



# Livingston City Commission Agenda

November 15, 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 11.1.16 Regular Commission Meeting Page 4

B. CONSENT - Approve Bills and Claims 1st Half of November 2016 Page 8

C. CONSENT - Pledged Securities Report 1st Qtr FY 2017 Page 18

D. CONSENT - Approve Lincoln Jamrog and Forrest Garlow for the McNair Skate Park Committee Page 22

## 6. Proclamations

## 7. Scheduled Public Comment

## 8. Public Hearings

## 9. Ordinances

## 10. Resolutions

A. RESOLUTION - 4th Quarter Budget Amendment FY 2016 Page 25

## 11. Action Items

A. DISCUSS/APPROVE/DENY - Appoint a Commissioner to the Grants Committee

B. DISCUSS/APPROVE/DENY- Appoint a Commissioner to the Urban Renewal Agency

**C. DISCUSS/APPROVE/DENY - Approve revision of Facade and Energy Efficiency Programs**

Page 49

**D. DISCUSS/SPPROVE/DENY - Livingston Baseball and Softball Association (LBSA) request for Skillman Funds for portable bleachers, netting and backstops** Page 64

**E. DISCUSS/APPROVE/DENY - Review of further action on 10th Street Abandonment**

Page 71

**F. DISCUSS/APPROVE/DENY - Process of Information and data gathering for/by Commissioners prior to formal decision making**

**G. DISCUSS/APPROVE/DENY - Extension of Interim City Attorney contract to 12.15.16**

**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**

**Calendar of Events**

**November 15, 2016 - 6:30 p.m. - City Commission Meeting - Community Room, City/County Complex**

**November 16, 2016 - 8:30 a.m. - Urban Renewal Agency Meeting - East Room, City/County Complex**

**November 16, 2016 - 4:00 p.m. Park County Library Board Meeting - Park County Library, 228 West Callender St.**

**November 16, 2016 - 5:00 p.m. - Planning Board Meeting - Community Room, City/County Complex**

**November 24, 2016 - Thanksgiving Holiday - City Offices Closed**

**December 2, 2016 5:00 p.m. - 8:00 p.m. Christmas Stroll Downtown Livingston**

## Supplemental Material

[Police](#) monthly report - October

[Please](#) enter your agenda item text here.

## 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 11.1.16 Regular Commission Meeting**

Livingston City Commission Meeting

November 1, 2016

6:30 PM

City-County Complex

## **1. Call to Order**

## **2. Roll Call**

- Bennett, Hoglund, Friedman and Sandberg were present.

## **3. Moment of Silence**

## **4. Pledge of Allegiance**

## **5. Consent Items (00:01:50)**

### **A. CONSENT - Approve Minutes from 10.18.16 regular Commission Meeting**

### **B. CONSENT - Ratify Claims 2nd Half of October 2016**

### **C. CONSENT - Approve Bills and Claims 2nd Half of October 2016**

- Friedman made a motion to approve Consent Items A-C. Hoglund seconded.
  - All in favor, motion passed 4-0.

### **D. CONSENT - Approval of revised City-County Compact Chapter concerning tennis court maintenance. (00:02:47)**

- Sandberg made a motion to approve Consent Item D. Hoglund seconded.
  - All in favor, motion passed 4-0.

## **6. Proclamations**

## **7. Scheduled Public Comment**

### **A. Homeward, Inc. – Housing Proposal at the site of former Hospital (00:07:40)**

- Andrea Davis, Heather McMillan and Heather Granlin made comments (00:07:45)
- Hoglund made a motion to sign a letter of support to Montana Department of Commerce. Friedman seconded.
  - All in favor, motion passed 4-0.

## 8. Public Hearings

## 9. Ordinances

## 10. Resolutions

### **A. RESOLUTION NO. 4706 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN A SERVICE AGREEMENT WITH INVASIVE SPECIES ACTION NETWORK (ISAN) TO DEVELOP A PROPOSAL FOR WEED MANAGEMENT IN THE CITY OF LIVINGSTON. (00:56:58)**

- Bob Wilschire made comments (01:02:42)
- Friedman made a motion to pass Resolution No. 4706. Hoglund seconded.
  - All in favor, motion passed 4-0.

### **B. RESOLUTION NO. 4707 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE CITY MANAGER TO SIGN A RENEWED AGREEMENT WITH FOUR CORNERS RECYCLING, LLC FOR RECYCLING SERVICES. (01:04:20)**

- Friedman made a motion to pass Resolution No. 4707. Hoglund seconded.
  - All in favor, motion passed 4-0.

### **C. RESOLUTION NO. 4708 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING WISPWEST.NET TO REPLACE THE TOWER POLE AND ADD A FENCED SHELTER FOR THE TRANSMISSION TOWER ON NORTH SIDE HILL. (01:06:11)**

- Nate Steinke made comments (01:07:00)
- Liz Kearney made comments (01:10:20)
- Friedman made a motion to pass Resolution No. 4708. Hoglund seconded.
  - All in favor, motion passed 4-0.

### **D. RESOLUTION NO. 4709 – A RESOLUTION OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE CITY MANAGER TO SIGN A PROFESSIONAL SERVICES AGREEMENT WITH EVERGREEN SKATEPARKS, LLC TO DESIGN THE SKATEPARK PROJECT IN THE CITY OF LIVINGSTON. (01:12:04)**

- Derek Smith, Lincoln Jamrog and Vasa White made comments (01:12:04)
- Hoglund made a motion to pass Resolution No. 4709. Friedman seconded.
  - All in favor, motion passed 4-0.

## **11. Action Items**

### **A. DISCUSS/APPROVE/DENY -- DISCUSS FINAL ACTION ON 10TH STREET ABANDONMENT**

- Action Item A tabled until a future City Commission meeting.

### **B. DISCUSS/APPROVE/DENY – LETTER OF SUPPORT FOR GRANT APPLICATIONS-HOMEWARD, INC.**

- See Scheduled Public Comment

## **12. City Manager Comment (01:20:01)**

## **13. City Commission Comments**

- Sandberg made comments. (01:22:26)
- Friedman made comments. (01:32:45)
- Hoglund made comments. (01:32:55)
- Bennett made comments. (01:34:00)

## **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).*

- Cliff Engle made comments. (01:34:50)
- Jay Kiefer made comments (01:44:15)

**Adjournment (01:51:06) 8:25p.m.**

**Backup material for agenda item:**

**B. CONSENT Approve Bills and Claims 1st Half of November 2016**



11/09/16  
12:24:51

CITY OF LIVINGSTON  
Claim Approval by Fund, Account  
For the Accounting Period: 11/16

Page: 1  
Report ID: AP100Z

For doc #s from 30376 to 30500, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	351030 RESTITUTION	999999 THIEL, JEREMY	Restitution - T. McM	250.00
1000 GENERAL	351033 PARKING	682 CENTRON SERVICES	Parking Ticket colle	21.01
1000 GENERAL	410130 CITY COMMISSION	146 LIVINGSTON ENTERPRISE	City Commission Spec	24.00
1000 GENERAL	410130 CITY COMMISSION	146 LIVINGSTON ENTERPRISE	City Zoning Public H	45.00
1000 GENERAL	410130 CITY COMMISSION	146 LIVINGSTON ENTERPRISE	City Board of Adjust	51.00
1000 GENERAL	410130 CITY COMMISSION	146 LIVINGSTON ENTERPRISE	City Commission Spec	21.00
1000 GENERAL	410130 CITY COMMISSION	3184 MASTERCARD	MLCT Lodging-Friedma	207.30
1000 GENERAL	410130 CITY COMMISSION	3058 MUNICIPAL CODE	Annual Web Hosting 1	1,000.00
1000 GENERAL	410360 CITY JUDGE	1839 MARATHON PRINTING	Time payment cards	68.00
1000 GENERAL	410360 CITY JUDGE	3184 MASTERCARD	Judicial Printers	183.07
1000 GENERAL	410360 CITY JUDGE	3184 MASTERCARD	Return - Court Paper	-321.36
1000 GENERAL	410360 CITY JUDGE	3184 MASTERCARD	Return - Court Paper	-747.29
1000 GENERAL	410400 CITY MANAGER	3184 MASTERCARD	Refund - United	-49.00
1000 GENERAL	410400 CITY MANAGER	3184 MASTERCARD	Refund - United	-49.00
1000 GENERAL	410400 CITY MANAGER	3184 MASTERCARD	Budget Conferencing	9.91
1000 GENERAL	410400 CITY MANAGER	3184 MASTERCARD	Econ.Dev.Meeting mea	60.00
1000 GENERAL	410530 AUDITING	3348 AMATICS CPA GROUP	FY 16 Audit	11,000.00
1000 GENERAL	410540 FINANCE OFFICER	2985 GOVERNMENT FINANCE	GFOA Membership	170.00
1000 GENERAL	410540 FINANCE OFFICER	501 MONTANA TAX FOUNDATION,	Montana Tax Foundati	60.00
1000 GENERAL	410540 FINANCE OFFICER	3184 MASTERCARD	GFOZ Annual Conferen	380.00
1000 GENERAL	410540 FINANCE OFFICER	3184 MASTERCARD	MLCT Conference Lodg	207.30
1000 GENERAL	410550 ACCOUNTING	3248 AGENDA PAL	Subscription Service	150.00
1000 GENERAL	410550 ACCOUNTING	153 POWERS, DIANE	Bank & Errands x24	48.00
1000 GENERAL	410550 ACCOUNTING	3184 MASTERCARD	MLCT Marriott-Cunin	103.65
1000 GENERAL	411030 PLANNER	3298 EXEC U CARE SERVICES,	Cleaning of PW build	60.00
1000 GENERAL	411030 PLANNER	3210 LIVINGSTON LOCKS & CLOCKS	PW office front door	48.13
1000 GENERAL	411030 PLANNER	879 VERIZON WIRELESS	Planning	13.40
1000 GENERAL	411030 PLANNER	3184 MASTERCARD	Creamer	16.07
1000 GENERAL	411030 PLANNER	3184 MASTERCARD	Hot cups	14.91
1000 GENERAL	411030 PLANNER	3184 MASTERCARD	TP & Kleenex	19.58
1000 GENERAL	411030 PLANNER	102 INDUSTRIAL TOWEL	Mat cleaning	8.56
1000 GENERAL	411100 CITY ATTORNEY	3477 CITY OF LIVINGSTON	Drivers Records CA	5.00
1000 GENERAL	411100 CITY ATTORNEY	3477 CITY OF LIVINGSTON	Drivers Records TX	20.00
1000 GENERAL	411100 CITY ATTORNEY	3477 CITY OF LIVINGSTON	Drivers Records FL	10.00
1000 GENERAL	411100 CITY ATTORNEY	3477 CITY OF LIVINGSTON	DVD+R dual dvds	14.99
1000 GENERAL	411100 CITY ATTORNEY	3471 COURTNEY LAWELLIN, PC	Interim Attorney 11/	4,250.00
1000 GENERAL	411100 CITY ATTORNEY	3471 COURTNEY LAWELLIN, PC	City Commission meet	577.50
1000 GENERAL	411100 CITY ATTORNEY	3184 MASTERCARD	Retirement Gift- Cit	50.00
1000 GENERAL	411230 FACILITY MAINTENANCE	3298 EXEC U CARE SERVICES,	October Office Clean	1,119.42
1000 GENERAL	411230 FACILITY MAINTENANCE	3519 OPPORTUNITY BANK OF	Dec - June Monthly r	12,425.00
1000 GENERAL	411230 FACILITY MAINTENANCE	2276 BIG BEAR ELECTRIC, LLC	37% Led flood lights	201.98
1000 GENERAL	411230 FACILITY MAINTENANCE	102 INDUSTRIAL TOWEL	Rug Maintenance	37.70
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	28.93
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	56.67
1000 GENERAL	411230 FACILITY MAINTENANCE	63 HOUSE OF CLEAN	37% Janitorial suppl	32.25
1000 GENERAL	411230 FACILITY MAINTENANCE	3023 RICK'S REFRIGERATION,	37% Quarterly	176.86
1000 GENERAL	411230 FACILITY MAINTENANCE	1750 FIRE SUPPRESSION SYSTEMS	37% Annual Service &	255.30
1000 GENERAL	411230 FACILITY MAINTENANCE	272 PARK COUNTY	37% Misc. Maint. Sup	598.00
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	879 VERIZON WIRELESS	Central	91.25
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	879 VERIZON WIRELESS	Central	63.59
1000 GENERAL	411300 CENTRAL COMMUNICATIONS	272 PARK COUNTY	City phones	101.69
1000 GENERAL	411700 CENTRAL STORES	3353 STORY DISTRIBUTING	Diesel fuel 343 gal	718.58

11/09/16  
12:24:51

CITY OF LIVINGSTON  
Claim Approval by Fund, Account  
For the Accounting Period: 11/16

Page: 2  
Report ID: AP100Z

For doc #s from 30376 to 30500, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	411700 CENTRAL STORES	3353 STORY DISTRIBUTING	Diesel fuel 427 gal	889.85
1000 GENERAL	411700 CENTRAL STORES	2999 TEAR IT UP L.L.C.	134# Shredding	44.80
1000 GENERAL	411700 CENTRAL STORES	3339 CUNNINGHAM, ANNA	Reimburse Costco Sup	18.99
1000 GENERAL	411700 CENTRAL STORES	3387 J & H, Inc.	Canon Copier Maint-A	1,128.00
1000 GENERAL	411700 CENTRAL STORES	3387 J & H, Inc.	Canon Copier Maint-A	990.00
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Notebooks, Pens	14.94
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Tape	18.82
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Admin Color Printer	123.57
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Batteries	40.96
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Lables & DVDR	86.39
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Stamps.Com	24.99
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Letter Openers	4.30
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Postage Purchase	50.00
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Lollipops	35.31
1000 GENERAL	411700 CENTRAL STORES	3184 MASTERCARD	Bulk Paper Purchase	1,548.95
1000 GENERAL	411700 CENTRAL STORES	3353 STORY DISTRIBUTING	Diesel Fuel 275 gal	575.13
1000 GENERAL	411700 CENTRAL STORES	1783 J & H OFFICE EQUIPMENT	Canon copier lease	213.00
1000 GENERAL	420100 OPERATING ACCOUNT	2905 ASPEN	5 Weeks Shelter Serv	2,500.00
1000 GENERAL	420100 OPERATING ACCOUNT	2426 GRANITETCS, INC	October IT Support	99.00
1000 GENERAL	420100 OPERATING ACCOUNT	3314 Caliber Public SmartCOP	ESRI License - Mobil	3,750.00
1000 GENERAL	420100 OPERATING ACCOUNT	3237 WHISTLER TOWING, LLC	Abandon Vehicle Tow	100.00
1000 GENERAL	420100 OPERATING ACCOUNT	3371 BALCO UNIFORM COMPANY,	Hughes - Uniform & s	364.17
1000 GENERAL	420100 OPERATING ACCOUNT	3371 BALCO UNIFORM COMPANY,	Hughes - Uniform & s	180.00
1000 GENERAL	420100 OPERATING ACCOUNT	3371 BALCO UNIFORM COMPANY,	Harris - Ballistic V	730.98
1000 GENERAL	420100 OPERATING ACCOUNT	1012 ENTENMANN-ROVIN CO.	Retirement Badge - L	118.00
1000 GENERAL	420100 OPERATING ACCOUNT	250 INSTY-PRINTS	Business Cards/Walke	199.80
1000 GENERAL	420100 OPERATING ACCOUNT	3376 TRANSUNION RISK &	Investigative search	25.00
1000 GENERAL	420100 OPERATING ACCOUNT	2671 COMDATA	October Fuel	1,390.49
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	Wicklander-Zulawski-	585.00
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	Wicklander-Zulawski	585.00
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	POS Guys-barcode rea	131.00
1000 GENERAL	420100 OPERATING ACCOUNT	3184 MASTERCARD	Bitterroot Inn- Hild	96.23
1000 GENERAL	420100 OPERATING ACCOUNT	272 PARK COUNTY	Police phones	73.77
1000 GENERAL	420400 OPERATING ACCOUNTS	3006 WFCA'S FIRE SERVICE	Essentials of Firefi	154.78
1000 GENERAL	420400 OPERATING ACCOUNTS	2666 MUNICIPAL EMERGENCY	SCBA masks	4,477.54
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire	142.96
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire	50.08
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire	42.54
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire Chief	72.57
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire & Recuse	42.54
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire & Recuse	42.56
1000 GENERAL	420400 OPERATING ACCOUNTS	879 VERIZON WIRELESS	Fire & Recuse	42.52
1000 GENERAL	420400 OPERATING ACCOUNTS	2671 COMDATA	October Fuel	522.34
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Public relations	60.00
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Helmet shield	91.38
1000 GENERAL	420400 OPERATING ACCOUNTS	3184 MASTERCARD	Filters	37.90
1000 GENERAL	420400 OPERATING ACCOUNTS	272 PARK COUNTY	Fire 50% phones	44.13
1000 GENERAL	420403 BUILDING INSPECTION	2 A-1 MUFFLER, INC.	Oli change - Brad's	84.00
1000 GENERAL	420403 BUILDING INSPECTION	879 VERIZON WIRELESS	Code Enforcement	22.95
1000 GENERAL	420403 BUILDING INSPECTION	879 VERIZON WIRELESS	Building dept	13.25
1000 GENERAL	420403 BUILDING INSPECTION	879 VERIZON WIRELESS	Building dept	0.00
1000 GENERAL	420403 BUILDING INSPECTION	2671 COMDATA	Fuel - building	91.33

