



Livingston City Commission Agenda

May 17, 2016

6:30 PM

City – County Complex, Community Room

1. Call to Order

2. Roll Call

3. Moment of Silence

4. Pledge of Allegiance

5. Consent Items

- A. CONSENT -- APPROVE MINUTES FROM 5.3.16 CITY COMMISSION MEETING Page 5
- B. CONSENT – APPROVE BILLS AND CLAIMS FOR 1st HALF OF MAY 2016 Page 9
- C. CONSENT -- RATIFY CLAIM Page 18
- D. CONSENT - APPROVE JOE PARRIOT TO THE CITY PLANNING BOARD Page 20
- E. CONSENT - APPROVE VICKI BLAKEMEN TO THE CITY PLANNING BOARD Page 22
- F. CONSENT - APPROVE MARK REHDER TO THE CITY PLANNING BOARD Page 24

6. Proclamations

7. Scheduled Public Comment

- A. SCHEDULED PUBLIC COMMENT -- LARRY TEETER FROM THE LIVINGSTON TENNIS ASSOCIATION
- B. SCHEDULED PUBLIC COMMENT - PATRICIA GRABOW REGARDING THE 2016 NATIONAL PARKS CENTENNIAL CELEBRATION AND LIVINGSTON DOWNTOWN ECONOMIC ENHANCEMENT PROJECT

8. Public Hearings

9. Ordinances

10. Resolutions

- A. RESOLUTION NO. 4656 -- A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN A CUSTOMER SERVICE AGREEMENT WITH BILLING DOCUMENT SPECIALISTS FOR ONLINE BILL PAY SERVICES. Page 26
- B. RESOLUTION NO. 4655 -- A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN 911 DISPATCH SERVICE AGREEMENT WITH INDUSTRIAL COMMUNICATIONS & ELECTRONICS. Page 38

11. Action Items

- A. DISCUSS/APPROVE/DENY - REPAINTING THE WARMING HUT TO BE COMPLETED BY THE LIVINGSTON PARK AND RECREATION SUMMER CAMPS Page 47
- B. DISCUSS/ APPROVE/ DENY - POWER WASHING AND REPAINTING OF THE B STREET UNDERPASS
- C. DISCUSS/APPROVE/DENY -- 2017-2021 CAPITAL IMPROVEMENT PLAN (CIP)
 - Copies for City Commissioners will be made available separately.
 - Public copies available at the City Finance Office for a fee.
- D. DISCUSS/APPROVE/DENY - REQUESTED FEE REDUCTION FOR THE HOOT EVENT
- E. DISCUSS/APPROVE/DENY - URBAN FOREST MANAGEMENT PLAN Page 54
- F. DISCUSS/APPROVE/DENY - COMMISSION APPROACH TO ALLOCATING SKILLMAN TRUST FUNDS Page 100
- G. DISCUSS/APPROVE/DENY - LISA REQUEST FOR FUNDING FOR NORTHSIDE PARK AND SOCCER FIELDS PROJECT Page 103

12. City Manager Comment

13. City Commission Comments

14. Public Comments

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).

15. Adjournment

16. Calendar of Events

May 17, 2016 - 6:30 p.m. City Commission Meeting, Community Room, City-County Complex

May 18, 2016 - 8:30 a.m. Urban Renewal Agency, Livingston/Park County Library - Teen Room

May 18, 2016 - 4:30 - 6:30 p.m. Interview with Sidney Mitchell for Livingston City Manager, Community Room, City-County Complex

May 18, 2016 - 5:00 p.m. Planning Committee, District Court Chambers, City-County Complex

May 23 through 27, 2016, - Annual Public Works Week

May 26 -

11:00 a.m. - 3:00 p.m. - Equipment demonstration, display of snowplows painted by students, and information booths

11:00 a.m. - 1:00 p.m. - Hamburgers and Hot dogs served up by Public Works Staff

May 25, 2016 - 6:30 p.m. - Parks and Trails Committee, Community Room, City-County Complex

May 30, 2016 HOLIDAY, CITY OFFICES CLOSED

June 4, 2016 - 8:30 a.m. Parks and Trails Clean Up - Civic Center

June 7, 2016 - 6:30 p.m. City Commission Meeting, Community Room, City-County Complex

Supplemental Material

SUPPLEMENTAL -- DISPATCH MONTHLY REPORT FROM APRIL 2016

SUPPLEMENTAL -- MONTHLY POLICE REPORT FROM APRIL 2016

SUPPLEMENTAL -- PUBLIC WORKS MONTHLY REPORT FROM APRIL 2016

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.

Backup material for agenda item:

- A. CONSENT -- APPROVE MINUTES FROM REGULAR 5.3.16 CITY COMMISSION MEETING**

MINUTES

Livingston City Commission
Tuesday, May 3, 2016
6:30 p.m.
City- County Complex, Community Room

1. Call to Order Roll Call

- Bennett, Hoglund, Friedman, Schwarz and Sandberg were present.

2. Moment of Silence

3. Pledge of allegiance

4. Consent Items (00:02:10)

A. Approve Minutes from 4.19.16 Regular Commission Meeting

B. Approve Bills and Claims 2nd Half of April 2016

C. Approve 3rd Quarter Pledged Securities Report

D. Approve Christopher Newhouse to the Parks & Trails Committee

- Friedman made a motion to approve Consent Items A-D. Hoglund seconded.
 - All in favor, motion passed 5-0.

5. Proclamations

A. PROCLAMATION – DECLARING THE WEEK OF MAY 1 THROUGH MAY 7, 2016 AS YOUTH WEEK IN THE CITY OF LIVINGSTON, MONTANA (00:02:34)

B. PROCLAMATION -DECLARING MAY 6, 2016 TO BE ARBOR DAY IN THE CITY OF LIVINGSTON, MONTANA (00:06:10)

C. PROCLAMATION -- DECLARING THE WEEK OF MAY 23rd THROUGH MAY 27th, 2016 TO BE PUBLIC WORKS WEEK IN THE CITY OF LIVINGSTON, MONTANA (00:07:50)

6. Scheduled Public Comment

A. SCHEDULED PUBLIC COMMENT -- KARLA PETTIT, URBAN RENEWAL AGENCY (URA) CHAIR, REGARDING POTENTIAL PER DIEM FOR URA BOARD MEMBERS ATTENDING EVENTS, AS WELL AS DISCUSSION ABOUT UNDERPASS (00:08:38)

- Bob Ebinger made comments (00:16:30, 00:21:14)

- Hogleund made a motion to bring back the request regarding Per Diem as an Action Item at a future Commission meeting. Friedman seconded.
- Hogleund made a motion to discuss funding for remediation of the pigeon clean up at the underpass as an Action Item at a future meeting. Friedman seconded.
- Friedman made a motion to discuss power washing and possible removal of murals in the underpass and on the warming hut building as an Action Item at a future meeting. Schwarz seconded.

7. Public Hearings

8. Ordinances

9. Resolutions

A. RESOLUTION NO. 4653 -- A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE DONATION OF A FORD AMBULANCE TO THE TOWN OF CLYDE PARK, MONTANA AND ITS FIRE DEPARTMENT. (00:30:30)

- Schwarz made a motion to pass Resolution No. 4653. Friedman seconded.
 - All in favor, motion passed 5-0.

10. Action Items

A. DISCUSS/APPROVE/DENY – COLIN LAUDERDALE OF NORTHERN PLAINS ORGANIZATION REGARDING MILLENNIUM BULK TERMINAL (MBT) DRAFT IMPACT STATEMENT (00:34:44)

- Justin Dalby made comments (00:34:54)
- Susan Regele made comments (00:51:51)
- Patricia Grabow made comments (00:53:03)
- Schwarz made a motion to approve the request to sign a letter of support of the request by Northern Plains Organization to be included in an environmental impact study. Hogleund seconded.
 - All in favor, motion passed 5-0.

B. DISCUSS/APPROVE/DENY - CHRIS BASTIAN TO DISCUSS HIS CONCERNS SURROUNDING UNPAVED PORTION OF SUMMIT STREET (00:55:06)

- Item tabled to a future meeting as Chris Bastian not available to testify.

C. DISCUSS/APPROVE/DENY -- FEE WAIVER REQUEST FROM LIVINGSTON AREA CHAMBER OF COMMERCE FOR PARK COUNTY DAYS (01:02:40)

- Leslie Feigel made comments (01:02:42)
- Schwarz made a motion to approve Action Item C. Friedman seconded.
 - All in favor, motion passed 5-0.

D. DISCUSS/APPROVE/DENY -- FEE WAIVER REQUEST FROM LIVINGSTON AREA CHAMBER OF COMMERCE FOR THE HOOT (01:11:22)

- Leslie Feigel made comments (01:11:33)

E. DISCUSS/APPROVE/DENY -- REQUEST FROM URBAN RENEWAL AGENCY (URA) TO REVISIT THE CITY'S PROPOSED CONTRIBUTION OF \$3,000 TO EACH BUILDING OWNER FOR VAULT REHABILITATION OR FILL-IN (01:21:56)

- Karla Pettit made comments (01:22:20)
- Bob Ebinger made comments (01:26:44)

F. DISCUSS/APPROVE/DENY – JULY 5, 2016 CITY COMMISSION MEETING AND WHETHER TO RESCHEDULE OR CANCEL THE MEETING (01:39:16)

- Hoglund made a motion to cancel the July 5, 2016 City Commission Meeting. Friedman seconded.
 - Motion passed 4-1. (Schwarz opposed.)

12. City Manager Comment (01:44:50)

13. City Commission Comments

- Friedman made comments (01:47:04)
- Hoglund made comments (01:47:55)
- Bennett made comments (01:49:26)

14. Public Comments

- Patricia Grabow made comments (01:55:38)

15. Adjournment 8:24 p.m. (01:53:33)

Backup material for agenda item:

B. CONSENT - Approve Bills and Claims for 1st Half of May 2016

For doc #s from 28271 to 28387, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	351033 PARKING	682 CENTRON SERVICES	Parking ticket colle	33.35
1000 GENERAL	410130 CITY COMMISSION	146 LIVINGSTON ENTERPRISE	Vacancies - Planning	88.00
1000 GENERAL	410130 CITY COMMISSION	146 LIVINGSTON ENTERPRISE	Work Session City Co	80.00
1000 GENERAL	410130 CITY COMMISSION	146 LIVINGSTON ENTERPRISE	Board of Trustee	104.50
1000 GENERAL	410130 CITY COMMISSION	3184 MASTERCARD	Office supplies	22.78
1000 GENERAL	410360 CITY JUDGE	3184 MASTERCARD	Judge's annual confe	291.69
1000 GENERAL	410360 CITY JUDGE	3184 MASTERCARD	City Court supplies	394.83
1000 GENERAL	410400 CITY MANAGER	146 LIVINGSTON ENTERPRISE	City Manager Finalis	33.00
1000 GENERAL	410400 CITY MANAGER	146 LIVINGSTON ENTERPRISE	Preliminary Intervie	33.00
1000 GENERAL	410400 CITY MANAGER	146 LIVINGSTON ENTERPRISE	Preliminary Intervie	33.00
1000 GENERAL	410400 CITY MANAGER	3184 MASTERCARD	City Mgr Travel - De	358.95
1000 GENERAL	410400 CITY MANAGER	3184 MASTERCARD	City Mgr Travel - Av	451.52
1000 GENERAL	410540 FINANCE OFFICER	3184 MASTERCARD	Finance dept supplie	212.15
1000 GENERAL	410550 ACCOUNTING	3248 AGENDA PAL	Subscription	150.00
1000 GENERAL	410550 ACCOUNTING	153 POWERS, DIANE	Bank & errands x 24	48.00
1000 GENERAL	410550 ACCOUNTING	3339 CUNNINGHAM, ANNA	Travel-UB training i	105.30
1000 GENERAL	410550 ACCOUNTING	3512 EVANSON, ERICA	Travel-UB training i	31.10
1000 GENERAL	411030 PLANNER	879 VERIZON WIRELESS	Planning	18.70
1000 GENERAL	411030 PLANNER	3184 MASTERCARD	Uline	8.46
1000 GENERAL	411100 CITY ATTORNEY	3184 MASTERCARD	State Bar of MT	395.00
1000 GENERAL	411100 CITY ATTORNEY	3529 KASTING,KAUFFMAN & MERSEN	Selland prosecution	1,363.81
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	14.58
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	8.06
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	22.30
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	20.81
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	16.12
1000 GENERAL	411230 FACILITY MAINTENANCE	3298 EXEC U CARE SERVICES,	April Office cleanin	1,119.42
1000 GENERAL	411230 FACILITY MAINTENANCE	26 LIVINGSTON ACE HARDWARE	- Hinges - drop box	4.99
1000 GENERAL	411230 FACILITY MAINTENANCE	26 LIVINGSTON ACE HARDWARE	- Landscaping - 110 S.	82.87
1000 GENERAL	411230 FACILITY MAINTENANCE	3407 LIVINGSTON DAYCARE, LLC	May 2016 Parking Lot	900.00
1000 GENERAL	411230 FACILITY MAINTENANCE	3407 LIVINGSTON DAYCARE, LLC	June 2016 Parking Lo	900.00
1000 GENERAL	411230 FACILITY MAINTENANCE	272 PARK COUNTY	37% Maintenance supp	44.89
1000 GENERAL	411230 FACILITY MAINTENANCE	102 INDUSTRIAL TOWEL	Rug Maintenance	37.70
1000 GENERAL	411230 FACILITY MAINTENANCE	2357 WARREN WELDING	37% Multi purpose lo	39.18
1000 GENERAL	411230 FACILITY MAINTENANCE	3446 CTA BUILDING, LLP	June Business Office	1,775.00
1000 GENERAL	411230 FACILITY MAINTENANCE	102 INDUSTRIAL TOWEL	Rug Maintenance	21.94
1000 GENERAL	411230 FACILITY MAINTENANCE	2501 D.W. BURNS PLUMBING &	37% Plumbing repairs	353.86
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	162 CENTURYLINK	Finance Office 110 S	354.62
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	272 PARK COUNTY	City Phones	140.60
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	879 VERIZON WIRELESS	Central	61.90
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	879 VERIZON WIRELESS	Central	68.61
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	3440 CHARTER COMMUNICATIONS	414 E. Callender Int	3,118.22
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	3440 CHARTER COMMUNICATIONS	110 S B Street	888.15
1000 GENERAL	411700 CENTRAL STORES	295 BLACK MOUNTAIN SOFTWARE,	UB Interface	500.00
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Toner cartridge - fa	30.74
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Cleaning supplies	44.74
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Friendly reminder st	31.47
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Postage purchase	100.00
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Stamps.com fee	24.99
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	10x 13 Envelopes	21.58
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Vacuum filter, work	17.23
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Toner Cartridge - Xe	244.62

05/10/16
11:24:00

CITY OF LIVINGSTON
Claim Approval by Fund, Account
For the Accounting Period: 5/16

Page: 2
Report ID: AP100Z

For doc #s from 28271 to 28387, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Envelopes	18.50
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Admin supplies	10.55
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Toner cartridges	489.24
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Business license sea	17.90
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Return paper	-68.20
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Backordered toner	-244.62
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Return envelopes	-21.58
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Bathroom tissue	69.98
1000 GENERAL	411700 CENTRAL STORES	1783 J & H OFFICE EQUIPMENT	Canon Copier lease	213.00
1000 GENERAL	411700 CENTRAL STORES	1730 SCHAEFFER MFG CO.	Oil	2,334.05
1000 GENERAL	411700 CENTRAL STORES	3353 STORY DISTRIBUTING	Diesel Fuel 323gal	538.94
1000 GENERAL	420100 OPERATING ACCOUNT	272 PARK COUNTY	Police	75.93
1000 GENERAL	420100 OPERATING ACCOUNT	2426 GRANITETCS, INC	April IT support 1/3	54.00
1000 GENERAL	420100 OPERATING ACCOUNT	2671 COMDATA	April Fuel	1,089.97
1000 GENERAL	420100 OPERATING ACCOUNT	3376 TRANSUNION RISK &	Investigative search	25.00
1000 GENERAL	420100 OPERATING ACCOUNT	2669 WATSON, GEORGE W., PHD	New Hire Evaluation	775.00
1000 GENERAL	420100 OPERATING ACCOUNT	22 ALL SERVICE TIRE &	Vehicle service	41.00
1000 GENERAL	420100 OPERATING ACCOUNT	2945 MONTES AUTO REPAIR, LLC	Vehicle repair	480.00
1000 GENERAL	420100 OPERATING ACCOUNT	2945 MONTES AUTO REPAIR, LLC	Vehicle repair	61.08
1000 GENERAL	420100 OPERATING ACCOUNT	642 MONTANA LAW ENFORCEMENT	Hard MELI training	62.00
1000 GENERAL	420100 OPERATING ACCOUNT	642 MONTANA LAW ENFORCEMENT	Hard MELI training	62.00
1000 GENERAL	420100 OPERATING ACCOUNT	1687 HANSER'S AUTOMOTIVE &	Vehicle Tow -Search	90.00
1000 GENERAL	420100 OPERATING ACCOUNT	3237 WHISTLER TOWING, LLC	Vehicle Tow - Abando	125.00
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	Shoulder patches	263.50
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	Hand sanitizer	21.91
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	Notebooks	21.40
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	DVD	42.98
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	Wall mount folder ho	7.67
1000 GENERAL	420100 OPERATING ACCOUNT	2905 ASPEN	Shelter March & Apri	2,500.00
1000 GENERAL	420400 OPERATING ACCOUNTS	250 INSTY-PRINTS	Chief MacInnes busin	49.95
1000 GENERAL	420400 OPERATING ACCOUNTS	22 ALL SERVICE TIRE &	Tire repair	12.00
1000 GENERAL	420400 OPERATING ACCOUNTS	2671 COMDATA	April Fuel	551.94
1000 GENERAL	420400 OPERATING ACCOUNTS	1986 RDJ SPECIALTIES, INC.	Fire prevention mat'	330.00
1000 GENERAL	420400 OPERATING ACCOUNTS	1986 RDJ SPECIALTIES, INC.	Fire prevention mat'	242.35
1000 GENERAL	420400 OPERATING ACCOUNTS	272 PARK COUNTY	Fire 50%	42.51
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire	150.44
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire	49.62
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire	42.52
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Ben Coffman -Fire Ch	69.49
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire & Recuse	42.52
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire & Recuse	42.52
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire & Recuse	42.52
1000 GENERAL	420400 OPERATING ACCOUNTS	3495 XEROX BUSINESS SERVICES,	Annual fee 3/1/16-3/	2,467.00
1000 GENERAL	420400 OPERATING ACCOUNTS	16 PARISI WESTERN PLUMBING &	Faucet repair kit	7.00
1000 GENERAL	420400 OPERATING ACCOUNTS	3040 PRO RENTALS & SALES, INC.	Repaired K12 saw	32.50
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Uniforms	151.20
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Chief Uniform	54.98
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Streamlite battery	75.98
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Chief Uniform	159.96
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Gilbert lodging - tr	134.84
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Turnouts gear bags	456.87
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Skillpathe Seminar L	299.00

05/10/16
11:24:00

CITY OF LIVINGSTON
Claim Approval by Fund, Account
For the Accounting Period: 5/16

Page: 3
Report ID: AP100Z

For doc #s from 28271 to 28387, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	420403 BUILDING INSPECTION	26 LIVINGSTON ACE HARDWARE	- Tape measure	11.99
1000 GENERAL	420403 BUILDING INSPECTION	162 CENTURYLINK	Building Dept	153.78
1000 GENERAL	420403 BUILDING INSPECTION	879 VERIZON WIRELESS	Code Enforcement	22.96
1000 GENERAL	420403 BUILDING INSPECTION	879 VERIZON WIRELESS	Building dept	13.51
1000 GENERAL	420403 BUILDING INSPECTION	879 VERIZON WIRELESS	Building dept	0.00
1000 GENERAL	420403 BUILDING INSPECTION	2671 COMDATA	Fuel	82.59
1000 GENERAL	430930 CEMETERY OPERATING	146 LIVINGSTON ENTERPRISE	Amend rules & reg	71.50
1000 GENERAL	430930 CEMETERY OPERATING	146 LIVINGSTON ENTERPRISE	Rate change Plot Sal	66.00
1000 GENERAL	430930 CEMETERY OPERATING	146 LIVINGSTON ENTERPRISE	Rate change Plot Sal	71.50
1000 GENERAL	430950 ROAMING OPERATING	879 VERIZON WIRELESS	Cemtery	13.22
1000 GENERAL	430950 ROAMING OPERATING	879 VERIZON WIRELESS	Roaming crew - Jones	22.96
1000 GENERAL	430950 ROAMING OPERATING	879 VERIZON WIRELESS	Parks	22.96
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Uline	61.23
1000 GENERAL	430950 ROAMING OPERATING	3221 BLAKE NURSERY	Trees	299.85
1000 GENERAL	430950 ROAMING OPERATING	2671 COMDATA	Fuel	369.39
1000 GENERAL	430950 ROAMING OPERATING	1814 SPECIAL LUBE	Oil Change	36.00
1000 GENERAL	430950 ROAMING OPERATING	2087 WISPWEST.NET	Internet	44.95
1000 GENERAL	430950 ROAMING OPERATING	3608 REECE DISTRIBUTING	Supplies	71.01
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	879 VERIZON WIRELESS	Animal Control	64.44
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	3184 MASTERCARD	Staples	112.34
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	2671 COMDATA	Fuel	109.53
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	1439 STAFFORD ANIMAL SHELTER	Board, Vac & Euth	1,199.00
1000 GENERAL	460430 PARKS OPERATING	3184 MASTERCARD	Home Depot	474.00
1000 GENERAL	460430 PARKS OPERATING	3184 MASTERCARD	Quill	61.97
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Supplies	18.38
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Angle	29.99
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Vac Bags	8.99
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Supplies	7.99
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Supplies	9.98
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Chisels	22.98
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Fasteners	13.75
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Fasteners	31.92
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Supplies	36.19
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Supplies	10.76
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Supplies	82.26
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Supplies	132.43
1000 GENERAL	460430 PARKS OPERATING	2711 BARCO PRODUCTS COMPANY	Cans, Table & Racks	5,293.31
1000 GENERAL	460430 PARKS OPERATING	2112 CHURCHILL EQUIPMENT CO.,	Tub	94.59
1000 GENERAL	460430 PARKS OPERATING	2112 CHURCHILL EQUIPMENT CO.,	Idler	33.90
1000 GENERAL	460430 PARKS OPERATING	2112 CHURCHILL EQUIPMENT CO.,	Repairs on Grasshopp	202.00
1000 GENERAL	460430 PARKS OPERATING	3040 PRO RENTALS & SALES, INC.	Jitterbug	12.24
1000 GENERAL	460442 CIVIC CENTER ADMIN	468 LIVINGSTON FIRE SERVICE,	Civic Center Emergen	234.40
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	3184 MASTERCARD	Lifeguard Mgmt tra	58.00
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	26 LIVINGSTON ACE HARDWARE	- Supplies	16.65
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	776 KENYON NOBLE	Hammer Bit	19.79
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	162 CENTURYLINK	Civic Center	98.94
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	999999 SIMMONS, GWEN	Reimburse for water	15.23
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	54 GATEWAY OFFICE SUPPLY	Adhesive Labels- Fir	14.49
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	54 GATEWAY OFFICE SUPPLY	Binding mat'l - Gran	60.10
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	54 GATEWAY OFFICE SUPPLY	Credit - binder retu	-15.99
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	54 GATEWAY OFFICE SUPPLY	Binding Mat'ls - Gra	21.76
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	Rec. dept	128.41

