180
- Floodplain Regulations (Chapter 29 of LMC) with Ordinance 3065
- Subdivision Regulations (Chapter 28 of LMC) with Ordinance 3066

GROWTH POLICY

FUTURE INITIATIVES

- Waterway Study to Refine Floodplain Regulations
- Technical Zoning Text Amendment (Industrial Uses)
- Public Works Design Standards to Comply with Subdivision Regulations
- Evaluation of Stormwater Management
 - **Strategies 4.2.1.3., 9.1.2.1., and 9.1.2.2**
- Annexation Policy
 - **Strategies 3.1.1.7. and 3.1.2.2.**
- Review Growth Policy
 - **MCA 76-1-601(3)(f)(iii)**

GROWTH POLICY

FUTURE INITIATIVES

- Northside Transportation Plan Update
 - **Strategy 8.2.2.3.**
- Emergency Response Planning (including CWPP)
 - **Strategy 7.1.1.2.**
- Integrated Pest Management Plan and Operations
 - **Strategies 4.3.5.2. and 4.3.1.3.**
- Partnership with County Growth Plan Process (ETJ Partnership)
 - **Strategies 4.3.4.1., 4.3.4.2. and others**
- Wayfinding and Economic Development

THANK YOU!

QUESTIONS?

LIVINGSTON
M O N T A N A



File Attachments for Item:

B. APPROVAL OF MINUTES FROM JANUARY 20, 2026, WORK SESSION



Livingston City Commission Work Session Minutes

January 14, 2026

5:30 PM

City Hall, Large Conference Room

<https://us02web.zoom.us/j/88151425807?pwd=6FauCFRB4CixoNDLjFXE8GZFWgkiac.1>

Meeting ID: 881 5142 5807

Passcode: 478517

1. Call to Order

Chair Nootz called the meeting to order at 5:33pm.

2. Roll Call

All five City Commissioners (Nootz, Willich, Wilcox, Daniels and O'Neill) were present.

The City Manager was also present.

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."

Chair Nootz led the room in reciting the Pledge of Allegiance.

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)

Public comment was offered by:

- Tara Eddy who offered that the Commission should focus on economic development and a crossing
- Adam Stern who offered that the Commission should focus on a new rail crossing, restoring Mayor's Landing, reforming certain advisory committees and hiring an Assistant City Manager. (His handout is attached)
- Patricia Grabow who offered handout on priorities of the Livingston Downtown Downtown Building Owners and Business Association. (Her handouts are attached)
- Francis Ricci who discussed the benefits and importance of vocational schooling.
- David Miller who discussed off-season tourism, tourism marketing and conferences.

5. Action Items

A. CITY COMMISSION DISCUSSION OF GOALS

The City Commission initiated a discussion of their priorities for the 2026 calendar year, and beyond. The Commissioners took turns expressing their preferred projects.

At 7:42pm Commissioner Willich motioned for a 10-minute break. The motion was seconded by Commissioner Daniels and approved unanimously. The meeting resumed at 7:55pm.

The City Manager noted that he will transmit the priority list to the Commission separately.

6. City Manager Comment

The City Manager thanked the Commission.

7. City Commission Comments

Commissioner O'Neill thanked the other Commissioners.

Commissioner Wilcox noted that she liked the thought of this Commission being the one that focuses on economic development and public safety.

Commissioner Daniels thanked everyone and expressed her excitement for the year ahead.

Commissioner Willich thanked everyone and stated that he feels this was a good start.

Chair Nootz noted that it was good to see the Commission coming together.

8. Adjournment

Motion by Willich to adjourn, seconded by Wilcox, unanimously approved. Adjourned at 9:05pm.

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.

(H) • Veterans Memorial

(M) • Storm water

(L) • Neighborhood Infra. (Sidewalks/AT)

H = 8
M = 4
L = 3
V = 3

Infra

(H) • Crossing

(L) • Public Amenity Upgrades (Parks, DT)

(M) • Waterways

(H) • Wellness Center

(H) • Disaster Prep / Emergency Svcs (H) ^{ed./inf}
(CWPP, Evac) (staffing, consultation)

(H) • Annexation

(L) • 1st Class City (10k pop.)

(M) • Board Mgmt (Policy Ops, Residing existence)

(M) • Strategic Planning

(H) • Economic Opp. Development (M) Dept Updates
(H) • Urban Renewal Plan

Commission/Policy
Notes

(L) • Vocational Ed

(H) • Communications → (Listening Sessions, Dept Update)
(Surveys, TV, Meetings, Proclamations)

(V) • Event fees

(V) • Agenda/Meetings Length

(L) • Grants Reporting

Memo to Livingston City Commission

Adam Stern
January 14, 2026

Re: Policy priorities and recommendations for Livingston City Commission

1. West side grade-separated rail crossing

Underpass or overpass matters not. What matters is this transportation corridor is opened.

Obtaining necessary funding for a crossing will require a city-wide levy involving a vote of the citizens adding the cost to their property taxes, paid for in small amounts over many years. The City Commission must vote to bring this issue to the voters, and then the voters must successfully approve the initiative.

A successful election can only be achieved with an active public campaign, energetically promoted by one or more city commissioners. [The objection “Commissioners are not allowed to advocate for specific issues” is patently false.] All good campaigns have a unifying message, a theme around which everyone can rally; the message for this particular campaign is something like: “We’re All In This Together.”

Success requires three facts be communicated to the voters:

- Location of the crossing
- Cost of the crossing
- Equal assessment across the city

Executing this campaign will not be free, but will cost around \$30,000. Fundraising efforts will be necessary. The campaign itself must include multiple methods of connecting with voters: letters to the editor, mailers, earned media, newspaper and radio advertisements. Door hangers. Educational seminars. Public meetings. Promotional music concerts.

2. Mayer’s Landing rehabilitation

Mayer's Landing is a wonderful park and river access; such a great park for for so many reasons. Unfortunately it is reverting to its historical landfill condition. It is terribly unsafe, with broken glass and metal poking out. It is a hazard to humans and dog paws. If we don’t fix this park, it will just get worse and become more hazardous and dumpier and eventually will cease to exist as a public park. However, if we choose to rehabilitate Mayer’s Landing it will continue to be a jewel in the community.

Solving this problem requires money and professional engineering expertise, along with active citizen communication. Cost of the project will be around \$2M, and funding can be found through a combination of state and federal grants and private donations. A fundraising effort will be necessary. The City will provide some in-kind contributions.

Professional engineers have been rehabilitating landfills into municipal parks across the world for over a century. Local intuition is not good enough; we need a professionally engineered design that will last 50 - 100 years, in the face of rain, wind, snow, erosion, floods, automobile traffic, rafting events, and river celebrations.

The Parks and Trails Master Plan is a good guide for initial concept development, but any final design will require significant public input to get the details right.

Make Mayer’s Landing Great Again.

3. Active Support and Utilization of Citizen Advisory Committees (CACs)

Livingston’s CACs:

- Urban Renewal Agency (URA)
- Land Use Board (planning and zoning)
- Historic Preservation Committee
- Library Board
- Health Board
- Airport Board
- Parks and Trails Committee (no longer extant)

The benefits of CACs are positive and long-term. CACs serve as focused forums where citizens can address specific issues. They are research arms of the City Commission. They offer entry points and training arenas for citizen involvement in local government. And they are breeding grounds for future Commissioners.

As public forums, CAC meetings help channel citizen input, avoiding the broad distractions that so often plague city commission meetings. Public workshops on specific issues can be organized around CAC meetings, and the resulting information conveyed to the city commission. This process improves efficiency of the city commission.

As research arms for the City Commission, CACs are experts in their particular fields and should be actively utilized by the Commission for in-depth study on relevant issues. The

Commission should regularly send individual issues to one or more committees, asking for information and recommendations within a given timeline. Additionally the committees, on their own recognizance, should research issues of interest and submit their findings to the Commission, preferably presented in person at Commission meetings.

Each committee should submit an Annual Report to the City Commission outlining their findings and offering forward-looking recommendations for the coming year, again preferably presented in person at a Commission meeting

While the City Commission should value these recommendations, they are not obligated to follow them blindly. Different committees may offer varying perspectives reflecting the complexities of the issues at hand. The Commission's role is to synthesize this input along with information from the city government and broader public feedback. This systemic approach allows the City Commission to make the most informed decisions possible, perhaps a rarity in these trying days.

The City Administration might not appreciate this recommendation because it means more work for them, but if actively supported by the City Commission, with a clear rationale explained, executed with a majority vote of the Commission, and backed up with honest effort, then the City Administration will work to make it happen.

Re-incorporation of the Parks and Trails Committee is recommended. One of their first tasks could be to create a plan for rehabilitating Mayer's Landing, and they could actively help shepherd the rehabilitation process.

A note on the role of city commissioners sitting on CACs is warranted:

On each committee sits a city commissioner. This commissioner serves as a liaison between the committee and the Commission. This liaison has three distinct responsibilities:

- Update the Commission on what transpired at the last committee meeting.
- Update the committee on relevant activities of the Commission.
- When a committee submits recommendations to the City Commission, the liaison should explain and support that recommendation to the City Commission. If the recommendations was not unanimous, the Commissioner should outline the issues raised and the different perspectives.

4. Add an Assistant City Manager

This one will not be popular and will engender heated anger. People will react emotionally with passionate indignation; the messenger will most definitely be shot. However, the point of this essay is not to placate the uninformed but rather identify areas of improvement whose execution, if done properly, will lead to dramatically increased value.

The role of a City Manager is a 24/7 commitment, encompassing a huge array of responsibilities. Even in a small town like Livingston the job is too big for any single person. To increase the overall productivity of the city government an Assistant City Manager should be considered as an added member of the executive team. This role would be a force multiplier, significantly expanding the capacity of the City Manager's office to address the needs of both the administration and the community. This addition of labor will directly lead to increased efficiency across the entire governmental system.

Regarding implementation, this recommendation does not require immediate action. As you go forward, keep an eye out for all the work, time, and effort put in by the City Manager and keep the idea of a dedicated executive assistant in the back of your mind. It might be useful to occasionally discuss with the manager their executive staff needs.

Examples of the wide array of activities under the purview of the Office of the City Manager:

- strategic and economic planning
- implementation and coordination of long-term goals
- spearheading business development
- public outreach
- securing grant funding
- organizational administration (HUGE!!!)
- personnel oversight and review (HUGE!!!)

LIVINGSTON CITY WORK SESSION ON GOALS
Livingston Downtown Building Owners and Business Association Board
January 14, 2026

At our meeting of the Livingston Downtown Business and Building Owners Association (LDBOBA) on January 12, 2026 with encouragement, we made the decision to attend this meeting of the new Livingston City Commission and introduce ourselves in the four minutes allotted to the public. We have enough time to introduce our board members attending the meeting and briefly outline some of our goals for 2026. We are an organization that has been working on our downtown for twenty years now. Our primary trust is economic and overcoming the challenge all cities along I-90 face---overcoming our downtown being placed in three exists, two miles from what would have been our customers.

We would like to do a presentation before the Livingston City Commission and expand on our goals. Right now, we are looking at finding partners in the city to work with us on the goals below. You have our brochure and on it is our website with our board members. We are in the process of making our brochure more current giving more information on our board member and goals.

Underlying all we are doing is the belief that we will be most effective if Livingston’s organizations all work together appreciating each other. We are grateful for this opportunity to speak.

LDBOBA GOALS FOR 2026

1. **COMPOSITION OF BUSINESSES DOWNTOWN** Cynthia, Hovie
2. **BLUE BUSINESS SIGNS TO ENCOURAGE TURN OFF AT EXIT 337-**
Patricia
3. **PUTTING OUR SHOPS BACK TO WORK INCLUDING VOCATIONAL TRAINING** -Francis and Patricia
4. **PLAN AND NEGOTIATE 20 ACRES EAST OF THE WELLNESS CENTER** Patricia
5. **OVERPASS COMING OUT OF NORHERN LIGHTS BOULEVARD AND CONSERVATIONS EASEMENT AND FIRE BARRIER--** Patricia
6. **HISTORY AND EXPANDING HOTELS IN BUSINESS DISTRICT-**Patricia, Jack, Dave
7. **HIGHWAY SIGNS-AND COUNTY MUSEUM /INCENTIVE FOR TURNING OFF AT EXIT 337-**Patricia and Hovie
8. **ANNEXATIONS-**Friends of Park County
9. **MURAL AT WILCOXINS WORLD HERITAGE SITE**Patricia
10. **WARREN MCGEE STATUE**
11. **YELLOWSTONE BUS TOURS-** Jack Luther
12. **SKI TOWN.**

File Attachments for Item:

