



Livingston City Commission Agenda

August 18, 2020

5:30 PM

<https://us02web.zoom.us/j/89672498958?pwd=VHRVQUdKYnpyaTlodGV4RUNvZ1hvUT09>

Meeting ID: 896 7249 8958

Passcode: 111788

1. Call to Order

2. Roll Call

3. Public Comment

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

4. Consent Items

- A. APPROVE MINUTES FROM 8/4/2020, SPECIAL CITY COMMISSION MEETING. PG. 3**
- B. RATIFY CLAIMS PAID 08/01/2020-08/15/2020. PG. 10**
- C. ACCEPT CORRECTED IMPACT FEE STUDY FROM TISCHLERBISE, INC. PG. 20**

5. Proclamations

6. Scheduled Public Comment

7. Public Hearings

8. Ordinances

9. Resolutions

- A. RESOLUTION NO. 4916: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, APPROVING AND ADOPTING THE FINAL BUDGET IN THE AMOUNT OF \$20,737,194 FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2020, (FY21) AND MAKING APPROPRIATIONS AND ESTABLISHING SPENDING LIMITS AND AUTHORIZING TRANSFER OF APPROPRIATIONS WITHING THE SAME FUND. PG. 93**
- B. RESOLUTION NO. 4917: A RESOLUTION TO THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ANNEX CERTAIN LAND WHICH IS CONTIGUOUS TO THE CITY OF LIVINGSTON AND IS DESCRIBED AS 1607 MOUNTAIN VIEW LANE, AND 97 VIEW VISTA DRIVE. PG. 98**
- C. RESOLUTION NO. 4918: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE SUBMISSION OF A CDBG PLANNING GRANT APPLICATION FOR A PRELIMINARY ENGINEERING REPORT FOR A PROVISION OF SANITARY SEWER TO GREEN ACRES SUBDIVISION. PG. 102**

10. Action Items

- A. SCHEDULE THE FINAL STRATEGIC PLAN WORK SESSION.**

B. DISCUSS PROVIDING GUIDANCE TO CITY BOARDS & COMMITTEES ON GROWTH POLICY HEARINGS.

C. DISCUSSING POLICING, PUBLIC MEETINGS.

11. City Manager Comment
12. City Commission Comments
13. Adjournment

Calendar of Events

8/17/2020- Parks and Trails Committee work session, Livingston Gazebo Sacajawea Park, 6 pm.

08/19/2020- City Planning Board Meeting, 5:30 pm.

08/19/2020- Sister City Board Meeting, via Zoom 7 pm.

08/20/2020- Livingston Tree Board Meeting- via Zoom, Noon.

08/20/2020- Special Meeting of Livingston City Commission- via Zoom, 5-8 pm

08/26/2020- Regular Parks and Trails Committee Meeting 6 pm.

[Links for Zoom meetings can be found at: <http://www.livingstonmontana.org/calendar.php>]

Supplemental Material

Notice

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

File Attachments for Item:

APPROVE MINUTES FROM 8/4/2020, SPECIAL CITY COMMISSION MEETING.

LIVINGSTON MONTANA CITY COMMISSION MEETING MINUTES

Tuesday, June 23, 2020, 5:30 pm

Community Room, City-County Complex

1 Call to Order

2 Roll Call

- * Hogle, Schwarz, Friedman, Mabie and Nootz were present.

3 Public Comment

- * Johnathan Hettinger (00:02:38)
- * Joseph Bullington (00:08:33)
- * Joan Kresich-Newhall (00:11:33)
- * Becca Frucht (00:14:14)
- * Kathy Pesa (00:15:00)
- * Sarah Stands (00:18:27)
- * Becky Bird (00:20:04)
- * Leslie Fiegle (00:24:14)
- * Julie Eaton (00:25:23)
- * Rick Van Aken (00:27:06)

4 Consent Items (00:37:02)

- * Nootz pulled item A and C for discussion and motioned to approve B and D, second by Schwarz.
- * Nootz advised she wanted a discuss item C first, clarification to the minutes from 7.21.2020 Specifically wants it corrected to read Parks & Trails, Active Transportation and Trail connectivity. Nootz motioned to approve corrected Consent item C as stated, seconded by Schwarz.
- * Nootz had questions about Impact Fee Study, and pointed out errors in formulas within (41:21) document, would like to wait to corrected study. Nootz motioned to postpone consideration of action item A, until errors are corrected in the charts, Mabie seconded.
- * All in favor, motion passed 5-0.

5 Proclamations

6 Scheduled Public Comments

7 Public Hearings (01:00:16)

A. Variance request from Christopher Gonzales, to redevelop an existing non-conforming undersized lot in the highway commercial zoning district for commercial uses.

- * Kardoes gave opening statement
- * Mathieu Menard new Deputy Planning Director made comments (01:03:20)
- * Mabie made comment (01:05:02)
- * Ron Nemetz made comment (01:06:16)
- * Christopher Gonzales made comment (01:06:46)
- * Kathy Pesa made comment (01:10:41)
- * Nootz made comments (01:16:12)
- * Schwarz made comments (01:17:53)
- * Hogle made comments (01:20:31)
- Mabie motioned to approve, Friedman seconded.
- All in favor, motion passed 5-0.
- * 5 minute break

B. Resolution No. 4908: A Resolution of the City Commission of the City of Livingston, Montana, approving and adopting the final budget in the amount of \$20,737,194 for the fiscal year beginning on July 1, 2020, and ending on June 30, 2021, and making appropriations and establishing spending limits and authorizing transfer of appropriations withing the same fund. (01:29:17)

- * Kardoes gave opening statement
- * Nootz discussed public comments emailed (01:
- * Hoglelund made comments (01:34:17)
- * Shannon Holmes made comments (01:34:59)
- * Mabie made comments (01:35:57)
- * Johnathan Hettinger made comment (01:38:26)
- * Sarah Stands made comment (01:42:08)
- * Paige Fetterhoff made comment (01:45:45)
- * Maryann Vollers made comment (01:57:34)
- * Jenny Jo Allen made comment (02:00:16)
- * Lexie Folkerts made comment (02:04:48)
- * Becca Frucht made comment (02:06:36)
- * Patricia Grabow made comment (02:10:24)
- * Joseph Bullington made comment (02:15:51)
- * Kardoes gave clarifying statement (02:19:12)
- * Julie Eaton made comment (02:25:09)
- * Alexis VanPernis made comment (02:26:55)
- * Nootz made comment (02:28:54)
- * Friedman made comment (02:48:20)
- * Hoglelund made comments (02:35:57)
- * Schwarz made comment (02:39:28)
- * Nootz made comments (02:41:44)
- * Mabie made comments (02:50:56)
- Mabie motioned to extend the meeting, seconded by Schwarz.
All in favor, motion approved.
- * 5 minute break
- * Discussion amongst commission regarding the need for a special meeting to
- * review the budget, and look at what Police Dept. spending looks like during the
- * meeting.
- * Motion made to approve by Schwarz, second by Friedman.
All opposed, motion failed 5-0.

- * Discussion amongst commission about moving next few public hearings to a future agenda, Paige Fetterhoff notified commission decisions have to be made before August 10, 2020, due to state filing deadlines.

C. Resolution No. 4909: A Resolution of the City Commission of the City of Livingston, Montana, estimating the cost of maintaining lights and supplying electrical current to special improvement lighting district no 20 in the amount of \$76,500, for fiscal year 2020-2021 and levying and assessing 100% of the estimated costs against every parcel of property within the said district for that part of the cost which its assessable area bears to the assessable area of the district. (03:12:45)

- * Kardoes gave opening statement
- * Friedman motioned to approve, Mabie seconded
All in favor, motion passes 5-0.

D. Resolution No. 4910: A Resolution of the City Commission of the City of Livingston, Montana, modifying special improvement lighting district No. 20 by replacing street lights and other appurtenances therein and to levy and assess 100% of the estimated costs of \$73,100 against every parcel of property within said district for that part of the cost which is assessable area bears to the assessable are of the district, and calling for a public hearing. (03:15:49)

- * Kardoes gave opening statement
 - * Kathy Pesa made comment (03:17:10)
 - * Danielle Miska made comment (03:18:23)
 - * Friedman motioned to approve, Mabie seconded.
- All in favor, motion passes 5-0.

E. Resolution No. 4911: A Resolution of the City Commission of the City of Livingston, Montana, levying 100% of the cost for street maintenance and improvement district No. 1 for the fiscal year 2020-2021 in the amount of \$1,028,707 and assessing all property within the said district. (03:20:49)

- * Kardoes gave opening statement
 - * Schwarz motioned to approve, Friedman seconded.
- All in favor, motion passes 5-0.

F. Resolution No. 4912: A Resolution of the City Commission of the City of Livingston, Montana, increasing all rates for all customers of the City of Livingston water system. (03:23:14)

- * Kardoes gave opening statement
 - * Kathy Pesa made comment (03:25:35)
 - * Sarah Stands made comments (03:27:58)
 - * Schwarz made comments (03:31:00)
 - * Hoglund made comments (03:32:50)
 - * Friedman motioned to approve, Mabie seconded.
- All in favor, motion passes 5-0.

8 Ordinances

9 Resolutions (03:35:45)

A. Resolution No. 4914: A Resolution of the City Commission of the City of Livingston, Montana, authorizing the City Manager to sign a Big Sky Economic Development Trust fund grant application on behalf of 130 NF, LLC. for the Livingston Main Hotel Feasibility & Architectural Planning Adaptive Reuse Project.

- * Kardoes gave opening statement
 - * Kathy Pesa made comment (03:37:41)
 - * Johnathan Hettinger made comment (03:42:35)
 - * Ron Nemetz made comment (03:43:19)
 - * Sarah Stands made comment (03:46:14)
 - * Schwarz made comment (03:47:04)
 - * Nootz made comment (03:48:47)
 - * Hoglund made comment (03:54:32)
 - * Mabie made comment (03:56:16)
 - * Ryan Short made comment (03:56:44)
- Commissioner Friedman's computer died, unavailable for vote.
Schwarz motioned to approve, Hoglund seconded.
All in favor, motion passes 4-0.

B. Resolution No. 4913: A Resolution of the City Commission of the City of Livingston, Montana, authorizing the City Manager to sign a real property buy-sell agreement with Engle Volkert for the purchase of the Voyich Property. (04:01:52)

- * Discussion amongst commission about possibly moving item to future agenda or continuing with discussion tonight.

- * Kardoes gave opening statement

* Nootz motioned for 5 minute recess, Schwarz seconded. (04:21:29)

- * Mabie asked clarifying question (04:23:46)

- * Lexie Folkerts made comment (04:24:13)

- * Jane Tecca made comment (04:25:38)

- * Jack Luther made comment (04:27:46)

- * Johnathan Hettinger made comment (04:30:26)

- * Sarah Stands made comment (04:33:10)

- * Rick VanAken made comment (04:35:43)

- * Schwarz made comment (04:37:51)

- * Nootz made comment (04:39:50)

- * Hogleund made comment (04:42:28)

- * Hogleund requested to bring item back with more information, including conversations with realtor, with comps & asking price. Is it worth it for our community? What is the intended use, what will that look like?

- * Schwarz does not want to table item, thinks it's a great opportunity, and wants to know more. Wants to see comps, wants to bring it back for consideration.

- * Mabie agreed, would like to see it come back.

- * Nootz wants to see what draft Growth Policy data looks like, and see if it is addressed and draft survey results, Zoning/Land Use and see it brought it back.

- * How it will be used exactly, using the Growth Policy data, future use for the community, water looping detail, what does that look like, right of way, costs associated with having infrastructure there instead of going through neighborhoods, runoff groundwater filtration, settling ponds, could this purchase help mitigate any northside needs? Could we identify any cost savings?

- * Kardoes advised that is a significant amount of work that is not on any of the other priorities list, could likely be October or November before information is available.

10 Action Items (05:13:39)

A. Discuss: Scheduling final worksession for the Livingston Strategic Plan.

Moved to a future meeting.

B. Discuss financial support of the HRDC Warming Center

- * Shari Eslinger from HRDC made brief comment (05:16:37)

- * Commissioners agreed to move item to future budget meeting for presentation from HRDC.

C. Discuss/Approve/Deny: Setting ballot language for November for the Railroad Crossing Project. (05:19:59)

- * Kardoes notified Commission final ballot language must be to election office 10 Aug.

- * Schwarz made comments (05:21:56)

- * Hogleund made comment (05:25:21)

- * Mabie made comment (05:32:57)

- * Nootz made comment (05:34:26) 11:30 PM

- * Kardoes made comments (05:44:05)

- * Rick VanAken made comment (05:56:14)

- * Jack Luther made comment (06:00:12)

- * John Hettinger made comment (06:00:41)

11 City Manager Comments (06:01:17)

- * Budget meetings need to be finalized and publication deadlines need to be met.
Discussed holding two more budget meetings from 5-8 pm on 8/11/20 & 8/20/20.
Will discuss Police Budget, & possible financial support of Livingston Warming Center

(06:02:23 recording ended)

12 City Commissioner Comments (06:25:47)

- * Nootz
- * Mabie
- * Friedman Absent
- * Schwarz
- * Hogle

* Approximately 96 minutes of this meeting
was dedicated to receiving public comments.

13 Adjourned meeting (06:46:29) 12:20 am August 3, 2020,

File Attachments for Item:

B. RATIFY CLAIMS PAID 08/01/2020-08/15/2020.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
AAA CLEANING, LLC							
3727	AAA CLEANING, LLC	2020_07_31	B St. Cleaning	07/31/2020	300.00	300.00	08/04/2020
3727	AAA CLEANING, LLC	2020_07_31-B	Bennett St cleaning	07/31/2020	500.00	500.00	08/11/2020
Total AAA CLEANING, LLC:					800.00	800.00	
ACCESSIBLE TECHNOLOGIES							
10002	ACCESSIBLE TECHNOLOGIES	307278	AIR FILTER ELEMENT	07/27/2020	1,165.00	1,165.00	08/11/2020
Total ACCESSIBLE TECHNOLOGIES:					1,165.00	1,165.00	
ADVANCED TECHNOLOGY PRODUCTS, INC							
3357	ADVANCED TECHNOLOGY PRO	25545	Chemicals	05/29/2020	253.20	253.20	08/04/2020
3357	ADVANCED TECHNOLOGY PRO	25634	ACID MAGIC	06/04/2020	2,255.00	2,255.00	08/04/2020
3357	ADVANCED TECHNOLOGY PRO	25817	Chlorine	06/28/2020	580.00	580.00	08/04/2020
Total ADVANCED TECHNOLOGY PRODUCTS, INC:					3,088.20	3,088.20	
ALL SERVICE TIRE & ALIGNMENT							
22	ALL SERVICE TIRE & ALIGNME	59588	49-4447E ROTATE TIRES, TIRE	07/13/2020	95.00	95.00	08/04/2020
22	ALL SERVICE TIRE & ALIGNME	59614	Oil Change	07/16/2020	45.00	45.00	08/04/2020
22	ALL SERVICE TIRE & ALIGNME	59678	Tires 15 BENZ SPRINTER	07/23/2020	150.00	150.00	08/11/2020
22	ALL SERVICE TIRE & ALIGNME	59728	Oil Change	07/29/2020	45.00	45.00	08/04/2020
22	ALL SERVICE TIRE & ALIGNME	59747	TRUCK OR TRL VEH FLAT	07/30/2020	15.00	15.00	08/04/2020
22	ALL SERVICE TIRE & ALIGNME	59748	New Tires	07/30/2020	110.00	110.00	08/11/2020
Total ALL SERVICE TIRE & ALIGNMENT:					460.00	460.00	
ALPINE ELECTRONICS RADIO SHACK							
402	ALPINE ELECTRONICS RADIO	10265409	WEB CAMERA	08/10/2020	100.00	100.00	08/11/2020
Total ALPINE ELECTRONICS RADIO SHACK:					100.00	100.00	
BERG'S OVERHEAD DOOR LLC							
3223	BERG'S OVERHEAD DOOR LLC	3577	OVERHEAD DOOR REPAIR	08/03/2020	765.00	765.00	08/11/2020
Total BERG'S OVERHEAD DOOR LLC:					765.00	765.00	
BIGHORN FIRE ACADEMY, INC.							
3399	BIGHORN FIRE ACADEMY, INC.	2020_07_25	COMPRESSION RATE MONITO	07/25/2020	125.00	125.00	08/04/2020
Total BIGHORN FIRE ACADEMY, INC.:					125.00	125.00	
BILLINGS CLINIC TRAINING CENTER							
3069	BILLINGS CLINIC TRAINING CE	17970	BLS eCard	07/30/2020	6.00	6.00	08/11/2020
3069	BILLINGS CLINIC TRAINING CE	17993	Instructor Recert.	08/05/2020	70.00	70.00	08/11/2020
Total BILLINGS CLINIC TRAINING CENTER:					76.00	76.00	
BOUND TREE MEDICAL, LLC							
2662	BOUND TREE MEDICAL, LLC	83714359	Pt Supplies	07/28/2020	32.99	32.99	08/04/2020
2662	BOUND TREE MEDICAL, LLC	83716119	Pt Supplies	07/29/2020	161.95	161.95	08/04/2020
2662	BOUND TREE MEDICAL, LLC	83717753	Pt Supplies	07/30/2020	58.08	58.08	08/04/2020
2662	BOUND TREE MEDICAL, LLC	83724872	Pt Supplies	08/05/2020	88.77	88.77	08/11/2020
2662	BOUND TREE MEDICAL, LLC	83727882	LUCAS BATTERY	08/07/2020	725.99	725.99	08/11/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total BOUND TREE MEDICAL, LLC:					1,067.78	1,067.78	
BURTON PLANNING SERVICES, LLC.							
10001	BURTON PLANNING SERVICES,	19-112-10	LIVINGSTON GROWTH POLICY	08/05/2020	7,685.00	7,685.00	08/11/2020
Total BURTON PLANNING SERVICES, LLC.:					7,685.00	7,685.00	
CARQUEST AUTO PARTS							
23	CARQUEST AUTO PARTS	1912-480795	CLEANING SUPPLIES	07/23/2020	22.98	22.98	08/04/2020
23	CARQUEST AUTO PARTS	1912-482023	Air filter	08/04/2020	58.74	58.74	08/11/2020
23	CARQUEST AUTO PARTS	1912-482126	CAR WASH SUPPLIES	08/05/2020	56.54	56.54	08/11/2020
Total CARQUEST AUTO PARTS:					138.26	138.26	
CASELLE							
3763	CASELLE	104083	Support and Maint.	08/01/2020	3,566.00	3,566.00	08/11/2020
Total CASELLE:					3,566.00	3,566.00	
CHAPPELL'S BODY SHOP, INC.							
294	CHAPPELL'S BODY SHOP, INC.	466	Prepaid Carwash Card	07/08/2020	20.00	20.00	08/04/2020
294	CHAPPELL'S BODY SHOP, INC.	470	Prepaid Carwash Card	07/21/2020	30.00	30.00	08/04/2020
Total CHAPPELL'S BODY SHOP, INC.:					50.00	50.00	
COMDATA							
2671	COMDATA	20336129	CG74G-STREETS	08/01/2020	2,323.13	2,323.13	08/11/2020
2671	COMDATA	20336136	CG72T	08/01/2020	1,781.06	1,781.06	08/04/2020
Total COMDATA:					4,104.19	4,104.19	
CULLIGAN WATER CONDIITIONING							
10000	CULLIGAN WATER CONDIITIONI	597727	SALT	07/26/2020	10.00	10.00	08/11/2020
Total CULLIGAN WATER CONDIITIONING:					10.00	10.00	
CURTIS							
3720	CURTIS	408971	PHOS-CHECK FOAM	07/28/2020	537.16	537.16	08/11/2020
Total CURTIS:					537.16	537.16	
DD Enterprises							
3528	DD Enterprises	2436	Dust control	07/29/2020	8,878.28	8,878.28	08/11/2020
Total DD Enterprises:					8,878.28	8,878.28	
DELL MARKETING L.P.							
745	DELL MARKETING L.P.	10402949518	TRANSFER STATION	06/26/2020	2,138.26	2,138.26	08/11/2020
Total DELL MARKETING L.P.:					2,138.26	2,138.26	
DEPARTMENT OF LABOR & INDUSTRY							
2338	DEPARTMENT OF LABOR & IND	2020_07-1	Building code education fund	07/01/2020	503.42	503.42	08/04/2020
2338	DEPARTMENT OF LABOR & IND	2020_07-2	Building code education fund	07/01/2020	418.72	418.72	08/04/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total DEPARTMENT OF LABOR & INDUSTRY:					922.14	922.14	
FERGUSON ENTERPRISES, INC.							
2386	FERGUSON ENTERPRISES, IN	170743	5LB DRYTECH GRAN CHLR	07/13/2020	.00	.00	08/04/2020
Total FERGUSON ENTERPRISES, INC.:					.00	.00	
GATEWAY OFFICE SUPPLY							
54	GATEWAY OFFICE SUPPLY	48633	POLICE shipping	07/02/2020	12.19	12.19	08/11/2020
54	GATEWAY OFFICE SUPPLY	48714	POLICE shipping	07/14/2020	12.21	12.21	08/04/2020
54	GATEWAY OFFICE SUPPLY	48720	Office Supplies-RECREATON	07/15/2020	9.33	9.33	08/11/2020
54	GATEWAY OFFICE SUPPLY	48889	Office Supplies	08/04/2020	114.60	114.60	08/11/2020
54	GATEWAY OFFICE SUPPLY	48899	Office SupplieS-FINANCE	08/05/2020	16.50	16.50	08/11/2020
Total GATEWAY OFFICE SUPPLY:					164.83	164.83	
GENERAL DISTRIBUTING COMPANY							
1845	GENERAL DISTRIBUTING COM	901616	Oxygen	07/31/2020	30.38	30.38	08/11/2020
Total GENERAL DISTRIBUTING COMPANY:					30.38	30.38	
GILBERT, JONATHAN							
3515	GILBERT, JONATHAN	2020_08_07	RESERVE UNIFORM REIMBURS	08/11/2020	434.40	434.40	08/11/2020
Total GILBERT, JONATHAN:					434.40	434.40	
HILLMAN, BRANDON							
10002	HILLMAN, BRANDON	404601	FINANCE OFFICE CONSTRUCTI	08/03/2020	688.00	688.00	08/03/2020
10002	HILLMAN, BRANDON	404603	FINANACE OFFICE CONSTURC	08/10/2020	700.00	700.00	08/11/2020
Total HILLMAN, BRANDON:					1,388.00	1,388.00	
HORIZON AUTO PARTS							
1920	HORIZON AUTO PARTS	885463	2013 GMC SIERRA 1500 PARTS	08/03/2020	43.54	43.54	08/11/2020
Total HORIZON AUTO PARTS:					43.54	43.54	
INDUSTRIAL TOWEL							
102	INDUSTRIAL TOWEL	32462	City Complex	07/02/2020	36.00	36.00	08/11/2020
102	INDUSTRIAL TOWEL	33898	City Complex	07/16/2020	36.00	36.00	08/11/2020
102	INDUSTRIAL TOWEL	35317	City Complex	07/30/2020	36.00	36.00	08/11/2020
102	INDUSTRIAL TOWEL	35543	110 south b	07/31/2020	34.46	34.46	08/04/2020
102	INDUSTRIAL TOWEL	36230	SEWER PLANT MATS	08/07/2020	44.39	44.39	08/11/2020
Total INDUSTRIAL TOWEL:					186.85	186.85	
INSTY-PRINTS							
250	INSTY-PRINTS	36160	BUDGET BOOKS	08/06/2020	253.62	253.62	08/11/2020
Total INSTY-PRINTS:					253.62	253.62	
J & H, INC.							
3387	J & H, INC.	589477	SERVICE CALL FINANCE OFFIC	07/30/2020	36.00	36.00	08/04/2020
3387	J & H, INC.	589610	FIRE & RESCUE COPIER	08/03/2020	25.49	25.49	08/11/2020
3387	J & H, INC.	589705	FIRE & RESCUE COPIER	08/04/2020	7.48	7.48	08/11/2020
3387	J & H, INC.	589822	FINANCE TONER	08/05/2020	564.00	564.00	08/11/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3387	J & H, INC.	589906	FINANCE TONER	08/06/2020	142.00	142.00	08/11/2020
Total J & H, INC.:					774.97	774.97	
KEN'S EQUIPMENT REPAIR, INC							
1390	KEN'S EQUIPMENT REPAIR, IN	55550	G2	07/03/2020	1,770.40	1,770.40	08/11/2020
1390	KEN'S EQUIPMENT REPAIR, IN	55577	G2	07/09/2020	282.30	282.30	08/11/2020
1390	KEN'S EQUIPMENT REPAIR, IN	55580	VAC TRUCK	07/24/2020	267.75	267.75	08/11/2020
1390	KEN'S EQUIPMENT REPAIR, IN	55604	G2	07/14/2020	731.65	731.65	08/11/2020
1390	KEN'S EQUIPMENT REPAIR, IN	55645	G2	07/20/2020	135.00	135.00	08/11/2020
Total KEN'S EQUIPMENT REPAIR, INC:					3,187.10	3,187.10	
KENYON NOBLE							
776	KENYON NOBLE	7845733	PREMIX CONCRETE	07/27/2020	15.16	15.16	08/04/2020
Total KENYON NOBLE:					15.16	15.16	
KIMBALL MIDWEST							
2863	KIMBALL MIDWEST	8112906	NITRILE GLOVES	07/28/2020	110.00	110.00	08/11/2020
2863	KIMBALL MIDWEST	8130753	Supplies	08/04/2020	794.22	794.22	08/11/2020
Total KIMBALL MIDWEST:					904.22	904.22	
KNIFE RIVER							
8	KNIFE RIVER	695204	Cold Mix MC-250	07/20/2020	2,922.30	2,922.30	08/11/2020
8	KNIFE RIVER	695687	Cold Mix MC-250	07/21/2020	1,433.95	1,433.95	08/11/2020
Total KNIFE RIVER:					4,356.25	4,356.25	
LEHRKIND'S COCA-COLA							
2830	LEHRKIND'S COCA-COLA	1763143	5gal big spring	07/29/2020	81.85	81.85	08/04/2020
2830	LEHRKIND'S COCA-COLA	1763144	5gal big spring	07/29/2020	33.00	33.00	08/04/2020
2830	LEHRKIND'S COCA-COLA	CM 2020_07_2	CREDIT	07/25/2020	19.50-	19.50-	08/04/2020
Total LEHRKIND'S COCA-COLA:					95.35	95.35	
LIVINGSTON ACE HARDWARE - #122005							
26	LIVINGSTON ACE HARDWARE -	G85932	Supplies	06/26/2020	70.50	70.50	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G88384	Supplies	06/30/2020	122.11	122.11	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G88681	SPRINKLER WHIRLING 3 ARM	06/30/2020	42.77	42.77	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G88877	Supplies	07/01/2020	42.77	42.77	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G89053	GORILLA TAPE	07/01/2020	43.97	43.97	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G89321	WRENCH AND CABLE	07/01/2020	81.83	81.83	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G89355	CABLE	07/01/2020	35.82	35.82	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G89412	QVS MALE MENDER W/CLAMP	07/01/2020	3.99	3.99	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G90558	BLDG REPAIR	07/03/2020	4.99	4.99	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G92845	Supplies	07/07/2020	82.03	82.03	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G93969	FLEXSEAL	07/09/2020	25.98	25.98	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G94604	Supplies	07/10/2020	38.52	38.52	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G95923	FASTNERS	07/12/2020	2.59	2.59	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G96590	CLEANING SUPPLIES	07/13/2020	86.08	86.08	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G96641	Supplies	07/13/2020	31.58	31.58	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G97612	BATTERIES	07/14/2020	9.59	9.59	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G97941	ZONE MARKING PAINT YELLO	07/15/2020	24.99	24.99	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G98593	HP OIL	07/16/2020	14.56	14.56	08/04/2020
26	LIVINGSTON ACE HARDWARE -	G99302	Fastners	07/17/2020	10.17	10.17	08/04/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
26	LIVINGSTON ACE HARDWARE -	G99353	BIRDSEED	07/17/2020	419.97	419.97	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H00669	Supplies	07/19/2020	7.58	7.58	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H01281	IRRIGATION SUPPLIES	07/20/2020	7.99	7.99	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H01304	Supplies	07/20/2020	27.98	27.98	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H01349	IRRIGATION SUPPLIES	07/20/2020	6.99	6.99	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H01877	S YELLOWSTONE WATER DIG	07/21/2020	56.98	56.98	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H01934	Supplies	07/21/2020	60.57	60.57	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H03407	Supplies	07/23/2020	64.34	64.34	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H04188	PAINT	07/24/2020	73.98	73.98	08/04/2020
26	LIVINGSTON ACE HARDWARE -	H04192	SPRY SAFETY RED PAINT	07/24/2020	4.99	4.99	08/04/2020
26	LIVINGSTON ACE HARDWARE -	X43223	BENCHES	07/09/2020	32.47	32.47	08/04/2020
26	LIVINGSTON ACE HARDWARE -	X43320	BRUSHCUTTER	07/09/2020	229.95	229.95	08/04/2020
26	LIVINGSTON ACE HARDWARE -	X43654	Supplies	07/14/2020	41.11	41.11	08/04/2020
26	LIVINGSTON ACE HARDWARE -	X43855	GORILLA TAPE	07/17/2020	19.98	19.98	08/04/2020
26	LIVINGSTON ACE HARDWARE -	X43916	Supplies	07/17/2020	65.81	65.81	08/04/2020
Total LIVINGSTON ACE HARDWARE - #122005:					1,895.53	1,895.53	
LIVINGSTON BUSINESS IMPROVEMENT							
3370	LIVINGSTON BUSINESS IMPRO	2020_08	Q1 & Q2 Distribution	08/05/2020	15,000.00	15,000.00	08/11/2020
Total LIVINGSTON BUSINESS IMPROVEMENT:					15,000.00	15,000.00	
LIVINGSTON ENTERPRISE							
146	LIVINGSTON ENTERPRISE	167734	NOTICE OF CANCELLED MEETI	06/30/2020	13.00	13.00	08/04/2020
146	LIVINGSTON ENTERPRISE	167765	BUDGET WORK SESSION	07/02/2020	13.00	13.00	08/04/2020
146	LIVINGSTON ENTERPRISE	167806	BUDGET WORK SESSION	07/03/2020	26.00	26.00	08/11/2020
146	LIVINGSTON ENTERPRISE	167897	COMMUNITY RAIL CROSSING	07/07/2020	19.50	19.50	08/04/2020
146	LIVINGSTON ENTERPRISE	167898	VACANCY LIBRARY BOARD	07/07/2020	150.00	150.00	08/04/2020
146	LIVINGSTON ENTERPRISE	168184	PUBLIC NOTICE SANITARY SE	07/15/2020	45.50	45.50	08/04/2020
146	LIVINGSTON ENTERPRISE	168271	PH - 316 W CALLENDER	07/17/2020	48.75	48.75	08/04/2020
146	LIVINGSTON ENTERPRISE	168282	PUBLIC NOTICE LIVINGSTON U	07/20/2020	22.75	22.75	08/04/2020
146	LIVINGSTON ENTERPRISE	168320	HISTORIC PRESERVATION CO	07/21/2020	323.75	323.75	08/04/2020
146	LIVINGSTON ENTERPRISE	168399	NOTICE FARMERS MARKET	07/24/2020	96.25	96.25	08/04/2020
Total LIVINGSTON ENTERPRISE:					758.50	758.50	
LIVINGSTON LOCKS & CLOCKS							
3210	LIVINGSTON LOCKS & CLOCKS	126326	12 DUPLICATE KEYS	07/27/2020	36.00	36.00	08/04/2020
Total LIVINGSTON LOCKS & CLOCKS:					36.00	36.00	
MARLIN BUSINESS BANK							
3651	MARLIN BUSINESS BANK	18252174	5 Getac Rugged Comp	07/24/2020	1,273.21	1,273.21	08/04/2020
Total MARLIN BUSINESS BANK:					1,273.21	1,273.21	
MIDWAY RENTAL, INC.							
3040	MIDWAY RENTAL, INC.	5-1236537	BELT RIBBED 1050	07/31/2020	93.90	93.90	08/04/2020
Total MIDWAY RENTAL, INC.:					93.90	93.90	
MISC.							
99999	MISC.	BRAJA000	Ambulance Overpayment	08/11/2020	750.00	750.00	08/13/2020
99999	MISC.	REFUND 2020	REFUND SCUBA CLASS RENTA	07/18/2020	122.50	122.50	08/04/2020
99999	MISC.	TK2016-0317	RESTITUTION - CORINA MAE N	07/20/2020	100.00	100.00	08/11/2020
99999	MISC.	TK2019-0138	RESTITUTION - SHARON LEE C	07/20/2020	2.99	2.99	08/11/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
99999	MISC.	TK2020-0178	Bond Release - J. Melin	08/11/2020	685.00	685.00	08/13/2020
Total MISC.:					1,660.49	1,660.49	
MONTANA LAW ENFORCEMENT ACADEMY							
642	MONTANA LAW ENFORCEMENT	20168	LODGING & MEALS - ROBERTS	07/29/2020	250.00	250.00	08/04/2020
Total MONTANA LAW ENFORCEMENT ACADEMY:					250.00	250.00	
MONTANA STATE - FIRE SERVICES TRAINING							
2631	MONTANA STATE - FIRE SERVI	34-156	RESOURCE MEMBERSHIP	07/16/2020	185.00	185.00	08/04/2020
2631	MONTANA STATE - FIRE SERVI	34-157	FF1 Certification - RIOS	07/17/2020	95.00	95.00	08/04/2020
2631	MONTANA STATE - FIRE SERVI	34-158	FF1 Certification - GIBSON	07/20/2020	95.00	95.00	08/04/2020
2631	MONTANA STATE - FIRE SERVI	34-159	Fire Officer 1 Cert	07/30/2020	95.00	95.00	08/11/2020
2631	MONTANA STATE - FIRE SERVI	34-160	Firefighter 2 Certification	08/03/2020	95.00	95.00	08/11/2020
Total MONTANA STATE - FIRE SERVICES TRAINING:					565.00	565.00	
MUNICIPAL EMERGENCY SERVICES							
2604	MUNICIPAL EMERGENCY SERV	1479562	SCBA SPECTACLE KIT	07/22/2020	74.46	74.46	08/04/2020
Total MUNICIPAL EMERGENCY SERVICES:					74.46	74.46	
MURDOCH'S RANCH & HOME SUPPLY							
3688	MURDOCH'S RANCH & HOME S	K00886/37	SUPER POWER RATC DBL J	08/05/2020	152.00	152.00	08/11/2020
3688	MURDOCH'S RANCH & HOME S	K00887/37	NEW SHOP SUPPLIES	08/06/2020	45.34	45.34	08/11/2020
Total MURDOCH'S RANCH & HOME SUPPLY:					197.34	197.34	
NEWMAN SIGNS INC.							
64	NEWMAN SIGNS INC.	TRFINV023409	SPECIAL TRAFFIC BANNERS	08/04/2020	1,040.17	1,040.17	08/11/2020
Total NEWMAN SIGNS INC.:					1,040.17	1,040.17	
NORTH CENTRAL LABORATORIES							
33	NORTH CENTRAL LABORATORI	442003	Lab supplies	07/22/2020	1,736.34	1,736.34	08/04/2020
Total NORTH CENTRAL LABORATORIES:					1,736.34	1,736.34	
O'REILLY AUTOMOTIVE, INC							
2437	O'REILLY AUTOMOTIVE, INC	1558-210791	Wiper FLUID	07/23/2020	5.58	5.58	08/04/2020
Total O'REILLY AUTOMOTIVE, INC:					5.58	5.58	
PARISI WESTERN PLUMBING & HEATING							
16	PARISI WESTERN PLUMBING &	T53604	Materials	07/29/2020	56.00	56.00	08/04/2020
Total PARISI WESTERN PLUMBING & HEATING:					56.00	56.00	
PARK COUNTY							
272	PARK COUNTY	1164	COL G-TAC SERVICE - JUNE	07/28/2020	19,956.57	19,956.57	08/04/2020
Total PARK COUNTY:					19,956.57	19,956.57	
POLYDYNE INC.							
3144	POLYDYNE INC.	1469317	Clarifloc	07/17/2020	2,951.82	2,951.82	08/04/2020
3144	POLYDYNE INC.	1470371	Clarifloc	07/24/2020	2,808.99	2,808.99	08/04/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total POLYDYNE INC.:					5,760.81	5,760.81	
PUBLIC AGENCY TRAINING COUNCIL							
10000	PUBLIC AGENCY TRAINING CO	249572	DETECTIVE & NEW CRIMINAL I	07/23/2020	525.00	525.00	08/04/2020
Total PUBLIC AGENCY TRAINING COUNCIL:					525.00	525.00	
REDSTONE LEASING							
3842	REDSTONE LEASING	2020_09	Lease 23 OF 60	09/01/2020	203.07	203.07	08/04/2020
Total REDSTONE LEASING:					203.07	203.07	
RIVERSIDE HARDWARE LLC							
3659	RIVERSIDE HARDWARE LLC	106718	OFFICE SUPPLIES	07/01/2020	25.99	25.99	08/11/2020
3659	RIVERSIDE HARDWARE LLC	106721	OFFICE SUPPLIES	07/01/2020	3.99	3.99	08/11/2020
3659	RIVERSIDE HARDWARE LLC	106903	POWER CORD	07/02/2020	8.69	8.69	08/11/2020
3659	RIVERSIDE HARDWARE LLC	107169	OFFICE SUPPLIES	07/06/2020	5.58	5.58	08/11/2020
3659	RIVERSIDE HARDWARE LLC	108925	REPAIR SUPPLIES	07/21/2020	15.36	15.36	08/11/2020
Total RIVERSIDE HARDWARE LLC:					59.61	59.61	
ROBERTS, BARBARA							
10002	ROBERTS, BARBARA	2020_07_24	TRAVEL REIMBURSEMENT ACA	07/24/2020	326.60	326.60	08/04/2020
Total ROBERTS, BARBARA:					326.60	326.60	
ROCKY MOUNTAIN CYCLE & SM ENGINE REPAIR							
10002	ROCKY MOUNTAIN CYCLE & S	2020_08_05	SAW REPAIR	08/05/2020	10.00	10.00	08/11/2020
Total ROCKY MOUNTAIN CYCLE & SM ENGINE REPAIR:					10.00	10.00	
ROTO-ROOTER - BOZEMAN							
2657	ROTO-ROOTER - BOZEMAN	71521	BUIDLING REPAIRS	06/09/2020	200.00	200.00	08/11/2020
Total ROTO-ROOTER - BOZEMAN:					200.00	200.00	
SHERWIN WILLIAMS							
443	SHERWIN WILLIAMS	5918-3	WWTP- PAINT	08/06/2020	1,373.49	1,373.49	08/11/2020
Total SHERWIN WILLIAMS:					1,373.49	1,373.49	
SLEEPING GIANT ANIMAL CLINIC							
3645	SLEEPING GIANT ANIMAL CLINI	25178	EUTHASNASIA	04/06/2020	307.98	307.98	08/11/2020
3645	SLEEPING GIANT ANIMAL CLINI	27738	Vet visit and Meds	07/13/2020	307.98	307.98	08/11/2020
Total SLEEPING GIANT ANIMAL CLINIC:					615.96	615.96	
THOMSON REUTERS - WEST							
2823	THOMSON REUTERS - WEST	842761019	Information Charges	08/01/2020	303.50	303.50	08/11/2020
Total THOMSON REUTERS - WEST:					303.50	303.50	
TOTAL ELECTRIC OF MONTANA, LLC							
3734	TOTAL ELECTRIC OF MONTANA	10222	TRANSFER STATON REPAIRS	07/31/2020	562.13	562.13	08/11/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOTAL ELECTRIC OF MONTANA, LLC:					562.13	562.13	
TOWN & COUNTRY FOODS - LIVINGSTON							
2595	TOWN & COUNTRY FOODS - LI	2020_07_07	OFFICE SUPPLIES	07/07/2020	5.50	5.50	08/11/2020
2595	TOWN & COUNTRY FOODS - LI	2020_07_11	OFFICE SUPPLIES	07/11/2020	3.19	3.19	08/11/2020
Total TOWN & COUNTRY FOODS - LIVINGSTON:					8.69	8.69	
UL LLC							
3429	UL LLC	72020368885	Ladder Testing	06/30/2020	3,557.90	3,557.90	08/04/2020
Total UL LLC:					3,557.90	3,557.90	
UPS STORE #2420, THE							
292	UPS STORE #2420, THE	2020_07_22	Police Shipment	07/22/2020	13.78	13.78	08/04/2020
Total UPS STORE #2420, THE:					13.78	13.78	
UTILITIES UNDERGROUND LOCATION							
3472	UTILITIES UNDERGROUND LO	75090	Excavation Notifications	07/31/2020	218.23	218.23	08/11/2020
Total UTILITIES UNDERGROUND LOCATION:					218.23	218.23	
WHISTLER TOWING, LLC							
3237	WHISTLER TOWING, LLC	10244	IMPOUND VEHICLE	07/12/2020	125.00	125.00	08/04/2020
3237	WHISTLER TOWING, LLC	11139	MOVE F250 - MT4919471	07/13/2020	75.00	75.00	08/04/2020
3237	WHISTLER TOWING, LLC	4501	MEDIC 3	07/21/2020	174.80	174.80	08/04/2020
Total WHISTLER TOWING, LLC:					374.80	374.80	
WISPWEST.NET							
2087	WISPWEST.NET	577997	Internet-CIVIC CENTER	08/01/2020	50.12	50.12	08/11/2020
Total WISPWEST.NET:					50.12	50.12	
Grand Totals:					106,273.72	106,273.72	

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

Mayor: _____

City Council: _____

City Recorder: _____

File Attachments for Item:

C. ACCEPT CORRECTED IMPACT FEE STUDY FROM TISCHLERBISE, INC.

DRAFT

Service Area Report and Impact Fee Study

Prepared for:
Livingston, Montana

August 5, 2020



4701 Sangamore Road
Suite S240
Bethesda, MD
(301) 320-6900
www.TischlerBise.com

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EXECUTIVE SUMMARY

The City of Livingston, Montana, contracted with TischlerBise to document land use assumptions, prepare the Service Area Report, and update impact fees within the applicable service areas pursuant to Montana Code 7-6-16 (hereafter referred to as the “Enabling Legislation”). Governmental entities in Montana may assess impact fees to offset infrastructure costs to the governmental entity for public facilities needed to serve future development. For each public facility for which an impact fee is imposed, the governmental entity shall prepare and approve a service area report. The impact fees must (1) be reasonably related to and reasonably attributable to the development's share of the cost of infrastructure improvements made necessary by the new development and (2) may not exceed a proportionate share of the costs incurred or to be incurred by the governmental entity in accommodating the development.

Impact fees are one-time payments used to construct system improvements needed to accommodate future development, and the fee represents future development’s proportionate share of infrastructure costs. Impact fees may be used for infrastructure improvements or debt service for growth-related infrastructure. In contrast to general taxes, impact fees may not be used for operations, maintenance, replacement, or correcting existing deficiencies.

This update of Livingston’s Service Area Report and associated update to its impact fees includes the following public facilities:

1. Police
2. Fire/EMS
3. Transportation
4. Parks & Recreation
5. Water
6. Wastewater

Montana Impact Fee Enabling Legislation

The Enabling Legislation governs how impact fees are calculated for governmental entities in Montana.

Public Facilities

Under the requirements of the Enabling Legislation, impact fees may only be used for construction, acquisition, or expansion of public facilities made necessary by new development. “Public Facilities” means any of the following categories of capital improvements with a useful life of 10 years or more that increase or improve the service capacity of a public facility:

1. a water supply production, treatment, storage, or distribution facility;
2. a wastewater collection, treatment, or disposal facility;
3. a transportation facility, including roads, streets, bridges, rights-of-way, traffic signals, and landscaping;
4. a storm water collection, retention, detention, treatment, or disposal facility or a flood control facility;
5. a police, emergency medical rescue, or fire protection facility; and
6. other facilities for which documentation is prepared as provided in 7-6-1602 that have been approved as part of an impact fee ordinance or resolution by:
 - a. a two-thirds majority of the governing body of an incorporated city, town, or consolidated local government; or
 - b. a unanimous vote of the board of county commissioners of a county government.

Service Area Report

For each public facility for which an impact fee is imposed, the governmental entity shall prepare and approve a service area report. The service area report is a written analysis that must:

1. describe existing conditions of the facility;
2. establish level-of-service standards;
3. forecast future additional needs for service for a defined period of time;
4. identify capital improvements necessary to meet future needs for service;
5. identify those capital improvements needed for continued operation and maintenance of the facility;
6. make a determination as to whether one service area or more than one service area is necessary to establish a correlation between impact fees and benefits;
7. make a determination as to whether one service area or more than one service area for transportation facilities is needed to establish a correlation between impact fees and benefits;
8. establish the methodology and time period over which the governmental entity will assign the proportionate share of capital costs for expansion of the facility to provide service to new development within each service area;

9. establish the methodology that the governmental entity will use to exclude operations and maintenance costs and correction of existing deficiencies from the impact fee;
10. establish the amount of the impact fee that will be imposed for each unit of increased service demand; and
11. have a component of the budget of the governmental entity that:
 - a. schedules construction of public facility capital improvements to serve projected growth;
 - b. projects costs of the capital improvements;
 - c. allocates collected impact fees for construction of the capital improvements; and
 - d. covers at least a 5-year period and is reviewed and updated at least every 5 years.

Legal Framework

Both state and federal courts have recognized the imposition of impact fees as a legitimate form of land use regulation, provided the fees meet standards intended to protect against regulatory takings. Land use regulations, development exactions, and impact fees are subject to the Fifth Amendment prohibition on taking of private property for public use without just compensation. To comply with the Fifth Amendment, development regulations must be shown to substantially advance a legitimate governmental interest. In the case of impact fees, that interest is in the protection of public health, safety, and welfare by ensuring development is not detrimental to the quality of essential public services. The means to this end is also important, requiring both procedural and substantive due process. The process followed to receive community input (i.e. stakeholder meetings, work sessions, and public hearings) provides opportunities for comments and refinements to the impact fees.

