



Livingston City Commission Agenda

March 19, 2024

5:30 PM

City – County Complex, Community Room

<https://us02web.zoom.us/j/81583091166?pwd=R2l0aDcrZlZ5d0plWS95cVVxVIR2UT09>

Meeting ID: 815 8309 1166

Passcode: 288049

1. Call to Order

2. Roll Call

3. Public Comment

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

4. Consent Items

A. APPROVAL OF MINUTES FROM MARCH 05, 2024, REGULAR MEETING PG.4

B. APPROVAL OF CLAIMS PAID 2/29/24 - 3/13/24 PG.11

C. JUDGES MONTHLY REPORT 02/2024 PG.19

5. Proclamations

A. A PROCLAMATION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA RECOGNIZING MARCH 27, 2024 AS WORLD THEATRE DAY IN LIVINGSTON MONTANA

PG.21

6. Scheduled Public Comment

A. PARK COUNTY HOUSING COALITION PG.23

B. IT'S MY LAND LLC PG.40

7. Action Items

A. PROJECT SUBMISSION FOR STATE-LOCAL INFRASTRUCTURE PARTNERSHIP ACT (2023 MONTANA HB355) PG.45

B. CLOSED SESSION PURSUANT TO MCA 2-3-203(3) TO DISCUSS A MATTER OF INDIVIDUAL PRIVACY

C. CLOSED SESSION PURSUANT TO MCA 2-3-203(4)(b) TO DISCUSS LITIGATION STRATEGY

8. City Manager Comment

9. City Commission Comments

10. Adjournment

Calendar of Events

Supplemental Material

Notice

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

File Attachments for Item:

A. APPROVAL OF MINUTES FROM MARCH 05, 2024, REGULAR MEETING.



Livingston City Commission Agenda

March 05, 2024

5:30 PM

City – County Complex, Community Room

<https://us02web.zoom.us/j/84047525983?pwd=VmJqdHVJbG0wU2lWajdLempxTU1jQT09>

Meeting ID: 840 4752 5983

Passcode: 64415

1. Call to Order

Chair Kahle called the meeting to order at 5:32pm

2. Roll Call

City Commission in attendance at start of meeting: Chair Kahle, Vice-Chair Nootz, Commissioner Schwarz, and Commissioner Willich

Staff in attendance: City Manager Grant Gager, Policy Analyst Greg Anthony, City Clerk Emily Hutchinson, Police Chief Wayne Hard, Public Works Director Shannon Holmes, Planning Director Jennifer Severson

3. Public Comment

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

- Leslie Feigel announced the Chamber has four new members and she will send something over to the City so they know who the new members are. She stated that she reached out to the Commission and City Manager about Western Sustainability Exchange related to Farmers Market.
- Rusty Trzruc expressed concerns about lack of a school Resource Officer and would like to see this issue addressed.

The City Manager stated the lack of a school Resource Officers has nothing to do with budget issues, and stated they have had some staffing challenges. The previous Resource Officer lost housing and had to move away and was brought back for the beginning of the school year, but left after making a career move. Currently the only Resource Office we have is the Chief, and they have identified Resource Officer candidates that they will train and move into the position. He stated they are actively working on this and reminded there are always resources available to respond to the schools if needed.

4. Consent Items

The City Manager stated that in the staff report for item G the fiscal impact section states this was not included in the budget and wanted to clarify there is \$390,000 included in the solid waste budget, so this purchase is completely funded in the fy24 approved budget.

- | | |
|--|--------------|
| A. APPROVAL OF MINUTES FROM FEBRUARY 20, 2024, REGULAR MEETING. | PG.4 |
| B. APPROVAL OF CLAIMS PAID 2/15/24 - 2/28/24 | PG.31 |

- C. APPLICATION FOR SHARON HORVATH FOR SPECIAL PARKING SPACE FOR RESERVED FOR DISABLED PERSONS ON A PUBLIC STREET PG.41**
- D. AGREEMENT 20068 WITH LIVINGSTON HEALTHCARE PG.48**
- E. AGREEMENT 20069 WITH JON M. HESSE PC FOR CIVIL CITY ATTORNEY SERVICES PG.54**
- F. PURCHASE ORDER 20070 FOR A SEWER CAMERA PG.58**
- G. PURCHASE ORDER 20071 FOR A GARBAGE TRUCK PG.64**
- H. MONTANA STREET STPU PROJECT LOCAL AGENCY GUIDELINES (LAG) REQUEST PG.70**

Motion to approve consent items B-F & H was made by Vice-Chair Nootz and seconded by Commissioner Schwarz. The motion passed unanimously by the four members present.

Commissioner Willich pulled consent item A and wanted to edit page 12 line 3 and would like to see it read "Commissioner Willich expressed to the City Manager that the Finance Director should be involved in this item"

Motion to approve consent item A with correction to page 12 line 3 was made by Commissioner Willich and seconded by Commissioner Schwarz. The motion passed unanimously by the four members present.

Vice-Chair Nootz pulled consent item G and asked if the City has a plan in place so this is not an ongoing issue of having so many trucks down and non-operational.

The City Manager stated that he and the Finance Director work through capital improvement plan developments and or update each year as part of the budget process. As the staff report notes there was a truck ordered in 2022 and one thing that has come up is that they are all struggling to get specialized equipment. He stated this is a result of supply chain issues that started in 2020 and it is taking 1-2 to get specialized equipment.

Vice-Chair Nootz publicly recognized the solid waste department and its team and how much they are doing for the community.

The City Manager stated the whole solid waste team does a great job serving the community.

Commissioner Schwarz expressed that it is nice that we have control over this rather than an outside contractor.

Commissioner Willich asked if the freight liner M2 is 200 or 360 horsepower.

Public Works Director Holmes stated it is over 300 horsepower.

Motion to approve consent item G made by Vice and seconded by Commissioner Schwarz. The motion passed unanimously by the four members present.

5. Proclamations

A. A PROCLAMATION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA RECOGNIZING MARCH 12, 2024 AS NATIONAL GIRL SCOUT DAY IN LIVINGSTON MONTANA. PG.77

Chair Kahle recognized the Girl Scout Troops 2004 and 2565 represented in the room and invited them to the front of the room while she read the proclamation.

Vice-Chair Nootz recommended the girl scouts head to City Hall to sell some cookies, and also offered if the girls need help obtaining their government badge they could reach out to the City Manager to help with this.

6. Scheduled Public Comment

7. Action Items

A. ORDINANCE 3046: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING CHAPTER 30, ZONING, OF THE LIVINGSTON MUNICIPAL CODE, BY ALTERING SECTION 30.40, AS IT RELATES TO RESIDENTIAL USES IN THE NEIGHBORHOOD COMMERCIAL ZONING DISTRICT. PG.79

Chair Kahle called on the City Manager to introduce the item.

The City Manager stated this is the second reading of the ordinance and reminded this came from the 2023 legislative session with the State of Montana. He stated Senate bill 245 is the bill which allowed the development of multi-unit housing in commercial zones of five or more units. Previously we allowed one unit to be constructed in Neighborhood Commercial and through Commission discussion they City is allowing that gap of 2, 3, and 4 units to be constructed in a commercial building in the Neighborhood Commercial.

Commissioner Schwarz moved to approve the ordinance and Commissioner Willich seconded the motion

Vice-Chair Nootz stated she is looking forward to when they can distinguish between all of these codes because they are becoming more and more similar therefore more and more meaningless.

The item was approved unanimously by the four commissioners present.

B. ORDINANCE 3049: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING PROPERTY LOCATED AT 5284 US HWY 89 S, RECENTLY ANNEXED AND GENERALLY KNOWN AS RY TIMBER, AS LIGHT INDUSTRIAL (LI). PG.94

Chair Kahle called on the City Manager to introduce the item.

The City Manager stated this is the second reading of this ordinance. He stated this is to apply zoning to the property of RY Timber, now known as Sun Lumber Company. Staff has recommended this to be zoned as Light Industrial and that zone is consistent with the use that is currently on the parcel as well as allows for future uses, and aligns with the Growth Policy.

Commissioner Schwarz moved to approve the ordinance and Commissioner Willich seconded the motion.

Vice-Chair Nootz asked if the City Manager had a chance to follow up with DEQ about debris from this facility affecting neighbors down wind.

The City Manager stated he submitted and inquire to DEQ about air quality testing related to sawmills in the State of Montana and has not heard back from them on that. He has been reviewing the air quality monitors in town and those monitors don't seem to be picking up anything more than when the mill was operational.

Vice-Chair Nootz asked what PMs those monitors pick up.

The City Manager stated around 2.5.

Vice-Chair Nootz asked the City Manager to ask DEQ about nuisance dust impacting neighboring communities because if the particles are too big the monitors won't pick them up, but it could still be impacting the community. She would also like to know what other things they regulate.

The City Manager stated he will ask about the fugitive dust in an additional inquire to DEQ.

The item was approved unanimously by the four commissioners present.

C. ORDINANCE 3050: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING SECTION 30.13 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED OFFICIAL ZONING MAP OF THE CITY OF LIVINGSTON BY ZONING THE PROPERTY ADDRESSED AT 1 VIEW VISTA DRIVE AND LEGALLY DESCRIBED AS PARCEL 1 IN SECTION 13, TOWNSHIP TWO SOUTH (T02S), RANGE NINE EAST (R09E), CERTIFICATE OF SURVEY 984, RECENTLY ANNEXED AND GENERALLY KNOWN AS THE VIEW VISTA COMMUNITY, AS MIXED USE (MU). PG.119

Chair Kahle called on the City Manager to introduce the item.

