



# Livingston City Commission Agenda

February 18, 2020

5:30 PM

City – County Complex, Community Room

1. Call to Order

2. Roll Call

3. Moment of Silence

4. Pledge of Allegiance

5. 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)*

6. Consent Items

**A. APPROVE MINUTES FROM FEB. 4, 2020, CITY COMMISSION MEETING. PG. 5**

**B. RATIFY CLAIMS PAID FEB.1, 2020 - FEB. 15, 2020. PG. 16**

**C. APPROVE LAUREL DESNICKS APPLICATION FOR THE LIVINGSTON TREE BOARD. PG. 24**

**D. APPROVE THOMAS BLUROCK'S APPLICATION FOR THE CITY HISTORIC PRESERVATION COMMISSION. PG. 26**

**E. APPROVE STACY JOVICKS APPLICATION FOR THE CITY PLANNING BOARD, PER RECOMMENDATION. PG. 29**

7. Proclamations

8. Scheduled Public Comment

9. Public Hearings

**A. ORDINANCE NO. 2085: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPSC); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IBEC). PG. 41**

10. Ordinances

11. Resolutions

12. Action Items

- A. DISCUSS QUARTERLY FUND SUMMARY REPORT FROM CITY FINANCE DIRECTOR, PAIGE FETTERHOFF. PG. 53**
- B. DISCUSS/APPROVE/DENY: LIVINGSTON BUSINESS IMPROVEMENT DISTRICTS UPDATED BY-LAWS. PG. 74**
- C. DISCUSS: CITY ATTORNEYS LEGAL OPINION REGARDING PLANNING BOARDS INQUIRY, “IS THE PLANNING BOARD MANDATED BY STATUTE TO RUN THE GROWTH POLICY PROCESS?” PG. 81**

- 13. City Manager Comment
- 14. City Commission Comments
- 15. Adjournment

Calendar of Events

FEBRUARY  
2020

CALENDAR MONTH	FEBRUARY
CALENDAR YEAR	2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	26	27	28	29	30	31
	2	3	4	5	6	7
		City Commission Meeting 5:30 p.m.				Commissioner Listening Session, Mustang 112 N. Main St. 9 a.m.
	9	10	11	12	13	14
		Historic Preservation Committee mtg. 3:30 p.m. Recruitment opened for youth City Tree Board Member thru 3/11.	Parks & Trails Committee Worksession 6:00-8:00	City Conservation Board meeting 5:30-7:30 p.m. moved to 2/19/2020	NEW GROWTH POLICY SURVEY DEADLINE	Boots & Buckles Ball 5:00 pm. Civic Center
	16	17	18	19	20	21
	Presidents Day City Offices/Facilities Closed	City Commission Meeting 5:30 p.m.	Library Board mtg. 4pm Planning Board mtg. 5:30pm City Conservation mtg. 5:00 pm. Sister City Board mtg. 7pm	City Tree Board Meeting 12:00 Noon		
	23	24	25	26	27	28
		City Commission Strategic Plan Worksession 5:30-7:30	Parks and Trails Committee Meeting 6:00pm			
						29

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.

**Item Attachment Documents:**

- A. APPROVE MINUTES FROM FEBRUARY 4, 2020, REGULAR CITY COMMISSION MEETING.**

LIVINGSTON CITY COMMISSION MINUTES

Tuesday, February 4, 2020, 5:30 pm  
City-County Complex, Community Room

1 Call to Order

2 Roll Call

\* Hoglund, Schwarz, Friedman, Mabie and Nootz were present.

3 Moment of Silence

4 Pledge of Allegiance

5 Public Comments (00:01:11)

\* Bob Jovick made comments (00:01:32)

\* Leslie Fiegler made comments (00:07:00)

6 Consent Items (00:08:47)

\* Nootz motioned to approve A,B,D and E, pulling C for discussion, Schwarz seconded.

\* All in favor, motion passed 5-0.

\* Nootz motioned to add a voting youth member to Livingston Tree Board, as we have with the City Conservation Board, and approve amended Tree Board By-laws. Mabie seconded. All in favor, motion passed 5-0.

7 Proclamations

8 Scheduled Public Comment

9 Public Hearings

10 Ordinances (00:14:46)

A. Ordinance No. 2085: An Ordinance of the City Commission of the City of Livingston, Montana Requiring all buildings to comply with the Building Codes and amending Ordinance No. 2053 as codified by Chapter 6 of the Livingstons Municipal Code, by adopting by reference the 2018 International Building Code (IBC); the 2018 International Residential Code (IRC) the 2018 International Swimming Pool and Spa Code (ISPSA); and the 2018 International Existing Building Code.

\* Kardoes gave opening comments

\* Nootz made comment (00:17:23)

\* Friedman made comment (00:17:54)

\* Mabie made code (18:36)

Motion to approve by Schwarz, second by Friedman

All in favor, motioned passed 5-0.

B. Ordinance No. 2086: An Ordinance of the City Commission of the City of Livingston, Montana to review and propose amendments to a self government charter or adopted alternative form of government by 1 submission of the questions to the electors as set forth in section 7-3-149 and 7-3-103 of the Montana Code Annotated.

\* Kardoes gave opening comments

\* Hoglund made comment (00:21:11)

Motion to approve by Friedman, second by Nootz

All in favor, motioned passed 5-0.

## 11 Resolutions (0:04:48)

A. Resolution No. 4891: A Resolution of the City Commission of the City of Livingston, Montana to Annex Certain Land which is contiguous to the City of Livingston and is described as the Green Acres Subdivision in Park County, Montana.

- \* Kardoos gave opening comments
  - \* Michael Kokot made comment (00:27:04)
  - \* Sam Skillman made comment (00:31:31)
  - \* Sheena Johnson made comment (00:32:47)
  - \* Kylie Purcell made comment (00:35:44)
  - \* Veronica Kokot made comment (00:40:24)
  - \* Mike Benzel made comment (00:41:41)
  - \* Suzanne Vurman made comment (00:43:43)
  - \* Nootz asked clarifying questions (00:49:11)
  - \* Mabie made comments (01:02:30)
  - \* Friedman made comments (01:15:39)
  - \* Schwarz made comments (01:16:00)
  - \* Hogle made comments (01:17:23)
  - \* Shannon Holmes made comments (01:23:05)
  - \* Hogle made comments (01:30:)
  - \* Schwarz motioned to approve, Friedman seconded
- All in favor, motion passed 5-0.

A. Resolution No. 4892: A Resolution of the City Commission of the City of Livingston, Montana amending Resolution No. 4829 to increase the assessment from one dollar \$1.00 to two dollars \$2.00, for the tourism business improvement district for the purpose of aiding in tourism, promotion and marketing within the district. (02:04:48)

- \* Kardoos gave opening comments
  - \* Leslie Fiegle made comments (02:07:53)
  - \* Friedman motioned to approve, Mabie seconded
- All in favor, motion passed 5-0.

## 12 Action Items (02:22:25)

A. Discuss/Approve/Deny: City Planning Boards Recommendation for Regulating Large Retail Establishment.

- \* Kardoos gave opening comments
  - \* Jim Baerg made comments (02:24:32)
  - \* Patrica Grabow made comments (02:31:14)
  - \* Mabie made comment (02:37:)
  - \* Nootz made comments (02:38)
  - \* Friedman motioned Mabie seconded.
- All in favor, motioned passed 5-0.

B. Discuss: Scheduling Strategic Plan Work Session Meeting (02:49:00)

- \* Kardoos gave opening statement
- \* Commissioners discuss
- \* Meeting scheduled for February 25, 2020, 5:30-7:30 p.m.

C. Discuss : Scheduling City Managers Evaluation (02:54:50)

- \* Kardoos gave opening statement
  - \* Commissioners discussed
  - \* Schwarz motioned to extend the meeting, Mabie seconded.
- All in favor, motioned passed 5-0.
- \* Meeting scheduled for April 16, 2020, 5:30-7:30 p.m. in the County Commission Chambers.

**13 City Manager Comments (03:04:14)**

- \* Provided Growth Policy update to Commission, 842 online survey responses, 30 paper surveys received. Reminder of Commissioner listening session on 2/8 at Mustang.

**14 City Commissioner Comments**

- \* Nootz made comments (03:06:18)
- \* Mabie made comments (03:07:00)
- \* Friedman made comments (03:08:11)
- \* Schwarz made comments (03:08:22)
- \* Hoglund made comments (03:08:44)

**15 Adjournment (03:06:12) 8:47 p.m.**





LIVINGSTON CITY COMMISSION MEETING- Public Comment Sign-in

DATE: 02/04/2020

If you would like to speak to the Commission, please print your name and address before speaking. This document is an official public record. Your name and address should be printed legibly. Thank you!

**PRINTED NAME/ADDRESS**

**AGENDA SECTION**

- 1. Lois Feigel Liv. Chamber PC
- 2. Michael Kokot Green Acres Annex
- 3. Sam Shulman 318 caton
- 4. Sheena Johnson Green Acres
- 5. Veronica Kokot Green Acres
- 6. Mike Benzel Green Acres
- 7. Susan Veruan Tark County
- 8. Patricia Grabow Livingston
- 9. Bob Jovick
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_
- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_
- 16. \_\_\_\_\_
- 17. \_\_\_\_\_
- 18. \_\_\_\_\_
- 19. \_\_\_\_\_
- 20. \_\_\_\_\_



MRS. EVA GARNIER

and the Livingston  
Roundup

*Present*

# THE KIDDIES' PARADE

Livingston's Annual Exhibition  
of Pageantry of the Old West

*Featuring*

YELLOWSTONE PARK  
AND ITS HISTORY

and

The Montana and Wyoming  
Dude Ranches



Livingston, Montana, July 2, 1934

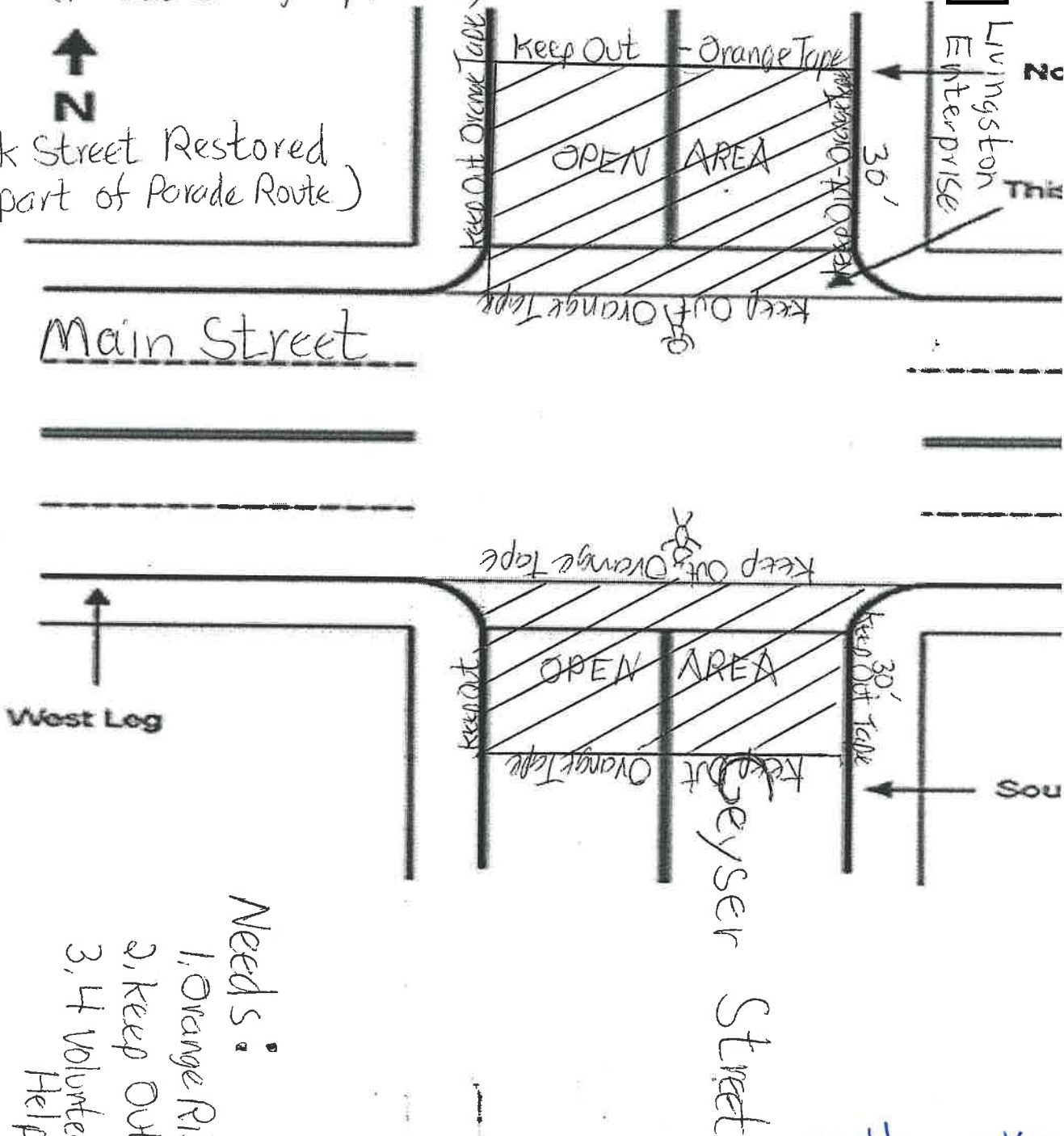
Rec'd from  
Bob Jonick  
2/4/2020  
(FL)



# Geyser Street Plan

(Parade, Emergency Route)

(Park Street Restored as part of Parade Route)



## Needs:

- 1, Orange Ribbon Tape
- 2, Keep Out Signs
- 3, 4 Volunteer Traffic Helpers

Bob Jovick  
222-3065  
bj@montanalegalbusiness.com

Rec'd from Bob Jovick  
2/4/2020

2nd Street - Same Configuration

Amend Sec. 9-16 (a) Code of Ordinances to designate City Commission to approve parade route for 2nd W.P.



**Item Attachment Documents:**

**B. RATIFY CLAIMS PAID FEB.1, 2020 - FEB. 15, 2020.**

Report Criteria:  
 Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1	TECH ELECTRIC, INC	41241	Base light	1	01/23/2020	209.48	.00	209.48	90812	02/04/2020
Total 1:						209.48	.00	209.48		
10	MOBILE REPAIR & WELDI	30805	new gate bar for transferst	1	01/23/2020	51.46	.00	51.46	90799	02/04/2020
Total 10:						51.46	.00	51.46		
16	PARISI WESTERN PLUMB	20_1_31	coupling sewer dept	1	01/31/2020	59.00	.00	59.00	90804	02/04/2020
		T51053	Bell	1	08/15/2019	8.95	.00	8.95	90804	02/04/2020
		T51463	Materials water dept	1	12/10/2019	72.65	.00	72.65	90804	02/04/2020
		T52098	Materials	1	02/04/2020	69.50	.00	69.50	90842	02/11/2020
Total 16:						210.10	.00	210.10		
22	ALL SERVICE TIRE & ALI	58565	rotation	1	01/14/2020	45.00	.00	45.00	90772	02/04/2020
		58621	Tire repair and rotation	1	01/27/2020	15.00	.00	15.00	90772	02/04/2020
		58646	Truck trl flat	1	01/30/2020	15.00	.00	15.00	90772	02/04/2020
Total 22:						75.00	.00	75.00		
23	CARQUEST AUTO PARTS	1912-464478	Oil filter hd	1	01/24/2020	8.03	.00	8.03	90776	02/04/2020
Total 23:						8.03	.00	8.03		
26	LIVINGSTON ACE HARD	F90217	chainsaw SPOOL	1	12/27/2019	17.07	.00	17.07	90792	02/04/2020
		F91554	BuCKLE RELEASE	1	12/31/2019	5.37	.00	5.37	90792	02/04/2020
		F91607	FILTER	1	12/31/2019	2.49	.00	2.49	90792	02/04/2020
		F91610	Filter	1	12/31/2019	9.96	.00	9.96	90792	02/04/2020
		F92673	chain oil	1	01/03/2020	30.98	.00	30.98	90792	02/04/2020
		F92861	bleach	1	01/03/2020	17.98	.00	17.98	90792	02/04/2020
		F93879	Plug	1	01/06/2020	6.36	.00	6.36	90792	02/04/2020
		F95363	ice	1	01/06/2020	8.94	.00	8.94	90792	02/04/2020
		F95370	glue/drill	1	01/09/2020	21.98	.00	21.98	90792	02/04/2020
		F96787	heater	1	01/13/2020	89.98	.00	89.98	90792	02/04/2020
		F98237	Bushing/coupling	1	01/17/2020	19.57	.00	19.57	90792	02/04/2020
		F98320	oil absorbent	1	01/17/2020	20.17	.00	20.17	90792	02/04/2020
		G00849	cord hex	1	01/23/2020	22.32	.00	22.32	90792	02/04/2020
		G01449	chainsaw parts	1	01/25/2020	49.97	.00	49.97	90792	02/04/2020
		X34074	STATION SUPPLIES	1	12/31/2019	9.38	.00	9.38	90792	02/04/2020
		X34091	SUPPLIES	1	12/31/2019	21.95	.00	21.95	90792	02/04/2020
Total 26:						354.47	.00	354.47		
54	GATEWAY OFFICE SUPP	47111	ENVELOPES	1	01/08/2020	33.25	.00	33.25	90828	02/11/2020
		47304	Supplies	1	01/23/2020	18.04	.00	18.04	90828	02/11/2020
Total 54:						51.29	.00	51.29		
55	LIVINGSTON HEALTH CA	17170	Patient Supplies	1	01/27/2020	42.05	.00	42.05	90795	02/04/2020
		200042247	770091919 lab test	1	01/08/2020	29.10	.00	29.10	90795	02/04/2020
		200042251	lab test 770106242	1	01/08/2020	29.10	.00	29.10	90795	02/04/2020
		20042252	770089907 lab tests	1	01/08/2020	29.10	.00	29.10	90795	02/04/2020
		4160177	Patient Supplies	1	01/28/2020	24.28	.00	24.28	90795	02/04/2020



Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 55:						153.63	.00	153.63		
63	HOUSE OF CLEAN	249704-00	Cleaning Supplies	1	01/27/2020	191.20	.00	191.20	90786	02/04/2020
Total 63:						191.20	.00	191.20		
98	GRAYBEAL'S ALL SERVIC	94028	INSTALL NEW HEATER	1	12/06/2019	2,229.00	.00	2,229.00	90830	02/11/2020
		94202	330 bennett street	1	12/19/2019	179.00	.00	179.00	90783	02/04/2020
Total 98:						2,408.00	.00	2,408.00		
100	HACH COMPANY	11801480	pH Gel Probe	1	01/21/2020	328.48	.00	328.48	90784	02/04/2020
Total 100:						328.48	.00	328.48		
102	INDUSTRIAL TOWEL	16444	330 bennett	1	01/24/2020	44.39	.00	44.39	90787	02/04/2020
		16942	110 south b	1	01/30/2020	36.00	.00	36.00	90787	02/04/2020
Total 102:						80.39	.00	80.39		
146	LIVINGSTON ENTERPRIS	163403	VACANCIES ON PLANNIN	1	12/27/2019	287.50	.00	287.50	90794	02/04/2020
		163404	VACANCIES ON PLANNIN	1	12/27/2019	310.50	.00	310.50	90794	02/04/2020
		163516	CITY CONSERVATION BO	1	01/03/2020	26.00	.00	26.00	90794	02/04/2020
		163517	WORK SESSION PARKS	1	01/03/2020	66.00	.00	66.00	90794	02/04/2020
		163651	Notice of listening session	1	01/10/2020	35.75	.00	35.75	90794	02/04/2020
		163809	resolution no 4888	1	01/17/2020	102.00	.00	102.00	90794	02/04/2020
		163810	Notice of internet	1	01/17/2020	26.00	.00	26.00	90794	02/04/2020
		163845	Burten planning	1	01/21/2020	29.25	.00	29.25	90794	02/04/2020
Total 146:						883.00	.00	883.00		
162	CENTURYLINK	406-222-013	406-222-0137 441B	1	01/16/2020	66.74	.00	66.74	90777	02/04/2020
		406-222-035	406-222-0351 366b	1	01/16/2020	73.57	.00	73.57	90777	02/04/2020
Total 162:						140.31	.00	140.31		
250	INSTY-PRINTS	33835	Business cards	1	01/29/2020	26.95	.00	26.95	90831	02/11/2020
		33835	Business cards	2	01/29/2020	54.11	.00	54.11	90831	02/11/2020
Total 250:						81.06	.00	81.06		
400	LOCAL GOVERNMENT S	3771	AFR Filing Fee	1	01/27/2020	2,500.00	.00	2,500.00	90796	02/04/2020
Total 400:						2,500.00	.00	2,500.00		
402	ALPINE ELECTRONICS R	10261006	hp deskjet printer	1	01/22/2020	79.99	.00	79.99	90773	02/04/2020
Total 402:						79.99	.00	79.99		
424	ENERGY LABORATORIES	293188	Effluent	1	01/28/2020	122.00	.00	122.00	90779	02/04/2020
Total 424:						122.00	.00	122.00		
533	T & E THE CAT RENTAL S	42CS044314	Parts	1	01/16/2020	249.17	.00	249.17	90850	02/11/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 533:						249.17	.00	249.17		
634	CERTIFIED LABORATORI	3828702	Aerosol	1	02/03/2020	179.85	.00	179.85	90825	02/11/2020
Total 634:						179.85	.00	179.85		
776	KENYON NOBLE	7530858	EXPANSION JOINT	1	01/28/2020	7.29	.00	7.29	90789	02/04/2020
		7535832	diamond hole saw	1	01/31/2020	60.98	.00	60.98	90789	02/04/2020
Total 776:						68.27	.00	68.27		
845	US BANK St. Paul	5622872	DOWNTOWN URD SERIE	1	01/24/2020	350.00	.00	350.00	90860	02/11/2020
		5629729	reFUNDING BONDS SERI	1	01/24/2020	350.00	.00	350.00	90860	02/11/2020
Total 845:						700.00	.00	700.00		
931	FRIDLEY CONSTRUCTIO	1/24/2020	PREENGINEERED BUILDI	1	01/24/2020	72,200.00	.00	72,200.00	90782	02/04/2020
Total 931:						72,200.00	.00	72,200.00		
952	MONTANA ASSOCIATION	2020_2_7	Annual dues - Johnson	1	02/07/2020	100.00	.00	100.00	90837	02/11/2020
Total 952:						100.00	.00	100.00		
1390	KEN'S EQUIPMENT REPA	0860	towed chevy s10	1	12/04/2019	110.00	.00	110.00	90788	02/04/2020
		54720	PARTS	1	01/13/2020	210.75	.00	210.75	90833	02/11/2020
		54771	PARTS	1	01/22/2020	932.60	.00	932.60	90833	02/11/2020
		54774	PARTS	1	01/23/2020	791.60	.00	791.60	90833	02/11/2020
		54850	PARTS	1	02/05/2020	33.90	.00	33.90	90833	02/11/2020
Total 1390:						2,078.85	.00	2,078.85		
1430	USA BLUEBOOK	122871	blue book	1	01/22/2020	1,879.33	.00	1,879.33	90813	02/04/2020
Total 1430:						1,879.33	.00	1,879.33		
1439	STAFFORD ANIMAL SHEL	2019_12_20	Boarding, Vacc &	1	01/07/2020	1,751.25	.00	1,751.25	90711	01/22/2020
Total 1439:						1,751.25	.00	1,751.25		
1687	HANSER'S AUTOMOTIVE	LIV572	LPD Tow	1	01/19/2020	95.00	.00	95.00	90785	02/04/2020
Total 1687:						95.00	.00	95.00		
1814	SPECIAL LUBE	63214	dodge oil change	1	01/24/2020	43.95	.00	43.95	90809	02/04/2020
		63250	gmc oil change	1	01/28/2020	67.00	.00	67.00	90809	02/04/2020
Total 1814:						110.95	.00	110.95		
2087	WISPWEST.NET	531318-5381	Internet civic center	1	02/03/2020	110.19	.00	110.19	90814	02/04/2020
Total 2087:						110.19	.00	110.19		
2386	FERGUSON ENTERPRIS	0734540	LF 4 OMC2 M/C	1	01/09/2020	3,618.62	.00	3,618.62	90780	02/04/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2386:						3,618.62	.00	3,618.62		
2437	O'REILLY AUTOMOTIVE, I	1558-192695	Wiper blade	1	01/30/2020	25.62	.00	25.62	90803	02/04/2020
Total 2437:						25.62	.00	25.62		
2631	MONTANA STATE - FIRE	34-146	Fire fighter 1 cert	1	01/21/2020	95.00	.00	95.00	90800	02/04/2020
		34-148	FF1 Certification- GILLES	1	01/31/2020	95.00	.00	95.00	90857	02/11/2020
Total 2631:						190.00	.00	190.00		
2634	MOTOROLA	16088160	antenna	1	01/07/2020	3,649.06	.00	3,649.06	90801	02/04/2020
Total 2634:						3,649.06	.00	3,649.06		
2662	BOUND TREE MEDICAL,	83487297	MEDICAL SUPPLIES	1	01/27/2020	173.81	.00	173.81	90775	02/04/2020
Total 2662:						173.81	.00	173.81		
2830	LEHRKIND'S COCA-COLA	1718922	Water	1	01/29/2020	59.35	.00	59.35	90791	02/04/2020
		1718923	Water	1	01/29/2020	33.00	.00	33.00	90791	02/04/2020
Total 2830:						92.35	.00	92.35		
2863	KIMBALL MIDWEST	7682431	green diamond nitrile	1	01/21/2020	1,921.20	.00	1,921.20	90790	02/04/2020
Total 2863:						1,921.20	.00	1,921.20		
2904	FISHER SAND AND GRAV	7867	3/4 ROCK	1	01/04/2020	510.09	.00	510.09	90781	02/04/2020
		8054	FlowFILL	1	01/11/2020	665.00	.00	665.00	90781	02/04/2020
Total 2904:						1,175.09	.00	1,175.09		
2999	TEAR IT UP L.L.C.	43014	Shredding	1	01/08/2020	41.12	.00	41.12	90716	01/22/2020
Total 2999:						41.12	.00	41.12		
3040	MIDWAY RENTAL, INC.	5-1150859	RIPPER FOR E85 MX BO	1	01/16/2020	1,427.00	.00	1,427.00	90836	02/11/2020
Total 3040:						1,427.00	.00	1,427.00		
3204	MONTANA STATE FUND	12900332	2019-20 Installment 4 of 5	1	01/17/2020	1,058.02	.00	1,058.02	90856	02/11/2020
Total 3204:						1,058.02	.00	1,058.02		
3353	STORY DISTRIBUTING	88715	Diesel 206G	1	01/23/2020	491.99	.00	491.99	90810	02/04/2020
		88718	Diesel 200G	1	01/30/2020	459.56	.00	459.56	90810	02/04/2020
Total 3353:						951.55	.00	951.55		
3370	LIVINGSTON BUSINESS I	2020_01	1ST HALF FY20	1	01/31/2020	21,500.00	.00	21,500.00	90793	02/04/2020
Total 3370:						21,500.00	.00	21,500.00		
3378	AMERICAN AUTOMOTIVE	14	2014 ford police interceptor	1	01/23/2020	153.00	.00	153.00	90774	02/04/2020
		14	2014 ford police interceptor	2	01/23/2020	245.57	.00	245.57	90774	02/04/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		81	Brake Rotor	1	01/28/2020	310.59	.00	310.59	90820	02/11/2020
		81	Brake Rotor	2	01/28/2020	95.00	.00	95.00	90820	02/11/2020
		Total 3378:				804.16	.00	804.16		
3390	TD&H ENGINEERING, IN	18917-1	Professional fees	1	10/14/2019	1,016.80	.00	1,016.80	90715	01/22/2020
		18917-1	Professional fees	2	10/14/2019	15,695.45	.00	15,695.45	90715	01/22/2020
		18917-1	Professional fees	3	10/14/2019	24,387.00	.00	24,387.00	90715	01/22/2020
		18917-1	Professional fees	4	10/14/2019	5,657.90	.00	5,657.90	90715	01/22/2020
		18917-1	Professional fees	5	10/14/2019	5,579.90	.00	5,579.90	90715	01/22/2020
		Total 3390:				52,337.05	.00	52,337.05		
3472	UTILITIES UNDERGROU	0015088	Excavation Notifications	1	01/31/2020	25.90	.00	25.90	90861	02/11/2020
		0015088	Excavation Notifications	2	01/31/2020	25.91	.00	25.91	90861	02/11/2020
		Total 3472:				51.81	.00	51.81		
3519	OPPORTUNITY BANK OF	2020_02	Office Rent	1	02/01/2020	1,775.00	.00	1,775.00	90582	01/22/2020
		Total 3519:				1,775.00	.00	1,775.00		
3586	TARR, MARGARET	2_3_2020	REIMBURSEMENT	1	02/03/2020	301.57	.00	301.57	90811	02/04/2020
		Total 3586:				301.57	.00	301.57		
3645	SLEEPING GIANT ANIMA	23260	FELINE SPAY	1	01/17/2020	1,182.09	.00	1,182.09	90808	02/04/2020
		Total 3645:				1,182.09	.00	1,182.09		
3651	MARLIN BUSINESS BANK	17735077	contract payment	1	01/24/2020	1,371.20	.00	1,371.20	90797	02/04/2020
		Total 3651:				1,371.20	.00	1,371.20		
3659	RIVERSIDE HARDWARE	90464	Office Supply	1	01/08/2020	19.58	.00	19.58	90848	02/11/2020
		90531	Office Supply	1	01/08/2020	5.07	.00	5.07	90848	02/11/2020
		90737	Office Supply	1	01/10/2020	22.37	.00	22.37	90848	02/11/2020
		90740	Credit	1	01/10/2020	11.59-	.00	11.59-	90848	02/11/2020
		90745	Office Supply	1	01/10/2020	25.99	.00	25.99	90848	02/11/2020
		91119	Batteries	1	01/16/2020	32.53	.00	32.53	90806	02/04/2020
		91969	Office Supply	1	01/28/2020	25.97	.00	25.97	90848	02/11/2020
		92577	PARTTS	1	02/04/2020	13.38	.00	13.38	90848	02/11/2020
		Total 3659:				133.30	.00	133.30		
3688	MURDOCH'S RANCH & H	K00315/37	SUPPLIES	1	02/05/2020	54.61	.00	54.61	90858	02/11/2020
		Total 3688:				54.61	.00	54.61		
3713	SYSCO MONTANA, INC	243610034	Coffee	1	01/08/2020	264.18	.00	264.18	90713	01/22/2020
		Total 3713:				264.18	.00	264.18		
3727	AAA CLEANING, LLC	JAN_2020	cleaning January	1	01/31/2020	300.00	.00	300.00	90771	02/04/2020
		Total 3727:				300.00	.00	300.00		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
3747	WOODS ROSE MARKET	81	Downtown Flowers	1	01/30/2020	4,000.00	.00	4,000.00	90862	02/11/2020
Total 3747:						4,000.00	.00	4,000.00		
3780	TARGETSOLUTIONS LEA	2020_3_31	Target Solutions RENEWA	1	01/31/2020	1,840.82	.00	1,840.82	90851	02/11/2020
		2020_3_31	Target Solutions Renewal	2	01/31/2020	1,840.82	.00	1,840.82	90851	02/11/2020
Total 3780:						3,681.64	.00	3,681.64		
3842	REDSTONE LEASING	2020_03	Copier Lease 17 of 60	1	02/01/2020	203.07	.00	203.07	90805	02/04/2020
Total 3842:						203.07	.00	203.07		
999999	MISC	28_1_2020	Restitution - S Scott	1	01/28/2020	100.00	.00	100.00	90807	02/04/2020
		FLEFR000	Ambulance Refund	1	02/06/2020	1,889.00	.00	1,889.00	90864	02/12/2020
		TK2018-0462	Bond Release - L. Gray	1	01/30/2020	1,550.00	.00	1,550.00	4491	02/07/2020
		TK2018-0463	Bond Release - K. Gray	1	01/30/2020	290.00	.00	290.00	4491	02/07/2020
		TK2019-0372	Bond Release - R. Gray	1	01/28/2020	685.00	.00	685.00	4493	02/07/2020
		TK2019-0440	Bond Release - W. Begg	1	01/28/2020	1,970.00	.00	1,970.00	4492	02/07/2020
Total 999999:						6,484.00	.00	6,484.00		
1000041	SWS Equipment	0120823-IN	SWS Stock	1	01/31/2020	1,582.37	.00	1,582.37	90849	02/11/2020
Total 1000041:						1,582.37	.00	1,582.37		
1000047	BRUCE E. BECKER, P.C.	2020_02_11	Contracted service	1	01/31/2020	1,015.00	.00	1,015.00	90822	02/11/2020
Total 1000047:						1,015.00	.00	1,015.00		
1000056	SMARTCOVER SYSTEMS	3696	hardware	1	11/21/2019	5,364.00	.00	5,364.00	90710	01/22/2020
Total 1000056:						5,364.00	.00	5,364.00		
1000071	MED ONE EQUIPMENT S	ES11551	pump module	1	01/23/2020	1,720.00	.00	1,720.00	90798	02/04/2020
Total 1000071:						1,720.00	.00	1,720.00		
1000095	MONTANA LAW ENFORC	2020_02_07	ANNUAL MEMBERSHIP F	1	02/07/2020	150.00	.00	150.00	90838	02/11/2020
Total 1000095:						150.00	.00	150.00		
1000112	COURTNEY LAWELLIN, P	5444	LEGAL SERVICES JANUA	1	01/31/2020	9,489.99	.00	9,489.99	90778	02/04/2020
Total 1000112:						9,489.99	.00	9,489.99		
1000123	PURCHASE POWER	2020_02_05	POSTAGE	1	02/05/2020	335.00	.00	335.00	90846	02/11/2020
		2020_02_05	POSTAGE	2	02/05/2020	335.00	.00	335.00	90846	02/11/2020
		2020_02_05	POSTAGE	3	02/05/2020	335.00	.00	335.00	90846	02/11/2020
Total 1000123:						1,005.00	.00	1,005.00		
1000125	BURTON PLANNING SER	19-112-4	LIVINGSTON GROWTH P	1	02/06/2020	6,060.00	.00	6,060.00	90823	02/11/2020
Total 1000125:						6,060.00	.00	6,060.00		
1000143	PITNEY BOWES	3310480593	POSTAGE MACHINE REN	1	01/15/2020	193.00	.00	193.00	20200207	02/07/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		3310480593	POSTAGE MACHINE REN	2	01/15/2020	193.00	.00	193.00	20200207	02/07/2020
		3310480593	POSTAGE MACHINE REN	3	01/15/2020	193.00	.00	193.00	20200207	02/07/2020
		5219645	Postage	1	02/07/2020	333.33	.00	333.33	20200210	02/10/2020
		5219645	Postage	2	02/07/2020	333.33	.00	333.33	20200210	02/10/2020
		5219645	Postage	3	02/07/2020	333.34	.00	333.34	20200210	02/10/2020
		Total 1000143:				1,579.00	.00	1,579.00		
1000145	MONTANA LAW WEEK	2020_02_07	SUBSCRIPTION	1	02/07/2020	730.00	.00	730.00	90839	02/11/2020
		Total 1000145:				730.00	.00	730.00		
1000146	KEY RENTALS GROUP, L	3038	ECAVATION SAFETY CLA	1	02/04/2020	165.00	.00	165.00	90834	02/11/2020
		3038	EVACATION SAFETY CLA	2	02/04/2020	220.00	.00	220.00	90834	02/11/2020
		Total 1000146:				385.00	.00	385.00		
1000147	EXCEL K-9 SERVICES, IN	K9 BONO	50% - Down Payment	1	02/10/2020	6,400.00	.00	6,400.00	90863	02/12/2020
		Total 1000147:				6,400.00	.00	6,400.00		
		Grand Totals:				231,698.23	.00	231,698.23		

## Report Criteria:

Detail report type printed

**Item Attachment Documents:**

- C. CONSENT - APPROVE LAUREL DESNICKS APPLICATION FOR THE LIVINGSTON TREE BOARD.**

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

**Appointed Position Seeking:** Tree Board

**Date of Application:** 2/6/20

Name: LAUREL DESNIC

Signed: Laurel Desnic

Address: 223 S. 5th St Livingston

Telephone: daytime 222 0140

after 5:00 p.m.: \_\_\_\_\_

Fax Number: \_\_\_\_\_

e-mail address: lhdessnic@gmail.com

1. Are you a resident of the City of Livingston? yes
2. Are you a registered voter? yes
3. Will you be at least 18 years of age at the time of the appointment? yes
4. Describe the reasons you are interested in this appointment: Concerned citizen. avid gardener and tree planter. Interest in our aging tree population, benefits of increasing plantings in the community. Aware of current threats, controversies.
5. Describe any background, experience and interests that you have which may assist you in performing the responsibilities of this appointment:

A. Occupation: MD, County Health Officer

B. Education: MSU, UW

C. Experience: Extensive public health and rural health experience. Have planted many trees in Livingston in past 40 years  
 (please attach a detailed resume if desired)

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

① Current Park County Health Officer

② Chair, ASPEN

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

A. If yes, please describe those boards. ASPEN, ABUSE prevention network

8. Current Employer? PARK County

9. Are you available for night meetings? yes

10. Are you available for daytime meetings? yes

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

12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? If conflict arose, or appearance of conflict, I would excuse myself from the situation.

