



# Livingston City Commission Agenda

April 19, 2022

5:30 PM

VIA ZOOM

<https://us02web.zoom.us/j/84005139268?pwd=M1c0SXF0cnJEcFcxYzFjUUNUNIZ4UT09>

Meeting ID: 840 0513 9268 **Passcode: 817826** Call-In (669) 900-6833

- 1. Call to Order
- 2. Roll Call
- 3. Public Comment

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

4. Consent Items

- A. APPROVE MINUTES FROM MARCH 30, 2022, SPECIAL MEETING. PG. 4**
- B. APPROVE MINUTES FROM APRIL 5, 2022 REGULAR MEETING. PG. 7**
- C. RATIFY CLAIMS PAID 03/04/2022-03/31/2022. PG. 15**
- D. ACCEPT DECEMBER AND MARCH PLEDGED SECURITIES REPORTS FROM CITY FINANCE DIRECTOR. PG. 34**
- E. ACCEPT CITY COURT FINANCIAL REPORT FROM FEBRUARY 2022. PG. 41**
- F. APPROVE APPLICATION FROM JOEL BOREN TO SERVE AS ECONOLODGE REPRESENTATIVE ON LIVINGSTON TBID. PG. 45**
- G. ACCEPT LBID'S RECOMMENDATION FOR THE RE-APPOINTMENT OF BRIAN MENGES, AND TYLER ERICKSON TO THE LBID AND WELCOMING JAMES LANGTEUX TO LBID. PG. 52**

5. Proclamations

6. Scheduled Public Comment

- A. ADMINISTRATIVE SERVICES DEPARTMENT SPRING NEWSLETTER. PG. 55**

7. Public Hearings

*Individuals are reminded that testimony at a public hearing should be relevant, material, and not repetitious. (MCA 7-1-4131 and Livingston City Code Section 2-21)*

- A. ORDINANCE NO. 3030: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING CITY ORDINANCE NO. 2041, 2049, 2055, 2098, AND 3024 AS CODIFIED BY CHAPTER 9, SECTION 242 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED TRAFFIC AND VEHICLES, BY ESTABLISHING A LOADING/UNLOADING ZONE FOR CORE CONTROL AT 116 EAST GEYSER STREET AND ESTABLISHING A PENALTY FOR VIOLATIONS THEREOF. PG. 63**

**B. RESOLUTION NO. 5030: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, DISCONTINUING AND VACATING A PORTION OF THE NORTH 12TH STREET RIGHT-OF-WAY ADJACENT TO LOTS 1-16 OF BLOCK 22 AND LOTS 17-32 OF BLOCK 23 OF THE PALACE ADDITION. PG.**

8. Ordinances

**A. ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTIONS 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS. PG. 65**

**B. ORDINANCE NO. 3032: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTIONS 2-12 AS IT PERTAINS TO THE LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING 2-13 AS IT PERTAINS TO THE TIME OF MEETINGS, AND AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, 2-21 AS IT PERTAINS TO PUBLIC HEARINGS, AND 2-23 AS IT PERTAINS TO ORDINANCES AND RESOLUTIONS. PG. 82**

9. Resolutions

**A. RESOLUTION NO. 5028: RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, INTENT TO APPROVE THE TRAILS AND ACTIVE TRANSPORTATION PLAN. PG. 92**

**B. RESOLUTION NO. 5029: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN A LEASE AGREEMENT WITH MOUNTAIN AIR, FOR A TERM BEGINNING MAY 1, 2022, AND ENDING JUNE 30, 2025. PG. 199**

**C. RESOLUTION NO. 5031: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, TO ANNEX BY PETITION, CERTAIN LAND OWNED BY DAVID AND MARY HAUG. PG. 209**

10. Action Items

**A. DISCUSS/APPROVE/DENY: DRAFT CITY OF LIVINGSTON COMMISSIONER ACCEPTABLE USE TECHNOLOGY POLICY. PG. 221**

11. City Manager Comment

. **UPDATE ON JOE BROOKS ANNUAL YELLOWSTONE RIVER CLEAN-UP EVENT.**

12. City Commission Comments

13. Adjournment

[Calendar of Events](#)

APRIL 17<sup>th</sup> ANNUAL COMMUNITY EASTER EGG HUNT

APRIL 25<sup>TH</sup> ANNUAL PUBLIC WORK SPRING CLEAN-UP BEGINS!

APRIL 29<sup>TH</sup> ARBOR DAY

Supplemental Material

•	<b>CURRENT CITY BOARD &amp; COMMITTEE RECRUITMENT NOTICES.</b>	<b>PG. 225</b>
•	<b>ANNUAL SPRING FLYER AND STREET SWEEPER SCHEDULE.</b>	<b>PG. 231</b>

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. APPROVE MINUTES FROM MARCH 30, 2022, SPECIAL MEETING.**



# Livingston City Commission Special Meeting Minutes

March 29, 2022

5:30 PM

VIA ZOOM

<https://us02web.zoom.us/j/88949555997?pwd=Z044b3czTU9TY09KM2lVQ1VNWnpBdz09>

Meeting ID: 889 4955 5997 **Passcode: 868732 Call in: (669) 900-6833**

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## 1. Call to Order

## 2. Roll Call

In attendance: Chair Melissa Nootz, Vice-Chair Karrie Kahle, Commissioner Quentin Schwarz, & Commissioner Torrey Lyons. Commissioner Friedman late joining meeting. Staff in attendance: City Manager Michael Kardoes, City Attorney Courtney Lawellin, HR Director Lisa Lowy and City Clerk Faith Kinnick

## 3. Public Comment

No public in attendance

## 4. Action Items:

### **A. DISCUSS/APPROVE/DENY - WHICH STAFF ARE PRESENT AT THE TWO CLOSED SESSION CITY MANAGER EVALUATION MEETINGS.**

- Nootz opened the meeting giving brief background over process this evaluation period.
- Kardoes provided his recommendation and preference
- Nootz made additional comments before opening it to deliberations by the Commission.
- Schwarz made comments
- Kahle made comments
- Lyons made comments
- Nootz made comments
- Kahle made comments
- Schwarz made comments
- Nootz made comments
- Schwarz made comments

- Kardoes gave comments
- Lawellin provided comments
- No additional questions from the Commission.
- Friedman joins the meeting at 6:15 p.m.
- Nootz gives brief synopsis of meeting so far, provided background on Commissioners stated preference. Nootz/ Kahle prefers Clerk per LGC recommendation; Schwarz wants Clerk/HR present; Lyons wants to honor Mikes's wishes but is flexible.
- Nootz asks Friedman about his preference for whom is in attendance?
- Friedman responds
- Nootz asks for clarification of Friedman's response
- Friedman respond
- Nootz states City Clerk will be present during tomorrow's meeting. Shares info with Schwarz regarding process and information received from Local Government Center. Tomorrow will go through contract, Strategic Plan, and Evaluation Form Together.
- No clarifying comments from Commission.

#### 5. City Manager Comment:

Kardoes provided comments, appreciates unified feedback, still wants individual evaluations from Commission.

#### 6. City Commission Comments

Lyons asked about expectation of individual evaluations completed.

#### 7. Adjournment 6:33 p.m.

**File Attachments for Item:**

**B. APPROVE MINUTES FROM APRIL 5, 2022 REGULAR MEETING.**



# Livingston City Commission Minutes

April 05, 2022

5:30 PM

VIA ZOOM

<https://us02web.zoom.us/j/82823003403?pwd=NIQ1QVNoWmN4TE1LVHNudG5Bc0lZUT09>

Meeting ID: 828 2300 3403 **Passcode: 582113** Call in: (669) 900-6833

1. Call to Order

2. Roll Call

In attendance: Chair Nootz, Vice-Chair Kahle, Commissioner Friedman, Commissioner Schwarz, Commissioner Lyons. Staff in attendance: City Manager Michael Kardoes, City Attorney Courtney Lawellin, Recording Secretary Faith Kinnick.

3. Public Comment (00:00:56)

- Justin Cameron gave public comment
- Tim Stevens gave public comment (00:04:58)
- Leslie Feigle gave public comment (00:08:01)

4. Consent Items 5:44 p.m. (00:10:51)

**A. APPROVE MINUTES FROM MARCH 15, 2022 REGULAR MEETING.**

**B. RATIFY CLAIMS PAID 03/04/2022-03/15/2022.**

**C. APPROVE APPLICATION FROM MALCOLM COX TO SERVE ON LIVINGSTON TBID AS REPRESENTATIVE FOR THE MURRAY HOTEL.**

- Request by Kahle to approve A & C, and pull item B for a question, Motion by Schwarz, second by Friedman  
All in favor, passes 5-0
- Kahle inquired about Livingston Daycare from page 15 of claims report?
- Kardoes advised that is the parking lot the City leases and then rents out.
- No further discussion, motion by Kahle to approve item B, second by Friedman  
All in favor, passes 5-0.

5. Proclamations 5:47 p.m. (00:13:28)

**A. NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK PROCLAMATION.**

- Nootz made comments
- Schwarz made comments

**B. PROCLAMATION OF THE LIVINGSTON CITY COMMISSION IN SUPPORT OF THE CITIZENS OF UKRAINE. 5:50 p.m. (00:16:31)**



- Kahle made comments

6. Scheduled Public Comment 5:52 p.m. (00:18:29)

**A. 2021 LIVINGSTON ZONING COMMISSION ANNUAL REPORT PRESENTED BY JIM BAERG.**

- Jim Baerg gave presentation
- Nootz asked clarifying questions
- Schwarz made comments
- Lyons made comments
- Nootz made comments

\*5-minute recess\*

7. Public Hearings 6:09 p.m. (00:28:55)

Nootz reads into record: *Public hearings are intended to take testimony and evidence related to the issue notice on the agenda, while the commission is not bound by the strict rules of evidence the commission may exclude irrelevant, immaterial, incompetent, or unduly repetitious comments testimony or evidence. Proponents or opponents their agents or attorneys may submit petitions and written comments during or prior to the closing of the hearing and the same shall be entered by reference into the minutes.*

**A. PUBLIC HEARING ON ORDINANCE NO. 3027 ENTITLED: 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 PARCELS GENERALLY KNOWN AS 26 FLESHMAN CREEK ROAD AND LEGALLY DESCRIBED AS COS 543 IN SECTION 14, TOWNSHIP TWO SOUTH (T02S), RANGE NINE EAST (R09E), AS MEDIUM DENSITY RESIDENTIAL (R-II).**

- Kardoes made opening statements
  - Lyons noted error on pg. 34 in the staff report regarding description.
  - No public comments
  - Motion by Schwarz, second by Friedman
  - Lyons asked clarifying question
  - Kardoes made clarifying comments
  - Lyons meeting froze, dropped from meeting
  - No additional Commission discussion
- All in favor, passes 5-0

**B. PUBLIC HEARING ON ORDINANCE NO. 3028 ENTITLED 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 PARCELS GENERALLY KNOWN AS 25 LOVES LANE AND LEGALLY DESCRIBED AS Lot**

**5-A OF THE LAHREN MINOR SUBDIVISION IN SECTION 23, TOWNSHIP TWO SOUTH (T02S), RANGE NINE EAST (R09E), AS HIGH-DENSITY RESIDENTIAL (R-III). 6:20 p.m. (00:40:13)**

- Kardoes made opening statements
  - Patricia Grabow made comments
  - Nootz reminded Grabow to keep comments to discussion at hand
  - Kris Lahren made clarifying comments
  - Motion by Schwarz, second by Friedman
  - Lyons made comments
  - Kardoes made clarifying comments
  - Kahle made comments
  - Nootz asked Kardoes clarifying questions
- All in favor, passes 5-0

**C. PUBLIC HEARING ON ORDINANCE NO. 3029 ENTITLED 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 PARCELS WITHIN THE MONTAGUE SUBDIVISION NORTH OF BENNETT STREET EXCLUDING BLOCK 3, LOT 5-14 AND BLOCK 3 AND A PORTION OF LOTS 22-26, AND INCLUDING THE ADJACENT ISLAND IN THE YELLOWSTONE RIVER LOCATED IN THE NE1/4 OF SECTION 7 (S07), TOWNSHIP TWO SOUTH (T02S), RANGE TEN EAST (R10E)AS MIXED-USE (MU), MEDIUM DENSITY RESIDENTIAL (R-II), AND PUBLIC (P) AS SHOWN IN EXHIBIT A. 6:32 p.m. (00:53:15)**

- Kardoes made opening statements
- Nootz noted error reading the Ordinance R-III instead of R-II
- No public comments
- Motion by Lyons, with the edit amending R-III to R-II, second by Friedman
- Lyons made comments
- Kahle made comments
- Nootz made comments
- Kardoes notified Commission the Ordinance is correct, the divider page in the packet is incorrect. No need to amend.
- All in favor, passes 5-0

8. Ordinances

9. Resolutions 6:47 p.m. (01:07:31)

**A. RESOLUTION NO. 5026: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO DISCONTINUE AND VACATE A PORTION OF THE NORTH 12TH STREET RIGHT-OF-WAY ADJACENT TO LOTS 1-16 OF BLOCK 22 AND LOTS 17-32 OF BLOCK 23 OF THE PALACE ADDITION.**

- Kardoes made opening statements

- Lyons asked clarifying questions about future easement
- Kardoes answered
- Lyons asked additional questions
- Kardoes answered
- Nootz asked clarifying questions
- Lyons asked additional questions and made comments
- Kardoes made clarifying statements
- Sarah Stands made comments
- Brooke Weimer made comments
- Motion by Schwarz, second by Friedman
- Nootz asked for google map
- Lyons made comments
- Nootz asked one additional clarifying question
- Kahle made comments
- Schwarz made comments
- Friedman made comments
- Nootz made comments
- Schwarz made comments
- Friedman inquired about additional comments from Brooke Weimer
- Kahle asked clarifying questions about process
- 5-minute recess\* 07:18 p.m. (01:38:35)
- additional 2-minute recess\*
- Reconvened (01:41:16)
- Kardoes answered question, process is this is a Resolution of Intent, so they will see it again at the next meeting.
- Kahle made additional comments
- Nootz made additional comments
- Lyons asked clarifying process question
- Nootz asked Kardoes clarifying question about parliamentary process
- Kardoes gave comments
- Lyons, yield
- Schwarz asked to direct question to City Attorney
- Nootz declined, citing not putting attorney on the spot for legal advice wanting information in a staff report.
- Schwarz asked City Manager for his recommendation
- Nootz wanted to hear from the rest of the Commission
- Kahle would like to know options
- Kardoes gave recommendation
- Nootz asked for Google Earth map again, asked Kardoes clarifying question
- Kahle inquired about process, tabling it or postponing

- Schwarz froze and dropped off during roll-call  
Motion passes 3-1, Schwarz dropped off call, Lyons opposed  
Schwarz rejoined

10. Action Items 7:46 p.m. (02:00:56)

**A. DISCUSS/APPROVE/DENY: COMMISSIONER APPOINTMENT TO SERVE ON GUIDING PRINCIPALS STRATEGIC PLAN COMMITTEE.**

- Kardoes made opening statements
- Nootz made additional comments before opening to Commission
- Kahle volunteered her time
- Schwarz declined, having already participated in the first Strategic Plan, currently serves on the Livingston URA, and Parks and Trails Committee
- Friedman declined
- Lyons declined initially, due to already busy schedule but then volunteered
- Nootz also volunteered also has busy schedule
- Motion by Kahle to appoint self, and Nootz to Guiding Principles Strategic Planning committee, second by Lyons.  
All in favor, passes 5-0

**B. DISCUSS: RECOMMENDATION FROM CITY TREE BOARD FOR PARTNERSHIP WITH MSUE EXTENSION MASTER GARDNER PROGRAM TO FACILITATE VOLUNTEER PRUNING OF SMALL TREES IN PARKS. 7:52 p.m. (02:07:27)**

- Kardoes made opening statements and recommendation to pursue this opportunity
- Nootz made comments from Tree Board seat
- Kahle in support
- Friedman in support
- Schwarz in support
- Lyons also in support

**C. DISCUSS: SCHEDULING GENERAL FUND WORK SESSION FOR CITY COMMISSIONERS. 7:56 p.m. (02:10:55)**

- Kardoes made opening statements expect 3 hours for each meeting
- Nootz requested to explain process for newer commissioners
- Kardoes answered
- Kahle reminded commission Faith already sent Doodle Poll for General Fund
- Nootz reminded new commissioners of Budget Process in the Municipal Handbook

(From addendum # 1)

**D. DISCUSS/APPROVE/DENY: CITY/COUNTY AIRPORT BOARD & COMMISSIONS GUIDANCE, INVOLVEMENT. 8:03 p.m. (02:17:44)**

- Kardoes made opening statements
- Nootz asked clarifying question
- Kahle asked question and made comments
- Kardoes answered
- Schwarz made comments
- Friedman made comments
- Lyons made comments
- Motion made by Schwarz, second by Kahle
- Passes 5-0

(From addendum # 2)

**E. DISCUSS: NOTICE FROM MMIA REGARDING DISCONTINUATION OF INSURANCE COVERAGE FOR LIVINGSTON CITY/COUNTY LIBRARY. 8:15 p.m. (02:29:40)**

- Kardoes made opening statements
- Nootz disclosed her husband is the Library Director and she will refrain from commenting on this.
- Lyons asks clarifying questions
- Kardoes answered
- Kahle made comments
- Kardoes answered
- Schwarz made comments
- Friedman made comments
- Kardoes advised the City will continue to keep Commission apprised of the situation

11. City Manager Comment 8:27 p.m. (02:42:00)

- Check out the front page of the Livingston Enterprise newspaper, Livingston Ambulance Service and enhanced capacity
- City Board & Committee Openings

12. City Commission Comments 8:28 p.m. (02:43:00)

- Lyons
- Schwarz- Yield
- Friedman
- Kahle- Yield
- Nootz

13. Adjournment 8:31 p.m. (02:46:35)

**Public in virtual attendance**

- 1. Brooke Weimer
- 2. Jim Baerg
- 3. Justin Cameron
- 4. Tim Stevens
- 5. Leslie Feigle
- 6. Patricia Grabow
- 7. Sarah Stands
- 8. Deborah Mnaghan
- 9. Nicole
- 10. Steve Koontz
- 11. A.K.W.
- 12. JrHass
- 13. J.N.W.
- 14. Kris Lahren
- 15. Livingston Enterprise
- 16. Call in user (406) 220-8181