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Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	Rec. dept	0.00
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	ATS	37.32
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	ATS	62.18
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	ATS	44.75
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3609 GUENZLER, VICTORIA	Gymnastics April 13h	110.50
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3454 BURNS, CORRIE	Gymnastics April Hou	702.00
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Gardiner Team photo	9.85
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	2 Office chairs	271.70
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Town & County conces	83.13
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Town & County conces	1.57
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Town & County conces	11.89
Total for Fund:				41,415.25
2211 SOCCER FIELDS	411810 CAPITAL IMPROVEMENTS	122 DEPARTMENT OF REVENUE	1% tax Spring Corp	1,620.92
Total for Fund:				1,620.92
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Postage purchase	100.00
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Monthly stamps.com	15.99
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Postage purchase	100.00
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Car Rental - MLA Con	67.99
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Room rental - MLA Co	96.30
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Address labels	14.49
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Certified mail	3.98
Total for Fund:				398.75
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	272 PARK COUNTY	Dispatch	37.45
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	879 VERIZON WIRELESS	Dispatch	27.37
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	306 GLASS, PEGGY	911 Adv board meetin	135.00
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	306 GLASS, PEGGY	911 Adv board meetin	135.00
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	3466 KIRK MICHAELS ARCHITECT,	Dispatch remodel	631.75
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	3449 LEAF	Lease Kyocera copier	27.60
Total for Fund:				994.17
2310 TAX INCREMENT DISTRICT -	470300 ECONOMIC DEVELOPMENT	999999 YELLOWSTONE BEND CITIZENS	1/2 Postage REAP Mai	73.50
2310 TAX INCREMENT DISTRICT -	470300 ECONOMIC DEVELOPMENT	146 LIVINGSTON ENTERPRISE	URA Meeting	75.00
Total for Fund:				148.50
2400 LIGHT MAINTENANCE	420100 OPERATING ACCOUNT	1611 CRESCENT ELECTRIC SUPPLY	Multivapor	325.40
Total for Fund:				325.40
2500 STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	162 CENTURYLINK	City Shop 50%	29.34
2500 STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	879 VERIZON WIRELESS	Street	13.24
2500 STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	879 VERIZON WIRELESS	Street	69.46
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	Amazon	61.23
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE -	Nipples	7.48
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE -	Flex Seal	25.98

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Fund	Department Name (Account)	Vendor #/Name	Description	Amount
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Supplies	68.84
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Return	-8.85
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Supplies	9.58
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- O-Ring	8.85
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Supplies	127.96
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	23 CARQUEST AUTO PARTS	Supplies	10.92
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	23 CARQUEST AUTO PARTS	Seafoam	215.88
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	1927 CELLULAR PLUS	Phone Pouch	29.99
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	2671 COMDATA	Fuel	569.66
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	Cat loader	120.00
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	1T Loader	369.15
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	Sweeper	263.05
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	Unit 428	252.35
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	2830 LEHRKIND'S COCA-COLA	Water	15.50
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	122 DEPARTMENT OF REVENUE	Williams 1%	741.72
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	3608 REECE DISTRIBUTING	Safety Supplies	220.02
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	14 SHOPKO STORES, LLC	Paper towels & TP	40.75
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	3560 Titan Machinery	Hub & parts	866.54
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	3560 Titan Machinery	Hub	596.48
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	3472 UTILITIES UNDERGROUND	811	59.14
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	2961 WILLIAMS CIVIL DIVISION	2015 CIP	59,848.97
2500 STREET MAINTENANCE	430240 STREET DEPARTMENT	3608 REECE DISTRIBUTING	Supplies	71.01
Total for Fund:				64,704.24
2820 GAS TAX	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Supplies	34.06
Total for Fund:				34.06
4099 RAILROAD CROSSING LEVY	411850 RAILROAD UNDERPASS	1110 DOWL HKM	Livingston RRGs Util	2,478.75
Total for Fund:				2,478.75
5210 WATER OPERATING	343021 METERED WATER SALES	999999 GENTRY, CHARLES/CRAZY MTN	Water base rate refu	142.44
5210 WATER OPERATING	343021 METERED WATER SALES	2273 CRAZY MOUNTAIN CABINETRY	Overpayment on Final	98.73
5210 WATER OPERATING	343021 METERED WATER SALES	2273 CRAZY MOUNTAIN CABINETRY	Water Base rate refu	294.10
5210 WATER OPERATING	343021 METERED WATER SALES	999999 OLSesn, GARY	Over payment on fina	16.53
5210 WATER OPERATING	343021 METERED WATER SALES	999999 HARVEY, LORI	Over payment on wate	67.84
5210 WATER OPERATING	430510 WATER ADMINISTRATION	146 LIVINGSTON ENTERPRISE	Drinking Water Quali	567.00
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	Coscto	61.23
5210 WATER OPERATING	430510 WATER ADMINISTRATION	112 MONTANA RAIL LINK	Agrmt: 90573	50.00
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell	23.25
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell	49.88
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell	11.44
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell 1/2	24.10
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water 1/2	26.56
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water 1/2	0.00
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water 1/2	45.29
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Public works eng	58.71
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Cain	42.52
5210 WATER OPERATING	430515 WATER SERVICES	3184 MASTERCARD	Murdochs	129.99
5210 WATER OPERATING	430515 WATER SERVICES	3184 MASTERCARD	MSC	49.54

For doc #s from 28271 to 28387, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount	
5210	WATER OPERATING	430515 WATER SERVICES	2671 COMDATA	Fuel	655.93
5210	WATER OPERATING	430515 WATER SERVICES	92 DANA KEPNER COMPANY	Gel Caps	33.63
5210	WATER OPERATING	430515 WATER SERVICES	92 DANA KEPNER COMPANY	Gel Caps	45.63
5210	WATER OPERATING	430515 WATER SERVICES	1390 KEN'S EQUIPMENT REPAIR,	EZ Out	77.05
5210	WATER OPERATING	430515 WATER SERVICES	3472 UTILITIES UNDERGROUND	811	59.14
5210	WATER OPERATING	430515 WATER SERVICES	3608 REECE DISTRIBUTING	Supplies	71.00
5210	WATER OPERATING	430520 FACILITIES/CAPITAL OUTLAY	122 DEPARTMENT OF REVENUE	Williams 1%	543.44
5210	WATER OPERATING	430520 FACILITIES/CAPITAL OUTLAY	3016 MT WATERWORKS	Poly Pipe	165.00
5210	WATER OPERATING	430520 FACILITIES/CAPITAL OUTLAY	2961 WILLIAMS CIVIL DIVISION	2015 CIP	43,794.30
5210	WATER OPERATING	430570 CUSTOMER ACCTG/COLLECTION	3610 NEOFUNDS BY NEOPOST	Postage	735.40
Total for Fund:				47,939.67	
5310	SEWER OPERATING	430610 SEWER ADMINISTRATION	112 MONTANA RAIL LINK	Agrmt: 90573	50.00
5310	SEWER OPERATING	430620 FACILITIES	162 CENTURYLINK	City Shop 12%	7.04
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Water Cell	26.04
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer Cell 1/2	24.10
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer Cell	23.70
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer Cell	11.44
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer 1/2	26.55
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer 1/2	0.00
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer 1/2	45.28
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	WWTP	39.28
5310	SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	WWTP - pager	22.96
5310	SEWER OPERATING	430620 FACILITIES	3184 MASTERCARD	Amazon	61.23
5310	SEWER OPERATING	430625 SEWER SERVICES	3184 MASTERCARD	Concrete Assocessor	122.85
5310	SEWER OPERATING	430625 SEWER SERVICES	2671 COMDATA	Fuel	247.29
5310	SEWER OPERATING	430625 SEWER SERVICES	1390 KEN'S EQUIPMENT REPAIR,	Sewer Vac	90.00
5310	SEWER OPERATING	430625 SEWER SERVICES	34 MOUNTAIN AIR SPORTS	Shirts & Hoodies	94.80
5310	SEWER OPERATING	430625 SEWER SERVICES	3608 REECE DISTRIBUTING	Safety Supplies	220.01
5310	SEWER OPERATING	430625 SEWER SERVICES	1814 SPECIAL LUBE	Oil Change	61.00
5310	SEWER OPERATING	430625 SEWER SERVICES	3472 UTILITIES UNDERGROUND	811	59.13
5310	SEWER OPERATING	430625 SEWER SERVICES	3608 REECE DISTRIBUTING	Supplies	71.00
5310	SEWER OPERATING	430630 COLLECTION AND	122 DEPARTMENT OF REVENUE	Williams 1%	477.34
5310	SEWER OPERATING	430630 COLLECTION AND	2961 WILLIAMS CIVIL DIVISION	2015 CIP	38,442.62
5310	SEWER OPERATING	430630 COLLECTION AND	2253 BAINTER CONSTRUCTION,	Emergency Sewer Repa	4,000.00
5310	SEWER OPERATING	430630 COLLECTION AND	2253 BAINTER CONSTRUCTION,	Xylem	2,723.55
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	146 LIVINGSTON ENTERPRISE	Upgrade Water Reclam	80.00
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	3184 MASTERCARD	Murdochs	211.96
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	3184 MASTERCARD	CareerTrack	199.00
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	3184 MASTERCARD	Staples	26.34
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	3184 MASTERCARD	Amazon	159.99
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	424 ENERGY LABORATORIES, INC.	WorkOrder: B16041310	102.00
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	424 ENERGY LABORATORIES, INC.	WorkOrder: B16041763	102.00
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	15 JOHN DEERE FINANCIAL	Filter	14.62
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	776 KENYON NOBLE	Supplies	12.35
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	2830 LEHRKIND'S COCA-COLA	Water	41.45
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	3272 MINE SAFETY APPLIANCES	Sensor	433.00
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	16 PARISI WESTERN PLUMBING &	Flow meter & meter w	1,226.50
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	3144 POLYDYNE INC.	Clarifloc	2,160.00
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	724 RBC SERVICES	RBC	4,324.10
5310	SEWER OPERATING	430640 SEWER TREATMENT PLANT	2984 WILLIAMS PLUMBING AND	Repairs	685.30

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Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	3608 REECE DISTRIBUTING	Supplies	71.01
5310 SEWER OPERATING	430670 CUSTOMER ACCTG/COLLECTION	3610 NEOFUNDS BY NEOPOST	Postage	735.39
Total for Fund:				57,532.22
5410 SOLID WASTE	430820 FACILITIES	162 CENTURYLINK	City Shop 38%	22.29
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Solid Waste truck	0.00
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Solid Waste truck	13.22
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Transfer Station	14.36
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Scale House	22.96
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Transfer station - V	48.83
5410 SOLID WASTE	430820 FACILITIES	3184 MASTERCARD	Uline	61.23
5410 SOLID WASTE	430820 FACILITIES	3184 MASTERCARD	Staples	19.80
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3184 MASTERCARD	Reece Dist	300.85
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	22 ALL SERVICE TIRE &	Mount Tire	48.00
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3223 BERG'S OVERHEAD DOOR LLC	Program Remotes	75.00
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	2671 COMDATA	Fuel	158.05
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	1390 KEN'S EQUIPMENT REPAIR,	Backhoe	616.15
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	1390 KEN'S EQUIPMENT REPAIR,	Unit 570	2,863.60
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	1390 KEN'S EQUIPMENT REPAIR,	Yard Dog	90.00
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	1390 KEN'S EQUIPMENT REPAIR,	Unit 685	1,248.15
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	1390 KEN'S EQUIPMENT REPAIR,	Skid Steer	907.50
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3608 REECE DISTRIBUTING	Supplies	71.00
5410 SOLID WASTE	430835 CAPITAL OUTLAY	3219 GALLATIN SCALES INC	Scale Check	220.00
5410 SOLID WASTE	430840 DISPOSAL	3607 FedEx	Shipping of Glass	800.00
5410 SOLID WASTE	430840 DISPOSAL	2731 MONTANA WASTE SYSTEMS,	Transfer Fees	59,399.30
5410 SOLID WASTE	430870 CUSTOMER ACCTG/COLLECTION	3610 NEOFUNDS BY NEOPOST	Postage	735.39
5410 SOLID WASTE	430870 CUSTOMER ACCTG/COLLECTION	3184 MASTERCARD	Scale house supplies	34.36
5410 SOLID WASTE	430870 CUSTOMER ACCTG/COLLECTION	3184 MASTERCARD	Scale house supplies	34.36
Total for Fund:				67,804.40
5510 AMBULANCE SERVICES	420710 AMBULANCE ADMINISTRATION	3495 XEROX BUSINESS SERVICES,	Annual fee 3/1/16-3/	3,000.00
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2595 TOWN & COUNTRY FOODS -	Class supplies	47.92
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2671 COMDATA	April Fuel	425.81
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2662 BOUND TREE MEDICAL, LLC	Patient supplies	74.90
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2662 BOUND TREE MEDICAL, LLC	AED's for apparatus	2,004.96
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	1390 KEN'S EQUIPMENT REPAIR,	M1 repairs	352.20
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	26 LIVINGSTON ACE HARDWARE -	Cleaning supplies	32.74
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	26 LIVINGSTON ACE HARDWARE -	Station supplies	42.96
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	272 PARK COUNTY	Amb 50%	42.52
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	95.53
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	13.22
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	46.95
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	13.22
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	Medic 2	33.48
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	1845 GENERAL DISTRIBUTING	Oxygen	114.51
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	26 LIVINGSTON ACE HARDWARE -	Cleaning supplies	88.97
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	26 LIVINGSTON ACE HARDWARE -	Station supplies	85.90
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	23 CARQUEST AUTO PARTS	DE Fluid, 2 set wipe	96.48
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	14 SHOPKO STORES, LLC	Patient supplies	6.47
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	14 SHOPKO STORES, LLC	Office supplies	14.99

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5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	14 SHOPKO STORES, LLC	Station supplies	35.10
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2662 BOUND TREE MEDICAL, LLC	Patient supplies	207.13
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	55 LIVINGSTON HEALTH	Patient supplies	27.74
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	3184 MASTERCARD	Medwrite Jan & Feb	3,789.61
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	3184 MASTERCARD	Pediatric pulseox	39.99
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	3184 MASTERCARD	Lodging - training c	82.25
Total for Fund:				10,815.55
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	2969 CLAWSON - ROBERTS,	Flex account - Acct	174.75
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	3347 DIRETTE, JOELLA	Flex account	150.00
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	353 BOWLES, SCOTT	Flex account	70.00
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	153 POWERS, DIANE	Flex account	39.00
Total for Fund:				433.75
Total:				296,645.63

Backup material for agenda item:

CONSENT -- RATIFY CLAIM

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CITY OF LIVINGSTON
Claim Details by Fund, Account
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Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5210 WATER OPERATING	343021 METERED WATER SALES	999999 JOEL REINHOLZ	Water Base Rate Refu	37.38
			Total for Fund:	37.38
			Total:	37.38

Backup material for agenda item:

D. CONSENT - APPROVE JOE PARRIOT TO THE CITY PLANNING BOARD

City of Livingston
Application for Appointed Office
(Revised 3/17/03)

Appointed Position Seeking: Planning Board

Date of Application: 02/17/2016

Name: Joseph W Parrjott Signed: Joseph W Parrjott

Address: 614 West Lewis St / Livingston Mt.

Telephone: daytime 406-272-1026 after 5:00 p.m. cell 307-272-1812

Fax Number: N.A. e-mail address: joe.parrjott@gmail.com

1. Are you a resident of the City of Livingston? yes

2. Are you a registered voter? yes

3. Will you be at least 18 years of age at the time of the appointment? yes

4. Describe the reasons you are interested in this appointment: to keep on with my interest and input in the growth of the city of Livingston Mont.

5. Describe any background, experience and interests that you have which may assist you in performing the responsibilities of this appointment:

- A. Occupation: Bridge Inspector - structures Dept, B.N.S.F. Ret.
- B. Education: High School grad - 1 year @ M.S.U.
- C. Experience: lots of varied experience including several years on the Planning Board

(please attach a detailed resume if desired)

6. Have you served on any previous boards or in any governmental positions in the past? yes / planning Board And Board of Adjustments Senior Center Board

7. Are you currently serving on any Community Boards? yes - see above

- A. If yes, please describe those boards: Planning Board / Board of Adjustments Senior Center Board

8. Current Employer? (B.N.S.F. Retired)

9. Are you available for night meetings? yes

10. Are you available for daytime meetings? yes, some

11. Do you foresee any potential conflicts of interest that you might have in executing the duties of this appointed office? No.

12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? Not vote on issue

13. Provide proof of ownership of property with the district. See my house @

THIS APPLICATION WILL BE KEPT ON FILE FOR 6 MONTHS AND THEN DISCARDED.

614 West Lewis St / Livingston mont.

Backup material for agenda item:

E. CONSENT - APPROVE VICKI BLAKEMEN TO THE CITY PLANNING BOARD

City of Livingston
Application for Appointed Office
(Revised 3/17/03)

Appointed Position Seeking: Planing Board member

Date of Application: 2/17/16

Name: Vicki Blakeman
Address: 914 E. Callender
Telephone: daytime 406-270-7605
Fax Number: _____

Signed: Vicki Blakeman
after 5:00 p.m.: same
e-mail address: vblakeman53@yahoo.com

1. Are you a resident of the City of Livingston? yes

2. Are you a registered voter? yes

3. Will you be at least 18 years of age at the time of the appointment? yes

4. Describe the reasons you are interested in this appointment:
I have been on the planning board and have enjoyed addressing the future needs of Livingston

5. Describe any background, experience and interests that you have which may assist you in performing the responsibilities of this appointment:

A. Occupation: _____

B. Education: _____

C. Experience: long term member of city + planning board, experience on Livingston commission
(please attach a detailed resume if desired)

6. Have you served on any previous boards or in any governmental positions in the past? _____

Livingston City Commission Livingston Tree Board, Livingston Parks & Trails Board

7. Are you currently serving on any Community Boards? Planning Board

A. If yes, please describe those boards. _____

8. Current Employer? Livingston Food Resource Center

9. Are you available for night meetings? yes

10. Are you available for daytime meetings? if necessary

11. Do you foresee any potential conflicts of interest that you might have in executing the duties of this appointed office? no

12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board?
I would recuse myself.

13. Provide proof of ownership of property with the district.

Backup material for agenda item:

F. CONSENT - APPROVE MARK REHDER TO THE CITY PLANNING BOARD

City of Livingston
Application for Appointed Office
(Revised 3/17/03)

Appointed Position Seeking: PLANNING BOARD

Date of Application: 2/17/16

Name: MARK RENDER

Signed: Mark Render

Address: 315 SOUTH 8TH

Telephone: daytime 406 222 7886

after 5:00 p.m.: _____

Fax Number: _____

e-mail address: _____

1. Are you a resident of the City of Livingston? YES

2. Are you a registered voter? YES

3. Will you be at least 18 years of age at the time of the appointment? YES

4. Describe the reasons you are interested in this appointment: TO CONTINUE THE PLANNING PROCESS

5. Describe any background, experience and interests that you have which may assist you in performing the responsibilities of this appointment:

A. Occupation: FARMER

B. Education: MS, MCRP

C. Experience: YES, PLANNING EXPERIENCE

(please attach a detailed resume if desired)

6. Have you served on any previous boards or in any governmental positions in the past? YES

7. Are you currently serving on any Community Boards? YES, PLANNING BOARD OF LIVINGSTON

A. If yes, please describe those boards. _____

8. Current Employer? SELF

9. Are you available for night meetings? SOME

10. Are you available for daytime meetings? SOME

11. Do you foresee any potential conflicts of interest that you might have in executing the duties of this appointed office? NO

12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? RECLUSE MYSELF FROM VOTING

13. Provide proof of ownership of property with the district.

THIS APPLICATION WILL BE KEPT ON FILE FOR 6 MONTHS AND THEN DISCARDED.