C. APPROVAL OF CLAIMS PAID 1/1/26 - 1/14/26

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
AAA CLEANING, LLC							
3727	AAA CLEANING, LLC	291	220 E PARK CLEANING	12/31/2025	3,250.00	3,250.00	01/07/2026
3727	AAA CLEANING, LLC	292	CIVIC CENTER CLEANING	12/31/2025	2,600.00	2,600.00	01/07/2026
3727	AAA CLEANING, LLC	293	Bennett St cleaning	12/31/2025	156.25	156.25	01/07/2026
3727	AAA CLEANING, LLC	293	Bennett St cleaning	12/31/2025	156.25	156.25	01/07/2026
3727	AAA CLEANING, LLC	293	Bennett St cleaning	12/31/2025	156.25	156.25	01/07/2026
3727	AAA CLEANING, LLC	293	Bennett St cleaning	12/31/2025	156.25	156.25	01/07/2026
Total AAA CLEANING, LLC:					6,475.00	6,475.00	
ADVANCED ENGINEERING &							
3605	ADVANCED ENGINEERING &	107641	I&C SYSTEEM SERVICES	12/09/2025	1,004.44	1,004.44	01/14/2026
Total ADVANCED ENGINEERING &:					1,004.44	1,004.44	
ALL SERVICE TIRE & ALIGNMENT							
22	ALL SERVICE TIRE & ALIGNME	71387	New Tires	12/16/2025	1,092.00	1,092.00	01/14/2026
Total ALL SERVICE TIRE & ALIGNMENT:					1,092.00	1,092.00	
ALPINE ELECTRONICS RADIO SHACK							
402	ALPINE ELECTRONICS RADIO	10325794	PRINTER INK	01/07/2026	126.94	126.94	01/14/2026
402	ALPINE ELECTRONICS RADIO	70009594	REFUND	01/07/2026	6.96-	6.96-	01/14/2026
Total ALPINE ELECTRONICS RADIO SHACK:					119.98	119.98	
AMERICAN SOLUTIONS FOR BUSINESS							
10005	AMERICAN SOLUTIONS FOR B	INV08652305	BUSINESS CARDS	01/05/2026	150.00	150.00	01/07/2026
Total AMERICAN SOLUTIONS FOR BUSINESS:					150.00	150.00	
BALCO UNIFORM COMPANY, INC.							
3371	BALCO UNIFORM COMPANY, IN	844211	CRANK SHIRTS	07/01/2025	274.65	274.65	01/07/2026
3371	BALCO UNIFORM COMPANY, IN	86119	ENGLE PARAMEDIC PATCH	11/24/2025	23.00	23.00	01/14/2026
3371	BALCO UNIFORM COMPANY, IN	86358	HOLBROOK PANTS	12/09/2025	207.46	207.46	01/07/2026
Total BALCO UNIFORM COMPANY, INC.:					505.11	505.11	
BOUND TREE MEDICAL, LLC							
2662	BOUND TREE MEDICAL, LLC	86035871	Patient Supplies	12/22/2025	579.83	579.83	01/07/2026
2662	BOUND TREE MEDICAL, LLC	86035872	Patient Supplies	12/22/2025	75.07	75.07	01/07/2026
2662	BOUND TREE MEDICAL, LLC	86041401	Patient Supplies	12/29/2025	249.92	249.92	01/07/2026
2662	BOUND TREE MEDICAL, LLC	86041402	Patient Supplies	12/29/2025	90.57	90.57	01/07/2026
2662	BOUND TREE MEDICAL, LLC	86050774	Patient Supplies	01/06/2026	1,111.20	1,111.20	01/14/2026
Total BOUND TREE MEDICAL, LLC:					2,106.59	2,106.59	
BRUCE E. BECKER, P.C.							
10000	BRUCE E. BECKER, P.C.	2025.12	Contracted service	01/01/2026	4,000.00	4,000.00	01/07/2026
Total BRUCE E. BECKER, P.C.:					4,000.00	4,000.00	
BUDGET GLASS							
89	BUDGET GLASS	25-5031	Windshield Replace	12/10/2025	415.00	415.00	01/07/2026
Total BUDGET GLASS:					415.00	415.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
CANON FINANCIAL SERVICES, INC							
1747	CANON FINANCIAL SERVICES, I	42306614	Printer Contract	12/12/2025	29.31	29.31	01/07/2026
1747	CANON FINANCIAL SERVICES, I	42306615	Printer Contract	12/12/2025	29.75	29.75	01/07/2026
Total CANON FINANCIAL SERVICES, INC:					59.06	59.06	
CAROLINA SOFTWARE, Inc.							
3326	CAROLINA SOFTWARE, Inc.	96827	Waste Works Support	01/01/2026	600.00	600.00	01/07/2026
Total CAROLINA SOFTWARE, Inc.:					600.00	600.00	
CARQUEST AUTO PARTS							
23	CARQUEST AUTO PARTS	1219-655607	BOOSTER CABLE	11/10/2025	79.65	79.65	01/14/2026
23	CARQUEST AUTO PARTS	1219-658445	REVOLVING LIGHT	12/18/2025	34.05	34.05	01/14/2026
23	CARQUEST AUTO PARTS	1912-655085	BATTERY	11/03/2025	207.33	207.33	01/14/2026
23	CARQUEST AUTO PARTS	1912-655109	BATTERY	11/03/2025	119.25	119.25	01/14/2026
23	CARQUEST AUTO PARTS	1912-655135	CURB BOX REPAIRS	11/03/2025	28.15	28.15	01/14/2026
23	CARQUEST AUTO PARTS	1912-655208	LUBRICANT	11/04/2025	14.10	14.10	01/14/2026
23	CARQUEST AUTO PARTS	1912-655289	OIL	11/05/2025	39.70	39.70	01/14/2026
23	CARQUEST AUTO PARTS	1912-655452	OIL FILTER	11/07/2025	4.00	4.00	01/14/2026
23	CARQUEST AUTO PARTS	1912-655463	OIL	11/07/2025	49.04	49.04	01/14/2026
23	CARQUEST AUTO PARTS	1912-655588	OIL FILTER	11/10/2025	10.51	10.51	01/14/2026
23	CARQUEST AUTO PARTS	1912-655662	HEADLIGHT	11/10/2025	17.34	17.34	01/14/2026
23	CARQUEST AUTO PARTS	1912-656243	BATTERY	11/18/2025	135.99	135.99	01/14/2026
23	CARQUEST AUTO PARTS	1912-656710	AIR FILTER	11/24/2025	26.74	26.74	01/14/2026
23	CARQUEST AUTO PARTS	1912-656818	AIR ELEMENT	11/25/2025	57.21	57.21	01/14/2026
23	CARQUEST AUTO PARTS	1912-656844	BATTERY	11/25/2025	238.50	238.50	01/14/2026
23	CARQUEST AUTO PARTS	1912-656968	SEAFOAM	11/28/2025	10.39	10.39	01/14/2026
23	CARQUEST AUTO PARTS	1912-657144	ICE REMOVER	12/01/2025	45.04	45.04	01/14/2026
23	CARQUEST AUTO PARTS	1912-657301	MARKER KIT	12/02/2025	120.26	120.26	01/14/2026
23	CARQUEST AUTO PARTS	1912-657494	WINDSHIELD WIPERS	12/04/2025	300.37	300.37	01/14/2026
23	CARQUEST AUTO PARTS	1912-657692	LIGHT FOR YELLOW TRAIL	12/08/2025	8.26	8.26	01/14/2026
23	CARQUEST AUTO PARTS	1912-657725	AIR	12/08/2025	138.39	138.39	01/14/2026
23	CARQUEST AUTO PARTS	1912-657793	MINI BULB	12/09/2025	7.82	7.82	01/14/2026
23	CARQUEST AUTO PARTS	1912-657913	CODE SCANNER	12/10/2025	300.00	300.00	01/14/2026
23	CARQUEST AUTO PARTS	1912-658064	SNOW BRUSHES	12/12/2025	33.04	33.04	01/14/2026
23	CARQUEST AUTO PARTS	1912-658218	GLASS CLEANER	12/15/2025	95.52	95.52	01/14/2026
23	CARQUEST AUTO PARTS	1912-659092	SEAFOAM	12/30/2025	354.55	354.55	01/14/2026
Total CARQUEST AUTO PARTS:					2,475.20	2,475.20	
CASELLE							
3763	CASELLE	INV-15080	MAINTENANCE & SUPPORT	01/05/2026	3,456.13	3,456.13	01/07/2026
3763	CASELLE	INV-15080	MAINTENANCE & SUPPORT	01/05/2026	108.29	108.29	01/07/2026
3763	CASELLE	INV-15080	MAINTENANCE & SUPPORT	01/05/2026	108.29	108.29	01/07/2026
3763	CASELLE	INV-15080	MAINTENANCE & SUPPORT	01/05/2026	209.00	209.00	01/07/2026
3763	CASELLE	INV-15080	MAINTENANCE & SUPPORT	01/05/2026	209.00	209.00	01/07/2026
3763	CASELLE	INV-15080	MAINTENANCE & SUPPORT	01/05/2026	317.29	317.29	01/07/2026
Total CASELLE:					4,408.00	4,408.00	
CENTRAL VALLEY FIRE							
3164	CENTRAL VALLEY FIRE	CVFD-25-027	LADDER TRUCK REPAIR	11/04/2025	2,928.99	2,928.99	01/07/2026
Total CENTRAL VALLEY FIRE:					2,928.99	2,928.99	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
COMDATA							
2671	COMDATA	IB986/2044088	BZR70	01/01/2026	136.50	136.50	01/07/2026
2671	COMDATA	XW660/204408	EMS Fuel	01/01/2026	1,290.04	1,290.04	01/14/2026
2671	COMDATA	XW660/204408	FIRE FUEL	01/01/2026	561.81	561.81	01/14/2026
2671	COMDATA	XW716/204408	CG72P	01/01/2026	561.29	561.29	01/14/2026
2671	COMDATA	XW716/204408	CG72R	01/01/2026	211.70	211.70	01/14/2026
2671	COMDATA	XW716/204408	CG72R	01/01/2026	37.65	37.65	01/14/2026
2671	COMDATA	XW716/204408	CG73C	01/01/2026	438.63	438.63	01/14/2026
2671	COMDATA	XW716/204408	CG73H	01/01/2026	108.96	108.96	01/14/2026
2671	COMDATA	XW716/204408	CG73L	01/01/2026	241.53	241.53	01/14/2026
2671	COMDATA	XW716/204408	CG73S	01/01/2026	917.84	917.84	01/14/2026
2671	COMDATA	XW716/204408	CG74G	01/01/2026	598.30	598.30	01/14/2026
2671	COMDATA	XW717/204408	CG72S	01/01/2026	2,278.89	2,278.89	01/07/2026
Total COMDATA:					7,383.14	7,383.14	
CORE & MAIN LP							
3733	CORE & MAIN LP	X715174	METER PIT	12/17/2025	1,962.90	1,962.90	01/07/2026
3733	CORE & MAIN LP	X942490	PARTS	12/17/2025	309.45	309.45	01/07/2026
3733	CORE & MAIN LP	Y266624	LOCKS	12/26/2025	293.40	293.40	01/07/2026
3733	CORE & MAIN LP	Y283235	PARTS	12/23/2025	5.88	5.88	01/07/2026
Total CORE & MAIN LP:					2,571.63	2,571.63	
DEVIN MURPHY RONEY							
10008	DEVIN MURPHY RONEY	2025.12	WREATH MAKING CLASS	12/30/2025	472.50	472.50	01/14/2026
Total DEVIN MURPHY RONEY:					472.50	472.50	
EMERALD SERVICES INC.							
3380	EMERALD SERVICES INC.	98744015	OIL DISPOSAL	12/11/2025	1,031.35	1,031.35	01/07/2026
Total EMERALD SERVICES INC.:					1,031.35	1,031.35	
END2END PUBLIC SAFETY							
10008	END2END PUBLIC SAFETY	25-005687-12	TICKETRAK	01/02/2025	52.00	52.00	01/07/2026
Total END2END PUBLIC SAFETY:					52.00	52.00	
ENERGY LABORATORIES, INC.							
424	ENERGY LABORATORIES, INC.	757319	E COLI FOR COMPOST	12/18/2025	292.00	292.00	01/07/2026
424	ENERGY LABORATORIES, INC.	757664	Analysis parameter	12/19/2025	304.00	304.00	01/07/2026
Total ENERGY LABORATORIES, INC.:					596.00	596.00	
FIRST INTERSTATE BANK							
225	FIRST INTERSTATE BANK	5820	REFUND OVERPAYMENT - FAL	01/02/2026	25.00	25.00	01/07/2026
Total FIRST INTERSTATE BANK:					25.00	25.00	
FISHER SAND AND GRAVEL							
2904	FISHER SAND AND GRAVEL	62611	Sanding Material	12/31/2025	1,002.33	1,002.33	01/14/2026
Total FISHER SAND AND GRAVEL:					1,002.33	1,002.33	
FLYING S TITLE & ESCROW OF MONTANA INC							
10005	FLYING S TITLE & ESCROW OF	14084-891001	WORK CHARGE	08/28/2025	200.00	200.00	01/13/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FLYING S TITLE & ESCROW OF MONTANA INC:					200.00	200.00	
FOUR CORNERS RECYCLING, LLC							
2919	FOUR CORNERS RECYCLING,	5843	Pull fees	12/28/2025	6,494.40	6,494.40	01/14/2026
2919	FOUR CORNERS RECYCLING,	CM5843	Credit	12/28/2025	2,125.40-	2,125.40-	01/14/2026
Total FOUR CORNERS RECYCLING, LLC:					4,369.00	4,369.00	
FRONTLINE AG SOLUTIONS, LLC							
2516	FRONTLINE AG SOLUTIONS, LL	1288360	FITTING	12/22/2025	4.53	4.53	01/07/2026
Total FRONTLINE AG SOLUTIONS, LLC:					4.53	4.53	
GENERAL DISTRIBUTING COMPANY							
1845	GENERAL DISTRIBUTING COM	0001586791	CYLINDER RENTAL INVOICE	12/31/2025	17.73	17.73	01/07/2026
1845	GENERAL DISTRIBUTING COM	0001588536	OXYGEN	12/31/2025	211.44	211.44	01/14/2026
Total GENERAL DISTRIBUTING COMPANY:					229.17	229.17	
GRAYBEAL'S ALL SERVICE							
98	GRAYBEAL'S ALL SERVICE	20413	SERVICE CALL	01/02/2026	120.00	120.00	01/07/2026
Total GRAYBEAL'S ALL SERVICE:					120.00	120.00	
HANSER'S WRECKER LIVINGSTON, INC							
1687	HANSER'S WRECKER LIVINGST	LIV7189	Tow	12/22/2025	200.00	200.00	01/07/2026
1687	HANSER'S WRECKER LIVINGST	LIV7213	ACCIDENT TOW	12/27/2025	225.00	225.00	01/14/2026
1687	HANSER'S WRECKER LIVINGST	LIV7229	LPD TOW	01/07/2026	225.00	225.00	01/14/2026
1687	HANSER'S WRECKER LIVINGST	LIV7235	Tow	01/12/2026	100.00	100.00	01/14/2026
Total HANSER'S WRECKER LIVINGSTON, INC:					750.00	750.00	
HARRINGTON BOTTLING							
10006	HARRINGTON BOTTLING	15140094	WATER & GATORADE	12/24/2025	396.00	396.00	01/07/2026
Total HARRINGTON BOTTLING:					396.00	396.00	
HAWKINS, INC							
470	HAWKINS, INC	7281353	Chlorine cylinder	12/15/2025	50.00	50.00	01/07/2026
Total HAWKINS, INC:					50.00	50.00	
HORIZON AUTO PARTS							
1920	HORIZON AUTO PARTS	049457	WASHER FLUID	01/02/2026	4.49	4.49	01/14/2026
Total HORIZON AUTO PARTS:					4.49	4.49	
IBS INC							
10004	IBS INC	892239-1	ANTISEPTIC SPRAY	12/18/2025	132.70	132.70	01/07/2026
Total IBS INC:					132.70	132.70	
JOHNSON METAL WORKS							
10008	JOHNSON METAL WORKS	INV3200	SNOW GATE	11/25/2025	11,370.00	11,370.00	01/14/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total JOHNSON METAL WORKS:					11,370.00	11,370.00	
JON M HESSE PC							
10005	JON M HESSE PC	11279	PROFESSIONAL SERVICES	12/24/2025	2,009.26	2,009.26	01/07/2026
Total JON M HESSE PC:					2,009.26	2,009.26	
KELLEY CREATE							
10006	KELLEY CREATE	40849553	112-3075248-000	12/22/2025	296.95	296.95	01/07/2026
10006	KELLEY CREATE	40927428	112-1689019-000	12/31/2025	520.19	520.19	01/14/2026
10006	KELLEY CREATE	IN2177365	JH133670	12/24/2025	103.93	103.93	01/07/2026
10006	KELLEY CREATE	IN2189409	JH13332	01/05/2026	19.96	19.96	01/14/2026
10006	KELLEY CREATE	IN2189409	JH13332	01/05/2026	19.96	19.96	01/14/2026
10006	KELLEY CREATE	IN2189409	JH13332	01/05/2026	19.96	19.96	01/14/2026
10006	KELLEY CREATE	IN2189409	JH13332	01/05/2026	19.97	19.97	01/14/2026
10006	KELLEY CREATE	IN2189415	JH16414	01/05/2026	6.75	6.75	01/14/2026
10006	KELLEY CREATE	IN2190985	JH13312	01/06/2026	351.98	351.98	01/14/2026
10006	KELLEY CREATE	IN2191187	JH13332	01/07/2026	75.00	75.00	01/14/2026
10006	KELLEY CREATE	IN2191187	JH13332	01/07/2026	75.00	75.00	01/14/2026
10006	KELLEY CREATE	IN2191187	JH13332	01/07/2026	75.00	75.00	01/14/2026
10006	KELLEY CREATE	IN2191187	JH13332	01/07/2026	75.00	75.00	01/14/2026
10006	KELLEY CREATE	IN2195259	JH16535	01/12/2026	143.69	143.69	01/14/2026
Total KELLEY CREATE:					1,803.34	1,803.34	
KEN'S EQUIPMENT REPAIR, INC							
1390	KEN'S EQUIPMENT REPAIR, IN	65842	TRANSFER TRLR #1	12/05/2025	130.00	130.00	01/14/2026
1390	KEN'S EQUIPMENT REPAIR, IN	65848	GRADER #140	12/08/2025	3,798.05	3,798.05	01/14/2026
1390	KEN'S EQUIPMENT REPAIR, IN	65849	GRADER #140	12/08/2025	493.95	493.95	01/14/2026
1390	KEN'S EQUIPMENT REPAIR, IN	65880	TRANSFER	12/15/2025	574.50	574.50	01/14/2026
1390	KEN'S EQUIPMENT REPAIR, IN	65910	TRANSFER TRLR #1	12/22/2025	2,161.35	2,161.35	01/14/2026
1390	KEN'S EQUIPMENT REPAIR, IN	65942	HOSE & FITTINGS	01/05/2026	126.50	126.50	01/14/2026
Total KEN'S EQUIPMENT REPAIR, INC:					7,284.35	7,284.35	
KENYON NOBLE							
776	KENYON NOBLE	1045912	WOOD	12/02/2025	60.00	60.00	01/07/2026
776	KENYON NOBLE	1046025	WOOD	12/02/2025	435.60	435.60	01/07/2026
776	KENYON NOBLE	1052126	SNOW PUSHER	12/05/2025	110.42	110.42	01/07/2026
776	KENYON NOBLE	1056538	EPOXY SYRINGE	12/09/2025	8.99	8.99	01/07/2026
776	KENYON NOBLE	1060051	BLADE	12/10/2025	42.98	42.98	01/07/2026
776	KENYON NOBLE	1064271	HEADLAMP	12/12/2025	89.98	89.98	01/07/2026
776	KENYON NOBLE	1064271	HEADLAMP	12/12/2025	314.93	314.93	01/07/2026
776	KENYON NOBLE	1067409	SOLDERING IRON	12/15/2025	54.87	54.87	01/07/2026
776	KENYON NOBLE	1069778	CONCRETE MIX	12/26/2025	71.88	71.88	01/07/2026
776	KENYON NOBLE	1072960	GAS CAN	12/18/2025	50.99	50.99	01/07/2026
776	KENYON NOBLE	1072960	GAS CAN	12/18/2025	50.98	50.98	01/07/2026
776	KENYON NOBLE	1073589	SCABBARD	12/18/2025	6.99	6.99	01/07/2026
776	KENYON NOBLE	1074812	TOOLS FOR NISSAN	12/19/2025	208.94	208.94	01/07/2026
776	KENYON NOBLE	1079322	EYE TOP	12/23/2025	2.79	2.79	01/07/2026
Total KENYON NOBLE:					1,510.34	1,510.34	
L.N. CURTIS AND SONS							
10004	L.N. CURTIS AND SONS	INV1019349	HURST TOOL REPAIR	12/15/2025	1,557.00	1,557.00	01/07/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total L.N. CURTIS AND SONS:					1,557.00	1,557.00	
LEHRKIND'S COCA-COLA							
2830	LEHRKIND'S COCA-COLA	2296241	Water	12/30/2025	24.00	24.00	01/07/2026
2830	LEHRKIND'S COCA-COLA	2313743	Water	12/23/2025	36.50	36.50	01/07/2026
2830	LEHRKIND'S COCA-COLA	2313744	Water	12/23/2025	24.00	24.00	01/07/2026
2830	LEHRKIND'S COCA-COLA	2316884	Water	01/06/2026	6.00-	6.00-	01/14/2026
2830	LEHRKIND'S COCA-COLA	2316900	Water	01/06/2026	42.00	42.00	01/14/2026
2830	LEHRKIND'S COCA-COLA	2316901	Water	01/07/2026	26.50	26.50	01/14/2026
Total LEHRKIND'S COCA-COLA:					147.00	147.00	
LES SCHWAB							
10006	LES SCHWAB	92000062695	NEW TIRE	12/09/2025	515.05	515.05	01/07/2026
Total LES SCHWAB:					515.05	515.05	
LIBDATA							
10008	LIBDATA	6571	YEARLY SUPPORT FEE	01/02/2026	500.00	500.00	01/13/2026
Total LIBDATA:					500.00	500.00	
LIVINGSTON ACE HARDWARE - #122005							
26	LIVINGSTON ACE HARDWARE -	H26823	ADHESIVE	11/29/2025	16.98	16.98	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H27958	ICE SCRAPER	12/01/2025	16.99	16.99	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H28065	Fasteners	12/01/2025	56.95	56.95	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H28181	CAR CHARGER	12/01/2025	37.48	37.48	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H29070	Parts	12/03/2025	20.98	20.98	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H30647	M3 CHARGING PLUG	12/06/2025	9.99	9.99	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H32198	TAPE	12/09/2025	32.99	32.99	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H32505	THREMOSTAT	12/10/2025	39.98	39.98	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H32587	CREDIT RETURN	12/10/2025	28.00-	28.00-	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H32679	T1 REPAIR	12/10/2025	15.17	15.17	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H32691	STAPLES	12/10/2025	11.18	11.18	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H33448	BATTERIES	12/12/2025	278.95	278.95	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H33519	ADAPTER	12/12/2025	21.99	21.99	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H33524	Parts for Spray Bar	12/12/2025	34.76	34.76	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H34827	THICKNER POLYMER SKID	12/15/2025	44.94	44.94	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H34840	SOAP	12/15/2025	9.98	9.98	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H34927	COUPLING PVC	12/15/2025	4.59	4.59	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H35300	FASTENERS	12/16/2025	33.48	33.48	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H36011	Parts	12/18/2025	6.18	6.18	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H36017	FASTENERS	12/18/2025	26.99	26.99	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H36084	Parts	12/18/2025	4.59	4.59	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H36265	Parts	12/18/2025	9.36	9.36	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H38025	TAPE	12/22/2025	29.98	29.98	01/07/2026
26	LIVINGSTON ACE HARDWARE -	H38328	SHARPENING SET	12/23/2025	33.99	33.99	01/07/2026
26	LIVINGSTON ACE HARDWARE -	X69865	CLEANING SUPPLIES	12/03/2025	19.96	19.96	01/07/2026
26	LIVINGSTON ACE HARDWARE -	X70335	PIPE FOR SPRAY BAR	12/09/2025	133.65	133.65	01/07/2026
Total LIVINGSTON ACE HARDWARE - #122005:					924.08	924.08	
LIVINGSTON HEALTH CARE							
55	LIVINGSTON HEALTH CARE	2026.01	MEDICAL DIRECTOR SERIVCES	01/05/2026	1,250.00	1,250.00	01/07/2026
55	LIVINGSTON HEALTH CARE	5251245	MEDS	12/29/2025	235.90	235.90	01/07/2026
55	LIVINGSTON HEALTH CARE	5252142	MEDS	12/30/2025	4.73	4.73	01/07/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total LIVINGSTON HEALTH CARE:					1,490.63	1,490.63	
LOGAN LANDFILL							
10007	LOGAN LANDFILL	122605	DUMP FEES	12/01/2025	1,026.00	1,026.00	01/14/2026
10007	LOGAN LANDFILL	122630	DUMP FEES	12/02/2025	1,387.00	1,387.00	01/14/2026
10007	LOGAN LANDFILL	122655	DUMP FEES	12/03/2025	1,200.00	1,200.00	01/14/2026
10007	LOGAN LANDFILL	122687	DUMP FEES	12/04/2025	1,843.00	1,843.00	01/14/2026
10007	LOGAN LANDFILL	122739	DUMP FEES	12/08/2025	2,276.00	2,276.00	01/14/2026
10007	LOGAN LANDFILL	122769	DUMP FEES	12/09/2025	1,191.00	1,191.00	01/14/2026
10007	LOGAN LANDFILL	122801	DUMP FEES	12/10/2025	2,127.00	2,127.00	01/14/2026
10007	LOGAN LANDFILL	122834	DUMP FEES	12/11/2025	1,447.00	1,447.00	01/14/2026
10007	LOGAN LANDFILL	122864	DUMP FEES	12/12/2025	623.00	623.00	01/14/2026
10007	LOGAN LANDFILL	122899	DUMP FEES	12/15/2025	1,246.00	1,246.00	01/14/2026
10007	LOGAN LANDFILL	122927	DUMP FEES	12/16/2025	1,347.00	1,347.00	01/14/2026
10007	LOGAN LANDFILL	122964	DUMP FEES	12/17/2025	732.00	732.00	01/14/2026
10007	LOGAN LANDFILL	122980	DUMP FEES	12/18/2025	1,343.00	1,343.00	01/14/2026
10007	LOGAN LANDFILL	123016	DUMP FEES	12/19/2025	749.00	749.00	01/14/2026
10007	LOGAN LANDFILL	123043	DUMP FEES	12/22/2025	1,066.00	1,066.00	01/14/2026
10007	LOGAN LANDFILL	123069	DUMP FEES	12/23/2025	1,464.00	1,464.00	01/14/2026
10007	LOGAN LANDFILL	123094	DUMP FEES	12/24/2025	1,345.00	1,345.00	01/14/2026
10007	LOGAN LANDFILL	123110	DUMP FEES	12/26/2025	1,541.00	1,541.00	01/14/2026
10007	LOGAN LANDFILL	123133	DUMP FEES	12/29/2025	670.00	670.00	01/14/2026
10007	LOGAN LANDFILL	123156	DUMP FEES	12/30/2025	1,949.00	1,949.00	01/14/2026
10007	LOGAN LANDFILL	123185	DUMP FEES	12/31/2025	1,373.00	1,373.00	01/14/2026
10007	LOGAN LANDFILL	123209	DUMP FEES	01/02/2026	1,472.00	1,472.00	01/14/2026
10007	LOGAN LANDFILL	123254	DUMP FEES	01/05/2026	1,242.00	1,242.00	01/14/2026
10007	LOGAN LANDFILL	123282	DUMP FEES	01/06/2026	1,471.00	1,471.00	01/14/2026
10007	LOGAN LANDFILL	123336	DUMP FEES	01/07/2026	1,387.00	1,387.00	01/14/2026
10007	LOGAN LANDFILL	123364	DUMP FEES	01/08/2026	1,223.00	1,223.00	01/14/2026
Total LOGAN LANDFILL:					34,740.00	34,740.00	
MAIN LINE MECHANICS INC							
10007	MAIN LINE MECHANICS INC	449	TIE ROD END	11/24/2025	1,399.91	1,399.91	01/07/2026
Total MAIN LINE MECHANICS INC:					1,399.91	1,399.91	
MIDWAY RENTAL, INC.							
3040	MIDWAY RENTAL, INC.	2153440-0001	COMPRESSOR	11/03/2025	174.56	174.56	01/07/2026
Total MIDWAY RENTAL, INC.:					174.56	174.56	
MISC							
99999	MISC	2026.1	SCHAEFFER, LEO	01/13/2026	3.00	3.00	01/13/2026
99999	MISC	3874190	REFUND PAYMENT FOR AUCTO	10/30/2025	5,000.00	5,000.00	01/14/2026
99999	MISC	3874190	REFUND AUCTION FEE	10/30/2025	525.00	525.00	01/14/2026
99999	MISC	3874190	REFUND WIRE TRANSFER FEE	10/30/2025	30.00	30.00	01/14/2026
99999	MISC	3874190	REFUND TOWING BILL	10/30/2025	125.00	125.00	01/14/2026
99999	MISC	97919193	REFUND FACILITY DEPOSIT	12/29/2025	100.00	100.00	01/14/2026
99999	MISC	TK2024.0020.2	Bond Refund	01/14/2026	100.00	100.00	01/14/2026
Total MISC:					5,883.00	5,883.00	
MOBILE REPAIR & WELDING, INC							
10	MOBILE REPAIR & WELDING, IN	37199	iron plates	12/23/2025	31.60	31.60	01/14/2026
10	MOBILE REPAIR & WELDING, IN	37226	TARP ROD REPAIR	01/06/2026	7.16	7.16	01/14/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MOBILE REPAIR & WELDING, INC:					38.76	38.76	
MONTANA DEPT. OF PUBLIC SERVICE REGULATI							
10007	MONTANA DEPT. OF PUBLIC SE	9584	ANNUAL REGISTRATION	01/01/2026	5.00	5.00	01/14/2026
Total MONTANA DEPT. OF PUBLIC SERVICE REGULATI:					5.00	5.00	
MONTANA IMAGING SERVICES							
10008	MONTANA IMAGING SERVICES	INV-1	FR SCREENING	01/01/2026	3,000.00	3,000.00	01/14/2026
Total MONTANA IMAGING SERVICES:					3,000.00	3,000.00	
MONTANA LINEN SUPPLY LLC							
10007	MONTANA LINEN SUPPLY LLC	547760	MATS 228 W CALLENDAR	12/05/2025	55.27	55.27	01/13/2026
10007	MONTANA LINEN SUPPLY LLC	550534	MATS 228 W CALLENDAR	12/19/2025	130.05	130.05	01/13/2026
10007	MONTANA LINEN SUPPLY LLC	551893	MATS 220 E PARK	12/26/2025	126.95	126.95	01/07/2026
10007	MONTANA LINEN SUPPLY LLC	551896	330 BENNETT ST	12/26/2025	26.31	26.31	01/07/2026
10007	MONTANA LINEN SUPPLY LLC	551896	330 BENNETT ST	12/26/2025	26.31	26.31	01/07/2026
10007	MONTANA LINEN SUPPLY LLC	551896	330 BENNETT ST	12/26/2025	26.31	26.31	01/07/2026
10007	MONTANA LINEN SUPPLY LLC	551896	330 BENNETT ST	12/26/2025	26.32	26.32	01/07/2026
10007	MONTANA LINEN SUPPLY LLC	553274	MATS 228 W CALLENDAR	01/02/2026	55.27	55.27	01/13/2026
10007	MONTANA LINEN SUPPLY LLC	554691	MATS 220 E PARK	01/09/2026	126.95	126.95	01/14/2026
Total MONTANA LINEN SUPPLY LLC:					599.74	599.74	
MONTANA MUNICIPAL INTERLOCAL AUTHORITY							
10002	MONTANA MUNICIPAL INTERLO	DR1005839	EV2025013022	12/31/2025	1,500.00	1,500.00	01/07/2026
Total MONTANA MUNICIPAL INTERLOCAL AUTHORITY:					1,500.00	1,500.00	
MONTANA OCCUPATIONAL HEALTH							
10006	MONTANA OCCUPATIONAL HEA	21014	PHYSICALS - PIERCE	12/09/2025	680.00	680.00	01/07/2026
10006	MONTANA OCCUPATIONAL HEA	21026	PHYSICALS - ROEHL	12/15/2025	680.00	680.00	01/07/2026
10006	MONTANA OCCUPATIONAL HEA	21034	PHYSICALS - MARTYNN	12/15/2025	680.00	680.00	01/07/2026
10006	MONTANA OCCUPATIONAL HEA	21040	PHYSICALS - RIOS	12/17/2025	680.00	680.00	01/07/2026
10006	MONTANA OCCUPATIONAL HEA	21047	PHYSICALS - FILCE	12/17/2025	489.00	489.00	01/07/2026
10006	MONTANA OCCUPATIONAL HEA	21063	PHYSICALS - ADAMS	12/24/2025	680.00	680.00	01/14/2026
10006	MONTANA OCCUPATIONAL HEA	21064	PHYSICALS - VIEGUT	12/24/2025	126.00	126.00	01/14/2026
10006	MONTANA OCCUPATIONAL HEA	21066	PHYSICALS - ENGLE	12/24/2025	680.00	680.00	01/14/2026
Total MONTANA OCCUPATIONAL HEALTH:					4,695.00	4,695.00	
MONTANA STATE - FIRE SERVICES TRAINING							
2631	MONTANA STATE - FIRE SERVI	34-200	STEWART FF2 CERT	01/05/2026	95.00	95.00	01/14/2026
Total MONTANA STATE - FIRE SERVICES TRAINING:					95.00	95.00	
MOUNTAIN FRESH CLEANING							
10005	MOUNTAIN FRESH CLEANING	178	JANITORIAL SERVICES	01/02/2026	2,800.00	2,800.00	01/13/2026
Total MOUNTAIN FRESH CLEANING:					2,800.00	2,800.00	
MSU EXTENSION SERVICE							
3275	MSU EXTENSION SERVICE	68	ECONOMIC DEVELOPMENT	01/09/2026	2,991.20	2,991.20	01/14/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MSU EXTENSION SERVICE:					2,991.20	2,991.20	
MURDOCH'S RANCH & HOME SUPPLY							
3688	MURDOCH'S RANCH & HOME S	INV-016409044	SUPPLIES	08/12/2025	915.83	915.83	01/07/2026
Total MURDOCH'S RANCH & HOME SUPPLY:					915.83	915.83	
NORDIC FIRE DEFENSE							
10006	NORDIC FIRE DEFENSE	1370	FIRE EXTINGUISHER SERVICE	11/05/2025	148.00	148.00	01/14/2026
Total NORDIC FIRE DEFENSE:					148.00	148.00	
PARK ELECTRIC COOPERTIVE, INC.							
2915	PARK ELECTRIC COOPERTIVE,	16005000-004	MEYERS FLAT RADIO TOWER	12/31/2025	192.66	192.66	01/14/2026
2915	PARK ELECTRIC COOPERTIVE,	23034000-002	NORTH RADIO REPEATER	12/31/2025	34.70	34.70	01/14/2026
Total PARK ELECTRIC COOPERTIVE, INC.:					227.36	227.36	
RESSLER MOTOR COMPANY							
10001	RESSLER MOTOR COMPANY	2221592	SILVERADO REPAIR	12/22/2025	641.65	641.65	01/07/2026
Total RESSLER MOTOR COMPANY:					641.65	641.65	
RIVER BEND THREADS							
2299	RIVER BEND THREADS	7022	LOGO APPAREL	12/09/2025	149.60	149.60	01/07/2026
2299	RIVER BEND THREADS	7022	LOGO APPAREL	12/09/2025	149.60	149.60	01/07/2026
2299	RIVER BEND THREADS	7022	LOGO APPAREL	12/09/2025	149.60	149.60	01/07/2026
2299	RIVER BEND THREADS	7022	LOGO APPAREL	12/09/2025	149.60	149.60	01/07/2026
2299	RIVER BEND THREADS	7022	LOGO APPAREL	12/09/2025	149.60	149.60	01/07/2026
2299	RIVER BEND THREADS	7052	VEST	12/26/2025	248.00	248.00	01/07/2026
2299	RIVER BEND THREADS	7052	VEST	12/26/2025	248.00	248.00	01/07/2026
2299	RIVER BEND THREADS	7052	VEST	12/26/2025	248.00	248.00	01/07/2026
2299	RIVER BEND THREADS	7052	VEST	12/26/2025	248.00	248.00	01/07/2026
2299	RIVER BEND THREADS	7052	VEST	12/26/2025	248.00	248.00	01/07/2026
2299	RIVER BEND THREADS	7078	JACKET	12/29/2025	95.00	95.00	01/07/2026
2299	RIVER BEND THREADS	7096	SCREEN PRINTED SHIRTS	01/05/2026	115.20	115.20	01/14/2026
2299	RIVER BEND THREADS	7096	SCREEN PRINTED SHIRTS	01/05/2026	115.20	115.20	01/14/2026
2299	RIVER BEND THREADS	7096	SCREEN PRINTED SHIRTS	01/05/2026	115.20	115.20	01/14/2026
2299	RIVER BEND THREADS	7096	SCREEN PRINTED SHIRTS	01/05/2026	115.20	115.20	01/14/2026
2299	RIVER BEND THREADS	7096	SCREEN PRINTED SHIRTS	01/05/2026	115.20	115.20	01/14/2026
Total RIVER BEND THREADS:					2,659.00	2,659.00	
RIVERSIDE HARDWARE LLC							
3659	RIVERSIDE HARDWARE LLC	265221	GFCI FOR STREET LIGHTS	12/05/2025	64.99	64.99	01/14/2026
Total RIVERSIDE HARDWARE LLC:					64.99	64.99	
ROCKY MOUNTAIN SUPPLY INC							
10006	ROCKY MOUNTAIN SUPPLY INC	12127	WRF DIESEL	12/18/2025	876.53	876.53	01/07/2026
10006	ROCKY MOUNTAIN SUPPLY INC	12139	DIESEL 800G	12/24/2025	2,122.16	2,122.16	01/07/2026
10006	ROCKY MOUNTAIN SUPPLY INC	1300286	DRUM	12/12/2025	398.00	398.00	01/07/2026
Total ROCKY MOUNTAIN SUPPLY INC:					3,396.69	3,396.69	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SAFETRAC							
3143	SAFETRAC	51634	CDL Services	01/01/2026	93.60	93.60	01/07/2026
3143	SAFETRAC	51634	CDL Services	01/01/2026	78.00	78.00	01/07/2026
3143	SAFETRAC	51634	CDL Services	01/01/2026	156.00	156.00	01/07/2026
3143	SAFETRAC	51634	CDL Services	01/01/2026	225.20	225.20	01/07/2026
3143	SAFETRAC	51634	CDL Services	01/01/2026	112.60	112.60	01/07/2026
3143	SAFETRAC	51634	CDL Services	01/01/2026	62.40	62.40	01/07/2026
3143	SAFETRAC	51791	EMPLOYMENT SCREEN	12/31/2025	325.00	325.00	01/07/2026
Total SAFETRAC:					1,052.80	1,052.80	
SECURITY SOLUTIONS, INC.							
3020	SECURITY SOLUTIONS, INC.	15153	ALARM MONITORING	01/01/2026	96.00	96.00	01/07/2026
Total SECURITY SOLUTIONS, INC.:					96.00	96.00	
SHAMROCK FOODS COMPANY							
10006	SHAMROCK FOODS COMPANY	35682254	STATION SUPPLIES	01/09/2026	440.52	440.52	01/14/2026
Total SHAMROCK FOODS COMPANY:					440.52	440.52	
SOIL CONTROL LAB							
3346	SOIL CONTROL LAB	4090295	Finished compost	10/09/2024	379.00	379.00	01/14/2026
Total SOIL CONTROL LAB:					379.00	379.00	
SPECIAL LUBE							
1814	SPECIAL LUBE	224-280-32	Oil Change	12/23/2025	60.00	60.00	01/07/2026
1814	SPECIAL LUBE	224-280-32990	Oil Change	12/31/2025	45.00	45.00	01/07/2026
Total SPECIAL LUBE:					105.00	105.00	
STOCKWELL ENGINEERS INC							
10006	STOCKWELL ENGINEERS INC	19256	PARKS MASTER PLANNING	12/18/2025	997.50	997.50	01/14/2026
Total STOCKWELL ENGINEERS INC:					997.50	997.50	
STRYKER SALES CORPORATION							
2470	STRYKER SALES CORPORATIO	800164227	COT REPAIRS	11/24/2025	907.71	907.71	01/14/2026
2470	STRYKER SALES CORPORATIO	800164228	COT REPAIRS	11/24/2025	297.00	297.00	01/14/2026
Total STRYKER SALES CORPORATION:					1,204.71	1,204.71	
TEAR IT UP L.L.C.							
2999	TEAR IT UP L.L.C.	68106	220 E PARK SHREDDING	01/07/2026	70.20	70.20	01/14/2026
Total TEAR IT UP L.L.C.:					70.20	70.20	
THOMSON REUTERS - WEST							
2823	THOMSON REUTERS - WEST	853029579	SOFTWARE	01/01/2026	443.62	443.62	01/07/2026
Total THOMSON REUTERS - WEST:					443.62	443.62	
TRACTOR & EQUIPMENT CO							
10005	TRACTOR & EQUIPMENT CO	BZCS3081072	PARTS	12/18/2025	1,094.31	1,094.31	01/07/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total TRACTOR & EQUIPMENT CO:					1,094.31	1,094.31	
TRANSUNION RISK & ALTERNATIVE							
3376	TRANSUNION RISK & ALTERNA	380349-20251	investigative research	01/01/2026	100.00	100.00	01/07/2026
Total TRANSUNION RISK & ALTERNATIVE:					100.00	100.00	
UPS STORE #2420, THE							
292	UPS STORE #2420, THE	2025.12.29	LPD Shipment	12/29/2025	23.58	23.58	01/07/2026
Total UPS STORE #2420, THE:					23.58	23.58	
USA BLUEBOOK							
1430	USA BLUEBOOK	INV00919222	THERMOMETER	12/26/2025	491.54	491.54	01/07/2026
Total USA BLUEBOOK:					491.54	491.54	
UTILITIES UNDERGROUND LOCATION							
3472	UTILITIES UNDERGROUND LO	5095097	Excavation Notifications	09/30/2025	46.08	46.08	01/07/2026
3472	UTILITIES UNDERGROUND LO	5095097	Excavation Notifications	09/30/2025	46.08	46.08	01/07/2026
3472	UTILITIES UNDERGROUND LO	5095097	Excavation Notifications	09/30/2025	46.09	46.09	01/07/2026
3472	UTILITIES UNDERGROUND LO	5125097	Excavation Notifications	12/31/2025	19.25	19.25	01/14/2026
3472	UTILITIES UNDERGROUND LO	5125097	Excavation Notifications	12/31/2025	19.25	19.25	01/14/2026
3472	UTILITIES UNDERGROUND LO	5125097	Excavation Notifications	12/31/2025	19.25	19.25	01/14/2026
Total UTILITIES UNDERGROUND LOCATION:					196.00	196.00	
WHISTLER TOWING, LLC							
3237	WHISTLER TOWING, LLC	12014	EXTRICATION TRAINING CARS	01/06/2026	50.00	50.00	01/14/2026
3237	WHISTLER TOWING, LLC	12015	EXTRICATION TRAINING CARS	01/06/2026	50.00	50.00	01/14/2026
3237	WHISTLER TOWING, LLC	12018	EXTRICATION TRAINING CARS	01/07/2026	50.00	50.00	01/14/2026
3237	WHISTLER TOWING, LLC	1212	MEDIC 3 REPAIR	12/29/2025	2,133.79	2,133.79	01/07/2026
Total WHISTLER TOWING, LLC:					2,283.79	2,283.79	
XYLEM WATER SOLUTIONS U.S.A, INC.							
2432	XYLEM WATER SOLUTIONS U.S	3356D85603	BASIN FAILURE	08/07/2025	1,882.63	1,882.63	01/07/2026
2432	XYLEM WATER SOLUTIONS U.S	3556D85097	BASIN FAILURE	08/04/2025	19.90	19.90	01/07/2026
Total XYLEM WATER SOLUTIONS U.S.A, INC.:					1,902.53	1,902.53	
YELLOWSTONE NEWS GROUP							
10005	YELLOWSTONE NEWS GROUP	122571089	697435 PUBLIC HEARING	12/31/2025	173.06	173.06	01/07/2026
Total YELLOWSTONE NEWS GROUP:					173.06	173.06	
Grand Totals:					151,870.11	151,870.11	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