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




**Item Attachment Documents:**

- D. APPROVE THOMAS BLUROCK'S APPLICATION FOR THE CITY HISTORIC PRESERVATION COMMISSION.**

**City of Livingston**  
**Application for Appointed Office**  
(Revised 1/17/19)

**Appointed Position Seeking:** CITY HISTORIC PRESERVATION COMMISSION

**Date of Application:** DEC. 6, 2019

Name: THOMAS BLUROCK Signed: 

Address: 110 1/2 MAIN ST, LIVINGSTON

Telephone: daytime 949.225.2435 after 5:00 p.m.: SAME

Fax Number: N/A e-mail address: tblurock@aol.com

- 1. Are you a resident of the City of Livingston? YES
- 2. Are you a registered voter? YES
- 3. Will you be at least 18 years of age at the time of the appointment? YES
- 4. Describe the reasons you are interested in this appointment: SEE ATTACHED

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

- A. Occupation: ARCHITECT
- B. Education: MASTER OF ARCHITECTURE HARVARD U
- C. Experience: 30 YEARS EXPERIENCE IN DESIGN AND PLANNING

(please attach a detailed resume if desired)

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

7. Are you currently serving on any Community Boards? NO

A. If yes, please describe those boards.

8. Current Employer? RETIRED

9. Are you available for night meetings? YES

10. Are you available for daytime meetings? YES

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

12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? EITHER RECUSE MYSELF OR SEEK A LEGAL OPINION DEPENDING ON THE SITUATION

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

Return completed applications to Lisa Harreld at the City/County Complex 414 E. Callender St.

To whom it may concern:

Please consider my application to the City Historic Preservation Commission.

I recently moved to Livingston after having a vacation house in paradise Valley for the past 25 years. I currently live in the Downtown Historic district in a building I recently renovated at 110/112 South Main Street. Through this experience I went through the city permitting process including the Historic Preservation Commission. The result I believe is a model for the future of Downtown Livingston.

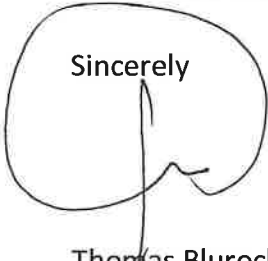
I am an architect who had a practice in Southern California for almost 35 years. My firm specialized in the design of educational buildings, for which we won numerous local state and national awards. I was awarded a Fellowship in the American Institute of Architects in 2004.

Early in my career I was involved in a number of downtown revitalization projects in California and New England. These included historic preservation master plans for Portsmouth New Hampshire, Exeter New Hampshire and Middlebury Vermont. The goal of these efforts were economic development using the historic character of these places. I have always had an interest in the design and planning of historic urban places and can bring hands on experience to the Commission.

Currently I am semi-retired, doing small projects on my own. Most of these are residential and can be seen on my website.

I am interested in doing what I can to help Livingston maintain the character we all love. This is the reason we are here. I would love to add my experience to the Historic Preservation Committee- I want to help.

Sincerely

A handwritten signature in black ink, appearing to be 'T. Blurock', enclosed within a hand-drawn oval shape.

Thomas Blurock FAIA  
110 ½ South Main Street  
Livingston MT.

Email: [tblurock@aol.com](mailto:tblurock@aol.com)  
Cell: 949 285 2435  
Website: [tblurock.net](http://tblurock.net)

**Item Attachment Documents:**

- E. APPROVE STACY JOVICKS APPLICATION TO CITY PLANNING BOARD, PER RECOMMENDATION.**

**City of Livingston  
Planning Board**

# Memo

**To:** Mr. Michael Kardoes – City Manager – City of Livingston

**From:** Scott Weisbeck – Chairman

**cc:** Kate McInerney – Vice Chairman

**Date:** February 12, 2019

**Re:** Selection of new Planning Board Member

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In accordance with the City of Livingston Board and Committee Policies Handbook Page 14 we as a Board interviewed candidates for the vacant position of the Planning Board previously filled by Mr. Adam Stern at the public meeting on Feb 12, 2019.

Mrs. Stacy Jovick is hereby recommended for the vacant Board Position after much discussion by the current board members in attendance. Frank O'Conner was not in attendance and Planning Board Member/City Commissioner abstained from making a recommendation.

In accordance with the aforementioned handbook we have included all applications for this vacancy.

*City of Livingston*  
**Application for Appointed Office**  
(Revised 1/17/19)

**Appointed Position Seeking:** City Planning Board

**Date of Application:** January 4, 2020

Name: Stacy Jovick

Signed: *Stacy Jovick*

Address: 410 S. 8th

Telephone: daytime 406-223-0200

after 5:00 p.m.: same

Fax Number: none

e-mail address: rsjovick@gmail.com

1. Are you a resident of the City of Livingston? Yes
2. Are you a registered voter? Yes
3. Will you be at least 18 years of age at the time of the appointment? Yes
4. Describe the reasons you are interested in this appointment: See attached.

5. Describe any background, experience and interests that you have which may assist you in performing the responsibilities of this appointment:
- A. Occupation: Property Manager
  - B. Education: B.A. Speech Pathology and Audiology
  - C. Experience: See attached

(please attach a detailed resume if desired)

6. Have you served on any previous boards or in any governmental positions in the past? No
7. Are you currently serving on any Community Boards? No
  - A. If yes, please describe those boards. \_\_\_\_\_
8. Current Employer? Self
9. Are you available for night meetings? Yes
10. Are you available for daytime meetings? Yes
11. Do you foresee any potential conflicts of interest that you might have in executing the duties of this appointed office? No.
12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? I would abstain from voting on any issue where there was a conflict of interest.

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

Return completed applications to Lisa Harreld at the City/County Complex 414 E. Callender St.

Stacy Jovick

Applicant for City Planning Board

January 4, 2020

**4. Describe why you are interested in this appointment.**

I am interested in being on the City Planning Board because I want to be a part of the visioning process in the future development of Livingston. I have seen many changes in Livingston over the past 40 years both, while I was raising my family and as I've continued to live here. I would like to protect what we have that is great and move forward into the future with where we need to go. I've always been interested in the building industry and I've followed closely with what has been happening in Livingston.

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

Experience: I have been managing property most of my adult life in Livingston and other communities. I am knowledgeable about property issues, rentals and dealing with trades people. I am able to see the larger picture as well as taking care of details. I have traveled out of the area and seen many different sizes and styles of cities.

I am a community leader and I was one of the founding members of the Livingston Education Foundation (LEF) and was the LEF President for the first 6 years. I have held numerous other leadership positions within the Methodist Church, P.E.O. (a philanthropic education organization), the American Association of University Women and the Livingston School District.

**City of Livingston**  
**Application for Appointed Office**  
(Revised 1/17/19)

**Appointed Position Seeking:** City Planning Board

**Date of Application:** 01-29-2020

Name: Jillian Souza

Signed: 

Address: 30 Loves Ln

Telephone: daytime 206-496-3170

after 5:00 p.m.: 206-496-3170

Fax Number: \_\_\_\_\_

e-mail address: jillian@woolyarchitecture.com

1. Are you a resident of the City of Livingston? No

2. Are you a registered voter? Yes

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

4. Describe the reasons you are interested in this appointment: I chose Livingston as my home and would love to serve the community in a way that utilizes my training and skills. It's an important time in the town's history to plan for healthy growth that ensures this is still a wonderful place to live when my children are adults.

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

A. Occupation: Architect

B. Education: Bachelors of Architecture

C. Experience: I have participated in planning both housing and mixed-use developments in Nashville, TN.

(please attach a detailed resume if desired)

6. Have you served on any previous boards or in any governmental positions in the past? Danforth Museum of Art Board

7. Are you currently serving on any Community Boards? No

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

8. Current Employer? Wooly Architecture (self-employed)

9. Are you available for night meetings? Yes

10. Are you available for daytime meetings? Yes

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

12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? As an architect I regularly mitigate conflicts of interest that arise between the parties invested in a building project through clear and transparent communication. I am also thorough in documenting facts and processes so that relevant information is available when decisions need to be made.

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

Return completed applications to Lisa Harreld at the City/County Complex 414 E. Callender St.



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

**Appointed Position Seeking:** City Planning Board

**Date of Application:** Jan. 22, 2020

Name: Al Krauber

Signed: Al Krauber

Address: 512 N. 2nd St.

Telephone: daytime 333-2760

after 5:00 p.m.: 220-2629

Fax Number:                     

e-mail address: krauber.a@gmail.com

- 1. Are you a resident of the City of Livingston? yes
- 2. Are you a registered voter? yes
- 3. Will you be at least 18 years of age at the time of the appointment? yes

4. Describe the reasons you are interested in this appointment: Growth is important for a community to maintain its vitality but growth cannot erode the community's quality of life and its character.

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

A. Occupation: Newspaper reporter covering local government

B. Education: Bachelor's of Journalism

C. Experience: I've had a front row seat watching cities and towns struggle with growth. My insights may be of value.

(please attach a detailed resume if desired)

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

7. Are you currently serving on any Community Boards? No

A. If yes, please describe those boards.                     

8. Current Employer? Retired, freelance writer.

9. Are you available for night meetings? yes

10. Are you available for daytime meetings? yes

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

12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? I would announce the conflict and recuse myself from all discussions and decisions.

Jan. 22, 2020

Ms. Dorel Hoglund  
Livingston City Commission  
414 E. Callender St.  
Livingston, MT 59047

Dear Ms. Hoglund:

I write you today to apply for the vacancy on the City Planning Board. An application and a brief resume are enclosed for your review.

I was a reporter, editor and publisher during my 36 years in the newspaper industry. I was a staff writer for the Livingston Enterprise during that time and have seen how the city has grown. I have also taken note of the more recent pressures for new growth.

My outlook is fairly simple in that I believe growth is needed but not at the expense of the city's ambience and quality of life that is cherished by those of us fortunate to call Livingston our home. The city has a compact with its residents in that what it offers them today cannot be taken back in midstream. Existing residents trust that the city will look out for their best interests and I support that view. Growth has to benefit those who live here now as well as those who will make their homes here in future years.

I want to see housing that is affordable to most wage earners and services so traveling to nearby or distant cities isn't part of the equation to make a home here. I lived in Park County 14 years and three additional years in Livingston. This is a pretty special community, and I would like to help it remain that way while still providing a future for its current residents and those who will be drawn here by that same quality of life.

Sincerely,



Al Knauber  
512 N. Second St.  
Livingston, MT 59047

# Al Knauber

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512 N. Second St., Livingston, MT 59047  
 406-220-2629  
 knauber.a@gmail.com

## Objective

To assist the City of Livingston plan for its future.

## Professional Summary

I worked in the newspaper industry in Montana during my 36 years in roles from reporter to publisher. I built my reputation on fairness and accuracy and earned the trust of those with whom I interacted. I am skilled at recognizing underlying concerns, which has allowed me to be successful in communicating and collaborating within the news-gathering organizations where I have worked or have directed.

I value diversity of opinion and teamwork to create and foster an environment where all participants feel appreciated and are encouraged to contribute. I rely on my professionalism to maintain working relationships in difficult situations and am comfortable with people of varied outlooks on life.

Here's a quick look at some of my career:

- Copy editor and designer then staff writer at the Helena Montana Independent Record from July 2012 to July 2017.
- Publisher and editor of the Big Timber Montana Pioneer: July 2008 to July 2012. I was selected to oversee the transition to new ownership and manage this weekly newspaper.
- Member of the copy desk at the Anchorage Daily News in Alaska: October 2005 to June 2008/ where I participated in editing of stories to ensure fairness and accuracy.
- Staff writer and then member of copy desk at the Bozeman Montana Daily Chronicle: May 1991 to July 2005.
- Staff writer for the Livingston Montana Enterprise: January 1987 to May 1991. Responsibilities included covering business, agriculture, environmental and natural resource issues, city and county governments, law enforcement, courts and Yellowstone National Park.

## Keys to My Accomplishments

- Establish relationships quickly, view situations from the perspectives of others, seek resolutions to disagreements that would be seen as fair and could potentially build new alliances.
- Recognition that diversity of opinion leads to better solutions and strengthens the team upon which an organization relies.
- Offer all parties an equal voice to ensure superior editorial balance and reader confidence in editorial judgment.
- Acknowledge the anxiety experienced by people being interviewed, especially in difficult situations and make efforts for them to better articulate their thoughts.
- Reliance on reputation to build trust and forge partnerships

**City of Livingston**  
**Application for Appointed Office**

(Revised 3/17/03)

Appointed Position Seeking: Planning Board  
Date of Application: 1-20-2020

Name: Jessica Wilcox Signed: Jessica Wilcox  
Address: 617 N 8th 59047  
Telephone: daytime 406 570 0377 after 5:00 p.m.: same  
Fax Number: 406 823-6434 e-mail address: jessica.wilcox@livingston.org

- 1. Are you a resident of the City of Livingston? YES
- 2. Are you a registered voter? YES
- 3. Will you be at least 18 years of age at the time of the appointment? YES
- 4. Describe the reasons you are interested in this appointment:  
see attached cover letter

5. Describe any background, experience and interests that you have which may assist you in performing the responsibilities of this appointment:  
A. Occupation: Community Health Coordinator at Livingston Health Care  
B. Education: BS x 2 Colorado State, MS from MSU Bozeman  
C. Experience: see resume

- (please attach a detailed resume if desired)
- 6. Have you served on any previous boards or in any governmental positions in the past?  
YES - Windridge 2018 - present, Aspen 2018 - present, Livingston Food Resource Center 2010 - present, Farm to School 2017 - 2019
  - 7. Are you currently serving on any Community Boards? YES
    - A. If yes, please describe those boards.
  - 8. Current Employer? Livingston Health Care
  - 9. Are you available for night meetings? YES
  - 10. Are you available for daytime meetings? YES
  - 11. Do you foresee any potential conflicts of interest that you might have in executing the duties of this appointed office? No
  - 12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? Professionally, honestly + with integrity.

January 20, 2020

Scott Weisbeck, Chairman  
City of Livingston Planning Board  
414 East Callender  
Livingston, MT 59047

Dear Mr. Weisbeck,

Please consider my application to the City of Livingston Planning Board. I have been a citizen of Livingston since June 2007, when I took a position with Livingston HealthCare as the Food and Nutrition Services Manager. I built a thriving Farm to Institution Program, purchasing food locally and supporting local agriculture and promoting positive eating habits in our community as a registered dietitian for over a decade. In 2017 I was fortunate enough to create a new position at Livingston HealthCare and as the Community Health Coordinator, I act as the liaison to the community on behalf of the hospital. I also facilitate a local coalition called LiveWell49, whose mission is to embrace a culture of health in Park County. I work with many community partners working towards building resilience and focusing on suicide prevention. These partners include representatives from the City of Livingston, Park County Health Department, Community Health Partners, Livingston School District, Park County Community Foundation, Park County Superintendent of Schools, as well as many non-profits located here in Park County and Gallatin County as well.

I am seeking a position on the City of Livingston Planning Board because I have an interest in the future growth of our community. I have taken an interest in the current growth policy process. I had the opportunity to present data from the most recent Community Health Needs Assessment (2019) during a Park County Environmental Council community gathering demonstrating the importance of health equity for our community members when we consider growth. I believe Livingston has an incredible opportunity to thoughtfully consider how we as a community prepare for the future. We are at a pivotal time with Bozeman growing at a rapid rate and I hope to learn from the successes and failures of other communities to ensure we put our best foot forward during this time of transition. I'm interested in serving on the Planning Board to contribute my expertise in health, wellness and community collaboration.

Thank you for your consideration.

Sincerely,



Jessica Wilcox MS, RDN, LN  
617 N 8<sup>th</sup> Street  
Livingston, MT 59047

## Jessica Eldredge Wilcox MS, RD, LN

617 N 8<sup>th</sup> Street

Livingston, MT 59047

Phone: (406) 570-0377

Email: [jewilliams2010@gmail.com](mailto:jewilliams2010@gmail.com)

### Qualifications and Work History

- Registered and licensed dietitian in Montana
- Community Health Coordinator at Livingston Healthcare
- Food and Nutrition Services Manager at Livingston HealthCare
- Diabetes Education Program Coordinator, Livingston Healthcare
- Owner of B<sup>2</sup> Nutrition, MNT private practice, Bozeman, MT
- Adjunct Professor, MSU Health and Human Development, spring 2009
- Graduate teaching assistant, lecturer and food science lab instructor 2005/2006
- Consultant dietitian for three long term care facilities in MA
- Outpatient MNT provider for Live Nutrition, private practice, Brewster, MA
- Extensive food service, kitchen safety, equipment and sanitation experience
- Familiar with several nutrient and diet analysis software programs
- Developed and presented food and nutrition lectures/seminars

### Education

2005-2006 Montana State University, MS in Nutrition Science  
2002-2003 University of Northern Colorado, Dietetic Internship  
1998-2002 Colorado State University, BS Dietetics, BS Restaurant and Resort Management

### Professional Affiliations

- Academy of Nutrition and Dietetics
  - Montana Academy of Nutrition and Dietetics
  - American Diabetes Association
- State and Community Organization Involvement
- LiveWell49 Facilitator 2017-present
  - Council member for the Park County Food System Council 2010-present
  - Council member for the Montana Food Systems Council 2008-2012
  - Board of Director Montana Academy of Nutrition and Dietetics 2011-2013/2015-present
  - Board of Director Livingston Food Pantry 2008-present
  - Board of Director Farms for Families 2008-2010
  - Board of Director Farm to School 2017-present
  - Board of Director Windrider Public Transit 2017-present
  - Board of Director ASPEN 2017-present
  - Member of the Park County Pediatric Care Team
  - Montana State University Dietetic Advisory Board
  - Montana Dietetic Internship Preceptor
  - Montana Dietetic Association State Regulatory Specialist

6/2007- present Livingston HealthCare, Livingston, MT

Reference: Vicki Axtell  
(406) 222-3541

2003-2005

Live Nutrition, Brewster, MA

Reference: Margaret Davis RD, LDN, FADA, CDE  
(508) 896-9080

Orleans Convalescent and Retirement Center, Orleans, MA

Reference: Mark Doyle, Administrator

Jackie Beale RN, Director of Nursing  
(508) 255-2328

Liberty Commons Retirement Center, Chatham, MA

Reference: Bill Bogdanovich, Administrator  
Kate Vanderbilt RN, Director of Nursing  
(508) 945-3668

**Item Attachment Documents:**

- A. **ORDINANCE NO. 2085: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPSC); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IBEC).**



**ORDINANCE NO. 2085**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPSC); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC).**

**Preamble.**

The purpose of this Ordinance is provide for the public health, safety and welfare by regulating the construction and alterations of buildings within the City by adopting changes made by the State of Montana and requiring buildings to comply with the 2018 International Building Code (IBC), the 2018 International Residential Code (IRC), the 2018 International Swimming Pool and Spa Code (ISPSC) and the 2018 International Existing Building Code (IEBC).