The City Manager stated this is the second reading of this ordinance. He stated this action will be another step in the City and Community's joint efforts to review the water and sewer that currently serves the property and take care of some issues with the old system there.

Commissioner Willich moved to approve the ordinance and Commissioner Schwarz seconded the motion.

Vice-Chair Nootz expressed that she is grateful for this and is happy it is moving forward.

Chair Kahle expressed agreement with Vice-Chair Nootz and is happy to see this as a resident owned community.

The item was approved unanimously by the four commissioners present.

D. RESOLUTION 5127: A RESOLUTION OF THE CITY OF LIVINGSTON CITY COMMISSION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO FEMA - ASSISTANCE TO FIREFIGHTER GRANT, COMMITMENT OF NEEDED FUNDS AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO ENTER INTO REQUIRED CONTRACTS FOR GRANT FUNDS TO PURCHASE A NEW LADDER TRUCK. PG.136

Chair Kahle called on the City Manager to introduce the item.

The City Manager stated this item is support for a City submission of a grant to the FEMA assistance to Firefighter Grant Program. This specific application is a request for funding to replace the City's current aerial tower truck with a similar aerial tower quint type vehicle. The program pays approximately 95% of the cost of the equipment. A recent quote estimates the truck is \$1.84 Million and the City's share would be approximately \$92,000.

Commissioner Schwarz asked how old our current truck is.

The City Manager stated the current ladder is 23 years old. He stated the manufacturer recently did some repair to the tower, so it could be properly and safely used by the department.

Commissioner Willich moved to approve the resolution and Commissioner Schwarz seconded the motion.

Commissioner Schwarz expressed this looks like a good deal and a great savings to the tax payers of the Livingston, and really hopes we get it.

Vice-Chair Nootz recalled the trucks are named after the horses that use to pull the trucks, and asked the City Manager to ask if that is true.

The City Manager stated he will definitely follow up on this.

Chair Kahle asked when we would find out if we got the grant.

The City Manager stated he thought by August.

The item was approved unanimously by the four Commissioners present.

8. City Manager Comment

The City Manager stated the phase 2 soil testing results for the Wellness Center came back and the results have been posted on the City website. He is happy to report there are no issue associated with the BNSF complex that is adjacent to the site. A soil vapor barrier and mitigation system was recommended because there was some chloroform levels that were detected in one the three test pit locations.

9. City Commission Comments

Vice-Chair Nootz clarified in the soil testing report there were low or below action level limits of metals in the report and not none. She reminded that the Commission voted to have the community have they say on what happens, and stated it is not their decision to make on what happens next. She feels like the community is feeling very divisive right now, and realizes that many folks are having big feeling right now.

Chair Kahle also reminded that the Commission made the decisions that they could which was to put the Wellness Center on a ballot for the community members to decide.

10. Adjournment

6:25pm Commissioner Schwarz motioned to adjourn the meeting seconded by Commissioner Willich. Unanimously approved.

Calendar of Events

Supplemental Material

Notice

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

File Attachments for Item:

B. APPROVAL OF CLAIMS PAID 2/29/24 - 3/13/24

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
ALL SERVICE TIRE & ALIGNMENT							
22	ALL SERVICE TIRE & ALIGNME	67741	Flat repair	02/26/2024	20.00	20.00	03/08/2024
Total ALL SERVICE TIRE & ALIGNMENT:					20.00	20.00	
ALSCO							
10005	ALSCO	LBIL1923669	MATS	02/09/2024	15.90	15.90	03/08/2024
10005	ALSCO	LBIL1923669	MATS	02/09/2024	15.90	15.90	03/08/2024
10005	ALSCO	LBIL1923669	MATS	02/09/2024	15.91	15.91	03/08/2024
10005	ALSCO	LBIL1923669	MATS	02/09/2024	15.91	15.91	03/08/2024
Total ALSCO:					63.62	63.62	
BALCO UNIFORM COMPANY, INC.							
3371	BALCO UNIFORM COMPANY, IN	78226-2	Uniform-MANLEY	02/27/2024	262.00	262.00	03/08/2024
Total BALCO UNIFORM COMPANY, INC.:					262.00	262.00	
BOUND TREE MEDICAL, LLC							
2662	BOUND TREE MEDICAL, LLC	85258987	Patient Supplies	02/22/2024	783.59	783.59	03/08/2024
2662	BOUND TREE MEDICAL, LLC	85261766	Patient Supplies	02/26/2024	135.16	135.16	03/08/2024
2662	BOUND TREE MEDICAL, LLC	85266186	Patient Supplies	02/29/2024	271.99	271.99	03/08/2024
Total BOUND TREE MEDICAL, LLC:					1,190.74	1,190.74	
BRUCE E. BECKER, P.C.							
10000	BRUCE E. BECKER, P.C.	2029.2	Contracted service	02/29/2024	4,000.00	4,000.00	03/08/2024
Total BRUCE E. BECKER, P.C.:					4,000.00	4,000.00	
CANON FINANCIAL SERVICES, INC							
1747	CANON FINANCIAL SERVICES, I	32086663	Printer	02/10/2024	29.31	29.31	03/08/2024
1747	CANON FINANCIAL SERVICES, I	32086664	Printer	02/10/2024	29.75	29.75	03/08/2024
Total CANON FINANCIAL SERVICES, INC:					59.06	59.06	
CASELLE							
3763	CASELLE	131589	APPLICATION SOFTWARE	03/01/2024	2,895.16	2,895.16	03/08/2024
3763	CASELLE	131589	APPLICATION SOFTWARE	03/01/2024	95.10	95.10	03/08/2024
3763	CASELLE	131589	APPLICATION SOFTWARE	03/01/2024	95.10	95.10	03/08/2024
3763	CASELLE	131589	APPLICATION SOFTWARE	03/01/2024	183.51	183.51	03/08/2024
3763	CASELLE	131589	APPLICATION SOFTWARE	03/01/2024	183.51	183.51	03/08/2024
3763	CASELLE	131589	APPLICATION SOFTWARE	03/01/2024	278.62	278.62	03/08/2024
Total CASELLE:					3,731.00	3,731.00	
CITY OF LIVINGSTON							
131	CITY OF LIVINGSTON	2024_02	Disbursement to City	02/29/2024	5,449.55	5,449.55	02/29/2024
Total CITY OF LIVINGSTON:					5,449.55	5,449.55	
COMDATA							
2671	COMDATA	XW660-204064	CG72T	03/01/2024	404.38	404.38	03/08/2024
2671	COMDATA	XW660-204064	CG73p	03/01/2024	1,834.42	1,834.42	03/08/2024
2671	COMDATA	XW716-204063	CG72P	03/01/2024	174.52	174.52	03/08/2024
2671	COMDATA	XW716-204063	CG72R	03/01/2024	198.52	198.52	03/08/2024
2671	COMDATA	XW716-204063	CG73C	03/01/2024	362.68	362.68	03/08/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2671	COMDATA	XW716-204063	CG73H	03/01/2024	62.35	62.35	03/08/2024
2671	COMDATA	XW716-204063	CG73L	03/01/2024	160.47	160.47	03/08/2024
2671	COMDATA	XW716-204063	CG73S	03/01/2024	998.19	998.19	03/08/2024
2671	COMDATA	XW716-204063	CG74G	03/01/2024	434.54	434.54	03/08/2024
2671	COMDATA	XW717-204063	CG72S	03/01/2024	1,756.74	1,756.74	03/08/2024
Total COMDATA:					6,386.81	6,386.81	
CRASH CHAMPIONS							
9	CRASH CHAMPIONS	612000910	MEDIC 4	02/29/2024	110.43	110.43	03/08/2024
Total CRASH CHAMPIONS:					110.43	110.43	
D&R COFFEE SERVICE INC							
10002	D&R COFFEE SERVICE INC	173368	RENTA	11/30/2023	50.00	50.00	03/08/2024
10002	D&R COFFEE SERVICE INC	176361	RENTAL	02/29/2024	50.00	50.00	03/08/2024
10002	D&R COFFEE SERVICE INC	176440	COFFEE	03/04/2024	108.50	108.50	03/08/2024
10002	D&R COFFEE SERVICE INC	176440	COFFEE	03/04/2024	217.00	217.00	03/08/2024
Total D&R COFFEE SERVICE INC:					425.50	425.50	
ENERGY LABORATORIES, INC.							
424	ENERGY LABORATORIES, INC.	612433	Analysis parameter	02/15/2024	264.00	264.00	03/08/2024
Total ENERGY LABORATORIES, INC.:					264.00	264.00	
EXEC U CARE SERVICES, INC.							
3298	EXEC U CARE SERVICES, INC.	3699	Janitorial Services	02/29/2024	2,473.94	2,473.94	03/08/2024
Total EXEC U CARE SERVICES, INC.:					2,473.94	2,473.94	
FARSTAD OIL							
3353	FARSTAD OIL	103818	Diesel 100G	02/23/2024	1,127.59	1,127.59	03/08/2024
3353	FARSTAD OIL	106263	Diesel 210G	02/29/2024	2,377.53	2,377.53	03/08/2024
Total FARSTAD OIL:					3,505.12	3,505.12	
FERGUSON WATERWORKS #1701							
2386	FERGUSON WATERWORKS #17	0881104	ANNUAL SUPPORT	02/20/2024	1,218.72	1,218.72	03/08/2024
2386	FERGUSON WATERWORKS #17	0881104	ANNUAL SUPPORT	02/20/2024	1,218.71	1,218.71	03/08/2024
Total FERGUSON WATERWORKS #1701:					2,437.43	2,437.43	
GENERAL DISTRIBUTING COMPANY							
1845	GENERAL DISTRIBUTING COM	0001347701	Acetylene	02/29/2024	34.45	34.45	03/08/2024
1845	GENERAL DISTRIBUTING COM	0001349454	NITROUS	02/29/2024	110.69	110.69	03/08/2024
Total GENERAL DISTRIBUTING COMPANY:					145.14	145.14	
GOLDEN WEST INDUSTRIAL SUPPLY							
10004	GOLDEN WEST INDUSTRIAL SU	2124032	BLANKET EXTINGUISHING	01/26/2024	2,956.22	2,956.22	03/08/2024
Total GOLDEN WEST INDUSTRIAL SUPPLY:					2,956.22	2,956.22	
GUY'S GLASS, INC.							
529	GUY'S GLASS, INC.	16395-D	LABOR INSTALL DOOR	03/01/2024	520.00	520.00	03/08/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total GUY'S GLASS, INC.:					520.00	520.00	
HAWKINS, INC							
470	HAWKINS, INC	6689613	Chlor cylinder	02/15/2024	50.00	50.00	03/08/2024
Total HAWKINS, INC:					50.00	50.00	
HORIZON AUTO PARTS							
1920	HORIZON AUTO PARTS	1558-341256	SNOWBRUSH	02/29/2024	15.99	15.99	03/08/2024
1920	HORIZON AUTO PARTS	993804	PLUG	03/04/2024	19.94	19.94	03/08/2024
Total HORIZON AUTO PARTS:					35.93	35.93	
IBS INC							
10004	IBS INC	838861-1	GREASE CART	02/09/2024	342.47	342.47	03/08/2024
Total IBS INC:					342.47	342.47	
INDUSTRIAL COMM & ELEC OF BOZEMAN							
3455	INDUSTRIAL COMM & ELEC OF	34510	repair MOBILE RADIO	01/28/2024	253.00	253.00	03/08/2024
Total INDUSTRIAL COMM & ELEC OF BOZEMAN:					253.00	253.00	
J & H OFFICE EQUIPMENT							
1783	J & H OFFICE EQUIPMENT	36011761	printer	02/26/2024	270.73	270.73	03/08/2024
Total J & H OFFICE EQUIPMENT:					270.73	270.73	
JASON EGGAR							
10006	JASON EGGAR	2024.2.21	REIMB-DOT PHYSICAL	02/21/2024	100.00	100.00	03/08/2024
Total JASON EGGAR:					100.00	100.00	
JOE JOHNSON EQUIPMENT							
10005	JOE JOHNSON EQUIPMENT	P01534	MAINBROOM	02/26/2024	441.75	441.75	03/08/2024
Total JOE JOHNSON EQUIPMENT:					441.75	441.75	
JON M HESSE PC							
10005	JON M HESSE PC	45790	PROFESSIONAL SERVICES	02/29/2024	5,895.59	5,895.59	03/08/2024
Total JON M HESSE PC:					5,895.59	5,895.59	
KAUFMANN'S OVERHEAD DOOR, INC.							
1796	KAUFMANN'S OVERHEAD DOO	24-0223	Transfer Station	02/23/2024	263.70	263.70	03/08/2024
Total KAUFMANN'S OVERHEAD DOOR, INC.:					263.70	263.70	
KELLEY CREATE							
10006	KELLEY CREATE	IN1571690	JH16535	03/04/2024	69.51	69.51	03/08/2024
Total KELLEY CREATE:					69.51	69.51	
KENYON NOBLE							
776	KENYON NOBLE	1386641	STRAP	01/29/2024	9.98	9.98	03/08/2024
776	KENYON NOBLE	1390671	GLOSS SPRAY	01/31/2024	9.59	9.59	03/08/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
776	KENYON NOBLE	1394351	HOLE DOZER	02/02/2024	133.93	133.93	03/08/2024
776	KENYON NOBLE	1399991	TENSION ROD	02/06/2024	35.18	35.18	03/08/2024
776	KENYON NOBLE	1403851	GROOVE JOINT	02/08/2024	73.97	73.97	03/08/2024
776	KENYON NOBLE	1407925	TOOLS	02/12/2024	25.67	25.67	03/08/2024
Total KENYON NOBLE:					288.32	288.32	
KUNNATH, STEVE							
3104	KUNNATH, STEVE	2024.2.16	WITNESS FEE	02/16/2024	10.00	10.00	03/08/2024
Total KUNNATH, STEVE:					10.00	10.00	
LEHRKIND'S COCA-COLA							
2830	LEHRKIND'S COCA-COLA	2024.2.25	Water-PD	02/25/2024	16.75	16.75	03/08/2024
2830	LEHRKIND'S COCA-COLA	2124385	Water	03/06/2024	42.50	42.50	03/08/2024
2830	LEHRKIND'S COCA-COLA	2124386	Water	03/06/2024	24.00	24.00	03/08/2024
Total LEHRKIND'S COCA-COLA:					83.25	83.25	
LIVINGSTON ACE HARDWARE - #122005							
26	LIVINGSTON ACE HARDWARE -	D85498	Fastners	01/26/2024	5.65	5.65	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D85701	HYDRAULIC OIL	01/26/2024	80.97	80.97	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D86335	CLEANING SUPPLIES	01/28/2024	24.96	24.96	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D86656	Cleaning supplies	01/29/2024	44.94	44.94	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D87261	PAINTBRUSH	01/30/2024	9.57	9.57	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D87549	EXTENSION CORD	01/31/2024	42.99	42.99	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D87586	BOLT	01/31/2024	9.18	9.18	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D87613	Fastners	01/31/2024	18.30	18.30	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D87787	CORD POWER	02/01/2024	69.94	69.94	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D87852	BATTERY	02/01/2024	19.99	19.99	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D89454	StaPLER	02/05/2024	29.96	29.96	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D89515	CABLEITE	02/05/2024	15.99	15.99	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D89914	PICCOMICRO	02/06/2024	26.99	26.99	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D90405	Cleaning supplies	02/08/2024	53.96	53.96	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D90586	FILTER	02/08/2024	26.99	26.99	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D90736	PRESSURE WASHER	02/09/2024	279.99	279.99	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D91800	LED	02/12/2024	15.98	15.98	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D92750	LAMPHOLDER	02/15/2024	86.95	86.95	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D94616	KEYKRAFTER	02/20/2024	34.30	34.30	03/08/2024
26	LIVINGSTON ACE HARDWARE -	D94837	REDUCER	02/21/2024	19.58	19.58	03/08/2024
Total LIVINGSTON ACE HARDWARE - #122005:					917.18	917.18	
MEYER ELECTRIC AND GROUNDS REPAIR, LLC							
3812	MEYER ELECTRIC AND GROUN	1209	CLINIC LIFT	02/07/2024	1,454.04	1,454.04	03/08/2024
3812	MEYER ELECTRIC AND GROUN	1217	MICROCOMM CONTROL	02/21/2024	605.56	605.56	03/08/2024
3812	MEYER ELECTRIC AND GROUN	1223	reWIRE PUMPS	02/28/2024	630.35	630.35	03/08/2024
Total MEYER ELECTRIC AND GROUNDS REPAIR, LLC:					2,689.95	2,689.95	
MISC							
99999	MISC	2024.2.15	WITNESS FEE	02/15/2024	10.00	10.00	03/08/2024
99999	MISC	2024.2.16	WITNESS FEE	02/16/2024	10.00	10.00	03/08/2024
99999	MISC	2024.2.21	JURY DUTY	02/21/2024	25.00	25.00	03/08/2024
99999	MISC	2024.2.21.1	JURY DUTY	02/21/2024	25.00	25.00	03/08/2024
99999	MISC	2024.2.21.10	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.11	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
99999	MISC	2024.2.21.12	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.13	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.14	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.15	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.16	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.17	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.18	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.2	JURY DUTY	02/21/2024	25.00	25.00	03/08/2024
99999	MISC	2024.2.21.3	JURY DUTY	02/21/2024	25.00	25.00	03/08/2024
99999	MISC	2024.2.21.4	JURY DUTY	02/21/2024	25.00	25.00	03/08/2024
99999	MISC	2024.2.21.6	JURY DUTY	02/21/2024	25.00	25.00	03/08/2024
99999	MISC	2024.2.21.7	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.8	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	2024.2.21.9	JURY DUTY	02/21/2024	12.00	12.00	03/08/2024
99999	MISC	CR2024-0002	RESTITUTION	03/08/2024	30.00	30.00	03/08/2024
99999	MISC	TK2023-0139	RESTITUTION	03/08/2024	91.00	91.00	03/08/2024
99999	MISC	TK2023-0301	Bond Refund	02/29/2024	590.00	590.00	02/29/2024
99999	MISC	TK2024-0058	Bond Refund	02/29/2024	185.00	185.00	02/29/2024
Total MISC:					1,210.00	1,210.00	
MMIA - LIABILITY PROGRAM							
2727	MMIA - LIABILITY PROGRAM	DR1005545	EV2020011026	03/04/2024	1,500.00	1,500.00	03/08/2024
2727	MMIA - LIABILITY PROGRAM	DR1005545	EV2023011118	03/04/2024	1,500.00	1,500.00	03/08/2024
Total MMIA - LIABILITY PROGRAM:					3,000.00	3,000.00	
MONTANA DOG COMPANY							
10005	MONTANA DOG COMPANY	000019	FOOD	02/27/2024	162.00	162.00	03/08/2024
Total MONTANA DOG COMPANY:					162.00	162.00	
MOUNTAIN FRESH CLEANING							
10005	MOUNTAIN FRESH CLEANING	FB0000076	JANITORAL SERVICES	02/28/2024	2,800.00	2,800.00	03/08/2024
Total MOUNTAIN FRESH CLEANING:					2,800.00	2,800.00	
OPPORTUNITY BANK OF MONTANA							
3519	OPPORTUNITY BANK OF MONT	TK2023-0114	RESTITUTION	03/08/2024	100.00	100.00	03/08/2024
Total OPPORTUNITY BANK OF MONTANA:					100.00	100.00	
O'REILLY AUTOMOTIVE, INC							
2437	O'REILLY AUTOMOTIVE, INC	1558-340117	Wiper blade	02/17/2024	44.99	44.99	03/08/2024
2437	O'REILLY AUTOMOTIVE, INC	1558-340145	Wiper blade	02/17/2024	68.39	68.39	03/08/2024
2437	O'REILLY AUTOMOTIVE, INC	1558-340912	OIL	02/25/2024	11.99	11.99	03/08/2024
2437	O'REILLY AUTOMOTIVE, INC	1558-341256	GASKET/MISC	02/29/2024	86.94	86.94	03/08/2024
Total O'REILLY AUTOMOTIVE, INC:					212.31	212.31	
REPUBLIC SERVICES #670							
10000	REPUBLIC SERVICES #670	0670-0004496	DISPOSAL	02/29/2024	67,210.15	67,210.15	03/08/2024
Total REPUBLIC SERVICES #670:					67,210.15	67,210.15	
RIVERSIDE HARDWARE LLC							
3659	RIVERSIDE HARDWARE LLC	217064	Batteries	02/26/2024	17.16	17.16	03/08/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total RIVERSIDE HARDWARE LLC:					17.16	17.16	
SAFETRAC							
3143	SAFETRAC	42947	CDL Services	03/01/2024	620.95	620.95	03/08/2024
3143	SAFETRAC	43079	CDL Services	02/29/2024	639.10	639.10	03/08/2024
Total SAFETRAC:					1,260.05	1,260.05	
SMARTCOVER SYSTEMS							
10000	SMARTCOVER SYSTEMS	8205	SMART COVER SYSTEMS	03/06/2024	4,262.00	4,262.00	03/08/2024
Total SMARTCOVER SYSTEMS:					4,262.00	4,262.00	
TARGET SOLUTIONS LEARNING LLC							
3780	TARGET SOLUTIONS LEARNIN	INV90922	COMPUTER/SOFTWARE	03/01/2024	3,501.28	3,501.28	03/08/2024
3780	TARGET SOLUTIONS LEARNIN	INV90922	COMPUTER/SOFTWARE	03/01/2024	3,501.28	3,501.28	03/08/2024
Total TARGET SOLUTIONS LEARNING LLC:					7,002.56	7,002.56	
THOMSON REUTERS - WEST							
2823	THOMSON REUTERS - WEST	849819887	Information Charges	03/01/2024	396.09	396.09	03/08/2024
Total THOMSON REUTERS - WEST:					396.09	396.09	
TOWN & COUNTRY FOODS - LIVINGSTON							
2595	TOWN & COUNTRY FOODS - LI	131	Supplies	03/02/2024	21.13	21.13	03/08/2024
2595	TOWN & COUNTRY FOODS - LI	158	Supplies	03/04/2024	2.99	2.99	03/08/2024
2595	TOWN & COUNTRY FOODS - LI	217	Supplies	02/27/2024	34.87	34.87	03/08/2024
2595	TOWN & COUNTRY FOODS - LI	379	SCALE SUPPLIES	02/28/2024	30.48	30.48	03/08/2024
Total TOWN & COUNTRY FOODS - LIVINGSTON:					89.47	89.47	
TRANSUNION RISK & ALTERNATIVE							
3376	TRANSUNION RISK & ALTERNA	380349-20240	investigative resear	03/01/2024	75.00	75.00	03/08/2024
Total TRANSUNION RISK & ALTERNATIVE:					75.00	75.00	
ULINE							
3564	ULINE	174202361	MED SUPPLIES	02/08/2024	432.83	432.83	03/08/2024
Total ULINE:					432.83	432.83	
UTILITIES UNDERGROUND LOCATION							
3472	UTILITIES UNDERGROUND LO	4025098	Excavation Notifica	02/29/2024	21.78	21.78	03/08/2024
3472	UTILITIES UNDERGROUND LO	4025098	Excavation Notifica	02/29/2024	21.79	21.79	03/08/2024
3472	UTILITIES UNDERGROUND LO	4025098	Excavation Notifica	02/29/2024	21.79	21.79	03/08/2024
Total UTILITIES UNDERGROUND LOCATION:					65.36	65.36	
WAYFINDERS LEADERSHIP LLC							
10006	WAYFINDERS LEADERSHIP LLC	1095	DEBRIEF/COACHING	03/01/2024	1,500.00	1,500.00	03/08/2024
Total WAYFINDERS LEADERSHIP LLC:					1,500.00	1,500.00	
WESTERN DRUG							
1396	WESTERN DRUG	2024.2.24	Patient Supplies	02/24/2024	87.59	87.59	03/08/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total WESTERN DRUG:					87.59	87.59	
WHISTLER TOWING, LLC							
3237	WHISTLER TOWING, LLC	8104	LOF AND INSPECT	02/21/2024	220.17	220.17	03/08/2024
Total WHISTLER TOWING, LLC:					220.17	220.17	
YELLOWSTONE NEWS GROUP							
10005	YELLOWSTONE NEWS GROUP	481336	PUBLIC NOTICE	02/19/2024	26.00	26.00	03/08/2024
10005	YELLOWSTONE NEWS GROUP	487093	COMMISSION	03/02/2024	52.00	52.00	03/08/2024
Total YELLOWSTONE NEWS GROUP:					78.00	78.00	
Grand Totals:					135,892.68	135,892.68	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