Backup material for agenda item:

- A. RESOLUTION NO. 4656 -- A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN A CUSTOMER SERVICE AGREEMENT WITH BILLING DOCUMENT SPECIALISTS FOR ONLINE BILL PAY SERVICES.**

CITY OF LIVINGSTON FISCAL NOTE

Ordinance # _____
 Resolution # _____ 4656

Fiscal Analysis Assumptions

- The project to accept utility payments online will be implemented in two phases with the vendors BDS and Point & Pay (credit card/online service) and Black Mountain (current Utility Billing software).
- Utility payment processing is paid for out of the Water, Sewer, and Solid Waste Funds' "Customer Accounting and Collection" Accounts
- **Phase 1: Migrate to BDS/Point&Pay as credit card processing vendor**
- Phase 1 One Time Startup Cost: \$525.00
- Phase 1 Annual Support and Maintenance Costs: \$25/month
- Phase 1 costs will be paid for out of line item savings in current (FY16) budget.
- **Phase 2: Launch website to accept utility payments with credit card online**
- Phase 2 One Time Startup Cost: \$950.00
- Phase 2 Annual Support and Maintenance Costs: \$88.50/month
- Phase 2 costs will be budgeted for in the FY17 line item budget
- Phase 1 and 2 annual maintenance costs will be added to future operational budgets
- The credit processing service charge will continue to be paid by the utility customer.
- If needed, the City may terminate BDS/Point & Pay service with 15 days notice

<u>Costs by Object</u>	<u>FY 16</u>	<u>FY17</u>	<u>FY 18</u>
Personnel			
Operating	\$ 550	\$ 2,312	\$ 1,362
Capital			
Debt Service			
 Total Costs	<u>\$ 550</u>	<u>\$ 2,312</u>	<u>\$ 1,362</u>

<u>Funding Source</u>	<u>FY 16</u>	<u>FY17</u>	<u>FY 18</u>
Fund: Water (Customer Collection Account)	\$ 183	\$ 771	\$ 454
Fund: Sewer (Customer Collection Account)	\$ 183	\$ 771	\$ 454
Fund: Solid Waste (Customer Collection Acct)	\$ 183	\$ 771	\$ 454
 Total	<u>\$ 550</u>	<u>\$ 2,312</u>	<u>\$ 1,362</u>

Signature Anna Cunningham
 Date Updated 5/10/2016

Livingston City Commission
LEGISLATIVE ACTION SUMMARY
Resolution No. 4656

Requested by: Finance Department

Date of First Consideration/Status: May 17, 2016

Purpose of Legislation: Resolution No. 4656 requests the City Commission’s authorization for the City Manager to execute a Customer Service Agreement with Billing Document Specialists, Inc. (“BDS”).

Background: The City of Livingston desires to allow its customers to pay utility bills online, but the City currently lacks the systems necessary to allow such payments. The City’s finance department sought out an independent contractor that could provide the required systems and services to allow the City’s customers to pay their utility bills online. BDS, an Idaho corporation, provides the necessary systems and services, and the finance department feels comfortable that BDS will satisfactorily provide said systems and services. The finance department is requesting the City Commission authorize the City Manager to enter into a Customer Service Agreement with BDS.

Staff Recommendation: Staff recommends this resolution be approved.

Fiscal Impact: See fiscal note.

Regulatory Impact (local): N/A

Attachments: Customer Service Agreement and fiscal note.

RESOLUTION NO. 4656

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN A CUSTOMER SERVICE AGREEMENT WITH BILLING DOCUMENT SPECIALISTS FOR ONLINE BILL PAY SERVICES.

WHEREAS, the City of Livingston desires to allow its customers to pay utility bills online, but the City currently lacks the systems necessary to allow such payments; and

WHEREAS, the City's finance department sought out an independent contractor that could provide the required systems and services to allow the City's customers to pay their utility bills online; and

WHEREAS, Billing Document Specialists, Inc. ("BDS"), an Idaho corporation, provides the necessary systems and services, and the finance department feels comfortable that BDS will satisfactorily provide said systems and services; and

WHEREAS, the finance department is requesting the City Commission authorize the City Manager to enter into a Customer Service Agreement ("Agreement") with BDS, which document is attached hereto and incorporated herein as Exhibit A; and

WHEREAS, the City Manager is ready, willing, and able to execute the Agreement upon the City Commission's approval of this Resolution.

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

The City Manager is hereby authorized to enter into the Agreement with BDS, which document is attached hereto and incorporated herein as Exhibit A.

PASSED AND ADOPTED by the City Commission of the City of Livingston, this _____ day of May, 2016.

JAMES BENNETT - Chairman

Resolution No. 4656

Authorizing City Manager to Enter Into Customer Service Agreement with BDS

Page 1

ATTEST:

APPROVED AS TO FORM:

LISA HARRELD
Recording Secretary

ERIK COATE
City Attorney

915 Main Street
Suite 1000
Caldwell, ID 83605

Local: 208.459.3611
Toll Free: 800.627.3283
Fax: 208.459.3680
Email: info@billingdoc.com

CUSTOMER SERVICE AGREEMENT

with

City of Livingston, MT

THIS AGREEMENT is made by and between BILLING DOCUMENT SPECIALISTS, hereafter referred to as BDS, located at 915 Main Street, Suite 300, Caldwell, Idaho 83605, a corporation organized under the laws of the State of Idaho and the City of Livingston, Montana, a municipal corporation and political subdivision of the state of Montana, located at 414 East Callender Street, Livingston, Montana 59047, hereafter referred to as CLIENT. This agreement shall be subject to the following outlined, terms and conditions:

Summary of Services:

Attached:

Online Payments
Over the Counter Payments

Terms:

Client agrees to pay BDS within **30** days of after it receives an invoice from BDS.

Finance Changes:

Client agrees to pay all charges for services or merchandise rendered by the invoice due date described hereinabove.. A monthly service charge of one and one-half percent (1.5% per annum) may be assessed on charges remaining unpaid 30 days after the invoice due date. BDS is entitled to reasonable collection fees, attorney fees and other expenses incurred to collect all charges on the account(s).

BDS will have the right to withhold any processing while there is an unpaid delinquent balance.

Liability:

In the event that any information processed on behalf of Client by BDS is not accurate, and such inaccuracy causes the processed data to be unacceptable as a finished product, BDS will re-process such data at no additional charge, and no other liability is implied. It is expressly understood and agreed that BDS shall not be liable or responsible for any damages resulting in the delay in the processing of data or resulting from any unacceptable finished product processed by BDS. BDS's liability hereunder shall be limited to the additional

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Caldwell, ID 83605

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Fax: 208.459.3680
Email: info@billingdoc.com

cost it incurs in re-process the mishandled data. BDS makes no other warranty expressed or implied for its services hereunder.

Indemnification. BDS shall indemnify and save and hold harmless Client from and for any and all losses, claims, actions, judgments for damages, or injury to persons or property and losses and expenses caused or incurred by BDS, its servants, agents, employees, guests, and business invitees, and not caused by or arising out of the tortious conduct of Client or its employees.

Independent Contractor: In all matters pertaining to this agreement, BDS shall be acting as an independent contractor, and neither BDS nor any officer, employee or agent of BDS will be deemed an employee of Client. The selection and designation of the personnel of the Client in the performance of this agreement shall be made by the Client.

Attorney Fees: Should any litigation be commenced between the parties hereto concerning this Agreement, the predominantly prevailing party shall be entitled, in addition to any other relief as may be granted, to court costs and reasonable attorneys' fees as determined by a Court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination or forfeiture of this Agreement.

Time is of the Essence: The parties hereto acknowledge and agree that time is strictly of the essence with respect to each and every term, condition and provision hereof, and that the failure to timely perform any of the obligations hereunder shall constitute a breach of, and a default under, this Agreement by the party so failing to perform.

Assignment: It is expressly agreed and understood by the parties hereto, that BDS shall not have the right to assign, transfer, hypothecate or sell any of its rights under this Agreement except upon the prior express written consent of CLIENT.

Discrimination Prohibited: In performing the Services required herein, BDS shall not discriminate against any person on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability or national origin.

Reports and Information: At such times and in such forms as the Client may require, there shall be furnished to the Client such statements, records, reports, data and information as the Client may request pertaining to matters covered by this Agreement.

Audits and Inspections. At any time during normal business hours and as often as the Client may deem necessary, there shall be made available to the Client for examination all of BDS's records with respect to all matters covered by this Agreement.

Compliance with Laws. In performing the scope of services required hereunder, BDS shall comply with all applicable laws, ordinances, and codes of Federal, State, and local governments.

915 Main Street
Suite 1000
Caldwell, ID 83605

Local: 208.459.3611
Toll Free: 800.627.3283
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Email: info@billingdoc.com

Changes. The Client may, from time to time, request changes in the Scope of Services to be performed hereunder. Such changes, including any increase or decrease in the amount of BDS's compensation, which are mutually agreed upon by and between the CLIENT and BDS, shall be incorporated in written amendments to this Agreement.

Termination. If, through any cause, BDS, its officers, employees, or agents fails to fulfill in a timely and proper manner its obligations under this Agreement, violates any of the covenants, agreements, or stipulations of this Agreement, falsifies any record or document required to be prepared under this agreement, engages in fraud, dishonesty, or any other act of misconduct in the performance of this contract, or if the Client determines that termination of this Agreement is in the best interest of Client, the Client shall thereupon have the right to terminate this Agreement by giving written notice to BDS of such termination and specifying the effective date thereof at least fifteen (15) days before the effective date of such termination. BDS may terminate this agreement at any time by giving at least sixty (60) days notice to Client.

In the event of any termination of this Agreement, all finished or unfinished documents, data, and reports prepared by BDS under this Agreement shall, at the option of the Client, become its property, and BDS shall be entitled to receive just and equitable compensation for any work satisfactorily complete hereunder.

Construction and Severability. If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Agreement so long as the remainder of the Agreement is reasonably capable of completion.

Approval Required. This Agreement shall not become effective or binding until approved by BDS and the Client.

Governing Law and Forum:

This Agreement will be governed by the laws of the State of Montana, and constitutes the complete and exclusive statement of this Agreement between the parties which supersedes all proposals, written or oral, and all other communications between the parties related to the subject of this Agreement. The parties agree that all state court legal matters shall be commenced and litigated in Park County, Montana, and all federal court matters shall be commenced and litigated in the United States District Court for the District of Montana. Each party hereby waives any right to bring a cause of action in any other venue, court or geographic location

Term of Contract:

The term of this agreement shall be 04/01/2016 to 04/01/2017. At the end of this period, the agreement may be renewed with reviews by both parties. The signatures below indicate acceptance of the agreement.

915 Main Street
Suite 1000
Caldwell, ID 83605

Local: 208.459.3611
Toll Free: 800.627.3283
Fax: 208.459.3680
Email: info@billingdoc.com

Acceptance for:

On Line Payments: _____ Date _____

Over the Counter Payments: _____ Date _____

City of Livingston, MT

Please Type or Print Authorizing Party Name

Date _____

Signature

Acceptance for:

Billing Document Specialists



Robert Jenkins, President

Date: 3/02/2016

CONTRACT ADDENDUM: MERCHANT SERVICES

BDS has partnered with Point and Pay to provide electronic payment services including credit card merchant services, check processing services, and the associated reporting and support. This program will function as an expansion of your existing agreement with BDS operating under the following Terms and Conditions:

- 1) Partner Customer is granted a limited, non-exclusive, non-transferable and terminable license to use the integrated electronic payment services provided as a packaged service through Point and Pay, LLC. The term of this license shall extend through the term of the agreement with Partner.
- 2) Partner Customer shall be solely responsible for maintaining the confidentiality and security of information pertaining to the electronic payment services, including login and password information, customer records, etc..
- 3) All payment transactions will be processed through a secured link. The parties to each transaction will be the Customer cardholder, the Client and P&P.
- 4) A transaction fee will be charged to utilize the Services as outlined in Partner Agreement. If Services fees are charged directly to Customers, Customers will receive a notice each time they use the Services stating that the Services are provided by P&P and that a convenience fee is charged for use of the Services. Partner may change the amount of such fee by notifying Partner Customer of such new amount at least thirty (30) days prior to such change.
- 5) P&P is authorized to collect (a) the amount of any charge-backs, refusals to pay and returns from any amounts otherwise owing by P&P to Partner Customer and (b) a transaction handling fee for charge-backs and non-sufficient funds (NSF) either by off-setting against deposits to Partner Customer, or by debiting an account provided by Partner Customer directly.
- 6) Partner Customer hereby authorizes P&P, and any subsidiary or successor thereof, solely with respect to amounts due pursuant to this Agreement, and any subsequent agreements between Client and P&P including but not limited to service fees, transaction fees, charge-backs and returns as set forth in Sections 4 and 5 above, to initiate Automated Clearing House ("ACH") Authorizations to credit and debit Client's bank account as set forth on the Banking Authorization Form or otherwise provided by Partner Customer. Partner Customer acknowledges that it will be subject to a \$25 reject fee if items are returned for insufficient funds.
- 7) Any software developed by or on behalf of P&P for use in connection with the Services remains the exclusive property of P&P. Partner Customer will not sell, transfer, barter, trade, license, modify or copy any such software. Web pages accessible through use of the Services are the copyrighted intellectual property of P&P and may not be copied in whole or part by anyone. Any training materials (including, but not limited to, webinars and manuals) provided to Partner Customer by P&P shall remain the exclusive property of P&P. P&P grants Partner Customer and Partner Customer's personnel a limited, non-exclusive, non-transferrable license to use and to make copies of the training materials with its personnel solely in connection with the Services. Training materials may not be modified by Partner Customer or its personnel or disclosed to any third party, including Partner Customer's end-user customers. Partner Customer shall ensure all personnel shall complete and review all training materials prior to using the Services.
- 8) Any Confidential Information provided by P&P to Partner Customer pursuant to this Agreement will remain the exclusive property of P&P. Partner Customer will disclose such Confidential Information only to those of its representatives and employees who need to know such Confidential Information for purposes of performing this Agreement, who are informed of the confidential nature of the Confidential Information and who agree, for the benefit of P&P, to be bound by the terms of confidentiality in this Agreement. Partner Customer will, and will cause each of its representatives and employees, to keep confidential and not to disclose in any manner whatsoever any Confidential Information provided by P&P pursuant to this Agreement, and not to use such

Confidential Information, in whole or in part, directly or indirectly, for any purpose at any time other than for the purposes contemplated by this Agreement.

- a) For purposes of this Agreement, “**Confidential Information**” means all nonpublic or proprietary information of P&P, including proprietary, technical, development, marketing, sales, operating, performances, cost, know-how, business and process information, computer programs and programming techniques, security features (including, without limitation, multi-level access and log-in features, audit trail setup, and interfaces), all record bearing media containing or disclosing such information and techniques, and anything marked confidential, that is disclosed by P&P to Partner Customer pursuant to this Agreement. Confidential Information also includes the terms and conditions of this Agreement.

9) Disclaimers.

- a) P&P does not represent that Partner Customer’s or its Customers’ use of the Services will be uninterrupted or error-free, or that the system that makes the Services available will be free of viruses or other harmful components resulting from the Internet or any third party providers or products outside the control of P&P.
- b) EXCEPT FOR THE WARRANTIES EXPRESSLY SET FORTH IN THIS ADDENDUM AND/OR THE AGREEMENT, P&P DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT. THE SERVICE IS PROVIDED TO PARTNER CUSTOMER ON AN “AS IS” AND “AS AVAILABLE” BASIS, AND IS FOR COMMERCIAL USE ONLY.

10) **LIMITATIONS OF LIABILITY AND OBLIGATION**

- a) IN NO EVENT WILL PARTNER, P&P, AND/OR PARTNER CUSTOMER BE LIABLE TO ANY OF THE OTHER PARTIES OR ANY THIRD PARTY IN CONNECTION WITH THIS ADDENDUM AND/OR THE AGREEMENT FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING DAMAGES FOR LOST PROFITS, EVEN IF SUCH OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EACH OF BDS, P&P, AND/OR CLIENT RELEASES ALL OF THE OTHER PARTIES AND ALL OF THE OTHER PARTIES’ AFFILIATES, EMPLOYEES, AND AGENTS FROM ANY SUCH DAMAGES. IN NO EVENT WILL P&P HAVE OR INCUR ANY LIABILITY TO CLIENT OR ANY THIRD PARTY IN EXCESS OF THE AGGREGATE COMPENSATION RECEIVED BY P&P FOR THE SIX-MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO A CLAIM FOR SUCH LIABILITY. The foregoing exclusions and limitations will apply to the maximum extent permitted by applicable law, even if any remedy fails its essential purpose.
 - b) P&P will not be liable for charge-backs or other refusals of payment initiated by any Customer. All such charge-backs and other refusals of payment will be refunded by P&P to the Customer and Partner Customer will mark and otherwise treat the related Customer account as “unpaid.
 - c) P&P will not be liable for any errors or omissions in data provided by Partner Customer or Customers. Partner Customer will be responsible for the accuracy of data provided to P&P for use in providing the Services.
 - d) P&P will not be liable for any errors, omissions or delays attributable to the acts or omissions of any bank or other third party involved in the processing of any Payment Device payment.
- 11) To the extent applicable, each of the parties shall be required to comply at all times with the Payment Card Industry Data Security Standard Program (“PCI-DSS”) in effect and as may be amended from time to time during the term of the Agreement. The current PCI-DSS specifications are available on the PCI Security Standards Council website at <https://www.pcisecuritystandards.org>.

- 12) The exact amount of each approved transaction will be electronically deposited into the Partner Customer bank account. P&P shall initiate such deposits as agreed between Partner and Partner Customer.

- 13) In order to obtain the necessary merchant accounts for providing payment services and to perform payment processing services, Partner Customer agrees to the Terms and Conditions of P&P's payment processing partner Global Payments, available for review at <http://pointandpay.com/agreement>.

Client Initials/Date _____/_____

Partner Initials /Date _____/_____

Backup material for agenda item:

- B. RESOLUTION NO. 4655 -- A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN 911 DISPATCH SERVICE AGREEMENT WITH INDUSTRIAL COMMUNICATIONS & ELECTRONICS.**

Livingston City Commission
LEGISLATIVE ACTION SUMMARY
Resolution No. 4655

Requested by: Livingston / Park County 911 Dispatch Center

Date of First Consideration/Status: May 17, 2016

Purpose of Legislation: Resolution No. 4655 requests the City Commission's authorization for the City Manager to execute a service agreement with Industrial Communication & Electronics.

Background: The Livingston / Park County 911 Dispatch Center owns equipment referred to as a Zetron Radio Console and a Spectrum NetClock. Industrial Communications & Electronics ("ICE") provides service and maintenance for the Zetron Radio Console and Spectrum NetClock, including phone support and onsite service 24 hours a day, 7 days a week. ICE also provides service and maintenance on other equipment used in the Livingston / Park County 911 Dispatch Center and ICE is ready and willing to perform service and maintenance in connection therewith. Livingston / Park County 911 Dispatch Center management desires to enter into a Service Agreement so ICE can provide maintenance and service for the Zetron Radio Console, the Spectrum NetClock and other equipment.

Staff Recommendation: Staff recommends this resolution be approved.

Fiscal Impact: See fiscal note.

Regulatory Impact (local): N/A

Attachments: Service Agreement and fiscal note.

RESOLUTION NO. 4655

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN 911 DISPATCH SERVICE AGREEMENT WITH INDUSTRIAL COMMUNICATIONS & ELECTRONICS.

WHEREAS, the Livingston / Park County 911 Dispatch Center owns equipment referred to as a Zetron Radio Console and a Spectrum NetClock; and

WHEREAS, Industrial Communications & Electronics (“ICE”) provides service and maintenance for the Zetron Radio Console and Spectrum NetClock, including phone support and onsite service 24 hours a day, 7 days a week; and

WHEREAS, ICE also provides service and maintenance on other equipment used in the Livingston / Park County 911 Dispatch Center and ICE is ready and willing to perform service and maintenance in connection therewith; and

WHEREAS, Livingston / Park County 911 Dispatch Center management desires to enter into the 911 Dispatch Service Agreement (“Agreement”) attached hereto and incorporated herein as Exhibit A so ICE can provide maintenance and service for the Zetron Radio Console, the Spectrum NetClock and other equipment; and

WHEREAS, the City Manager is ready, willing, and able to execute the Agreement upon the City Commission’s approval of this Resolution.

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

The City Manager is hereby authorized to enter into the Agreement with ICE, which document is attached hereto and incorporated herein as Exhibit A.

PASSED AND ADOPTED by the City Commission of the City of Livingston, this _____ day of May, 2016.

JAMES BENNETT - Chairman

ATTEST:

APPROVED AS TO FORM:

LISA HARRELD
Recording Secretary

ERIK COATE
City Attorney

CITY OF LIVINGSTON FISCAL NOTE

Ordinance # _____
 Resolution # 4655

Fiscal Analysis Assumptions

- This contract is a one year service agreement effective 06/01/16 to 05/31/17.
- A lump som of \$7,441 for the installation of an ethernet switch will be due within 30 days of invoicing.
- Service Rates for non-covered equipment are as follows:
 - Mileage: \$1.50/mile
 - Tech Travel: \$99.00/hr
 - Standard Labor: \$99.00/hr
 - Overtime Labor: \$148.50/hr
 - Tower Climbs: Charged at published 2016 rates

<input checked="" type="checkbox"/> Budgeted Expenditure	<input type="checkbox"/> Unbudgeted Expenditure: <input type="checkbox"/> Unanticipated Revenue <input type="checkbox"/> Reserves <input type="checkbox"/> Other Line Item Savings
--	---

<u>Costs by Object</u>	<u>FY 16</u>	<u>FY17</u>	<u>FY 18</u>
Personnel	\$ -	\$ -	\$ -
Operating	7,441	\$ -	\$ -
Capital	-	-	-
Debt Service	-	-	-
Total Costs	\$ 7,441	\$ -	\$ -

<u>Funding Source</u>	<u>FY 16</u>	<u>FY17</u>	<u>FY 18</u>
Fund Name: Dispatch	\$ 7,441	\$ -	\$ -
Total	\$ 7,441	\$ -	\$ -

Signature Jessie R. Hogg
 Date 5/11/2016

LIVINGSTON PARK COUNTY 911 DISPATCH SERVICE AGREEMENT

1. Scope and Participants

This Agreement is made between City of Livingston, located at 414 E Callender, Livingston, Montana, 59047 (“Buyer”), and Industrial Communications & Electronics, located at 201 Erie Drive, Billings, Montana, 59101 & 406 Bryant Street, Bozeman, Montana 59715 (“Seller”) for the purpose of providing Livingston Park County with the Service & Maintenance of the City/County owned Zetron Radio Console & Spectracom NetClock, located at LivingstonPark County 911 Dispatch (hereafter referenced as “Equipment”).