There is little federal case law specifically dealing with impact fees, although other rulings on other types of exactions (e.g., land dedication requirements) are relevant. In one of the most important exaction cases, the U. S. Supreme Court found that a government agency imposing exactions on development must demonstrate an “essential nexus” between the exaction and the interest being protected (see *Nollan v. California Coastal Commission*, 1987). In a more recent case (*Dolan v. City of Tigard, OR*, 1994), the Court ruled that an exaction must also be “roughly proportional” to the burden created by development. However, the Dolan decision appeared to set a higher standard of review for mandatory dedications of land than for monetary exactions such as impact fees.

There are three reasonable relationship requirements for impact fees that are closely related to “rational nexus” or “reasonable relationship” requirements enunciated by a number of state courts. Although the term “dual rational nexus” is often used to characterize the standard by which courts evaluate the validity of impact fees under the U.S. Constitution, we prefer a more rigorous formulation that recognizes three elements: “need,” “benefit,” and “proportionality.” The dual rational nexus test explicitly addresses only the first two, although proportionality is reasonably implied, and was specifically mentioned by the U.S. Supreme Court in the Dolan case. Individual elements of the nexus standard are discussed further in the following paragraphs.

All new development in a community creates additional demands on some, or all, public facilities provided by local government. If the capacity of facilities is not increased to satisfy that additional demand, the quality or availability of public services for the entire community will deteriorate. Impact fees may be used to recover the cost of development-related facilities, but only to the extent that the need for facilities is a consequence of development that is subject to the fees. The Nollan decision reinforced the principle that development exactions may be used only to mitigate conditions created by the developments upon which they are imposed. That principle clearly applies to impact fees. In this study, the impact of development on infrastructure needs is analyzed in terms of quantifiable relationships between various types of development and the demand for specific capital facilities, based on applicable level-of-service standards.

The requirement that exactions be proportional to the impacts of development was clearly stated by the U.S. Supreme Court in the Dolan case and is logically necessary to establish a proper nexus. Proportionality is established through the procedures used to identify development-related facility costs, and in the methods used to calculate impact fees for various types of facilities and categories of development. The demand for capital facilities is measured in terms of relevant and measurable attributes of development (e.g. a typical housing unit's average weekday vehicle trips).

A sufficient benefit relationship requires that impact fee revenues be segregated from other funds and expended only on the facilities for which the fees were charged. Impact fees must be expended in a timely manner and the facilities funded by the fees must serve the development paying the fees. However, nothing in the U.S. Constitution or the state enabling legislation requires that facilities funded with fee revenues be available exclusively to development paying the fees. In other words, benefit may extend to a general area including multiple real estate developments. Procedures for the earmarking and expenditure of fee revenues are discussed near the end of this study. All of these procedural as well as substantive issues are intended to ensure that new development benefits from the impact fees they are required to pay. The authority and procedures to implement impact fees is separate from and complementary to the authority to require improvements as part of subdivision or zoning review.

As documented in this report, the City of Livingston has complied with applicable legal precedents. Impact fees are proportionate and reasonably related to the capital improvement demands of new development. Specific costs have been identified using local data and current dollars. With input from City staff, TischlerBise identified service demand indicators for each type of infrastructure and calculated proportionate share factors to allocate costs by type of development. This report documents the formulas and input variables used to calculate the impact fees for each type of public facility. Impact fee methodologies also identify the extent to which new development is entitled to various types of credits to avoid potential double payment of growth-related capital costs.

Methodology

Impact fees for public facilities made necessary by new development must be based on the same level of service provided to existing development in the service area. There are four basic methodologies used to calculate impact fees. They examine the past, present, and future status of infrastructure. The objective of evaluating these different methodologies is to determine the best measure of the demand created by new

development for additional infrastructure capacity. Each method has advantages and disadvantages in a particular situation and can be used simultaneously for different cost components. Additionally, impact fees for public facilities can also include a fee for the administration of the impact fee not to exceed five percent of the total impact fee collected.

Reduced to its simplest terms, the process of calculating impact fees involves two main steps: (1) determining the cost of growth-related capital improvements and (2) allocating those costs equitably to various types of development. In practice, though, the calculation of impact fees can become quite complicated because of the many variables involved in defining the relationship between development and the need for facilities within the designated service area. The following paragraphs discuss basic methods for calculating impact fees and how those methods can be applied.

- **Cost Recovery** (past improvements) - The rationale for recoupment, often called cost recovery, is that future development is paying for its share of the useful life and remaining capacity of facilities already built, or land already purchased, from which future development will benefit. This methodology is often used for utility systems that must provide adequate capacity before new development can take place.
- **Incremental Expansion** (concurrent improvements) - The incremental expansion methodology documents current level-of-service standards for each type of public facility, using both quantitative and qualitative measures. This approach assumes there are no existing infrastructure deficiencies or surplus infrastructure capacity. Future development is only paying its proportionate share for growth-related infrastructure. Revenue will be used to expand or provide additional facilities, as needed, to accommodate future development. An incremental expansion methodology is best suited for public facilities that will be expanded in regular increments to keep pace with development.
- **Plan-Based** (future improvements) - The plan-based methodology allocates costs for a specified set of improvements to a specified amount of development. Improvements are typically identified in a long-range facility plan and development potential is identified by a land use plan. There are two basic options for determining the cost per service demand unit: (1) total cost of a public facility can be divided by total service demand units (average cost), or (2) the growth-share of the public facility cost can be divided by the net increase in service demand units over the planning timeframe (marginal cost).

Conceptual Impact Fee Calculation

In contrast to project-level improvements, impact fees fund growth-related infrastructure that will benefit multiple development projects, or the entire service area (usually referred to as system improvements). The first step is to determine an appropriate service demand indicator for the particular type of infrastructure. The service demand indicator measures the number of service units for each unit of development. For example, an appropriate indicator of the demand for parks is population growth and the increase in population can be estimated from the average number of persons per housing unit. The second step in the impact fee formula is to determine infrastructure improvement units per service demand unit, typically called level-of-service (LOS) standards. In keeping with the park example, a common LOS standard

is improved park acres per thousand people. The third step in the impact fee formula is the cost of various infrastructure units. To complete the park example, this part of the formula would establish a cost per acre for land acquisition and/or park improvements.

Evaluation of Credits

A consideration of credits is integral to the development of a legally defensible impact fee. There are two types of credits that should be addressed in impact fee studies and ordinances. The first is a revenue credit due to possible double payment situations, which could occur when other revenues may contribute to the capital costs of infrastructure covered by the impact fee. This type of credit is integrated into the fee calculation, thus reducing the fee amount. As discussed further in the Law Enforcement chapter, a debt credit is used to offset future debt payments for the police substation.

The second type of credit is a site-specific credit for system improvements that have been included in the impact fee calculations. Policies and procedures related to site-specific credits for system improvements should be addressed in the ordinance that establishes the impact fees. However, the general concept is that developers may be eligible for site-specific credits only if they provide system improvements that have been included in the impact fee calculations. Project improvements normally required as part of the development approval process are not eligible for credits against impact fees. Site-specific credits are addressed in the administration and implementation of the development fee program.

Figure 1 summarizes service areas, methodologies, and infrastructure cost components for each public facility.

Figure 1: Proposed Service Areas, Methodologies, and Cost Components

Public Facility	Service Area	Cost Recovery	Incremental Expansion	Plan-Based	Cost Allocation
Police	Citywide	N/A	Facilities, Vehicles and Equipment	N/A	Population, Vehicle Trips
Fire/EMS	Citywide	N/A	Facilities, Vehicles and Equipment	N/A	Population, Vehicle Trips
Transportation	Citywide	N/A	Streets, Improved Intersections	N/A	Average Daily Vehicle Trips
Parks and Recreation	Citywide	N/A	Park Land and Amenities	N/A	Population
Water	Citywide	Treatment Plant	N/A	Planned Supply and Distribution Projects	Gallons
Wastewater	Citywide	Treatment Plant	N/A	Planned Collection and Treatment Projects	Gallons

Current Impact Fees

Livingston’s current impact fee schedule for residential and nonresidential development is shown below in Figure 2. Residential impact fees are assessed per housing unit based on the type of dwelling unit. Fees for nonresidential development are assessed per 1,000 square feet of floor area. Fees associated with the City

of Livingston’s water and wastewater utilities are assessed based on meter size and are applied to residential and nonresidential use equally.

Figure 2: Current Development Impact Fee Schedule

Residential Development		Development Fees per Unit			
Unit Type	Parks and Recreation	Transportation	Police	Fire/EMS	Total
Multi-Family	\$145	\$601	\$132	\$155	\$1,033
Single Family (0-3 bedroom)	\$145	\$601	\$132	\$155	\$1,033

Nonresidential Development		Development Fees per 1,000 Square Foot			
Land Use Type	Parks and Recreation	Transportation	Police	Fire/EMS	Total
Industrial	\$0	\$437	\$39	\$26	\$502
Commercial / Retail	\$0	\$1,393	\$124	\$84	\$1,601
Office / Institutional	\$0	\$1,393	\$124	\$84	\$1,601

Current Water/Sewer Utility Fees

Meter Size	Water	Sewer	Total
5/8"	\$1,040	\$1,094	\$2,134
3/4"	\$1,040	\$1,094	\$2,134
1"	\$1,851	\$1,947	\$3,798
1.25"	\$2,880	\$3,030	\$5,910
1.5"	\$4,159	\$4,376	\$8,535
2"	\$7,392	\$7,778	\$15,170
2.5"	\$11,562	\$12,165	\$23,727
3"	\$16,636	\$17,504	\$34,140
4"	\$29,570	\$31,114	\$60,684
6"	\$66,543	\$70,017	\$136,560
8"	\$118,301	\$124,477	\$242,778
10"	\$184,844	\$194,495	\$379,339

Source: City of Livingston, MT Development Impact Fee Schedule

Proposed Impact Fees

Figure 3 provides a schedule of the maximum allowable impact fees by type of land use for the City of Livingston. The fees represent the highest amount allowable for each type of applicable land use, which represents new growth’s fair share of the cost for capital facilities. The City may adopt fees that are less than the amounts shown. However, a reduction in impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

The proposed non-utility impact fees for residential development will be assessed per housing unit, based on the type of unit. Proposed non-utility nonresidential impact fees will be assessed per 1,000 square feet

of floor area. Fees associated with the City of Livingston’s water and sewer utilities are assessed based on meter size and are applied to residential and nonresidential use equally.

Figure 3: Proposed Impact Fee Schedule

Residential Development	Development Fees per Unit				
Development Type	Parks and Recreation	Transportation	Police	Fire/EMS	Total
Multi-Family	\$1,310	\$1,852	\$100	\$914	\$4,176
Single Family	\$1,385	\$1,006	\$106	\$966	\$3,463

Nonresidential Development	Development Fees per Square Foot				
Development Type	Parks and Recreation	Transportation	Police	Fire/EMS	Total
Industrial	\$0.00	\$961	\$35	\$320	\$1,316
Commercial / Retail	\$0.00	\$4,828	\$175	\$1,607	\$6,610
Office / Institutional	\$0.00	\$1,887	\$68	\$628	\$2,584

Meter Size	Water	Sewer	Total
5/8"	\$3,542	\$4,506	\$8,048
3/4"	\$3,542	\$4,506	\$8,048
1"	\$5,915	\$7,525	\$13,440
1.5"	\$11,794	\$15,005	\$26,799
2"	\$18,877	\$24,017	\$42,894
3"	\$37,789	\$48,079	\$85,868
4"	\$59,039	\$75,116	\$134,155
6"	\$118,043	\$150,186	\$268,229
8"	\$188,877	\$240,307	\$429,184
10"	\$625,705	\$796,083	\$1,421,788

Difference Between Current and Proposed Impact Fees

Figure 4 shows the difference between the current and the proposed fees for residential and nonresidential development.

Figure 4: Difference between Current and Proposed Impact Fees

Residential Development		Development Fees per Unit			
Unit Type	Parks and Recreation	Transportation	Police	Fire/EMS	Fee Change
Multi-Family	\$1,165	\$1,251	(\$32)	\$759	\$3,143
Single Family	\$1,240	\$405	(\$26)	\$811	\$2,430

Nonresidential Development		Development Fees per Square Foot			
Land Use Type	Parks and Recreation	Transportation	Public Safety	Fire/EMS	Fee Change
Industrial	\$0	\$524	\$35	\$294	\$814
Commercial / Retail	\$0	\$3,435	\$175	\$1,523	\$5,009
Office / Institutional	\$0	\$494	\$68	\$544	\$983

Meter Size	Water	Sewer	Fee Change
5/8"	\$2,502	\$3,412	\$5,914
3/4"	\$2,502	\$3,412	\$5,914
1"	\$4,064	\$5,578	\$7,530
1.5"	\$8,914	\$11,975	\$18,264
2"	\$11,485	\$16,239	\$27,724
2.5"	\$26,227	\$35,914	\$62,141
3"	\$21,153	\$30,575	\$51,728
4"	\$29,469	\$44,002	\$73,471
6"	\$51,500	\$80,169	\$131,669
8"	\$70,576	\$115,830	\$186,406
10"	\$440,861	\$601,588	\$1,042,449

A note on rounding: Calculations throughout this report are based on an analysis conducted using Excel software. Most results are discussed in the report using two, three, and four decimal places, which represent rounded figures. However, the analysis itself uses figures carried to their ultimate decimal places; therefore, the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown, not in the analysis).

POLICE

The Police Service Area Report includes components for facilities. An incremental expansion methodology is used.

Service Area

Livingston’s Police Department strives to provide uniform response times citywide as an integrated network. The service area for the Police Service Area Report is citywide.

Cost Allocation

For certain public facilities TischlerBise uses functional population to establish the relative demand for infrastructure from both residential and nonresidential development. As shown in Figure P1, functional population accounts for people living and working in a jurisdiction. Residents who do not work are assigned 20 hours per day to residential development and 4 hours per day to nonresidential development (annualized averages). Residents who work in Livingston are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents who work outside Livingston are assigned 14 hours to residential development. Inflow commuters are assigned 10 hours to nonresidential development. Based on 2015 functional population data, the resulting proportionate share is 72 percent residential and 28 percent nonresidential.

Figure P1: Functional Population

	Demand Units in 2015	Demand Hours/Day	Person Hours	Proportionate Share
Residential				
Estimated Residents	7,038			
Residents Not Working	3,672	20	73,440	
Employed Residents	3,366			
Employed in Service Area	1,465	14	20,510	
Employed outside Service Area	1,901	14	26,614	
	Residential Subtotal		120,564	72%
Nonresidential				
Non-working Residents	3,672	4	14,688	
Jobs in Service Area	3,229			
Residents Employed in Service Area	1,465	10	14,650	
Non-Resident Workers (inflow Commuters)	1,764	10	17,640	
	Nonresidential Subtotal		46,978	28%
	TOTAL		167,542	100%

Source: U.S. Census Bureau 2015 Population Estimate; U.S. Census Bureau, OnTheMap 6.5 Application, 2015.

Service Demand Units

Police impact fees for residential development are calculated on a per capita basis, and then converted to an appropriate amount for based on a person per household (PPH). The PPH ratios are derived from 2013-2017 American Community Survey, 5-Year Estimates, published by the U.S. Census Bureau. Average number of persons, by dwelling unit is shown below in Figure P2.

Figure P2: Persons by Dwelling Type
2017 American Community Survey

Type of Structure	Persons	Households	Persons per Household	Housing Units	Persons per Housing Unit	Housing Mix	Vacancy Rate
Single-Family Unit ¹	5,999	2,955	2.03	3,224	1.86	83.2%	8%
Multi-Family Unit ²	1,179	614	1.92	650	1.81	16.8%	6%
TOTAL	7,178	3,569	2.01	3,874	1.85		8%

Source: TischlerBise analysis and calculation based on U.S. Census Bureau, 2013-2017 American Community Survey, 5-Year Estimates.

1. Includes detached, attached (townhouse), and manufactured units.
2. Includes duplexes, structures with two or more units, and all other units.

TischlerBise recommends using nonresidential vehicle trips as the best demand indicator for police facilities. Trip generation rates are used for nonresidential development because vehicle trips are highest for commercial/retail developments, such as shopping centers, and lowest for industrial development. Office and institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for police from nonresidential development, which is driven by the presence of people. Other possible nonresidential demand indicators, such as employment or floor area, will not accurately reflect the demand for service. For example, if employees per thousand square feet were used as the demand indicator, police development fees would be too high for office and institutional development because offices typically have more employees per 1,000 square feet than retail uses.

Average weekday vehicle trip ends (VTE) for nonresidential development are from the 10th edition of the reference book, *Trip Generation* (2017), by the Institute of Transportation Engineers. A “trip end” represents a vehicle either entering or exiting a development (as if a traffic counter were placed across a driveway). Trip ends for nonresidential development are calculated per thousand square feet, and require an adjustment factor to avoid double counting each trip at both the origin and destination points. The trip generation rates and adjustment factors are shown in Figure P3.

With exception to commercial/retail development, the basic trip adjustment factor is 50 percent for nonresidential development. For commercial/retail development, the trip adjustment factor is less than 50 percent because retail uses attract vehicles as they pass by on arterial and collector roads. For an average size shopping center, the ITE (2017) indicates that on average 34 percent of the vehicles that enter a commercial/retail land use are passing by on their way to some other primary destination. The remaining 66 percent of attraction trips have the shopping center as their primary destination. Because attraction trips are half of all trips, the trip adjustment factor ($0.66 \times 0.50 = 0.33$) is 33 percent of the trip ends.

Multiplying ITE’s ratio of trip ends per 1,000 square feet by the trip adjustment factor produces the number of average weekday vehicle trips generated per 1,000 square feet of development. For example, ITE’s estimate of 4.96 average weekday trip ends per demand unit (Code 110) multiplied by the trip adjustment factor for Industrial uses (50 percent) yields 2.48 average weekday vehicle trips per 1,000 square feet.

Figure P3: Vehicle Trip Ends per Development Unit by Land Use Type

ITE Code	Type of Development	Demand Unit	Wkdy Trip Ends Per Dmd Unit ¹	Trip Adjustment Factor	Adjusted Trips
110	Industrial	1,000 Sq Ft	4.96	50%	2.48
820	Shopping Center (average size)	1,000 Sq Ft	37.75	33%	12.46
710	General Office (average size)	1,000 Sq Ft	9.74	50%	4.87

1. Trip Generation, Institute of Transportation Engineers, 10th Edition (2017).

Existing Conditions and Level-of-Service Standards

The first component of the Police impact fee is stations, and the incremental expansion methodology is used to calculate the stations component of the fee. Residential level-of-service standards are assessed based on the 2019 population, and nonresidential standards are assessed based on 2019 average weekday vehicle trips (see the Land Use Assumptions in Appendix A).

Livingston plans to expand its current inventory of police station space to serve demand from new development. Shown below in Figure P4, Livingston’s current station includes 1,861 square feet of floor area. Functional population provides the proportionate share of demand for stations from residential and nonresidential development. Livingston’s existing level of service for residential development is 0.177 square feet per person (1,861 square feet X 72 percent residential share / 7,552 persons). The nonresidential level of service is 0.048 square feet per vehicle trip (1,861 square feet X 28 percent nonresidential share / 10,825 vehicle trips). According to City staff, the estimated replacement cost for existing space is \$220 per square foot. To determine the cost per service demand unit, these level-of-service standards are multiplied by the replacement cost per square foot (\$220), producing a cost per service demand unit of \$39.03 per person and \$10.59 per vehicle trip.

Figure P4: Existing Level-of-Service Standards

Facility Components	Square Footage	Cost per Square Foot*	Replacement Cost
Police Station Building	1,861	\$220.00	\$409,420
TOTAL	1,861	\$220.00	\$409,420

*City of Livingston

Level-of-Service (LOS) Standards

Population in 2019	7,552
Nonresidential Vehicle Trip Ends in 2019	10,825
Residential Share	72%
Nonresidential Share	28%
LOS: Square Feet per Person	0.177
LOS: Square Feet per Vehicle Trip	0.048

Cost Analysis

Cost per Square Foot*	\$220.00
LOS: Square Feet per Person	0.177
Cost per Person	\$39.03
LOS: Square Feet per Vehicle Trip	0.048
Cost per Vehicle Trip	\$10.59

Projected Service Demand Units and for Demand for Services

The anticipated Police facility need is based on the development projections contained in the Land Use Assumptions (see Appendix A). As shown in Figure P5, 10-year population growth equals 864 persons, and nonresidential development generates 1,258 additional vehicle trips during the same period. Using the 2019 level-of-service standards, future residential development is estimated to demand 153 additional square feet of stations (864 additional persons X 0.177 square feet per person) at a cost of approximately \$33,700 (153 square feet X \$220 per square foot). Future nonresidential development is estimated to demand 61 additional square feet (1,258 additional vehicle trips X 0.048 square feet per vehicle trip) at a cost of approximately \$13,300 (61 square feet X \$220 per square foot). The 10-year demand for stations equals 214 additional square feet at a cost of approximately \$47,000.

Figure P5: Growth-Related Need for Facilities

Type of Infrastructure	Level of Service	Demand Unit	Cost per Unit
Police Station Space	0.177 Units	Per Person Persons	\$220
	0.048 Units	Per Nonres. Trips	

Need for Police Facilities					
Year	Population	Nonres. Trips	Residential	Nonresidential	Total Units
Base 2019	7,552	10,825	1,340	521	1,861
Year 1 2020	7,635	10,945	1,355	527	1,881
Year 2 2021	7,718	11,067	1,369	533	1,902
Year 3 2022	7,803	11,189	1,384	539	1,923
Year 4 2023	7,888	11,313	1,399	545	1,944
Year 5 2024	7,974	11,438	1,415	551	1,965
Year 6 2025	8,060	11,565	1,430	557	1,987
Year 7 2026	8,148	11,693	1,446	563	2,008
Year 8 2027	8,237	11,822	1,461	569	2,030
Year 9 2028	8,326	11,952	1,477	575	2,053
Year 10 2029	8,417	12,084	1,493	582	2,075
10-Yr Increase	864	1,258	153	61	214

Growth-Related Expenditures =>	\$33,737	\$13,325	\$47,062
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Police Impact Fees

Revenue Credits

A revenue credit is not necessary for Police impact fees because there is no existing debt attributed to the current station space. A credit analysis is performed as to avoid double payment – once through the payment of impact fees and again through the payment of property taxes.

Proposed Police Impact Fees

Figure P6 shows the proposed maximum supportable Police impact fees for residential and nonresidential development in Livingston. The cost per service demand unit is \$39.03 per person and \$14.02 per vehicle trip.

Residential fees are derived from the average number of persons per household and the total cost per person. For a single family residential unit, the fee is \$106 (\$52.11 per person X 2.03 persons per household).