11/09/16  
12:24:51

CITY OF LIVINGSTON  
Claim Approval by Fund, Account  
For the Accounting Period: 11/16

Page: 3  
Report ID: AP100Z

For doc #s from 30376 to 30500, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	430100 PUBLIC WORKS ADMIN	3210 LIVINGSTON LOCKS & CLOCKS	PW office front door	48.12
1000 GENERAL	430100 PUBLIC WORKS ADMIN	3184 MASTERCARD	Conference Room Supp	44.75
1000 GENERAL	430930 CEMETERY OPERATING	26 LIVINGSTON ACE HARDWARE	- Cemetary	8.99
1000 GENERAL	430930 CEMETERY OPERATING	2112 CHURCHILL EQUIPMENT CO.,	Mower parts	263.53
1000 GENERAL	430950 ROAMING OPERATING	26 LIVINGSTON ACE HARDWARE	- Carpentry tools	89.99
1000 GENERAL	430950 ROAMING OPERATING	26 LIVINGSTON ACE HARDWARE	- Weed kiosks	8.80
1000 GENERAL	430950 ROAMING OPERATING	776 KENYON NOBLE	Weed Kioskl	64.00
1000 GENERAL	430950 ROAMING OPERATING	2106 MOUNTAIN MOBILE AUTO	Door glass	145.00
1000 GENERAL	430950 ROAMING OPERATING	2087 WISPWEST.NET	Civic center interne	44.95
1000 GENERAL	430950 ROAMING OPERATING	2087 WISPWEST.NET	Pool internet	10.00
1000 GENERAL	430950 ROAMING OPERATING	879 VERIZON WIRELESS	Cemtery	21.44
1000 GENERAL	430950 ROAMING OPERATING	879 VERIZON WIRELESS	Roaming crew - Jones	22.97
1000 GENERAL	430950 ROAMING OPERATING	879 VERIZON WIRELESS	Parks	23.01
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Test	275.00
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Membership dues, Arb	212.00
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Boiler Class - Mayo	489.25
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Pesticide License	62.45
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Tree book	219.75
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Boiler book	19.25
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	MT Weed Control Asso	930.00
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Crew Supplies	12.53
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	Hot cups	14.91
1000 GENERAL	430950 ROAMING OPERATING	3184 MASTERCARD	TP & Kleenex	19.58
1000 GENERAL	430950 ROAMING OPERATING	2671 COMDATA	Fuel - parks	313.29
1000 GENERAL	430950 ROAMING OPERATING	151 NORTHWESTERN ENERGY	15 Fleshman Creek	18.73
1000 GENERAL	430950 ROAMING OPERATING	151 NORTHWESTERN ENERGY	G street park	82.50
1000 GENERAL	430950 ROAMING OPERATING	151 NORTHWESTERN ENERGY	Weimer park	36.34
1000 GENERAL	430950 ROAMING OPERATING	151 NORTHWESTERN ENERGY	8th and Park sprinkl	8.03
1000 GENERAL	430950 ROAMING OPERATING	151 NORTHWESTERN ENERGY	229 River Dr.	12.43
1000 GENERAL	430950 ROAMING OPERATING	151 NORTHWESTERN ENERGY	229 river dr. - CC b	98.42
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	3210 LIVINGSTON LOCKS & CLOCKS	PW office front door	25.00
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	1839 MARATHON PRINTING	Warning sets	79.00
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	879 VERIZON WIRELESS	Animal Control	64.42
1000 GENERAL	440640 ANIMAL CONTROL SERVICES	2671 COMDATA	Fuel- code enforceme	63.13
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Splash park	7.99
1000 GENERAL	460430 PARKS OPERATING	54 GATEWAY OFFICE SUPPLY	Office supplies	14.95
1000 GENERAL	460430 PARKS OPERATING	781 2M COMPANY, INC.	Irrigation parts	164.25
1000 GENERAL	460430 PARKS OPERATING	26 LIVINGSTON ACE HARDWARE	- Benches	32.25
1000 GENERAL	460430 PARKS OPERATING	54 GATEWAY OFFICE SUPPLY	Office supplies	31.39
1000 GENERAL	460430 PARKS OPERATING	776 KENYON NOBLE	Warming hut and benc	417.69
1000 GENERAL	460442 CIVIC CENTER ADMIN	151 NORTHWESTERN ENERGY	229 River Dr. - Civi	641.65
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	26 LIVINGSTON ACE HARDWARE	- Splash park	34.97
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	26 LIVINGSTON ACE HARDWARE	- Splash park	9.98
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	26 LIVINGSTON ACE HARDWARE	- Splash park	108.89
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	776 KENYON NOBLE	Splash park	24.52
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	776 KENYON NOBLE	Splash park	154.00
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	776 KENYON NOBLE	Splash park	89.35
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	776 KENYON NOBLE	Splash park	33.33
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	26 LIVINGSTON ACE HARDWARE	- Splash park	45.72
1000 GENERAL	460445 SWIMMING POOL AND SPLASH	151 NORTHWESTERN ENERGY	200 River dr. - Pool	149.35
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	Rec. dept	128.60
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	Rec. dept	0.00

11/09/16  
12:24:51

CITY OF LIVINGSTON  
Claim Approval by Fund, Account  
For the Accounting Period: 11/16

Page: 4  
Report ID: AP100Z

For doc #s from 30376 to 30500, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	ATS	43.87
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	ATS	70.20
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	ATS	47.02
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	879 VERIZON WIRELESS	City Pool	33.46
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Shopko Fun Faire sup	49.81
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Albertson's Fun Fai	39.13
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Facebook advertising	36.57
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Amazon - Packing tap	11.89
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Amazon -6' Folding b	40.46
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	1000bulbs.com - Skat	94.55
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	RC Sports - Roller S	251.78
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Halloween Safety Fun	277.47
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Amazon- Folding 6' b	39.91
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Oriental Trading Co.	43.98
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Oriental Trading Co.	261.23
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	RC Sports - Toddler	109.87
1000 GENERAL	460449 ADMINISTRATIVE SERVICES	3184 MASTERCARD	Amazon Folding table	28.75
<b>Total for Fund:</b>				<b>64,100.15</b>
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Stamps.Com Monthly f	15.99
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Stamps	100.00
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Batteries	2.38
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Batteries	17.44
2220 LIBRARY	460100 LIBRARY SERVICES	3184 MASTERCARD	Lightbulbs	17.33
<b>Total for Fund:</b>				<b>153.14</b>
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	3255 INDUSTRIAL COMMUNICATIONS	Dispatch Service 2n	1,860.25
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	2271 APCO INTERNATIONAL	Group membership	331.00
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	879 VERIZON WIRELESS	Dispatch	31.68
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	3184 MASTERCARD	Heritage Inn- APCO C	299.64
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	3184 MASTERCARD	Gasaway Consulting T	80.00
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	3449 LEAF	Lease Kyocera Copier	27.60
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	61 TERRELL'S OFFICE	Kyocera Copier	488.10
2300 COMMUNICATIONS/DISPATCH	420160 DISPATCH/COMMUNICATIONS	272 PARK COUNTY	Dispatch phone	31.88
2300 COMMUNICATIONS/DISPATCH	470300 ECONOMIC DEVELOPMENT	146 LIVINGSTON ENTERPRISE	URA Meeting	21.00
2300 COMMUNICATIONS/DISPATCH	470300 ECONOMIC DEVELOPMENT	146 LIVINGSTON ENTERPRISE	URA Meeting	24.00
<b>Total for Fund:</b>				<b>3,195.15</b>
2320 ECONOMIC DEVELOPMENT	470300 ECONOMIC DEVELOPMENT	3275 MSU EXTENSION SERVICE	Exon Dev. Agent	48,954.00
<b>Total for Fund:</b>				<b>48,954.00</b>
2371 HEALTH INSURANCE	510331 OTHER UNALLOCATED COSTS	2920 CAJUNE, JASON	MERP payments July/A	150.00
<b>Total for Fund:</b>				<b>150.00</b>
2399 IMPACT FEES	430240 STREET DEPARTMENT	2268 BIG BEAR CONTRACTING, LLC	ADA Ramp Upgrades	2,715.00

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<b>Total for Fund:</b>				<b>2,715.00</b>	
2400	LIGHT MAINTENANCE	420100 OPERATING ACCOUNT	151 NORTHWESTERN ENERGY	97 View Vista Dr. St	11.95
2400	LIGHT MAINTENANCE	420100 OPERATING ACCOUNT	151 NORTHWESTERN ENERGY	Arcs and posts	282.51
2400	LIGHT MAINTENANCE	420100 OPERATING ACCOUNT	151 NORTHWESTERN ENERGY	Street Lights - Liv	4,333.32
2400	LIGHT MAINTENANCE	420100 OPERATING ACCOUNT	151 NORTHWESTERN ENERGY	400 N M - Street lig	12.30
2400	LIGHT MAINTENANCE	420100 OPERATING ACCOUNT	151 NORTHWESTERN ENERGY	608 W Chinook - stre	77.14
2400	LIGHT MAINTENANCE	420100 OPERATING ACCOUNT	151 NORTHWESTERN ENERGY	710 W Callender - St	72.73
<b>Total for Fund:</b>				<b>4,789.95</b>	
2500	STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	3298 EXEC U CARE SERVICES,	Cleaning of PW build	60.00
2500	STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	3210 LIVINGSTON LOCKS & CLOCKS	PW office front door	48.12
2500	STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	879 VERIZON WIRELESS	Street	13.36
2500	STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	879 VERIZON WIRELESS	Street	70.34
2500	STREET MAINTENANCE	430220 FACILITIES/CITY SHOP	3184 MASTERCARD	Conference Room Supp	44.75
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Ballast	39.99
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Pliers	53.96
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Filter	24.99
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Fastners	99.98
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Stapler	24.99
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	14 SHOPKO STORES, LLC	Paper towels	70.41
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	23 CARQUEST AUTO PARTS	Plus twin	28.49
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	23 CARQUEST AUTO PARTS	Sealed beam	31.06
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	2971 KM CONSTRUCTION CO, INC.	Labor & Equipment	4,450.00
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	2109 ROCKY MOUNTAIN TRUCK	Filter	263.92
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	12 NORMONT EQUIPMENT	Husqvarna	903.50
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3560 Titan Machinery	Rep. and maint.	880.95
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3040 PRO RENTALS & SALES, INC.	Bobcat	9.95
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3040 PRO RENTALS & SALES, INC.	Bobcat	17.10
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	2863 KIMBALL MIDWEST	Rep. and maint.	24.17
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3653 MIDWEST TRUCK PARTS	2007 Peterbuilt 378	38,000.00
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	1920 HORIZON AUTO PARTS	Impact socket	23.99
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	MLCT Hotel Room	25.92
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	MLCT Hotel Room	25.92
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	Bulk Paper Purchase	35.26
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	MLCT Fuel	29.52
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	Crew Supplies	12.53
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	Hot cups	14.91
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	3184 MASTERCARD	TP & Kleenex	19.57
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	2671 COMDATA	Fuel - Streets	595.53
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	Tandem dump truck ma	1,440.00
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	Sweeper maint.	1,379.70
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	Vehicle rep. and mai	250.00
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	1390 KEN'S EQUIPMENT REPAIR,	Sweeper rep. and mai	321.00
2500	STREET MAINTENANCE	430240 STREET DEPARTMENT	102 INDUSTRIAL TOWEL	Mat cleaning	8.55
<b>Total for Fund:</b>				<b>49,342.43</b>	
2820	GAS TAX	430240 STREET DEPARTMENT	26 LIVINGSTON ACE HARDWARE	- Roller	42.94
2820	GAS TAX	430240 STREET DEPARTMENT	2904 FISHER SAND AND GRAVEL	Concrete rock	58.19

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2820 GAS TAX	430240 STREET DEPARTMENT	2971 KM CONSTRUCTION CO, INC.	Asphalt	6,000.00
2820 GAS TAX	430240 STREET DEPARTMENT	8 KNIFE RIVER	Asphalt	927.75
<b>Total for Fund:</b>				<b>7,028.88</b>
3200 WEST END TAX INCREMENT	490200 REVENUE BONDS	2904 FISHER SAND AND GRAVEL	3/4 rock for PFL rep	345.73
<b>Total for Fund:</b>				<b>345.73</b>
4099 RAILROAD CROSSING LEVY	411850 RAILROAD UNDERPASS	1110 DOWL HKM	Livingston MRL MOU	232.50
4099 RAILROAD CROSSING LEVY	411850 RAILROAD UNDERPASS	1110 DOWL HKM	Liv.RRGS Utility Loc	1,027.62
<b>Total for Fund:</b>				<b>1,260.12</b>
4100 FIRE TRUCK/BOND PROCEEDS	420460 FIRE SUPPRESSION	2666 MUNICIPAL EMERGENCY	SCBA masks	1,404.77
<b>Total for Fund:</b>				<b>1,404.77</b>
5210 WATER OPERATING	343021 METERED WATER SALES	3654 TOWN PUMP, INC.	Refund Duplicate pmt	16.13
5210 WATER OPERATING	343021 METERED WATER SALES	999999 POTTER, KATHRYN	Over Payment	1.24
5210 WATER OPERATING	343021 METERED WATER SALES	999999 HARVEY, LORI	Final bill overpayme	67.84
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3210 LIVINGSTON LOCKS & CLOCKS	PW office front door	71.25
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	MLCT Hotel Room	25.91
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	MLCT Hotel Room	25.91
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	Bulk Paper Purchase	35.26
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	Conference Room Supp	44.76
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	MLCT Meals	29.06
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	MT Cup	19.50
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	Hot cups	14.91
5210 WATER OPERATING	430510 WATER ADMINISTRATION	3184 MASTERCARD	TP & Kleenex	19.57
5210 WATER OPERATING	430515 WATER SERVICES	776 KENYON NOBLE	Misc. parts	36.99
5210 WATER OPERATING	430515 WATER SERVICES	1199 O'CONNOR'S BODY SHOP, LLC	Repairs for GMC	680.56
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell	22.99
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell	112.29
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell	11.45
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water Cell 1/2	29.09
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Water 1/2	53.50
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	48.49
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Public works eng	126.95
5210 WATER OPERATING	430515 WATER SERVICES	879 VERIZON WIRELESS	Cain	42.52
5210 WATER OPERATING	430515 WATER SERVICES	3184 MASTERCARD	Binder	12.38
5210 WATER OPERATING	430515 WATER SERVICES	3184 MASTERCARD	Food during training	4.59
5210 WATER OPERATING	430515 WATER SERVICES	3184 MASTERCARD	Food during training	41.39
5210 WATER OPERATING	430515 WATER SERVICES	3184 MASTERCARD	Sheet protectors	62.98
5210 WATER OPERATING	430515 WATER SERVICES	3184 MASTERCARD	Sheet protectors ret	-26.99
5210 WATER OPERATING	430515 WATER SERVICES	2671 COMDATA	Fuel - water	867.16
5210 WATER OPERATING	430515 WATER SERVICES	151 NORTHWESTERN ENERGY	40 Water Tower Ave.	48.59
5210 WATER OPERATING	430515 WATER SERVICES	151 NORTHWESTERN ENERGY	200 E reservoir	56.96
5210 WATER OPERATING	430515 WATER SERVICES	151 NORTHWESTERN ENERGY	200 E reservoir -nor	935.37
5210 WATER OPERATING	430515 WATER SERVICES	151 NORTHWESTERN ENERGY	601 Robin Lane - wel	2,212.91
5210 WATER OPERATING	430515 WATER SERVICES	151 NORTHWESTERN ENERGY	4 Billman Lane - Wel	2,210.58