\*\*\*\*\*

**WHEREAS**, the City of Livingston has been certified by the State of Montana to enforce buildings codes in its jurisdictional area; and

**WHEREAS**, in December of 2019, the Montana Department of Labor and Industry adopted the 2018 International Building Code (IBC), the 2018 International Residential Code (IRC), the 2018 International Swimming Pool and Spa Code (ISPSC) and the 2018 International Existing Building Code (IEBC); and

**WHEREAS**, 50-60-301 Montana Code Annotated (MCA), et seq. provides that certified communities may enforce only those codes as adopted by the State of Montana; and

**WHEREAS**, to prevent decertification of its building code program it is in the best interests of the City of Livingston to adopt State approved changes to the building codes by adopting the 2018 International Building Code (IBC), the 2018 International Residential Code (IRC), the 2018 International Swimming Pool and Spa Code

(ISPSC) and the 2018 International Existing Building Code (EEBC); and

**WHEREAS**, 7-5-108 Montana Code Annotated provides that any local government may adopt or repeal an ordinance which incorporated a code by reference without setting forth the code in full.

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission of the City of Livingston, Montana, that Ordinance No. 2053 as codified in Chapter 6 of the Livingston Municipal Code be and the same is hereby amended with additions underlined and deletions struck through, as follows:

**SECTION I.**

**ARTICLE I - ADOPTING BUILDING CODES**

**Section 6-1 International Building Code, (IBC) ~~2012~~ 2018 Edition, adopted by reference.**

There is hereby adopted for enforcement by the City of Livingston that certain building code known as the International Building Code (IBC), ~~2012~~ 2018 Edition, and all accompanying appendices, amendments and modifications adopted or required to be adopted by the Building Code Bureau of the Montana Department of Labor and Industry, as set out in the Administrative Rules of Montana, as may be amended from time to time are adopted by this reference and incorporated herein as if set forth in full, except for any exceptions noted or any regulations not applicable to local governmental jurisdictions. Fees shall be set by the City Commission by separate resolution.

**Section 6-2 Adopting International Residential Code (IRC) ~~2012~~ 2018 Edition, by reference.**

There is hereby adopted for enforcement by the City of Livingston that certain building code known as the International Residential Code (IRC) ~~2012~~ 2018 Edition, and all accompanying appendices, amendments and modifications adopted or required to be adopted by

the Building Code Bureau Montana Department of Labor and Industry, as set out in the Administrative Rules of Montana, as may be amended from time to time are adopted by this reference and incorporated herein as if set forth in full, except for any exceptions noted or any regulations not applicable to local governmental jurisdictions. Fees shall be set by the City Commission by separate resolution.

**Sec 6-3. Adopting International Existing Building Code (IEBC), ~~2012~~ 2018 Edition by reference.**

There is hereby adopted for enforcement by the City of Livingston that certain building code known as the International Existing Building Code (IEBC), ~~2012~~ 2018 Edition, and all accompanying appendices, amendments and modifications adopted or required to be adopted by the Building Code Bureau of the Montana Department of Labor and Industry, as set out in the Administrative Rules of Montana, as may be amended from time to time are adopted by this reference and incorporated herein as if set forth in full, except for any exceptions noted or any regulations not applicable to local governmental jurisdictions. Fees shall be set by the City Commission by separate resolution.

**Section 6-4 Reserved.**

**Section 6.7 - Adopting the International Energy Conservation Code (IECC), 2012 Edition, as amended by the State of Montana, by reference.**

There is hereby adopted for enforcement by the City of Livingston that certain building code known as the International Energy Conservation Code (IECC), 2012 Edition, and all accompanying appendices, amendments and modification adopted or required to be adopted by the Building Code Bureau of the Montana Department of Labor and Industry, as set out in the Administrative Rules of Montana, as may be amended from time to time are adopted by this

reference and incorporated herein as if set forth in full, except for any exceptions noted or any  
ORDINANCE NO. 2085: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISpsc); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC).  
Page 3 of 11

regulations not applicable to local governmental jurisdictions. Fees shall be set by the City Commission by separate resolution.

**Section 6-8 – Adopting the International Swimming Pool and Spa Code (ISPSC), 2018 Edition, as amended by the State of Montana, by reference.**

There is hereby adopted for enforcement by the City of Livingston that certain building code known as the International Swimming Pool and Spa Code (ISPSC), 2018 Edition, and all accompanying appendices, amendments and modification adopted or required to be adopted by the Building Code Bureau of the Montana Department of Labor and Industry, as set out in the Administrative Rules of Montana, as may be amended from time to time are adopted by this reference and incorporated herein as if set forth in full, except for any exceptions noted or any regulations not applicable to local governmental jurisdictions. Fees shall be set by the City Commission by separate resolution.

**Section 6-9. Building code applicability.**

The ~~2012~~ 2018 International Building Code (IBC) , the ~~2012~~ 2018 International Residential Code (IRC), the 2012 International Energy Conservation Code (IECC), the ~~2012~~ 2018 International Existing Building Code (IEBC) and the 2018 International Swimming Pool and Spa Code (ISPSC), are applicable to and shall be enforced upon all buildings within the building code enforcement area of the City of Livingston, including but not limited to residential buildings containing less than five dwelling units or their attached structures, any farm or ranch building, and any private garage or private storage structure used only for the owner's own use as provided by 50-60-102(1)(a) Montana Code Annotated.

**Section 6-10 - Conflict of sections.**

ORDINANCE NO. 2085: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPSC); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC).  
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If a provision of the Code of Ordinances of the City of Livingston conflicts with any provision of the current International Building Code (IBC), International Residential Code (IRC), International Energy Conservation Code (IECC), the International Existing Building Code (IEBC) or the International Swimming Pool and Spa Code (ISPSC) adopted and incorporated in the Code of Ordinances by reference, then the provision that is more strict, limiting or stringent shall apply. (Ord. 1308,10/6/75)

**Section 6-11 - Powers of the Building Official.**

The Building Official shall have the authority to render interpretations of the adopted building codes, to adopt policies and procedures to clarify the application of the code's provisions and to enforce the codes.

**Section 6-12 - 6-54. Reserved.**

**Section 6-55. Development Review Committee - water and sewer main extensions, street installation.**

A. A Development Review Committee is established and shall consist of the following personnel:

- Public Works Director
- Building/Planning Official
- Fire Chief
- Police Chief
- Ex Officio Member-City Manager

B. The Development Review Committee shall review all plans for extensions and development of City utilities, of streets and alleys, of fire and police services. Annexation requests and proposed subdivisions shall also be reviewed. The Development Review Committee

review shall take place prior to any of the foregoing matters being placed upon the City Commission agenda or being considered by the City Commission.

C. The initial point of contact for a developer is the Committee's Recording Secretary. This person will have the Committee's Fact Sheet to distribute to developers when the initial contact is made. This Fact Sheet shall contain information on how the developer shall pursue his/her project and the interaction with the Development Review Committee. Communication between the developer and the Development Review Committee is to be in writing. The Development Review Committee will meet on the first and third Wednesdays of each month. A chairperson shall be appointed by the City Manager and shall chair the meeting. The Chairperson shall prepare the agenda and arrange for meeting location, and Recording Secretary. The Chairperson may be rotated as determined by the City Manager. The Committee may consult with other City personnel and with other professionals providing City services as needed to provide necessary input.

D. Anyone desiring to address the Committee shall request to be on the agenda and deliver plans and written questions by the preceding Friday. (Ord. 1801, 1/17/95)

**Sections 6-56-6-69. Reserved.**

**Section 6-70 – 6-189 Reserved.**

**Article III - Public Improvements**

**Section 6-190. Public Improvement specifications.**

All public improvement by any person or corporation shall be in conformity with the specifications set forth in the Montana Public Works Standard Specifications, 2003 Edition or that edition which is most recently issued. (Ord. 1458, 6/2/80; Ord. 1664,6/20/90).

ORDINANCE NO. 2085: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISpsc); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC).  
Page 6 of 11

**Section 6-190.1. Special improvement district waivers.**

A. Any applicant for a building permit and owner of the real property of such location, where any or all of certain public improvements have not been made of either curbs, gutter, sidewalks, storm drains, or street paving, shall be required to waive their right to protest the creation of any future special improvement district or districts for improvements including curb, gutter, sidewalk, storm drainage, and paving that may become assessable under a duly passed resolution to create a special improvement district or districts under applicable Montana statutes.

B. The waiver described in subsection A of this section shall be recorded at the Park County, Mt. office of Clerk and Recorder. The waiver shall state that the waiver shall run with the land and shall be binding upon subsequent owners of the real property.

C. A fee of Fifteen Dollars (\$15.00) shall be charged to the applicant for costs associated with processing and recording the waiver. (Ord. 1806,2/21/95)

**Article IV. Establishment of Board of Appeals.**

**Section 6-200. Establishment of Board of Appeals.**

In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals consisting of members who are qualified by experience and training to pass judgment upon matters pertaining to building construction and who are not employees of the City of Livingston. (Ord. 1880, 10/19/98)

**Section. 6-201. Membership of Board of Appeals.**

The City Commission shall appoint members to the board of appeals and shall hold office At the city commission's pleasure. The board shall consist of five (5) members, four (4) of which Shall be knowledgeable in the construction industry, and shall consist of two (2) engineers, one (1) architect, and one (1) general contractor, and the fifth member shall be a lay person to

represent the layman's point of view.

The building official shall be a nonvoting ex officio member, who shall act as secretary to the Board. (Ord. 1880, 10/19/98)

**Section 6-203. Jurisdiction and limitations.**

The board of appeals may consider items which lie within the limits of professional discretion and which item is not a specific code mandate. The board shall not act on matters pertaining to electrical, plumbing and mechanical questions. The board shall have no authority relative to interpretation of the administrative provisions of the code nor shall the board be empowered to waive requirements of the codes. (Ord. 1880, 10/19/98)

**Section 6-204. Rules of procedure.**

The board of appeals shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the building official. (Ord. 1880, 10/19/98)

**ARTICLE V**

**Section 6.210 Establishing a civil infraction and penalty for violation.**

It is unlawful and a municipal infraction for any person to violate the provisions of the currently adopted International Building Code (IBC), the International Residential Code (IRC), the International Existing Building Code (IEBC), the International Energy Conservation Code (IECC), and the International Swimming Pool and Spa Code (ISPSC) as amended by the State of Montana.

A person convicted of a municipal infraction for violating any provision of the adopted International Codes, as amended by the State of Montana, shall be subject to a civil penalty not to exceed \$300.00 per day for each violation. Each day that the violation continues shall be deemed a separate and punishable municipal infraction.

**SECTION 2**



**Statutory Interpretation and Repealer:**

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

**SECTION 3**

**Severability:**

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

**SECTION 4**

**Savings Provision:**

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

**SECTION 5**

**Effective date:**

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

\*\*\*\*\*

**PASSED** by the City Commission of the City of Livingston, Montana, on first reading at a regular session thereof held on the \_\_\_\_ day of February, 2020.

---

**DOREL HOGLUND, CHAIR**

**ATTEST:**

\_\_\_\_\_  
**FAITH KINNICK**  
**Recording Secretary**

\*\*\*\*\*

**PASSED, ADOPTED AND APPROVED**, by the City Commission of the City of Livingston, Montana, on a second reading at a regular session thereof held on the \_\_\_\_\_ day of February, 2020.

**ATTEST:**

**APPROVED TO AS FORM:**

\_\_\_\_\_  
**FAITH KINNICK**  
**Recording Secretary**

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

**PUBLIC NOTICE**

The public is invited to attend and comment at a public hearing to be held on February 18, 2020, at 5:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana, on the second reading of **ORDINANCE NO. 2085 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISpsc); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC).**

A copy of the ordinance is available for inspection at the City Office, 414 East Callender Street, Livingston, MT 59047. For further information, call the Building Inspector at (406) 222-0083.

**Please publish Friday, January 31, 2020 and Friday, February 14, 2020**

**Faith Kinnick**

ORDINANCE NO. 2085: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, REQUIRING ALL BUILDINGS TO COMPLY WITH THE BUILDING CODES AND AMENDING ORDINANCE NO. 2053 AS CODIFIED BY CHAPTER 6 OF THE LIVINGSTON MUNICIPAL CODE, BY ADOPTING BY REFERENCE THE 2018 INTERNATIONAL BUILDING CODE (IBC); THE 2018 INTERNATIONAL RESIDENTIAL CODE (IRC); THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISpsc); AND THE 2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC).

**City of Livingston**

**Item Attachment Documents:**

- A. DISCUSS QUARTERLY FUND SUMMARY REPORT FROM CITY FINANCE DIRECTOR, PAIGE FETTERHOFF.**

## Summary of Fund Revenues by Type

Fund	Taxes & Assessments	Licenses & Permits	Intergovernmental	Charge for Services	Fines & Forfeitures	Miscellaneous	Investment Earnings	Other Financing Sources	Transfers	Total
1000 - General	\$ 1,148,506	\$ 179,133	\$ 637,481	\$ 57,939	\$ 59,352	\$ 41,873	\$ 2,344	\$ -	\$ 412,256	\$ 2,538,882
2190 - Comprehensive Liability	69,951	-	-	-	-	-	(885)	87,546	-	156,612
2220 - Library	48,627	-	58,341	2,456	421	1,054	526	-	-	111,425
2300 - Communications/Dispatch Services	-	-	-	91,672	(100)	-	(219)	163,650	-	255,003
2310 - Tax Increment District - Downtown	156,993	-	20,483	-	-	3,310	1,900	-	-	182,686
2372 - Permissive Health Levy	219,178	-	-	-	-	-	154	-	-	219,332
2397 - CDBG Economic Dev Revolving	-	-	-	-	-	-	3	-	-	3
2399 - Impact Fees	-	-	-	87,285	-	-	1,069	-	-	88,354
2400 - Light Maintenance	-	-	-	-	-	71,723	105	-	-	71,828
2500 - Street Maintenance	-	5,354	-	-	-	495,231	(228)	20,000	-	520,357
2600 - Sidewalks	-	-	-	-	-	89,650	(156)	-	-	89,494
2650 - Business Improvement District	-	-	-	-	-	16,979	41	-	-	17,020
2700 - Park Improvement	-	-	-	-	-	-	253	-	-	253
2750 - Law Enforcement Joint Equipment	-	-	-	-	-	-	23	-	-	23
2820 - Gas Tax	-	-	74,701	300	-	-	402	-	-	75,402
3002 - 2016 Fire Truck GOB	11,998	-	-	-	-	-	123	-	-	12,121
3003 - 2000 Fire Truck GOB	17,423	-	-	-	-	-	65	-	-	17,488
3200 - West End Tax Increment District	43,613	-	6,595	-	-	-	1,127	-	-	51,335
3400 - SID Revolving	-	-	-	-	-	-	87	-	-	87
3550 - SID 179 - West End	-	-	-	-	-	27,677	78	-	-	27,755
3955 - SID 180 - Carol Lane	-	-	-	-	-	1,561	(32)	-	-	1,529
4010 - Capital Improvement	-	-	-	-	-	-	27	-	-	27
4020 - Library Capital Improvement	-	-	-	-	-	-	91	-	-	91
4099 - Railroad Crossing Levy	-	-	-	-	-	-	122	-	-	122
5210 - Water Department	-	-	-	858,150	-	5	5,554	-	-	863,709
5310 - Sewer Department	-	-	-	1,255,946	-	46,393	8,118	543,841	-	1,854,297
5410 - Solid Waste Department	-	-	-	1,253,490	-	13	(324)	-	-	1,253,179
5510 - Ambulance Services	13,891	-	4,974	618,540	-	-	622	-	-	638,026
8010 - Perpetual Cemetery	-	-	-	2,338	-	-	760	-	-	3,097
<b>TOTAL</b>	<b>\$ 1,730,181</b>	<b>\$ 184,487</b>	<b>\$ 802,574</b>	<b>\$4,228,116</b>	<b>\$ 59,672</b>	<b>\$ 795,468</b>	<b>\$ 21,751</b>	<b>\$ 815,037</b>	<b>\$ 412,256</b>	<b>\$ 9,049,542</b>
<b>% of Total</b>	<b>19.12%</b>	<b>2.04%</b>	<b>8.87%</b>	<b>46.72%</b>	<b>0.66%</b>	<b>8.79%</b>	<b>0.24%</b>	<b>9.01%</b>	<b>4.56%</b>	<b>100.00%</b>
<b>Budget</b>	<b>\$ 3,515,314</b>	<b>\$ 299,450</b>	<b>\$ 2,918,345</b>	<b>\$8,413,717</b>	<b>\$ 116,250</b>	<b>\$ 1,482,601</b>	<b>\$ 26,700</b>	<b>\$ 301,173</b>	<b>\$1,446,396</b>	<b>\$ 18,519,946</b>
<b>% of Budget Received</b>	<b>49.22%</b>	<b>61.61%</b>	<b>27.50%</b>	<b>50.25%</b>	<b>51.33%</b>	<b>53.65%</b>	<b>81.46%</b>	<b>270.62%</b>	<b>28.50%</b>	<b>48.86%</b>