**File Attachments for Item:**

**C. RATIFY CLAIMS PAID 03/04/2022-03/31/2022.**

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>ADVANCED ENGINEERING &amp;</b>							
3605	ADVANCED ENGINEERING &	79472	PROFESSIONAL SERVICES	03/15/2022	2,307.59	2,307.59	03/29/2022
Total ADVANCED ENGINEERING &:					2,307.59	2,307.59	
<b>ALL SERVICE TIRE &amp; ALIGNMENT</b>							
22	ALL SERVICE TIRE & ALIGNME	63425	Flat repair	02/18/2022	50.00	50.00	03/08/2022
22	ALL SERVICE TIRE & ALIGNME	63433	Oil Change	02/22/2022	55.00	55.00	03/08/2022
22	ALL SERVICE TIRE & ALIGNME	63459	RESCUE 1 OIL CHANGE	02/28/2022	65.00	65.00	03/15/2022
22	ALL SERVICE TIRE & ALIGNME	63478	Flat repair	03/03/2022	45.00	45.00	03/15/2022
22	ALL SERVICE TIRE & ALIGNME	63517	Flat repair	03/14/2022	17.00	17.00	03/29/2022
Total ALL SERVICE TIRE & ALIGNMENT:					232.00	232.00	
<b>ALPINE ELECTRONICS RADIO SHACK</b>							
402	ALPINE ELECTRONICS RADIO	10278603	Batteries	02/24/2022	27.45	27.45	03/15/2022
Total ALPINE ELECTRONICS RADIO SHACK:					27.45	27.45	
<b>AMERICAN AUTOMOTIVE</b>							
3378	AMERICAN AUTOMOTIVE	3302	2005 GMC SIERRA	02/24/2022	384.41	384.41	03/08/2022
Total AMERICAN AUTOMOTIVE:					384.41	384.41	
<b>BALCO UNIFORM COMPANY, INC.</b>							
3371	BALCO UNIFORM COMPANY, IN	64449	Uniform	10/19/2021	120.30	120.30	03/15/2022
3371	BALCO UNIFORM COMPANY, IN	64483	Reserve Uniform	10/20/2021	58.00	58.00	03/15/2022
3371	BALCO UNIFORM COMPANY, IN	64600	Reserve Uniform	10/21/2021	7.20	7.20	03/15/2022
Total BALCO UNIFORM COMPANY, INC.:					185.50	185.50	
<b>BOUND TREE MEDICAL, LLC</b>							
2662	BOUND TREE MEDICAL, LLC	84400755	Patient Supplies	02/10/2022	556.33	556.33	03/15/2022
2662	BOUND TREE MEDICAL, LLC	84425054	Patient Supplies	03/01/2022	1,451.98	1,451.98	03/29/2022
2662	BOUND TREE MEDICAL, LLC	84433295	Patient Supplies	03/07/2022	77.99	77.99	03/29/2022
2662	BOUND TREE MEDICAL, LLC	8443938	Patient Supplies	03/10/2022	62.01	62.01	03/29/2022
2662	BOUND TREE MEDICAL, LLC	84447686	Patient Supplies	03/16/2022	112.37	112.37	03/29/2022
2662	BOUND TREE MEDICAL, LLC	84449631	Patient Supplies	03/17/2022	36.76	36.76	03/29/2022
Total BOUND TREE MEDICAL, LLC:					2,297.44	2,297.44	
<b>BRUCE E. BECKER, P.C.</b>							
10000	BRUCE E. BECKER, P.C.	2021.12	Contracted service	03/17/2022	547.50	547.50	03/29/2022
Total BRUCE E. BECKER, P.C.:					547.50	547.50	
<b>CAITLIN MARQUEZ</b>							
10003	CAITLIN MARQUEZ	2022.3.17	REIMBURSE	03/17/2022	143.70	143.70	03/29/2022
Total CAITLIN MARQUEZ:					143.70	143.70	
<b>CANON FINANCIAL SERVICES, INC</b>							
1747	CANON FINANCIAL SERVICES, I	28255354	Printer Copier Lea	03/12/2022	29.31	29.31	03/29/2022
1747	CANON FINANCIAL SERVICES, I	28255355	Printer Copier Lea	03/12/2022	29.75	29.75	03/29/2022
Total CANON FINANCIAL SERVICES, INC:					59.06	59.06	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>CARQUEST AUTO PARTS</b>							
23	CARQUEST AUTO PARTS	1912-532743	PAINT	01/12/2022	7.34	7.34	03/15/2022
23	CARQUEST AUTO PARTS	1912-533978	STREET	01/25/2022	19.18	19.18	03/15/2022
23	CARQUEST AUTO PARTS	1912-534343	oil filter	01/28/2022	1.84	1.84	03/15/2022
23	CARQUEST AUTO PARTS	1912-534611	Ant fxab53	01/31/2022	75.96	75.96	03/15/2022
23	CARQUEST AUTO PARTS	1912-534940	CLEANING SUPPLIES	02/03/2022	129.87	129.87	03/15/2022
23	CARQUEST AUTO PARTS	1912-534940	Battery	02/03/2022	116.57	116.57	03/15/2022
23	CARQUEST AUTO PARTS	1912-535701	Cfi	02/11/2022	153.95	153.95	03/15/2022
23	CARQUEST AUTO PARTS	1912-535706	GREASE	02/11/2022	10.60	10.60	03/15/2022
23	CARQUEST AUTO PARTS	1912-535737	FUEL	02/11/2022	43.04	43.04	03/15/2022
23	CARQUEST AUTO PARTS	1912-535894	AIR INTAKE CLEANER	02/14/2022	6.43	6.43	03/15/2022
23	CARQUEST AUTO PARTS	1912-535928	AIR FILTER	02/14/2022	42.34	42.34	03/15/2022
23	CARQUEST AUTO PARTS	1912-535989	CREDIT RETURN	02/14/2022	10.84-	10.84-	03/15/2022
23	CARQUEST AUTO PARTS	1912-536035	VWS GR5	02/15/2022	16.32	16.32	03/15/2022
23	CARQUEST AUTO PARTS	1912-536172	AIR FILTER	02/16/2022	26.59	26.59	03/15/2022
23	CARQUEST AUTO PARTS	1912-536680	RAD EB1	02/22/2022	20.20	20.20	03/15/2022
23	CARQUEST AUTO PARTS	1912-536706	GROMMET	02/22/2022	35.96	35.96	03/15/2022
23	CARQUEST AUTO PARTS	1912-536798	AIR FILTER	02/23/2022	50.73	50.73	03/15/2022
Total CARQUEST AUTO PARTS:					746.08	746.08	
<b>CASELLE</b>							
3763	CASELLE	2022.4.1	APPLICATION SOFTWARE	03/01/2022	2,627.27	2,627.27	03/08/2022
3763	CASELLE	2022.4.1	APPLICATION SOFTWARE	03/01/2022	90.38	90.38	03/08/2022
3763	CASELLE	2022.4.1	APPLICATION SOFTWARE	03/01/2022	90.38	90.38	03/08/2022
3763	CASELLE	2022.4.1	APPLICATION SOFTWARE	03/01/2022	168.53	168.53	03/08/2022
3763	CASELLE	2022.4.1	APPLICATION SOFTWARE	03/01/2022	168.53	168.53	03/08/2022
3763	CASELLE	2022.4.1	APPLICATION SOFTWARE	03/01/2022	258.91	258.91	03/08/2022
Total CASELLE:					3,404.00	3,404.00	
<b>CENGAGE LEARNING INC</b>							
10001	CENGAGE LEARNING INC	77281045	3 BOOKS	02/16/2022	90.99	90.99	03/29/2022
10001	CENGAGE LEARNING INC	77341761	1 BOOK	02/23/2022	31.15	31.15	03/29/2022
10001	CENGAGE LEARNING INC	77396811	2 BOOKS	03/06/2022	51.08	51.08	03/29/2022
Total CENGAGE LEARNING INC:					173.22	173.22	
<b>CENTURYLINK</b>							
162	CENTURYLINK	2022.2.16	406-222-0137 441B	02/16/2022	76.70	76.70	03/08/2022
Total CENTURYLINK:					76.70	76.70	
<b>CERTIFIED LABORATORIES</b>							
634	CERTIFIED LABORATORIES	7677067	SUPPLIES	02/09/2022	988.35	988.35	03/08/2022
Total CERTIFIED LABORATORIES:					988.35	988.35	
<b>CHAPPELL'S BODY SHOP, INC.</b>							
294	CHAPPELL'S BODY SHOP, INC.	534.1	Prepaid car wash	02/01/2022	25.00	25.00	03/08/2022
Total CHAPPELL'S BODY SHOP, INC.:					25.00	25.00	
<b>CHARTER COMMUNICATIONS</b>							
3440	CHARTER COMMUNICATIONS	019544502182	ELEVATOR PHONE	02/18/2022	50.75	50.75	03/29/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CHARTER COMMUNICATIONS:					50.75	50.75	
<b>CHICO HOT SPRINGS RESORT</b>							
10001	CHICO HOT SPRINGS RESORT	512813	CONV-BOARDROOM	02/28/2022	332.80	332.80	03/29/2022
Total CHICO HOT SPRINGS RESORT:					332.80	332.80	
<b>COLJ CONFERENCE REGISTRATION</b>							
2660	COLJ CONFERENCE REGISTRA	2022.3.7	Spring CONFERENCE	03/07/2022	300.00	300.00	03/15/2022
Total COLJ CONFERENCE REGISTRATION:					300.00	300.00	
<b>COMDATA</b>							
2671	COMDATA	20370568 XW6	CG72T	03/01/2022	2,868.35	2,868.35	03/29/2022
2671	COMDATA	20370568 XW6	CG72T CG73P	03/01/2022	375.09	375.09	03/29/2022
2671	COMDATA	20370570/ XW	CG72P	03/01/2022	252.28	252.28	03/15/2022
2671	COMDATA	20370570/ XW	CG72P	03/01/2022	44.48	44.48	03/15/2022
2671	COMDATA	20370570/ XW	CG72R	03/01/2022	369.80	369.80	03/15/2022
2671	COMDATA	20370570/ XW	CG73C	03/01/2022	695.46	695.46	03/15/2022
2671	COMDATA	20370570/ XW	CG73H	03/01/2022	94.55	94.55	03/15/2022
2671	COMDATA	20370570/ XW	CG73L	03/01/2022	315.85	315.85	03/15/2022
2671	COMDATA	20370570/ XW	CG73S	03/01/2022	709.14	709.14	03/15/2022
2671	COMDATA	20370570/ XW	CG74G	03/01/2022	508.28	508.28	03/15/2022
2671	COMDATA	20370570/ XW	CLFQH	03/01/2022	42.56	42.56	03/15/2022
2671	COMDATA	20370576 IB98	BZR70	03/01/2022	147.06	147.06	03/29/2022
Total COMDATA:					6,422.90	6,422.90	
<b>CORE &amp; MAIN LP</b>							
3733	CORE & MAIN LP	Q432096	CABLE LOCATOR	03/09/2022	933.00	933.00	03/29/2022
3733	CORE & MAIN LP	Q432096	CABLE LOCATOR	03/09/2022	934.00	934.00	03/29/2022
3733	CORE & MAIN LP	Q432096	CABLE LOCATOR	03/09/2022	933.00	933.00	03/29/2022
Total CORE & MAIN LP:					2,800.00	2,800.00	
<b>D&amp;R COFFEE SERVICE INC</b>							
10002	D&R COFFEE SERVICE INC	150230	RENTAL FEE	02/28/2022	50.00	50.00	03/15/2022
Total D&R COFFEE SERVICE INC:					50.00	50.00	
<b>D.W. BURNS PLUMBING &amp; HEATING INC</b>							
2501	D.W. BURNS PLUMBING & HEAT	203215	WATER COOLER	12/01/2021	1,821.42	1,821.42	03/29/2022
Total D.W. BURNS PLUMBING & HEATING INC:					1,821.42	1,821.42	
<b>DANIEL LASHINSKI</b>							
10003	DANIEL LASHINSKI	2022.2.11	REIMB TRAVEL EXPENSE	02/11/2022	237.95	237.95	03/08/2022
Total DANIEL LASHINSKI:					237.95	237.95	
<b>DELL MARKETING L.P.</b>							
745	DELL MARKETING L.P.	10564944399	COMPUTER-lawelin	03/01/2022	1,341.45	1,341.45	03/15/2022
Total DELL MARKETING L.P.:					1,341.45	1,341.45	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>DEMCO</b>							
199	DEMCO	7081802	OFFICE SUPPLIES	02/15/2022	85.34	85.34	03/29/2022
Total DEMCO:					85.34	85.34	
<b>DEPARTMENT OF REVENUE</b>							
122	DEPARTMENT OF REVENUE	2022.3.21	1% gross receipts tax - OMDAHL	03/21/2022	654.92	654.92	03/29/2022
Total DEPARTMENT OF REVENUE:					654.92	654.92	
<b>EAGLE ENGRAVING, INC.</b>							
3822	EAGLE ENGRAVING, INC.	2022-878	NAME PLATE	02/04/2022	92.95	92.95	03/08/2022
Total EAGLE ENGRAVING, INC.:					92.95	92.95	
<b>ENERGY LABORATORIES, INC.</b>							
424	ENERGY LABORATORIES, INC.	451943	WATER	02/08/2022	431.00	431.00	03/08/2022
424	ENERGY LABORATORIES, INC.	451944	WATER	02/08/2022	462.00	462.00	03/08/2022
424	ENERGY LABORATORIES, INC.	454388	Analysis parameter	02/18/2022	291.00	291.00	03/08/2022
424	ENERGY LABORATORIES, INC.	456817	Effluent grab	03/01/2022	117.00	117.00	03/15/2022
424	ENERGY LABORATORIES, INC.	457624	Effluent	03/06/2022	227.00	227.00	03/29/2022
Total ENERGY LABORATORIES, INC.:					1,528.00	1,528.00	
<b>ETHAN MATHIAS</b>							
10003	ETHAN MATHIAS	2022.3	REFEREE	03/01/2022	118.00	118.00	03/29/2022
Total ETHAN MATHIAS:					118.00	118.00	
<b>EUBANK CREATIVE</b>							
10003	EUBANK CREATIVE	220015	LOGO DEVELOPMENT	03/16/2022	1,300.00	1,300.00	03/29/2022
Total EUBANK CREATIVE:					1,300.00	1,300.00	
<b>FARSTAD OIL</b>							
3353	FARSTAD OIL	100233	Diesel 420G	03/18/2022	1,666.14	1,666.14	03/29/2022
3353	FARSTAD OIL	100234	Diesel 180G	03/18/2022	791.28	791.28	03/29/2022
Total FARSTAD OIL:					2,457.42	2,457.42	
<b>FERNO-WASHINGTON INC</b>							
10002	FERNO-WASHINGTON INC	899416	FERNO REPLACEMENT CLIPS	03/04/2022	349.80	349.80	03/29/2022
Total FERNO-WASHINGTON INC:					349.80	349.80	
<b>FIREHOUSE INNOVATIONS CORP</b>							
10003	FIREHOUSE INNOVATIONS CO	001124	FORCIBLE ENTRY PROP	03/09/2022	4,037.50	4,037.50	03/29/2022
Total FIREHOUSE INNOVATIONS CORP:					4,037.50	4,037.50	
<b>FISHER SAND AND GRAVEL</b>							
2904	FISHER SAND AND GRAVEL	60496	COLD STORAGE BUILDING	01/29/2022	7,667.94	7,667.94	03/08/2022
2904	FISHER SAND AND GRAVEL	61012	COLD STORAGE BUILDING	02/12/2022	3,408.28	3,408.28	03/08/2022
2904	FISHER SAND AND GRAVEL	61847	Concrete rock	02/19/2022	697.20	697.20	03/15/2022
2904	FISHER SAND AND GRAVEL	61847	PIT RUN	02/19/2022	694.21	694.21	03/15/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FISHER SAND AND GRAVEL:					12,467.63	12,467.63	
<b>FOUR CORNERS RECYCLING, LLC</b>							
2919	FOUR CORNERS RECYCLING,	10027	FULL FEES FOR JAN	02/28/2022	4,336.50	4,336.50	03/29/2022
2919	FOUR CORNERS RECYCLING,	CM10027	Credit	02/28/2022	2,792.50-	2,792.50-	03/29/2022
Total FOUR CORNERS RECYCLING, LLC:					1,544.00	1,544.00	
<b>FRONTLINE AG SOLUTIONS, LLC</b>							
2516	FRONTLINE AG SOLUTIONS, LL	910732	hose fitting	03/04/2022	176.07	176.07	03/15/2022
Total FRONTLINE AG SOLUTIONS, LLC:					176.07	176.07	
<b>GATEWAY OFFICE SUPPLY</b>							
54	GATEWAY OFFICE SUPPLY	2021.12.31	POSTAGE-POLICE	12/31/2021	13.23	13.23	03/08/2022
54	GATEWAY OFFICE SUPPLY	53475	POSTAGE-POLICE	02/03/2022	13.23	13.23	03/08/2022
54	GATEWAY OFFICE SUPPLY	53489	POSTAGE-POLICE	02/04/2022	13.23	13.23	03/08/2022
54	GATEWAY OFFICE SUPPLY	53508	POSTAGE-POLICE	02/07/2022	13.23	13.23	03/08/2022
54	GATEWAY OFFICE SUPPLY	53790	Office Supplies-JUDGE	03/11/2022	27.05	27.05	03/29/2022
54	GATEWAY OFFICE SUPPLY	53794	Office Supplies-JUDGE	03/14/2022	216.10	216.10	03/29/2022
Total GATEWAY OFFICE SUPPLY:					296.07	296.07	
<b>GENERAL DISTRIBUTING COMPANY</b>							
1845	GENERAL DISTRIBUTING COM	0001094740	Oxygen	02/28/2022	13.72	13.72	03/15/2022
Total GENERAL DISTRIBUTING COMPANY:					13.72	13.72	
<b>GRANITE TECHNOLOGY SOLUTIONS, INC</b>							
2426	GRANITE TECHNOLOGY SOLU	8545	Cabling transfer station	02/28/2022	158.55	158.55	03/15/2022
2426	GRANITE TECHNOLOGY SOLU	8547	Cabling city hall	02/28/2022	143.75	143.75	03/15/2022
Total GRANITE TECHNOLOGY SOLUTIONS, INC:					302.30	302.30	
<b>GRAYBEAL'S ALL SERVICE</b>							
98	GRAYBEAL'S ALL SERVICE	11047	SPECIALIZED HVAC	02/23/2022	55.00	55.00	03/29/2022
Total GRAYBEAL'S ALL SERVICE:					55.00	55.00	
<b>HACH COMPANY</b>							
100	HACH COMPANY	12875694	SUPPLIES	02/09/2022	204.82	204.82	03/08/2022
Total HACH COMPANY:					204.82	204.82	
<b>HAWKINS, INC</b>							
470	HAWKINS, INC	610177	Chlorine	03/10/2022	1,700.27	1,700.27	03/29/2022
470	HAWKINS, INC	6140177	VACUUM REGULATOR	03/10/2022	1,700.27	1,700.27	03/29/2022
Total HAWKINS, INC:					3,400.54	3,400.54	
<b>HEIMAN INC</b>							
10002	HEIMAN INC	0906697-IN	FIRE FIGHTING NOZZLE REPLA	03/10/2022	3,493.65	3,493.65	03/29/2022
Total HEIMAN INC:					3,493.65	3,493.65	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>HIGH COUNTRY WILDLIFE CONTROL</b>							
10002	HIGH COUNTRY WILDLIFE CON	4332	PEST CONTROL	02/21/2022	195.00	195.00	03/15/2022
Total HIGH COUNTRY WILDLIFE CONTROL:					195.00	195.00	
<b>HILLYARD OF MONTANA</b>							
63	HILLYARD OF MONTANA	604653147	Cleaning supplies	02/28/2022	94.08	94.08	03/29/2022
Total HILLYARD OF MONTANA:					94.08	94.08	
<b>HORIZON AUTO PARTS</b>							
1920	HORIZON AUTO PARTS	932171	BATTERY	02/23/2022	118.66	118.66	03/08/2022
Total HORIZON AUTO PARTS:					118.66	118.66	
<b>INDUSTRIAL COMM &amp; ELEC OF BOZEMAN</b>							
3455	INDUSTRIAL COMM & ELEC OF	E29347	RADIOS	03/10/2022	6,150.00	6,150.00	03/29/2022
Total INDUSTRIAL COMM & ELEC OF BOZEMAN:					6,150.00	6,150.00	
<b>INDUSTRIAL TOWEL</b>							
102	INDUSTRIAL TOWEL	91062	Towel Service	02/24/2022	37.32	37.32	03/29/2022
102	INDUSTRIAL TOWEL	91080	Civic Center Mats	03/02/2022	129.35	129.35	03/15/2022
102	INDUSTRIAL TOWEL	91888	Mats sewer plant	03/08/2022	46.64	46.64	03/15/2022
102	INDUSTRIAL TOWEL	92285	Mats-220 E PARK	03/10/2022	94.41	94.41	03/29/2022
102	INDUSTRIAL TOWEL	93065	330 bennett	03/22/2022	46.64	46.64	03/29/2022
Total INDUSTRIAL TOWEL:					354.36	354.36	
<b>INGRAM LIBRARY SERVICE</b>							
1539	INGRAM LIBRARY SERVICE	58063938	2 Books	02/25/2022	51.27	51.27	03/29/2022
Total INGRAM LIBRARY SERVICE:					51.27	51.27	
<b>INSTY-PRINTS</b>							
250	INSTY-PRINTS	522	spring mailer	03/07/2022	285.20	285.20	03/15/2022
250	INSTY-PRINTS	522	Spring mailer	03/07/2022	285.20	285.20	03/15/2022
250	INSTY-PRINTS	522	Spring mailer	03/07/2022	285.20	285.20	03/15/2022
250	INSTY-PRINTS	522	Spring mailer	03/07/2022	285.20	285.20	03/15/2022
250	INSTY-PRINTS	522	Spring mailer	03/07/2022	285.20	285.20	03/15/2022
Total INSTY-PRINTS:					1,426.00	1,426.00	
<b>J &amp; H OFFICE EQUIPMENT</b>							
1783	J & H OFFICE EQUIPMENT	31139540	printer	02/24/2022	270.73	270.73	03/08/2022
Total J & H OFFICE EQUIPMENT:					270.73	270.73	
<b>KATHERINE KERR</b>							
10003	KATHERINE KERR	2022.3	REFEREE	03/01/2022	298.00	298.00	03/29/2022
Total KATHERINE KERR:					298.00	298.00	
<b>KELLEY CONNECT</b>							
10001	KELLEY CONNECT	31157082	AGREEMENT 112-1689019-000	02/28/2022	326.25	326.25	03/08/2022
10001	KELLEY CONNECT	IN1001285	INK POSTAGE MACHINE	03/09/2022	318.48	318.48	03/29/2022
10001	KELLEY CONNECT	IN991106	PRINTER 330 BENNETT	02/23/2022	70.16	70.16	03/15/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10001	KELLEY CONNECT	IN998300	PRINTER FIRE	03/02/2022	7.46	7.46	03/15/2022
Total KELLEY CONNECT:					722.35	722.35	
<b>KEN'S EQUIPMENT REPAIR, INC</b>							
1390	KEN'S EQUIPMENT REPAIR, IN	58335	Dump truck	02/10/2022	229.31	229.31	03/15/2022
1390	KEN'S EQUIPMENT REPAIR, IN	58335	Dump truck	02/10/2022	229.30	229.30	03/15/2022
1390	KEN'S EQUIPMENT REPAIR, IN	58385	STRUB LIGHT	02/23/2022	181.50	181.50	03/15/2022
1390	KEN'S EQUIPMENT REPAIR, IN	58395	G2	02/24/2022	202.90	202.90	03/15/2022
1390	KEN'S EQUIPMENT REPAIR, IN	58409	Grader	02/28/2022	1,780.00	1,780.00	03/15/2022
1390	KEN'S EQUIPMENT REPAIR, IN	58506	JD ROLLER	03/18/2022	187.45	187.45	03/29/2022
1390	KEN'S EQUIPMENT REPAIR, IN	58506	JD ROLLER	03/18/2022	187.45	187.45	03/29/2022
1390	KEN'S EQUIPMENT REPAIR, IN	588351	410 L	02/14/2022	363.20	363.20	03/15/2022
Total KEN'S EQUIPMENT REPAIR, INC:					3,361.11	3,361.11	
<b>KENYON NOBLE</b>							
776	KENYON NOBLE	8927418	SUPPLIES	03/21/2022	113.43	113.43	03/29/2022
Total KENYON NOBLE:					113.43	113.43	
<b>LARUE SEITZ DETTORI</b>							
10003	LARUE SEITZ DETTORI	2021.8.7	LEAGUE COORDINATOR SOFT	08/07/2021	975.00	975.00	03/29/2022
Total LARUE SEITZ DETTORI:					975.00	975.00	
<b>LAW ENFORCEMENT TARGETS, INC.</b>							
732	LAW ENFORCEMENT TARGETS	0529783-IN	CARDBOARD TARGETS	01/27/2022	269.96	269.96	03/08/2022
Total LAW ENFORCEMENT TARGETS, INC.:					269.96	269.96	
<b>LAWSON PRODUCTS, INC.</b>							
10003	LAWSON PRODUCTS, INC.	9309317807	DRILL BITS	02/25/2022	587.42	587.42	03/15/2022
10003	LAWSON PRODUCTS, INC.	9309317808	washers and nuts	02/25/2022	122.25	122.25	03/15/2022
Total LAWSON PRODUCTS, INC.:					709.67	709.67	
<b>LIVINGSTON ACE HARDWARE - #122005</b>							
26	LIVINGSTON ACE HARDWARE -	J85261	Fastners	01/26/2022	26.49	26.49	03/08/2022
26	LIVINGSTON ACE HARDWARE -	J94978	COUPLING	02/22/2022	89.94	89.94	03/08/2022
26	LIVINGSTON ACE HARDWARE -	J95418	THROTTLE CABLE	02/23/2022	146.48	146.48	03/08/2022
26	LIVINGSTON ACE HARDWARE -	X73012	BATTERIES	02/24/2022	29.97	29.97	03/08/2022
Total LIVINGSTON ACE HARDWARE - #122005:					292.88	292.88	
<b>LIVINGSTON DAYCARE, LLC</b>							
3407	LIVINGSTON DAYCARE, LLC	2022.4	Parking Lease 4/22-6/22	03/15/2022	2,700.00	2,700.00	03/15/2022
Total LIVINGSTON DAYCARE, LLC:					2,700.00	2,700.00	
<b>LIVINGSTON ENTERPRISE</b>							
146	LIVINGSTON ENTERPRISE	11507	PARKS AND TRAILS	02/21/2022	32.50	32.50	03/08/2022
146	LIVINGSTON ENTERPRISE	115188	COMMISSION	02/25/2022	22.75	22.75	03/08/2022
146	LIVINGSTON ENTERPRISE	115189	COMMISSION	02/25/2022	19.50	19.50	03/08/2022
Total LIVINGSTON ENTERPRISE:					74.75	74.75	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>LIVINGSTON FLOORING AND CARPET CENTER</b>							
10000	LIVINGSTON FLOORING AND C	2209	FLOORING	02/22/2022	5,560.75	5,560.75	03/08/2022
Total LIVINGSTON FLOORING AND CARPET CENTER:					5,560.75	5,560.75	
<b>LIVINGSTON HEALTH CARE</b>							
55	LIVINGSTON HEALTH CARE	4591242	MEDICATION	03/22/2022	36.97	36.97	03/29/2022
Total LIVINGSTON HEALTH CARE:					36.97	36.97	
<b>LIVINGSTON UTILITY BILLING</b>							
147	LIVINGSTON UTILITY BILLING	2022.3.4	1012100 228 W CALLENDER	03/04/2022	155.18	155.18	03/29/2022
Total LIVINGSTON UTILITY BILLING:					155.18	155.18	
<b>MASTERCARD</b>							
3184	MASTERCARD	2022_01 BUSC	Posts	02/01/2022	604.68	604.68	02/09/2022
3184	MASTERCARD	2022_01 BUSC	Exam	02/01/2022	174.00	174.00	02/09/2022
3184	MASTERCARD	2022_01 BUSC	Posts	02/01/2022	100.42	100.42	02/09/2022
3184	MASTERCARD	2022_01 BUSC	Study Materials	02/01/2022	482.00	482.00	02/09/2022
3184	MASTERCARD	2022_01 FETT	Continuing ed	02/01/2022	99.00	99.00	02/09/2022
3184	MASTERCARD	2022_01 FETT	Office supplies	02/01/2022	32.50	32.50	02/09/2022
3184	MASTERCARD	2022_01 FETT	GFOA - Annual conference	02/01/2022	475.00	475.00	02/09/2022
3184	MASTERCARD	2022_01 FETT	Office supplies	02/01/2022	51.16	51.16	02/09/2022
3184	MASTERCARD	2022_01 FETT	Shipping city flag	02/01/2022	16.51	16.51	02/09/2022
3184	MASTERCARD	2022_01 FETT	Training - Darci	02/01/2022	166.00	166.00	02/09/2022
3184	MASTERCARD	2022_01 FETT	Training - Darci	02/01/2022	166.00	166.00	02/09/2022
3184	MASTERCARD	2022_01 FETT	Training - Darci	02/01/2022	167.00	167.00	02/09/2022
3184	MASTERCARD	2022_01 FETT	Computer supplies	02/01/2022	1,176.07	1,176.07	02/09/2022
3184	MASTERCARD	2022_01 FETT	Office supplies	02/01/2022	18.19	18.19	02/09/2022
3184	MASTERCARD	2022_01 GLAS	Toner	02/01/2022	646.32	646.32	02/09/2022
3184	MASTERCARD	2022_01 GLAS	Fee	02/01/2022	.18	.18	02/09/2022
3184	MASTERCARD	2022_01 GLAS	fax	02/01/2022	19.99	19.99	02/09/2022
3184	MASTERCARD	2022_01 GLAS	APCO INTERNATIONAL INC	02/01/2022	329.00	329.00	02/09/2022
3184	MASTERCARD	2022_01 GRA	1 book	02/01/2022	15.31	15.31	02/09/2022
3184	MASTERCARD	2022_01 GRA	3 books	02/01/2022	71.85	71.85	02/09/2022
3184	MASTERCARD	2022_01 GRA	2 books	02/01/2022	43.15	43.15	02/09/2022
3184	MASTERCARD	2022_01 GRA	service charges	02/01/2022	17.99	17.99	02/09/2022
3184	MASTERCARD	2022_01 GRA	postage to 59457	02/01/2022	7.83	7.83	02/09/2022
3184	MASTERCARD	2022_01 GRA	2 books	02/01/2022	42.11	42.11	02/09/2022
3184	MASTERCARD	2022_01 GRA	1 book	02/01/2022	28.79	28.79	02/09/2022
3184	MASTERCARD	2022_01 GRA	ice melt, facial tissue	02/01/2022	13.29	13.29	02/09/2022
3184	MASTERCARD	2022_01 HAEF	Test fee	02/01/2022	70.00	70.00	02/09/2022
3184	MASTERCARD	2022_01 HAEF	Blue Book	02/01/2022	219.00	219.00	02/09/2022
3184	MASTERCARD	2022_01 HAEF	Blue Book	02/01/2022	314.50	314.50	02/09/2022
3184	MASTERCARD	2022_01 HAPP	shipping	02/01/2022	21.91	21.91	02/09/2022
3184	MASTERCARD	2022_01 HAPP	storage unit	02/01/2022	47.03	47.03	02/09/2022
3184	MASTERCARD	2022_01 HAR	jump kit	02/01/2022	1,235.00	1,235.00	02/09/2022
3184	MASTERCARD	2022_01 HOFF	Battery Backup - Holmes	02/01/2022	28.33	28.33	02/09/2022
3184	MASTERCARD	2022_01 HOFF	Battery Backup - Holmes	02/01/2022	28.33	28.33	02/09/2022
3184	MASTERCARD	2022_01 HOFF	Battery Backup - Holmes	02/01/2022	28.33	28.33	02/09/2022
3184	MASTERCARD	2022_01 JOHA	Battery	02/01/2022	19.39	19.39	02/09/2022
3184	MASTERCARD	2022_01 JOHA	Office supplies	02/01/2022	17.99	17.99	02/09/2022
3184	MASTERCARD	2022_01 JOHA	Credit	02/01/2022	34.12-	34.12-	02/09/2022
3184	MASTERCARD	2022_01 JOHA	laboratory notebook	02/01/2022	59.97	59.97	02/09/2022
3184	MASTERCARD	2022_01 JOHA	Office supplies	02/01/2022	14.54	14.54	02/09/2022
3184	MASTERCARD	2022_01 JOHA	Wireless Keypad	02/01/2022	30.94	30.94	02/09/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3184	MASTERCARD	2022_01 JOHA	Office Supplies	02/01/2022	34.12	34.12	02/09/2022
3184	MASTERCARD	2022_01 JOHA	Office supplies	02/01/2022	35.96	35.96	02/09/2022
3184	MASTERCARD	2022_01 JOHA	Exercise Ball	02/01/2022	17.95	17.95	02/09/2022
3184	MASTERCARD	2022_01 KARD	ICMA Education Materials	02/01/2022	94.90	94.90	02/09/2022
3184	MASTERCARD	2022_01 KINN	Commissioner Zoom acct.	02/01/2022	41.50	41.50	02/09/2022
3184	MASTERCARD	2022_01 KINN	Office Supplies	02/01/2022	91.31	91.31	02/09/2022
3184	MASTERCARD	2022_01 KINN	Office Supplies	02/01/2022	15.95	15.95	02/09/2022
3184	MASTERCARD	2022_01 KINN	Training Services	02/01/2022	25.00	25.00	02/09/2022
3184	MASTERCARD	2022_01 KINN	AV Equipment	02/01/2022	99.99	99.99	02/09/2022
3184	MASTERCARD	2022_01 KINN	Thermometers	02/01/2022	33.90	33.90	02/09/2022
3184	MASTERCARD	2022_01 KINN	Office Supplies	02/01/2022	23.46	23.46	02/09/2022
3184	MASTERCARD	2022_01 KINN	Storage Totes- LPD	02/01/2022	269.97	269.97	02/09/2022
3184	MASTERCARD	2022_01 KINN	Office Supplies	02/01/2022	19.22	19.22	02/09/2022
3184	MASTERCARD	2022_01 KINN	Employee Jackets	02/01/2022	186.45	186.45	02/09/2022
3184	MASTERCARD	2022_01 KINN	Dan Clark materials	02/01/2022	9.70	9.70	02/09/2022
3184	MASTERCARD	2022_01 KINN	Board/Committee Acct.	02/01/2022	57.05	57.05	02/09/2022
3184	MASTERCARD	2022_01 KINN	Ethernet Cables	02/01/2022	179.08	179.08	02/09/2022
3184	MASTERCARD	2022_01 KINN	2nd Board Account	02/01/2022	57.05	57.05	02/09/2022
3184	MASTERCARD	2022_01 KINN	Office Supplies	02/01/2022	114.00	114.00	02/09/2022
3184	MASTERCARD	2022_01 KINN	Office Supplies	02/01/2022	11.97	11.97	02/09/2022
3184	MASTERCARD	2022_01 KINN	Employee Jackets	02/01/2022	186.45	186.45	02/09/2022
3184	MASTERCARD	2022_01 KINN	Fasteners	02/01/2022	5.98	5.98	02/09/2022
3184	MASTERCARD	2022_01 KINN	Wastebackets (3)	02/01/2022	34.99	34.99	02/09/2022
3184	MASTERCARD	2022_01 KINN	Commissioner name tags	02/01/2022	67.80	67.80	02/09/2022
3184	MASTERCARD	2022_01 KINN	Employee Jackets	02/01/2022	109.99	109.99	02/09/2022
3184	MASTERCARD	2022_01 KINN	TV Cart- Conference Room	02/01/2022	144.49	144.49	02/09/2022
3184	MASTERCARD	2022_01 KINN	Employee Jackets	02/01/2022	219.98	219.98	02/09/2022
3184	MASTERCARD	2022_01 KINN	Flagged with FIB as fraud	02/01/2022	.75	.75	02/09/2022
3184	MASTERCARD	2022_01 KINN	Commissioner Account	02/01/2022	83.40	83.40	02/09/2022
3184	MASTERCARD	2022_01 KINN	Tarr- Wellness Float	02/01/2022	55.00	55.00	02/09/2022
3184	MASTERCARD	2022_01 LAWE	Folders	02/01/2022	48.99	48.99	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	419.00	419.00	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	510.73	510.73	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	304.24	304.24	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	510.91	510.91	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	10.50	10.50	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	185.00	185.00	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	34.95	34.95	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	219.00	219.00	02/09/2022
3184	MASTERCARD	2022_01 LOW	Waiting for Receipts	02/01/2022	255.73	255.73	02/09/2022
3184	MASTERCARD	2022_01 MACI	December	02/01/2022	6,379.45	6,379.45	02/09/2022
3184	MASTERCARD	2022_01 O'RO	Storage Box	02/01/2022	95.72	95.72	02/09/2022
3184	MASTERCARD	2022_01 O'RO	Membership Dues	02/01/2022	270.00	270.00	02/09/2022
3184	MASTERCARD	2022_01 PURK	postage	02/01/2022	20.50	20.50	02/09/2022
3184	MASTERCARD	2022_01 RAYM	Shipping	02/01/2022	115.44	115.44	02/09/2022
3184	MASTERCARD	2022_01 TARR	Lifeguard Manager Training	02/01/2022	120.00	120.00	02/09/2022
3184	MASTERCARD	2022_01 TARR	Fan for our water cooler	02/01/2022	10.98	10.98	02/09/2022
3184	MASTERCARD	2022_01 TARR	Water Jug Refills Office	02/01/2022	18.98	18.98	02/09/2022
3184	MASTERCARD	2022_01 TARR	Lights - Skate / Party Events	02/01/2022	71.97	71.97	02/09/2022
3184	MASTERCARD	2022_01 TARR	Basketballs - 5	02/01/2022	124.95	124.95	02/09/2022
3184	MASTERCARD	2022_01 TARR	Storywalk Ice Cream	02/01/2022	49.92	49.92	02/09/2022
3184	MASTERCARD	2022_01 TARR	Coach Training/Certification	02/01/2022	350.00	350.00	02/09/2022
3184	MASTERCARD	2022_01 TARR	Coaching Folders / Ping Pong Set	02/01/2022	101.42	101.42	02/09/2022
3184	MASTERCARD	2022_01 TARR	CoVID Disposable Face Masks fo	02/01/2022	117.98	117.98	02/09/2022
3184	MASTERCARD	2022_01 TARR	Windshield Wipers for Durango	02/01/2022	41.26	41.26	02/09/2022
3184	MASTERCARD	2022_01 TARR	Storywalk Hot Cocoa's	02/01/2022	40.00	40.00	02/09/2022
3184	MASTERCARD	2022_01 WUL	Masks	02/01/2022	239.98	239.98	02/09/2022