File Attachments for Item:

C. JUDGES MONTHLY REPORT 02/2024

LIVINGSTON CITY COURT
MONTHLY FINANCIAL REPORT

Month: FEBRUARY 2024

Dismissed-Plea Agreement:	1
“ Pretrial Diversion/Deferred:	1
“ Miscellaneous:	5
Paid Fines/Time Payments:	30

Monthly Total: 37

Paid-Bond Forfeit/Fines/Time Payments: \$3,404.55

Parking Enforcement & Police issued Parking Tickets: \$1,895.00

TOTAL \$5,299.55

MLEA Surcharge:	\$403.00
TECH Surcharge:	\$355.00
Victim/Witness Surcharge:	\$481.00
MISD Surcharge:	\$701.00
Court Costs	\$105.00

TOTAL: (\$ 2,045.00)

Total amount credited to City of Livingston General Fund: \$3,254.55

I hereby certify that this is a true and correct statement of the amount of fines/fees/costs which were fully paid and credited with the Livingston City Court during the month of: FEBRUARY 2024

Prepared by: Holly Happe
Hon. Holly Happe
Livingston City Judge

Date: 3-5-24

File Attachments for Item:

**A. A PROCLAMATION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA
RECOGNIZING MARCH 27, 2024 AS WORLD THEATRE DAY IN LIVINGSTON MONTANA.**



Proclamation of the Livingston City Commission

Declaring March 27, 2024, World Theatre Day in the City of Livingston.

WHEREAS, World Theatre Day is celebrated every year on March 27, as designated by the International Theatre Institute in 1961; and

WHEREAS, World Theatre Day honors the essence, beauty, and importance of theatre arts, highlighting their vital role in entertainment, and the symbolic impact on life; and

WHEREAS, World Theatre Day serves to enlighten governments, politicians, institutions, and stakeholders globally about the value of theatre to society and its potential for fostering economic growth; and

WHEREAS, World Theatre Day provides an occasion to rejoice in the performing arts, reminding us of theatre’s profound contribution in understanding human relationships and encouraging peace in a culturally diverse world ; and

NOW, THEREFORE, BE IT RESOLVED on behalf of the Livingston City Commission, I, Karrie Kahle, Chair, do hereby declare March 27, 2024, to be:

WORLD THEATRE DAY IN LIVINGSTON, MONTANA.

Further, I urge community members to engage in various activities celebrating theatre, including attending performances at the Blue Slipper Theatre or the Shane Lalani Center for the Arts, as well as supporting local theatre initiatives throughout the year.

Let us collectively embrace and celebrate the transformative power of theatre in our community fostering creativity, empathy, and cultural appreciation.

Signed this ___ day of March, 2024.