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5210 WATER OPERATING	430515 WATER SERVICES	151 NORTHWESTERN ENERGY	Civic center pump	11.03
5210 WATER OPERATING	430515 WATER SERVICES	3472 UTILITIES UNDERGROUND	Utility Locate Notif	50.24
5210 WATER OPERATING	430520 FACILITIES/CAPITAL OUTLAY	3298 EXEC U CARE SERVICES,	Cleaning of PW build	60.00
5210 WATER OPERATING	430520 FACILITIES/CAPITAL OUTLAY	112 MONTANA RAIL LINK	Glen Water Users	25.00
5210 WATER OPERATING	430520 FACILITIES/CAPITAL OUTLAY	3653 MIDWEST TRUCK PARTS	2007 Peterbuilt 378	31,000.00
5210 WATER OPERATING	430520 FACILITIES/CAPITAL OUTLAY	102 INDUSTRIAL TOWEL	Mat cleaning	8.56
5210 WATER OPERATING	430570 CUSTOMER ACCTG/COLLECTION	2958 NEOFUNDS BY NEOPOST USA,	Postage	333.33
5210 WATER OPERATING	430570 CUSTOMER ACCTG/COLLECTION	999999 ROWE, THOMAS & MARY	Over payment on Acct	42.20
<b>Total for Fund:</b>				<b>39,492.45</b>
5310 SEWER OPERATING	430610 SEWER ADMINISTRATION	3210 LIVINGSTON LOCKS & CLOCKS	PW office front door	96.25
5310 SEWER OPERATING	430610 SEWER ADMINISTRATION	3184 MASTERCARD	Bulk Paper Purchase	35.26
5310 SEWER OPERATING	430610 SEWER ADMINISTRATION	3184 MASTERCARD	Conference Room Supp	44.76
5310 SEWER OPERATING	430620 FACILITIES	3298 EXEC U CARE SERVICES,	Cleaning of PW build	60.00
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Water Cell	26.20
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer Cell 1/2	29.08
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer Cell	28.10
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer Cell	51.88
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer 1/2	53.50
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer 1/2	0.00
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	Sewer 1/2	48.49
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	WWTP	68.16
5310 SEWER OPERATING	430620 FACILITIES	879 VERIZON WIRELESS	WWTP - pager	22.95
5310 SEWER OPERATING	430620 FACILITIES	3184 MASTERCARD	Hot cups	14.91
5310 SEWER OPERATING	430620 FACILITIES	3184 MASTERCARD	TP & Kleenex	19.58
5310 SEWER OPERATING	430620 FACILITIES	102 INDUSTRIAL TOWEL	Mat cleaning	8.55
5310 SEWER OPERATING	430625 SEWER SERVICES	1199 O'CONNOR'S BODY SHOP, LLC	Repairs for GMC	680.55
5310 SEWER OPERATING	430625 SEWER SERVICES	3184 MASTERCARD	MLCT Hotel Room	25.91
5310 SEWER OPERATING	430625 SEWER SERVICES	3184 MASTERCARD	MLCT Hotel Room	25.91
5310 SEWER OPERATING	430625 SEWER SERVICES	3184 MASTERCARD	MLCT Fuel	29.50
5310 SEWER OPERATING	430625 SEWER SERVICES	2671 COMDATA	Fuel - sewer	301.78
5310 SEWER OPERATING	430625 SEWER SERVICES	151 NORTHWESTERN ENERGY	800 W Cambridge - pu	27.34
5310 SEWER OPERATING	430625 SEWER SERVICES	151 NORTHWESTERN ENERGY	200 E Reservoir	12.30
5310 SEWER OPERATING	430625 SEWER SERVICES	3472 UTILITIES UNDERGROUND	Utility Locate Notif	50.24
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	424 ENERGY LABORATORIES, INC.	Nutrient tests	102.00
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	424 ENERGY LABORATORIES, INC.	Nutrient tests	102.00
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	999999 HD FOWLER CO.	IPS parts	2,025.10
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	2830 LEHRKIND'S COCA-COLA	Water	64.75
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	23 CARQUEST AUTO PARTS	Seat cover	174.63
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	776 KENYON NOBLE	rust Preventions, se	14.77
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	146 LIVINGSTON ENTERPRISE	Bid WRF Upgrade	1,192.00
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	3184 MASTERCARD	Blue Canyon K & T	10.95
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	3605 ADVANCED ENGINEERING &	WRF Design	59,782.02
5310 SEWER OPERATING	430640 SEWER TREATMENT PLANT	102 INDUSTRIAL TOWEL	Slate - WWTP	23.90
5310 SEWER OPERATING	430670 CUSTOMER ACCTG/COLLECTION	2958 NEOFUNDS BY NEOPOST USA,	Postage	333.33
<b>Total for Fund:</b>				<b>65,586.65</b>
5410 SOLID WASTE	430810 SOLID WASTE	3210 LIVINGSTON LOCKS & CLOCKS	PW office front door	48.13
5410 SOLID WASTE	430810 SOLID WASTE	3184 MASTERCARD	Bulk Paper Purchase	35.26
5410 SOLID WASTE	430810 SOLID WASTE	3184 MASTERCARD	Conference Room Supp	44.76

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5410 SOLID WASTE	430820 FACILITIES	3298 EXEC U CARE SERVICES,	Cleaning of PW build	60.00
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Solid Waste truck	0.00
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Solid Waste truck	13.27
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Transfer Station	21.67
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Scale House	22.97
5410 SOLID WASTE	430820 FACILITIES	879 VERIZON WIRELESS	Transfer station - V	52.83
5410 SOLID WASTE	430820 FACILITIES	3184 MASTERCARD	Hot cups	14.91
5410 SOLID WASTE	430820 FACILITIES	3184 MASTERCARD	TP & Kleenex	19.57
5410 SOLID WASTE	430820 FACILITIES	102 INDUSTRIAL TOWEL	Mat cleaning	8.55
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	294 CHAPPELL'S BODY SHOP,	570 Garbage Truck Ma	70.00
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	2889 SETCO	Rubber cutting edge	921.91
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	776 KENYON NOBLE	Fasteners - duplicat	-16.20
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	2027 MURF'S SMALL STUFF	New office door -tra	200.00
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3040 PRO RENTALS & SALES, INC.	Parts for skidssteer	334.80
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	23 CARQUEST AUTO PARTS	Misc. parts	9.04
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3184 MASTERCARD	Security System	929.99
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3184 MASTERCARD	Supervisor Training	209.90
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3184 MASTERCARD	Door & Paint	315.28
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3184 MASTERCARD	MLCT Hotel Room	25.91
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	3184 MASTERCARD	MLCT Hotel Room	25.91
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	2671 COMDATA	Fuel - Solid Waste	190.19
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	374 STORDALEN, RICHARD	Conference mileage D	531.90
5410 SOLID WASTE	430830 COLLECTION/MAINTENANCE	54 GATEWAY OFFICE SUPPLY	Office Supplies Ink	69.98
5410 SOLID WASTE	430840 DISPOSAL	3380 EMERALD SERVICES INC.	Recycling used oil	703.50
5410 SOLID WASTE	430870 CUSTOMER ACCTG/COLLECTION	3326 CAROLINA SOFTWARE, Inc.	Waste Works Software	500.00
5410 SOLID WASTE	430870 CUSTOMER ACCTG/COLLECTION	2958 NEOFUNDS BY NEOPOST USA,	Postage	333.34
<b>Total for Fund:</b>				<b>5,697.37</b>
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2470 STRYKER SALES CORPORATION	Cot Repair & Service	82.56
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2470 STRYKER SALES CORPORATION	Cot Repair & Service	242.00
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2470 STRYKER SALES CORPORATION	Cot Repair & Service	242.00
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2470 STRYKER SALES CORPORATION	Cot Repair & Service	242.00
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2470 STRYKER SALES CORPORATION	Cot Repair & Service	242.00
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2470 STRYKER SALES CORPORATION	Cot Repair & Service	147.51
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	14 SHOPKO STORES, LLC	Station supplies	35.56
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	18 TIRE-RAMA LIVINGSTON	M2 Wheel Alignment	60.00
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	1918 EMERGENCY MEDICAL	Patient supplies	393.05
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	3585 KELLEY, DARREN	CEU's expense	259.63
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2662 BOUND TREE MEDICAL, LLC	Patient supplies	228.49
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2662 BOUND TREE MEDICAL, LLC	Patient supplies	162.29
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2595 TOWN & COUNTRY FOODS -	Station supplies	16.36
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2595 TOWN & COUNTRY FOODS -	Station supplies	32.12
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	9 CRASH REPAIR CENTER, INC.	Repair rear door Med	105.00
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	91.06
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	13.23
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	48.46
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	EMS	13.23
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	879 VERIZON WIRELESS	Medic 2	35.45
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	55 LIVINGSTON HEALTH	Patient supplies	27.74
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	55 LIVINGSTON HEALTH	Patient supplies	68.56
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2662 BOUND TREE MEDICAL, LLC	Patient supplies	239.00



11/09/16  
12:24:51

CITY OF LIVINGSTON  
Claim Approval by Fund, Account  
For the Accounting Period: 11/16

For doc #s from 30376 to 30500, Operating Cash

Fund	Department Name (Account)	Vendor #/Name	Description	Amount
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	2671 COMDATA	October Fuel	932.05
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	1920 HORIZON AUTO PARTS	Snowbrush	11.99
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	3184 MASTERCARD	Patient supplies	62.11
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	3184 MASTERCARD	Continuing Ed- Lydia	99.95
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	3184 MASTERCARD	MedWrite - September	3,257.84
5510 AMBULANCE SERVICES	420730 AMBULANCE OPERATING ACCT	272 PARK COUNTY	Amb 50% phones	44.14
<b>Total for Fund:</b>				<b>7,435.38</b>
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	3577 MONTGOMERY, MELODY	Flex Account - Close	500.00
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	2880 HOPKIN, HEATHER	Flex Account	200.00
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	1550 MALCOTT, EILEEN	Flex Account	257.76
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	3347 DIRETTE, JOELLA	Flex Account	451.24
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	958 HARRINGTON, KEVIN	Flex Account	24.37
7910 PAYROLL FUND	212970 FLEX PLAN BENEFITS PAY	1901 HARRIS, JOSEPH E.	Flex account	64.99
<b>Total for Fund:</b>				<b>1,498.36</b>
<b>Total:</b>				<b>303,149.53</b>

**Backup material for agenda item:**

**C. Pledged Securities Report 1st Qtr FY 2017**

**DEPOSITORY BONDS AND SECURITIES**  
**September 30<sup>th</sup>, 2016**

MATURITY      CUSIP NO.      TOTAL AMOUNT

**FIRST INTERSTATE BANK**

All Accounts

Federal Deposit Insurance Corporation      \$ 250,000.00

FMNT      01/24/20      3136G1B24      \$ 2,000,000.00

TOTAL - First Interstate Bank      \$ 2,250,000.00

**OPPORTUNITY BANK OF MONTANA**

All Accounts

Federal Deposit Insurance Corporation      \$ 250,000.00

Chester Township New Jersey      03/01/2033      166042BP5      \$ 473,004.20

TOTAL - Opportunity Bank of Montana      \$ 723,004.20

**PLEGGED SECURITIES AND CASH IN BANK****As of  
September 30<sup>th</sup>, 2016**

First Interstate Bank

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	<u>Total</u>
Cash & CD's on Deposit	
As of September 30 <sup>th</sup> , 2016	\$ 3,293,622.14
FDIC Coverage	<u>\$ 250,000.00</u>
Amount Remaining	<u>\$ 3,043,622.14</u>
Pledges required 50%	\$ 1,521,811.07
Actual Amount of Pledges	
As of September 30 <sup>th</sup> , 2016	<u>\$ 2,000,000.00</u>
Over (Under) Pledged	
As of September 30 <sup>th</sup> , 2016	<u>\$ 478,188.93</u>

Opportunity Bank of Montana

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	<u>Total</u>
CD's on Deposit	
As of September 30 <sup>th</sup> , 2016	\$ 955,586.91
FDIC Coverage	<u>\$ 250,000.00</u>
Amount Remaining	<u>\$ 705,586.91</u>
Pledges required 50%	\$ 352,793.46
Actual Amount of Pledges	
As of September 30 <sup>th</sup> , 2016	<u>\$ 473,004.20</u>
Over (Under) Pledged	
As of June 30 <sup>th</sup> , 2016	<u>\$ 120,210.74</u>

REFERENCE: Section 7-6-207, M.C.A.

**Backup material for agenda item:**

**D. CONSENT - Approve Lincoln Jamrog and Forrest Garlow for the McNair Skate Park Committee**

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

Appointed Position Seeking: Skatepark Board

Date of Application: 10/26/16

Name: Lincoln Jamrog

Signed: 

Address: 124 S 9th St

Telephone: daytime 406 570 8797

after 5:00 p.m.: Same

Fax Number: —

e-mail address: lincolnjamrog@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 ensure a world-class concrete skatepark gets built in Livingston for the enjoyment of residents and visitors

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

A. Occupation: Student

B. Education: pending completion BS Civil Engineering May 2017

C. Experience: background of 20+ years skateboarding, 15+ years construction.

(please attach a detailed resume if desired)

6. Have you served on any previous boards or in any governmental positions in the past? NO

7. Are you currently serving on any Community Boards? ~~no~~ McNarr Skatepark

A. If yes, please describe those boards.

8. Current Employer? Student full time @ MSU

9. Are you available for night meetings? yes

10. Are you available for daytime meetings? not usually

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? talk about it with the other board members.

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

**Appointed Position Seeking:** Board member - McNair Skatepark Committee

**Date of Application:** 11-2-16

Name: Forrest Garlow Signed: 

Address: 177 Drouillard Ave., Bozeman, MT

Telephone: daytime 406-595-2488 ← → after 5:00 p.m.: \_\_\_\_\_

Fax Number: \_\_\_\_\_ e-mail address: garlowforrest@gmail.com

1. Are you a resident of the City of Livingston? \_\_\_\_\_

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 assist the Livingston community <sup>with</sup> the fundraising, planning, and events that will lead to the construction of a new McNair Skatepark.

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

A. Occupation: On Site Management (Construction)

B. Education: highschool grad, 2.5 yrs of College

C. Experience: long-time Skateboarder, Construction worker

(please attach a detailed resume if desired)

6. Have you served on any previous boards or in any governmental positions in the past? no

7. Are you currently serving on any Community Boards? \_\_\_\_\_

A. If yes, please describe those boards. \_\_\_\_\_

8. Current Employer? On Site Management

9. Are you available for night meetings? yes

10. Are you available for daytime meetings? only on Fri, Sat, and Sun

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 discuss my issue with all of the other members in a calm manner.

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 - 4th Quarter Budget Amendment FY 2016**

# City of Livingston, Montana

## Quarterly Financial Report



Prepared October, 2016

COVERING THE HIGHLIGHTS OF THE FINACIAL ACTIVITIES OF THE CITY OF LIVINGSTON DURING

**The Quarter Ending June 30th, 2016**

More detailed information will be furnished upon request to the City Manager's Office

Prepared by the City of Livingston Finance Department

# 4<sup>th</sup> Quarter Budget Review

## Fiscal Year 2015 - 2016

The purpose of this report is to update the Commission on the final status of the FY 16 budget and recommend final amendments to the budget. A summary of the city's entire budget, as adopted, is shown below. A breakdown of the individual funds can be found in the last two pages of this report.

### SUMMARY OF MAJOR REVENUES, EXPENDITURES AND OTHER FINANCING SOURCES/USES July 1, 2015 through June 30, 2016 (FY 16)

	Governmental Fund Types				Proprietary Fund Types	Trust & Agency	Total All Funds
	General	Special Revenue	Debt Service	Capital Project	Enterprise		
Projected Beginning Fund/Working Capital Balance	\$ 725,854	\$ 2,937,665	\$ 555,798	\$ 223,872	\$ 1,368,418	\$ 231,668	\$ 6,043,275
Total Estimated Revenues	4,187,454	4,036,738	203,680	1,200	6,287,389	10,000	14,726,461
Budgeted Expenditures	4,304,611	5,344,751	137,716	222,956	6,083,068	5,000	16,098,102
Projected Ending Fund/Working Capital Balance	\$ 608,697	\$ 1,629,652	\$ 621,762	\$ 2,116	\$ 1,572,739	\$ 236,668	\$ 4,671,634

### Overview

The city's budget includes 43 separate funds. Approximately 80% of the city's budget, however, is encompassed in the eight primary operating funds listed below. Most of the comments in this report will focus on these operating funds.

- General Fund
- Library Fund
- Communications & Dispatch Fund
- Street Maintenance District Fund
- Water Fund
- Wastewater Fund
- Solid Waste Fund
- Ambulance Fund

Shown on the following table is a summary of budgeted revenues and expenditures, year-to-date totals, year-end projections, and the variance for each of the city's eight primary operating funds. As shown below, our revenues ended up +4.1% over our estimates and our expenditures are 8.2% under expenditure estimates. The net effect is a positive indicator.