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MASTERCARD:					20,060.44	20,060.44	
<b>MATHIAS, HANNAH</b>							
10003	MATHIAS, HANNAH	2022.3	REFERE	03/01/2022	132.00	132.00	03/29/2022
Total MATHIAS, HANNAH:					132.00	132.00	
<b>MEYER ELECTRIC AND GROUNDS REPAIR, LLC</b>							
3812	MEYER ELECTRIC AND GROUN	856	HEAT FOR SCALE HOUSE	03/01/2022	314.18	314.18	03/15/2022
Total MEYER ELECTRIC AND GROUNDS REPAIR, LLC:					314.18	314.18	
<b>MICROCOMM</b>							
10000	MICROCOMM	16065	CLINIC LIFTSTATION	03/09/2022	17,780.00	17,780.00	03/29/2022
Total MICROCOMM:					17,780.00	17,780.00	
<b>MIDWAY RENTAL, INC.</b>							
3040	MIDWAY RENTAL, INC.	1644583-0001	HOSE AND FITTING	02/22/2022	274.36	274.36	03/08/2022
Total MIDWAY RENTAL, INC.:					274.36	274.36	
<b>MILES CITY COURT</b>							
10003	MILES CITY COURT	2022.4.	TRAINING	03/01/2022	200.00	200.00	03/29/2022
Total MILES CITY COURT:					200.00	200.00	
<b>MISC</b>							
99999	MISC	2022.3.16	OVERPAYMENT TK2018-0339	03/16/2022	7.51	7.51	03/29/2022
99999	MISC	2022.3.16.1	ReSTITUTION TK2022-0059	03/16/2022	201.08	201.08	03/29/2022
99999	MISC	2022.3.16.2	ReSTITUTION TK2016-0317	03/16/2022	85.00	85.00	03/29/2022
99999	MISC	2022.3.2	ReSTITUTION CR2019-009	03/02/2022	20.00	20.00	03/15/2022
99999	MISC	2022.3.2.1	ReSTITUTION TK2021-0099	03/02/2022	102.00	102.00	03/15/2022
99999	MISC	2022.3.3.1	ReSTITUTION TK2020-0318	03/03/2022	3.50	3.50	03/29/2022
99999	MISC	CR2021-017	Bond Release	03/10/2022	290.00	290.00	03/16/2022
99999	MISC	TK2021-0181	Bond Release	03/01/2022	770.00	770.00	03/08/2022
99999	MISC	TK2021-0383	Bond Release	03/16/2022	1,680.00	1,680.00	03/21/2022
Total MISC:					3,159.09	3,159.09	
<b>MOBILE REPAIR &amp; WELDING, INC</b>							
10	MOBILE REPAIR & WELDING, IN	32974	CRANKS FOR TRAILER TARPS	03/10/2022	51.37	51.37	03/29/2022
10	MOBILE REPAIR & WELDING, IN	32990	ROLL OFF SAFTY BARS	03/14/2022	272.57	272.57	03/29/2022
Total MOBILE REPAIR & WELDING, INC:					323.94	323.94	
<b>MONTANA AIR CARTAGE</b>							
3808	MONTANA AIR CARTAGE	LVQ22822	Courier Service	03/01/2022	155.10	155.10	03/29/2022
Total MONTANA AIR CARTAGE:					155.10	155.10	
<b>MONTANA CORRECTIONAL ENTERPRISES</b>							
1180	MONTANA CORRECTIONAL EN	83329	FURNITURE	03/01/2022	4,004.02	4,004.02	03/29/2022
Total MONTANA CORRECTIONAL ENTERPRISES:					4,004.02	4,004.02	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>MONTANA DEPT OF ENVIRONMENTAL</b>							
2346	MONTANA DEPT OF ENVIRONM	5K2201432	ANNUAL FEE	02/23/2022	3,000.00	3,000.00	03/15/2022
2346	MONTANA DEPT OF ENVIRONM	5L2201021	ANNUAL FEE	02/22/2022	1,000.00	1,000.00	03/15/2022
Total MONTANA DEPT OF ENVIRONMENTAL:					4,000.00	4,000.00	
<b>MONTANA FLAG AND POLE LLC</b>							
10003	MONTANA FLAG AND POLE LLC	20220106	BEADED RETAINER	02/22/2022	156.00	156.00	03/08/2022
Total MONTANA FLAG AND POLE LLC:					156.00	156.00	
<b>MONTANA LAW ENFORCEMENT ACADEMY</b>							
642	MONTANA LAW ENFORCEMENT	20901	Training	02/22/2022	250.00	250.00	03/08/2022
Total MONTANA LAW ENFORCEMENT ACADEMY:					250.00	250.00	
<b>MONTANA RAIL LINK</b>							
112	MONTANA RAIL LINK	462690	Agreement 600678	03/02/2022	100.00	100.00	03/15/2022
112	MONTANA RAIL LINK	462691	Agreement 600679	03/02/2022	100.00	100.00	03/15/2022
Total MONTANA RAIL LINK:					200.00	200.00	
<b>MONTANA STATE - FIRE SERVICES TRAINING</b>							
2631	MONTANA STATE - FIRE SERVI	34-181	FF1 CBRT LEVIN	02/24/2022	95.00	95.00	03/15/2022
Total MONTANA STATE - FIRE SERVICES TRAINING:					95.00	95.00	
<b>MOUNTAIN MOBILE AUTO GLASS</b>							
2106	MOUNTAIN MOBILE AUTO GLAS	18149	CHIP REPAIR	03/09/2022	45.00	45.00	03/29/2022
2106	MOUNTAIN MOBILE AUTO GLAS	18160	BACK DOOR GLASS	03/15/2022	125.00	125.00	03/29/2022
Total MOUNTAIN MOBILE AUTO GLASS:					170.00	170.00	
<b>MSA SAFETY SALES, LLC</b>							
10000	MSA SAFETY SALES, LLC	962274939	SENSOR	02/04/2022	725.00	725.00	03/08/2022
10000	MSA SAFETY SALES, LLC	962290679	SENSORS	02/14/2022	825.00	825.00	03/08/2022
Total MSA SAFETY SALES, LLC:					1,550.00	1,550.00	
<b>MUNICIPAL CODE CORPORATION</b>							
3058	MUNICIPAL CODE CORPORATI	00371039	Subscription	03/16/2022	150.00	150.00	03/29/2022
Total MUNICIPAL CODE CORPORATION:					150.00	150.00	
<b>MUNICIPAL EMERGENCY SERVICES</b>							
2604	MUNICIPAL EMERGENCY SERV	IN1676941	STRUCTURE HELMETS	03/16/2022	880.00	880.00	03/15/2022
2604	MUNICIPAL EMERGENCY SERV	IN1680390	NAME TAGS FOR TURNOUTS	03/25/2022	195.06	195.06	03/15/2022
2604	MUNICIPAL EMERGENCY SERV	IN1685094	REPLACEMENT NAMETAG	03/07/2022	70.30	70.30	03/29/2022
Total MUNICIPAL EMERGENCY SERVICES:					1,145.36	1,145.36	
<b>NORMONT EQUIPMENT</b>							
12	NORMONT EQUIPMENT	26892	CURB GUARD	03/02/2022	3,144.33	3,144.33	03/15/2022
12	NORMONT EQUIPMENT	26959	COLD PATCH ASPHALT	03/16/2022	1,176.00	1,176.00	03/29/2022
12	NORMONT EQUIPMENT	30149	U CHANNEL	02/25/2022	313.68	313.68	03/15/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total NORMONT EQUIPMENT:					4,634.01	4,634.01	
<b>NORTH CENTRAL LABORATORIES</b>							
33	NORTH CENTRAL LABORATORI	466547	agar plates	02/16/2022	1,556.61	1,556.61	03/08/2022
Total NORTH CENTRAL LABORATORIES:					1,556.61	1,556.61	
<b>NORTHWESTERN ENERGY</b>							
151	NORTHWESTERN ENERGY	0709793-4 202	City Shop Building 50% 406 Benn	03/14/2022	508.77	508.77	03/29/2022
151	NORTHWESTERN ENERGY	0709793-4 202	City Shop Building 50% 406 Benn	03/14/2022	508.78	508.78	03/29/2022
151	NORTHWESTERN ENERGY	0709794-2 202	WRF 316 Bennett	03/07/2022	2,692.30	2,692.30	03/29/2022
151	NORTHWESTERN ENERGY	0709796-7 202	97 View Vista Drive	03/14/2022	6.00	6.00	03/29/2022
151	NORTHWESTERN ENERGY	0709869-2 202	Carol Lane	03/14/2022	114.34	114.34	03/29/2022
151	NORTHWESTERN ENERGY	0709870-0 202	G Street Park - 422 S G	03/14/2022	199.98	199.98	03/29/2022
151	NORTHWESTERN ENERGY	0709871-8 202	Star Addition - Lights	03/14/2022	263.91	263.91	03/29/2022
151	NORTHWESTERN ENERGY	0709873-4 202	800 W Cambridge - Pump Station	03/14/2022	27.43	27.43	03/29/2022
151	NORTHWESTERN ENERGY	0709874-2 202	Werner Addition Pump	03/14/2022	210.45	210.45	03/29/2022
151	NORTHWESTERN ENERGY	0709875-9 202	900 River Drive Pump	03/08/2022	2,372.60	2,372.60	03/29/2022
151	NORTHWESTERN ENERGY	0709876-7 202	132 South B Street - B St Well	03/09/2022	1,187.58	1,187.58	03/29/2022
151	NORTHWESTERN ENERGY	0709878-3 202	227 River Drive - Concessions sta	03/10/2022	24.10	24.10	03/29/2022
151	NORTHWESTERN ENERGY	0709879-1 202	227 River Drive - Softball Field	03/09/2022	13.83	13.83	03/29/2022
151	NORTHWESTERN ENERGY	0709886-6 202	200 E Reservoir	03/14/2022	117.22	117.22	03/29/2022
151	NORTHWESTERN ENERGY	0709891-6 202	Cemetery Road Shop - 15 Fleshm	03/14/2022	151.78	151.78	03/29/2022
151	NORTHWESTERN ENERGY	0709892-4 202	40 Water Tower Avenue	03/14/2022	45.50	45.50	03/29/2022
151	NORTHWESTERN ENERGY	0709894-0 202	56 Water Tower	03/08/2022	513.86	513.86	03/29/2022
151	NORTHWESTERN ENERGY	0709914-6 202	1011 River Dr - Edge Water Sewe	03/08/2022	20.91	20.91	03/29/2022
151	NORTHWESTERN ENERGY	0719058-0 202	3 Rogers Lane Lift Station	03/08/2022	107.17	107.17	03/29/2022
151	NORTHWESTERN ENERGY	0719272-7 202	4 Billman Lane - Well	03/08/2022	.00	.00	
151	NORTHWESTERN ENERGY	0720048-8 202	330 Bennett 1/4	03/07/2022	296.08	296.08	03/29/2022
151	NORTHWESTERN ENERGY	0720048-8 202	330 Bennett 1/4	03/07/2022	296.08	296.08	03/29/2022
151	NORTHWESTERN ENERGY	0720048-8 202	330 Bennett 1/4	03/07/2022	296.08	296.08	03/29/2022
151	NORTHWESTERN ENERGY	0720048-8 202	330 Bennett 1/4	03/07/2022	296.07	296.07	03/29/2022
151	NORTHWESTERN ENERGY	0720176-7 202	Weimer Park	03/14/2022	6.47	6.47	03/29/2022
151	NORTHWESTERN ENERGY	1134866-1 202	N 2nd & Montana & Chinook	03/14/2022	51.27	51.27	03/29/2022
151	NORTHWESTERN ENERGY	1134879-4 202	N 7th & Montana & Chinook	03/14/2022	27.41	27.41	03/29/2022
151	NORTHWESTERN ENERGY	1155965-5 202	229 River Drive	03/14/2022	6.00	6.00	03/29/2022
151	NORTHWESTERN ENERGY	1290352-2 202	School Flasher Park & 13th	03/14/2022	8.37	8.37	03/29/2022
151	NORTHWESTERN ENERGY	1441030-2 202	D & Geyser Well House	03/09/2022	1,528.53	1,528.53	03/29/2022
151	NORTHWESTERN ENERGY	1452951-5 202	Starlow on Monroe	03/08/2022	518.50	518.50	03/29/2022
151	NORTHWESTERN ENERGY	1493850-0 202	412 W Callender	03/14/2022	55.21	55.21	03/29/2022
151	NORTHWESTERN ENERGY	1498936-2 202	l90 & 89S-ing	03/14/2022	6.00	6.00	03/29/2022
151	NORTHWESTERN ENERGY	1594141-2 202	9th & 10th Lift Station	03/08/2022	26.49	26.49	03/29/2022
151	NORTHWESTERN ENERGY	1613803-4 202	M & N on Callender	03/14/2022	49.05	49.05	03/29/2022
151	NORTHWESTERN ENERGY	1728687-3 202	Transfer Station 408 Bennett Stre	03/07/2022	374.05	374.05	03/29/2022
151	NORTHWESTERN ENERGY	1747570-8 202	D & E on Callender	03/14/2022	35.91	35.91	03/29/2022
151	NORTHWESTERN ENERGY	1747572-4 202	F & G on Callender	03/14/2022	25.34	25.34	03/29/2022
151	NORTHWESTERN ENERGY	1893530-4 202	600 W Park	03/14/2022	63.24	63.24	03/29/2022
151	NORTHWESTERN ENERGY	1893536-1 202	E Street & Alley	03/14/2022	28.66	28.66	03/29/2022
151	NORTHWESTERN ENERGY	1893541-1 202	18 W Park	03/14/2022	84.76	84.76	03/29/2022
151	NORTHWESTERN ENERGY	1906055-7 202	815 North 13th - Soccer Fields	03/15/2022	1.61	1.61	03/29/2022
151	NORTHWESTERN ENERGY	2022.3.9 38372	3837245-4 220 E PARK	03/09/2022	936.97	936.97	03/29/2022
151	NORTHWESTERN ENERGY	2023479-5 202	900 W Geyser Street School Light	03/14/2022	6.36	6.36	03/29/2022
151	NORTHWESTERN ENERGY	2023484-5 202	1100 W Geyser Street School Lig	03/14/2022	6.36	6.36	03/29/2022
151	NORTHWESTERN ENERGY	2114861-4 202	132 South B Street Lights	03/14/2022	144.37	144.37	03/29/2022
151	NORTHWESTERN ENERGY	2138754-3 202	G Street Park - Mike Webb Park	03/14/2022	6.11	6.11	03/29/2022
151	NORTHWESTERN ENERGY	2171060-3 202	Scale House 408 Bennett Street	03/14/2022	106.80	106.80	03/29/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
151	NORTHWESTERN ENERGY	3015965-1 202	330 Bennett - Fire Training Center	03/14/2022	137.47	137.47	03/29/2022
151	NORTHWESTERN ENERGY	3093003-6 202	114 West Summit	03/14/2022	27.83	27.83	03/29/2022
151	NORTHWESTERN ENERGY	3093023-4 202	320 North Main	03/14/2022	3.65	3.65	03/29/2022
151	NORTHWESTERN ENERGY	3093027-5 202	105 West Park	03/14/2022	40.29	40.29	03/29/2022
151	NORTHWESTERN ENERGY	3141997-1 202	C & D on Lewis	03/14/2022	22.19	22.19	03/29/2022
151	NORTHWESTERN ENERGY	3184602-5 202	202 South 2nd	03/14/2022	14.59	14.59	03/29/2022
151	NORTHWESTERN ENERGY	3210240-2 202	616 River Drive	03/14/2022	6.00	6.00	03/29/2022
151	NORTHWESTERN ENERGY	3258086-2 202	2800 East Park Lift Station	03/14/2022	465.84	465.84	03/29/2022
151	NORTHWESTERN ENERGY	3258262-9 202	320 Alpenglow Lift Station	03/07/2022	178.65	178.65	03/29/2022
151	NORTHWESTERN ENERGY	3267010-1 202	330 Bennett - Compactor	03/08/2022	46.58	46.58	03/29/2022
151	NORTHWESTERN ENERGY	3286284-9 202	3286284-9 101 STAR RD	03/08/2022	23.80	23.80	03/29/2022
151	NORTHWESTERN ENERGY	3287727-6 202	320 Alpenglow LN-	03/14/2022	36.25	36.25	03/29/2022
151	NORTHWESTERN ENERGY	3386783-9 202	Btwn G and H on Clark	03/14/2022	34.15	34.15	03/29/2022
151	NORTHWESTERN ENERGY	3386845-6 202	Btwn I and K on Callender	03/14/2022	29.33	29.33	03/29/2022
151	NORTHWESTERN ENERGY	3386846-4 202	Btwn 7th and 8th on Summit	03/14/2022	20.23	20.23	03/29/2022
151	NORTHWESTERN ENERGY	3506014-4 202	Brookstone/Elm	03/14/2022	5.28	5.28	03/29/2022
151	NORTHWESTERN ENERGY	3566038-0 202	114 East Callender	03/14/2022	18.83	18.83	03/29/2022
151	NORTHWESTERN ENERGY	3566039-8 202	115 East Lewis	03/14/2022	15.08	15.08	03/29/2022
151	NORTHWESTERN ENERGY	3585235-9 202	New WRF 316 Bennett	03/07/2022	14,237.48	14,237.48	03/29/2022
151	NORTHWESTERN ENERGY	3643752-3 202	115 East Clark	03/14/2022	34.47	34.47	03/29/2022
151	NORTHWESTERN ENERGY	3643753-1 202	112 East Clark	03/14/2022	39.44	39.44	03/29/2022
151	NORTHWESTERN ENERGY	3678204-3 202	502 River Dr. Pmp	03/10/2022	8.92	8.92	03/29/2022
151	NORTHWESTERN ENERGY	3725873-8 202	340 Bennett	03/14/2022	30.98	30.98	03/29/2022
151	NORTHWESTERN ENERGY	3753023-5 202	410 Bennett Transfer St Shop	03/07/2022	678.08	678.08	03/29/2022
151	NORTHWESTERN ENERGY	3787060-7 202	Green Acres Lights	03/14/2022	66.44	66.44	03/29/2022
151	NORTHWESTERN ENERGY	3787427-8 202	Green Acres Sub II Pk Co Ltg Dist	03/14/2022	204.06	204.06	03/29/2022
151	NORTHWESTERN ENERGY	3828216-6 202	203 W Callender	03/14/2022	24.40	24.40	03/29/2022
151	NORTHWESTERN ENERGY	3867654-0 202	2222 Willow Dr. Lt A	03/14/2022	.00	.00	
151	NORTHWESTERN ENERGY	3913678-3 202	Green Acres Park -	03/07/2022	5.86	5.86	03/29/2022
151	NORTHWESTERN ENERGY	3950711-6 202	Scenic Dr & Sweetgrass Ln Lights	03/14/2022	43.91	43.91	03/29/2022
Total NORTHWESTERN ENERGY:					30,874.74	30,874.74	
<b>OMDAHL EXCAVATION &amp; UTILITES INC</b>							
10002	OMDAHL EXCAVATION & UTILIT	3	2020 CIP PAY APP #3	02/02/2022	13,312.91	13,312.91	03/29/2022
10002	OMDAHL EXCAVATION & UTILIT	3	2020 CIP PAY APP #3	02/02/2022	10,681.25	10,681.25	03/29/2022
10002	OMDAHL EXCAVATION & UTILIT	3	2020 CIP PAY APP #3	02/02/2022	2,600.00	2,600.00	03/29/2022
10002	OMDAHL EXCAVATION & UTILIT	3	2020 CIP PAY APP #3	02/02/2022	23,453.48	23,453.48	03/29/2022
10002	OMDAHL EXCAVATION & UTILIT	3	2020 CIP PAY APP #3	02/02/2022	7,353.54	7,353.54	03/29/2022
10002	OMDAHL EXCAVATION & UTILIT	3	2020 CIP PAY APP #3	02/02/2022	8,090.42	8,090.42	03/29/2022
10002	OMDAHL EXCAVATION & UTILIT	3	1 % GROSS RECEIPTS TAX	02/02/2022	654.92-	654.92-	03/29/2022
Total OMDAHL EXCAVATION & UTILITES INC:					64,836.68	64,836.68	
<b>ONE VISION SOLUTIONS</b>							
10003	ONE VISION SOLUTIONS	2022.3.1	SUPPORT	03/01/2022	1,155.00	1,155.00	03/15/2022
Total ONE VISION SOLUTIONS:					1,155.00	1,155.00	
<b>OPITZ, BAILEY</b>							
3770	OPITZ, BAILEY	2022.3	REFEREE	03/01/2022	120.00	120.00	03/29/2022
Total OPITZ, BAILEY:					120.00	120.00	
<b>O'REILLY AUTOMOTIVE, INC</b>							
2437	O'REILLY AUTOMOTIVE, INC	1558-270098	Capsule	02/11/2022	64.88	64.88	03/08/2022
2437	O'REILLY AUTOMOTIVE, INC	1558-270420	Wiper Blades	02/15/2022	1.47-	1.47-	03/08/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total O'REILLY AUTOMOTIVE, INC:					63.41	63.41	
<b>PARK COUNTY</b>							
272	PARK COUNTY	2022.3.1	BLACKFOOT COMM	03/01/2021	2,779.71	2,779.71	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER WAGES IT	03/18/2022	19,172.50	19,172.50	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER WAGES GIS	03/18/2022	15,967.00	15,967.00	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER WAGES GIS	03/18/2022	2,281.00	2,281.00	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER WAGES GIS	03/18/2022	2,281.00	2,281.00	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER WAGES GIS	03/18/2022	2,281.00	2,281.00	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER WAGES SANITA	03/18/2022	10,569.92	10,569.92	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER BUILDING MAIN	03/18/2022	4,082.21	4,082.21	03/29/2022
272	PARK COUNTY	2022.3.18	1ST QUARTER MRDTF	03/18/2022	3,125.00	3,125.00	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER WAGES IT	03/19/2022	17,237.50	17,237.50	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER WAGES GIS	03/19/2022	11,732.00	11,732.00	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER WAGES GIS	03/19/2022	1,676.00	1,676.00	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER WAGES GIS	03/19/2022	1,676.00	1,676.00	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER WAGES GIS	03/19/2022	1,676.00	1,676.00	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER WAGES GIS	03/19/2022	1,676.00	1,676.00	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER WAGES SANITA	03/19/2022	10,011.98	10,011.98	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER BUILDING MAIN	03/19/2022	5,094.16	5,094.16	03/29/2022
272	PARK COUNTY	2022.3.19	2ND QUARTER MRDTF	03/19/2022	3,125.00	3,125.00	03/29/2022
Total PARK COUNTY:					114,767.98	114,767.98	
<b>PARK COUNTY TREASURER - TECH</b>							
1702	PARK COUNTY TREASURER - T	2022.3.21	FEB 2022 collections	03/21/2022	260.00	260.00	03/29/2022
Total PARK COUNTY TREASURER - TECH:					260.00	260.00	
<b>PARK COUNTY TREASURER/M.L.E.A.</b>							
2156	PARK COUNTY TREASURER/M.	2022.3.21	FEB 2022 collections	03/21/2022	320.00	320.00	03/29/2022
Total PARK COUNTY TREASURER/M.L.E.A.:					320.00	320.00	
<b>PARK COUNTY VICTIM WITNESS</b>							
1544	PARK COUNTY VICTIM WITNES	2022.3.21	FEB 2022 COLLECTIONS	03/21/2022	657.82	657.82	03/29/2022
Total PARK COUNTY VICTIM WITNESS:					657.82	657.82	
<b>PARK HIGH SCHOOL</b>							
1376	PARK HIGH SCHOOL	2022.3.7	Facility Use	03/07/2022	720.00	720.00	03/29/2022
Total PARK HIGH SCHOOL:					720.00	720.00	
<b>PITNEY BOWES</b>							
10001	PITNEY BOWES	0935278	Meter Refill	02/14/2022	1,000.00	1,000.00	02/14/2022
10001	PITNEY BOWES	3315057532	Lease	01/11/2022	193.00	193.00	02/03/2022
10001	PITNEY BOWES	3315057532	Lease	01/11/2022	193.00	193.00	02/03/2022
10001	PITNEY BOWES	3315057532	Lease	01/11/2022	193.00	193.00	02/03/2022
Total PITNEY BOWES:					1,579.00	1,579.00	
<b>POLYDYNE INC.</b>							
3144	POLYDYNE INC.	1620169	Clarifloc	02/21/2022	3,289.00	3,289.00	03/29/2022
3144	POLYDYNE INC.	1620175	Clarifloc	02/25/2022	3,289.00	3,289.00	03/29/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total POLYDYNE INC.:					6,578.00	6,578.00	
<b>QUILL CORPORATION</b>							
694	QUILL CORPORATION	23146937	PAPER	02/16/2022	71.98	71.98	03/29/2022
Total QUILL CORPORATION:					71.98	71.98	
<b>RDO EQUIPMENT</b>							
3592	RDO EQUIPMENT	1502663	ROLLER	12/20/2021	79,999.00	79,999.00	03/29/2022
3592	RDO EQUIPMENT	P5830316	MUSHROOM HEAD	03/11/2022	148.87	148.87	03/29/2022
Total RDO EQUIPMENT:					80,147.87	80,147.87	
<b>REDSTONE LEASING</b>							
3842	REDSTONE LEASING	2022.4.1	Lease 42 OF 60	03/01/2022	203.07	203.07	03/08/2022
Total REDSTONE LEASING:					203.07	203.07	
<b>REPUBLIC SERVICES #670</b>							
10000	REPUBLIC SERVICES #670	0670-0003278	recycling	02/28/2022	59,493.60	59,493.60	03/15/2022
Total REPUBLIC SERVICES #670:					59,493.60	59,493.60	
<b>RICHARD ORMISTON</b>							
10003	RICHARD ORMISTON	2022.2.17	REIMB TRAVEL EXPENSE	02/17/2022	210.28	210.28	03/08/2022
Total RICHARD ORMISTON:					210.28	210.28	
<b>RIVERSIDE HARDWARE LLC</b>							
3659	RIVERSIDE HARDWARE LLC	2022.2.28	CLEANING SUPPLIES	02/28/2022	129.87	129.87	03/15/2022
Total RIVERSIDE HARDWARE LLC:					129.87	129.87	
<b>RYLAN BEYE</b>							
10003	RYLAN BEYE	2022.3	REFEREE	03/01/2022	156.00	156.00	03/29/2022
Total RYLAN BEYE:					156.00	156.00	
<b>SCHROETLIN, PHILIP</b>							
3730	SCHROETLIN, PHILIP	01027-2021	SUSPENDERS	05/10/2021	150.00	150.00	03/29/2022
Total SCHROETLIN, PHILIP:					150.00	150.00	
<b>SECURITY SOLUTIONS, INC.</b>							
3020	SECURITY SOLUTIONS, INC.	11106	Access Control CIVIC CENTER	03/10/2022	4,289.00	4,289.00	03/29/2022
Total SECURITY SOLUTIONS, INC.:					4,289.00	4,289.00	
<b>SLEEPING GIANT ANIMAL CLINIC</b>							
3645	SLEEPING GIANT ANIMAL CLINI	42741	RHINO	02/24/2022	97.10	97.10	03/15/2022
Total SLEEPING GIANT ANIMAL CLINIC:					97.10	97.10	
<b>SPARK LASER CREATIONS</b>							
3361	SPARK LASER CREATIONS	1556	Name Plates	02/24/2022	10.00	10.00	03/15/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total SPARK LASER CREATIONS:					10.00	10.00	
<b>SPECIAL LUBE</b>							
1814	SPECIAL LUBE	224-280-1639	Oil Change	03/03/2022	59.39	59.39	03/15/2022
Total SPECIAL LUBE:					59.39	59.39	
<b>STAFFORD ANIMAL SHELTER</b>							
1439	STAFFORD ANIMAL SHELTER	2022.1	Boarding AND VACC	02/03/2022	1,503.75	1,503.75	03/08/2022
Total STAFFORD ANIMAL SHELTER:					1,503.75	1,503.75	
<b>STATE PRINT &amp; MAIL</b>							
3829	STATE PRINT & MAIL	000002300	Envelopes	03/03/2022	1,339.98	1,339.98	03/15/2022
Total STATE PRINT & MAIL:					1,339.98	1,339.98	
<b>SWS EQUIPMENT</b>							
10000	SWS EQUIPMENT	0140635-IN	G1 GARBAGE TRUCK	02/25/2022	2,020.39	2,020.39	03/15/2022
10000	SWS EQUIPMENT	0141102-IN	G1 GARBAGE TRUCK	03/16/2022	609.79	609.79	03/29/2022
10000	SWS EQUIPMENT	0141259-IN	GARBAGE TRUCK	03/21/2022	598.27	598.27	03/29/2022
Total SWS EQUIPMENT:					3,228.45	3,228.45	
<b>TARGET SOLUTIONS LEARNING LLC</b>							
3780	TARGET SOLUTIONS LEARNIN	INV43186	MEMBERSHIP	03/01/2022	2,725.56	2,725.56	03/29/2022
3780	TARGET SOLUTIONS LEARNIN	INV43186	MAINTENANCE	03/01/2022	2,725.56	2,725.56	03/29/2022
Total TARGET SOLUTIONS LEARNING LLC:					5,451.12	5,451.12	
<b>TEAR IT UP L.L.C.</b>							
2999	TEAR IT UP L.L.C.	51898	Shredding	02/23/2022	33.50	33.50	03/08/2022
2999	TEAR IT UP L.L.C.	52067	Shredding Finance Office	03/09/2022	51.00	51.00	03/15/2022
2999	TEAR IT UP L.L.C.	52159	Shredding	03/16/2022	40.50	40.50	03/29/2022
Total TEAR IT UP L.L.C.:					125.00	125.00	
<b>TECH ELECTRIC</b>							
1	TECH ELECTRIC	20186	1" EXPLOSION PROOF	02/15/2022	67.99	67.99	03/08/2022
1	TECH ELECTRIC	43459	CLINIC WELL HOUSE	02/07/2022	318.22	318.22	03/15/2022
Total TECH ELECTRIC:					386.21	386.21	
<b>THOMSON REUTERS - WEST</b>							
2823	THOMSON REUTERS - WEST	845962845	Subscription	03/01/2022	315.76	315.76	03/15/2022
Total THOMSON REUTERS - WEST:					315.76	315.76	
<b>ULINE</b>							
3564	ULINE	145197711	triPOD EASEL	02/16/2022	164.48	164.48	03/29/2022
Total ULINE:					164.48	164.48	
<b>US BANK EQUIPMENT FINANCE</b>							
10001	US BANK EQUIPMENT FINANCE	466888179	PRINTER	03/04/2022	264.27	264.27	03/29/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total US BANK EQUIPMENT FINANCE:					264.27	264.27	
<b>UTILITIES UNDERGROUND LOCATION</b>							
3472	UTILITIES UNDERGROUND LO	2025093	Excavation Notifica	02/28/2022	46.58	46.58	03/15/2022
3472	UTILITIES UNDERGROUND LO	2025093	Excavation Notifica	02/28/2022	46.58	46.58	03/15/2022
3472	UTILITIES UNDERGROUND LO	2025093	Excavation Notifica	02/28/2022	46.57	46.57	03/15/2022
Total UTILITIES UNDERGROUND LOCATION:					139.73	139.73	
<b>VERIZON WIRELESS</b>							
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	64.00	64.00	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	48.89	48.89	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	64.00	64.00	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	44.74	44.74	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	44.74	44.74	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	44.74	44.74	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	17.82	17.82	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	17.02	17.02	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	20.10	20.10	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	14.00	14.00	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	12.40	12.40	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	48.89	48.89	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	44.74	44.74	03/29/2022
879	VERIZON WIRELESS	9901361865	MARCH 2022 CELLPHONES	03/08/2022	43.99	43.99	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	45.93	45.93	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	34.96	34.96	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	82.43	82.43	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	10.71	10.71	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	10.71	10.71	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	49.70	49.70	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	45.93	45.93	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	12.74	12.74	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	20.65	20.65	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	12.74	12.74	03/29/2022



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	12.74	12.74	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	12.74	12.74	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	45.93	45.93	03/29/2022
879	VERIZON WIRELESS	9901361866	MARCH 2022 CELLPHONES	03/08/2022	45.35	45.35	03/29/2022
Total VERIZON WIRELESS:					1,421.58	1,421.58	
<b>WHISTLER TOWING, LLC</b>							
3237	WHISTLER TOWING, LLC	6754	WASHER NOZZLE	02/21/2022	28.32	28.32	03/08/2022
3237	WHISTLER TOWING, LLC	6775	2018 FREIGHTLINER	02/23/2022	105.00	105.00	03/15/2022
3237	WHISTLER TOWING, LLC	6777	GARBAGE TRUCK	03/09/2022	524.65	524.65	03/29/2022
3237	WHISTLER TOWING, LLC	6811	M4 REPAIR	03/15/2022	210.00	210.00	03/29/2022
Total WHISTLER TOWING, LLC:					867.97	867.97	
<b>WISPWEST.NET</b>							
2087	WISPWEST.NET	708617	Civic Center	03/01/2022	63.51	63.51	03/15/2022
2087	WISPWEST.NET	712462	Internet	03/01/2022	84.19	84.19	03/15/2022
Total WISPWEST.NET:					147.70	147.70	
<b>XYLEM DEWATING SOLUTION, INC.</b>							
2432	XYLEM DEWATING SOLUTION, I	401149205	LIFTSTATION REPAIR	02/16/2022	1,299.89	1,299.89	03/08/2022
2432	XYLEM DEWATING SOLUTION, I	401152538	SEWAGE PUMP	03/02/2022	12,647.10	12,647.10	03/29/2022
Total XYLEM DEWATING SOLUTION, INC.:					13,946.99	13,946.99	
Grand Totals:					538,027.04	538,027.04	

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

**File Attachments for Item:**

**D. ACCEPT DECEMBER AND MARCH PLEDGED SECURITIES REPORTS FROM CITY FINANCE DIRECTOR.**

**DEPOSITORY BONDS AND SECURITIES**  
**March 31, 2022**

	<u>MATURITY</u>	<u>CUSIP NO.</u>		<u>TOTAL AMOUNT PLEDGED</u>
<b>FIRST INTERSTATE BANK</b>				
All Accounts				
Federal Deposit Insurance Corporation			\$	250,000.00
FMAR	11/1/2047	31326MKC6		1,923,925.10
FMNT	4/27/2029	3134GWEL6		3,000,000.00
FNNT	7/29/2030	3134GWGJ9		6,000,000.00
FNRM	12/25/2035	3136B3KG4		192,427.02
FNRM	3/25/2037	3136B43E6		2,317,069.20
<b>TOTAL - First Interstate Bank</b>				<u><u>\$ 13,683,421.32</u></u>
 <b>OPPORTUNITY BANK</b>				
All Accounts				
Federal Deposit Insurance Corporation			\$	250,000.00
Livingston Mont	7/1/2034	538695CX3		110,000.00
Marion OH LTD Tax GO	12/1/1931	569832MU9		390,000.00
<b>TOTAL - Opportunity Bank</b>				<u><u>\$ 750,000.00</u></u>

**PLEDGED SECURITIES AND CASH IN BANK**  
**As of**  
**March 31, 2022**

**First Interstate Bank**

---

	<u>Total</u>
Cash & CD's on Deposit	\$ 12,800,127.88
FDIC Coverage	250,000.00
Amount Remaining	<u>12,550,127.88</u>
Pledges required @ 50%	6,275,063.94
Actual Amount of Pledges	13,433,421.32
Over (Under) Pledged	<u><u>\$ 7,158,357.38</u></u>

**PLEDGED SECURITIES AND CASH IN BANK**  
**As of**  
**March 31, 2022**

**Opportunity Bank of Montana**

---

	<u>Total</u>
Cash & CD's on Deposit	\$ 728,187.81
FDIC Coverage	250,000.00
Amount Remaining	<u>478,187.81</u>
Pledges required @ 50%	239,093.91
Actual Amount of Pledges	500,000.00
Over (Under) Pledged	<u><u>\$ 260,906.10</u></u>

**DEPOSITORY BONDS AND SECURITIES**  
**March 31, 2022**

	<u>MATURITY</u>	<u>CUSIP NO.</u>	<u>TOTAL AMOUNT PLEDGED</u>
<b>FIRST INTERSTATE BANK</b>			
All Accounts			
Federal Deposit Insurance Corporation			\$ 250,000.00
FMAR	11/1/2047	31326MKC6	1,923,925.10
FMNT	4/27/2029	3134GWEL6	3,000,000.00
FNNT	7/29/2030	3134GWGJ9	6,000,000.00
FNRM	12/25/2035	3136B3KG4	192,427.02
FNRM	3/25/2037	3136B43E6	2,317,069.20
<b>TOTAL - First Interstate Bank</b>			<u><u>\$ 13,683,421.32</u></u>
 <b>OPPORTUNITY BANK</b>			
All Accounts			
Federal Deposit Insurance Corporation			\$ 250,000.00
Livingston Mont	7/1/2034	538695CX3	110,000.00
Marion OH LTD Tax GO	12/1/1931	569832MU9	390,000.00
<b>TOTAL - Opportunity Bank</b>			<u><u>\$ 750,000.00</u></u>

**PLEDGED SECURITIES AND CASH IN BANK**  
**As of**  
**March 31, 2022**

**First Interstate Bank**

---

	<u>Total</u>
Cash & CD's on Deposit	\$ 12,800,127.88
FDIC Coverage	250,000.00
Amount Remaining	<u>12,550,127.88</u>
Pledges required @ 50%	6,275,063.94
Actual Amount of Pledges	13,433,421.32
Over (Under) Pledged	<u><u>\$ 7,158,357.38</u></u>

**PLEDGED SECURITIES AND CASH IN BANK**  
**As of**  
**March 31, 2022**

**Opportunity Bank of Montana**

---

	<u>Total</u>
Cash & CD's on Deposit	\$ 728,604.93
FDIC Coverage	250,000.00
Amount Remaining	<u>478,604.93</u>
Pledges required @ 50%	239,302.47
Actual Amount of Pledges	500,000.00
Over (Under) Pledged	<u><u>\$ 260,697.54</u></u>



**File Attachments for Item:**

**E. ACCEPT CITY COURT FINANCIAL REPORT FROM FEBRUARY 2022.**

**LIVINGSTON CITY COURT  
FINANCIAL REPORT**

Feb. 2022

Date PD Monthly Report Received from City of Livingston Finance Office 3/15/2022

Tickets/Criminal Complaints Cleared: **42**

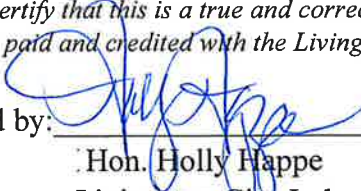
Dismissed-Plea Agreement:	1	
Dismissed-Pretrial Diversion/Deferred:	5	
Dismissed-Miscellaneous:	3	
Paid-Bond Forfeit/Fine:	19	\$3,795.00
Paid-Time Payments:	17	\$5,393.82
Warrant Fees:		
		Total
		\$9,188.82
		Parking Tickets:
		\$1,611.00
		Total:
		\$10,799.82

**Surcharges/Costs/Fees:**

MLEA Surcharge:		\$320.00	
TECH Surcharge:		\$260.00	
Victim/Witness Surcharge:		\$657.82	
MISD Surcharge:		\$480.00	
Court Costs:		\$120.00	
Public Defender Fee:			
Public Defender Fee:	\$	-	
Jury Fees	\$	-	
Interpreter	\$	-	
			Total
			(\$1,837.82)

**Total amount credited to City of Livingston General Fund: \$8,962.00**

*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: Feb. 2022*

Prepared by:   
Hon. Holly Happe  
Livingston City Judge

Date: 3-21-22

**File Attachments for Item:**

**F. APPROVE APPLICATION FROM JOEL BOREN TO SERVE AS ECONOLODGE REPRESENTATIVE ON LIVINGSTON TBID.**

**From:** [Kris King](#)  
**To:** [Faith Kinnick](#)  
**Subject:** TBID Board member for Commission agenda  
**Date:** Wednesday, April 6, 2022 12:01:22 PM

---

3/17/22 - the TBID Board unanimously approved Joel Boren's application to join the board representing the Econolodge and recommend the Livingston City Commission approve his application. We welcome Joel's return, he previously served on the board for years representing the Pioneer Lodge.