Karrie Kahle, Chair
Livingston City Commission

Emily Hutchinson,
City Clerk

File Attachments for Item:

A. PARK COUNTY HOUSING COALITION



2024

Work Plan

March 1, 2024



HRDC
BUILDING A BETTER COMMUNITY

PARK COUNTY
COMMUNITY
FOUNDATION

Agenda

- 1. Background on the Park County Housing Coalition**
 - a. Phase I: Research
 - b. Phase II: Implementation
- 2. Snapshot of Park County's Housing Market**
 - a. Costs to own and to rent
 - b. Other considerations
- 3. Review of 2024 Work Plan**
 - a. Accessory Dwelling Units
 - b. Employer-Assisted Housing Partnership
 - c. Zoning Reform

About the Coalition

NEW(ISH) COMMUNITY PROGRAM



The coalition is a relatively new program incubated within the HRDC's Community Development Department and supported by the Park County Community Foundation and a host of other partners.



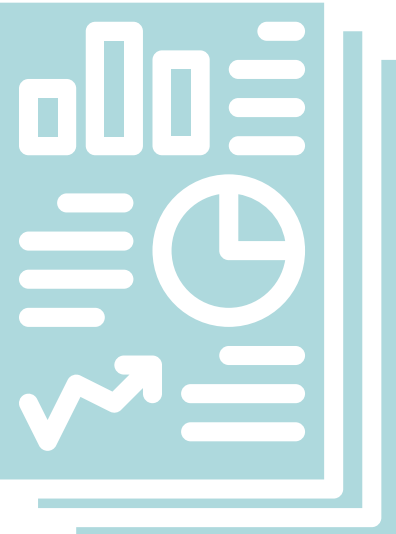
MISSION

The Coalition's mission is to increase opportunities for Park County residents to access housing where they can afford to live and thrive

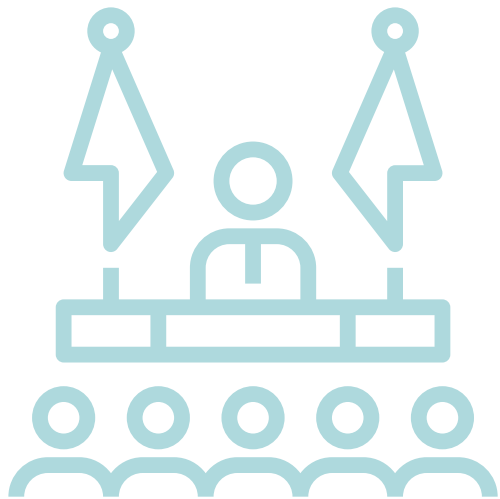
PHASE I: Research & Planning

PHASE I HIGHLIGHTS 2020-2023

Since reconvening in 2020, PCHC's membership has grown to more than 80 Park County residents and partners.



PCHC compiled the best information available on local housing challenges in its 2021 Park County Housing Needs Assessment. One of the assessment's findings was that only 20% of households in Park County earned enough to afford a mortgage for a median single-family home.



PCHC outlined a shared vision and recommended 12 tools to address the community's housing needs in its 2022 Park County Housing Action Plan (HAP). Elected officials then adopted the plan as addenda to the City of Livingston's and Park County's growth policies.

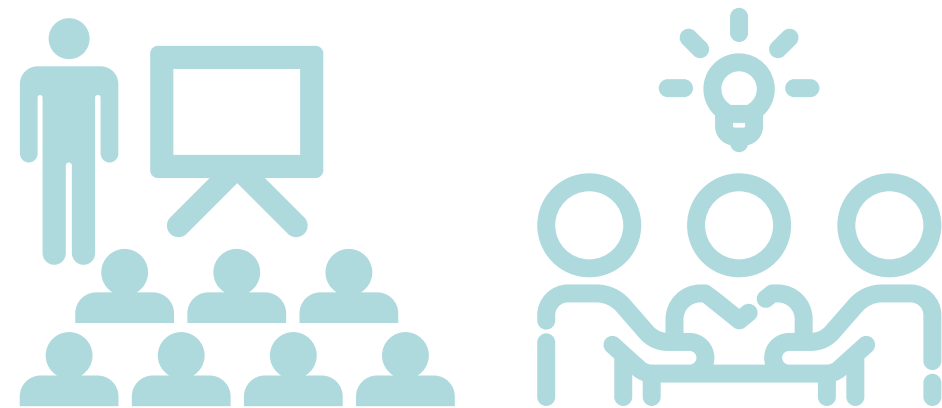
PHASE II: Implementation

PHASE II HIGHLIGHTS 2023-PRESENT

HRDC recruited a 9-person steering committee representing diverse interests in September 2023 to support the implementation of the HAP.



The community raised enough money for HRDC to hire a local, full-time staff member to represent the coalition and guide HAP implementation efforts for 3 years.



The PCHC hosted a conversation on housing in November 2023 where nearly 70 community members learned about the three HAP tools slated for implementation in 2024 and discussed ways to make their implementation a success.

Snapshot of Park County's Housing Market

30% RENT

70% OWN

\$49,660

MEDIAN 2022 RENTER HOUSEHOLD INCOME, ADJUSTED FOR INFLATION

\$86,190

MEDIAN 2022 OWNER HOUSEHOLD INCOME, ADJUSTED FOR INFLATION

\$1,366

MAX AFFORDABLE HOUSING PAYMENT

\$2,370

MAX AFFORDABLE HOUSING PAYMENT



Housing affordability is determined by the incomes of the people living in a household and the costs of their home.

When households spend more than 30% of their incomes on housing, it is not considered affordable. Instead, these households are "cost-burdened" by their housing.

+130%

SINGLE-FAMILY
MEDIAN HOME
LIST PRICES

\$649,000
Dec. 2023

\$282,753
Dec. 2019



INTEREST RATES HAVE MORE
THAN DOUBLED SINCE 2020.

28%+

OF PARK COUNTY
HOUSEHOLDS ARE
COST-BURDENED.

They spend more than 30%
of their income on housing.



\$1,800

ESTIMATED MEDIAN RENT

This amount is affordable for a
household earning \$73,000
annually.



It is \$434 more per month than
the maximum a median renter
household could afford.

Developing the 2024 Work Plan

The 2022 Park County Housing Action Plan recommends 12 housing and policy tools for implementation.

The 2024 work plan prioritizes three tools that can leverage national, state, and local law and policy changes and incorporates ideas generated by our 2022-2023 subcommittees and during the November 2023 conversation:

- Accessory Dwelling Units
- Employer-Assisted Housing Partnerships
- Zoning Reform

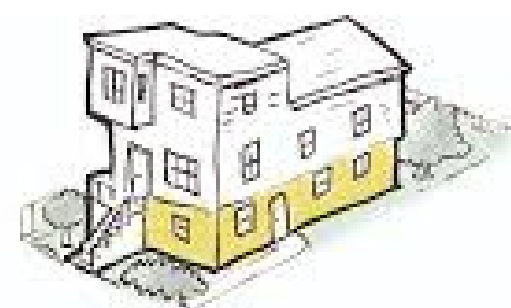
12 Tools of the 2022 Park County Housing Action Plan

1. LOW-INCOME HOUSING TAX CREDIT
2. **EMPLOYER-ASSISTED HOUSING PARTNERSHIPS**
3. RESIDENT-OWNED COMMUNITY PROGRAM
4. COMMUNITY LAND TRUST
5. DENSITY BONUS
6. LAND BANKING
7. DOWN PAYMENT ASSISTANCE
8. **ACCESSORY DWELLING UNITS**
9. **GENERAL ZONING REFORM & FLEXIBLE DEVELOPMENT STANDARDS**
10. REHABILITATION LOANS AND GRANTS
11. SHORT-TERM RENTAL REGULATION
12. COORDINATED ENTRY SYSTEM

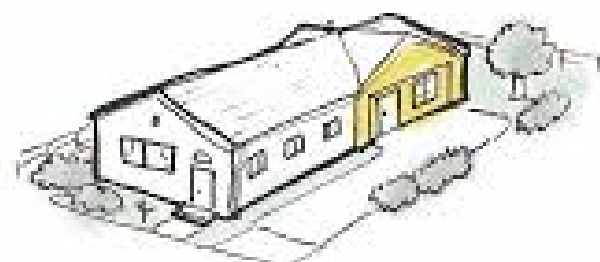
Accessory Dwelling Unit (ADU) Pilot Program

Known by names like “granny flat,” and “alley house,” accessory dwelling units are smaller, independent living spaces that share a lot with a larger, primary home. An ADU may be constructed within, attached to, or detached from the primary home.

The coalition’s 2022 workforce housing subcommittee recommended facilitating the creation of ADUs. Their endorsement, combined with the state’s new law that removes barriers to ADU construction and the Federal Housing Administration’s new ADU lending policy, signals that the time is right to pilot an ADU program.



Raised Basement



Garage Conversion



Backyard Cottage



April 11, 2024 ADU Financing Course

Join us over lunch to learn how significant institutions like Fannie Mae, Freddie Mac, the FHA, VA, and USDA RD approach financing ADUs. Then, hear from a local panel representing lenders, realtors, builders, and others in the real estate realm about securing financing for ADUs.



Fall ADU Workshop for Homeowners

Workshops will cover key topics such as financing, permitting, construction, and property management. Participants will identify key components of a package that would incentivize them to deed restrict or otherwise ensure their ADUs are available exclusively for community members to rent as their homes.

Employer-Assisted Housing Partnership Pilot Program



GOALS:

- Untether housing from specific jobs
- Support the expansion of the local labor pool
- Improve recruitment and retention
- Help workers establish roots in our community

This program will support employers who want to understand and implement demand and/or supply-side strategies to help their current employees access and remain in healthy housing in our community and improve recruitment and retention rates.