File Attachments for Item:

D. PLEDGED SECURITIES FOR DECEMBER 2025

DEPOSITORY BONDS AND SECURITIES
December 31, 2025

	<u>MATURITY</u>	<u>CUSIP NO.</u>	<u>TOTAL AMOUNT PLEGDED</u>
FIRST INTERSTATE BANK			
All Accounts			
Federal Deposit Insurance Corporation			\$ 250,000.00
FEPC	1/1/2035	3132D54K5	947,546.75
FMNT	4/27/2029	3134GWEL6	7,000,000.00
FMNT	7/29/2030	3134GWGJ9	6,000,000.00
FNNT	12/24/2029	3135GAAR2	10,000.00
FERM	9/25/2049	3137FPZX6	483,571.92
FERM	12/25/2048	3137H1MS2	731,934.58
FGRM	3/15/2045	3137H52U0	249,579.52
MNAR	7/1/2029	3140LGSA1	595,000.00
FFNT	11/18/2030	31422B2Z2	175,000.00
TOTAL - First Interstate Bank			<u><u>\$ 16,442,632.77</u></u>
OPPORTUNITY BANK			
All Accounts			
Federal Deposit Insurance Corporation			\$ 250,000.00
University Colo Enterprise Sys Rev	6/1/2030	91417NMF9	33,382.65
TOTAL - Opportunity Bank			<u><u>\$ 283,382.65</u></u>

PLEDGED SECURITIES AND CASH IN BANK
As of
December 31, 2025

First Interstate Bank

	<u>Total</u>
Cash & CD's on Deposit	\$ 6,581,432.29
FDIC Coverage	250,000.00
Amount Remaining	<u>6,331,432.29</u>
Pledges required @ 50%	3,165,716.15
Actual Amount of Pledges	16,192,632.77
Over (Under) Pledged	<u><u>\$ 13,026,916.63</u></u>

PLEDGED SECURITIES AND CASH IN BANK
As of
December 31, 2025

Opportunity Bank of Montana

	<u>Total</u>
Cash & CD's on Deposit	\$ 260,910.65
FDIC Coverage	250,000.00
Amount Remaining	<u>10,910.65</u>
Pledges required @ 50%	5,455.33
Actual Amount of Pledges	33,382.65
Over (Under) Pledged	<u><u>\$ 27,927.33</u></u>

File Attachments for Item:

E. APPOINTMENT OF TODD WESTER TO THE LIVINGSTON URBAN RENEWAL AGENCY BOARD



DATE: January 20, 2026
TO: Chair Nootz and City Commissioners
FROM: Grant Gager, City Manager
RE: Staff Report for Appointment of Todd Wester to Livingston Urban Renewal Agency

Recommendation and Summary

The City Manager is recommending the Commission approve the appointment of Todd Wester to the Livingston Urban Renewal Agency by adopting the following motion:

"I move to re-appoint Todd Wester to the Livingston Urban Renewal Agency."

The reasons for the recommendation are as follows:

- Title 7-15-4234 of Montana Code Annotated establishes the Urban Renewal Agency and provides that the City Manager shall nominate candidates for consent of the City Commission.
- 2025 Senate Bill 3 established that one seat on the Urban Renewal Agency Board shall be reserved for an appointee of each of the School District and County.

Introduction and History

Per the Bylaws of the Livingston Urban Renewal Agency, the Commission shall appoint each member of the Livingston Urban Renewal Agency (URA). The Montana Legislature passed Senate Bill 3 which provides that the School District overlapping the URA shall be entitled to appoint one seat.

Analysis

Filling the vacancy will enable the Livingston Urban Renewal Agency to more effectively perform its primary functions administering the Urban Renewal Plan as outlined in Title 7, Chapter 15, Parts 42 and 43 of the MCA, including, but not limited to 7-15-4233 MCA.

Fiscal Impact

The Livingston Urban Renewal Agency is an uncompensated Board of the City of Livingston so there is no fiscal impact from filling the vacancy.



Strategic Alignment

This appointment will help the City of Livingston fulfill its requirements under the Livingston Municipal Code.

Attachments

- None

File Attachments for Item:

F. TRANSMITTAL OF CITY COMMISSION PRIORITIES FROM JANUARY 14, 2026, WORK SESSION



DATE: January 20, 2026

TO: Chair Nootz and City Commissioners

FROM: Grant Gager, City Manager

RE: Staff Report for Transmittal of Commission Priorities from January 14, 2026, Work Session

Recommendation and Summary

The City Manager is transmitting the City Commission priorities as discussed at the January 14, 2026, City Commission Work Session. As such, no motion is requested or required.

The reason for the transmittal is as follows:

- The Livingston City Commission held a work session on January 14, 2026, to discuss priorities to focus on.

Introduction and History

At its meeting on January 6, 2026, the City Commission decided to hold a work session to discuss priorities for calendar year 2026 and beyond. The City Commission met on January 14, 2026, for that work session.

Analysis

The attached documents outline the priorities as discussed on January 14, 2026.

Fiscal Impact

There is no fiscal impact arising from this transmittal.

Strategic Alignment

The establishment of priorities by the Commission helps ensure that the City Manager, staff and community remain aligned in their expectations of work performed by the City.

Attachments

- Attachment A: List of Priorities
- Attachment B: Photographs from January 14, 2026, work session

Topic / Item	Priority Level
Infrastructure	
Crossing	High
Veteran's Memorial	High
Storm water	Medium
Waterways	Medium
Neighborhood Infrastructure (Sidewalks/Active Transportation)	Low
Public Amenity Upgrades (Parks, Down Town)	Low

Operations	
Disaster Preparation (Community Wildfire Protection Plan, Evacuation)	High
Emergency Services (staffing, consolidation)	High
Wellness Center	High

Commission Meetings/Policy	
Annexation Policy	High
Communications (Surveys, TV, Meetings, Proclamations, Listening Sessions, Department Updates)	High
Economic Oppurtunity/Development	High
Urban Renewal Plan update	High
Board Management (Policy, Operations, Residency, Existence)	Medium
Strategic Planning	Medium
1st Class City (10k population)	Low
Grants Reporting	Low
Vocational Education	Low
Agenda/Meetings (Length)	In Process
Department Updates	In Process
Event fees	In Process

(H) • Veterans Memorial

(M) • Storm water

(L) • Neighborhood Infra. (Sidewalks / AT)

H = 8
M = 4
L = 3
V = 3

Infra

(H) • Crossing

(L) • Public Amenity Upgrades (Parks, DT)

(M) • Waterways

(H) • Wellness Center

Ops

(H) • Disaster Prep / Emergency Svcs (H) ^{ed./inf}
(CWPP, Evac) (staffing, consultation)

(H) • Annexation

(L) • 1st Class City (10K pop.)

(M) • Board Mgmt (Policy Ops, Residing existence)

(M) • Strategic Planning

Commission/Policy
Notes

(H) • Economic Opp. Development (M) Dept updates

(H) • Urban Renewal Plan

(L) • Vocational Ed

(H) • Communications → (Listening Sessions, Dept updates, Surveys, TV, Meetings, Proclamations)

(V) • Event fees

(V) • Agenda / Meetings Length

(L) • Grants Reporting

File Attachments for Item:

A. A PROCLAMATION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RECOGNIZING APRIL 24, 2026 AS NATIONAL ARBOR DAY IN LIVINGSTON, MONTANA



Proclamation Of the Livingston City Commission

Declaring April 24, 2026, as National Arbor Day
in Livingston, Montana

WHEREAS, Arbor Day is a day dedicated to the celebration of trees and the significant benefits they provide our environment, our communities, and our future; and

WHEREAS, Arbor Day began with the vision of J. Sterling Morton, a Nebraska City editor, who proposed a tree planning holiday in 1872, recognizing that trees offer clean air, water, cooling shade, and habitat for wildlife; and

WHEREAS, Arbor Day has grown to be celebrated in all 50 states, with communities around the world coming together each year to plant trees and promote environmental stewardship; and

WHEREAS, the City of Livingston takes pride in the dedication efforts of its Parks Department, which is responsible for maintaining trees in our 14 city parks and providing assistance to the community with tree-related matters when needed; and

WHEREAS, the City of Livingston, in partnership with Livingston Loves Trees and local volunteers, planted over 100 new trees last year, demonstrating our collective commitment to a greener, more sustainable future;

WHEREAS, the preservation and planning of trees is an important aspect of maintaining a health and vibrant community;

NOW, THEREFORE, BE IT RESOLVED, on behalf of the Livingston City Commission, I, Melissa Nootz, Chair, do hereby proclaim April 24, 2026, to be:

NATIONAL ARBOR DAY IN LIVINGSTON, MONTANA

Further, I encourage all residents, schools, and organizations to join in the celebration of trees, engage in planting efforts, and recognize the essential role trees play in enhancing our quality of life.

Signed this ___ day of January, 2026

Melissa Nootz, Chair
Livingston City Commission

Emily Hutchinson
City Clerk

Livingston, Montana

File Attachments for Item:

A. CITY-COUNTY HEALTH DEPARTMENT PRESENTATION OF COMMUNITY HEALTH ASSESSMENT 2025-2028



HEALTH DEPARTMENT
CITY | COUNTY



Livingston
HealthCare

Billings Clinic Affiliate

Community Health Assessment 2025-2028



414 East Callender St
Livingston, MT 59047



(406) 222-4145
parkcounty.org

Executive Summary

A Changing Community

The 2025 Park County Community Health Assessment (CHA) presents a comprehensive look at the health and well-being of our residents, highlighting both persistent challenges and emerging concerns. This year’s assessment reveals significant shifts in the local landscape, most notably a growing population, mainly of older residents, and a steep rise in the cost of living. These changes are placing increased pressure on working families, older adults, and individuals with limited incomes. These stressors ripple across the whole community, making it hard for young people and families to get established in our communities.

Through a combination of data analysis and direct community engagement, several priority health issues have emerged. These include behavioral health concerns including substance use, social isolation, anxiety, access to affordable healthcare, and—critically—housing stability. The rising cost and limited availability of housing are affecting residents’ physical and mental health, access to services, and overall quality of life.

Rather than relying solely on surveys, this CHA centers the voices of those with firsthand knowledge of community needs, including workers in hospitality, law enforcement, social services, and construction. Their insights, along with those of long-time and new residents, provide a clearer picture of the barriers to health and the opportunities for collective action.

This report is intended to inform local decision-makers, community organizations, and residents as we work together to build a healthier community for everyone.

Key Findings

- **Housing instability** has emerged as a critical health issue. Many residents face high housing costs, substandard living conditions, or risk of displacement, all of which contribute to stress, poor health outcomes, and limited access to services.
- **Social determinants of health**—including income, food insecurity, and limited transportation—are deeply interconnected with health disparities, preventable differences in the burden of disease, injury, violence or opportunity.