2. Term

The term of this Agreement shall be from June 1, 2016 to May 31, 2017 and will be invoiced upon acceptance. Either party can cancel this contract at any time, with 60 days written notice.

3. Releasing

A. Releases of Equipment for repair will be issued by Buyer’s Dispatch Center personnel and will include delivery and invoicing instructions.

B. Seller will deliver Equipment when and as directed by Buyer’s Release. Seller will show the number of this Agreement and applicable Release number on all shipping papers and invoices together with Buyer’s material symbol numbers or other code numbers if furnished by Buyer to Seller.

C. If Seller is unable to comply with schedule and specification requirements, Seller shall immediately notify the person who issued the release.

4. Services, Equipment & Pricing

The Service Agreement includes IC&E Support via phone and/or onsite service 24 hours a day, 7 days a week for the Zetron Radio Console equipment. All other covered equipment detailed in Attachment A will be serviced during normal working hours (8:00 A.M. until 5:00 P.M.) excluding holidays.

Services performed for non-covered equipment will be billed at the discounted rates as detailed in Attachment B. Non-covered equipment includes but is not limited to Call Processing Equipment, Microwave Radio Network, Repeaters/base radios, Logging Recorders, Uninterruptable Power Supplies, generators, grounding materials, antennas, coax, & connectors. Replacement costs for equipment, hardware or software are not part of this Service Agreement. When purchased from IC&E installation of replacement equipment for items detailed in Attachment A, hardware and/or software, is included in this Service Agreement.

Discounted Hourly Service rates (Attachment B) will be firm until May 31, 2017.

Service Agreement includes an onsite service call to Dispatch for the purpose of installing a new Ethernet Switch. This equipment allows IC&E remote access to Livingston Park County 911 Dispatch and fulfills Attachment B – Note #4.

Buyer agrees to pay Seller the lump sum of \$7,441 for Service Agreement Net 30 days after Buyer receives a correct invoice from Seller.

Sales tax is not applicable. Seller will not include sales tax in price of materials.

5. Delivery

Seller will pick up and deliver all equipment for repair, FOB destination.

6. Invoicing

Seller will generate a work ticket for each individual Release. Each work ticket will be itemized in the same manner as the Release to which it pertains. All work performed for non-covered equipment will be billed and itemized in the same manner. All paperwork will be mailed to:

Livingston Park County 911 Dispatch
 Attn: Peggy Glass
 414 E. Callender Street
 Livingston, MT 59047

7. Regular and Off Shift Telephone Numbers

The following is a list of Seller's regular and off shift personnel and telephone numbers:

Regular Shift	Boris Lasso	(406) 581-9887
Service Manager	Justin Damm	(406) 259-1212
Off Shift	On-Call Technician	(406) 259-1212

8. Hours of Service

Hours of service shall be 24 hours a day, 7 days a week on Zetron Radio Console equipment. All other covered equipment will be serviced during normal working hours (8:00 A.M. until 5:00 P.M.) excluding holidays.

9. Notices

Notices required or permitted to be given under this Agreement to Buyer or Seller shall be in writing and deemed to be properly given if addressed to the appropriate party at the address below, and:

- A) Delivered in person
- B) Sent in by facsimile with confirmation
- C) Deposited in the United States mail with first class postage prepaid, or
- D) Delivered by private, prepaid courier

BUYER

Livingston Park County 911 Dispatch
 Attn: Director Peggy Glass
 414 E. Callender Street
 Livingston, MT 59047
 Phone (406) 222-2050

SELLER

Industrial Communications & Electronics
 Attn: Justin Damm
 201 Erie Drive
 PO Box 31632
 Billings, MT 59017
 Phone (406) 259-1212
 Fax (406) 259-9989

Any address for notices may be changed by written notice to the other party as provided in this Section 9.

10. General Conditions

This Agreement consists of the foregoing terms and conditions ("Commercial Terms"), those terms and conditions set out in the Attachments (General Terms and Conditions"), and the Buyer's Releases. In the event of any conflict between the Commercial Terms and the General Terms and Conditions or the Releases, the General Terms and Conditions shall take precedence.

Please indicate your acceptance of the foregoing by signing both copies in the space provided below and returning one copy to the Seller's office. By executing this Agreement or by engaging in activities consistent with the terms of this Agreement, Buyer acknowledges and agrees to all terms and conditions of this Agreement.

AGREED AND ACCEPTED:

Industrial Communications & Electronics
(Seller)

City of Livingston
(Buyer)

By: _____

By: _____

Name: Justin Damm

Name: Lisa Lowy

Title: Service Manager

Title: Interim City Manager

Date: _____

Date: _____

City of Livingston
(Buyer)

City of Livingston
(Buyer)

By: _____

By: _____

Name: Lisa Harreld

Name: Erik Coate

Title: Recording Secretary

Title: Livingston City Attorney

Date: _____

Date: _____

ATTACHMENT (A)

1. Zetron Radio Console
2. Spectracom Netclock
3. Cisco Small Business Ethernet Switch

ATTACHMENT (B)

Livingston Park County 911 PSAP Discounted Service Rates

Mileage	\$1.50/mile
Tech Travel	\$99.00
Standard Labor	\$99.00
Overtime Labor	\$148.50
Tower Climbs (if needed)	Charged at published 2016 rates

Notes:

1. Overtime will not be charged for scheduled service calls Monday thru Friday 8 a.m. to 5 p.m.
2. Overtime will be charged for afterhours service calls for equipment not covered by the Service Agreement.
3. Normal business hours are Monday through Friday 8 a.m. to 5 p.m. excluding Holidays
4. Remote access to Livingston Park County Networks required
5. Livingston Park County will designate a single point of contact to prioritize service requests and manage a current service request cue. Point of contact will obtain or provide authorization for afterhours and additional service calls.

Backup material for agenda item:

- A. DISCUSS/APPROVE/DENY - REPAINTING THE WARMING HUT TO BE COMPLETED BY THE LIVINGSTON PARK AND RECREATION SUMMER CAMPS**

Primer is an acrylic gesso (it is best not use latex base primer). We chose "Liquitex"

Choice of paint is "Chroma" acrylic mural paint for colors

Gloss or semi-gloss acrylic medium to mix and thin acrylic paints to create transparent glazes and extend paint.

2 coats of varnish are required.

Varnishes are best applied by spraying and choose one without polyurethane.

We will need 2 gallons of matte varnish.

The second coat of varnish is called "Solovar" varnish, which is made by "Liquitex". Solovar is an acrylic polymer designed to be solvent with mineral spirits. In case of graffiti use soft rags soaked with mineral spirits to remove the Solovar and graffiti without damaging the underlying surface. After graffiti is removed, Solovar should be reapplied.

Additional supplies:

Spill prep with drop cloth

Garbage bags

Drinking water

Protection for kids clothing

Brushes in several sizes (donation?)

Cans (i.e. coffee cans) or buckets

Stir sticks

Paint pans

In addition to the paint supplies a trim piece needs to be attached at the top of the cinder blocks to redirect the water from the elements to avoid running in the grooves of the cinder block, under the paint and then bubbling the art. A professional carpenter can do this and it is included in the budget.

Total *estimated* cost for mural is \$1600.00 in supplies (Quote May 2016)

All these steps are to preserve the mural for many years to come.

Perhaps a benefit to raise the money for the mural would be ideal

"Music For The Mural" 2 bands have agreed, but must be performed by the 18th of May 2016.

Working with the children:

Paint in black acrylic the outline, much like a coloring book. Then number the subjects to match the number on the paint color can. This will be basically a "paint-by-number". In addition the kids will draw "out of a hat" as to what they will be painting, just to be fair. In the event that the children do not complete the painting, we, a group of talented artist will donate our time in finishing the mural.



SPRING



WINTER

MOUNTAINS
 BRASS
 LEWIS & CLARK
 CALIFORNIA
 BISON
 TRADES
 TURTLE
 SNAKE
 SIGNIFICANT
 TIGER
 MOUNTAINS
 BRASS
 LEWIS & CLARK
 CALIFORNIA
 BISON
 TRADES
 TURTLE
 SNAKE
 SIGNIFICANT





Mountains

Bears

Lewis & Clark

Columbus

Bison

Pythagorean

Trunk

See

Trunk

Winter

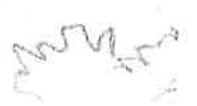
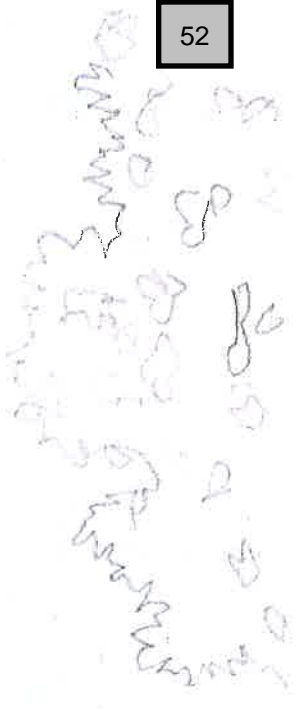
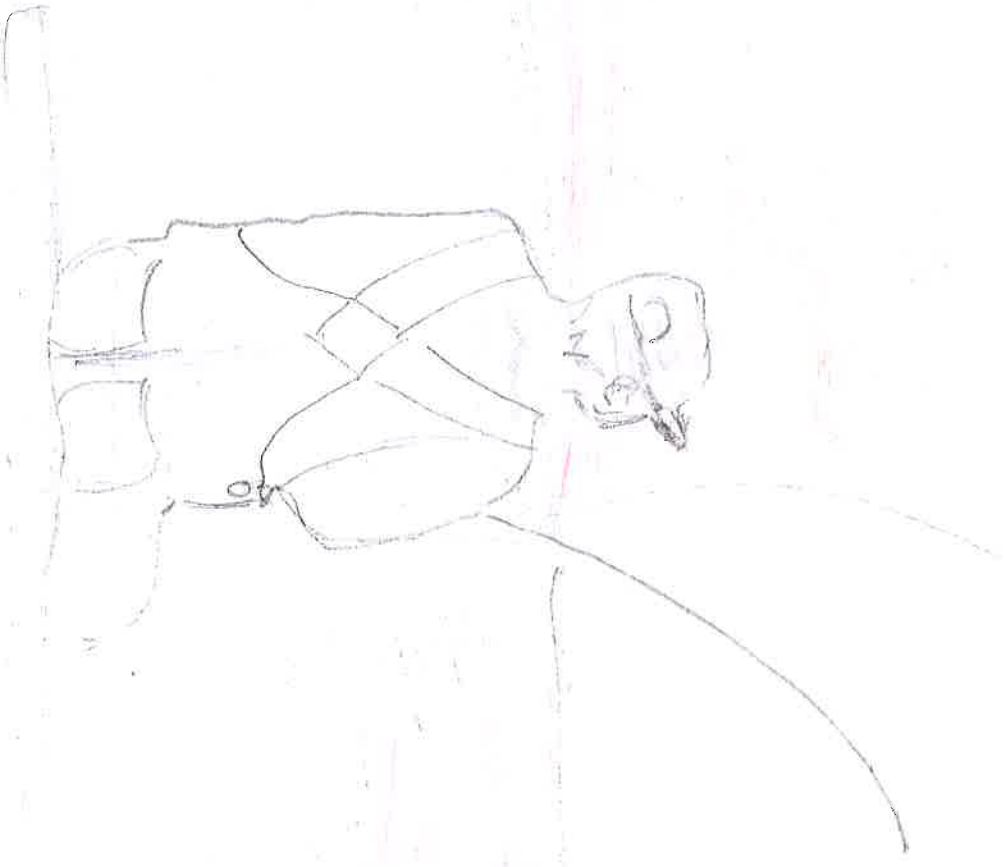
orange yellow red leaves

HARVEST

for

(John Doe?)







Backup material for agenda item:

E. DISCUSS/APPROVE/DENY -- URBAN FOREST MANAGEMENT PLAN

2015 CITY OF LIVINGSTON, MONTANA
URBAN FOREST MANAGEMENT PLAN
Proposed Strategies to Establish a Cooperative and Interactive
Community- Based Street & Park Tree Program

Written & photographed by:
Mike Garvey, Registered Consulting Arborist®

Funded by:
Montana Department of Natural Resources & Conservation
In co-operation with:
The City of Livingston, MT



ACKNOWLEDGEMENTS

Funding for this project provided by:

MONTANA DEPARTMENT OF NATURAL
RESOURCES & CONSERVATION



In Cooperation with:

THE CITY OF LIVINGSTON,
MONTANA

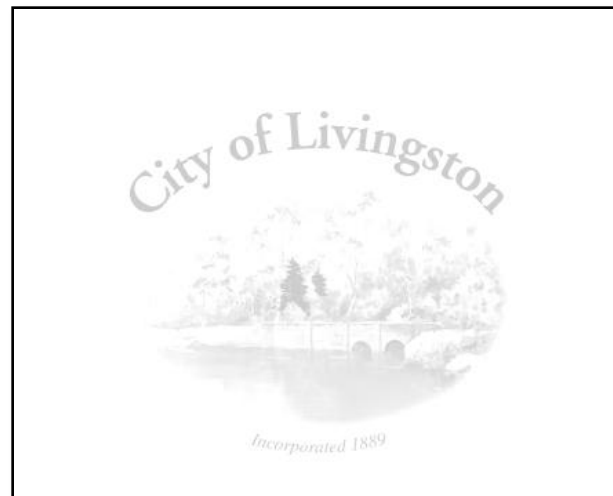


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SUMMARY

The 2014 i-tree™ inventory of Livingston’s public trees should be utilized to schedule and manage a pro-active 5 year plan for tree maintenance. The plan should consider trees as an essential component of the City’s infrastructure and urban ecosystem; sustained in cooperation with various partnerships and volunteers to connect the community and its trees in a cost efficient and safe operational manner.

Note: For efficient ease of reading this document, the City of Livingston is referenced as “the City”, or “Livingston” and the Urban Forest Management Plan is referenced as “the Plan”. The abbreviation “UF” is used to reference Urban Forest.

PURPOSE OF THE PLAN:

The purpose of the management plan is to assess the current components and operations relative to the management of publically-owned trees; and to assist the City of Livingston in creating and establishing new clear set of priorities and objectives to safely and efficiently manage the City’s public park, cemetery, and boulevard street trees for the next 5 years. The Plan’s main objectives are to take into account all the benefits, costs, hazards, and risks associated with future decisions related to the retention, remedial mitigation, removal, and replacement of publically-owned trees; and to explain and relate that data to diverse segments of the City which include:

- Elected public officials
- City Administrators, Department Heads, Staff, employees
- Tree Board Members
- Community residents
- Business owners

This management plan document is directly based on collected data from the 2014 i-Tree® complete tree inventory of Livingston’s public trees. The inventory is the basis of the “*City of Livingston, Montana, 2014 Inventory Report of Municipal Park, Boulevard, and Cemetery Trees*”.

The inventory and report can be found on the City’s official website: www.livingstonmontana.org. and it is suggested that reading the document will be beneficial in understanding the UF plan.

BACKGROUND INFORMATION

The UF Plan is funded through a grant provided by the Montana Department of Natural Resources & Conservation (MT DNRC) and is administered by the City of Livingston, MT.

Several agencies and people were interviewed or contributed information needed to write the Plan and include:

- City of Livingston Public Works
- City of Livingston Parks & Recreation

- The Livingston Tree Board
- Montana State University Extension Service
- Northwestern Energy

The City also hosted an online questionnaire survey related to several topics of local tree issues that community members could express their opinions and offer suggestions.

A review of the existing City Tree Ordinance (Livingston, MT Code of Ordinances. Sec.23-2 thru Sec.23-28) was performed, as well as the documents pertaining to the City's

- Application For Removal/Trimming/Pruning Of Trees On Boulevard
- Application For Permit To Plant Trees On Public Street Right Of Way
- List Of Recommended Trees For Planting In Public Right-Of-Ways
- List Of Trees Not Suitable For Planting In Public Right-Of-Ways

Ancillary documents also referenced for the UF Plan include:

- City of Livingston Parks & Trails Master Plan
- City of Livingston Capital Improvement Plan
- City of Livingston 2015 Annual Budget Report
- Livingston Urban Renewal Agency: Downtown Tax Increment District Fund Financial Analysis

Several on-site visits and observations in many City parks and streets, as well as City functions such as the 4th of July parade and the art/craft fair at Depot Park were conducted throughout the summer.

INTRODUCTION: WHAT IS URBAN & COMMUNITY FORESTRY?

The terms “urban forestry” and “community forestry” are frequently used when talking about management of a city or town’s trees. According to the National Arbor Day Foundation, the term “urban forestry” originally dates to 1965, and is accredited to Erik Jorgenson of the University of Toronto, when he defined it as “not city trees or single tree management, but rather tree management in the entire area influenced by and utilized by the urban population.”

Although this first known reference to urban forestry is only 50 years old, the first recorded tree ordinance occurred in 1700, when the city of Philadelphia required property owners to plant trees outside of their home doors (hence the antiquated term “door trees”.) Subsequently, Philadelphia hired its first “chief forester” in 1896, and in 1899 the State of Massachusetts enacted the “Tree Warden Act” which specified that all towns in the State must elect a person who would be in charge of municipal tree care.

In 1872, J. Sterling Morton created “Arbor Day” in Nebraska to encourage school kids to plant trees, yet the concept of community tree value and organized public tree care was brought to the forefront by the widespread devastation of American elm trees caused by a fungus known as Dutch Elm Disease.

In 1972, Congress passed legislation that put the U.S. Forest Service in charge of urban forest program development; and the 1990 Congressional Farm Bill enacted urban forestry legislation that allowed the Forest Service to offer state governments grant money to create, design, and implement urban forestry programs. To date, State urban forestry programs are funded by the Forest Service through federal Farm Bill funds.

For the purpose of this UF Plan, the terms urban or community forestry are considered interchangeable and are characterized by using the National Arbor Day Foundation’s definition:

“Urban or Community Forestry is the systematic management and care of amenity, or landscape, trees, collectively, in human settlements.”

EXAMPLES OF URBAN & COMMUNITY FORESTRY PROGRAMS:

*Establish in 1875, American Forests is our country’s most enduring national nonprofit conservation organization. Its notable achievements include the founding the U.S. Forest Service and the national park systems.
www.americanforests.org/urbanforests*

Managing the Urban Forest by Connecting People and Trees to Promote Partnerships & Sustainability

Over the past 10-15 years the concept and definition of urban & community forestry has evolved to include the factor of

“sustainability” by means of focusing on a systematic and collective strategy of tree management. This relatively new direction of thinking is best described by the National Arbor Day Foundation:

“Sustainable urban forestry is based on the concept of sustainable urban ecosystems, or landscapes designed and managed to minimize impact on the environment and maximize value received for dollars expended in the long term.”

To further illustrate and inform the City of contemporary sustainable urban forest challenges and successful strategies developed by communities to solve those challenges; the following examples from diverse communities should be considered food for thought as Livingston addresses the challenges and opportunities of managing trees in the next 5 years. These examples, with the exception of Sidney, Montana, are documented in the 2012 “Urban Forests Case Studies: Challenges, Potential and Success in a Dozen Cities”, published by American Forests.

SIDNEY, MONTANA

- “Re-Tree Sidney” was a 2014 DNRC grant-funded program started by Sidney’s Parks Superintendent to educate community members about the environmental and monetary importance of trees; and to help homeowners select, plant, and successfully care for a variety of diverse tree species intended to replace the hundreds of dead and diseased American elms that once shaded a large portion of Sidney.
- The success of Re-Tree Sidney caused the program to expand and in 2015 it was renamed “Re-Tree Richland County” to accommodate the wishes of property owners outside the City limits who wanted to learn about and successfully plant and care for new trees.
- Participants ***must*** attend a workshop to learn about tree biology, tree identification, soils, insects & diseases, and modern tree care practices. Upon learning about local tree ordinances and regulations, attendees are given a choice of selecting one free tree (from a choice of 9 species) that is site appropriate.
- Site evaluations are reviewed by the local Tree Board and the attendees are responsible for planting the tree at their own cost and time. Trees that die from owner neglect automatically make the homeowner ineligible for future trees and the homeowner must remove the dead tree and stump at their own cost.
- In 2015, Montana-Dakota Utilities partnered with the City of Sidney to donate money for the purpose of planting trees on public grounds.
- In 2015, the Sidney Country Club partnered with the City’s Park Superintendent to host a tour of the golf course trees to show community members tree-related issues such as tree hazards, problems caused by tree topping, and Emerald Ash Borer (EAB) insect traps.

