



# Livingston City Commission Agenda

**August 19, 2025 — 5:30 PM**

City – County Complex, Community Room

<https://us02web.zoom.us/j/89942675199?pwd=BbjaUYLKfzEkhtKNOZb9p1pavknwwP.1>

**Meeting ID: 899 4267 5199**

**Passcode: 116473**

1. Call to Order

2. Roll Call

3. Public Comment

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

4. Consent Items

**A. APPROVAL OF MINUTES FROM JULY 15, 2025, REGULAR MEETING PG.5**

**B. APPROVAL OF CLAIMS PAID 7/31/25 - 8/13/25 PG.27**

**C. JUDGE'S MONTHLY REPORT FOR MAY 2025 PG.51**

**D. JUDGE'S MONTHLY REPORT FOR JUNE 2025 PG.53**

**E. CONSIDERATION OF OPEN CONTAINER SPECIAL EXCEPTION REQUEST FOR MONTANA FRESHWATER PARTNERS RIVER CLEAN UP EVENT ON SEPTEMBER 13, 2025 PG.55**

**F. AGREEMENTS 20212 AND 20213 WITH PARK COUNTY FOR MOBILE CRISIS RESPONSE PG.61**

**G. APPROVAL OF A SPECIAL PARKING SPACE APPLICATION FOR 116 E. CLARK STREET PG.74**

**H. AGREEMENT 20214 WITH LIVINGSTON HEALTHCARE FOR INTER-FACILITY TRANSFERS PG.80**

**I. APPROVAL OF AGREEMENT 20216 WITH PARK COUNTY RURAL FIRE DISTRICT PG.87**

**J. AGREEMENT 20215 WITH STATE OF MONTANA PG.92**

5. Proclamations

6. Scheduled Public Comment

7. Action Items



- A. RESOLUTION 5167: RESOLUTION ESTABLISHING THE METHOD OF LEVYING VOTED MILLS PER HB231 AND SB542 PASSED IN THE 2025 MONTANA LEGISLATURE [PG.110](#)**
- B. RESOLUTION 5168: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, FIXING THE TAX LEVY FOR FISCAL YEAR 2025-2026. [PG.114](#)**
- C. RESOLUTION 5169: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO SPECIFY THE ASSESSMENT OPTION FOR STREET MAINTENANCE AND IMPROVMENTS DISTRICT NO. 1 FOR FISCAL YEAR 2025-2026 IN AN ESTIMATED AMOUNT OF \$1,390,903, LEVY AND ASSESS ALL PROPERTY WITHIN THE DISTRICT. [PG.120](#)**
- D. RESOLUTION 5170: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ESTIMATE THE COST OF MAINTAINING LIGHTS AND SUPPLYING ELECTRICAL CURRENT TO SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 IN THE AMOUNT OF \$61,993 FOR FISCAL YEAR 2025-2026 AND LEVYING AND ASSESSING 100% OF THE ESTIMATED COSTS AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT. [PG.125](#)**
- E. RESOLUTION 5171: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ESTIMATE THE COST OF MAINTAINING LIGHTS AND SUPPLYING ELECTRICAL CURRENT TO SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 IN THE AMOUNT OF \$61,993 FOR FISCAL YEAR 2025-2026 AND LEVYING AND ASSESSING 100% OF THE ESTIMATED COSTS AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT. [PG.130](#)**
- F. RESOLUTION 5172: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ASSIGNING THE GATEWAY OVERLAY ZONING DISTRICT DESIGNATION TO THE PROPERTY ADDRESSED AS 38 LOVES LANE WHICH IS ZONED MIXED USE (MU). [PG.135](#)**
- G. ORDINANCE 3062: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY REZONING PROPERTY LEGALLY DESCRIBED AS BROOKSTONE MAJOR SUBDIVISION 610, S07, T02 S, R10 E, LOTS 8-10, IN PARK COUNTY, MONTANA AND TO REZONE THE PARCEL FROM HIGH DENSITY RESIDENTIAL (R3) TO PLANNED UNIT DEVELOPMENT (PUD). [PG.144](#)**
- H. AUTHORIZATION OF COMMENTS FOR LOW-INCOME HOUSING TAX CREDIT APPLICATION [PG.180](#)**
- I. DISCUSSION OF PROCESS FOR PLACING PROCLAMATIONS ON CITY COMMISSION AGENDA [PG.186](#)**



8. City Manager Comment

9. City Commission Comments

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

**File Attachments for Item:****A. APPROVAL OF MINUTES FROM JULY 15, 2025, REGULAR MEETING**





# Livingston City Commission Minutes

**July 15, 2025 — 5:30 PM**

City – County Complex, Community Room

<https://us02web.zoom.us/j/81537353996?pwd=atA1xgSmLvF9wTGf8a5J4KEndHhoDq.1>

**Meeting ID:815 3735 3996**

**Passcode:579622**

## 1. Call to Order

## 2. Roll Call

### Roll Call

- Chair Schwarz
- Vice Chair Nootz
- Commissioner Kahle
- Commissioner Willich

### City Staff Present

- City Manager Grant Gager
- Policy Analyst Greg Anthony
- Chief of Police Wayne Hard
- Finance Director Paige Fetterhoff
- Planning Director Jennifer Severson

## 3. Public Comment

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

Public comment was offered by:

- Leslie Feigel expressed concern about the lack of daycare availability in Livingston. She stated there is a meeting about this on 8/26 from 6 p.m. to 8 p.m. at the Shane Center. She addressed comments from the Commission at the last meeting about the parade.



- Linda Maher expressed support for Leslie.
- Patricia Grabow expressed support for Leslie and the Chamber. She stated she reached out to the City Manager about the settlement with Printing For Less. Lastly, she expressed condolences for the loss of Sal Lalani.
- Jay Keifer expressed support for Leslie.

Vice Chair Nootz read a quote. She asked to see copies of the rules and text references from Leslie. She stated it is dangerous to dehumanize a population of residents who are already the most vulnerable people in our community. She stated it is also dangerous to hypersexualize a group of people who are already the most vulnerable people in our community. She expressed how important it is to speak out when any group of people is being dehumanized in our community. She asked if the City Manager would provide receipts to show money given to the Chamber of Commerce. She asked if there will be childcare provided at this childcare meeting on 8/26.

Chair Schwarz stated the information regarding Printing For Less is public information and in a past packet.

The City Manager stated he thought it was in the 1<sup>st</sup> packet in September.

#### 4. Consent Items

- A. APPROVAL OF MINUTES FROM JUNE 17, 2025, REGULAR MEETING [PG. 4](#)**
- B. APPROVAL OF MINUTES FROM JULY 01, 2025, REGULAR MEETING [PG.18](#)**
- C. APPROVAL OF CLAIMS PAID 6/26/25 - 7/9/25 [PG.51](#)**
- D. APPROVAL OF AGREEMENT 20200 FOR AUDIT SERVICE FOR FY 2025 - FY 2027 [PG.59](#)**
- E. APPROVAL OF AGREEMENT 20201 MOU WITH HAPPY TRASH CAN, LLC [PG.79](#)**
- F. APPROVAL OF AGREEMENT 20202 WITH AAA CLEANING [PG.89](#)**
- G. APPOINTMENT OF TWO REPRESENTATIVES TO THE CITY/COUNTY JOINT AIRPORT BOARD [PG.91](#)**

Commissioner Willich asked to split Consent Item G, as he and Chair Schwarz are part of this.

Vice Chair Nootz pulled Consent Item B.

Commissioner Kahle motioned to approve Consent Items A, C, D, E and F, seconded by Commissioner Willich. Unanimously approved.

Vice Chair Nootz clarified 3 corrections to the minutes.

Vice Chair Nootz motioned to approve Consent Item B with 3 corrections, seconded by Commissioner Kahle. Unanimously approved.



Commissioner Kahle motioned to approve Consent Item G, seconded by Vice Chair Nootz. Unanimously approved.

5. Proclamations

6. Scheduled Public Comment

**A. UPDATE ON FLOODPLAIN MAPPING FROM MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION PG.99**

The City Manager introduced this item and stated it is a presentation on the flood mapping effort that is ongoing at the state and federal level.

Nadeen from DNRC gave a brief presentation.

Vice Chair Nootz asked when these various scenarios impact the people who live here.

Nadeen stated the impacts would not be felt until after the maps go effective.

Vice Chair Nootz asked when that will be.

Nadeen stated if grants are received and they proceed, it could take up to 3 years.

Vice Chair Nootz asked if the properties in the 100-year floodway have something on their deed so when the property ownership changes, the new owner knows they are buying a house within the 100-year floodplain.

Nadeen stated there is a disclosure requirement for realtors.

Vice Chair Nootz asked the City Manager for an overview of what is happening around flood mapping and the river.

The City Manager stated this is one of two efforts, this being one, and the other is a Silver Jackets study, which is a levy breach analysis. He stated there is also a channel migration study being done in Park County.

Commissioner Kahle asked about the timeline and funding.

Nadeen stated the mitigation analysis will be done, a draft meeting will happen where they walk through the mitigation technical assistance results. The funding that Three Forks used to do their project was the Building Resilient Infrastructure and Communities grant, and that grant is now gone. She stated the only grant they know of that is still available is the Flood Mitigation Assistance grant. She stated it is tied to the National Flood Insurance Program and it's intended to reduce premiums and payouts to the National Flood Insurance Program.

Vice Chair Nootz asked where all of this information will be located on the City website.



The City Manager stated there is a City projects page dedicated to this already.

<https://www.livingstonmontana.org/community/page/city-projects>

Public comment was offered by:

- Patricia Grabow expressed being surprised at the presentation tonight. She thought this study would have taken into consideration the study done by the Core of Engineers and the solution the Core if Engineers came up with.
- Jeanette Blank wondered about the contract developing concepts for the flood mitigation and wondered if the concepts would be transferred over as part of the data package. If not, is there a way to find these concepts.
- Kristen Smith is the leader of Floodwise Community Assistance Program for Headwater Economics. She stated they currently have a relationship with the City, which is the for the stormwater utility. She offered that the City does have resources in Headwaters.

Nadeen responded to Jeanette Blank and stated work with be finalized through hydraulics whether or not she is still around, and there is funding still available for the mitigation technical assistance.

Vice Chair Nootz expressed surprise and concern for the Fleshman Creek Map. She thanked Nadeen for the presentation and stated the City Commission has been waiting for this data since the flood.

Commissioner Kahle motioned for a 10-minute break, seconded by Vice Chair Nootz. Unanimously approved.

## 7. Action Items

- A. RESOLUTION 5164: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, APPROVING AND ADOPTING THE FINAL BUDGET IN THE AMOUNT OF \$31,775,333 FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2025, AND ENDING JUNE 30, 2026 (FY26), AND MAKING APPROPRIATIONS AND ESTABLISHING SPENDING LIMITS AND AUTHORIZING TRANSFER OF APPROPRIATIONS WITHIN THE SAME FUND. [PG.114](#)**

The City Manager stated this item was reviewed in detail at the previous meeting, but offered to do so again this meeting.

Commissioners declined the full presentation be presented again.

Public comment was offered by:

- Linda Maher asked about the budget review last meeting and her interpretation was it went well.



Vice Chair Nootz stated they have never operated at deficit in the time she has been on the Commission, and under the current administration the taxing of residents has improved. She asked the City Manager to discuss the mill levies and impact to taxpayers.

The City Manager referenced the Executive Summary in this year's budget book and stated we are in balance by approximately \$15,000 or so, and that is operating expense vs. operating revenues. He reminded it is important to remember in government budgeting that there are one-time revenues and there are ongoing revenues, and there are one-time expenditures and ongoing expenditures. A well-constructed budget matches revenues with expenditures. Ongoing revenues ought to be sufficient to fund ongoing expenditures, and one-time revenues are best used to fund one-time expenditures. He is happy to recommend for the third year in a row a budget that is in balance.

Vice Chair Nootz clarified that she wanted to see the mills to show the allowable amount vs. what we are actually doing.

The City Manager reviewed page 19 of the City Managers recommended budget. He stated the City can only grow its revenue from existing properties by half the rate of inflation observed over the prior several years. He reviewed the mill chart in detail and reviewed his tax bill for the past few years to show as an example.

Finance Director Fetterhoff stated that the City Manager tax bill may have gone down, but that is not necessarily the case for every home owner. She stated these were prepared on a budget prepared at a time when all of these legislative changes had not been made. So, the value of when they think the mill levy is going to be for FY 26 is probably not accurate.

Vice Chair Nootz addressed the restructure of the Fire Dept. and it keeps budgets the same without lots of overtime. She stated this is the strongest budget she has seen. She read a brief statement about his years budget she touched on graffiti removal and railroad crossings.

Vice Chair Nootz motioned that the Commission direct the City Manager to develop and bring back, within the next 2 meetings, an actionable graffiti removal and maintenance plan for public murals including the underpass, seconded by Commissioner Willich.

Vice Chair Nootz motioned that the Commission direct the City Manager to present within the next 2 meetings, details of a long-term plan that he mentioned in the June 17<sup>th</sup> meeting involving the evaluation of a second grade separated rail crossing. The plan should include the intended structure of the process, including a timeline of deliverable, a timeline of expected community engagement and outreach, and a draft of possible alternative funding sources that could be considered. It needs to be meaningful for the community, but not so specific that it's not actually achievable by staff, seconded by Commissioner Willich.

Commissioner Kahle asked if 2 meetings was enough time to bring forward the request items for the rail crossing.



The City Manager stated yes, the structure of the plan exists.

Commissioner Willich would like to see the maintain a higher rate of percentage of the general fund balance. He would like to see this higher than what the general account office recommendation of 16.6%. He expressed appreciation for the savings on hauling solid waste.

Commissioner Kahle expressed excitement about more services be added to solid waste.

Chair Schwarz asked if they get penalized if they savings to too high about the 16.6%.

The City Manager stated that we are not a bank, so the state does limit what the fund balances can be.

Vice Chair Nootz wondered where the 16.6% come from and stated that people pay taxes so they should see the benefit from that as soon as possible.

The City Manager stated we cannot take over a 50% fund balance.

Finance Director Fetterhoff stated the 16.6% is set by the GFOA and it is based on the collection of tax dollars. She stated that 16.6% is only 2 months of operating expenses, and they know that we have to get through 5 months of operations before we get the first property tax payment. She stated the 16.6% is too low for Livingston.

Vice Chair Nootz asked for this information in dollar amounts.

Finance Director Fetterhoff stated 16.6% of operating expenses for the upcoming budget is a fund balance of \$1.4 million. She stated at one point they had a goal of 33.3% which is a fund balance of \$2.8 million.

Vice Chair Nootz motioned to approved the resolution, seconded by Commissioner Kahle.

The City Manager asked for any disclosures from the Commission.

Commissioner Kahle disclosed she is an employee of PCEC, which is also Livingston Loves Trees.

Vice Chair Nootz disclosed that she is employed at MSU.

Unanimously approved.

**B. RESOLUTION 5165: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, INCREASING ALL RATES FOR ALL CUSTOMERS OF THE CITY OF LIVINGSTON WATER SYSTEM. PG.119**

The City Manager stated the adjusted increase is 4.22% which matches the rate of inflation. The impact range is \$.84 to \$2.28.

Public comment was offered by:



- Linda Maher expressed that this increase looks reasonable, but wondered if they could share anything for those in need of financial utility assistance.
- Patricia Grabow expressed being against water rate increases.

Vice Chair Nootz stated that the way water rates are charged have significantly changed since her time on the Commission. For example, that the higher cost falls on the people that use more water.

Commissioner Kahle stated we are raising rates at the rate of inflation and reminded that NorthWestern Energy did not. She expressed agreement with Vice Chair Nootz about the tiered rates. She stated there are water assistance out there and HRDC is a good resource to check out.

Commissioner Willich reminded of the importance of clean water, and increased water rates help ensure clean water. He stated it is the smallest amount they can raise the rates to provide clean water.

Commissioner Kahle motioned to approved this resolution, seconded by Commissioner Willich. Unanimously approved.

**C. RESOLUTION 5166: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, INCREASING ALL RATES FOR ALL CUSTOMERS OF THE CITY OF LIVINGSTON WASTEWATER SYSTEM. [PG.126](#)**

The City Manager stated this resolution is to increase wastewater rates by 4/8% which matches the rate of inflation. The revenue for this goes toward funding the operations of wastewater including capitol projects. The monthly rates will increase in a range of \$.97 to \$4.77.

Public comment offered by:

- Patricia Grabow questioned process around public comment. She expressed being against wastewater rate increases.

Vice Chair Nootz explained why she explains the way she votes.

Commissioner Kahle expressed that it helps the public understand the way they are voting.

Chair Schwarz stated these meetings are long because they do take time to explain their decision-making process.

Commissioner Kahle motioned to approve this resolution, seconded by Vice Chair Nootz. Unanimously approved.

Commissioner Kahle motioned to take an 8-minute break, seconded by Vice Chair Nootz. Unanimously approved.



**D. ORDINANCE 3061: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING THE RECENTLY ANNEXED PROPERTY ADDRESSED AT 38 LOVES LANE AND LEGALLY DESCRIBED AS LOT 9 POR. LOT 9S OF ACREVILLE SUBDIVISION SE ¼ OF SEC 23, T02S, R09E, P.M.M PARK COUNTY, MONTANA AS MIXED USE (MU). [PG.132](#)**

The City Manager stated this item is to zone a certain parcel at 38 loves lane. He invited Planning Director Severson to present.

Planning Director Severson gave a brief presentation.

Commissioner Kahle asked if the gateway overlay will need to be a separate action they will need to take.

Planning Director Severson stated it will come soon.

Public comment offered by:

- Patricia Grabow expressed being opposed to this development and is concerned about the trees in this area.
- Linda Maher expressed knowing someone in the area that is an arborist where she has heard that those are shallow trees and not in good shape. She does agree with comments from Patricia.

Chair Schwarz reminded that the storage units out in this area on County property.

Commissioner Kahle also stated those storage units are on County property. She further stated she is not aware of any regulation in the County that would stop someone from cutting down a tree. There is no zoning and no regulations. She reminded the City put in place some policy saying that new developments need to keep old growth trees, if possible.

The City Manager stated in site plan review is where they touch on tree planting and landscaping.

Vice Chair Nootz stated that staff does put a lot of effort into protecting trees. She asked the City Manager how much money the City has spent on trees or allocated to partners or to grants.

The City Manager stated it is over \$60,000

Commissioner Kahle motioned to approve the ordinance, seconded by Commissioner Willich. Unanimously approved.

**E. DISCUSSION OF DOWNTOWN MASTER PLAN IMPROVEMENTS [PG.162](#)**

The City Manager stated this item is a discussion of some contemplated improvements related to the Downtown Master Plan. He introduced Planning Director Severson to review.





Planning Director Severson reviewed a brief presentation.

Commissioner Willich stated he is interested to see how this project turns out.

Commissioner Kahle expressed that traffic calming will be great. She asked if there is an update on the flashing beacons.

The City Manager stated yes, they have been in contact with MDOT about 3 rapid flashing beacons across Park Street. He stated they spoke with MDOT and we requested bulb out for the rapid flashing beacons, and this has been in review for about 9 months. He will continue to review this option for bulb outs at Main and Park. He stated the other 2 crossing have been approved.

Vice Chair Nootz expressed that she likes that Planning Director Severson brings excitement to this topic. She likes that its project is fun and cute and feels that it fits the vibe of Livingston. She asked if there will be a process for artists to request to do the art.

Commissioners discussed that Main and Park is busy and bulb outs are important because there is a lot happening at this intersection and they would really like to see it become safer.

Public comment was offered by:

- Linda Maher expressed concerns about pollinator plants because the pictures look like petunias and those are not pollinator plants.

The City Manager stated they have discussed plants a lot and we do have a place to store plants for winter currently at Public Works.

#### **F. DISCUSSION REGARDING AUGUST 5, 2025, CITY COMMISSION MEETING [PG.171](#)**

The City Manager stated this item is too possible contemplate cancelling the 8/5 City Commission Meeting because it is National Night Out.

Commissioners agreed it was okay to cancel the 8/5 City Commission Meeting.

Vice Chair Nootz motioned to enter closed session, seconded by Commissioner Kahle. Unanimously approved.

#### **G. CLOSED SESSION TO DISCUSS LEGAL STRATEGY PURSUANT TO MCA 2-3-203(4)(a)**

##### **8. City Manager Comment**

The City Manager stated at the next meeting will provide and update on the Wellness Center.

##### **9. City Commission Comments**

Commissioner Willich thanked LFR for filling the dunk tank at the off-road vehicle tank the day before, so the water had time to warm up.



Commissioner Kahle she thanked the fairgrounds for a much quieter rodeo this year.

Vice Chair Nootz thanked the Commission for their seconds on a few motions tonight. She also recognized the sound at the fairgrounds was quieter this year, but still not as quiet as she hoped. She hopes the City Manager can help make sure this gets better for residents. She expressed appreciation for proclamations being read.

Chair Schwarz – no comment

#### 10. Adjournment

Commissioner Willich motioned to adjourn, seconded by Commissioner Kahle. Unanimously approved.

#### Calendar of Events

#### Supplemental Material

#### Notice

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# Zoning Map Amendment to Assign Mixed Use (MU) Zoning to Recently Annexed Parcel at 38 Loves Lane



City Commission  
June 17, 2025

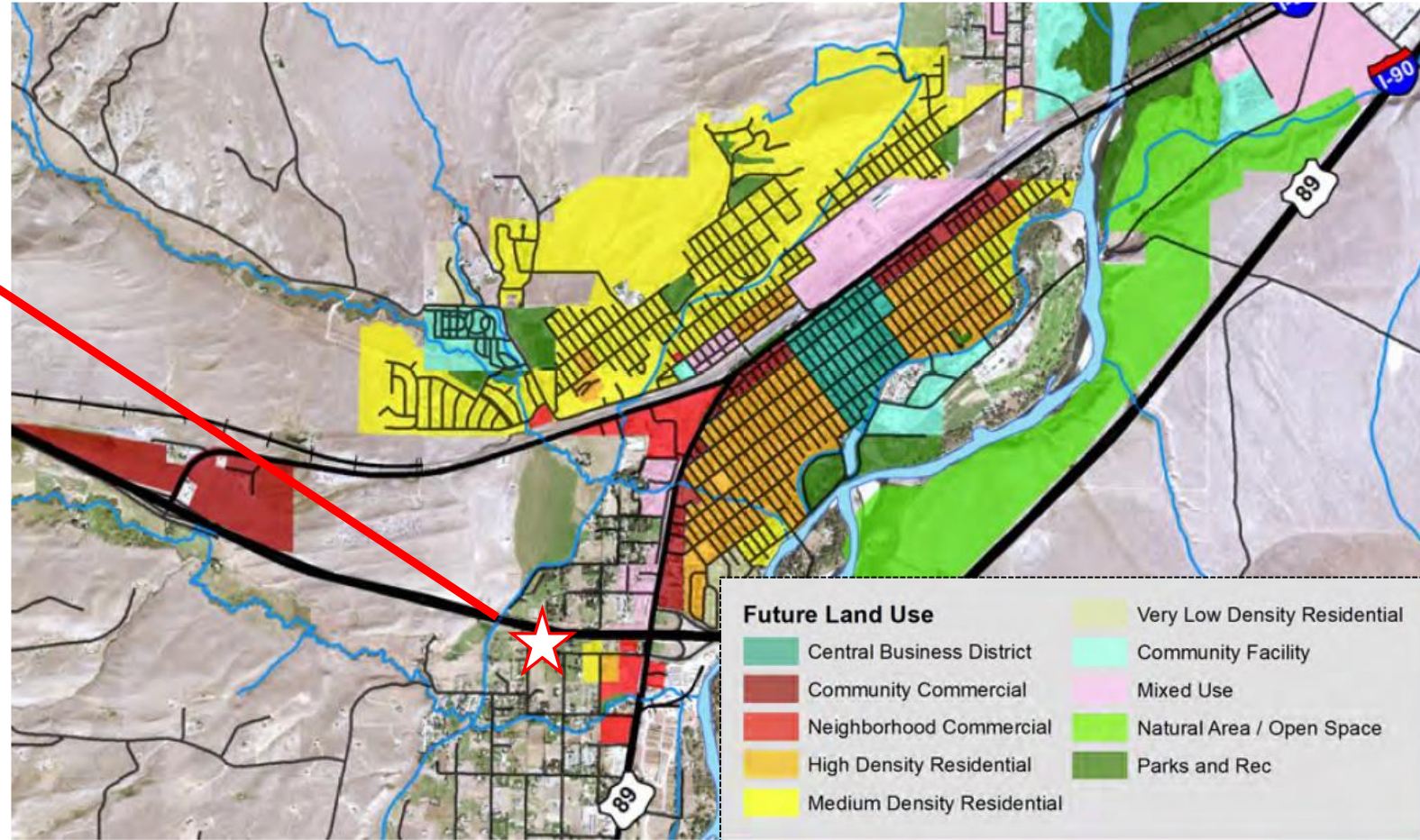


# SUMMARY

- **Assign Mixed Use (MU) zoning to annexed parcel at 38 Loves Ln**
- **Current Use = Residential**
- **Proposed Use = Office Building; Business and Professional Offices allowed 'by right' in MU district**
- **USDA will move offices from 5242 US Hwy 89S to 38 Loves Ln**
- **Current owner is under contract to sell to LaTerra Partners, who will lease the property to USDA**

# GROWTH POLICY FUTURE LAND USE MAP

17



**Growth Policy Future Land Use Map Does Not Include 38 Loves Lane**

*Livingston, Montana*



# SURROUNDING LAND USE & ZONING

## Land Use Outside City Limits:

Residential, Suburban Agriculture, Mini Storage, MJ Retail

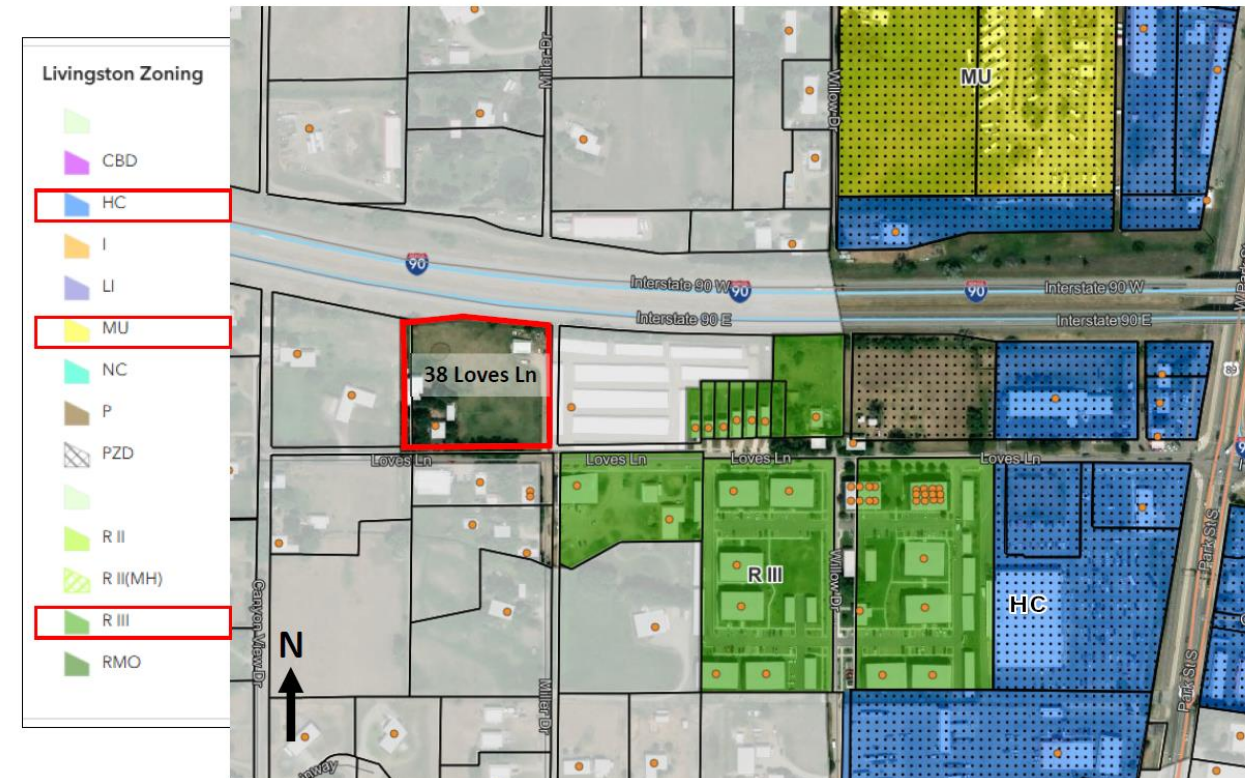
## Zoning inside City Limits:

R3- High Density Residential

HC- Highway Commercial

MU- Mixed Use

ZONING MAP



# ZONING USE TABLE COMPARISON

A = Allowed S = Special Exception Permit Required N = Not Allowed

	MU
One (1) Family Dwellings*	A
Two (2) Family Dwellings	A
Multifamily Dwellings	A
Accessory Dwellings	A
Townhouses	A
Tiny Homes	A
Accessory Buildings	A
Mobile Homes	N
Modular Homes	A
Churches	S
Schools, Public, Private and Parochial	S
Schools, Trade	S
Hospitals/Institutions	S
Medical/Dental Clinics	A
Adult Foster Care Center <sup>3</sup>	A
Personal Care Center	A
Child Care Center	A
Veterinarian Clinics	A
Kennels and Catterys	N
Laundromat	A
Bed and Breakfasts	A
Motels/Hotels	N
Travel Trailer Parks	N
Business and Professional Offices	A
Retail	A
Large-scale Retail	N
Personal Service Stores	A
Eating and Drinking Establishments (Sit-Down)	A
Drive-Thru Restaurants	N
Banks	A

	MU
Mortuary	S
Wholesale Businesses	N
Commercial Greenhouses	S
Gasoline Service Stations	N
Auto Repair Garage	N
Automobile Dealerships	N
Auto Salvage and Storage	N
Warehouse and Enclosed Storage	N
Machine Shop	N
Artisan Manufacturing	A
Limited Manufacturing	A
General Manufacturing	N
Intensive Manufacturing	N
Cidery	A
Microbrewery/ Microdistillery	A
Winery	A
Bowling Alley	S
Theater	S
Open-Air Stadiums, Sports Arenas, Amphitheaters	S
Lumberyards	N
Transportation Terminals	N
Radio Stations <sup>4</sup>	A
Utility Substations	S
Armory	N
Cemetery	N
Government Offices	A
Public Recreation Facility	S
Health and Exercise Establishment	A
Marijuana Production Facility	N
Sexually Oriented Business	N

# CRITERIA FOR ZONING REGULATIONS

## MCA 76-2-304

- ✓ Made in accordance with Growth Policy
- ✓ Secure safety from fire/ other dangers
- ✓ Promote public health, safety and general welfare
- ✓ Adequate provision of transportation, water, sewer, schools, parks and other public requirements
- ✓ Reasonable provision of light and air
- ✓ Effect on motorized and nonmotorized transportation
- ✓ Promotion of compatible urban growth
- ✓ Zoning district character and suitability for particular uses
- ✓ Conserve building values and encourage appropriate land uses



# ANALYSIS – MU ZONING

**Growth Policy** - accommodate mix of retail, office, restaurant, entertainment, cultural and residential uses

**Zoning Code** - accommodate mix of residential, neighborhood scale commercial services and offices, and small-scale manufacturing

**Connection to City Services** - property owner will be required to extend City Water and Sewer service to the property

**Public Health, Safety & Welfare** - future development must comply with adopted Fire and Building Codes; retain USDA jobs in Livingston and improve USDA's ability to serve the public

# ANALYSIS

**Effect on Transportation Systems-** property has direct access to interstate interchange, highway and local street network and multi-use path; TIS will be required at time of Site Plan Review for development, owner responsible for installing mitigating treatments if necessary

**Compatible Urban Growth** – MU zoning is consistent with surrounding land uses (mix of low, medium and high density residential, suburban agriculture, highway commercial)

**District Character** – MU zoning will require the property to be included in the Gateway Overlay Design district, where new development must adhere to Building Design Standards that reduce building impacts on surrounding neighborhood (buffers, screening, etc)

# STRATEGIC ALIGNMENT

## Growth Policy:

***Future Land Use Analysis for Commercial and Industrial Land Use*** (pg 103) states that potential commercial areas include...the west side of US 89 South as far as Guthrie Lane

***Strategy 3.1.1.2:*** Evaluate and amend the zoning ordinance to allow for higher densities and wider land uses in areas that can support such development.

***Strategy 3.4.3.2:*** Encourage development near transit routes and active transportation infrastructure to promote development that produces minimal strain on the environment and existing transportation infrastructure.

***Strategy 6.1.5.8:*** Dedicate resources to strategies designed to help the local economy by investing in local businesses.