**Summary of Revenues, Expenditures, & Variances**  
**Primary Operating Funds**  
**July 1, 2015 - June 30, 2016**

	Budgeted	YTD 4th Quarter	4th Quarter Projections	Variance \$'s Positive (Negative)	Variance Percent (Negative)
<b>Revenues</b>					
General Fund	\$ 4,187,454	\$ 4,246,242	\$ 4,187,454	\$ 58,788	1.4%
Library Special Revenue Fund	387,276	409,796	387,276	22,520	5.8%
Communications & Dispatch Fund	503,406	504,110	503,406	704	0.1%
Street Maintenance District Fund	993,350	938,393	993,350	(54,957)	-5.5%
Water Fund	1,390,900	1,449,557	1,390,900	58,657	4.2%
Wastewater Fund	2,182,300	2,210,448	2,182,300	28,148	1.3%
Solid Waste Fund	1,835,595	1,782,933	1,835,595	(52,662)	-2.9%
Ambulance Fund	878,594	1,327,251	878,594	448,657	51.1%
<b>Total</b>	<b>\$ 12,358,875</b>	<b>\$ 12,868,730</b>	<b>\$ 12,358,875</b>	<b>\$ 509,855</b>	<b>4.1%</b>
<b>Expenditures</b>					
General Fund	\$ 4,283,770	\$ 4,319,912	\$ 4,283,770	\$ (36,143)	-0.8%
Library Special Revenue Fund	460,648	416,196	460,648	44,452	9.6%
Communications & Dispatch Fund	599,905	499,797	599,905	100,108	16.7%
Street Maintenance District Fund	1,065,269	964,821	1,065,269	100,448	9.4%
Water Fund	1,581,206	1,207,135	1,581,206	374,071	23.7%
Wastewater Fund	2,152,056	1,652,347	2,152,056	499,709	23.2%
Solid Waste Fund	1,507,840	1,600,776	1,507,840	(92,936)	-6.2%
Ambulance Fund	1,075,686	1,019,840	1,075,686	55,846	5.2%
<b>Total</b>	<b>\$ 12,726,380</b>	<b>\$ 11,680,824</b>	<b>\$ 12,726,380</b>	<b>\$ 1,045,556</b>	<b>8.2%</b>

An analysis of each of these funds' revenues, expenditures, and variances is discussed in the following sections. Also included in the following analysis are recommended budget amendments necessary to prevent actual expenditures from exceeding appropriations in any individual fund.

### Expenditure and Revenue Analysis

#### Personnel – All Funds

A large component of governmental budgets is personnel. In municipalities, the significant nature of construction and infrastructure projects cause personnel to be a smaller percentage of the city’s budget than in many other governmental entities (such as schools). Nevertheless, personnel costs remain a significant element of the city’s budget.

Personnel costs, unlike infrastructure and construction projects, are highly predictable. We do have cyclical personnel costs in many areas such as part-time parks workers, seasonal cemetery workers, etc., yet we are able to project personnel costs with a high degree of accuracy.

Shown below is a table which shows total budgeted salaries, overtime and benefits for all funds of the city. Also shown are actual expenditures for the year and the percent of the budget expended. As shown by the table, we have expended a total of 95% of the personnel budget. Personnel costs, which represent \$6.9 million of the city’s total budget, were right on target for FY 15. The large increase in overtime above that which was budgeted coupled with the lower than budgeted salaries & benefits is indicative of a number of position vacancies we had throughout the fiscal year. It would be nice if other areas of the city’s budget were this predictable.

Personnel Costs	Budgeted	Expended 06-30-15	Percent Expended
Salaries & Wages	\$ 4,591,590	\$ 4,415,314	96.2%
Overtime	303,750	419,951	138.3%
Benefits	2,402,010	2,093,687	87.2%
	<u>\$ 7,297,350</u>	<u>\$ 6,928,951</u>	<u>95.0%</u>

Note: The State of Montana contributes toward the city's three retirement systems. The city does not actually receive or expend these funds, however, accounting rules require the city to record the state's contribution as both a revenue and an expenditure.

### General Fund Revenues

We estimated we would collect \$4,187,454 of general fund revenues for the year. For the past three years, we have collected an average of 103.3% of our budgeted general fund revenues for the year. This year, however, we collected 101.4% of budgeted. This was a combination of conservative budgeting and higher than anticipated, motor vehicle taxes, building permit revenue, and police fines as well as additional programming revenue from the recreation department.

General Fund Revenues	Budgeted	Received	Percent Received
<u>Prior Three Years:</u>			
Fiscal Year 2013	3,579,756	3,640,656	101.7%
Fiscal Year 2014	3,803,587	4,110,304	108.1%
Fiscal Year 2015	4,234,475	4,246,915	100.3%
	<u>\$ 11,617,818</u>	<u>\$ 11,997,874</u>	<u>103.3%</u>
<u>Budget Year:</u>			
Fiscal Year 2016	4,187,454	4,246,242	101.4%

Prudent budgeting dictates that we are somewhat conservative in our estimates, yet remain realistic. Our initial revenue estimates met these basic budgeting criteria. Listed below are some of the significant general fund revenue sources which warrant discussion.

**Property Taxes.** The city’s budget was based on an estimated mill value of \$10,555, which represented an actual decrease in the mill value of 3.9 percent. Actual mill value was \$10,562, or a 3.8% decrease in value.

We estimated we would collect \$1,600,983 in general fund property taxes for the year. We actually collected a total of \$1,588,066 or 99.2% of our property tax estimate. On average for the past three years, we have collected 100.5% of budgeted revenues. Fiscal year 2014 proved to be a higher than normal collection year, based on a large number of past years’ protested taxes being collected based on a statewide settlement with utility tax payers.

General Fund Property Taxes	Budgeted	Received	Percent Received
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Prior Three Years:

Fiscal Year 2013	1,238,374	1,215,484	98.2%
Fiscal Year 2014	1,497,891	1,562,976	104.3%
Fiscal Year 2015	1,576,100	1,555,000	98.7%

\$ 4,312,365	\$ 4,333,460	100.5%
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Budget Year:

Fiscal Year 2015	1,600,983	1,588,066	99.2%
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**Building Permits.** We budgeted a total of \$67,000 in building permit revenues for the year. We actually collected \$86,480 or 129% of our estimate. An increased in new residential construction permits of over 30% (from 16 in 2015 to 21 in 2016) contributed to this increase in revenue. Building permit revenue is a good indicator of our local economy.

**State Entitlement/Reimbursement.** State entitlement is in essence state revenue sharing. A number of years ago, cities and counties received several individual revenue sources including: beer tax, wine tax, personal property reimbursement, and a portion of video poker machine tax revenue. In 2001, the state began receiving these tax revenues and in return distributed state entitlement revenues to cities and counties. This revenue source is highly predictable. We budgeted \$1,060,106 and actually received \$1,062,936 or 100.2% of our estimate. Significant revenue sources like this, certainly contributes to our ability to make accurate general fund revenue estimates.

**Recreation Department Revenue.** A concerted effort was undertaken in FY 2016 to increase the number of programs offered by the Livingston Recreation department while ensuring that the fees charged covered the costs of offering those programs. The new programs were designed to support the community needs and were communicated widely through an increase in advertising. The result of this effort was an increase in recreation revenues beyond that which was budgeted. We estimated that the recreation programs would bring in \$37,000 and actual collections for FY 2016 were \$55,644.

**Fines & Forfeitures.** Fine revenue can be difficult to budget for. We utilize historical data to determine conservative estimates, while taking into consideration any operational changes that may affect the revenues. There are three main types of fines that are collected by the City General Fund: Parking Tickets, Police Department Fines, and Time Payments. Police Fines are tickets that are issued and paid in full. Time Payments are Police fines that have been set up on a payment plan through the Livingston City Court. For

FY 2016, Police Revenue was budgeted at \$12,500, a historically consistent collection rate. Actual collections were \$28,924. The number of tickets issued by Police officers increased over last fiscal year by 170 which was the driver for this increase in revenues. Time payment revenue has historically been close to the \$100,000 budgeted for in FY 2016. Actual collections for the fiscal year, however, have decreased dramatically to only 44% of budgeted amounts or \$43,651. The City Court has jurisdiction over collection of these fines, and we have undertaken an administrative process to address the underlying issues in the collection procedures.

### Special Revenue Fund Revenues

**Library Operating Fund.** In the current year \$387,276 was budgeted in Library revenues. At year end, actual collections were \$409,796, or 105.8% of estimates. The reason for this additional revenue was from nearly \$7,500 more than anticipated in Library Fees, and over \$11,000 more donations than budgeted.

**TIF – Downtown.** In the current year we budgeted \$222,000 in total revenues and as of year-end, we have collected 86% of our estimate, or 190,533. The main reason for the decrease in revenue was the reappraisal process which decreased the TIF incremental value from \$227,328 in FY 2015 to \$183,888 in FY 2016. With additional growth in the downtown area, including the updates to the Albemarle building, we anticipate future increases to the increment.

### Enterprise Fund Revenues

**Water Fund -** Water operating revenues (metered water sales) represent the vast majority of our water fund revenues. Total estimated metered water sales for the year were \$1,346,000. We collected a total of \$1,407,921.62 or 104.6% of our estimated revenue. On average for the past three years, we have collected 99.3% of our budgeted amount. Water revenues tend to be more variable, increasing or decreasing based on the weather and other factors. This variability can be seen with the water consumption graph shown on the following page. The increase in consumption was most likely the factor that contributed the most to the increase in revenue.

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Water Operating Revenues	Budgeted	Received	Percent Received
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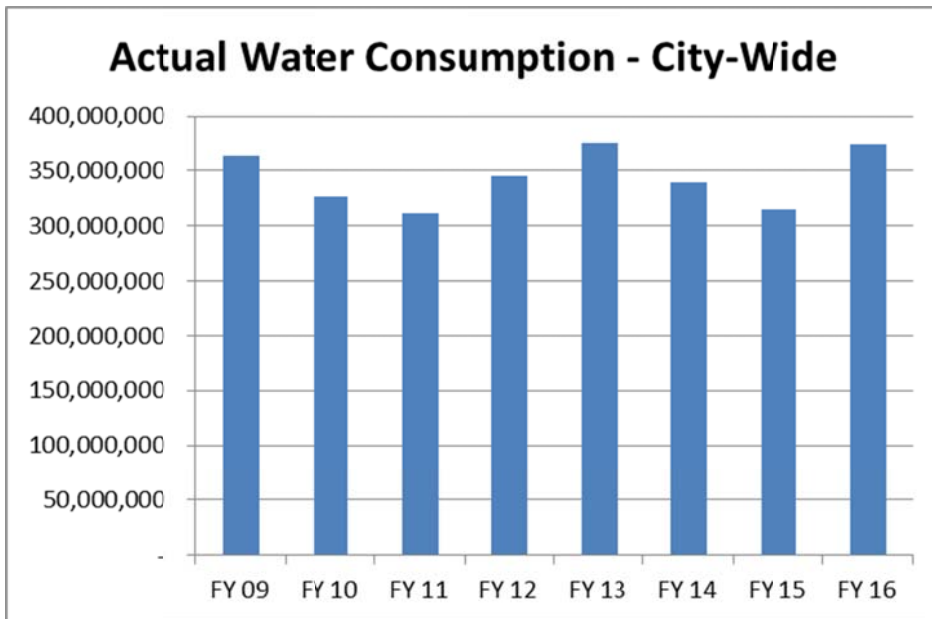
Prior Three Years:

Fiscal Year 2013	1,350,000	1,466,035	108.6%
Fiscal Year 2014	1,438,200	1,369,447	95.2%
Fiscal Year 2015	1,407,600	1,329,743	94.5%

<u>\$ 4,195,800</u>	<u>\$ 4,165,225</u>	<u>99.3%</u>
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Budget Year:

Fiscal Year 2016	1,346,000	1,407,922	104.6%
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**Wastewater Fund** – Wastewater operating revenues (wastewater sales) represent the vast majority of our wastewater fund revenues. Total estimated wastewater revenues for the year are \$2,143,600. We collected \$2,174,197, or 101.4% of our estimate. On average, for the past three years, we have collected 100.5% of our wastewater revenue estimate. Wastewater revenues, like the water revenues, are slightly ahead of our 3 year trend.

Wastewater Revenues	Budgeted	Received	Percent Received
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Prior Three Years:

Fiscal Year 2013	1,684,617	1,695,445	100.6%
Fiscal Year 2014	1,864,375	1,884,799	101.1%
Fiscal Year 2015	2,105,600	2,099,888	99.7%

	<u>\$ 5,654,592</u>	<u>\$ 5,680,131</u>	<u>100.5%</u>
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Budget Year:

Fiscal Year 2016	2,143,600	2,174,197	101.4%
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**Solid Waste Fund** – Garbage collection charges (including transfer station revenue) represent the vast majority of our Solid Waste Fund revenues. Total estimated garbage collection charges for the year are \$1,830,620. We collected a total of \$1,780,595 through year end, or 97.3% of our estimate. For the three prior years, we have collected 110.5% of our annual budget by year end. The unpredictability of these revenues is the result a new and changing customer base: Park County Residents. The actual revenues from FY 2015 to FY 2016 increased by .66%. As we build a more reliable collection history, revenue estimates should become closer to actual collections.

Solid Waste Revenues	Budgeted	Received	Percent Received
<u>Prior Three Years:</u>			
Fiscal Year 2013	1,142,904	1,380,430	120.8%
Fiscal Year 2014	1,555,195	1,681,832	108.1%
Fiscal Year 2015	1,675,000	1,768,978	105.6%
	<u>\$ 4,373,099</u>	<u>\$ 4,831,241</u>	<u>110.5%</u>
<u>Budget Year:</u>			
Fiscal Year 2016	1,830,620	1,780,595	97.3%

**Ambulance Fund** – Ambulance Service Revenues represent the vast majority of our Ambulance Fund revenues. Total estimated ambulance service revenues for the year are \$500,000. Actual collections for FY 2016 were \$527,596, or 105.5% of budgeted revenues.

Ambulance Revenues	Actual/ Budgeted	Received	Percent Received
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<u>Prior Three Years:</u>			
Fiscal Year 2013	460,000	374,196	81.3%
Fiscal Year 2014	407,700	469,973	115.3%
Fiscal Year 2015	453,600	550,936	121.5%
	<u>\$ 1,321,300</u>	<u>\$ 1,395,106</u>	<u>105.6%</u>

<u>Budget Year:</u>			
Fiscal Year 2016	500,000	527,596	105.5%

### General Fund Expenditures

General fund expenditures are highly predictable, ending up right on at 100.8% of our budgeted predications by year end. There were a few unexpected items during FY 2016 that will require amendments to the budget. These items are discussed below.

**Fire Department** – Fire /EMS overtime has always been necessary to maintain minimum staffing levels due to additional calls, sick, vacation, and administrative leave coverage. Recently, however, the need for Overtime has increased, driving actual costs over budgeted amounts. Members of the IAFF Local 630 union and members of the administration have formed an overtime committee to identify the major drivers of the overtime usage as well as propose solutions to curb overtime use. In the meantime, actual Fire overtime for FY 2016 was \$110,472 while budget was only \$62,000. A budget amendment for approximately \$48,500 will be necessary to cover this overage.

**Recreation** – As discussed above, a concerted effort was undertaken in FY 2016 to increase the number of programs offered by the Livingston Recreation department while ensuring that the fees charged covered the costs of offering those programs. The new programs were designed to support the community needs and were communicated widely through an increase in

advertising. This increase resulted in more than \$18,000 in additional revenues; however they also required additional staff time and advertising. A budget amendment for approximately \$7,200 will be necessary to cover those additional costs.

## Special Revenue Fund Expenditures

**Soccer Fields.** Phase 3 of the Soccer Fields project (construction of the fieldhouse) was started in mid FY 2016. The total cost of this phase is \$710,400. Contributions from the Livingston Youth Soccer Association will cover this amendment and therefore impact to city funds is neutral.

## Debt Service Fund Expenditures

Many of the budget amendment necessary for the Debt Service Funds are necessary 'housekeeping' amendments and are discussed by fund below:

**Debt Service Paying Agent Fees.** In both the 2000 Fire Truck Fund as well as the SID178 Fund, the costs associated with the debt service paying agent fee, \$350 each, was inadvertently left out of the budget. These funds will both require an amendment to cover these additional costs. There are sufficient reserves to cover these costs.

**SID 179 Interest Costs.** Special Improvement District #179 (Printing for Less water & sewer line extensions) pays for both water and sewer SID bonds. Interest costs were \$2,670 more than the budgeted amount and will therefore need to be amended to account for the overage. There is sufficient reserve to cover these costs.

**Closeout of Funds.** By State law, any funds in excess of 10% of the Special Improvement District (SID) bonds outstanding may be transferred from the SID Revolving fund to the General Fund. This was not budgeted for and will need a budget amendment in the amount of \$10,415.

Similar to the SID Revolving fund transfer above, any funds remaining in a General Obligation Bond debt service fund, once all bonds have been paid may be transferred to the General Fund. This was also not budgeted for and will need a budget amendment in the amount of \$2,350.