“I always tell people to look up at trees...Trees are an asset to our community that provide comfort and increases to property value.”
 -Stephanie Garvey-Ridl
 City of Sidney, Montana
 Park Superintendent

PORTLAND, OREGON:

- In 2008, Portland’s Bureau of Environmental Services (BES) created the “Grey to Green” initiative. The goal is to utilize green infrastructure activities to support basic city functions. Emphasis is managing stormwater as a resource than a waste product and trees are considered a major component of that effort. For example, the City planted 2 million trees along the rivers leading into the municipal water treatment plant that in effect saved the City \$50 million dollars in construction of new gray infrastructures designed to treat wastewater

- The creation of the nonprofit “Friends of Trees” started out as a one-person grassroots effort to plant neighborhood trees and has evolved to training volunteers to correctly plant up to 250 trees per season. Volunteers called “summer inspectors” also survey and document the plantings-resulting in a 97% first year survival rate.
- Portland’s “Urban Forestry Neighborhood Tree Steward” program provides a 7 session training course that instructs volunteers about basic tree care, with an emphasis on tree biology, planting, and preservation. These volunteers then partner with their Neighborhood Tree Steward Coalition to tackle needed projects like small street tree pruning and maintenance.
- “Treebate” is an incentive strategy designed for private property owners to plant trees. This program allows homeowners to plant any tree species from a pre-approved list, then the homeowner submits a receipt to the BES and receives a utility bill credit for half of the tree’s purchase price up to \$50.00

“The strength of our program certainly is our partnerships.”
-Jennifer Karps, Grey to Green Canopy Coordinator, Portland BES

PHILADELPHIA, PENNSYLVANIA

- TreePhilly, a 2012 Parks & Recreation program, partners with other tree advocacy groups with the intent of engaging community members in tree planting and management endeavors. Using GIS technology, TreePhilly identifies specific neighborhoods that need trees and tree management skills by networking with knowledgeable arborists and horticulturists.

“Tree Tenders is a really powerful network. You have these advocates in a lot of the neighborhoods in Philly, where they plant trees twice a year or have pruning clubs. It’s a nice network of community-oriented work.”
-Erica Smith Fichman
TreePhilly manager

- The nonprofit Pennsylvania Horticultural Society (PHS) established the Tree Tenders Program that focuses on basic training for understanding tree biology, tree identification, proper planting techniques, and maintenance.

WASHINGTON, D.C.

- The District of Columbia's street tree program dates to 1860. In 2000, the responsibility of tree maintenance was transferred from the Department of Public Works to the newly-created District Department of Transportation.

"Moving to DDOT was a good move; it allows us to put more emphasis on the importance of street trees and protection of trees in projects."

-John Thomas

*District Department of Transportation,
Urban Forestry Administration*

- D.C.'s "Water By-Cycle is a program that utilizes bicycle power to water trees in areas where large water trucks cannot easily access.
- Summer Crew is a partly funded U.S. Forest Service summer job training program for high school students. Up to 10 students are employed to weed, mulch, and water trees that have been planted in the past few years.
- Canopy Keepers is a D.C. Urban Forestry Administration (UFA) program that enables community members to apply to adopt a tree near their home. UFA then delivers a free, 10 gallon slow-drip watering bucket which the homeowner is responsible for filling throughout the growing season.

SACRAMENTO, CALIFORNIA

- Created in 1911, the Sacramento Parks & Recreation Department was organizationally changed in 2003-04. A best management practices (BMP) study was adopted by the City which moved urban forestry out of Parks into its own division headed up by an Urban Forester/Division Manager. In 2007, this division was transferred to the Department of Transportation. And, in 2012, urban forestry was moved to the Department of Public Works.
- The Sacramento Tree Foundation created the "Greenprint Initiative". Among the goals are to connect businesses, governmental agencies, elected officials, and volunteer groups to develop urban forests initiatives.
- Sacramento established a 3-5 year tree pruning cycle in 2007-which matches industry standards for tree pruning

"Urban trees are all about people and their value and benefits."

*-Ray Tretheway, Executive Director,
Sacramento Tree Foundation*

"Trees are not always considered part of the necessary infrastructure. They're considered an amenity rather than a necessity."

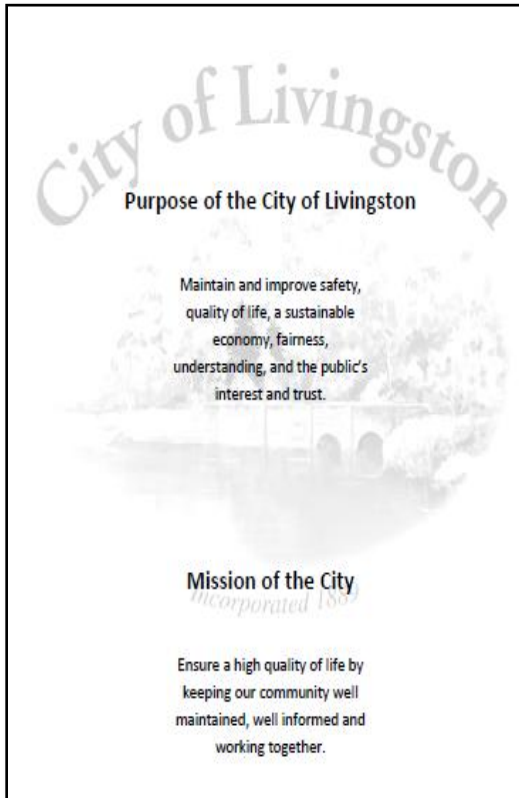
*-Joe Benassini, Urban Forester, City
of Sacramento*

DENVER, COLORADO

- The “Park People” program was established in 1969 by numerous public park supporters who realized that Denver Parks & Recreation Department lacked sufficient funds to adequately support the City’s park system.
- “Denver Digs Trees” was founded over 20 years ago in the garages of outdoor-minded residents who combined their concern and appreciation of trees with their community organizational skills to promote neighborhood tree projects.
- Denver’s Community Forester program began in 2003 with the goal of recruiting volunteers to aid the City’s Forestry Division in planting and managing trees. The program consists of 4 training workshops that include field time experience in pruning and tree identification.

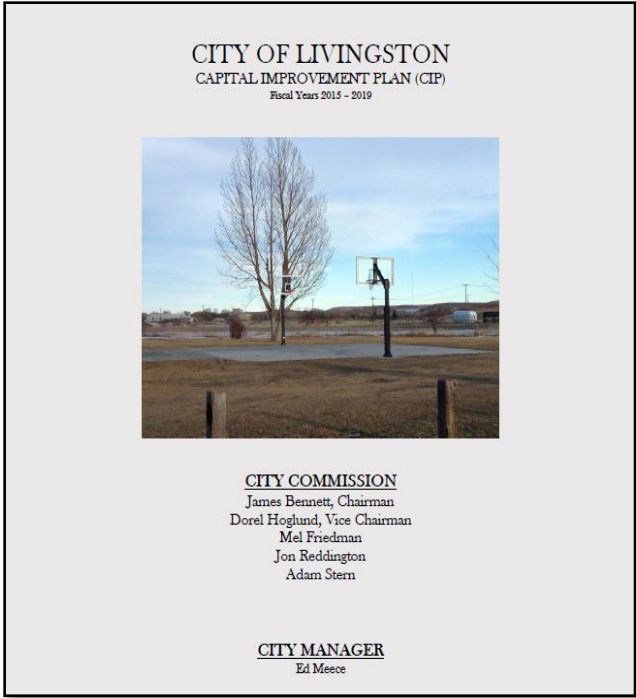
Upon completion of the Community Forester workshops, graduates are qualified to lead tree planting projects to new participants

LINKING LIVINGSTON’S 2014 TREE INVENTORY DATA FINDINGS TO EXISTING PUBLIC DOCUMENTS:



Purpose of the City of Livingston:
“Maintain and improve safety, quality of life...”
**Tree inventory rated 49% (1,890 trees) as High Risks.*
Each public tree in Livingston contributes and average annual benefit of \$151.85 in energy savings, carbon dioxide sequestration, improved air quality, stormwater reduction, and amenity property values.

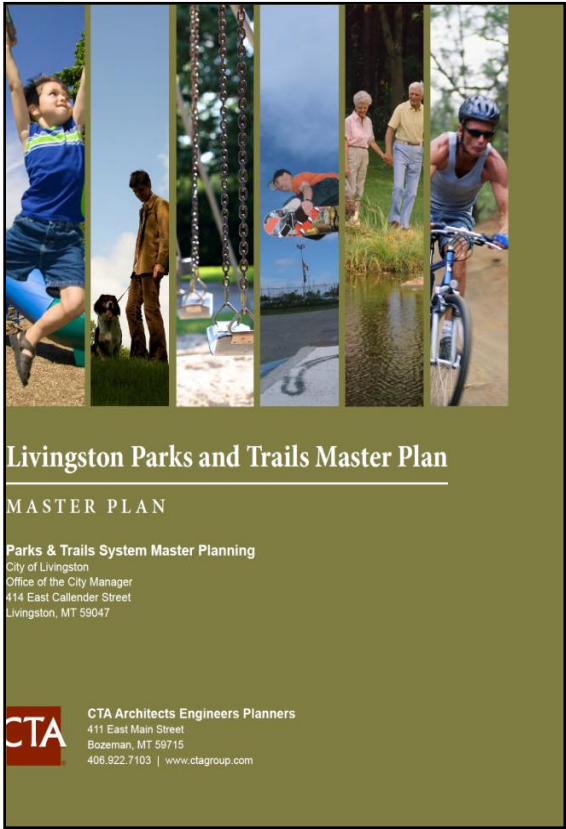
Mission of the City:
“Ensure a high quality of life by keeping our community well maintained”
**Tree inventory lists 3,188 out of 3,880 public trees in need of some form of pruning*



CIP needs assessment of infrastructure maintenance, replacement, or purchase programs list includes:

- ✓ Playground equipment
- ✓ Water storage tanks
- ✓ Water well fencing
- ✓ Roof replacement
- ✓ Water mains
- ✓ Lift station rehabilitation
- ✓ Storm drain cleaning
- ✓ Telemetry base station
- ✓ Exterior staircase

***No specific line item or mention of tree care & maintenance is included on programs list (excluding \$50,000 bucket truck aerial lift)**
Tree inventory identified 1,366 sidewalk heave conflicts caused by trees

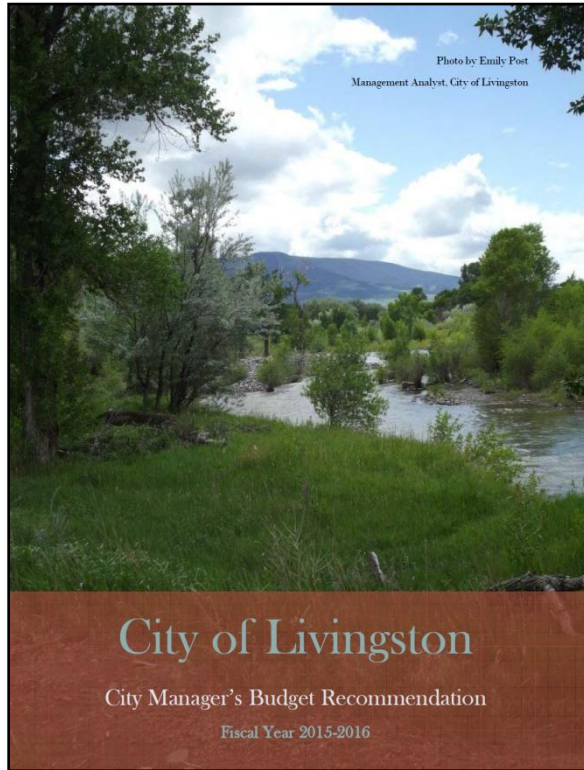


Livingston Parks & Trails Master Plan: Narrative Observations:

Sacajawea Park: "Park has large concentration of shade trees in the S. W. corner around the picnic area and in the center of the park around Pompey's Playground."
***Tree inventory lists only 4 out of 354 trees located in Sacajawea Park as no maintenance needs**

Depot Park: "Lots of mature shade trees and evergreens. Great overhead canopy and a wonderful sense of enclosure..."
***Tree inventory lists 147 trees in need of some form of pruning maintenance.**

North Side Park: "Several new shade trees...have been installed. Great screening and an excellent buffer on both the east and west sides of park."
***Tree inventory records 10 trees on east-west boundaries as dead. (Planted: 2010)**



- ✓ *City of Livingston FY 2015-2016 Budget Recommendations lacks specific line item funds for tree maintenance.*
- ✓ *\$13,000.00 non-budgeted funds had to be spent to pay for removal of high-risk, hazardous trees identified in the 2014 tree inventory.*
- ✓ *Tree inventory lists 1,770 green ash trees potentially susceptible to succumbing from Emerald Ash Borer (EAB) insects. Yearly estimated costs of protective insecticide application could total over \$150,000.*

LIVINGSTON, MONTANA CODE OF ORDINANCES: Chapter 23-TREES



Section23-1.A.2. “ANSI A300 Standards shall apply to any person or entity engaged in the business, trade, or performance of repairing, maintain or preserving trees..”

Section23-14. Tree topping: “It shall be unlawful as a normal practice for any person, firm, or City department to top any street tree, park tree, or other tree on public property.”

**The tree inventory recorded hundreds of topped trees similar to the ash tree in photo*



Section23-15. pruning and corner clearance: “Every owner of any tree overhanging any street right-of-way within the City shall prune the branches so that...such branches shall not obstruct the view of any intersection...”

**The tree inventory recorded numerous trees that obscured signage such as the stop sign in photo*



Section 23-10. Distance from street corners and fireplugs: “No street tree shall be planted within 35 feet of any street corner.”

**The tree inventory recorded numerous trees located in close proximity of street corners and fireplugs.*



Section 23-11. Utilities: “No street trees other than those species accepted as small trees by the Tree Board may be planted under, or within 10 feet of any overhead utility line.”

**Honeylocust trees shown in photo are listed by the Tree Board as large trees over 40 feet at maturity, and are a recommended species for planting in public right-of-ways.*

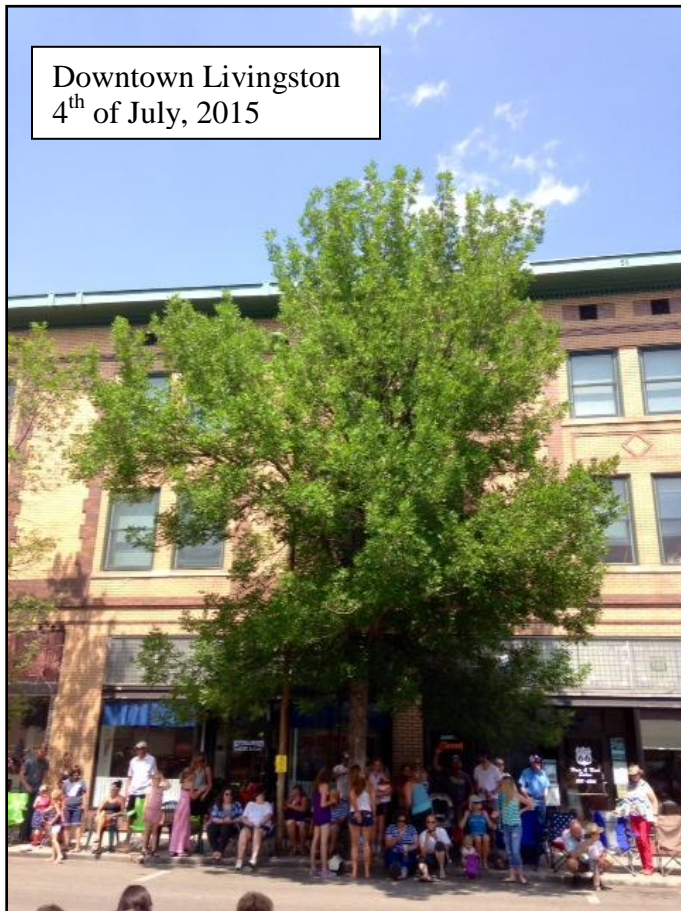
Downtown Tax Increment District Fund: FY2015, 17, 18



Downtown Livingston
August 2015

Project Description: "Sidewalk furniture (benches and bicycle racks) enhances the walk-ability and accessibility of downtown, providing many health and economic benefits."

Advantages of Approval: "Sidewalk furniture enhances the overall friendliness of an area, making it more inviting to visitors, and leading to an increase in retail sales."



Downtown Livingston
4th of July, 2015

"Relatively inexpensive enhancements such as flower baskets create a sense of place and add color & interest to the downtown area. Improves the overall appearance of the downtown area, inserting the natural environment into the more structured downtown."

NOTE: Flower baskets cost \$10,000 annually.

Trees are not mentioned in the Downtown Tax Increment Funding District.

The tree inventory calculates that each boulevard tree contributes a yearly average of \$49.75 in environmental benefits and \$116.28 in aesthetic & monetary value

CITY OF LIVINGSTON ON-LINE TREE QUESTIONAIRE SURVEY

The City hosted a tree survey (June-July, 2015) on the official city website to gather information related to community members opinions and beliefs about general tree issues. Note: A total of 55 people completed the survey. *Open-ended, multiply choice questions can exceed 100%

Survey result summary:

What are the top 3 most important benefits of trees?:

1. 41% - Clean the air
2. 30% - Reduce greenhouse gases
3. 14% - Provide food & shelter for animals/birds
4. 13% - Shade streets
5. 6% - Increase property value
6. 6% - Stabilize soil
7. 12% - Other reasons

In your neighborhood are there too many or too few public trees?

1. 53% -Too few trees
2. 44% - Enough trees
3. 02% - Too many trees

What are the top 2 concerns relating to tree planting and care?

1. 38% - Sidewalks and pavement cracking
2. 38% - Block traffic signs & street lights
3. 25% - Creating safety problems from falling
4. 19% leaves & fruit dropping
5. 12% - Trees cost too much money
6. 07% - Attract bugs & pests
7. 12% - Other concerns

What are you willing to do to ensure Livingston's trees are maintained and protected for future generations?

1. 83% - Plant new trees on my property when trees need to be removed or die
2. 51% - Vote in support of creating a tree district that would tax residents for tree care
3. 36% - Volunteer to plant and maintain trees on public property

How much would you be willing to pay annually in an additional tax to pay for tree planting, care, and dead tree removal?

1. 46% - \$25.00
2. 22% - \$00.00
3. 13% - \$10.00
4. 13% - \$ 5.00
5. 06% - \$15.00

Why are trees important to you (personally) and your family? *Top 2 responses

1. Shade – 8 responses
2. Beauty-6 responses

Comments/suggestions

“I think there is some confusion as to who is in charge of the boulevard trees

No more taxes!!! Maintain what the city has and don't expect property owners to maintain City trees on boulevards.”

“Please don't tax us for trees, just promote their benefit to the public.”

PUBLIC WORK PROJECTS, PARKS, AND TREES

While the mention of and budget items related to Livingston’s public trees are scarce in the public documents reviewed in this Plan, the fact remains that trees are indirectly and directly affected by the day-to-day operations and municipal infrastructure projects that have occurred over the past years.

The following photos show scenarios where lack of tree management planning in conjunction with infrastructure replacement & repair projects may have damaged trees, and/or made them more of a risk liability.



← Dying trees where newer walks were installed. New tree with root damage from 2014 line installation →



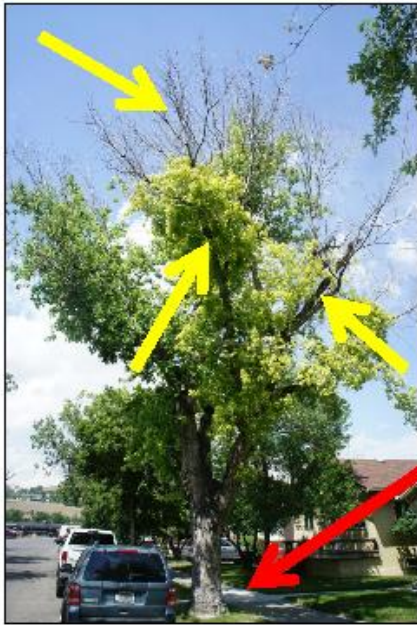
Maple tree with symptoms of decline in health where new sidewalks have been installed (2014)



Same tree one year later. Arrows point to dead/dying branches that had leaves in 2014



NEW SIDEWALKS – OLD TREES:
NO FORMAL SPECIFICATIONS FOR TREE RETENTION, REMEDIAL AFTERCARE, OR REMOVAL OPTIONS. *Red arrow points to recent walkway work. Yellow arrows point to structural & biological tree deficiencies



**DAMAGE TO TREES AT PUBLIC FUNCTIONS:
Arts & Crafts Fair at Depot Park 2015**



THE FACE OF FAILURE: LACK OF WATER FOR NEW TREES AT NORTHSIDE PARK
"Several new shade trees...have been installed. Great screening and an excellent buffer..."
-Livingston Parks & Trails Master Plan



REVIEW OF LIVINGSTON’S CURRENT MUNICIPAL TREE MANAGEMENT

The City of Livingston does not have a municipal tree management or maintenance plan, yet it has taken the first and most important step of developing a program by completing the 2014 Citywide i-tree™ inventory of parks, cemetery and boulevard trees.

At the present time, there is no scheduled tree maintenance pruning cycles and most trees are managed when residents contact the City with concerns or requests, or when trees are damaged and fallen by abnormal weather events. This sort of “reactive” tree management is not cost effective (\$13,000.00 in unscheduled removals last year of high hazard/high risk trees identified during the tree inventory field work), and increases the risk that high value targets such as people and personal property will be harmed by hazardous tree failures in the future.

The City’s Tree Ordinance refers to a “City Forester” [Sec.23-12-Public tree care] yet the City does not have a full time employee (FTE) with a formal degree or Certification in the fields of Arboriculture and/or Municipal Forestry, and whose specific responsibilities and duties are solely related to the care of public trees.