“ **If you can’t get your basic needs met, you are not meeting any other needs** ”

Park County Community Member

Table of Contents

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Our Methodology	06
Existing Data Review	07
Key Informant Interview	08
Demographics	09
Priority Areas	10-13
Importance and Relevance	14-18
Conclusion	18
Resources and References	20-21



Part 1

OUR FINDINGS

This section outlines the work performed to conduct the 2025 Park County Community Health Assessment and findings.

KEY FINDINGS



Housing

Housing instability is emerging as a critical health issue affecting the well-being of many in Park County. The shortage of affordable housing options has led to increased stress and uncertainty among residents, compounding existing challenges related to health and financial security.



Healthcare Access

Barriers to healthcare access persist, especially in rural areas where transportation challenges, provider shortages, and limited facilities make it difficult for residents to receive timely and adequate care.



Children and Older Adults

Changing demographics have led to an increased median age in Park County. This, coupled with housing affordability challenges, has resulted in a dwindling workforce population. Consequently, older residents face issues of loneliness and affordability, while families struggle with a lack of childcare. Both groups face difficulty with healthcare, and other essential services.



Mental Health

Many residents are struggling to meet fundamental needs like housing, food, and job security. When coupled with barriers to accessing healthcare services—particularly in behavioral health—these issues contribute to ongoing challenges related to depression, substance use, anxiety, and elevated suicide rates.

Our

Methodology

“The finish line keeps moving. All you can do is work extra jobs.”

Park County Small Business Owner

The 2025 Park County Public Health Assessment seeks to draw insight to our community's health needs. This year, two trends stood out: a notable change in population demographics and sharp increases in the cost of living.

These changes appear to disproportionately impact working-age residents—both long-time community members and newcomers—as well as individuals of all ages living on fixed incomes, such as those relying on Social Security or retirement benefits.

To better understand how these shifts are affecting daily life, the Park County Health Department developed a qualitative interview approach. Rather than distributing a large-scale survey—which often misses individuals with limited internet access or fewer resources—we prioritized direct, in-person conversations.

Our hope is that the insights in this 2025 CHA will support informed decision-making and inspire collaborative action, helping to make Park County a healthier place for everyone.



● 01. Review Existing Data

Key data sources including the U.S. Census, Headwater Economics, and Kids Count provided insight and context to the findings from the 2022 Community Health Assessment. Data sources are noted in text and listed at the end of the report.

● 02. Conduct in-depth interviews

Outreach to individuals with deep insight into the challenges facing working families, particularly in Park County's largest employment sectors like hospitality, tourism, food service, law enforcement, construction, and real estate.

● 03. Solicit Feedback

Community Health Assessment findings were shared with stakeholder groups for feedback and will be used to inform the community health improvement plan.

Existing Data Review

Park County Public Health started the community health assessment process by reviewing existing data, this included national and state data sources including the U.S. Census, the Behavioral Risk Factor Surveillance System, and Headwaters Economic Survey. The health department also had a significant amount of data collected locally such as the Park County Social Isolation and Loneliness Survey (Park County Public Health), Supporting Thriving Youth in Park County, and We Will Park County, just to name a few.

Primary Data- Data collected by the Park County Public Health Department (Social Isolation and Loneliness Survey, Key informant Interviews)

Secondary Data- Data collected by other sources

Priority Areas	Park County Public Health (Primary)	Secondary Data Sources
Housing	✓	✓✓✓✓
Mental Health	✓	✓✓
Children and Older Adults	✓	✓
Healthcare Access	✓	✓
Food Security	✓	✓

Key Informant Interviews

2025



25

Key Informant Interviews

Engaging Conversations with Park County Residents and organizations from around the county. (Several examples below)

Housing

Named Top Concern



- Community Closet
- Park County Realtors
- Local Business Employees
- Office Workers
- Area Resorts

- Law Enforcement and Court staff
- Livingston Food Resource Center
- Park County Drop-In Center
- Gardiner Food Pantry
- Local residents

DEMOGRAPHICS



17,484

Total Population



49.5%



50.5%



\$66,607

Median Household Income
Compared to \$78,538 U.S.

Income Distribution

In the 2019-2023 period, the bottom **40%** of households accumulated **9%** of the income in the county



The top **20%** of households accumulated **58.4%** of the income

Montana DPHHS and Headwaters Economics

Health Coverage and Access



20%, ages 18-64

Uninsured rate among those at or below 138% of poverty level, NIH

~50% Private Insurance **37%** Medicaid/Medicare

Race and Ethnicity

91.7%

white (non-hispanic)

~4% 2 or more races **~4%** Hispanic or latino

Social Determinants

22.6%
13.5% Montana

Children Living in Poverty

1.81%

Unemployment Rate

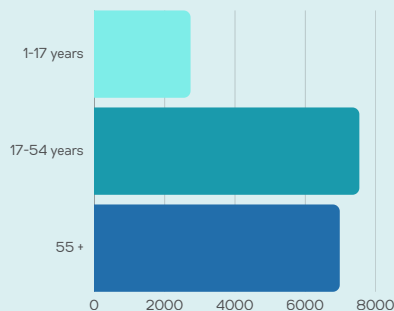
10.66%

Veteran Status

Age Distribution

46.2

Median Age
40.2 Montana



Languages Spoken

97.1% English Only **1.8%** Spanish **1.0%** Other Indo-European

2023 American Community Survey 5-year estimates



HEALTH BEHAVIORS

Mental Health

- Mental health concerns were among the top issues identified by residents.
- Youth mental health is a growing concern, with data from the 2021 Youth Risk Behavior Survey showing:
 - **41%** of students reported feeling sad or hopeless for two or more weeks.
 - **20%** seriously considered attempting suicide.

Physical Activity and Nutrition

25%

Reported no leisure-time physical activity

Health Risk Behaviors



18.9%

Binge Drinking among adults
US=16.6%



14.8%

Current cigarette smoking among adults
US=12.9%



14.8%

Current cigarette smoking among adults
US=12.9%



30%

of high school students report current alcohol use

Priority Area- Housing

“ I don't know of a single person who is renting right now that feels good about it. Any single little thing changes, a medical bill, an increase or added expense of any kind and they are instantly broke with no way out ”

Park County Business Owner



Housing instability in Park County has become a significant public health concern, affecting both physical and mental well-being across the population. The county faces a critically constrained supply of both rental and for-purchase housing, which has led to rising costs and limited availability—especially for low- and moderate-income households. 50% of Park County renter households are cost burdened, meaning they are spending more than 30% of their income on housing, leaving less for expenses like food, childcare, utilities and healthcare.

This shortage contributes to chronic stress, anxiety, and depression, particularly among working families, older adults, and individuals living on fixed incomes. Substandard housing conditions, such as poor insulation, overcrowding, and lack of accessibility, further exacerbate health risks, including respiratory issues and increased fall hazards for seniors. The lack of affordable housing also forces some residents to live farther from essential services, increasing transportation barriers to healthcare, employment, and education.

Additionally, the growing prevalence of short-term rentals has reduced the stock of long-term housing, intensifying displacement pressures. These housing challenges not only undermine individual health but also strain local healthcare systems, social services, and workforce stability—making housing a foundational issue for community health and equity in Park County.



Median Home Price

The median home price is over **\$540,000**, significantly higher than the state average

Short-term rentals

Over **6%** of the housing stock is used for short-term rentals (e.g., Airbnb), reducing availability for long-term residents

Limited Rental Options

Affordable rental units are scarce, and many renters face difficult qualifying criteria and unreliable or very expensive lease conditions

Housing Burden

Many households spend more than **30%** of their income on housing, exceeding the threshold for affordability

Older adults at risk

Nearly **46%** of Park County's population is over 50, many of whom are "house rich and cash poor," struggling with property taxes and downsizing options



Priority Area- Healthcare Access

Access to healthcare in Park County remains a significant public health concern, particularly for rural residents, low-income families, and older adults. While Livingston HealthCare and Community Health Partners/OneHealth provide essential services, many residents still face barriers to timely and affordable care. The county's rural geography contributes to long travel distances for specialty services, and provider shortages—especially in behavioral health and geriatrics—limit availability. As of 2023, per Livingston Healthcare, about 1 in 10 Park County residents under 65 are uninsured. Among the 18-64 year-olds living in poverty, the number of uninsured is closer to 2 in 10, or 20%. This may reflect our high numbers of seasonal workers in retail, hospitality, and recreation that rarely receive employer provided benefits.

Cost remains a major barrier, with limited insurance networks and high deductibles discouraging preventive care and early treatment. Behavioral health access is particularly strained, with long wait times and limited local providers, despite mental health being identified as a top community concern.

These access challenges contribute to delayed diagnoses, unmanaged chronic conditions, and increased reliance on emergency care—placing additional strain on local health systems and widening health disparities. Addressing these gaps is essential to improving overall health outcomes and ensuring care for all Park County residents.



Provider-to-Population Ratio

Park County has a **lower-than-average** ratio of primary care providers per capita compared to national benchmarks, contributing to longer wait times and limited access



Transportation Barriers

- Many residents in rural areas like Shields Valley and Gardiner face long travel distances to reach care.
- Public transportation options are limited, creating barriers for those without personal vehicles.



Behavioral Health Access

- Identified as a top concern in community assessments.
- Limited number of local **mental health providers** and long wait times for services



Uninsured Rate

Park County's overall uninsured rate is estimated to be **slightly higher** than Montana's overall insured rate of **8.4%**, due to its aging population and seasonal workforce

Priority Area- Children & Older Adults

Through the community health assessment process, it became evident that children and older adults were more negatively impacted by the evolving economy of Park County. The decline in the working-age population has resulted in the following challenges.

Children and older adults are recognized as priority populations in Park County due to their unique vulnerabilities and the disproportionate impact of social determinants of health on their well-being. For children, early life experiences—including access to healthcare, stable housing, nutritious food, and safe environments—play a critical role in shaping long-term health outcomes. In Park County, community health initiatives have focused on improving access to behavioral health services, school-based care, and family support programs to address rising concerns around youth mental health and developmental needs.



Older adults, who make up nearly a quarter of the county's population, face challenges related to aging in place, fixed incomes, and limited access to specialized care. Many live in rural or isolated areas, increasing their risk of social isolation, transportation barriers, and unmanaged chronic conditions. Public health efforts in the county have prioritized home-based services, fall prevention, and access to affordable housing to support healthy aging.

By focusing on these populations, the Park County community aims to reduce disparities and build a more inclusive, resilient community.

Children

Population under 18: Approximately **18% of the total population** (about 3,150 children)

- Child poverty rate: **23% of children live below the federal poverty line**—nearly double the overall county rate of 13.1%
- Health insurance: A significant portion of children are enrolled in Medicaid or Healthy Montana Kids (CHIP), **indicating reliance on public health coverage**
- Early childhood services: Park County has limited licensed childcare slots and long waitlists, especially in rural areas, and costs that are out of reach for many families.

Older Adults

Population age 65 and older: **Roughly 23% of the population** (about 4,000 residents), higher than the state and national averages

- Households with seniors: **34.1% of households** include someone age 65 or older
- Aging in place challenges: Many older adults live in homes that are unaffordable, inaccessible, or too large for their needs, increasing risks of isolation and injury
- Access to care: Seniors in rural areas face transportation barriers and limited access to geriatric and specialty care



Priority Area- Mental Health

Mental health is a top public health concern in Park County, where residents face a combination of geographic isolation, limited provider availability, and rising social stressors. Community input and health assessments consistently identify mental health and substance use as urgent issues.

Access to behavioral health services is limited, with long wait times and few local providers, especially in rural areas. The stigma surrounding mental illness, combined with transportation and cost barriers, further prevents many individuals from seeking timely care.

These challenges are compounded by Montana's persistently high suicide rate—among the highest in the nation—which underscores the need for expanded prevention, early intervention, and crisis response services in Park County.



Mental Health

- Montana ranks **2nd in the U.S. for suicide deaths**, with a rate of 32 per 100,000 people (2022).
- Park County residents report high levels of stress and anxiety, especially related to **housing, cost of living, and access to care**.
- Behavioral health provider shortages are a major barrier; many residents must **wait weeks** or travel long distances for care.
- Youth mental health is a growing concern, with increased reports of depression, anxiety, and suicidal ideation among teens.
- Montana BRFSS data shows that nearly **8% of adults** report frequent mental distress (**14+ days of poor mental health** in the past month)



Part 2

IMPORTANCE AND RELEVANCE

This section provides insight and background to relay the importance and significance of the assessment findings.

WHAT IS PUBLIC HEALTH?

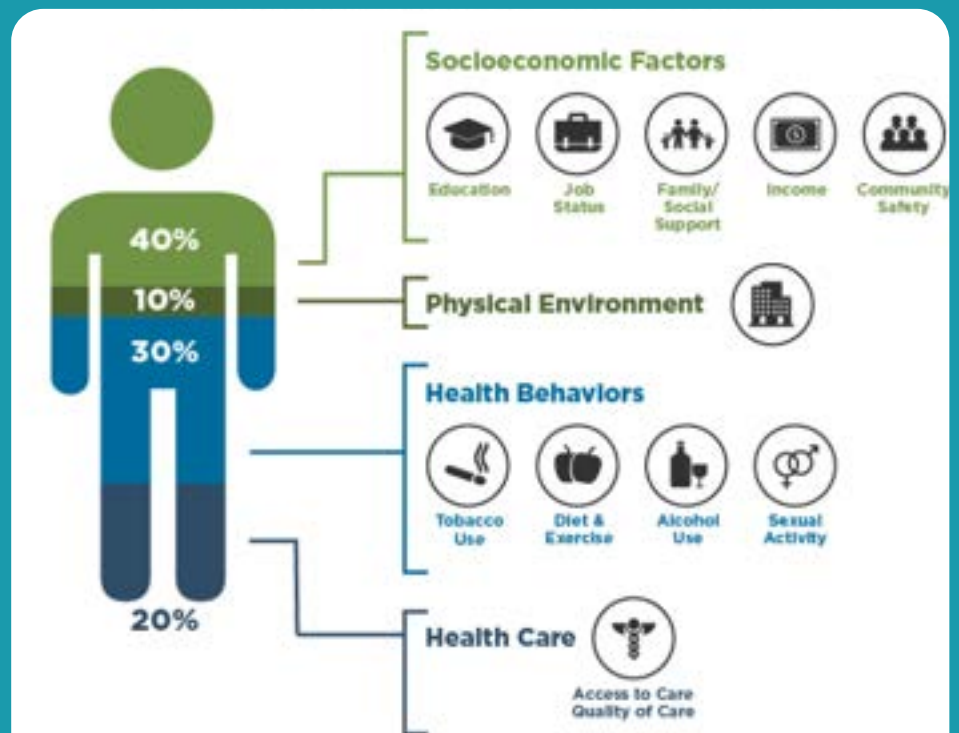
Public health is an important field that works to keep communities and populations healthy. Its main goals are to prevent diseases, extend life, and promote good health through organized efforts. This includes actions by society, organizations, communities, and individuals.

Public health involves many activities, such as tracking diseases, educating people about health, vaccination programs, and encouraging healthy lifestyles. It also aims to reduce health differences among groups and make sure everyone has access to healthcare.

Public health looks at how things like the environment and social factors affect health. It plays a big role in making policies that impact people's well-being. Through research, advocacy, and working with communities, public health tries to create healthier environments and help individuals lead healthier lives, especially those with fewer resources.

DID YOU KNOW?

Throughout history investing in public health is one of the most beneficial commitments a community can make. By focusing on early prevention, which is comparatively low-cost, we can avert severe and costly healthcare issues in the future.



Source: Institute for Clinical Systems Improvement, Going Beyond Clinical Walls: Solving Complex Problems (October 2014)

Institute for Clinical Systems Improvement, 2014

Adapted from The Bridgespan Group

WHAT DETERMINES “HEALTH”?

The health of individuals and communities is influenced by various non-medical factors that impact life expectancy and the quality of life of people in a population. These are known as **social determinants of health**. Understanding these determinants is crucial, as they can both create and **PREVENT** health disparities—differences in health outcomes between groups within a community. Below are some key factors that influence health.



Socioeconomic Status

Income, education, and occupation greatly influence health outcomes. Higher incomes typically lead to better healthcare access, healthier lifestyles, and improved living conditions, while lower incomes create barriers to quality healthcare, nutritious food, safe housing, and education.



Educational Opportunities and Standards

Higher levels of education are associated with better health outcomes due to increased health literacy, better employment prospects, and access to resources for healthier lifestyles



Healthcare Access

Factors such as health insurance coverage, proximity to healthcare facilities, availability of primary care providers, and affordability of services significantly influence an individual's ability to seek timely medical care, preventive services, and treatment for chronic conditions.



Neighborhoods

Access to green spaces, safe housing, clean air, and reliable public transportation enhances well-being, while pollution, limited fresh food access, high crime rates, and poor infrastructure can increase chronic diseases and mental health issues



Social Determinants of Health

These are just a few of the factors which determine the health a community. Understanding a community's strengths and areas of improvement is critical in making impactful decisions for the future.

CONCLUSION

Park County is currently grappling with numerous challenges that appear daunting, if not insurmountable. We are fortunate to have many organizations already working on these issues. These issues touch all of us, newcomers and the many who have nurtured this beautiful area for generations.

So how do we do better? As a community, we can build on successful programs and ensure sufficient resources for work to continue. We can share resources to increase efficacy and prevent redundancy in actions. We can work to fill gaps and build bridges that will lead us to a stronger foundation in housing, food security, early childhood programs, mental health, and social networks. At the very root, it is the human connection that makes a difference.

Next Steps

Focus on combining community efforts

- Encourage collaboration among groups working on similar issues
- Work as a community to gain consensus on priorities and coordinate on funding requests

Advocate

- Can we do a better job of telling others about the needs facing Park County?
- Develop an advocacy group to talk to local government, our representatives at the state and national level and local community groups and funders about our concerns in Park County.
- Foster connections with those who might not be aware or hold other views on these issues.



Our Mission

To promote and protect public health while preventing disease through education, development and implementation of community health services in Park County.



Our Guiding Principles

- 1 Evidence-based practices.
- 2 Collaboration and communication among community members and partners.
- 3 Education and outreach.
- 4 Empowering community members to make healthy choices.

Please let us know if we have missed your organization! We want everyone included.

COMMUNITY RESOURCES

Mental Health Services

Suicide Prevention Lifeline 988

NAMI Montana – Park County Mental Health Resource Guide: Offers a comprehensive list of mental health providers, crisis lines, addiction services, and veteran support

Community Health Partners/One Health. Clinic services, sliding scale and Community Pharmacy. 406 222-1111

Livingston Healthcare, clinic, hospital and emergency services. 406 222-4145

Park County Health Department – Local mental health initiatives and crisis support information, 406 222-4145

Park County Drop-In Center: A safe space for adults with mental health or co-occurring disorders to access services and socialize. 406 600-8332

Rural Resilience, serving mental health needs of students and families in Park County rural schools. contact@ruralresiliencemt.org

Mobile Crisis Response Team, livingstonmontana.org

Housing & Financial Assistance

Montana Fair Housing: Legal support for housing discrimination issues – 1-800-929-2611.

HRDC: Offers housing support, weatherization, and energy assistance programs, Park County Housing Coalition, hellolivingston@thehrdc.org, 406 333-2537

ASPEN, support services for victims of domestic and sexual violence, 406 222-8154

Warming Center Livingston, seasonal 406 333-2537

Food Assistance

Livingston Food Resource Center, serving Livingston, Emigrant and the Shields Valley, school Backpack Program and Summer Lunch Program. Volunteers are always needed. 406 222-5335

Gardiner Food Pantry, groceries and senior meal deliveries in the Gardiner area. 307 250-5853

SNAP (Supplemental Nutrition Assistance Program): 1-888-706-1535.

Meals on Wheels: serves Livingston and Shields Valley, 406 333-2490.

Loaves and Fishes, pay as you can dinner nightly in Livingston, 406 222-4824

Farm to School of Park County, f2spc.org, 406 219-8586

Child & Family Services

Big Brothers Big Sisters: Mentorship for youth – bbbs-bigskycountry.org, 406 222-1930

Park County Early Childhood Coalition, Learning Partners, CHP/OneHealth, 406 922-0846, ext. 846

CASA of Park County and Sweet Grass Counties: Advocacy for children who are victims of child abuse or neglect – casajd6.org.

Gallatin Valley United Way, Child Connect Network, Childcare referrals and financial assistance – greatergallatinunitedway.org

Livingston-Park County Library, parent/child programs, bookmobile services countywide, school-based literacy programs. 406 222-0862

Links for Learning, afterschool and summer program for elementary school children. friendsoflinks.org

Park City County Health Department, WIC, Diaper Depot, public health nurse. 406 222-4145

Livingston Recreation Department, sports, classes, camps, 406 223-2233

Yellowstone Boys and Girls Ranch 406-222-6490

Senior & Disability Services

Counterpoint: Services for adults with disabilities including housing, employment, and transportation – counterpointinc.org

Park County Senior Center, "The Hub", social activities, fitness center, low-income apartments for seniors. 406 333-2276

Angel Line, provides transportation services to seniors over 60 406 222-4668

Shields Valley Senior Center, shieldsvalleyseiorcenter@gmail.com, 406 578-2243

General Help

Montana 2-1-1: A 24/7 helpline for connecting with local services including housing, food, mental health, and more – just dial 211 or visit montana211.org

Hospital Services

Livingston Health Care- Livingston HealthCare (LHC) is a 25-bed Critical Access Hospital providing 24-hour emergency and surgical services, short-term inpatient rehabilitation, and a full range of outpatient diagnostics and treatment. The medical center includes a multi-specialty physician practice, outpatient rehabilitation therapies, home-based services, and access to visiting specialists. LHC serves residents and visitors across Park County and the surrounding region through its main medical center, Urgent Care, and satellite clinic locations.

REFERENCES

Healthcare Access & Public Health

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- Livingston HealthCare. (2023). Community Health Needs Assessment & Implementation Plan. <https://www.livingstonhealthcare.org/about-us/our-community/>
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Mental Health & Behavioral Health

- Montana Department of Public Health and Human Services. (2024). Suicide in Montana: Facts, Figures, and Formulas for Prevention. <https://dphhs.mt.gov/assets/suicideprevention/SuicideinMontana092324.pdf>
- Substance Abuse and Mental Health Services Administration. (2020). Behavioral Health Barometer: Montana, Volume 6. https://www.samhsa.gov/data/sites/default/files/reports/rpt32843/Montana-BH-Barometer_Volume6.pdf

Housing & Affordability

- Human Resource Development Council of District IX. (2021). Park County Housing Needs Assessment. <https://thehrdc.org/wp-content/uploads/2021/11/Park-County-Housing-Needs-Assessment-2021-1.pdf>
- Park County Housing Coalition. (2022). Park County Housing Action Plan. <https://www.parkcountyhousing.com/documents>
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- USHousingData.com. (2025). Fair Market Rents for Park County, MT. <https://www.ushousingdata.com/fair-market-rents/park-county-mt>

Demographics & Community Profile

- U.S. Census Bureau. (2023). American Community Survey 5-Year Estimates: Park County, MT. <https://censusreporter.org/profiles/05000US30067-park-county-mt/>
- County Health Rankings & Roadmaps. (2023). Montana Data and Resources. <https://www.countyhealthrankings.org/health-data/montana/data-and-resources>

ACKNOWLEDGEMENTS

Neva Loney, Montana DPHHS Systems Improvement, for her guidance in helping us create this document

The many individuals, business owners, community leaders and government staff who so honestly shared their experiences with us for this project.