In order to close out a previously created West End Tax Increment District Special Revenue Fund, a transfer of \$8,500 was necessary from the West End Tax Increment District Debt Service Fund. Originally the Special Revenue Fund was created to accumulate all increment revenues from the West End TIF then transferred to the Debt Service Fund for payment of the outstanding bonds. Now that this is no longer utilized, with the fund going directly to the Debt Service Fund, this fund is closed out. Sufficient reserves exist to cover this transfer.

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## Capital Improvement Fund Expenditures

**Capital Improvement Fund.** A number of projects were completed out of the capital improvement fund during FY 2016:

- **Spray Park:** The final payment on the Spray Park at Mike Webb Park was made in September of 2015. These costs were not budgeted, but were covered by a combination of a Fish, Wildlife, & Parks Grant, Donations raised by the Livingston Rotary Club and a grant from the Skillman Bequest. A budget amendment for the final payment in the amount of \$68,950 will be required. The funds have already been received and are within the fund reserves.
- **CTEP View Vista Project:** This project was a comprehensive multi-modal project undertaken with funds from the City of Livingston, Park County, and the State of Montana. Costs ended up being slightly more than anticipated and the City and County agreed to split those costs 50/50. The additional costs were covered by contributions received from Park County and a transfer from the City of Livingston Transportation Impact Fee Fund. A budget amendment will be required in the amount of \$19,000.

**Railroad Underpass Fund.** In January of 2016, the City of Livingston purchased a piece of property for the eventual construction of the Railroad Underpass on the City's West side. This was purchased with \$50,000 in Transportation Impact Fees, \$50,000 from the Railroad Underpass Fund, and a \$150,000 note payable that will be paid for by the Underpass fund. These costs were \$16,115 more than anticipated for the year and will require a budget amendment.

**2016 Fire Truck Equipment Costs.** In the summer of 2016, the administration began the process of purchasing both the apparatus and the associated equipment for the fire truck, approved by the voters on the November 2015 ballot. Most costs will be included in FY 2017; however some equipment expenditures were incurred in FY 2016. These costs amounted to approximately \$84,000 and will require a budget amendment.

## Enterprise Fund Expenditures

For proprietary funds such as the enterprise funds, the basis of accounting is full accrual. The budgets are set using cash basis. This means that at year end it is necessary to convert the funds to full accrual. This involves capitalizing assets and recording depreciation among other items. The difference between the two normally leaves sufficient budget authority, but not always. In these cases a budget amendment is necessary.

**Water.** Water expenditures for FY 16 were very close to budgeted amounts and will not need a budget amendment. Outstanding projects such as water service to civic center, upgrades to chlorination systems, rate study, and infrastructure projects will be carried forward into FY 17.

**Sewer.** Expenditures for the Sewer fund came in below estimates primarily due to outstanding capital projects and will not need a budget amendment. Like the Water fund, these items will be carried forward into FY 2017 and includes the water reclamation facility engineering costs and infrastructure projects.

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**Solid Waste Fund.** Disposal fees, similar to the revenues are driven by a largely unknown customer base at the Transfer Station. In addition, as discussed throughout the year, a disparity exists between amounts charged to Park County and costs to dispose of Park County's garbage. An amendment in the amount of \$133,000 will be necessary to cover overages in budgeted disposal costs.

**Ambulance Fund.** Ambulance operating expenditures for FY 16 were very close to budgeted amounts and will not need a budget amendment. As discussed above for fire, EMS overtime has always been necessary to maintain minimum staffing levels due to additional calls, sick, vacation, and administrative leave coverage. Recently, however, the need for Overtime has increased, driving actual costs over budgeted amounts. Members of the IAFF Local 630 union and members of the administration have formed an overtime committee to identify the major drivers of the overtime usage as well as propose solutions to curb overtime use. In the meantime, actual EMS overtime for FY 2016 was \$99,922 while budget was only \$60,000. A budget amendment, however, is not necessary do to line item savings elsewhere within the EMS fund.

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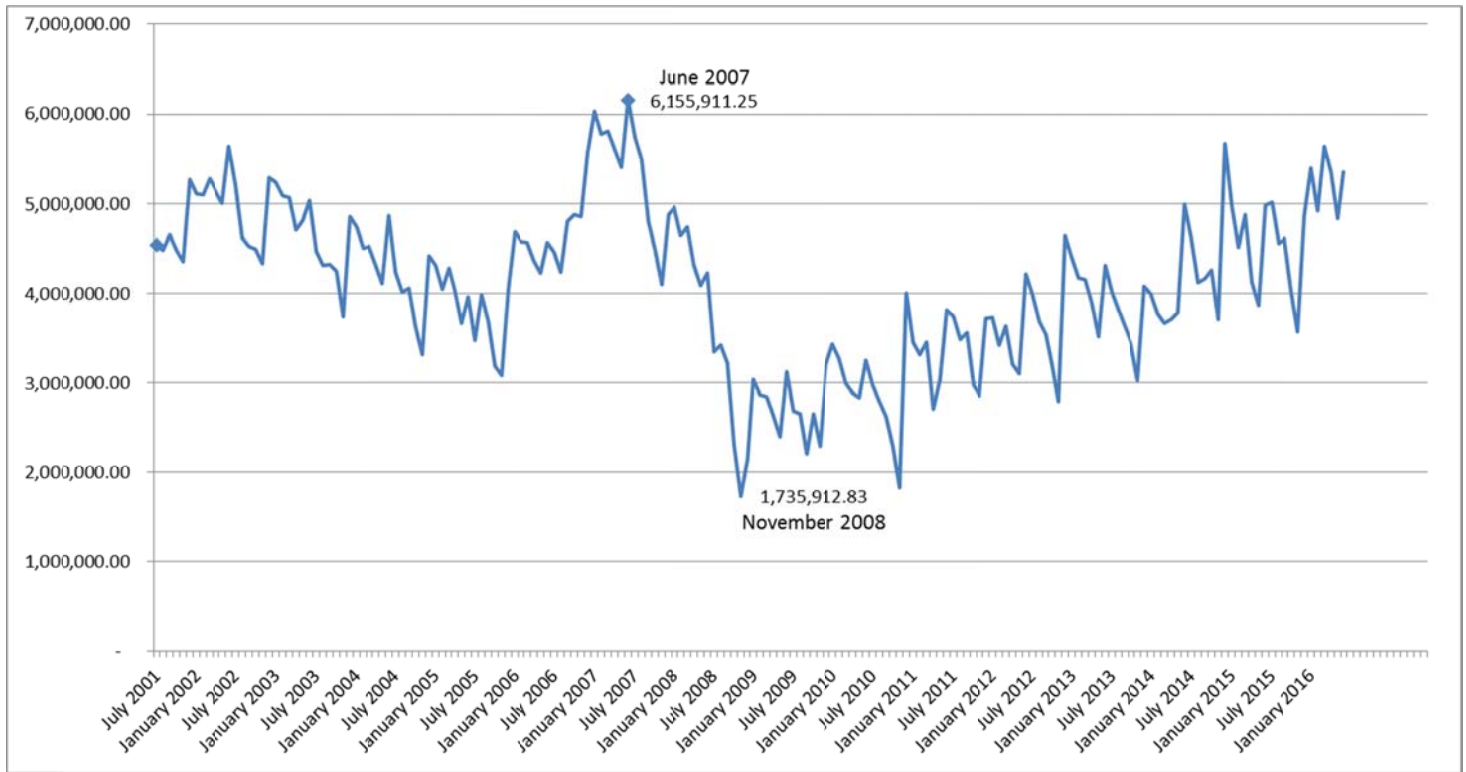
### Summary of Adopted Budget & Recommended Budget Amendments

	Adopted Budget	Capital Outlay Carryover	Previously Approved 1st Quarter Amendments	Recommended Mid-Year Amendments	Recommended 4th Quarter Amendments	Revised Budget
Projected Beginning Fund/Working Capital Balance	\$ 6,043,275	\$ 842,128				\$ 6,885,403
<b>Estimated Revenues</b>	14,726,461					\$ 14,726,461
Tennis Courts - Phase III				163,138		163,138
Add'l Recreational Programs					18,000	18,000
Soccer Field Fieldhouse					710,400	710,400
Transfer to Close out West End SRF					8,500	8,500
Add'l CTEP View Vista Funding					19,000	19,000
RR Underpass - ROW Purchase Debt Issuance					150,000	150,000
Total Amended Revenue Estimates	14,726,461	-	-	163,138	905,900	15,795,499
<b>Budgeted Expenditures</b>	(16,098,102)					\$ (16,098,102)
Capital Outlay Carryover		(842,128)				(842,128)
School Nurse Contribution			(11,000)			(11,000)
To Compensate for FY 15 Overages			67,300			67,300
Commission Salary Increases			(5,750)			(5,750)
Tennis Courts - Phase III				(163,138)		(163,138)
Fire Department Overtime Costs					(48,500)	(48,500)
Add'l Recreation Program Expenses					(7,200)	(7,200)
Soccer Field Fieldhouse					(710,400)	(710,400)
2000 Fire Truck Paying Agent Fee					(350)	(350)
Close out 1997 Fire Truck GOB Fund					(2,350)	(2,350)
Transfer to Close out West End SRF					(8,500)	(8,500)
Adjust Revolving Funds to Bonds Outstanding					(10,415)	(10,415)
SID 179 Debt Service Budgeting Error - Add'l Interest					(2,670)	(2,670)
SID 178 Paying Agent Fee					(350)	(350)
Final Spray Park Payment					(68,950)	(68,950)
Add'l CTEP View Vista Costs					(19,000)	(19,000)
RR Underpass - ROW Purchase					(16,115)	(16,115)
2016 Fire Truck Equipment Costs					(84,000)	(84,000)
Solid Waste Disposal Fees					(133,000)	(133,000)
Total Amended Expenditures	(16,098,102)	(842,128)	50,550	(163,138)	(1,111,800)	(18,164,618)
Projected Ending Fund/Working Capital Balance	\$ 4,671,634	\$ -	\$ 50,550	\$ -	\$ (205,900)	\$ 4,516,284

\*Capital Outlay Carryover amendments include the remainder of the 2014 & 2015 Infrastructure Projects, as well as the CTEP View Vista and CTEP Sidewalk projects, and a portion of the Water Reclamation Engineering.



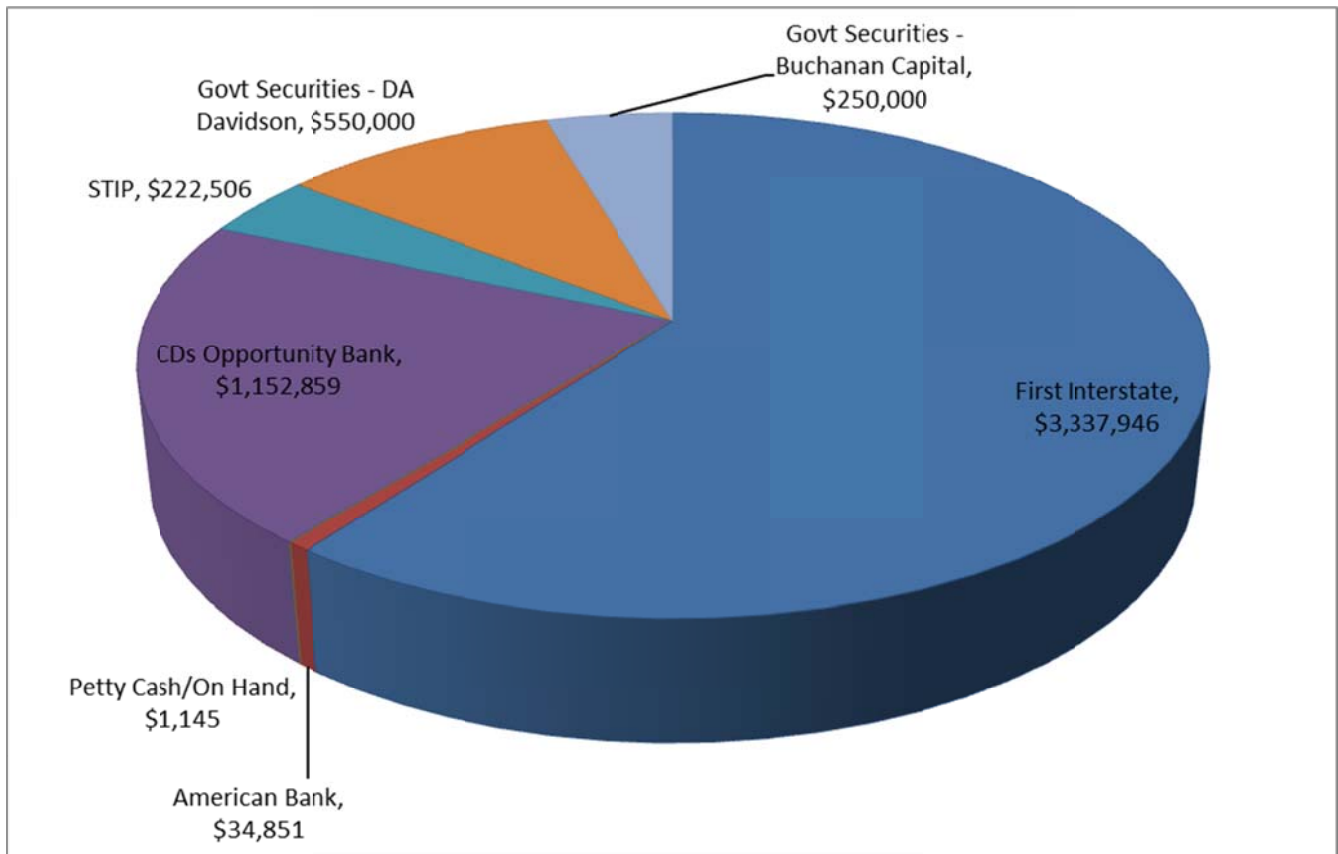
### Total City Cash Balance



Cash collection for the City of Livingston is cyclical. Major revenues are received in December (November tax payment) and June (May tax payment). As reserves are built back up, so too are the cash levels, resulting in the increasing trend in the recent past.

**City Investments  
as of June 2016**

<b>Financial Institution</b>	<b>Amount</b>
First Interstate	\$ 3,337,946
American Bank	34,851
Petty Cash/On Hand	1,145
CDs Opportunity Bank	1,152,859
STIP	222,506
Govt Securities - DA Davidson	550,000
Govt Securities - Buchanan Capital	250,000
<b>Total</b>	<b>\$ 5,549,307</b>



## **Appendix**

### **Projected Changes in Fund and Working Capital Balances**

#### **All Funds**

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**PROJECTED CHANGES IN FUND AND WORKING CAPITAL BALANCES  
DETAIL OF ALL FUNDS  
Fiscal Year 2015-2016**

Fund #	Fund Name	Actual	FY - 2016		Projected
		Beginning Balances 7-1-2015	Estimated Revenues	Estimated Expenditures	Ending Balances 6-30-2016
<b>1000</b>	<b>General Fund</b>	<b>\$ 601,867</b>	<b>\$ 4,246,242</b>	<b>\$ 4,319,912</b>	<b>\$ 528,197</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>					
2190	Comprehensive Liability	52,853	208,529	208,968	52,414
2210	Recreation	(1,549)	31,981	30,432	-
2211	Soccer Fields	183	600,295	561,084	39,394
2212	SummerFest	16,412	36,915	63,992	(10,665)
2220	Library	178,842	409,796	416,195	172,442
2250	LFD/PCRFD Training Center	281	1	-	282
2260	Emergency/Disaster Fund	(20,758)	-	-	(20,758)
2270	Health-Sanitarian	(2,370)	2,393	-	23
2300	Communications/Dispatch Services	285,723	504,110	499,797	290,037
2310	Tax Increment District - Downtown	893,559	190,534	185,711	898,382
2311	Tax Increment District - West End SRF	(2,360)	2,360	-	(0)
2320	Economic Development	(12,242)	49,957	48,954	(11,239)
2325	Community Development Fund	(152)	152	-	0
2370	PERD	7,452	78,885	83,663	2,674
2371	Health Insurance	116,034	138,426	158,503	95,957
2372	Permissive Health Insurance	-	306,992	306,960	32
2373	Police Pension	27,610	240,424	254,243	13,791
2374	Fire Pension	69,751	226,531	255,451	40,830
2397	CDBG Economic Dev Revolving	580,037	53,174	9,264	623,947
2399	Impact Fees - Fire	46,514	2,944	47,500	1,958
	Impact Fees - Transportation	299,225	14,500	98,229	215,495
	Impact Fees - Police	(3,258)	5,267	-	2,009
	Impact Fees - Parks	11,114	3,190	-	14,304
2400	S.I.D. Light Maintenance	10,217	136,685	90,446	56,457
2500	Street Maintenance	316,584	938,393	964,821	290,156
2600	Sidewalks	25,093	160,965	185,198	860
2650	Business Improvement District	3,350	43,957	29,312	17,995
2700	Park Improvement SRF	144,864	3,896	18,461	130,299
2750	Law Enforcement Joint Equipment Fund	6,329	50	-	6,379
2820	Gas Tax	31,152	147,350	122,686	55,817
<b>Total Special Revenue Funds</b>		<b>\$ 3,078,504</b>	<b>4,538,653</b>	<b>4,639,869</b>	<b>2,977,288</b>