Nonresidential fees are the product of the average number of nonresidential vehicle trip ends per 1,000 square feet of floor area (*Trip Generation*, ITE, 2017), nonresidential trip rate adjustment factors, and the total cost per vehicle trip. Commercial / Retail development will pay \$175 per 1,000 square feet of floor

area (\$14.02 per vehicle trip X 37.75 vehicle trip ends per 1,000 square feet X 33 percent trip rate adjustment).

Figure P6: Proposed Police Impact Fees

<i>Fee Component</i>	<i>Cost per Person</i>	<i>Cost per Trip</i>
Facilities	\$39.03	\$10.59
Development Fee Study	\$13.08	\$3.43
Total	\$52.11	\$14.02

Residential (per unit)

<i>Unit Type</i>	<i>Persons per Household</i>	<i>Proposed Fee</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Single Family	2.03	\$106	\$132	(\$26)
Multifamily	1.92	\$100	\$132	(\$32)

Nonresidential (per 1,000 square feet)

<i>Land Use Type</i>	<i>Avg Wkdy Veh Trip Ends</i>	<i>Trip Rate Adjustment</i>	<i>Proposed Fee</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Industrial	4.96	50%	\$35	\$39	(\$4)
Commercial / Retail	37.75	33%	\$175	\$124	\$51
Office / Institutional	9.74	50%	\$68	\$124	(\$56)

Projected Police Impact Fee Revenue

Revenue projections assume implementation of the proposed Police impact fees and that future development is consistent with the Land Use Assumptions described in Appendix A. To the extent the rate of development either accelerates or slows down, there will be a corresponding change in the impact fee revenue. As shown in Figure P7, Police fee revenue is expected to total approximately \$62,800 over the next 10 years, compared to projected expenditures of \$54,500.

Figure P7: Projected Police Impact Fee Revenue

Infrastructure Costs for Police Facilities

Fee Component	Growth Share 10-Year
Facilities	\$47,058
Development Fee Study	\$7,509
Total Expenditures	\$54,567

Police Impact Fee Revenue

Year	Multifamily	Single Unit	Industrial	Commercial/Retail	Office/Institutional
	\$100 per unit	\$106 per unit	\$34.77 per 1000 sq. ft.	\$174.65 per 1000 sq. ft.	\$68.28 per 1000 sq. ft.
Year	Hsg Unit	Hsg Unit	KSF	KSF	KSF
Base 2019	673	3,317	389	497	752
Year 1 2020	676	3,355	393	503	761
Year 2 2021	678	3,394	398	508	769
Year 3 2022	680	3,434	402	514	778
Year 4 2023	682	3,474	407	520	786
Year 5 2024	684	3,514	411	526	795
Year 6 2025	687	3,555	416	531	804
Year 7 2026	689	3,596	420	537	813
Year 8 2027	691	3,638	425	543	822
Year 9 2028	693	3,680	430	549	831
Year 10 2029	695	3,723	434	555	840
Ten-Year Increase	22	406	45	58	87
Projected Revenue	\$2,163	\$42,990	\$1,573	\$10,097	\$5,972

Projected Development Fee Revenue	\$62,794
Surplus/(Deficit)	\$8,227

FIRE / EMS

The Fire Service Area Report includes components for facilities, apparatus and specialty equipment. The analysis uses an incremental expansion methodology, based on the existing level of service.

Service Area

Livingston’s Fire Department strives to provide a uniform response time citywide, and its fire station operates as an integrated network. Depending on the number and type of calls, apparatus can be dispatched citywide from the station. As a result, the service area for the Fire Service Area Report is citywide.

Cost Allocation

Like the Police impact fee allocation, TischlerBise uses functional population to establish the relative demand for infrastructure from both residential and nonresidential development. As shown in Figure F1, functional population accounts for people living and working in a jurisdiction. Residents who do not work are assigned 20 hours per day to residential development and 4 hours per day to nonresidential development (annualized averages). Residents who work in Livingston are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents who work outside Livingston are assigned 14 hours to residential development. Inflow commuters are assigned 10 hours to nonresidential development. Based on 2015 functional population data, the resulting proportionate share is 72 percent residential and 28 percent nonresidential.

Figure F2: Fire/EMS Proportionate Share Factors

	Demand Units in 2015	Demand Hours/Day	Person Hours	Proportionate Share
Residential				
Estimated Residents	7,038			
Residents Not Working	3,672	20	73,440	
Employed Residents	3,366			
Employed in Service Area	1,465	14	20,510	
Employed outside Service Area	1,901	14	26,614	
	Residential Subtotal		120,564	72%
Nonresidential				
Non-working Residents	3,672	4	14,688	
Jobs in Service Area	3,229			
Residents Employed in Service Area	1,465	10	14,650	
Non-Resident Workers (inflow Commuters)	1,764	10	17,640	
	Nonresidential Subtotal		46,978	28%
	TOTAL		167,542	100%

Source: U.S. Census Bureau 2015 Population Estimate; U.S. Census Bureau, OnTheMap 6.5 Application, 2015.

Service Demand Units

Fire impact fees for residential development are calculated on a per capita basis, and then converted to an appropriate amount for each housing unit type based on a persons per household (PPH) ratio. The PPH ratios are derived from 2013-2017 American Community Survey, 5-Year Estimates, published by the U.S. Census Bureau. Average number of persons, by dwelling unit is shown below in Figure P2.

Figure F2: Persons Per Household
2017 American Community Survey

Type of Structure	Persons	Households	Persons per Household	Housing Units	Persons per Housing Unit	Housing Mix	Vacancy Rate
Single-Family Unit ¹	5,999	2,955	2.03	3,224	1.86	83.2%	8%
Multi-Family Unit ²	1,179	614	1.92	650	1.81	16.8%	6%
TOTAL	7,178	3,569	2.01	3,874	1.85		8%

Source: TischlerBise analysis and calculation based on U.S. Census Bureau, 2013-2017 American Community Survey, 5-Year Estimates.

1. Includes detached, attached (townhouse), and manufactured units.
2. Includes duplexes, structures with two or more units, and all other units.

TischlerBise recommends using nonresidential vehicle trips as the best demand indicator for fire service since the Department also provides emergency medical response. Trip generation rates are used for nonresidential development because vehicle trips are highest for commercial/retail developments, such as shopping centers, and lowest for industrial development. Office and institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for police from nonresidential development, which is driven by the presence of people. Other possible nonresidential demand indicators, such as employment or floor area, will not accurately reflect the demand for service, particularly emergency medical services. For example, if employees per thousand square feet were used as the demand indicator, fire development fees would be too high for office and institutional development because offices typically have more employees per 1,000 square feet than retail uses.

TischlerBise uses nonresidential vehicle trips as the nonresidential service. Average weekday vehicle trip ends (VTE) for nonresidential development are from the 10th edition of the reference book, *Trip Generation* (2017), by the Institute of Transportation Engineers. A “trip end” represents a vehicle either entering or exiting a development (as if a traffic counter were placed across a driveway). Trip ends for nonresidential development are calculated per thousand square feet, and require an adjustment factor to avoid double counting each trip at both the origin and destination points. The trip generation rates and adjustment factors are shown in Figure F3. The same ITE land use categories used to determine trips per 1,000 square feet in the previous chapter (see the Police impact fee chapter) were also used to determine vehicle trip generation per 1,000 square feet.

With exception to commercial/retail development, the basic trip adjustment factor is 50 percent for nonresidential development. For commercial/retail development, the trip adjustment factor is less than 50 percent because retail uses attract vehicles as they pass by on arterial and collector roads. For an average size shopping center, the ITE (2017) indicates that on average 34 percent of the vehicles that enter a commercial/retail land use are passing by on their way to some other primary destination. The remaining 66 percent of attraction trips have the shopping center as their primary destination. Because attraction trips are half of all trips, the trip adjustment factor ($0.66 \times 0.50 = 0.33$) is 33 percent of the trip ends.

Multiplying ITE’s ratio of trip ends per 1,000 square feet by the trip adjustment factor produces the number of average weekday vehicle trips generated per 1,000 square feet of development. For example, ITE’s estimate of 4.96 average weekday trip ends per demand unit (Code 110) multiplied by the trip adjustment factor for Industrial uses (50 percent) yields 2.48 average weekday vehicle trips per 1,000 square feet.

Figure F3: Vehicle Trip Ends per Development Unit by Land Use Type

ITE Code	Type of Development	Demand Unit	Wkdy Trip Ends Per Dmd Unit ¹	Trip Adjustment Factor	Adjusted Trips
110	Industrial	1,000 Sq Ft	4.96	50%	2.48
820	Shopping Center (average size)	1,000 Sq Ft	37.75	33%	12.46
710	General Office (average size)	1,000 Sq Ft	9.74	50%	4.87

1. Trip Generation, Institute of Transportation Engineers, 10th Edition (2017).

Existing Conditions and Level-of-Service Standards

Facilities

The first component of the Fire impact fee is facilities. The incremental expansion methodology is used to calculate the Facilities component of the Fire fees. Residential level-of-service standards are assessed based on the 2019 population, and nonresidential standards are assessed based on 2019 nonresidential vehicle trips (see the Land Use Assumptions in Appendix A).

As shown in Figure F4, Livingston has a total of 7,709 square feet of Fire facilities, which consist of a portion of the shared Park County station. The City intends to expand their station space as demand by future growth. The cost per square foot of original station construction is used to estimate the replacement cost of the Fire Department’s existing facilities.

To determine the residential level-of-service standards, the total existing floor area is multiplied by the residential proportionate share (72 percent) and divided by the 2019 population (7,552), yielding 0.735 square feet of Fire facilities per person. Similarly, the nonresidential level of service standard is calculated by multiplying the total floor area by the nonresidential proportionate share (28 percent) and dividing by 2019 nonresidential vehicle trips (10,825), yielding 0.199 square feet per vehicle trip. The facilities cost is \$183.73 per person (0.735 square feet per person X \$250 per square foot) and \$49.85 per trip end (0.199 square feet per trip end X \$250 per square foot).

Figure F4: Existing Station Level-of-Service Standards

<i>Facility Components</i>	<i>Square Footage</i>	<i>Cost per Square Foot*</i>	<i>Replacement Cost</i>
Fire Station	7,709	\$250.00	\$1,927,250
TOTAL	7,709	\$250.00	\$1,927,250

*City of Livingston

Level-of-Service (LOS) Standards

Population in 2019	7,552
Nonresidential Vehicle Trip Ends in 2019	10,825
Residential Share	72%
Nonresidential Share	28%
LOS: Square Feet per Person	0.735
LOS: Square Feet per Vehicle Trip	0.199

Cost Analysis

Cost per Square Foot*	\$250.00
LOS: Square Feet per Person	0.735
Cost per Person	\$183.73
Cost per Person	\$183.73
LOS: Square Feet per Vehicle Trip	0.199
Cost per Vehicle Trip	\$49.85
Cost per Vehicle Trip	\$49.85

Apparatus & Equipment

The second component of the Fire impact fee is apparatus. The expansion methodology is used to calculate the apparatus component of the Fire fee. Residential level-of-service standards are assessed based on the 2019 population, and nonresidential standards are assessed based on 2019 nonresidential vehicle trip ends (see the Land Use Assumptions in Appendix A).

Figure F5 summarizes the City’s fire apparatus and replacement costs. Livingston has a total of 12 apparatus with a total estimated replacement cost of \$2.62 million, or \$218,833 per unit. To derive the residential level-of-service standards, the total number of apparatus is multiplied by the residential proportionate share (72 percent) and divided by the 2019 population (7,552), yielding 0.0011 units per person. Similarly, the nonresidential level of service standard is calculated by multiplying the number of apparatus by the nonresidential cost share (28 percent) and dividing by 2019 nonresidential vehicle trip ends (10,825), yielding 0.0003 units per trip end. The apparatus cost is \$250.34 per person (0.0011 units per person X \$218,833 per unit) and \$67.92 per trip (0.0003 units per trip X \$218,833 per unit).

Figure F5: Existing Apparatus Level-of-Service Standards

<i>Vehicle/Equipment</i>	<i>Number of Units</i>	<i>Cost per Unit*</i>	<i>Total Replacement Cost</i>
Engine	2	\$703,000	\$1,406,000
Pumper/Aerial	1	\$445,000	\$445,000
Rescue	2	\$35,000	\$70,000
Command Vehicle	3	\$35,000	\$105,000
Ambulance	4	\$150,000	\$600,000
Total	12		\$2,626,000
Average Cost per Apparatus		\$218,833	

Level-of-Service (LOS) Standards

Population in 2019	7,552
Nonresidential Vehicle Trip Ends in 2019	10,825
Residential Share	72%
Nonresidential Share	28%
LOS: Vehicles per Person	0.0011
LOS: Vehicles per Vehicle Trip	0.0003

Cost Analysis

Average Cost per Vehicle	\$218,833
LOS: Vehicles per Person	0.0011
Cost per Person	\$250.34
LOS: Vehicles per Vehicle Trip End	0.0003
Cost per Vehicle Trip	\$67.92

*Source: City of Livingston, MT

In addition to apparatus, Livingston Fire/EMS maintains a variety of life saving equipment including, but not limited to cardiac monitors and defibrillators. Figure F6 summarizes the City’s fire equipment and replacement costs. Livingston has a total of 9 defibrillators and cardiac monitors with a total estimated replacement cost of \$312,962, or \$34,774 per unit. To derive the residential level-of-service standards, the total number of units is multiplied by the residential proportionate share (72 percent) and divided by the 2019 population (7,552), yielding 0.0009 units per person. Similarly, the nonresidential level-of-service standard is calculated by multiplying the number of equipment units by the nonresidential cost share (28 percent) and dividing by 2019 nonresidential vehicle trip ends (10,825), yielding 0.0002 units per trip end. The equipment cost is \$29.84 per person (0.0009 units per person X \$34,774 per item) and \$8.09 per trip (0.0002 units per trip X \$34,774 per item).

Figure F6: Existing Fire/EMS Equipment Level-of-Service Standards

<i>Vehicle/Equipment</i>	<i>Number of Units</i>	<i>Cost per Unit*</i>	<i>Total Replacement Cost</i>
Defibrillators	4	\$21,991	\$87,962
Cardiac Monitors	5	\$45,000	\$225,000
Total	9		\$312,962
Average Cost per Item		\$34,774	

Level-of-Service (LOS) Standards

Population in 2019	7,552
Nonresidential Vehicle Trip Ends in 2019	10,825
Residential Share	72%
Nonresidential Share	28%
LOS: Fire/EMS Equipment per Person	0.0009
LOS: Fire/EMS per Vehicle Trip	0.0002

Cost Analysis

Average Cost per Item	\$34,774
LOS: Fire/EMS per Person	0.0009
Cost per Person	\$29.84
LOS: Fire/EMS per Vehicle Trip End	0.0002
Cost per Vehicle Trip	\$8.09

*Source: City of Livingston, MT

Projected Service Demand Units and Demand for Services

To accommodate projected development over the next 10 years, Livingston will construct additional Fire facilities and purchase additional apparatus and equipment. The anticipated needs are based on the development projections contained in the Land Use Assumptions (see Appendix A).

Facilities

Shown in Figure F7, 10-year population growth equals 864 persons, and nonresidential vehicle trip growth equals 1,258 trip ends during the same period. Using the 2019 level-of-service standards, future residential development will demand 635 additional square feet of Fire facilities (864 additional persons X 0.735 square feet per person) at a cost of approximately \$158,800 (635 square feet X \$250 per square foot).

Future nonresidential development will demand 251 additional square feet (1,258 additional vehicle trip ends X 0.199 square feet per trip) at a cost of approximately \$62,725 (251 square feet X \$250 per square foot). The 10-year demand for growth-related Fire facilities equals 886 additional square feet at a cost of approximately \$221,525.

Figure F7: Growth-Related Need for Fire Facilities

Type of Infrastructure	Level of Service	Demand Unit	Cost per Sq. Ft.
Fire Facilities	0.735 Square Feet	Person	\$250
	0.199 Square Feet	Nonres Trip	

Need for Fire Facilities						
	Year	Population	Nonres. Trips	Residential	Nonresidential	Total Square Feet
Base	2019	7,552	10,825	5,551	2,159	7,709
Year 1	2020	7,635	10,945	5,611	2,183	7,794
Year 2	2021	7,718	11,067	5,672	2,207	7,879
Year 3	2022	7,803	11,189	5,734	2,231	7,965
Year 4	2023	7,888	11,313	5,797	2,256	8,053
Year 5	2024	7,974	11,438	5,860	2,281	8,141
Year 6	2025	8,060	11,565	5,924	2,306	8,230
Year 7	2026	8,148	11,693	5,988	2,331	8,320
Year 8	2027	8,237	11,822	6,053	2,357	8,411
Year 9	2028	8,326	11,952	6,119	2,383	8,502
Year 10	2029	8,417	12,084	6,186	2,409	8,595
<i>10-Yr Increase</i>		864	1,258	635	251	886
Growth-Related Expenditures =>				\$158,800	\$62,725	\$221,525

Apparatus

Shown in Figure F8, 10-year population growth equals 864 persons, and nonresidential vehicle trip growth equals 1,258 during the same period. Using the 2019 level-of-service standards, future residential development will demand approximately 1 additional apparatus (864 additional persons X .0011 units per person) at a cost of approximately \$216,650 (0.99 units X \$218,833 per unit). Future nonresidential development will demand 0.39 additional apparatus (1,258 additional trip ends X 0.0003 units per trip) at a cost of approximately \$85,300 (0.39 units X \$218,833 per unit). The 10-year demand for growth-related Fire apparatus equals 1.38 additional apparatus at a cost of approximately \$302,000.

Figure F8: Growth-Related Need for Fire Apparatus

Type of Infrastructure	Level of Service		Demand Unit	Cost per Unit
Apparatus	0.0011 Units		Person	\$218,833
	0.0003 Units		Nonres Trip	

Need for Fire Apparatus						
Year	Population	Nonres. Trips	Residential	Nonresidential	Total Apparatus	
Base 2019	7,552	10,825	8.64	3.36	12.00	
Year 1 2020	7,635	10,945	8.73	3.40	12.13	
Year 2 2021	7,718	11,067	8.83	3.43	12.26	
Year 3 2022	7,803	11,189	8.93	3.47	12.40	
Year 4 2023	7,888	11,313	9.02	3.51	12.53	
Year 5 2024	7,974	11,438	9.12	3.55	12.67	
Year 6 2025	8,060	11,565	9.22	3.59	12.81	
Year 7 2026	8,148	11,693	9.32	3.63	12.95	
Year 8 2027	8,237	11,822	9.42	3.67	13.09	
Year 9 2028	8,326	11,952	9.53	3.71	13.24	
Year 10 2029	8,417	12,084	9.63	3.75	13.38	
10-Yr Increase	864	1,258	0.99	0.39	1.38	

Growth-Related Expenditures =>	\$216,645	\$85,345	\$301,990
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Equipment

Shown in Figure F9, 10-year population growth equals 864 persons, and nonresidential vehicle trip growth equals 1,258 during the same period. Using the 2019 level-of-service standards, future residential development will demand 0.74 additional pieces of Fire/EMS equipment (864 additional persons X .0009 units per person) at a cost of approximately \$25,732 (0.74 units X \$34,774 per unit). Future nonresidential development will demand 0.29 additional pieces of Fire/EMS equipment (1,258 additional trips X .0002 units per trip) at a cost of approximately \$10,084 (0.29 units X \$34,774 per unit). The 10-year demand for growth-related Fire/EMS equipment equals 1.03 additional cardiac monitors at a cost of approximately \$35,800.

Figure F9: Growth-Related Need for Fire/EMS Equipment

Type of Infrastructure	Level of Service		Demand Unit	Cost per Unit
Fire/EMS Equipment	0.0009 Units		Person	\$34,774
	0.0002 Units		Nonres Trip	

Need for Fire/EMS Equipment					
Year	Population	Nonres. Trips	Residential	Nonresidential	Total Units
Base 2019	7,552	10,825	6.5	2.5	9.00
Year 1 2020	7,635	10,945	6.6	2.6	9.10
Year 2 2021	7,718	11,067	6.6	2.6	9.20
Year 3 2022	7,803	11,189	6.7	2.6	9.29
Year 4 2023	7,888	11,313	6.8	2.6	9.40
Year 5 2024	7,974	11,438	6.8	2.7	9.50
Year 6 2025	8,060	11,565	6.9	2.7	9.61
Year 7 2026	8,148	11,693	7.0	2.7	9.71
Year 8 2027	8,237	11,822	7.1	2.8	9.82
Year 9 2028	8,326	11,952	7.1	2.8	9.92
Year 10 2029	8,417	12,084	7.2	2.8	10.03
10-Yr Increase	864	1,258	0.74	0.29	1.03

Growth-Related Expenditures =>	\$25,732	\$10,084	\$35,816
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Fire Impact Fees

Revenue Credits

A revenue credit is not necessary for Fire impact fees because 10-year growth-related expenditures exceed the impact fee revenue projected to be generated according to the Land Use Assumptions (see Figure F9). The City does not have any outstanding debt for Fire improvements that will be retired through property taxes.

Proposed Fire Impact Fees

Figure F9 shows the proposed maximum supportable Fire impact fees for residential and nonresidential development in Livingston. The cost per service demand unit is \$475.80 per person and \$128.99 per trip. Residential fees are derived from the average number of persons per household and the total cost per person. For a single family residential unit, the fee is \$966 (\$475.80 per person X 2.03 persons per household). Nonresidential fees are the product of the average number of vehicle trips per 1,000 square feet of floor area (*Trip Generation*, ITE, 2017) and the total cost per trip. Commercial / Retail development will pay \$1,607 per 1,000 square feet of floor area (\$128.99 per trip X 37.75 trips per 1,000 square feet X 33% trip rate adjustment).

Figure F10: Proposed Fire Impact Fees

<i>Fee Component</i>	<i>Cost per Person</i>	<i>Cost per Trip</i>
Facilities	\$183.73	\$49.85
Apparatus	\$250.34	\$67.92
Equipment	\$29.84	\$8.09
Development Fee Study	\$11.89	\$3.12
Total	\$475.80	\$128.99

Residential (per unit)

<i>Unit Type</i>	<i>Persons per Household</i>	<i>Proposed Fee</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Single Family	2.03	\$966	\$155	\$811
Multifamily	1.92	\$914	\$155	\$759

Nonresidential (per 1,000 square feet)

<i>Land Use Type</i>	<i>Avg Wkdy Veh Trip Ends</i>	<i>Trip Rate Adjustment</i>	<i>Proposed Fee</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Industrial	4.96	50%	\$320	\$26	\$294
Commercial / Retail	37.75	33%	\$1,607	\$84	\$1,523
Office / Institutional	9.74	50%	\$628	\$84	\$544

Projected Revenue from Fire Impact Fees

Revenue projections assume implementation of the proposed Fire impact fees and that development over the next 10 years is consistent with the Land Use Assumptions described in Appendix A. To the extent the rate of development either accelerates or slows down, there will be a corresponding change in the impact fee revenue. As shown in Figure F11, Fire fee revenue is expected to total approximately \$565,174 over the next 10 years, compared to projected expenditures of \$566,157.