# RECOMMENDATION

**Staff recommends the City Commission accept the recommendation of the Consolidated Land Use Board and zone the parcel at 38 Loves Lane as Mixed Use (MU)**



# QUESTIONS?



**LIVINGSTON**  
M O N T A N A

**File Attachments for Item:**

**B. APPROVAL OF CLAIMS PAID 7/31/25 - 8/13/25**

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>406 VINYL ART</b>							
10007	406 VINYL ART	LFR	LOCKER NAME PLATES	07/16/2025	60.00	60.00	07/22/2025
Total 406 VINYL ART:					60.00	60.00	
<b>AAA CLEANING, LLC</b>							
3727	AAA CLEANING, LLC	270	city hall cleaning	07/31/2025	3,250.00	3,250.00	08/07/2025
3727	AAA CLEANING, LLC	271	cIVIC CENTER	07/31/2025	2,600.00	2,600.00	08/07/2025
3727	AAA CLEANING, LLC	272	Bennett St cleaning	07/31/2025	156.25	156.25	08/07/2025
3727	AAA CLEANING, LLC	272	Bennett St cleaning	07/31/2025	156.25	156.25	08/07/2025
3727	AAA CLEANING, LLC	272	Bennett St cleaning	07/31/2025	156.25	156.25	08/07/2025
3727	AAA CLEANING, LLC	272	Bennett St cleaning	07/31/2025	156.25	156.25	08/07/2025
Total AAA CLEANING, LLC:					6,475.00	6,475.00	
<b>ADVANCED ENGINEERING &amp;</b>							
3605	ADVANCED ENGINEERING &	104148	REIMBURSMENT	05/13/2025	724.50-	724.50-	07/22/2025
3605	ADVANCED ENGINEERING &	104149	PROFESSIONAL SERVICES	05/13/2025	3,982.50	3,982.50	07/22/2025
3605	ADVANCED ENGINEERING &	104150	PROFESSIONAL SERVICES	05/13/2025	2,869.25	2,869.25	07/22/2025
3605	ADVANCED ENGINEERING &	104153	PROFESSIONAL SERVICES	07/08/2025	363.00	363.00	07/22/2025
3605	ADVANCED ENGINEERING &	104154	PROFESSIONAL SERVICES	07/08/2025	2,722.25	2,722.25	07/22/2025
Total ADVANCED ENGINEERING &:					9,212.50	9,212.50	
<b>ALL SERVICE TIRE &amp; ALIGNMENT</b>							
22	ALL SERVICE TIRE & ALIGNME	70395	LAWN TIRE	07/03/2025	12.00	12.00	07/18/2025
22	ALL SERVICE TIRE & ALIGNME	70405	Tire Repair	07/07/2025	20.00	20.00	07/18/2025
22	ALL SERVICE TIRE & ALIGNME	70408	Oil Change	07/07/2025	67.00	67.00	07/18/2025
22	ALL SERVICE TIRE & ALIGNME	70429	BRAKES	07/09/2025	390.00	390.00	07/18/2025
Total ALL SERVICE TIRE & ALIGNMENT:					489.00	489.00	
<b>AMERIGAS</b>							
10002	AMERIGAS	752668710	TANK RENT	07/31/2025	136.07	136.07	08/07/2025
Total AMERIGAS:					136.07	136.07	
<b>BALCO UNIFORM COMPANY, INC.</b>							
3371	BALCO UNIFORM COMPANY, IN	83604-2	Uniform-BAUER CLASS A	07/28/2025	99.20	99.20	08/07/2025
Total BALCO UNIFORM COMPANY, INC.:					99.20	99.20	
<b>BIOSEAL LLC</b>							
10007	BIOSEAL LLC	14923	URETHANE FOAM CITYHALL	07/09/2025	12,724.98	12,724.98	07/22/2025
Total BIOSEAL LLC:					12,724.98	12,724.98	
<b>BNSF RAILWAY COMPANY</b>							
10006	BNSF RAILWAY COMPANY	25007977	LEASE NP88742	07/07/2025	100.00	100.00	07/22/2025
10006	BNSF RAILWAY COMPANY	25008129	LEASE MR600286	07/07/2025	100.00	100.00	07/22/2025
Total BNSF RAILWAY COMPANY:					200.00	200.00	
<b>BRIDGER ANALYTICAL LAB</b>							
3820	BRIDGER ANALYTICAL LAB	2507394	ANALYSIS	07/22/2025	110.00	110.00	07/29/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total BRIDGER ANALYTICAL LAB:					110.00	110.00	
<b>BRUCE E. BECKER, P.C.</b>							
10000	BRUCE E. BECKER, P.C.	2025.7	Contracted service	07/31/2025	4,000.00	4,000.00	08/07/2025
Total BRUCE E. BECKER, P.C.:					4,000.00	4,000.00	
<b>CANON FINANCIAL SERVICES, INC</b>							
1747	CANON FINANCIAL SERVICES, I	41210144	Printer	06/11/2025	29.75	29.75	07/18/2025
1747	CANON FINANCIAL SERVICES, I	41397310	Printer	07/12/2025	29.31	29.31	08/07/2025
1747	CANON FINANCIAL SERVICES, I	41397311	Printer	07/12/2025	29.75	29.75	08/07/2025
Total CANON FINANCIAL SERVICES, INC:					88.81	88.81	
<b>CASELLE</b>							
3763	CASELLE	INV-09645	APPLICATION SOFTWARE	08/01/2025	3,455.27	3,455.27	08/07/2025
3763	CASELLE	INV-09645	APPLICATION SOFTWARE	08/01/2025	108.29	108.29	08/07/2025
3763	CASELLE	INV-09645	APPLICATION SOFTWARE	08/01/2025	108.29	108.29	08/07/2025
3763	CASELLE	INV-09645	APPLICATION SOFTWARE	08/01/2025	209.00	209.00	08/07/2025
3763	CASELLE	INV-09645	APPLICATION SOFTWARE	08/01/2025	209.00	209.00	08/07/2025
3763	CASELLE	INV-09645	APPLICATION SOFTWARE	08/01/2025	318.29	318.29	08/07/2025
Total CASELLE:					4,408.14	4,408.14	
<b>CENTRAL VALLEY FIRE</b>							
3164	CENTRAL VALLEY FIRE	CVFD-25-011	TRUCK 1 REPAIR	07/25/2025	3,229.71	3,229.71	08/07/2025
Total CENTRAL VALLEY FIRE:					3,229.71	3,229.71	
<b>CENTURYLINK</b>							
162	CENTURYLINK	2025.7.16	406-222-0137- 441b	07/16/2025	211.79	211.79	07/29/2025
162	CENTURYLINK	9500005712	R SPAR	07/01/2025	4,400.00	4,400.00	07/22/2025
162	CENTURYLINK	9500005713	R SPAR	07/01/2025	33,155.86	33,155.86	07/22/2025
Total CENTURYLINK:					37,767.65	37,767.65	
<b>CIVICPLUS</b>							
10000	CIVICPLUS	340193	SOFTWARE SERVICE FOR REC	07/28/2025	5,463.79	5,463.79	08/07/2025
Total CIVICPLUS:					5,463.79	5,463.79	
<b>COMDATA</b>							
2671	COMDATA	IB986/2042790	BZR70	08/01/2025	203.74	203.74	08/07/2025
2671	COMDATA	XW717/204279	CG72S	08/01/2025	2,757.51	2,757.51	08/07/2025
Total COMDATA:					2,961.25	2,961.25	
<b>COMPETITIVE TIMING LLC</b>							
10007	COMPETITIVE TIMING LLC	4850	RACE TIMING DEPOSIT	07/28/2025	1,000.00	1,000.00	08/07/2025
Total COMPETITIVE TIMING LLC:					1,000.00	1,000.00	
<b>CORE &amp; MAIN LP</b>							
3733	CORE & MAIN LP	INV00162961	PIPELINE METER NUT	04/22/2025	172.94	172.94	08/07/2025
3733	CORE & MAIN LP	X121090	MTR CPLG	07/15/2025	448.36	448.36	07/29/2025
3733	CORE & MAIN LP	X213996	BRS SAD DBL BRZ	07/02/2025	5,495.04	5,495.04	07/29/2025



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3733	CORE & MAIN LP	X319615	GASKET	07/10/2025	55.00	55.00	07/29/2025
3733	CORE & MAIN LP	X335909	CURB BOX LID	07/15/2025	453.86	453.86	07/29/2025
Total CORE & MAIN LP:					6,625.20	6,625.20	
<b>CULLIGAN OF BOZEMAN</b>							
10000	CULLIGAN OF BOZEMAN	575X03195805	SALT	06/30/2025	18.75	18.75	07/22/2025
Total CULLIGAN OF BOZEMAN:					18.75	18.75	
<b>D&amp;R COFFEE SERVICE INC</b>							
10002	D&R COFFEE SERVICE INC	192617	RENTAL FEE	07/25/2025	50.00	50.00	08/07/2025
Total D&R COFFEE SERVICE INC:					50.00	50.00	
<b>DAVID L PEARSON</b>							
10007	DAVID L PEARSON	25-1005	RESPONSE CLASSES	07/19/2025	199.00	199.00	08/07/2025
Total DAVID L PEARSON:					199.00	199.00	
<b>DEPARTMENT OF THE TREASURY</b>							
10007	DEPARTMENT OF THE TREASU	2025_06	PCORI FEE 2025	06/30/2025	41.64	41.64	07/25/2025
Total DEPARTMENT OF THE TREASURY:					41.64	41.64	
<b>ELK RIVER BOOKS ABAA</b>							
10007	ELK RIVER BOOKS ABAA	43711	13 BOOKS	07/11/2025	313.74	313.74	07/22/2025
Total ELK RIVER BOOKS ABAA:					313.74	313.74	
<b>ENERGY LABORATORIES, INC.</b>							
424	ENERGY LABORATORIES, INC.	717889	Effluent	06/27/2025	1,760.00	1,760.00	07/22/2025
424	ENERGY LABORATORIES, INC.	721623	Analysis parameter	07/18/2025	304.00	304.00	07/29/2025
Total ENERGY LABORATORIES, INC.:					2,064.00	2,064.00	
<b>ER MECHANICAL</b>							
10007	ER MECHANICAL	2025.7.18	AC REPAIR	07/18/2025	328.60	328.60	07/29/2025
10007	ER MECHANICAL	2025.7.18	AC REPAIR	07/18/2025	328.60	328.60	07/29/2025
10007	ER MECHANICAL	2025.7.18	AC REPAIR	07/18/2025	328.60	328.60	07/29/2025
10007	ER MECHANICAL	2025.7.18	AC REPAIR	07/18/2025	328.60	328.60	07/29/2025
10007	ER MECHANICAL	2025.7.18	AC REPAIR	07/18/2025	328.60	328.60	07/29/2025
Total ER MECHANICAL:					1,643.00	1,643.00	
<b>FARMERS UNION INSURANCE</b>							
10006	FARMERS UNION INSURANCE	2025.7.3	GPNU-PF-0032354-02	07/01/2025	2,035.00	2,035.00	07/22/2025
10006	FARMERS UNION INSURANCE	2025.7.3	GPNU-PF-002354-02	07/01/2025	3,138.00	3,138.00	07/22/2025
10006	FARMERS UNION INSURANCE	2025.7.3	GPNU-PF-0032354-02	07/01/2025	6,056.00	6,056.00	07/22/2025
Total FARMERS UNION INSURANCE:					11,229.00	11,229.00	
<b>FOUR CORNERS RECYCLING, LLC</b>							
2919	FOUR CORNERS RECYCLING,	5636	Pull fees	06/28/2025	4,313.25	4,313.25	07/18/2025
2919	FOUR CORNERS RECYCLING,	CM5636	Credit	06/28/2025	3,621.90-	3,621.90-	07/18/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FOUR CORNERS RECYCLING, LLC:					691.35	691.35	
<b>FRONTLINE AG SOLUTIONS, LLC</b>							
2516	FRONTLINE AG SOLUTIONS, LL	1242744	Blade	07/08/2025	169.71	169.71	07/18/2025
2516	FRONTLINE AG SOLUTIONS, LL	1246029	FILTER	07/15/2025	103.43	103.43	07/22/2025
Total FRONTLINE AG SOLUTIONS, LLC:					273.14	273.14	
<b>GARLINGTON, LOHN &amp; ROBINSON PLLP</b>							
10007	GARLINGTON, LOHN & ROBINS	1030289	REVIEW QUESTIONS	07/14/2025	250.00	250.00	07/29/2025
Total GARLINGTON, LOHN & ROBINSON PLLP:					250.00	250.00	
<b>GENERAL DISTRIBUTING COMPANY</b>							
1845	GENERAL DISTRIBUTING COM	0001534990	O2 AND NITROUS	07/31/2025	211.44	211.44	08/07/2025
Total GENERAL DISTRIBUTING COMPANY:					211.44	211.44	
<b>HANSER'S AUTOMOTIVE &amp; WRECKER</b>							
1687	HANSER'S AUTOMOTIVE & WR	LIV6980	Towing	07/21/2025	100.00	100.00	07/29/2025
1687	HANSER'S AUTOMOTIVE & WR	LIV7015	Tow	08/04/2025	100.00	100.00	08/07/2025
Total HANSER'S AUTOMOTIVE & WRECKER:					200.00	200.00	
<b>HAWKINS, INC</b>							
470	HAWKINS, INC	7131396	Chlorine	07/15/2025	10.00	10.00	07/29/2025
Total HAWKINS, INC:					10.00	10.00	
<b>HIGH COUNTRY WILDLIFE CONTROL</b>							
10002	HIGH COUNTRY WILDLIFE CON	36610	PEST CONTROL	07/22/2025	210.00	210.00	08/07/2025
Total HIGH COUNTRY WILDLIFE CONTROL:					210.00	210.00	
<b>HORIZON AUTO PARTS</b>							
1920	HORIZON AUTO PARTS	035289	bODY MITT	07/01/2025	7.49	7.49	07/29/2025
1920	HORIZON AUTO PARTS	036575	PURPLE POWER	07/16/2025	9.99	9.99	07/29/2025
Total HORIZON AUTO PARTS:					17.48	17.48	
<b>JON M HESSE PC</b>							
10005	JON M HESSE PC	11091	PROFESSIONAL SERVICES	06/27/2025	4,556.07	4,556.07	07/29/2025
10005	JON M HESSE PC	11114	PROFESSIONAL SERVICES	07/30/2025	5,305.16	5,305.16	07/29/2025
Total JON M HESSE PC:					9,861.23	9,861.23	
<b>KELLEY CREATE</b>							
10006	KELLEY CREATE	39709949	AGREE 112-3075248	07/21/2025	301.35	301.35	07/22/2025
10006	KELLEY CREATE	IN2031371	JH13670	07/24/2025	428.85	428.85	07/29/2025
10006	KELLEY CREATE	INV199006	JH120232	06/04/2025	119.33	119.33	07/18/2025
Total KELLEY CREATE:					849.53	849.53	
<b>KEN'S EQUIPMENT REPAIR, INC</b>							
1390	KEN'S EQUIPMENT REPAIR, IN	64282	REPLACE HOPPER FLAP	06/09/2025	1,337.35	1,337.35	07/18/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64394	HYDRAULIC SYSTEM	06/09/2025	7,342.50	7,342.50	07/22/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1390	KEN'S EQUIPMENT REPAIR, IN	64750	PACKER PLATE	06/03/2025	650.00	650.00	07/18/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64762	PACKER PLATE FLAP	06/04/2025	650.00	650.00	07/18/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64802	AIR DUMP VALVE	06/12/2025	256.50	256.50	07/22/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64810	PACKER TIGHTEN CORD CONN	06/16/2025	65.00	65.00	07/18/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64869	PACKER ROLLER	06/24/2025	780.00	780.00	07/18/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64904	PACKER ROLLER	06/30/2025	355.80	355.80	07/18/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64905	HYDRAULIC SEAL	06/30/2025	66.10	66.10	07/18/2025
1390	KEN'S EQUIPMENT REPAIR, IN	64909	LEAKING SEAL VALVE BODY	06/30/2025	130.50	130.50	07/18/2025
Total KEN'S EQUIPMENT REPAIR, INC:					11,633.75	11,633.75	

**KENYON NOBLE**

776	KENYON NOBLE	4054620	PINE QUARTER	07/22/2025	29.68	29.68	08/07/2025
776	KENYON NOBLE	52690	RETURN	07/15/2025	14.99-	14.99-	08/07/2025
776	KENYON NOBLE	760686	SCREW RIVETS	06/26/2025	3.19	3.19	08/07/2025
776	KENYON NOBLE	761436	LUMBER	06/26/2025	527.86	527.86	08/07/2025
776	KENYON NOBLE	763790	LAWN FAUCET	06/27/2025	20.98	20.98	08/07/2025
776	KENYON NOBLE	768070	GARDEN HOSE	06/30/2025	47.98	47.98	08/07/2025
776	KENYON NOBLE	781795	COMPRESSOR	07/05/2025	650.98	650.98	08/07/2025
776	KENYON NOBLE	782005	PIPE	07/08/2025	11.18	11.18	08/07/2025
776	KENYON NOBLE	784473	FENCE TIE	07/09/2025	7.99	7.99	08/07/2025
776	KENYON NOBLE	791764	PAPER TOWEL	07/13/2025	2.99	2.99	08/07/2025
776	KENYON NOBLE	795501	NYLON TUBE BRUSH	07/15/2025	13.98	13.98	08/07/2025
776	KENYON NOBLE	798873	SCREW RIVETS	07/16/2025	213.84	213.84	08/07/2025
776	KENYON NOBLE	800391	CHISEL	07/17/2025	19.98	19.98	08/07/2025
776	KENYON NOBLE	800423	SCREW RIVETS	07/17/2025	13.79	13.79	08/07/2025
776	KENYON NOBLE	800925	PRIMER	07/17/2025	18.98	18.98	08/07/2025
776	KENYON NOBLE	801143	PREMIX CONCRETE	07/17/2025	258.72	258.72	08/07/2025
776	KENYON NOBLE	801440	ADAPTER	07/17/2025	25.50	25.50	08/07/2025
776	KENYON NOBLE	803765	CEMENT	07/18/2025	7.99	7.99	08/07/2025
776	KENYON NOBLE	806508	BIT SET	07/20/2025	28.99	28.99	08/07/2025
776	KENYON NOBLE	807431	GLASSES	07/21/2025	45.98	45.98	08/07/2025
776	KENYON NOBLE	809436	TOOLS	07/22/2025	433.42	433.42	08/07/2025
776	KENYON NOBLE	810707	FLEX	07/22/2025	38.99	38.99	08/07/2025
776	KENYON NOBLE	813226	BOLTS	07/23/2025	81.27	81.27	08/07/2025
776	KENYON NOBLE	815009	COMPRESSOR	07/24/2025	428.44	428.44	08/07/2025
Total KENYON NOBLE:					2,917.71	2,917.71	

**KNIFE RIVER**

8	KNIFE RIVER	956074	Plant Mix	06/26/2025	437.34	437.34	07/22/2025
8	KNIFE RIVER	957733	Plant Mix	07/09/2025	2,237.02	2,237.02	07/22/2025
8	KNIFE RIVER	957922	Plant Mix	07/10/2025	1,183.26	1,183.26	07/22/2025
8	KNIFE RIVER	958520	Plant Mix	07/14/2025	1,022.68	1,022.68	07/22/2025
8	KNIFE RIVER	959107	Plant Mix	05/20/2025	1,108.52	1,108.52	07/29/2025
8	KNIFE RIVER	959990	Plant Mix	07/22/2025	1,143.30	1,143.30	07/29/2025
8	KNIFE RIVER	960317	Plant Mix	07/23/2025	917.60	917.60	08/07/2025
Total KNIFE RIVER:					8,049.72	8,049.72	

**KNIGHTSHIFT RECOVERY**

10007	KNIGHTSHIFT RECOVERY	000044	IMPOUND	07/09/2025	693.50	693.50	07/18/2025
Total KNIGHTSHIFT RECOVERY:					693.50	693.50	

**LEHRKIND'S COCA-COLA**

2830	LEHRKIND'S COCA-COLA	2264162	Water	07/08/2025	52.50	52.50	07/18/2025
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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2830	LEHRKIND'S COCA-COLA	2264174	Water	07/09/2025	42.50	42.50	07/22/2025
2830	LEHRKIND'S COCA-COLA	2264175	Water	07/08/2025	52.50	52.50	07/22/2025
2830	LEHRKIND'S COCA-COLA	2271630	Water	07/23/2025	31.50	31.50	07/29/2025
Total LEHRKIND'S COCA-COLA:					179.00	179.00	

**LIVINGSTON ACE HARDWARE - #122005**

26	LIVINGSTON ACE HARDWARE -	648502	TaGS	06/26/2025	10.00	10.00	08/07/2025
26	LIVINGSTON ACE HARDWARE -	7/23/2025	STRAINER	07/23/2025	26.58	26.58	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G48313	COUPLING	06/26/2025	26.76	26.76	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G48448	DIP MICE BAIT	06/26/2025	12.99	12.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G48476	GROUND PLUG	06/26/2025	58.53	58.53	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G49361	PRESSURE WASHER	06/27/2025	88.95	88.95	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G51598	WEED KILL	06/30/2025	17.99	17.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G52080	INSECT KILL	07/01/2025	60.96	60.96	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G52451	BATTERIES	07/01/2025	12.99	12.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G52557	Fastners	07/01/2025	5.44	5.44	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G52814	DIGITAL TIMER	07/02/2025	44.99	44.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G53559	VALVE WATER PRES	07/03/2025	86.37	86.37	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G54967	SPONGE SCRUB	07/06/2025	7.98	7.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G55205	BOW RAKE	07/07/2025	65.98	65.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G55390	WASP HORNET KILLER	07/07/2025	19.96	19.96	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G55961	BaLL VAVLE	07/08/2025	21.99	21.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G56060	TRIM BRUSH	07/08/2025	23.98	23.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G56068	Fastners	07/08/2025	2.55	2.55	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G56125	AIR COUPLER	07/08/2025	7.99	7.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G57606	GEAR DRIVE	07/10/2025	131.96	131.96	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G57880	PRO LINE	07/11/2025	59.99	59.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G58841	Fastners	07/12/2025	12.19	12.19	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G59786	SHARKBITE	07/14/2025	50.96	50.96	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G59807	LEADER HOSE	07/14/2025	39.98	39.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G60401	QUICK COUPLER	07/15/2025	11.99	11.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G61149	SQUEEGEE	07/16/2025	148.96	148.96	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G61187	BaKING SODA	07/16/2025	23.92	23.92	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G61458	COUPLING FLX	07/17/2025	19.98	19.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G62374	FUSE CART	07/18/2025	13.00	13.00	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G62374	FUSE CART	07/18/2025	12.99	12.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G62374	FUSE CART	07/18/2025	12.99	12.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G62374	FUSE CART	07/18/2025	13.00	13.00	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G62374	FUSE CART	07/18/2025	13.00	13.00	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G62856	TAPE	07/19/2025	34.98	34.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G64312	SHAPE LINE	07/22/2025	92.98	92.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G64356	SMARTFLO MAX HOSE	07/22/2025	66.98	66.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G64506	CoUPLING	07/22/2025	7.98	7.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G64947	CLAMP	07/23/2025	10.77	10.77	08/07/2025
26	LIVINGSTON ACE HARDWARE -	G851382	PAINT	06/30/2025	76.87	76.87	08/07/2025
26	LIVINGSTON ACE HARDWARE -	H55221	MOWER BLADE	07/07/2025	16.49	16.49	08/07/2025
26	LIVINGSTON ACE HARDWARE -	H55221	MOWER BLADE	07/07/2025	16.50	16.50	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X55700	CONNECTOR	06/26/2025	41.96	41.96	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X55727	CoNNECTOR	06/26/2025	9.99	9.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X56734	PAINT ROLLERS	07/08/2025	19.98	19.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X56742	PAN HEAD SCREWS	07/08/2025	24.92	24.92	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X57220	CoNNECTOR	07/11/2025	9.99	9.99	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X57771	COUPLING RETURN	07/17/2025	4.00-	4.00-	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X57868	FASTNERS	07/18/2025	4.86	4.86	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X58498	CLEANING	07/24/2025	33.98	33.98	08/07/2025
26	LIVINGSTON ACE HARDWARE -	X58574	RETURN	07/25/2025	22.99-	22.99-	08/07/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total LIVINGSTON ACE HARDWARE - #122005:					1,610.13	1,610.13	
<b>LIVINGSTON HEALTH CARE</b>							
55	LIVINGSTON HEALTH CARE	200409670	770583787	04/17/2025	45.00	45.00	08/07/2025
55	LIVINGSTON HEALTH CARE	200409671	770587127	07/24/2025	45.00	45.00	08/07/2025
55	LIVINGSTON HEALTH CARE	200409672	770587709	04/28/2025	45.00	45.00	08/07/2025
55	LIVINGSTON HEALTH CARE	200409673	770589542	05/03/2025	45.00	45.00	08/07/2025
55	LIVINGSTON HEALTH CARE	2025.8.1	MEDICAL DIRECTOR SERIVCES	08/01/2025	1,250.00	1,250.00	08/07/2025
Total LIVINGSTON HEALTH CARE:					1,430.00	1,430.00	
<b>LN CURTIS AND SONS</b>							
3720	LN CURTIS AND SONS	INV964593	TOOLS/EQUIPMENT	07/02/2025	7,162.46	7,162.46	07/22/2025
Total LN CURTIS AND SONS:					7,162.46	7,162.46	
<b>MACON SUPPLY INC.</b>							
3352	MACON SUPPLY INC.	282453	CONCRETE SAW BLADE	07/30/2025	293.00	293.00	08/07/2025
Total MACON SUPPLY INC.:					293.00	293.00	
<b>MARCO HUERTA</b>							
10007	MARCO HUERTA	2025.6.29	REIMB-TRAVEL	06/29/2025	1,400.42	1,400.42	07/18/2025
Total MARCO HUERTA:					1,400.42	1,400.42	
<b>MASTERCARD</b>							
3184	MASTERCARD	2025_05 CHAB	Meals - Hazmat Training	06/01/2025	153.39	153.39	06/06/2025
3184	MASTERCARD	2025_05 CHAB	Uniforms - Winter Coats	06/01/2025	422.95	422.95	06/06/2025
3184	MASTERCARD	2025_05 CHAB	Meals - Hazmat Training	06/01/2025	70.35	70.35	06/06/2025
3184	MASTERCARD	2025_05 DEM	Two 8x8 name card for 911 dispat	06/01/2025	9.83	9.83	06/06/2025
3184	MASTERCARD	2025_05 DEM	Postage to mail Police badge for r	06/01/2025	10.10	10.10	06/06/2025
3184	MASTERCARD	2025_05 DEM	Graphic design and one 8x8 nam	06/01/2025	25.28	25.28	06/06/2025
3184	MASTERCARD	2025_05 DEM	Handouts for Police recruitment jo	06/01/2025	23.53	23.53	06/06/2025
3184	MASTERCARD	2025_05 DEM	Postage to send search warrant c	06/01/2025	9.96	9.96	06/06/2025
3184	MASTERCARD	2025_05 DEM	Paper rolls for Police cruiser ticket	06/01/2025	71.04	71.04	06/06/2025
3184	MASTERCARD	2025_05 FETT	TOILET PAPER	06/01/2025	99.96	99.96	06/06/2025
3184	MASTERCARD	2025_05 FETT	VEHICLE REGISTRATION	06/01/2025	25.61	25.61	06/06/2025
3184	MASTERCARD	2025_05 FETT	SEWER VAC REGISTRATION	06/01/2025	54.96	54.96	06/06/2025
3184	MASTERCARD	2025_05 FETT	OFFICE SUPPLIES	06/01/2025	84.37	84.37	06/06/2025
3184	MASTERCARD	2025_05 FETT	OFFICE SUPPLIES	06/01/2025	15.99	15.99	06/06/2025
3184	MASTERCARD	2025_05 FETT	OFFICE SUPPLIES	06/01/2025	43.79	43.79	06/06/2025
3184	MASTERCARD	2025_05 FETT	SCANNER	06/01/2025	169.34	169.34	06/06/2025
3184	MASTERCARD	2025_05 FETT	SCANNER	06/01/2025	169.33	169.33	06/06/2025
3184	MASTERCARD	2025_05 FETT	JANITORIAL SUPPLIES	06/01/2025	34.98	34.98	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	25.00	25.00	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	25.00	25.00	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	25.00	25.00	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	12.30	12.30	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	12.30	12.30	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	11.67	11.67	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	11.66	11.66	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	11.67	11.67	06/06/2025
3184	MASTERCARD	2025_05 FETT	SCANNER	06/01/2025	169.33	169.33	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	12.63	12.63	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	12.63	12.63	06/06/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	8.11	8.11	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	8.10	8.10	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	8.10	8.10	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	12.30	12.30	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	6.15	6.15	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	6.14	6.14	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	7.43	7.43	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	7.43	7.43	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	7.42	7.42	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	12.63	12.63	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	9.56	9.56	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	9.57	9.57	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	3.63	3.63	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	3.63	3.63	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	3.64	3.64	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	6.15	6.15	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	2.42	2.42	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	2.41	2.41	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	20.83	20.83	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	20.83	20.83	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	20.83	20.83	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	9.56	9.56	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	1.33-	1.33-	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	1.33-	1.33-	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	11.67	11.67	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	11.66	11.66	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	11.67	11.67	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - MEALS	06/01/2025	2.42	2.42	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	119.34	119.34	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	119.33	119.33	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	9.01-	9.01-	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	9.01-	9.01-	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	9.01-	9.01-	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	1.32-	1.32-	06/06/2025
3184	MASTERCARD	2025_05 FETT	CASELLE TRAINING - TRAVEL	06/01/2025	119.34	119.34	06/06/2025
3184	MASTERCARD	2025_05 GAG	Annual Membership	06/01/2025	1,200.00	1,200.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Monthly Subscription (MailChimp)	06/01/2025	60.00	60.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Employee Appreciation	06/01/2025	75.00	75.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Employee Appreciation	06/01/2025	75.00	75.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Employee Appreciation	06/01/2025	77.25	77.25	06/06/2025
3184	MASTERCARD	2025_05 GAG	Monthly Subscription (ChatGPT)	06/01/2025	20.00	20.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Owl Electronic Device	06/01/2025	1,049.00	1,049.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Monthly Subscription (ChatGPT)	06/01/2025	20.00	20.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Monthly Subscription (Zoom)	06/01/2025	40.00	40.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Car Trip	06/01/2025	44.73	44.73	06/06/2025
3184	MASTERCARD	2025_05 GAG	Employee Appreciation	06/01/2025	75.00	75.00	06/06/2025
3184	MASTERCARD	2025_05 GAG	Lunch for Employee Appreciation	06/01/2025	1,509.61	1,509.61	06/06/2025
3184	MASTERCARD	2025_05 GAG	Employee Appreciation	06/01/2025	77.25	77.25	06/06/2025
3184	MASTERCARD	2025_05 GAG	Employee Appreciation	06/01/2025	75.00	75.00	06/06/2025
3184	MASTERCARD	2025_05 GILB	Station Supplies	06/01/2025	21.77	21.77	06/06/2025
3184	MASTERCARD	2025_05 GILB	Meals - RT130 Training	06/01/2025	120.00	120.00	06/06/2025
3184	MASTERCARD	2025_05 GILB	Meals - RT130 Training	06/01/2025	127.50	127.50	06/06/2025
3184	MASTERCARD	2025_05 GILB	Hazmat Supplies - Diesel Leal	06/01/2025	117.98	117.98	06/06/2025
3184	MASTERCARD	2025_05 GILB	Supply Cache Packs	06/01/2025	1,059.53	1,059.53	06/06/2025
3184	MASTERCARD	2025_05 GILB	IAAI Annual Dues	06/01/2025	103.00	103.00	06/06/2025
3184	MASTERCARD	2025_05 GILB	Training - Fire Investigator	06/01/2025	593.00	593.00	06/06/2025
3184	MASTERCARD	2025_05 GILB	BGL Test Strips	06/01/2025	175.18	175.18	06/06/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2025_05 GLAS	Fax	06/01/2025	34.99	34.99	06/06/2025
3184	MASTERCARD	2025_05 GLAS	Transaction Fee	06/01/2025	.31	.31	06/06/2025
3184	MASTERCARD	2025_05 GRA	postage to 46580; 61956; 83422	06/01/2025	13.91	13.91	06/06/2025
3184	MASTERCARD	2025_05 GRA	correction fluid	06/01/2025	13.32	13.32	06/06/2025
3184	MASTERCARD	2025_05 GRA	11 books	06/01/2025	221.48	221.48	06/06/2025
3184	MASTERCARD	2025_05 GRA	postage to 59270; 59722; 98447;	06/01/2025	28.53	28.53	06/06/2025
3184	MASTERCARD	2025_05 GRA	8 books	06/01/2025	161.59	161.59	06/06/2025
3184	MASTERCARD	2025_05 GRA	postage to 60115; 86011; 89423	06/01/2025	14.62	14.62	06/06/2025
3184	MASTERCARD	2025_05 GRA	programming supplies	06/01/2025	5.59	5.59	06/06/2025
3184	MASTERCARD	2025_05 GRA	7 books	06/01/2025	151.91	151.91	06/06/2025
3184	MASTERCARD	2025_05 GRA	5 books	06/01/2025	100.76	100.76	06/06/2025
3184	MASTERCARD	2025_05 GRA	postage to 63131; 98092; 49283;	06/01/2025	21.86	21.86	06/06/2025
3184	MASTERCARD	2025_05 GRA	paper clips, tape measure, windo	06/01/2025	44.61	44.61	06/06/2025
3184	MASTERCARD	2025_05 GRA	1 book	06/01/2025	3.99	3.99	06/06/2025
3184	MASTERCARD	2025_05 GRA	subscription	06/01/2025	349.00	349.00	06/06/2025
3184	MASTERCARD	2025_05 GRA	1 DVD	06/01/2025	8.80	8.80	06/06/2025
3184	MASTERCARD	2025_05 GRA	programming supplies	06/01/2025	18.98	18.98	06/06/2025
3184	MASTERCARD	2025_05 GRA	1 book	06/01/2025	23.73	23.73	06/06/2025
3184	MASTERCARD	2025_05 GRA	8.5x11 paper, laminating pouches	06/01/2025	114.97	114.97	06/06/2025
3184	MASTERCARD	2025_05 GRA	2 DVDs	06/01/2025	29.92	29.92	06/06/2025
3184	MASTERCARD	2025_05 GRA	tower fan	06/01/2025	35.99	35.99	06/06/2025
3184	MASTERCARD	2025_05 GRA	postage to 57117	06/01/2025	5.11	5.11	06/06/2025
3184	MASTERCARD	2025_05 GRA	FireboardBlue-e 1394a	06/01/2025	59.57	59.57	06/06/2025
3184	MASTERCARD	2025_05 GRA	programming supplies	06/01/2025	18.99	18.99	06/06/2025
3184	MASTERCARD	2025_05 GRA	postage to 59526; 59729; 59068;	06/01/2025	19.02	19.02	06/06/2025
3184	MASTERCARD	2025_05 GRA	programming supplies	06/01/2025	17.99	17.99	06/06/2025
3184	MASTERCARD	2025_05 GRA	4 books	06/01/2025	93.60	93.60	06/06/2025
3184	MASTERCARD	2025_05 GRA	2 books	06/01/2025	51.12	51.12	06/06/2025
3184	MASTERCARD	2025_05 GRA	postage to 46580; 61956; 83422	06/01/2025	13.91	13.91	06/06/2025
3184	MASTERCARD	2025_05 GRA	9 books	06/01/2025	210.36	210.36	06/06/2025
3184	MASTERCARD	2025_05 GRA	1 book	06/01/2025	18.00	18.00	06/06/2025
3184	MASTERCARD	2025_05 GRA	subscription	06/01/2025	194.97	194.97	06/06/2025
3184	MASTERCARD	2025_05 GRA	12 books	06/01/2025	281.55	281.55	06/06/2025
3184	MASTERCARD	2025_05 HAPP	Food For Jury Trials	06/01/2025	49.95	49.95	06/06/2025
3184	MASTERCARD	2025_05 HAR	service fee	06/01/2025	.14	.14	06/06/2025
3184	MASTERCARD	2025_05 HAR	banner	06/01/2025	80.45	80.45	06/06/2025
3184	MASTERCARD	2025_05 HAR	Targets	06/01/2025	480.99	480.99	06/06/2025
3184	MASTERCARD	2025_05 HAR	magazines for pistols	06/01/2025	493.44	493.44	06/06/2025
3184	MASTERCARD	2025_05 HAR	camera	06/01/2025	124.91	124.91	06/06/2025
3184	MASTERCARD	2025_05 HAR	service for camera	06/01/2025	15.00	15.00	06/06/2025
3184	MASTERCARD	2025_05 HED	2 PAIRS OF LATEX CLEANING G	06/01/2025	4.54	4.54	06/06/2025
3184	MASTERCARD	2025_05 HOFF	Deep Freeze	06/01/2025	138.60	138.60	06/06/2025
3184	MASTERCARD	2025_05 HOL	Travel/ Lodging/ Meals	06/01/2025	51.96	51.96	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Safety/Risk Mgmt. Supplies	06/01/2025	11.64	11.64	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Safety/Risk Mgmt. Supplies	06/01/2025	11.64	11.64	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Safety/Risk Mgmt. Supplies	06/01/2025	170.61	170.61	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Postage	06/01/2025	10.83	10.83	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office Supplies	06/01/2025	52.64	52.64	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office Supplies	06/01/2025	52.64	52.64	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office Supplies	06/01/2025	52.65	52.65	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office Supplies	06/01/2025	52.65	52.65	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office Supplies	06/01/2025	52.65	52.65	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Safety/Risk Mgmt. Supplies	06/01/2025	11.64	11.64	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office supplies	06/01/2025	6.02	6.02	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office supplies	06/01/2025	6.03	6.03	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office supplies	06/01/2025	6.03	6.03	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office supplies	06/01/2025	6.03	6.03	06/06/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2025_05 KINNI	Sewer R&M Vehicle	06/01/2025	22.90	22.90	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office Supplies	06/01/2025	52.64	52.64	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Operating Supplies	06/01/2025	30.48	30.48	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Operating Supplies	06/01/2025	30.48	30.48	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office supplies	06/01/2025	25.49	25.49	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Sewer R&M Vehicle	06/01/2025	20.89	20.89	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office supplies	06/01/2025	6.02	6.02	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Office supplies	06/01/2025	6.02	6.02	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Water/ Sewer Operating	06/01/2025	17.35	17.35	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Water/ Sewer Operating	06/01/2025	17.35	17.35	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Operating Supplies	06/01/2025	30.48	30.48	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Operating Supplies	06/01/2025	30.48	30.48	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Operating Supplies	06/01/2025	30.48	30.48	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Operating Supplies	06/01/2025	30.48	30.48	06/06/2025
3184	MASTERCARD	2025_05 KINNI	Certified mail/ postage	06/01/2025	9.96	9.96	06/06/2025
3184	MASTERCARD	2025_05 PIER	Meals - High Angle Training	06/01/2025	91.18	91.18	06/06/2025
3184	MASTERCARD	2025_05 PURK	Medwrite	06/01/2025	213.52	213.52	06/06/2025
3184	MASTERCARD	2025_05 PURK	Medwrite	06/01/2025	4,083.02	4,083.02	06/06/2025
3184	MASTERCARD	2025_05 RUBI	EE Appreciation Lunch	06/01/2025	82.42	82.42	06/06/2025
3184	MASTERCARD	2025_05 RUBI	EE Appreciation Lunch	06/01/2025	61.25	61.25	06/06/2025
3184	MASTERCARD	2025_05 RUBI	Hotel for MTSHRM Conference	06/01/2025	302.16	302.16	06/06/2025
3184	MASTERCARD	2025_05 RUBI	Lunch - Conference Day/Drive ho	06/01/2025	23.00	23.00	06/06/2025
3184	MASTERCARD	2025_05 RUBI	Dinner - Conference Day/Butte	06/01/2025	45.60	45.60	06/06/2025
3184	MASTERCARD	2025_05 SEVE	Lunch for City Staff and three MT	06/01/2025	104.00	104.00	06/06/2025
3184	MASTERCARD	2025_05 SEVE	monthly subscription	06/01/2025	56.59	56.59	06/06/2025
3184	MASTERCARD	2025_05 SEVE	Meal for Walk Audit Participants -	06/01/2025	153.75	153.75	06/06/2025
3184	MASTERCARD	2025_05 SKAG	Rep & Maint Supplies	06/01/2025	257.26	257.26	06/06/2025
3184	MASTERCARD	2025_05 SKAG	Rep & Maint Supplies	06/01/2025	25.08	25.08	06/06/2025
3184	MASTERCARD	2025_05 SKAG	Rep & Maint Supplies	06/01/2025	54.94	54.94	06/06/2025
3184	MASTERCARD	2025_05 SKAG	Rep & Maint Supplies	06/01/2025	115.04	115.04	06/06/2025
3184	MASTERCARD	2025_05 SKAG	Rep & Maint Supplies	06/01/2025	2,821.98	2,821.98	06/06/2025
3184	MASTERCARD	2025_05 SKAG	Rep & Maint Supplies-Gen	06/01/2025	30.99	30.99	06/06/2025
3184	MASTERCARD	2025_05 TARR	Swim Instructor Training	06/01/2025	749.00	749.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Advertising	06/01/2025	192.00	192.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Water Fitness Training	06/01/2025	232.99	232.99	06/06/2025
3184	MASTERCARD	2025_05 TARR	Uniforms	06/01/2025	178.56	178.56	06/06/2025
3184	MASTERCARD	2025_05 TARR	Uniforms	06/01/2025	50.77	50.77	06/06/2025
3184	MASTERCARD	2025_05 TARR	LG Management Training - Maya	06/01/2025	150.00	150.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Youth Baseball Equipment	06/01/2025	35.64	35.64	06/06/2025
3184	MASTERCARD	2025_05 TARR	LG Management Training - Ethan	06/01/2025	150.00	150.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Pool Operations	06/01/2025	475.74	475.74	06/06/2025
3184	MASTERCARD	2025_05 TARR	LG Management Training - Katie	06/01/2025	150.00	150.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Uniforms	06/01/2025	553.74	553.74	06/06/2025
3184	MASTERCARD	2025_05 TARR	Pool Operations - Storage	06/01/2025	15.00	15.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Rec Operations - Storage	06/01/2025	120.00	120.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Pool Operations	06/01/2025	31.96	31.96	06/06/2025
3184	MASTERCARD	2025_05 TARR	Communications	06/01/2025	20.00	20.00	06/06/2025
3184	MASTERCARD	2025_05 TARR	Pool Operations	06/01/2025	420.55	420.55	06/06/2025
3184	MASTERCARD	2025_05 TARR	AED Pads for Pool AED	06/01/2025	196.20	196.20	06/06/2025
3184	MASTERCARD	2025_05 TIDW	WRF R&M Supplies	06/01/2025	248.26	248.26	06/06/2025
3184	MASTERCARD	2025_05 TIDW	WRF R&M Supplies	06/01/2025	2,687.03	2,687.03	06/06/2025
3184	MASTERCARD	2025_05 TIDW	Pool R&M Supplies	06/01/2025	124.78	124.78	06/06/2025
3184	MASTERCARD	2025_05 TIDW	WRF R&M Supplies	06/01/2025	370.00	370.00	06/06/2025
3184	MASTERCARD	2025_05 TIDW	WRF R&M Supplies	06/01/2025	88.80	88.80	06/06/2025
3184	MASTERCARD	2025_05 TIDW	WRF Laboratory supplies	06/01/2025	119.95	119.95	06/06/2025
3184	MASTERCARD	2025_05 TOW	Water Facilities	06/01/2025	517.91	517.91	06/06/2025
3184	MASTERCARD	2025_06 CHAB	Trout Derby	07/01/2025	24.00	24.00	07/15/2025