**PROJECTED CHANGES IN FUND AND WORKING CAPITAL BALANCES**  
**DETAIL OF ALL FUNDS**  
**Fiscal Year 2015-2016**

Fund #	Fund Name	Actual Beginning Balances 7-1-2015	FY - 2016		Projected Ending Balances 6-30-2016
			Estimated Revenues	Estimated Expenditures	
<b><u>DEBT SERVICE FUNDS:</u></b>					
3002	Fire Truck GOB	\$ 2,333	20	2,341	11
3003	2000 Fire Truck GOB	17,266	28,962	33,550	12,678
3200	West End Tax Increment District	516,279	128,766	76,069	568,976
3400	SID Revolving	36,525	70	10,414	26,180
3550	SID 179 - West End	16,472	34,403	34,013	16,863
3950	SID 178	12,311	27	350	11,988
3955	SID 180	(27,874)	4,458	934	(24,349)
<b>Total Debt Service Funds</b>		<b>\$ 573,313</b>	<b>\$ 196,705</b>	<b>\$ 157,671</b>	<b>\$ 612,347</b>
<b><u>CAPITAL PROJECT FUNDS:</u></b>					
4010	Capital Improvement Fund	27,217	521,981	540,985	8,213
4020	Library Capital Improvement Fund	32,637	73	-	32,710
4099	Railroad Crossing Levy	188,209	150,415	206,636	131,988
4100	Fire Truck/Bond Proceeds	-	-	83,862	(83,862)
<b>Total Capital Project Funds</b>		<b>\$ 248,064</b>	<b>672,469</b>	<b>831,483</b>	<b>89,049</b>
<b><u>ENTERPRISE FUNDS:</u></b>					
5210	Water Department	86,180	1,425,637	1,136,135	375,681
5210	Water Fund System Development Fees	122,969	23,920	71,000	75,889
5310	Sewer Department	654,943	2,186,380	1,392,347	1,448,975
5310	Sewer Fund System Development Fees	273,125	24,068	260,000	37,193
5410	Solid Waste Department	(406,781)	1,782,933	1,600,776	(224,624)
5510	Ambulance Services	381,213	874,384	1,019,840	235,756
<b>Total Enterprise Funds</b>		<b>1,859,718</b>	<b>6,317,321</b>	<b>5,480,099</b>	<b>2,696,940</b>
<b><u>TRUST FUNDS</u></b>					
8010	Perpetual Cemetery	\$ 232,968	6,048	3,173	235,843
<b>Total Trust Funds</b>		<b>\$ 232,968</b>	<b>6,048</b>	<b>3,173</b>	<b>235,843</b>
<b>Total All Funds</b>		<b>\$ 6,594,433</b>	<b>\$ 15,977,439</b>	<b>\$ 15,432,208</b>	<b>\$ 7,139,663</b>

**RESOLUTION NO. 4710**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO AMEND THE BUDGET FOR FISCAL YEAR 2015-2016, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$1,111,800 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$905,900 AND CALLING FOR A PUBLIC HEARING.**

**WHEREAS**, by Resolution No. 4576 the City of Livingston adopted its budget for Fiscal Year 2015-2016 (“FY 15-16”); and

**WHEREAS**, Mont. Code Ann. §§ 7-6-4006(4), 7-6-4031(2) and 7-6-4006(3) provide that the budget may be amended by conducting a public hearing thereon; and

**WHEREAS**, any proposed budget amendment which provides for additional appropriations must identify the fund reserves, unanticipated revenue or previously unbudgeted revenue that will fund the appropriations; and

**WHEREAS**, the budget for FY 15-16 requires a budget amendment by making appropriation adjustments in the amount of \$1,111,800 and revenue adjustments in the amount of \$905,900 as specified herein.

**NOW, THEREFORE**, be it resolved by the City Commission of the City of Livingston, Montana, as follows:

That it is the intent of the City Commission to amend the budget for the City of Livingston, Montana, for Fiscal Year 2015-2016, by making amendments thereto as follows:

**Resolution No. 4710**

**INTENT TO AMEND THE BUDGET FOR FISCAL YEAR 2015-2016, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$1,111,800 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$905,900**

**Page 1**

## Revenue Estimate Adjustments

Ref #	Description/Purpose	Account	Amount
1	Add'l Recreational Programs	1000.361020	18,000
2	Soccer Field Fieldhouse	2211.365050	710,400
3	Transfer to Close out West End SRF	2311.383006	8,500
4	Add'l CTEP View Vista Funding	4010.383006	19,000
5	RR Underpass - ROW Purchase Debt Issuance	4099.381070	150,000
Total			\$ 905,900

## Appropriation Adjustments

Ref #	Description/Purpose	Account	Amount	Fund Reserves	Unanticipated Revenues	Unbudgeted Revenues
1	Fire Department Overtime Costs	1000.141.420401.120	(48,500)	x		
2	Add'l Recreation Program Expenses	1000.109.460449.110	(7,200)		x	
3	Soccer Field Fieldhouse	2211.000.411810.940	(710,400)		x	
4	2000 Fire Truck Paying Agent Fee	3003.160.490100.630	(350)	x		
5	Close out 1997 Fire Truck GOB Fund	3002.160.521000.822	(2,350)		x	
6	Transfer to Close out West End SRF	3200.160.521000.821	(8,500)		x	
6	Adjust Revolving Funds to Bonds Outstanding	3400.160.521000.822	(10,415)		x	
7	SID 179 Debt Service Budgeting Error - Add'l Interest	3550.170.490300.620	(2,670)	x		
8	SID 178 Paying Agent Fee	3950.170.490300.630	(350)	x		
9	Final Spray Park Payment	4010.000.460430.940	(68,950)	x		
10	Add'l CTEP View Vista Costs	4010.000.430240.914	(19,000)		x	
11	RR Underpass - ROW Purchase	4099.000.411850.940	(16,115)		x	
12	2016 Fire Truck Equipment Costs	4100.000.420460.940	(84,000)			x
13	Solid Waste Disposal Fees	5410.504.430840.396	(133,000)	x		
Total			(1,111,800)			

**BE IT FURTHER RESOLVED**, that a public hearing on the proposal be held at 6:30 p.m. on December 6<sup>th</sup>, 2016, and that the notice attached hereto as Exhibit A be published according to law.

Dated this \_\_\_\_ day of November, 2016.

\_\_\_\_\_  
**JAMES BENNETT - Chairman**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**LISA HARRELD**  
Recording Secretary

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

**Resolution No. 4710**

**INTENT TO AMEND THE BUDGET FOR FISCAL YEAR 2015-2016, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$1,111,800 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$905,900**

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**[ Exhibit A to Resolution No. 4710 ]**

**NOTICE**

A public hearing will be held by the City Commission of Livingston, Montana, on December 6<sup>th</sup>, 2016, at 6:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana, on **Resolution No. 4710** entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO AMEND THE BUDGET FOR FISCAL YEAR 2015-2016, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$1,111,800 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$905,900 AND CALLING FOR A PUBLIC HEARING** by making amendments as follows:

**Revenue Estimate Adjustments**

Ref #	Description/Purpose	Account	Amount
1	Add'l Recreational Programs	1000.361020	18,000
2	Soccer Field Fieldhouse	2211.365050	710,400
3	Transfer to Close out West End SRF	2311.383006	8,500
4	Add'l CTEP View Vista Funding	4010.383006	19,000
5	RR Underpass - ROW Purchase Debt Issuance	4099.381070	150,000
Total			\$ 905,900

**Appropriation Adjustments**

Ref #	Description/Purpose	Account	Amount	Fund Reserves	Unanticipated Revenues	Unbudgeted Revenues
1	Fire Department Overtime Costs	1000.141.420401.120	(48,500)	x		
2	Add'l Recreation Program Expenses	1000.109.460449.110	(7,200)		x	
3	Soccer Field Fieldhouse	2211.000.411810.940	(710,400)		x	
4	2000 Fire Truck Paying Agent Fee	3003.160.490100.630	(350)	x		
5	Close out 1997 Fire Truck GOB Fund	3002.160.521000.822	(2,350)		x	
6	Transfer to Close out West End SRF	3200.160.521000.821	(8,500)		x	
6	Adjust Revolving Funds to Bonds Outstanding	3400.160.521000.822	(10,415)		x	
7	SID 179 Debt Service Budgeting Error - Add'l Interest	3550.170.490300.620	(2,670)	x		
8	SID 178 Paying Agent Fee	3950.170.490300.630	(350)	x		
9	Final Spray Park Payment	4010.000.460430.940	(68,950)	x		
10	Add'l CTEP View Vista Costs	4010.000.430240.914	(19,000)		x	
11	RR Underpass - ROW Purchase	4099.000.411850.940	(16,115)		x	
12	2016 Fire Truck Equipment Costs	4100.000.420460.940	(84,000)			x
13	Solid Waste Disposal Fees	5410.504.430840.396	(133,000)	x		
Total			(1,111,800)			

All interested persons are invited to attend and give their comments. For additional information contact Jessie Hogg, Finance Officer, 110 South B Street, Livingston, MT 59047, or by phone at 823-6003. (Publish twice at least 6 days apart and the notice needs also to be posted and copies made available to the public.)

**Resolution No. 4710**

**INTENT TO AMEND THE BUDGET FOR FISCAL YEAR 2015-2016, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$1,111,800 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$905,900**



**Backup material for agenda item:**

**C. DISCUSS/APPROVE/DENY - Approve revision of Facade and Energy Efficiency Programs**

GUIDELINES FOR  
URBAN RENEWAL AGENCY  
FAÇADE AND ENERGY EFFICIENCY  
IMPROVEMENT PROGRAMS



## **TABLE OF CONTENTS**

- I. Purpose and Overview
- II. Preliminary Eligibility Requirements
- III. Program Details
- IV. Miscellaneous Terms & Conditions
- V. Application Process

Exhibit A: Program Application

Exhibit B: Program Agreement

**I. PURPOSE AND OVERVIEW**

The Montana Legislature declared the prevention and elimination of blighted areas to be a matter of state policy and state concern in order that the state and its municipalities shall not continue to be endangered by areas which are focal centers of disease, promote juvenile delinquency, are conducive to fires, are difficult to police and to provide police protection for, and, while contributing little to the tax income of the state and its municipalities, consume an excessive proportion of its revenues because of the extra services required for police, fire, accident, hospitalization, and other forms of public protection, services, and facilities. Therefore, the Legislature empowered municipalities to create urban renewal districts whereby the municipalities could fight the spread or further deterioration of blighted areas.

The City of Livingston created an urban renewal district (the “District”) in 2003 upon determining certain areas of Livingston were blighted. The District is administered by the Livingston Redevelopment Agency, commonly known as the Urban Renewal Agency (the “URA”), and is benefitted by tax increment financing. Having access to TIF funds, the URA sought to implement a program or programs through which it could remove, remediate and prevent blighted areas in the District. The programs set forth and detailed in this document are aimed at accomplishing the URA’s goals of blight removal, remediation and prevention. Namely, the programs provide financial assistance to property owners and/or tenants who desire to repair or rehabilitate the façades or energy efficiency of buildings and properties within the District.

Those interested in acquiring funding for façade or energy efficiency projects should become familiar with this document. Applicants will be required to comply with and follow the

process set forth herein. Interested parties with questions or concerns should contact Lisa Harreld at the Livingston City Office, 823-6009.

**II. PRELIMINARY ELIGIBILITY REQUIREMENTS**

The following criteria will apply to every proposed project, whether considered façade repair or rehabilitation or an energy efficiency improvement.

- Projects must constitute façade repair or rehabilitation or an energy-efficiency upgrade. The term “façade” is defined as the portion of a building that faces the public right-of-way and is fronted by a sidewalk or other pedestrian pathway, or that portion of a building that faces an alley and contains a public entryway. Examples of a façade improvement projects include, but are not limited to, painting, pressure-washing of walls, brick and mortar repair, gutter work, or removal of old signage. (*Note: The purchase and installation of new signage is not contemplated under the program.*) Examples of energy-efficiency upgrades include, but are not limited to, the purchase and installation of a new furnace, boiler or hot water heater, or new windows, doors or insulation. Energy efficiency upgrades also include clean alternative energy projects.

- Every application for funding must be made in the name of the building owner or a building tenant. If the building tenant makes an application, the tenant’s application must include the building owner’s written consent allowing the tenant to participate in the specific program. Any application made by a tenant without the express written consent of the building owner will be summarily denied.

- The proposed project must be for an improvement to a building or buildings located in the District. Single family properties are not being considered for the program at this time. Properties on which taxes are delinquent will not be considered for funding. Similarly,

properties which are encumbered by construction or mechanic's liens will not be eligible.

Applicants must obtain all necessary permits and inspections, and pay any associated fees.

- Each and every proposed project must first be approved by the Historical Preservation Committee. Failure to obtain such approval will result in the application being summarily rejected.

- ~~For the first year of the programs, funding is not available for work completed prior to July 15, 2015. For subsequent years of the programs, funding is only available for work that is yet to be commenced; i.e., funding is not available for work already commenced or completed as of the date of the application~~

- Applications will be considered based on work commenced within eighteen (18) months of the date of approval from the Historical Preservation Committee.

- By making an application, an applicant acknowledges (1) it is bound by the terms and conditions of the respective program applied for, and (2) it fully and completely understands its duties and obligations under the program applied for.

- Every application for funding must be accompanied by ~~the~~ (2) contractor's bids plus an itemized cost of materials. (Please note that applicants are permitted to perform work associated with the proposed project; however, funds will not be paid to reimburse the applicant for personal time spent on the project.)

Grant applications will be judged on the following specific criteria detailed questions:

**CRITERIA FOR URBAN RENEWAL AGENCY FACADE AND ENERGY EFFICIENCY GRANT PROGRAMS**

~~1. Does the proposed project meet URA standards?~~

~~2. Will the proposed project bring into repair a property suffering from blight,~~

~~dilapidation, or substandard conditions and reduce and/or abate pollution?~~

- ~~3. To what extent will the completed project lead to an appreciation of property values within the Urban Renewal District and thus lead to increased tax revenue, and enhance the local economy?~~
- ~~4. What potential problems or negatives, if any, will the completed project bring to the City of Livingston and/or the Urban Renewal District?~~
- ~~5. If the Urban Renewal Agency awards some or all of the requested funds, do the project sponsors acknowledge that misuse of the funds may be actionable under the Montana False Claims Act?~~
- ~~6. If the Urban Renewal Agency awards some or all of the requested funds, are the project sponsors willing to sign the required program contract?~~

1. Has the proposed project been approved by the Historic Preservation Board?
2. Can the project be completed within 6 months?
3. Will the proposed project bring into repair, a property suffering from blight, dilapidation, or substandard conditions?
4. To what extent will the completed project address unsanitary conditions, unsafe conditions, or threats to the public health, safety, morals, or welfare?
5. To what extent will the completed project address issues of economic or social liability?
6. To what extent will the completed project positively benefit the general public?
7. To what extent will the completed project lead to an appreciation of property values within the Urban Renewal District and thus lead to increased tax revenue?
8. To what extent will the completed project enhance the local economy?
9. Is there a workable feasible plan to make available adequate housing for any persons displaced by the project?
10. To what extent will the completed project create housing opportunities?
11. To what extent will the completed project reduce, prevent, abate, or eliminate pollution?
12. When compared with grants previously awarded under the same or a similar program, is the amount requested or awarded proportionate, fair, equitable, and just?
13. Do the total project costs appear to be in line with local norms for a project of the type? In

other words, do the project costs appear to be overly expensive considering the size, scope, and measure of the work to be done?

14. Does the proposed project appear to be extravagant, wasteful, or lavish?

15. Prior to project completion, what portion of the total taxable value of the Urban Renewal District does the proposed project site comprise?

16. Other than those benefits already discussed in connection with the above questions, what benefits or positives will the completed project bring to the City of Livingston and/or the Urban Renewal District?

17. What potential problems or negatives, if any, will the completed project bring to the City of Livingston and/or the Urban Renewal District?

18. If funds are granted, what amount of program funds will be available for future urban renewal projects in the Urban Renewal District?

19. Are other projects and/or entities requesting program funds from the Urban Renewal Agency at the time of the present request?

20. Does the Urban Renewal Agency anticipate that other projects and/or entities will request program funds in the foreseeable future?

21. If the Urban Renewal Agency awards some or all of the requested funds, do the project sponsors acknowledge that misuse of the funds may be actionable under the Montana False Claims Act?

7.22. If the Urban Renewal Agency awards some or all of the requested funds, are the project sponsors willing to sign the required program contract?