Thank you for your support!



Contact

Park County Public Health Department
414 E Callendar St. Livingston, MT 59047
(406) 222-4145

parkcounty.org

File Attachments for Item:

A. CONSIDERATION OF A VARIANCE REQUEST FOR 511 E. GEYSER STREET



DATE: January 20, 2026
TO: Chair Nootz and City Commissioners
FROM: Jennifer Severson, Planning Director
RE: Staff Report **for a Density Variance Request in R-II to allow an additional dwelling unit**

Recommendation and Summary

Staff recommends the Commission deny the requested density variance stated in Sec. 30.41 of the Livingston Municipal Code by adopting the following motion:

"I move to deny the requested variance to allow an additional unit of residential density on the property located at 511 E Geyser Street."

The reasons for the recommendation are as follows:

- The minimum lot size in the R-II zoning district is 3,500 square feet, which allows a maximum of 2 residential dwelling units (either a duplex or a single-family residence with an Accessory Dwelling Unit)
- The applicant’s property is ~ 6,400 square feet and a residential duplex (2 units) exists on the property.
- The minimum lot size required in the R-II district to allow a third dwelling unit is 7,000 square feet.

Introduction and History

The owner of the property located at 511 E Geyser Street, legally described as Livingston Original Townsite, S13, T02 S, R09 E, Block 106, E64’ Lots 17-20, is requesting a variance from the density requirements identified in Chapter 30 of the Livingston Municipal Code in the Medium Density



Residential (R-II) zoning district. The subject parcel is 6,403 square feet and contains an existing residential duplex. The applicant is proposing to build a 720-square-foot apartment above the existing garage that is located at the rear of the property (see Figure 1, below). The minimum lot size required to allow a third dwelling unit in the R-II district is 7,000 square feet.

According to the Variance application, the applicant initiated planning for an above-garage apartment on the subject property several years ago, with the intent to create an ADU. At the time, the City's zoning code did not explicitly exclude ADUs from being applied to one or more residential units in a multifamily building, including a duplex. However, the City amended its code in December 2024 to restrict ADUs to single-family dwellings only. Although the applicant has stated the garage apartment has been planned for several years, a building permit application was not submitted to the City until March 2025. A building permit was issued for the garage apartment on a Friday; on the following Monday, the Building Department notified the applicant that the addition of an ADU on the subject property did not comply with the City's zoning code in place at the time the building permit application was submitted.



Figure 1. 511 E Geysers Street Proposed Site Plan with setbacks and dimensions



Because the current zoning code restricts ADUs from applying to anything but a single-family dwelling, and there is no single-family dwelling on the subject property, the applicant was not eligible to request a variance to allow an ADU. Instead, staff notified the applicant that a variance request could be submitted for an additional unit of density. Hence, this variance request is to allow a third dwelling unit (an additional unit of density) in the R-II district where a maximum of two dwelling units is allowed for 3,500-square feet of lot area.

Analysis (Findings of Fact)

Livingston Municipal Code Section 30.74 stipulates that the City Commission may authorize upon appeal in specific cases such variances from the terms of the City Zoning Ordinance as follows:

- 1) *Will granting the variance request be contrary to the public interest?*

No. The proposed new dwelling unit will be moderately sized and is not anticipated to significantly impact the character or density of the surrounding neighborhood. Furthermore, the additional dwelling unit will be above an existing garage and will not increase the development footprint on the subject property. Consequently, Staff does not anticipate that approving the variance will be contrary to the public interest.

- 2) *Will a literal enforcement of the provisions of this ordinance result in unnecessary hardship for the owner of the subject property?*

No. The applicant is not prevented from using the property as it currently exists. The claimed hardship is related to adding a third dwelling unit, which would be classified as new development and must meet the requirements of the current zoning code.

As stated above, at the time the applicant began planning for this project, ADUs were permitted in conjunction with duplexes. However, the code was amended in December 2024 to restrict ADUs to single-family dwellings. The applicant did not submit a building permit application for the apartment (as an ADU) until March 2025. The applicant had both the responsibility and the opportunity to verify compliance with the updated zoning code prior to submission. The erroneous approval of the building permit application does not create an unnecessary hardship.

Because the hardship stems from the applicant's decision to pursue development that exceeds current zoning allowances—rather than from unique physical constraints of the property itself—staff finds the need for a variance to be a self-imposed hardship.



3) *Will granting the variance request allow a use not permissible under the terms of the ordinance in the R2 zoning district?*

No. The R-II district allows a diversity of housing types, including duplex and garage apartments. Although the proposed apartment does not comply with the density requirements based on the size of the subject parcel, a third dwelling unit is allowed in the R-II district provided a property is adequately sized (at least 7,000 square feet).

4) *Will granting the variance request confer on the applicant any special privilege that is denied by this ordinance to other land in the R2 zoning district?*

Yes. The minimum lot size requirement is used to control density throughout the City of Livingston, including the R-II district. Granting this variance request to allow an additional dwelling unit on a parcel that does not meet the minimum lot size would convey a privilege to the applicant that is denied by the Zoning Ordinance. That said, legally non-conforming residential uses (those that existed before zoning restrictions) exist elsewhere in the R-II district and in other zoning districts in the City. In fact, the existing duplex on the subject parcel was legally non-conforming until the code was revised in December 2024 to allow duplexes on any property where a single-family dwelling is allowed. Subsequently, if this variance is approved, the subject parcel would not be the only property in the R-II district that is less than 7,000 square feet yet has more than two dwelling units.

5) *Will the granting of this variance request be in harmony with the general purpose and intent of this ordinance?*

No. The general purpose and intent of the requirement for a minimum lot size is to control density in residential areas, ensuring that the number of dwelling units permitted on a lot is directly correlated to lot size. Therefore, Staff anticipates that granting the variance is not in accordance with the general purpose and intent of the City's Zoning Ordinance.

Fiscal Impact

It is not anticipated the approval or denial of this variance request will have a financial impact on the City of Livingston.



Strategic Alignment

Although residential density is limited by lot size in the Zoning Ordinance, Staff does not find that the requested variance directly conflicts with the Growth Policy goals, objectives or strategies. In fact, the addition of a 732-square-foot apartment on the subject property supports Goal 5.1 to “provide housing options to meet the needs of all residents”, and Objective 5.1.4 to “promote a mix of housing within neighborhoods that supports a variety of household income levels, household age groups, and housing types”.

Staff Recommendation

Based on the Findings of Fact discussed in this report, Staff finds that the need for the variance, to build an additional dwelling unit, is a self-imposed hardship and granting this variance would confer on the applicant a special privilege that is denied by the City’s Zoning Ordinance. Consequently, Staff recommends the Commission **deny this variance request**.

Attachments

- A. Kaul Variance Request Application

PAID
NOV 17 2025



Livingston Finance

City of Livingston
Department of Planning
220 E. Park St.
Livingston, MT 59047
(406)222-4903
planning@livingstonmontana.org

City of Livingston Variance Instructions

A Variance is required for the construction of any structure or building within the City of Livingston that does not meet the specific standards of the Zoning Ordinance. A Variance cannot grant permission to allow a use that is not allowed in any specific Zoning District.

Variances require a public hearing, and are approved or denied by the City Commission. All Variances are evaluated by the Commission based upon five (5) criteria:

1. Special conditions and circumstances exist which are peculiar to the land, the lot or something inherent in the land which causes the hardship, and which are not applicable to other lands in the same district.
2. A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other tract(s) in the same district.
3. Granting the variance request will not confer on the applicant any special privilege that is denied by this ordinance to other land in the same district.
4. The granting of the variance will be in harmony with the general purpose and intent of this ordinance.
5. In granting a variance, the City Commission may prescribe appropriate conditions and safeguards in conformity with this ordinance.

The property must have a hardship inherent in the land to be considered for a Variance. The City Commission may impose conditions of approval on all Variance Applications to ensure that the above criteria are met. **It is highly recommended that you meet with planning staff prior to applying for a Variance.**

Submittal Requirements:

- Completed Application Form.
- Cover letter with a description of the project and how the project meets the criteria listed in Section 30.74.C of the Zoning Ordinance and included in these instructions.
- Site Plan showing locations of all structures on the property with the distances from the structures to all property lines clearly labeled and area of the lot, and distance from structures on adjoining properties.
- Building Elevations for all new structures with building heights clearly labeled.
- Site Plan showing locations and dimensions of vehicular parking, loading areas, and bike parking dimensions and design, and locations of any refuse areas.
- Landscaping Plans with plant types and size (if required).
- Lighting plans showing compliance with the Night Sky Ordinance if outdoor lighting is proposed.
- Any other documents needed to show compliance with the City of Livingston Zoning Ordinance.
- The Variance review fee.

All documents shall be submitted on either 8 1/2" x 11" or 11" x 17" paper. Additionally, digital copies of the submittal in PDF file format are required.



City of Livingston
Department of Planning
220 E. Park St.
Livingston, MT 59047
(406)222-4903
planning@livingstonmontana.org

City of Livingston Variance Application

1. **Property Owner Name:** Dan and Kathleen Kaul

2. **Location of Property**

General Location: Livingston Original Township

Address: 511 East Geysers

Subdivision: S13, T02 5, R09E Lot: 17-20 Block: E64

Zoning District: _____

3. **Contact Information**

Property Owner

Home Address: 19 Lake Drive

Livingston, MT 59047

Phone Number: 406 220 1272

Email Address: danielekaul@gmail.com

Primary Contact/ Applicant

Name: Dan Kaul

Address: 19 Lake Drive

Livingston, MT 59047

Phone Number: 406 220 1272

Email Address: danielekaul@gmail.com

Secondary Contact

Name: Kathleen Kaul

Address: 19 Lake Drive

Livingston, MT 59047

Phone Number: _____

Email Address: _____

4. Zoning Information

Existing Structures on Property and Year Constructed: Duplex and garage
constructed approximately 1925

Proposed Use: ADU

Building Height: 24'

Building Setback from Property Line:

Front Street: Alley 5'2 Side: 6'0 Rear: 32' Side Street (if corner lot): _____


Number of Vehicular Parking Spaces: 1 Number of Bicycle Parking Spaces: _____

Exterior Lighting? Yes No

Within Historic District or Design Overlay District? Yes No

Landscaping Required? Yes No

I hereby certify that the information included in this application is true and accurate.


Applicant's Signature

11/17/25
Date

Variance Request for ADU at 511 East Geyser

October 14, 2025

City of Livingston
220 East Park St
Livingston, Montana 59047

Subject: ADU Variance Request – 511 East Geyser

Dear Commissioners,

Introduction

I am writing to formally request a variance for the construction of an Accessory Dwelling Unit (ADU) on my property located at 511 East Geyser in Livingston.

Project Background

I have been planning the addition of this ADU for several years. Throughout the planning process, I consulted with Jim Woodhull to ensure that the project was feasible, including conducting onsite inspections and reviewing the proposed plans. In March this year, I actually received the building permit! However, after issuing the permit, Jim realized that the existing structure was classified as a duplex and no longer complied with the current zoning regulations. He informed me of this development on the following Monday, and as a result, we had to cancel the permit. The change in city zoning occurred between the time I initially considered the project and the point at which we were ready to build.

Project Investments

In preparation for receiving the building permit, I made several significant investments. Attached are receipts for the following expenses: \$8,831 paid to Northeastern Energy to move power lines, \$412.50 for architectural drawings, and \$900 for structural engineering services. Additionally, I refinanced the existing house to raise the necessary funds for this project. Everything is in place and ready to proceed.

Project Details and Public Interest

The ADU is planned to be built over an existing garage located in the alley, which means no additional parking will be required. The project does not run contrary to the public interest and will not cause any undue hardship to the neighborhood. Importantly, the concept and planning for this project began at a time when the existing zoning ordinance allowed for this type of construction. Having personally completed several infill projects throughout

Livingston, I believe this ADU aligns with the spirit of the city's growth policy—a policy I strongly support as a local business owner. Perhaps it would worth the city's consideration to allow for ADU's when built above an existing garage?

Conclusion

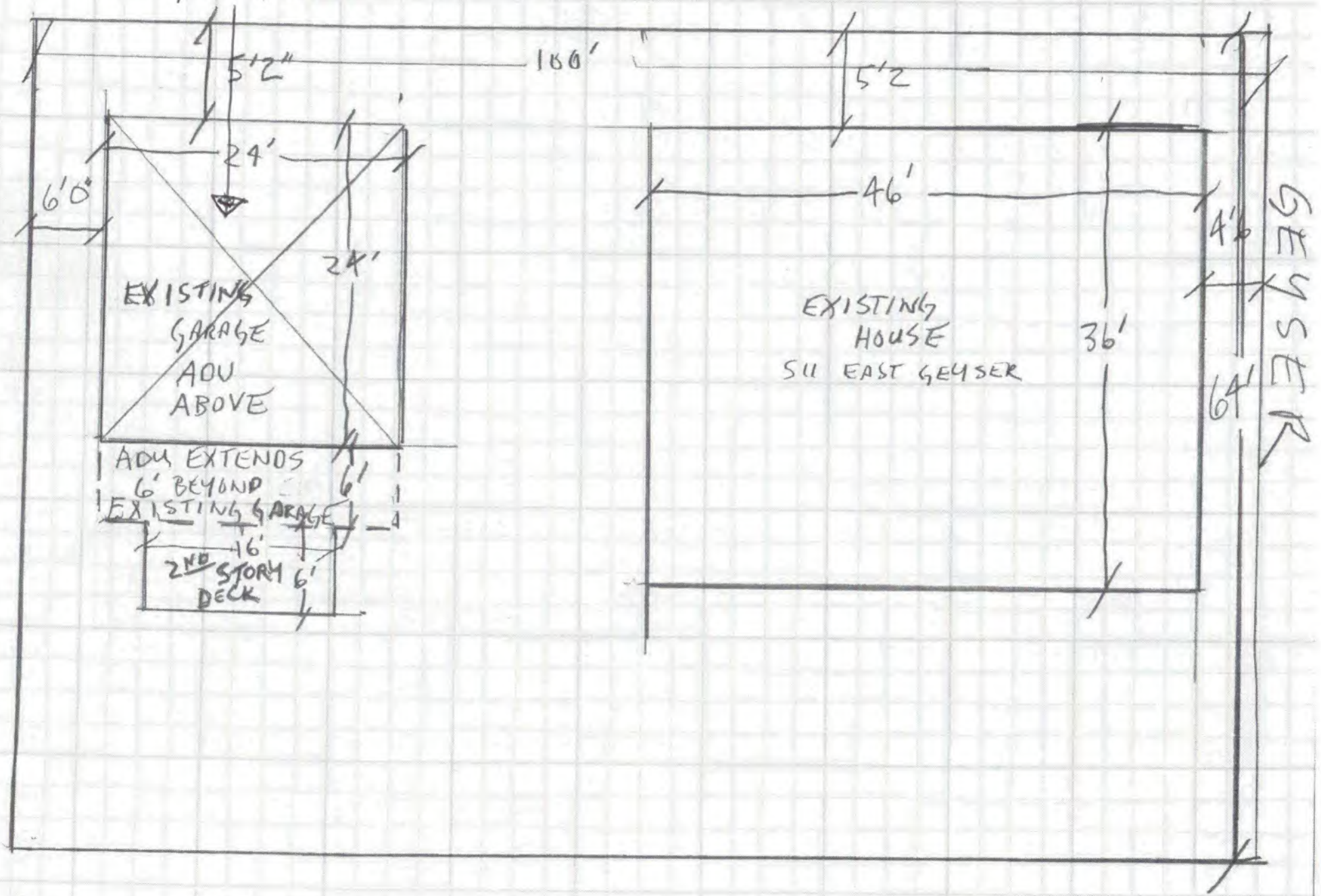
For these reasons, I respectfully request your support for my variance application to build the ADU at 511 East Geyser.

Thank you for your consideration,

Dan and Kathleen Kaul

PARKING
IN EXISTING
GARAGE

ALLEY





GENERAL NOTES

ALL WORK SHALL COMPLY WITH ALL APPLICABLE CODES, ORDINANCES, AND STANDARDS OF THE VARIOUS TRADES AND MANUFACTURERS. ALL MATERIALS SHALL BE NEW UNLESS OTHERWISE NOTED OR APPROVED BY THE OWNER OR DESIGNER.

ANY VARIANCE FROM THE PLANS AND SPECIFICATIONS SHALL BE VERIFIED WITH THE OWNER OR DESIGNER PRIOR TO BEGINNING WORK.

THE OWNER SHALL MAINTAIN FIRE AND LIABILITY INSURANCE.

BENCHMARK ELEVATION 100' CORRESPONDS TO ELEVATION @ T.O. EXISTING SLAB

PROVIDE SUBSURFACE DRAINAGE PER SOILS REPORT (IF APPLICABLE)

PROJECT DATA

LOCATION

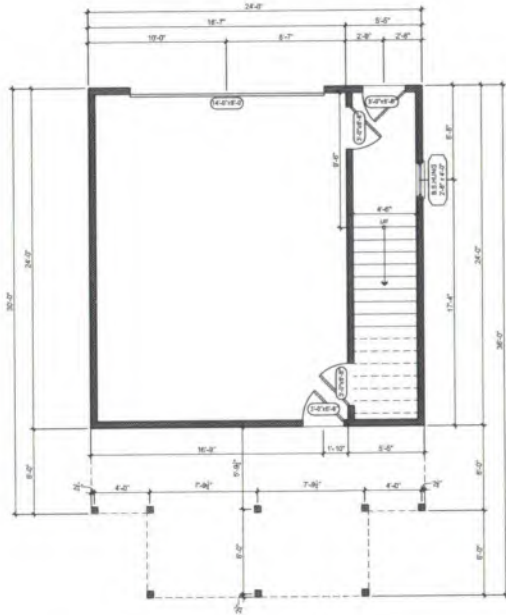
BUILDING CODE
RESIDENTIAL

INTERNATIONAL RESIDENTIAL BUILDING CODE- 2021
 NATIONAL ELECTRIC CODE-2021
 INTERNATIONAL MECHANICAL CODE- 2021
 INTERNATIONAL FUEL GAS CODE- 2021
 INTERNATIONAL FIRE CODE- 2021
 UNIFORM PLUMBING CODE- 2021
 INTERNATIONAL ENERGY CONSERVATION CODE- 2021

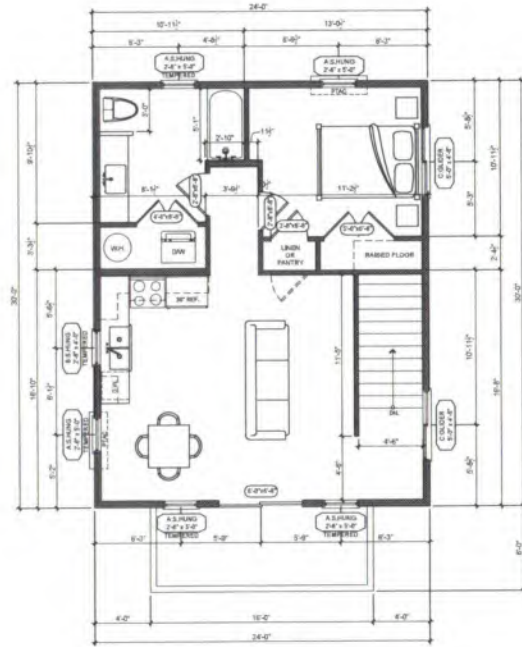
PROJECT DESCRIPTION
 APARTMENT ADDITION ABOVE EXISTING GARAGE
 SECOND LV. HEATED LIVING SPACE= 720 SQ.FT.
 FIRST LV. HEATED LIVING SPACE= 75 SQ.FT.
 GARAGE= 645 SQ.FT.

INDEX OF DRAWINGS

COVER		
STRUCTURAL		
ARCHITECTURAL		
A2.0	FLOOR PLAN	ISSUE DATE
A3.0	ELEVATIONS/ WINDOW SCHEDULE	SHEET TITLE
A4.0	BUILDING SECTION	COVER
ELECTRICAL		
		SHEET NUMBER



1 FLOOR PLAN
A2.0 SCALE: 1/4" = 1'-0"



1 FLOOR PLAN
A2.0 SCALE: 1/4" = 1'-0"

SQUARE FOOTAGE
APARTMENT ADDITION ABOVE EXISTING GARAGE
SECOND LV. HEATED LIVING SPACE= 720 SQ.FT.
FIRST LV. HEATED LIVING SPACE= 75 SQ.FT.
GARAGE= 645 SQ.FT.