Report dates: 7/15/2025-8/14/2025

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2025_06 CHAB	Duty Crew Food	07/01/2025	82.34	82.34	07/15/2025
3184	MASTERCARD	2025_06 CHAB	Rescue SKED	07/01/2025	854.39	854.39	07/15/2025
3184	MASTERCARD	2025_06 CHAB	Hazmat Basin	07/01/2025	82.89	82.89	07/15/2025
3184	MASTERCARD	2025_06 CHAB	Accountability Tags	07/01/2025	38.28	38.28	07/15/2025
3184	MASTERCARD	2025_06 CHAB	Headlamps R1	07/01/2025	39.98	39.98	07/15/2025
3184	MASTERCARD	2025_06 CHAB	Ice Machine Filter	07/01/2025	39.94	39.94	07/15/2025
3184	MASTERCARD	2025_06 CHAB	Ice Machine	07/01/2025	309.99	309.99	07/15/2025
3184	MASTERCARD	2025_06 DEM	Fire Dept. Lunch 6/16/25 for interv	07/01/2025	46.57	46.57	07/15/2025
3184	MASTERCARD	2025_06 DEM	Police - thank you cards - Boy Sc	07/01/2025	9.98	9.98	07/15/2025
3184	MASTERCARD	2025_06 DEM	Fire Dept. Lunch 6/17/25 for interv	07/01/2025	63.62	63.62	07/15/2025
3184	MASTERCARD	2025_06 DEM	Fire Dept. Lunch 6/17/25 for interv	07/01/2025	63.63	63.63	07/15/2025
3184	MASTERCARD	2025_06 DEM	Fire Dept. Lunch 6/16/25 for interv	07/01/2025	46.58	46.58	07/15/2025
3184	MASTERCARD	2025_06 FETT	MEALS - GFOA ANNUAL CONFE	07/01/2025	21.15	21.15	07/15/2025
3184	MASTERCARD	2025_06 FETT	TRAVEL - GFOA ANNUAL CONF	07/01/2025	75.96	75.96	07/15/2025
3184	MASTERCARD	2025_06 FETT	MEALS - GFOA ANNUAL CONFE	07/01/2025	33.55	33.55	07/15/2025
3184	MASTERCARD	2025_06 FETT	MEALS - GFOA ANNUAL CONFE	07/01/2025	22.89	22.89	07/15/2025
3184	MASTERCARD	2025_06 FETT	MEALS - GFOA ANNUAL CONFE	07/01/2025	51.98	51.98	07/15/2025
3184	MASTERCARD	2025_06 FETT	MEALS - GFOA ANNUAL CONFE	07/01/2025	54.20	54.20	07/15/2025
3184	MASTERCARD	2025_06 FETT	OFFICE SUPPLIES	07/01/2025	115.90	115.90	07/15/2025
3184	MASTERCARD	2025_06 FETT	OFFICE SUPPLIES	07/01/2025	178.31	178.31	07/15/2025
3184	MASTERCARD	2025_06 FETT	TRAVEL - MMIA CONFERENCE	07/01/2025	742.31	742.31	07/15/2025
3184	MASTERCARD	2025_06 FETT	TRAVEL - GFOA ANNUAL CONF	07/01/2025	40.00	40.00	07/15/2025
3184	MASTERCARD	2025_06 GAG	Monthly Subscription (Zoom)	07/01/2025	40.00	40.00	07/15/2025
3184	MASTERCARD	2025_06 GAG	ICMA Conference Registration Fe	07/01/2025	65.00	65.00	07/15/2025
3184	MASTERCARD	2025_06 GAG	Parade Supplies	07/01/2025	794.95	794.95	07/15/2025
3184	MASTERCARD	2025_06 GAG	City Clerk Training	07/01/2025	50.00	50.00	07/15/2025
3184	MASTERCARD	2025_06 GAG	Monthly Subscription (ChatGPT)	07/01/2025	20.00	20.00	07/15/2025
3184	MASTERCARD	2025_06 GAG	Monthly Subscription (MailChimp)	07/01/2025	60.00	60.00	07/15/2025
3184	MASTERCARD	2025_06 GAR	Solid Waste Vehicle R&M	07/01/2025	82.28	82.28	07/15/2025
3184	MASTERCARD	2025_06 GILB	Ajax repair	07/01/2025	38.47	38.47	07/15/2025
3184	MASTERCARD	2025_06 GILB	Meals FF2	07/01/2025	55.62	55.62	07/15/2025
3184	MASTERCARD	2025_06 GILB	Meals FF2 State Testing	07/01/2025	131.45	131.45	07/15/2025
3184	MASTERCARD	2025_06 GILB	Meals FF2 State Testing	07/01/2025	8.34	8.34	07/15/2025
3184	MASTERCARD	2025_06 GILB	Trout Derby	07/01/2025	22.00	22.00	07/15/2025
3184	MASTERCARD	2025_06 GLAS	Adjustable Height Desk	07/01/2025	1,032.93	1,032.93	07/15/2025
3184	MASTERCARD	2025_06 GLAS	Fax	07/01/2025	34.99	34.99	07/15/2025
3184	MASTERCARD	2025_06 GLAS	Transaction Fee	07/01/2025	.31	.31	07/15/2025
3184	MASTERCARD	2025_06 GRA	2-inch D-ring binders (4)	07/01/2025	29.99	29.99	07/15/2025
3184	MASTERCARD	2025_06 GRA	7 books	07/01/2025	168.00	168.00	07/15/2025
3184	MASTERCARD	2025_06 GRA	postage to 59230; 98501; 59722;	07/01/2025	23.42	23.42	07/15/2025
3184	MASTERCARD	2025_06 GRA	1 book	07/01/2025	17.54	17.54	07/15/2025
3184	MASTERCARD	2025_06 GRA	7 books	07/01/2025	89.63	89.63	07/15/2025
3184	MASTERCARD	2025_06 GRA	postage to 98201	07/01/2025	4.40	4.40	07/15/2025
3184	MASTERCARD	2025_06 GRA	13 books	07/01/2025	210.15	210.15	07/15/2025
3184	MASTERCARD	2025_06 GRA	watercolor set	07/01/2025	63.24	63.24	07/15/2025
3184	MASTERCARD	2025_06 GRA	postage to 90602	07/01/2025	5.11	5.11	07/15/2025
3184	MASTERCARD	2025_06 GRA	batteries, screwdriver	07/01/2025	38.94	38.94	07/15/2025
3184	MASTERCARD	2025_06 GRA	1 book	07/01/2025	18.99	18.99	07/15/2025
3184	MASTERCARD	2025_06 GRA	postage to 60185	07/01/2025	4.40	4.40	07/15/2025
3184	MASTERCARD	2025_06 GRA	14 books	07/01/2025	192.93	192.93	07/15/2025
3184	MASTERCARD	2025_06 GRA	1 book	07/01/2025	18.99	18.99	07/15/2025
3184	MASTERCARD	2025_06 GRA	4 tires, balance, tire pressure mon	07/01/2025	739.88	739.88	07/15/2025
3184	MASTERCARD	2025_06 GRA	postage to 22645	07/01/2025	4.40	4.40	07/15/2025
3184	MASTERCARD	2025_06 GRA	postage to 806631; 37087	07/01/2025	10.22	10.22	07/15/2025
3184	MASTERCARD	2025_06 GRA	printer toner	07/01/2025	329.99	329.99	07/15/2025
3184	MASTERCARD	2025_06 GRA	1 book	07/01/2025	18.99	18.99	07/15/2025
3184	MASTERCARD	2025_06 GRA	water bill	07/01/2025	104.65	104.65	07/15/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2025_06 GRA	11 books	07/01/2025	111.81	111.81	07/15/2025
3184	MASTERCARD	2025_06 GRA	postage to 59717; 60193; 63501;	07/01/2025	18.31	18.31	07/15/2025
3184	MASTERCARD	2025_06 HAPP	Jury Food & Water	07/01/2025	32.96	32.96	07/15/2025
3184	MASTERCARD	2025_06 HAR	medical kits	07/01/2025	262.87	262.87	07/15/2025
3184	MASTERCARD	2025_06 HAR	postage	07/01/2025	14.65	14.65	07/15/2025
3184	MASTERCARD	2025_06 HED	dinner	07/01/2025	36.16	36.16	07/15/2025
3184	MASTERCARD	2025_06 HED	metered parking	07/01/2025	8.00	8.00	07/15/2025
3184	MASTERCARD	2025_06 HED	gas for public works car used	07/01/2025	23.36	23.36	07/15/2025
3184	MASTERCARD	2025_06 HED	metered parking	07/01/2025	8.00	8.00	07/15/2025
3184	MASTERCARD	2025_06 HED	metered parking	07/01/2025	8.00	8.00	07/15/2025
3184	MASTERCARD	2025_06 HED	Marshmallows for live traps	07/01/2025	3.92	3.92	07/15/2025
3184	MASTERCARD	2025_06 HED	hotel	07/01/2025	812.76	812.76	07/15/2025
3184	MASTERCARD	2025_06 HOFF	Transaction Fee	07/01/2025	.23	.23	07/15/2025
3184	MASTERCARD	2025_06 HOFF	Aircard for engine one	07/01/2025	26.00	26.00	07/15/2025
3184	MASTERCARD	2025_06 HOL	Lift Station Bollards	07/01/2025	1,124.85	1,124.85	07/15/2025
3184	MASTERCARD	2025_06 HOL	River Drive Bollards	07/01/2025	374.95	374.95	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Street Vehicle R&M	07/01/2025	17.96	17.96	07/15/2025
3184	MASTERCARD	2025_06 KINNI	SW Facilities Operating	07/01/2025	14.98	14.98	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Solid Waste Transfer Station	07/01/2025	463.60	463.60	07/15/2025
3184	MASTERCARD	2025_06 KINNI	SW Facilities Operating	07/01/2025	43.72	43.72	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Items returned	07/01/2025	8.93-	8.93-	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Items returned	07/01/2025	8.93-	8.93-	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Items returned	07/01/2025	8.93-	8.93-	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Items returned	07/01/2025	8.92-	8.92-	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Street Dept. Paving-Meals	07/01/2025	3.49	3.49	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Solid Waste Vehicle R&M	07/01/2025	17.95	17.95	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	5.29	5.29	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	5.29	5.29	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	5.29	5.29	07/15/2025
3184	MASTERCARD	2025_06 KINNI	SW Facilities Operating	07/01/2025	14.99	14.99	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Postage	07/01/2025	10.10	10.10	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Items returned	07/01/2025	8.93-	8.93-	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Water Risk Mgmt Supply	07/01/2025	33.30	33.30	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	5.29	5.29	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	5.29	5.29	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Street Dept. Paving-Meals	07/01/2025	202.41	202.41	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	8.93	8.93	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	8.93	8.93	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	8.93	8.93	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	8.93	8.93	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Office Supplies	07/01/2025	8.92	8.92	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Solid Waste Vehicle R&M	07/01/2025	83.98	83.98	07/15/2025
3184	MASTERCARD	2025_06 KINNI	Water Analysis Supplies	07/01/2025	525.20	525.20	07/15/2025
3184	MASTERCARD	2025_06 PIER	4th of July Candy	07/01/2025	220.09	220.09	07/15/2025
3184	MASTERCARD	2025_06 PIER	Meals - FF/EMT Interviews	07/01/2025	71.40	71.40	07/15/2025
3184	MASTERCARD	2025_06 PURK	Medwrite	07/01/2025	3,786.20	3,786.20	07/15/2025
3184	MASTERCARD	2025_06 PURK	E-File 941	07/01/2025	5.95	5.95	07/15/2025
3184	MASTERCARD	2025_06 RUBI	911 Dispatch Recruitment Testing	07/01/2025	2,768.00	2,768.00	07/15/2025
3184	MASTERCARD	2025_06 SEVE	partial REFUND- online conferenc	07/01/2025	350.00-	350.00-	07/15/2025
3184	MASTERCARD	2025_06 SEVE	monthly subscription	07/01/2025	56.59	56.59	07/15/2025
3184	MASTERCARD	2025_06 SEVE	Planning Lunch- Downtown Curb	07/01/2025	75.00	75.00	07/15/2025
3184	MASTERCARD	2025_06 SKAG	Parks Dept. Op. Supplies	07/01/2025	393.52	393.52	07/15/2025
3184	MASTERCARD	2025_06 SKAG	Parks Dept. Cont. Ed	07/01/2025	125.00	125.00	07/15/2025
3184	MASTERCARD	2025_06 TARR	Trout Derby Advertisement	07/01/2025	14.95	14.95	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Swim Lesson Operation	07/01/2025	529.95	529.95	07/15/2025
3184	MASTERCARD	2025_06 TARR	Mobile Rec	07/01/2025	31.95	31.95	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Vehicles - Parade	07/01/2025	312.00	312.00	07/15/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2025_06 TARR	Mobile Rec	07/01/2025	17.23	17.23	07/15/2025
3184	MASTERCARD	2025_06 TARR	Mobile Rec	07/01/2025	38.75	38.75	07/15/2025
3184	MASTERCARD	2025_06 TARR	Office Tool	07/01/2025	20.00	20.00	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Parade	07/01/2025	25.64	25.64	07/15/2025
3184	MASTERCARD	2025_06 TARR	Mobile Rec	07/01/2025	30.94	30.94	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Events	07/01/2025	106.27	106.27	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool First Aid Supplies	07/01/2025	93.59	93.59	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Desk Operations	07/01/2025	69.99	69.99	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Event Operations	07/01/2025	11.95	11.95	07/15/2025
3184	MASTERCARD	2025_06 TARR	Adult Softball Equipment	07/01/2025	327.70	327.70	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Staff Operations	07/01/2025	65.09	65.09	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Event Operations	07/01/2025	211.48	211.48	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool	07/01/2025	15.00	15.00	07/15/2025
3184	MASTERCARD	2025_06 TARR	Staffing Operations City Pool	07/01/2025	4.39	4.39	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Ice Cream Sales	07/01/2025	122.50	122.50	07/15/2025
3184	MASTERCARD	2025_06 TARR	Lifeguard uniforms/equipment	07/01/2025	98.39	98.39	07/15/2025
3184	MASTERCARD	2025_06 TARR	Lifeguard uniforms/equipment	07/01/2025	32.99	32.99	07/15/2025
3184	MASTERCARD	2025_06 TARR	Lifeguard uniforms/equipment	07/01/2025	71.62	71.62	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Operations - Pool House	07/01/2025	42.52	42.52	07/15/2025
3184	MASTERCARD	2025_06 TARR	City Pool Operations - Pool House	07/01/2025	203.48	203.48	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF- Operating Supplies	07/01/2025	1,439.98	1,439.98	07/15/2025
3184	MASTERCARD	2025_06 TIDW	Solid Waste Veh. Repair Maint.	07/01/2025	104.55	104.55	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF-Chemical Supplies	07/01/2025	95.96	95.96	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF- R&M Supplies	07/01/2025	167.35	167.35	07/15/2025
3184	MASTERCARD	2025_06 TIDW	Sewer Main Parts	07/01/2025	188.72	188.72	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF- Operating Supplies	07/01/2025	195.75	195.75	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF-Operating Supplies	07/01/2025	120.00	120.00	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF-Operating Supplies	07/01/2025	300.00	300.00	07/15/2025
3184	MASTERCARD	2025_06 TIDW	Solid Waste Veh. Repair Maint.	07/01/2025	289.99	289.99	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF-Safety & Risk Mgmt	07/01/2025	247.68	247.68	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF- R&M Supplies	07/01/2025	103.42	103.42	07/15/2025
3184	MASTERCARD	2025_06 TIDW	Sewer Division- Lift station	07/01/2025	259.00	259.00	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF- Safety & Risk Mgmt	07/01/2025	304.35	304.35	07/15/2025
3184	MASTERCARD	2025_06 TIDW	WRF- Subscriptions/Dues	07/01/2025	40.00	40.00	07/15/2025
3184	MASTERCARD	2025_06 TOW	Water Operating- Hose Hanger- fo	07/01/2025	12.97	12.97	07/15/2025
3184	MASTERCARD	2025_06 TOW	Water Operating- Tool hanger- 2	07/01/2025	80.37	80.37	07/15/2025
3184	MASTERCARD	2025_06 TOW	Water Operating- Misc Tools- 2 Mi	07/01/2025	41.95	41.95	07/15/2025

Total MASTERCARD:

55,725.69 55,725.69

**MED ONE CAPITAL FUNDING LLC**

10007	MED ONE CAPITAL FUNDING LL	M00355463	LEASE	07/15/2025	830.25	830.25	08/07/2025
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Total MED ONE CAPITAL FUNDING LLC:

830.25 830.25

**METROPOLITAN COMPOUNDS INC.**

3674	METROPOLITAN COMPOUNDS I	0019914-IN	POLISH AND PROTECT CASE	07/15/2025	579.48	579.48	08/07/2025
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Total METROPOLITAN COMPOUNDS INC.:

579.48 579.48

**MICROCOMM**

10000	MICROCOMM	20425	POWER SUPPLY MOD	07/14/2025	340.76	340.76	07/29/2025
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Total MICROCOMM:

340.76 340.76

**MISC**

99999	MISC	2025.1	OVERPAY UTILITIES	07/21/2025	140.12	140.12	07/22/2025
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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
99999	MISC	45618	Refund	07/15/2025	201.00	201.00	07/31/2025
99999	MISC	79054617	ReIMB-GAZEBO	10/23/2024	65.00	65.00	07/18/2025
99999	MISC	TK2024-0390	Bond Refund	07/17/2025	565.00	565.00	07/17/2025
99999	MISC	TK2025-0029	Bond Refund	07/17/2025	960.00	960.00	07/17/2025
99999	MISC	TK2025-0071	Bond Refund	07/23/2025	385.00	385.00	07/23/2025
Total MISC:					2,316.12	2,316.12	
<b>MMIA</b>							
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	1,699.00	1,699.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	5,159.00	5,159.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	42.00	42.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	20,790.00	20,790.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	44.00	44.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	4,061.00	4,061.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	4,395.00	4,395.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	2,945.00	2,945.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	10,171.00	10,171.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	6,510.00	6,510.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	1,012.50	1,012.50	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	31.00	31.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	1,124.00	1,124.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	7,801.00	7,801.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	9,236.00	9,236.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	1,938.00	1,938.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	62,352.00	62,352.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	9,921.00	9,921.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	186.00	186.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	114.00	114.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	3,812.00	3,812.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	2,797.00	2,797.00	07/25/2025
278	MMIA	25-26	PROPERTY INSURANCE	07/01/2025	178.00	178.00	07/25/2025
Total MMIA:					156,318.50	156,318.50	
<b>MMIA - LIABILITY PROGRAM</b>							
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	3,914.00	3,914.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	5,795.00	5,795.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	12,266.00	12,266.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	9,586.00	9,586.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	5,378.00	5,378.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	2,915.00	2,915.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	29,158.00	29,158.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	61,002.00	61,002.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	2,879.00	2,879.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	3,291.00	3,291.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	32,247.00	32,247.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	29,314.00	29,314.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	25,521.00	25,521.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	32,533.00	32,533.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	14,194.00	14,194.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	62,693.00	62,693.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	52,991.00	52,991.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	9,273.00	9,273.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	16,006.00	16,006.00	07/25/2025
2727	MMIA - LIABILITY PROGRAM	25-26	LIABILITY PROGRAM	07/01/2025	5,915.00	5,915.00	07/25/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MMIA - LIABILITY PROGRAM:					416,871.00	416,871.00	
<b>MOLLY ENGLE</b>							
10004	MOLLY ENGLE	2025.6.29	REIMB-TRAVEL	06/29/2025	1,539.70	1,539.70	07/18/2025
Total MOLLY ENGLE:					1,539.70	1,539.70	
<b>MONTANA DEPT OF LABOR &amp; INDUSTRY</b>							
983	MONTANA DEPT OF LABOR & I	2025.7.9	2013-BOIL-MTN-000442	07/09/2025	36.00	36.00	07/22/2025
Total MONTANA DEPT OF LABOR & INDUSTRY:					36.00	36.00	
<b>MONTANA LINEN SUPPLY LLC</b>							
10007	MONTANA LINEN SUPPLY LLC	519813	MATS	07/11/2025	126.95	126.95	07/18/2025
10007	MONTANA LINEN SUPPLY LLC	519816	MATS	07/11/2025	9.31	9.31	07/18/2025
10007	MONTANA LINEN SUPPLY LLC	519816	MATS	07/11/2025	9.31	9.31	07/18/2025
10007	MONTANA LINEN SUPPLY LLC	519816	MATS	07/11/2025	9.31	9.31	07/18/2025
10007	MONTANA LINEN SUPPLY LLC	519816	MATS	07/11/2025	9.32	9.32	07/18/2025
10007	MONTANA LINEN SUPPLY LLC	519826	MATS	07/11/2025	56.08	56.08	07/22/2025
10007	MONTANA LINEN SUPPLY LLC	522486	220 E PARK MATS	07/25/2025	126.95	126.95	08/07/2025
Total MONTANA LINEN SUPPLY LLC:					347.23	347.23	
<b>MONTANA OCCUPATIONAL HEALTH</b>							
10006	MONTANA OCCUPATIONAL HEA	20387	PHYSICALS	07/02/2025	604.00	604.00	08/07/2025
10006	MONTANA OCCUPATIONAL HEA	20401	PHYSICAL	07/09/2025	452.00	452.00	07/22/2025
10006	MONTANA OCCUPATIONAL HEA	20406	PHYSICAL	07/09/2025	642.00	642.00	07/22/2025
10006	MONTANA OCCUPATIONAL HEA	20410	PHYSICAL	07/09/2025	680.00	680.00	07/22/2025
10006	MONTANA OCCUPATIONAL HEA	20419	PHYSICALS	07/16/2025	15.00	15.00	08/07/2025
Total MONTANA OCCUPATIONAL HEALTH:					2,393.00	2,393.00	
<b>MONTANA PET DENTISTRY &amp; ORAL SURGERY</b>							
10007	MONTANA PET DENTISTRY & O	400590	BRIGGS	08/05/2025	3,813.08	3,813.08	08/07/2025
Total MONTANA PET DENTISTRY & ORAL SURGERY:					3,813.08	3,813.08	
<b>MOUNTAIN FRESH CLEANING</b>							
10005	MOUNTAIN FRESH CLEANING	FB0000155	CLEANING	07/07/2025	2,800.00	2,800.00	07/22/2025
Total MOUNTAIN FRESH CLEANING:					2,800.00	2,800.00	
<b>MOUNTAIN PROPERTY MAINTENANCE</b>							
10007	MOUNTAIN PROPERTY MAINTEN	1590	SPRINKLER SERVICE	07/03/2025	165.00	165.00	07/18/2025
Total MOUNTAIN PROPERTY MAINTENANCE:					165.00	165.00	
<b>MSU EXTENSION SERVICE</b>							
3275	MSU EXTENSION SERVICE	56	ECONOMIC & COMMUNITY DEV	07/21/2025	4,349.06	4,349.06	07/29/2025
Total MSU EXTENSION SERVICE:					4,349.06	4,349.06	
<b>MURDOCH'S RANCH &amp; HOME SUPPLY</b>							
3688	MURDOCH'S RANCH & HOME S	175045250836	WIRE NUTS	06/20/2025	13.47	13.47	08/07/2025
3688	MURDOCH'S RANCH & HOME S	INV-015824182	TRAUMA KIT	07/14/2025	57.99	57.99	08/07/2025
3688	MURDOCH'S RANCH & HOME S	INV-015829922	CABLE LUB	07/14/2025	5.29	5.29	08/07/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3688	MURDOCH'S RANCH & HOME S	INV-015880908	TOOLS	07/17/2025	146.31	146.31	08/07/2025
3688	MURDOCH'S RANCH & HOME S	INV-015978926	SEWAGE PUMP	07/21/2025	359.99	359.99	08/07/2025
3688	MURDOCH'S RANCH & HOME S	INV-015993363	NOZZLE	07/22/2025	22.99	22.99	08/07/2025
3688	MURDOCH'S RANCH & HOME S	INV-01650701	FLASHLIGHT	07/25/2025	84.99	84.99	08/07/2025
Total MURDOCH'S RANCH & HOME SUPPLY:					691.03	691.03	

**NORTHWESTERN ENERGY**

151	NORTHWESTERN ENERGY	0708370-2 202	8th & Park Sprinklers	07/21/2025	22.56	22.56	08/07/2025
151	NORTHWESTERN ENERGY	0709793-4 202	City Shop Building 50% 406 Benn	07/15/2025	166.37	166.37	07/29/2025
151	NORTHWESTERN ENERGY	0709793-4 202	City Shop Building 50% 406 Benn	07/15/2025	166.37	166.37	07/29/2025
151	NORTHWESTERN ENERGY	0709794-2 202	WRF 316 Bennett	07/10/2025	703.22	703.22	07/29/2025
151	NORTHWESTERN ENERGY	0709796-7 202	97 View Vista Drive	07/15/2025	22.09	22.09	07/29/2025
151	NORTHWESTERN ENERGY	0709869-2 202	Carol Lane	07/15/2025	142.98	142.98	07/29/2025
151	NORTHWESTERN ENERGY	0709870-0 202	G Street Park - 422 S G	07/15/2025	70.35	70.35	07/29/2025
151	NORTHWESTERN ENERGY	0709871-8 202	Star Addition - Lights	07/15/2025	329.49	329.49	07/29/2025
151	NORTHWESTERN ENERGY	0709873-4 202	800 W Cambridge - Pump Station	07/15/2025	44.53	44.53	07/29/2025
151	NORTHWESTERN ENERGY	0709874-2 202	Werner Addition Pump	07/10/2025	633.11	633.11	07/29/2025
151	NORTHWESTERN ENERGY	0709875-9 202	900 River Drive Pump	07/10/2025	4,749.63	4,749.63	07/29/2025
151	NORTHWESTERN ENERGY	0709876-7 202	132 South B Street - B St Well	07/11/2025	2,493.08	2,493.08	07/29/2025
151	NORTHWESTERN ENERGY	0709877-5 202	200 E Reservoir (north side hill)	07/21/2025	1,628.64	1,628.64	08/07/2025
151	NORTHWESTERN ENERGY	0709878-3 202	227 River Drive - Concessions sta	07/11/2025	364.75	364.75	07/29/2025
151	NORTHWESTERN ENERGY	0709879-1 202	227 River Drive - Softball Field	07/11/2025	579.13	579.13	07/29/2025
151	NORTHWESTERN ENERGY	0709880-9 202	200 River Drive - Pool	07/21/2025	3,914.83	3,914.83	08/07/2025
151	NORTHWESTERN ENERGY	0709881-7 202	229 River Drive - Civic Center	07/21/2025	709.45	709.45	08/07/2025
151	NORTHWESTERN ENERGY	0709882-5 202	229 River Drive - Pump Civic Cent	07/21/2025	.84	.84	08/07/2025
151	NORTHWESTERN ENERGY	0709891-6 202	15 Fleshman Creek-Cemetery Wo	07/15/2025	40.44	40.44	07/29/2025
151	NORTHWESTERN ENERGY	0709892-4 202	40 Water Tower Avenue	07/15/2025	75.11	75.11	07/29/2025
151	NORTHWESTERN ENERGY	0709894-0 202	56 Water Tower	07/10/2025	481.46	481.46	07/29/2025
151	NORTHWESTERN ENERGY	0709914-6 202	1011 River Dr - Edge Water Sewe	07/10/2025	41.06	41.06	07/29/2025
151	NORTHWESTERN ENERGY	0719058-0 202	3 Rogers Lane Lift Station	07/10/2025	152.49	152.49	07/29/2025
151	NORTHWESTERN ENERGY	0719271-9 202	601 Robin Lane - Well	07/21/2025	3,214.27	3,214.27	08/07/2025
151	NORTHWESTERN ENERGY	0719272-7 202	4 Billman Lane - Well	07/21/2025	2,840.79	2,840.79	08/07/2025
151	NORTHWESTERN ENERGY	0719358-4 202	Street Lights - Livingston	07/21/2025	3,005.29	3,005.29	08/07/2025
151	NORTHWESTERN ENERGY	0719373-3 202	229 River Drive	07/21/2025	26.52	26.52	08/07/2025
151	NORTHWESTERN ENERGY	0720048-8 202	330 Bennett 1/4	07/10/2025	296.48	296.48	07/29/2025
151	NORTHWESTERN ENERGY	0720048-8 202	330 Bennett 1/4	07/10/2025	296.48	296.48	07/29/2025
151	NORTHWESTERN ENERGY	0720048-8 202	330 Bennett 1/4	07/10/2025	296.48	296.48	07/29/2025
151	NORTHWESTERN ENERGY	0720113-0 202	229 River Drive - CC Building	07/21/2025	85.47	85.47	08/07/2025
151	NORTHWESTERN ENERGY	0720122-1 202	400 North M	07/21/2025	12.77	12.77	08/07/2025
151	NORTHWESTERN ENERGY	0720176-7 202	Weimer Park	07/15/2025	72.90	72.90	07/29/2025
151	NORTHWESTERN ENERGY	0802599-1 202	608 W Chinook	07/21/2025	38.35	38.35	08/07/2025
151	NORTHWESTERN ENERGY	0933715-5 202	710 W Callender	07/21/2025	25.81	25.81	08/07/2025
151	NORTHWESTERN ENERGY	1134866-1 202	N 2nd & Montana & Chinook	07/15/2025	43.33	43.33	07/29/2025
151	NORTHWESTERN ENERGY	1134879-4 202	N 7th & Montana & Chinook	07/15/2025	29.94	29.94	07/29/2025
151	NORTHWESTERN ENERGY	1155965-5 202	229 River Drive	07/15/2025	26.82	26.82	07/29/2025
151	NORTHWESTERN ENERGY	1290352-2 202	School Flasher Park & 13th	07/15/2025	12.90	12.90	07/29/2025
151	NORTHWESTERN ENERGY	1441030-2 202	D & Geyser Well House	07/11/2025	2,542.48	2,542.48	07/29/2025
151	NORTHWESTERN ENERGY	1452951-5 202	Starlow on Monroe	07/10/2025	336.69	336.69	07/29/2025
151	NORTHWESTERN ENERGY	1493850-0 202	412 W Callender	07/15/2025	50.03	50.03	07/29/2025
151	NORTHWESTERN ENERGY	1498936-2 202	190 & 89S-ing	07/15/2025	22.39	22.39	07/29/2025
151	NORTHWESTERN ENERGY	1594141-2 202	9th & 10th Lift Station	07/10/2025	63.99	63.99	07/29/2025
151	NORTHWESTERN ENERGY	1613803-4 202	M & N on Callender	07/15/2025	37.41	37.41	07/29/2025
151	NORTHWESTERN ENERGY	1728687-3 202	Transfer Station 408 Bennett Stre	07/10/2025	379.41	379.41	07/29/2025
151	NORTHWESTERN ENERGY	1747570-8 202	D & E on Callender	07/15/2025	23.42	23.42	07/29/2025
151	NORTHWESTERN ENERGY	1747572-4 202	F & G on Callender	07/15/2025	11.48	11.48	07/29/2025
151	NORTHWESTERN ENERGY	1893530-4 202	600 W Park	07/15/2025	41.33	41.33	07/29/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
151	NORTHWESTERN ENERGY	1893536-1 202	E Street & Alley	07/15/2025	14.15	14.15	07/29/2025
151	NORTHWESTERN ENERGY	1893541-1 202	18 W Park	07/15/2025	84.74	84.74	07/29/2025
151	NORTHWESTERN ENERGY	1906055-7 202	815 North 13th - Soccer Fields (Irr	07/15/2025	2.14	2.14	07/29/2025
151	NORTHWESTERN ENERGY	2023479-5 202	900 W Geyser Street School Light	07/15/2025	22.71	22.71	07/29/2025
151	NORTHWESTERN ENERGY	2023484-5 202	1100 W Geyser Street School Lig	07/15/2025	22.56	22.56	07/29/2025
151	NORTHWESTERN ENERGY	2114861-4 202	132 South B Street Lights	07/15/2025	154.53	154.53	07/29/2025
151	NORTHWESTERN ENERGY	2138754-3 202	G Street Park - Mike Webb Park	07/15/2025	591.85	591.85	07/29/2025
151	NORTHWESTERN ENERGY	2171060-3 202	Scale House 408 Bennett Street	07/15/2025	57.85	57.85	07/29/2025
151	NORTHWESTERN ENERGY	3015965-1 202	330 Bennett - Fire Training Center	07/15/2025	59.34	59.34	07/29/2025
151	NORTHWESTERN ENERGY	3093003-6 202	114 West Summit	07/15/2025	16.33	16.33	07/29/2025
151	NORTHWESTERN ENERGY	3093023-4 202	320 North Main	07/15/2025	5.77	5.77	07/29/2025
151	NORTHWESTERN ENERGY	3093027-5 202	105 West Park	07/15/2025	34.43	34.43	07/29/2025
151	NORTHWESTERN ENERGY	3141997-1 202	C & D on Lewis	07/15/2025	17.17	17.17	07/29/2025
151	NORTHWESTERN ENERGY	3184602-5 202	202 South 2nd	07/15/2025	30.18	30.18	07/29/2025
151	NORTHWESTERN ENERGY	3210240-2 202	616 River Drive	07/15/2025	22.71	22.71	07/29/2025
151	NORTHWESTERN ENERGY	3258086-2 202	2800 East Park Lift Station	07/15/2025	98.37	98.37	07/29/2025
151	NORTHWESTERN ENERGY	3258262-9 202	320 Alpenglow Lift Station	07/10/2025	185.76	185.76	07/29/2025
151	NORTHWESTERN ENERGY	3267010-1 202	330 Bennett - Compactor	07/10/2025	198.60	198.60	07/29/2025
151	NORTHWESTERN ENERGY	3287727-6 202	320 Alpenglow LN-	07/15/2025	45.70	45.70	07/29/2025
151	NORTHWESTERN ENERGY	3386783-9 202	Btwn G and H on Clark	07/15/2025	29.56	29.56	07/29/2025
151	NORTHWESTERN ENERGY	3386845-6 202	Btwn I and K on Callender	07/15/2025	23.05	23.05	07/29/2025
151	NORTHWESTERN ENERGY	3386846-4 202	Btwn 7th and 8th on Summit	07/15/2025	8.81	8.81	07/29/2025
151	NORTHWESTERN ENERGY	3506014-4 202	Brookstone/Elm	07/15/2025	5.29	5.29	07/29/2025
151	NORTHWESTERN ENERGY	3566038-0 202	114 East Callender	07/15/2025	33.48	33.48	07/29/2025
151	NORTHWESTERN ENERGY	3566039-8 202	115 East Lewis	07/15/2025	33.65	33.65	07/29/2025
151	NORTHWESTERN ENERGY	3585235-9 202	New WRF 316 Bennett	07/10/2025	12,472.62	12,472.62	07/29/2025
151	NORTHWESTERN ENERGY	3643752-3 202	115 East Clark	07/15/2025	130.65	130.65	07/29/2025
151	NORTHWESTERN ENERGY	3643753-1 202	112 East Clark	07/15/2025	54.84	54.84	07/29/2025
151	NORTHWESTERN ENERGY	3678204-3 202	502 River Dr. Pmp	07/11/2025	365.41	365.41	07/29/2025
151	NORTHWESTERN ENERGY	3725873-8 202	340 Bennett	07/15/2025	39.15	39.15	07/29/2025
151	NORTHWESTERN ENERGY	3753023-5 202	410 Bennett Transfer St Shop	07/10/2025	326.93	326.93	07/29/2025
151	NORTHWESTERN ENERGY	3787060-7 202	Green Acres Lights	07/15/2025	84.89	84.89	07/29/2025
151	NORTHWESTERN ENERGY	3787427-8 202	Green Acres	07/15/2025	256.77	256.77	07/29/2025
151	NORTHWESTERN ENERGY	3828216-6 202	203 W Callender	07/15/2025	43.79	43.79	07/29/2025
151	NORTHWESTERN ENERGY	3837245-4 202	220 E PARK	07/16/2025	255.79	255.79	07/29/2025
151	NORTHWESTERN ENERGY	3867654-0 202	2222 Willow Dr. Lt A	07/15/2025	42.79	42.79	07/29/2025
151	NORTHWESTERN ENERGY	3913678-3 202	Green Acres Park -	07/10/2025	340.86	340.86	07/29/2025
151	NORTHWESTERN ENERGY	3950711-6 202	Scenic Drive & Sweetgrass Lane	07/15/2025	53.43	53.43	07/29/2025
151	NORTHWESTERN ENERGY	4094896-0 202	207 Antelope Drive Lift Station (Fe	07/15/2025	22.09	22.09	07/29/2025
151	NORTHWESTERN ENERGY	4134094-4 202	200 E Reservoir	07/15/2025	61.81	61.81	07/29/2025
Total NORTHWESTERN ENERGY:					47,715.76	47,715.76	
<b>NTOA</b>							
10006	NTOA	2025.7.9	MEMBERSHIP 112267	07/09/2025	50.00	50.00	07/18/2025
Total NTOA:					50.00	50.00	
<b>OHD</b>							
10007	OHD	105018	RESPIRATOR FIT TEST	07/18/2025	10,960.00	10,960.00	07/22/2025
Total OHD:					10,960.00	10,960.00	
<b>O'REILLY AUTOMOTIVE, INC</b>							
2437	O'REILLY AUTOMOTIVE, INC	1558-396417	SPEEDY DRVR	07/10/2025	25.98	25.98	07/29/2025
2437	O'REILLY AUTOMOTIVE, INC	1558-397249	PARTWASH SOLV	07/17/2025	141.00	141.00	07/29/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total O'REILLY AUTOMOTIVE, INC:					166.98	166.98	
<b>PACIFIC CREST UNIFORM COMPANY</b>							
10007	PACIFIC CREST UNIFORM COM	250234	3 SEASON JACKET	07/10/2025	1,755.00	1,755.00	07/29/2025
10007	PACIFIC CREST UNIFORM COM	250234	3 SEASON JACKET	07/10/2025	1,755.00	1,755.00	07/29/2025
Total PACIFIC CREST UNIFORM COMPANY:					3,510.00	3,510.00	
<b>PACKTRACK</b>							
10007	PACKTRACK	HKW930GL-00	SUBSCRIPTION	07/11/2025	140.00	140.00	07/18/2025
Total PACKTRACK:					140.00	140.00	
<b>PARK COUNTY COMMUNITY FOUNDATION</b>							
3411	PARK COUNTY COMMUNITY FO	2025_07	ASPEN	07/28/2025	15,000.00	15,000.00	07/28/2025
3411	PARK COUNTY COMMUNITY FO	2025_07	HRDC	07/28/2025	25,000.00	25,000.00	07/28/2025
3411	PARK COUNTY COMMUNITY FO	2025_07	SPAY NEUTER PROJECT	07/28/2025	5,000.00	5,000.00	07/28/2025
3411	PARK COUNTY COMMUNITY FO	2025_07	WINDRIDER TRANSIT	07/28/2025	5,000.00	5,000.00	07/28/2025
Total PARK COUNTY COMMUNITY FOUNDATION:					50,000.00	50,000.00	
<b>PITNEY BOWES</b>							
10001	PITNEY BOWES	2025.6.5	POSTAGE	06/05/2025	1,000.00	1,000.00	06/06/2025
Total PITNEY BOWES:					1,000.00	1,000.00	
<b>PUBLIC SERVICE COMMISSION</b>							
10007	PUBLIC SERVICE COMMISSION	2025.3.021	LEGAL NOTICES	07/03/2025	78.00	78.00	07/22/2025
Total PUBLIC SERVICE COMMISSION:					78.00	78.00	
<b>REPUBLIC SERVICES #670</b>							
10000	REPUBLIC SERVICES #670	0670-0005363	DISPOSAL/RECYCLING	06/30/2025	68,220.64	68,220.64	07/18/2025
Total REPUBLIC SERVICES #670:					68,220.64	68,220.64	
<b>RIVER BEND THREADS</b>							
2299	RIVER BEND THREADS	6650	POOL STAFF ACTIVITY SHIRTS	07/09/2025	759.00	759.00	07/18/2025
2299	RIVER BEND THREADS	6651	PUBLIC WORKS SHIRTS/HATS	07/09/2025	442.20	442.20	07/22/2025
2299	RIVER BEND THREADS	6651	PUBLIC WORKS SHIRTS/HATS	07/09/2025	442.20	442.20	07/22/2025
2299	RIVER BEND THREADS	6651	PUBLIC WORKS SHIRTS/HATS	07/09/2025	442.20	442.20	07/22/2025
2299	RIVER BEND THREADS	6651	PUBLIC WORKS SHIRTS/HATS	07/09/2025	442.20	442.20	07/22/2025
2299	RIVER BEND THREADS	6651	PUBLIC WORKS SHIRTS/HATS	07/09/2025	442.20	442.20	07/22/2025
2299	RIVER BEND THREADS	6659	JACKETS	07/09/2025	127.00	127.00	07/22/2025
Total RIVER BEND THREADS:					3,097.00	3,097.00	
<b>RIVERSIDE HARDWARE LLC</b>							
3659	RIVERSIDE HARDWARE LLC	254595	BLOWER FUEL	07/14/2025	130.00	130.00	07/29/2025
3659	RIVERSIDE HARDWARE LLC	254641	Batteries	07/15/2025	19.98	19.98	07/22/2025
3659	RIVERSIDE HARDWARE LLC	255148	PVC CEMENT	07/21/2025	51.97	51.97	08/07/2025
Total RIVERSIDE HARDWARE LLC:					201.95	201.95	
<b>ROCKY MOUNTAIN SUPPLY INC</b>							
10006	ROCKY MOUNTAIN SUPPLY INC	01980	DEF	07/09/2025	199.00	199.00	07/18/2025