A City employee is in the process of becoming an International Society of Arboriculture (ISA) Certified Arborist and has field experience of trimming/pruning trees, but lacks trained experience in working in trees from the aerial bucket truck that the City recently purchased.

This document’s previous section that linked the 2014 tree inventory data to extant City documents shows that:

- Municipal tree management is not a budgeted item
- Numerous tree ordinances are not enforced or monitored
- Numerous public works projects and lack of aftercare management have adversely affected municipal tree health & condition
- Public works projects related to parks and the downtown district omit tree planning

CONCLUSIONS

The existing City policies of reactive funding for regular tree maintenance, exclusion of tree care management practices and funding relative to infrastructure projects, and lack of adhering to existing municipal tree code ordinances are economically unsustainable, environmentally destructive, and create higher risks to residents and their property.

The 2014 inventory data of 3,880 trees list:

- 710 trees (18%) should be removed. *283 (7%) are listed as dead/dying
- 2,478 trees (82%) need some form of maintenance pruning
- 329 trees (8%) are conflicting with overhead utility lines
- 1,372 trees (35%) have caused sidewalk heave (tripping hazards)
- 990 trees (26%) rated at moderate risk
- 1,890 trees (49%) rated at high risk

The EAB Factor:

1,770 green ash (*Fraxinus pennsylvanica*) trees make up 46% of all public trees. Over the past 13 years, green ash trees across the country have been attacked by an invasive beetle known as the emerald ash borer (EAB). To date, over 10 million ash trees have died from EAB and although it is not yet confirmed in Montana, in 2014 it was confirmed in Boulder, Colorado. EAB can kill an ash tree within 2 years and the application of insecticides to protect ash trees from EAB have averaged about \$150.00 per tree for an average-sized tree. **NOTE:** Data from Ohio estimates the total costs for EAB management ranges from \$157,000-\$665,000 per 1,000 residents.

***SEE SUPPORTING MATERIAL: EAB. PAGE 33**

NOTE: EAB preventative treatments must be made yearly. The City would need to budget around \$42,000.00 per year for treatments of ash trees located in the parks and cemetery. If all ash trees were to be applied the costs would exceed \$265,000.00 per year. The potential and worst-case scenario costs associated with the total removal of 1,770 dead ash trees due to EAB would cost the City \$1,062,000.00 (based on an average removal cost of \$600.00 per tree).

MANAGEMENT PLAN RECOMMENDATION OPTIONS

*Management option considerations should be based on the premise that sustainable community forest programs are best constructed by input from, and in partnership with, all segments of: public agencies, business entities, local media, private utility companies, schools, volunteers, and private sector homeowners.

*Management options should utilize the full data sets compiled in the 2014 itree™ inventory to best compare the costs of tree management in relation to the overall value of public trees.

Management Option 1:

Budget: Keep annual funding based on Tree City USA® minimum requirements of \$2.00 per capita. The July 1, 2014 estimated population of Livingston was 7,136. At \$2.00 per capita funding = \$14,292.00. Budget should consider the following line item budget formulated by i-tree™. **NOTE:** To date, the budget maintains an approximate balance of \$18,000.00.

Livingston

Annual Management Costs of Public Trees

8/18/2015

Expenditures	Total (\$)	\$/Tree	\$/Capita
Purchasing Trees and Planting	0	0.00	0.00
Contract Pruning	0	0.00	0.00
Pest Management	0	0.00	0.00
Irrigation	0	0.00	0.00
Removal	0	0.00	0.00
Administration	0	0.00	0.00
Inspection/Service	0	0.00	0.00
Infrastructure Repairs	0	0.00	0.00
Litter Clean-up	0	0.00	0.00
Liability/Claim	0	0.00	0.00
Other Cost	0	0.00	0.00
Total Expenditures	0	0.00	0.00

Note: Due to the high numbers of recently planted trees that have not survived or are in poor health & condition, it is recommended that no new trees be planted for at least 1 year or until new policies & specifications for tree planting and aftercare management are enacted & enforced.

FY2015 Budget should include costs of attending the September 30-October 2, 2015 “Northern Rockies Trees School” to be held in Livingston. The tree school is featuring two internationally-known speakers, Dr. Kathleen Wolf, University of Washington, and Dr. Tom Smiley, Bartlett Tree Research.

- Dr. Wolf’s topics will include:
- Trees and Human Health
- Planning for Trees Commercially: Livability & Retail Response
- Sanitary, Sustainable, Sacred: Understanding Human Interactions with Trees

Dr. Smiley’s topics will include:

- Growing Trees Near Concrete
- Tree Risk Assessment: Root Cutting & New Inspection Techniques

Additionally, the tree school is featuring a presentation “Trees and Sidewalks: Risks and Liability” from Alan Hulse, Montana Municipal Interlocal Authority.

COST OF ATTENDANCE: \$150.00 PER PERSON

Recommendation that at least one City employee from Public Works, Parks & Rec, and the Livingston Tree Board should attend

COST OF 3 ATTENDEES: \$450.00

FY 2015 Budget should also include costs of training & travel for the City employee who will have the responsibility and duty of pruning trees in the newly-acquired City aerial bucket truck, and who has been delegated by extant Tree Ordinance’s to inspect and make recommendations for remedial action concerning dead or diseased trees that constitute “hazards to life and property.”

Estimated Costs of attending an accredited training program: \$3, 000.00.
(travel,lodging,registration costs).

Livingston Tree Board:

The Livingston Code of Ordinances, Section 23-5. Duties and responsibilities of states:

“It shall be the responsibility of the City Tree Board to study, investigate, counsel, develop and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, and in other public areas.

Such plan will be presented annually to the City Commission and upon their acceptance and approval shall constitute the official comprehensive City tree plan.”

These duties and responsibilities should be integrated with Capital Improvement Plans in advance of infrastructure work related to sidewalks and streets that directly affect the health and condition of public trees. The Tree board should have timely access to pertinent information from the Planning Department in public works projects that will directly affect the health and condition of public trees, particularly damage to root systems and proposed specifications for such trees relative to their retention or removal during or after infrastructure work.

The Code of Ordinance, Section 23-5 also states:

“The Board shall promote and supervise the establishment of a tree inventory for street and park trees. The inventory shall be updated with the results of the ground inspections every three (3) years.”

The Board should have full knowledge of and utilize the i-tree™ data from the 2014 inventory as the “template” of fulfilling this particular duty and responsibility. The Board should make available in a timely manner to the Planning Department any and all updates compiled from the 3 year ground inspection cycle.

The Tree Board should consider holding at least two meetings per year at one of the City parks. Meeting at a park brings the trees closer to the Board and it can be a useful way of connecting with residents who live near and recreate in a neighborhood park. Conducting “listen and learn” on-site sessions are also useful tools for gathering creative ideas and in potentially recruiting volunteers for projects involving parks and trees.

Volunteers and Partnerships

The City of Livingston was honored last year as Montana’s “Tree City of the Year” in conjunction with national and state Arbor Day celebrations. The Governor of Montana was the keynote speaker, Park County High School band members donated their time and wonderful talents during the program, several organizations hosted informational booths, lunch was donated, and over 200 adults and school kids attended the celebration and participated in planting trees.

The premise of this management plan is that the City does not currently have enough time, funds, equipment, and personnel to fully carry out the priority tasks and maintenance needs of approximately 3,880 public trees. Subsequently, it is recommended that the City embrace, emulate, and promote some of the listed examples of managing the urban forest by connecting people and trees to promote partnerships & sustainability; as found on pages 3-7 of this document.

The logical starting point to establish a network of new volunteers should be the City’s existing Tree City USA® program. The major annual effort of local accredited Tree City USA® communities is the planning for national Arbor Day tree planting celebrations. It is recommended that the local planning committee for this event expands the educational efforts to include tree issues related to: tree identification, tree biology, proper tree selection, proper tree planting techniques, after care plans such as watering, mulching, protection from trimmers/mowers, insect & disease identification, etc.

POTENTIAL PARTNERSHIPS & VOLUNTEERS TO HELP MAINTAIN PUBLIC TREES



“Strengths: community involvement and capacity.”
-2002 Park County Comprehensive Development Strategy

****36% respondents of Livingston’s on-line tree survey said they would volunteer to plant and maintain trees***

The “*Urban & Community Forestry: A Practical Guide to Sustainability*” written by James R. Fazio (National Arbor Day Foundation®.2003) lists the following work that is especially suited for volunteer projects:

- ✓ Planting trees
- ✓ Watering trees mulching
- ✓ Tree stake removal
- ✓ Distribution of door hanger tree brochures
- ✓ Yard beautification contests
- ✓ Staffing fair booths
- ✓ Monitoring tree vandalism
- ✓ Advocating tree ordinance, planning
- ✓ Cleaning tree wells (grates over trees in boulevards)

The use of volunteers for needed but over-looked tree maintenance would be especially beneficial to the City as the i-tree™ inventory lists 1,196 recommended immediate and routine maintenance on small trees

The use of volunteers to staff informational booths at Livingston’s fair, downtown festivals and farmers markets, and park arts/crafts/music festivals would be of great service. Promoting the care and benefits of trees at such venues may reduce human-caused tree damage that is shown on page 16 of this document.

Also, trained volunteers could be of great service to the City by helping to install and monitor emerald ash borer (EAB) traps, and to help conduct EAB pest monitoring protocols. Please refer to the Supporting Material on page---of this document for more information.

Partnerships

Three partnerships could provide valuable resources and benefits to the City:

- ✓ Northwestern™ Energy
- ✓ Montana State University Extension Service
- ✓ Livingston’s existing “sister city” exchange program with Japan

Northwestern™ Energy

This utility company provides electrical service to residential and business customers in Livingston and by law are responsible for and have the right to keep overhead utility lines clear of contact interference with trees. Northwestern™ has developed partnerships with several Montana communities to offer free removal service for trees interfering with electric lines and also offer a generous rebate coupon to help purchase a new recommended tree appropriate for the site property for property owners who participate in the program.

The following letter gives more details:



Kevin T. Deckert
 Utility Arborist
 Telephone: 406-490-3359
 Facsimile: 406-655-2511
 Kevin.Deckert@northwestern.com

40 East Broadway St.
 Butte, MT 59701
 Telephone: 406-497-3000
 Facsimile: 406-497-2535
 www.northwesternenergy.com

Northwestern Energy has been striving to deliver reliable electric service to our residential and business customers. Tree caused outages are the most frequent on our system statewide. The Vegetation Department has been working hard to establish partnerships with the communities in which we service. We developed a program in conjunction with the City Forestry departments in Townsend, Helena, Billings, Bozeman, and Missoula where the utility would remove undesirable species that are growing in the boulevard, and are in conflict with the overhead conductor. These species include but are not limited to Poplar, Elm, Maple, and Ash. Northwestern Energy offers the customer with tree's that fit our criteria a free removal that will be done by either Asplundh or Davey Tree. The crew will chip all of the brush that is small enough to be processed. The contractor's will also block up the remaining wood to be used or given away by the customer. Northwestern Energy will also offer a tree voucher up to \$225.00 to be used by the customer on a species of tree that has a mature height of 25 feet or less. We have a list of approved trees on our website. The city accepts responsibility to grind the remaining stump, and properly plant the replacement tree. This program has existed for approximately three years and is working exceptionally well.

Thanks,

Kevin Deckert

It is recommended the City incorporates and promotes this program as the i-tree™ inventory data lists a total of 389 trees (including 332 boulevard trees) in present and conflicting contact with utility lines. The majority of these trees are green ash that are in poor condition and health, and whose shape and form are disfigured by chronic utility line clearance pruning methods. The removal of these trees would also lessen the costs associated with future EAB management.

Montana State University-Extension Service

It is recommended that the City (Parks & Rec, Tree Board) make contact with and re-establish a partnership with the University’s Extension Service Agents. This renewed partnership could be beneficial in terms of a once popular but abandoned volunteer group called the “Green Thumb Program.” In the past this group of volunteers who had practical experience in the care of new trees would perform duties such as trimming/pruning/mulching/weeding trees. As mentioned previously, these services are greatly needed to improve the health and condition of numerous small trees.

It is recommended that the local Extension Agent be invited to an upcoming Tree Board meeting so that exchange of information such as the current list of recommended trees for planting in right-of-ways, and the list of trees not suitable for planting in public right of ways. Although this might appear as an insignificant idea, it should be noted that the Extension Service is not aware of the City’s tree list, and the City probably isn’t updated on recommended tree species lists that the Extension Service promotes.

City of Livingston-Japan “sister city” exchange program

This on-going international exchange program has already resulted in the development of a Japanese-style garden located on the grounds of the old City water building by Riverside Drive. Most recently a group of Japanese exchange students were visiting Livingston and were introduced at the August City Council meeting (see photo).The Japanese culture features extensive knowledge and respect of trees, and it would benefit the City to expand and cultivate this



relationship to include asking the Japanese for advise on tree care and management. This would also be a most interesting public relations promotion for both Livingston and its sister city.

Livingston, MT Code of Ordinances. Chapter 23: TREES

It is recommended that the Tree ordinance be updated and revised to include a purpose or intent statement. The revision could follow along the lines of what is included in Livingston’s Code of Ordinance, Chapter 31: Historic District Overlay Zoning. This ordinance clearly specifies three purposes and intents:

- A. “To promote the tourist industry in the City of Livingston through the preservation of historically significant building structures and the creation of a central business district that reflects the cultural and architectural past of the City.”

- B. “To provide a means of informing owners of property and building structures with the historic districts of potential tax incentives and federal grants that might be obtained through the preservation of those historic structures.”
- C. “To enhance the property values and to increase economic financial benefits to the City of Livingston and its inhabitants through the preservation of historic buildings.”

It could be considered that by changing the term “historically significant building structures” to “trees” would almost suffice for an adequate purpose or intent tree ordinance statement. By including a purpose and intent statement to the tree ordinance, the following ordinances would be easier to understand and enforce.

It is also recommended the following tree ordinance sections be reviewed and/or changed to better improve Livingston’s tree management guidelines:

Section 23-1.D: “Qualified Arborist” should be changed to “International Society of Arboriculture (ISA) Certified Arborist.” By specifying ISA Certified Arborist, especially as it relates to Section 23-13, Pruning and trimming standards, the City should see improved standards in the art and science of modern arboriculture as it relates to industry-accepted pruning techniques, ANSI standards of care and safety, and a general improvement in the professional operations of commercial tree companies

The too vague verbiage of “Qualified Arborist” could be applied to virtually anyone who has field experience from working for another “Qualified Arborist”. The title “Certified Arborist” has to be earned and those passing the test to become Certified have proven their level of competence and knowledge as recognized by one of the tree industry’s most respected organizations: the International Society of Arboriculture.

Section 23-7: Tree species to be planted.

It is recommended that the sentence “*Efforts shall be made to ensure a sufficient diversity of tree species*” be amended to include quantifiable figures such as “*no more than 30 % of one tree genus*” or “*no more than 20 % on one tree species.*” Updating this ordinance will make the list of recommended trees for planting more understandable and have a more direct affect of actually diversifying the tree species in Livingston.

Section 23-14: Tree topping.

The vast majority of mature trees in Livingston public places have been topped, and this practice has been on-going for an extended period of time. It is recommended that this ordinance be fully enforced and fines increased from \$300.00 to \$500.00 (see tree ordinance Sec. 23-28 Penalty) to cover the cost of enforcement.

Section 23-18: Protection of trees. The ordinance reads: “*In order to maintain the overall forest, reasonable efforts shall be made to replace tree that are removed and to protect quality trees that are endangered*”. And, “*Trees of desirable species and good health shall be protected as much as possible from damage during construction, sidewalk repair, utilities work above and below ground, and other similar activities. The zone of protection shall include the ground beneath the canopy of the tree.*”

It is recommended that this ordinance be updated to include language that deals with removal specifications for trees in poor health and condition. Please refer to pages 15 and 16 of this document for examples of trees that have not been protected or should have been budgeted for removal before or during the construction work. It is also recommended that the definition of “quality tree” be updated to include some language of “quantification”. For instance, “*trees that*

show over 50% dead limbs and branches...” or, “trees that are leaning over a 40% angle... will be removed before the sidewalk excavation project begins.”

Management Option 2

Management Option 2 includes all the recommendations listed in Option 1, with the exception of the Budget. In Option 1, the budget remains the same and as such, the existing management procedures of reactive scheduled tree work that occurs when someone reports a tree problem or performing tree work requests based on a “first-come, first-serve” approach until the budget is depleted is left intact.

The Management Option 2, the budget is based on the following recommendations:

- Municipal tree work is scheduled on a 5 year cycle where all trees on public property are trimmed or pruned at least one time (or removed) within a 5 year period.
- The recommended maintenance and priority tasks for public trees are based on the 2014 i-tree™ inventory data, which includes various factors of: tree size, structural wood condition, failure probability, failure target impact, failure risk rating.
- Municipal tree maintenance should focus on pruning for safety first; economic concerns second, so that branches less than 2 inches in diameter are not removed and aesthetic pruning or “shaping” concerns are for the most part not specified.
- A full time City employee should be solely dedicated to the maintenance, management, and monitoring of public trees.
- That City employee should have practical field experience or training in working with trees and should be at a minimum, an ISA Certified Arborist or be able to attain Certified Arborist credentials within one year of the City’s formal approval and implementation of this management option. The employee should have practical experience or training in aerial bucket tree work, ANSI tree industry safety standards (or have attained experience/training within one year of the City’s formal approval and implementation of this management option). Preferably, the City employee should have a Municipal Forester accreditation and have adequate grant-writing, interpersonal communications, and computer skills.
- A seasonal, part time employee should be hired to water park trees during the months of July and August. Recently planted and establishing trees require more water than what turf irrigation provides. This employee could also weed/mulch around tree bases while watering, which would eliminate the cost and time of applying herbicide.

The budget costs of employing a full time arborist would range from \$38,791.00 to \$40,444.00 (base pay-excluding benefits). These figures are in line with existing budgeted base pay rates for City Public Works maintenance employees, Leadman-Water, Leadman-Sewer, Leadman-Solid Waste, Leadman, Roaming Crew, Leadman-Streets, Animal Control Officer, WWTP Operator in Training.

It is recommended that the title of this proposed position is “City Arborist”. If the position is filled by a person with a Municipal Forester accreditation, the title should be “Community Forester”.

The seasonal, part time “tree tender” base pay costs could be funded by existing Roaming Crew overtime budget (\$11,000.00).

How to fund Option 2

It is beyond the scope of this Plan to perform a full analysis of the City’s FY2015-16 annual budget to find areas (funding districts i.e.) in the budget that could fund the hiring of a full time City Arborist. However, it is assumed that since the City has already purchased an aerial bucket truck, the previous costs of contracting private tree companies could be greatly reduced. The employment of an ISA Certified Arborist who has accredited ANSI safety training could also reduce the costs of liability insurance premiums paid by the City.

Additionally, a partnership agreement with NorthwesternTMEnergy to remove trees under power lines for free and pay for new trees to be planted would significantly reduce field and operating costs of municipal tree maintenance. Other volunteer/partnership recommendations listed in this Plan could reduce labor costs for the City relative to the costs of buying, planting, and maintaining new trees on public property. Enforcement and collection of existing tree ordinance fines could also help fund tree maintenance. To this end, the following recommendations are offered:

Creation of an annual tree district fund

Background history:

It was reported in the past the City failed in its efforts to pass a voter-approved Tree District tax paid by property owners to fund public tree maintenance. It has been speculated that a principal reason the tree district tax proposal failed was because there wasn’t a management plan in place to account for how, where, and when the funds would be spent. It also was reported that the tree district tax proposal failed because of issues related to street, or boulevard, tree ownership and responsibility. That is, many residents felt that they should not be required to “pay” for the upkeep of a “City tree” located in the property owner’s adjacent boulevard.

While collecting field data for the 2014 tree inventory, numerous homeowners freely offered their opinions that they should not be “forced” to pay for trees that “the City owns.” Conversely, many of these same homeowners also mentioned “I love my tree.”

The recent online public opinion survey hosted on the City’s official webpage reflected similar attitudes and beliefs. Over half (51%) of the survey respondents said they would vote in support of creating a tree district fund, and 78% said they would be willing to pay between \$5.00 -\$25.00 annually to fund public tree maintenance.

However, open-ended comments about the confusion of boulevard “tree ownership” were noted. One comment in particular seems to sum up one significant problem the City has in terms of successfully explaining to Livingston residents why funding for tree maintenance should be approved. The comment is:

“Please don’t tax us for trees, just promote their benefit to the public.”

The attitude, the belief, the culture, regarding trees by many residents of Livingston appears to be that the benefits of trees are unending and don’t cost anything to maintain.

It is the recommendation of this management plan option that the City disseminate the tree benefit calculations from the i-tree™ inventory data to the general public by means of:

- ✓ The City's official website
- ✓ Local media (The Livingston Enterprise newspaper has printed at least four stories relating to the tree inventory and EAB, and one favorable editorial supporting the maintenance of trees)
- ✓ Tree Board meetings
- ✓ Informational booths at public events (which could be staffed by volunteers)
- ✓ Signage at parks and City owned vehicles
- ✓ Civic clubs/organizations

The key point that the City needs to make is:



i-tree™ tree inventory data calculates that the average boulevard tree contributes annual benefits of ecological, environmental, and home amenity values that total \$166.00
5 year benefits = \$830.00

The key question that the City needs to ask its residents is:

Would you be willing to pay \$25.00 per year to safely manage a tree that provides you, your family, your home property, your community, \$166.00 in annual benefits?
5 year benefits = \$830.00
5 year \$25.00 tax= \$125.00
Net Benefit: 5 years=\$705.00



These key points are best illustrated by the following photograph. It shows a dying green ash boulevard tree that the homeowner had paid a “*Qualified Arborist*” [see Livingston’s Code of Ordinances: Chapter 23.TREES: Sec.23-1.D] \$300.00 to trim.