## Summary of Fund Expenditures by Type

Fund	Personnel &		Capital	Debt Service	Other	Total
	Benefits	Operations			Financing	
1000 - General	\$ 1,801,455	\$ 519,890	\$ 34,481	\$ 8,960	\$ 182,930	\$ 2,547,715
2190 - Comprehensive Liability	-	322,726	-	-	-	322,726
2220 - Library	202,863	80,008	907	-	-	283,777
2300 - Communications/Dispatch Services	265,705	49,995	1,052	-	-	316,752
2310 - Tax Increment District - Downtown	-	680	864,471	34,288	-	899,439
2372 - Permissive Health Levy	-	-	-	-	-	-
2397 - CDBG Economic Dev Revolving	-	-	-	-	-	-
2399 - Impact Fees	-	-	5,059	-	-	5,059
2400 - Light Maintenance	-	39,400	52,345	-	-	91,745
2500 - Street Maintenance	207,615	115,703	32,750	47,853	-	403,921
2600 - Sidewalks	-	-	184,764	-	-	184,764
2650 - Business Improvement District	-	19,686	-	-	-	19,686
2700 - Park Improvement	-	-	-	-	-	-
2750 - Law Enforcement Joint Equipment	-	-	-	-	-	-
2820 - Gas Tax	-	62,483	-	-	-	62,483
3002 - 2016 Fire Truck GOB	-	-	-	10,797	-	10,797
3003 - 2000 Fire Truck GOB	-	-	-	-	-	-
3200 - West End Tax Increment District	-	-	-	37,500	-	37,500
3400 - SID Revolving	-	-	-	-	-	-
3550 - SID 179 - West End	-	-	-	16,300	-	16,300
3955 - SID 180 - Carol Lane	-	-	-	-	-	-
4010 - Capital Improvement	-	-	-	-	-	-
4020 - Library Capital Improvement	-	-	-	-	-	-
4099 - Railroad Crossing Levy	-	-	-	16,162	-	16,162
5210 - Water Department	252,623	251,186	590,380	10,056	-	1,104,244
5310 - Sewer Department	322,986	317,351	944,267	382,170	-	1,966,774
5410 - Solid Waste Department	289,112	734,160	145,692	1,086	-	1,170,050
5510 - Ambulance Services	574,408	162,888	196,163	-	-	933,459
8010 - Perpetual Cemetery	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,916,766</b>	<b>\$ 2,676,155</b>	<b>\$ 3,052,332</b>	<b>\$ 565,170</b>	<b>\$ 182,930</b>	<b>\$ 10,393,353</b>
<b>% of Total</b>	<b>37.69%</b>	<b>25.75%</b>	<b>29.37%</b>	<b>5.44%</b>	<b>1.76%</b>	<b>100.00%</b>
<b>Budget</b>	<b>\$ 8,719,970</b>	<b>\$ 5,798,862</b>	<b>\$ 2,213,604</b>	<b>\$ 1,411,794</b>	<b>\$ 882,390</b>	<b>\$ 19,026,620</b>
<b>% of Budget Received</b>	<b>44.92%</b>	<b>46.15%</b>	<b>137.89%</b>	<b>40.03%</b>	<b>20.73%</b>	<b>54.63%</b>

## Summary of Fund Expenditures by Function

Fund	General Government	Public Safety	Public Works	Public Health	Culture & Recreation	Housing & Community Development	Debt Service	Miscellaneous	Other Financing Uses	Total
1000 - General	\$ 635,243	\$ 1,181,588	\$ 205,175	\$ 76,583	\$ 278,621	\$ -	\$ 5,582	\$ 1,273	\$ 163,650	\$ 2,547,715
2190 - Comprehensive Liability	-	-	-	-	-	-	-	322,726	-	322,726
2220 - Library	-	-	-	-	264,901	-	-	-	18,876	283,777
2300 - Communications/Dispatch Services	-	282,384	-	-	-	-	-	-	34,368	316,752
2310 - Tax Increment District - Downtown	-	-	-	-	-	865,151	34,288	-	-	899,439
2372 - Permissive Health Levy	-	-	-	-	-	-	-	-	-	-
2397 - CDBG Economic Dev Revolving	-	-	-	-	-	-	-	-	-	-
2399 - Impact Fees	-	-	5,059	-	-	-	-	-	-	5,059
2400 - Light Maintenance	-	91,745	-	-	-	-	-	-	-	91,745
2500 - Street Maintenance	-	-	288,570	-	-	-	47,853	-	67,498	403,921
2600 - Sidewalks	-	-	184,764	-	-	-	-	-	-	184,764
2650 - Business Improvement District	-	-	-	-	-	19,686	-	-	-	19,686
2700 - Park Improvement	-	-	-	-	-	-	-	-	-	-
2750 - Law Enforcement Joint Equipment	-	-	-	-	-	-	-	-	-	-
2820 - Gas Tax	-	-	62,483	-	-	-	-	-	-	62,483
3002 - 2016 Fire Truck GOB	-	-	-	-	-	-	10,797	-	-	10,797
3003 - 2000 Fire Truck GOB	-	-	-	-	-	-	-	-	-	-
3200 - West End Tax Increment District	-	-	-	-	-	-	37,500	-	-	37,500
3400 - SID Revolving	-	-	-	-	-	-	-	-	-	-
3550 - SID 179 - West End	-	-	-	-	-	-	16,300	-	-	16,300
3955 - SID 180 - Carol Lane	-	-	-	-	-	-	-	-	-	-
4010 - Capital Improvement	-	-	-	-	-	-	-	-	-	-
4020 - Library Capital Improvement	-	-	-	-	-	-	-	-	-	-
4099 - Railroad Crossing Levy	-	-	-	-	-	-	16,162	-	-	16,162
5210 - Water Department	-	-	1,005,068	-	-	-	8,970	300	89,907	1,104,244
5310 - Sewer Department	-	-	1,465,908	-	-	-	381,084	1,232	118,551	1,966,774
5410 - Solid Waste Department	-	-	1,068,184	-	-	-	-	-	101,866	1,170,050
5510 - Ambulance Services	-	863,223	-	-	-	-	-	1,500	68,736	933,459
8010 - Perpetual Cemetery	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 635,243</b>	<b>\$ 2,418,940</b>	<b>\$ 4,285,210</b>	<b>\$ 76,583</b>	<b>\$ 543,522</b>	<b>\$ 884,837</b>	<b>\$ 558,534</b>	<b>\$ 327,031</b>	<b>\$ 663,452</b>	<b>\$ 10,393,353</b>
<b>% of Total</b>	<b>6.11%</b>	<b>23.27%</b>	<b>41.23%</b>	<b>0.74%</b>	<b>5.23%</b>	<b>8.51%</b>	<b>5.37%</b>	<b>3.15%</b>	<b>6.38%</b>	<b>100.00%</b>
<b>Budget</b>	<b>\$ 1,438,988</b>	<b>\$ 5,408,269</b>	<b>\$ 6,645,307</b>	<b>\$ 145,615</b>	<b>\$ 1,120,110</b>	<b>\$ 709,221</b>	<b>\$ 1,411,794</b>	<b>\$ 317,826</b>	<b>\$ 1,829,490</b>	<b>\$ 19,026,620</b>
<b>% of Budget Received</b>	<b>44.15%</b>	<b>44.73%</b>	<b>64.48%</b>	<b>52.59%</b>	<b>48.52%</b>	<b>124.76%</b>	<b>39.56%</b>	<b>102.90%</b>	<b>36.26%</b>	<b>54.63%</b>

## 1000 - General Fund Summary

FUND	FY 2020 Budget	Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>1000 - General Fund</b>							
<b>Revenues</b>							
Taxes & Assessments	\$ 2,461,188	\$ 30,521	1.24%	\$ 1,117,984	45.42%	\$ 1,148,506	46.66%
Licenses & Permits	299,450	88,410	29.52%	90,723	30.30%	179,133	59.82%
Intergovernmental Revenue	1,805,877	289,431	16.03%	348,050	19.27%	637,481	35.30%
Charge for Services	134,900	36,660	27.18%	21,278	15.77%	57,939	42.95%
Fines & Forfeitures	116,250	32,577	28.02%	26,775	23.03%	59,352	51.06%
Miscellaneous Revenue	173,271	45,207	26.09%	(3,334)	-1.92%	41,873	24.17%
Investment Earnings	2,000	1,636	81.80%	707	35.37%	2,344	117.18%
Other Financing Sources	301,173	-	0.00%	-	0.00%	-	0.00%
Transfers	824,508	206,128	25.00%	206,128	25.00%	412,256	50.00%
<b>Total Revenue</b>	<b>6,118,617</b>	<b>730,571</b>	<b>11.94%</b>	<b>1,808,311</b>	<b>29.55%</b>	<b>2,538,882</b>	<b>41.49%</b>
<b>Expenditures</b>							
Personnel & Benefits	4,107,173	922,842	22.47%	878,613	21.39%	1,801,455	43.86%
Operations	1,144,610	209,329	18.29%	310,561	27.13%	519,890	45.42%
Capital	296,052	16,186	5.47%	18,295	6.18%	34,481	11.65%
Debt Service	10,101	4,525	44.80%	4,435	43.91%	8,960	88.70%
Other Financing Uses	436,310	82,894	19.00%	100,036	22.93%	182,930	41.93%
<b>Total Expenditures</b>	<b>5,994,246</b>	<b>1,235,776</b>	<b>20.62%</b>	<b>1,311,939</b>	<b>21.89%</b>	<b>2,547,715</b>	<b>42.50%</b>
<b>Expenditures by Function</b>							
General Government	1,438,988	269,126	18.70%	366,118	25.44%	635,243	44.15%
Public Safety	3,022,338	584,376	19.34%	597,212	19.76%	1,181,588	39.10%
Public Works	464,511	120,614	25.97%	84,561	18.20%	205,175	44.17%
Public Health	145,615	27,575	18.94%	49,008	33.66%	76,583	52.59%
Culture & Recreation	523,562	147,735	28.22%	130,886	25.00%	278,621	53.22%
Housing & Community Dev	-	-	0.00%	-	0.00%	-	0.00%
Debt Service	10,101	4,525	44.80%	1,056	10.46%	5,582	55.26%
Miscellaneous	5,321	-	0.00%	1,273	23.92%	1,273	23.92%
Other Financing Uses	383,810	81,825	21.32%	81,825	21.32%	163,650	42.64%
<b>Total Expenditures</b>	<b>5,994,246</b>	<b>1,235,776</b>	<b>20.62%</b>	<b>1,311,939</b>	<b>21.89%</b>	<b>2,547,715</b>	<b>42.50%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	1,023,129	1,414,778		909,574		1,414,778	
Revenue	6,118,617	730,571		1,808,311		2,538,882	41.49%
Expenditures	5,994,246	1,235,776		1,311,939		2,547,715	42.50%
<b>Ending Fund Balance</b>	<b>1,147,500</b>	<b>909,574</b>		<b>1,405,946</b>		<b>1,405,946</b>	



<i>Special Revenue Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2190 - Comprehensive Liability</b>							
<b>Revenues</b>							
Taxes & Assessments	139,572	610	0.44%	69,341	49.68%	69,951	50.12%
Investment Earnings	(750)	(499)	66.55%	(386)	51.41%	(885)	117.96%
Other Financing Sources	175,092	43,773	25.00%	43,773	25.00%	87,546	50.00%
<b>Total Revenue</b>	<b>313,914</b>	<b>43,884</b>	<b>13.98%</b>	<b>112,729</b>	<b>35.91%</b>	<b>156,612</b>	<b>49.89%</b>
<b>Expenditures</b>							
Operations	311,505	322,726	103.60%	-	0.00%	322,726	103.60%
<b>Total Expenditures</b>	<b>311,505</b>	<b>322,726</b>	<b>103.60%</b>	<b>-</b>	<b>0.00%</b>	<b>322,726</b>	<b>103.60%</b>

<b>Expenditures by Function</b>							
Miscellaneous	311,505	322,726	103.60%	-	0.00%	322,726	103.60%
<b>Total Expenditures</b>	<b>311,505</b>	<b>322,726</b>	<b>103.60%</b>	<b>-</b>	<b>0.00%</b>	<b>322,726</b>	<b>103.60%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	24,262	24,214		(254,628)		24,214	
Revenue	313,914	43,884	13.98%	112,729	35.91%	156,612	49.89%
Expenditures	311,505	322,726	103.60%	-	0.00%	322,726	103.60%
<b>Ending Fund Balance</b>	<b>26,671</b>	<b>(254,628)</b>		<b>(141,900)</b>		<b>(141,900)</b>	

<b>2220 - Library</b>							
<b>Revenues</b>							
Taxes & Assessments	89,514	304	0.34%	48,323	53.98%	48,627	54.32%
Intergovernmental Revenue	457,413	16,685	3.65%	41,655	9.11%	58,341	12.75%
Charge for Services	6,000	1,092	18.21%	1,364	22.74%	2,456	40.94%
Fines & Forfeitures	-	67	0.00%	353	0.00%	421	0.00%
Miscellaneous Revenue	2,000	239	11.97%	814	40.70%	1,054	52.68%
Investment Earnings	200	362	180.77%	165	82.32%	526	263.08%
Transfers	48,690	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>603,817</b>	<b>18,750</b>	<b>3.11%</b>	<b>92,674</b>	<b>15.35%</b>	<b>111,425</b>	<b>18.45%</b>
<b>Expenditures</b>							
Personnel & Benefits	472,419	101,104	21.40%	101,758	21.54%	202,863	42.94%
Operations	141,779	43,838	30.92%	36,170	25.51%	80,008	56.43%
Capital	361	374	103.71%	533	147.59%	907	251.30%
<b>Total Expenditures</b>	<b>614,559</b>	<b>145,317</b>	<b>23.65%</b>	<b>138,461</b>	<b>22.53%</b>	<b>283,777</b>	<b>46.18%</b>

<b>Expenditures by Function</b>							
Culture & Recreation	576,807	135,879	23.56%	129,023	22.37%	264,901	45.93%
Other Financing Uses	37,752	9,438	25.00%	9,438	25.00%	18,876	50.00%
<b>Total Expenditures</b>	<b>614,559</b>	<b>145,317</b>	<b>23.65%</b>	<b>138,461</b>	<b>22.53%</b>	<b>283,777</b>	<b>46.18%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	226,557	281,141		154,574		281,141	
Revenue	603,817	18,750	3.11%	92,674	15.35%	111,425	18.45%
Expenditures	614,559	145,317	23.65%	138,461	22.53%	283,777	46.18%
<b>Ending Fund Balance</b>	<b>215,815</b>	<b>154,574</b>		<b>108,788</b>		<b>108,788</b>	

Special Revenue Funds		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2300 - Dispatch</b>							
<b>Revenues</b>							
Charge for Services	390,576	-	0.00%	91,672	23.47%	91,672	23.47%
Investment Earnings	-	(52)	0.00%	(167)	0.00%	(219)	0.00%
Other Financing Sources	358,826	81,825	22.80%	81,825	22.80%	163,650	45.61%
<b>Total Revenue</b>	<b>749,402</b>	<b>81,773</b>	<b>10.91%</b>	<b>173,230</b>	<b>23.12%</b>	<b>255,003</b>	<b>34.03%</b>
<b>Expenditures</b>							
Personnel & Benefits	598,116	131,854	22.04%	133,852	22.38%	265,705	44.42%
Operations	114,536	27,544	24.05%	22,451	19.60%	49,995	43.65%
Capital	5,000	-	0.00%	1,052	21.04%	1,052	21.04%
<b>Total Expenditures</b>	<b>717,652</b>	<b>159,397</b>	<b>22.21%</b>	<b>157,355</b>	<b>21.93%</b>	<b>316,752</b>	<b>44.14%</b>

<b>Expenditures by Function</b>							
Public Safety	648,916	142,213	21.92%	140,171	21.60%	282,384	43.52%
Other Financing Uses	68,736	17,184	25.00%	17,184	25.00%	34,368	50.00%
<b>Total Expenditures</b>	<b>717,652</b>	<b>159,397</b>	<b>22.21%</b>	<b>157,355</b>	<b>21.93%</b>	<b>316,752</b>	<b>44.14%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	(25,022)	22,668		(54,956)		22,668	
Revenue	749,402	81,773	10.91%	173,230	23.12%	255,003	34.03%
Expenditures	717,652	159,397	22.21%	157,355	21.93%	316,752	44.14%
<b>Ending Fund Balance</b>	<b>6,728</b>	<b>(54,956)</b>		<b>(39,081)</b>		<b>(39,081)</b>	

<b>2310 - Urban Renewal District</b>							
<b>Revenues</b>							
Taxes & Assessments	193,400	458	0.24%	156,535	80.94%	156,993	81.18%
Intergovernmental Revenue	40,967	-	0.00%	20,483	50.00%	20,483	50.00%
Miscellaneous Revenue	3,552	3,310	93.18%	-	0.00%	3,310	93.18%
Investment Earnings	1,500	1,554	103.60%	346	23.10%	1,900	126.69%
<b>Total Revenue</b>	<b>239,419</b>	<b>5,322</b>	<b>2.22%</b>	<b>177,365</b>	<b>74.08%</b>	<b>182,686</b>	<b>76.30%</b>
<b>Expenditures</b>							
Operations	7,500	-	0.00%	680	9.07%	680	9.07%
Capital		353,170	0.00%	511,301	0.00%	864,471	0.00%
Debt Service	158,925	-	0.00%	34,288	21.57%	34,288	21.57%
<b>Total Expenditures</b>	<b>166,425</b>	<b>353,170</b>	<b>212.21%</b>	<b>546,269</b>	<b>328.24%</b>	<b>899,439</b>	<b>540.45%</b>