ISSUE DATE
SHEET TITLE
FLOOR PLAN
SHEET NUMBER

A2.0



1 WEST ELEVATION
 SCALE: 1/4" = 1'-0"



2 SOUTH ELEVATION
 SCALE: 1/4" = 1'-0"



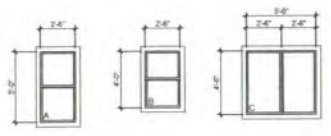
3 EAST ELEVATION
 SCALE: 1/4" = 1'-0"



4 NORTH ELEVATION
 SCALE: 1/4" = 1'-0"

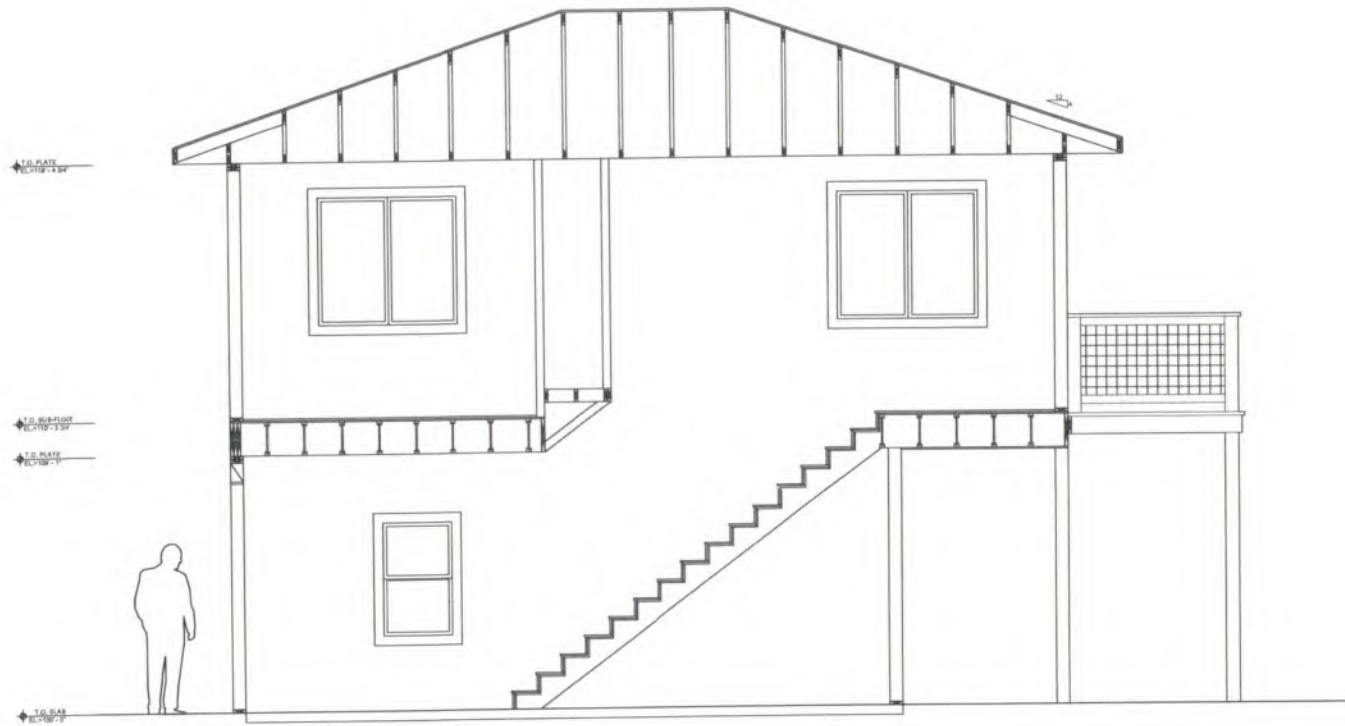
WINDOW SCHEDULE										
	SIZE (WxHT)	R.O. (WxHT)	R/O (HT) (ELEVATION)	BRAND	MODEL #	JAMB	OPERATION	QTY	GLASS	NOTES
A	2'-0" x 5'-0"	VERIFY	92 1/2"			5/8"	SINGLE HUNG	5	LOW E	(4) TEMPERED
B	2'-0" x 4'-0"	VERIFY	82 1/2"			5/8"	SINGLE HUNG	2	LOW E	(1) TEMPERED
C	5'-0" x 4'-0"	VERIFY	92 1/2"			5/8"	GLIDER	2	LOW E	EGRESS

NOTE ALL WINDOWS NEXT TO WATER FIXTURES OR DOORS ARE TO BE TEMPERED



ISSUE DATE
 SHEET TITLE
 ELEVATIONS
 SHEET NUMBER

A3.0



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

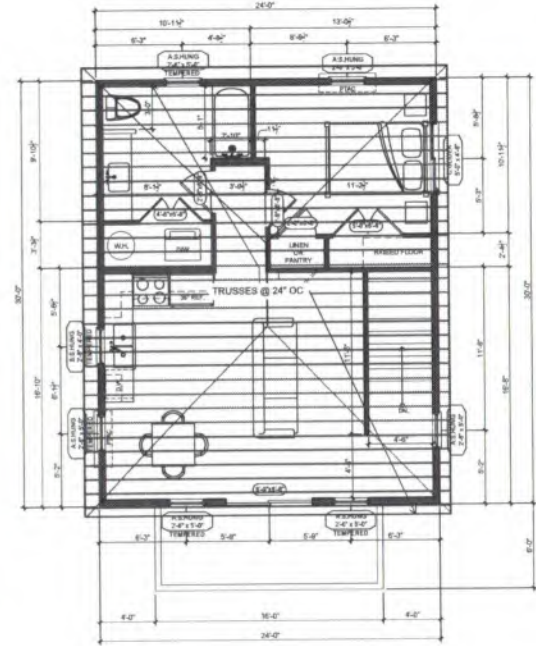
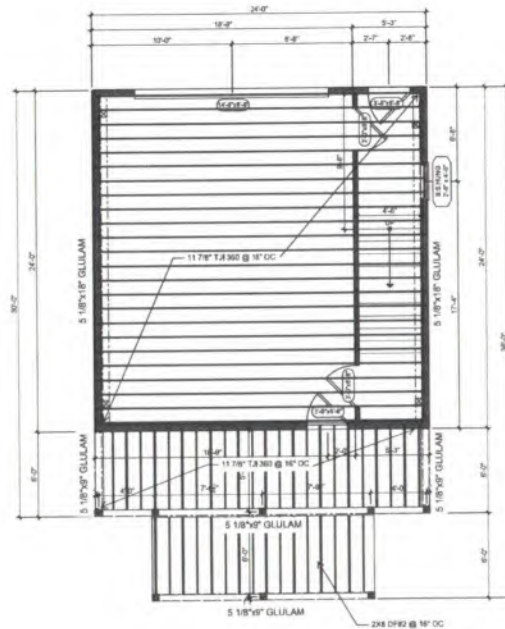
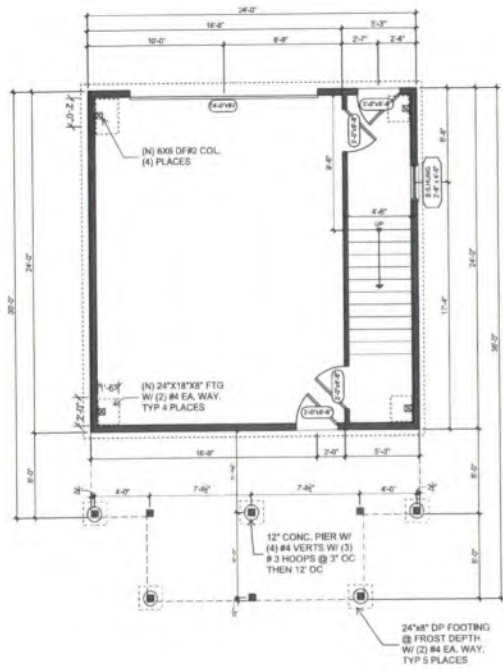
ISSUE DATE

SHEET TITLE

BUILDING SECTION

SHEET NUMBER

A4.0



ISSUE DATE

SHEET TITLE

BUILDING SECTION

SHEET NUMBER

A4.0



Cadastral Property Report

Tax Year: 2025

Scale: 1:637.00 Basemap: Cadastral Application Base Map



Summary

Primary Information

Property Category: RP	Subcategory: Commercial Property
Geocode: 49-0802-13-4-15-17-0000	Assessment Code: 0000013130
Primary Owner: KAUL DANIEL & KATHLEEN 19 LAKE DR LIVINGSTON, MT 59047-8911 Note: See Owners section for all owners	Property Address: 511 E GEYSER ST LIVINGSTON, MT 59047
Certificate of Survey:	Legal Description: LIVINGSTON ORIGINAL TOWNSITE, S13, T02 S, R09 E, BLOCK 106, E64' LOTS 17-20
Last Modified: 8/6/2025 13:16:53 PM	

General Property Information

Neighborhood: 249.110.C	Property Type: Apartment
Living Units: 2	Levy District: 49-0612-4IN
Zoning:	Ownership: 100
LinkedProperty: No linked properties exist for this property	
Exemptions: No exemptions exist for this property	
Condo Ownership: General: 0	Limited: 0



Cadastral Property Report

Tax Year: 2025

Property Factors

Topography: n/a	Fronting: n/a
Utilities: n/a	Parking Type: n/a
Access: n/a	Parking Quantity: n/a
Location: n/a	Parking Proximity: n/a

Land Summary

Land Type:	Acres:	Value:
Grazing	0	0
Fallow	0	0
Irrigated	0	0
Continuous Crop		
Wild Hay	0	0
Farmsite	0	0
ROW	0	0
NonQual Land	0	0
Total Ag Land	0	0
Total Forest Land	0	0
Total Market Land	0.147	234254

Deed Information

Deed Date	Book	Page	Recorded Date	Document Number	Document Type
2/6/2006	D332	845	N/A		
10/19/2005			N/A	D330043	Personal Representative or Executor's Deed of Distribution
6/16/1992	R-87	718	N/A		

Owners

Party #1

Default Information:	KAUL DANIEL & KATHLEEN 19 LAKE DR LIVINGSTON, MT 59047-8911
Ownership %:	100
Primary Owner:	Yes
Interest Type:	Conversion
Last Modified:	1/16/2008 8:33:48 AM

Appraisals



Cadastral Property Report

Tax Year: 2025

Appraisal History

Tax Year	Land Value	Building Value	Total Value	Method
2025	234254	292446	526700	INCOME
2024	103317	222883	326200	INCOME
2023	103317	222883	326200	INCOME

Market Land

Market Land Item #1

Method: Sqft	Type: Primary Site
Width: n/a	Depth: n/a
Square Feet: 6400	Acres: n/a
Class Code: 2227	Value: 234254

Dwellings

No dwellings exist for this parcel

Other Buildings

Outbuilding/Yard Improvement #1

Type: Commercial	Description: CGFU - Garage, detached, frame, unfinished
Quantity: 1	Year Built: 1973
Grade: A	Condition: Com 3 Normal
Functional: 3-Normal	Class Code: 3527

Dimensions

Width/Diameter: n/a	Length: n/a
Size/Area: 528	Height: n/a
Bushels: n/a	Circumference: n/a

Commercial



Cadastral Property Report

Tax Year: 2025

Commercial Summary

Buildings Summary

Building Number	Building Name	Structure Type	Units	Year Built
1	DUPLEX	102 - Residential, 2-family	2	1900

Existing Building #1

General Building Information

Building Number: 1	Building Name: DUPLEX
Structure Type: 102 - Residential, 2-family	Units/Building: 2
Identical Units: 1	Grade: A
Year Built: 1900	Year Remodeled: 2005
Class Code: 3527	Effective Year: 2000
Percent Complete: n/a	

Interior/Exterior Data #1

Level From: B1 Use Type: 011 - Apartment	Level To: B1
Dimensions Area: 1160 Use SK Area: n/a	Perimeter: 156 Wall Height: 8
Features Exterior Wall Desc: 09 - Concrete, Load Bearing Economic Life: n/a Partitions: 2-Normal AC Type: 0-None Physical Condition: 3-Normal	Construction: 2-Fire Resistant % Interior Finished: 100 Heat Type: 1-Hot Air Plumbing: 2-Normal Functional Utility: 3-Normal

Other Features Description	Qty	Width	Length	Height	Area	Calculated Value	Unadjusted Value
----------------------------	-----	-------	--------	--------	------	------------------	------------------

Interior/Exterior Data #2

Level From: 01 Use Type: 011 - Apartment	Level To: 01
Dimensions Area: 1160 Use SK Area: n/a	Perimeter: 156 Wall Height: 8
Features Exterior Wall Desc: 02 - Frame Economic Life: n/a Partitions: 2-Normal AC Type: 0-None Physical Condition: 3-Normal	Construction: 1-Wood Frame/Joist/Beam % Interior Finished: 100 Heat Type: 1-Hot Air Plumbing: 1-Below Normal Functional Utility: 3-Normal

Other Features Description	Qty	Width	Length	Height	Area	Calculated Value	Unadjusted Value
PP4 - Porch, enclosed	1	0	0	0	100	9304	9304

Elevators and Escalators

Description	Units	Rise-ft	Stops	Speed	Capacity	Cost
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Ag/Forest Land

Quotation

Customer	
DAN KAUL 19 LAKE DR LIVINGSTON MT 59047	
Customer Contact:	
Customer Number:	1042984

Service Address
Mr DAN KAUL 511 E GEYSER ST LIVINGSTON MT 59047

Quotation No. 25162957
 Notification No. 340210483

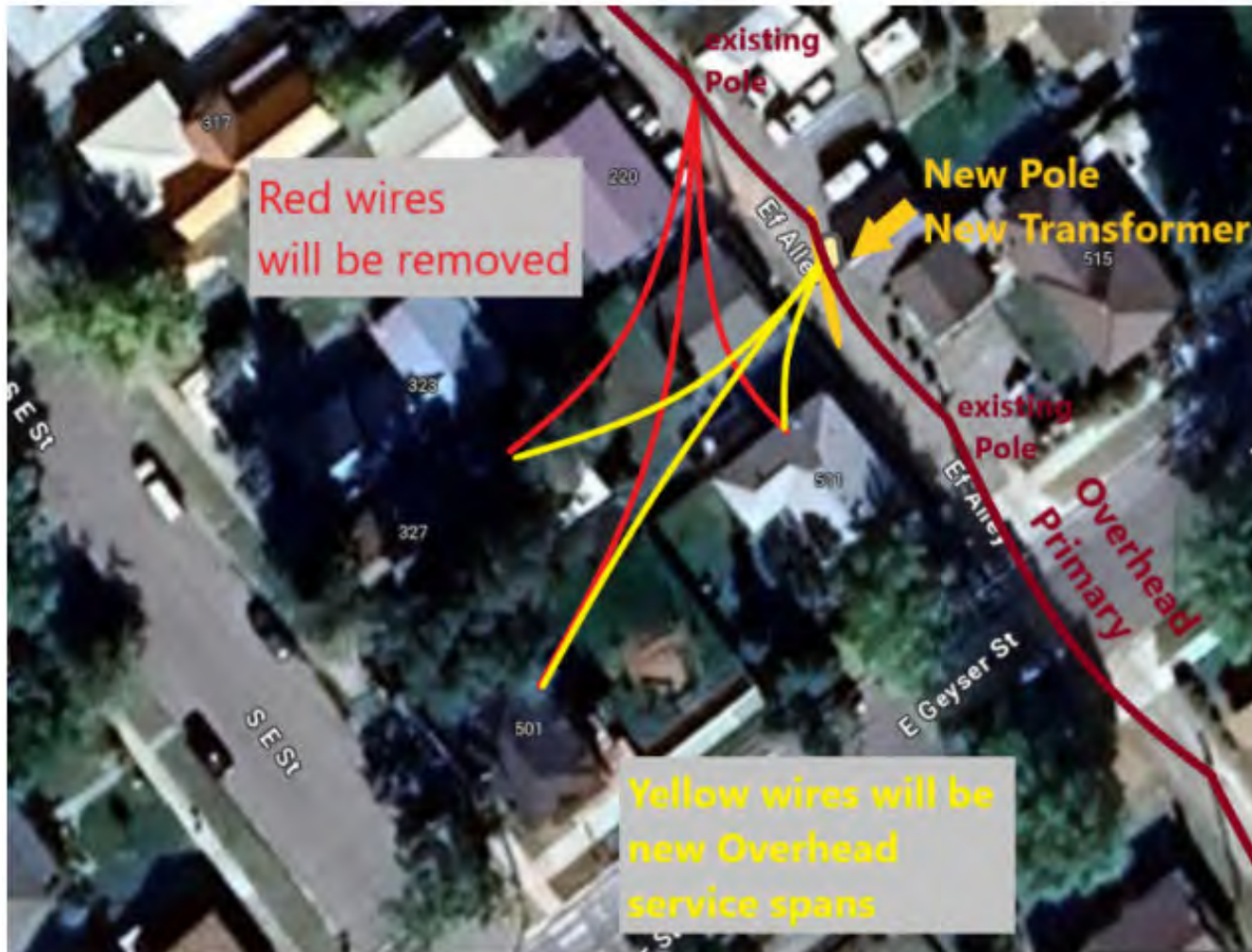
Document Date 10/04/2024
 Quotation Valid To: 02/01/2025

Quotation Details				
Item	Material Description	Quantity	Unit Price	Amount
0010	QT1940 OH Elect Service Removal Admin/Engineering/Other	1 EA		524.16 78.62 ----- 602.78
	Total Item Price			602.78
0020	QT1300 Electric Service - OH Res Admin/Engineering/Other Income Tax Surcharge	1 EA		1,798.54 269.78 310.25 ----- 2,378.57
	Total Item Price			2,378.57
0030	QT1140 Transformer SinglePhase OH Admin/Engineering/Other Income Tax Surcharge	1 EA		1,424.60 213.69 245.74 ----- 1,884.03
	Total Item Price			1,884.03
0040	QT1100 Primary OH Single Phase Admin/Engineering/Other Revenue Allowance Income Tax Surcharge	1 EA		3,347.59 502.14 400.00- 517.46 ----- 3,967.19
	Total Item Price			3,967.19
	Items Total.....			8,832.57
	Total before Taxes			8,832.57
	Rounding			1.57- -----
	Total Amount...			8,831.00

511 EAST GEYSER

Circuit: LIVINGSTON NORTH SIDE 12
Single-phase Overhead Primary
new Pole installation

3 OH Elec Service relocates



Existing



INVOICE

Real Estate Alternatives, LLC
1701 41st Street South
Great Falls, MT 59405

Date:8/9/2024

406.799.1343
team@readraftinganddesign.com

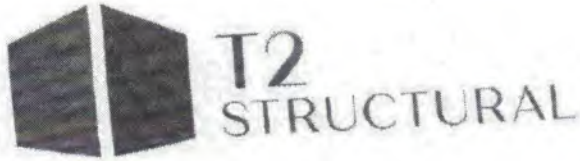
Bill To: Dan Kaul- ADU

Thank you for the opportunity to work on your project!

Services	Amount
Schematic Designs- 7.5hrs.x \$110	\$ 825.00
50% Discount-	\$412.50
Total Due	\$ 412.50

Venmo: @readrafting





T2 Structural 118
 206-200-4851
 PO Box 487
 Bozeman, MT 59771

Billed To Dan Kaul Owner	Date of Issue 04/02/2025	Invoice Number 0000493	Amount Due (USD) \$900.00
	Due Date 05/02/2025	Reference Garage ADU	

Description	Rate	Qty	Line Total
Site Visit (25-109 Kaul Garage ADU) Theresa Thomas – Mar 4, 2025	\$150.00	1.5	\$225.00
Framing Design (25-109 Kaul Garage ADU) Theresa Thomas – Mar 13, 2025	\$150.00	1.5	\$225.00
Framing Plans (25-109 Kaul Garage ADU) Theresa Thomas – Mar 13, 2025	\$150.00	1.5	\$225.00
Details (25-109 Kaul Garage ADU) Theresa Thomas – Apr 1, 2025	\$150.00	1.5	\$225.00

Subtotal	900.00
Tax	0.00
Total	900.00
Amount Paid	0.00
Amount Due (USD)	\$900.00

Terms
Net 30

File Attachments for Item:

B. RESOLUTION 5181: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA UPDATING THE FEE SCHEDULE AND CHARGES FOR ALL CITY DEPARTMENTS



DATE: January 20, 2026
TO: Chair Nootz and City Commissioners
FROM: Paige Fetterhoff, Finance Director
RE: Staff Report for Resolution 5181

Recommendation and Summary

Staff is recommending the Commission Approve Resolution 5148 to update the City-wide fee schedule by adopting the following motion:

“I move to approve Resolution Number 5181 and authorize the Chair to sign.”

The reasons for the recommendation are as follows:

- The fee schedule is reviewed and updated annually as many fees are directly tied to employee wages, contracts with vendors, or actual costs of services.

Introduction and History

The City Commission may set fees for the City to collect the cost of providing certain services to citizens of Park County.

Analysis

Fees have been updated to reflect the cost of providing certain services to the community.

Fiscal Impact

Overall, there will be an increase in revenue across multiple funds of the City as fees are updated to align with costs.

Strategic Alignment

Ensuring adequate recovery of costs will enable sustainable City operations

Attachments

- Resolution no. 5181

RESOLUTION NO. 5181

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA
UPDATING THE FEE SCHEDULE AND CHARGES FOR ALL CITY DEPARTMENTS.**

WHEREAS, the City incurs administrative costs in processing applications, enforcing codes, administering regulations, maintaining facilities, monitoring project development, engaging the public, reviewing proposals, providing support, and conducting required inspections; and

WHEREAS, the Livingston Municipal Code and 7-21-4101, MCA authorizes the establishment and adoption of fees to cover the administrative costs of reviewing applications for any service provided by the City of Livingston; and

WHEREAS, each department within the City of Livingston has quantified the costs of processing and administering each application specific to that department;

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

That the City Commission hereby rescinds all existing fee schedules established and adopted prior to the date of this resolution in their entirety and establishes a comprehensive fee schedule for all city fees in Exhibit A, which is attached hereto and incorporated herein by reference and are hereby established pursuant to 7-21-4101, MCA.

PASSED AND ADOPTED by the City Commission of the City of Livingston, Montana this 20th day of January, 2026.