NOTE: The homeowner freely offered this information while the tree was being inventoried for inclusion to the City’s 2014 i-tree™ data base: *Tree was listed as dead/dying.



Key Points:

- A proposed \$25.00 annual tree district tax that specifies a 5 year pruning cycle for all public trees would have cost this home owner \$125.00 over 5 years, and \$250.00 over 10 years: a saving of at least \$175.00 for this homeowner.*Not counting the added cost of removal.
- A proposed change to Livingston’s tree ordinance 23.1D [see page 25 of this document] definition of “Qualified Arborist” to “Certified Arborist” would greatly reduce or eliminate unskilled and/or unethical tree trimming practices.

Recommendations for raising revenue to fund a tree maintenance district

1. Propose an annual \$25.00 tax/assessment fee paid by property owners. The City’s base of approximately 3,300 property owners would generate \$82,500 ($\$25.00 \times 3,300$).
2. Propose an annual .10¢ (ten cents) tax/assessment fee based on per linear foot on all properties abutting public rights-of-way. This could generate approximately \$61,000.00 annually based on 58 miles of Livingston’s streets. Example: 1 mile = 5,280 feet x 58 miles =306,240 feet x 2[both sides of street] =612,480 feet x .10 per foot = \$61,248.00. A property owner who has 100 feet of street abutment would pay \$10.00 per year. **NOTE:** The City of Cincinnati, Ohio assesses .12¢ per foot for its 1,000 miles of streets. This assessment generates about \$1.25 million dollars annually to fund the street tree program
3. Propose to include street tree maintenance in state or federal grants that help fund public work projects. Several municipalities across the country have discovered that classifying trees as a component of public utility infrastructure has led to the increase of grant funding, especially through state and federal transportation projects. It is beyond the scope of this document to estimate a dollar amount that this proposal could generate in Livingston, but it is a viable option being employed by progressive communities.

Justification for an annual tree maintenance district that specifies a 5 year pruning and inspection cycle

A 2 person crew, that includes a full-time Certified Arborist with experience in aerial bucket work and 1 grounds person can inspect and crown clean (removal of only dead, dying, diseased, crossing, broken branches larger than 2 inches diameter, measured at the branch union) at least 3-4 trees per day. At that rate, a total of 15-20 trees can be pruned weekly, which equates to 60-80 trees per month, for a total of 720-960 trees annually. Livingston has about 3,880 public trees, and at an average rate of 840 trees per year ($720+960 \div 2 = 840$), a total of about 4,200 trees can be crown-cleaned pruned in 5 years.

When performing aerial bucket tree work the Certified Arborist can efficiently observe the condition and health of the tree and make note of serious disease and/or insect activity, especially EAB. These observations can be recorded and updated as part of, and in fulfillment of, the duties and responsibilities listed in the Livingston Code of Ordinances: Sec. 23-5.

Annual tree district tax/fee assessments save homeowners money. At a proposed annual rate of \$25.00, a homeowner would only spend \$125.00 over 5 years in exchange for having their tree(s) safely & skillfully maintained at least once during that timeframe. The example and photo on page 29 of this document records that a homeowner paid \$300.00 to a private tree company to trim a tree that should have been recommended for removal. In this case, the homeowner paid \$175.00 more than if an approved 5 year cycle tree district management plan was in place. This example does not include the future costs of removal.

How to establish a 5 year pruning/inspection cycle of public tree maintenance: the utilization of the 2014 i-tree™ inventory data base

In general terms, the cycle should be based on the following i-tree™ data:

- There are 99 trees rated as “probable” tree failures, 45 are boulevard trees, 18 trees are in Sacajawea Park, and 10 trees each are located in Miles Park and the cemetery
- There are 3,162 trees rated as “high target impact”, 2,228 are boulevard trees, 371 are in the cemetery, 227 are in Sacajawea Park
- There are 1,890 trees rated as “high risk”, based on probability and high target, 1,404 are boulevard trees, 201 are in Sacajawea Park, 122 are in the cemetery, and 57 are in Bozeman Park
- There are 117 trees rated “large tree immediate maintenance”, 41 are boulevard trees, 42 are in Sacajawea Park, 21 are in Miles Park, and 7 are in Riverside Park
- There are 1,364 trees rated “crown cleaning priority task”, 922 are boulevard trees, 118 are in the cemetery, 111 are in Sacajawea Park, and 54 are in Miles Park
- There are 283 trees rated as “dead or dying”, 208 are boulevard trees, 15 are in the cemetery, 13 are in Sacajawea Park, 12 are in Bozeman Park, and 11 are in Mars Park
- There are 303 trees rated as “poor condition”, 216 are boulevard trees, 27 are in Sacajawea Park, 16 are in the cemetery, and 13 are in Mars Park

NOTE: Tree failure rating does not exclusively mean the whole tree will fall at one time. It includes the potential for large diameter >2 inch limbs/branches to fail even as the tree in whole still stands. Dead or dying tree ratings includes small trees that are rated at low risk failures.

How to access data on i-tree™. Note: the i-tree™ software suite is already installed on the City’s mainframe computer.

Open i-tree streets™ program

Click: File

Click: Open

Click: Existing Project

Click: City of Livingston2 ISTREETS File

Note: After opening i-tree™, to access spreadsheet data fields:

Click: Input

Click: Records *Records include: Tree ID number, GPS coordinates, zones, species code, maintenance recommendations, maintenance priority, sidewalk damage, overhead utility line conflict, comments, failure probability, target impact, risk rating. **Note:** “other one” lists failure probability, “other two” lists target impact, “other three” lists risk rating.

NOTE: To access report data: benefit-cost analysis/resource structural analysis/replacement value: after opening the City of Livingston2 ISTREETS File:

Example:

Click: Reports

Click: Resource Structural Analysis

Click: Maintenance

Click: Recommendation and or Priority

Note: at the left side of the page, you will see a “Report by” tab. The 2 selections in this tab, “Species Citywide” and “Zone” give specific data to each zone listed in the inventory. Export and Print tabs are on the left side of the page, under the “Report by” tab.

Supporting Material: Emerald ash borer (EAB) references

Draft Montana Urban and Community Forestry Association (MUCFA)

Montana Emerald Ash Borer (EAB) Sampling Protocol and Documentation Form

History of Emerald Ash Borer *Agrilus planipennis* 'Fairmaire' (EAB) Problem: EAB has been causing extensive damage to forest and community ash trees in eastern Canada and the Midwest US, creating a tremendous loss in forest cover, shade, aesthetics, and property values. This aggressive beetle was introduced from Asia, likely in shipping material and was first identified in the US in Michigan in 2002. The insect may have been in the state for 6 years before detection. Adults feed on tree foliage but the real damage occurs when the young beetle larva, bore into the tree and feed on the inner bark. More than 30 million trees have been killed in Michigan alone.

Green ash, *Fraxinus pennsylvanica*, is a vital component of many eastern Montana hardwood draws and has been extensively planted in Montana communities. Green ash is equally susceptible to this destructive pest. We have not yet encountered EAB in Montana but are concerned that this pest could be introduced into the state, possibly via infested firewood, nursery stock, wood packing materials, or other human-assisted movement. The EAB problem is summarized in the EAB Pest Alert (http://na.fs.fed.us/spfo/pubs/pest_al/eab/eab.pdf). Since the Pest Alert was published EAB has spread to other states. Minnesota, Kentucky, and New York detections were in 2009; Iowa and Tennessee detections were in 2010; and Connecticut, Kansas, Missouri, and Massachusetts detections were in 2012. For a March 2013 map of EAB distribution in the US go to:

http://www.aphis.usda.gov/plant_health/plant_pest_info/emerald_ash_b/downloads/multistate_eab.jpg

An EAB quarantine map is located at:

http://www.aphis.usda.gov/plant_health/plant_pest_info/emerald_ash_b/downloads/eab_quarantine_map.pdf

Need for Sampling Protocol: As mentioned in the EAB Pest Alert cited above, evidence suggests that EAB is generally established in an area for several years before it is detected. Current programs for early detection in Montana have been limited to insect traps. The Montana Department of Natural Resources and Conservation (DNRC), in conjunction with the Department of Agriculture and the US Department of Agriculture Animal and Plant Health Inspection Service (APHIS), deployed purple traps coated with a sticky material, and baited with manuka oil throughout the state in an effort to catch any insects as soon as they arrive. There are many common native insects in Montana that feed on ash or look like EAB so suspected beetles caught in traps will be sent to an expert entomologist for identification.

This EAB Sampling Protocol recommends a research documented method that tree workers can use to sample asymptomatic as well as symptomatic green ash trees to verify the continued

absence of EAB and increase the potential for early detection in Montana. The protocol includes a sampling form to be used to document the sampling method used and location of the trees sampled. Amy Gannon, DNRC entomologist (agannon@mt.gov) will maintain the Montana database of trees sampled using the protocol to track tree location, number of trees sampled, and need for sampling in other areas of Montana. Montana sampling information will be forwarded to the USDA Integrated Plant Health Information System (IPHIS) database.

Insect Identification: EAB identification is summarized in the EAB Pest Alert

(http://na.fs.fed.us/spfo/pubs/pest_al/eab/eab.pdf). EAB looks similar to other insects including birch bronze borer (Foley, I. A. (2008). The Agrilus species of Montana (Coleoptera: Buprestidae). Montana Department of Agriculture outreach poster, Helena, Montana).

Life Cycle: The EAB life cycle is summarized in the EAB Pest Alert:

(http://na.fs.fed.us/spfo/pubs/pest_al/eab/eab.pdf). For more info about EAB go to: <http://www.emeraldashborer.info>.

Research Summary: Canadian Forest Service (CFS) researchers sampled 97 asymptomatic ash trees and 50 percent of the trees were already hosting EAB (K. L. Ryall, J. Fidgeon, J. Turgeon. Canadian Forest Service-Great Lakes Forestry Centre. www.nrcan.gc.ca/cfs-scf). The research developed a branch sampling method that can detect EAB presence at low populations with an 80 percent probability of detection. CFS stressed the need for an effective and efficient sampling tool for early detection. The sampling method can be used as an early warning system. The sampling can be combined with GIS mapping to show the current EAB “footprint”. The researchers stressed there is no need to wait for the late-stage (D holes) indicators in a tree to confirm an infestation.

Recommended Sampling Method: Sample open grown, semi-mature green ash trees

- 20 -50 centimeters (cm) (8 -20 inches (in)) DBH
- Two branches per tree minimum; 5-8 cm (2-3.25 in) diameter
- Mid-crown, south aspect
- One 50-cm (20 in) sample per branch

Place branch in a vice; then using a drawknife (such as a "Nalco 13" straight blade bark knife" or Victorinox Model V-9300 pruning knife) remove bark on the branch exposing the xylem tissue. Examine for galleries (See photo of EAB gallery below). Samples should include trees that are EAB asymptomatic and those that are potentially EAB symptomatic (i.e., basal sprouting/upper canopy dieback/etc.)

Reporting Method: (link to EAB Reporting Form) (See draft form on next page). Report results of sampling to Montana EAB Protocol Database c/o: Amy Gannon, DNRC entomologist: (agannon@mt.gov).

Treatments: Potential treatments can be found at:
<http://www.emeraldashborer.info/treatment.cfm#sthash.BqmDfZme.dpbs>.

Ramifications Once EAB Reaches in MT: An inventory of 10 Montana community tree inventories in 2010 found that green ash made up 34 percent of the total trees (Fred Bicha 2013. Personal communication to Patrick Plantenberg. March 11). APHIS and DNRC have a survey detection/delimitation response plan. APHIS does not have a management plan and is not likely to have funding for management. Those significant costs, likely in the tens of millions of dollars, will probably be borne by local communities with EAB.

Characteristic EAB gallery in Green Ash

EABMontanaProtocol20130320draft

EAB Sampling Protocol Reporting Form (Use One Form per Tree)

Date

County

City

Address

Description of site (front yard, back yard, etc.)

GPS coordinates (Lat/Long)

Size of tree sampled (DBH in cm and inches)

Height sample was taken (mid-crown, etc.)

Aspect sample was taken (south, etc.)

Number of branches sampled

Length of branch sampled in cm and inches)

Results (positive or negative presence of EAB galleries)

Destructive sampling (Was tree removed or just branch removed?)

Name of sampler

Sampler contact information: (phone number, email address, affiliation)

Notes:

Extension Bulletin E-2938 Reprinted December 2005

Signs and Symptoms of the Emerald Ash Borer

Mary Wilson, MSU Extension. Eric Rebek, Michigan State University Dept. of Entomology

Adult



Michigan State University



Michigan State University

- Bright, metallic green (Figs. A, B).
- 1/2 inch long, flattened back (Figs. A, B).
- Purple abdominal segments beneath wing covers.

Larva



D. Cappaert, MSU

- Creamy white, legless (Fig. C).
- Flattened, bell-shaped body segments (Fig. C).
- Terminal segment bears a pair of small appendages.

Canopy Dieback



E. Rebek, MSU



E. Rebek, MSU

- Begins in top one-third of canopy (Fig. D).
- Progresses until tree is bare (Fig. E).

Epicormic Shoots



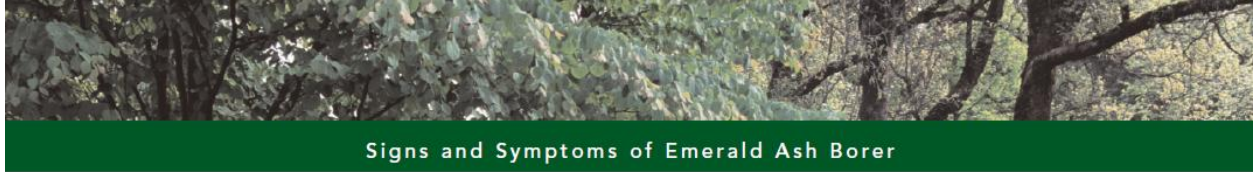
J. Smith, USDA APHIS PPD

- Sprouts grow from roots and trunk (Figs. F, G).
- Leaves often larger than normal.



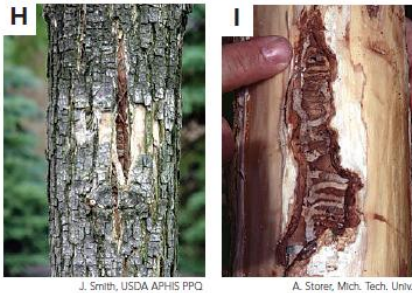
J. Smith, USDA APHIS PPD





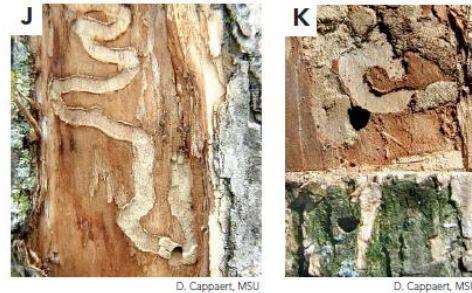
Signs and Symptoms of Emerald Ash Borer

Bark Splitting



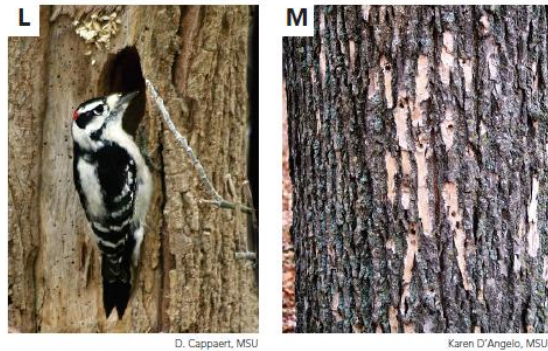
- Vertical fissures on bark (Fig. H) due to callous tissue formation (Fig. I).
- Galleries exposed under bark split.

Serpentine Galleries and D-shaped Exit Holes



- Larval feeding galleries typically serpentine (Fig. J).
- Galleries weave back and forth across the woodgrain.
- Packed with frass (mix of sawdust and excrement).
- Adults form D-shaped holes upon emergence (Fig. K).

Increased Woodpecker Activity/Damage



- Several woodpecker species (Fig. L) feed on EAB larvae/pupae.
- Peck outer bark while foraging (Fig. M).
- Create large holes when extracting insects (Fig. M).



FEBRUARY 2012

Emerald Ash Borer Insecticides: Label Guidance for Use Limits



Overview

Some insecticides used to control emerald ash borer (EAB) have annual per acre use limits. The Minnesota Department of Agriculture (MDA) offers this label guidance to help applicators and others comply with label directions, meet tree treatment objectives, and minimize environmental impacts. The MDA completed a special registration review of EAB insecticides in 2011. The review concluded that insecticides commonly used to control EAB are not likely to harm human health or the environment when used according to label directions. **Please remember, applicators have a legal responsibility to read, understand, and follow all current label directions for the specific insecticide product being used.**

- ✓ A treatment area is the total area within the boundaries of a property where a single treatment will occur. Include all surfaces (e.g., paved surfaces and buildings) and water bodies in treatment area delineations. Adjacent, not-to-be treated properties cannot be included in the calculation of the total treatment area or the annual per acre use limits.
- ✓ Annual per acre active ingredient (a.i.) use limits may mean that not all ash trees in a treatment area can be treated in the same year using the same product. If previous use of an insecticide with a per acre use limit in the treatment area is known, include it in the calculation of the annual per acre use limit for that insecticide.
- ✓ When an annual per acre use limit in a treatment area is reached using soil-applied or basal trunk spray methods, a different product (with a different a.i. or application method) can be used to treat additional trees.
- ✓ Along with other application information, applicators must record units (acres) treated when completing a category E pesticide application record.

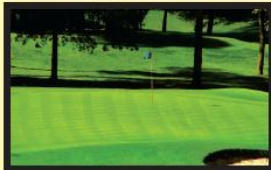
Treatment Areas

Less than One Acre



Pro-rate the per acre use limit to correspond to the size of the treatment area.

Greater than One Acre



Each acre is subject to annual per acre use limits. Divide the treatment area into approximately equal one-acre sections before an insecticide application, and adhere to the use limit for each one-acre section.

It is not appropriate to calculate the total acreage on a multi-acre treatment area, determine a volume of insecticide allowed based on that acreage, and then apply that volume to a section of the treatment area.

Miscellaneous (e.g., along a city boulevard)



Each acre is subject to annual per acre use limits. Divide the treatment area into approximately equal one-acre sections before an insecticide application, and adhere to the use limit for each one-acre section.

Treatment areas may be defined in a variety of ways. It is the responsibility of the applicator to be familiar with the boundaries of the treatment area.

For Example: An applicator has a contract to treat all trees between the sidewalks on both sides of a boulevard. The boulevard stretches for 2 miles. The distance between the far edges of the treatment area is 50 ft., so one acre is 50 ft. by approximately 870 ft. Under this contract there are approximately 12 acres to be treated (i.e., treatment area). The area can be divided into approximately equal one-acre sections along the contours of the boulevard.

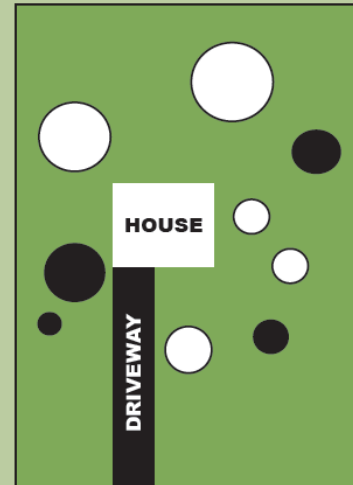
Annual Per Acre Use Limit Example

The figure at right depicts a treatment area. Circles represent ash trees. The applicator chooses to treat ash trees with an insecticide product that has an annual per acre use limit. To remain compliant with the label, not all ash trees in the treatment area can be treated with the chosen insecticide product before reaching the use limit.

- White circles indicate ash trees chosen to be treated with the insecticide product based on the size of the tree—calculated as the diameter of the trunk at breast height (DBH inches)—and the amount of insecticide allowed per acre.
- Black circles indicate trees that cannot be treated with the chosen insecticide product because the annual per acre limit has already been reached in the treatment area.

When not all trees in a treatment area can be treated with insecticide products having per acre annual use limits, consider these options:

- Other active ingredients can be used in the treatment area
- Insecticides with application methods that do not have use limits can be used
- Some trees may be candidates for removal



Calculating Use Limits

Use Limits for Soil Applied and Basal Trunk Spray Applications Expressed as Diameter at Breast Height (DBH) inches								
Active Ingredient	Formulations	Max/Acre/Year	Annual/Acre Use Limit (Lbs a.i.)	Treatment Area (Acre)	Max Product/Area/Year	Total Treatable DBH Inches Using the Min Label Rate	Total Treatable DBH Inches Using the Max Label Rate	Total Treatable DBH Inches for Imidacloprid Products With an Increased Max Label Rate for Trees > 15 inches DBH
Imidacloprid	2 F	1.6 pints (25.6 fl oz)	0.4	1/4	3.2 fl oz	32	16	Exceeds Use Limit
				1/2	12.8 fl oz	128	64	32
				1	25.6 fl oz	256	128	64
	75 WSP / 75 WP	0.53 lbs (8.5 oz)		1/4	1.1 oz	32	16	Exceeds Use Limit
				1/2	4.2 oz	128	64	32
				1	8.5 oz	256	128	64
Dinotefuran	20 SG	2.7 lbs (43.2 oz)	0.54	1/4	5.4 oz	51	13	Not Applicable to Dinotefuran Products
				1/2	21.6 oz	206	52	
				1	43.2 oz	412	104	
	70 WSP	0.77 lbs (12.3 oz)		1/4	1.5 oz	44	13	
				1/2	6.2 oz	176	52	
				1	12.3 oz	352	104	

Read the label!