<b>Expenditures by Function</b>							
Housing & Community Devel.	7,500	353,170	4708.93%	511,982	6826.42%	865,151	11535.35%
Debt Service	158,925	-	0.00%	34,288	21.57%	34,288	21.57%
<b>Total Expenditures</b>	<b>166,425</b>	<b>353,170</b>	<b>212.21%</b>	<b>546,269</b>	<b>328.24%</b>	<b>899,439</b>	<b>540.45%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	(46,242)	1,101,563		753,716		1,101,563	
Revenue	239,419	5,322	2.22%	177,365	74.08%	182,686	76.30%
Expenditures	166,425	353,170	212.21%	546,269	328.24%	899,439	540.45%
<b>Ending Fund Balance</b>	<b>26,752</b>	<b>753,716</b>		<b>384,811</b>		<b>384,811</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2372 - Permissive Health Insurance</b>							
<b>Revenues</b>							
Taxes & Assessments	444,330	1,341	0.30%	217,837	49.03%	219,178	49.33%
Investment Earnings	-	58	0.00%	96	0.00%	154	0.00%
<b>Total Revenue</b>	<b>444,330</b>	<b>1,399</b>	<b>0.31%</b>	<b>217,933</b>	<b>49.05%</b>	<b>219,332</b>	<b>49.36%</b>
<b>Expenditures</b>							
Other Financing Uses	444,330	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>444,330</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Other Financing Uses	444,330	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>444,330</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	32	31,954		33,353		31,954	
Revenue	444,330	1,399	0.31%	217,933	49.05%	219,332	49.36%
Expenditures	444,330	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>32</b>	<b>33,353</b>		<b>251,286</b>		<b>251,286</b>	
<b>2397 - CDBG Revolving Loan</b>							
<b>Revenues</b>							
Intergovernmental Revenue	60,000	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	3,000	2	0.06%	2	0.05%	3	0.11%
<b>Total Revenue</b>	<b>63,000</b>	<b>2</b>	<b>0.00%</b>	<b>2</b>	<b>0.00%</b>	<b>3</b>	<b>0.01%</b>
<b>Expenditures</b>							
Operations	655,406	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>655,406</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Housing & Community Devel.	655,406	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>655,406</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	592,406	615,574		615,576		615,574	
Revenue	63,000	2	0.00%	2	0.00%	3	0.01%
Expenditures	655,406	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>-</b>	<b>615,576</b>		<b>615,578</b>		<b>615,578</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2399 - Impact Fees</b>							
<b>Revenues</b>							
Charge for Services	65,120	82,873	127.26%	4,412	6.78%	87,285	134.04%
Investment Earnings	1,000	542	54.16%	527	52.72%	1,069	106.88%
<b>Total Revenue</b>	<b>66,120</b>	<b>83,415</b>	<b>126.16%</b>	<b>4,939</b>	<b>7.47%</b>	<b>88,354</b>	<b>133.63%</b>
<b>Expenditures</b>							
Capital	57,191	5,059	8.85%	-	0.00%	5,059	8.85%
<b>Total Expenditures</b>	<b>57,191</b>	<b>5,059</b>	<b>8.85%</b>	<b>-</b>	<b>0.00%</b>	<b>5,059</b>	<b>8.85%</b>

<b>Expenditures by Function</b>							
Public Safety	37,450	-	0.00%	-	0.00%	-	0.00%
Public Works	-	5,059	0.00%	-	0.00%	5,059	0.00%
Culture & Recreation	19,741	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>57,191</b>	<b>5,059</b>	<b>8.85%</b>	<b>-</b>	<b>0.00%</b>	<b>5,059</b>	<b>8.85%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	257,374	217,146		295,502		217,146	
Revenue	66,120	83,415	126.16%	4,939	7.47%	88,354	133.63%
Expenditures	57,191	5,059	8.85%	-	0.00%	5,059	8.85%
<b>Ending Fund Balance</b>	<b>266,303</b>	<b>295,502</b>		<b>300,442</b>		<b>300,442</b>	

<b>2400 - Light Maintenance</b>							
<b>Revenues</b>							
Miscellaneous Revenue	149,900	904	0.60%	70,819	47.24%	71,723	47.85%
Investment Earnings	250	72	28.67%	34	13.41%	105	42.08%
<b>Total Revenue</b>	<b>150,150</b>	<b>975</b>	<b>0.65%</b>	<b>70,852</b>	<b>47.19%</b>	<b>71,828</b>	<b>47.84%</b>
<b>Expenditures</b>							
Operations	83,000	17,854	21.51%	21,546	25.96%	39,400	47.47%
Capital	70,000	52,345	74.78%	-	0.00%	52,345	74.78%
<b>Total Expenditures</b>	<b>153,000</b>	<b>70,199</b>	<b>45.88%</b>	<b>21,546</b>	<b>14.08%</b>	<b>91,745</b>	<b>59.96%</b>

<b>Expenditures by Function</b>							
Public Safety	153,000	70,199	45.88%	21,546	14.08%	91,745	59.96%
<b>Total Expenditures</b>	<b>153,000</b>	<b>70,199</b>	<b>45.88%</b>	<b>21,546</b>	<b>14.08%</b>	<b>91,745</b>	<b>59.96%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	47,223	90,741		21,518		90,741	
Revenue	150,150	975	0.65%	70,852	47.19%	71,828	47.84%
Expenditures	153,000	70,199	45.88%	21,546	14.08%	91,745	59.96%
<b>Ending Fund Balance</b>	<b>44,373</b>	<b>21,518</b>		<b>70,824</b>		<b>70,824</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2500 - Street Maintenance</b>							
<b>Revenues</b>							
Licenses & Permits		2,147	0.00%	3,207	0.00%	5,354	0.00%
Miscellaneous Revenue	1,032,107	7,548	0.73%	487,684	47.25%	495,231	47.98%
Investment Earnings	500	(14)	-2.79%	(214)	-42.82%	(228)	-45.61%
Other Financing Sources	-	20,000	0.00%	-	0.00%	20,000	0.00%
Transfers	31,280	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>1,063,887</b>	<b>29,681</b>	<b>2.79%</b>	<b>490,676</b>	<b>46.12%</b>	<b>520,357</b>	<b>48.91%</b>
<b>Expenditures</b>							
Personnel & Benefits	433,267	108,734	25.10%	98,881	22.82%	207,615	47.92%
Operations	285,457	52,161	18.27%	63,543	22.26%	115,703	40.53%
Capital	172,500	20,072	11.64%	12,678	7.35%	32,750	18.99%
Debt Service	96,551	47,853	49.56%	-	0.00%	47,853	49.56%
<b>Total Expenditures</b>	<b>987,775</b>	<b>228,819</b>	<b>23.17%</b>	<b>175,102</b>	<b>17.73%</b>	<b>403,921</b>	<b>40.89%</b>
<b>Expenditures by Function</b>							
Public Works	755,227	147,218	19.49%	141,353	18.72%	288,570	38.21%
Debt Service	96,551	47,853	49.56%	-	0.00%	47,853	49.56%
Miscellaneous	1,000	-	0.00%	-	0.00%	-	0.00%
Other Financing Uses	134,997	33,749	25.00%	33,749	25.00%	67,498	50.00%
<b>Total Expenditures</b>	<b>987,775</b>	<b>228,819</b>	<b>23.17%</b>	<b>175,102</b>	<b>17.73%</b>	<b>403,921</b>	<b>40.89%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	60,374	145,128		(54,011)		145,128	
Revenue	1,063,887	29,681	2.79%	490,676	46.12%	520,357	48.91%
Expenditures	987,775	228,819	23.17%	175,102	17.73%	403,921	40.89%
<b>Ending Fund Balance</b>	<b>136,486</b>	<b>(54,011)</b>		<b>261,564</b>		<b>261,564</b>	
<b>2600 - Sidewalks</b>							
<b>Revenues</b>							
Miscellaneous Revenue	35,161	67	0.19%	89,583	254.78%	89,650	254.97%
Investment Earnings	300	(132)	-43.91%	(24)	-8.06%	(156)	-51.97%
<b>Total Revenue</b>	<b>35,461</b>	<b>(64)</b>	<b>-0.18%</b>	<b>89,558</b>	<b>252.55%</b>	<b>89,494</b>	<b>252.37%</b>
<b>Expenditures</b>							
Capital	-	-	0.00%	184,764	0.00%	184,764	0.00%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>184,764</b>	<b>0.00%</b>	<b>184,764</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Public Works	-	-	0.00%	184,764	0.00%	184,764	0.00%
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>184,764</b>	<b>0.00%</b>	<b>184,764</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	(59,040)	(64,691)		(64,755)		(64,691)	
Revenue	35,461	(64)	-0.18%	89,558	252.55%	89,494	252.37%
Expenditures	-	-	0.00%	184,764	0.00%	184,764	0.00%
<b>Ending Fund Balance</b>	<b>(23,579)</b>	<b>(64,755)</b>		<b>(159,961)</b>		<b>(159,961)</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>2650 - Business Improvement District</b>							
<b>Revenues</b>							
Miscellaneous Revenue	42,150	30	0.07%	16,949	40.21%	16,979	40.28%
Investment Earnings	50	34	68.24%	7	13.80%	41	82.04%
<b>Total Revenue</b>	<b>42,200</b>	<b>64</b>	<b>0.15%</b>	<b>16,956</b>	<b>40.18%</b>	<b>17,020</b>	<b>40.33%</b>
<b>Expenditures</b>							
Operations	46,315	9	0.02%	19,677	42.49%	19,686	42.50%
<b>Total Expenditures</b>	<b>46,315</b>	<b>9</b>	<b>0.02%</b>	<b>19,677</b>	<b>42.49%</b>	<b>19,686</b>	<b>42.50%</b>

<b>Expenditures by Function</b>							
Housing & Community Devel.	46,315	9	0.02%	19,677	42.49%	19,686	42.50%
<b>Total Expenditures</b>	<b>46,315</b>	<b>9</b>	<b>0.02%</b>	<b>19,677</b>	<b>42.49%</b>	<b>19,686</b>	<b>42.50%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	4,116	18,882		18,937		18,882	
Revenue	42,200	64	0.15%	16,956	40.18%	17,020	40.33%
Expenditures	46,315	9	0.02%	19,677	42.49%	19,686	42.50%
<b>Ending Fund Balance</b>	<b>1</b>	<b>18,937</b>		<b>16,216</b>		<b>16,216</b>	

<b>2700 - Park Improvement</b>							
<b>Revenues</b>							
Miscellaneous Revenue	2,000	-	0.00%	-	0.00%	-	0.00%
Investment Earnings	500	130	25.96%	123	24.69%	253	50.65%
<b>Total Revenue</b>	<b>2,500</b>	<b>130</b>	<b>5.19%</b>	<b>123</b>	<b>4.94%</b>	<b>253</b>	<b>10.13%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	72,141	70,032		70,162		70,032	
Revenue	2,500	130	5.19%	123	4.94%	253	10.13%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>74,641</b>	<b>70,162</b>		<b>70,285</b>		<b>70,285</b>	

<b>2750 - Law Enforcement Joint Equipment</b>							
<b>Revenues</b>							
Investment Earnings	30	12	40.07%	11	38.10%	23	78.17%
<b>Total Revenue</b>	<b>30</b>	<b>12</b>	<b>40.07%</b>	<b>11</b>	<b>38.10%</b>	<b>23</b>	<b>78.17%</b>
<b>Expenditures</b>							
Operations	6,502	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>6,502</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Expenditures by Function</b>							
Public Safety	6,502	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>6,502</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	6,472	6,486		6,498		6,486	
Revenue	30	12	40.07%	11	38.10%	23	78.17%
Expenditures	6,502	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>-</b>	<b>6,498</b>		<b>6,510</b>		<b>6,510</b>	

<i>Special Revenue Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
FUND	FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>2820 - Gas Tax</b>							
<b>Revenues</b>							
Intergovernmental Revenue	265,100	37,350	14.09%	37,350	14.09%	74,701	28.18%
Charge for Services	150	100	66.67%	200	133.33%	300	200.00%
Investment Earnings	500	198	39.63%	204	40.70%	402	80.33%
<b>Total Revenue</b>	<b>265,750</b>	<b>37,648</b>	<b>14.17%</b>	<b>37,754</b>	<b>14.21%</b>	<b>75,402</b>	<b>28.37%</b>
<b>Expenditures</b>							
Operations	146,000	32,845	22.50%	29,638	20.30%	62,483	42.80%
Capital	35,000	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>181,000</b>	<b>32,845</b>	<b>18.15%</b>	<b>29,638</b>	<b>16.37%</b>	<b>62,483</b>	<b>34.52%</b>
<b>Expenditures by Function</b>							
Public Works	181,000	32,845	18.15%	29,638	16.37%	62,483	34.52%
<b>Total Expenditures</b>	<b>181,000</b>	<b>32,845</b>	<b>18.15%</b>	<b>29,638</b>	<b>16.37%</b>	<b>62,483</b>	<b>34.52%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	75,221	103,490		108,293		103,490	
Revenue	265,750	37,648	14.17%	37,754	14.21%	75,402	28.37%
Expenditures	181,000	32,845	18.15%	29,638	16.37%	62,483	34.52%
<b>Ending Fund Balance</b>	<b>159,971</b>	<b>108,293</b>		<b>116,409</b>		<b>116,409</b>	

<i>Debt Service Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>3002 - 2016 Fire Truck General Obligation Bond</b>							
<b>Revenues</b>							
Taxes & Assessments	32,155	279	0.87%	11,718	36.44%	11,998	37.31%
Investment Earnings	50	63	125.10%	61	121.26%	123	246.36%
<b>Total Revenue</b>	<b>32,205</b>	<b>342</b>	<b>1.06%</b>	<b>11,779</b>	<b>36.58%</b>	<b>12,121</b>	<b>37.64%</b>
<b>Expenditures</b>							
Debt Service	51,244	-	0.00%	10,797	21.07%	10,797	21.07%
<b>Total Expenditures</b>	<b>51,244</b>	<b>-</b>	<b>0.00%</b>	<b>10,797</b>	<b>21.07%</b>	<b>10,797</b>	<b>21.07%</b>

<b>Expenditures by Function</b>							
Debt Service	51,244	-	0.00%	10,797	21.07%	10,797	21.07%
<b>Total Expenditures</b>	<b>51,244</b>	<b>-</b>	<b>0.00%</b>	<b>10,797</b>	<b>21.07%</b>	<b>10,797</b>	<b>21.07%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	33,600	33,896		34,238		33,896	
Revenue	32,205	342	1.06%	11,779	36.58%	12,121	37.64%
Expenditures	51,244	-	0.00%	10,797	21.07%	10,797	21.07%
<b>Ending Fund Balance</b>	<b>14,561</b>	<b>34,238</b>		<b>35,220</b>		<b>35,220</b>	

<b>3003 - 2000 Fire Truck General Obligation Bond</b>							
<b>Revenues</b>							
Taxes & Assessments	21,176	130	0.61%	17,293	81.66%	17,423	82.28%
Investment Earnings	100	31	31.40%	33	33.21%	65	64.61%
<b>Total Revenue</b>	<b>21,276</b>	<b>162</b>	<b>0.76%</b>	<b>17,326</b>	<b>81.44%</b>	<b>17,488</b>	<b>82.20%</b>
<b>Expenditures</b>							
Debt Service	36,050	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>36,050</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Expenditures by Function</b>							
Debt Service	36,050	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>36,050</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	16,942	17,011		17,173		17,011	
Revenue	21,276	162	0.76%	17,326	81.44%	17,488	82.20%
Expenditures	36,050	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>2,168</b>	<b>17,173</b>		<b>34,499</b>		<b>34,499</b>	



<i>Debt Service Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>3200 - West End Tax Increment District</b>							
<b>Revenues</b>							
Taxes & Assessments	108,400	-	0.00%	43,613	40.23%	43,613	40.23%
Intergovernmental Revenue	13,189	-	0.00%	6,595	50.00%	6,595	50.00%
Investment Earnings	1,500	572	38.14%	555	37.01%	1,127	75.15%
<b>Total Revenue</b>	<b>123,089</b>	<b>572</b>	<b>0.46%</b>	<b>50,763</b>	<b>41.24%</b>	<b>51,335</b>	<b>41.71%</b>
<b>Expenditures</b>							
Operations	45,581	-	0.00%	-	0.00%	-	0.00%
Debt Service	74,438	-	0.00%	37,500	50.38%	37,500	50.38%
<b>Total Expenditures</b>	<b>120,019</b>	<b>-</b>	<b>0.00%</b>	<b>37,500</b>	<b>31.25%</b>	<b>37,500</b>	<b>31.25%</b>
<b>Expenditures by Function</b>							
Public Works	45,581	-	0.00%	-	0.00%	-	0.00%
Debt Service	74,438	-	0.00%	37,500	50.38%	37,500	50.38%
<b>Total Expenditures</b>	<b>120,019</b>	<b>-</b>	<b>0.00%</b>	<b>37,500</b>	<b>31.25%</b>	<b>37,500</b>	<b>31.25%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	299,612	308,704		309,276		308,704	
Revenue	123,089	572	0.46%	50,763	41.24%	51,335	41.71%
Expenditures	120,019	-	0.00%	37,500	31.25%	37,500	31.25%
<b>Ending Fund Balance</b>	<b>302,682</b>	<b>309,276</b>		<b>322,539</b>		<b>322,539</b>	
<b>3400 - SID Revolving</b>							
<b>Revenues</b>							
Investment Earnings	120	45	37.26%	43	35.44%	87	72.70%
<b>Total Revenue</b>	<b>120</b>	<b>45</b>	<b>37.26%</b>	<b>43</b>	<b>35.44%</b>	<b>87</b>	<b>72.70%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	24,062	24,127		24,172		24,127	
Revenue	120	45	37.26%	43	35.44%	87	72.70%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>24,182</b>	<b>24,172</b>		<b>24,214</b>		<b>24,214</b>	

<i>Debt Service Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>3550 - SID 179 - West End</b>							
<b>Revenues</b>							
Miscellaneous Revenue	34,563	-	0.00%	27,677	80.08%	27,677	80.08%
Investment Earnings	120	39	32.65%	39	32.48%	78	65.13%
<b>Total Revenue</b>	<b>34,683</b>	<b>39</b>	<b>0.11%</b>	<b>27,716</b>	<b>79.91%</b>	<b>27,755</b>	<b>80.02%</b>
<b>Expenditures</b>							
Debt Service	32,356	-	0.00%	16,300	50.38%	16,300	50.38%
<b>Total Expenditures</b>	<b>32,356</b>	<b>-</b>	<b>0.00%</b>	<b>16,300</b>	<b>50.38%</b>	<b>16,300</b>	<b>50.38%</b>

<b>Expenditures by Function</b>							
Debt Service	32,356	-	0.00%	16,300	50.38%	16,300	50.38%
<b>Total Expenditures</b>	<b>32,356</b>	<b>-</b>	<b>0.00%</b>	<b>16,300</b>	<b>50.38%</b>	<b>16,300</b>	<b>50.38%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	21,045	21,140		21,179		21,140	
Revenue	34,683	39	0.11%	27,716	79.91%	27,755	80.02%
Expenditures	32,356	-	0.00%	16,300	50.38%	16,300	50.38%
<b>Ending Fund Balance</b>	<b>23,372</b>	<b>21,179</b>		<b>32,595</b>		<b>32,595</b>	