--



**Kris King, EXECUTIVE DIRECTOR**  
Tourism Business Improvement District  
**PHONE** [406.224.3904](tel:406.224.3904)  
**EMAIL** [info@explorelivingstonmt.com](mailto:info@explorelivingstonmt.com)  
**WEBSITE** [explorelivingstonmt.com](http://explorelivingstonmt.com)  
**MAIL** PO Box 348, Livingston, MT 59047



**File Attachments for Item:**

**G. ACCEPT LBID'S RECOMMENDATION FOR THE RE-APPOINTMENT OF BRIAN MENGES, AND TYLER ERICKSON TO THE LBID AND WELCOMING JAMES LANGTEUX TO LBID.**



**LBID Board Application**

**Date of Application:** 5/17/22

Name: Brian Menges  
Address: 223 S. 7th  
City & Zip Code: LVM 59047  
Cellphone: 406 223 1546

Signed: [Signature]  
e-mail address: mengesbrian@gmail.com  
Other phone: \_\_\_\_\_

- 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. What business or building do you own in the District and why are you interested in this appointment? Murray Bar, Cnls, 24B. Renewal

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

- A. Occupation: chef
- B. Education: College
- C. Experience: lots

(please attach a detailed resume if desired)

- 6. Have you previously served on any boards or governmental positions? Yes CVB, LBID TBID
- 7. Are you currently serving on any Community Boards? Yes
  - A. If yes, please describe those boards. CVB LBID TBID
- 8. Current Employer? Bistro
- 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? N/A
- 12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? on board directs.

**Return completed applications to LBID Executive Director Kris King at info@downtownlivingston.org or mail to: PO Box 284, Livingston, MT 59047**

**From:** [Kris King](#)  
**To:** [Faith Kinnick](#)  
**Subject:** LBID Board renewals and applications  
**Date:** Tuesday, April 5, 2022 6:35:00 PM  
**Attachments:** [2022 LBID Board appliants May.zip](#)

---

The LBID Board has voted by April 5, 2022 to recommend the attached LBID Board applicants be approved:  
Brian Menges, renewal May 2022-2026  
Tyler Erickson, renewal May 2022-2026  
James Langteux, new board member replacing Karla Pettit, term 2022-2026

Their applications and James' (fascinating!!) resume are attached.

Thanks, Kris

--



**Kris King, EXECUTIVE DIRECTOR**

Livingston Business Improvement District

**CELL** [406.222.4848](tel:406.222.4848)

**EMAIL** [info@downtownlivingston.org](mailto:info@downtownlivingston.org)

**WEBSITE** [downtownlivingston.org](http://downtownlivingston.org)

**MAIL** PO Box 284, Livingston, MT 59047

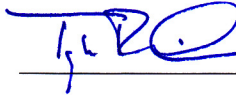




**LBID Board Application**

**Date of Application:** 3/16/22

Name: Tyler Erickson

Signed:  - TYLER ERICKSON

Address: P.O. Box 2290

City & Zip Code: Livingston MT. 59047

e-mail address: terickson@americanbankmontana.com

Cellphone: 602-315-5833

Other phone: 406-222-8948

- 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. What business or building do you own in the District and why are you interested in this appointment? American Bank

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

- A. Occupation: Banker
- B. Education: Undergraduate at ASU 2002 / Graduate School of Banking at Colorado 2018
- C. Experience: 13 years in banking.

(please attach a detailed resume if desired)

6. Have you previously served on any boards or governmental positions? Yes - 2 terms with LBID

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

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

8. Current Employer? American Bank

9. Are you available for night meetings? Sometimes

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 bring the possible conflict to the attention of the board.

I would bring the possible conflict to the attention of the board.

I would bring the possible conflict to the attention of the board.

**Return completed applications to LBID Executive Director Kris King at info@downtownlivingston.org or mail to: PO Box 284, Livingston, MT 59047**



# James Alexander Langteaux

**Award Winning Producer/Writer/Host**

6884 Pacific View Dr. Los Angeles, CA 90068 213.925.7246 [Langteaux@gmail.com](mailto:Langteaux@gmail.com)

## KEY SKILLS:

After years of working all facets of media production I am able to execute a job from start to finish – conceptualizing, writing, producing, shooting, editing, including on camera talent and voice over.

## ACHIEVEMENTS:

- 2003 Award for Excellence National Association of Graduate Admissions
- 2003 Silver Award – Admissions Marketing Association
- 2003 Silver National Addy Award - Gold Regional Addy Award
- 2000 Rose d’Or Montreaux – UNDA Award for creation of new TV format
- 1991 Emmy nomination – A Woman Named Jackie – NBC Mini-Series
- 1991 Emmy nomination – Miss Rose White – Hallmark Hall of Fame

## EXPERIENCE:

- **Freelance Production** – Shoot, edit, and produce ads, video projects, stories  
     -*Spark Strategic Ideas* (Ad Agency) **June 2012- present**  
     -*HATV Israel/High Adventure* **August 2012-May 2014**
- **Freelance Writer** - Feature stories in multiple publications including:  
     Huffington Post, Washington Post, LA. Weekly, Frontiers L.A. **Ongoing**
- **Freelance Writer** – Spacedog Media – Los Angeles, CA  
     Primary copywriter for **Carl’s Jr.** and **Hardee’s** websites - known for biting humor  
     Wrote clever advertising and promotional pieces for many of their edgier clients  
     **2002 - 2006**
- **Author/Speaker**  
     **Gay Conversations with God** Straight Talk on Fanatics, Fags & The God Who Loves Us All  
     *Findhorn Press (UK)* **April 1, 2012**  
     **God.net** - The Journey Beyond Belief  
     *Multnomah/Random House* **September 11, 2001**  
     **God.com** - Extreme Intimacy with an Interactive God  
     *Multnomah/Random House* **August 15, 2000**
- **Writer/Producer/Host**  
     **Inspiration Television** - Created powerful shorts to air internationally  
     Scriptwriting, conducting on-camera interviews, overseeing edit sessions, coordinating  
     international shoots, hiring talent, camera operators, and crew. Initiated entirely new program to  
     oversee and train other producers to bring about greater productivity while empowering new  
     talent. Created, directed, produced and hosted a full program while on location in India at no  
     additional cost to the budget of the 30-day shoot. Utilized writing and marketing skills to help  
     build award winning branding package for the international network.  
     **April 2007-May 2012**
- **Creative Director**

**Last Tribe** - Graphic Novel Series - Hired to conceptualize and create an entire graphic novel series that would not only entertain but would engage young readers on a level that reinvigorates their interest in spirituality. Promoted to oversee creative team, pitch and present at meetings and strategize branding, launch and marketing with world-renowned product design expert, Mark Goldman.  
**December 2005-March 2007**

- **Creative Director/Brand Manager**

**Regent University School of Communication** - Conceptualized entire branding campaign, including all marketing and promotional pieces associated with launching Regent's new \$36M Film/Communication complex. Managed creative team to meet all deadline and budget goals. Awarded multiple gold and silver international marketing and Addy awards for campaign and prospectus.

**April 2002 - September 2002**

- **Creator/Host of award-winning programs and series**

*Impact India* -A journey through India featuring powerful stories of personal transformation  
**2011**

*The Bombshelter* -Hard hitting talk show for young adults **JUCE TV** 35 episodes  
**2003**

*The Rest* –An award winning pilot that won the Rose d'Or Montreux Switzerland UNDA  
**2001**

- **New Program Development/On Camera Host**

Creating, writing and producing new television formats for the following:

<b>Pax TV/Hallmark Channel</b> – Line/Segment producer	August - December 2001
<b>Grizzly Adams Productions</b> – Development	February - July 2000
<b>Total Living Network</b> - Development	October - February 2000
<b>CBN Television</b> - Hollywood Reporter – Host	June 2000 - October 2003
<b>Media International</b> – Series Producer/Host	August 1997 - January 2000
<b>Cry Television</b> (New Zealand) Host of live show	August 1996 - July 1998

- **Adjunct Professor – Azusa Pacific University – Azusa, CA**

Taught **Comm 475** – an advanced television production and service-learning course. In this hands-on milieu, students honed their skills writing, producing, interviewing, editing and hosting their own pieces that would be featured on *Azusa Uncut* – a student-produced program serving the needs of the local community.  
**2001-2003**

- **Writer/Producer/Host**

**CBN Television** – Writing and researching for guests appearing live on *The 700 Club*. Promoted to Guest Coordinator on the studio floor. Advanced to Sr. Producer and guest host for segments focused on the youth culture. Traveled internationally writing, producing and hosting.

**EDUCATION & TRAINING:**

**University of Wisconsin** – Madison, WI  
Bachelor of Arts – Communication (Graduate with Honors and Distinction)

**Regent University** – Virginia Beach, VA  
Master of Arts – Communication/Professional Writing



**LBID Board Application**

**Date of Application:** 3/23/22

Name: James Alexander Langteaux

Signed: \_\_\_\_\_

Address: 104 N. Main St.

City & Zip Code: Livingston, MT

e-mail address: Langteaux@gmail.com

Cellphone: 213-925-7246

Other phone: 406-224-5390

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. What business or building do you own in the District and why are you interested in this appointment? I own Trû North Café and I am willdly in love with our community and am interested in helping us remain vibrant and sustainable as we grow.

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

A. Occupation: TV Director/Producer/Writer, Author, Branding and Marketing

B. Education: BA - Univ. Wisc. Madison Journalism/Advertising MA - Regen University

C. Experience: A lifetime of writing, producing, directing TV/Film Award winning

Youth Development board - Christchurch NZ

(please attach a detailed resume if desired)

6. Have you previously served on any boards or governmental positions? Church board

Youth Development board - Christchurch NZ

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

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

8. Current Employer? Self (Tru North)

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.

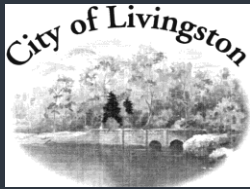
12. If conflict of interest arose for you, how would you deal with it as an appointed member of this board? I would remove myself in order to best serve the needs of the community.

\_\_\_\_\_  
\_\_\_\_\_

**Return completed applications to LBID Executive Director Kris King at info@downtownlivingston.org or mail to: PO Box 284, Livingston, MT 59047**

**File Attachments for Item:**

**A. ADMINISTRATIVE SERVICES DEPARTMENT SPRING NEWSLETTER**



# Administrative Services Department

Recreation, HR, Grants, Risk Management, Special Events  
Spring, 2022

## Department Staff

**Lisa Lowy**  
Admin Services / HR Director

**Maggie Tarr**  
Recreation Manager

**Adam Mathias**  
Sports Program Coordinator

**Vacant Position**  
Recreation Admin Assistant

**Haley Smith**  
Recreation Assistant



## Enjoy Retirement!

Please join all of us at the City in thanking and congratulating our latest retirees!

**Ken MacInnes**  
Fire Chief

**Denny Fisher**  
Water/Sewer Lead

**Michael LaBaty**  
LPD Sergeant

## Welcome our New Hires to the COL Family!

- Helen DeLaHunt – PW
- Brett Edwards – PW
- Adam Mathias – Rec
- Heath Shuman – PW
- Jenn Zang – Legal
- Alex Green – Reserve
- Shane Perry – Reserve
- Jacob Sullivan - Reserve

## We Are Recreating Year Round!

After almost 2 years of modified services and program offerings, Livingston Recreation Department is again offering recreational activities to the citizens of Livingston and Park County year round.

Popular programs including Adult Volleyball League, Youth and Adult Basketball, Skate Nights, Fitness Classes, Wiggly Wednesday, Tot Time and Atlanta Falcons Youth Flag Football to name a few have all returned to full capacity and are very well attended!

We completed the Night Owl Run – a fundraiser event for local non-profits, took over the Holiday Market in early December, and hosted the return of large events include the Rocky Mountain Elk Foundation Banquet and the annual Boots and Buckets Ball to raise funds for the annual fireworks accompanying the Livingston Roundup Rodeo held annually between July 2-4.

This Spring we are jumping into T-Ball, Adult Softball and are working with are long time friends and partners, Skyhawk Sports, Links for Learning and Montana Outdoor Science School, to bring low cost summer programming for children and working parents.

We will be opening the City Pool and Splash Park in June with the help of our Public Works staff and some cooperation from our wind and weather! There are many special events planned from various organizations working with the Recreation Department to rent facilities.



## GRANT UNIVERSE

### Grants Submitted - Decision Pending

ARPA Competitive – Round 2  
\$2,000,000  
Green Acres Montague Sewer  
Extension and Connection  
Project

### Grants Awarded

USDA – Rural Development  
\$22,500  
I&I Study  
CDBG Planning Grant  
\$50,000  
Impact Fee Study  
CDBG Planning Grant  
\$30,000  
LHC – Elderly Housing  
MCEP (Commerce Dept)  
\$320,000  
Civic Center Sewer Connection  
MBCC  
\$12,145  
K9 Officer Program  
MBCC  
\$72,500  
COVID PPE for 1<sup>st</sup> Responders  
DNRC  
\$5,000  
Tree Inventory Update  
DNRC  
\$750  
Annual Arbor Day Celebration  
RRGL  
\$15,000  
View Vista Sewer PER  
AMB West – Atlanta Falcons  
\$20,000  
Youth Flag Football Program  
MCEP – Planning  
\$15,000  
Stormwater PER  
DNRC  
\$5,000  
Power Line Protection



### Current Openings

Probationary Firefighter/Paramedic  
Probationary Police Officer  
911 Communications Officer  
Administrative Assistant – Rec Dept  
Director of Planning  
Seasonal Staff – Streets and Parks  
Lifeguards and Swim Instructors

Please go to:  
[livingstonmontana.org/jobs](http://livingstonmontana.org/jobs)  
For How to Apply

## HUMAN RESOURCES DEPARTMENT UPDATE

Currently, the City is having good results in our recruiting efforts. Specialty positions like the Director of Planning are harder to fill due to a limited pool of qualified applicants. Many of our hiring challenges are directly related to skyrocketing housing costs, limited housing inventory available, limited to no rentals available and a relatively low salary to costing of living compared to other areas such as Missoula or Billings.

**Since January, 2021 - we have lost over 34 qualified applicants due to housing.**

To counter comparatively low wage to cost of living ratio, we market our open positions with information about the benefit package offered by the City – which now includes Paid Parental Leave – and that highlights our industry leading innovative benefits. We market our positions on varied platforms including Governmentjobs.com, Indeed.com, City Web pages and social media accounts, Montana League of Cities and Towns as well as specialized sites like PoliceOne, MT Fire Service Training School, American Association of Planners and North American Fire Chiefs Association to name a few.

## AND THE SURVEY SAYS...

Annually since 2018 employees of the City have completed an employee climate survey. The survey results are anonymous and provide benchmark data to compare ourselves year over year and measure for positive progress in the following areas (also called domains): Employee Recognition, Relationships, Compensation, Engagement, Resilience, Growth and Antibias and Diversity.

When asked if they believed that the City creates an environment that welcomes new employees equally and without bias for gender, sexual orientation, race, disability, marital status, religion, political beliefs, age or other factors 94.4% of employees answered positively.

Managers use this data to develop programs for rewards and recognition as well as look to areas where we improve like Professional Development.

**File Attachments for Item:**

**A. ORDINANCE NO. 3030: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING CITY ORDINANCE NO. 2041, 2049, 2055, 2098, AND 3024 AS CODIFIED BY CHAPTER 9, SECTION 242 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED TRAFFIC AND VEHICLES, BY ESTABLISHING A LOADING/UNLOADING ZONE FOR CORE CONTROL AT 116 EAST GEYSER STREET AND ESTABLISHING A PENALTY FOR VIOLATIONS THEREOF.**



Good Morning Craig,

It was good talking with you this morning. I'd like to respectfully request a curb side loading zone sign on 116 E Geyser St. alongside our store front. Core Control is a plumbing, Hvac, boiler and controls service company. We mobilize out front to load pallets, parts and equipment. I very much appreciate your consideration.

Best Regards,

Derek Stringer | Service Manager

m **406.595.7337** | o **406.582.9428 ext.**

Core Control, Inc. | [www.corecontrolmt.com](http://www.corecontrolmt.com)

116 E Geyser St | Livingston MT 59047

Bozeman | **Butte** | **Helena** | **Livingston**



**ORDINANCE NO. 3030**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO AMEND CITY ORDINANCE NO. 2041, 2049, 2055, 2098, AND 3024 AS CODIFIED BY CHAPTER 9, SECTION 242 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED TRAFFIC AND VEHICLES, BY ESTABLISHING A LOADING/UNLOADING ZONE FOR CORE CONTROL AT 116 EAST GEYSER STREET AND ESTABLISHING A PENALTY FOR VIOLATIONS THEREOF.**

**Preamble.**

The purpose of this Ordinance is to amend the parking zones on the south side of the 100 block of West Geyser Street to accommodate the request for the establishment of a loading/unloading zone for Core Control at 116 East Geyser Street, to allow for commercial loading and unloading during business hours.

\*\*\*\*\*

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission of the City of Livingston, Montana, that Ordinances No. 2041, 2044, 2055, 2098, and 3024 as codified in Chapter 9 of the Livingston Municipal Code be and the same is hereby amended with additions in red and underlined and deletions struck through, as follows:

**SECTION I.**

**Sec. 9-242. - Loading/unloading zones established.**

- A. A loading/unloading zone for one (1) parking spot is hereby established for the purpose of dropping off and picking up residents adjacent to Counterpoint on South. B St. No non-Counterpoint Vehicles shall park in this designated parking space. The minimum civil penalty under this subsection shall be Twenty Dollars (\$20.00)
- B. A loading/unloading zone for one (1) parking spot is hereby established for the purpose of dropping off and picking up children attending Dorothy’s Daycare at 905 W. Clark St. adjacent to Grace United Methodist Church. The minimum civil penalty under this subsection shall be Twenty Dollars (\$20.00)
- C. A loading/unloading zone for one (1) parking spot is hereby established for the purpose of commercial loading and unloading at 116 East Geyser Street adjacent to Core Control during business hours. The minimum civil penalty under this subsection shall be Twenty Dollars (\$20.00)

(Ord. 1999, 3/3/08; Ord. No. [2049](#), § 1, 3/18/14; Ord. No. 2070, § 1, 8/7/18; [Ord. No. 2078](#), § 1, 4/2/19; [Ord. No. 2079](#), § 1, 4/2/19) Ord. No. 3024 10/11/21

**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 regular session thereof held on the 15th day of March 2022.

\_\_\_\_\_  
**MELISSA NOOTZ, CHAIR**

**ATTEST:**

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

\*\*\*\*\*

**PASSED, ADOPTED, FINALLY APPROVED**, by the City Commission of the City of Livingston, Montana, on a second reading at a regular session thereof held on the 19th day of April 2022.

\_\_\_\_\_  
**MELISSA NOOTZ, CHAIR**

**ATTEST:**

**APPROVED TO AS FORM:**

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

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

**PUBLIC NOTICE**

Notice is hereby given, a public hearing will be held by the Livingston City Commission on Tuesday, April 19<sup>th</sup>, 2022, during a second reading of **ORDINANCE NO. 3030: entitled AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON MONTANA, AMENDING CITY ORDINANCE NO. 2041, 2049, 2055, 2098, AND 3024 AS CODIFIED BY CHAPTER 9, SECTION 242 OF THE LIVINGSTON MUNICIPAL CODE ENTITLED TRAFFIC AND VEHICLES, BY ESTABLISHING A LOADING/UNLOADING ZONE FOR CORE CONTROL AT 116 EAST GEYSER STREET. AND ESTABLISHING A PENALTY FOR VIOLATIONS THEREOF.**

This hearing will be conducted via Zoom, the public is welcome to give comment when appropriate.

Join Zoom Meeting

<https://us02web.zoom.us/j/84005139268?pwd=M1c0SXF0cnJEcFcxYzFjUUNUNIZ4UT09>

Meeting ID: 840 0513 9268

Passcode: 817826

Call in: (669) 900-6833

For additional information contact Faith Kinnick at 823-6002.

Please publish April 1st and 15<sup>th</sup>, 2022.

Faith Kinnick  
City of Livingston  
March 15, 2022



Livingston Enterprise

Sherwood apartments

Core Control

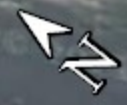
Loading Zone







Loading Zone



**File Attachments for Item:**

**B. RESOLUTION NO. 5030: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, DISCONTINUING AND VACATING A PORTION OF THE NORTH 12TH STREET RIGHT-OF-WAY ADJACENT TO LOTS 1-16 OF BLOCK 22 AND LOTS 17-32 OF BLOCK 23 OF THE PALACE ADDITION.**

**RESOLUTION NO. 5030**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, DISCONTINUING AND VACATING A PORTION OF THE NORTH 12<sup>TH</sup> STREET RIGHT-OF-WAY ADJACENT TO LOTS 1-16 OF BLOCK 22 AND LOTS 17-32 OF BLOCK 23 OF THE PALACE ADDITION.**

**WHEREAS** the City has received an application from the owners of Lots 1-16 of Block 22 and Lots 17-32 of Block 23, Palace Addition, requesting vacation of a 400-foot section of North 12<sup>th</sup> Street; and

**WHEREAS**, the building on this property was constructed in 1973 and is located in the originally platted 12<sup>th</sup> Street Right-of-Way; and

**WHEREAS**, since, at least, the early 1980’s official documents, including the deed to the subject property, have reflected that the right-of-way had already been vacated.

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

That it is the intent of the City Commission to discontinue and vacate that portion of North 12<sup>th</sup> Street adjacent to Lots 1-16 of Block 22 and Lots 17-32 of Block 23, Palace Addition.

**PASSED AND ADOPTED** by the City Commission of the City of Livingston, Montana, this \_\_\_\_ day of April, 2022.

\_\_\_\_\_  
**MELISSA NOOTZ – Chair**

**ATTEST:**

**APPROVED AS TO FORM:**

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

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



**File Attachments for Item:**

**A. ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTIONS 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

**ORDINANCE NO. 3031:**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, **RESCINDING ORDINANCE 3015**, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

\*\*\*\*\*

\* \* \* \* \*

**Preamble.**

The purpose of this Ordinance is to correct the errors that were found to have existed after the City started to update its code, through Municode more frequently.

\*\*\*\*\*

**WHEREAS**, the City of Livingston has enacted Ordinance No. 3015 which amended Chapter of the City Code of Ordinances, and;

**WHEREAS**, the Ordinance was passed without reference to the changes made in Ordinances 2077 and 3005 and now needs to be rescinded, and;

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission of the City of Livingston, Montana, Ordinance 3015 is rescinded, as follows:

Article II. - City Commission and Chairman

Sec. 2-10. - Preamble.

Pursuant to [7-1-4142](#) Montana Code Annotated (MCA), the City Commission of Livingston Montana, hereby adopts its rules of procedure for its public meetings in which to conduct open, fair, efficient and orderly business to enact legislation and to encourage public participation in the City Commission decisions prior to final decision which may have a significant interest to the public and to preserve a public record of such proceedings.

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, **RESCINDING ORDINANCE 3015**, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09)

Sec. 2-11. - Reserved.

**Editor's note**— Ord. No. 2019, § 1, adopted April 19, 2010, repealed § 2-11 which pertained to Robert's Rules of Order and derived from Ord. No. 1869, adopted Feb. 17, 1998; Ord. No. 1921, § 1(part), adopted Feb. 3, 2003, and Ord. No. 1962, adopted Feb. 21, 2006.

Sec. 2-12. - Posting board and notice.

The City Commission hereby designates the bulletin board attached to the wall of the **entryway** ~~hallway immediately outside of,~~ **between the two entry doors,** and ~~to the left of door~~ to the City Offices located at **220 East Park** ~~414 East Callender Street,~~ Livingston, Montana as its official posting board for the purpose of posting public information. ( [7-1-4135](#) MCA).

When notice of a public hearing or other official action is required, unless provided elsewhere in the statutes, notice shall be published twice with at least six (6) days separating each publication. The published notice shall contain the date, time and place at which the hearing or other action will occur, a brief statement of the action to be taken and the address and telephone number of the person who can be contacted for further information.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, 10/19/09; Ord. No. 2019, § 1, 4/19/10)

Sec. 2-13. - Commission meetings.

- A. Open Meetings. All meetings of the City Commission shall be open to the public, except as provided by [2-3-203](#) MCA.
- B. Regular Meetings. The City Commission shall hold its regular meetings in the City Commission Chambers in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana, on the first and third Tuesdays of each month commencing ~~[CL1]~~ at the hour of ~~5:30~~**5:30** p.m. and ending at ~~8:30~~**8:30** p.m. unless extended by a majority vote of the City Commission, provided, however, that when the day set for any regular meeting of the Commission falls upon a day designated by law as a legal holiday, such meeting shall be held at the same hour on the next succeeding day which is not a holiday. Nothing herein precludes the Commission from meeting at different time, date or location, provided, however, that adequate notice is given to the public.
- C. Work Sessions. The City Commission may meet at a set time and location for the purpose of a general work session with the City Manager. No official action may be taken at a work session, nor will minutes of such work session recorded. Work Sessions shall be open to the public unless otherwise properly closed to discuss topics for which closure is proper under Montana's Open Meeting Law.
- D. Public Hearings. When a matter is required by law to have a public hearing, or when a matter is set for a public hearing by the City Commission upon a motion of a City Commission person, duly seconded and passed, all public hearing will be held at a regular meeting of the Commission after due notice as required by law which notice shall specify the purpose of the hearing and the date, time and location thereof and invite the public to attend and make comments.

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

- E. Special Meetings. Special meetings of the Commission may be called by the Chairman, two members of the Commission or the City Manager upon at least twelve (12) hours written notice which shall state the date, time, location and subject of the meeting and shall be personally served upon each member of the Commission or left at his or her usual place of residence; a copy of said notice shall also be posted on the official posting board and delivered to the media. Special meetings of the Commission are not the preferred manner of conducting City business. The business of a special meeting must be restricted to the object stated in notice.
- F. Training Sessions. The City Manager shall hold a series of training sessions for newly elected City Commission members. The training sessions shall include, but not be limited to review of the City commission budget responsibilities, the role of the City Manager in hiring, supervising and discharging all employees, a review of the government and administration section of the Code of City Ordinances, a discussion and tour of facilities with each department head, and specific briefing on availability of the City Manager and staff to facilitate a City Commission member's responsibility. This Section shall also apply to Commission members elected by the City Commission to fill term vacancies.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2003, § 1, 7-21-08; Ord. No. 2016, § 1, 10/19/09; Ord. No. 2021, § 1, 8/16/10; Ord. No. [2051](#), § 1, 8/19/14)

Sec. 2-14. - Officers and duties.

- A. General. Election, voting, absence and vacancy. The City Commission shall annually elect a chair and a vice chair at the first meeting in January to serve until the next chair and vice chair are elected. The chair and vice chair shall retain all the rights and responsibilities held as a member of the commission, including the right to vote. The chair, or in his/her absence the vice chair, shall be the presiding officer at meetings of the commission. In the absence of both the chair and vice chair, the Recording Secretary shall call the meeting to order, call for the roll and the commission members present shall then appoint an acting chair to preside over the meeting.
- B. Chairman. The presiding officer of the City Commission shall be the Chairman who shall preserve strict order and decorum at all meetings of the Commission. The chairman shall assign each Commission member to a seat at the Commission table, as he or she may deem appropriate. The Chairman shall state, or cause to be stated, every motion coming before the Commission, announce the decision of the Commission on all subjects, and decide all questions of order, subject, however, to an appeal to the Commission at large, in which event a majority vote of the Commission shall govern and conclusively determine such question of order.
- C. Vice Chairman. In the Chairman's absence or in the case of the Chairman's inability to act, the Vice Chair shall be designated by the Commission to perform the duties of the Chairman.
- D. Recording Secretary. The Recording Secretary shall record the proceedings of the City Commission and prepare and maintain permanent minutes of the Commission proceedings and shall file and preserve the recordings of the meetings and preserve and maintain the minutes and records in the City Office, which minutes and records shall be a public record; and shall be the custodian of the files and records of the Commission.
- E. Sergeant at arms. The Chief of Police, or such other officer may be designated by the Commission, shall be the Sergeant at Arms who shall assist the Chairman in preserving strict order and decorum at all meetings and shall keep track of the time when the chairman has place time limits upon a speaker's presentation.

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

- F. Procedure to fill Vacancy in office of City Commissioner. In the event of a vacancy in the office of City Commissioner under Section [7-4-4111](#), Montana Code Annotated, the City Commission shall use the follow process to fill the vacancy.
  - 1. The City Commission shall determine that a vacancy in the office of a City Commissioner has occurred at either the next scheduled regular meeting of the City Commission or at a duly noticed special meeting as a duly noticed agenda item.
  - 2. At the aforementioned meeting, the City Commission shall direct staff to publish in the local newspaper, once per week for two (2) successive weeks, and shall post on the City's official posting board a request to have interested person submit an application to fill said vacancy. The vacancy is required by law to be filled within thirty (30) days of the vacancy with the term being limited to the unexpired term of the person who created the vacancy.
    - a. The notice shall state the deadline for submitting applications which shall no more than fifteen (15) days from the date of first publication and that the following application is available from the City Offices:

APPLICATION FOR CITY COMMISSIONER

- 1. Name: \_\_\_\_\_
- 2. Address: \_\_\_\_\_
- 3. How long have you resided in Livingston \_\_\_\_\_
- 4. Are you at least 18 years of age? Yes \_\_\_ No \_\_\_
- 5. Are you a citizen of the United States? Yes \_\_\_ No \_\_\_
- 6. Have you resided in the State of Montana for more than 30 days? Yes \_\_\_ No \_\_\_
- 7. Have you resided in Park County for more than 30 days? Yes \_\_\_ No \_\_\_
- 8. Have you ever been convicted of a felony? Yes \_\_\_ No \_\_\_

Why do you want to be a city commissioner? \_\_\_\_\_

Do you have any prior experience in local government? If so, please describe? \_\_\_\_\_

Do you have any special qualifications which you believe would be an asset to the city commission?  
\_\_\_\_\_

What do you see as the most important needs facing the City of Livingston? \_\_\_\_\_

- b. The qualifications of the applicant which include that the applicant is a citizen of the United States, a resident of the City of Livingston for at least thirty (30) days, at least eighteen (18) years of age and a registered voter.
  - c. All applicants shall receive a letter acknowledging the receipt of their application along with a copy of the procedure to fill vacancy in the office of the City Commission:
- 3. The City Commission shall meet in a public session to review all applications to determine that the applicants meet the minimum qualifications as set forth by state law.

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

4. The City Commission shall then notice a public meeting wherein all qualifying applicants are interviewed. Interviews of each applicant shall follow the same format. Questions for the candidates will be established by the City Commission in advance of the interview.
5. Thereafter, the City Commission, at a regular meeting or a duly notice special meeting shall appoint by a majority vote a qualified person to fill the vacancy who shall serve the unexpired term of the person creating the vacancy and until a successor is elected and qualified at the next general municipal election.
6. After appointment has been made, the City Commission will write a letter to all applicants thanking each applicant for their time and desire to serve the public in making the City of Livingston a better place to live.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09; Ord. No. 2019, § 1, 4/19/10)

Sec. 2-15. - Quorum.

A quorum shall consist of three (3) Commission members. However, an affirmative vote of a majority of the entire Commission shall be necessary to adopt or reject any motion, resolution or ordinance or pass any measure unless a greater number is required by law. However, in the event of an emergency expenditure, such expenditure must be charged to the emergency budget appropriations and adopted by two-thirds (2/3) of the members of a governing body who are present at the meeting (Section [7-6-4302](#), MCA).