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10006	ROCKY MOUNTAIN SUPPLY INC	035551	OIL	06/27/2025	3,663.70	3,663.70	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	035604	DEF	07/06/2025	199.00	199.00	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	035648	DEF	07/09/2025	199.00	199.00	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	7497	DIESEL 623G	06/05/2025	1,668.14	1,668.14	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	7521	DIESEL 677G	06/12/2025	1,915.91	1,915.91	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	7536	DIESEL 400G	06/16/2025	1,184.00	1,184.00	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	7568	DIESEL 600G	06/25/2025	1,714.44	1,714.44	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	7612	DIESEL 713G	07/10/2025	2,153.26	2,153.26	08/07/2025
10006	ROCKY MOUNTAIN SUPPLY INC	7642	DIESEL 600G	07/17/2025	1,799.58	1,799.58	08/07/2025
Total ROCKY MOUNTAIN SUPPLY INC:					14,696.03	14,696.03	
<b>SAFETRAC</b>							
3143	SAFETRAC	49550	CDL Services	08/01/2025	93.60	93.60	08/07/2025
3143	SAFETRAC	49550	CDL Services	08/01/2025	81.40	81.40	08/07/2025
3143	SAFETRAC	49550	CDL Services	08/01/2025	156.00	156.00	08/07/2025
3143	SAFETRAC	49550	CDL Services	08/01/2025	194.00	194.00	08/07/2025
3143	SAFETRAC	49550	CDL Services	08/01/2025	116.00	116.00	08/07/2025
3143	SAFETRAC	49550	CDL Services	08/01/2025	62.40	62.40	08/07/2025
3143	SAFETRAC	49692	EMPLOYMENT SCREEN	07/31/2025	76.40	76.40	08/07/2025
3143	SAFETRAC	49692	EMPLOYMENT SCREEN	07/31/2025	125.00	125.00	08/07/2025
Total SAFETRAC:					904.80	904.80	
<b>SALSBURY INDUSTRIES</b>							
10007	SALSBURY INDUSTRIES	CS-735720	LOCKERS	07/21/2025	16,454.18	16,454.18	07/22/2025
Total SALSBURY INDUSTRIES:					16,454.18	16,454.18	
<b>SCJ ALLIANCE CONSULTING SERVICES</b>							
10006	SCJ ALLIANCE CONSULTING S	81772	PROFESSIONAL SERVICES	07/08/2025	8,245.00	8,245.00	07/18/2025
Total SCJ ALLIANCE CONSULTING SERVICES:					8,245.00	8,245.00	
<b>SEA WESTERN FIRE FIGHTING EQUIPMENT</b>							
10005	SEA WESTERN FIRE FIGHTING	INV38155	FIRE HOSE NOZZLE	12/17/2024	492.81	492.81	07/18/2025
10005	SEA WESTERN FIRE FIGHTING	INV38558	FIRE HOSE	01/06/2025	1,120.38	1,120.38	07/18/2025
10005	SEA WESTERN FIRE FIGHTING	INV41497	TURNOUT GEAR	04/01/2025	160.98	160.98	07/18/2025
10005	SEA WESTERN FIRE FIGHTING	INV44257	TURN OUT GEAR REPLACEME	07/01/2025	17,313.05	17,313.05	07/18/2025
10005	SEA WESTERN FIRE FIGHTING	INV44320	TOOLS/EQUIPMENT	07/09/2025	3,197.00	3,197.00	07/22/2025
Total SEA WESTERN FIRE FIGHTING EQUIPMENT:					22,284.22	22,284.22	
<b>SHERWIN WILLIAMS</b>							
443	SHERWIN WILLIAMS	7082-9	Paint	07/02/2025	38.20	38.20	08/07/2025
Total SHERWIN WILLIAMS:					38.20	38.20	
<b>SMARTCOP, INC.</b>							
3717	SMARTCOP, INC.	SCIMN000098	Annual Maint	07/01/2025	348.00	348.00	08/07/2025
Total SMARTCOP, INC.:					348.00	348.00	
<b>SPECIAL LUBE</b>							
1814	SPECIAL LUBE	22428028578	Oil Change	07/08/2025	70.20	70.20	07/18/2025
1814	SPECIAL LUBE	22428028644	Oil Change	07/10/2025	96.17	96.17	07/18/2025
1814	SPECIAL LUBE	224-280-28720	Oil Change	07/12/2025	60.00	60.00	07/18/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1814	SPECIAL LUBE	224-280-28832	Oil Change	07/16/2025	101.95	101.95	07/29/2025
1814	SPECIAL LUBE	224-280-28970	Oil Change	07/21/2025	60.00	60.00	08/07/2025
Total SPECIAL LUBE:					388.32	388.32	
<b>STOCKWELL ENGINEERS INC</b>							
10006	STOCKWELL ENGINEERS INC	18790	PARK MASTER PLANNING	07/25/2025	4,987.50	4,987.50	08/07/2025
Total STOCKWELL ENGINEERS INC:					4,987.50	4,987.50	
<b>TD&amp;H ENGINEERING, INC</b>							
3390	TD&H ENGINEERING, INC	43291	2025 ALLEY CIP	06/19/2025	537.16	537.16	07/18/2025
3390	TD&H ENGINEERING, INC	43291	2025 ALLEY CIP	06/19/2025	537.17	537.17	07/18/2025
3390	TD&H ENGINEERING, INC	43291	2025 ALLEY CIP	06/19/2025	537.17	537.17	07/18/2025
3390	TD&H ENGINEERING, INC	43292	I&I PROJECT	06/19/2025	2,735.50	2,735.50	07/18/2025
3390	TD&H ENGINEERING, INC	43293	PARK STREET RRFB	06/19/2025	3,948.50	3,948.50	07/18/2025
3390	TD&H ENGINEERING, INC	43294	NORTHTOWN SUBDIVISION	06/19/2025	220.00	220.00	07/18/2025
3390	TD&H ENGINEERING, INC	43294	NORTHTOWN SUBDIVISION	06/19/2025	220.00	220.00	07/18/2025
3390	TD&H ENGINEERING, INC	43294	NORTHTOWN SUBDIVISION	06/19/2025	220.00	220.00	07/18/2025
3390	TD&H ENGINEERING, INC	43295	ON CALL SERVICES	06/19/2025	460.84	460.84	07/18/2025
3390	TD&H ENGINEERING, INC	43295	ON CALL SERVICES	06/19/2025	460.83	460.83	07/18/2025
3390	TD&H ENGINEERING, INC	43295	ON CALL SERVICES	06/19/2025	460.83	460.83	07/18/2025
3390	TD&H ENGINEERING, INC	43295	WELLNESS CENTER (LARC)	06/19/2025	80.00	80.00	07/18/2025
3390	TD&H ENGINEERING, INC	43296	WEST END WATER	06/19/2025	320.00	320.00	07/18/2025
3390	TD&H ENGINEERING, INC	43297	VIEW VISTA	06/19/2025	7,836.50	7,836.50	07/18/2025
3390	TD&H ENGINEERING, INC	43297	VIEW VISTA	06/19/2025	7,836.50	7,836.50	07/18/2025
3390	TD&H ENGINEERING, INC	43298	MONTANA STREET	06/19/2025	161.50	161.50	07/18/2025
3390	TD&H ENGINEERING, INC	43298	MONTANA STREET	06/19/2025	161.50	161.50	07/18/2025
Total TD&H ENGINEERING, INC:					26,734.00	26,734.00	
<b>TEAR IT UP L.L.C.</b>							
2999	TEAR IT UP L.L.C.	66301	ShreADING-FINANCE	07/16/2025	79.20	79.20	07/22/2025
2999	TEAR IT UP L.L.C.	66302	ShreADING	07/16/2025	42.90	42.90	08/07/2025
2999	TEAR IT UP L.L.C.	66302	ShreADING	07/16/2025	42.90	42.90	08/07/2025
2999	TEAR IT UP L.L.C.	66442	Shredding	07/30/2025	69.00	69.00	08/07/2025
Total TEAR IT UP L.L.C.:					234.00	234.00	
<b>THE MAIN PRINT SHOP</b>							
10006	THE MAIN PRINT SHOP	22080	BUILD PERMITS	07/17/2025	142.85	142.85	07/22/2025
10006	THE MAIN PRINT SHOP	22110	PARKING BY CURB	07/21/2025	21.95	21.95	07/29/2025
Total THE MAIN PRINT SHOP:					164.80	164.80	
<b>THOMSON REUTERS - WEST</b>							
2823	THOMSON REUTERS - WEST	852318330	SOFTWARE	08/01/2025	443.62	443.62	08/07/2025
Total THOMSON REUTERS - WEST:					443.62	443.62	
<b>TOWN &amp; COUNTRY FOODS - LIVINGSTON</b>							
2595	TOWN & COUNTRY FOODS - LI	14.2025	OIL DRY	07/14/2025	6.99	6.99	07/22/2025
2595	TOWN & COUNTRY FOODS - LI	144.2025	Station Supplies	03/05/2025	28.58	28.58	07/22/2025
Total TOWN & COUNTRY FOODS - LIVINGSTON:					35.57	35.57	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
879	VERIZON WIRELESS	842223305-00	JULY CELLPHONES	07/08/2025	19.43	19.43	07/18/2025
879	VERIZON WIRELESS	842223305-00	JULY CELLPHONES	07/08/2025	19.43	19.43	07/18/2025
Total VERIZON WIRELESS:					2,330.96	2,330.96	
<b>WESTERN EMULSIONS, INC.</b>							
2963	WESTERN EMULSIONS, INC.	90006228	CRS-2	06/23/2025	2,318.40	2,318.40	07/22/2025
Total WESTERN EMULSIONS, INC.:					2,318.40	2,318.40	
<b>WHISTLER TOWING, LLC</b>							
3237	WHISTLER TOWING, LLC	10197	TOWING	08/04/2025	512.50	512.50	08/07/2025
Total WHISTLER TOWING, LLC:					512.50	512.50	
<b>WISPWEST.NET</b>							
2087	WISPWEST.NET	453149	Internet-CIVIC CENTER	07/22/2025	63.51	63.51	07/29/2025
2087	WISPWEST.NET	453149	Internet SOCCER	07/22/2025	85.19	85.19	07/29/2025
Total WISPWEST.NET:					148.70	148.70	
<b>YELLOWSTONE NEWS GROUP</b>							
10005	YELLOWSTONE NEWS GROUP	648184	COMMISSION	07/06/2025	72.00	72.00	07/22/2025
10005	YELLOWSTONE NEWS GROUP	648186	COMMISSION	07/09/2025	72.00	72.00	07/22/2025
10005	YELLOWSTONE NEWS GROUP	648189	COMMISSION	07/09/2025	72.00	72.00	07/22/2025
Total YELLOWSTONE NEWS GROUP:					216.00	216.00	
<b>ZOLL MEDICAL CORPORATION</b>							
10006	ZOLL MEDICAL CORPORATION	4231221	SPCO SENSORS	06/27/2025	1,314.00	1,314.00	07/22/2025
Total ZOLL MEDICAL CORPORATION:					1,314.00	1,314.00	
Grand Totals:					1,100,785.25	1,100,785.2	

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

**File Attachments for Item:**

**C. JUDGE'S MONTHLY REPORT FOR MAY 2025**

LIVINGSTON CITY COURT  
MONTHLY FINANCIAL REPORT

Month: MAY 2025

Dismissed-Plea Agreement:	3
" Pretrial Diversion/Deferred:	2
" Miscellaneous:	24
Paid Fines:	22

**Monthly Total: 51**

Paid-Bond Forfeit/Fines/Time Payments: \$4,622.68

Parking Enforcement & Police issued Parking Tickets: \$2,571.50

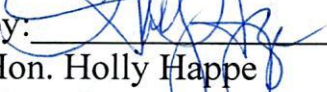
TOTAL \$7,194.18

MLEA Surcharge:	\$270.00
TECH Surcharge:	\$250.00
Victim/Witness Surcharge:	\$297.34
MISD Surcharge:	\$455.00
Court Costs	\$ 70.00

TOTAL: (\$ 1,342.34)

**Total amount credited to City of Livingston General Fund: \$5,851.84**

*I hereby certify that this is a true and correct statement of the amount of fines/fees/costs which were fully paid and credited with Livingston City Court during the month of: MAY 2025*

Prepared by:   
Hon. Holly Happe  
Livingston City Judge

Date: 7.14.25

**File Attachments for Item:**

**D. JUDGE'S MONTHLY REPORT FOR JUNE 2025**



LIVINGSTON CITY COURT  
MONTHLY FINANCIAL REPORT

Month: JUNE 2025

Dismissed-Plea Agreement:	4
“ Pretrial Diversion/Deferred:	
“ Miscellaneous:	17
Paid Fines:	22

**Monthly Total: 43**

Paid-Bond Forfeit/Fines/Time Payments: \$4,825.48

Parking Enforcement & Police issued Parking Tickets: \$8,611.00


TOTAL \$13,436.48

MLEA Surcharge:	\$434.38
TECH Surcharge:	\$345.00
Victim/Witness Surcharge:	\$478.66
MISD Surcharge:	\$615.00
Court Costs	\$120.00

TOTAL: (\$ 1,993.04)

**Total amount credited to City of Livingston General Fund: \$11,443.44**

*I hereby certify that this is a true and correct statement of the amount of fines/fees/costs which were fully paid and credited with Livingston City Court during the month of: JUNE 2025*

Prepared by:   
Hon. Holly Happe  
Livingston City Judge

Date: 7-14-25

**File Attachments for Item:**

**E. CONSIDERATION OF OPEN CONTAINER SPECIAL EXCEPTION REQUEST FOR MONTANA  
FRESHWATER PARTNERS RIVER CLEAN UP EVENT ON SEPTEMBER 13, 2025**

## City of Livingston Special Event Permit Application

The City of Livingston Special Event Permit Application applies to City of Livingston Streets, Facilities, Parks and Trails; this does NOT include private property. Completed applications must be submitted **at least 6 weeks** prior to the event date. (8 weeks if requesting fee waivers, see Section 7 for eligibility)

Applications **are not considered complete** until the following items have been submitted:

- Signed Application
- Non-refundable application fee: \$50 resident / \$80 non-resident
- Refundable Deposit if utilizing any COL equipment or Facility
- Proof of Liability Insurance
  - \$1,500,000 and \$750,000 per occurrence
  - Fire Casualty and Property loss insurance on the premises in the minimum amount of \$500,000.00 with a loss payable provisions to the City.
- Proposed maps/layout of event
  - If run/walk, include locations of water stations/volunteers/traffic control devices

### Application Information (should also serve as the event day contact)

Renter/Contact Name: Jennifer Norris

Organization: Montana Freshwater Partners

Email Address: jnorris@freshwaterpartners.org

Tax ID Number: 45-2804436

Address: PO Box 338

City, State, Zip: Livingston MT 59047

Mobile Phone: 406-570-1661

Work Phone: (406) 298-7642

Group insuring event: Montana Freshwater Partners

Insurance Company: TBD

Policy Number: TBD

Insurance Agent: TBD

Insurance Phone: TBD

Insurance Address: TBD

### Event Information

Name of Event: River Clean Up

Date of Event: September 13, 2025

Event Type: coordinated effort to clean up trash from river

Approx # of Attendees: 120

Proposed Route(s) and/or Map(s) Attached: NO

Time(s) of event: 8:00am-6:00pm

Set up  
Begins: 8:00am

Event  
Begins: SAME

Event  
ends: 6:00PM

Cleanup  
Complete: 6:00pm

Please provide a brief description of your event: *(use additional sheet if you need more space)*

Coordinating volunteers and providing waste removal materials for cleaning up trash, litter, etc from the Yellowstone River.

Please identify any safety / security issues:

---

**Do you plan for your event to:**

**Have food:** Yes If yes, have you contacted the Park County Sanitarian at 406-222-4145 and followed all requirements? BBQ provided by JBTU

**Accumulate waste:** Yes If yes, please notate your disposal plan (We recommend 1 – 96 Gallon can per 200 people):

The City of Livingston will supply additional trash cans for your event, if utilizing, please notate quantity:

\_\_\_\_\_ Mon – Fri, 7am – 4pm: \$20 for first can; \$10 per additional can

\_\_\_\_\_ Mon – Fri, 4pm-10pm; Saturday & Sunday: \$30 for first can; \$15 per additional can

**Need restrooms:** Yes If yes, how do you plan to accommodate? (We recommend one toilet per 250 people)

1

**Need electricity:** Yes If yes, what for and what source do you plan to use?

**Utilize parking:** Yes If yes, how do you plan to accommodate?

**Utilize City park/facility/space:** Yes If yes, please name the space and provide record of reservation. Contact the Recreation Department at 406-223-2233 to reserve.

**Band Shell - Facility Permit 4447 2025-03-03**

**Use a stage, bleachers, tents or other temporary structures:** No

If yes, please attach a drawing of proposed location(s) and sizes. \$30 irrigation locate fee applies when in parks.

**\*Utilize Cones, A-frames or Barricades from the City of Livingston:** No

Candlestick Cones: \_\_\_\_\_ @ \$3 each A-Frames: \_\_\_\_\_ @ \$7 each Barricades: \_\_\_\_\_ @ \$12 each

Construction Fencing: \_\_\_\_\_ @ \$15 / 100 feet

*\*When rented individually these items do require a \$100 refundable deposit upon return of items*

**Street Closure:** No If yes, please notate number of streets\* in accurate space provided as well as on the route map

\_\_\_\_\_ Mon – Fri, 7am – 4pm: \$110 each (up to 2 streets) \$50 per street over 2

\_\_\_\_\_ Mon – Fri, 4pm-10pm; Saturday & Sunday: \$200 each (up to 2 streets) \$100 per street over 2

*\*A street is considered one city block. Permit Holder understands responsibility to notify ALL residents / businesses affected by closure*

**Alcohol to be served at event:** Yes If yes, describe the location of sales, liquor license to be used and measures to insure proper ID for purchases and persons supervising the operation:

Neptune's Tap Room providing beer/JBTU serving beer



Liquor Liability Attached as described in Section 7



Proof of Alcohol Server Training as described in Section 7

**Requests for special animal policy considerations as described in Section 7:** No

If yes, please describe:



**Will the event require camping or temporary housing:** No If yes, have you the Park County Sanitarian at 406-222-4145 to set up a temporary housing plan and answer the following questions:

\_\_\_\_\_ Date(s) Camping will occur \_\_\_\_\_ Location of camp site(s) \_\_\_\_\_ Number of campers  
 \_\_\_\_\_ Number of tents \_\_\_\_\_ Location of tent(s) \_\_\_\_\_ Fire Ring(s) needed? *(must be authorized by Fire Dept)*

*Please describe plan for water/sanitation facilities and parking:*

Agreement to the City of Livingston Special Event conditions. Application hereby agrees to comply with the City of Livingston Special Event Conditions (Policy & Fee Schedule – Section 7). Upon signing this application, the applicant agrees not to violate any state or city codes in the presentation of the requested special event.

In consideration for permission to conduct its activity as requested, applicant agrees to indemnify, defend and hold harmless the City of Livingston, its officers, agents, employees and volunteers from damage to property and for injury to or death of any person from all liability claims, actions or judgements which may arise from the activity. Applicants also agree to obtain valid save or hold harmless agreements from all participants in its activity, protecting the City of Livingston from all losses arising out of its activity, including damages of any kind or nature.

I, Jennifer Norris hereby agree to the terms of insurance as set forth by the City of Livingston for my special event, and realize I must attach proof of insurance with this document in order for my application to be considered complete.

Responsible Party (must have authority to sign)

Date

4/24/25

City of Livingston City Manager

Date

6/3/25



LivingstonMontana.org | PublicComment@LivingstonMontana.org | 406.823.6000

**DATE:** August 19, 2025  
**TO:** Chair Schwarz and City Commissioners  
**FROM:** Grant Gager, City Manager  
**RE:** Staff Report for Consideration of Request for a Special Event Exception to City of Livingston Alcohol Consumption Restrictions

---

### **Recommendation and Summary**

Staff is recommending the Commission approve an exception to the enforcement of restrictions on consumption of beer or liquor during Montana Freshwater Partners River Clean Up on September 13, 2025, by adopting the following motion:

"I move to approve the request to create an exception to the enforcement of the restrictions on carrying or consuming alcohol during the Montana Freshwater Partners River Clean Up on September 13, 2025."

The reasons for the recommendation are as follows:

- The Livingston Municipal Code allows the City Commission to provide exceptions for special events to allow public consumption of beer or liquor.
- The City has received a request from a special event operator for such an exception

### **Introduction and History**

The applicant has submitted a Special Event Permit for an event in Miles Park. The event is scheduled to include both music and food in addition to alcoholic beverages. The event organizer will provide security and ensure identification of all attendees.

### **Analysis**

City departments have reviewed the request and are comfortable with the event as planned pending Commission approval of this waiver.

### **Fiscal Impact**

Application fees will offset costs associated with the event.

**Strategic Alignment**

Growth Policy strategy 9.2.2.2. encourages the City to “Continue to provide public space and venues for community events and festivals.”

**Attachments**

- Attachment A: 2025 Event Application

**File Attachments for Item:**

**F. AGREEMENTS 20212 AND 20213 WITH PARK COUNTY FOR MOBILE CRISIS RESPONSE**





LivingstonMontana.org | PublicComment@LivingstonMontana.org | 406.823.6000

**DATE:** August 19, 2025  
**TO:** Chair Schwarz and City Commissioners  
**FROM:** Grant Gager, City Manager  
**RE:** Staff Report for Agreements 20212 and 20213

---

### **Recommendation and Summary**

The City Manager is recommending approval of Agreements 20212 and 20213 with Park County to support the operations of the Mobile Crisis Response Team. The Commission may approve the agreements by adopting the following motion:

**"I move to approve Agreements 20212 and 20213 and authorize the Chair to sign."**

The reasons for the recommendation are as follows:

- The City and County have been jointly working to launch the Mobile Crisis Response Team.
- The two agreements will help establish certain funding shares of the program.

### **Introduction and History**

The City of Livingston has worked with Park County to develop and implement a mobile crisis response team (MCRT) with support from the State of Montana's Crisis Diversion Grant program administered by the Montana Department of Public Health and Human Services (MTDPHHS). The mobile crisis response team will provide clinical support to Community members using the Crisis Now model which provides someone to call, someone to respond and somewhere to go. The MCRT provides someone to respond within this model and will be capable of responding to incidents independent of existing law enforcement and medical first responders.

### **Analysis**

The agreements establish certain shared funding arrangements.

### **Fiscal Impact**

The agreements establish funding shares that have been included in the FY 2025-26 budget.

### **Strategic Alignment**



Support for expanded mental health services is included in the City of Livingston Growth Policy

**Attachments**

- Attachment A: Agreements 20212 and 20213

**Memorandum of Understanding  
Between  
Park County, MT and the City of Livingston**

---

This memorandum of understanding ("MOU") is between Park County, a political subdivision of the State of Montana ("Park County") and the City of Livingston, a political subdivision of the State of Montana ("Livingston").

- 1) **Purpose.** The purpose of this MOU is to enable Park County and Livingston to jointly support telehealth psychiatric services for Park County and Livingston residents through a Mobile Crisis Response Team.
- 2) **Authority.** This MOU is authorized by MCA § 7-11-104.
- 3) **Term.** This MOU is effective upon signature of both parties and terminates on June 30, 2027 unless terminated prior to that date in accordance with Section 5.
- 4) **Compensation.**
  - a) Upon the provision of telehealth services, Park County will pay the telehealth service provider the cost of the services.
  - b) Livingston shall provide Park County with \$208,333 over three years according to the following schedule:
    - i) \$8,333 by June 30, 2025.
    - ii) \$25,000 by September 30, 2025.
    - iii) \$25,000 by December 31, 2025.
    - iv) \$25,000 by March 31, 2026.
    - v) \$25,000 by June 20, 2026.
    - vi) \$25,000 by September 30, 2026.
    - vii) \$25,000 by December 31, 2026.
    - viii) \$25,000 by March 31, 2027.
    - ix) \$25,000 by June 20, 2027.
  - c) Livingston shall retain any insurance or other service reimbursements for telehealth mental services.
  - d) The payments in section 4(b) shall be due upon the submission of an invoice from Park County to Livingston covering the affected period and showing telehealth costs incurred.
- 5) **Termination.** This MOU is revocable at will by either party with 30 days written notice.
- 6) **Amendments.** Any amendments or modifications of this MOU must be in writing, made by mutual consent of both parties, and signed by both parties.
- 7) **Administrator.** The administrator for this MOU for Park County shall be the Director of Grants and Special Projects. The administrator for this MOU for Livingston shall be the City Manager.

- 8) **Services.** Park County shall enter into a contract for telehealth services with Alina Telehealth who will provide timely and effective interventions to stabilize patients during a crisis according to the Alina Telehealth Statement of Qualifications.
- 9) **Disputes.** It is mutually agreed that the performance or breach of this MOU and its interpretation shall be governed by the laws of the State of Montana. In the event of litigation concerning the terms of this MOU, venue shall be in the Montana Sixth Judicial District, Park County.
- 10) **Liability.** Livingston and Park County agree to mutually indemnify and hold each other harmless against claims against either party as a result of any or all actions, claims, damages and losses (including attorney's fees) that may arise out of or in relation to any negligent or intentional acts, errors, omissions of the other party. The parties further agree that each party shall not be held liable for any special, consequential, indirect, or incidental damages as a result of this MOU.
- 11) **Entire Agreement.** This MOU sets forth the entire agreement of the parties relating to the subject matter hereof, and all prior understandings, written or oral, are superseded by this MOU.
- 12) **Authorized Representatives.** By signature below, each party certifies that the individuals listed below as representatives of the party are authorized to act on their respective behalf.

PARK COUNTY

  
Mike Story, Commission Chairman

  
Date

LIVINGSTON

\_\_\_\_\_  
Quentin Schwarz, Commission Chairman

\_\_\_\_\_  
Date

ATTEST

\_\_\_\_\_  
Angeliene Gelderloos  
Park County Clerk and Recorder

\_\_\_\_\_  
Date

**Memorandum of Understanding  
Between  
Park County, MT and the City of Livingston**

---

This memorandum of understanding ("MOU") is between Park County, a political subdivision of the State of Montana ("Park County") and the City of Livingston, a political subdivision of the State of Montana ("Livingston").

- 1) **Purpose.** The purpose of this MOU is to enable Park County to support Livingston in coordinating the planning, implementation, and provision of behavioral health services with critical community stakeholders such as healthcare and hospital systems, behavioral health providers, public health, local law enforcement, criminal and judicial systems, social services, primary care, and community members.
- 2) **Authority.** This MOU is authorized by MCA § 7-11-104.
- 3) **Term.** This MOU is effective upon signature of both parties and terminates on June 30, 2027 unless terminated prior to that date in accordance with Section 5.
- 4) **Compensation.**
  - a) Park County shall provide Livingston with program personnel costs under this MOU, as described in more detail in Attachment B, including:
    - i) Up to \$253,157 over three years, for the Crisis Coalition Coordinator; and
    - ii) Up to \$222,098 over three years for the Community-Based Care Coordinator.
  - b) Livingston will provide Park County a monthly invoice, complete with documentation for payroll expenses, and all non-employee program costs, along with a description of services rendered.
  - c) Park County shall reimburse Livingston for non-employee costs of the program.
- 5) **Termination.** This MOU is revocable at will by either party with 30 days written notice.
- 6) **Amendments.** Any amendments or modifications of this MOU must be in writing, made by mutual consent of both parties, and signed by both parties.
- 7) **Administrator.** The administrator for this MOU for Park County shall be the Director of Grants and Special Projects. The administrator for this MOU for Livingston shall be the City Manager.
- 8) **Services.** In exchange for the compensation provided in Section 4, Livingston will coordinate the planning, implementation, and provision of behavioral health services in accordance with the scope of work included in Attachment A.

9) **Disputes.** It is mutually agreed that the performance or breach of this MOU and its interpretation shall be governed by the laws of the State of Montana. In the event of litigation concerning the terms of this MOU, venue shall be in the Montana Sixth Judicial District, Park County.

10) **Liability.** Livingston and Park County agree to mutually indemnify and hold each other harmless against claims against either party as a result of any or all actions, claims, damages and losses (including attorney’s fees) that may arise out of or in relation to any negligent or intentional acts, errors, omissions of the other party. The parties further agree that each party shall not be held liable for any special, consequential, indirect, or incidental damages as a result of this MOU.

11) **Entire Agreement.** This MOU sets forth the entire agreement of the parties relating to the subject matter hereof, and all prior understandings, written or oral, are superseded by this MOU.

12) **Authorized Representatives.** By signature below, each party certifies that the individuals listed below as representatives of the party are authorized to act on their respective behalf.

PARK COUNTY

  
\_\_\_\_\_  
Mike Story, Commission Chairman

  
\_\_\_\_\_  
Date

LIVINGSTON

\_\_\_\_\_  
Quentin Schwarz, Commission Chairman

\_\_\_\_\_  
Date

ATTEST

\_\_\_\_\_  
Angeliene Gelderloos  
Park County Clerk and Recorder

\_\_\_\_\_  
Date

## ATTACHMENT A

### SCOPE OF WORK

Contractor is expected to coordinate planning, implementation, and provision of services with local governments and critical community stakeholders such as healthcare and hospital systems, behavioral health providers, public health, local law enforcement, criminal and judicial systems, social services, primary care, and community members.

- A. For services purchased under this Contract, the Contractor must:
1. Provide reports in a specified timeframe for agreed upon reporting requirements including:
    - a. Monthly member level data;
    - b. Quarterly progress reports; and
    - c. Ad-hoc reports and evaluations that have been supported through this funding source.
  2. Actively participate in virtual check-ins with grant program manager on a basis determined by the program manager.
  3. Actively participate in technical assistance provided by the Department in the form of webinars, conference calls, and one-on-one conversations.
  4. Allow and actively participate in site visits and/or any other activities that are requested by the Department.
- B. For services purchased under this Contract, the Contractor agrees to provide the following services and conduct the following activities;
1. Establish and maintain an active Crisis Coalition that:
    - a. Is comprised of a diverse array of crisis system stakeholders, including individuals with lived experience;
    - b. Meets on at least a quarterly basis;
    - c. Establishes a Crisis Coalition Charter that outlines the:
      - i. Purpose of the coalition;
      - ii. Responsibilities of the coalition members; and
      - iii. Goals of the coalition.
    - d. Develops a crisis system strategic plan that aligns with local needs, national best practices, and the Crisis Now model;
    - e. Leverages coalition members' resources to support the implementation of the strategic plan; and
    - f. Engages in data sharing that supports accurate crisis system data collection, analysis, and reporting.
  2. Support a Crisis Coalition Coordinator within the community who:
    - a. Dedicates a minimum 0.5 FTE to the development of the community's crisis system;
    - b. Facilitates Crisis Coalition meetings;
    - c. Leads the implementation of the Crisis Coalition's strategic plan;
    - d. Coordinates crisis system initiatives;

- e. Acts as the primary contact for local and State stakeholders regarding the community's crisis system;
  - f. Consolidates and reports crisis coalition progress and metrics to local and State stakeholders; and
  - g. Actively participates in technical assistance opportunities provided by the Department and its identified partners.
3. Assess and map the available services and resources within a community or region to develop a report that identifies opportunities for system improvement.
4. Establish and maintain a Crisis Intervention Team (CIT) community in accordance with CIT Montana standards. Contractor will:
  - a. Provide documentation from CIT Montana attesting to program's ability to meet their program standards and agreeing to host an academy; and
  - b. Facilitate travel to 1 Annual Regional Crisis Intervention Team (CIT) academy in year(s) 1 and 2 of the grant cycle that will be held in accordance with CIT Montana standards for law enforcement, first responders, mental health providers, community members and other stakeholders.
5. Support 1 FTE Community Based Care Coordinator that works with eligible clients based on Medical Necessity as defined in the RFP for this grant, or in updates provided by the Department, to ensure they receive the right care at the right time by coordinating services and referrals and tracking clinical outcomes. The care coordinator must be approved by the Behavioral Health and Developmental Disabilities Division and be trained in trauma informed care, de-escalation strategies, and harm-reduction, as specified by the Department. Care Coordination services must be delivered by a Care Coordinator whose primary responsibility is the delivery of Care Coordination services.
  - a. Community Based Care Coordination includes the following:
    - i. Coordinating and implementing care plans;
    - ii. Advocating on the client's behalf;
    - iii. Facilitating access to needed services;
    - iv. Guiding clients through community resource options; and
    - v. Assisting clients in reducing barriers to community integration.
  - b. It is not required that each client receiving Care Coordination receive every service listed above. Medically necessary services delivered must be documented clearly in the client's individualized treatment plan in the client's file.
6. Support the establishment and continuation of Mobile Crisis Response Services by funding startup and one-time costs that accrue outside of the normal operational costs of operating a mobile crisis response team.
  - a. The Department cannot reimburse through grants for Medicaid reimbursable services.
  - b. If contractor ceases service delivery during this grant cycle, contractor will be required to pay back start-up costs as requested by the Department.