Focus on Park County's Top 5 Employment Sectors

The coalition would like to partner with employers in Park County's top five economic sectors, which represent about 70% of the county's jobs:



Education, Healthcare, and Social Assistance



Professional and Business Services



Construction



Leisure and Hospitality



Retail Trade

How much can workers in Park County's top 5 economic sectors afford?



Professional and Business Services

Estimated 2023 average earnings for one person:

\$81,190 (\$39.03/hr)

Maximum housing cost:

\$2,030/month

Income remaining after max housing payment:

\$1,184/week



Education, Healthcare and Social Assistance + Construction

\$56,700 (\$27.26/hr)

\$1,375/month

\$837/week



Leisure and Hospitality + Retail Trade

\$33,000 (\$15.86/hr)

\$825/month

\$481/week

City of Livingston Zoning Reform



GOAL: Assess regulatory and administrative barriers to housing development and ensure changes are clear, complementary, and allow for more abundant housing at the sizes and prices our community members need and can afford.

The coalition will participate in the city's public process, slated to start in June. Activities will include:

- developing educational materials
- conducting policy research
- commenting on proposed changes

Updating zoning codes can help local governments set the stage for accelerated public- and private-sector investment in development projects that advance community objectives, such as housing that is affordable to local workers.

Want to participate in our work this year?



Join the coalition and subscribe to our email list at www.parkcountyhousing.com

Email me at kdaly@thehrdc.org if you want to:

- Participate in our ADU pilot program
- Nominate your employer to receive technical support as part of our employer-assisted housing partnership program.



Thank you to our supporters!



Arthur M. Blank Family Foundation



generous community members





Homes are affordable when households spend 30% or less of their incomes on housing

Housing affordability is determined by the incomes of the people living in a household and the costs of their home. Researchers have established thresholds for housing affordability that are based on the relationship between residents' ability to pay and their housing costs. When households spend more than these thresholds, their housing is not considered affordable to them. Instead, they are "cost-burdened" by their housing expenses.

Rental housing is considered affordable when a household spends no more than 30% of its gross monthly income on rent, or no more than 33% on rent and utilities.

Homeowners can afford their housing costs when they spend no more than 33% of their income on mortgage principal and interest, taxes, and insurance.

AMI helps us estimate how much community members can spend on housing

Area median income — often referred to as AMI — is used to estimate how much a community's residents can spend on housing. Area median income is the midpoint of a community's income distribution, meaning that half of the households in that community earn more than the median and half earn less.

HUD establishes AMI annually for households of different sizes

The Department of Housing and Urban Development (HUD) calculates AMI annually for locations across the nation, including Park County. HUD refers to the figure as MFI, or median family income, because HUD starts with the annual estimated median family income published by the U.S. Census Bureau. HUD adjusts the median family income to account for inflation and creates income brackets for family households of different sizes, based on how their annual income compares to the median family income of a household of four. View HUD's 2023 fiscal year AMI brackets for Park County here:

<http://tinyurl.com/2023AMIPark-County>

City of Livingston Fiscal Year 2023 Housing Affordability Thresholds

Median Family Income (household of 4)	Income Limit Category	Household Size & Share of All Park County Households							
		1 Person		2 People		3 People		4 People	
		32.8%		42.6%		10.7%		9.1%	
		Max Income	Max Rent	Max Income	Max Rent	Max Income	Max Rent	Max Income	Max Rent
\$89,200	100% AMI	\$61,250	\$1,531	\$70,000	\$1,750	\$78,750	\$1,969	\$89,200	\$2,230
	60% AMI	\$36,750	\$919	\$42,000	\$1,050	\$47,250	\$1,181	\$53,520	\$1,338

Max monthly rent is 30% of monthly income. [AMI levels based on HUD 2023 FY Income Limits: http://tinyurl.com/2023AMIPark-County](http://tinyurl.com/2023AMIPark-County)

The City of Livingston provides incentives for the development of Affordable Housing within its Planned Unit Development district. The City defines Affordable Housing in Resolution 5115 as "affordable to residents earning one-hundred percent (100%) or less of the Park County Area Median Income as then-currently determined by the United States Department of Housing and Urban Development."

Incentives for Homes Developed at 100% AMI or less

When at least two homes or 10% of the homes in a development will be affordable to community members earning 100% or less of Park County's AMI, the developer is eligible for the following incentives:

Residential Density Bonus Livingston Muni. Code 30.47.D.1.a.i	A 10% increased density over base zoning district. Maximum 25% overall density increase allowed.
Height Increase in R-II or R-II MH Livingston Muni. Code 30.47.D.1.a.ii	Maximum height allowed is increased to 40 feet

Additional Incentive for Homes Developed at 60% AMI or less

Homes developed to be affordable to households earning 60% of Park County's AMI or less are eligible for the incentives described above and one additional incentive: a one-to-one impact fee waiver for each deed-restricted home (Livingston Muni. Code 30.47.D.1.a.iii).

Who might be earning approximately 100% AMI?	Who might be earning approximately 60% AMI?	Who might be earning less than 60% AMI?
Workers in healthcare, education, construction, and social assistance make up nearly a third of Park County's workforce (31%) and earned an average of \$55,000 in 2022, which is approximately \$56,700 in 2023 dollars.	People working in arts, entertainment, recreation, hospitality, and retail together account for about 20% of Park County's workforce and earned an average of \$33,000 in 2022, which is approximately \$34,000 in 2023 dollars.	More than 1 in 5 of Park County's renting households earn less than \$25,000 annually. This includes workers earning Montana's minimum wage of \$10.30/hour, who would take home just over \$21,400 in one year and can afford no more than \$535 a month in housing costs.

The above examples are annual wages for one job; household income may include more than one earner.

File Attachments for Item:

B. IT'S MY LAND LLC

It's My Land LLC

PO Box 2417
Livingston, MT 59047
Itsmylanndmt@yahoo.com

March 11, 2024

SUMMARY SUBMITTAL

Board of City Commissioners - Park County, Montana:
Honorable Karrie Kahle – Commissioner Chair
Honorable Melissa Nootz – Commissioner Vice Chair
Honorable Torrey Lyons – Commissioner
Honorable Quentin Schwarz – Commissioner
Honorable James Willich – Commissioner

Honorable Commissioners,

In connection with proposed or contemplated Growth Policy and Land Use related matters occurring within Park County, this SUMMARY SUBMITTAL is presented to the Commission as a group and individually.

Attached herewith is a document titled CITIZENS’ DECLARATION AND STATEMENT OF POSITIONS REGARDING LAND USE (“Citizens Declaration”). The advocacy positions stated in said Citizens Declaration, a majority, are agreed upon, affirmed, and confirmed by the attached, personal signatures of Three Hundred and Eighty-Five (387) citizens, property owners, and registered voters from within the three (3) County Commission Districts of the ETJ;

The signees in support of said Citizens Declaration serve as a collective voice and strongly demonstrates a significant, common engagement regarding the stated issues and concerns. Such engagement is exemplary to the process and principles of representative governance within Park County, and calls for careful, due consideration in every regard by the Commission in the future.

Respectfully yours,

Leslie Feigel-Deckard, Chair IML



MONTANA SECRETARY OF STATE

January 6, 2024

Beverly Kovash
bmk59047@gmail.com

CERTIFICATION LETTER

I, CHRISTI JACOBSEN, Secretary of State for the State of Montana, do hereby certify that

It's My Land LLC

filed its **2024 ANNUAL REPORT** in this office and has fulfilled the applicable requirements set forth in law. By virtue of the authority vested in this office, I hereby issue this certificate evidencing the filing is effective on the date shown below.

Certified File Number: C1297493 - 15953809

Effective Date: January 6, 2024

Thank you for being a valued member of the Montana business community. I wish you continued success in your endeavors.

A handwritten signature in cursive script that reads "Christi Jacobsen".

Christi Jacobsen
Montana Secretary of State

CITIZENS' DECLARATION AND STATEMENT OF POSITIONS REGARDING LAND USE

ATTENTION: THE BOARD OF COUNTY COMMISSIONERS, PARK COUNTY, MONTANA

WHEREAS there exists within Park County outside the boundaries of the City of Livingston, lands designated as the **Extra-Territorial Jurisdiction (commonly and herein referred to as "the ETJ")**. The ETJ comprises approximately 43 square miles of unincorporated Park County, extending 2 miles in all directions from the City of Livingston limits. A future increase in the population of Livingston to greater than 10,000 could increase that radius to 3 miles, and

WHEREAS the ETJ has heretofore been considered as rural-residential and pastureland. The associated open spaces, mountain vistas, large animal migration corridors, and rural life in general were and are foundational to the attraction, understandings, intentions, and decisions of the undersigned citizens / landowners / taxpayers / registered voters to purchase and reside within the ETJ, and

WHEREAS the purpose of this document is to set forth as a matter of official record and to affirm that the undersigned citizens / landowners / taxpayers / registered voters individually and collectively agree to the following statements of position:

- 1) THAT the ETJ remain **"AS-IS"** with its open rural grasslands, pastoral setting and serene nature, vistas, and view-sheds to remain intact and unchanged.
- 2) THAT no part of the ETJ be zoned by the City of Livingston unless by the request of landowners in the ETJ.
- 3) THAT no part of the ETJ be annexed into the City of Livingston unless so petitioned by the landowner(s) in the ETJ.
- 4) THAT the ETJ not be subject to any actions by the City of Livingston or Park County that would cause the ETJ to be considered as part of the City of Livingston and/or subject to the City of Livingston Growth Policy other than as currently classified.
- 5) THAT neither the City of Livingston nor Park County be permitted to impose upon the ETJ any Special Assessments, Special Improvement / Taxation Districts, or any other types of fees or taxes without the express agreement and approval of the citizens / landowners / taxpayers / registered voters within the ETJ.
- 6) THAT while the City of Livingston Growth Policy stresses growth by repurposing land within the city limits and the designation of "most" of the land within the ETJ as open space / pastoral, it does, however, identify the ETJ as an area for future expansion and development. Such a position is neither supported by nor acceptable to the undersigned citizens / landowners / taxpayers / registered voters.
- 7) THAT the ETJ remain solely under the jurisdiction of Park County, Montana.
- 8) THAT the Park County Board of Commissioners in no way agree to or permit any portion of an approved Park County Growth Policy to be vacated, or otherwise set-aside in any manner that could or would allow the City of Livingston to impose its Growth Policy upon any part of the ETJ.