MELISSA NOOTZ
Chairperson

ATTEST:

APPROVED AS TO FORM:

EMILY HUTCHINSON
City Clerk

JON HESSE
City Attorney

CITY FEE SCHEDULE

Parks Department	
Memorial Bench	\$1,200 <u>1,400</u>
Tree cut permit	\$50
Tree planting permit	\$25

Street Department	
Street Cut Permit	
Permit	\$100
Degradation fee – based on age of street	
0-1 year	\$3.50/sq. foot
1-2 years	\$3.00/sq. foot
2-3 years	\$2.50/sq. foot
3-4 years	\$2.00/sq. foot
4-5 years	\$1.50/sq. foot
5+ years <u>and alleys</u>	\$1.00/sq. foot
Sidewalk and/or driveway curb cut permit	\$50 \$200 within 2 hour zones
Street/alley/sidewalk closure permit	\$100
Application for special parking spaces	\$150 application fee + \$75/year
Public right of way utility occupancy	\$100

Water Department	
Water Meter and Parts Fees	
5/8” Meter	Supplier cost + 15%
1” Meter	Supplier cost + 15%
1 ½” Meter	Supplier cost + 15%
2” Meter	Supplier cost + 15%
Meter Transceiver Unit (MXU)	Supplier cost + 15%
Meter with MXU and fittings	Supplier cost + 15%
Gaskets and tail pieces (2 of each/meter)	Supplier cost + 15%
Shut-off or Turn-on	
Regular working hours	\$50
Monday – Saturday after hours	\$130
Sunday and holidays	\$170
Temporary off or on	\$40
Annual fire line connection	
1”	\$100
2”	\$150
3”	\$200
4”	\$300
6”	\$500
8”	\$750
10”	\$1,000
12”	\$1,500
<u>Bulk water station</u>	<u>\$10/ hookup + \$10/1000 gallons</u>
Hydrant water	\$5 <u>10/ hookup + \$7</u> <u>10/1000 gallons</u>
Construction hydrant water	\$50 <u>100/ hookup + \$7</u> <u>10/1000 gallons</u>
Tap Fees	
*In addition to staff time, equipment costs, and materials	

CITY FEE SCHEDULE

Single Unit	\$200
Townhouse	\$400
Public fire hydrant annual fee	\$250
Utility Late Payment	\$1520
Sewer Department	
Septic dumping	\$0.15/gallon
Pumping of vault toilets	\$100.00
Cleaning of grease in sewer main	\$240.00 <u>275/400 feet of sewer main</u>
RV dumping	\$10
Commercial RV dump	\$250/year
Tap Fees	
*In addition to staff time, equipment costs, and materials	
Single Unit	\$200
Townhouse	\$400
Commercial sewer testing	
Oil and grease	\$75/hour, \$300 minimum
Biological Oxygen Demand (BOD)	\$75/hour, \$200 minimum

Solid Waste Department	
Extra trash can pick-up	\$25/occurrence
Roll-off rental	\$130/month + cost of disposal
Roll-off service	\$250/month + \$75/pickup + cost of disposal
Green Can Pickup	\$810 /month
<u>Replacement garbage can – 96 gallons</u>	\$55
<u>Replacement garbage can – black tub</u>	\$400
<u>Bear proof container</u>	\$400
Transfer Station	
Minimum disposal fee	\$7.00
*Bagged household	\$104.94/ton
*Household and commercial - oversized or loose	\$115.29/ton
*Construction waste	\$115.29/ton
*Concrete, bricks, pavers, large rocks, and asphalt	\$92.00/ton
*Branches over 8”in diameter	\$35.00/ton
*Commercial green waste	\$3545.00 /ton
<u>*Green waste – non-resident</u>	\$45.00 /ton
*Clean fill dirt	\$15.00/ton
*Manure/straw	\$65.00/ton
*Tires	
Passenger car/small truck tire	\$7.50/tire + \$115.29/ton
Truck tire	\$15.00/tire + \$115.29/ton
Heavy equipment tire	\$30.00/tire + \$115.29/ton
*Refrigerators, freezers, and air conditioners with freon	\$60.00 + 115.29/ton
*Refrigerators and freezers not free of food debris	\$115.29/ton
*Vehicle oil	\$2.50/gallon
*Antifreeze	\$3.00/gallon
*Florescent bulbs	\$2.50/bulb
Animal carcass	\$100.00/carcass + \$115.29/ton
Compost	\$10.00/loader bucket

CITY FEE SCHEDULE

<u>Late weigh out</u>	<u>\$25</u>
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*adjusted annually based on disposal contract

Administrative Public Works Fees	
Project Manager	\$ 73.50 <u>75.00</u> /hour
Inspector	\$ 47.25 <u>50.00</u> /hour
Sewer & Water Service Inspection	\$100/each
Contract Plans and Specifications	\$ 73.50 <u>125.00</u> /hour

Public Works Time and Equipment			
Staff time			
Billed based on the most current negotiated wage and benefits for the individual providing the service.			
24-25<u>25-26</u> Rates	Regular Time	Overtime	Double Time
Superintendent	\$ 44.48 <u>48.22</u>	\$ 55.24 <u>68.26</u>	\$ 73.19 <u>88.30</u>
Lead	\$ 40.35 <u>43.94</u>	\$ 49.13 <u>61.84</u>	\$ 65.08 <u>79.74</u>
Utility 2	\$ 40.31 <u>42.49</u>	\$ 49.05 <u>59.67</u>	\$ 64.99 <u>76.84</u>
Maintenance I	\$ 34.10 <u>37.47</u>	\$ 39.88 <u>52.13</u>	\$ 52.83 <u>66.78</u>
Maintenance II	\$ 37.97 <u>41.48</u>	\$ 45.60 <u>58.14</u>	\$ 60.41 <u>74.80</u>
Maintenance II-HE	\$ 38.39 <u>40.51</u>	\$ 46.22 <u>56.68</u>	\$ 61.22 <u>72.86</u>
Equipment			
The City of Livingston uses the most recent Schedule of Equipment Rates provided by FEMA found at the following link:			
https://www.fema.gov/assistance/public/tools-resources/schedule-equipment-rates			

CITY FEE SCHEDULE

Mountain View Cemetery Rates

Plot Sales	
Full Size Grave	\$425 <u>446.25</u>
Infant/Child Grave (Infant/child section only)	\$150 <u>157.50</u>
Cemetery Services – Grave Opening and Closing*	
Full Size Grave (12 person hours)	\$800 <u>840</u>
Full Size Grave – Weekend	\$965 <u>1013.25</u>
Full Size Grave – Holiday	\$1,100 <u>1,155</u>
Infant/Child Grave (10 person hours)	\$660 <u>693</u>
Infant/Child Grave – Weekend	\$805 <u>845.25</u>
Infant/Child Grave – Holiday	\$920 <u>966</u>
Cremation (10 person hours)	\$195 <u>204.75</u>
Cremation – Weekend	\$290 <u>304.50</u>
Cremation – Holiday	\$315 <u>330.75</u>
Winter Surcharge when Ground is Frozen	\$75 <u>78.75</u>
Other Services	
Disinterment	Based on time and materials
Park County Indigent Burial (Adult)	\$150 <u>157.50</u>
Park County Indigent Burial (Infant/Child)	\$50 <u>52.50</u>

*Rates are based on average person hours for grave opening and closing and tied to employee wages, per the most recently approved CBA, plus backhoe hours equal to ½ of the person hours. Backhoe rates are determined using the most recent Schedule of Equipment Rates provided by FEMA.

CITY FEE SCHEDULE

Planning Fees	
Subdivisions	
Minor Subdivision (5 or fewer lots) First Minor <ul style="list-style-type: none"> • Preliminary Plat • Final Plat Subsequent Minor <ul style="list-style-type: none"> • Preliminary Plat • Final Plat 	 \$500 + ongoing billing* \$300 \$500+ \$40/lot + ongoing billing* \$300
Major Subdivision (More than 5 lots) Preliminary Plant Final Plat	 \$1,200 + \$40/lot + ongoing billing* \$500 + ongoing billing*
By rent or Lease/RV Space or Mobile Home Lots 5 or Fewer Units <ul style="list-style-type: none"> • Preliminary Review • Final Review More than 5 Units <ul style="list-style-type: none"> • Preliminary Review • Final Review 	 \$500 + ongoing billing* \$300 \$1,200 + ongoing billing* \$500 + ongoing billing*

Miscellaneous Planning Fees	
Special Exception Permit	\$550 + ongoing billing*
Variance	\$500
Zoning Map Amendment	\$750 + \$7/each property with 300' + ongoing billing*
Zoning Text Amendment	\$750 + ongoing billing*
Site Plan Review	\$1,000 + ongoing billing*
Subdivision Exemption	\$200
Planned Unit Development (PUD)	\$2,000
Phased PUD	\$700/phase
<u>Floodplain Development Permit</u>	<u>\$400</u>
<u>Examination of Condominium</u>	<u>\$100</u>
<u>Letter of Zoning Verification/Compliance</u>	<u>\$50</u>

***Ongoing Billing – when subsequent review of applications is required**

- Additional charges billed at \$100/hour in half hour increments and will be incurred after the planning review of the application is completed. Fees must be paid within 30 days of billing. No building permit shall be issued until all outstanding planning fees are paid.
- The hourly billing rate of \$100/hour is for Planning and Public Works staff review time. Mailing and public notices are included in the base fee. Public Works Engineering review includes, but is not limited to, the following services:
 - Utilities
 - Infrastructure
 - Design Reports
 - Capacity Checks/Letters
 - Fire Service Lines
- Subsequent Public Works Engineering Review after initial plans will be incurred at \$200/hour in 1 hour increments.

CITY FEE SCHEDULE

Building Fees	
Building Permit Fees	
Total Valuation	Fee
\$1.00 to \$500.00	\$23.50
\$500.01 to \$2,000.00	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,000.01 to \$25,000.00	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,000.01 to \$50,000.00	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,000.01 to \$100,000.00	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,000.01 to \$500,000.00	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,000.01 to \$1,000,000.00	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
Over \$1,000,000.00	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000, or fraction thereof
Plan review fees	A separate plan review fee will be charged for each building permit issued in excess of \$15,000. This fee will be equal to 65% of the building permit fee as determined by the building permit fee schedule

Other Building Inspection Fees	
Inspections outside of normal business hours (minimum charge – 2 hours)	Overtime rate + benefits of assistant building inspector (currently \$53.89)
Inspections with no fee specifically indicated (minimum charge – ½ hour)	Overtime rate + benefits of assistant building inspector (currently \$53.89)
Additional plan review required by changes, additions or revisions to plans (minimum charge – ½ hour)	Overtime rate + benefits of assistant building inspector (currently \$53.89)
For use of outside consultants for plan review or inspection or both	Actual costs
Irrigation well Permit Annual Inspection	\$300 \$50
Permit for wells for environmental monitoring or remediation and cathodic wells	\$100
Public Use of Right-of-Way	\$100

CITY FEE SCHEDULE

A separate plan review fee will be charged for each building permit issued in excess of \$15,000. This fee will be equal to 65% of the building permit fee as determined by the

CITY FEE SCHEDULE

Program Fees		
Aquatics Programs		
Program Name	Resident Fee	Non-Resident Fee
Group Swim Lessons	\$55/session	\$65/session
Junior Aquatics	\$150/session	\$180/session
Each session is a 30 minute class Monday – Friday for 2 weeks		
Aquatics Admission		
Daily Youth (3-18 years)	\$4	\$5
Daily Adult (19-59 years)	\$5	\$6
Daily Senior (60+ years)	\$4	\$5
Daily Toddler/Infant (2 & under)	\$0	\$0
Daily Water Aerobics	\$10	\$12
Individual Season Pass	\$75 \$85	\$85 \$95
Season Pass – Family (up to 5 household)	\$150	\$195
Season Pass – Family additional member	\$40 \$15	\$25
Punch Card – transferable (12 uses)	\$40	\$50
Water Aerobics Punch Card – transferable (10 uses)	\$60	\$70
Youth Agency Punch Card (100 uses)	\$200	n/a
Concession Items	Based on vendor price	
Pool Rental	\$200/hour	\$260/hour
Sports & Receptions Programs		
Youth Sports		
Football League	\$30.00 with support from the Arthur M Blank Foundation Grant	
Youth Recreational Sports	\$40-\$75	Up to +30%
Youth Camps & Clinics	\$60-\$200	Up to +30%
Adult Recreation Leagues	\$50-\$90	Up to +30%
Drop-In Recreation	\$3-\$10/visit	Up to +30%
Instructional Classes	\$15-\$15/class	Up to +30%
Special Events	\$0-\$30	Up to +30%
Basketball League	\$75	\$85
Tee Ball/Coach Pitch League	\$75	\$85
Sports Clinics	\$35	\$45.50
Tot Sports Clinics	\$35	\$45.50
Adult Sports		
Volleyball	\$25	\$32.50
Softball	\$25	\$32.50
Sports Drop-in	\$5	\$6.50
Sports Drop-in Punch Card (12 uses)	\$50	\$65
Senior Sports Tournaments	\$25	\$32.50
Sponsorships		
Youth Sports	\$300/team	
Volleyball League Adult Sports Sponsor	\$400/team	
Softball League Sponsor	\$400/team	
Youth Camps/Activities/Events		

CITY FEE SCHEDULE

Holiday Craft/Activity Events	\$5-\$20	\$5-\$20
Facilitated Open Gym	\$5	\$6.50
Kids Club \$10 sibling discount offered	\$30	\$39
Safe Sitter Class	\$35	\$45.50
Youth—Single Day Camp	\$55	\$71.50
Youth—Multi Day Camp	\$36/day	\$46.80/day

Facility Use Fees		
Outdoor Field/Court Fee	\$10/space/hour	\$15/space/hour
Land Use Fee	\$25/hour	\$32.50/hour
Sacajawea, Mike Webb Picnic Shelter, and Green Acres Picnic Shelter (includes 4 picnic tables)	\$40/shelter per 4 hour block	\$54/shelter per 4 hour block
Sacajawea Gazebo (includes 4 picnic tables and electricity)	\$50/gazebo per 4 hour block	\$65/gazebo per 4 hour block
Sacajawea Park – John’s Pavilion (includes 8 fixed tables and 2 grills)	\$75 per 4 hour block	\$100 per 4 hour block
Miles Park Band Shell		
½ Day (7 hours)	\$250	\$325
Full Day	\$350	\$455
Civic Center		
½ Day (7am—2pm or 3pm—10 pm)	\$250	\$325
Full Day	\$350	\$455
Hourly <u>with City staff</u>	\$35 <u>50</u>	\$50 <u>\$65</u>
<u>(weekday) 2 hour minimum</u>		
Hourly <u>without City staff</u>	\$50 <u>65</u>	\$195 <u>\$85</u>
<u>(event insurance required)</u>		
<u>(weekends) 2 hour minimum</u>		
Party Rental (3 hours)	\$225	\$325
Skate Party Rental	\$150 <u>325</u>	\$422.50
Use Agreement*	\$250	*Rate not available for non-residents
Non-profit/government	\$20-25/hour	\$20-25/hour
Facility Refundable Deposit	\$100 <u>200</u>	\$100 <u>200</u>
Cleaning Fee	\$150	\$150
-May be required for some events		

*Use agreement is for organizations providing classes/services available to the public and requires a signed contract and proof of insurance.

Community Events		
Holiday Craft Market		
Admission	\$1	
Vendor Fee	\$50	\$60
Roller Skating Events	\$5	\$7
Roller Skate Rental	\$3	\$3
Special Event Permit Application		

CITY FEE SCHEDULE

Application Fee	\$50 for Residents	\$80 for Non-Residents
Miscellaneous		
Business Sponsorships		
Gold - \$1,500 includes a banner, 2 teams, and 3 special events		
Silver - \$1,000 includes a banner, 1 team, and 2 special events		
Bronze - \$500 includes banner and 1 team		
Team only - \$300		

CITY FEE SCHEDULE

Special Event Fees		
	Monday – Friday 7:00 a.m. – 4:00 p.m.	After 4:00 p.m. and Weekends
Street Shutdown	\$500 <u>525</u> /street up to 2 blocks \$100 <u>110</u> /each additional street	\$750 <u>800</u> /street up to 2 blocks \$200 <u>215</u> /each additional street
Street Sweeper <i>Per event – required for parades and downtown events</i>	\$300 every 2 hours	\$400 every 2 hours
Police Presence <i>Per hour – required for events over 500 people or 300 people if alcohol is served</i>	\$150/hour <u>for up to 2 officers</u> <u>\$75 for each additional officer at the discretion of the Chief</u>	\$150/hour <u>for up to 2 officers</u> <u>\$75 for each additional officer at the discretion of the Chief</u>
Fire/EMS Station <i>Per hour – required for events over 500 people or 300 people if alcohol is served</i>	\$150/hour	\$150/hour
Trash Disposal Blue Cans Black Tubs	\$25 <u>30</u> for 1 can + \$15 <u>20</u> for each additional can \$70 <u>100</u> for 1 + \$50 <u>75</u> for additional	\$40 <u>50</u> for 1 can + \$20 <u>25</u> for each additional can \$125 <u>150</u> for 1 + \$60 <u>90</u> for additional
Irrigation Locate Services <i>Required for event tents or canopies</i>	\$30/park	\$50/park
Tent Inspection	\$25 per tent	
Traffic Control Device Rental		
Candlestick Cone		\$3/cone/day
A-Frame		\$8/a-frame/day
Barricade		\$15/barricade/day
Orange Construction Fencing		\$20/100 ft./day
Lighted candlesticks		\$10/stick/day
Roll-up signs		\$8/sign/day
Portable message board		\$250/board/day
Other Rental Items		
Hand Washing Stations <i>Includes full soap & towel dispenser</i>		\$60/station/day
Basketball Hoop Attachments		\$20/day/set
Popcorn Machine		\$50/day
Port-a-potty		\$150/day

CITY FEE SCHEDULE

Police Department Fees

False Alarm Fees	
1 st	\$0
2 nd	\$25
3 rd	\$50
4+	\$100/occurrence
Parking Violations	
Overtime in Time Zone	\$20
Double Parking	\$20
Loading Zone	\$20
Blocking Residence Alley	\$20
Truck Over 16,000 GVW in Residential Area	\$20
Parked Over 72 Hours Not in Running Condition	\$20
Parked on Street Without Current Registration	\$20
No Parking Zone	\$25
Wrong Side of Street	\$20
Blocking Driveway	\$20
Over 18 inches from Curb	\$20
Blocking Crosswalk	\$20
Alley Parking – Fire District	\$25
Parked Within 15 Feet of Fire Hydrant	\$20
Other	
Parked on Sidewalk	\$20
Street Sweeper	\$20
Parked After 11 P.M. in City Park	\$20
Handicap Parking	\$100
Sexual Violent Offender Registration	
Violent	\$30
Sexual*	
Level 1 – not involving a minor	\$30
Level 1 – involving a minor	\$100
Level 2	\$100
Level 3	\$100
Other Police Department Fees	
<u>Event Standby Coverage</u>	<u>\$150/hour for up to 2 officers</u> <u>\$75 for each additional officer at the discretion of the Chief</u>

*Tiers are set by the State of Montana with the following definitions:

- Level 1 – the risk of repeat sexual offense is low
- Level 2 – the risk of a repeat sexual offense is moderate
- Level 3 – the risk of a repeat sexual offense is high, there is a threat to public safety, and an evaluator believes the offender is a sexually violent predator

CITY FEE SCHEDULE

Fire and EMS Fees	
Fire Inspection Fees	
Up to 2,000 sq. ft.	\$100
2,001 - 10,000 sq. ft.	\$125
10,001 - 25,000 sq. ft.	\$150
25,001 - 50,000 sq. ft.	\$200
Over 50,000 sq. ft.	\$225
Violations and Re-inspections	
Satisfactory Re-inspection	No additional charge
Unsatisfactory Re-inspection	Double the amount of the initial inspection fee
Fourth Re-inspection	Double the prior re-inspection fee and referral to the Code Review Board if it remains uncorrected

Fire Suppression Inspections	
Review of Fire Suppression Systems	\$50/hour
Site Inspections (unscheduled)	
Emergency Vehicle Access Evaluation	\$70
Founded Violations	\$100/violation
Founded Serious Violations	\$200/violation
Repeat Complaints	Triple original fee

Additional Occupancy Inspection Fees	
Fire Sprinkler Systems	\$30 + \$10/floor
Standpipe Systems	\$30/standpipe
Fire Pumps	\$30/fire pump
Hood Extinguisher Systems	\$30
Life Safety Generator and Emergency Lighting	\$30
Other Extinguishing Systems	\$30
Fire Alarm/Smoke Detector Systems	\$30 + \$10/floor
Occupant Load Calculation	\$100/floor
LPG Gas Tank Storage Inspection	\$250

EMS Fees	
Event Standby Coverage	Time & Equipment
<u>SCBA Fit Test Mask Testing</u>	<u>\$25/mask test</u>

*Time is calculated using hourly wage + benefits of the staff in attendance. Equipment is billed using the amount on the most current FEMA equipment schedule found at the link below.

https://www.fema.gov/sites/default/files/documents/fema_schedule-of-equipment-rates_2023.pdf

Ambulance Service Fees		
Code	Procedure/Description	Amount
36415	BLOOD DRAW	\$66
93041	RHYTHM ECG 1-3 LEADS - EKG SERVICE	\$21
94760	PULSE OXIMETRY	\$21
94770	END TIDAL CO2 MONITORING	\$30
A0021	OUTSIDE STATE AMBULANCE SERVICE	\$16,200
A0380	BLS MILEAGE	\$30
A0382	BLS ROUTINE DISPOSABLE SUPPLIES	\$300
A0384	BLS DEFIBRILLATION AND SUPPLIES	\$240

CITY FEE SCHEDULE

A0390	ALS MILEAGE	\$30
A0392	ALS DEFIBRILLATION AND SUPPLIES	\$240
A0394	ALS IV DRUG THERAPY SUPPLIES	\$200
A0398	ALS ROUTINE DISPOSABLE SUPPLIES	\$300
A0422	ALS & BLS OXYGEN & OXYGEN SUPPLIES	\$55
A0425	GROUND MILEAGE. PER STATUTE MILE	\$30
A0426	ALS - NONEMERGENCY TRANSPORT	\$900
A0427	ALS - EMERGENCY TRANSPORT	\$1,300
A0428	BLS - NONEMERGENCY TRANSPORT	\$800
A0429	BLS - EMERGENCY TRANSPORT	\$1,150
A0432	PARAMEDIC INTERCEPT	\$340
A0433	ALS 2 - ADVANCED LIFE SUPPORT	\$1,900
A0434	SPECIALTY CARE TRANSPORT	\$2,250
A0999	RESPONSE NO TRANSPORT	\$340
J0171	EPINEPHRINE	\$40
J0282	AMIODARONE	\$15
J0461	ATROPINE	\$15
J1053	ADENOCARD-6MG	\$75
J1265	DOPAMINE	\$30
J1610	GLUCAGON	\$550
J1630	HALDOL	\$25
J1644	HEPARIN	\$15
J1885	TORDOL	\$20
J2270	MORPHINE INJECTION	\$15
J2310	NARCAN	\$75
J2405	ZOFRAN	\$15
J2550	PHENERGAN	\$27
J2930	SOLUMEDROL 125 MG	\$80
J3010	FENTANYL CITRATE PER 0.1 MILIGRAMS	\$55
J3360	VALIUM - 5 MG	\$15
J3475	MAGNESIUM SULFATE	\$6
J7040	INFUSION SALINE STERILE - 500MG/2 UNIT	\$60
J7613	ALBUTEROL	\$12
J7644	IPRATROPIUM	\$50
S0181	ZOFRAN 4 MG	\$42
S1030	BLOOD GLUCOSE TEST	\$30
	<u>BENADRYL</u>	<u>\$16.79</u>
	<u>DUO-NEB</u>	<u>\$1.83</u>
	<u>METOPROLOL</u>	<u>\$2.37</u>
	<u>THIAMINE</u>	<u>\$12.91</u>
OUT OF COUNTY FEE		\$375

CITY FEE SCHEDULE

Annual Business Licenses	
Local Business	\$100
Contractors	\$90
Home Business	\$75
Non-Profits	\$0
Non-Resident Vendor	\$90
Street Vendor	\$90
Controlled Substances	
All Beverage	\$500
All Beverage – Veteran Organization	\$400
Beer & Wine Only	\$500
Beer Only	\$250
Wine Only	\$250
Brewer	\$150
Winery	\$150
Distillery	\$250
Medical Marijuana Only	\$100
Retail Marijuana	\$500
Tobacco	\$90
Late Penalty	\$25

Note: State Licensed Professions are exempt from local business license requirements unless offering other services such as retail sales. Examples include: Attorneys, Public Accountants, Plumbers, Realtors, Medical Professionals, Cosmetologists, etc. **This does not apply to the fire safety inspection which is required for all business with public access.**

Parking Space Rent	
Two Hour Zone Permit – per Space	\$100/day
2 nd Street Lot	\$30/month
Lewis Street	\$30/month
Late Payment Penalty	\$5

Animal Control	
Animal License	
Dogs	
Spayed/Neutered	\$20
Unaltered	\$80
Cats	
Spayed/Neutered	\$10
Unaltered	\$50
Vicious Animal	
Spayed/Neutered	\$100
Unaltered	\$175
Late Penalty	\$10

Other Fees	
Public Records Requests	Actual cost as allowed in §2-6-1006 MCA

CITY FEE SCHEDULE

In addition to the fees noted above, any documents that are required to be filed with the County Clerk and Recorded will carry an additional cost equal to the actual cost of recording.