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06)

Sec. 2-16. - Agenda.

The City Manager shall prepare the agenda for the City Commission and make recommendations thereon for the City Commission's consideration. (Sections [7-3-304\(6\) and \(7\)](#), MCA).

Two (2) City Commissioners, when not in session, may make a request to the City Manager to have an item placed upon the agenda for consideration, but such request must meet the requirements set forth in the Rules of Procedure. Upon receipt of such request, the City Manager shall schedule the item for the next regularly scheduled meeting of the City Commission.

All reports, communications, ordinances, resolutions, contract documents, or other matters to be submitted to the Commission from the City Commissioners or City staff, shall be submitted ~~by twelve (12) noon on the Monday immediately preceding the next regularly scheduled Commission meeting~~ **as set forth by the Commission in a Resolution**. All requests from the public to be placed on the agenda must be in to the City Manager by the Tuesday immediately preceding the next regularly scheduled Commission meeting. ~~The Commission agenda shall be set by five (5) p.m. on the Tuesday immediately preceding the City Commission meeting~~ **The process for submitting the Commission agenda shall be set by Resolution**. Whereupon, the City Manager shall immediately arrange a list of such matters according to the order of business specified herein, and provide each member of the Commission with a copy of the same no later than the ~~date set forth in the Commission Meeting Resolution Thursday immediately preceding the Commission meeting~~ **date set forth in the Commission Meeting Resolution**. Copies of the agenda shall be available to the public from the Recording Secretary of the Commission and one (1) copy shall be available ~~posted at the designated posting board~~ for public viewing. The City Manager may approve late submittals deemed to be in the City's best interest by delivering the same to the Recording Secretary of the Commission for delivery to the City Commission;

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

however, late submittals are not the favored manner in which to do business and should be limited to unusual circumstances.

(Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06)

Sec. 2-17. - Order of business.

The City Manager shall prepare the Commission agenda, which shall be in substantially the following form:

- A. Call to order.
- B. Roll call.
- C. Moment of silence.
- D. Pledge of Allegiance.
- E. Public Comment
- F. Consent agenda (no discussion should be necessary). \*
  - 1. Approval of minutes.
  - 2. General business/miscellaneous.
  - 3. Renewal of licenses.
  - 4. Applications for special licenses.
  - 5. Claims (paying the bills).

\* Consent items are those upon which the City Manager anticipates that no discussion should be necessary, however, by placing an item on the consent agenda does not limit the ability of a Commissioner from asking questions or making comments thereon. In the event a Commissioner believes that an item on the consent agenda should not be on the consent agenda, the Commissioner, at the beginning of any meeting may request one (1) or more items to be removed from the consent agenda for a separate vote. The presiding officer shall schedule such discussion and vote following adoption of the consent agenda.

- G. Items removed from consent agenda.
- H. City business, including proclamations, variances and scheduled public comment.
- I. Public hearings.
- J. Ordinances.
- K. Resolutions.
- L. Action items.
- M. City manager's report.
- N. Commissioner's comments, i.e. reports, introduction of measures, concerns and proposals by members of the Commission.
- ~~N. Public comment.~~

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

O. Adjournment.

(Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10; Ord. No. 2040, § 1, 7/19/12)

Sec. 2-18. - Summary minutes and recording of meeting.

All regular and special meetings of the City Commission, except executive sessions, shall be recorded and a copy of the recording shall be retained as the official record of the proceedings of the City Commission. In addition, summary minutes of all regular and special meetings of the City Commission shall be taken. The summary minutes must include at the minimum the date, time and place of the meeting, a list of the members of the City Commission in attendance, the substance of all matters proposed, discussed or decided and a record of all votes taken ( [7-5-4121](#) MCA). Summary minutes shall be approved by the Commission. It shall not be necessary to formally read the minutes aloud during the commission meeting prior to approval. Such minutes may be revised by the Recording Secretary to correct spelling, numbering, and other such non-substantive mistakes. Prior to approval, any Commission member may, through the Chairman, request the privilege of amending or correcting the minutes to accurately reflect the substance of the prior meeting. If objection is made by any Commission member to such amendment or correction, a majority vote of the Commission shall be necessary for adoption of the correction or amendment.

(Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09)

Sec. 2-19. - Procedure to conduct business and motions.

A. Procedure to Conduct Business.

1. The Chair shall clearly announce the agenda item to be considered.
2. Following announcement of agenda item, the Chair shall invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the Chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.
3. The Chair shall invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input on the agenda item being considered. If numerous members of the public indicate a desire to speak to the subject, the Chair may limit the time of public speakers. To be recognized, each person desiring to give comment, testimony or evidence shall sit down at the table provided and after being recognized, give his or her name and address before testifying commenting or presenting other evidence. All comments, testimony and evidence shall be directed to the presiding officer. No questions shall be asked of a Commission member except through the presiding officer. At the conclusion of the public comments, the Chair shall announce that public input has concluded (or the public hearing as the case may be is closed).
4. The Chair shall ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.
- .5. The Chair shall invite a motion. The Chair shall announce the name of the member of the body who makes the motion.

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- 6. The Chair shall determine if any member of the body wishes to second the motion. The Chair shall announce the name of the member of the body who seconds the motion. No motion shall be debated or put to a vote unless the same shall be seconded. If the motion is made and seconded, the Chair should make sure everyone understands the motion. This is done in one (1) of three (3) ways: (1) The Chair can ask the maker of the motion to repeat it. (2) The Chair can repeat the motion. (3) The Chair can ask the recording secretary to repeat the motion.
    - a. The Chair shall now invite discussion/debate of the motion by the body. Every member desiring to speak shall address the presiding officer, and upon recognition, shall confine himself to the question under debate, avoiding all personalities and indecorous language.
    - b. A member, once recognized, shall not be interrupted when speaking unless it is to call him to order or as herein otherwise provided.
      - i. If a member, while speaking is called to order, he shall cease speaking until the question of order is determined, and, if in order, he shall be permitted to proceed.
    - c. Order of rotation in matters of debate or discussion shall be at the discretion of the presiding officer.
      - i. A member shall not speak more than twice on the same subject without leave of the chair, nor more than once until every member desiring to speak on the pending question has had an opportunity to do so.
  - ~~6. The Chair shall invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input on the agenda item being considered. If numerous members of the public indicate a desire to speak to the subject, the Chair may limit the time of public speakers. To be recognized, each person desiring to give comment, testimony or evidence shall sit down at the table provided and after being recognized, give his or her name and address before testifying, commenting or presenting other evidence. All comments, testimony and evidence shall be directed to the presiding officer. No questions shall be asked of a Commission member except through the presiding officer. At the conclusion of the public comments, the Chair shall announce that public input has concluded (or the public hearing as the case may be is closed).~~
  - 7. If there is no desired discussion, or after the discussion has ended, the Chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.
  - 8. The Chair shall direct the Recording Secretary to take a roll call vote. If members of the body do not vote, then they "abstain". Unless the rules of the body provide otherwise (or unless a super-majority is required as delineated in these rules) then a simple majority determines whether the motion passes or is defeated.
  - 9. The Chair should announce the result of the vote and should announce what action (if any) the body has taken.
- B. Motions, Majority Approval, Debatable or not and Exceptions.
- 1. The Basic Motion. The basic motion is the one that puts forward a decision for the body's consideration. A basic motion might be: "I move that we create a 5-member committee to plan and put on our annual fundraiser."
  - 2. The Motion to Amend. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: "I move that we amend the motion to have a ten-member committee." A motion to amend takes the basic motion which is before the body

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and seeks to change it in some way. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way.

- 3. The Substitute Motion. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: "I move a substitute motion that we cancel the annual fundraiser this year." A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it.
- 4. Order of Consideration of Motions. There can only be three (3) motions on the floor at the same time. The Chair can reject a fourth motion until the Chair has dealt with the three (3) that are on the floor and has resolved them. When there are two (2) or three (3) motions on the floor (after motions and seconds) at the same time, the vote should proceed first on the last motion that is made. So, for example, assume the first motion is a basic "motion to have a five-member committee to plan and put on our annual fundraiser." During the discussion of this motion, a member might make a second motion to "amend the main motion to have a ten-member committee, not a five-member committee to plan and put on our annual fundraiser." And perhaps, during that discussion, a member makes yet a third motion as a "substitute motion that we not have an annual fundraiser this year."
  - a. First, the Chair would deal with the third (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion passed, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions. On the other hand, if the substitute motion (the third motion) failed then the Chair would proceed to consideration of the second (now, the last) motion on the floor, the motion to amend.
  - b. Second, if the substitute motion failed, the Chair would now deal with the second (now, the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five (5) members or ten (10) members). If the motion to amend passed the Chair would now move to consider the main motion (the first motion) as amended. If the motion to amend failed the Chair would now move to consider the main motion (the first motion) in its original format, not amended.
  - c. Third, the Chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee), or, if amended, would be in its amended format (ten-member committee), and the question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.
- 5. Motion to Reconsider. A motion to reconsider requires a majority vote to pass, but there are two (2) special rules that apply only to the motion to reconsider.
  - a. First, is timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting of the body following due notice. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and by a two-thirds (2/3) majority, can allow a motion to reconsider to be made at another time following due notice.)
  - b. Second, a motion to reconsider can only be made by certain members of the body. Accordingly, a motion to reconsider can only be made by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she can make the

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motion to reconsider (any other member of the body may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the body again and again. That would defeat the purpose of finality.

- c. If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is then in order. The matter can be discussed and debated as if it were on the floor for the first time.
6. Simple Majority and Exceptions. All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which, effectively, cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds (2/3) vote of the entire commission (a super-majority) to pass:
- a. Motion to Limit Debate. Whether a member says "I move the previous question" or "I move the question" or "I call the question" or "I move to limit debate", it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds (2/3) vote of the entire commission to pass.
  - b. Motion to Close Nominations. When choosing officers of the body (like the Chair) nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers, and it requires a two-thirds (2/3) vote of the entire commission to pass.
  - c. Motion to Object to the Consideration of a Question. Normally, such a motion is unnecessary since the objectionable item can be tabled, or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds (2/3) vote of the entire commission to pass.
  - d. Emergency Measures. In the case of emergency measures, the emergency must be expressed in the preamble or in the body of the measure and the measure must receive a two-thirds (2/3) vote of the entire commission. In emergency ordinances, the resolutions shall include only such measures as are immediately necessary for the preservation of peace, health, and safety and shall not include a franchise to a corporation or individual, any provisions for the sale of real estate, any lease or letting of any property for a period exceeding one (1) year, or the purchase or sale of personal property exceeding five thousand dollars (\$5,000.00) in value. ([7-5-4204](#) MCA)
  - e. Motion to Punish and Expel. The commission may punish a member and expel any member for the improper conduct upon a two-thirds (2/3) vote of the entire commission members. ([7-5-4103](#) MCA).
7. Motions Debatable, Exceptions. The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the Chair that it is time to move on and take action.
- a. Exceptions. There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the Chair must immediately call for a vote of the body without debate on the motion):

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- i. A Motion to Adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.
- ii. A Motion to Recess. This motion, if passed, requires the body to immediately take a recess. Normally, the Chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.
- iii. A Motion to Fix the Time to Adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: "I move we adjourn this meeting at midnight." It requires a simple majority vote.
- iv. A Motion to Postpone Consideration. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on "hold". The motion can contain a specific time in which the item can come back to the body: "I move we postpone consideration of this item until our regular meeting in October." Or the motion can contain no specific time for the return of the item, in which case a motion to consider the item and bring it back to the body will have to be taken at a future meeting. A motion to postpone consideration an item (or to bring it back to the body) requires a simple majority vote.
- v. A Motion to Limit Debate. The most common form of this motion is to say: "I move the previous question" or "I move the question" or "I call the question." When a member of the body makes such a motion, the member is really saying: "I've had enough debate. Let's get on with the vote". When such a motion is made, the Chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds (2/3) vote of the body. Note: that a motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the motion to limit debate requires a two-thirds (2/3) vote of the body.
- vi. Motion to Object to Consideration of an Item. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds (2/3) vote.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10)

Sec. 2-20. - Reserved.

**Editor's note**— Ord. No. 2019, § 1, adopted April 19, 2010, repealed § 2-20 which pertained to procedure for the presentation of agenda items to the City Commission to encourage public participation in regular meetings and public hearings, and derived from Ord. No. 1869, adopted Feb. 17, 1998; Ord. No. 1921, § 1(part), adopted Feb. 3, 2003; and Ord. No. 1962, adopted Feb. 21, 2006.

Sec. 2-21. - Public hearings.

- A. The Commission may conduct public hearings or may appoint a hearing officer for that purpose, except for budget hearings, as provided in Section [7-1-4131](#), MCA.

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- B. When heard by the Commission, the items will be presented to the Commission in the same format, as described in Section 2-19 of this Chapter.
- C. In addition, when public hearings and public interest matters are being heard and it is anticipated that a large number of the public may wish to participate, the presiding officer, with the consent of the Commission, may, prior to the meeting, establish reasonable guidelines for conducting the meeting.
- D. Witness may be required to testify under oath and all testimonies shall be directed to the presiding officer only.
- E. The Commission shall not be bound by the strict rules of evidence, and may exclude irrelevant, immaterial, incompetent or unduly repetitious comments, testimony or evidence. The presiding officer shall, with advise from the City Attorney, rule on all questions relating to admissibility of testimony or evidence. The ruling of the presiding officer may be overruled by a majority vote of the Commission.
- F. The proponents or opponents, their agents or attorneys, may submit petitions and written comments during or prior to the closing of the hearing and the same shall be entered by reference into the minutes and considered as other testimony received at the hearing.
- G. Following the presentation of all comments, testimony and evidence, the Commission may:
  - 1. Continue the hearing to a date certain to allow additional information to be submitted to the Commission as a body on any unresolved issues;
  - 2. Close the public hearing and proceed to Commission debate of the matter; or
  - 3. Continue the Commission debate and vote to a date certain.
- H. A public hearing which has been formally closed may not be reopened. If additional information is required before a decision can be made, the Commission, upon motion duly made, seconded and passed, may call for an additional public hearing, which hearing shall be duly noticed, specifying date, time, place and subject matter of the hearing.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10)

Sec. 2-22. - Addressing the Commission.

- A. The City will provide sign-up sheets for each agenda item to be discussed at each meeting. Anyone desiring to address the City Commission shall sign the appropriate sheet which shall be collected by the City prior to the opening of the meeting.
  - 1. At the appropriate time on the agenda, the chair will invite the person(s) who has signed up to the table. Each person shall than be given the opportunity to make his or her presentation.
  - 2. Following the statements from those who signed up, the chair may ask for additional public comment from those who did not sign-up.
  - 3. Once a person has made his presentation, that person shall not speak on the same subject unless granted permission by the presiding officer and then only if the presentation provides new information not previously presented.
- B. The public is invited to speak: on any item under discussion by the Commission after recognition by the presiding officer.

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- C. The speaker should step to the front of the room, and sit at the table provided, provide the speaker's name and address on the signup sheet located at the table, and for the record, give his/her name and address and, if applicable, the person, firm or organization represented.
- D. Prepared statements are welcomed and should be given to the Recording Secretary of the Commission. All prepared statements shall become a part of the permanent record.
- E. While the Commission is in session, the members must preserve order and decorum. A member shall not delay or interrupt the proceedings or the peace of the Commission nor disturb any member while speaking or refuse to obey the orders of the Commission or its presiding officer.
- F. Any person making personal, impertinent or slanderous remarks or who shall become boisterous or disruptive during the Commission meeting shall be forthwith barred from further presentation to the Commission by the presiding officer, unless permission to continue be granted by a majority vote of the Commission.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09; Ord. No. [2051](#), § 1, 8/19/14)

Sec. 2-23. - Ordinances and resolutions.

- A. All ordinances and resolutions shall be prepared or reviewed by the City Attorney. No ordinance or resolution shall be prepared for presentation to the Commission unless ordered by a majority vote of the Commission or requested by the City Manager.
- B. The ordinances and resolutions, before presentation to the Commission, shall be approved as to form and legality by the City Attorney and shall have been examined by the City Manager who may refer it for comment to the head of the department under whose jurisdiction the subject matter of the ordinance or resolution is to be administered.
- C. A draft of the proposed ordinance or resolution shall be presented to the Commission for review and comment with the public being notified of the proposed action and invited to make comment.
- D. If the draft ordinance is approved by the Commission, it shall then be placed on the agenda for the first reading and provisional adoption, with the second reading and final adoption occurring at least twelve (12) days after the first reading and provisional adoption. After being provisionally adopted, the ordinance shall be posted in a conspicuous place in the City/County Complex and copies thereof shall be available to the public from the Recording Secretary of the Commission. The reading of the ordinance's or resolution's title and number shall be sufficient to constitute a reading and an actual oral pronouncement of each word contained therein of the proposed ordinance or resolution is not required and shall be waived unless required by a majority vote of the City Commission.
- E. All ordinances, except emergency ordinances, shall become effective thirty (30) days after the second reading and final adoption. All resolutions and emergency ordinances shall become effective upon passage or at the time specified therein. Emergency ordinances and resolutions, which are defined as those measures which are immediately necessary for the preservation of peace, health and safety, require a two-thirds (2/3) vote of the entire commission

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10)

Secs. 2-24—2-39. - Reserved.

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**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 the second reading and final adoption.

**PASSED** by the City Commission of the City of Livingston, Montana, during a first reading at a regular session thereof held the \_\_\_\_\_ day of April 2022.

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

\_\_\_\_\_  
**MELISSA NOOTZ, Chair**

**ATTEST:**

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

\*\*\*\*\*

**PASSED, APPROVED, AND ADOPTED** by the City Commission of the City of Livingston, Montana, during a second reading at a regular session thereof held the \_\_\_\_\_ day of May, 2022.

\_\_\_\_\_  
**MELISSA NOOTZ, Chair**

**ATTEST:**

**APPROVED AS TO FORM:**

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

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

**PUBLIC NOTICE**

**NOTICE IS HEREBY GIVEN** the Livingston City Commission will convene for a regular session Tuesday, May 17, 2021, at 5:30 p.m. via Zoom. The Commission will conduct a public hearing after the second reading of **ORDINANCE NO. 3031** entitled **AN ORDINANCE OF**

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**



**THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015 AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.** All interested persons are invited to attend the public hearing, to make comments or make objections thereto. Join this meeting <https://us02web.zoom.us/j/81173010865?pwd=VHdPdExOTVhwcE1sRkVodFNrSFpVdz09>  
 Meeting ID: 811 7301 0865 Passcode: 562075 or Call-in: (669) 900-6833.  
 For additional information contact the City Offices at 220 E Park Street, Livingston, MT, 59047, or by phone at (406) 823-6000.

Please publish Friday, April 29, 2022, and May 13, 2022.

Faith Kinnick  
 City of Livingston  
 April 8, 2022

**ORDINANCE NO. 3031: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, RESCINDING ORDINANCE 3015, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, AMENDING SECTION 2-19 BY PERTAINING TO THE PROCEDURE TO CONDUCT BUSINESS.**

**File Attachments for Item:**

**B. ORDINANCE NO. 3032: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTIONS 2-12 AS IT PERTAINS TO THE LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING 2-13 AS IT PERTAINS TO THE TIME OF MEETINGS, AND AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, 2-21 AS IT PERTAINS TO PUBLIC HEARINGS, AND 2-23 AS IT PERTAINS TO ORDINANCES AND RESOLUTIONS.**

**ORDINANCE NO. 3032:**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING 2-13 AS IT PERTAINS TO THE TIME OF MEETINGS, AND AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA, 2-21 AS IT PERTAINS TO PUBLIC HEARINGS, AND 2-23 AS IT PERTAINS TO ORDINANCES AND RESOLUTIONS.**

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\* \* \* \* \*

**Preamble.**

The purpose of this Ordinance is to make the amendments to Article II of the City’s Municipal Code.

\*\*\*\*\*

**WHEREAS**, the City of Livingston has moved its office location to 220 East Park Street, made changes to procedures and process that need to be reflected in City Code; and

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

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**Chapter 2**

**GOVERNMENT AND ADMINISTRATION**

Articles:

**Article II. City Commission and Chair**

**Sec. 2-10. Preamble.**

Pursuant to 7-1-4142 Montana Code Annotated (MCA), the City Commission of Livingston Montana, hereby adopts its rules of procedure for its public meetings in which to conduct open, fair, efficient and orderly business to enact legislation and to encourage public participation in the City Commission decisions prior to final decision which may have a significant interest to the public and to preserve a public record of such proceedings.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09)

**Sec. 2-11. Reserved.**

Editor's note(s)—Ord. No. 2019, § 1, adopted April 19, 2010, repealed § 2-11 which pertained to Robert's Rules of Order and derived from Ord. No. 1869, adopted Feb. 17, 1998; Ord. No. 1921, § 1(part), adopted Feb. 3, 2003, and Ord. No. 1962, adopted Feb. 21, 2006.

**Sec. 2-12. Posting board and notice.**

The City Commission hereby designates the bulletin board attached to the wall of the entryway between the two entry doors of City Hall located at 220 East Park Street, Livingston, Montana ~~hallway immediately outside of, and to the left of door to the City Offices located at 414 East Callender Street, Livingston, Montana~~ as its official posting board for the purpose of posting public information. ( 7-1-4135 MCA).

When notice of a public hearing or other official action is required, unless provided elsewhere in the statutes, notice shall be published twice with at least six (6) days separating each publication. The published notice shall contain the date, time and place at which the hearing or other action will occur, a brief statement of the action to be taken and the address and telephone number of the person who can be contacted for further information.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, 10/19/09; Ord. No. 2019, § 1, 4/19/10)

**Sec. 2-13. Commission meetings.**

- A. Open Meetings. All meetings of the City Commission shall be open to the public, except as provided by 2-3-203 MCA.
- B. Regular Meetings. The City Commission shall hold its regular meetings in the City Commission Chambers in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana, on the first and third Tuesdays of each month commencing at the hour of ~~6:30~~ 5:30 p.m. and ending at ~~9:30~~ 8:30 p.m. unless extended by a majority vote of the City Commission, provided, however, that when the day set for any regular meeting of the Commission falls upon a day designated by law as a legal holiday, such meeting shall be held at the same hour on the next succeeding day which is not a holiday. Nothing herein precludes the Commission from meeting at different time, date or location, provided, however, that adequate notice is given to the public.
- C. Work Sessions. The City Commission may meet at a set time and location for the purpose of a general work session with the City Manager. No official action may be taken at a work session, nor will minutes of such work session recorded. Work Sessions shall be open to the public unless otherwise properly closed to discuss topics for which closure is proper under Montana's Open Meeting Law.
- D. Public Hearings. When a matter is required by law to have a public hearing, or when a matter is set for a public hearing by the City Commission upon a motion of a City Commission person, duly seconded and passed, all public hearing will be held at a regular meeting of the Commission after due notice as required by law which notice shall specify the purpose of the hearing and the date, time and location thereof and invite the public to attend and make comments.
- E. Special Meetings. Special meetings of the Commission may be called by the Chair, two members of the Commission or the City Manager upon at least twelve (12) hours written notice which shall state the date, time, location and subject of the meeting and shall be personally served upon each member of the Commission or left at their usual place of residence; a copy of said notice shall also be posted on the official posting board and delivered to the media. Special meetings of the Commission are not the preferred manner of conducting City business. The business of a special meeting must be restricted to the object stated in notice.
- F. Training Sessions. The City Manager shall hold a series of training sessions for newly elected City Commission members. The training sessions shall include, but not be limited to review of the City commission budget responsibilities, the role of the City Manager in hiring, supervising and discharging all employees, a review of the government and administration section of the Code of City Ordinances, a discussion and tour of facilities with each department head, and specific briefing on availability of the City Manager and staff to facilitate a

City Commission member's responsibility. This Section shall also apply to Commission members elected by the City Commission to fill term vacancies.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2003, § 1, 7-21-08; Ord. No. 2016, § 1, 10/19/09; Ord. No. 2021, § 1, 8/16/10; Ord. No. 2051, § 1, 8/19/14; Ord. No. 3005, § 2, 4/20/21)

**Sec. 2-14. Officers and duties.**

- A. General. Election, voting, absence and vacancy. The City Commission shall annually elect a chair and a vice chair at the first meeting in January to serve until the next chair and vice chair are elected. The chair and vice chair shall retain all the rights and responsibilities held as a member of the commission, including the right to vote. The chair, or in their absence the vice chair, shall be the presiding officer at meetings of the commission. In the absence of both the chair and vice chair, the Recording Secretary shall call the meeting to order, call for the roll and the commission members present shall then appoint an acting chair to preside over the meeting.
- B. Chair. The presiding officer of the City Commission shall be the Chair who shall preserve strict order and decorum at all meetings of the Commission. The chair shall assign each Commission member to a seat at the Commission table, as they may deem appropriate. The Chair shall state, or cause to be stated, every motion coming before the Commission, announce the decision of the Commission on all subjects, and decide all questions of order, subject, however, to an appeal to the Commission at large, in which event a majority vote of the Commission shall govern and conclusively determine such question of order.
- C. Vice Chair. In the Chair's absence or in the case of the Chair's inability to act, the Vice Chair shall be designated by the Commission to perform the duties of the Chair.
- D. Recording Secretary. The Recording Secretary shall record the proceedings of the City Commission and prepare and maintain permanent minutes of the Commission proceedings and shall file and preserve the recordings of the meetings and preserve and maintain the minutes and records in the City Office, which minutes and records shall be a public record; and shall be the custodian of the files and records of the Commission.
- E. Sergeant at arms. The Chief of Police, or such other officer may be designated by the Commission, shall be the Sergeant at Arms who shall assist the Chair in preserving strict order and decorum at all meetings and shall keep track of the time when the chair has place time limits upon a speaker's presentation.
- F. Procedure to fill Vacancy in office of City Commissioner. In the event of a vacancy in the office of City Commissioner under Section 7-4-4111, Montana Code Annotated, the City Commission shall use the follow process to fill the vacancy.
  - 1. The City Commission shall determine that a vacancy in the office of a City Commissioner has occurred at either the next scheduled regular meeting of the City Commission or at a duly noticed special meeting as a duly noticed agenda item.
  - 2. At the aforementioned meeting, the City Commission shall direct staff to publish in the local newspaper, once per week for two (2) successive weeks, and shall post on the City's official posting board a request to have interested person submit an application to fill said vacancy. The vacancy is required by law to be filled within thirty (30) days of the vacancy with the term being limited to the unexpired term of the person who created the vacancy.
    - a. The notice shall state the deadline for submitting applications which shall no more than fifteen (15) days from the date of first publication and that the following application is available from the City Offices:
  - 2. At the aforementioned meeting, the City Commission shall direct staff to publish in the local newspaper, once per week for two (2) successive weeks, and shall post on the City's official posting board a request to have interested person submit an application to fill said vacancy. The vacancy is

required by law to be filled within thirty (30) days of the vacancy with the term being limited to the unexpired term of the person who created the vacancy.

- a. The notice shall state the deadline for submitting applications which shall no more than fifteen (15) days from the date of first publication and that the application is available from the City Offices.
- 3. The City Commission shall meet in a public session to review all applications to determine that the applicants meet the minimum qualifications as set forth by state law.
- 4. The City Commission shall then notice a public meeting wherein all qualifying applicants are interviewed. Interviews of each applicant shall follow the same format. Questions for the candidates will be established by the City Commission in advance of the interview.
- 5. Thereafter, the City Commission, at a regular meeting or a duly notice special meeting shall appoint by a majority vote a qualified person to fill the vacancy who shall serve the unexpired term of the person creating the vacancy and until a successor is elected and qualified at the next general municipal election.
- 6. After appointment has been made, the City Commission will write a letter to all applicants thanking each applicant for their time and desire to serve the public in making the City of Livingston a better place to live.

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09; Ord. No. 2019, § 1, 4/19/10; Ord. No. 2077 , 1/18/18; Ord. No. 3005 , § 2, 4/20/21)

**Sec. 2-15. Quorum.**

A quorum shall consist of three (3) Commission members. However, an affirmative vote of a majority of the entire Commission shall be necessary to adopt or reject any motion, resolution or ordinance or pass any measure unless a greater number is required by law. However, in the event of an emergency expenditure, such expenditure must be charged to the emergency budget appropriations and adopted by two-thirds (2/3) of the members of a governing body who are present at the meeting (Section 7-6-4302 , MCA).

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06)

**Sec. 2-16. Agenda.**

The City Manager shall prepare the agenda for the City Commission and make recommendations thereon for the City Commission's consideration. (Sections 7-3-304(6) and (7) , MCA).

Two (2) City Commissioners, when not in session, may make a request to the City Manager to have an item placed upon the agenda for consideration, but such request must meet the requirements set forth in the Rules of Procedure. Upon receipt of such request, the City Manager shall schedule the item for the next regularly scheduled meeting of the City Commission [or the next practicable meeting to allow time to provide a robust staff recommendation. During a City Commission meeting, the approval of three \(3\) Commissioners is required to approve an item for an agenda. The Commission will consult with the City Manager to schedule the item for an appropriate meeting date.](#)

(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2077 , 1/8/18)

**Sec. 2-17. Reserved.**

Editor's note(s)—Ord. No. 2077 , adopted January 8, 2019, repealed § 2-17, which pertained to Order of business and derived from Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10; Ord. No. 2040, § 1, 7/19/12.

**Sec. 2-18. Summary minutes and recording of meeting.**

All regular and special meetings of the City Commission, except executive sessions, shall be recorded and a copy of the recording shall be retained as the official record of the proceedings of the City Commission. In addition, summary minutes of all regular and special meetings of the City Commission shall be taken. The summary minutes must include at the minimum the date, time and place of the meeting, a list of the members of the City Commission in attendance, the substance of all matters proposed, discussed or decided and a record of all votes taken ( 7-5-4121 MCA). Summary minutes shall be approved by the Commission. It shall not be necessary to formally read the minutes aloud during the commission meeting prior to approval. Such minutes may be revised by the Recording Secretary to correct spelling, numbering, and other such non-substantive mistakes. Prior to approval, any Commission member may, through the Chair, request the privilege of amending or correcting the minutes to accurately reflect the substance of the prior meeting. If objection is made by any Commission member to such amendment or correction, a majority vote of the Commission shall be necessary for adoption of the correction or amendment.

(Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09; Ord. No. 3005 , § 2, 4/20/21)

**Sec. 2-19. Reserved.**

Editor's note(s)—Ord. No. 2077 , adopted January 8, 2018, repealed § 2-19, which pertained to Procedure to conduct business and motions and derived from Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10.

**Sec. 2-20. Reserved.**

Editor's note(s)—Ord. No. 2019, § 1, adopted April 19, 2010, repealed § 2-20 which pertained to procedure for the presentation of agenda items to the City Commission to encourage public participation in regular meetings and public hearings, and derived from Ord. No. 1869, adopted Feb. 17, 1998; Ord. No. 1921, § 1(part), adopted Feb. 3, 2003; and Ord. No. 1962, adopted Feb. 21, 2006.

**Sec. 2-21. Public hearings.**

- A. The Commission may conduct public hearings or may appoint a hearing officer for that purpose, except for budget hearings, as provided in Section 7-1-4131 , MCA.
- B. ~~When heard by the Commission, the items will be presented to the Commission in the same format, as described in Section 2-19 of this Chapter.~~
- C. In addition, when public hearings and public interest matters are being heard and it is anticipated that a large number of the public may wish to participate, the presiding officer, with the consent of the Commission, may, prior to the meeting, establish reasonable guidelines for conducting the meeting.
- D. Witness may be required to testify under oath and all testimonies shall be directed to the presiding officer only.
- E. The Commission shall not be bound by the strict rules of evidence, and may exclude irrelevant, immaterial, incompetent or unduly repetitious comments, testimony or evidence. The presiding officer shall, with [advice](#)

advise from the City Attorney, rule on all questions relating to admissibility of testimony or evidence. The ruling of the presiding officer may be overruled by a majority vote of the Commission.