C. Other Provisions:

1. Anything outside of the scope of above Section B requires the written approval of the Department prior to being funded through these grant monies.



2. Anything within the scope of above Section B that becomes Medicaid reimbursable during the term of this contract must be billed to Medicaid and will no longer be funded through these grant monies.

D. Reporting and Documentation Requirements:

1. Contractor agrees to provide monthly member level data reporting for individuals served under this grant to include:
  - a. month reported;
  - b. date of service;
  - c. type of service;
  - d. service setting;
  - e. disposition;
  - f. For those served, identifying and socio-demographic data including:
    - i. name;
    - ii. date of birth;
    - iii. Social Security Number;
    - iv. gender;
    - v. race;
    - vi. employment status;
    - vii. housing status;
    - viii. veteran status; and
    - ix. highest grade completed;
  - g. Monthly member level data must be submitted with monthly invoice.
2. Contractor agrees to provide quarterly progress report that may include, but is not limited to:
  - a. Progress toward outcome metrics within strategic plan to include:
    - i. successes;
    - ii. challenges;
    - iii. strategies to overcome challenges; and
    - iv. technical assistance needs.
  - b. Community-level quarterly data to include:
    - i. total number of individuals diverted from:
      - a. an emergency department;
      - b. hospitalization;
      - c. the Montana State Hospital; and
      - d. jail;
    - ii. total number of behavioral-health related responses from law enforcement;
    - iii. total number of individuals booked into jail with an acute behavioral health diagnosis;
    - iv. total number of individuals with a behavioral health diagnosis who return to a detention center within 6 months of previous discharge;
    - v. total number of individuals diverted from an emergency department, hospitalization, and the Montana State Hospital; and
    - vi. total cost, including both Crisis Diversion Grant funding and other funding sources, of implementing each direct service.
  - c. Quarterly progress reports must be submitted by:
    - i. Quarter 1 (July 2024 - September 2024): October 15, 2024
    - ii. Quarter 2 (October 2024—December 2024): January 15, 2025

- iii. Quarter 3 (January 2025—March 2025): April 15, 2025
  - iv. Quarter 4 (April 2025—June 2025): July 15, 2025
  - v. Quarter 5 (July 2025 - September 2025): October 15, 2025
  - vi. Quarter 6 (October 2025—December 2025): January 15, 2026
  - vii. Quarter 7 (January 2026—March 2026): April 15, 2026
  - viii. Quarter 8 (April 2026—June 2026): July 15, 2026
  - ix. Quarter 9 (July 2026 - September 2026): October 15, 2026
  - x. Quarter 10 (October 2026—December 2026): January 15, 2027
  - xi. Quarter 11 (January 2027—March 2027): April 15, 2027
  - xii. Quarter 12 (April 2027—June 2027): July 15, 2027
3. The Department will electronically provide monthly and quarterly data reporting template.

# ATTACHMENT B

## BUDGET

### County of Park - Crisis Diversion Grant SFY25-27 Budget

Funding Option:	SFY25 Budget:	SFY26 Budget:	SFY27 Budget:
1.1.a. Crisis Coalition Coordinator	\$ 81,900.00	\$ 84,365.00	\$ 86,892.00
1.1.b. Resource Mapping	\$ -	\$ -	\$ 7,500.00
Tier 1 Total:	\$ 81,900.00	\$ 84,365.00	\$ 94,392.00
2.1.a. Crisis Intervention Team (CIT) Program	\$ 1,000.00	\$ 1,000.00	\$ -
2.2.a. Community-based Care Coordination	\$ 71,854.00	\$ 74,022.00	\$ 76,222.00
2.4.b. Mobile Crisis Response Program startup and one-time costs	\$ 1,465.00	\$ 8,938.89	\$ 2,581.78
Tier 2 Total:	\$ 74,319.00	\$ 83,960.89	\$ 78,803.78
Administrative Costs:	\$ 8,535.00	\$ 8,795.00	\$ 4,529.40
<b>Total Budget:</b>	<b>SFY25 Total:</b>	<b>SFY26 Total:</b>	<b>SFY27 Total:</b>
	\$ 164,754.00	\$ 177,120.89	\$ 177,725.18
<b>SFY25-27 Total Award:</b>		\$	<b>519,600.07</b>
<i>NOTE: This grant requires a local match for applicable expended funds. Administrative Costs are not applicable to calculating the required match.</i>			
Match required if total applicable budget is expended:	\$ 742,285.81	Match Rate:	0.7



**File Attachments for Item:**

**G. APPROVAL OF A SPECIAL PARKING SPACE APPLICATION FOR 116 E. CLARK STREET**



LivingstonMontana.org | PublicComment@LivingstonMontana.org | 406.823.6000

**DATE:** August 19, 2025  
**TO:** Chair Schwartz and City Commissioners  
**FROM:** Grant Gager  
**RE:** Staff Report for Approval of a Special Reserved Parking Space

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### **Recommendation and Summary**

Staff is recommending the Commission approve the reservation and installation of a special parking space to enable parking by a disabled City resident by adopting the following motion:

"I move to approve the reservation and installation of a special parking space located at 116 E. Clark Street and authorize the City Manager to direct installation of the required signage and paint."

The reasons for the recommendation are as follows:

- Chapter 9 of the Livingston Municipal Code allows for the creation of special parking spaces in certain circumstances.
- The City has received a request from a resident that conforms to the requirements of the Livingston Municipal Code for issuance of a special reserved parking space. City Commission approval is required to issue such space.

### **Introduction and History**

Chapter 9 of the Livingston Municipal Code (LMC) provides requirements for the operation and parking of vehicles in the City of Livingston. Importantly, Section 9-243.C. of the LMC allows for the creation of Special Reserved Parking Spaces for disabled persons adjacent to their residence subject to the approval of the City Commission.

### **Analysis**

The City has received an application for a Special Reserved Parking Space at 116 E. Clark Street in the City of Livingston that meets the requirements established in the LMC and staff is requesting

City Commission approval for reservation and installation of such a space. The permit will not be provided until the fee and appropriate vehicle registration documents are provided.

**Fiscal Impact**

The \$50.00 fee established in the LMC for Special Reserved Parking Spaces is intended to provide for signage installation and cover the City's cost.

**Strategic Alignment**

Issuance of such a Special Reserved Parking Space fulfills the goals and requirements of the Livingston Municipal Code.

**Attachments**

- Attachment A: Special Reserved Parking Space Application and Supporting Documentation

**City of Livingston**  
**Application for Special Parking Spaces**  
**Reserved for Disabled Persons On a Public Street**  
*(Please note this process may take up to 90 days from date of submission)*

\*\*\*\*\*

Name of Applicant: Thomas Losty  
 Address: 116 E Clark St. Phone: 903-343-1467  
 Type of Special Parking Space Requested:

☐ General Public Use ☒ Reserved for Personal Use of a Disabled Person. (\$50 fee)

Specific Location of the Requested Space: parallel parking along curbside in  
 Reason for the Request: front of home  
amputee and need close parking to the house

\*\*\*\*\*

If requesting a "special parking space" reserved for personal use in a residential area, please answer the following questions:

1. Do you operate a vehicle displaying a specialty inscribed license plate issued by the state of Montana to disabled persons and displaying a wheelchair symbol, or the letters "DV" issued to disabled veteran's, or do you possess a special parking permit issued by the State of Montana to persons with a disability?  
*(Please provide a copy of the vehicle registration).* Yes ☒ No ☐

2. Is the requested parking space adjacent to your permanent residence? Yes ☒ No ☐

3. Does reasonably accessible and practicable off street parking exist? Yes ☒ No ☐

4. License plate number of vehicle(s) designated to use the space: ESF 340 2020 Red Nissan

5. Are the designated vehicles operated by you? Yes ☒ No ☐ T. Losty

**Administrative Use Only**

Date application received: 7-23-2025 Reviewed by: Patrick Stewart

Does request meet criteria? Yes ☒ No ☐

Comments \_\_\_\_\_

City Commission Action: ☐ Approved ☐ Denied Date: \_\_\_\_\_

\*\*\*\*\*

**Installation of Sign:**

Sign installed by: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Collected: \_\_\_\_\_ Check no. \_\_\_\_\_

**Removal of Sign**

Sign removed by: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for Removal: \_\_\_\_\_

Did not pay \$50 fee-

7-23-2025











**File Attachments for Item:**

**H. AGREEMENT 20214 WITH LIVINGSTON HEALTHCARE FOR INTER-FACILITY TRANSFERS**



**DATE:** August 19, 2025

**TO:** Chair Schwarz and City Commissioners

**FROM:** Grant Gager, City Manager

**RE:** Staff Report for Agreement 20214

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### Recommendation and Summary

Staff recommends the approval of Agreement 20214 with Livingston Healthcare for inter-facility transfers. The Commission may approve the agreement by adopting the following motion:

**"I move to approve Agreement 20214 and authorize the Chair to sign."**

The reasons for the recommendation are as follows:

- The City provides facility transports to and from Livingston Healthcare.
- Livingston Healthcare would like to ensure the availability of transports by maintaining the incentive payment.

### Introduction and History

The City of Livingston has historically provided inter-facility transfers to and from Livingston Healthcare. Transfers are most often performed by off-duty staff who return to perform the transfers which enables the duty staff to remain in the city to answer emergency calls. Due to the availability of off-duty staff to perform transfers, certain transfer requests have not been immediately fulfilled. Livingston Healthcare wished to decrease the response time for providing such transfers, which are outside of the City's emergency response responsibilities. During the March 5, 2024, City Commission meeting, the City Commission approved Agreement 20068 with Livingston Healthcare which established an incentive payment for the provision of timely inter-facility transfers.

### Analysis

Increasing the payment to staff members that perform transfers has proven to increase the likelihood of transfer requests being immediately fulfilled.

**Fiscal Impact**

There is no fiscal impact arising from the agreement as the increase in incentive payments to staff will be offset by revenue from Livingston Healthcare.

**Strategic Alignment**

The fulfillment of transfer requests aligns with the City's goal of providing high-quality services.

**Attachments**

- Attachment A: Agreement 20214

**AGREEMENT 200xx  
FOR  
INTER-FACILITY TRANSPORTATION**

This Incentive Agreement for Inter-Facility Transportation (the “Agreement”) is entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, between the **City of Livingston**, a political subdivision of the State of Montana, of 220 East Park Street, Livingston, Montana (“City”), and **Livingston Healthcare**, a Montana non-profit corporation, of 320 Alpenglow Lane, Livingston, Montana (“LHC”).

WHEREAS, the purpose of this Agreement is to offer an incentive to the City’s off duty staff to provide inter-facility transportation services for patients of LHC.

NOW, THEREFORE, in consideration of the agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. **Services Provided.** City shall provide patients of LHC with inter-facility ambulance transportation services to or from the LHC Facility (the “Services”) using the existing non-emergency inter-facility transport process.

The ambulances used by City in the delivery of the Services shall be staffed by at least two (2) persons who are licensed or certified by law to render non-emergency medical care. City shall make the Services available twenty-four (24) hours per day, seven (7) days per week.

City will conduct the transport within two (2) hours. However, if the City is not able to conduct the transport within two (2) hours, City will notify LHC of such and LHC will make other arrangements for the transport. However, the City has no obligation to LHC to provide the Services within the two (2) hour time limit or provide the Services at all. If services are not rendered in two hours, LHC shall have no obligation to pay fees in Exhibit 1 for the transport.

The Services do not include, and this Agreement does not affect, the delivery by City of emergency medical transportation services. The determination of whether a transport is an “emergency” or “non-emergency” shall be made by the City in accordance with established standards and protocols. City shall provide the Services upon request by an employee or other agent of the LHC.

2. **Fees for Services.** City will charge LHC the fees for the Services as set forth in Exhibit “1” attached hereto and incorporated herein by reference. The fees may be modified upon mutual agreement of the parties.

3. **Payment for the Services and Billing.** LHC will pay the charges set forth in Exhibit “1” separate from and independent of payments and coverage by Medicare, Medicaid or other third-party insurance, and LHC is liable for the payment to the City of its fees for such transport regardless of whether the transport is covered by Medicare, Medicaid or other third-party insurance.

By the 15<sup>th</sup> day of each month, City will provide to LHC an invoice indicating the number and type of transports conducted each month and the amount due the City. LHC will pay the invoice within thirty (30) days.

5. **Term of Agreement.** This Agreement shall become effective on the above date for an initial one-year term and shall renew for an additional one-year term upon mutual agreement of the parties.

6. **Termination.** This Agreement may be terminated upon sixty (60) days written notice by either party to the other.

7. **HIPAA Privacy Rule.** City, as an ambulance service provider, provides health care services directly to patients. As such, City is a “covered entity” under the HIPAA Privacy Rule. 45 C.F.R. §160.103. The HIPAA Privacy Rule expressly permits covered entities to share protected health information (“PHI”) with another covered entity for treatment and payment activities of the entity receiving the PHI. 45 C.F.R. §164.506(c). Therefore, LHC acknowledges and agrees that it is permitted to disclose PHI to the City for its treatment without the need for a business associate agreement, patient authorization or any other permissions or approval.

8. **Notices.** Any notice required to be given pursuant to this Agreement shall be in writing and shall be sent by certified mail, registered mail, hand delivery, or email to the parties at the addresses set forth below:

City:  
Grant Gager  
City Manager  
City of Livingston  
220 East Park Street  
Livingston, Montana 59047  
CityManager@LivingstonMontana.org

LHC:  
Bruce Whitfield  
CEO  
Livingston Healthcare  
320 Alpenglow Lane  
Livingston, Montana 59047

9. **Parties Bound.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective legal representatives, assigns and successors.

10. **Legal Construction.** In case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision in this Agreement and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

11. **Entire Agreement.** This Agreement constitutes the entire agreement of the parties on the subject matter and supersedes any prior understanding or written or oral agreements between the parties respecting the subject matter of this Agreement.

12. **Attorneys' Fees.** If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and expenses in addition to any other relief to which it may be entitled.

13. **Governing Law.** This Agreement shall be construed under and in accordance with the laws of the State of Montana, and all obligations of the parties created under this Agreement are performable in Park County, Montana.

14. **No Assignment.** Neither this Agreement nor any duties or obligations under it shall be assignable by either party without the prior written consent of the other party. In the event of an Assignment by either party to which the other party has consented, the assignee or the assignees legal representative shall agree in writing to assume, perform, and be bound by all of the covenants, obligations and agreements contained in this Agreement.

15. **Amendment.** This Agreement may be only amended by a written instrument signed by both parties.

16. **Medicare Access to Records.** To the extent required by Section 1395x(v)(1)(I) of Title 42 of the United States Code, until the expiration of four years after the termination of this Agreement, City shall, upon written request, make available to the Secretary of the United States Department of Health and Human Services, or to the Comptroller General of the United States General Accounting Office, or to any of their duly authorized representatives, a copy of this Agreement and such books, documents, and records as are necessary to certify the nature and extent of the costs of the Services provided by City under this Agreement.

17. **Independent Contractor.** It is understood and agreed that City is engaged by LHC to provide the Services as an independent contractor and that no employee or agent of one party shall be considered an employee or agent of the other party. Neither party has the right to bind the other party to any contract or any other obligations.

EXECUTED to be effective on the date herein above written.

**CITY OF LIVINGSTON:**

**LIVINGSTON HEALTHCARE:**

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**Quentin Schwarz, Chair**

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**Bruce Whitfield, CEO**

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**Emily Hutchinson, City Clerk**



**Exhibit 1**

1. \$150.00 per employee for Advanced Life Support (ALS) using ALS qualified employees.
2. \$250.00 per employee for Critical Care (CC) transport using CC qualified employees

**File Attachments for Item:****I. APPROVAL OF AGREEMENT 20xxx WITH PARK COUNTY RURAL FIRE DISTRICT**



**DATE:** August 19, 2025

**TO:** Chair Schwarz and City Commissioners

**FROM:** Grant Gager, City Manager

**RE:** Staff Report for Agreement 20216

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### **Recommendation and Summary**

Staff recommends the approval of Agreement 20216 with Park County Rural Fire District No. 1. The Commission may approve the agreement by adopting the following motion:

**"I move to approve Agreement 20216 and authorize the City Manager to sign."**

The reasons for the recommendation are as follows:

- The City provides emergency medical transport services in central Park County.
- Park County Rural Fire District No. 1 is seeking to expand its emergency medical services and requires an agreement with the City to do so.

### **Introduction and History**

The City provides emergency medical transport services in central Park County. Park County Rural Fire District No. 1 (PCRFD) is seeking to expand its emergency medical services and Montana Code Annotated requires a non-transporting EMS service (PCRFD) to have a dispatch and transportation agreement with an ambulance service. This agreement to assure the coordinated response and transport of patients experiencing a medical emergency.

### **Analysis**

The agreement establishes requirements for the coordination of both the dispatch and patient treatment functions between the two entities.

### **Fiscal Impact**

There is minimal fiscal impact arising from the agreement though it may provide savings to the City.

**Strategic Alignment**

The provision of medical response aligns with the City's goal of providing high-quality services.

**Attachments**

- Attachment A: Agreement 20216

**Dispatch and Transportation Agreement**  
**between**  
 Park County Rural Fire District #1  
**and**  
 Livingston Fire & Rescue

### **Purpose**

Montana statutes require a nontransporting EMS service to have a dispatch and transportation agreement with an ambulance service. This agreement between the above nontransporting unit and ambulance service is to assure the coordinated response and transport of patients experiencing a medical emergency.

### **Authority**

*ARM 37.104.513*

*(1) A nontransporting medical unit must have an agreement with a licensed ambulance service to ensure continuity of care and adequate transportation for its patients. An ambulance service is not required to approve of, or enter into an agreement with, a nontransporting medical unit.*

*(3) A nontransporting medical unit must:*

*(a) ensure that patients are transported by a licensed ambulance service, unless a licensed service is not reasonably available;*

*(b) ensure either that the patient is transported by an ambulance service licensed to provide at least the same level of patient care commenced by the nontransporting medical unit or that the ambulance service carries the personnel and equipment of the nontransporting medical unit with the patient to the hospital if a level of care has commenced which the ambulance service cannot legally continue; and*

*(c) have a written dispatch policy and procedure coordinated with a licensed ambulance service.*

### **Dispatch Agreement**

It is agreed by both services that if the ambulance service should receive a call for a medical response within the nontransporting unit's service area, the ambulance service will have the nontransporting unit dispatched to the same call as soon as possible. Should the nontransporting unit receive a call for a medical response within the ambulance service's service area, the nontransporting unit will have the ambulance service dispatched to the same call as soon as possible.

### **Transport Agreement**

Both services agree to coordinate with each other for the provision of patient care. Transfer of patient care can take place after the ambulance service arrives. However, the nontransporting unit may transfer care to the ambulance service only if the ambulance service has personnel on board certified at a level qualified to monitor and continue such care. If necessary for continuity of care or if necessary to maintain a level of care commenced by the nontransporting unit, the ambulance service agrees to transport the nontransporting unit provider certified at the appropriate level or higher with the patient.

**Duration of Agreement / Termination**

This agreement shall be in effect upon signature of both services. The agreement shall be in effect until superseded by a new agreement or terminated. Either party may terminate this agreement by providing thirty days written notice to the other party and to the Montana EMS and Trauma Systems Section.

**Dispatch Notification**

A copy of this signed agreement has been provided to the following dispatch service(s):

Livingston/Park County 911  
Livingston Chief of Police Wayne Hard

**Signatures**

\_\_\_\_\_  
Signature, nontransporting service manager

\_\_\_\_\_  
date

\_\_\_\_\_  
Signature, ambulance service manager

\_\_\_\_\_  
date

**File Attachments for Item:****J. AGREEMENT 20215 WITH STATE OF MONTANA**





LivingstonMontana.org | PublicComment@LivingstonMontana.org | 406.823.6000

**DATE:** August 19, 2025  
**TO:** Chair Schwarz and City Commissioners  
**FROM:** Grant Gager, City Manager  
**RE:** Staff Report for Agreement 20215 with the State of Montana

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### **Recommendation and Summary**

The City Manager is recommending approval of Agreement 20215 with the State of Montana for a lease of property at 220 E. Park Street. The Commission may approve the agreement by adopting the following motion:

**"I move to approve Agreement 20215 and authorize the City Manager to sign."**

The reasons for the recommendation are as follows:

1. The City currently leases a portion of the City Hall building at 220 E. Park Street to the State of Montana.
2. The existing lease has expired and a renewal has been negotiated by City Staff.

### **Introduction and History**

The City of Livingston owns the City Hall Building at 220 E. Park Street. Since 2022, the City has leased a portion of the building to the State of Montana. That lease has expired and both the State and City staff have worked to negotiate a renewal of the lease.

### **Analysis**

The expired lease contained a monthly lease of \$3,000. The proposed new 2-year agreement includes a lease of \$3,500 with a 4% escalation in year 2. As drafted, the lease ends on June 30, 2027.

### **Fiscal Impact**

The new lease will provide an additional \$6,000 in revenue to the City in the first year relative to the current lease.

**Strategic Alignment**

Support for coordinating services with the State is included in the City of Livingston Growth Policy

**Attachments**

- Attachment A: Draft Lease Agreement 20215

## **STATE OF MONTANA STANDARD LEASE CONTRACT**

(Lease Template last revised August 22, 2024)

This Lease #8012-C is made by and between the Montana Department of Health and Human Services, 111 Sanders, P.O. Box 4210, Helena, Montana 59604, “Lessee” and the City of Livingston, 220 E. Park Street, Livingston Montana 59047, “Lessor.”

### **1. PURPOSE OF LEASE**

Lessee has a need to lease space in Livingston, Montana, to conduct its business. Lessor has space available for this purpose.

### **2. PREMISES DESCRIPTION AND OWNERSHIP**

- A. The leased space (Premises) is 1,776 gross square feet and includes common areas such as stairs, elevators, hallways, public restrooms, mechanical rooms, and available storage space or any proration thereof within the building in which the Premises is located. The physical address of the Premises is 220 East Park Street, Livingston, Montana.
- B. Lessor represents that Lessor is the owner of the building, and the building is free and clear of all encumbrances, except for easements, covenants, and restrictions of record as of the date of this lease. If this lease is to be subordinated to a new building mortgage or ground lease during the lease term, the subordination must be conditioned on the Lessor’s mortgagee or ground lessor, or both, agreement not to disturb the Lessee’s right to possession of the Premises.

### **3. TERM OF LEASE**

- A. The lease term is effective July 1, 2025, through June 30, 2027, unless earlier terminated as provided for in this lease.
- B. Lease renewals are subject to prior approval by the Department of Administration. If the department does not approve a renewal, the lease is voidable at the Lessee’s option.
- C. Upon termination or expiration of this lease or any extension of it, Lessee shall vacate and surrender the Premises to Lessor in as good condition and repair as when it took possession, reasonable wear and tear and Lessor-authorized changes, alterations, and improvements excepted. Lessee shall remove all personal property that it placed within the Premises when the lease terminates or expires.
- D. If Lessee does not remove its personal property when the lease terminates or expires, Lessee has an additional 30 days to do so, but Lessee shall pay Lessor one monthly rent payment, even if Lessee’s personal property is removed before the 30-day period has expired.

#### 4. CONSIDERATION

- A. Lessee's monthly rent is \$3,500.00, (Base Rent). This reflects an annual payment of \$42,000.00, with a rate of \$23.64, per gross square foot per year.
- B. Beginning July 1, 2026, Lessee's monthly rent is \$3,640.00, (Base Rent). This reflects an annual payment of \$43,680.00, with a rate of \$24.59, per gross square foot per year.
- C. Monthly rent is due on the first business day of each month. Lessee shall pay monthly rent without the need for a separate invoice from Lessor.
- D. If requested by Lessor, Lessee may pay monthly rent by electronic funds transfer (EFT). To request EFT payment, Lessor may submit a completed Standard Form 1199A (Direct Deposit Sign-Up Form) to Lessee. Lessor may cancel EFT payment with thirty 30 days prior written notice to Lessee.
- E. Lessor shall be liable for all real estate taxes and assessments against the Premises.

#### 5. UTILITIES AND SERVICES

- A. Lessor shall furnish and pay for all utilities including but not limited to interior water (hot and cold), landscape and irrigation water, gas, electricity, air conditioning (if available), garbage removal, pest control, and sewer. Lessor shall at its expense promptly replace all light bulbs, fluorescent tubes, and other lighting elements but in any event within five business days following receipt of notice from Lessee.
- B. At its expense, Lessee --with Lessor's approval-- may install additional telephone, electrical, or computer network lines or change the location of such existing facilities.
- C. At its expense, Lessee shall be responsible for replacing lost keys or re-keying the Premises if the need is due to Lessee's actions or inaction.
- D. At its expense, Lessor shall provide janitorial services and all janitorial supplies for the Premises. Lessor shall perform the janitorial work safely, including notifying occupants of any dangerous conditions like slippery or wet floors, or unstable walking areas. Services must include at a minimum:

### Three Times a Week (Saturday Tuesday Thursday, excluding holidays)

Cleaning all bathrooms, including toilet and lavatory bowls  
 Refilling paper towel and toilet tissue dispensers  
 Emptying all trash containers

## Weekly

Disposing of materials specified by the Lessee  
Mopping floors

## Bi-Weekly(Every other Week)

Vacuuming carpets  
Dusting furniture

## As needed, but not less than semi-annually

Waxing floors  
Shampooing carpets  
Washing interior windows  
Cleaning light fixtures and window blinds (if the blinds are provided and owned by the Lessor)

### **6. PARKING SPACE**

At no additional charge or cost to Lessee, Lessor shall provide adequate parking spaces for Lessee's employees, including the requisite number of handicapped parking spaces required by the Americans with Disabilities Act.

### **7. PARKING AREA AND SIDEWALK MAINTENANCE**

Lessor shall keep the parking area and sidewalks safe and in good repair and shall timely remove debris, snow and ice from the parking area and sidewalks.

### **8. NOTICE**

For a notice under this lease to be valid, it must be in writing and must be personally delivered or sent by email, fax, or first-class mail. Notice personally delivered or sent via email or fax is effective on receipt. If email is used and the sender receives a machine-generated notice that delivery has failed, then the sender must provide notice by another means allowed by this section. Notice sent by first class mail is effective within three days of mailing.

The Lessor's address for purpose of receiving demand or notice is City of Livingston located at 220 East Park Street, Livingston, Montana 59047.

The Lessor's representative for the purposes under this lease is Grant Cager, email address: [ggager@livingstonmontana.org](mailto:ggager@livingstonmontana.org).

The Lessee's address for the purpose of receiving demand or notice is Montana Department of Public Health and Human Services, 111 Sanders, P.O. Box 4210, Helena, Montana, 59604.

The Lessee's representative for purposes under this lease is Theresa Rush, telephone (406) 444-4547, e-mail address [trush@mt.gov](mailto:trush@mt.gov).

If either party changes its address or contact person, it shall promptly notify the other party in writing at the address provided in this section.

If either party changes its address or contact person, it shall promptly notify the other party in writing at the address provided in this section.

## **9. QUIET ENJOYMENT**

Without interference from Lessor or third parties, Lessee has the right to peaceful and quiet possession and use of the Premises and common areas and the rights and interests appurtenant to the Premises and common areas.

## **10. ACCESS FOR MAINTENANCE AND INSPECTION**

- A. Upon 24-hours' prior notice to Lessee, Lessor or its agent(s) may enter the Premises at reasonable times to maintain, repair, or inspect the Premises.
- B. If an emergency arises, Lessor may enter the Premises without prior notice to Lessee. Lessor has 24-hour access to the Premises to perform the janitorial services in section 5.

## **11. MAINTENANCE AND REPAIR OF PREMISES**

- A. At its cost and expense, Lessor shall maintain and repair in a good, safe, and usable condition the Premises and the interior of the building in which the Premises is located—including hallways, corridors, stairs, lobbies and related mechanical, electrical, plumbing, sanitary, heating, ventilation, and air conditioning and fire extinguisher systems, elevator (if any), and windows. Lessor shall provide, at its expense, window blinds, shades and treatments.
- B. At its cost and expense, Lessor shall maintain and repair in a good, safe, and usable condition the exterior of the building and the Premises, including the roof, foundation, walls, doors, fixtures, outside corridors, outdoor lighting, lawns and other landscaping, drainage, and related sidewalks, stairways, and parking areas.
- C. If there is an interruption in essential services to the Premises (such as heating, ventilation

plumbing, lighting, or electrical services) or Lessor fails to maintain or repair the Premises in a good, safe, and usable condition for five consecutive days following notice from Lessee, Lessee must receive a prorated abatement of rent for the entire period of service interruption. If the interruption continues beyond this five-day period, Lessee may terminate this lease without penalty or further notice and receive a refund for the unearned rent paid. Lessee may also pursue any remedies available to it under this lease or Montana law.

## **12. CASUALTY OR FIRE DAMAGE**

- A. If the Premises or any part of it becomes so damaged by fire, earthquake, other casualty, or structural defects that it cannot be used for Lessee's business purposes, then Lessee may without penalty terminate this lease by giving Lessor five days' notice. Lessor shall refund Lessee any unearned rent paid if Lessee so terminates.
- B. If such damage does not render the Premises wholly unusable for Lessee's purposes, Lessor shall promptly restore the damaged portion of the Premises to the same condition as existed prior to such damage at Lessor's cost. In this case, Lessee's monthly rent payment must be reduced by the same ratio of the amount of gross square feet that Lessee is precluded from occupying to the total gross square feet of the Premises.

"Gross square feet" means the square footage stated in section 2.B and includes stairs, elevators, hallways, public restrooms, mechanical rooms, and available storage space or any proration thereof. If Lessor does not complete the repairs within 30 days following the initial damage, Lessee may without penalty immediately terminate this lease.

- C. Lessor shall continue to insure the Premises until Lessee's personal property is removed from the Premises.

## **13. ALTERATIONS TO PREMISES**

Lessee may not make structural, mechanical, electrical, or plumbing improvements or alterations to the Premises without the Lessor's prior written consent. Any structural, mechanical, electrical, or plumbing improvements or alterations will remain Lessor's property upon lease termination or expiration. Lessee's personal property, equipment, trade fixtures and temporary installations including but not limited to cubicles remain Lessee's property and may be removed upon lease termination or expiration.

## **14. SIGNAGE**

If Lessor allows signage and Lessee wishes to advertise its location in the building where the Premises is located, Lessee shall pay the Lessor for installation of a suitable sign on the exterior of the Premises at a location mutually agreeable to Lessor and Lessee.

## **15. DEFENSE AND INDEMNIFICATION**

- A. Lessor, at its sole cost and expense, shall defend Lessee and the state of Montana, their employees, officers, officials, agents, and volunteers (collectively, Indemnitees) from and against all claims, allegations, lawsuits, or any other action (Claim or Claims) relating to personal injury, death, damage to property, financial loss or other obligation arising or allegedly arising out of or in connection with Lessor's duties under this lease.
- B. Lessor shall indemnify the Indemnitees against losses, liabilities, damages, judgments, settlements, penalties, fines, reasonable attorney/expert fees, expenses, and court costs arising from the Claims.
- C. Lessee shall give Lessor prompt notice of any Claim, and at Lessor's expense, Lessee shall cooperate in the defense of the Claim. Lessor acknowledges that under Montana law, the Montana Attorney General may participate in an action involving the state of Montana.
- D. If Lessor fails to comply with its defense obligations under this section, Lessee may undertake its own defense. If Lessee undertakes its own defense, Lessor shall reimburse Lessee for all: (i) losses, liabilities, damages, judgments, settlements, penalties and fines arising from the Claim, and (ii) costs arising from defense of the Claim, including but not limited to attorney fees, court costs, and costs of investigation, discovery, and experts. Lessor shall reimburse Lessee within 30 days after receiving Lessee's justification for these expenditures.

## **16. INSURANCE**

- A. Lessor shall carry commercial property insurance sufficient to insure the building in which the Premises is located and any improvements and alterations installed in the building thereafter throughout all lease terms against the following:
  - 1. Loss or damage by fire and such other risks (not including earthquake damage) in an amount sufficient to permit such insurance to be written at all times on a replacement costs basis. This may be insured against by attachment of standard form extended coverage endorsement to fire insurance policies.
  - 2. Loss or damage from leakage or sprinkler systems now or hereafter installed in any building in which the Premises is located.
  - 3. Loss or damage by explosion of steam boilers, pressure vessels, and oil or gasoline storage tanks, or similar apparatus now or hereafter installed in a building in which the Premises is located.
- B. Lessor agrees that insurance carried or required to be carried by Lessor against loss or



damage to property by fire, flood, earthquake, acts of terrorism, acts of war, or other casualty shall contain a clause whereby the insurer waives its right to subrogation against Lessee, and Lessor shall indemnify Lessee against any loss or expense, including reasonable attorneys' fees, resulting from the failure to obtain such waiver.

- C. Lessor shall purchase and maintain occurrence coverage with combined single limits for bodily injury or death, personal injury, and property damage of \$1,000,000 per occurrence and \$2 million aggregate per year. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the Premises location or the general aggregate limit shall be twice the required occurrence limit.
- D. Lessor's insurance must be from an insurer licensed to do business in Montana or a domiciliary state and with a Best's rating of no less than A-. Lessor shall provide 30 days advance written notice to Lessee of any material change in coverage including cancellation and upon request, an original Certificate of Insurance including any required amendatory endorsements. Lessee may request copies of Lessor's insurance coverage at any time. The state of Montana and Lessee shall be named as additional insureds on Lessor's insurance coverage. Lessor's insurance coverage shall be primary insurance with respect to Lessee.
- E. Lessee shall maintain insurance coverage of its personal property and shall self-insure for personal injury and property damage. Any insurance or self-insurance maintained by Lessee, or the state of Montana on Lessee's behalf, shall be excess of Lessor's insurance and shall not contribute with it.

## **17. COMPLIANCE WITH LOCAL, STATE AND FEDERAL LAWS**

- A. Lessor and Lessee shall comply with applicable federal, state, and local laws and ordinances.
- B. Pursuant to 49-3-207, MCA, and Executive Order No. 04-2016, Lessor agrees:
  - 1. The hiring of persons, if any, to perform its obligations in this lease will be made on the basis of merit and qualifications, and
  - 2. There will be no discrimination based on race, color, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, political or religious affiliation or ideas, culture, creed, social origin or condition, genetic information, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, military service or veteran status, or marital status by the persons performing its obligations in this lease.
- C. Lessor shall provide an additional alternative accessible site, other than the Premises, for use by Lessee if it is necessary to provide services, benefits, or communication to

individuals with a disability. If an alternative ADA site is not available or economically feasible for Lessor to provide within 30 days of a written request thereof by Lessee, Lessee may without a penalty terminate the lease with a 30 days' written notice.

- D. Lessor shall locate, install, test, and maintain fire extinguishers as required by law.
- E. Lessor shall comply with the Montana Occupational Safety and Health Act (MCA 50-71-111 et seq.) and all rules adopted thereunder.
- F. Lessor shall provide the Department of Administration, the Montana legislative auditor, or their authorized agents reasonable access to any records relating to this lease to determine compliance with the lease. Lessor shall retain these records for eight years following termination or expiration of this lease or the time established by Lessor's record retention schedule, whichever is longer.