File Attachments for Item:

C. APPROVAL OF AGREEMENT 20222 WITH RAUSER BUILDERS LLC FOR FIRE STATION IMPROVEMENTS



DATE: January 20, 2026
TO: Chair Nootz and City Commissioners
FROM: Grant Gager, City Manager
RE: Staff Report for Agreement 20222 with Rauser Builders LLC

Recommendation and Summary

Staff is recommending the Commission approve Agreement 20222 with Rauser Builders LLC for the construction of improvements to the Fire Station living quarters by adopting the following motion:

"I move to approve Agreement Number 20222 with Rauser Builders LLC and authorize the City Manager to sign the Agreement."

The reasons for the recommendation are as follows:

- The FY 2025-26 City Budget included funding for improvements to the Fire Station to accommodate the increased staffing that was also included in the budget.
- Rauser Builders LLC was the lowest responsive and responsible bidder that responded to the City's Invitation for Bids.

Introduction and History

The City's FY 2025-26 budget included funding for improvements to the City's living quarters to accommodate the increased staffing of the department. The City released an Invitation for Bids on November 18, 2025. A site tour was conducted with interested firms and three bids were received on December 5, 2025, as follows:

Firm	Bid
Geranios	\$348,240
PRG	\$97,605
Rauser Builders	\$84,989

Analysis

City staff has reviewed the bids and determined the bid from Rauser to be the lowest responsive and responsible bid.



Fiscal Impact

Funding for the project is included in the FY 2025-26 budget.

Strategic Alignment

Growth Policy Goal 7.1 is to “Continue to provide a robust first response network to the City of Livingston.”

Attachments

- Attachment A: Agreement 20222

GENERAL SERVICES AGREEMENT 20222

THIS GENERAL SERVICES AGREEMENT (this “Agreement”) is made and entered into as of the ____ day of _____, 2023, by and between **THE CITY OF LIVINGSTON, MONTANA**, a municipal corporation and political subdivision of the state of Montana with its principal office located at 220 East Park Street, Livingston, MT 59047 (hereinafter referred to as the “City”), and **RAUSER BUILDERS**, a limited liability company with its principal place of business located at 3800 Richman Road, Belgrade MT (hereinafter referred to as the “Contractor”); and together with the City, the “Parties”).

RECITALS:

- A. The Contractor is engaged in the business of providing construction and building services, independent of the City, and has the manpower, knowledge, expertise, skills, means, tools, licenses, if applicable, and equipment necessary to perform construction services for the City.
- B. The Parties desire to define their respective rights, duties and obligations in connection with their relationship and, as a result, the Parties desire to proceed 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:

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.

1. NON-DISCRIMINATION. Pursuant to Mont. Code Ann. § 49-3-207, in the performance of this Agreement, the Contractor agrees that all hiring will be on the basis of merit and qualifications and the Contractor 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.
2. SCOPE OF WORK/SERVICES. Contractor shall complete all work as specified or indicated in the construction plans and specifications herein (Scope of Work). The Project for which the work shall be completed may be generally described as the “Livingston Fire Station Improvement Project.”

3. CONTRACT DOCUMENTS. In addition to this Agreement, the contract documents shall consist of the Instructions to Bidder, bid, all issued addenda, drawings the specifications manual, bonds, and insurance certifications as required by the Instructions to Bidder and documents identified therein (the foregoing documents are collectively referred to in this Agreement as the “Contract Documents.”) The Contract Documents are collectively incorporated.

4. NATURE OF RELATIONSHIP.
 - a. The Contractor 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 Contractor shall perform the Project as an independent contractor. The Parties agree that the City is only interested in the end result of said project, not in the method of performance, and as such, the Contractor has been and will continue to be free from the control or direction of the City in the performance of this Agreement. The Contractor 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.

 - b. The Contractor 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 himself or for any employees engaged by the Contractor in performance of this Agreement.

 - c. The contractor agrees to follow the Montana Preference law for materials and labor as set forth in 18-1-102 and 18-2-403 MCA. For projects valued in excess of \$25,000.00, the contractor agrees to post the job site with the standard prevailing wage information, to pay his employees the standard prevailing wage as established by the Montana commissioner of Labor and/or the federal government and to maintain records thereof for three years.

 - d. The Contractor hereby states that it is either covered by Worker’s Compensation and Unemployment Insurance or has obtained an exemption from the Montana Department of Labor and Industry pursuant to Mont. Code Ann. §§ 39-71-401(3) and 39-51-204(2), as is evidenced by the certificates of insurance or exemption

documents attached hereto and incorporated herein as Exhibit A. 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.

- e. The Contractor, its officers, agents and/or employees shall not have the authority to make representations on behalf of the City, and neither shall the aforementioned persons have the authority to legally bind or otherwise obligate the City to any third person or entity.

5. CONTRACTOR'S REPRESENTATIONS AND WARRANTIES. The Contractor 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 has inspected the job site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the work.
- c. 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 the Services.
- d. It has reviewed this Agreement and all exhibits hereto 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.
- e. It will complete the Services in a workmanlike manner according to industry standards and practices.
- f. Will commit to being responsive and responsible during the City of Livingston 2-year warranty period for work completed in this project and warranty claims related to this project.
- g. It will not cause or permit any liens to be filed against City-owned property.

6. CITY'S RESPONSIBILITIES. The City shall:

- a. Provide all of the information regarding any requirements under this Agreement in a timely fashion.
- b. Provide access to City property and easements with respect to the performance of this Agreement

7. PAYMENT.

- a. Subject to additions or deductions by change order, the Contractor shall perform his obligations under this agreement for the contract price of Eighty-Four Thousand Nine Hundred and Eighty-Nine Dollars (\$84,989.00). An allowance for an amount not to exceed an additional Four Thousand Dollars (\$4,000) may be paid for performance bonds. Pay requests submitted by Contractor must first be approved by the City or its designee prior to payment.
- b. In connection with obtaining payment under this Agreement, Contractor 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 Contractor assumes responsibility for the late filing of a claim.
- c. In the event the Contractor seeks payment or compensation for work, materials or services not included in this Agreement and the exhibits hereto, the Contractor must seek prior written authorization from the City before such expenditure is incurred. If the Contractor fails to obtain prior written authorization, the Contractor shall not be entitled to payment for the unauthorized work, materials or services.

8. TERMINATION.

- a. If the City fails to substantially perform in accordance with the terms of this Agreement, the Contractor 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 ten (10) days after receiving the written notice from the Contractor to cure the failure to perform. If the City fails to cure its failure to perform within the 10-day cure period, the Contractor shall provide the City with a written notice to terminate this Agreement. The Contractor 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 Contractor is at fault for the City's nonpayment.

- b. The City may terminate this Agreement upon not less than ten (10) days prior written notice to Contractor. If the City terminates this Agreement for a reason other than fault of the Contractor, the Contractor shall receive compensation for the work/services performed prior to termination, together with reasonable expenses incurred up to the date of termination.

9. **INDEMNIFICATION AND HOLD HARMLESS.** To the fullest extent permitted by law, the Contractor 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 Contractor's performance of this Agreement and Contractor's work (or the work of any subcontractor or supplier to Contractor) under this Agreement. In the event a claim should be brought or an action filed against the City with respect of the subject of this Agreement, Contractor 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 Contractor. 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 AND BONDING.** During the term of this Agreement, Contractor shall be responsible for maintaining, at its sole expense, insurance coverage and bonding. The Contractor shall provide the City with certificates of insurance demonstrating such insurance coverage and bonding and the 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. The certificates of insurance shall also name the City as an additional insured. The Contractor shall:
 - a. Maintain a comprehensive public liability insurance policy, including automobile coverage, insuring against loss and for damages for personal injury or death and/or property loss, damage or destruction arising out of or in connection with the performance of this Agreement by the Contractor, its officers, agents and employees with the minimum liability limit of \$1,500,000.00 per claim and \$750,000.00 for each occurrence, as set forth in the bidding documents.
 - b. Maintain workmen's compensation and unemployment insurance, as well as other insurances as may be required by law for employers, or an exemption from the state of Montana.

- c. Make, execute, and deliver to the City a good a sufficient bond with a surety company licensed in Montana, as surety, conditioned that Contractor shall (i) faithfully perform all of the provisions of this Agreement, (ii) pay all laborers, mechanics, subcontractors, and material suppliers, and (iii) pay all persons who supply the Contractor or subcontractors with provisions, provender, material, or supplies for performing the work.
11. 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, to the address set forth in this Agreement. Any change of address shall be made by giving written notice thereof to the other party, providing the new address.
12. 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.
13. 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.
14. ENTIRE AGREEMENT. This Agreement contains the entire understanding of the Parties in respect to the Services and supersedes all prior agreements and understandings between the Parties with respect to the Services.
15. TIME IS OF THE ESSENCE. Time is of the essence in the performance of this Agreement. The project specifications specify 120 working days to complete the project.
16. CAPTIONS, HEADINGS, AND TITLES. 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.

17. 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.
18. 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 an 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 contractor 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.
19. 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.
20. 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.
21. LIAISON. The designated liaison with the City is Josh Chabalowski who can be reached at (406) 222-2061. The Contractor's liaison is Brian Rauser who can be reached at 406-539-6710.
22. GOVERNING LAW. 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.

23. 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, the day and year first aforementioned herein

City of Livingston

Rauser Builders LLC

Grant Gager, City Manager

Brian Rauser

Date

Date

Project Specifications

Objective

The project consists of the renovation of an existing fire station facility, to add three bunk rooms and a new bathroom with a shower, while renovating an existing bathroom and shower. This is on the second floor of the fire station and will occur while the fire station continues to operate. The contractor will be responsible for all phases of the project, including design, permitting, site preparation, construction, and final inspection. The goal is to complete the project adhering to all applicable building codes, safety regulations, and quality standards.

Defined Scope:

Add three additional sleeping quarters (bunk rooms) with doors, in place of the old locker room. The bunk rooms will have electrical outlets/power, and new LED overhead lighting. Add additional new LED lighting to the three existing bunk rooms and hallway. Currently the station has one single bathroom that will be split into two bathrooms with the expansion. The current bathroom has two sinks, a urinal, a toilet and an old shower. This will all be demolished and removed in stages, while keeping one bathroom functional for the working fire crews. Each bathroom will feature a new shower, single sink, single toilet, mirror, outlets and separate LED lighting.

Add HVAC drops to each bunk room and bathrooms. Bathrooms will require new shower ensembles with appliances. Both bathrooms will require new toilets and new sinks/counter/vanity ensembles. The mirrors, doors and vanity light fixtures may be reused if conditions permit.

Building Specifications

- Bunk Dimensions: 8' 6" x 9' 0" x 8' 0" for each bunkroom (x3)-estimated
- Bathroom Dimension: 8' 6" x 9' 0" x 8' 0" for each bathroom (x2)-estimated
- Interior finish: Laminate/waterproof flooring in bunks to match
- Interior Finish: Tile floor in bathroom with floor drain
- Interior Finish: Sheetrock, paint and trim, drop ceiling in bunks
- Doors: Hollow core interior panel, 2-bathroom doors reused*
- Windows No windows on this project
- Showers: Tile showers with new fixtures and industrial design
- Vanity: 2 new industrial vanities to match with sinks/fixtures
- Toilets: 2 new toilets to match
- Wall Construction: 2 x 4 16" on center wood frame
- Schedule: Completion within 120 days of kick-off meeting.



Similar design

File Attachments for Item:

D. APPROVAL OF CITY PROCLAMATION POLICY



DATE: January 20, 2026
TO: Chair Nootz and City Commissioners
FROM: Grant Gager, City Manager
RE: Staff Report for Proclamation Policy

Recommendation and Summary

Staff recommends the Commission approve the City Manager Proclamation Policy to formalize and standardize the process for community members and City Commissioners to request proclamations.

"I move to approve the City Manager Proclamation Policy and authorize the City Manager to implement the policy."

The reasons for the recommendation are as follows:

- Establishes clear, consistent, and transparent guidelines for proclamation requests
- Developed at the request of City Commissioners seeking a clearer process for how proclamation requests are handled

Introduction and History

This policy was developed following a request by the City Commission. The Commission asked staff to create a more formal process for both community members and City Commissioners to request proclamations. While proclamations have historically been considered at the City Manager's discretion, there has not been a standardized process for evaluating requests. This policy provides that structure by setting clear criteria and timelines for submission.

Analysis

Under Montana Code Annotated (MCA) § 7-3-301 and § 7-3-304(6), the City Manager serves as the chief administrative officer of the City and is responsible for preparing and publishing the City Commission meeting agenda pursuant to MCA § 2-3-103. This authority includes determining whether ceremonial items, such as proclamations, appear on the agenda.

The proposed policy sets guidelines for proclamation requests, including eligibility requirements, prohibited uses, submission deadlines, and conditions under which a proclamation may be issued.



It also confirms that the City Manager retains the right to approve, deny, or edit proclamation requests, and to determine whether they are presented during a Commission meeting or issued outside of one.

Fiscal Impact

There is no significant fiscal impact associated with adoption of this policy. Staff time to review requests is anticipated to be minimal and absorbed within existing workload.

Strategic Alignment

This policy supports the City's goal of providing clear and consistent procedures for public interaction with the Commission. It promotes fairness, inclusivity, and transparency in how ceremonial recognitions are considered.

Attachments

- Attachment A: Draft City Manager Proclamation Policy
- Attachment B: Bozeman Proclamation Policy
- Attachment C: Great Falls Proclamation Policy

City of Livingston Proclamation Policy

Proclamations are issued at the City Manager's discretion to honor, celebrate or create awareness of a noteworthy event, milestone, or achievement generally related to a community benefit. Requests will be considered on a case-by-case basis subject to their significance to the City and its residents.

Proclamations may be issued for:

- Noteworthy events of city-wide significance and relevancy to Livingston
- Significant contributions and service to the community
- Special honors or accomplishments (as determined by the City Manager)

Proclamations Guidelines:

- All proclamation requests must be received 30 days before the event.
- Proclamations should reflect a spirit of positivity and inclusiveness.
- Proclamations are not automatically renewed every year.
- A Livingston city resident must request the proclamation.
- The City Manager reserves the right to approve or decline any request for a proclamation and edit the drafted material for final wording.

Proclamations will not be issued for:

- Matters of political or religious nature or individual conviction
- Events or organizations with no direct relationship to the city of Livingston
- Campaigns or events contrary to city policy
- Personal proclamations for individuals or businesses

Additional Information:

- Proclamations must not be used in whole or as part of an advertisement, endorsement, or commercial promotion.
- Proclamations are honorary and not legally binding.
- An organization does not have exclusive rights to the day, week, or month of its proclamation.



Mayoral Proclamation Request

Proclamations are issued at the Mayor's discretion to honor, celebrate or create awareness of a noteworthy event, milestone, or achievement generally related to a **community benefit**. Requests will be considered on a case-by-case basis subject to their significance to the city and its residents.

Proclamations may be issued for:

- Noteworthy events of *city-wide* significance and relevancy to Bozeman
- Significant contributions and *service to the community*
- Special honors (as determined by the Mayor)

Proclamations Guidelines:

- All proclamation requests will be reviewed on a case-by-case basis and must be received *30 days before the event*.
- Proclamations should reflect inclusiveness, not exclusiveness.
- Proclamations are not automatically renewed every year.
- Only one proclamation will be accepted annually per topic and organization.
- A Bozeman city resident must request the proclamation.
- The Mayor reserves the right to approve or decline any request for a proclamation and edit the drafted material for final wording.

Proclamations will not be issued for:

- Matters of political or religious nature or individual conviction
- Events or organizations with no direct relationship to the city of Bozeman
- Anniversaries

- Campaigns or events contrary to city policy
- Personal proclamations for individuals or businesses

Additional Information:

- Proclamations must not be used in whole or as part of an advertisement, endorsement, or commercial promotion.
- Proclamations are honorary and not legally binding.
- Presentations of a proclamation at a City Commission meeting are at the Mayor's discretion and will be scheduled subject to availability. If a formal presentation at a city council meeting is available, it is expected that at least one representative will be on hand to receive the proclamation. If a formal presentation is not available, proclamations can be picked up at City Hall. They will not be mailed.
- An organization does not have exclusive rights to the day, week, or month of its proclamation

Full Name

First Name

Last Name

Full Address

Street Number and Name

Unit Number

City

State/Province/Region

Postal/ZIP Code

Phone

ext.

Email

Confirm email address

What is to be proclaimed?

Name of Proclamation

200 characters

Date of the Proclaimed (day, week, month, or event)

200 characters

Date Proclamation is needed

Draft text of the proclamation, including 4-6 "whereas" clauses. Please limit to one page/300 words

500 Character limit

500 characters

Alternative file upload

BROWSE... **CLEAR**

Maximum size allowed: 5 MB

Allowed types: .gif, .jpg, .jpeg, .png, .doc, .docx, .xls, .xlsx, .rtf, .pdf, .txt

To receive a copy of your submission, please fill out your email address below and submit.

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CITY OF GREAT FALLS MONTANA

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Proclamation Requests

New Process Beginning July 1, 2024

Mayoral Proclamation Request

Proclamations are issued at the Mayor's discretion to honor, celebrate or create awareness of a noteworthy event, milestone, or achievement generally related to a community benefit. Requests will be considered on a case-by-case basis subject to their significance to the city and its residents.

Proclamations are ceremonial and do not carry any legislative or legal value, and are not statements of policy.

Proclamations may be issued for:

- Noteworthy events of *city-wide* significance and relevancy to Great Falls
- Significant contributions and service to the *community*



Proclamation Guidelines:

- All proclamation requests will be reviewed on a case-by-case basis.
- Proclamations are not automatically renewed every year.
- Only one proclamation request will be accepted annually per topic.
- A Great Falls city resident or representative of a local organization must request the proclamation.
- The Mayor reserves the right to approve or decline any request for a proclamation and edit the drafted material for final wording.

Proclamations will not be issued for:

- Matters of political or religious nature or individual conviction
- Matters with potential political controversy or which may suggest an official City position on a matter whether or not under consideration or to be voted upon by the City Commission
- Events or organizations with no direct relationship to the city of Great Falls
- Matters concerning personal life choices that government should not interfere with




Additional Information:







- Proclamations are honorary and not legally binding.
- If the proclamation request is new, the draft wording for the “whereas” paragraphs must be included in the Proclamation Request form.
- While the Mayor appreciates the importance of each proclamation, beginning July 2024 proclamations will not be read at Commission meetings. Mayor approved Proclamations will be made available for pick up at the City Clerk's Office, or emailed to the requester.
- Presentation of a Proclamation at your event could be requested, and would be subject to the Mayor or Commissioner availability.
- An organization does not have exclusive rights to a day, week, or month of its proclamation.

Mayoral Proclamations issued on or after July 1, 2024:

National Health Center Week [August 4 - 10, 2024]
Senior Police Officer Shane Chadwick Day [September 7, 2024]
Vet4Vets Month [September 2024]
60th Annual White Cane Awareness Day [October 15, 2024]
Crime Prevention Month [October 2024]
Red Ribbon Week [October 23 - October 31, 2024]
National Nurse Practitioner Week [November 10-14, 2024]
Small Business Saturday [November 30, 2024]
Martin Luther King Jr. Day [January 20, 2025]
National Catholic Schools Week [January 26-February 1, 2025]
Career & Technical Education Month for Great Falls Public Schools [February 2025]
Black History Month [February 2025]
Youth Art Month [March 2025]
CM Russell Month [March 2025]
Public Safety Telecommunicators Week [April 13-19, 2025]
Child Abuse Prevention Through Strengthening Families Month [April 1-30, 2025]
Arbor Day [April 25, 2025]
Earth Day [April 22, 2025]
Peace Officers' Memorial Day [May 15th]and Police Week [May 11-17, 2025]
National Homeownership Month [June 2025]
National Garden Week [June 1-7, 2025]
NeighborWorks Week [June 7-14, 2025]
37th Annual Lewis & Clark Festival [June 20-21, 2025]
Juneteenth [June 2025]
Paris Gibson Month [July 2025]
National Fentanyl Prevention and Awareness Day [August 21, 2025]
National Health Center Week [August 3-9, 2025]

SUPPORTING DOCUMENTS

-  National Health Center Week [August 4-10, 2024] (103 KB)
-  Senior Police Officer Shane Chadwick Day [September 7, 2024] (112 KB)
-  Vets4Vets Month [September 2024] (96 KB)
-  Crime Prevention Month [October 2024] (193 KB)
-  Red Ribbon Week [October 23-31, 2024] (608 KB)
-  60th Annual White Cane Awareness Day [October 15, 2024] (96 KB)
-  National Nurse Practitioner Week [November 10-14, 2024] (103 KB)
-  Small Business Saturday [November 30, 2024] (109 KB)
-  Martin Luther King Jr. Day [January 20, 2025] (149 KB)
-  Black History Month [February 2025] (175 KB)
-  Career & Technical Education Month for Great Falls Public Schools [February 2025] (170 KB)
-  National Catholic Schools Week [January 26 - February 1, 2025] (399 KB)
-  Youth Art Month [March 2025] (76 KB)
-  CM Russell Month [March 2025] (52 KB)
-  Public Safety Telecommunicators Week [April 13-19, 2025] (95 KB)
-  Child Abuse Prevention Through Strengthening Families Month [April 1-30, 2025] (173 KB)
-  Arbor Day [April 25, 2025] (112 KB)
-  Earth Day [April 22, 2025] (187 KB)
-  Peace Officers' Memorial Day [May 15th] and Police Week [May 11-17, 2025] (110 KB)
-  NeighborWorks Week [June 7-14, 2025] (93 KB)

-  Juneteenth [June 19, 2025] (269 KB)
-  National Homeownership Month [June 2025] (62 KB)
-  Paris Gibson Month [July 2025] (94 KB)
-  National Garden Week [June 1-7, 2025] (97 KB)
-  National Fentanyl Prevention and Awareness Day [August 21, 2025] (201 KB)
-  National Health Center Week [August 3-9, 2025] (206 KB)

Proclamation Details

Occasion Title *

Day, Week or Month of Occasion *

If this is a new proclamation request, enter a maximum of 1900 characters of the proclamation wording

Contact Information

Contact Name *

Contact Phone *

Contact Email *

Submit



CITY CLERK

CONTACT INFORMATION

2 Park Drive South, Room 204
P.O. Box 5021, Great Falls, MT 59403
(406) 455-8451/455-8479

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