Figure F11: Projected Fire Impact Fee Revenue

Fee Component	Growth Share 10-Year
Facilities	\$221,525
Apparatus	\$301,990
Equipment	\$35,816
Development Fee Study	\$6,826
Total Expenditures	\$566,157

Fire/EMS Development Fee Revenue

		Multifamily	Single Unit	Industrial	Commercial/Retail	Office/Institutional
		\$914 per unit	\$965.88 per unit	\$112.22 per 1000 sq. ft.	\$1,606.85 per 1000 sq. ft.	\$628.17 per 1000 sq. ft.
Year		Hsg Unit	Hsg Unit	KSF	KSF	KSF
Base	2019	673	3,317	389	497	752
Year 1	2020	676	3,355	393	503	761
Year 2	2021	678	3,394	398	508	769
Year 3	2022	680	3,434	402	514	778
Year 4	2023	682	3,474	407	520	786
Year 5	2024	684	3,514	411	526	795
Year 6	2025	687	3,555	416	531	804
Year 7	2026	689	3,596	420	537	813
Year 8	2027	691	3,638	425	543	822
Year 9	2028	693	3,680	430	549	831
Year 10	2029	695	3,723	434	555	840
Ten-Year Increase		22	406	45	58	87
Projected Revenue		\$19,745	\$392,519	\$5,076	\$92,893	\$54,941

Projected Development Fee Revenue	\$565,174
Surplus/(Deficit)	(\$983)

TRANSPORTATION

The Transportation Service Area Report includes a plan-based component for planned road and traffic control improvements.

Service Area

The City of Livingston’s transportation infrastructure functions as an integrated network. As a result, the service area for the Transportation Service Area Report is citywide.

Cost Allocation

Costs for Transportation are allocated to residential and nonresidential development based on average weekday person trips generated by type of development. Trip generation rates and trip adjustment factors are used to determine the proportionate impact of residential, commercial, industrial, office, and institutional development on Livingston’s transportation network.

Service Demand Units

Average Weekday Person Trips are used as a measure of demand by land use. Average daily vehicle trips ends are from the reference book, *Trip Generation, 10th Edition*, published by the Institute of Transportation Engineers (ITE) in 2017. Shown below in Figure T1, the estimated number of vehicle trips is by dwelling type. For nonresidential development, vehicle trips are per 1,000 square feet of floor area, by land use.

Figure T1: Average Daily Vehicle Trips

<i>Land Use</i>	<i>ITE Codes</i>	<i>Vehicle Trip Ends</i>	<i>Adjustment Factor</i>
Residential (per housing unit)			
Single Family	210	8.10	59%
Multifamily	220	4.40	59%
Nonresidential (per 1,000 square feet)			
Industrial	110	4.96	50%
Commercial / Retail	820	37.75	33%
Office / Institutional	710	9.74	50%

1. Trip rates are customized for Livingston, MT.
2. Trip rates are from the Institute of Transportation Engineers (ITE) Trip Generation Manual (2017).

Trip Rate Adjustments

A vehicle trip end represents a vehicle entering or exiting a development (as if a traffic counter were placed across a driveway). Adjustment factors must be used when calculating vehicle trips in order to avoid double counting each trip, both at the origin and the destination. The basic trip adjustment factor is 50 percent. As discussed further below, the development impact fee methodology includes additional adjustments to make the fees proportionate to the infrastructure demand for particular types of development.

Commuter Trip Adjustment

Residential development has a trip adjustment factor of 59 percent to account for commuters leaving Livingston for work. According to the 2009 National Household Travel Survey, weekday work trips are typically 31 percent of production trips (i.e., all out-bound trips, which are 50 percent of all trip ends). Based on 2011-2015 ACS data, approximately 56 percent of residents commute outside of Livingston for work. In combination, these factors ($0.31 \times 0.50 \times 0.56 = 0.09$) support the additional 9 percent allocation of trips to residential development.

Figure T2: Commuter Trip Adjustment for Livingston

Trip Adjustment Factor for Commuters¹	
Employed Residents	3,366
Residents Working in Livingston	1,465
Residents Working Outside Livingston (Commuters)	1,901
Percent Commuting out of Livingston	56%
Additional Production Trips²	9%
Residential Trip Adjustment Factor	59%

1. U.S. Census Bureau, OnTheMap Application (version 6.1.1) and LEHD Origin-Destination Employment Statistics, 2015.

2. According to the National Household Travel Survey (2009)*, published in December 2011 (see Table 30), home-based work trips are typically 30.99 percent of “production” trips, in other words, out-bound trips (which are 50 percent of all trip ends). Also, LED OnTheMap data from 2015 indicate that 56 percent of Livingston’s workers travel outside the city for work. In combination, these factors ($0.3099 \times 0.50 \times 0.56 = 0.0875$) account for 9 percent of additional production trips. The total adjustment factor for residential includes attraction trips (50 percent of trip ends) plus the journey-to-work commuting adjustment (9 percent of production trips) for a total of 59 percent.

*<http://nhts.ornl.gov/publications.shtml>; Summary of Travel Trends - Table "Daily Travel

Adjustment for Pass-By Trips

For nonresidential development, the basic trip adjustment factor of 50 percent is applied to industrial, office/other services, and institutional categories. The commercial/retail category has a trip factor of less than 50 percent because this type of development attracts vehicles as they pass by on arterial and collector roads. For example, for an average size shopping center, the ITE (2017) indicates that on average 34 percent of the vehicles that enter are passing by on their way to some other primary destination. The remaining 66 percent of attraction trips have the shopping center as their primary destination. Because attraction trips are half of all trips, the trip adjustment factor ($0.66 \times 0.50 = 0.33$) is approximately 33 percent of the trip ends.

Projected Service Unit Demand and Demand for Services

TischlerBise created an aggregate travel model to convert development projections units within Livingston to vehicle trips for known development projects that are likely to be constructed to full city buildout, many of which exceed the projections for the next ten years. This projected development was then converted to average daily vehicle trips based trip generation rates and trip adjustment factors convert projected development from Figure T1. As shown in Figure T3, there is an estimated 41,613 average daily vehicle trips ends in Livingston at buildout.

Figure T3: Projected Travel Demand at Buildout

		2019	Buildout	Increase
Development*	Single Family Units	3,312	5,781	2,469
	Multi-Family Units	678	733	55
	Industrial KSF	389	434	45
	Commercial KSF	497	555	58
	Office/Institutional KSF	752	840	87
Avg Wkday Vehicle Trips	Single Family Trips	15,827	27,626	11,799
	Multi-Family Trips	1,761	1,904	143
	Residential Trips	17,587	29,530	11,942
	Industrial Trips	965	1,077	112
	Commercial Trips	6,196	6,916	720
	Office/Institutional Trips	3,664	4,090	426
	Nonresidential Trips	10,825	12,084	1,258
	Total Vehicle Trips	28,413	41,613	13,200

**Based on projections from Northside Transportation Plan and TischlerBise projections*

Planned Street Improvements

Figure T4 contains planned transportation projects the City will construct over the next ten years. As shown in Figure T4, the estimated cost of these projects total \$15,651,385. Since these planned projects will provide transportation capacity to all development within the City and will provide capacity for longer than a ten-year period, we have allocated to cost to total estimated trips at buildout, which is estimated at 41,613. This results in a cost per vehicle trip of \$376.12. When the cost per vehicle trip (\$376.12) is compared to the projected increase in average daily trips from Figure T3 (13,200), the estimated growth share of the planned transportation projects is \$4,964,881.

Figure T4: Planned Street and Intersection Improvements

Project Description	Total Project Cost
Front Street Extension	\$5,572,430
Meredith Ranch Road	\$1,326,103
Underpass Bridge Structure	\$3,921,500
Callender & 3rd Street Traffic Control	\$11,145
Callender and F Street Traffic Control	\$6,040
Park Street & I-90 Westbound Signal	\$432,500
Chinook Street & C Street Intersection	\$59,930
5th Street Reconstruction Front to Park	\$278,510
Northside Improvements	\$4,043,227
Total	\$15,651,385

Cost Analysis

Citywide Vehicle Trips	41,613
Cost per Vehicle Trip	\$376.12

Growth Share

Growth-Related Vehicle Trips	13,200
Cost per Vehicle Trip	\$4,964,881

Transportation Impact Fees

Credits

A credit is not necessary for Transportation impact fees because the City does not have any outstanding debt for transportation improvements that will be retired through property taxes.

Proposed Transportation Impact Fees

Cost factors for planned road improvements and the impact fee study are summarized at the top of the Figure T5. Residential impact fees are expressed per housing unit. Nonresidential impact fees are expressed per 1,000 square feet (KSF) of floor area. The Transportation impact fees are calculated by multiplying the \$376.12 cost per vehicle trip by the adjusted average daily vehicle trips per development unit for each land use type.

Figure T5: Proposed Transportation Impact Fees

<i>Fee Component</i>	<i>Cost per Trip</i>
Planned Road Improvements	\$376.12
Development Fee Study	\$11.46
Total	\$387.58

Residential (per unit)

<i>Unit Type</i>	<i>Average Weekday Trips</i>	<i>Trip Adjustment Factor</i>	<i>Proposed Fee</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Single Family	8.10	59%	\$1,852	\$601	\$1,251
Multifamily	4.40	59%	\$1,006	\$601	\$405

Nonresidential (per 1,000 square feet)

<i>Land Use Type</i>	<i>Average Weekday Trips</i>	<i>Trip Adjustment Factor</i>	<i>Proposed Fee</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Industrial	4.96	50%	\$961	\$437	\$524
Commercial / Retail	37.75	33%	\$4,828	\$1,393	\$3,435
Office / Institutional	9.74	50%	\$1,887	\$1,393	\$494

Projected Transportation Impact Fee Revenue

Revenue projections assume implementation of the proposed Transportation impact fees and that development over the next 10 years is consistent with the Land Use Assumptions described in Appendix A. To the extent the rate of development either accelerates or slows down, there will be a corresponding change in the impact fee revenue. As shown in Figure T6, Transportation fee revenue is expected to total approximately \$1.26 million over the next 10 years. As discussed previously, the growth share of planned improvements totals \$4.9 million, which would be recovered during years 11-20.

Figure T6: Projected Transportation Impact Fee Revenue

Fee Component		CIP Cost				
Planned Transportation Improvements		\$15,651,385				
Development Fee Study		\$15,017				
Total		\$15,666,402				

		Single-Family	Multi-Family	Industrial	Commercial	Office / Institutional
		\$1,852 per unit	\$1,006 per unit	\$961.19 per SF	\$4,828.22 per SF	\$1,887.49 per SF
Year		Housing Units		KSF	KSF	KSF
Base	2019	3,317	673	389	497	752
Year 1	2020	3,355	676	393	503	761
Year 2	2021	3,394	678	398	508	769
Year 3	2022	3,434	680	402	514	778
Year 4	2023	3,474	682	407	520	786
Year 5	2024	3,514	684	411	526	795
Year 6	2025	3,555	687	416	531	804
Year 7	2026	3,596	689	420	537	813
Year 8	2027	3,638	691	425	543	822
Year 9	2028	3,680	693	430	549	831
Year 10	2029	3,723	695	434	555	840
Ten-Year Increase		406	22	45	58	87
10-year projected revenue =>		\$752,717	\$21,747	\$43,477	\$279,122	\$165,084

Total Projected Revenues	\$1,262,147
Total Expenditures	\$15,666,402

PARKS AND RECREATION

The Parks and Recreation Service Area Report includes components for improving and developing existing park land and park amenities/facilities. There is no component for purchasing additional land. The analysis uses an incremental expansion methodology, based on the existing level of service.

Service Area

The City of Livingston provides parks and recreation facilities and services citywide. As a result, the service area for the Parks Service Area Report is citywide.

Cost Allocation

Costs for Parks are allocated to residential development only, on a per capita basis. Costs are not allocated to nonresidential development because these parks are overwhelmingly used by residents, not workers. For example, consider that a non-Livingston resident who commutes into the City for work is highly unlikely to recreate in Livingston’s parks – instead, the individual will most likely return home and recreate at a park within in that community. Because the vast majority of Livingston’s parks are used by residents, as opposed to workers, 100 percent of costs are allocated towards residential development.

Service Demand Units

Parks impact fees for residential development are calculated on a per capita basis, then converted to an appropriate amount for each housing unit type based on persons per housing unit (PPH). The PPH were derived from 2017 estimates provided by the U.S. Census Bureau. Average PPH are shown in Figure P1.

Figure PR1: Persons per Household

2017 American Community Survey

Type of Structure	Persons	Households	Persons per Household	Housing Units	Persons per Housing Unit	Housing Mix	Vacancy Rate
Single-Family Unit ¹	5,999	2,955	2.03	3,224	1.86	83.2%	8%
Multi-Family Unit ²	1,179	614	1.92	650	1.81	16.8%	6%
TOTAL	7,178	3,569	2.01	3,874	1.85		8%

Source: TischlerBise analysis and calculation based on U.S. Census Bureau, 2013-2017 American Community Survey, 5-Year Estimates.

1. Includes detached, attached (townhouse), and manufactured units.

2. Includes duplexes, structures with two or more units, and all other units.

Existing Conditions and Level-of-Service Standards

Park Amenities

The Parks impact fee is based on existing park amenities. The incremental expansion methodology is used to calculate the amenities component of the Parks fee. Residential level-of-service standards are assessed based on the 2019 population (see the Land Use Assumptions in Appendix A). As shown in Figure PR2, Livingston has a total of 243 park amenities.

The average cost of an amenity is \$20,539. To derive the residential level-of-service standard for park amenities, the total existing number of amenities (243) is multiplied by the residential proportionate share (100 percent) and divided by the 2019 population (7,552), yielding 0.032 amenities per person. The level-

of-service standard is converted to a cost per person by multiplying it by the cost per amenity (\$20,539), yielding a cost of \$660.84 per person.

Figure PR2: Existing Park Amenity Level-of-Service Standards

<i>Amenity</i>	<i>Number of Units</i>	<i>Average Cost per Unit</i>	<i>Total Value</i>
Baseball/Softball Field	9	\$5,438	\$48,942
Tennis Court	6	\$36,308	\$217,848
Swings	6	\$2,100	\$12,600
Grill	4	\$220	\$880
Bleachers	8	\$7,500	\$60,000
Benches	63	\$370	\$23,310
Picnic Shelter	6	\$14,000	\$84,000
Dock/Boat Ramp	2	\$25,000	\$50,000
Picnic Table	74	\$650	\$48,100
Rock Climbing Structure	1	\$3,500	\$3,500
Playground (Large Wood)	1	\$16,500	\$16,500
Pool	1	\$500,000	\$500,000
Parking Lot (gravel)	12	\$1,800	\$21,600
Water Fountain	2	\$4,240	\$8,480
Horseshoe Pits	12	\$400	\$4,800
Restrooms (large)	1	\$19,234	\$19,234
Restrooms (vault)	11	\$10,477	\$115,247
Bandstand	1	\$200,000	\$200,000
Soccer Fieldhouse	1	\$738,872	\$738,872
Concession Stands	3	\$8,000	\$24,000
Soccer Fields	11	\$185,000	\$2,035,000
Skate Park	1	\$368,929	\$368,929
Basketball Court	2	\$14,853	\$29,707
Splash Park	1	\$326,405	\$326,405
Playgrounds	4	\$8,250	\$33,000
Total	243	\$2,498,047	\$4,990,954
Average Cost per Amenity		\$20,539	

Level-of-Service (LOS) Standards

Population in 2019	7,552
LOS: Amenities per Person	0.032

Cost Analysis

Cost per Amenity*	\$20,539
LOS: Amenities per Person	0.032
Cost per Person	\$660.84

*City of Livingston

In addition to amenities, parkland typically includes basic infrastructure including but not limited to irrigation and ornamental tree plantings for which the cost per acre was derived from three recent park improvement projects completed by the City of Livingston: Mike Web Park and Phases I and II of Sacajawea Park. These three projects improved a total of 17.4 acres of park land at a cost of \$65,751, or \$3,779 per acre. To derive the residential level-of-service standard, the total existing developed park acreage (52.56 acres) is divided by the 2019 population (7,552), yielding 0.007 developed acres per person. The level-of-service standard is converted to a cost per person by multiplying it by the cost per developed acre (\$3,779), yielding a cost of \$26.30 per person.

Figure PR3: Existing Park Amenity Level-of-Service Standards

<i>Park</i>	<i>Improved Acres</i>
Band Shell	2.20
Depot Park	2.50
G Street Park	2.40
Jack Weimer Park	5.50
Mars Park	3.90
Mayors Landing*	2.00
M Street Park	1.90
Pool	0.33
Miles Park	16.50
Riverside Park	0.33
Sacajawea Park	15.00
Developed Acres	52.56

Level-of-Service (LOS) Standards

Population in 2019	7,552
LOS: Developed Acres per Person	0.007

Cost Analysis

Improvement Cost per Acre	\$3,779
LOS: Developed Acres per Person	0.007
Cost per Person	\$26.30

**City of Livingston*

Projected Service Unit Demand and Demand for Services

To accommodate projected development over the next 10 years, Livingston will develop existing vacant park lands and construct additional park amenities and facilities to serve future development.

Park Amenities

Shown in Figure PR4, 10-year population growth equals 864 persons. Using the 2019 level-of-service standards, future residential development will demand 28 park amenities (864 additional persons X 0.032 amenities per person) at a cost of approximately \$571,217 (28 amenities X \$20,539 per amenity).

Figure PR4: Growth-Related Need for Park Amenities

Type of Infrastructure	Level of Service		Demand Unit	Cost per Unit
Park Amenities	0.032	Units	Per Person	\$20,539

Need for Parks and Recreation Amenities			
	Year	Population	Total Units
Base	2019	7,552	243
Year 1	2020	7,635	246
Year 2	2021	7,718	248
Year 3	2022	7,803	251
Year 4	2023	7,888	254
Year 5	2024	7,974	257
Year 6	2025	8,060	259
Year 7	2026	8,148	262
Year 8	2027	8,237	265
Year 9	2028	8,326	268
Year 10	2029	8,417	271
	10-Yr Increase	864	28

Growth-Related Expenditures => **\$571,217**

Park Land Development

Shown in Figure PR5, 10-year population growth equals 864 persons. Using the 2019 level-of-service standards, future residential development will demand slightly over 6 acres of improved park land (864 additional persons X 0.007 acres of improved park land per person) at a cost of approximately \$22,732 (6.02 acres X \$3,779 per acre).

Figure PR5: Growth-Related Need for Park Land Development

Type of Infrastructure	Level of Service	Demand Unit	Cost per Acre
Improved Park Land	0.007 Acres	per Person	\$3,779

Need for Park Land Development			
	Year	Population	Total Acres
Base	2019	7,552	52.56
Year 1	2020	7,635	53.13
Year 2	2021	7,718	53.71
Year 3	2022	7,803	54.30
Year 4	2023	7,888	54.89
Year 5	2024	7,974	55.49
Year 6	2025	8,060	56.10
Year 7	2026	8,148	56.71
Year 8	2027	8,237	57.32
Year 9	2028	8,326	57.95
Year 10	2029	8,417	58.58
10-Yr Increase		864	6.02

Growth-Related Expenditures =>

\$22,732

Parks and Recreation Impact Fees

Credits

A credit is not necessary for Parks and Recreation impact fees because 10-year growth-related expenditures exceed the impact fee revenue projected to be generated according to the Land Use Assumptions (see Figure PR7). The City does not have any outstanding debt for Parks and Recreation improvements that will be retired through property taxes.

Proposed Parks and Recreation Impact Fees

Figure PR6 shows the proposed maximum supportable Parks and Recreation impact fees for residential and nonresidential development in Livingston and includes an administration fee of five percent. The cost per service demand unit is \$682.31 per person.

Residential fees are derived from the average number of persons per household by type and the total cost per person. For a single family residential unit, the fee is \$1,385 (\$682.31 per person X 2.03 persons per household).

Figure PR6: Proposed Parks Impact Fees

<i>Fee Component</i>	<i>Cost per Person</i>
Park Amenities	\$660.84
Improved Park Land	\$0.00
Development Fee Study	\$21.47
Total	\$682.31

Residential (per unit)

<i>Development Type</i>	<i>Persons per Household</i>	<i>Proposed Fees</i>	<i>Current Fee</i>	<i>Increase / Decrease</i>
Single Family	2.03	\$1,385	\$145	\$1,240
Multifamily	1.92	\$1,310	\$145	\$1,165

Projected Parks and Recreation Impact Fee Revenue

Revenue projections assume implementation of the proposed Parks and Recreation impact fees and that development over the next 10 years is consistent with the Land Use Assumptions described in Appendix A. To the extent the rate of development either accelerates or slows down, there will be a corresponding change in the impact fee revenue. As shown in Figure PR7, Parks and Recreation fee revenue is expected to total approximately \$563,000 over the next 10 years, compared to projected expenditures of approximately \$603,000.

Figure PR7: Projected Parks and Recreation Impact Fee Revenue

Fee Component	Growth Share 10-Year
Park Amenities	\$571,217
Park Land Improvements	\$22,732
Development Fee Study	\$8,874
Total Expenditures	\$602,822

Parks Development Fee Revenue

		Multifamily	Single Unit
		\$1,310 per unit	\$1,385 per unit
Year		Hsg Unit	Hsg Unit
Base	2019	673	3,317
Year 1	2020	676	3,355
Year 2	2021	678	3,394
Year 3	2022	680	3,434
Year 4	2023	682	3,474
Year 5	2024	684	3,514
Year 6	2025	687	3,555
Year 7	2026	689	3,596
Year 8	2027	691	3,638
Year 9	2028	693	3,680
Year 10	2029	695	3,723
Ten-Year Increase		22	406
Projected Revenue		\$28,314	\$562,845

POTABLE WATER

The water impact fees are derived using a plan-based approach based on the net capital cost per gallon of planned system improvements. As shown in Figure W1, the net capital cost is multiplied by a water demand factor per equivalent residential unit. Nonresidential fees are derived from capacity ratios (published by the American Water Works Association) according to the size of the new connection's water meter. The impact fee calculations use peak day demand factors. In Livingston, peak day water demand is approximately 2.34 times the average day demand.

Service Area

The City of Livingston provides water services citywide. As a result, the service area for the Potable Water Area Report is citywide.

Water Demand Analysis

Water used by residential and nonresidential customers is documented below based on data from the City's utility billing records from July 2017 through June 2018. The number of water customers and average daily water use for residential and nonresidential development is shown in Figure W1. In 2018 approximately 90% of connections were residential units, while 10% were nonresidential. Moreover, residential units accounted for approximately 73% of the water demand, compared to 27% for nonresidential development.

Water demand is based on gallons per connection per day. Based on the factors discussed above, the current demand for residential development for water service is 206 gallons per connection per day. For nonresidential connections, water demand averages 741 gallons per day. The average gallons per day per capita is 102, which is found by dividing the residential demand of 206 gallons per connection per day by the average persons per household standard of 2.01. ($206/2.01=102$). This is summarized in Figure W1. When the nonresidential connections are compared to employment in the City, there are currently 11.5 jobs per nonresidential connection. This factor will be used to project future nonresidential connections. The same ratio is developed for residential connections.