<b>3955 - SID 180 - Carol Lane</b>							
<b>Revenues</b>							
Miscellaneous Revenue	3,747	-	0.00%	1,561	41.66%	1,561	41.66%
Investment Earnings	(50)	(17)	33.10%	(16)	31.00%	(32)	64.10%
<b>Total Revenue</b>	<b>3,697</b>	<b>(17)</b>	<b>-0.45%</b>	<b>1,546</b>	<b>41.81%</b>	<b>1,529</b>	<b>41.36%</b>

<b>Fund Balance</b>							
Beginning Fund Balance	(8,864)	(8,927)		(8,944)		(8,927)	
Revenue	3,697	(17)	-0.45%	1,546	41.81%	1,529	41.36%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>(5,167)</b>	<b>(8,944)</b>		<b>(7,398)</b>		<b>(7,398)</b>	

<i>Capital Project Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
		FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended
<b>4010 - Capital Improvement</b>							
<b>Revenues</b>							
Investment Earnings	30	14	46.10%	13	43.87%	27	89.97%
<b>Total Revenue</b>	<b>30</b>	<b>14</b>	<b>46.10%</b>	<b>13</b>	<b>43.87%</b>	<b>27</b>	<b>89.97%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	8,390	8,435		8,449		8,435	
Revenue	30	14	46.10%	13	43.87%	27	89.97%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>8,420</b>	<b>8,449</b>		<b>8,462</b>		<b>8,462</b>	
<b>4020 - Library Capital Improvement</b>							
<b>Revenues</b>							
Investment Earnings	150	47	31.01%	44	29.49%	91	60.50%
<b>Total Revenue</b>	<b>150</b>	<b>47</b>	<b>31.01%</b>	<b>44</b>	<b>29.49%</b>	<b>91</b>	<b>60.50%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	25,040	25,097		25,143		25,097	
Revenue	150	47	31.01%	44	29.49%	91	60.50%
Expenditures	-	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>25,190</b>	<b>25,143</b>		<b>25,188</b>		<b>25,188</b>	
<b>4099 - Railroad Crossing Levy</b>							
<b>Revenues</b>							
Investment Earnings	250	63	25.09%	60	23.86%	122	48.95%
Transfers	8,000	-	0.00%	-	0.00%	-	0.00%
<b>Total Revenue</b>	<b>8,250</b>	<b>63</b>	<b>0.76%</b>	<b>60</b>	<b>0.72%</b>	<b>122</b>	<b>1.48%</b>
<b>Expenditures</b>							
Debt Service	32,172	16,162	50.24%	-	0.00%	16,162	50.24%
<b>Total Expenditures</b>	<b>32,172</b>	<b>16,162</b>	<b>50.24%</b>	<b>-</b>	<b>0.00%</b>	<b>16,162</b>	<b>50.24%</b>
<b>Expenditures by Function</b>							
Debt Service	32,172	16,162	50.24%	-	0.00%	16,162	50.24%
<b>Total Expenditures</b>	<b>32,172</b>	<b>16,162</b>	<b>50.24%</b>	<b>-</b>	<b>0.00%</b>	<b>16,162</b>	<b>50.24%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	49,957	50,007		33,908		50,007	
Revenue	8,250	63	0.76%	60	0.72%	122	1.48%
Expenditures	32,172	16,162	50.24%	-	0.00%	16,162	50.24%
<b>Ending Fund Balance</b>	<b>26,035</b>	<b>33,908</b>		<b>33,968</b>		<b>33,968</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
FUND	FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>5210 - Water</b>							
<b>Revenues</b>							
Charge for Services	1,700,800	544,191	32.00%	313,960	18.46%	858,150	50.46%
Miscellaneous Revenue	2,300	-	0.00%	5	0.22%	5	0.22%
Investment Earnings	4,500	2,852	63.38%	2,702	60.04%	5,554	123.42%
<b>Total Revenue</b>	<b>1,707,600</b>	<b>547,043</b>	<b>32.04%</b>	<b>316,666</b>	<b>18.54%</b>	<b>863,709</b>	<b>50.58%</b>
<b>Expenditures</b>							
Personnel & Benefits	539,928	126,487	23.43%	126,136	23.36%	252,623	46.79%
Operations	559,459	124,606	22.27%	126,579	22.63%	251,186	44.90%
Capital	754,000	8,574	1.14%	581,806	77.16%	590,380	78.30%
Debt Service	87,080	8,424	9.67%	1,631	1.87%	10,056	11.55%
<b>Total Expenditures</b>	<b>1,940,467</b>	<b>268,091</b>	<b>13.82%</b>	<b>836,153</b>	<b>43.09%</b>	<b>1,104,244</b>	<b>56.91%</b>
<b>Expenditures by Function</b>							
Public Works	1,673,573	214,935	12.84%	790,132	47.21%	1,005,068	60.06%
Debt Service	87,080	7,903	9.08%	1,068	1.23%	8,970	10.30%
Miscellaneous	-	300	0.00%	-	0.00%	300	0.00%
Other Financing Uses	179,814	44,953	25.00%	44,953	25.00%	89,907	50.00%
<b>Total Expenditures</b>	<b>1,940,467</b>	<b>268,091</b>	<b>13.82%</b>	<b>836,153</b>	<b>43.09%</b>	<b>1,104,244</b>	<b>56.91%</b>
<b>Working Capital</b>							
Beginning Working Capital	1,016,822	1,377,645		1,656,597		1,377,645	
Revenue	1,707,600	547,043	32.04%	316,666	18.54%	863,709	50.58%
Expenditures	1,940,467	268,091	13.82%	836,153	43.09%	1,104,244	56.91%
<b>Ending Working Capital</b>	<b>783,955</b>	<b>1,656,597</b>		<b>1,137,110</b>		<b>1,137,110</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
FUND	FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>5310 - Sewer</b>							
<b>Revenues</b>							
Charge for Services	2,454,460	739,981	30.15%	515,965	21.02%	1,255,946	51.17%
Miscellaneous Revenue	325	46,393	14274.62%	-	0.00%	46,393	14274.62%
Investment Earnings	9,500	3,971	41.80%	4,146	43.64%	8,118	85.45%
Other Financing Sources	-	428,785	0.00%	115,056	0.00%	543,841	0.00%
<b>Total Revenue</b>	<b>2,464,285</b>	<b>1,219,130</b>	<b>49.47%</b>	<b>635,167</b>	<b>25.77%</b>	<b>1,854,297</b>	<b>75.25%</b>
<b>Expenditures</b>							
Personnel & Benefits	648,313	164,144	25.32%	158,842	24.50%	322,986	49.82%
Operations	664,825	153,803	23.13%	163,548	24.60%	317,351	47.73%
Capital	504,500	819,796	162.50%	124,471	24.67%	944,267	187.17%
Debt Service	780,168	41,172	5.28%	340,998	43.71%	382,170	48.99%
<b>Total Expenditures</b>	<b>2,597,806</b>	<b>1,178,915</b>	<b>45.38%</b>	<b>787,859</b>	<b>30.33%</b>	<b>1,966,774</b>	<b>75.71%</b>
<b>Expenditures by Function</b>							
Public Works	1,580,543	1,078,990	68.27%	386,918	24.48%	1,465,908	92.75%
Debt Service	780,168	40,650	5.21%	340,434	43.64%	381,084	48.85%
Other Financing Uses	237,095	59,275	25.00%	59,275	25.00%	118,551	50.00%
<b>Total Expenditures</b>	<b>2,597,806</b>	<b>1,178,915</b>	<b>45.38%</b>	<b>787,859</b>	<b>30.33%</b>	<b>1,966,774</b>	<b>75.71%</b>
<b>Working Capital</b>							
Beginning Working Capital	2,132,709	1,371,731		1,411,946		1,371,731	
Revenue	2,464,285	1,219,130	49.47%	635,167	25.77%	1,854,297	75.25%
Expenditures	2,597,806	1,178,915	45.38%	787,859	30.33%	1,966,774	75.71%
<b>Ending Working Capital</b>	<b>1,999,188</b>	<b>1,411,946</b>		<b>1,259,254</b>		<b>1,259,254</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
FUND	FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>5410 - Solid Waste</b>							
<b>Revenues</b>							
Charge for Services	2,330,674	680,890	29.21%	572,600	24.57%	1,253,490	53.78%
Miscellaneous Revenue	1,525	-	0.00%	13	0.87%	13	0.87%
Investment Earnings	(1,000)	(152)	15.18%	(172)	17.19%	(324)	32.38%
<b>Total Revenue</b>	<b>2,331,199</b>	<b>680,738</b>	<b>29.20%</b>	<b>572,442</b>	<b>24.56%</b>	<b>1,253,179</b>	<b>53.76%</b>
<b>Expenditures</b>							
Personnel & Benefits	537,267	152,007	28.29%	137,106	25.52%	289,112	53.81%
Operations	1,299,338	414,769	31.92%	319,391	24.58%	734,160	56.50%
Capital	312,000	25,599	8.20%	120,093	38.49%	145,692	46.70%
Debt Service	52,709	522	0.99%	564	1.07%	1,086	2.06%
<b>Total Expenditures</b>	<b>2,201,314</b>	<b>592,896</b>	<b>26.93%</b>	<b>577,154</b>	<b>26.22%</b>	<b>1,170,050</b>	<b>53.15%</b>
<b>Expenditures by Function</b>							
Public Works	1,944,872	541,963	27.87%	526,221	27.06%	1,068,184	54.92%
Debt Service	52,709	-	0.00%	-	0.00%	-	0.00%
Other Financing Uses	203,733	50,933	25.00%	50,933	25.00%	101,866	50.00%
<b>Total Expenditures</b>	<b>2,201,314</b>	<b>592,896</b>	<b>26.93%</b>	<b>577,154</b>	<b>26.22%</b>	<b>1,170,050</b>	<b>53.15%</b>
<b>Working Capital</b>							
Beginning Working Capital	43,688	60,291		148,132		60,291	
Revenue	2,331,199	680,738	29.20%	572,442	24.56%	1,253,179	53.76%
Expenditures	2,201,314	592,896	26.93%	577,154	26.22%	1,170,050	53.15%
<b>Ending Working Capital</b>	<b>173,573</b>	<b>148,132</b>		<b>143,420</b>		<b>143,420</b>	

<i>Enterprise Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
FUND	FY 2020 Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget	Received/ Expended	% of Budget
<b>5510 - Ambulance Services</b>							
<b>Revenues</b>							
Taxes & Assessments	25,579	87	0.34%	13,804	53.97%	13,891	54.31%
Intergovernmental Revenue	275,799	2,487	0.90%	2,487	0.90%	4,974	1.80%
Charge for Services	1,327,537	316,744	23.86%	301,795	22.73%	618,540	46.59%
Investment Earnings	600	401	66.78%	221	36.85%	622	103.63%
<b>Total Revenue</b>	<b>1,629,515</b>	<b>319,719</b>	<b>19.62%</b>	<b>318,308</b>	<b>19.53%</b>	<b>638,026</b>	<b>39.15%</b>
<b>Expenditures</b>							
Personnel & Benefits	1,383,487	288,609	20.86%	285,799	20.66%	574,408	41.52%
Operations	287,049	78,025	27.18%	84,863	29.56%	162,888	56.75%
Capital	7,000	-	0.00%	196,163	2802.33%	196,163	2802.33%
<b>Total Expenditures</b>	<b>1,677,536</b>	<b>366,634</b>	<b>21.86%</b>	<b>566,825</b>	<b>33.79%</b>	<b>933,459</b>	<b>55.64%</b>
<b>Expenditures by Function</b>							
Public Safety	1,540,063	332,266	21.57%	530,957	34.48%	863,223	56.05%
Other Financing Uses	137,473	34,368	25.00%	34,368	25.00%	68,736	50.00%
<b>Total Expenditures</b>	<b>1,677,536</b>	<b>366,634</b>	<b>21.86%</b>	<b>566,825</b>	<b>33.79%</b>	<b>933,459</b>	<b>55.64%</b>
<b>Working Capital</b>							
Beginning Working Capital	436,952	477,670		430,755		477,670	
Revenue	1,629,515	319,719	19.62%	318,308	19.53%	638,026	39.15%
Expenditures	1,677,536	366,634	21.86%	566,825	33.79%	933,459	55.64%
<b>Ending Working Capital</b>	<b>388,931</b>	<b>430,755</b>		<b>182,238</b>		<b>182,238</b>	

<i>Permanent Funds</i>		Quarter Ended September 2019		Quarter Ended December 2019		Year Ended June 2020	
<b>FUND</b>	<b>FY 2020 Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>	<b>Received/ Expended</b>	<b>% of Budget</b>
<b>8010 - Perptual Cemetery</b>							
<b>Revenues</b>							
Charge for Services	2,500	2,125	85.00%	213	8.50%	2,338	93.50%
Investment Earnings	3,500	389	11.11%	371	10.61%	760	21.71%
<b>Total Revenue</b>	<b>6,000</b>	<b>2,514</b>	<b>41.90%</b>	<b>584</b>	<b>9.73%</b>	<b>3,097</b>	<b>51.62%</b>
<b>Expenditures</b>							
Other Financing Uses	3,500	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>3,500</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Expenditures by Function</b>							
Other Financing Uses	3,500	-	0.00%	-	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>3,500</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance</b>							
Beginning Fund Balance	240,415	241,903		244,417		241,903	
Revenue	6,000	2,514	41.90%	584	9.73%	3,097	51.62%
Expenditures	3,500	-	0.00%	-	0.00%	-	0.00%
<b>Ending Fund Balance</b>	<b>242,915</b>	<b>244,417</b>		<b>245,001</b>		<b>245,001</b>	



**Item Attachment Documents:**

- B. DISCUSS/APPROVE/DENY: LIVINGSTON BUSINESS IMPROVEMENT DISTRICTS UPDATED BY-LAWS.**

**BY-LAWS  
OF THE  
LIVINGSTON BUSINESS IMPROVEMENT DISTRICT  
(February 2020)**

**ARTICLE I.  
NAME**

The name of this organization is the LIVINGSTON BUSINESS IMPROVEMENT DISTRICT (hereinafter referred as the "BID").

**ARTICLE II.  
PRINCIPAL OFFICE**

The principal office of the BID shall be at such locations as designated by the Board of Trustees.

**ARTICLE III.  
BOARD OF TRUSTEES**

**Section I. Powers.** The board in administering a district has all powers necessary to carry out the functions of the district contained in the ordinance creating it, including the power to:

- 1) sue and be sued, enter into contracts, and hire and terminate contractors needed for its purposes;
- 2) provide for special police, maintenance, or cleaning personnel for the protection and enjoyment of the general public using the business district;
- 3) landscape and beautify public areas and to maintain those areas;
- 4) contract with the governing body to maintain, operate, or repair public parking facilities;
- 5) contract with the governing body to maintain streets, alleys, malls, bridges, ramps, tunnels, landscaping, and other public facilities as mutually agreed upon;
- 6) promote private investment and business expansion in the district;
- 7) provide for the management and administration of the affairs of the district;
- 8) promote business activity and tourism by advertising, decorating, marketing, and promoting and managing events and other actions designed for the general promotion of business activities and tourism in the district and surrounding areas;
- 9) perform such other functions as are necessary to carry out the purposes of this part and to further the objectives of the district;
- 10) the board shall not hire any employees, notwithstanding any of the powers;
- 11) the board shall not grant requests pertaining to individual property improvement; and,
- 12) the Board of Trustees authorizes the Secretary of the Board to open bank accounts on behalf of the District. Any checking account withdrawals will have Board of Trustees Chair signature.

**Section 2. Number.** The Board of Trustees shall consist of seven (7) owners of property within the District. The Trustees shall be selected by the appointing authority of the City of Livingston, with the approval of the governing body of the City of Livingston.

**Section 3. Term of Office.** The members of the Board of Trustees shall serve initial staggered terms as designated by the appointing authority of the City of Livingston, with the approval of the governing body of the City of Livingston in accordance with §7-12-1121, MCA. After the initial appointment, members must be appointed for a term of office of four (4) years except that a vacancy occurring during the term must be filled for the unexpired term. A member shall hold office until his or her successor has been appointed and qualified.

**Section 4. Regular and Special Meetings.** The Board of Trustees shall meet at such times and places as may be determined by a vote of the Board of Trustees, subject to any open meeting laws that may apply.

**Section 5. Quorum.** A quorum of the Board of Trustees consists of a majority of the Trustees in office immediately before the meeting begins. If less than a quorum is in attendance at the time for which a meeting has been called, the meeting may be adjourned to the next scheduled open meeting.

**Section 6. Board Decisions.** Decisions of the Board shall be made by a majority vote of the directors present at a meeting at which a quorum is present, but in no event less than three (3) director votes, unless the vote of a greater number is required by law or by these By-Laws.

**Section 7. Votes.** Each Trustee of the Board shall possess one (1) vote on matters coming before the Board. All voting at meetings of the Board shall be by each member in person, whether by telephone or otherwise, and voting by proxy shall not be allowed.

**Section 8. Conference Telephone.** Any Trustee may participate in a meeting of the Board of Trustees through the use of any means of communication by which all Trustees participating may simultaneously hear each other during the meeting, except at least one (1) Trustee must be present in the location set for the meeting to conduct the meeting and allow for public participation in the meeting. A Trustee participating in a meeting by this means is considered to be present in person at the meeting.

**Section 9. Minutes.** Minutes of all proceedings of the Board shall be maintained in a manner determined by the Board and applicable state law including §2-3-212 MCA and shall be made available to all Board Members and to the public on request.

**Section 10. Compensation.** Trustee members may receive no compensation.

**Section 11. Resignation.** Any Trustee may resign his or her office as a Trustee at any time by delivering a written resignation to the Chairperson of the Board of Trustees. Such resignation shall also include any office he or she holds with the Board of Trustees.

**Section 12. Removal.** A member of the Board of Trustees may be removed by the appointing authority of the City of Livingston with the consent of the governing body of the City of Livingston.

**Section 13. Vacancies.** Any vacancy occurring during the term of a Trustee must be filled by appointment of the appointing authority of the City of Livingston with the approval of the governing body of the City of Livingston. The term of a Trustee so appointed shall be for the un-expired term of the Trustee leaving the Board.

**Section 14. Committees.** As it may deem necessary from time to time, the Board may designate and appoint such committees consisting of Board Members. Committees may exercise any or all authority as set forth in a Board resolution establishing any such committees. All committee meetings are subject to open meeting laws.