CITIZENS' DECLARATION AND STATEMENT OF POSITIONS REGARDING LAND USE

ATTENTION: THE BOARD OF COUNTY COMMISSIONERS, PARK COUNTY, MONTANA

I / We, the undersigned property owner(s), resident(s), and / or registered voter(s) with a physical address of _____

do hereby agree with the Citizens' Declaration and Statement of Positions Regarding Land Use as set forth in the accompanying document.

Signature

Signature

Printed Name

Printed Name

Date Signed

Date Signed

E-mail

E-mail

Please identify yourself as:

Property owner ___ Resident ___ Renter ___ Registered voter ___

Select all that apply.

Your signed statement may be emailed to itsmylandmt@yahoo.com or mailed to Its My Land, PO Box 2417, Livingston MT 59047.

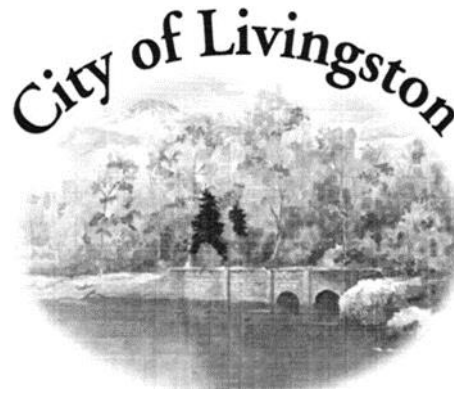
File Attachments for Item:

A. PROJECT SUBMISSION FOR STATE-LOCAL INFRASTRUCTURE PARTNERSHIP ACT (2023 MONTANA HB355)

City Manager
Grant Gager

220 E Park Street
(406) 823-6000 phone

citymanager@livingstonmontana.org
www.livingstonmontana.org



Incorporated 1889

Chairperson
Karrie Kahle

Vice Chair
Melissa Nootz

Commissioners
Quentin Schwarz
Torrey Lyons
James Willich

Date: 3/19/2024
To: Chair Kahle and City Commissioners
From: Grant Gager, City Manager

Staff Report for State Local Infrastructure Partnership Act Projects

Recommendation and Summary

Staff is recommending the Commission approve submission of applications for projects that may be funded by the State Local Infrastructure Partnership Act (HB 355) using the following motion:

“I approve the submission of applications to the HB 355 program for the projects presented.”

The reasons for the public hearing are as follows:

- The Montana Department of Commerce is conducting an application round for projects.
- The Department has promulgated certain advice to possible applicants.

Introduction and History

The State Local Infrastructure Partnership Act was created by Montana HB 355 to fund grants to cities to deliver infrastructure projects. Grants totaling \$20 million will be made to cities based on their population. The City of Livingston is expected to be awarded \$583,626 and will be required to provide a 25% local match.

Analysis

The attached guidance from the Department of Commerce outlines eligible projects. City staff previously identified several projects as noted on Attachment B. Additionally, the public provided feedback in an earlier City Commission meeting on December 19, 2023.

Fiscal Impact

There is a required match by the City for projects that are approved. This match will be included in the FY 25 budget.

Strategic Alignment

The development of infrastructure is supported by the Growth Policy.

Attachments

- Attachment A: HB 355 Guidelines
- Attachment B: Project List



[HB 355](#)

The State-Local Infrastructure Partnership Act of 2023 (“SLIPA”)

Application and Guidelines

Incorporated Cities and Towns must: (i) solicit and accept applications for eligible projects by **December 31, 2023**; and (ii) make reasonable efforts to submit completed applications to the Department of Commerce by **March 30, 2024**.

Becky Anseth
banseth@mt.gov
406-841-2865

Community MT
301 S. Park
Helena, MT 59601

Galen Steffens
Galen.steffens@mt.gov
406-841-2784

The State-Local Infrastructure Partnership Act of 2023 (HB 355) Guidelines

In 2023, the Montana Legislature passed the State-Local Infrastructure Partnership Act of 2023 (“SLIPA”). For the biennium beginning July 1, 2023, there is appropriated \$20 million from the general fund to the Montana Department of Commerce (“Commerce”) to distribute as grants to incorporated cities and towns for eligible local government infrastructure projects that fully comply with HB 355.

Commerce has adopted these Guidelines to provide additional information to eligible incorporated cities and towns. To the extent these Guidelines conflict with HB 355, the terms of HB 355 control.

Purpose

The purpose of SLIPA is to fund the maintenance and repair of existing local government facilities on a partnership basis with the local government supplying a cash match.

Eligibility

Eligible entities as defined by SLIPA are limited to incorporated cities and towns.

Eligible Projects

Eligible entities may use allocated SLIPA funds to maintain or repair existing local government infrastructure, including:

- drinking water systems;
- wastewater treatment systems;
- fire suppression systems if independent of the drinking water systems,
- streets;
- roads;
- bridges;
- landfills;
- street lights;
- airports; and
- public grounds and buildings.

Allocated funds also may be used to expand existing water and wastewater treatment plants that are being operated at 90% of design capacity or greater.

Priority is given to projects that maintain or repair existing publicly owned drinking water systems, publicly owned wastewater treatment systems, and municipal fire suppression systems that are independent of a water system. If one of these systems is not submitted to Commerce, please provide details and rationale.

Allocations and Required Match

Allocations:

Consistent with Section 11 of HB 355, Commerce has created a spreadsheet that identifies what amounts eligible incorporated cities and towns are entitled to receive under SLIPA. That spreadsheet is available at this [website](#).

Match:

A city or town is required to contribute a local cash match equal to no less than 25% of the total project cost. Local cash match is defined as revenue generated by the local government, including via its tax system. A local cash match cannot include in-kind contributions of goods or in-kind services.

Limitations:

A city or town that receives more than \$1 million in SLIPA funds cannot allocate more than one-third of the total grant per approved application. However, cities and towns in which the local government infrastructure has been significantly damaged by a natural disaster are not subject to this funding restriction.

Application Submission and Award Process

Application Submission:

The legislative body of a city or town shall solicit and accept applications for eligible projects on or before **December 31, 2023**. Next, the legislative body of the city or town is required to hold a public hearing on the applications for eligible projects it has received. Based on the information contained within those applications and information received at the public hearing, the legislative body must prepare a recommendation for funding in priority order and make reasonable efforts to transmit that recommendation to Commerce by **March 30, 2024**.

Commerce recommends that the legislative bodies document for their records: (i) the applications solicited and accepted; (ii) that a public hearing was held on those applications, with a summary of public comment received; and (iii) the funding recommendations made to Commerce.

Commerce shall review the legislative bodies’ recommendations to determine whether their applications comply with Section 6 of HB 355. If the application does not comply, Commerce shall issue notice to the applicable applicant within 45 days of application receipt, if practicable.

Commerce may not substitute its judgment for that of the legislative body of the city or town and cannot revise the recommended priority list.

File Transfer Service:

To apply for grant funding, an applicant must upload the application to the State of Montana File Transfer Service (FTS). To access the FTS, an applicant must register with OKTA. To register with OKTA, go to the FTS [page](#) and select ‘Register now!’ from the Login screen and follow the prompts. After registration, an applicant can access the FTS to upload the application for submission. Please see these [instructions](#) for additional help.

Award Process:

Once priority lists are received, Commerce will review and determine compliance with HB 355. Commerce shall issue notice to the applicable applicant within 45 days of application receipt, if practicable. A grant recipient’s eligibility to receive SLIPA funds is dependent on the grant recipient’s compliance with HB 355, especially Section 6 and 12.

The disbursement of grant funds for awarded projects are subject to grantee’s completion, and submission to Commerce, of the following:

- I. a completed budget and implementation schedule for the project;
- II. a completed project management plan approved by Commerce;
- III. compliance with the auditing and reporting requirements provided in § 2-7-503, MCA, and an established financial accounting system that reasonably conforms to generally accepted accounting principles;
- IV. a completed contract with Commerce, a provision of which must document that local matching funds are available and committed to the project; and
- V. a certification that Grantee has obtained local, state, and federal permits and approvals.

Reimbursement Basis for Grant Disbursements:

Commerce shall disburse grants by reimbursement as grant recipients incur eligible project expenses in accordance with the terms of the contract. If actual project expenses are lower than the projected expense of the project, Commerce may, at its sole discretion, reduce the amount of grant funds provided to grant recipients in proportion to all the project funding sources.