## **18. ENVIRONMENTAL HAZARDS**

- A. Lessor represents that, to the best of its knowledge, any use, storage, treatment, or transportation of hazardous substances that has occurred within, under or from the Premises before the lease date has complied with all applicable federal, state, and local laws, regulations, and ordinances.
- B. Lessor represents that, to the best of its knowledge, no release, discharge, or disposal of hazardous substances has occurred within or under the Premises and that the Premises is free of hazardous substances as of the starting lease date.
- C. If either party to this lease discovers that a release, discharge, or disposal of hazardous substances has occurred within or under the Premises or that the Premises is not free from hazardous substances, the party shall immediately notify the other party.
- D. If Lessee determines at any time that the Premises poses an environmental hazard to its employees, Lessee may without incurring a penalty or liability immediately terminate the lease with notice to Lessor.
- E. "Hazardous substances" means those substances designated by the United States Environmental Protection Agency as hazardous or those substances defined as hazardous by federal, state, or local statutes, rules, ordinances, or regulations.
- F. Lessor represents that, to the best of its knowledge, the Premises shall be free of all asbestos containing materials, except undamaged vinyl asbestos floor tile in the Premises or undamaged boiler or pipe insulation outside the leased Premises. Radon levels in the Premises shall not equal or exceed the Environmental Protection Agency action level for homes of 4 Pico curies per liter.

## **19. HOLDOVER TENANCY**

- A. Absent a written agreement stating otherwise, if Lessee holds the Premises beyond the lease term, the lease will be deemed a month-to-month tenancy subject to all terms and conditions of this Lease.
- B. Either party may terminate the holdover tenancy, without incurring a penalty, by providing the other party thirty (30) days written notice of the desire to terminate the holdover tenancy. From the date of written notice, Lessee shall have a period of at least sixty (60) days to vacate the premises. The sixty-day period shall end on the last day of the calendar month. Regardless of when Lessee vacates the Premises during the sixty days, Lessee will pay rent through the last day of that calendar month.

## **20. TERMINATION FOR LACK OF FUNDING**

- A. Lessor understands that Lessee, as a state agency, is dependent upon state and/or federal appropriations for its funding. If state or federal government funds are not appropriated or otherwise made available to support continued performance of the lease in subsequent fiscal periods, the lease must be canceled *See* Section 2-17-101(6), MCA. Lessee shall provide Lessor the date on which Lessee's termination will take effect.
- B. Lessee is responsible only for the monthly rent payment, or prorated portion of that payment, owed to Lessor under section 4 up to the date Lessee's termination takes effect. This is Lessor's sole remedy. Lessee shall not be liable to Lessor for any other payments or damages arising from termination for lack of funding, including but not limited to general, special, or consequential damages.

## **21. BREACH**

- A. Other than termination for lack of funding under section 20, either party's failure to comply with any term or condition is a breach.
- B. If a breach arises, the non-breaching party may send the breaching party a written notice, identifying in reasonable detail the breach and the requested remedy.

The breaching party shall cure the breach as soon as reasonably possible but no longer than 30 days, except if an emergency condition exists requiring a cure to be immediately started and completed within 24 hours if reasonably possible given the circumstances.

- C. If it is not reasonably possible to cure an emergency or non-emergency condition within 24 hours or 30 days, respectively, the breaching party shall so notify the non-breaching party within 24-hours or 10 days, respectively. The notice shall explain why the cure is not reasonably possible with due diligence to complete and provide the earliest date reasonably possible that the work can be completed. If the non-breaching party is not

satisfied with the breaching party's explanation, the non-breaching party may pursue its remedies under this lease and law.

It is not a justifiable ground for delay that Lessor does not have available funding to accomplish the cure or that a preferred contractor has limited availability if other contractors can satisfactorily perform the work sooner at reasonable cost.

- D. If the breaching party does not cure the breach, the nonbreaching party may cure all or part of the default after providing notice to the breaching party of its intent to perform such cure, and, if applicable, recover the costs incurred in curing the default.
1. If the nonbreaching party is Lessee, Lessee may deduct all costs incurred from rent or other charges owed to Lessor. Lessee's costs incurred to cure include, but are not limited to, all reasonable out-of-pocket expenses, payment of unpaid utility or services charges for which Lessor is responsible, and all administrative costs Lessee reasonably incurs and documents in performing or arranging for performance of the cure.
  2. If the nonbreaching party is Lessor, Lessor will submit properly executed vouchers and proof of payment to Lessee and Lessee shall remit payment to Lessor within 30 days or as soon as is practicable.
  3. The nonbreaching party is under no obligation to cure some or all the default of the breaching party. To the extent that the nonbreaching party does not cure the default, the nonbreaching party may pursue its legal and lease remedies against the breaching party.
  4. The nonbreaching party's failure to cure the breaching party's default does not waive the nonbreaching party's rights to relief. The parties acknowledge they have a duty to reasonably mitigate damages, and nothing in this lease removes or lessens either party's obligation to mitigate damages.
- E. "Emergency condition" means a condition requiring a cure that prevents or substantially disrupts the Lessee from using all or a substantial part of the Premises or causes or substantially threatens to cause injury to persons or damage to property or raises a substantial danger to the health or safety of any persons on or using the Premises.

## **22. GOVERNING LAW AND VENUE**

This lease shall be governed and interpreted according to Montana law. Any litigation concerning this lease shall be brought only in the First Judicial District Court in and for Lewis and Clark County, State of Montana. Each party shall pay its own costs and attorney fees, except as otherwise stated in this lease.

## **23. ENTIRE LEASE/AMENDMENT**

This lease and all attachments thereto, contains the entire agreement between Lessor and Lessee. Any amendment hereafter made shall not be effective to modify this lease unless it is in writing and signed by both parties and the Department of Administration.

#### **24. ASSIGNMENT/JOINT TERMINATION OF LEASE**

Subject to prior approval by the Department of Administration, Lessee shall have the right to assign the Lease to another state agency, with the consent of the Lessor, which consent shall not be unreasonably withheld.

#### **25. SMOKE FREE ENVIRONMENT**

Lessor shall make all parts of the leased Premises smoke-free. "Smoke" means smoke from a lighted cigar, pipe, cigarette, any kind or variety of e-cigarette or vapor cigarette, or any other smokable product. Montana Clean Indoor Air Act, section 50-40-101, et seq., MCA.

#### **26. CONFIDENTIALITY AND HIPAA REQUIREMENTS**

To the extent Lessor receives or has access to the confidential personal information of Lessee's clients, Lessor must comply with the following sections.

- A. Lessor must, during and after the term of this lease, protect confidential consumer and recipient information obtained and used in the performance of Lessor's duties under this lease in accordance with applicable state and federal law.
- B. All material and information containing consumer and recipient personal information provided to Lessor by Lessee or acquired by Lessor on behalf of Lessee, whether verbal, written, magnetic media, or in other forms, shall be considered as confidential information and may only be used or disseminated by Lessor, its Sublessors, or agents for the purposes allowed for under this lease and any applicable state or federal law.
- C. Lessor, in relation to individually identifiable health information defined as such under the federal Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Health Information Technology for Economic and Clinical Health (HITECH) Act and the regulations implementing those requirements at 45 CFR Part 160 and Subparts A, C, and E of Part 164 (HIPAA Rules), must comply with the privacy and security requirements of HIPAA Rules as they may be applicable to Lessor and the services provided through this lease. Attachment "B" provides information on resources for Lessor to access relevant HIPAA guidance.
- D. Lessor must notify Lessee in writing within five work days if 1) a complaint is made to the US Department of Health and Human Services ,Office for Civil Rights (OCR)

alleging that Lessor is not in compliance with HIPAA, the HITECH Act, or the HIPAA Rules, 2) OCR determines that Lessor is not in compliance with such requirements, or 3) an administrative action or litigation is initiated against Lessor on the basis that Lessor failed to comply with applicable state or federal law protecting confidential health information. Lessor must provide Lessee with a copy of any notice along with a copy of the relevant administrative complaint, determination, or legal complaint.

- E. Failure of Lessor to comply with this provision, Lessee's policies protecting confidential information, or federal and state law governing the protection of confidential information is cause for termination of this lease by Lessee.

The parties’ authorized representatives have executed this lease as indicated below.

**PARTIES TO THE LEASE**

Lessee DPHHS

By: \_\_\_\_\_

Charles T. Brereton, Director Date  
Department of Public Health and Human Services

By: \_\_\_\_\_

Kimberly Aiken, Chief Financial Officer Date  
Department of Public Health and Human Services

Lessor **CITY OF LIVINGSTON**

By: \_\_\_\_\_ Date: \_\_\_\_\_

Grant Gager, City Manager

\_\_\_\_\_, City Attorney Date: \_\_\_\_\_

**APPROVED BY:**

By: \_\_\_\_\_

Scott McHugh, Senior Leasing Officer Date  
General Services Division, Department of Administration

By: \_\_\_\_\_

Julia W. Swingley, Agency Legal Counsel Date  
Department of Administration

By: \_\_\_\_\_

Office of Budget and Program Planning Date

By: \_\_\_\_\_

Misty Ann Giles, Director Date

Department of Administration

## ATTACHMENT “B”

Revised 8/22

### SOURCES OF INFORMATION ON THE PRIVACY, TRANSACTIONS, AND SECURITY REQUIREMENTS PERTAINING TO HEALTH CARE INFORMATION OF THE U.S. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

Below are resources for the privacy, transactions, and security requirements of HIPAA. The Montana Department of Public Health & Human Services requires that contractors that have access to the health care information of recipients of State-administered or funded services be compliant with the requirements of HIPAA.

There can be difficulty in interpreting the applicability of HIPAA to an entity and its activities. It is advisable to retain knowledgeable consultants or attorneys to provide advice concerning determinations of applicability.

The websites specified here may be changed without notice by those parties maintaining them.

#### FEDERAL RESOURCES

The following are official federal resources relating to HIPAA requirements. These are public sites.

- 1) U.S. Department of Health & Human Services/Office for Civil Rights

<https://www.hhs.gov/ocr/index.html>

The federal Department of Health & Human Services/Office for Civil Rights (OCR) provides a variety of resources and guidance on HIPAA and HIPAA compliance, with a focus on privacy.

- 2) U.S. Department of Health & Human Services/Centers for Disease Control & Prevention

[www.cdc.gov/privacyrule](http://www.cdc.gov/privacyrule)

The federal Department of Health & Human Services/Centers for Disease Control & Prevention (CDC) provides information pertaining to the application of privacy requirements under HIPAA to public health activities and programs.

#### STATE RESOURCES

Department Website for Medicaid Providers

<https://medicaidprovider.mt.gov/>



This site provides information for providers of services funded with Medicaid monies. HIPAA requirements in relation to Medicaid state plan services are described at this site.

### PROVIDER ASSOCIATIONS

Many national and state provider associations have developed extensive resources for their memberships concerning HIPAA requirements. Those are important resources in making determinations as to the applicability and implementation of HIPAA.

### CONSULTANT RESOURCES

There are innumerable consulting resources available nationally. The Department of Public Health and Human Services does not make recommendations or referrals as to such resources. It is advisable to pursue references before retaining any consulting resource. Some consulting resources have proven to be inappropriate for certain types of entities and circumstances and some may lack the necessary knowledge concerning the applicability and implementation of HIPAA.

**File Attachments for Item:**

**A. RESOLUTION 5167: RESOLUTION ESTABLISHING THE METHOD OF LEVYING VOTED MILLS  
PER HB231 AND SB542 PASSED IN THE 2025 MONTANA LEGISLATURE**



**DATE:** August 19, 2025

**TO:** Chair Schwarz and City Commissioners

**FROM:** Paige Fetterhoff

**RE:** Staff Report for Resolution 5167 – A resolution establishing the method of levying voted mills per HB231 passed in the 2025 Montana legislature.

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### **Recommendation and Summary**

Staff is recommending the Commission approve resolution 5167 to establish a method to levy voted mills.

"I move to approve resolution number 5167 and authorize the Chair to sign."

The reasons for the recommendation are as follows:

- The 2025 Montana legislature passed HB231 requiring fixed mills to adopt one of two methods for determining the calculation of mills in tax year 2025 and to be used each year in the future.

### **Introduction and History**

HB231 was approved in the 69<sup>th</sup> Montana legislative session. The major impact of this bill to Cities is a requirement to adjust certain fixed mill levies. These voted fixed mills must now be calculated using the same methodology as local governments general levy or be stated in fix dollar amounts instead of fixed mills.

### **Analysis**

The City has one voted mill that is a set number of mills. This levy is 2 mills and used to support Ambulance services. Using historical practice of fixed mills, for FY 2026, 2 mills would generate \$45,711 in revenue in the current fiscal year compared to \$52,388 in the prior year. As allowed by new legislations, the City will follow the methodology outlined in MCA 15-10-420 generating revenue of \$55,768.

### **Fiscal Impact**

This methodology allows for an increase of tax revenue for the Ambulance fund of \$10,056 and will adjust annually based on inflation.

### **Strategic Alignment**

Continue to support operations and the infrastructure of the City.

**Attachments**

- Resolution 5167

**RESOLUTION NO. 5167**

**RESOLUTION ESTABLISHING THE METHOD OF LEVYING VOTED MILLS PER  
HB231 AND SB542 PASSED IN THE 2025 MONTANA LEGISLATURE**

**WHEREAS**, the City Commissioner of the City of Livingston, Montana, has determined that voter approved mill levies are required to be recalculated under two new bills passed by the 2025 Legislature; and

**WHEREAS**, the new legislation requires that voted mills use one of two methods to recalculate the mill levy. The first method starts with the FY2025 assessed tax revenue for the voted levy and applies the formula in MCA 15-10-420 for FY2026 and all future years of the levy. The second method uses the FY2025 assessed tax revenue and calculates the number of mills required to levy that amount of revenue using the FY2026 taxable value. That number of mills is the maximum number of mills to be levied for FY2026 and all future years; and

**WHEREAS**, the City of Livingston has the following voter approved mill levies: 2 Ambulance/EMS mills; and

**NOW THEREFORE BE IT RESOLVED**, by this City Commissioner, that the Ambulance/EMS mill levy will be recalculated using the first method starting with the FY2025 assess tax revenue for the voted levy and applying the formula in MCA 15-10-420 for FY2026 and all future years.

**PASSED AND ADOPTED** by the City Commission of the City of Livingston, this 29<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
**QUENTIN SCHWARZ**  
Chairperson

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON**  
City Clerk

\_\_\_\_\_  
**JON HESSE**  
City Attorney

**File Attachments for Item:**

**B. RESOLUTION 5168: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, FIXING THE TAX LEVY FOR FISCAL YEAR 2025-2026.**



**DATE:** August 19, 2025

**TO:** Chair Schwarz and City Commissioners

**FROM:** Paige Fetterhoff

**RE:** Staff Report for Resolution 5168 – A resolution to fix the tax levy for the 2025-2026 Fiscal year

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### **Recommendation and Summary**

Staff is recommending the Commission approve resolution 5168 to fix the tax levy for fiscal year 2025-2026.

"I move to approve resolution number 5168 and authorize the Chair to sign."

The reasons for the recommendation are as follows:

- The Commission has reviewed and approved the FY 2025-2026 budget and the estimated tax revenue contained within was reasonably estimated to levy the full number of mills authorized by MCA 15-10-420.
- The full authorized levy is necessary to cover the operations of the City.

### **Introduction and History**

The Commission was first presented the budget and preliminary mills at the June 17<sup>th</sup>, 2025 meeting. The final tax levy was similar to estimates provided in the City Manger's Recommended Budget. The most significant change in the current year was legislation that changed the property tax rate structure for real property. In previous years the tax rate on residential property was 1.35%. In 2025 a graduated property tax system was implemented. The tax rate is now 0.76% for properties with a value up to \$400,000. More information can be found here

<https://revenue.mt.gov/property/property-tax-changes/2025-property-tax-information>



## Analysis

The information below compares the prior tax levy to the current year levy based on the market value of residential property

	<u>25-26</u>	<u>24-25</u>
Mill Value (excludes TIF's)	22,856.66	26,194.22
General Levy	150.61	123.51
Permissive and Voted Mills	44.39	31.05
Total Mills	195.00	154.56
Total Revenue	4,457,049.48	4,048,578.65
Tax on a residence valued at:		
\$100,000	148.20	208.66
\$300,000	444.60	625.97
\$600,000	1,021.80	1,251.94

## Fiscal Impact

The total mills to be levied is 195.00 generating \$4,457,049 in tax revenue.

## Strategic Alignment

Continue to support operations and the infrastructure of the City.

## Attachments

- Resolution 5149



## RESOLUTION NO. 5168

### A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, FIXING THE TAX LEVY FOR FISCAL YEAR 2025-2026.

\_\_\_\_\_

**WHEREAS**, pursuant to 7-6-4001 et seq. Montana Code Annotated (MCA), and by Resolution No. 5164 the City Commission approved the Final Budget for the City of Livingston for Fiscal Year 2025-2026; and

**WHEREAS**, after determining the Final Budget, the City Commission is required to determine the property tax levy needed for each fund by:

- a) adding the total amount of the appropriations and authorized expenditures for the budget year;
- b) adding an additional amount as a reserve to meet expenditures made from the fund during the months of July to November of the next fiscal year;
- c) subtracting the working capital; and
- d) subtracting the total estimated revenue, other than the property tax levy, for the budget year; and

**WHEREAS**, pursuant to 7-6-4036, MCA, the City of Livingston is required to fix the tax levy by the later of the first Thursday after the first Tuesday in September or within 30 days after receipt of the certified taxable values, at levels that will balance the budget as provided for in 7-6-4034 MCA and in the manner provided by 15-10-201, MCA, i.e. shall make and fix every such levy in mills and tenths and hundredths of mills; and

**WHEREAS**, the adjusted value of the mill for Fiscal Year 2025-2026 is \$22,855.66, excluding Tax Increment Districts.

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

**Section One.** That the City Commission of the City of Livingston, Montana fix, levy and assess the general all-purpose mill levy and authorized additional mill levies against all taxable property, both real and personal in the City of Livingston, Montana, for the Fiscal Year beginning July 1, 2025, and ending on June 30, 2026, as follows:

<b>Fund</b>	<b>Title</b>	<b>Mill</b>
<b>Mill levies subject to limit (15-10-420, MCA):</b>		
1000	General	143.83
2220	Library	6.78
<b>Total mills subject to limit:</b>		<b>150.61</b>
<b>Mill levies not subject to mill levy limit (2-18-703(3), MCA):</b>		
§15-10-420(9) MCA		
2372	Permissive Health Insurance	39.65
<b>Total mills not subject to limit:</b>		<b>39.65</b>
<b>Voter approved mill levies:</b>		
3002	2016 Fire Truck GOB	2.30
5510	Ambulance	2.44
<b>Total voter approved mills:</b>		<b>4.74</b>
<b>Total mills:</b>		<b>195.00</b>

**Section Two.** That the effective date of this Resolution will be July 1, 2025.

**Section Three.** That the taxes fixed, levied and assessed will be collected by the County of Park, Montana, and the Finance Officer of the City of Livingston shall cause to be certified to the County Treasurer and the County Clerk and Recorder of Park County, Montana, a copy of this Resolution immediately after passage.

**Section Four.** That the Finance Officer will within a reasonable time forward a complete copy of the final budget together with tax levies to the Department of Administration.

**Section Five.** That the City Commission hereby authorizes the City Manager pursuant to 7-6-4031 Montana Code Annotated to transfer appropriations between items within the same fund.

**Section Six.** That, pursuant to 7-6-4006 MCA, appropriations may be adjusted pursuant to procedures authorized by the City Commission for:

- a) debt service funds for obligations related to debt approved by the governing body;
- b) trust funds for obligations authorized by trust covenants;
- c) any fund for federal, state, local or private grants and shared revenue accepted and approved by the City Commission;
- d) any fund for special assessments approved by the City Commission;
- e) the proceeds from the sale of land;
- f) any fund for gifts or donations; and
- g) money borrowed during the fiscal year.

**Section Seven:** That, pursuant to 7-6-4012 MCA, the City Commission hereby authorizes adjustments to appropriations funded by fees throughout the budget period which are based upon the cost of providing a service and are fully funded by the related fees for services, fund reserves or non-fee revenue such as interest for:

- a) proprietary fund appropriations; or
- b) other appropriations specifically identified in the final budget resolution as fee-based appropriations.

**PASSED AND ADOPTED** by the City Commission of the City of Livingston, this 19<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
**QUENTIN SCHWARZ**  
Chairperson

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON**  
City Clerk

\_\_\_\_\_  
**JON HESSE**  
City Attorney

**File Attachments for Item:**

**C. RESOLUTION 5169: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO SPECIFY THE ASSESSMENT OPTION FOR STREET MAINTENANCE AND IMPROVMENTS DISTRICT NO. 1 FOR FISCAL YEAR 2025-2026 IN AN ESTIMATED AMOUNT OF \$1,390,903, LEVY AND ASSESS ALL PROPERTY WITHIN THE DISTRICT.**



**DATE:** August 19, 2025

**TO:** Chair Schwarz and City Commissioners

**FROM:** Paige Fetterhoff

**RE:** Staff Report for Resolution 5169 – A resolution of Intent so Specify the Assessment Amount for the Street Maintenance District.

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### **Recommendation and Summary**

Staff is recommending the Commission approve resolution 5169 to assess Improvement District number 1 for street maintenance and improvements.

"I move to approve resolution number 5169 and authorize the Chair to sign."

The reasons for the recommendation are as follows:

- In 1994 the City authorized the creation of a Street Maintenance District as allowed by MCA 7-12-4401. The district was created to provide for the cost of maintaining and improving streets across the City of Livingston and encompasses all property, including annexations, of the City.

### **Introduction and History**

In 1994 the City authorized the creation of a Street Maintenance District as allowed by MCA 7-12-4401. The district was created to provide for the cost of maintaining and improving streets across the City of Livingston and encompasses all property, including annexations, of the City.

### **Analysis**

In fiscal year 2025, the average residential property was assessed \$268.60 and commercial properties were assessed \$646.95. For fiscal year 2026 those amounts are estimated to be approximately the same.

### **Fiscal Impact**

The amount to be assessed in FY 2025 is \$1,390,903 which is a 0% increase from the previous year.

### **Strategic Alignment**

Continue to support operations and the infrastructure of the City.

### **Attachments**

- Resolution 5169

## RESOLUTION NO. 5169

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO SPECIFY THE ASSESSMENT OPTION FOR STREET MAINTENANCE AND IMPROVEMENTS DISTRICT NO. 1 FOR FISCAL YEAR 2025-2026 IN AN ESTIMATED AMOUNT OF \$1,390,903, LEVY AND ASSESS ALL PROPERTY WITHIN THE DISTRICT.**

**WHEREAS**, in 1994, pursuant to 7-12-4401 *et seq.* Montana Code Annotated (MCA), the City of Livingston enacted Ordinances Nos. 1778 and 1779 which authorized the creation of street maintenance districts and by providing the method of doing the maintenance and of paying for the maintenance; and

**WHEREAS**, the City created Street Maintenance District No. 1 which encompassed the entire jurisdictional limits of the City of Livingston; and

**WHEREAS**, pursuant to 7-12-4405 MCA, the City Commission enacted Ordinance Nos. 1877, 1890, and 1973 authorizing the City to improve streets, avenues and alleys within the maintenance district so that the maintenance would be of a durable and continuing benefit; and

**WHEREAS**, it is the City's intent to levy and assess 100 percent of the costs for improvements and maintenance of streets and alleys against each parcel of land within said district for that part of the cost which its taxable value bears to the taxable value of the district which such parcel is located exclusive of streets, avenues, alleys and public places; and

**WHEREAS**, the City Commission finds that all parcels of property located within the district will be benefitted from said street and alley improvements and maintenance as all residents of the City use said public ways; and

**WHEREAS**, a list of all parcels of property to be assessed within said district which contain the name of each parcel owner and the amount to be levied and assessed thereon is on file and open for public inspection in the office of the City of Livingston, 220 East Park Street, Livingston, Montana; and

**WHEREAS**, pursuant to 7-12-4427, MCA, the City Commission will meet on September 2<sup>nd</sup>, 2025, at 5:30 p.m. to hear all objections which may be made to such assessment or any part thereof and may adjourn from time to time for that purpose and may by resolution modify such assessment in whole or in part.

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

That Street Maintenance District No. 1 is defined as including each and every parcel of property located in the City of Livingston, including all annexations thereto.

**BE IT FURTHER RESOLVED** that it is the intent of the City Commission to levy and assesses for Fiscal Year 2025-2026 100% of the cost of improving and maintaining streets and alleys in Street Maintenance District No. 1 in the amount of \$1,390,003, representing a 0% increase from the previous fiscal year, against each and every parcel of land within said district for that part of the cost which its assessable area bears to the assessable area of the entire district exclusive of streets, avenues, alleys and public places, all as set forth in the list of all parcels of property in said district which contains the name of each parcel owner and the amount levied thereon. A copy of said list is on file and open for public inspection in the office of the City of Livingston, 220 East Park Street, Livingston, Montana.

**BE IT FURTHER RESOLVED** that the City Commission will conduct a public hearing on September 2<sup>nd</sup>, 2025, at 5:30 p.m. in the Community Room of the City County Complex and via Zoom, and a copy of the Notice attached hereto as Exhibit A, and incorporated herein by reference, be posted and published as required by law.

**PASSED AND ADOPTED** by the City Commission of the City of Livingston, this 19<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
**QUENTIN SCHWARZ**  
Chairperson

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON**  
City Clerk

\_\_\_\_\_  
**JON HESSE**  
City Attorney

**Exhibit A – Public Notice****NOTICE**

A public hearing will be held by the City Commission of Livingston, Montana, on September 2<sup>nd</sup>, 2025, at 5:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana and via Zoom on **RESOLUTION No. 5169** entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO SPECIFY THE ASSESSMENT OPTION FOR STREET MAINTENANCE AND IMPROVMENTS DISTRICT NO. 1 FOR FISCAL YEAR 2025-2026 IN AN ESTIMATED AMOUNT OF \$1,390,003, LEVY AND ASSESS ALL PROPERTY WITHIN THE DISTRICT.** All interested persons are invited to attend the public hearing, to make comments or make objections to said assessments. For additional information, contact the City of Livingston at 220 East Park Street, Livingston, MT 59047, or by phone at 823-6001.

Please publish twice at least six (6) days apart and the notice needs also to be posted and copies made available to the public. The hearing must be at least five days after the date of final publication.



**File Attachments for Item:**

**D. RESOLUTION 5170: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ESTIMATE THE COST OF MAINTAINING LIGHTS AND SUPPLYING ELECTRICAL CURRENT TO SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 IN THE AMOUNT OF \$61,993 FOR FISCAL YEAR 2025-2026 AND LEVYING AND ASSESSING 100% OF THE ESTIMATED COSTS AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT.**



**DATE:** August 19, 2025

**TO:** Chair Schwarz and City Commissioners

**FROM:** Paige Fetterhoff

**RE:** Staff Report for Resolution 5170 – A resolution of Intent so Specify the Assessment Amount for maintaining and supplying electrical current to the Light Maintenance District.

---

### **Recommendation and Summary**

Staff is recommending the Commission Approve Resolution 5170 of its intent to assess Improvement District number 20 for light maintenance and electrical currents.

"I move to approve Resolution Number 5170 and authorize the Chair to sign."

The reasons for the recommendation are as follows:

- Street lights contribute to public safety in the community.
- Costs to supply electrical current and maintain the current infrastructure continue to rise.

### **Introduction and History**

The use of a Light Maintenance District has been in place since the 1940s. The City is authorized by MCA 7-12-4301 to create the district and has set the boundaries to include all property in the City limits including annexations. In prior years, property was assessed based on the size of the lot. This methodology was amended in 2024 and property is now assessed based on its taxable value.

### **Analysis**

In fiscal year 2026, the average residential property assessment is estimated to be \$19.30 and \$46.54 for commercial properties.

### **Fiscal Impact**

The amount to be assessed in FY 2026 is \$100,000, the same amount was assessed in FY 2025.

### **Strategic Alignment**

Continue to support operations and the infrastructure of the City.

### **Attachments**

- Resolution 5170

## RESOLUTION NO. 5170

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ESTIMATE THE COST OF MAINTAINING LIGHTS AND SUPPLYING ELECTRICAL CURRENT TO SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 IN THE AMOUNT OF \$61,993 FOR FISCAL YEAR 2025-2026 AND LEVYING AND ASSESSING 100% OF THE ESTIMATED COSTS AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT.**

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**WHEREAS**, the City of Livingston has created Special Improvement Lighting District No. 20 for the purpose of providing for general public health, safety and welfare by lighting streets for vehicular and pedestrian safety and as a deterrent to criminal activity; and

**WHEREAS**, the estimated costs of maintaining lights and supplying electrical current for Lighting District No. 20 for Fiscal Year 2025-2026 is \$61,993; and

**WHEREAS**, it is the City's intent to levy and assess 100% of the costs for maintaining the lights and supplying electrical current against each parcel of land within said district for that part of the cost which its assessable area bears to the assessable area of the district which such parcel is located exclusive of streets, avenues, alleys and public places; and

**WHEREAS**, the City Commission finds that all parcels of property located within the district will be benefitted from maintaining lights and supplying electrical current for Lighting District No. 20; and

**WHEREAS**, a list of all parcels of property to be assessed within said district which contain the name of each parcel owner and the amount to be levied and assessed thereon is on file and open for public inspection in the office of the City of Livingston, 220 East Park Street, Livingston, Montana; and

**WHEREAS**, pursuant to 7-12-4351, MCA, the City Commission will meet on September 2<sup>nd</sup>, 2025, to hear all objections which may be made to such assessment or any part thereof and may adjourn from time to time for that purpose and may by resolution modify such assessment in whole or in part.

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

That Special Improvement Lighting District No. 20 is defined as including each and every parcel of property located in the City of Livingston, including all annexations thereto.

**BE IT FURTHER RESOLVED** that the City Commission hereby intends to levy and assess for Fiscal Year 2025-2026 100% of the cost of maintaining and supplying electrical current for Special Lighting District No. 20 is in the amount of \$61,993 against each and every parcel of land within said district for that part of the cost which its assessable area bears to the assessable area of the entire district exclusive of streets, avenues, alleys and public places, all as set forth in the list of all parcels of property in said district which contains the name of each parcel owner and the amount levied thereon. A copy of said list is on file and open for public inspection in the office of the City of Livingston, 220 East Park Street, Livingston, Montana.

**BE IT FURTHER RESOLVED**, that the City Commission will conduct a public hearing on September 2<sup>nd</sup>, 2025 and a copy of the Notice attached hereto as Exhibit A will be posted and published as required by law.

**PASSED AND ADOPTED** by the City Commission of the City of Livingston, this 19<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
**QUENTIN SCHWARZ**  
Chairperson

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON**  
City Clerk

\_\_\_\_\_  
**JON HESSE**  
City Attorney

## NOTICE

A public hearing will be held by the City Commission of Livingston, Montana, on September 2<sup>nd</sup>, 2025, at 5:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana and via Zoom, on **RESOLUTION NO. 5170** entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO MODIFY SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 BY MAINTAINING STREET LIGHTS AND OTHER APPURTENANCES THEREIN AND TO LEVY AND ASSESS 100% OF THE ESTIMATED COSTS OF \$61,993 FOR FISCAL YEAR 2025-2026 AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT, AND CALLING FOR A PUBLIC HEARING.** All interested persons are invited to attend the public hearing, to make comments or make objections thereto. For additional information contact the City of Livingston Finance Department at 220 E Park Street, Livingston, MT, 59047, or by phone at (406) 222-1142.

Please advertise twice, six (6) days apart.

**File Attachments for Item:**

**E. RESOLUTION 5171: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ESTIMATE THE COST OF MAINTAINING LIGHTS AND SUPPLYING ELECTRICAL CURRENT TO SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 IN THE AMOUNT OF \$61,993 FOR FISCAL YEAR 2025-2026 AND LEVYING AND ASSESSING 100% OF THE ESTIMATED COSTS AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT.**



**DATE:** August 19, 2025

**TO:** Chair Schwarz and City Commissioners

**FROM:** Paige Fetterhoff

**RE:** Staff Report for Resolution 5171 – A resolution of Intent so Specify the Assessment Amount for maintaining and supplying electrical current to the Light Maintenance District.

---

### **Recommendation and Summary**

Staff is recommending the Commission Approve Resolution 5171 of its intent to assess Improvement District number 20 for light maintenance and electrical currents.

"I move to approve Resolution Number 5171 and authorize the Chair to sign."

The reasons for the recommendation are as follows:

- Street lights contribute to public safety in the community.
- Costs to supply electrical current and maintain the current infrastructure continue to rise.

### **Introduction and History**

The use of a Light Maintenance District has been in place since the 1940s. The City is authorized by MCA 7-12-4301 to create the district and has set the boundaries to include all property in the City limits including annexations. In prior years, property was assessed based on the size of the lot. This methodology was amended in 2024 and property is now assessed based on its taxable value.

### **Analysis**

In fiscal year 2026, the average residential property assessment is estimated to be \$19.30 and \$46.54 for commercial properties.

### **Fiscal Impact**

The amount to be assessed in FY 2026 is \$100,000, the same amount was assessed in FY 2025.

### **Strategic Alignment**

Continue to support operations and the infrastructure of the City.

### **Attachments**

- Resolution 5171

## RESOLUTION NO. 5171

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO MODIFY SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 BY REPLACING STREET LIGHTS AND OTHER APPURTENANCES THEREIN AND TO LEVY AND ASSESS 100% OF THE ESTIMATED COSTS OF \$38,000 FOR FISCAL YEAR 2025-2026 AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT, AND CALLING FOR A PUBLIC HEARING.**

---

**WHEREAS**, the City of Livingston has created Special Improvement Lighting District No. 20 for the purpose of providing for general public health, safety and welfare by lighting streets for vehicular and pedestrian safety and as a deterrent to criminal activity; and

**WHEREAS**, pursuant to 7-12-4351, MCA, it is the intent of the City Commission to make a modification to Street Lighting District No. 20 by replacing existing street lights; and

**WHEREAS**, it is the intent to replace street lights in conjunction with the street improvements plans where necessary and/or desirable; and

**WHEREAS**, it is the City's intent to levy and assess 100 percent of the estimated costs which is \$38,000 for replacing street lights against each parcel of land within said district for Fiscal Year 2025-2026 for that part of the cost which its assessable area bears to the assessable area of the district which such parcel is located exclusive of streets, avenues, alleys and public places; and

**WHEREAS**, the City Commission finds that all parcels of property located within the district will be benefitted from replaced street lights; and

**WHEREAS**, a list of all parcels of property to be assessed within said district which contain the name of each parcel owner and the amount to be levied and assessed thereon is on file and open for public inspection in the office of the City of Livingston, 220 East Park Street, Livingston, Montana; and

**WHEREAS**, pursuant to 7-12-4351, MCA, the City Commission will meet on September 2<sup>nd</sup>, 2025, to hear all objections which may be made to such assessment or any part thereof and may adjourn from time to time for that purpose and may by resolution modify such assessment in whole or in part.



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

That Special Improvement Lighting District No. 20 is defined as including each and every parcel of property located in the City of Livingston, including all annexations thereto.

**BE IT FURTHER RESOLVED** that the City Commission intends to modify Special Improvements Lighting District by replacing lights and appurtenances therein and hereby intends to levy and assess for Fiscal Year 2025-2026 100% of the cost of replacing street lights in the amount of \$38,000 against each and every parcel of land within said district for that part of the cost which its assessable area bears to the assessable area of the entire district exclusive of streets, avenues, alleys and public places, all as set forth in the list of all parcels of property in said district which contains the name of each parcel owner and the amount levied thereon. A copy of said list is on file and open for public inspection in the office of the City of Livingston, 220 East Park Street, Livingston, Montana.

**BE IT FURTHER RESOLVED**, that the City Commission will conduct a public hearing on September 2<sup>nd</sup>, 2025 and a copy of the Notice attached hereto as Exhibit A will be posted and published as required by law.

**PASSED AND ADOPTED** by the City Commission of the City of Livingston, this 19<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
**QUENTIN SCHWARZ**  
**Chairperson**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON**  
**City Clerk**

\_\_\_\_\_  
**JON HESSE**  
**City Attorney**

## NOTICE

A public hearing will be held by the City Commission of Livingston, Montana, on September 2<sup>nd</sup>, 2025, at 5:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana and via Zoom, on **RESOLUTION NO. 5171** entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO MODIFY SPECIAL IMPROVEMENT LIGHTING DISTRICT NO. 20 BY REPLACING STREET LIGHTS AND OTHER APPURTENANCES THEREIN AND TO LEVY AND ASSESS 100% OF THE ESTIMATED COSTS OF \$38,000 FOR FISCAL YEAR 2025-2026 AGAINST EVERY PARCEL OF PROPERTY WITHIN SAID DISTRICT FOR THAT PART OF THE COST WHICH ITS ASSESSABLE AREA BEARS TO THE ASSESSABLE AREA OF THE DISTRICT, AND CALLING FOR A PUBLIC HEARING.** All interested persons are invited to attend the public hearing, to make comments or make objections thereto. For additional information contact the City of Livingston Finance Department at 220 E Park Street, Livingston, MT, 59047, or by phone at (406) 222-1142.

Please advertise twice, six (6) days apart.