Figure W1: Potable Water Use and Customer Classification

Unit Type	Average Gallons per Day ¹	Connections ¹	Gallons per Connection per Day	Gallons Per Day Per Capita ²
Residential	679,824	3,300	206	102
Nonresidential	256,264	346	741	
Total	936,087	3,646	257	

1. City of Livingston, MT water billing July 2017-June 2018.

2. Gallons per day per capita based on average persons per household of 2.01.

Jobs (2018)	3,988
Nonres. Connections	346
Jobs/Connection	11.5
2018 HU	3,948
2018 Res Connections	3,300
Connection/HU	0.84

Because the City’s water system is designed to handle peak demand the Water impact fee will be based on peak demand, which was provided by the City. As shown in Figure W2, the City’s peaking factor is 2.34, which results in peak day demand of 482 gallons per residential connection. For nonresidential connections, peak water demand averages 1,733 gallons per day.

Figure W2: Potable Water Peak Demand Use

Unit Type	Peak Gallons per Day ¹	Connections ¹	Gallons per Connection per Day	Gallons Per Day Per Capita ²
Residential	1,590,788	3,300	482	227
Nonresidential	599,657	346	1,733	
Total	2,190,445	3,646	601	

1. Peak Daily Demand is based on information provided by the City of Livingston.

2. Gallons per day per capita based on average persons per household of 2.01.

Peak Demand Factor 2.34

Projected Demand and Service Units

Future projections of water connections and peak day consumption are shown in Figure W3, divided between residential and nonresidential development. Water connection projections are derived from the connections per housing unit/job ratios in Figure W1 and the Land Use Assumptions (Appendix A). Over

the next 10 years, it is projected there will be an increase of 358 residential connections and 41 nonresidential connections.

Water consumption projections were derived using the Peak Gallons per Day per Connection ratios in Figure W2. As shown in Figure W3, this will result in an estimated additional 242,898 gallons of water consumption per day by 2029.

Figure W3: Projected Peak Day Water Demand

Year	Peak Gallons per Day	Residential Connections	Nonresidential Connections	Total Connections	Annual Increase		Cumulative Increase	
					Connections	Peak Gallons per Day	Connections	Peak Gallons per Day
Base 2019	2,190,445	3,335	350	3,685				
1 2020	2,213,513	3,369	354	3,723	38	23,068	38	23,068
2 2021	2,236,906	3,403	357	3,761	38	23,393	76	46,461
3 2022	2,260,781	3,439	361	3,800	39	23,875	115	70,337
4 2023	2,284,737	3,474	365	3,839	39	23,955	155	94,292
5 2024	2,308,773	3,509	369	3,879	39	24,036	194	118,328
6 2025	2,333,381	3,546	374	3,919	40	24,609	235	142,937
7 2026	2,357,858	3,582	378	3,959	40	24,476	275	167,413
8 2027	2,382,810	3,618	382	4,000	41	24,953	316	192,366
9 2028	2,407,837	3,655	386	4,041	41	25,027	357	217,393
10 2029	2,433,342	3,693	390	4,083	42	25,505	398	242,898
Total	242,898	358	41	398				

Source: TischlerBise, using Peak Day Demand factors and projected development

Water Capital Plan

Supply Projects

Figure W4 summarizes planned water supply projects for the City of Livingston. As shown in Figure W4, water supply projects total \$1,250,000 and will increase supply capacity by 719,857 gallons per day. When compared to the total costs, this results in a \$1.74 cost per gallon of capacity (\$1,250,000 divided by 719,857 gallons).

Figure W4: Planned Supply Projects

Supply

Description	Capacity (GPD)	Cost
New Municipal Groundwater Well #7	719,857	\$1,250,000

Total Cost	\$1,250,000
Gallons of Capacity (GPD)	719,857
Cost per Gallon of Capacity	\$1.74

Distribution Projects

Figure W5 summarizes planned distribution projects for the City of Livingston. As shown in Figure W5, water distribution projects total \$30,905,000 and will increase capacity by 5,817,457 gallons per day. When compared to the total costs, this results in a \$5.31 cost per gallon of capacity (\$30,905,000 divided by 5,817,457 gallons).

Figure W5: Planned Distribution Projects

Distribution

<i>Description</i>	<i>Capacity (GPD)</i>	<i>Cost</i>
Park Street 10" Main and Railroad Crossing Replacement	5,817,457	\$630,000
West Underpass Crossing Loop	5,817,457	\$1,950,000
Bennett Street Loop Connection	5,817,457	\$235,000
Green Acres Subdivision Connection	5,817,457	\$290,000
Replace 4" Mains	5,817,457	\$7,000,000
Replace 6" Mains	5,817,457	\$19,000,000
Hospital Crossing Loop	5,817,457	\$1,800,000

Total Cost	\$30,905,000
Gallons of Capacity	5,817,457
Cost per Gallon of Capacity	\$5.31

Water Impact Fee

Credits

A credit is not necessary for the Water impact fees because the City of Livingston does not presently have any outstanding debt for the water system.

Proposed Potable Water Impact Fees

Standards used to derive the water impact fee are shown in the boxed area of Figure W514. Water impact fees for nonresidential development are based on meter sizes and their respective capacity ratio relative to a 0.75-inch meter. The capacity ratios by meter size are from the American Water Works Association.

Figure W5: Proposed Water Impact Fees

<i>Demand Indicators</i>	
Residential Gallons per Average Day	482
<i>Cost Factors per Gallon of Capacity</i>	
Supply	\$1.74
Distribution	\$5.31
Development Fee Study	\$0.30
Net Capital Cost Per Gallon	\$7.35

Per Meter

			Impact Fees per Meter		
Meter Size (inches)		Capacity Ratio	Proposed Fees	Current Fee	Increase / Decrease
0.58	Displacement	1.00	\$3,542	\$1,094	\$2,448
0.75	Displacement	1.00	\$3,542	\$1,094	\$2,448
1.00	Displacement	1.67	\$5,915	\$1,947	\$3,968
1.50	Displacement	3.33	\$11,794	\$4,376	\$7,418
2.00	Compound	5.33	\$18,877	\$7,778	\$11,099
3.00	Compound	10.67	\$37,789	\$17,504	\$20,285
4.00	Compound	16.67	\$59,039	\$31,114	\$27,925
6.00	Compound	33.33	\$118,043	\$70,017	\$48,026
8.00	Compound	53.33	\$188,877	\$124,477	\$64,400
10.00	Turbine	176.67	\$625,705	\$194,495	\$431,210

*AWWA Manual of Water Supply Practices M-1, 7th Edition.

Projected Water Impact Fee Revenue

Revenue projections assume implementation of the proposed Water impact fees and that development over the next 10 years is consistent with the Land Use Assumptions described in Appendix A. To the extent the rate of development either accelerates or slows down, there will be a corresponding change in the impact fee revenue. As shown in Figure W6, Water impact fee revenue is expected to total approximately \$2.04 million over the next 10 years.

Figure W6: Projected Water Impact Fee Revenue

New Municipal Groundwater Well	\$1,250,000
Distribution Projects	\$30,905,000
Development Fee Study	\$15,017
Total	\$32,170,017

Year		Residential	Nonresidential
		\$3,542 per connection	\$18,877 per 2" connection
		Connections	Connections
Base	2019	3,335	350
1	2020	3,369	354
2	2021	3,403	357
3	2022	3,439	361
4	2023	3,474	365
5	2024	3,509	369
6	2025	3,546	374
7	2026	3,582	378
8	2027	3,618	382
9	2028	3,655	386
10	2029	3,693	390
10-Year Increase		358	41
Projected Revenue		\$1,268,036	\$773,957
Total Projected Revenues		\$2,041,993	
Cumulative Net Surplus/ Deficit		(\$30,128,024)	

SANITARY SEWER

The City of Livingston currently provides wastewater collection and treatment services for a population of 7,752. The City's sanitary sewer system was updated in 2018 at a cost of approximately \$16.7 million due primarily to the original 1960's era treatment facility reaching its end of useful life and resulting inability to meet standards associated with the City's MPDES discharge permit. Work associated with the wastewater treatment facility included construction of new headworks complete with 2 new raw wastewater screens allowing for improved grit handling, new influent pumps with variable frequency drives, ventilation improvements, new primary and secondary clarifiers, an expanded 7,600 square foot control building, new UV disinfection, conversion from anaerobic to aerobic digestion and associated SCADA systems. In total the new facility has a Peak Day design capacity of 2.57 Million Gallons per Day (MGD). These expansions include excess capacity of approximately 820,000 gallon per day which will serve new development and which the City plans to have new development repay via development fees. Thus, the cost-recovery methodology is used to calculate this component of the Sanitary Sewer Impact Fees.

Sewer impact fees are based on planned improvements to the wastewater conveyance system. Sewer impact fees are assessed on both residential and nonresidential development as both types of development create a burden for additional wastewater facilities. To avoid potential double payment for system improvements, the one-time impact fees must be reduced to account for future debt obligations that may be covered by future rate revenue. As shown in Figure S1, the net capital cost is multiplied by a sewer demand factor per equivalent residential unit. Nonresidential fees are derived from capacity ratios (published by the American Water Works Association) according to the size of the new connection's meter size. The impact fee calculations use peak day demand factors. In Livingston, peak day sewer demand is approximately 2.8 times the average day demand.

Service Area

The City of Livingston provides Sanitary Sewer facilities and services citywide. As a result, the service area for the Sanitary Sewer Service Area Report is citywide.

Sewer Demand Analysis

Sewer flows from residential and nonresidential customers is documented below based on data from the City's utility billing records from July 2017 through June 2018. The number of sewer customers and average daily sewage flow for residential and nonresidential development is shown in Figure S1. In 2018 approximately 90% of connections were residential units, while 10% were nonresidential. Moreover, residential units accounted for approximately 59% of the sewer demand, compared to 41% for nonresidential development.

Sewer demand is based on gallons per connection per day. Based on the factors discussed above, the current demand for residential development for water service is 109 gallons per connection per day. For nonresidential connections, sewer demand averages 696 gallons per day. The average gallons per day per capita is 54, which is found by dividing the residential demand of 109 gallons per connection per day by the average persons per household standard of 2.01. ($109/2.01=54$). This is summarized in Figure S1. When the nonresidential connections are compared to employment in the City, there are currently 11.7 jobs per

nonresidential connection. This factor will be used to project future nonresidential connections. The same ratio is developed for residential connections.

Figure S1: Wastewater Average Daily Flow Factors

<i>Unit Type</i>	<i>Average Gallons per Day¹</i>	<i>Connections¹</i>	<i>Gallons per Connection per Day</i>	<i>Gallons Per Day Per Capita²</i>
Residential	345,723	3,167	109	54
Nonresidential	236,544	340	696	
Total	582,267	3,507	166	

1. City of Livingston, MT water billing July 2017-June 2018.
2. Gallons per day per capita based on average persons per household of 2.01.

Jobs (2018)	3,988
Nonres. Connections	340
Jobs/Connection	11.7
2018 HU	3,948
2018 Res Connections	3,167
Connection/HU	0.80

Because the City’s sewer system is designed to handle peak flows the Sewer impact fee will be based on peak demand, which was provided by the City. As shown in Figure S2, the City’s peaking factor is 2.8, which results in peak day demand of 144 gallons per residential connection. For nonresidential connections, peak water demand averages 1,948 gallons per day.

Figure S2: Sewer Water Peak Demand Use

<i>Unit Type</i>	<i>Peak Gallons per Day¹</i>	<i>Connections¹</i>	<i>Gallons per Connection per Day</i>	<i>Gallons Per Day Per Capita²</i>
Residential	968,025	3,167	306	144
Nonresidential	662,323	340	1,948	
Total	1,630,348	3,507	465	

1. Peak Daily Demand is based on data compiled by the City of Livingston.
2. Gallons per day per capita based on average persons per household of 2.01.

Peak Demand Conversion

2.8

Future projections of sewer connections and peak day flows are shown in Figure S3, divided between residential and nonresidential development. Sewer connection projections are derived from the connections per housing unit/job ratios in Figure S1 and the Land Use Assumptions (Appendix A). Over the next 10 years, it is projected there will be an increase of 358 residential connections and 41 nonresidential connections.

Water consumption projections were derived using the Peak Gallons per Day per Connection ratios in Figure S2. As shown in Figure S3, this will result in an estimated additional 157,554 gallons of water consumption per day by 2029.

Figure S3: Projected Peak Day Sewer Demand

Year	Peak Gallons per Day	Residential Connections	Nonresidential Connections	Total Connections	Annual Increase		Cumulative Increase	
					Connections	Peak Gallons per Day	Connections	Peak Gallons per Day
Base 2019	1,630,348	3,202	344	3,546				
1 2020	1,645,325	3,236	348	3,584	38	14,977	38	14,977
2 2021	1,660,503	3,270	351	3,622	38	15,178	76	30,155
3 2022	1,675,965	3,306	355	3,661	39	15,462	115	45,616
4 2023	1,691,498	3,341	359	3,700	39	15,533	155	61,149
5 2024	1,707,103	3,376	363	3,740	39	15,605	194	76,754
6 2025	1,723,041	3,413	368	3,780	40	15,938	235	92,692
7 2026	1,738,938	3,449	372	3,820	40	15,898	275	108,590
8 2027	1,755,118	3,485	376	3,861	41	16,180	316	124,770
9 2028	1,771,368	3,522	380	3,902	41	16,250	357	141,020
10 2029	1,787,902	3,560	384	3,944	42	16,534	398	157,554
Total	157,554	358	41	398				

Source: TischlerBise, using Peak Day Demand factors and projected development

Sewer Capital Plan

Collection Projects

Figure S4 summarizes planned sewer collection projects for the City of Livingston. As shown in Figure S4, water supply projects total \$400,000 and will increase collection capacity by 850,000 gallons per day. When compared to the total costs, this results in a \$0.47 cost per gallon of capacity (\$400,000 divided by 850,000 gallons).

Figure S4: Planned Collection Projects

Collection

Description	Cip No.	Cost
Project 1	SW1233	\$100,000
Project 2	SW1234	\$100,000
Project 3	SW1237	\$100,000
Project 4	SW1369	\$100,000

Total Cost	\$400,000
Gallons of Capacity	850,000
Cost per Gallon of Capacity	\$0.47

Treatment Projects

Figure S4 summarizes planned treatment projects for the City of Livingston. As shown in Figure S5, the City’s planned Reclamation Facility has an estimated cost of \$16,740,000 and will increase treatment capacity by 850,000 gallons per day. When compared to the total costs, this results in a \$19.69 cost per gallon of capacity (\$16,740,000 divided by 850,000 gallons).

Figure S5: Planned Treatment Projects

<i>Treatment</i>		
<i>Description</i>	<i>Capacity (GPD)</i>	<i>City Cost</i>
Water Reclamation Facility	850,000	\$16,740,000
Total Cost		\$16,740,000
Gallons of Capacity (GPD)		850,000
Cost per Gallon of Capacity		\$19.69

Sanitary Sewer Impact Fees

Credits

Because the City has issued debt for recent and future sewer capacity expansions, a credit is included for future principal payments on outstanding debt. A credit is necessary since new residential and nonresidential development will pay the impact fee and will also contribute to future principal payments on this remaining debt through sewer rates. A credit is not necessary for interest payments because interest costs are not included in the impact fee.

City of Livingston staff provided outstanding debt. As shown in Figure S6, outstanding debt totals \$10,782,466. Annual principal payments are divided by the projection of peak sewer demand in each year to determine a per gallon credit. For example, in Fiscal Year 20201, the total principal of \$431,870 is divided by projected peak sewer demand of 1,660,503 gallons for a payment per gallon of \$0.26. To account for the time value of money, annual payments per gallon are discounted using a net present value formula based on an average interest rate of 2.5%. The total net present value of future principal payments per gallon is \$5.88. This amount is subtracted from the gross capital cost per gallon to derive a net capital cost per gallon.

Figure S6: Credit for Future Principal Payments on Existing Debt

<i>Fiscal Year</i>	<i>Principal Payments*</i>	<i>Projected Peak Sewer Demand (Gallons)**</i>	<i>Total Credit per Gallon</i>
2020	\$501,620	1,645,325	\$0.30
2021	\$431,870	1,660,503	\$0.26
2022	\$442,238	1,675,965	\$0.26
2023	\$451,458	1,691,498	\$0.27
2024	\$461,029	1,707,103	\$0.27
2025	\$472,454	1,723,041	\$0.27
2026	\$482,899	1,738,938	\$0.28
2027	\$494,214	1,755,118	\$0.28
2028	\$504,848	1,771,368	\$0.29
2029	\$516,354	1,787,902	\$0.29
2030	\$528,881	1,802,160	\$0.29
2031	\$539,296	1,816,418	\$0.30
2032	\$552,997	1,830,675	\$0.30
2033	\$565,588	1,844,933	\$0.31
2034	\$578,202	1,859,191	\$0.31
2035	\$591,721	1,873,448	\$0.32
2036	\$604,494	1,887,706	\$0.32
2037	\$619,175	1,901,964	\$0.33
2038	\$632,879	1,916,222	\$0.33
2039	\$647,510	1,930,479	\$0.34
2040	\$664,358	1,944,737	\$0.34
2041-2058	\$4,536,931	2,087,314	\$2.17
Total	\$10,782,466	299,412	\$8.43

Discount Rate	2.5%
Net Present Value	\$5.88

*City of Livingston

**After 2029, the projected sewer demand is the average annual from 2020 to 2029

Sewer Impact Fees

Standards used to derive the sewer impact fee are shown in the boxed area of Figure S7. Nonresidential fees are based on water meter sizes and their capacity relative to a 0.75-inch meter. Capacity ratios convert the equivalent residential unit impact fee into a proportionate fee for larger meter sizes. The capacity ratios by meter size are from the American Water Works Association.

Figure S7: Proposed Sewer Impact Fees

Demand Indicators	
Residential Gallons per Average Day	306
Cost Factors per Gallon of Capacity	
Wastewater Treatment Plant Cost Recovery	\$19.69
Collection System Expansion	\$0.47
Development Fee Study	\$0.46
Debt Offset	-\$5.88
Total Capital Cost Per Gallon	\$14.74

Per Meter

Residential Development		Development Fees per Meter		
Meter Size (inches)	Capacity Ratio*	Proposed Fees	Current Fee	Increase / Decrease
0.58 Displacement	1.00	\$4,506	\$1,094	\$3,412
0.75 Displacement	1.00	\$4,506	\$1,094	\$3,412
1.00 Displacement	1.67	\$7,525	\$1,947	\$5,578
1.50 Displacement	3.33	\$15,005	\$4,376	\$10,629
2.00 Compound	5.33	\$24,017	\$7,778	\$16,239
3.00 Compound	10.67	\$48,079	\$17,504	\$30,575
4.00 Compound	16.67	\$75,116	\$31,114	\$44,002
6.00 Compound	33.33	\$150,186	\$70,017	\$80,169
8.00 Compound	53.33	\$240,307	\$124,477	\$115,830
10.00 Turbine	176.67	\$796,083	\$194,495	\$601,588

*AWWA Manual of Water Supply Practices M-1, 7th Edition.

Projected Sewer Impact Fee Revenue

Revenue projections assume implementation of the proposed Sewer impact fees and that development over the next 10 years is consistent with the Land Use Assumptions described in Appendix A. To the extent the rate of development either accelerates or slows down, there will be a corresponding change in the impact fee revenue. As shown in Figure S8, Sewer impact fee revenue is expected to total approximately \$2.5 million over the next 10 years.

Figure S8: Projected Sewer Impact Fee Revenue

Wastewater Treatment Plant	\$16,740,000
Collection System Projects	\$400,000
Development Fee Study	\$15,017
Total	\$17,155,017

		Residential \$4,506 per connection	Nonresidential \$24,017 per 1.5" connection
Year		Connections	Connections
Base	2019	3,201	344
1	2020	3,233	348
2	2021	3,266	352
3	2022	3,300	356
4	2023	3,334	360
5	2024	3,368	364
6	2025	3,403	368
7	2026	3,437	372
8	2027	3,473	376
9	2028	3,508	380
10	2029	3,544	385
10-Year Increase		343	41
Projected Revenue		\$1,545,558	\$984,697
Total Projected Revenues		\$2,530,255	
Cumulative Net Surplus/ Deficit		(\$14,624,762)	

APPENDIX A: LAND USE ASSUMPTIONS

As part of our Work Scope, TischlerBise has prepared documentation on demographic data and growth projections that will be used in the City of Livingston Impact Fee Study. The data estimates and projections are used in the study's calculations to illustrate the possible future pace of demands on the City's infrastructure. Furthermore, the technical memo demonstrates the history of development and base year development levels in the City of Livingston. The base year assumptions are used in the impact fee calculations to determine current levels of service.

The factors provide assumptions for the final impact fee analysis, and once finalized, this memo will become part of the final report.

This memo includes discussion and findings on:

- Population and Housing Characteristics
- Current population and housing unit estimates
- Residential projections
- Current employment and nonresidential floor area estimates
- Nonresidential projections
- Current and projected average daily vehicle trips
- Functional population

Please note, calculations throughout this report are based on an analysis conducted using Excel software. Results are discussed in the memo using one-and two-digit places (in most cases). Figures are typically either truncated or rounded. In some instances, the analysis itself uses figures carried to their ultimate decimal places; therefore, the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown, not in the analysis)

Overview

The City of Livingston, Montana, retained TischlerBise to analyze the impacts of development on its capital facilities and to calculate impact fees based on that analysis. The population, housing unit, and job projections contained in this document provide the foundation for the impact fee study. To evaluate demand for growth-related infrastructure from various types of development, TischlerBise prepared documentation on demand indicators by type of housing unit, jobs and floor area by type of nonresidential development, and average weekday vehicle trip generation rates. These metrics (explained further below) are the demand indicators used in the impact fee study.

Impact fees are based on the need for growth-related improvements, and they must be proportionate by type of land use. The demographic data and development projections are used to demonstrate proportionality and to anticipate the need for future infrastructure. Demographic data reported by the U.S. Census Bureau, and data provided by Livingston's Department of Building, Planning and Code Enforcement,

are used to calculate base year estimates and annual projections for a 10-year horizon. Impact fee studies typically look out five to ten years, with the expectation that fees will be updated every three to five years.

Summary of Growth Indicators

Key development projections for Livingston’s impact fee study are housing units and nonresidential floor area, summarized in Figure A1. These projections are used to estimate impact fee revenue and to indicate the anticipated need for growth-related infrastructure. Impact fee methodologies are designed to reduce sensitivity to development projections in the determination of the impact fee amounts. If actual development is slower than projected, impact fee revenue will decline, but so too will the need for growth-related infrastructure. In contrast, if development is faster than anticipated, Livingston will receive more impact fee revenue, but it will also need to accelerate infrastructure improvements to keep pace with the actual rate of development.

Residential development projections use growth in housing units between 2010 and 2018 provided by Livingston’s Department of Building, Planning and Code Enforcement and 2010 U.S. Census population figures. Housing unit projections through 2029 are used to project population growth over the same time period, and rely on average unit growth between 2016 and 2018 as a proxy. Nonresidential projections are based on employment estimates derived from the 2018 *ESRI’s Business Summary Report*.¹, and Institute of Transportation Engineers employees per square foot factors. For 2019 and beyond, TischlerBise applies a 2018 job to population ratio of 0.54 (3,988 jobs/7,387 persons=0.54) which is held constant over the period. Based on these projections, development over the next ten years averages 43 residential units per year and 17,500 square feet of nonresidential floor area per year.