**Section 15. Consultants.** The Board may invite additional individuals with expertise in a pertinent area to meet with and assist the Board or any committee established by the Board. Such consultants shall not vote or be counted in determining the existence of a quorum and may be excluded from any session of the Board by a majority vote of the directors present or upon request from the Chairperson.

**Section 16. Rules of Order.** The Trustees shall adopt a simplified set of rules of order which may be amended from time to time which shall govern all meetings of the Trustees when those rules are not inconsistent with the By-Laws or special rules of order of the BID.

**Section 17. Conflict of Interest and Code of Ethics.** A conflict of interest transaction is a transaction with the BID in which a trustee of the BID has a direct or indirect interest. A conflict of interest transaction is not voidable or the basis for imposing liability on the interested trustee if the transaction was fair at the time it was entered into or is approved pursuant to Mont. Code Amu §35-2-418. However, in no event shall the interested trustee vote on the decision to enter into such transaction. Any trustee having an interest or conflict in a transaction presented to the Board for authorization, approval, or ratification shall make a prompt, full and frank disclosure of his or her interest to the Board prior to its acting on such transaction. Such disclosure shall include any relevant and material facts, known to such person, about the transaction which might reasonably be construed to be adverse to the BID's interest. The Board shall thereupon determine, by majority vote, whether the disclosure shows that a conflict of interest exists or can reasonably be construed to exist. If a conflict is deemed to exist, such trustee shall not vote on, nor use his or her personal influence on nor participate (other than to present factual information or to respond to questions) in the discussions or deliberations with respect to such contract or transaction, nor shall the trustee be counted in determining the quorum for the meeting. The minutes of the meeting will, upon request, reflect that a disclosure was made, the action taken with respect to such disclosure, and, if applicable, the abstention from voting and the presence of a quorum. The BID shall abide by the Montana Code of Ethics in Title 2 Chapter 2 of the Montana Code Annotated.

**ARTICLE IV.  
OFFICERS**

**Section 1. Officers.** The elective officers of the BID shall be a Chairperson and a Vice-Chairperson. The Board of Trustees may also elect a Secretary and a Treasurer and such other officers as it may deem appropriate. All officers shall be members of the Board.

**Section 2. Chairperson.** The Chairperson shall provide leadership to the Board and its committees in formulating, developing, and evaluating BID policies and goals. The Chairperson shall be the manager of the Board. In accordance with sound principals of management, the Chairperson shall be given the necessary authority and responsibility to operate the business of the Board, subject to policies as may be adopted and such orders as may be issued by the Board. The Chairperson shall act as a duly authorized agent of the Board in all matters in which the Board has not formally designated some other person to so act. The Board reserves the right to rescind any delegated authority. The Chairperson's responsibilities and powers, together with all others necessary or beneficial in the discharge thereof, shall include but not be limited to the following:

- 1) Preside at all meetings of the Board;
- 2) Provide overall supervision of the Board and BID affairs;
- 3) Insure that there is appropriate communication among the members of the Board;
- 4) Prepare, in consultation with the other officers, an agenda for Board meetings and issue such notice as may be required by the By-Laws and State statutes;
- 5) Execute all policies established by the Board; and
- 6) Perform all such other activities or duties as are incident to his or her office or as are required by the Board.

**Section 3. Vice-Chairperson.** It shall be the duty of the Vice-Chairperson of the Board to act as the Chairperson in the absence or disability of the Chairperson and to perform such other duties as may be assigned to him or her by the Chairperson of the Board. While acting as Chairperson, the Vice-Chairperson shall have all the power and authority of the Chairperson.

**Section 4. Secretary.** If the Board chooses to elect a Secretary, it shall be the duty of the secretary to be the secretary of all meetings of the Board and to act as custodian of the minutes of all Board meetings and proceedings, to keep all other records of the Board and of the BID, to issue such notice as may be required by the By-Laws and State statutes, and to perform such other acts as the Board may direct.

**Section 5. Treasurer.** If the Board chooses to elect a Treasurer, it shall be the duty of the Treasurer to oversee information regarding the financial and rate paying activities of the BID together with other information as may be required or requested by the Board or one of its committees.

**Section 6. Appointment and Term of Office.** The appointing authority of the City of Livingston shall designate which member of the Board is to be the first Chairperson. When the office of Chairperson of the Board becomes vacant thereafter, the Board shall elect a Chairperson from among its members. The Board shall elect the other initial officers of the BID as soon as the Board deems it appropriate after the adoption of these By-Laws. Thereafter, each new officer shall be elected at the first regular meeting of the Board in each calendar year. Each officer shall hold office until his or her successor has been elected. Newly elected officers shall begin their terms on the 1st day of the next month after their election.

**Section 7. Removal.** Any officer appointed by the Board may be removed by a majority vote of the Board whenever in its judgment the best interest of the BID would be served thereby.

**Section 8. Vacancies.** A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board and approved by the governing body of the City for the remaining portion of the term.

**Section 9. Powers and Duties.** Each of the officers shall have such powers and duties as previously noted and shall perform such duties as may from time to time be specified in resolutions or other directives of the Board.

**ARTICLE V.  
ANNUAL WORK PLAN, BUDGET, AND ASSESSMENTS**

**Section 1. Work Plan, Budget, and Assessments.** The Board of Trustees shall submit an annual work plan and budget to the City including the proposed assessment for the next fiscal year. The City, following due notice, shall conduct a public hearing on the budget as provided in Title 7 Chapter 6 Part 40 MCA, approve the work plan and budget, and pass a resolution levying the assessment upon all property in the district based on the square footage of each parcel.

**ARTICLE VI.  
INDEMNIFICATION AND INSURANCE**

**Section 1. Right to Indemnification.** The BID shall indemnify and hold each Trustee and officer of the BID harmless against any and all loss, including any and all litigation expenses consisting of attorney fees and costs, arising from a legal action because the director or officer was acting as a director or officer of the BID to the maximum amount allowed by the laws of the state of Montana. The right to indemnification under this Article shall continue as to a prior officer or Trustee who has ceased to be an officer or Trustee, as long as the officer or Trustee shall be subject to any possible legal action, by reason of the fact that the individual was an officer or a Trustee of the BID, and shall inure to the benefit of his or her heirs, executors or personal representatives. Any amendment to or appeal of this Article shall not adversely affect any right or protection of an officer or Trustee of the BID for or with respect to any acts or omissions of such officer or Trustee occurring prior to such amendment or repeal.

Section 2. Insurance. The Board of Trustees shall maintain liability insurance coverage insuring the District, the Board and the local government against legal liability for personal injury and property damage in an amount determined sufficient for that purpose by the governing body.

Section 3. Severability. If any provision of this article or any application thereof shall be invalid, unenforceable or contrary to applicable law, the remainder of this Article, or the application of such provisions to persons or circumstances other than those as to which it is held invalid, unenforceable, or contrary to applicable law, shall not be affected thereby and shall continue in full force and effect.

**Section 2. Liability Insurance.** The City may not approve the work plan, budget, or assessment unless they include liability insurance coverage for the district, board, and City against legal liability for personal injury and property damage.

**ARTICLE VII.  
FISCAL YEAR**

The fiscal year of the BID shall end at midnight on the 30th day of June of each year.

**ARTICLE VIII.  
LIABILITIES**

Nothing herein shall constitute the directors of the BID as partners for any purpose. No director, officer, agent, or employee shall be liable for the acts or failure to act of any other director, officer, agent, or employee of the BID; nor shall any Trustee, officer, agent, or employee be liable for his or her acts or failure to act under these By-Laws, executing only acts or omissions arising out of his or her willful misfeasance or official misconduct.

**ARTICLE IX  
EXEMPT ACTIVITIES**

Notwithstanding any other provision of these By-Laws, no director, officer, employee, or representative of the Board shall take any action or any activity, by or on behalf of the BID, not permitted to be taken or carried on without penalty, by an organization exempt from taxation, or by an organization whose contributions are deductible under federal income tax laws as they now exist, or as they should hereafter be amended.

**ARTICLE X.  
AMENDMENTS**

The Board of Trustees may adopt one or more amendments to the By-Laws by a majority vote of the Trustees present at a meeting of the Board of Trustees. The Board of Trustees shall provide notice of any meeting of Trustees at which an amendment is to be approved. The notice must state that the purpose or that one of the purposes of the meeting is to consider a proposed amendment to the By-Laws and contain or be accompanied by a copy of or summary of the amendment or state the general nature of the amendment. The amendment must be approved by a majority of the Trustees in office at the time the amendment is adopted, and then approved by the City Commission. The undersigned Chairperson of the BID does hereby certify that the above and foregoing By-Laws of said BID were duly adopted by the Trustees as the By-Laws of BID and that the same do now constitute the By-Laws of the BID after approval by the City Commission.

Dated this 12<sup>th</sup> day of February, 2020.

  
Kristen Galbraith, Chairperson

**Item Attachment Documents:**

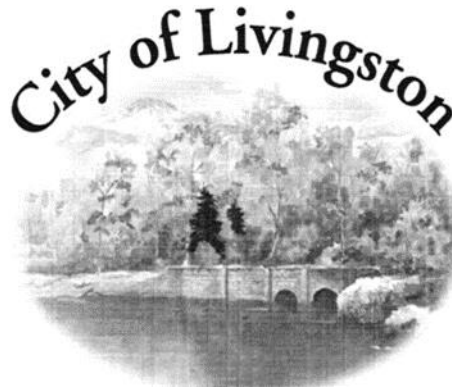
- C. DISCUSS: CITY ATTORNEYS LEGAL OPINION REGARDING PLANNING BOARDS INQUIRY, IS THE PLANNING BOARD MANDATED BY STATUTE TO RUN THE GROWTH POLICY PROCESS?**



**City Manager**  
Michael Kardoes

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*Incorporated 1889*

**Chairperson**  
Dorel Hoglund

**Vice Chair**  
Quentin Schwarz

**Commissioners**  
Mel Friedman  
Warren Mabie  
Melissa Nootz

February 13, 2020

MEMO

To: Mike Kardoes, City Manager

From: Courtney Lawellin, City Attorney

RE: Planning Board – Is the Planning Board mandated by Statute to run the Growth Policy process?

Short Answer: No. The Commission determines the elements to be included in a growth policy, directs the process and may direct the planning board to prepare a growth policy document. The planning board is to act in an advisory capacity to the Commission.

Based on the requirements for the governing body, in this instance the City Commission, to determine the elements of the growth policy, approve, adopt with revisions, or reject the growth policy and the Commission’s oversight of the planning board and the approval of its membership, along with the ability of the community affected by a growth policy to revise or repeal a growth policy, a growth policy is a collaborative process overseen by the Commission that should include the involvement of numerous community agencies and citizens.

What the Commission decides to do prior to their decision to task the planning board with the preparation of the growth plan is at the full discretion of the governing body which should use §76-1-601 MCA as its guide, and which provides for the planning board to propose additional elements of a growth policy. That statutes states:

Growth Policy -- Contents

**76-1-601. Growth policy -- contents.** (1) A growth policy may cover all or part of the jurisdictional area.

(2) The extent to which a growth policy addresses the elements listed in subsection (3) is at the full discretion of the governing body.

(3) A growth policy must include:

- (a) community goals and objectives;
- (b) maps and text describing an inventory of the existing characteristics and features of the jurisdictional area, including:
  - (i) land uses;
  - (ii) population;
  - (iii) housing needs;
  - (iv) economic conditions;

- (v) local services;
- (vi) public facilities;
- (vii) natural resources;
- (viii) sand and gravel resources; and
- (ix) other characteristics and features proposed by the planning board and adopted by the governing bodies;
- (c) projected trends for the life of the growth policy for each of the following elements:
  - (i) land use;
  - (ii) population;
  - (iii) housing needs;
  - (iv) economic conditions;
  - (v) local services;
  - (vi) natural resources; and
  - (vii) other elements proposed by the planning board and adopted by the governing bodies;
- (d) a description of policies, regulations, and other measures to be implemented in order to achieve the goals and objectives established pursuant to subsection (3)(a);
- (e) a strategy for development, maintenance, and replacement of public infrastructure, including drinking water systems, wastewater treatment facilities, sewer systems, solid waste facilities, fire protection facilities, roads, and bridges;
- (f) an implementation strategy that includes:
  - (i) a timetable for implementing the growth policy;
  - (ii) a list of conditions that will lead to a revision of the growth policy; and
  - (iii) a timetable for reviewing the growth policy at least once every 5 years and revising the policy if necessary;
- (g) a statement of how the governing bodies will coordinate and cooperate with other jurisdictions that explains:
  - (i) if a governing body is a city or town, how the governing body will coordinate and cooperate with the county in which the city or town is located on matters related to the growth policy;
  - (ii) if a governing body is a county, how the governing body will coordinate and cooperate with cities and towns located within the county's boundaries on matters related to the growth policy;
- (h) a statement explaining how the governing bodies will:
  - (i) define the criteria in [76-3-608\(3\)\(a\)](#); and
  - (ii) evaluate and make decisions regarding proposed subdivisions with respect to the criteria in [76-3-608\(3\)\(a\)](#);
- (i) a statement explaining how public hearings regarding proposed subdivisions will be conducted; and
- (j) an evaluation of the potential for fire and wildland fire in the jurisdictional area, including whether or not there is a need to:
  - (i) delineate the wildland-urban interface; and
  - (ii) adopt regulations requiring:
    - (A) defensible space around structures;
    - (B) adequate ingress and egress to and from structures and developments to facilitate fire suppression activities; and
    - (C) adequate water supply for fire protection.
- (4) A growth policy may:
  - (a) include one or more neighborhood plans. A neighborhood plan must be consistent with the growth policy.
  - (b) establish minimum criteria defining the jurisdictional area for a neighborhood plan;

- (c) establish an infrastructure plan that, at a minimum, includes:
- (i) projections, in maps and text, of the jurisdiction's growth in population and number of residential, commercial, and industrial units over the next 20 years;
  - (ii) for a city, a determination regarding if and how much of the city's growth is likely to take place outside of the city's existing jurisdictional area over the next 20 years and a plan of how the city will coordinate infrastructure planning with the county or counties where growth is likely to take place;
  - (iii) for a county, a plan of how the county will coordinate infrastructure planning with each of the cities that project growth outside of city boundaries and into the county's jurisdictional area over the next 20 years;
  - (iv) for cities, a land use map showing where projected growth will be guided and at what densities within city boundaries;
  - (v) for cities and counties, a land use map that designates infrastructure planning areas adjacent to cities showing where projected growth will be guided and at what densities;
  - (vi) using maps and text, a description of existing and future public facilities necessary to efficiently serve projected development and densities within infrastructure planning areas, including, whenever feasible, extending interconnected municipal street networks, sidewalks, trail systems, public transit facilities, and other municipal public facilities throughout the infrastructure planning area. For the purposes of this subsection (4)(c)(vi), public facilities include but are not limited to drinking water treatment and distribution facilities, sewer systems, wastewater treatment facilities, solid waste disposal facilities, parks and open space, schools, public access areas, roads, highways, bridges, and facilities for fire protection, law enforcement, and emergency services;
  - (vii) a description of proposed land use management techniques and incentives that will be adopted to promote development within cities and in an infrastructure planning area, including land use management techniques and incentives that address issues of housing affordability;
  - (viii) a description of how and where projected development inside municipal boundaries for cities and inside designated joint infrastructure planning areas for cities and counties could adversely impact:
    - (A) threatened or endangered wildlife and critical wildlife habitat and corridors;
    - (B) water available to agricultural water users and facilities;
    - (C) the ability of public facilities, including schools, to safely and efficiently service current residents and future growth;
    - (D) a local government's ability to provide adequate local services, including but not limited to emergency, fire, and police protection;
    - (E) the safety of people and property due to threats to public health and safety, including but not limited to wildfire, flooding, erosion, water pollution, hazardous wildlife interactions, and traffic hazards;
    - (F) natural resources, including but not limited to forest lands, mineral resources, sand and gravel resources, streams, rivers, lakes, wetlands, and ground water; and
    - (G) agricultural lands and agricultural production; and
  - (ix) a description of measures, including land use management techniques and incentives, that will be adopted to avoid, significantly reduce, or mitigate the adverse impacts identified under subsection (4)(c)(viii).
- (d) include any elements required by a federal land management agency in order for the governing body to establish coordination or cooperating agency status as provided in [76-1-607](#).
- (5) The planning board may propose and the governing bodies may adopt additional elements of a growth policy in order to fulfill the purpose of this chapter.

Under §76-1-102 MCA the purpose of the Chapter governing planning boards is to encourage local government to

improve the present health, safety, convenience, and welfare of their citizens and to plan for the future development of their communities to the end that highway systems be carefully planned; that new community centers grow only with adequate highway, utility, health, educational, and recreational facilities; that the needs of agriculture, industry, and business be recognized in future growth; that residential areas provide healthy surroundings for family life; and that the growth of the community be commensurate with and promotive of the efficient and economical use of public funds.

(2) In accomplishing this objective, ***it is the intent of this chapter that the planning board shall serve in an advisory capacity to presently established boards and officials.***

There are 2003 additions to the growth policy statutes which amended § 76-1-605, MCA, adding the following language:

(2)(a) A growth policy is not a regulatory document and does not confer any authority to regulate that is not otherwise specifically authorized by law or regulations adopted pursuant to the law.

(b) A governing body may not withhold, deny, or impose conditions on any land use approval or other authority to act based solely on compliance with a growth policy adopted pursuant to this chapter. Section 76-1-605(2), MCA (2003). *Citizen Advocates For A Livable Missoula, Inc. v. City Council of City of Missoula*, 2006 MT 47, ¶¶ 19-26, 331 Mont. 269, 274-77, 130 P.3d 1259, 1262-64

These amendments have undergone some judicial scrutiny, but are by their plain reading providing governing bodies to act outside the strict confines of a growth policy.

Planning and land use regulation is a comprehensive many layered process that is engaged in and overseen by the body that governs the territory jurisdiction. Given the statutes, policies, and guidance provided in case law it would be a best practice to have broad involvement for a growth plan, directed by the governing body so that the product ultimately produced by the planning board, if given the direction to do so by the governing body, is comprehensive, inclusionary, includes community consensus, does not need comprehensive revision or require rejection, and can be efficiently adopted by the governing body for use in guiding future growth.

Respectfully submitted,

Courtney Lawellin  
Livingston City Attorney