Project Reports and Completion Notices

As required by Commerce and Section 10 of HB 355, grantees shall provide a quarterly progress report to Commerce identifying the following:

- I. submission of all permitting or licensing approval documents as applicable;
- II. work that has been undertaken on the project;
- III. the percentage of work completed;
- IV. the amount of funds expended to date;
- V. remaining funds;
- VI. a description of any significant problems; and
- VII. whether the project encountered any modification necessary to the scope of work, budget, or schedule.

Grantees also must submit a final report to Commerce at the completion of the project, which must include a statement attesting to the completion of the project that is signed by the project manager.

Additional Considerations:

Technical or planning documents are not required to be submitted with the application. However, applicants may include the development of these documents (necessary to complete the specific project activities that would be listed as the scope of work) in the project budget and implementation schedule. Any planning or technical documents must follow acceptable industry standards or follow Commerce’s planning document templates.

Project Management:

The grantee is fully responsible for managing the project and ensuring that it is completed on time and within budget. If cost overruns occur, the cost of the overrun is the full and sole responsibility of the grantee. HB 355 does not authorize Commerce to provide supplemental grant funding to cover cost overruns.

Project Completion:

All grantees must be under contract with a general contractor or vendor by December 31, 2024. In cases in which an applicant has used all reasonable efforts to find a contractor for a project but has failed, the grantee may request a one-time, two-year extension based on project needs, which Commerce may approve at its discretion. Projects funded by SLIPA must be completed by December 31, 2027.

Misappropriation or Diversion of Funds:

In the event the grantee misappropriates or diverts any portion of the state grant or local government match to another use, the applicant will repay Commerce the misappropriated or diverted funds within 12 months of the date of notice from the state and pay a fine equal to 20% of the amount misappropriated or diverted to the state’s general fund.

THE STATE-LOCAL INFRASTRUCTURE PARTNERSHIP ACT (HB 355) APPLICATION INSTRUCTIONS

Section I.

ALL SLIPA APPLICATIONS SUBMITTED TO COMMERCE MUST CONTAIN THE INFORMATION REQUIRED BY § 6 OF HB 355, INCLUDING:

1. Project Name: The name of the project for which the applicant is seeking a SLIPA grant.
2. Primary Contact: The name, title, mailing address, telephone number, and email address of the individual directly responsible for management of the project. An example of the manager of the project may include public works director or consulting engineer. The primary contact also must submit a resume that establishes the individual’s qualifications and ability to manage the project.
3. Project Type: Check the box to indicate the project type requesting funding.
4. Description of Prospective Project: Provide a narrative description of the prospective project, including a description of:
 - I. the problems to be addressed;
 - II. the need to undertake the repairs;
 - III. how the proposed project is appropriate, cost effective, and a long-term solution; and
 - IV. a list of tasks to be undertaken
5. Non-Priority Project: HB 355 grants priority to projects that maintain or repair publicly owned drinking water systems, publicly owned wastewater treatment systems, and municipal fire suppression systems that are independent of a water system. If an application is for another type of local government infrastructure project, please detail why the application is requesting funding for an eligible project that is not prioritized by HB 355.
6. Required Documents:
Please submit the following documents as attachments at the end of the application.
 - I. Maps and/or Google earth photos
Provide a map or Google earth photo showing the project. Photographs documenting the nature of the problems are advisable.
 - II. Cost Estimates
Complete the attached project budget and identify estimates of the total project cost. Cost estimates must be prepared by a licensed professional engineer or qualified contractor. Cost estimates also must show the total cost of the project and be itemized by the list of task elements to be completed.
 - III. Implementation Schedule
Complete the attached implementation schedule and identify each step in the repair process starting with the preparation of bid documents through completion of work. Specific calendar dates are recommended.
 - IV. Local Cash Match Statement
Provide a statement identifying **local cash match equal to no less than 25% of total project cost**. Local cash match is defined as revenue generated by the local government, including via its tax system. A local cash match cannot include in-kind contributions of goods or in-kind services.

- V. Resume
Provide a copy of the project manager’s resume attesting to the qualifications and ability to manage the project.

- VI. Evidence of a Public Hearing
Provide documentation as evidence that a public hearing was held in compliance with HB 355. Documentation may include a copy of public advertising or notice, meeting agenda, meeting minutes, or sign-in sheets.

- 7. Attestation: An authorized project representative must sign an attestation of compliance with HB 355.

- 8. Certification: An authorized project representative must sign a statement that the information contained in the application is true.

THE STATE-LOCAL INFRASTRUCTURE PARTNERSHIP ACT (HB 355) APPLICATION

Section I

1. Project Name: _____ Project Priority list # _____

2. Primary Contact: _____ Title: _____

Address: _____ City: _____ Zip Code: _____

Phone: _____ E-mail: _____

The Primary Contact must submit a copy of their resume attesting to their qualifications and ability to manage the project.

3. Project Type: Must be for maintenance or repair of existing systems.

- | | |
|--|---|
| <input type="checkbox"/> Drinking Water | <input type="checkbox"/> Airport |
| <input type="checkbox"/> Wastewater Treatment | <input type="checkbox"/> Public ground |
| <input type="checkbox"/> Fire Suppression System (Independent of drinking water) | <input type="checkbox"/> Public building |
| <input type="checkbox"/> Streets | <input type="checkbox"/> Existing water and wastewater treatment plans that are being operated at 90% of design capacity or greater |
| <input type="checkbox"/> Roads | <input type="checkbox"/> <i>Other</i> (please describe) |
| <input type="checkbox"/> Bridge | |
| <input type="checkbox"/> Landfill | |

4. Description of Prospective Project

i. Project summary and problems to be addressed (please provide narrative response):

ii. Provide a narrative description for the need to undertake the repairs:

iii. Explanation as to why the proposed project is appropriate, cost-effective, and a long-term solution to the problem:

iv. List of tasks to be completed and repairs needed (please provide narrative response):

5. Non-Priority Project

Refer to Application Instructions

6. Required Documentation

Please submit the following documents as attachments at the end of the application, as required by Commerce and Section 6 of HB 355.

- I. Maps or Google Photos showing the Project;
- II. Cost Estimates;
- III. Time Schedule;
- IV. Local Cash Match Statement;
- V. Resume of Project Manager; and
- VI. Evidence of a Public Hearing.

Additional photos documenting problems/proposed solutions are recommended, but not required.

7. Attestation

The undersigned authorized representative hereby attests that the city or town: (a) solicited and accepted applications for eligible projects on or before December 31, 2023; (b) held a public hearing in compliance with HB 355, evidence of which has been submitted to Commerce; and (c) understands and agrees it must provide a minimum local cash match of 25% of the total project cost to receive funding.

Signature	Date	Printed Name and Title
------------------	-------------	-------------------------------

8. Certification to Submit:

The undersigned authorized representative hereby certifies that (a) the information set forth in this application is correct to the best of his/her knowledge; (b) s/he has received, read, and understood these guidelines and agrees to comply with all requirements imposed by HB 355; (c) the representatives of this proposal have authorized the submittal of this application; (d) s/he has the authority to act on behalf of the incorporated city or town on whose behalf s/he is submitting this application, and (e) agrees to comply with all applicable state or federal laws and statues associated with carrying out the project, including providing Commerce with all information required by HB 355, including the information required by Sections 10 and 12.

Signature	Date	Printed Name and Title
------------------	-------------	-------------------------------

PROJECT BUDGET

(Please modify the budget line items to best reflect specific project needs)

ADMINISTRATION	Source: SLIPA	Source: Local Cash Match	Source:	TOTAL
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
TOTAL ADMINISTRATION	\$0	\$0	\$0	\$0
CONSTRUCTION RELATED ACTIVITIES				
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
TOTAL ACTIVITY	\$0	\$0	\$0	\$0
TOTAL PROJECT BUDGET	\$0	\$0	\$0	\$0

IMPLEMENTATION SCHEDULE

(Please modify the implementation schedule tasks to best reflect specific project needs)
 Quarterly Progress reports must be submitted to Commerce

TASK (as applicable)	QUARTERS, 20YY				QUARTERS, 20YY			
	1st J F M	2nd A M J	3rd J A S	4th O N D	1st J F M	2nd A M J	3rd J A S	4th O N D
<u>START UP CONDITIONS</u>								
Completion of Section 12								
<u>PROJECT DESIGN</u>								
Commence Final Design								
Complete Project Design								
Submit Plans to DEQ								
Prepare Bid Documents								
Finalize Acquisition								
<u>PRE-CONSTRUCTION</u>								
Prepare Bid Documents								
Complete relevant funding agreements								
Public Bid Advertisement								
Open Bids & Examine Proposals								
Select Contractor & Award Bid								
Conduct Pre-Const. Conference								
Issue Notice to Proceed to Contractor								
<u>PROJECT CONSTRUCTION</u>								
Begin Construction								
Monitor Construction Work								
Hold Const. Progress Meetings								
Final Inspection								
<u>PROJECT CLOSE OUT</u>								
Project Completion Report								
Submit Final Certification								

HB 355

Proposed List of Projects

Title	Description	Cost Estimate
Unpaved Street Upgrades	Apply Perma-zyme and Chip Seal Treatment to unpaved streets in the City, including on the Northside by the Soccer fields and in Green Acres.	\$450,000 (HB 355) \$112,500 (Local)
Park Street Crossing Improvements	Implement Rapid Flashing Beacons on Park Street	\$133,626 (HB 355) \$33,406 (Local)