¹ ESRI Business Summary Reports provide demographic and business data for geographic areas from sources including directory listings such as Yellow Pages and business white pages; annual reports; 10-K and Securities and Exchange Commission (SEC) information; federal, state, and municipal government data; business magazines; newsletters and newspapers; and information from the US Postal Service. To ensure accurate and complete information, ESRI conducts annual telephone verifications with each business listed in the database.

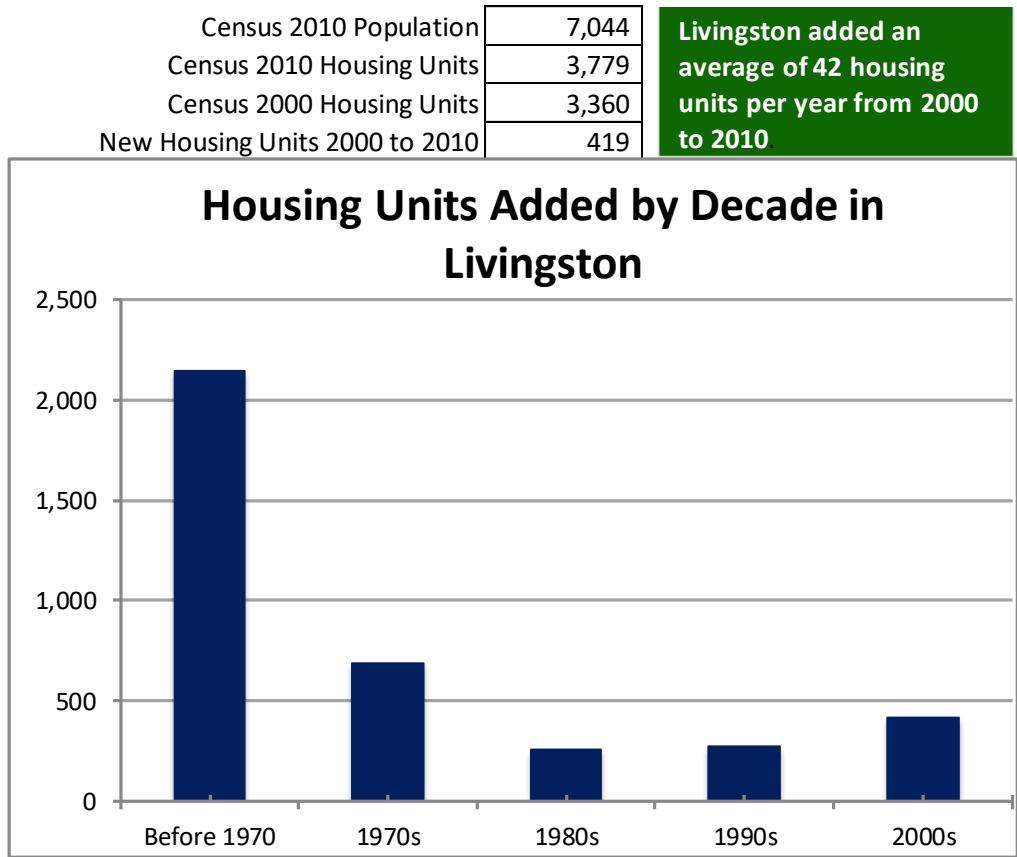
Figure A1: Summary of Development Projections and Growth Rates

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	10-Year Increase
<i>Cumulative Increase</i>	<i>Base Yr.</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	
Population												
HH Population	7,436	7,519	7,602	7,687	7,772	7,858	7,944	8,032	8,121	8,210	8,301	864
Group Quarters	116	116	116	116	116	116	116	116	116	116	116	0
Total Population	7,552	7,635	7,718	7,803	7,888	7,974	8,060	8,148	8,237	8,326	8,417	864
Total Housing Units												
Single-Family Units	3,317	3,355	3,394	3,434	3,474	3,514	3,555	3,596	3,638	3,680	3,723	406
Multi-Family Units	673	676	678	680	682	684	687	689	691	693	695	22
Total Housing Units	3,990	4,031	4,072	4,114	4,156	4,198	4,242	4,285	4,329	4,373	4,418	428
Jobs												
Industrial	633	640	647	654	661	669	676	683	691	699	706	74
Commercial / Retail	1,165	1,178	1,191	1,204	1,217	1,231	1,244	1,258	1,272	1,286	1,300	135
Office/Institutional	2,233	2,258	2,283	2,308	2,333	2,359	2,385	2,412	2,438	2,465	2,492	260
Total Jobs	4,030	4,075	4,120	4,166	4,212	4,259	4,306	4,353	4,401	4,450	4,499	468
Nonresidential Floor Area (x 1,000)												
Industrial KSF	389	393	398	402	407	411	416	420	425	430	434	45
Commercial / Retail KSF	497	503	508	514	520	526	531	537	543	549	555	58
Office/Institutional KSF	752	761	769	778	786	795	804	813	822	831	840	87
Total Nonresidential KSF	1,639	1,657	1,676	1,694	1,713	1,732	1,751	1,770	1,790	1,810	1,829	191

Residential Development

In 2000, the U.S. Census Bureau estimated Livingston’s population at 6,851 with approximately 3,360 housing units. By the 2010 Census total population grew to approximately 7,044 persons and housing units increased to 3,779.

Figure A2: Historical Residential Construction



Source: U.S. Census Bureau, Census 2010 Summary File 1, Census 2000 Summary File 1, 2013-2017 American Community Survey (for 1990s and earlier, adjusted to yield total units in 2000).

Housing permit data by housing type for the last ten years are shown in Figure A3. Livingston has only seen single-family and townhouse unit permits over the last ten years, however between 2005 and 2006 there were 43 multi-family units developed. Over the last five years, the number of single-family units have increased to an average of 33 units permitted annually.

Figure A3: Building Permit History – Livingston Growth Area

Type	Housing Mix	Permits	Avg. Annual Permits	
	2008-2018	2008-2018	5-Year	10-Year
Single & Townhouses	100%	237	33	26
Multi-Dwelling	0%	0	0	0
Total	100%	237	33	26

Source: City of Livingston, MT Building Permit Data

Persons per Household

According to the U.S. Census Bureau, a household is a housing unit occupied by year-round residents. Impact fees often use per capita standards and persons per housing unit (PPHU) or persons per household (PPH) to derive proportionate share fee amounts. **TischlerBise recommends that impact fees for residential development in Livingston be imposed according to the year-round number of persons per household.**

Persons per household (PPH) calculations require data on population and the types of units by structure. The 2010 Census did not obtain detailed information using a “long-form” questionnaire. Instead, the U.S. Census Bureau switched to a continuous monthly mailing of surveys, known as the American Community Survey (ACS), which has limitations due to sample-size constraints. For example, data on detached housing units are now combined with attached single units (commonly known as townhouses). For impact fees in Livingston, detached units and attached units (commonly known as townhouses, which share a common sidewall, but are constructed on an individual parcel of land) are included in the “Single-Family Unit” category. The second residential category includes duplexes and all other structures with two or more units on an individual parcel of land. This category is referred to as “Multi-Family” Unit. (Note: housing unit estimates from ACS will not equal decennial census counts of units. These data are used only to derive the custom PPH factors for each type of unit).

Figure A4 below shows the 2013-2017 5-year ACS estimates for Livingston. Single-family units averaged 2.03 persons per household (5,999 persons / 2,955 households). Multi-family units averaged 1.92 persons per household (1,179 persons / 614 housing units). In 2017, Livingston’s housing stock averaged 2.01 persons per household. This PPH factor will be used in later calculations.

Figure A4: Persons per Household by Type of Unit

2017 American Community Survey

Type of Structure	Persons	Households	Persons per Household	Housing Units	Persons per Housing Unit	Housing Mix	Vacancy Rate
Single-Family Unit ¹	5,999	2,955	2.03	3,224	1.86	83.2%	8%
Multi-Family Unit ²	1,179	614	1.92	650	1.81	16.8%	6%
TOTAL	7,178	3,569	2.01	3,874	1.85		8%

Source: TischlerBise analysis and calculation based on U.S. Census Bureau, 2013-2017 American Community Survey, 5-Year Estimates.

1. Includes detached, attached (townhouse), and manufactured units.

2. Includes duplexes, structures with two or more units, and all other units.

Current Estimate of Population and Housing Units

The building permit data provided by Livingston’s Planning Department for housing starts from 2010 through 2018 showed total growth of 211 units. TischlerBise was able to determine base year 2019 housing unit count by adding growth over this period to the 100 percent 2010 U.S. Census Summary File resulting in a total unit count of 3,990.

To determine the total number of housing unit by type in 2019, TischlerBise converted 2019 housing units by applying the 2017 ACS housing mix shown in Figure A4, 83 percent single-family and 17 percent multi-family. In 2019, Livingston is estimated to have 3,317 single-family units and 673 multi-family units. Based on Livingston’s household projections, the City expects to add a baseline of 43 housing units per year over the next ten years of which it is estimated that 41 will be single-family and two will be multi family.

To derive base year 2019 population, TischlerBise converts the increase in housing units between 2010 and 2019 to household population by applying the 2017 ACS PPH factors shown in Figure A4 (211 single family housing units added x 2.03 persons per single family household = 428). The total growth in household population is then added to the 2010 U.S. Census count (7,044) resulting in a population of 7,436 residing in households and 116 in group homes for a total 2019 population of 7,552. The group quarters population is assumed to remain constant at 116 throughout the ten-year study period.

Projected Population and Housing Units

Reviewing building permit data for new housing starts from 2014 through 2018, yields an average annual number of 33 single family units which is a growth rate of 0.78 percent. Throughout this time period, building activity has shown a noticeable uptick over the past two years, averaging 49 single family units per year. After discussing with staff, this recent pace of growth, 1.03 percent, was believed to be more representative of future trends and when applied yields an average annual increase of 43 housing units per year. The housing unit projections serve as the basis for future population growth forecast. TischlerBise converts housing units to population by multiplying the annual increase in units by the 2017 ACS average PPH figure of 2.01. This number is added to the previous year’s estimate of population. Housing unit type is estimated based on the average share of new units by type in Livingston between 2005 and 2018 which building permit data shows to be 94.7 percent single-family and 5.3 percent multi-family. For example, to

determine the number of single-family units in 2029, the increase in housing units between 2019 and 2029 (428) is multiplied by the single-family share of units (94.7%). This results in an increase of 406 single-family units. TischlerBise adds this increase to the 2019 number of housing units (406 new single-family units + 3,317 single-family units in 2019) which results in 3,723 single-family housing units in 2029.

These projections result in an estimated ten-year increase of 428 housing units, as shown in Figure A5. The annual increase in housing units is used to project future population growth based on 2017 ACS PPH factors derived in Figure A4. As previously discussed, the estimated group quarters population is held constant over the ten-year study period. This results in a ten-year increase of 864 persons.

Figure A5: Population and Housing Unit Projections

		Multi Year Increments>>							
		2019	2020	2021	2022	2023	2024	2029	10-Year Increase
Cumulative Increase	Base Yr.	1	2	3	4	5	10		
Population									
HH Population	7,436	7,519	7,602	7,687	7,772	7,858	8,301	864	
Group Quarters	116	116	116	116	116	116	116	0	
Total Population	7,552	7,635	7,718	7,803	7,888	7,974	8,417	864	
Housing Units									
Single-Family Units	3,317	3,355	3,394	3,434	3,474	3,514	3,723	406	
Multi-Family Units	673	676	678	680	682	684	695	22	
Total Housing Units	3,990	4,031	4,072	4,114	4,156	4,198	4,418	428	

		2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2027-29	Average Increase
Annual Increase	Base Yr.	1	2	3	4	5	10		
Population		83	83	84	85	86	90	86	
Housing Units		41	41	42	42	42	45	43	

Nonresidential Development

In addition to data on residential development, the calculation of development impact fees requires data on nonresidential development. TischlerBise uses the term “jobs” to refer to employment by place of work. In Figure A6, gray shading indicates the nonresidential development prototypes used by TischlerBise to derive nonresidential floor area and average weekday vehicle trips ends.

The prototype for future Commercial/Retail development is an average-size Shopping Center (ITE 820). Commercial/Retail development (i.e. retail and eating / drinking places) is assumed to average 427 square feet per job. For future Industrial development, Light Industrial (ITE 110) is a reasonable proxy with an average of 615 square feet per job. For Office/Institutional development, General Office (ITE 710) is the prototype for future development, with an average of 337 square feet per job.

Figure A6: Nonresidential Service Units per Development Unit

ITE Code	Land Use / Size	Demand Unit	Wkdy Trip Ends Per Dmd Unit ¹	Wkdy Trip Ends Per Employee ¹	Emp Per Dmd Unit	Sq Ft Per Emp
110	Light Industrial	1,000 Sq Ft	4.96	3.05	1.63	615
130	Industrial Park	1,000 Sq Ft	3.37	2.91	1.16	864
140	Manufacturing	1,000 Sq Ft	3.93	2.47	1.59	628
150	Warehousing	1,000 Sq Ft	1.74	5.05	0.34	2,902
710	General Office (average size)	1,000 Sq Ft	9.74	3.28	2.97	337
820	Shopping Center (average size)	1,000 Sq Ft	37.75	16.11	2.34	427

1. Trip Generation, Institute of Transportation Engineers, 10th Edition (2017).

Current Estimate of Nonresidential Floor Area and Employment

TischlerBise uses the 2018 ESRI's *Business Summary Report* to estimate the base year number of jobs. The number of jobs in Livingston in 2018 is estimated to be 3,988. The nonresidential floor area is estimated using ITE factors, as shown in Figure A6. 2018 estimated floor area totals 1.621 million square feet. Base year Commercial/Retail development accounts for approximately 491,904 square feet, Industrial development is approximately 384,375 square feet, Office/Institutional development totals approximately 745,107 square feet.

Figure A7: Estimated Nonresidential Floor Area and Employment

Nonresidential Category	2018 Jobs ¹	Percent of Total Jobs	Sq. Ft. per Job	2018 Estimated Floor Area ²	Jobs per 1,000 Sq. Ft. ²
Industrial ³	625	15.7%	615	384,375	1.63
Commercial / Retail ⁴	1,152	28.9%	427	491,904	2.34
Office/Institutional ⁵	2,211	55.4%	337	745,107	2.97
TOTAL	3,988	100%		1,621,386	

1. Esri Business Summary for Livingston, MT, 2018.

2. Based on jobs and ITE 10th Edition (2017) multiplier.

3. Major sectors are Manufacturing and Transportation/Warehousing.

4. Major sectors are Accommodation and Food Services and Retail Trade.

5. Major sectors are Health Care, Educational Services and Public Administration.

Projected Nonresidential Floor Area and Employment

In 2018 Livingston is estimated to have had a total of 3,988 jobs and a household population of 7,387 yielding a jobs to population ratio of 0.54. Holding this ratio steady over a ten-year period and using average housing unit growth as the driver of population results in a projection of total employment growth in the year 2029 of 468 new jobs. Jobs are broken out and distributed forward looking basis proportionately to 2018 industry sector percentages with Office and Institutional occupying 55.4%, Commercial/Retail 28.9%, and Industrial 15.7%. This methodology results in an estimated growth in employment of 260 new Office and Institutional jobs, 135 Commercial/Retail jobs, 74 Industrial jobs by

2029. TischlerBise uses ITE square foot per employee factors, as shown in Figure A6, to project the corresponding growth in nonresidential square footage over the same time period. For example, Commercial/Retail employment is projected to increase by 135 jobs between 2019 and 2029. TischlerBise applies the square foot per employee factor shown in Figure A6 to the increase in jobs to project the increase in Commercial/Retail square footage between 2019 and 2029 (135 jobs x 427 square feet per job), resulting in an increase of approximately 58,000 square feet of Commercial/Retail development. These calculations result in an estimated ten-year increase of 468 jobs and 191,000 square feet.

Figure A8: Employment and Nonresidential Floor Area Projections

		Multi Year Increments>>							
		2019	2020	2021	2022	2023	2024	2029	10-Year Increase
Cumulative Increase		Base Yr.	1	2	3	4	5	10	
Jobs									
	Industrial	633	640	647	654	661	669	706	74
	Commercial / Retail	1,165	1,178	1,191	1,204	1,217	1,231	1,300	135
	Office/Institutional	2,233	2,258	2,283	2,308	2,333	2,359	2,492	260
	Total Jobs	4,030	4,075	4,120	4,166	4,212	4,259	4,499	468
Nonresidential Floor Area (x 1,000)									
	Industrial KSF	389	393	398	402	407	411	434	45
	Commercial / Retail KSF	497	503	508	514	520	526	555	58
	Office/Institutional KSF	752	761	769	778	786	795	840	87
	Total Nonresidential KSF	1,639	1,657	1,676	1,694	1,713	1,732	1,829	191

		2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2027-29	Average Increase
Annual Increase		Base Yr.	1	2	3	4	5	10	
Jobs									
	Industrial		7	7	7	7	7	8	7
	Commercial / Retail		13	13	13	13	13	14	14
	Office/Institutional		25	25	25	26	26	27	26
	Total Jobs		45	45	46	46	47	49	47
Nonresidential Floor Area (x 1,000)									
	Industrial KSF		4	4	4	4	4	5	5
	Commercial / Retail KSF		6	6	6	6	6	6	6
	Office/Institutional KSF		8	8	9	9	9	9	9
	Total Nonresidential KSF		18	18	19	19	19	20	19

Demand Indicators by Dwelling Type

As an alternative to simply using national average trip generation rates for residential development, published by the Institute of Transportation Engineers (ITE), TischlerBise derived custom trip rates using local demographic data. Key inputs needed for the analysis (i.e. average number of persons and vehicles available per housing unit) are available from American Community Survey (ACS) data.

Average Weekday Vehicle Trips

Average Weekday Vehicle Trips are used as a measure of demand by land use. Vehicle trips are estimated using average weekday vehicle trip ends from the reference book, *Trip Generation, 10th Edition*, published by the Institute of Transportation Engineers (ITE) in 2017. A vehicle trip end represents a vehicle entering or exiting a development (as if a traffic counter were placed across a driveway). Adjustment factors must be used when calculating vehicle trips in order to avoid double counting each trip, both at the origin and the destination.

Trip generation rates are also dependent upon the average number of vehicles available per dwelling. Key independent variables needed for the analysis (i.e., vehicles available, housing units, households, and persons) are available from the U.S. Census Bureau American Community Survey (ACS). Figure A10 indicates an average of 1.73 vehicles per housing unit in Livingston.

Figure A10: Vehicles Available by Type of Housing Unit

	Households by Structure Type ²			Vehicles per HH by	
	Vehicles Available ¹	Single-Family	Multi-Family		Total
Owner-occupied	4,874	2,307	58	2,365	2.06
Renter-occupied	1,299	648	556	1,204	1.08
TOTAL	6,173	2,955	614	3,569	1.73

	Persons in Households ³	Trip Ends ⁴	Vehicles by Type of Unit	Trip Ends ⁵	Average Trip Ends	Housing Units ⁶	Trip Ends per Unit	
							Livingston	ITE ⁷
Single-Family	5,999	16,717	5,454	35,544	26,130	3,224	8.10	9.44
Multi-Family	1,179	2,619	719	3,128	2,873	650	4.40	5.44
TOTAL	7,178	19,336	6,173	38,672	29,004	3,874	7.50	

1. Vehicles available by tenure from Table B25046, American Community Survey, 2013-2017 5-Year Estimates.
2. Households by tenure and units in structure from Table B25032, American Community Survey, 2013-2017 5-Year Estimates.
3. Total population in households from Table B25033, American Community Survey, 2013-2017 5-Year Estimates.
4. Vehicle trips ends based on persons using formulas from Trip Generation (ITE 2017). For single-family housing (ITE 210), the fitted curve equation is $EXP(0.89 * LN(persons) + 1.72)$. To approximate the average population of the ITE studies, persons were divided by 10.8 and the equation result multiplied by 10.8. For multi-family housing (ITE 221), the fitted curve equation is $(2.29 * persons) - 81.02$.
5. Vehicle trip ends based on vehicles available using formulas from Trip Generation (ITE 2017). For single-family housing (ITE 210), the fitted curve equation is $EXP(0.99 * LN(vehicles) + 1.93)$. To approximate the average number of vehicles in the ITE studies, vehicles available were divided by 21.2 and the equation result multiplied by 21.2. For multi-family housing (ITE 221), the fitted curve equation is $(3.94 * vehicles) + 293.58$.
6. Housing units from Table B25024, American Community Survey, 2013-2017 5-Year Estimates.
7. Trip Generation, Institute of Transportation Engineers, 10th Edition (2017).

Development Projections

Provided below is a summary of cumulative development projections used in the impact fee study. Base year estimates for 2019 are used in the impact fee calculations. Development projections are used to illustrate a possible future pace of demand for service units and cash flows resulting from revenues and expenditures associated with those demands. All 2019-2029 totals represent estimates as of January 1st of each year.

Figure A11: Development Projections Summary

	Multi Year Increments>>											
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	10-Year Increase
Cumulative Increase	Base Yr.	1	2	3	4	5	6	7	8	9	10	
Population												
<i>HH Population</i>	7,436	7,519	7,602	7,687	7,772	7,858	7,944	8,032	8,121	8,210	8,301	864
<i>Group Quarters</i>	116	116	116	116	116	116	116	116	116	116	116	0
Total Population	7,552	7,635	7,718	7,803	7,888	7,974	8,060	8,148	8,237	8,326	8,417	864
<i>Single-Family Units</i>	3,317	3,355	3,394	3,434	3,474	3,514	3,555	3,596	3,638	3,680	3,723	406
<i>Multi-Family Units</i>	673	676	678	680	682	684	687	689	691	693	695	22
Total Housing Units	3,990	4,031	4,072	4,114	4,156	4,198	4,242	4,285	4,329	4,373	4,418	428
Jobs												
Industrial	633	640	647	654	661	669	676	683	691	699	706	74
Commercial / Retail	1,165	1,178	1,191	1,204	1,217	1,231	1,244	1,258	1,272	1,286	1,300	135
Office/Institutional	2,233	2,258	2,283	2,308	2,333	2,359	2,385	2,412	2,438	2,465	2,492	260
Total Jobs	4,030	4,075	4,120	4,166	4,212	4,259	4,306	4,353	4,401	4,450	4,499	468
Nonresidential Floor Area (x 1,000)												
Industrial KSF	389	393	398	402	407	411	416	420	425	430	434	45
Commercial / Retail KSF	497	503	508	514	520	526	531	537	543	549	555	58
Office/Institutional KSF	752	761	769	778	786	795	804	813	822	831	840	87
Total Nonresidential KSF	1,639	1,657	1,676	1,694	1,713	1,732	1,751	1,770	1,790	1,810	1,829	191

APPENDIX B: LAND USE DEFINITIONS

Residential Development

As discussed below, residential development categories are based on data from the U.S. Census Bureau, American Community Survey. Livingston will collect development fees from all new residential units. One-time development fees are determined by site capacity (i.e. number of residential units).