**File Attachments for Item:**

**F. RESOLUTION 5172: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ASSIGNING THE GATEWAY OVERLAY ZONING DISTRICT DESIGNATION TO THE PROPERTY ADDRESSED AS 38 LOVES LANE WHICH IS ZONED MIXED USE (MU).**

**RESOLUTION NO. 5172**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ASSIGNING A GATEWAY OVERLAY ZONING DISTRICT DESIGNATION TO THE PARCEL LOCATED AT 38 LOVES LANE, WHICH IS ZONED MIXED USE.**

\*\*\*\*\*

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

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

**WHEREAS**, HB713, passed during the 2025 Montana State Legislative Session, revised municipal zoning laws to allow for amendment of a zone map boundary to be adopted by resolution, to be effective immediately upon adoption;

**WHEREAS**, the reading and adoption of a resolution by the City Commission does not require a public hearing before the Consolidated Land Use Board, prior to Commission approval;

**WHEREAS**, Ordinance 3054 authorized the establishment of a Gateway Overlay Zoning District that includes certain commercially-zoned properties within areas identified as Community Gateways in the Growth Policy;

**WHEREAS**, the parcel located at 38 Loves Lane is zoned Mixed Use; and

**WHEREAS**, Section 30.46 of the Livingston Municipal Code applies Building Design Standards to parcels within the Gateway Overlay Zoning District;

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

The City’s Official Zoning Map is amended to assign a Gateway Overlay Zoning District designation to the parcel located at 38 Loves Lane, effective immediately.

**APPROVED AND ADOPTED**, by the City Commission of the City of Livingston, this 19<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
**QUENTIN SCHWARZ, CHAIR**

**ATTEST:**

**APPROVED TO AS FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON**  
City Clerk

\_\_\_\_\_  
**JON HESSE**  
City Attorney



LivingstonMontana.org | PublicComment@LivingstonMontana.org |  
406.823.6000

**DATE:** August 19, 2025  
**TO:** Chair Schwarz and City Commissioners  
**FROM:** Jennifer Severson, Planning Director  
**RE:** **Staff Report for a Map Amendment to Chapter 30 of the Livingston Municipal Code for the Parcel Located at 38 Loves Lane**

---

### **Recommendation and Summary**

Staff recommends the Commission approve the proposed map amendment to the City of Livingston Zoning Code Chapter 30 by adopting the following motion:

**"I move to approve Resolution 5172 to amend the City of Livingston Zoning Code Section 30.13 related to the Official Zoning Map, and assign a Gateway Overlay Zoning District designation to the parcel located at 38 Loves Lane, and to authorize the Chair to sign."**

The reasons for the recommendation are as follows:

- The City must amend its Official Zoning Map to assign zoning.
- The Gateway Overlay Zoning District was established to enforce building design standards listed in LMC Section 30.46 in commercially zoned parcels in areas identified as community gateways in the Growth Policy.
- The property located at 38 Loves Lane is zoned Mixed Use and is located in a community gateway area.

### **Introduction and History**

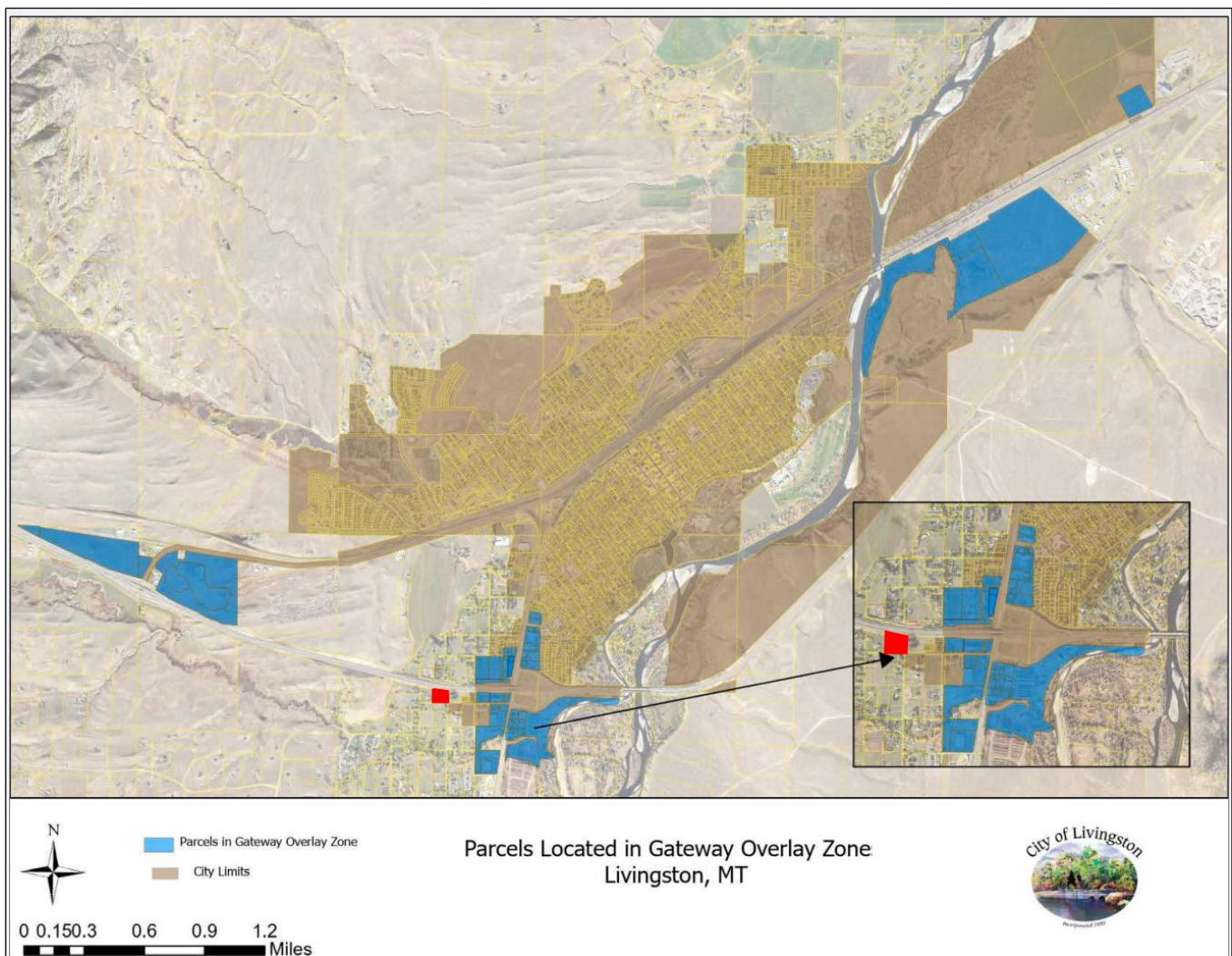
In August 2024, the City adopted Ordinance 3054, establishing the Gateway Overlay Zoning District. The overlay district was created to enforce building design standards in Sec 30.46 on commercially zoned parcels located in areas identified as community gateways in the Growth Policy. New and re-



development on commercially zoned parcels in the Gateway Overlay Zoning District must comply with the standards in Sec 30.46.

### Analysis

The property at 38 Loves Lane is located in an area identified as a community gateway in the Growth Policy the Gateway Overlay Zoning District (Figure, 1 below). The subject parcel, located at 38 Loves Lane, and legally described as LOT 9 POR. LOT 9S OF ACREVILLE SUBDIVISION SE ¼ OF SEC 23, T02S, R09E, P.M.M PARK COUNTY, MONTANA, was recently annexed by the City and zoned Mixed Use. By assigning a Gateway Overlay Zoning District designation to the parcel located at 38 Loves Lane, the City will ensure all new development and redevelopment on the parcel is subject to the design standards in Sec 30.46.



**Figure 1 – Gateway Overlay Zoning District, Parcel at 38 Loves Lane highlighted in red**



as a community bordered by lands within unincorporated Park County on its east, south and west sides, and it is flanked by I-90 to the north, Miller Drive to the east, Loves Lane to the south and a private residential property to the west. The neighborhood surrounding the subject property includes private residences and suburban agricultural uses, a self-storage facility, townhomes and multifamily condominiums (zoned R3 High Density Residential), with Highway Commercial (HC) uses between the multifamily residential development and US 89 S (See Attachment C Zoning Map).

Through communications with the owner of the subject property, it is the City's understanding that the parcel will be developed to house offices for the United States Department of Agriculture (USDA), which has outgrown its current offices at 5242 US Hwy 89S. The recently approved Mixed Use zoning allows the proposed office use at this property; the assignment of the Gateway Overlay Zoning will ensure the new USDA offices comply with the building design standards listed in Sec 30.46 of the zoning code.

### **Findings of Fact**

LMC Sec 30.46 does not regulate uses allowed on a property, only building design and form. Therefore, in the criteria analysis below, only the impacts of the proposed zoning on design and form will be evaluated.

### ***Criteria and Guidelines for Zoning Regulations (MCA 76-2-304):***

*(1) Zoning regulations must be:*

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

The proposed map amendment supports the City's 2021 Growth Policy by furthering the following recommendations:

- *Goal 2.1:* Preserve and enhance Livingston's unique community character.
- *Objective 2.1.1:* Establish community gateways to indicate entrances into Livingston and celebrate its character.
- *Strategy 2.1.1.1:* Identify key roadway and non-motorized entry points – or Gateways – into Livingston.





- *Strategy 2.1.1.2: Review, update, and enforce the policies, procedures, and building design guidelines in Livingston's gateways.*
- *Strategy 2.1.1.3: Explore adopting design overlay zones in gateways.*

*(b) designed to:*

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

The establishment of a Gateway Overlay District on the subject parcel and applicable regulations in Sec 30.46 address the aesthetics of building design, rather than safety features. However, all future development on the parcel must comply with all adopted fire and building codes, which will ensure safe conditions on the property and surrounding areas.

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

As stated above, all future development on this property is required to meet adopted fire and building codes, which serve to promote public health, safety and welfare.

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

Although the design standards in Sec 30.46 do not regulate the above listed services, adequate provision of sewer, water and transportation will be evaluated as part of the Site Plan Review Process for new development on the subject parcel.

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

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

It is not anticipated that including the property in the Gateway Overlay Zoning District will inhibit the reasonable provision of adequate light and air to the subject parcel or the surrounding neighborhood. New buildings must comply with applicable property setbacks for the MU District in the City's zoning code, and with building setbacks as required by the International Building Code.

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

It is not anticipated that including the property in the Gateway Overlay Zoning District will affect motorized and nonmotorized transportation systems. However, traffic and



Transportation impacts will be evaluated as part of the Site Plan Review Process for new development on the subject parcel.

*(c) promotion of compatible urban growth;*

Inclusion of the subject parcel in the Gateway Overlay Zoning District and compliance with the building design standards in Section 30.46 will encourage development that is aesthetically and physically compatible with Livingston's historic design traditions and complements the City's unique character.

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

The subject parcel is located in a key gateway area, where US Hwy 89S enters the City of Livingston. The Gateway Overlay zoning district was created to ensure commercial development near these gateways reflects Livingston's unique character by providing welcoming entry points into town and encourage buildings that reflect pedestrian scale. As required under Sec 30.46.C.2, new buildings in the district that are larger than those existing in the area, such as a new USDA office building would be, must transition in scale to reduce its impact on the surrounding neighborhood.

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

The proposed map amendment will not impact the use of land on the subject property. However, staff anticipates the building design standards in Sec 30.46 will encourage a more attractive and higher quality development, which may increase property values in the area.

.

The City is in the process of updating the Official Zoning Ordinance (Chapter 30) in the LMC. It is possible minor revisions to the building design standards in Sec 30.46, which regulate development in the Gateway Overlay District, may be approved. Staff anticipates the scope of the new USDA development will require Site Plan Review. Design of the development will be subject to the adopted code in place at the time a complete application is submitted for Site Plan Review.

### **Fiscal Impact**

Staff does not anticipate the inclusion of the subject parcel in the Gateway Overlay Zoning District will fiscally impact the City.



As discussed above, assigning a Gateway Overlay Zoning District designation to the subject parcel aligns with and supports several recommendations in the adopted Growth Policy.

**Staff Recommendation**

For the reasons outlined above, Staff finds that including the property at 38 Loves Lane in the Gateway Overlay Zoning District meets the requirements of the City of Livingston and State Statute. Therefore, staff recommends that the City Commission approve Resolution 5172 to assign a Gateway Overlay Zoning District designation to the subject parcel, and adopt the map amendment as proposed.

**Attachments**

- A. Draft Resolution 5172

**File Attachments for Item:**

**G. ORDINANCE 3062: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY REZONING PROPERTY LEGALLY DESCRIBED AS BROOKSTONE MAJOR SUBDIVISION 610, S07, T02 S, R10 E, LOTS 8-10, IN PARK COUNTY, MONTANA AND TO REZONE THE PARCEL FROM HIGH DENSITY RESIDENTIAL (R3) TO PLANNED UNIT DEVELOPMENT (PUD).**



LivingstonMontana.org | PublicComment@LivingstonMontana.org | 406.823.6000

**DATE:** August 19, 2025  
**TO:** Chair Schwarz and City Commissioners  
**FROM:** Jennifer Severson, Planning Director  
**RE:** Staff Report for a **Map Amendment to Chapter 30 of the Livingston Municipal Code to create the Sheep Mountain Planned Unit Development**

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### Recommendation and Summary

Staff recommends the Commission approve the proposed map amendment to the City of Livingston Zoning Code Chapter 30 by adopting the following motion:

"I move to approve the second reading of Ordinance 3062 to amend the City of Livingston Zoning Code Section 30.13 related to the Official Zoning Map and to authorize the Chair to sign Ordinance 3059."

The reasons for the recommendation are as follows:

- The City must amend its Official Zoning Map to rezone property.
- The property owner has requested a zone change for land addressed as 101, 103 and Brookstone Street from High Density Residential (R3) to Planned Unit Development (PUD).
- The Consolidated Land Use Board voted to recommend that the Commission approve the rezoning request.

### Introduction and History

In November 2023, the City adopted its first Planned Unit Development (PUD) Ordinance. A PUD is a zoning district intended to encourage more efficient use of land and public services than is generally attainable under standard zoning application. Conventional area and density requirements are replaced by application of the PUD district to lands upon which an approved plan becomes the basis for control of land development. By allowing for context-sensitive design that conforms to topography and minimizes site impacts, PUD zoning encourages clustered development, diverse housing types, mixed land uses, and natural resource preservation.

*Livingston, Montana*



## Summary

The applicant is proposing a single-phase Planned Unit Development (PUD) on property addressed as 101, 103 and 105 Brookstone Street, located at the intersection of Brookstone Street and Miles Lane. The subject property is just over 1 acre in size and is currently zoned R3-High Density Residential (See Attachment B, Application Packet and Figure 1 below). The site is bounded on the north by Brookstone Street, on the east by Miles Lane, on the west by the Brookstone Ditch, and on the south by residential and suburban agricultural uses on lands outside City limits. The proposed PUD site is currently vacant, with flat terrain and little vegetation. A 20-foot-wide ditch easement extends along the southern portion of the site. The PUD has been designed to maximize the development footprint on the property while also protecting views of Livingston Peak and Sleeping Giant to the south. The development will include 2 three-story buildings, each having a maximum building height of 45 feet.

The PUD will include a mix of 32 one-bedroom, 12 two-bedroom and 4 three-bedroom rental apartment units, for a total of 48 rental units, with 24 units in each building; of these, 12 one-bedroom units and 4 two-bedroom units will be ADA accessible. Additionally, there will be 1,000 square-feet of flexible amenity space for use by the residents of the PUD. The developer is seeking Low-Income Housing Tax Credits (LIHTC) to fund the project and, if awarded, all rental units will be affordable for anyone making at or below 60% of the Area Median Income for Park County (See Attachment C). In May 2025, the developer presented their proposal for the Sheep Mountain PUD to the Montana Board of Housing and were invited to formally apply for LIHTC funds, moving them forward in the highly competitive grant process. And, although not mentioned in the application packet, at the May 21, 2025 Public Work Session, the developer stated their intent to include solar energy facilities to help defray energy costs and further support PUD residents.

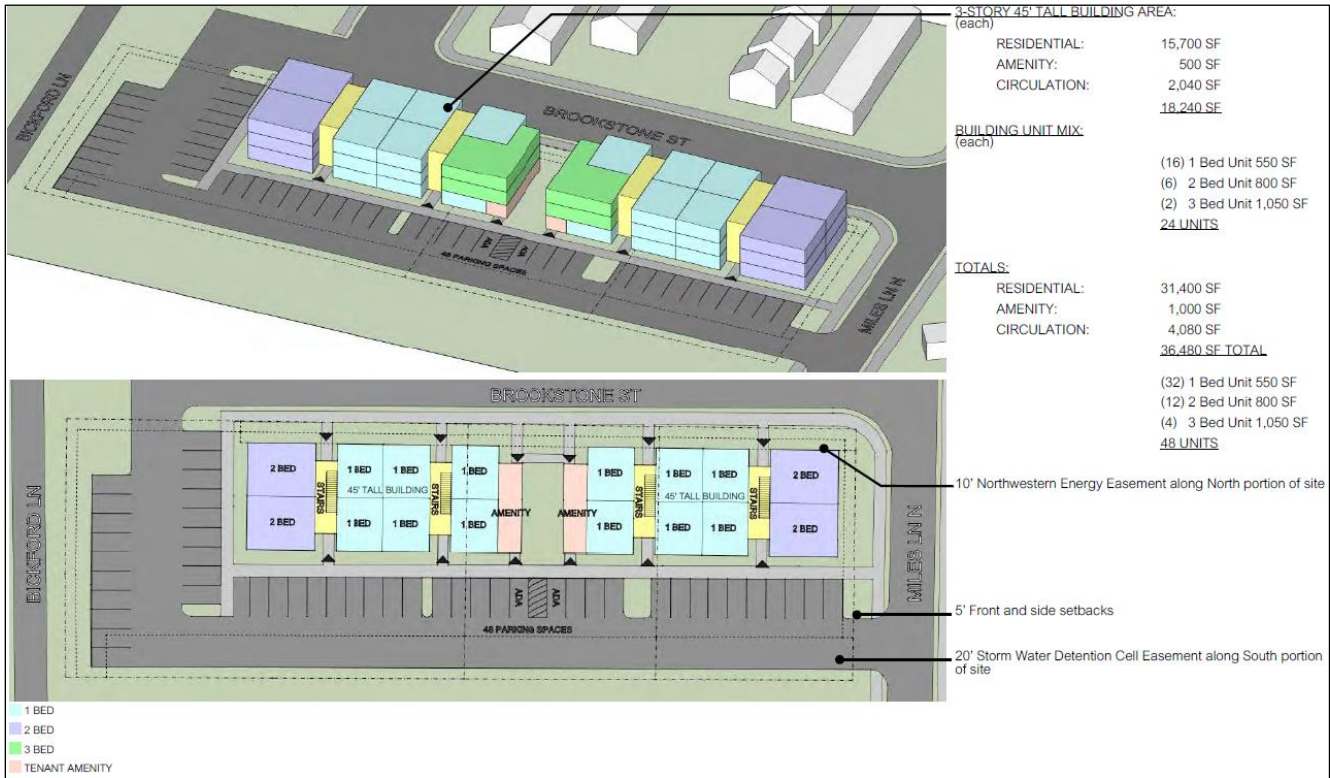


Figure 1. Sheep Mountain Planned Unit Development

Analysis

Referral Comments (see Attachment D)

Livingston Public Works- Comments were provided about the termination point of the Brookstone Ditch within the property; plans submitted for building permit must address the following: quantity of ditch water that must legally pass through and/or be retained on the property; water impacts on the PUD property and downstream land owners; a written agreement between the owner of the PUD property and the Brookstone Ditch company must be submitted that confirms the volume of ditch water and how it will be handled on site; details about the capacity and function of the infiltration swale and confirmation of ongoing operation and maintenance responsibilities for the swale. Stormwater discharge must be treated in conformance with City of Livingston and MT DEQ standards, ongoing operation and maintenance responsibilities for the proposed underground stormwater facility must be determined and infiltration rates must be verified with percolation tests; groundwater may need continued monitoring. Additional requirements for the design and function of stormwater facilities were stated. No concerns about traffic, sewer or street impacts were noted.



*Livingston Fire and Rescue*- the need for an additional hydrant and its location were stated as well as requirements for sprinkling, fire alarm and other fire protection and safety measures.

*Montana State Historic Preservation Office (SHPO)*- comments confirmed previous cultural resources inquiries were completed for the area but no recorded sites are within the proposed project area; this agency does not anticipate cultural or historic resources will be affected by the proposed PUD (See application packet Tab G for letter from SHPO).

*Montana Fish, Wildlife and Parks (FWP)*- comments confirmed that the area around the PUD site is used by deer and a variety of nongame species, including racoons. Occasional transitory use by mountain lions and black bears is possible. This agency offered suggestions to minimize the potential for human-wildlife conflicts related to the PUD (see application packet Tab I for letter from FWP).

*No Concerns*- City Building Department

*No Responses Received* – City Police Department, Park County Planning Department

*Public Comment* – M. Johansen expressed support for the PUD in this location as developing this long-vacant site will improve neighborhood appearance and vitality, and also commended the provision of 48 new affordable housing units in Livingston to address community needs.

## **Findings of Fact**

**As stated in Section 30.47, A PUD shall further *a majority of the following objectives*:**

1. ***Protect natural and cultural resources.*** The project site is vacant and relatively flat with little vegetation. Earthwork is necessary to install underground stormwater facilities to facilitate ditch water flow through the property without restricting surface development on the site. Although the PUD has been designed to maximize use of the site, minimal grading is anticipated for the building and parking areas. The application states that any new fencing installed on the project boundary will be wildlife-friendly to allow for continued safe passage of wildlife. Other than the ditch lateral along the west side of the parcel, no watercourses or wetlands have been identified on the site.

A letter from the MT SHPO included with the application materials expressed no concerns that cultural or historic resources will be affected by the proposed PUD. A letter from MT FWP included in the application also did not express significant concerns about the PUD; the letter cited recommendations and preventive measures to reduce potential wildlife-human conflicts and this agency recommended these considerations be addressed in developer covenants for the PUD.





The PUD site is surrounded by development that includes fourplex condominiums, single family and mobile homes, suburban agriculture, and a private school. To minimize impacts to views of the Beartooth and Absaroka mountains south of the PUD, the developer has limited the maximum building height to 45 feet, which is five feet less than what is allowed 'by right' in the R3 district. Additionally, architectural drawings show a neutral exterior paint color that will not detract from the views, and with rooflines that mimic the mountain peaks to the south. A rendering of the PUD showing a view from north of the PUD site toward the southern mountains is included in Tab D in the Application Packet.

2. ***Encourage open space and recreational areas beyond the minimum subdivision requirements.*** The site is just over 1 acre in size and the PUD has been designed to maximize use of the property, limiting open space potential. There will be 1,000 square-feet of flexible community space for use by the PUD residents and the new Wellness Center (1/2 mile away) and Myer's River View Trail (0.9 miles away) provide opportunities for sports and recreation nearby.
3. ***Promote a more effective use of land than the base zoning district would allow, resulting in clustered development and a more condensed network of utilities and streets.*** The inclusion of 10 additional housing units will result in a more efficient use of the site than what is allowed 'by right' in the R3 zoning district (48 units in the PUD vs. 38 allowed in R3).
4. ***Encourage mixed uses in new developments as a means to improve convenience and access to daily necessities by area residents.*** Although the PUD does not include mixed uses available to the public, the site plan shows there will be 1,000 square feet of flexible amenity space that may include a shared laundry facility, bike, and gear storage. Having laundry and storage facilities will provide conveniences for PUD residents that they would otherwise have to travel elsewhere to use.
5. ***Reduce vehicular trip generation through mixed use development and enhanced multi-modal connectivity.*** Although new sidewalks will be installed where Brookstone Street and Miles Lane border the PUD, staff does not anticipate the development will enhance multi-modal connectivity or reduce vehicular trip generation. The closest transit stop is ½ mile away at Katie Bonnell Park (the site of the future Wellness Center) and there is no connected pedestrian network or bike facility to provide a direct connection to that bus stop.
6. ***Encourage affordable/ workforce housing development.*** The PUD will include 48 rental units that will be affordable to those with incomes at or below 60% of the Park County AMI. The units will be a mix of one, two and three bedrooms and will be a significant boost to address the critical need for affordable housing in Livingston.
7. ***Support the adopted City of Livingston Growth Policy.*** The proposed PUD supports the following Growth Policy recommendations: *Goal 3.1: Prioritize infill over expansion by taking*



advantage of existing and planned infrastructure, such as transportation, energy, water, and sewer facilities. *Objective 3.1.1:* Encourage higher densities and a wider range of land uses that are compatible with adopted plans and where existing or planned shortrange community facilities and infrastructure can support them. *Strategy 3.1.1.8:* Reduce urban sprawl through compact development consistent with the Future Land Use Map of this Growth Policy. *Goal 5.1:* Provide housing options to meet the needs of all residents. *Strategy 5.1.1.2:* Consider implementing the recommendations of the housing action plan; *HAP Recommendation #9:* General Zoning Reform & Flexible Development Standards- removing barriers to building a variety of housing choices, which allows for homes of all shapes and sizes for people of all incomes. *Objective 5.1.4:* Promote a mix of housing within neighborhoods that supports a variety of household income levels, household age groups, and housing types. *Strategy 5.1.4.2:* Promote inclusion of ADA-accessible units in new housing developments through the adoption of “Universal Design Standards” that remove barriers for mobility.

## **Additional Considerations**

### ***Commercial Uses***

No commercial uses are proposed for the PUD.

### ***Developer Incentives and Public Benefits***

The minimum lot size in the R3 district is 1,150 square feet. The subject property is 44,327 square feet, therefore, 38.5 dwelling units are allowed ‘by right’. To enable the applicant’s goal to provide affordable housing, the applicant requests an increase in density allowed to 48 dwelling units total, or 10 more than what is allowed under current zoning. In return for this increased density, the developer will provide affordable housing that meets affordability requirements identified in Resolution 5115 (see Attachment C). All 48 units will be offered at or below 60% AMI thresholds and will be deed-restricted as low-income affordable.

As allowed under Livingston Municipal Code Sec 30.47.D.1.c.iii, Affordable Housing units at or below 60% AMI will qualify for the Waived Impact Fees as well as count toward the total number of Affordable Housing Units needed to obtain a density bonus. Therefore, impact fees will be waived for all 48 rental units because all will deed-restricted for rental at or below 60% AMI.

### ***Zoning Considerations***

As discussed above, the proposed PUD supports applicable density and use goals, objectives and/or strategies identified in the City’s adopted Growth Policy.

Staff does not anticipate that the requested additional 10 units of density will have significant adverse impacts on the general public or the surrounding neighborhood. The applicant is providing one vehicular parking space for each rental unit and 6 bicycle parking spaces to encourage an alternate mode of travel.



However, parking design shown on the Site Plan (Sheet C3.0) does not comply with the standards identified in Sec 30.51 of the LMC. No variance from parking requirements has been requested; therefore, the design must be revised to comply with standards identified in the LMC. Minimum stall length must be 18.5 feet. Additionally, at least one of the required bike parking spaces must be large enough to accommodate a bike with a trailer (see Sec 30.51.R.1a). The applicant included 10 compact parking spaces in the design. Although no allowance exists for compact parking in the LMC, a 16-foot stall length is consistent with compact parking design, in general. Staff supports the use of compact spaces on the west side of the lot, as shown, provided the length of the curb along the north end of the compact parking area is extended to 18 feet to ensure the adjacent 24-foot-wide travel lane remains passable.

Staff also noted the lack of landscaping or buffering shown on the site plan. It is not unusual to delay landscape design until building permit application; however, due to the limited amount of undeveloped area shown on the Site Plan, staff finds it important to remind the developer that the final site design submitted for building permit must comply with LMC Sec 30.51.T&U for parking area landscaping and Sec 30.59.E & E.1 for screening requirements.

### ***Planning Considerations***

The applicant has not requested any deviations from the adopted the City of Livingston Public Works Design Standards and Specifications for the PUD.

The PUD will establish effective internal connections with pedestrian pathways and connect to the surrounding transportation network through two new vehicular access points at the intersection of Elm and Brookstone Streets and at Miles Lane. Bike parking will be located near the front pedestrian entrance to the development and will be accessible from the new sidewalk along Brookstone Street. However, the nearest Windrider bus stop is located over ½ mile away on E. Gallatin Street at Katie Bonnell Park (the site of the future Wellness Center). The addition of a fixed route transit stop at the PUD would provide both PUD residents and the surrounding neighborhood a convenient option for alternate transportation. Staff recommends the developer work with the City and transportation providers such as Windrider and Angel Line Senior to establish a new fixed route stop at the PUD. Furthermore, staff recommends the developer be required to install a new bus shelter at that bus stop. The addition of a transit stop and shelter at the PUD site will support Growth Policy Strategy 4.1.3.3 to “reduce climate disruption through compact growth and increased transportation choices that reduce the need for driving. ”

Due to its compact design, disturbance to the to the existing terrain will be minimized and staff does not anticipate adverse impacts to the natural environment, critical wildlife and habitat, agriculture, public health and safety, or local services. There is no agriculture use, significant natural amenities or critical wildlife habitat on the property and the site is within an area that is already served by City utilities, Fire and Police. The developer is working with the Brookstone Ditch Company to agree on a solution to accommodate ditch overflow during high flow while preserving the water rights of the ditch users. The Public Works Referral Letter (Attachment C) identifies several concerns about stormwater



management that must be addressed before permitting; however, no concerns about traffic, sewer or street impacts were noted in the Public Works referral.

### ***Consolidated Land Use Board Meeting and City Commission Public Hearing***

The Consolidated Land Use Board, at its June 11, 2025 meeting, voted 6-0 to recommend the City Commission approve the Zoning Map Amendment. During the meeting, the Board asked questions about the HRDC's role in the project and about the LIHTC program; the Park County Housing Coalition Program Manager, who has been involved with project planning and development, provided responses to board questions and those are attached (see Attachment E).

At its July 1, 2025 meeting, the City Commission requested additional details about the requirement of a new hydrant by the Fire Chief. The applicant's architect has since submitted a revised site plan that shows the locations for a Fire Department Connection (FDC) in each building and a new hydrant on the south side of the buildings (see Attachment F). An email from the Fire Chief dated July 31, 2025 (Attachment F) confirms the revised plan adequately addresses the Fire Chief's concerns.

Also at the July 1 meeting, staff discussed concerns about the proposed 16-foot-long compact parking spaces on the west side of the PUD parking lot. To ensure the adjacent 24-foot wide 2-way drive aisle remains available for emergency access and for City trucks to access the trash pad area, staff recommended the applicant be required to extend the curb along the north edge of those parking spaces an additional 2-feet in length, essentially making those full size 18-foot-long parking spaces. The applicant's engineer stated that the compact spaces are necessary to preserve the existing mature trees along the west side of the property yet allow for the drainage improvements between the trees and the compact parking spaces. Staff maintains the recommendation to require the applicant to redesign the parking area to comply with LMC Sec 30.51 and the Public Works Design Standards; however, if a design exception is necessary, it must be approved by the Public Works Director and the Fire Chief.

### **Fiscal Impact**

The developer will be responsible for the cost of installing the infrastructure necessary to support the PUD, but no impact fees will be assessed because of the provision of affordable housing at or below 60% of the Park County AML. Additionally, through the LIHTC program, the PUD is exempt from local property tax assessments for 10 years and, in return, the low-income affordability of each unit will be deed restricted for a minimum of 50 years (see Attachment G, Sheep Mountain Affordable Housing Action Plan).

### **Strategic Alignment**

As described above, the proposed PUD aligns with several strategies of the Growth Policy as well as the Park County Housing Action Plan.



### **Staff Recommendation**

Based on the reasons discussed above, Staff finds the proposal complies with the requirements of City and State statutes and supports the City's adopted Growth Policy. Therefore, Staff recommends the City Commission approve the Sheep Mountain Planned Unit Development with the conditions listed below:

1. The application for building permit must demonstrate the concerns expressed in the Public Works Referral Letter dated June 4, 2025 have been addressed.
2. Prior to issuance of a building permit, a letter of agreement between the PUD property owner and the Brookstone Ditch Company must be provided that ensures adequate accommodation and conveyance of ditch water through the PUD property without infringing on water rights of downstream ditch users.
3. The application for building permit must demonstrate compliance with requirements identified in the Referral Letter from the Livingston Fire Chief dated May 7, 2025.
4. Design of the parking area must be revised to comply with LMC Sec 30.51 and the Public Works Design Standards. If a design exception is necessary, it must be approved by the Public Works Director and the Fire Chief.
5. Plans submitted for building permit must demonstrate compliance with LMC Sec 30.51.T&U for parking area landscaping and Sec 30.59.E & E.1 for screening requirements.
6. The applicant must install a new bus shelter at the PUD site.
7. Fencing installed around the PUD property must be wildlife-friendly to ensure safe passage of wildlife.
8. Annual certification must be submitted to the City that confirms PUD rental rates remain affordable, at or below 60% AMI, as was required to have City impact fees waived at time of PUD approval. The AMI in place at the time of annual certification will be used.
9. The applicant is subject to the terms, conditions and commitments of record in the application for the Sheep Mountain PUD and as approved by the City Commission.

### **Attachments**

- Attachment A: Draft Ordinance 3062
- Attachment B: [Sheep Mountain PUD Application](#) & [Supplemental Sheets](#)
- Attachment C: LIHTC funds, Housing Affordability Factors and AMI Details



- Attachment D: Referral Agency and Public Comments
- Attachment E: HRDC/ Park County Housing Coalition Responses to Land Use Board Questions from June 11, 2025 meeting
- Attachment F: Revised Site Plan Addressing Fire Requirements & Approval from Fire Chief
- Attachment G: Sheep Mountain Residences Affordable Housing Action Plan

**ORDINANCE NO. 3062**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY REZONING PROPERTY LEGALLY DESCRIBED AS BROOKSTONE MAJOR SUBDIVISION 610, S07, T02 S, R10 E, LOTS 8-10, IN PARK COUNTY, MONTANA AND TO REZONE THE PARCEL FROM HIGH DENSITY RESIDENTIAL (R3) TO PLANNED UNIT DEVELOPMENT (PUD).**

\* \* \* \* \*

**Purpose**

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

\*\*\*\*\*

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

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

**WHEREAS**, no petitions were received by the City in protest of the proposed map amendment;

**WHEREAS**, the City of Livingston Consolidated Land Use Board, after a public hearing held on June 11, 2025, voted to recommend approval of the zoning map amendment to the City Commission to rezone the subject parcel from High Density Residential (R3) to Planned Unit Development (PUD);

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

**SECTION 1**

**REZONING OF PROPERTY LOCATED ON SCENIC TRAIL AND LEGALLY DESCRIBED AS BROOKSTONE MAJOR SUBDIVISION 610, S07, T02 S, R10 E, LOTS 8-10, IN PARK**

**COUNTY, MONTANA AND TO REZONE THE PARCEL FROM HIGH DENSITY  
RESIDENTIAL (R3) TO PLANNED UNIT DEVELOPMENT (PUD).**

**SECTION 2**

**Statutory Interpretation and Repealer:**

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

**SECTION 3**

**Severability:**

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

**SECTION 4**

**Savings provision:**

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

**SECTION 5**

**Effective date:**

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

**PASSED** by the City Commission of the City of Livingston, Montana, on first reading at a regular session thereof held on the \_\_\_\_ day of July, 2025.



\_\_\_\_\_  
**QUENTIN SCHWARZ, CHAIR**

**ATTEST:**

\_\_\_\_\_  
**Emily Hutchinson**  
**City Clerk**

\*\*\*\*\*

**PASSED, ADOPTED AND APPROVED,** by the City Commission of the City of Livingston,  
Montana, on a second reading at a regular session thereof held on the \_\_\_\_\_ day of August,  
2025.

\_\_\_\_\_  
**QUENTIN SCHWARZ, CHAIR**

**ATTEST:**

**APPROVED TO AS FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON**  
**City Clerk**

\_\_\_\_\_  
**JON HESSE**  
**City Attorney**

# What is LIHTC?

The Low Income Housing Tax Credit (LIHTC) program was created under the Reagan Administration via the Tax Reform Act of 1986.

A program of the U.S. Treasury, it is our nation's largest resource for subsidizing the acquisition, construction, and rehabilitation of affordable rental housing for low- and moderate-income households.

It does this by reducing federal income taxes for 10 years in exchange for making an investment in an affordable housing development, which is required to stay affordable for at least 30 years.

# What is 60% AMI?

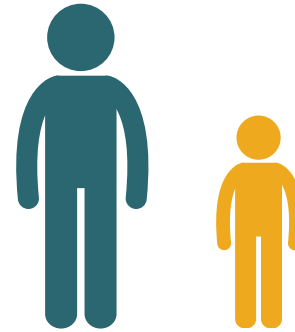


**\$42,300**  
ANNUAL

**\$20.34**  
HOURLY

**\$1,058**

MAX AFFORDABLE  
MONTHLY HOUSING  
PAYMENT



**\$48,300**  
ANNUAL

**\$23.22**  
HOURLY

**\$1,208**

MAX AFFORDABLE  
MONTHLY HOUSING  
PAYMENT



**\$54,360**  
ANNUAL

**\$26.13**  
HOURLY

**\$1,359**

MAX AFFORDABLE  
MONTHLY HOUSING  
PAYMENT

*Hourly wages assumes a 40-hour work week. Information from HUD's FY 2025 income limits summary for Park County*

# 30% RENT

## 1.77

AVERAGE HOUSEHOLD SIZE

## \$47,714

MEDIAN 2023 RENTER HOUSEHOLD  
INCOME, ADJUSTED FOR INFLATION

## \$1,192

MAX AFFORDABLE  
MONTHLY HOUSING PAYMENT



# \$1,590

## ESTIMATED MEDIAN RENT

This is \$397 more per month than the maximum a median renter household could afford.

This amount is affordable for a household earning \$63,600 annually.