- F. The proponents or opponents, their agents or attorneys, may submit petitions and written comments during or prior to the closing of the hearing and the same shall be entered by reference into the minutes and considered as other testimony received at the hearing.
- G. Following the presentation of all comments, testimony and evidence, the Commission may:
  1. Continue the hearing to a date certain to allow additional information to be submitted to the Commission as a body on any unresolved issues;
  2. Close the public hearing and proceed to Commission debate of the matter; or
  3. Continue the Commission debate and vote to a date certain.
- H. A public hearing which has been formally closed may not be reopened. If additional information is required before a decision can be made, the Commission, upon motion duly made, seconded and passed, may call for an additional public hearing, which hearing shall be duly noticed, specifying date, time, place and subject matter of the hearing.

(Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10)

**Sec. 2-22. Reserved.**

Editor's note(s)—Ord. No. 2077 , adopted January 8, 2018, repealed § 2-22, which pertained to Addressing the Commission and derived from Ord. 1869, 2/17/98: Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2016, § 1, 10/19/09; Ord. No. 2051 , § 1, 8/19/14.

**Sec. 2-23. Ordinances and resolutions.**

- A. All ordinances and resolutions shall be prepared or reviewed by the City Attorney. No ordinance or resolution shall be prepared for presentation to the Commission unless ~~ordered by a majority vote of the~~ requested by the Commission or requested by the City Manager.
- B. The ordinances and resolutions, before presentation to the Commission, shall be approved as to form and legality by the City Attorney and shall have been examined by the City Manager ~~who may refer it for comment to the head of the department under whose jurisdiction the subject matter of the ordinance or resolution is to be administered.~~
- C. ~~A draft of the proposed ordinance or resolution shall be presented to the Commission for review and comment with the public being notified of the proposed action and invited to make comment.~~
- D. ~~If the draft ordinance is approved by the Commission, it shall then~~ Ordinances will be placed on the agenda for the first reading and provisional adoption, with the second reading and final adoption occurring at least twelve (12) days after the first reading and provisional adoption. After being provisionally adopted, the ordinance shall be ~~posted in a conspicuous place in the City/County Complex and copies thereof shall be available to the public from the Recording Secretary of the Commission.~~ The reading of the ordinance's or resolution's title and number shall be sufficient to constitute a reading and an actual oral pronouncement of each word contained therein of the proposed ordinance or resolution is not required and shall be waived unless required by a majority vote of the City Commission.
- E. All ordinances, except emergency ordinances, shall become effective thirty (30) days after the second reading and final adoption. All resolutions and emergency ordinances shall become effective upon passage or at the time specified therein. Emergency ordinances and resolutions, which are defined as those measures which are immediately necessary for the preservation of peace, health and safety, require a two-thirds (2/3) vote of the entire commission



(Ord. 1869, 2/17/98; Ord. 1921 § 1 (part), 2/3/03; Ord. 1962, 2/21/06; Ord. No. 2019, § 1, 4/19/10)

**Secs. 2-24—2-39. Reserved.**

**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 the second reading and final adoption.

**PASSED** by the City Commission of the City of Livingston, Montana, during a first reading at a regular session thereof held the \_\_\_\_\_ day of April 2022.

\_\_\_\_\_  
**MELISSA NOOTZ, Chair**

**ATTEST:**

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**FAITH KINNICK**  
**Recording Secretary**

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**PASSED, APPROVED, AND ADOPTED** by the City Commission of the City of Livingston, Montana, during a second reading at a regular session thereof held the \_\_\_\_\_ day of May, 2022.

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**MELISSA NOOTZ, Chair**

**ATTEST:**

**APPROVED AS TO FORM:**

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**FAITH KINNICK**  
**Recording Secretary**

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**COURTNEY JO LAWELLIN**  
**City Attorney**

**PUBLIC NOTICE**

**NOTICE IS HEREBY GIVEN** the Livingston City Commission will convene for a regular session Tuesday, May 17, 2021, at 5:30 p.m. via Zoom. The Commission will conduct a public hearing after the second reading of **ORDINANCE NO. 3032** entitled **AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, AMENDING ARTICLE II OF THE LIVINGSTON MUNICIPAL CODE ENTITLED CITY COMMISSION AND CHAIR BY AMENDING SECTION 2-12 AS IT PERTAINS TO LOCATION OF CITY COMMISSION POSTING BOARD, AMENDING 2-13 AS IT PERTAINS TO THE TIME OF MEETINGS, AND AMENDING SECTION 2-16 AS IT PERTAINS TO THE PROCESS FOR SETTING AGENDA.** All interested persons are invited to attend the public hearing, to make comments or make objections thereto. Join this meeting <https://us02web.zoom.us/j/81173010865?pwd=VHdPdExOTVhwcE1sRkV OdFNrSFpVdz09>  
Meeting ID: 811 7301 0865 Passcode: 562075 or Call-in: (669) 900-6833.  
For additional information contact the City Offices at 220 E Park Street, Livingston, MT, 59047, or by phone at (406) 823-6000.

Please publish Friday, April 29, 2022, and May 13, 2022.

Faith Kinnick  
City of Livingston  
April 8, 2022

**File Attachments for Item:**

**A. RESOLUTION NO. 5028: RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, INTENT TO APPROVE THE TRAILS AND ACTIVE TRANSPORTATION PLAN.**

**RESOLUTION NO. 5028**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ADOPT THE 2022 TRAILS AND ACTIVE TRANSPORTATION PLAN (TATP).**

\*\*\*\*\*

**WHEREAS,** The City of Livingston received a CARES Act Funding in 2019 and the City Commission allocated \$50,000.00 of those funds for the development of an Active Transportation Plan; and

**WHEREAS,** during the February 16, 2021, regular City Commission Meeting, the Commission approved Resolution No. 4940 Authorizing the contract with Vitruvian Planning for the City’s Trails and Active Transportation Plan; and

**WHEREAS,** the intent of the Active Transportation Plan, as defined in the request for proposals, is to develop a non-motorized Active Transportation Plan that reflects the views of the community residents, emphasizes the importance and value of our outdoor parks, natural area, and the pathways that connect us; and

**WHEREAS,** a steering committee, representative of multiple disciplines including business, health, public, recreation and non-profit members provided input to develop the 2022 Active Transportation Plan in cooperation with City Planning Staff and the consultant; and;

**WHEREAS,** the goals and objectives outlined in the TATP offer a new vision for transportation and recreation in the City of Livingston. The need for this plan was recognized in the 2019 Strategic Plan with a goal to “Foster community resilience by facilitating access to health and wellness resources, enhancing multimodal connectivity and providing stewardship of our natural environment.” It was then supported by numerous elements of the City’s 2021 Growth Policy Update; and

**WHEREAS,** The Livingston Planning Board voted unanimously to approve the Trails and Active Transportation Plan during its March 16, 2022, regular meeting and to move it to the City Commission recommending final approval and adoption, and

**WHEREAS:** City Administration believes the TATP serves as a guide for the development of and investment in the community’s transportation systems in a comprehensive manner. The plan Resolution No. 5027 Intent to adopt the 2022 Trails and Active Transportation Plan.

incorporates all applicable background information, includes a detailed analysis of options and alternatives, incorporates meaningful input from citizens and local officials, and provides a framework for future efforts within the context of State and Federal rules, regulations, and funding allocations, and City Administration supports the final adoption of this plan.

**INTRODUCED** at a regular meeting of the Livingston City Commission, this 19<sup>th</sup> day of April, 2022.

**NOW THEREFORE BE IT RESOLVED** that the 2022 Trails and Active Transportation Plan is hereby approved by the City of Livingston City Commission.

\_\_\_\_\_  
**MELISSA NOOTZ, Chair**

**ATTEST:**

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

**PASSED, AND ADOPTED** by the Livingston City Commission, during the second reading this 17<sup>th</sup> day of May, 2022.

\_\_\_\_\_  
**MELISSA NOOTZ, Chair**

**ATTEST:**

**APPROVED TO AS FORM:**

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

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

**PUBLIC NOTICE**

**NOTICE IS HEREBY GIVEN**, the City Commission will conduct a public hearing on April 19, 2022, for the purpose of receiving testimony from all interested persons during the second reading of **RESOLUTION NO. 5028**, entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO ADOPT THE 2022 TRAILS AND ACTIVE TRANSPORTATION PLAN**. The public is invited to make comments regarding the adoption of this plan. Comments will be limited to 4-minutes each. This public hearing will be conducted via Zoom. Written comments may be submitted to Faith Kinnick, City Clerk, 220 E. Park St. Livingston, MT 59047 or by email at [fkinnick@livingstonmontana.org](mailto:fkinnick@livingstonmontana.org).

To Join this Zoom Meeting

<https://us02web.zoom.us/j/84005139268?pwd=M1c0SXF0cnJEcFcxYzFjUUNUNlZ4UT09>

Meeting ID: 840 0513 9268

Passcode: 817826

Call in: (669) 900-6833.

Please publish Friday, April 1, 2022.

Faith Kinnick  
City of Livingston  
March 28, 2022



# LIVINGSTON, MONTANA

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## Trails & Active Transportation Plan



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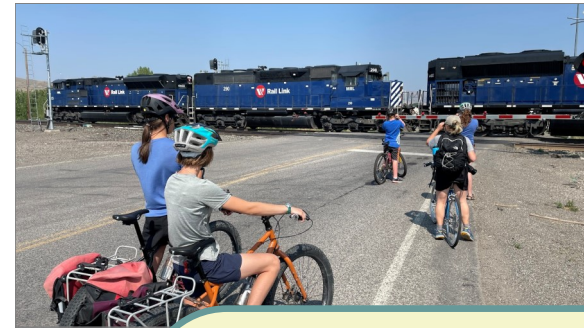
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Appendix.....Forthcoming in Separate Document



**Make No Small Plans**

That is the famous quote of one of the pioneers of urban planning, Daniel Burnham. The Livingston Trails and Active Transportation Plan follows his lead as it is not a small plan. This plan contains big ideas and many projects to help the existing and future residents of Livingston exercise their freedoms to move about their community by whichever mode of transportation and recreation they choose.

The projects, programs, and policies recommended in this plan represent what the Plan’s Steering Committee and people of Livingston told us they desired. Achieving all of those recommendations will take time and energy by not only the City, but the many other organizations around Livingston.

Be bold! Pursue these recommendations with purpose. Yes, it will take time. But the results of this Plan’s recommendations will provide that freedom of mobility and ensure people are safer when exercising those freedoms.



## Acknowledgments

This Plan is not possible without the dedication of its Steering Committee members, who met numerous times throughout 2021, attending workshops and the community bike ride, and helped get the word out about the survey and focus groups.

Steering Committee members are:

- Mathieu Menard, City of Livingston
- Martha O'Rourke, City of Livingston
- Jeanne Marie Souvigney, City of Livingston Parks and Trails Committee
- Torrey Lyons, City of Livingston Planning Board
- Dave Eaton, Counterpoint, Inc.
- Michael McCormick, Livingston Food Resource Center
- Sarah Stands, Park County Environmental Council
- Alecia Jongeward, Park County Schools



## Trails & Active Transportation Plan Consultants



VITRUVIAN PLANNING  
Boise, Idaho

Project manager: Don Kostelec, AICP  
Task manager: Chris Danley



FUTURE WEST  
Bozeman, Montana

Policy Analysis: Randy Carpenter  
Public involvement: Jennifer Boyer  
GIS/Mapping: Cameron Ellis



CATHY COSTAKIS  
Bozeman, Montana

Health & Equity



## 1. Introduction & Call to Action

The human body is designed to move under its own power. We are the most efficient species on Earth when it comes to walking. The bicycle is proven to be one of the world's most efficient machines.

Some of the earliest moments we celebrate in a child's life are those first steps or that first time a parent lets go of the bicycle seat to allow a child to experience that first real sense of freedom.

Unfortunately, as former CDC Director Dr. Richard Jackson said, "We have engineered physical activity out of our lives." Human beings have walked ever since their first days on Earth and the bicycle pre-dates the automobile by more than a hundred years. Yet, these modes have been made inconvenient, uncomfortable, and unsafe due to the ways in which we design our street systems and place many critical destinations along high-speed, auto-oriented routes. It has led to people choosing to drive short distances for trips that could otherwise be made walking or bicycling.

The people of Livingston, Montana, seek to change that. This Trails and Active Transportation Plan sets out the goals and objectives to achieve a new vision for transportation and recreation in this city of more than 8,000 people. The need for this plan was recognized in the *2019 Strategic Plan* with a goal to "Foster community resilience by facilitating access to health & wellness resources, enhancing multimodal connectivity and providing stewardship of our natural environment." It was then supported by numerous elements of the City's 2021 Growth Policy Update.

It is through this lens that the plan is developed, albeit in an era of a global pandemic when humans are rethinking many of the ways in which we move about and interact with friends and neighbors.

Today, Livingston residents are provided a connected and safe road system where they can reach their destination once they leave their home in their automobile. This plan's recommendations would offer that same level of certainty for those who wish to travel or recreate via walking and bicycling.



### What's Old is New Again

Walking and bicycling are modes of transportation that pre-date the automobile. Today, Livingston maintains a footprint that can make these modes of travel as prevalent as they were more than a century ago.

*Images: Yellowstone Gateway Museum*



## Trails & Active Transportation Plan

Achieving this symbolizes true freedom of movement—from that child riding a bike to school with their friends to senior citizens remaining active and able to get around without having to drive.

The geography of Livingston should make walking and bicycling easy. As the crow flies, the widest point between the Yellowstone River and the foothills on the northwest side of town is 1.25 miles. This is a distance—20 minutes of walking—where studies show people are willing to walk for their errands and exercise. From its southwestern tip to its northeastern tip, Livingston is approximately three miles across—a convenient distance for bicycling.

Even with suitable distances, there remain significant barriers. The railroad tracks represent a physical, emotional, and economic barrier for Livingston's people. Park Street is a US Highway that serves as a detour for I-90 during weather-related closures. While expensive to address, overcoming these barriers is vital for the future of Livingston and worth the investment to achieve its goals.

### Vision

The Vision for the Trails and Active Transportation Plan was developed to guide how the plan and its recommendations would unfold. A group of eight steering committee members made substantial commitments of time to provide input to the plan. Committee members were asked to think forward to the year 2030 and imagine a magazine report wanting to profile Livingston. The focus of the story was how the town, in just a short time, became one of the most walk- and bike-friendly small towns in the West.

What would the reporter learn? What accomplishments would they showcase? What would the steering committee show and tell them?

The results of that exercise are summarized on the next page in Figure 1-1. They were used to compile the Vision statement and goals for making trails and active transportation a safe, connected system for all of Livingston's people to use in all seasons.

### Walk and Bike Sheds

The distances within Livingston are ideal for most people to walk or bike, if given safe and comfortable infrastructure by which to do so.

People often choose to take a trip on foot or by bike based on the most difficult intersection or barrier they have to overcome. This is why finding safe ways to cross major barriers like the railroad tracks and Park Street (US 89) are critical to achieve the goals of the *Trails and Active Transportation Plan*.



Figure 1-1: Vision Statement & Goals

## A Vision for the Trails and Active Transportation Plan

The Livingston Trails and Active Transportation Plan is a robust, timeless plan that has staying power beyond all of us, with specific goals, funding options, and commitment to maintenance. Through its implementation, the City, its people, and its partners will:

- Create a city of safe routes for people who walk, bike, and hike,
- Connect all neighborhoods to all schools, important destinations, and community gathering places,
- Construct a system that is safe and accessible for people with assistance needs,
- Prioritize routes for implementing year-round maintenance and management practices,
- Reconfigure streets and overcome major barriers; and
- Develop an extended trail system that connects to county roadways, trails and public lands.

Link Walking and Bicycling Routes to Destinations	Build Context-Appropriate Trails	Invest in a Safe, Year-Round Experience	Overcome Major Barriers	Enact Policies & Incentives
<ul style="list-style-type: none"> <li>• Complete the sidewalks in and around Livingston.</li> <li>• Construct and designate bike facilities to form a network.</li> <li>• Create walking and bicycling routes away from busy roads.</li> <li>• Focus on looping and connecting routes.</li> <li>• Balance what we have with what we can maintain.</li> <li>• Update Safe Routes to School routes, focusing on alternatives to busy roads.</li> <li>• Prioritize decisions around low-income neighborhoods.</li> </ul>	<ul style="list-style-type: none"> <li>• Plan and provide convenient recreational trails, particularly in open spaces.</li> <li>• Consider both short recreational trails as well as longer trails.</li> <li>• Make the trail along the Yellowstone River a highlight for the community.</li> <li>• Refrain from abandoning rights of way that could be used for future trails.</li> <li>• Develop Interpretive Trails through shared spaces.</li> <li>• Build context-sensitive trails that fit the setting—paved vs. unpaved.</li> <li>• Provide landscaping and shelter along trails for year-round use.</li> </ul>	<ul style="list-style-type: none"> <li>• Add fencing or other buffer along sidewalks/trails adjacent to busier roads.</li> <li>• Improve arrival and departure practices around schools for the safety of those accessing them on foot or by bike.</li> <li>• Upgrade sidewalks, ramps and other infrastructures for ADA compliance.</li> <li>• Add or improve lighting along bicycling and walking routes for extra safety at night and in winter afternoons.</li> <li>• Ensure year-round maintenance and enforcement of snow plowing/clearing and sweeping, including partnerships with other organizations.</li> </ul>	<ul style="list-style-type: none"> <li>• Create safe crossings across major traffic arteries.</li> <li>• Make Park Street safe for walking and bicycling along and across.</li> <li>• Create multiple ways to cross the railroad tracks to connect the people of Livingston.</li> <li>• Identify open rights of way for use as micro-path connections and pocket parks.</li> </ul>	<ul style="list-style-type: none"> <li>• Explore downtown parking policies to encourage more people to walk and bike.</li> <li>• Enforce prohibitions on impediments like large RVs and trailers parked on the streets.</li> <li>• Promote proper placement of garbage/recycling cans along routes so they don't impede those walking and bicycling.</li> <li>• Understand the need to maintain what we have combined with what is added.</li> <li>• Ensure that the City's night skies ordinance is considered in any future lighting along paths and roadways.</li> <li>• Work with businesses to make them more bike-friendly.</li> </ul>



## Trails & Active Transportation Plan

### Seasons Come and Go

Even in its early days as a railroad and ranching town, the Livingston area was not an easy place to live year-round. Winters can be harsh, the winds even harsher. The days are short for many months each year. It's easy to see why a transportation mode like driving can be so appealing, even for short trips.

Making active transportation, as well as year-round recreation, appealing is a major goal of this plan. There are models in larger cities in the United States and in countries across the world of how places can achieve higher rates of walking and bicycling in winter months. This plan outlines practices in design, snow management, and partnerships to make Livingston a safe and accessible city for active modes—at all times!

The notion of “at all times” applies to conditions beyond the weather. People must go to work or school during dark hours of the day. People who walk and bike should not have to overcome long detours or other conditions when navigating construction zones. Making the healthy choice the easy choice despite all these factors will help Livingston change that paradigm to engineer physical activity back into people's lives.

### Recent Initiatives

The Livingston Growth Policy Update was finalized as the *Trails and Active Transportation Plan* began. In it are two primary goals that impact this plan:

- Establish Livingston as a community recognized for its parks and trails system.
- Improve pedestrian and bicycle safety within the City.

The Trails and Active Transportation Plan builds upon these goals to give the City and its people more focused direction on how to achieve them. It also links these goals to other Growth Policy Update themes of housing, land use, economy, natural resources, and inter-governmental coordination.

Initiatives at the Park County level also spurred action for the City. The formation of the Park County Active Transportation Coalition to promote these modes was established on the heels of other City and County efforts, most notably the Park County Active Transportation Plan. The Coalition is now incorporated into Park County Environmental Council's structure after being started by the County. A summary of the plans used to inform the Livingston Plan is included in Chapter 2: Livingston's People & Context.

### Bad Weather?

There's an old joke among people who bike in winter: “There's no such thing as bad weather, only bad clothing.”

While walking and bicycling during the harshest times may be reserved for those most dedicated, increasing walking or bicycling in Livingston is attainable in all seasons with a combination of infrastructure and maintenance initiatives that can make the healthy choice the easy choice.



## Changing Paradigm for Walking & Bicycling

The *Trails & Active Transportation Plan* was developed in the midst of a changing attitude toward transportation. The challenge is, that in the eyes of many, people who walk and bike are viewed as an impediment to traffic instead of a legitimate road users.

A national movement called Vision Zero is emerging to change the paradigm for transportation safety and investments. MDT adopted its Vision Zero initiative in 2014; however it does not fully align with the industry-accepted definition of Vision Zero. MDT's Vision Zero is primarily an advertising campaign targeting road user behaviors, with engineering as a component rather than the primary focus.

By contrast typical Vision Zero efforts recognize the design of transportation systems either induces user error or can compound the effects of user error. (Figure 1-2)

This is seen when motor vehicle speeds are prioritized over safety, which happens frequently. Many surface streets have travel lanes wider than those on the interstate while sidewalks (if they exist) are built to a minimum widths. People who walk or bike are oftentimes forced to go thousands of feet out of their way to access a safe crossing of major roads. Montana's roadway design guides and standards still bolster this philosophy despite incorporating other modern features such as protected bike lanes. This Plan looks at active transportation through that Vision Zero lens and provides references to federally-endorsed design guides (see Appendix) to change that approach. A key method is managing motor vehicles speeds and safely incorporating walking and bicycling into transportation infrastructure.

By aligning the recommendations with Vision Zero, the people of Livingston stand to make a better case for its own streets, as well as to MDT about the needs of pedestrians and bicycling wishing to travel along or across MDT-managed routes within Livingston. This Vision Zero philosophy is incorporated into project recommendations (Chapter 4), recommended policy updates (Chapter 7) and other day-to-day practices like snow management and construction zones.

Figure 1-2: Foundational Principles of Vision Zero

Traditional Approach	Vision Zero Approach
Traffic deaths are <b>INEVITABLE</b>	Traffic deaths are <b>PREVENTABLE</b>
<b>PERFECT</b> human behavior	<b>VS</b> Integrate <b>HUMAN FAILING</b> in design
Prevent <b>COLLISIONS</b>	Prevent <b>FATAL AND SEVERE CRASHES</b>
<b>INDIVIDUAL</b> responsibility	<b>SYSTEMS</b> approach
Saving lives is <b>EXPENSIVE</b>	Saving lives is <b>NOT EXPENSIVE</b>

### Vision Zero lays out the following tiered levels of responsibility:

**FIRST, THE DESIGNERS OF THE SYSTEM ARE RESPONSIBLE** for the design, operation and use of the transportation system.

**SECOND, ROAD USERS ARE RESPONSIBLE** for following the rules of the transportation system.

**FINALLY**, when some road users inevitably fail to follow the rules due to lack of knowledge, discipline, ability, or understanding of the system, **DESIGNERS MUST TAKE NECESSARY STEPS** to ensure that the resulting crashes do not result in people being killed or seriously injured.

[http://visionzeronetwork.org/wp-content/uploads/2017/01/MinimumElements\\_Final.pdf](http://visionzeronetwork.org/wp-content/uploads/2017/01/MinimumElements_Final.pdf)



### The City is Not Alone

While the City of Livingston led this Plan, it does not mean the City is alone in finding and applying the resources necessary to achieve a trails and active transportation network that is safe and accessible at all times. Nor does it mean these recommendations are expected to be implemented at once. The Action Steps for Implementation identified in Chapter 10 provide the game plan for achieving this.

There is great community spirit within the people of Livingston and that same spirit should be engaged to implement the plan, find funding to achieve its goals, and work together to find solutions on a day-to-day basis that keep the sidewalks, bike routes, and pathways usable for everyone.

A goal of the Trails and Active Transportation Plan is to identify the many organizations who can contribute to implementation of the plan. Small towns like Livingston will always be constrained by staff and budget resources. People recognize that and are willing to donate their time and money to overcome limitations.

The themes of the Plan are intended to put Livingston ahead of its peer cities in Montana in funding pursuits by providing insights into the impacts of active transportation on a community's physical, environmental, social, intellectual, and economic health. The data and recommendations should position the City to make a more reasoned argument for increased funding, utilizing existing funding on plan recommendations, and supporting design flexibility from agencies such as MDT on the routes it manages.

By examining the health-specific factors in building a culture of active transportation, the City can broaden its pursuit of funding to health-focused organizations. Instead of simply saying "please give money because walking and bicycling is healthy," this plan outlines how it is healthy, who stands to benefit most among Livingston's population, and how those pursuits are achieved through a lens of equity and inclusiveness to people of all ages, all abilities, all races and ethnicities, and all income levels.

### An Active, Interested Community

Volunteers from the Park County Active Transportation Coalition organized to clear snow from the 89-South pathway in March 2021.

*Image: Park County Active Transportation Coalition*





## Trails &amp; Active Transportation Plan

### High Priority Projects

The Plan identifies nearly 32 possible trail, sidewalk, and bikeway projects within the City. These projects were generated through input from Steering Committee members and the public, as well as field review and analysis by the Plan's consultant. This resulted in a list of 12 top tier priority projects totaling nearly 9 miles of sidewalks, bikeways, and trails. Those projects are listed in Figure 1-3 at right and illustrated in the Figure 1-4 map on the next page. Chapter 4: Priority Projects provides details on these projects and the recommended design options for them.

The combined cost estimate for Livingston's top tier projects is approximately \$1.7 million, not including 5th Street railroad crossing upgrades currently under consideration by MDT (Project E at right).

Yes, this is a large number for a small city. Implementing these projects will require City leadership and innovative funding policies and pursuits. The City's partners at Park County, MDT, and local advocacy organizations can assist in providing input on projects and helping the City identify possible state and federal funding sources.

Projects that did not make the list of high priority projects are summarized in Chapter 5: Other Projects, along with recommended street crossing upgrades. Chapter 6: Trails Master Plan includes a map of recommended routes within the City and in unincorporated Park County.

While these lower tier projects are not the City's highest priority projects, that does not mean the City and its partners should ignore opportunities to complete all or portions of them. New development or special funding sources may emerge that allow for implementation of these projects.

The recommended street crossing upgrades are primarily on MDT-managed routes. Upgrades such as Rectangular Rapid Flashing Beacons and the associated curb ramps and crosswalks can be pursued as individual projects or could be batched together in a grant pursuit, use of federal funds available to the City, or a request to MDT.

Figure 1-3: Top Tier Projects

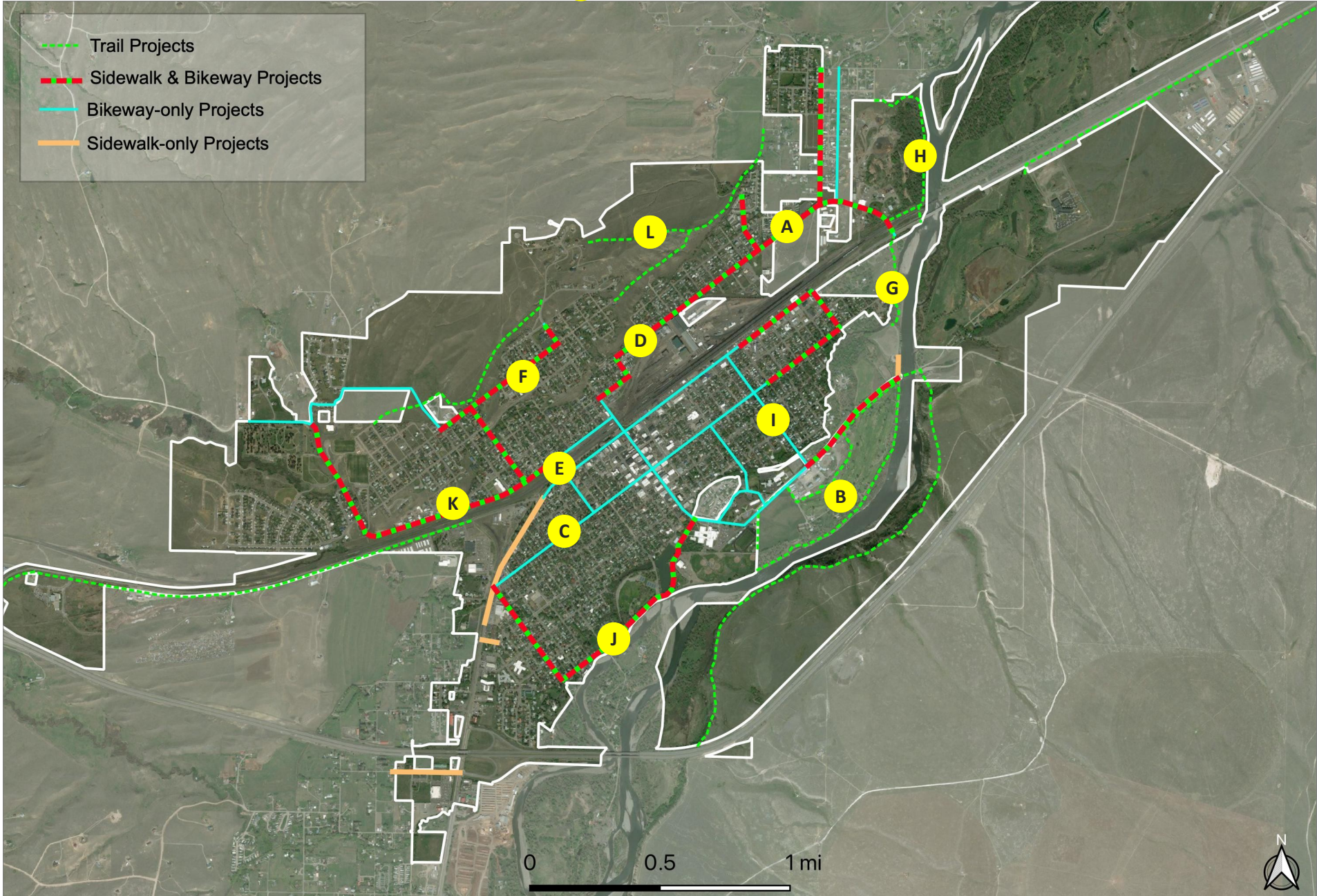
Top Tier Projects, in order of priority ranking	Cost Estimate
<b>A. Gallatin/Bennett, N St to Park (0.6 miles)</b> - Sidewalks and bikeway	<b>\$200,000</b>
<b>B. Yellowstone River Trail, north side, Baseball/Softball Complex to Mayor's Landing (0.9 miles)</b> - Shared use pathway	<b>\$90,000 to \$150,000</b>
<b>C. Lewis/O St Crosstown Bikeway, Park to O St (1.7 miles)</b> - Sidewalks and bikeway	<b>\$10,000 to \$150,000</b>
<b>D. Gallatin/C/Chinook, Main to N St (0.8 miles)</b> - Sidewalks and bikeway	<b>\$120,000</b>
<b>E. 5th, Front to Park (0.1 miles)</b> - Widen sidewalk to pathway width	<b>TBD</b>
<b>F. Summit, 7th to Main (0.4 miles)</b> - Sidewalks	<b>\$75,000 to \$90,000</b>
<b>G. Yellowstone River Trail, Mayor's Landing to O Street Connector (0.4 miles)</b> - Shared use pathway	<b>\$140,000+</b>
<b>H. Yellowstone River Trail, north side, US 89 to Whiskey Creek Road (0.6 miles)</b> - Shared Use Pathway and underpass of bridges.	<b>\$250,000</b>
<b>I. H St, Park to Lewis (0.5 miles)</b> - Bikeway with speed management treatments	<b>\$40,000 to \$200,000</b>
<b>J. River Dr, 12th to Main/View Vista (0.8 miles)</b> - Sidewalks and bikeway	<b>\$250,000</b>
<b>K. Front, 5th to Star Road (0.8 miles)</b> - Sidewalks and bikeway	<b>\$150,000 - \$200,000</b>
<b>L. North Hills Trails, East, Green Acres to Summit/Water Tower (1.2 miles)</b> - Hiking/biking trail	<b>\$50,000</b>

Note: Cost estimates are in 2021 dollars and for construction only. The volatility in the construction industry and with materials will also impact costs upon project implementation.



Trails & Active Transportation Plan

Figure 1-4: All Ranked Projects with Top Tier Projects Listed in Figure 1-3 X



## Who Walks and Bikes in Livingston?

Throughout this Plan you will find profiles of the people of Livingston who walk and bike. People were asked to tell a short story of why they walk or bike and provide a picture of themselves participating in this mode.

The goal of these profiles is to dispel common myths about the characteristics of those who choose to recreate or travel via active modes. It's not just one type of person who bikes and not every bicyclist wears spandex. Those who walk are a combination of those who may not have other options due to age, disability, or socioeconomic status, as well as those who simply enjoy taking the time to walk for recreation or to nearby destinations.