### III. PROGRAM DETAILS

1. FUNDING OPTIONS. The URA offers several funding options for applicants seeking to improve a property by way of façade repair or rehabilitation or energy efficiency improvements. Façade repair or rehabilitation projects may be eligible for funding under the “Façade Program,” and energy efficiency improvements may be eligible for funding under the “Efficiency Program.”

a. Façade Program. Applicants can request a one hundred percent (100%) payout (the “Façade Payout Option”), or **up to a fifty percent (50%)** grant (the “Façade Grant



Option”). Each option is described in detail below.

i. Façade Payout Option. In the event a project is approved for funding, the URA will reimburse participants for 100% of the project costs; provided, however, the total reimbursed project costs cannot exceed one thousand and no/100 dollars (\$1,000.00).

ii. Façade Grant Option. In the event a project is approved for funding, the URA will reimburse the participant **up to 50%** of the total project costs; ~~provided, however, reimbursement from the URA will not exceed eighteen thousand and no/100 dollars (\$18,000.00).~~ The URA will calculate the reimbursement amount (the amount that is **up to 50%** of the total project costs) by using the accepted bid for the project, after subtracting any other grants received by the participant.

iii. Façade Grant Option Application Review. Grant applications ~~will be considered three (3) times per year, with initial consideration at the regular January, April and October meetings. Deadlines for submission of grant applications are on January 1, April 1, and October 1. in chronological order based upon the date on which the URA receives the applications.~~ The following items (and others) will be considered in the grant application review process: (1) project scope; (2) previous grants or loans the applicant has received from the URA; (3) overall impact upon the District and other business owners in the District.

b. Efficiency Program. Applicants can request a one hundred percent (100%) payout (the “Efficiency Payout Option”), or ~~up to a fifty percent (50%)~~ grant (the “Efficiency Grant Option”). Each option is described in detail below.

i. Efficiency Payout Option. In the event a project is approved for funding, the URA will reimburse participants for 100% of the project costs, not including any other grants received; provided, however, the total reimbursed project costs cannot exceed one

thousand and no/100 dollars (\$1,000.00).

ii. Efficiency Grant Option. In the event a project is approved for funding, the URA will reimburse the participant **up to 50%** of the total project costs; ~~provided, however, reimbursement from the URA will not exceed eighteen thousand and no/100 dollars (\$18,000.00).~~ The URA will calculate the reimbursement amount (the amount that is 50% of the total project costs) by using the accepted bid for the project, after subtracting any other grants received by the participant.

iii. Efficiency Grant Option Application Review. Grant applications will be considered three (3) times per year, with initial consideration at the regular January, April and October meetings. Deadlines for submission of grant applications are January 1, April 1, and October 1. ~~will be considered in chronological order based upon the date on which the URA receives the applications.~~ The following items (and others) will be considered in the grant application review process: (1) project scope; (2) previous grants or loans the applicant has received; (3) overall impact upon the District and other business owners in the District.

**IV. MISCELLANEOUS TERMS AND CONDITIONS**

1. TOTAL FUNDS AVAILABLE. The URA has a total of three hundred thousand dollars to expend in financial year 2015-2016, the URA intends to spend one hundred fifty\_

thousand and no/100 dollars (\$150,000.00) ~~to spend~~ on each program in fiscal year 2015-2016.

The programs will likely continue on a yearly basis through fiscal year 2018-2019, but the URA has yet to set funding levels for any fiscal year beyond 2015-2016. Prior to the end of each fiscal year, the URA shall determine funding levels for the next fiscal year. The funding level for each fiscal year shall be approved by the Livingston City Commission. Fiscal years are determined by

the City of Livingston's fiscal year calendar. Funds ~~are spent~~ will be expended on approved projects -on a first come, first serve basis.

1.2. PROGRAM COMMENCEMENT. The Façade Program and the Efficiency Program described above will begin upon the Livingston City Commission's approval of this document. The URA will begin accepting applications for both programs on the day after said approval.

2.3. PROJECT COMPLETION. All projects awarded funding hereunder shall be completed within six (6) months after the date on which the applicant receives a notice to proceed from the URA.

3.4. PAYMENT. With respect to funds due under the Façade Payout Option, Façade Grant Option, Efficiency Payout Option, or Efficiency Grant Option, the URA will make the reimbursement payment to the participant only after: (1) the project is complete; (2) the participant has presented the URA with receipts and/or invoices evincing the total project costs, and the receipt and distribution of grant funds(if any);

(3) the URA, in its sole and absolute discretion, is satisfied the project was completed in accordance with all terms and conditions of the program; (4) all inspections required by law are complete; and (5) the Livingston City Commission has approved such payment. *Note:* The participant is responsible for paying all contractors, material suppliers, and vendors.

4.5. URA'S ACCESS TO PROJECT SITE AND RECORDS. By participating in the Façade Program or the Efficiency Program, participants grant the URA ~~shall have~~ access to the project site, and to all documents/paperwork associated with the project or projects the URA is funding, including, but not limited to, communications, accounting records, plans, drawings, and invoices from contractors, subcontractors or material suppliers, and informed of any other grant applications and grants awarded for this project from sources outside the URA. Participants shall

make the project site and/or such paperwork available to the URA within five (5) days of receiving a request for production or –inspection from the URA. If a participant fails to provide access to the project site or the paperwork documents requested, the URA may, in its sole and absolute discretion, pull funding for the project or projects.

5.6. ADDITIONAL LIMITATIONS ON ELIGIBILITY.

a. Façade Program. Applicants are eligible for only one (1) source of funding under the Façade Program in any given fiscal year. That is, if an application is approved for participation in the Façade Payout Option, the applicant is not eligible for participation in the Façade Grant Option, and vice versa. Further, applicants cannot receive more than one (1) Façade Payout or more than one (1) Façade Grant in the same fiscal year. A single project is eligible for only one (1) Façade Payout or one (1) Façade Grant, not both or more than one (1) of either.

b. Efficiency Program. Likewise, applicants are eligible for only one (1) source of funding under the Efficiency Program in any given fiscal year. That is, if an application is approved for participation in the Efficiency Payout Option, the applicant is not eligible for participation in the Efficiency Grant Option, and vice versa. Further, applicants cannot receive more than one (1) Efficiency Payout or more than one (1) Efficiency Grant in the same fiscal year. A single project is eligible for only one (1) Efficiency Payout or one (1) Efficiency Grant, not both or more than one (1) of either.

c. Participation in Both Programs. Applicants are eligible to participate in both the Façade Program and the Efficiency Program; however, an applicant cannot receive funds from different programs for the same project.

6.7. SOURCES OF FUNDING. Projects will be funded through tax increment financing realized from within the District.

7.8. COMPLIANCE WITH LAW. All projects must be undertaken in compliance with local ordinances and state and federal law.

8.9. NON-DISCRIMINATION. Each participant must agree that all hiring in connection with approved project(s) will be on the basis of merit and qualifications and that the participant will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin.

9.10. PREVAILING WAGES. Participants agree all laborers shall be paid the standard prevailing rate of wages, including fringe benefits, in effect and applicable to the district in which the work is being performed as determined by the Montana Department of Labor and Industry. Information about such wages and fringe benefits must be posted at the job site.

10.11. VOLUNTARY CONDITION. Participants are encouraged to display a sign (provided by the URA) for twelve (12) months after project completion that indicates funds from the City of Livingston and the URA were used on the project.

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

12.13. INTERPRETATION. All captions, headings, or titles in the paragraphs or sections of this document are inserted for convenience or reference only and shall not constitute a part of this document or act as a limitation of the scope of the particular paragraph or section to which they apply. As used herein, where appropriate, the singular shall include the plural and vice versa and the masculine, feminine or neuter expressions shall be interchangeable.

13.14. COMPUTING TIME. For the purpose of calculating time under this document, the

following computation shall be used: If the period is stated in days or a longer unit of time, exclude the day of the event that triggers the period, count every day, including intermediate Saturdays, Sundays, and legal holidays, and include the last day of the period, but if the last day is a Saturday, Sunday, or legal holiday, the period continues to run until the end of the next day that is not a Saturday, Sunday, or legal holiday.

**V. APPLICATION PROCESS**

1. Application Submission. After gathering the information required to be provided in connection with the application, interested parties shall submit an application to the URA program subcommittee. The subcommittee will review the application to make sure it complies with all requirements. Applications for the Livingston Redevelopment Agency Façade and Energy Efficiency Improvement Programs are available on the City of Livingston’s website at [www.livingstonmontana.org](http://www.livingstonmontana.org). The completed application shall be accompanied by the following:

- a. \_\_\_\_ ( ) copies of the selected bids for each aspect of the proposed project;
- b. \_\_\_\_ ( ) copies of detailed drawings, plans or specifications for the proposed project;
- c. If a tenant is the applicant, a letter from the building owner demonstrating approval of the tenant’s participation in the program;
- d. Any and all documents related to grant and/or funding programs the applicant has applied for or received for the project that are unrelated to the programs described herein;
- e. **Completion of Budget Information Sheet; and**
- f. Documentation demonstrating project approval from the Historical Preservation Committee.

2. URA Meeting Attendance. Provided the program subcommittee has approved the

application, applicants should attend the URA’s next regularly-scheduled meeting to present the proposed project to the URA board. Interested parties should be prepared for a detailed discussion and questions regarding the proposed project. The application will then be placed on the agenda for the URA’s next regularly-scheduled meeting as a consent item to be approved or denied by vote of the URA board.

3. City Commission Review and Approval. Provided the URA approves a project for funding, the proposed project will then be presented to the Livingston City Commission. Projects will only receive funding if approved by the Livingston City Commission.

4. Program Agreement Execution. If the Livingston City Commission approves the project for funding, participants will be required to enter into and execute a written agreement with the City of Livingston establishing the terms and conditions for participation in the specific program. ~~Upon execution of the written agreement, the URA will provide the participant with a notice to proceed. Note: Commencing work before an agreement is executed will disqualify a participant from receiving funding under the specific program, and negates the City of Livingston’s obligation to reimburse the participant for any of the work.~~

**Backup material for agenda item:**

**DISCUSS/SPPROVE/DENY - Livingston Baseball and Softball Association (LBSA) request for Skillman Funds for portable bleachers, netting and backstops**



## Livingston Baseball and Softball Association - Interest in the Skillman Trust

October 31, 2016

Livingston City Commission c/o Ms. Lisa Lowy,

Thank you for taking the time to consider our request for use of funds from the Skillman trust to purchase much-needed **portable bleachers, netting, and backstops** for the *City-owned* Miles Park Baseball Complex. These added features will serve baseball, softball, as well as events throughout the community. Altogether, these enhancements to our facilities are estimated to total **\$17,543** and are expected to add significant value to the Miles Park facilities.

This request is a united application between Livingston Baseball and Livingston Softball Associations, collectively referred to as Livingston Baseball and Softball Association (LBSA), a 501(c)3 non-profit. We operate six fields total, with the hub of our complex located at Miles Park (*Please See Figure 1*). Our organization serves Babe Ruth Softball and Baseball, the Amateur Softball Association (ASA)/Adult Softball, and Park High School Softball. Our mission is to provide baseball and softball opportunities to



**Figure 1.** Miles Park Baseball (Softball) Complex.

the youth of our community that reinforce sportsmanship, fundamental and advanced ball skills, and teamwork. Our primary goal is to make available the necessary tools for players, coaches, league officials, volunteers and fans to experience the highest level of fun, safe and competitive ball. This aligns well with the mission of the City of Livingston - to ensure a high quality of life by keeping the community well maintained, informed, and working together.

LBSA is completely run by volunteers, and our fees to families are reasonable at \$125 per participant, most of which can be offset by individual raffle sales. We serve over 200 youth athletes, many of whom are under-privileged, by providing recreational opportunities that pivot on team-building, which by their very nature help youth develop physical and mental well-being. Further, we offer up to 12 scholarships and volunteer opportunities to provide participants with community connections and gain critical life skills.

Based on our current Use Agreement with the City and our history of cooperation, there are clear opportunities to improve field conditions and *further all of our missions*. The request herein would serve the community at large and would add value to existing City park lands. **It would also help augment our progress to date and provide a platform for additional funding opportunities.** For example, our organization is actively working with the City of Livingston to make the ball parks at Miles Park a more attractive, safe, ADA-compliant, accessible, and attractive place to recreate. This summer, the Park High Booster Club purchased a 21-foot flag pole, which will be installed by the City and allow every field at the complex to view this patriotic emblem. The City is also installing much-needed new fencing. Further, in

August 2016, the City helped tear down the old dugouts and paid for disposal of waste materials. Sand and clay for the new dugouts was donated by Fisher Sand and Gravel, who also donated the concrete for the foundations; additional materials were purchased through the Park High Booster Club and the Purple and Gold Club, along with \$500 in materials donated and discounted purchase costs from Kenyon Noble. LBSA also purchased around 400 tons of sand and clay for the in-fields. Labor has been completed by volunteer workers putting in countless hours for the greater good. Still, even with these improvements, our current seating does not have the capacity for all audience members, and often approximately *30 - 40 viewers or more are left standing*. **In response, we are requesting funds from the Skillman Trust to allow us to purchase much needed bleachers for our Ball Park, as well as fencing, and backstops.** Currently, the backstops and fencing on the infields are worn down from use, posing a significant safety risk. As part of our additional priorities, we will raise separate funds to correct our uneven surfaces and improve competitive play. Our goal is to steadily make incremental improvements and gain momentum so that our field is no longer considered the second-worst in the State, after Browning.

The best-suited, *high-quality, portable bleachers* for our purposes have five rows, are 21 feet long, and will seat 54 people. For example, we have seven ball fields at the park, and if we have simultaneous events, we can split up the new bleachers. Further, the proposed portable bleachers will have wheels and a hitch, and can be easily moved without causing damage to them. **Through purchasing these easily portable bleachers, we can rent this asset to other events the community, including for concerts at the band shell, Future Farmers of America (FFA), events at the fairgrounds, tennis tournaments, the Hoot Concert downtown, soccer tournaments, and events at the new skate park.** Thus, the bleachers *will benefit several different groups in our community*, and backstops and netting will enhance safety.

Item	Total Cost
Three Portable Bleachers	\$13,470 (See Attached Quote)
Backstops (Four Fields)	\$2,901.13 (See Attached Quote)
Babe Ruth Field Netting	\$1,171.81(See Attached Quote)
Estimated Total Costs	\$17,542.94

Our *long-term goal* is to improve facilities and bring our infrastructure into the 21<sup>st</sup> century, particularly considering most of the existing structures were built in the 1960s. In summary, the requested **\$17,543** in funds provided by the Skillman Trust to purchase bleachers, netting, and backstops will move toward this goal and benefit a range of events, ages, and persons in our community. We look forward to helping improve existing city-owned infrastructure and tomorrow's recreational experiences for the community of baseball and softball players in Livingston. Thank you for considering this request.

Sincerely,

**Sean Daem**, Board Member and Coach, Livingston Baseball-Softball Association (LBSA)

Email: [coachs.parkhighsoftball@gmail.com](mailto:coachs.parkhighsoftball@gmail.com); Phone: (406) 220-0823

**Russell Smith**, Vice-President, Livingston Baseball-Softball Association (LBSA)

Email: [r.smith.lbsa@gmail.com](mailto:r.smith.lbsa@gmail.com); Phone: (406) 581-1258

<b>Proposal Submitted To:</b>	Park High Softball Attn: Shawn 102 View Vista Dr. Livingston, MT 59047	<b>Phone:</b> (406) 333-2556 <b>Fax:</b> <b>Job Name:</b> <b>Job Location:</b>	<b>Date:</b> Oct. 21, 16
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We hereby Submit specifications and estimates for:

### TRANSPORTABLE BLEACHERS – PARK HIGH SOFTBALL

#### Three Units #TDLW-521, all-aluminum transportable bleachers

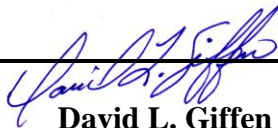
- 5 rows high x 21' long
- First seat 17" above walkway
- 8" rise x 24" tread depth
- 2x10 anodized aluminum seats
- Double 2x10 mill finish footboards all rows
- 1x6 mill finish riser rows 1-4; 2x10 mill finish riser last row only
- Located within the unit is one vertical aisle with center handrail
- Guardrail system to consist of 2/line rail with aluminized chain link fence on the back and 3/line rail with aluminized chain link fence on the sides.
- **One transport kit**
- Net seating capacity of 54 @ 18" per seat, per bleacher

**Bleachers Delivered: \$13,470**

**We Propose** hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

**Authorized Signature:**  **David L. Giffen**

**Note: This proposal may be withdrawn by us if not accepted within 30 days.**

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**Signature:** \_\_\_\_\_

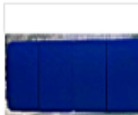
**Signature:** \_\_\_\_\_

- Search entire store here...
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  - Benches & Bleachers
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  - FAN ZONE - NEW!
  - Field Hockey
  - Field Marking
  - Football
  - Futsal
  - Golf Training
  - Gymnastics
  - Lacrosse
  - Phys Ed
  - Scoreboards
  - Soccer

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## Shopping Cart

Baseball / Softball Backstop Protective Padding, 3'H x 10'L was added to your shopping cart.