Single-Family:

1. Single-family detached is a one-unit structure detached from any other house, that is, with open space on all four sides. Such structures are considered detached even if they have an adjoining shed or garage. A one-family house that contains a business is considered detached as long as the building has open space on all four sides.
2. Single-family attached (townhouse) is a one-unit structure that has one or more walls extending from ground to roof separating it from adjoining structures. In row houses (sometimes called townhouses), double houses, or houses attached to nonresidential structures, each house is a separate, attached structure if the dividing or common wall goes from ground to roof.
3. Mobile home includes both occupied and vacant mobile homes, to which no permanent rooms have been added, are counted in this category. Mobile homes used only for business purposes or for extra sleeping space and mobile homes for sale on a dealer's lot, at the factory, or in storage are not counted in the housing inventory.

Multi-Family:

1. 2+ units (duplexes and apartments) are units in structures containing two or more housing units, further categorized as units in structures with "2, 3 or 4, 5 to 9, 10 to 19, 20 to 49, and 50 or more apartments."
2. Boat, RV, Van, Etc. includes any living quarters occupied as a housing unit that does not fit the other categories (e.g., houseboats, railroad cars, campers, and vans). Recreational vehicles, boats, vans, railroad cars, and the like are included only if they are occupied as a current place of residence.

Nonresidential Development

The proposed general nonresidential development categories (defined below) can be used for all new construction within Livingston. Nonresidential development categories represent general groups of land uses that share similar average weekday vehicle trip generation rates and employment densities (i.e., jobs per thousand square feet of floor area).

Commercial / Retail: Establishments primarily selling merchandise, eating/drinking places, and entertainment uses. By way of example, *Commercial / Retail* includes shopping centers, supermarkets, pharmacies, restaurants, bars, nightclubs, automobile dealerships, and movie theaters, hotels, and motels.

Industrial: Establishments primarily engaged in the production, transportation, or storage of goods. By way of example, *Industrial* includes manufacturing plants, distribution warehouses, trucking companies, utility substations, power generation facilities, and telecommunications buildings.

Office / Institutional: Establishments providing management, administrative, professional, or business services; personal and health care services; public and quasi-public buildings providing educational, social assistance, or religious services.

File Attachments for Item:

RESOLUTION NO. 4916: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, APPROVING AND ADOPTING THE FINAL BUDGET IN THE AMOUNT OF \$20, 737,194 FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2020, (FY21) AND MAKING APPROPRIATIONS AND ESTABLISHING SPENDING LIMITS AND AUTHORIZING TRANSFER OF APPROPRIATIONS WITHING THE SAME FUND.

RESOLUTION NO. 4916

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, GIVING NOTICE THAT THE CITY COMMISSION HAS COMPLETED ITS PRELIMINARY BUDGET IN THE AMOUNT OF \$20,737,194 FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2020, AND ENDING JUNE 30, 2021, (FY 21), THAT THE BUDGET IS ON FILE AND AVAILABLE FOR PUBLIC INSPECTION AND ON THE INTERNET AT www.livingstonmontana.org, AND CALLING FOR A PUBLIC HEARING FOR APPROVAL OF THE FINAL BUDGET AND MAKING APPROPRIATIONS.

WHEREAS, the City Manager has presented the City Manager’s Preliminary Budget recommendation for Fiscal Year 2020-2021 in the amount of \$20,737,194 to the City Commission as required by 7-6-4020 Montana Code Annotated (MCA); and

WHEREAS, the City Commission has completed its Preliminary Budget for Fiscal Year 2020-2021, an overview of which is attached hereto as Exhibit A and incorporated into this Resolution by this reference as though fully set forth herein; and

WHEREAS, a copy of the completed Preliminary Budget for Fiscal Year 2020-2021 has been placed for public inspection in the office of the Finance Officer located at 110 South B Street, Livingston, Montana, and on the City of Livingston’s web page at www.livingstonmontana.org; and

WHEREAS, pursuant to 7-6-4001 *et seq.* MCA, the City Commission shall meet on September 1st, 2020, at which time a public hearing on the proposed preliminary budget will be held during which time any taxpayer or resident of the City will be heard for or against any part of the proposed preliminary budget; and

WHEREAS, the hearing may be continued from day to day and must be concluded and the budget finally approved and adopted and appropriations made by resolution by the later of the first Thursday after the first Tuesday in September (September 3rd) or within 30 calendar days (August 30th) of receiving certified taxable values from the Montana Department of Revenue; and

WHEREAS, the City Commission intends to consider the proposed preliminary budget for FY 2020-2021 and make revisions, reductions, additions and changes thereto as deemed appropriate and to establish spending limits at the level of appropriations detailed in Exhibit A which is attached hereto and incorporated by this reference as though fully set forth herein; and

WHEREAS, the City Commission intends to authorize and appropriate expenditures of governmental fund types (general fund, special revenues funds, debt service funds and capital project funds) and operating expenses for proprietary fund types (enterprise funds and internal service funds) and fiduciary fund types (permanent funds) for budget units and purposes set forth herein, in the amounts designated herein;

Resolution No. 4916 Giving notice of Preliminary Budget for FY 2020-2021, of its availability for public inspection and calling for a public hearing.

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

That the City Manager’s Preliminary Budget recommendations for FY 2020-2021 have been received by the City Commission and the City Commission has made revisions, reductions, additions and changes thereto as they have deemed appropriate and the Preliminary Budget is now deemed completed and ready for public review and comment and a copy of the Preliminary Budget has been placed on file and is open for public inspection in the City Finance Offices located at 110 South B Street, Livingston, Montana and at www.livingstonmontana.org.

BE IT FURTHER RESOLVED by the City Commission that a public hearing on the Preliminary Budget for FY 2020-2021 will be held on September 1st, 2020 at 5:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana, at which time any taxpayer or resident may appear and be heard for or against any part of the preliminary budget which hearing may be continued from day to day and must be concluded and the budget finally approved and adopted by the later of the first Thursday after the first Tuesday in September or within 30 calendar days of receiving certified taxable values from the Montana Department of Revenue at which time the City Commission will adopt the Final Budget for Fiscal Year 2020-2021 and make appropriations accordingly.

BE IT FURTHER RESOVLED by the City Commission of the City of Livingston, Montana, that the notice attached hereto as Exhibit B be published and posted as required by 7-1-4127, MCA.

PASSED AND ADOPTED by the City Commission of the City of Livingston, this 18th day of August, 2020.

DOREL HOGLUND - Chairperson

ATTEST:

APPROVED AS TO FORM:

FAITH KINNICK
Recording Secretary

COURTNEY LAWELLIN
City Attorney

EXHIBIT A to Resolution No. 4916

CHANGES IN FUND BALANCE/WORKING CAPITAL					
Fund #	Fund Name	Projected Beginning Fund Balance June 30, 2020	Budgeted Revenues	Budgeted Expenditures	Projected Ending Fund Balance June 30, 2021
GENERAL FUND					
1000	General Fund	1,823,781	6,384,249	6,397,369	1,810,661
SPECIAL REVENUE FUNDS					
2190	Comprehensive Liability	18,380	-	-	18,380
2220	Library	287,931	714,817	667,031	335,717
2300	Communications/Dispatch Services	97,463	989,149	986,968	99,644
2310	Tax Increment District - Downtown	343,916	432,812	468,725	308,003
2372	Permissive Health Levy	1	535,158	534,358	801
2397	CDBG Economic Dev Revolving	616,580	31,010	647,590	-
2399	Impact Fees - Fire	7,676	9,660	11,000	6,336
	Impact Fees - Transportation	270,899	56,494	259,453	67,940
	Impact Fees - Police	19,134	21,599	33,000	7,733
	Impact Fees - Parks	19,638	11,890	27,000	4,528
	Unassigned	-	1,000	-	1,000
2400	Light Maintenance	84,602	150,150	198,800	35,952
2500	Street Maintenance	333,081	1,091,226	1,055,266	369,041
2600	Sidewalks	(127,845)	53,980	73,300	(147,165)
2650	Business Improvement District	1	42,700	42,700	1
2700	Park Improvement SRF	70,532	-	-	70,532
2750	Law Enforcement Joint Equipment	6,516	30	6,546	-
2820	Gas Tax	107,091	496,797	497,300	106,588
TOTAL SPECIAL REVENUE FUNDS		2,155,596	4,638,472	5,509,037	1,285,031
DEBT SERVICE FUNDS					
3002	2016 Fire Truck GOB	18,787	55,876	55,644	19,019
3003	2000 Fire Truck GOB	4,796	-	-	4,796
3200	West End Tax Increment District	330,346	139,689	299,169	170,866
3400	SID Revolving	24,247	120	-	24,367
3550	SID 179 - West End	23,467	34,633	32,381	25,719
3955	SID 180 - Carol Lane	(5,230)	3,513	-	(1,717)
TOTAL DEBT SERVICE FUNDS		396,413	233,831	387,194	243,050
CAPITAL PROJECT FUNDS					
4010	Capital Improvement	8,475	40	8,515	-
4020	Library Capital Improvement	25,097	-	-	25,097
4099	Railroad Crossing Levy	26,085	4,876	30,961	-
TOTAL CAPITAL PROJECT FUNDS		59,657	4,916	39,476	25,097
ENTERPRISE FUNDS					
5210	Water	938,960	1,606,854	1,436,731	1,109,083
5310	Sewer	1,196,180	2,584,491	2,686,103	1,094,568
5410	Solid Waste	71,663	2,338,884	2,249,671	160,876
5510	Ambulance Services	731,654	2,166,428	2,030,113	867,969
TOTAL ENTERPRISE FUNDS		2,938,457	8,696,657	8,402,618	3,232,496
PERMANENT FUNDS					
8010	Perpetual Cemetery	245,403	4,000	1,500	247,903
TOTAL ALL FUNDS		7,619,307	19,962,125	20,737,194	6,844,238

Resolution No. 4916 Giving notice of Preliminary Budget for FY 2020-2021, of its availability for public inspection and calling for a public hearing.

EXHIBIT B to Resolution No. 4916

NOTICE

NOTICE is hereby given that the City Commission of Livingston, Montana, has completed its Preliminary Budget for Fiscal Year 2020-2021, that the budget is on file and open for public inspection in the office of the Finance Officer, 110 S B Street, Livingston, Montana and for further information contact Finance Officer Paige Fetterhoff at 823-6003 and that a public hearing on **Resolution No. 4916** entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, GIVING NOTICE THAT THE CITY COMMISSION HAS COMPLETED ITS PRELIMINARY BUDGET IN THE AMOUNT OF \$20,737,194 FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2020, AND ENDING JUNE 30, 2021, (FY 21), THAT THE BUDGET IS ON FILE AND AVAILABLE FOR PUBLIC INSPECTION AND ON THE INTERNET AT www.livingstonmontana.org, AND CALLING FOR A PUBLIC HEARING FOR APPROVAL OF THE FINAL BUDGET AND MAKING APPROPRIATIONS**, which will be held by the City Commission on September 1st, 2020, at 5:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana, at which time the public is invited to attend and comment thereon and which hearing may be continued from day to day and must be concluded and the budget finally approved and adopted and appropriations made by the later of the first Thursday after the first Tuesday in September or within 30 calendar days of receiving certified taxable value from the Montana Department of Revenue.

(Publish notice twice at least 6 days apart and the notice needs also to be posted and copies made available to the public.)

File Attachments for Item:

B. RESOLUTION NO. 4917: A RESOLUTION TO THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ANNEX CERTAIN LAND WHICH IS CONTIGUOUS TO THE CITY OF LIVINGSTON AND IS DESCRIBED AS 1607 MOUNTAIN VIEW LANE, AND 97 VIEW VISTA DRIVE.

RESOLUTION NO. 4917

A RESOLUTION TO THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ANNEX CERTAIN LAND WHICH IS CONTIGUOUS TO THE CITY OF LIVINGSTON AND ARE DECRIBED AS 1607 MOUNTAIN VIEW LANE, AND 97 VIEW VISTA DRIVE.

WHEREAS, Section 7-2-4301, Montana Code Annotated, authorizes annexation of contiguous land; and

WHEREAS, the City Commission of the City of Livingston, Montana, has determined that it is in the best interest of the City and the inhabitants of the properties identified in the City’s Annexation Policy that the boundaries of the City of Livingston be extended to include the City’s property near Mayor’s landing (Mayor’s Landing, the roping arena, and the driving range), and 1607 Mountain View Lane, within the corporate limits of the City; and

WHEREAS, the provision of services can be accomplished with no additional capital expenditure on the part of the City.

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

It is the intent of the City Commission to annex contiguous land known as the 97 View Vista Drive and 1607 Mountain View Lane and further described as:

97 View Vista Drive

That portion of the Northwest ¼ of Section 18, Township 02 South, Range 10 East, Less Certificate of Survey No. 1245 and less pieces sold, on file with the Park County Clerk and Recorder.

1607 Mountain View Lane:

Certificate of Survey No. 2625 Parcel Tract 5, consisting of .28742 acres more or less in Section 23 of Township 2 South, Range 9 East, on file with the Park County Clerk and Recorder.

PASSED AND ADOPTED by the City Commission of the City of Livingston, Montana, this _____ day of June, 2020.

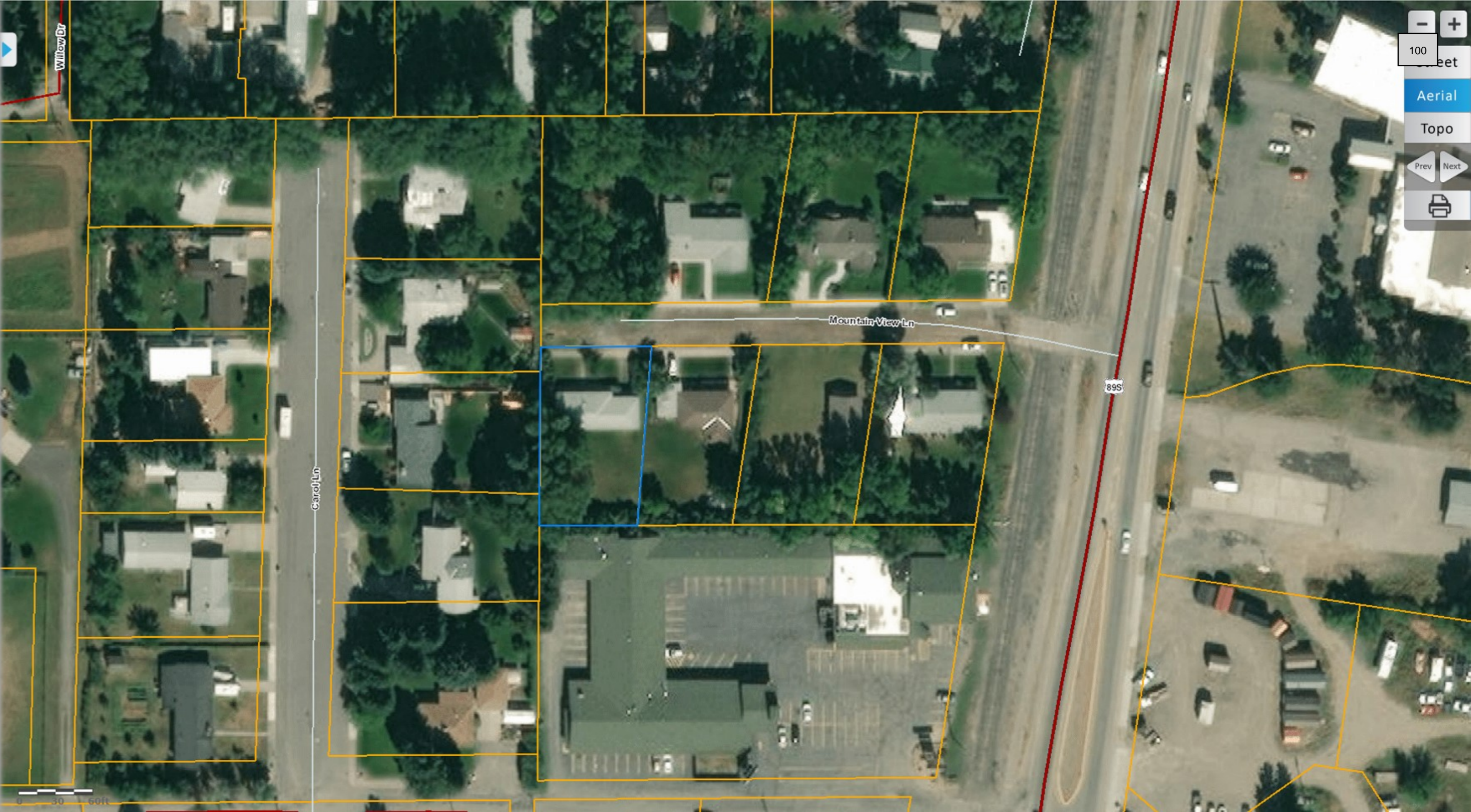
DOREL HOGLUND, Chair

ATTEST:

APPROVED TO AS FORM:

FAITH KINNICK
Recording Secretary

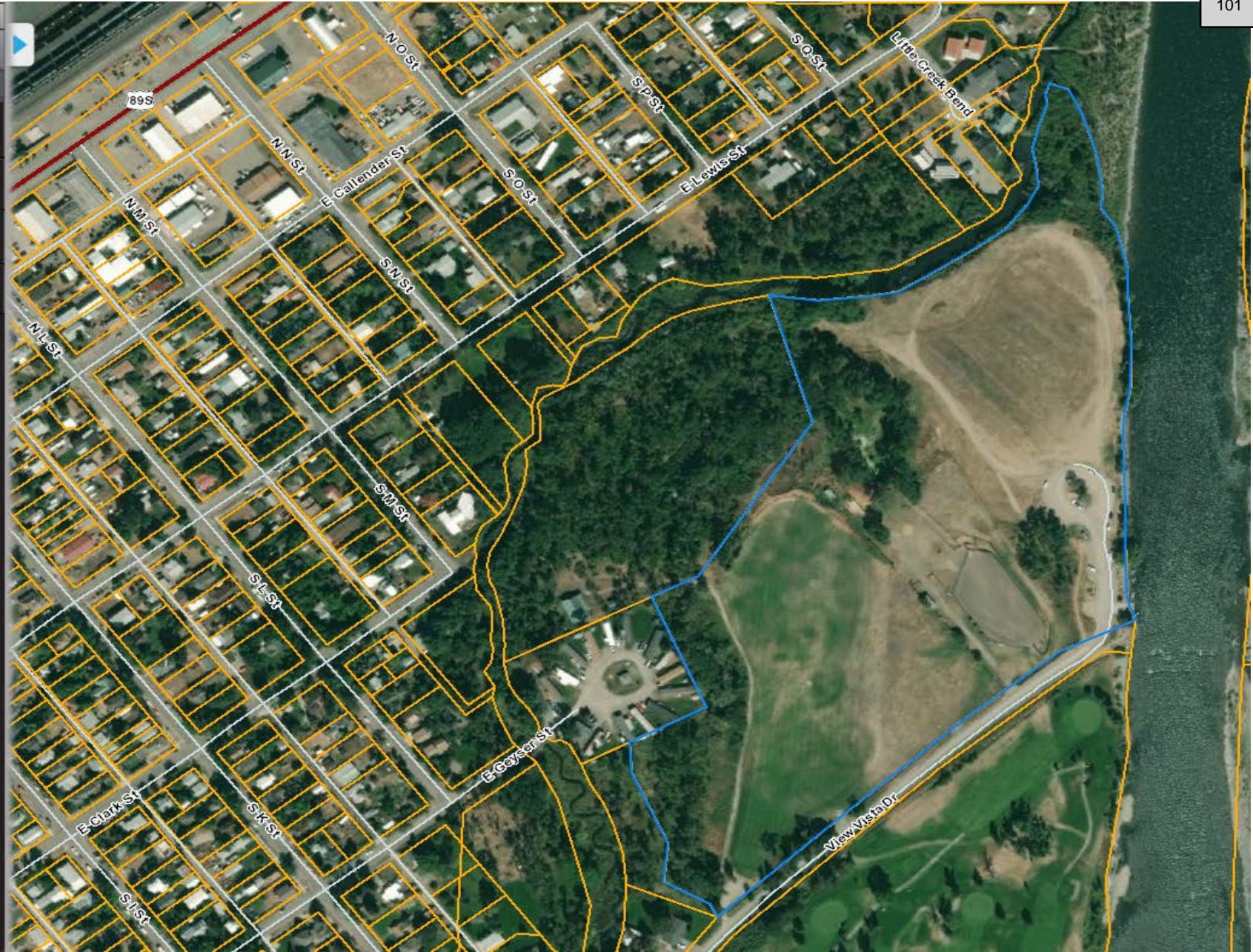
COURTNEY JO LAWELLIN
City Attorney



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File Attachments for Item:

C. RESOLUTION NO. 4918: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE SUBMISSION OF A CDBG PLANNING GRANT APPLICATION FOR A PRELIMINARY ENGINEERING REPORT FOR A PROVISION OF SANITARY SEWER TO GREEN ACRES SUBDIVISION.

RESOLUTION NO. 4918

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AUTHORIZING THE SUBMISSION OF A CDBG PLANNING GRANT APPLICATION FOR A PRELIMINARY ENGINEERING REPORT FOR PROVISION OF SANITARY SEWER TO GREEN ACRES SUBDIVISION.

WHEREAS, the City of Livingston is applying to the Montana Department of Commerce for financial assistance from the Community Development Block Grant Program (CDBG) for a preliminary engineering report to assess and determine best plans to mitigate environmental risk of residential septic tanks near the Yellowstone River and provide City sewer to the recently annexed area known as the Green Acres Subdivision;

WHEREAS, the City of Livingston has the legal jurisdiction and authority to construct, finance, operate, and maintain sewer for the residential and commercial properties within the municipal jurisdiction;

WHEREAS, That the City of Livingston agrees to comply with all applicable parts of Title I of the Housing and Community Development Act of 1974, as amended, which have not been cited herein, as well as with other applicable federal laws and regulations, and all state laws and regulations and the requirements described in the CDBG Community and Public Facilities Application Guidelines and those that are described in the CDBG Grant Administration Manual; Montana Department of Commerce Community Development Block Grant Program, 2020-2021 Community and Public Facilities Application and Guidelines;

WHEREAS, That the City of Livingston commits to provide the amount of matching funds as proposed in the CDBG Community Planning Grant application; and such funds will be on a 3:1 ratio and those matching funds are not to exceed \$16,666 and be sourced from funds available in the Sewer Fund from the City of Livingston;

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

Michael J. Kardoes, City Manager, is authorized to submit this application to the Montana Department of Commerce, on behalf of City of Livingston, to act on its behalf and to provide such additional information as may be required.

DATED THIS _____ DAY OF _____, 20_____.

DOREL HOGLUND, CHAIR

ATTEST:

APPROVED TO AS FORM:

FAITH KINNICK
Recording Secretary

COURTNEY JO LAWELLIN
City Attorney