### In their own words

#### Betsy

Not since I was a kid have I lived where I can bicycle or walk to many of the places I need to go. In Livingston, I have come to enjoy biking or walking to do many of my errands—or just to get to the river or the park because, how can you not want to be in a park?

Becoming comfortable on my bike on city streets took a bit, but I soon learned which ones are easier to travel. And, I have discovered that, if I'm not on my bike or my feet, I miss so much: like the sweet dogs fenced in yards looking for a pat, the beautiful flowers blooming in gardens and alleys around town, or the waves and hellos I get from folks sitting on their porches. You just have a different feeling about your town when you see it in slower motion, and not from behind the windshield.



### In their own words

#### Martha Nawacki

I take my baby son, my dog, and myself for walks *almost* everyday for exercise and to take in some fresh air.

It is about 8 blocks to our nearest park at G Street, and about 11 to downtown. We live in a part of town that does not have many ADA ramps, has missing sections of sidewalk, and has damaged sidewalks where they do exist.

Fortunately, our neighborhood does not have too much traffic. As such, we do a lot of our walking in the streets. It would be safer to walk on a nice sidewalk, but that isn't very feasible with a stroller on the south-east end.



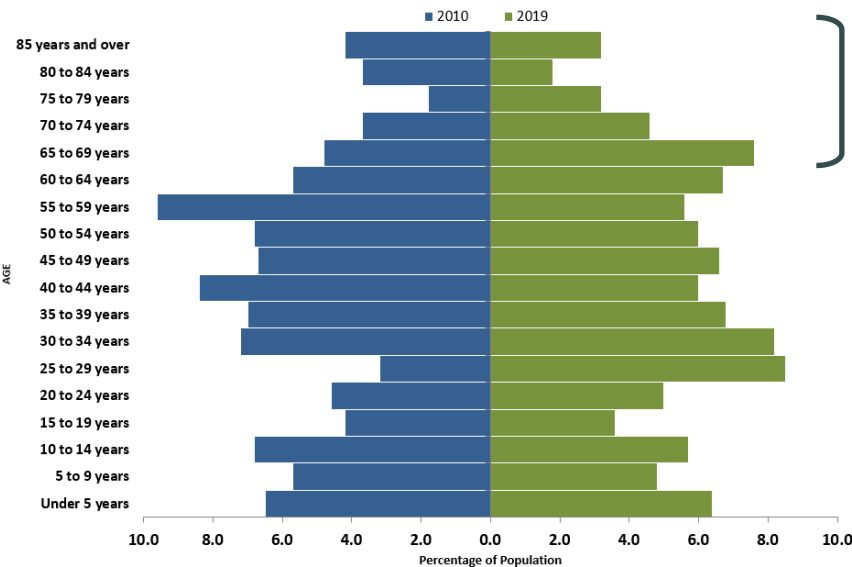
## 2. Livingston's People & Context

The Trails and Active Transportation Plan is for the people of Livingston—those who live here today and future generations. Census data from 2010 and 2019 indicate Livingston's population is aging. The proportion of the population over age 65 grew from 18.2% of the population to 20.4% in 2019 estimates. The population pyramid below shows the percent of the City's population by age range.

The aging of the population is predicated on the large population sector known as Baby Boomers, who are now in retirement age. This has prompted organizations like AARP to jumpstart initiatives like age-friendly communities to encourage local leaders to implement the types of changes that make communities more livable for people of all ages, especially older adults.

Livingston's working age adult population remained relatively unchanged during that timeframe, comprising just more than 59% of the population.

Figure 2-1: Population Pyramid for Livingston—2010 & 2019



**Older Adults (age 65+):** 18.2% in 2010; 20.4% in 2019  
Older adults are seeking walkable and bikeable communities because they want to lead an independent lifestyle as they approach retirement age and ultimately retire. Older adults are concerned about their safety while walking and bicycling in terms of self-defense, traffic exposure, and the risk of falling. The isolation that can come from being in a large, rural state during retirement has been shown to have negative physical and mental health effects.

**Working Age Adults (age 20-65):** 59.2% in 2010; 59.4% in 2019  
The life of a working adult is complicated. They are seeking greater work/life balance while also considering the needs of the family, both elders and offspring. While a daily commute may require driving due to distances and job access in a larger, nearby city, working adults are seeking ways to walk and bike when in their own neighborhood or small city.

**Youth (age <19):** 23.2% in 2010; 20.5% in 2019  
Youth seek to explore the world around them and express their free will in these years. With increasing demands on the family and most households having both parental units in the workforce, youth are being asked to be more independent. Walkable and bikeable communities allow for this to occur in a safe environment.



OF LIVINGSTON'S WORKING AGE ADULTS  
COMMUTE LESS THAN 10 MINUTES  
TO GET TO WORK.

THIS IS A TARGET POPULATION FOR INSPIRING  
MORE WALKING AND BICYCLING TRIPS.



## Trails &amp; Active Transportation Plan

The growth in percentage of Livingston's population above age 65 has come at the expense of its youth population, which declined as a percentage of the City's overall population but still comprises more than 1 in 5 residents.

### Demographic Data

Other key demographic data was drawn from the US Census Bureau's 2019 American Community Survey data for Livingston. The data highlighted at right shows some of the key indicators related to active transportation in Livingston.

A major shortcoming of transportation data and travel modes in the United States is the fact that the Census only asks about a person's journey to work. On average, a person takes 10 trips throughout a normal day with a commute trip accounting for two of those trips. Nothing is known about mode choice for the other 80% of trips.

Currently, nearly 11% of Livingston's people commute to work via active modes, with walking being the primary active mode of choice at 8.8% of the population. One notable element of the walk to work mode share is the difference between men and women, with 11.2% of females walking to work compared to 8.0% of men walking to work. Bicycling accounts for 1.8% of commute trips among Livingston's people.

Other key populations to understand non-motorized transportation and recreation needs are those who are too young to drive (under 15) and those who are reaching an age where driving becomes more difficult (over age 75). This comprises more than 1 in 4 people in Livingston. More than 7% of the City's population lives in a household with no access to a vehicle.

Nearly 1 in 8 people in Livingston has some type of disability with 57.2% of those reporting a disability over the age of 65. Beyond infrastructure such as curb ramps and sidewalks, the needs of people with disabilities should be considered in all infrastructure. For example, people with disabilities may more easily travel by bike or have an adaptive or recumbent bike to use.

Figure 2-2: Select Census Data for Livingston



Source: US Census, American Community Survey (2019)



## Crash Data

Unlike driving, walking and bicycling are experienced through a person's senses. Because of this, the perception of safety is often times a more important factor than the actual safety of a system.

The table at right shows Livingston's history of pedestrian and bicyclist crashes at a rate normalized per 10,000 people for years 2009 through 2018. In comparing Livingston's data to peer cities in Montana, the City performs very well in terms of crash rate per 10,000 people. Various local factors play into these figures, including presence of major traffic routes through town, driver compliance, tourism, and population demographics.

Just as commute mode share data has its limitations, so does the common crash data used by transportation planners and engineers to inform the design of facilities. The presence or absence of a crash is not the only indicator of safety. Unlike motor vehicle crash data, where it is assumed every road is usable by drivers, emerging studies show the design of transportation infrastructure may suppress walking and bicycling. For example, a road that has high speeds and no facilities or crossings for walking and bicycling may have a low number of crashes or none at all. This isn't because it's designed to be safe; rather it's because few people walk or bike there because it's not safe to do so.

There is also a documented history of underreporting of bicyclist and pedestrian crashes, per Federal Highway Administration. If a bicyclist is involved in a crash that does not involve a motorist, then that crash is not reported whereas a single motor vehicle crash that causes injury or property damage greater than \$1,000 is reported. A bicyclist who runs into a ditch, breaks a collarbone, and destroys a \$1,100 bicycle will never show up in crash reports compiled by police and MDT and used to inform road design.

Further, people who are hit by a motorist while walking or bicycling but receive only minor injuries may be more likely to prioritize getting to medical care than reporting the crash to local authorities.

Figure 2-3: Crash Data for Montana Cities with Population 4,000 to 10,000

City	Population (2019 5-yr Estimate)	Pedestrian Crashes	Bicyclist Crashes	Total	Crashes per 10,000 pop.
Hamilton	4,723	22	45	67	141.9
Lewistown	5,885	17	15	32	54.4
Sidney	6,416	23	8	31	48.3
Havre	9,786	23	14	37	37.8
Belgrade	8,685	13	17	30	34.5
Glendive	5,126	10	6	16	31.2
Whitefish	7,714	7	17	24	31.1
Dillon	4,261	8	5	13	30.5
Miles City	8,487	20	3	23	27.1
Laurel	6,834	6	11	17	24.9
Columbia Falls	5,429	4	7	11	20.3
<b>Livingston</b>	<b>7,575</b>	<b>6</b>	<b>7</b>	<b>13</b>	<b>17.2</b>
Polson	4,918	6	1	7	14.2

Source: US Census, American Community Survey (2019), MDT Crash Data (2009-2018)

Note: There are limitations to pedestrian and bicyclist crash data. These modes have higher percentages of unreported crashes and state motor vehicle laws prohibit some bicyclist crashes from being reported. Emergency Room admission data, if available, may show the greater magnitude of overall crashes involving pedestrians and bicyclists but will not identify the location of the crash.



## What People Say

Past and ongoing planning efforts have consistently pointed to interest among Livingston's people for more robust investment in trails and active transportation.

**Growth Policy Update (2020).** The Community Survey for the Growth Policy update identified the five most popular transportation policies:

- Build a new separated grade crossing on the west side of town;
- Design improvements for people with disabilities;
- Design pedestrian-friendly transportation improvements; and
- Invest in sidewalk and street improvements in older parts of town.
- Develop a community wide interconnected trail system in town.

## Livingston Parks and Trails In Our Community Survey (2019).

Nearly 350 people completed this survey, which documented attitudes and opinions about parks and trail use. Some notable findings included:

- Widespread use of parks and trails across all seasons, with more than 43% saying they use them weekly during winter;
- The four most popular activities among respondents were: Walking, nature walks/hiking, walking a dog, and bicycling;
- 69% said health, wellness, and fitness is the most important function that should be considered when designing enhancements and/or improvements to the parks and trails system;
- 78% said walkable and bike-friendly development was the most important principle to consider when planning the parks and trails system; and
- Natural surface trails were preferred to paved surface trails.

**Park County Active Transportation Plan (2016).** For the entirety of Park County, *Active Transportation Plan* was adopted in 2016 and noted broad support for active transportation investments. Survey input was received from 400 people through this plan.

- 59% want to see improved hiking/biking trails, and walking paths;
- 70.4% were satisfied with their access to trails while 49.4% said they were dissatisfied with the number of trails; and
- Increasing the number of trails was the highest rank singular improvement people identified.

Figure 2-4: Sample Results of Growth Policy Update Visual Preferences Survey



## How do you define community character?

*"The streets are safe, everything is close enough to walk (which needs to be improved), public spaces and 'third places' are enhanced to create more interactions that define our unique community."*

*- One response to a question on Community Character provided through the public input on the Growth Policy Update*



# Trails & Active Transportation Plan

## Livingston’s Planning Context

This is not the first time trails and active transportation have been explored through a plan in Livingston, but it is the first time there has been a plan focused on the subject.

A key component of the Trails and Active Transportation Plan is to use past planning efforts to inform the specific projects, programs, and policies for walking and rolling in Livingston. This chapter contains a summary of the existing plans and major projects.

## Plans and Projects

**Growth Policy Update.** Improving pedestrian and bicycle safety and creating a complete and well-maintained transportation network are the two transportation goals in the adopted Growth Policy. They are supported by the recommendations contained in the Trails and Active Transportation Plan.

There are several supportive policy goals beyond the transportation section of the Growth Policy. A primary theme regarding land use is to promote infill and redevelopment of brownfields. These goals, when enacted, take advantage of existing infrastructure such as sidewalks, streets, and pathways. These strategies offer the greatest potential to create active transportation trips and greater return on investment.

Other goals, as identified in Figure 2-5, also expand choices and increase active transportation. Any new employment that is located within Livingston offers a chance for a local resident to reduce commute costs by walking and bicycling to work. The goal for identifying and improving non-motorized gateways means those who enter the City by automobile will recognize the safety and mobility of people using active modes is a higher priority than vehicle speeds.

Chapter 7: Land Use & Policy Recommendations provide specific transportation policies the City of Livingston can adopt to achieve the goals established in the 2021 Growth Policy.

Figure 2-5: Key Growth Policy Goals That Promote Trails & Active Transportation

**Goal 8.1: Improve pedestrian and bicycle safety within the City.**

Ensure trail and sidewalk connectivity within and around the City.

Make streets safe for all modes of transportation when planning for future developments and rehabilitation of existing transportation infrastructure.

Develop a Safe Routes to School Travel Plan for the City.

Review & update the land use plan to reflect the ability of the transportation system to maintain an acceptable level of mobility.

**Goal 8.2: Create a complete and well-maintained transportation network within the City.**

Develop additional grade-separated crossings to serve areas of planned growth.

Require road and multi-use trail and/or sidewalk connections to existing and future developments.

Ensure that bicycle, pedestrian, and trail connectivity is evaluated in all requests for modification or abandonment of public rights-of-way or access easements.

**Other Sections that Support Trails & Active Transportation**

**Goal 2.1: Preserve and enhance Livingston’s unique community character**

By identifying key non-motorized entry points and investing in them, the City will make it clear that people who walk and bike are a priority.

**Goal 3.1: Prioritize infill over expansion**

Infill means that existing infrastructure, such as sidewalks and pathways are maximized in terms of usage and return on investment.

**Goal 3.5: Encourage the responsible growth of Livingston**

If measuring new development according to the principles of Smart Growth, then new development must be walkable and provide a variety of transportation choices.

**Goal 3.5: Rehabilitate brownfields for new development**

By doing this, Livingston can control how new development occurs in these centrally-located parcel to maximize active transportation opportunities.

**Goal 6.1: Strengthen and diversify...employment opportunities**

Every job gained within Livingston means a city resident is more likely to be able to walk and bike to work and have additional income to spend locally due to a less burdensome commute.





## Trails &amp; Active Transportation Plan

**Livingston Zoning & Subdivision Regulations.** An outcome of the Growth Policy Update is likely to be changes to the zoning ordinance and subdivision regulations. The Trails and Active Transportation Plan includes a review and recommendations to the subdivision regulations as the City works toward these updates. A key recommendation is formally adopting the Trails Master Plan map (see Chapter 6) by reference in the City's code so trail easements are made a condition of approval of new development where these future trails are proposed.

The City's existing zoning closely aligns with the growth area map in terms of Livingston identifying undeveloped areas on the east and west sides of town for higher density residential development.

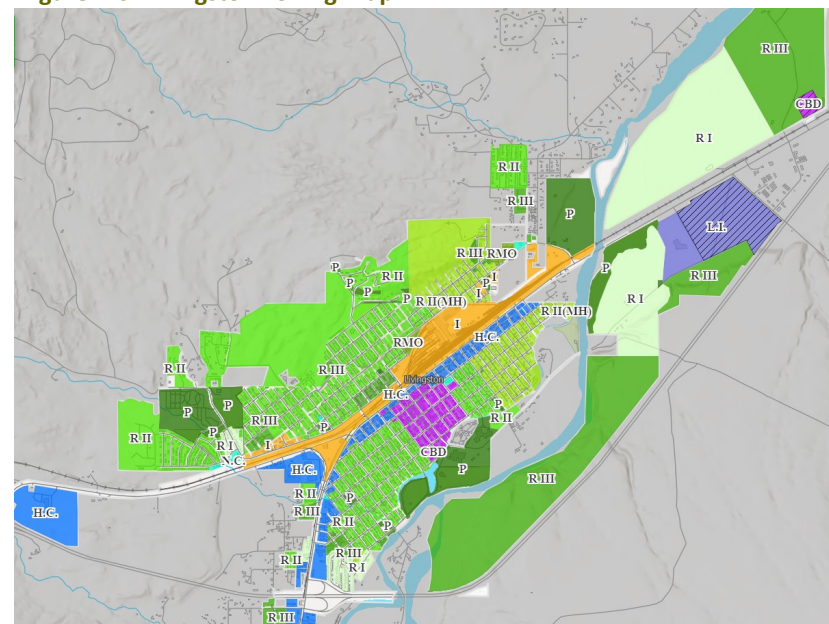
If realized, higher density development would help generate additional demand for trails and active transportation but needs linkages to planned and existing commercial, recreation, and educational land uses. As this growth occurs it is likely that internal sidewalk and bikeway networks will be built in subdivision, but this may still leave gaps connecting to and along major routes.

The City's subdivision regulations provide little direction for walking and bicycling routes. The current policy defines arterials, collectors and local streets strictly from a motor vehicle movement standpoint. Arterials are those main arteries of traffic that typically carry higher volumes of motor vehicles at higher speeds.

These arterials are also where key destinations are located and where people who walk and bike desire to go when traveling by those modes for non-recreational purposes. Collectors work to distribute traffic between arterials and local residential streets but oftentimes serve as a type of arterial for active transportation trips if they are parallel to major routes.

Policy recommendations included in this plan include defining what different types of streets mean for walking and bicycling, in addition to motor vehicle traffic. Through this, the City can better evaluate transportation impacts for all modes, as well as recreational access to trails, when reviewing and approving new subdivisions.

**Figure 2-6: Livingston Zoning Map**



## Trails &amp; Active Transportation Plan

**Parks and Trails Master Plan.** The purpose of the Parks and Trails Master Plan (2012) was to assess and inventory park and trails, as well as existing facilities and programs and develop a master plan to guide future development of parks and trails.

Public input sessions were conducted to guide the process. The input included widespread support for additional trails and active transportation.

The plan states that “balanced park systems require space for both active and passive recreation, designed to meet the needs of current and future residents, all tied together by trails and pathways into a cohesive system.”

The park facilities identified in the plan are considered primary destinations for active transportation trips. A resident of Livingston should be able to access parks within the City by walking or bicycling instead of driving.

To accomplish this, the plan identifies existing trails, proposed trails, and potential shared roadways for bicycling. These routes form the basis for the assessment of such facilities that are explored in more detail for the Trails and Active Transportation Plan. Major trails identified as existing or planned include:

- Bozeman Trail Connector
- Bozeman Trail/Jondrow Spur Trail
- City Water Plant Trail
- Front Street Trail
- KPRK Trail
- Livingston Ditch Trail
- Livingston Depot Center Trail
- Mayor Landing Myers’ Riverview Trail, Yellowstone Bridge
- Sacajawea-Mayors Landing Levee Trail
- Shared Roadway Connectors

The total estimated costs of these trail and bikeway investments was nearly \$2 million.

**Figure 2-7: Sample Trails & Bikeway Assessment in the Parks & Trails Master Plan**



**Northwest Livingston Infrastructure Project.** The Northside Transportation Plan, which focused primarily on vehicular traffic, spawned the initiative to examine and fund major infrastructure projects in northwest Livingston, most notably an underpass of the railroad on this side of town. The cross sections proposed a shared use pathway on only one side of these roads, which may not be adequate to properly provide for safety, mobility, and access for non-motorized users.

If a pathway is built along one side of major arterials, then a sidewalk should be built on the other side along with frequent crossing points for bicyclists and pedestrians to access destinations easily accessible to motorists. A pathway on only one side of an overpass or underpass may be adequate as long as no major trip generators are developed on the opposite side to create out-of-direction travel for people using active modes. Any efforts to move to more detailed design for a railroad underpass or overpass should incorporate design guidance from sources identified in this Plan’s Appendix.

**ADA Transition Plan.** The City completed an Americans with Disabilities Act Transition Plan in February 2019 to meet federal requirements. A Transition Plan and related self assessment is required as part of the 1991 passage of ADA, which is considered Civil Rights Law in the United States.

The goal of the Transition Plan is to identify existing barriers to accessibility for people with disabilities. It’s relationship to active transportation is within the public rights of way that contain sidewalks and curb ramps.

Beyond annual investments to upgrade curb ramps, the following improvements are identified in the Transition Plan’s Action Log for accessibility improvements to meet ADA requirements:

- O Street Connector Trail
- Increase sidewalk width on 5th Street Railroad Crossing
- Accessible connector trail to Big Hill
- Accessible connector trail to Small Hill
- Accessible crossing to Katie Bonnell Park

Figure 2-8: Northwest Livingston Infrastructure Project Schematic

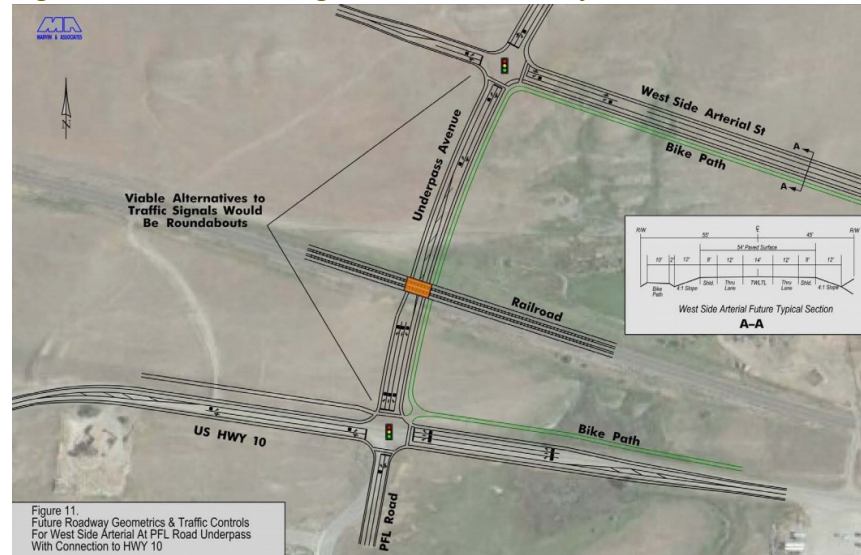
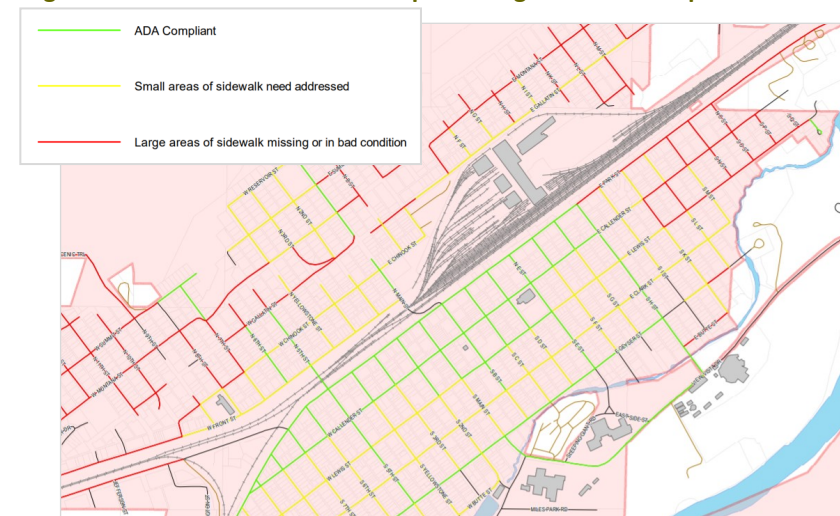


Figure 2-9: ADA Transition Plan Map Showing Sidewalk Compliance Status



## Trails & Active Transportation Plan

**Slow Roll Bike Audit.** As part of the Growth Policy Update, the Park County Environmental Council partnered with the Livingston Bicycle Club in March 2021 to audit the City's bike routes.

The purpose of a bike audit is to evaluate the level of safety and comfort people feel while pedaling. The audit covered all of Livingston with stops at Lincoln High School, Green Acres, Northside Hill, and the Star addition. The audit leaders documented participants' experience in the realms of overall group reflections, safety, access, and comfort.

The audit report notes participants demonstrated that "neighborhoods (especially the Northside) feel disconnected from one another." It notes that while people generally have positive opinions of bicycling or walking within their neighborhood, "getting to and from each neighborhood (or into town from these areas) does not feel comfortable, convenient, accessible or safe."

### Part of a Larger Vision

The Livingston Trails and Active Transportation Plan grew out of a call to action from residents of Livingston as well as momentum created by the 2016 Park County Active Transportation Plan (PCATP) and the Park County Environmental Council's Active Transportation Coalition (ATC)

**PCATP.** The objective of formalizing the PCATP is to create thoughtful interrelationships with community priorities and opportunities as well as to maximize resources already available. This document serves as an effort to focus on how Park County and the Park County Fairgrounds and Parks Board can function better to serve its population through four priority areas.

- Healthy and Safe Alternative Transportation Promotion
- Parks, Trails and Recreation Network Opportunities
- Effective Collaboration and Management
- Positive Economic Competitiveness

The Plan identifies a 27.6 mile shared use pathway along US 89 from where it currently terminates in Livingston to Miner.



### Slow Roll Bike Audit

Volunteers from the Park County Environmental Council's Active Transportation Coalition organized to clear snow from the 89-South Bike Trail in March 2021.

*Image: Park County Active Transportation Coalition*



# Trails & Active Transportation Plan

**Active Transportation Coalition.** The ATC is a group of citizens and county officials working to make Park County more walkable, bikeable and transit-friendly. Organized by the Park County Environmental Council, the ATC has spearheaded pop-up demonstration projects to pilot various bicycle and pedestrian infrastructure, programs, and policy improvements.

Examples are the Livingston Farmers Market protected bike lanes, cross-walks, haybale roundabout, and bike valet; Park Street red flag project; and curb extensions. The Park County Environmental Council facilitates the ATC and helps work to enhance safety and sustainability in local transportation.

The ATC leads and participates in local events, such as the Slow Roll Bike Audit, trail clean-up, and hosting special events where nationally-recognized speakers are brought to Park County to help motivate local residents and officials for improved transportation.

**Building Active Communities Initiative.** More than 30 communities across Montana participated in the Building Active Communities Initiative (BACI), a project of the Montana Department of Public Health and Human Services, from 2012-2018.

The mission of that initiative was to encourage policy and environmental changes to help make communities safer, more accessible, and inviting places for people to walk, bike, or take public transportation (if available).

In 2015, Park County sent a team of five leaders to the BACI Action Institute. Subsequently, the team spearheaded the development of the Park County Active Transportation Plan and the formation of the Active Transportation Coalition.

In 2017, Park County and the City of Livingston sent a joint team of seven leaders to the BACI Action Institute where Vitruvian Planning’s Chris Danley was the main speaker. After attending the Institute, the team conducted a series of pop-up demonstration projects aimed at improving unsafe pedestrian environments.

Figure 2-10: Park County Active Transportation Coalition Mission



Trails & Active Transportation Plan

In 2018, the City of Livingston hosted the BACI Action Institute and sent another team of City-County leaders.

These educational and skill-building opportunities for City leaders, coupled with significant public outreach efforts, have led the City of Livingston to this point; the development of the Livingston Trails and Active Transportation Plan. This is the right time, the right people are engaged, and the public is interested in improving the walking and bicycling environment in Livingston.



**The Human Touch**

A human curb extension, showcased during the BACI efforts, in Livingston, show how street space can be reallocated for safety to reduce pedestrian crossing distance and increase visibility.

Image: Cathy Costakis



**In their own words  
Laurel Rhodes**

I'm obsessed with riding my bike. I ride it everywhere and like riding my bike for a purpose like running errands, getting groceries, and running my business by seeing my veterinary patients in their homes. It's fun because I'm taller, faster and cooler in the breeze I make. I feel good supporting my physical and mental health as well as the environment. One of the joys of living in a small town is I can bike pretty much wherever I need to go.

The biking improvement I hope to see is a paved path all the way to Livingston Healthcare hospital bike rack.

The other place I would really appreciate additional paved paths is at 7th and Park St. Currently the bike path parallel with Park St curves and goes up the railroad side with an option to cross the highway at the top of the hill. It would be so much safer and easier to access Spurline, Woods Rose, Radio Shack and Wispwest if there were paved paths on the opposite sides of Park and 7th.



### 3. Public Engagement

The Livingston Trails and Active Transportation Plan was not only informed by the public but literally built through public engagement. Having multiple opportunities for public engagement throughout the process, and offering participation in a variety of forms, was implemented to gain ample input in terms of number of inputs via survey responses and diversity of input via focus groups.

Public involvement should focus on the authenticity of the input rather than the volume of input. Instead of fixating on the number of people who attend meetings or take surveys, the goal of the engagement process was to garner authentic input and ensure that the results of surveys and meetings reflects the needs of all people in Livingston. Those who may be most reliant on a safe system of walking and bicycling routes may not have the time or resources to provide input. This is why the plan sought to engage organizations and people who work with vulnerable populations.

#### Steering Committee

The project garnered the support and direction of an active Steering Committee tasked with making sure the input was authentic and identifying organizations that merited individual outreach.

This group of Livingston Planning Staff and representatives from the public served as a sounding board for the project's approach and key informants about the community. The Steering Committee met five times throughout the planning process. The Steering Committee participated in a walking meeting in April 2021. They explored different areas of the community and hosted discussions about different barriers to connectivity. Other meetings were held via Zoom. The Steering Committee meetings provided critical direction on the elements of the plan that should be prioritized. These critical issues included connectivity, access for a diversity of users, the railroad barrier, connections for the North side of town and safe routes to school.

Figure 3-1: Building a Plan Through Engagement



7  
STEERING COMMITTEE MEETINGS



37  
ORGANIZATIONS INVOLVED IN  
FOCUS GROUP MEETINGS



311  
SURVEY RESPONSES



100+  
MILES WALKED AND BIKED BY  
CONSULTANT TEAM MEMBERS



39  
PARTICIPANTS IN JULY 2021 PUBLIC MEETING,  
COMMUNITY BIKE RIDE & LOOKING GLASS ACADEMY



## Trails &amp; Active Transportation Plan

### Focus Groups

The Steering Committee helped identify organizations to participate in focus groups during spring of 2021. Six emphasis areas were identified for discussion among focus groups and one-on-one interviews. Figure 3-2 identifies the interests and representation of participants.

The robust conversations dug into core priorities for the community. They identified the biggest barriers for residents and visitors to safely move throughout the community and access important destinations such as schools, Yellowstone River and commercial districts. When we discussed what the vision of the plan should be, focus group participants shared that all neighborhoods deserve to have safe and easy access to a non-motorized network to access community destinations and services. Participants consistently identified schools as priority destinations and all neighborhoods should be connected, including the North side of the community.

The focus groups emphasized the importance of connectivity with complete infrastructure that is safe and separated from traffic. The network should be comfortable for all abilities and easy for families to navigate. The river was identified over and over again as central to the identity of the town and a huge amenity. Therefore, focus group participants strongly supported connecting and expanding trails along the river as a continuing strategy.

Participants also envisioned barriers like the river and railroad tracks being removed by constructing bridges to safely move walking, biking and rolling citizens to the other side. Finally, focus group participants envisioned an in-town network that would connect to longer routes and loops outside of town.

Perhaps the strongest theme heard across all focus groups was the emphasis on safety. Participants stressed the need to have clear and consistent guidance on standards (width, surface, wayfinding etc.) of trails, pathways, sidewalks and bike lanes so users can safely move through the network. Whenever possible it is preferred that paths are separated from traffic and that crossings are controlled and clearly marked with traffic calming integrated into the design.



Figure 3-2: Focus Group Attendees

Focus Group (Attendees)	Organizations / Representation
<b>Conservation &amp; Environment</b> (5)	Montana Freshwater Partners Upper Yellowstone Watershed Park County Environmental Council Gallatin Valley Land Trust
<b>Schools &amp; Youth</b> (5)	Livingston School District Big Brothers Big Sisters Farm to School Community School Collaborative
<b>Community Interests</b> (8)	Fairgrounds and Parks Board Parks and Recreation Board Historic Preservation Board Tree Board Park County Community Foundation Local Resident Integrated Trail Lab Arthur M Blank West Foundation
<b>Local Businesses</b> (8)	Chamber of Commerce / Visitor Center MSU Extension Service Economic and Community Development Downtown Business Owner Health Livingston Depot Real Estate Business Improvement District Business Owner Physical Therapy
<b>Health &amp; Healthcare</b> (7)	Livingston Healthcare Foundation Livingston Healthcare LiveWell49 Park County Health Livingston Food Resource Center Park County Senior Center Learning Partners Community Health Partners
<b>Vulnerable Populations</b> (7)	Livingston Parks and Trails Committee Montana Independent Living Project Human Resource Development Council Stafford Animal Shelter (2) Active Transportation Coalition Counterpoint



## Trails & Active Transportation Plan

The conversations often highlighted the importance the network plays in health and wellness. The benefits are physical, mental and emotional and when these habits are built during youth and they pay lasting dividends. Having access to outdoor places and nature is also an economic engine as many tourists focus trips on the opportunity to explore on bike or foot.