It is your legal responsibility to read, understand and follow all current label directions for the specific insecticide product being used.

Additional Emerald Ash Borer Insecticide Information

- “Frequently Asked Questions Regarding Potential Side Effects of Systemic Insecticides Used to Control Emerald Ash Borer” http://www.extension.umn.edu/issues/eab/potential_side_effects_of_eab_insecticides_faqqinal.pdf
- MDA “Homeowner Guide to Insecticide Selection, Use, and Environmental Protection” <http://www.mda.state.mn.us/en/plants/pestmanagement/~media/Files/plants/eab/eabtreatmentguide2.ashx>
- For label compliance questions please contact the Pesticide and Fertilizer Management Division at 651-201-6121.

In accordance with the Americans with Disabilities Act, an alternative form of communication is available upon request. TDD: 1-800-627-3529. MDA is an Equal Opportunity Employer and Provider.

Backup material for agenda item:

F. DISCUSS/APPROVE/DENY - COMMISSION APPROACH TO ALLOCATING SKILLMAN TRUST FUNDS

RESOLUTION NO. 2866

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVINGSTON, MONTANA, DEFINING RECREATIONAL PURPOSES IN RESPECT TO THE BRYANT SKILLMAN BEQUEST.

WHEREAS, Bryant Skillman has made a bequest to the City of Livingston in the amount of \$102,590.93 and 1/3 interest in land located in California "to be used for recreational purposes;" and

WHEREAS, Dan Yardley, his attorney, has advised that it was Bryant Skillman's intent that the funds be used for a recreational project of a nature that would not be completed otherwise which would be of a benefit to the community and not to be used as a supplement to the City's recreation budget.

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

That the bequest of Bryant Skillman be used for "recreational purposes" which are hereby defined as being any purpose as determined by the City Council which benefits the city's public recreation programs or parks, whether by acquisition or construction, or enhancement of facilities, i.e. skating rinks, swimming pools, playgrounds, equipment, civic centers, youth centers, the acquisition or development of green space and parkland or a special project approved by the City Council which enhances the City's public recreational programs. The money shall not be used to pay operating expenses, maintenance, repairs or salaries in the recreation and parks department nor in any other manner supplement the City's annual recreation and parks operating budget.

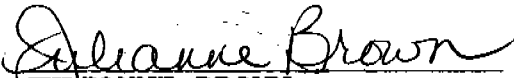
BE IT FURTHER RESOLVED, by the City Council that commencing Fiscal Year 1998-1999, the City Council may decide either to use only the interest earned during the prior year from the Skillman Bequest for one specific recreational purpose as defined herein or, in the alternative, reinvest and accumulate the interest for a more expensive recreational purpose, it being the intent to use interest only until a worthy recreational purpose is developed by the City Council for the entire bequest.

PASSED AND ADOPTED by the City Council of the City of Livingston, Montana, this 15th day of December, 1997.

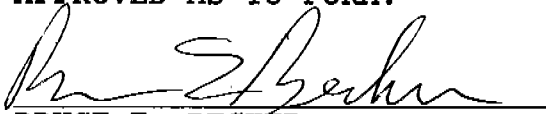


PAT MIKESELL - Mayor

ATTEST:


JULIANNE BROWN
Recording Secretary

APPROVED AS TO FORM:


BRUCE E. BECKER
City Attorney

Backup material for agenda item:

G. DISCUSS/APPROVE/DENY LYSA REQUEST FOR FUNDING FOR NORTHSIDE PARK AND SOCCER FIELDS PROJECT

April 18, 2016

Lisa Lowy, Interim City Manager
James Bennett, Commission Chairperson
City of Livingston
414 East Callender Street
Livingston, MT 59047

Dear Ms. Lowy and Mr. Bennett,

As you are aware, Livingston Youth Soccer Association (LYSA) and Northside Park Campaign Committee are working hard to complete the fundraising for Phase 3: The Fieldhouse and surrounding park area.

The Skillman Trust held by the City of Livingston supports the construction of recreational areas, and has supported the Northside Park & Soccer Fields Project in the past. Based on previous support by the City Commission, I would ask that we now receive \$20,000 from the Skillman Trust to help finish this third phase of the project. This would help pay for the sanitary sewer line installation, parking lot lighting, and allow us to move forward with the development of the park area surrounding the building.

The Skillman Trust funds will be used for Phase 3: The Fieldhouse, an integral part of the sustainability of the NSPSF Project. Community members and businesses alike are already - and will continue to - benefit greatly from this project. This support building will allow the park to generate income to cover park maintenance and expenses. It also will allow for more events and visitors which bring more than \$450,000 into the local small business economy annually. Additionally, the construction phase will add an estimated \$950,000 this year of economic impact locally.

Please contact me if you have any additional questions about this request or the project. Thank you for all your assistance with and support of this project since it started back in 2004. We look forward to continuing our cooperative work with the City of Livingston to successfully complete this important community project.

Sincerely,

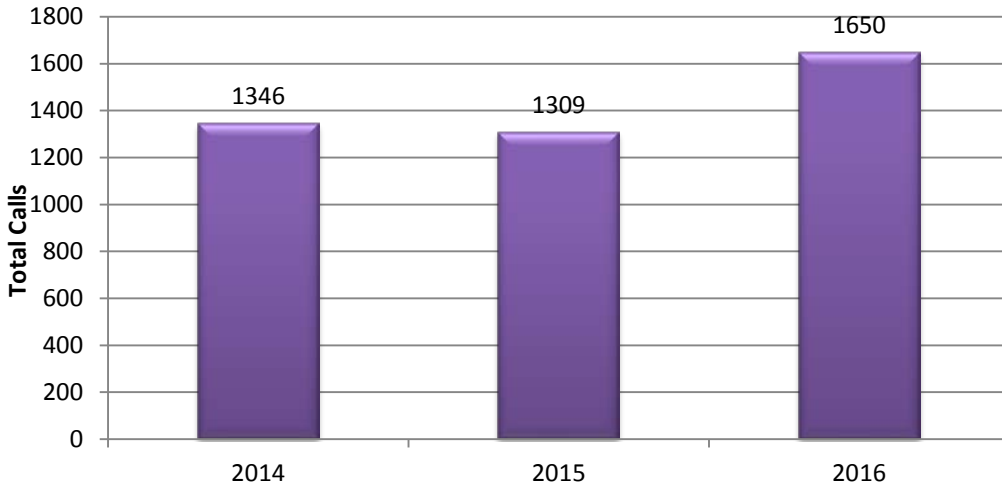
Jeffrey R. Dickerson
LYSA Board of Directors
NSPSF Campaign Chair

Backup material for agenda item:

SUPPLEMENTAL -- DISPATCH MONTHLY REPORT FROM APRIL 2016

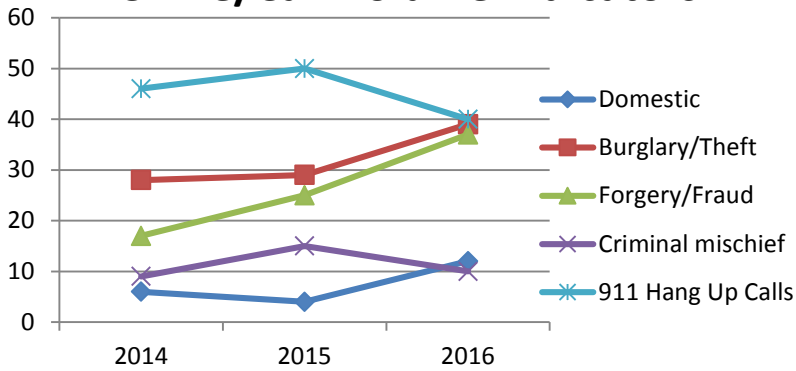
911 DISPATCH MONTHLY REPORT APRIL 2016

APRIL 2014 - 2016



YTD calls	5802
Projected # calls for whole year	16000
% of projected calls reached this month	0.362625

Crime/Call Volume Indicators



	Apr-14	Apr-15	Apr-16
Domestic	6	4	12
Burglary/Theft	28	29	39
Forgery/Fraud	17	25	37
Criminal mischief	9	15	10
911 Hang Up Calls	46	50	40

April 10th – 16th Communication Officers celebrated Public Safety Communications Week having a luncheon provided to them on the 15th. I hope everyone had a special week!!!! Communication Officer Cindy Pritt also completed her 40 hr training course at MLEA and Emergency Medical Dispatch Course. All of the other Communication Officers received EMD recertification.

Backup material for agenda item:

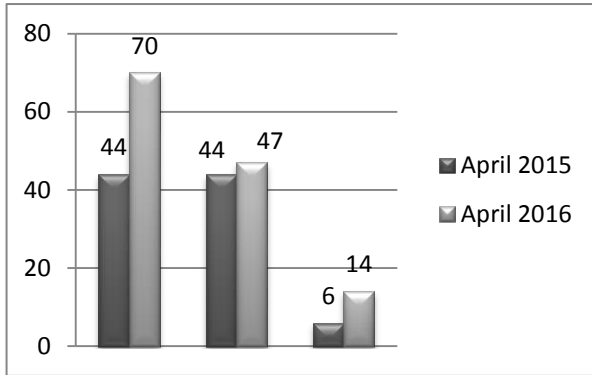
SUPPLEMENTAL -- MONTHLY POLICE REPORT FROM APRIL 2016



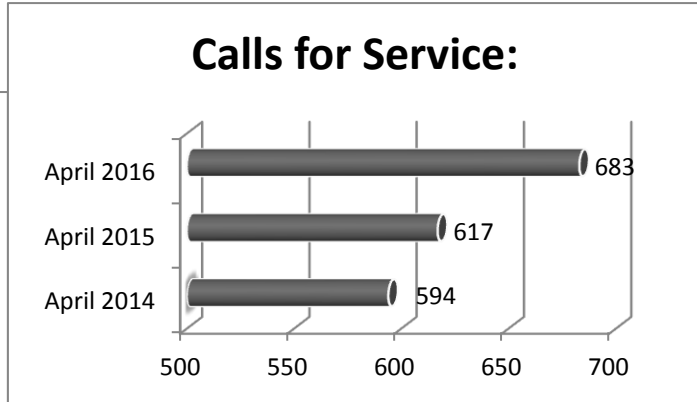
Livingston Police Department Monthly Report - April 2015



	<u>April 2015</u>	<u>April 2016</u>
Citations written	44	70
Warnings written	44	47
Crashes	6	14

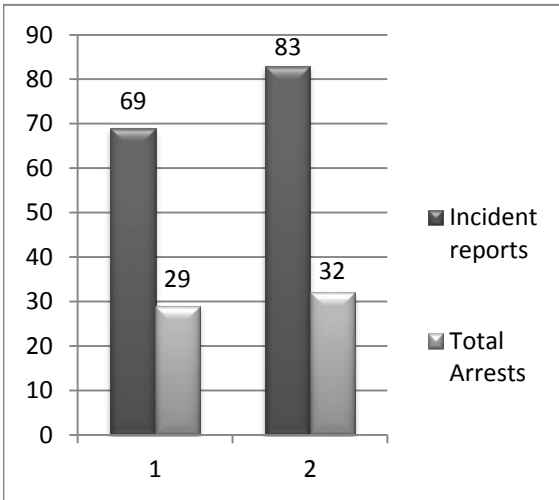


	<u>April 2014</u>	<u>April 2015</u>	<u>April 2016</u>
Calls for Service:	594	617	683



Notes:

	<u>April 2015</u>	<u>April 2016</u>
Incident reports	69	83
Total Arrests	29	32

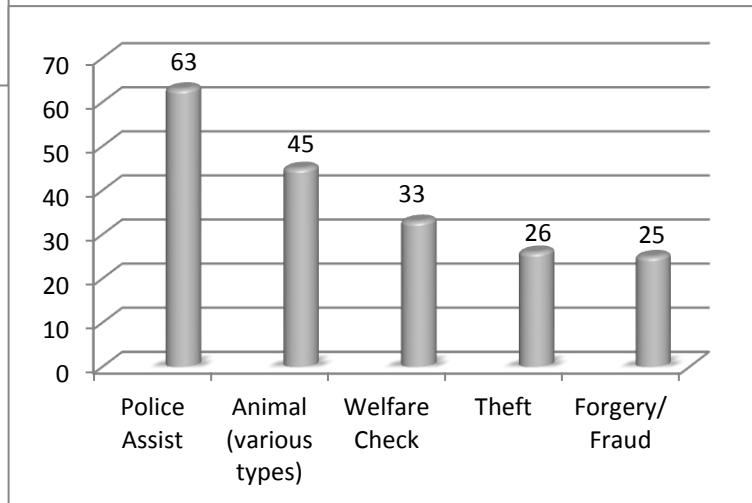


Sgt. Hard successfully completed the intensive 4-week Montana Executive Leadership Institute, Which is designed to educate upper-management staff of best practices and leadership qualities needed in challenging times.

Officers Sullivan and Hildebrand are proving to be great additions to our community and the department.

Top 5 categories investigated by the LPD in April

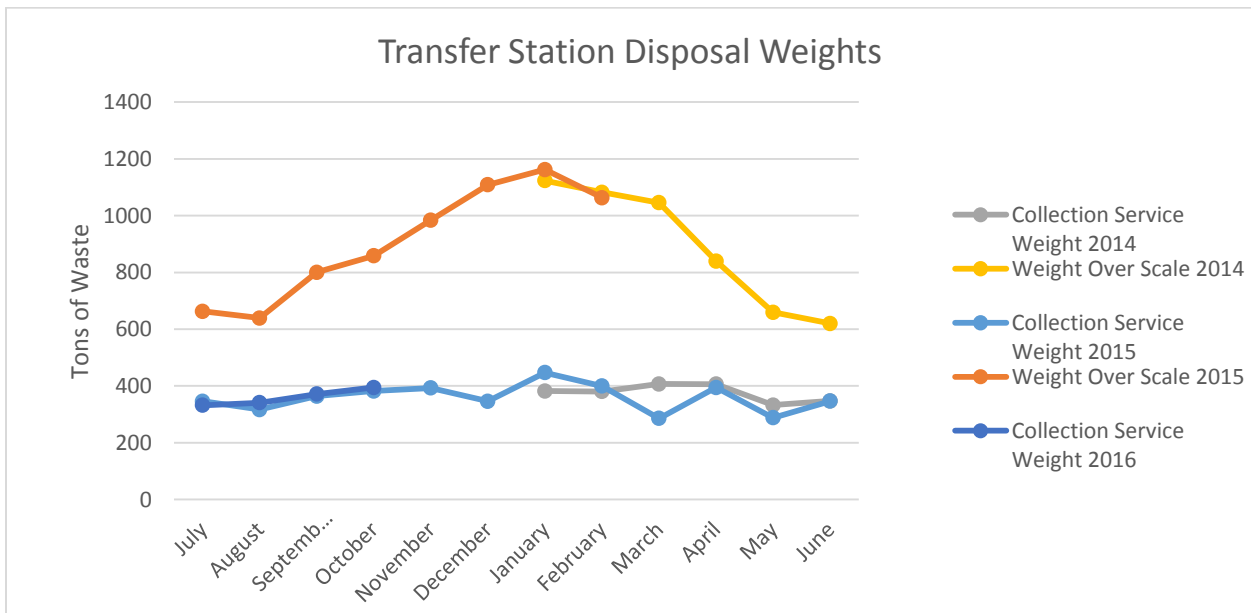
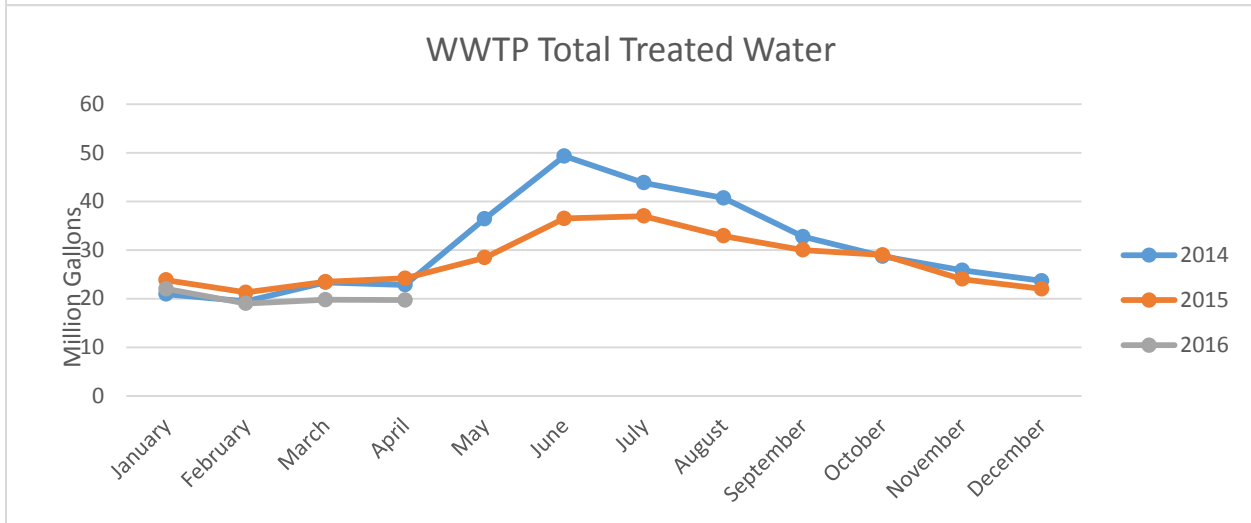
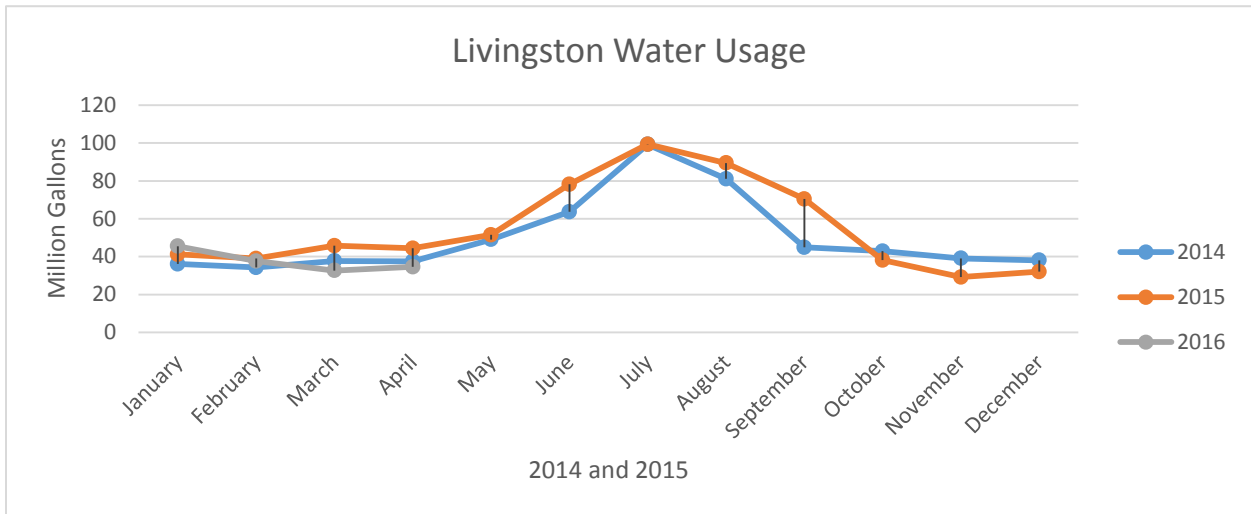
- 1- Police Assist 63
- 2- Animal (various types) 45
- 3- Welfare Check 33
- 4- Theft 26
- 5- Forgery/ Fraud 25



Backup material for agenda item:

SUPPLEMENTAL -- PUBLIC WORKS MONTHLY REPORT

Public Works Operations



Project	Details	Status
Infrastructure Improvements	TD&H is designing 5-6 block of water main to replace in 5 th and 6 th Street. Repair of one block of sewer main has been designed for the alley between 9 th and 10 th .	TD&H is working on an estimate for design.
Soccer Fields Field House	Construction of a field house at soccer complex.	Foundations have been completed. Framers are working on walls and roof.
2015 Capital Improvement Project	Water and Sewer lines will be upgraded in alley between Main and B Street from Callender to Geysler.	Williams Construction finished major work on the project and is working on completing punch list items.
Transportation Alternatives Sidewalk Project	Replacing sidewalk approaches at 5 th and E street intersections with ADA approved ramps, curb and gutter.	Project documents are finalized with MDT. Bidding for project has started. Work is tentatively scheduled for the fall.
O Street Trail	Creating a pedestrian and bike trail connecting O Street and the Veterans Bridge.	Stahly Engineering completed the design. Administration has met with MDT officials to discuss the project.
Summit Street Repair	Fix Summit Street between Main and B Street by regrading and paving street.	Project is designed. Funding sources are being looked at.
WRF Upgrades	Upgrading current plant to better treat waste water to meet new DEQ regulations and allow for growth.	Geotech investigation onsite was recently completed. TSEP Grant was submitted on May 2 nd . For updates see website at www.livingstonwrf.com
Sun Ave Sewer and Culvert	Due to inadequate storm drainage the north side of the culvert has experienced a rapid erosion issue and is currently closed to pedestrians. Using video it was determined that the main has a low spot that needs immediate attention.	TD&H is designing a retaining wall. Sewer Maintenance is working on sewer repair.
Public Works Week	A week dedicated to educating the public about Public Works and the importance it has in the community.	Week of May 23 rd through May 27 th .

Public Works Projects