*U.S. Census Bureau. (2024). 2017-2023 American Community Survey 5-year estimates. Tables DP04, B25119, S2501.*

*Rental data collected March 19 & 20, 2025 from 41 published listings.*



Retail Trade is Livingston's 2nd largest and fastest-growing industry.

It employs more than 600 people and grew by 177 jobs from 2010-22.

*Data on the Retail Trade sector published in the 2024 Livingston Downtown Housing Study*

**Park County's Retail Trade workers  
earn an average of \$39,510 annually**

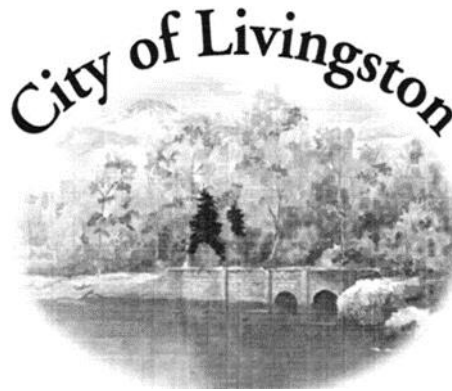
well below 60% AMI for a single-person  
household (\$42,300)

*Data from the Bureau of Labor Statistics, Quarterly Census of Employment and Wages. Data has been adjusted for inflation.*

**City Manager**  
Grant Gager

220 E Park Street  
(406) 823-6000 phone

citymanager@livingstonmontana.org  
www.livingstonmontana.org



*Incorporated 1889*

**Chairperson**  
Melissa Nootz

**Vice Chair**  
Karrie Kahle

**Commissioners**  
Mel Friedman  
Quentin Schwarz  
Torrey Lyons

161

Date: 11/7/2023  
To: Chair Nootz and City Commissioners  
From: Grant Gager, City Manager

### **Staff Report for Resolution 5115 Identifying Affordable Housing Incentives**

#### **Recommendation and Summary**

Staff recommends the Commission approve Resolution 5115 by adopting the following motion:

**"I move to approve Resolution 5115 and authorize the Chair to sign."**

The reasons for the recommendation are as follows:

- The City has created certain incentives related to the production of affordable housing units through its planned unit development ordinance.
- The City Commission has expressed a desire to establish levels of affordability necessary to obtain such incentives.

#### **Introduction and History**

The City of Livingston's Planned Unit Development ordinance creates certain incentives related to the creation of affordable housing. In order to ensure that the development of affordable housing is aligned with the Commission's goals, identification of affordability levels necessary to obtain certain incentives is recommended by City staff.

#### **Analysis**

Affordability of housing is most often associated with the Area Median Income of a geographic region. Recognizing that housing costs above 30% of gross income are burdensome to families, the United States Department of Housing and Urban Development establishes guidelines for affordability within each community. For Park County Montana, the Area Median Income and housing affordability levels are as follows:

<b>Affordability by % of AMI for 2-Person Households in Park County</b>		
<b>AMI</b>	<b>Annual Income</b>	<b>Affordable Monthly Rent (30% of monthly income)</b>
60%	\$42,000	\$1,050
80%	\$56,000	\$1,400
100%	\$70,000	\$1,750
120%	\$84,000	\$2,100

Staff review of current available housing units indicates that there are currently limited units available for rent or sale at or below the level that is affordable to those making 100% of the Area Median Income (\$1,750 per month).

As such, that City staff is recommending that the Commission adopt the proposed Resolution identifying units affordable to those making less than 100% of AMI as eligible for incentives available from the City. Recognizing that community members have different needs and abilities related to housing, City staff is not recommending differential affordability levels for ownership or rental units.

### **Fiscal Impact**

There is no fiscal impact to the City arising from this declaration of affordability levels.

### **Strategic Alignment**

The provision of affordable housing is recognized in Growth Policy goal 5.1 which is to provide housing options to meet the needs of all residents.

### **Attachments**

- Attachment A: Resolution 5115
- Attachment B: 2021 Park County Housing Needs Assessment

**RESOLUTION NO. 5115**

**A RESOLUTION OF THE CITY OF LIVINGSTON, MONTANA, IDENTIFYING AFFORDABLE HOUSING INCENTIVES.**

\*\*\*\*\*

**WHEREAS**, the City of Livingston has established incentives to support the creation of affordable housing; and

**WHEREAS**, the City Commission wishes to identify which projects will be eligible for such incentives; and

**NOW, THEREFORE, BE IT RESOLVED**, by the City Commission of the City of Livingston, Montana, that projects that provide housing that is deemed affordable to residents earning one-hundred percent (100%) of the Area Median Income as then-currently determined by the United States Department of Housing and Urban Development.

Dated this 7<sup>th</sup> day of November, 2023.

\_\_\_\_\_  
**MELISSA NOOTZ, Chair**

**ATTEST:**

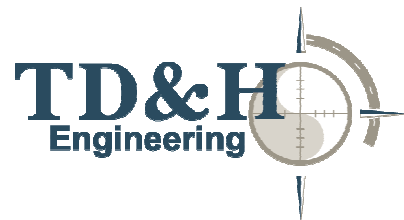
**APPROVED TO AS FORM:**

\_\_\_\_\_  
**EMILY HUTCHINSON,**  
City Clerk

\_\_\_\_\_  
**JON HESSE,**  
City Attorney



234 East Babcock Street  
Suite 3  
Bozeman, MT 59715



406.586.0277  
tdhengineering.com

# MEMORANDUM

<b>Date:</b>	6/4/2025	<b>B23-114-023</b>	
<b>To:</b>	Shannon Holmes, Public Works Director City of Livingston		
<b>From:</b>	Keith Waring, PE		
<b>Subject:</b>	Sheep Mountain Residence Preliminay PUD Engineering Comments		

Shannon,

I have reviewed the Sheep Mountain Residence Preliminary PUD submittal. As discussed we are only reviewing for general acceptance of the concept of the project. This review is not intended to be all inclusive or an acceptance of everything shown on the concept drawings. A full review will be conducted upon receiving final design drawings from the developer’s engineer. The issues raised below should be considered and addressed prior to moving forward to that phase of the development.

**1. Irrigation Ditch**

- a. The development impacts an existing irrigation ditch that the developer has indicated terminates on the property. The final submittal will need to address the quantity of water that the ditch company has legal right to either pass through the property or retained on the property. The developer will need to provide the written agreement between the property owner and the ditch company that states what these quantites are and how they are agreed to be handled and what impacts they will have to the property/proposed development and any downstream impacts to other landowners or the City.
- b. Who is resposible for maintaining the proposed swale needs to be identified in the agreement with the ditch company. What is the proposed O&M of the swale and how is water going to be diverted without flooding anyone if the inifiltration swale fails?

**2. Storm Water**

- a. The existing subdivision storm pond goes through a grassy swale for treatment of contaminants in the storm water. The new storm water plan will be discharging water straight from asphalt surfaces to the ground water. The

developer will need to address how storm water will be treated in conformance with City of Livingston and DEQ standards.

- b. The existing subdivision has a easement and treatment facilities that are on this property that it is the responsibility of the subdivision to maintain. The proposed plan changes the system from an easily maintained storm water pond to an underground discharge system. In the event that the underground system becomes clogged, who is the developer proposing is responsible for maintaining the storm water facility? How is the developer proposing to put in place enforcement procedures to make sure operation and maintenance of the facilities is maintained? If the existing HOA is still going to be responsible for maintenance of the storm water system, then an agreement between the HOA and the developer needs to be provided. If the property is going to be responsible then the funding, O&M of the facility will need to be laid out for approval.
        - c. Ground water monitoring may be required based on the design depth of the facilities as the NRCS information says that groundwater can be as high as 6 feet in the area.
        - d. Infiltration rates will need to be verified with percolation tests.
        - e. 100 year overflow will need to be contained to easement/directed into roadside ditch shown
        - f. Any changes to offsite storm water will need to be addressed and shown to be in compliance with City and DEQ design requirements. Culvert for Miles Street extension may need a manhole...
3. **Parking spaces-** I didn't check to verify that in conformance with the Code
4. **Traffic** -No traffic report comments.
5. Water comments:
  - a. The fire chief is requesting a fire hydrant in the south parking lot. A fire hydrant extension/easement between the two buildings seems the easiest way to provide this.
  - b. All existing water services that are not going to be used will need to be abandoned at the main.
  - c. FDC's will need to be provided for fire services per fire chief.
  - d. All water final design plans will be reviewed upon submittal for final approval.
6. **Sewer-** no comments based on preliminary report. All sewer final design plans will be reviewed upon submittal for final approval.
7. **Street-**Will need to discuss asphalt patching on Miles Street during design phase. Handi-cap ramps on Miles Street will need to be discussed during design phase. All approach and street final design plans will be reviewed upon submittal for final approval.

**From:** [Adam Ballew](#)  
**To:** [Jennifer Severson](#); [Shannon Holmes](#); [Jim Woodhull](#); [Josh Chabalowski](#); [Wayne Hard](#); [Planning](#)  
**Subject:** RE: Referral Request for Sheep Mountain Planned Unit Development (PUD) - 101/ 103/ 105 Brookstone St  
**Date:** Thursday, May 22, 2025 2:40:23 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)

---

Jen,

Comment/question on compact parking – Can the curb be pushed 2' to the West to make them 18'?

Thanks,  
Adam



**Adam Ballew | Project Manager**

Livingston Public Works Department  
330 Bennett Street  
Livingston, MT 59047  
406.222.5667  
[LivingstonMontana.org](http://LivingstonMontana.org)

---

**From:** Jennifer Severson <jseverson@livingstonmontana.org>  
**Sent:** Tuesday, May 6, 2025 2:45 PM  
**To:** Shannon Holmes <sholmes@livingstonmontana.org>; Jim Woodhull <jwoodhull@livingstonmontana.org>; Josh Chabalowski <firechief@livingstonmontana.org>; Wayne Hard <whard@livingstonmontana.org>; Planning <Planning@parkcounty.org>  
**Cc:** Adam Ballew <aballew@livingstonmontana.org>  
**Subject:** RE: Referral Request for Sheep Mountain Planned Unit Development (PUD) - 101/ 103/ 105 Brookstone St

Good Afternoon,

Can you please send me any comments or concerns about this proposed PUD at your earliest convenience? I've attached four slightly updated sheets sent by the applicant since I emailed you the original application pkt (also attached). If you have no concerns or comments, I would appreciate if you could please just shoot me an email stating this so I can include with my staff report.

Thanks much!

**Jennifer Severson – Planning Director**

City of Livingston  
(406) 222-4903

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**From:** Jennifer Severson  
**Sent:** Friday, April 25, 2025 4:57 PM

**From:** [Josh Chabalowski](#)  
**To:** [Jennifer Severson](#); [Shannon Holmes](#); [Jim Woodhull](#); [Wayne Hard](#); [Planning](#)  
**Cc:** [Adam Ballew](#)  
**Subject:** RE: Referral Request for Sheep Mountain Planned Unit Development (PUD) - 101/ 103/ 105 Brookstone St  
**Date:** Wednesday, May 7, 2025 11:03:13 AM  
**Attachments:** [SHEEPMOUNTAINBROOKSTONE 5.7.2025.pdf](#)  
[image003.png](#)

---

See my attached drawing notes on top of the previous "lighting" slide. I highlighted the need for an additional hydrant location.

As long as the building is fully sprinkled, has sufficient fire alarm/KNOX box entry/fire protection/smoke & heat detection/ emergency exit lighting, and the aforementioned hydrant addition, I am good.

Josh Chabalowski  
 Fire Chief  
 Livingston Fire Rescue  
 414 East Callender St  
 Livingston, MT 59047  
 P: (406) 222-2061  
 C: (813) 751-6911  
[Firechief@livingstonmontana.org](mailto:Firechief@livingstonmontana.org)

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**From:** Jennifer Severson <jseverson@livingstonmontana.org>  
**Sent:** Tuesday, May 6, 2025 2:45 PM  
**To:** Shannon Holmes <sholmes@livingstonmontana.org>; Jim Woodhull <jwoodhull@livingstonmontana.org>; Josh Chabalowski <firechief@livingstonmontana.org>; Wayne Hard <whard@livingstonmontana.org>; Planning <Planning@parkcounty.org>  
**Cc:** Adam Ballew <aballew@livingstonmontana.org>  
**Subject:** RE: Referral Request for Sheep Mountain Planned Unit Development (PUD) - 101/ 103/ 105 Brookstone St

Good Afternoon,

Can you please send me any comments or concerns about this proposed PUD at your earliest convenience? I've attached four slightly updated sheets sent by the applicant since I emailed you the original application pkt (also attached). If you have no concerns or comments, I would appreciate if you could please just shoot me an email stating this so I can include with my staff report.

Thanks much!

**Jennifer Severson – Planning Director**

City of Livingston

(406) 222-4903

---

**From:** Jennifer Severson

**Sent:** Friday, April 25, 2025 4:57 PM

**To:** Shannon Holmes <[sholmes@livingstonmontana.org](mailto:sholmes@livingstonmontana.org)>; Jim Woodhull <[jwoodhull@livingstonmontana.org](mailto:jwoodhull@livingstonmontana.org)>; Josh Chabalowski <[firechief@livingstonmontana.org](mailto:firechief@livingstonmontana.org)>; Wayne Hard <[whard@livingstonmontana.org](mailto:whard@livingstonmontana.org)>; Planning <[Planning@parkcounty.org](mailto:Planning@parkcounty.org)>

**Cc:** Adam Ballew <[aballew@livingstonmontana.org](mailto:aballew@livingstonmontana.org)>

**Subject:** Referral Request for Sheep Mountain Planned Unit Development (PUD) - 101/ 103/ 105 Brookstone St

Good Afternoon,

Please see attached an application for the Sheep Mountain PUD. Can you please review the information and let me know if you have questions, concerns, or would like the applicant to provide additional details?

If possible, **please provide your response by Monday May 5<sup>th</sup>**. If you don't have any questions/ concerns/ comments, I'd appreciate if you could please respond by email to me and let me know that.

Have a great weekend all!

Jennifer

**Jennifer Severson, AICP – Planning Director**

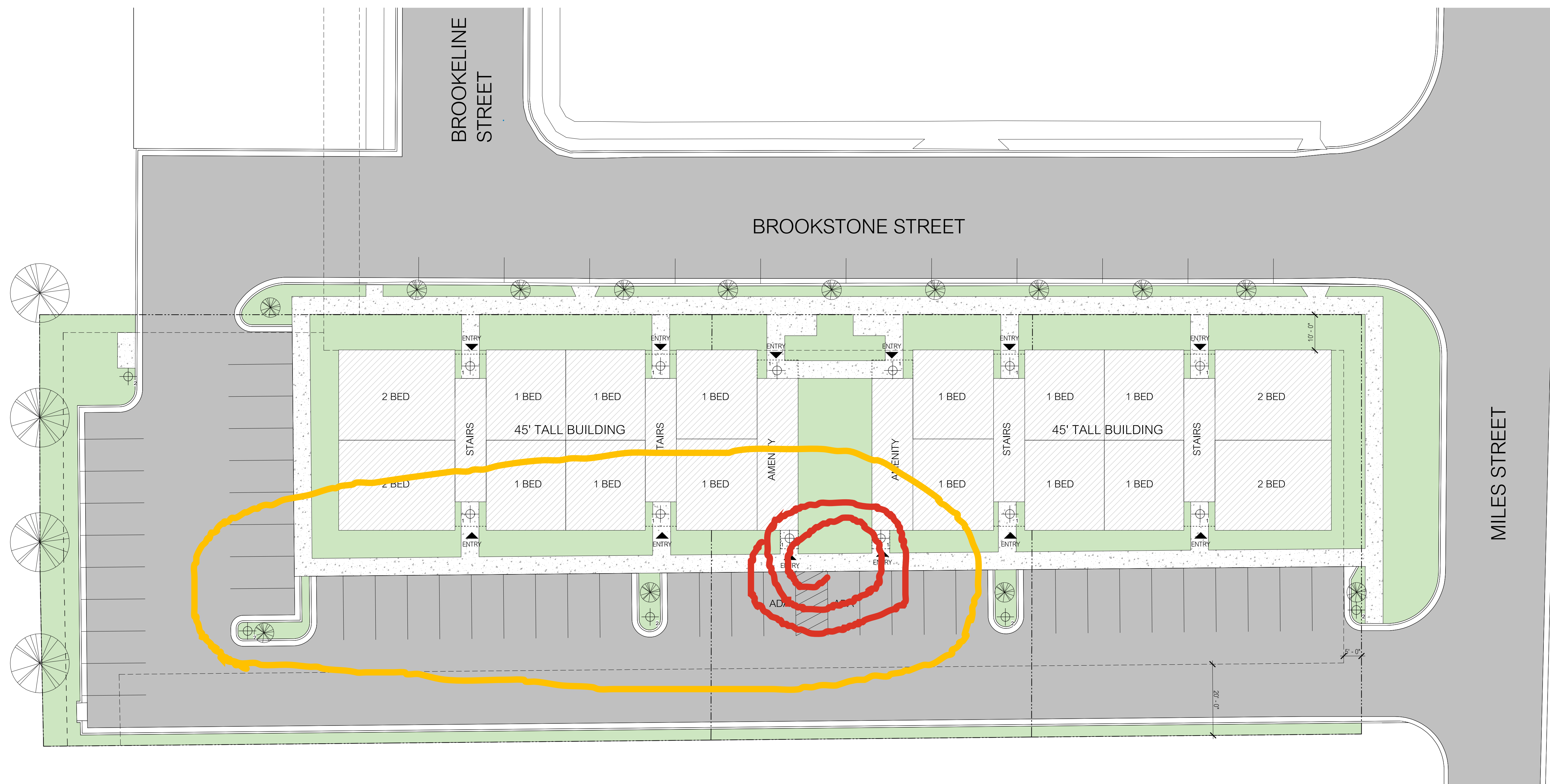
City of Livingston

220 E. Park St.

Livingston, MT 59047



(406) 222-4903

[jseverson@livingstonmontana.org](mailto:jseverson@livingstonmontana.org)



1//A10 SITE PLAN  
1/16" = 1'-0"

### LIGHTING LEGEND

- |   |   |
|---|---|
|  | EXTERIOR SURFACE MOUNT LED DOWNLIGHT      |
|  | EXTERIOR LED BOLLARD PARKING LOT LIGHTING |

ALL SITE LIGHTING TO COMPLY WITH LIVINGSTON MUNICIPAL CODE CHAPTER 18

**ΔSPEKT.**  
ARCHITECTURE & DESIGN

1103 North Pinecrest Dr.  
Bozeman, MT 59715  
aspektarch.com  
406.317.5333

PRELIMINARY  
NOT FOR  
CONSTRUCTION

## REVISIONS

## PROJECT

LAH  
SHEEP MOUNTAIN  
RESIDENCE

101, 103, 105 BROOKESTONE ST,  
LIVINGSTON, MT 59047

## SHEET

SITE LIGHTING PLAN  
04.15.2025

A10

© 2025 ASPEKT ARCHITECTURE LLC



**From:** [Jim Woodhull](#)  
**To:** [Jennifer Severson](#)  
**Subject:** RE: Referral Request for Sheep Mountain Planned Unit Development (PUD) - 101/ 103/ 105 Brookstone St  
**Date:** Tuesday, May 6, 2025 3:03:09 PM  
**Attachments:** [image002.png](#)

---

No concerns for the Building Dept.

---

**From:** Jennifer Severson  
**Sent:** Tuesday, May 6, 2025 2:45 PM  
**To:** Shannon Holmes <[sholmes@livingstonmontana.org](mailto:sholmes@livingstonmontana.org)>; Jim Woodhull <[jwoodhull@livingstonmontana.org](mailto:jwoodhull@livingstonmontana.org)>; Josh Chabalowski <[firechief@livingstonmontana.org](mailto:firechief@livingstonmontana.org)>; Wayne Hard <[whard@livingstonmontana.org](mailto:whard@livingstonmontana.org)>; Planning <[Planning@parkcounty.org](mailto:Planning@parkcounty.org)>  
**Cc:** Adam Ballew <[aballew@livingstonmontana.org](mailto:aballew@livingstonmontana.org)>  
**Subject:** RE: Referral Request for Sheep Mountain Planned Unit Development (PUD) - 101/ 103/ 105 Brookstone St

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**Jennifer Severson – Planning Director**

City of Livingston  
 (406) 222-4903

---

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**Sent:** Friday, April 25, 2025 4:57 PM  
**To:** Shannon Holmes <[sholmes@livingstonmontana.org](mailto:sholmes@livingstonmontana.org)>; Jim Woodhull <[jwoodhull@livingstonmontana.org](mailto:jwoodhull@livingstonmontana.org)>; Josh Chabalowski <[firechief@livingstonmontana.org](mailto:firechief@livingstonmontana.org)>; Wayne Hard <[whard@livingstonmontana.org](mailto:whard@livingstonmontana.org)>; Planning <[Planning@parkcounty.org](mailto:Planning@parkcounty.org)>  
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Good Afternoon,

Please see attached an application for the Sheep Mountain PUD. Can you please review the information and let me know if you have questions, concerns, or would like the applicant to provide additional details?

If possible, **please provide your response by Monday May 5<sup>th</sup>**. If you don't have any questions/ concerns/ comments, I'd appreciate if you could please respond by email to me and let me know

that.

Have a great weekend all!

Jennifer

**Jennifer Severson, AICP – Planning Director**

City of Livingston

220 E. Park St.

Livingston, MT 59047

(406) 222-4903

[jseverson@livingstonmontana.org](mailto:jseverson@livingstonmontana.org)





**REV. MELISSA JOHANSEN**

405 Brookline Street, Unit B | 630.981.7910 | johansenmelissa@gmail.com

**June 4, 2025**

Livingston Consolidated Land Use Board  
220 E. Park Street  
Livingston, MT 59047

**Dear Members of the Livingston Consolidated Land Use Board:**

I am writing in support of the proposed Sheep Mountain Residences development. I have lived in Livingston and on Brookline Street for the past nearly four years. I was really excited to hear about this proposed project for a number of reasons. I drive past these currently vacant lots at least a couple of times a day and I am looking forward these lots being developed rather than the current eyesore the vacant lots are right now. The proposed design of the buildings will go well with the existing Brookstone development on Brookline and Miles Streets. I'm looking forward to have a new vibrant community of people living just at the end of my street.

Although this letter reflects only my personal thoughts and I do not speak for my places of employment, through my work in Livingston, I have learned a lot about community needs. Through hearing from a variety of non-profit organizations in Livingston and Park County and through reading reports on community needs, it is clear that more housing is urgently needed. I am glad this project will provide a place for 48 households to live. I am especially pleased that this project will offer affordable housing through the LIHTC program. Over the years I have lived and worked in Livingston, I have become aware of quite a few individuals and families who have struggled to make ends meet with the extreme cost of most housing in Livingston. This will offer a much needed alternative for some households. When I attended the information session on May 21, I was very impressed with the developer's concern and focus on creating places of residence that would offer dignity for those living there. As a member of this community, I want all people who live in Livingston to be able to live in dignified housing where they are able to thrive.

Through working in a retail/service industry job in Livingston that serves both residents and tourists, I have learned how hard it is for my coworkers to get and keep housing they can afford. I am really glad that this housing will serve some of the people in working in Livingston in retail/service industry jobs so that the needs of the residents and tourists will be able to be met by these vital workers. Knowing that it is sometimes difficult for my employers to find workers, I hope this project will help keep up with the increased demand for housing units for workforce housing. It's also reassuring to know my current and potential future coworkers will have this great housing option.

Thank you for your consideration of this vital development for the future of Livingston and the people living and working here!

Sincerely,

**Rev. Melissa Johansen**

# Boundary

## ΔSPEKT.

ARCHITECTURE & DESIGN

## Sheep Mountain Residences

Affordable Housing Action Plan

*APRIL 2025*



## PROJECT SUMMARY

The Sheep Mountain Residences PUD proposes new multi-family housing on three parcels located along Brookestone St. in the North-East area of Livingston, and includes 48 units of affordable housing. Two buildings will occupy three aggregated lots. Each building will be a 3-story apartment building which provides a total of 48 units, 100% of which are affordable housing units.

All 48 units will be offered at or below 60% AMI thresholds. All units will meet the city's requirements for Affordable Housing as identified as a Public Benefit in Livingston Municipal Code Sec. 30.47.D.1.b.i . All units offered will be contractually obligated, by way of a written plan, to assure ongoing affordability to the affordable housing agency for a period of not less than 50 years.

**AFFORDABLE HOUSING SUMMARY**

Both buildings will provide a total of 48 units for rent, 100% of which will be affordable dwellings meeting the criteria of Livingston Municipal Code Sec. 30.47.D.1.b.i. Building 1 will provide 17 units with rental rates at 50% of AMI thresholds and 7 units at 60% of AMI thresholds. Building 2 provides 24 affordable dwelling units for rent at 60% of AMI thresholds.

All units in the Project will be rent restricted for a period of 50 years and will comply with the affordability levels established by the U.S Department of Housing and Urban Development (HUD) and administered by the Montana Board of Housing. The federal and state programs will monitor and ensure the project is complying with resident income and allowable rents. HRDC is a co-general partner in the Project and will serve as the property manager and will be responsible for compliance.

<u>TYPE OF HOUSING (OWNERSHIP)- PERCENTAGE OF AMI</u>	<u>UNIT QTY.</u>	<u>% OF HOMES</u>	<u>DURATION</u>
Multi-Household Dwellings (Rental) - 50% of AMI (PHASE 1)	17	35.42%	50 YEARS
Multi-Household Dwellings (Rental) - 60% of AMI (PHASE 1)	31	64.59%	50 YEARS
<b>TOTAL</b>	<b>48</b>	<b>100%</b>	

Specifically, this application seeks to utilize the following incentives:

- Residential Density Bonus - 25% (30.47.D.1.a.i.)
- Waived impact fees (30.47.D.1.a.iii.)

**AFFORDABLE UNIT MATRIX**

UNITS AT 50% AMI	% OF HOMES	UNIT QTY.	UNIT SIZE (SF)	RENT (MONTHLY)
One Bedroom	22.92%	11	528	\$ 901
Two Bedroom	8.33%	4	768	\$ 1,081
Three Bedroom	4.17%	2	1,104	\$ 1,249
<b>Total</b>	<b>35.42%</b>	<b>17</b>		
UNITS AT 60% AMI				
1 Bedroom	43.75%	21	528	\$ 1,081
2 Bedroom	16.66%	8	768	\$ 1,297
3 Bedroom	4.17%	2	1,104	\$ 1,499
<b>Total</b>	<b>64.59%</b>	<b>31</b>		
<hr/>				
<b>TOTAL</b>	<b>100%</b>	<b>48</b>		

Note: Rents shown are gross rents. utilities paid directly by the tenant are deducted from rent pursuant to HUD and MBOH requirements.

**From:** [Jennifer Severson](#)  
**Bcc:** [Baily Goodwine](#); [Becky Moores](#); [Caitlin Chiller](#); [Forrest Huisman](#); [Frank O'Connor](#); [Jessie Wilcox](#); [John Kalmon](#); [Quentin Schwarz](#)  
**Subject:** FW: Additional information to share with CLUB members  
**Date:** Wednesday, June 18, 2025 4:44:00 PM

---

Good Afternoon,

Please see information below from Katherine Daly at Park County Housing Coalition in response to questions about the Sheep Mountain PUD that came up during last Wednesday's LUB meeting.

Cheers!

### **Jennifer Severson – Planning Director**

City of Livingston  
 (406) 222-4903

---

**From:** Katherine Daly <kdaly@thehrdc.org>  
**Sent:** Thursday, June 12, 2025 8:57 AM  
**To:** Jennifer Severson <jseverson@livingstonmontana.org>  
**Subject:** Additional information to share with CLUB members

Good morning, Jennifer.

I am writing to follow up on questions I heard from the Consolidated Land Use Board Members during and after last night's meeting.

If you could please forward this additional information along to the board, I would greatly appreciate it. Please let me know if there are other questions that would be helpful for me to address.

### **Q: Additional information about the LIHTC program**

This explainer from Shelterforce is fantastic: <https://shelterforce.org/2023/11/30/lihtc-for-regular-people/>

### **Q: HRDC's property management experience in Livingston and local staff**

HRDC's property management arm, RPM, manages the following rental properties in Livingston. Those with asterisks next to them included LIHTC financing:

- \*Bluebunch Flats (37 rent-restricted apartments)
- Livingston Cottages (12 rent-restricted tiny homes)
- \*Miles Building (40 apartments designated for elderly and disabled households)
- \*Sherwood Inn (49 apartments designated for elderly and disabled households)
- Summit Place (8 apartments designated for disabled households)

RPM's Livingston-based team includes a Program Manager, a Site Manager, an Assistant Site Manager, and two Property Maintenance Coordinators.

HRDC also operates the [Southwest Montana Community Housing Trust](#) to support access to home ownership. The trust stewards 12 land trust homes near the Livingston Cottages, as well as two additional homes on Livingston's east side.

**Q: Where can I find a video of the Coalition's 2024 work plan presentation**

Here's a direct link to the video: [https://www.canva.com/design/DAF-MeqZG3Q/50gWSfpsVGOHEP7NFw4bRw/view?utm\\_content=DAF-MeqZG3Q&utm\\_campaign=designshare&utm\\_medium=link&utm\\_source=recording\\_view](https://www.canva.com/design/DAF-MeqZG3Q/50gWSfpsVGOHEP7NFw4bRw/view?utm_content=DAF-MeqZG3Q&utm_campaign=designshare&utm_medium=link&utm_source=recording_view), which can also be found on the Coalition's website at the bottom of this page: <https://www.parkcountyhousing.com/projects-3>.

**Q: Is there research supporting the link between healthy housing and wellbeing?**

Here's a link to Housing as a determinant of health equity: A conceptual model, a 2019 paper published in *Social Science & Medicine*. The authors identify four housing-related factors (a home's cost to its residents, its physical condition, its neighborhood context, and the residential continuity it offers) that have demonstrated impacts on health equity outcomes: <https://www.sciencedirect.com/science/article/abs/pii/S0277953619305659>. If anyone would like a full copy of the article, I can share that with them.

Thank you!

Katherine

**Katherine Daly**

*Park County Housing Coalition Program Manager  
She/They*

**p:** (406) 723-1941

**w:** [www.parkcountyhousing.com](http://www.parkcountyhousing.com)

**w:** [www.thehrdc.org](http://www.thehrdc.org)

121 S 2nd Street | Livingston, MT 59047

**File Attachments for Item:**

**H. AUTHORIZATION OF COMMENTS FOR LOW-INCOME HOUSING TAX CREDIT APPLICATION**





LivingstonMontana.org | PublicComment@LivingstonMontana.org | 406.823.6000

**DATE:** August 19, 2025  
**TO:** Chair Schwarz and City Commissioners  
**FROM:** Grant Gager, City Manager  
**RE:** Staff Report for Montana Board of Housing

---

### **Recommendation and Summary**

The City Manager is presenting a draft letter to the Montana Board of Housing providing comments on the Sheep Mountain Planned Unit Development's Low-Income Housing Tax Credit application. The Commission may approve issuance of the letter by adopting the following motion:

**"I move to approve the letter [as drafted or with changes] and authorize the Chair to sign."**

The reasons for the recommendation are as follows:

- The Montana Board of Housing has requested comments from the City on a Low-Income Housing Tax Credit application that has been submitted.

### **Introduction and History**

During the August 18 2025, City Commission meeting, the City Commission will contemplate the second reading of Ordinance 3062 which would provide final approval for the Sheep Mountain Planned Unit Development project. The first reading of the Ordinance was unanimously approved on July 1, 2025.

### **Analysis**

The Montana Board of Housing has submitted a letter to the City requesting comment on a Low-Income Housing Tax Credit application submitted by the Sheep Mountain applicant to support the development of income-restricted affordable housing units. A draft letter has been provided for the City Commission's review that details the project's alignment with City policies and goals.

### **Fiscal Impact**

There is no fiscal impact arising from the letter.

**Strategic Alignment**

Support for affordable housing is included in the City of Livingston Growth Policy

**Attachments**

- Attachment A: Board of Housing Request for Comment
- Attachment B: Draft Letter



August 11, 2025

Quentin Schwarz  
City Commission  
220 E. Park St  
Livingston, MT 59047  
QSchwarz@livingstonmontana.org

RE: Requesting Comments for Project listed below

Sheep Mountain Residences (9%)

Dear City Commission:

The Montana Board of Housing (MBOH) administers the Low-Income Housing Tax Credit Program in the State of Montana. Congress established the Low-Income Housing Tax Credit with the provisions of the Tax Reform Act of 1986 to provide for retention, rehabilitation, and construction of rental housing for low-income individuals and families.

The Montana Board of Housing has received an application for a project in your area. The project's details are:

- Sheep Mountain Residences (9%)
- 101 Brookstone Street Livingston, MT
- Unit Targeting:

17 Of the units will have rents based on 50% or less of Area Median Income  
Tenants

7 Of the units will have rents based on 50% or less of Area Median Income  
Tenants

We are writing because we are extremely interested in any comments you may have regarding the project(s). We realize you may have expressed support for this project previously; however, we are required to request comments independently each round.





The input from the local communities is critical to our review process. Any comments you or your staff may have would be extremely helpful.

We would appreciate a response as soon as you can.

If you have any questions, please contact Jason Hanson at [jason.hanson@mt.gov](mailto:jason.hanson@mt.gov) or call the number below.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Hanson", with a long horizontal flourish extending to the right.

Jason Hanson  
Multifamily Program Manager  
Montana Board of Housing  
406-841-2845





August 19, 2025

Jason Hanson  
Montana Board of Housing  
P.O. Box 200528  
Helena, MT 59620-0528

**CITY OF LIVINGSTON**

220 E. Park Street  
Livingston, MT 59047  
406.823.6000  
LivingstonMontana.org

Subject: Sheep Mountain Residences (9%) Application

Mr. Hanson,

This letter is in response to your letter of August 11, 2025, requesting comment on the above noted application to the State of Montana's Low-Income Housing Tax Credit Program.

The City Commission provided final approval to the Sheep Mountain Residences project at its meeting on August 19, 2025. In doing so, the Commission determined that the project is congruent with many policies and goals of the City, including the 2021 Growth Policy which supports both in-fill development and affordable housing. Moreover, the project is located in an area of the City with recently upgraded utilities, access to parks and fixed-route transit service. And, given the Community's recent decrease in affordability of housing, the income-restricted units in the project will provide much-needed inventory of housing units to our workforce.

In summary, this is a Community-supported project in a well-served location at a pivotal time and the City Commission urges the Board to approve the application that has been submitted.

Warm Regards,

Quentin Schwarz  
Chair, City Commission

**File Attachments for Item:**

**I. DISCUSSION OF PROCESS FOR PLACING PROCLAMATIONS ON CITY COMMISSION AGENDA**



LivingstonMontana.org | PublicComment@LivingstonMontana.org | 406.823.6000

**DATE:** August 19, 2025  
**TO:** Livingston City Commission  
**FROM:** Grant Gager  
**RE:** Staff Report for Discussion of City Commission Proclamation Process

---

### **Recommendation and Summary**

Staff is providing the Commission information regarding the approval of Proclamations at the request of the City Commission. The Commission may provide direction to the City Manager, as desired.

The reasons for the discussion are as follows:

- Two City Commissioners requested a discussion on the approval of Proclamations.

### **Introduction and History**

This discussion follows a request by two City Commissioners during a public Commission meeting. The Commissioners asked staff to review the process for both community members and City Commissioners to request proclamations. While proclamations have historically been presented at the City Manager's discretion, there has not been a formal process for evaluating requests.

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.

### **Analysis**

The Commission has requested a discussion regarding proclamations, the process for placing them on the agenda and general conditions under which a proclamation may be read. Several cities in Montana have policies on the submission and approval of proclamations and a sample of such a policy is attached.

### **Fiscal Impact**

There is no significant fiscal impact associated with adoption of this policy.



### **Strategic Alignment**

This policy supports the City's goal of providing clear and consistent procedures for public interaction with the Commission.

### **Attachments**

- Attachment A: Proclamation Policies of Other Montana Cities



# CITY OF GREAT FALLS MONTANA

## Proclamation Requests

### 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]  
Sue Dickenson Day [August 23, 2025]

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## 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)
-  Sue Dickenson Day {August 23, 2025} (126 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 \*

## CITY CLERK

## CONTACT INFORMATION

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

[View Full Contact Details](#)[Home](#) [Contact Us](#) [Sitemap](#) [Disclaimer](#) [Staff Login](#)

City of Great Falls | P.O. Box 5021 | Great Falls, MT 59403

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## Mayor Proclamation Guidelines

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.

Submission of a proclamation request does not guarantee issuance. Due to the volume of submissions we receive, we cannot grant every request. However, we want to recognize and honor your organization's outstanding contributions, commitment, and excellence to our community. **Mayoral letters** are an alternative and may be issued when the criteria for a proclamation are not met.

For questions or additional information please contact the [Bozeman City Clerk's Office](#) or at [406.582.2320](tel:406.582.2320).

## How To Submit A Letter

### MAYORAL PROCLAMATIONS

#### 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

**Required Proclamation Information**

- Contact person's first and last name, address, and telephone number.
- A brief summary and/or background of the event or organization.
- The name and date (s) of the day, week, month or event to be proclaimed.
- Draft text for the proclamation, including 4-6 "whereas" clauses (please limit to one page/300 words)
- A date when the proclamation is needed.

[Submit a Mayoral Proclamation Request](#)

**MAYORAL LETTERS**

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