PRODUCT	PRICE	QTY	SUBTOTAL
 <b>Baseball / Softball Backstop Protective Padding, 3'H x 10'L</b> <i>SKU: A34-842</i> <i>Color: Purple</i>	\$309.95	<input type="text" value="8"/> <a href="#">Edit</a>	\$2,479.60

DISCOUNT CODES

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**Express shipments:** Express shipments are possible. Contact Anthem Sports for a quote or request a quote in the comments section on the checkout page with your need by date. Your order will not be processed until you approve the express shipment quote.

SUBTOTAL	\$2,479.60
SHIPPING & HANDLING (STANDARD SHIPPING) 48 CONTIGUOUS UNITED STATES	\$421.53

**GRAND TOTAL \$2,901.13**

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Please first select your shipping state:

REMOVE	QTY:	PRODUCT	UNIT PRICE	PRICE
<input type="button" value="REMOVE"/>	<input type="text" value="1"/>	<b>#15 X 1 3/4" Black Nylon Diamond Mesh Barrier Netting - Sport Netting &amp; Industrial Netting</b>	\$ 1037.00	\$ 1037.00
		- #15 X 1 3/4" Black Nylon Diamond Mesh Barrier Netting (125 LB Single Strand Tensile Strength) with a 3/8" Black Dacron Rope Border Installed. Size: 135' x 40' - Size: 40' (h) x 135' (l)		
<b>Subtotal:</b>				<b>\$1,037.00</b>
<input type="button" value="CONTINUE SHOPPING"/>			Shipping & Handling:	\$134.81
<input type="button" value="CLEAR CART"/>				
<input type="button" value="UPDATE"/>				

## Skillman Bequest Accounting

*Updated 11/09/16*

Nov-97	RV #1672	B. Skillman Donation	\$ 102,590.93
Jan-07	JV #060736	Sale of Land	2,618.06
Apr-07	JV #060755	Sale of Land	5,671.55
Feb-15	SC#77933	Rotary Club - Splash Park	(27,500.00)
Apr-15	JV #141542	LYTA - Tennis Courts	(15,000.00)
Sep-16	SC#82339	McNair Skate Park	(25,000.00)
Sep-16	SC#82338	LYSA- Fieldhouse	(25,000.00)
Outstanding Principal			18,380.54
Interest Balance			2,395.04
Available for grants			\$ 20,775.58

**Backup material for agenda item:**

**E. DISCUSS/APPROVE/DENY -- Review of further action on 10th Street Abandonment**







**Backup material for agenda item:**

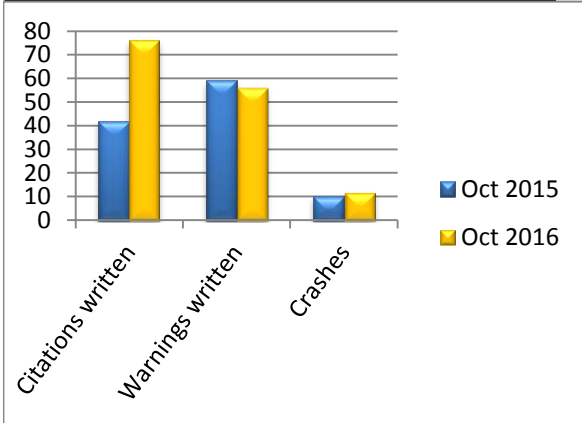
**Police monthly report - October**



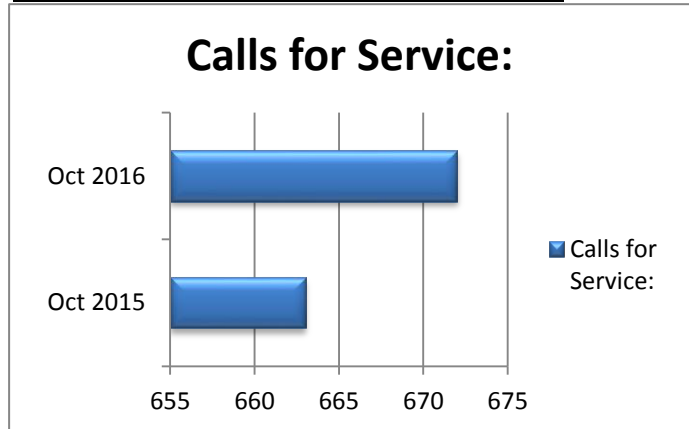
# Livingston Police Department Monthly Report - August 2016



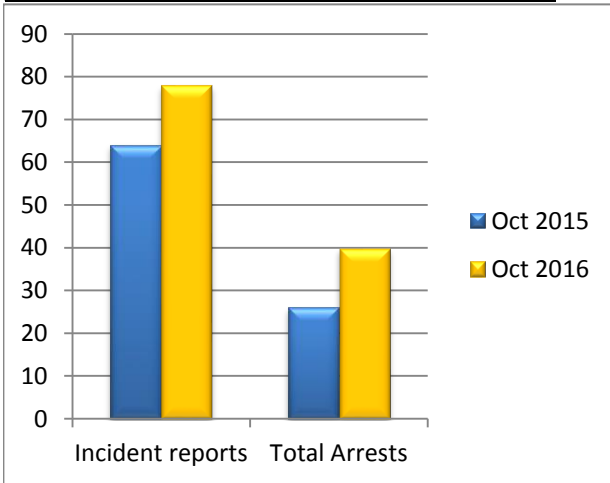
	<u>Oct 2015</u>	<u>Oct 2016</u>
<b>Citations written</b>	<b>42</b>	<b>76</b>
<b>Warnings written</b>	<b>59</b>	<b>56</b>
<b>Crashes</b>	<b>10</b>	<b>12</b>



	<u>Oct 2015</u>	<u>Oct 2016</u>
<b>Calls for Service:</b>	<b>663</b>	<b>672</b>



	<u>Oct 2015</u>	<u>Oct 2016</u>
<b>Incident reports</b>	<b>64</b>	<b>78</b>
<b>Total Arrests</b>	<b>26</b>	<b>40</b>



Notes:

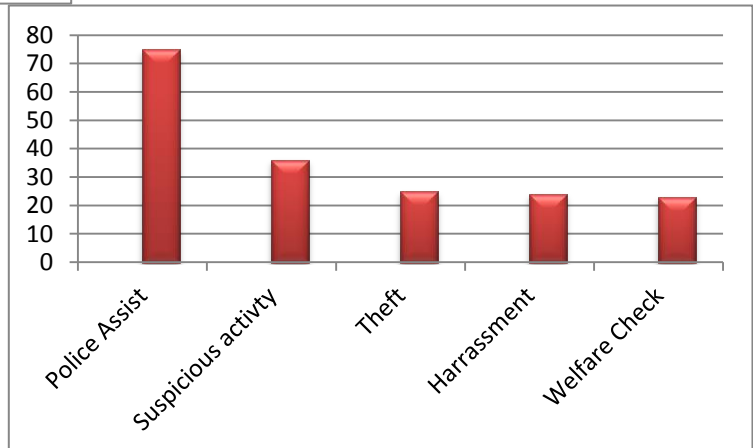
We suffered a large loss to our department with Officer Kynett resigning. She will be missed.

Due to her resignation, we have hired a new officer, Alex Hughes. He comes to us with several years of federal law enforcement experience as he worked for the National Park Service.

We continue to stay busy, even though historically this is typically the time of the year calls tend to decrease, but not much has been typical lately

Top 5 categories investigated by the LPD in October

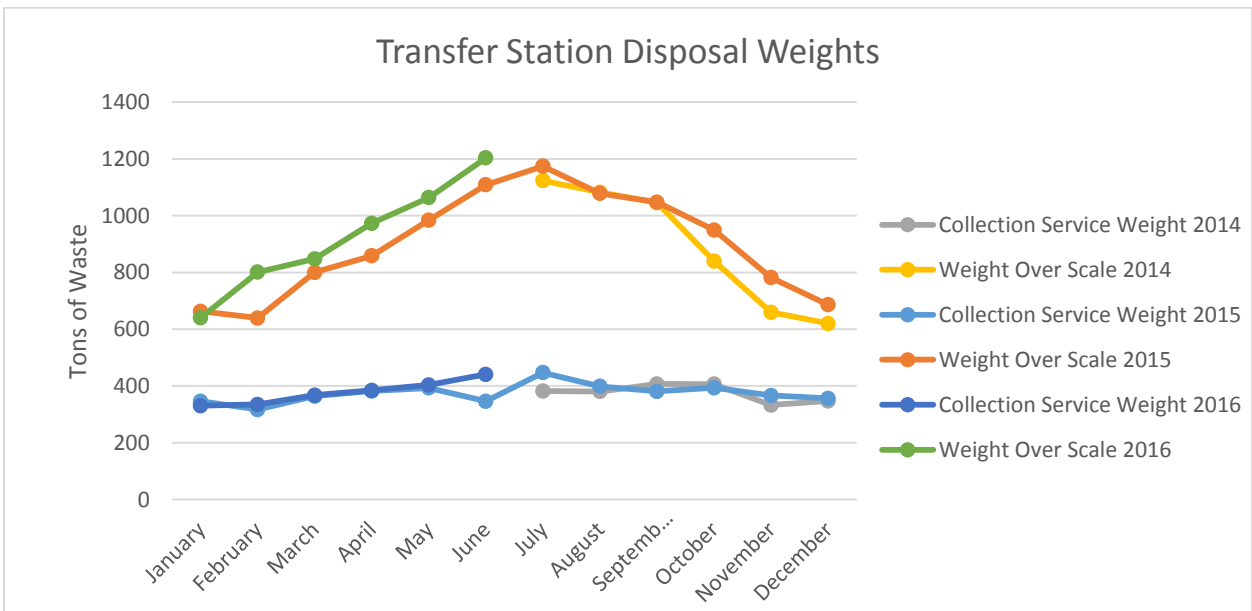
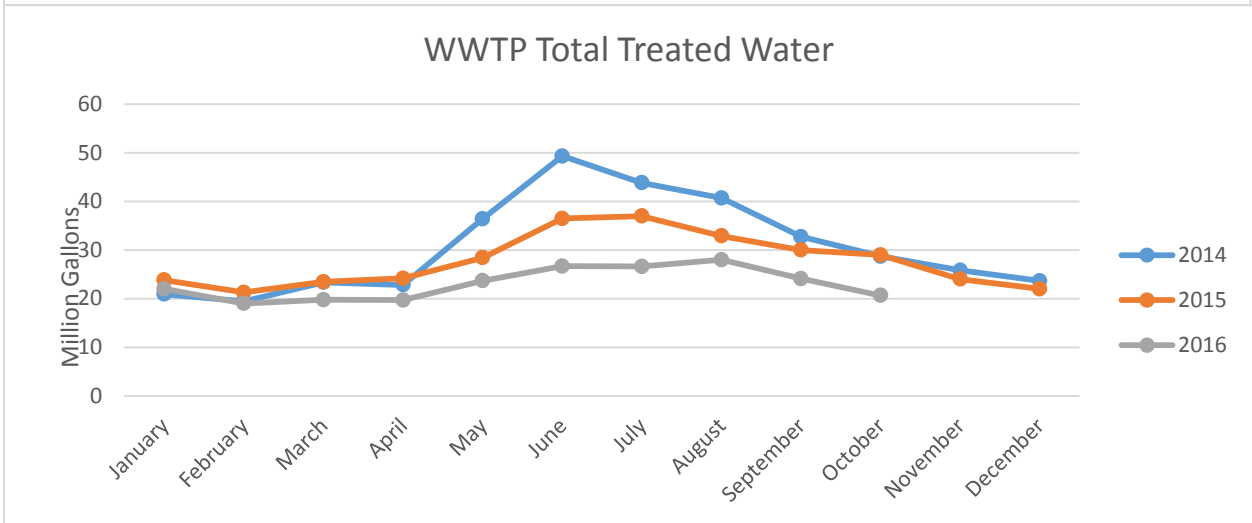
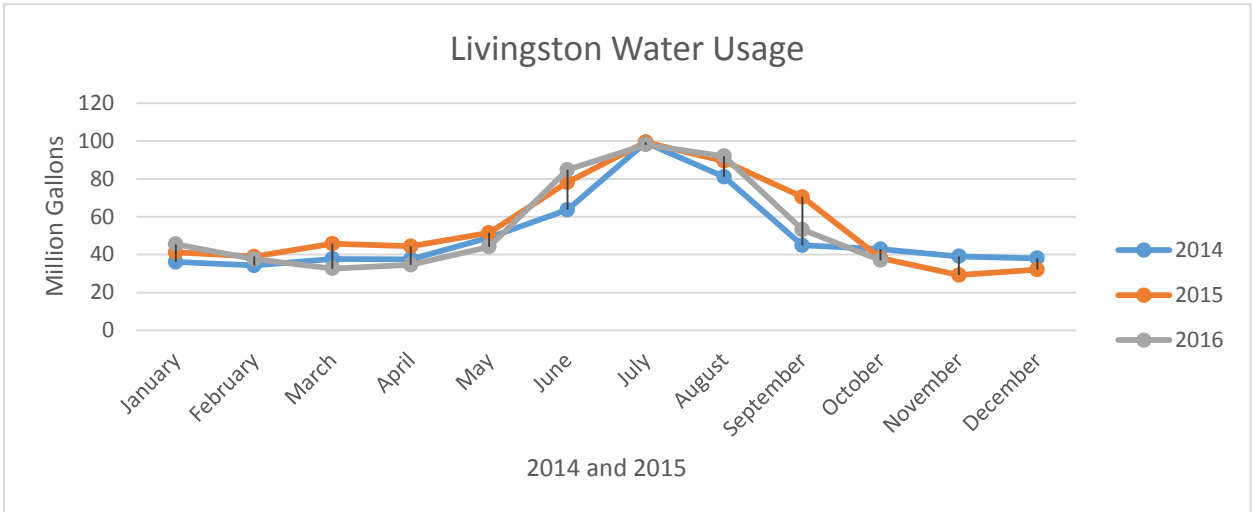
- 1- Police Assist **75**
- 2- Suspicious activity **36**
- 3- Theft **25**
- 4- Harrassment **24**
- 5- Welfare Check **23**



**Backup material for agenda item:**

**Please enter your agenda item text here.**

## Public Works Operations



Project	Details	Status
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**Public Works Projects**

Soccer Field's Field House	Construction of a field house at soccer complex.	Punchlist items are being completed.
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. Paving of alley from Lewis to Geysler has been completed. Callender to Lewis will be paved after callender street improvements.
Transportation Alternatives Sidewalk Project	Replacing sidewalk approaches at 5 <sup>th</sup> and E street intersections with ADA approved ramps, curb and gutter.	Pedestrian crossings were recently painted and final walkthrough will be done soon. Road regrading at 5 <sup>th</sup> and Gallatin was done by City crews and is being painted.
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. This project is a priority to apply for a TA grant.
Summit Street Repair	Fix Summit Street between Main and B Street by regrading and paving street.	Project is completed.
WRF Upgrades	Upgrading current plant to better treat waste water to meet new DEQ regulations and allow for growth.	For updates see website at <a href="http://www.livingstonwrf.com">www.livingstonwrf.com</a> Equipment procurement contract is completed. .
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.	Project has been completed.
Murdoch's Infrastructure	Extension of Water and Sewer from Willow Drive to Travertine Lane. Upgrades to Streets on Willow Drive, Travertine Lane, and Billman Lane.	Building Construction has begun. Work on city infrastructure has begun.
6 <sup>th</sup> and 7 <sup>th</sup> Street Water Upgrades	Replacing water mains in S 6 <sup>th</sup> and	Design work has been sent to DEQ

	7 <sup>th</sup> Street. Two of the lines in town that have been the most prone to breaking and leaking.	for approval.
Sewer Main Replacement	Replacing Sewer Main between 9 <sup>th</sup> and 10 <sup>th</sup> street from Geysers to Crawford.	Public Works and TD&H are working on securing Cost Estimates. <b>Work is slated for this fall.</b>
Pressure Reducing Valve	Connecting pressure zones and tanks in our water system to better serve in case of high water use from fires or main breaks.	Public Works is working on Cost Estimates from local contractors. <b>Work is slated for this fall.</b>
Skate Park	Building of a skate park to the east of civic center.	Geotech investigation and report has been completed. Design work has begun.
Callender Street CIP Project	Infrastructure improvements from 2 <sup>nd</sup> to B Street along Callender.	TD&H has worked with the URA and Property owners to design how to fill vaults before project can begin.