People with disabilities must also benefit from these investments. Ensuring that access and inclusion is open to all users (ability, age etc.) supports all citizen's health and well-being.

The pride of the community and strength of its' partnerships was evident when the participants spoke of creating a brand that reflected the history and uniqueness of Livingston. There was energy to create a wayfinding and amenity theme that would celebrate the community and add to the sense of place.

Community members agreed that one entity cannot create this network alone and it would take public-private partnerships and a diversity of funding streams to implement and maintain the trails and active transportation system year-round. This idea fueled excitement to access grants and volunteers and local government funds and other funding mechanisms to tackle both small and large projects.

One of the key focus group questions was discussing what should the plan prioritize. The participants generated a long list of community priorities, and four overall themes consistently emerged in the conversations. Additionally, two key themes related to health and access emerged. They are highlighted in Figure 3-3.

**Health & Wellness.** To help emphasize a theme of health, two focus groups were conducted with stakeholders from the health community and organizations representing vulnerable populations. They included representatives from seven different organizations including healthcare, public health, and organizations representing seniors, people with disabilities, and low-income residents (see Figure 3-2). Each group identified themes already discussed above such as safety, connectivity, maintenance of facilities, and wayfinding.

**Figure 3-3: Key Priorities from Focus Group Meetings**

### Youth Need Safe Routes

to school and the ability to use the network from all parts of the community, notably the North side of town.

Provide supportive education and training.

### Fill Gaps in Existing Infrastructure

by creating better connections in underserved areas, improving and increasing railroad crossings, and ensuring infrastructure is accessible.

### Prioritize Safety

through speed management and traffic safety. Clearly identify spaces for people who walk and bike and provide wayfinding for them.

### Prioritize Access to Community Resources

Including food outlets, health services, recreation facilities, downtown business, schools, and open space.

### Improve Physical and Mental Health

with investments that provide safe and comfortable access to nature, as well as food, healthcare, and jobs.

### Promote Access in All Realms

by identifying not only physical infrastructure needs, but access to things like proper clothing, education, route identification, and restrooms.



## Trails &amp; Active Transportation Plan

Focus group participants agreed there is clear evidence supporting the benefits of “outdoor movement” both for physical and mental health. They felt access to nature and wildlife also has benefits for mental health both for adults and children.

In addition to these benefits, focus group participants also identified the need to access jobs and basic needs, such as food and healthcare, as critical to support health and wellbeing.

**Access & Inclusion.** Focus group participants were clear on a variety of strategies that would be helpful to make Livingston a more welcoming place for all people. Focus group participants pointed to residents who did not own a car that need to access grocery stores and work at restaurants in southwest Livingston off Park Street.

They said these residents often “walk on the railroad tracks” due to missing sidewalks or lack of maintenance in the winter in order to access needed destinations. Other participants noted that some residents lack access to proper clothing (i.e., warm coats, hats, and gloves) or gear (i.e., bicycle, basket, light etc.) or infrastructure enhancements (i.e., bike repair stations and bike racks) and education on how to maintain a bicycle.

Narrow sidewalks and sidewalks with no curb-cuts make it very difficult for people using assistive devices, such as wheelchairs or walkers, or even child strollers, to get to where they need to go.

Several focus group participants suggested that informational group walks for individuals that may be more hesitant and need more social support to better understand the safest, most accessible, and connected routes could increase safety and usage of the walking and bicycling network for vulnerable users such as seniors and individuals with disabilities.

Locating public bathroom facilities at key areas in the city would be helpful, especially senior populations wanting to get out and walk or roll. In addition, having clearly identified rules for trails, such as places where dogs need to be on a leash, may improve safety and comfort for more vulnerable users.



### Access & Inclusion

Beyond constructing facilities that are accessible for all people, keeping those routes clear of snow and debris makes the space usable instead of forcing people into unsafe situations, such as using the railroad tracks to access destinations.



## July 2021 Public Involvement Events

The week of July 26 was identified as a full week of on-the-ground public involvement and field evaluation by the consultant team. By this time a preliminary list of projects had been identified and mapped via input from past plans, the Steering Committee, Focus Groups, and the Public Input Survey (see next section).

Three public involvement events were conducted to bring different perspectives together to inform the Plan's content.

**Looking Glass Academy.** A two-day workshop on the key design elements of walking and bicycling infrastructure was conducted on July 28 and 29 at Park County High School. Twelve people took part in this workshop, including representatives of the City, Park County, Montana Department of Transportation (MDT), and Park County Environmental Council.

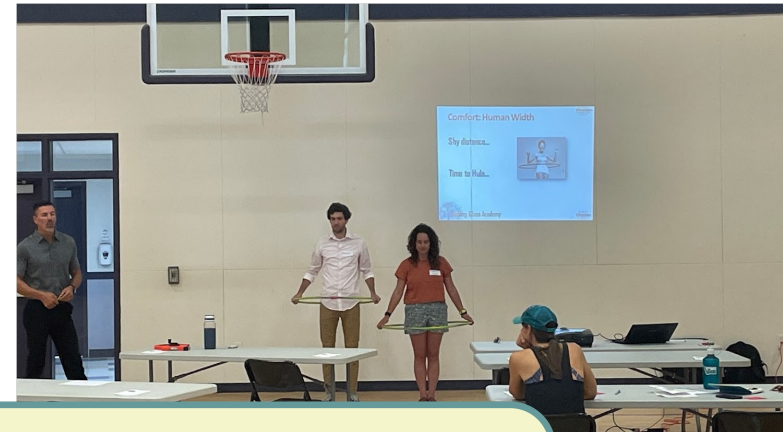
The goal of the workshop was to build local capacity for implementing the Plan once the consultant's efforts are complete. The workshop focused on things like how people who walk and bike experience streets through their senses and in ways not experienced by motorists.

Federal design guidance was highlighted as part of the workshop to help participants gain an understanding of the many tools available, including many that may not be a part of an agency like MDT's design manuals.

The course included formal presentation modules coupled with walk audits around Livingston to evaluation specific streets and identify likely design needs to make them safer for active transportation.

**Public Meeting.** A public meeting was held at the Civil Center the evening of July 29, 2021. Maps of the draft trails, sidewalks, and bikeways were displayed with participants asked to comment on them and add routes for the Plan to incorporate.

Fifteen (15) people came to the public input meeting, which was



### Time to Hula!

The Looking Glass Academy showcases people as the “design vehicle” for walking and bicycling facilities. By using simple tools like a hula hoop. Participants begin to understand the human bubble that is present when we walk. Each person's bubble is approximately 3-feet wide, which means a sidewalk that is built to a minimum width of 5-feet is not wide enough for two people to walk side by side.



## Trails & Active Transportation Plan

formatted for drop-in discussions. Much of the focus was on the trails map and identifying linkages in a trails system both within the City and surrounding unincorporated areas of Park County.

Participants provided additional input on where they would like to see safer crossings of various streets in Livingston, including Park Street, Highway 10, Gallatin Street, H Street, and others.

The consultant team utilized this input to conduct additional field evaluations on Livingston's streets and trails on July 30.

**Community Bike Ride.** The week culminated in a Community Bike Ride the morning of Saturday, July 31, 2021. The goal of the bike ride was to showcase locations where projects were identified and discuss the opportunities and challenges with each of those locations.

The six-mile ride began at the Yellowstone Gateway Museum and continued to six stops along a route that included Summit Street, Front Street, 5th Street, Lewis Street, River Drive, Park Street, and Gallatin Street.

Participants were asked to summarize their experience while on the ride as well as their daily routines involving these routes. They were asked to identify how projects at these various locations would improve safety and mobility for Livingston residents.

The ride also provided an opportunity for participants to observe other people walking and bicycling around Livingston. This led to discussions about equity, family bonding, health, and economic development.



### Multimodal Input

A diverse perspective of people of different ages and abilities was gained by providing three different avenues for input on the Trails and Active Transportation Plan. The Community Bike Ride allowed people to see the exact locations where projects were proposed in addition to the input received on project maps provided at the public meeting.



## Input Survey

A public input survey was posted online and in hard copy format. It received 311 responses over a two-month period in summer 2021. It is important to note this is a public input survey and not a statistically-valid survey, which means input priorities may be skewed based on the distribution of the survey. This is why survey results are vetted and combined with input from the Steering Committee, focus groups, and consultant team to validate the responses and represent the needs of those who may not have known or had access to the survey.

More than 300 responses is considered a strong level of input for a city the size of Livingston. The geographic distribution of those who took the survey was dominated by areas south of the railroad tracks, with southwest having 75 people and southeast with 62 responses. Areas north of the railroad tracts had notably fewer responses, with 48 from the northwest, 16 from the northeast sector, and 16 from the northside hills. Responses from Park County residents living outside City limits accounted for 51 responses.

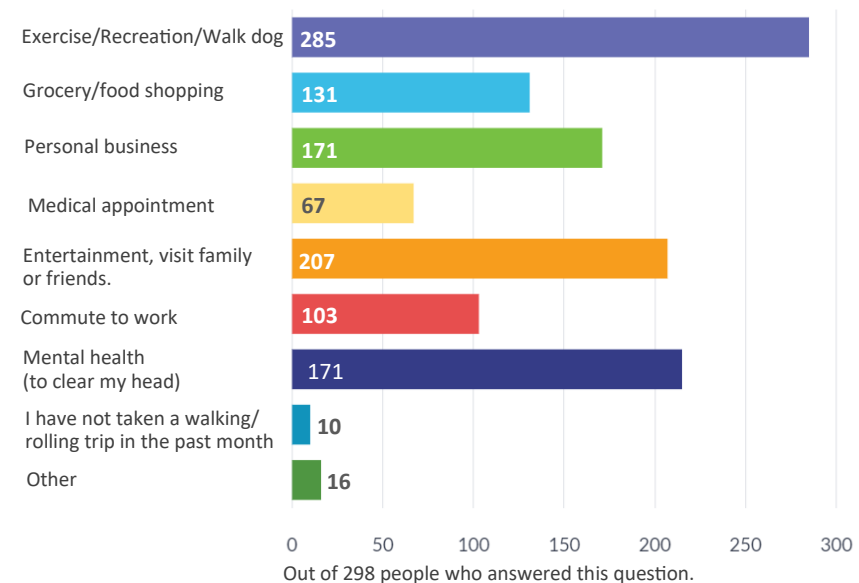
Other key demographics of those who took the survey include:

- 50.5% of respondents were between the ages of 35 and 54, compared to that age range comprising 25.1% of residents.
- More females took the survey than males, by a 2-to-1 margin.
- 37.0% of respondents work at a location outside their home and in Livingston
- 11.4% telework from their home in town compared to only 3.8% doing so before the COVID-19 pandemic.

A key element of the survey was trying to determine the degree to which people walk or bike for various purposes. Figure 3-4 represents survey responses related to purposes for walking and bicycling. People could choose several options. Nearly every respondent said they walk or bike for exercise, outdoor recreation, and activities like walking their dog. Nearly 2 out of 3 said they walk for mental health and for personal business.

**Figure 3-4: Why People Walk and Bike**

For what purposes do your walk, roll, or bike in Livingston?  
People chose all that applied.



**Interest and Confidence.** Understanding the type of interest and confidence people have in walking and bicycling helps Livingston understand how facilities are being used. It also reveals how many people may not feel confident taking a trip via active modes. Survey results indicate input was received from a very active and recreation-oriented group of people. More than 70% of respondents noted their interest and confidence in walking at a rapid pace, for recreation. More than 1 in 5 said walking is how they get around.

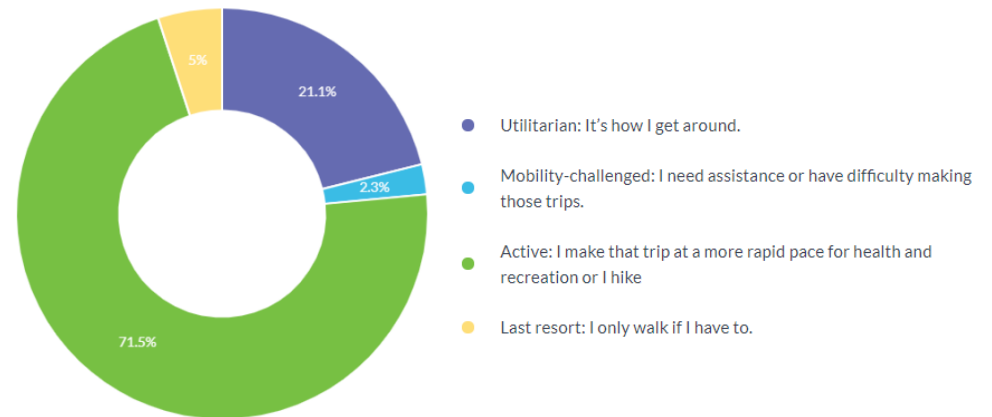
These inputs point to a need to connect people from their neighborhoods to pathways and trails via sidewalks and safe crossings. Such investments yield greater activity and address the access and safety needs of utilitarian trips and people with disabilities.

For bicycling, it is important to understand the various levels of confidence when it comes to sharing streets with motorists. Understanding the level of interest and confidence by those who are either somewhat confident or interested, but concerned, showcases those who do not desire to share lanes with motorized vehicles.

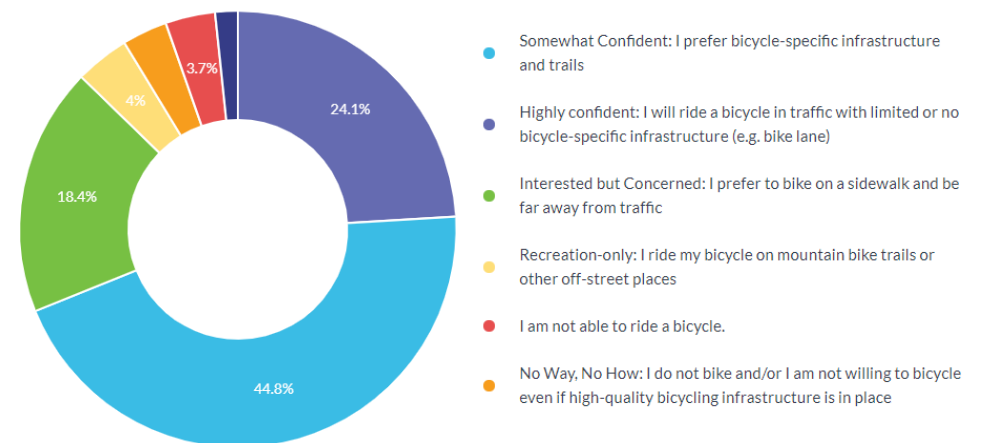
- **24.1% identified as highly confident bicyclists** who will ride in traffic with limited or no bicycle-specific infrastructure.
- **44.8% of identified as somewhat confident bicyclists**, preferring bicycle-specific infrastructure and trails.
- **18.4% said identified as interested but concerned bicyclists**, preferring to bike on sidewalks and be far away from traffic.

The more than 63% who identified as “somewhat confident” and “interested but concerned” should be the target group of riders on which to focus investments. A limiting factor in Livingston will be the lack of opportunities to retrofit many streets with in-street or separated bike lanes. Therefore, it is important to provide a combination of separated pathways and apply speed management techniques to narrow streets, to ensure motor vehicle speeds and volumes are low enough that people are comfortable sharing that space with motorists.

**Figure 3-5: Walking Interest & Confidence**  
When deciding whether or not to walk or roll (use a wheelchair or other mobility device) in Livingston, how would you describe your level of interest or confidence in that walk?



**Figure 3-6: Bicycling Interest & Confidence**  
When deciding whether or not to ride a bicycle in Livingston, how would you describe your level of interest or confidence in taking that trip?



## Trails & Active Transportation Plan

**Making Investments.** The survey asked people to provide input on specific reasons for walking and bicycling, as well as locations in Livingston where they felt changes were needed to increase comfort, safety, and access. Key inputs in these areas are summarized in Figure 3-7.

The lack of facilities dominated the input on reasons why people chose to not take a trip via an active mode. Many expressed concerns over traffic safety and speeds, as well as barriers like the railroad tracks that are difficult to overcome.

Respondents indicate they felt features such as trees and buildings that provide shade were the most satisfying aspects of walking and bicycling in Livingston. This is important to consider as the City grows and approves new subdivisions. These responses suggest policies for street design should include street trees between the curb and sidewalk, just as they do in the older parts of the City. Research also shows street trees help manage traffic speeds and make streets safer for all modes of transportation.

**Figure 3-7: Other Survey Priorities**

### Top Reasons to Not Take a Trip by Walking or Bicycling

1. Lack of adequate pathways and crossings.
2. Traffic safety or speed concerns.
3. Barriers are too much to overcome.

### Most Satisfying Aspects of Walking & Bicycling

1. Shading by trees and buildings.
2. Walking or rolling to retail, restaurants, parks, etc.
3. Personal safety.

### Top Priorities for Making it Safer for Children

1. Safe Routes to School program.
2. Street design to promote lower vehicle speeds.
3. More opportunities to walk/role with other children/parents.

For children, respondents support a comprehensive Safe Routes to School program in combination with street design to promote lower motorist speeds. They also desired more opportunities to socialize with other families via active modes.

In terms of the most desired investments for walking, respondents identified the existing 5th Street railroad crossing as one in need of improvements. They also identified filling sidewalk gaps on Front Street north of the railroad tracks and along Park Street through the remainder of downtown.

The most desired places for additional trails and pathways were the north hills area and water tower, as well as filling gaps along the Yellowstone River between Miles Park and Mayor's Landing. People also supported constructing the Mayors Landing Bridge.

Bike routes are desired, along with pathways, along major roads. An additional railroad crossing, as well as pedestrian needs at the 5th Street crossing, received ample support.

### Most Desired Walking Infrastructure Investments

1. 5th Street Railroad Crossing Upgrade
2. Front St/Star Road Sidewalks
3. Park St Sidewalks, I St to O St

### Most Desired Trail/Pathway Investments

1. Water Tower Area & North Hills
2. Miles Park to Mayor's Landing
3. Mayors Landing Bridge

### Most Desired Bike Route Investments

1. US 89/Park Street/Hwy 10 Pathway Connections
2. 5th Street Railroad Crossing Upgrade
3. Another Railroad Crossing



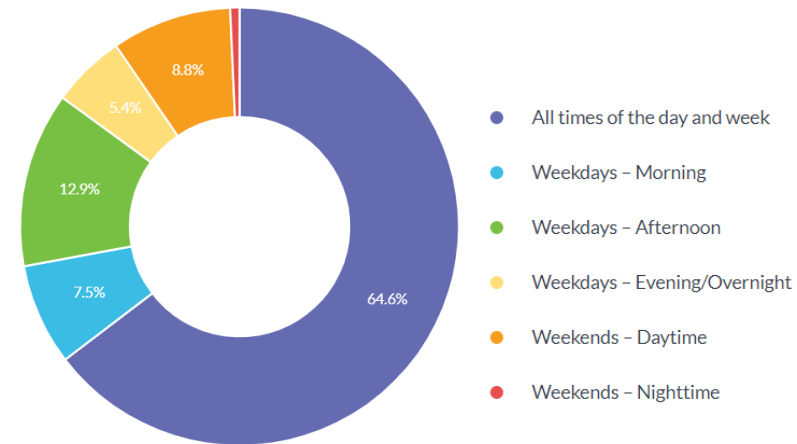
# Trails & Active Transportation Plan

**When do people walk, roll, and bike?** Figures 3-8, 3-9, and 3-10 reflect input on the times of week and times of year that people that people walk, roll, and bike. Nearly two-thirds of respondents said they engage in active transportation all times of the day and week (Figure 3-8). Weekday afternoons received the most responses when it comes to specific times, which indicates the survey bias toward recreation-based respondents.

A key theme in discussions on goals for the plan is ensuring active transportation routes are safe and accessible at all times of year. As expected and shown in Figure 3-9, more than 50% of survey respondents said they make more than 20 trips per month via active modes during summer. Another nearly 16% said they make between 11 and 19 trips in a typical summer month.

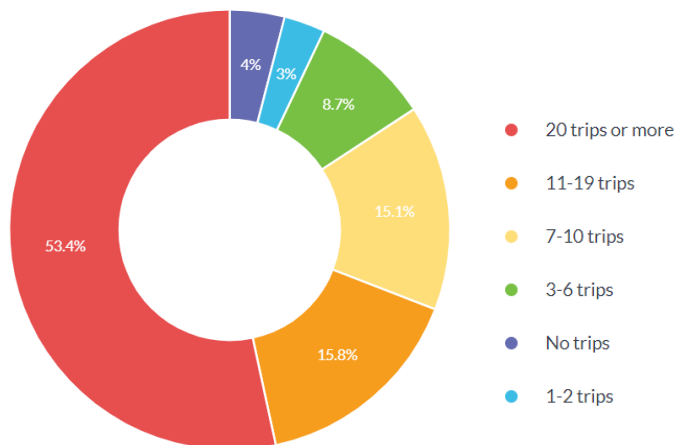
The survey inputs indicate this desire for year-round maintenance to keep routes clear of snow and debris. More than 1 in 4 respondents said they make more than 20 trips via active modes in a typical winter month (Figure 3-10).

**Figure 3-8: Active Transportation By Time of Day/Week**  
When do your walking, rolling or bicycling trips typically occur?



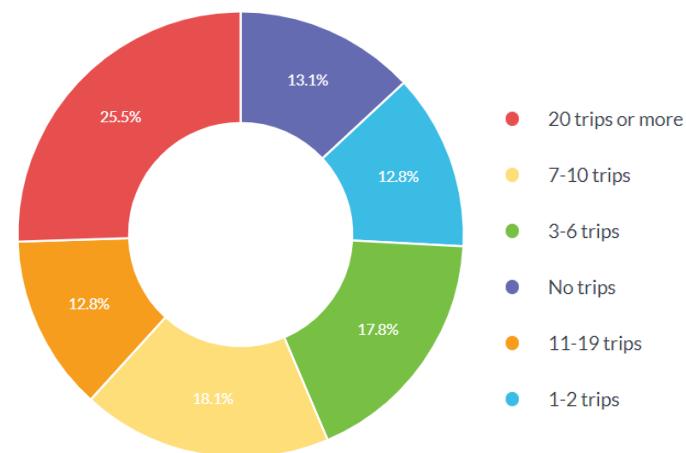
**Figure 3-9: Active Transportation in Summer**

In an average summer month, how many trips did you make a one-way walking, rolling, or bicycling trip of more than five minutes in Livingston?



**Figure 3-10: Active Transportation in Winter**

In an average winter month, how many trips did you make a one-way walking, rolling, or bicycling trip of more than five minutes in Livingston?





### 4. Priority Projects

There are 23 sidewalk and/or bikeway projects and more than 20 trail and pathway alignments identified through input for the Trails and Active Transportation Plan. In order to streamline the plan implementation and provide the City with a focused list of projects to pursue, the 23 sidewalk/bike projects were prioritized along with nine trail/pathway projects.

This chapter details the 12 projects that were ranked and determined to be in the top tier of 32 projects. Twenty projects that ranked lower are summarized, along with recommendations for specific street crossings, in Chapter 5: Other Projects.

#### Identifying Projects

The list of 32 projects were identified through past plans, public input, Steering Committee recommendations, and consultant field review. Figure 4-1 at right shows how this occurred. Public input identified places where people would like to walk, roll, and hike as well as the routes that would allow them to do this more often.

Sidewalk projects are intended to fill gaps in the system. Bikeway projects consist primarily of adding signage, pavement markings, and speed management treatments to existing streets. This is due to limited opportunities for full bike lanes. Trails are considered single track routes while pathways are for shared uses and may be paved.

Those suggestions were combined with projects or project-related themes contained in past City and Park County plans and verified through the Steering Committee. Once the consultant team refined the list and identified likely projects and project termini, the projects were mapped and are illustrated in Figure 4-3 (page 36). Note additional trails and pathways were identified through the planning process but were not included in the project ranking due to alignments fully outside City limits or other feasibility constraints. All identified pathways and trails are included on the master plan map contained in Chapter 6: Trails Master Plan.

Figure 4-1: Project Identification



### Ranking Projects

The 32 projects were subject to a ranking process that incorporated several criteria identified and weighted by Steering Committee input. The goal of the ranking was to perform a multi-criteria evaluation on the different project types in order to provide a general order of priority for implementation.

The criteria shown in Figure 4-2 illustrate how projects were scored. The maximum number of points available for each criteria ranges from 5 points to 15 points for a maximum possible score of 100 points per project.

Steering Committee members were asked to identify how they would score projects based on several possible criteria. Their inputs were averaged to identify the relative weight of each criterion, which is reflected in the maximum number of points available for that factor.

Projects were scored based on this weighting. Based on the initial ranking, the Steering Committee was allowed to assign up to 5 ad-

ditional points to projects they saw as a priority or where other project intangibles not reflected in the ranking criteria suggested the project warranted a higher score. Full details on project scoring and detailed ranking are included in the Appendix.

### Top Tier Projects

The consultant team used the outcomes of this ranking process to identify the top tier of 12 projects that constitute short-term priorities for Livingston and its partners. Those are the projects that have the most detailed information. The remaining 20 projects are more illustrative and identified in the next chapter.

While the 12 top tier projects are listed in order of priority, it does not necessarily mean the top priority project is completed first, as implementing some projects may take more time due to budget and property impacts. The City and its partners should begin pursuing funding for the top priority projects under each project type (sidewalk, bikeway, pathway/trail).

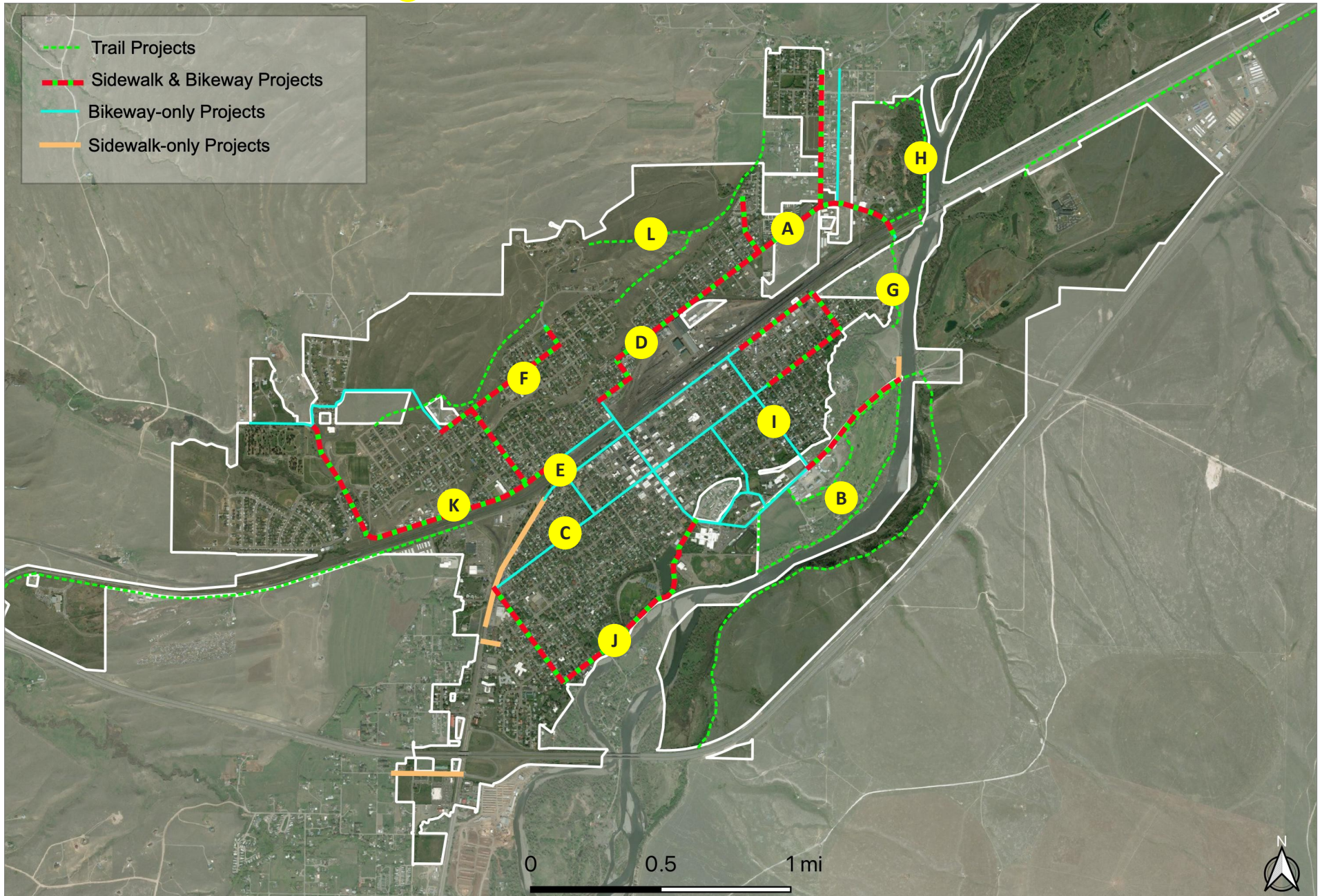
Figure 4-2: Project Ranking Criteria

Sidewalk & Bikeway Criteria	Max. Points
Proximity to Schools	15
Fills Gap in System	15
Population in Need	15
Proximity to Downtown, Healthcare and/or Social Services	15
Proximity to Parks or Natural Areas	10
Bus Route Access	10
Traffic Exposure	5
Access to Food	5
Ease of Implementation	5
Steering Committee Priority	5

Trails & Pathway Criteria	Max. Points
Proximity to Parks, Trails, Natural Areas	15
Fills Gap in System	15
Population in Need	15
Proximity to Downtown, Schools, Food Outlets and other Community Assets	15
Provides Alternative to On-street Route	10
Ease of Implementation	10
Topography & Related Challenges	5
Environmentally-sensitive Area	5
Presence of Existing Parking/Amenities	5
Steering Committee Priority	5



Figure 4-3: Ranked Projects with Top Tier Projects X



## Trails &amp; Active Transportation Plan

Figure 4-4: Top Tier Projects for Short-Term Implementation

Top Tier Projects, in order of priority ranking	Type	Length	Description	Cost Estimate
A. Gallatin/Bennett, N St to Park	SW+BW	0.6	Add sidewalks on north side, sign as bikeway & consider speed management features.	\$200,000
B. Yellowstone River Trail, north side, Baseball/Softball Complex to Mayor's Landing	PW	0.9	Construct compacted surface shared use pathway. Optional alignments along river or fairgrounds.	\$90,000 to \$150,000
C. Lewis/O St Crosstown Bikeway, Park to O St	SW+BW	1.7	Sign as bikeway, fill sidewalk gaps & apply speed management features.	\$10,000 to \$150,000
D. Gallatin/C/Chinook, Main to N St	SW+BW	0.8	Rebuild sidewalks, sign as bikeway & apply speed management features.	\$120,000
E. 5th, Front to Park	SW+BW	0.1	Rebuild sidewalk to pathway width across railroad.	TBD
F. Summit, 7th to Main	SW+BW	0.4	Add sidewalks on one side, acquire land for link between 5th and 7th.	\$75,000 to \$90,000
G. Yellowstone River Trail, Mayor's Landing to O Street Connector	PW	0.4	Construct compacted surface shared use pathway.	\$140,000+
H. Yellowstone River Trail, north side, US 89 to Whiskey Creek Road	PW	0.6	Construct compacted surface shared use pathway and underpass of bridges.	\$250,000
I. H St, Park to Lewis	BW	0.5	Sign as bikeway, upgrade Geyser to possible mini-roundabout & apply speed management features.	\$40,000 to \$200,000
J. River Dr, 12th to Main/View Vista	SW+BW	0.8	Add sidewalks/walkway on north side, sign as bikeway.	\$250,000
K. Front, 5th to Star Road	SW+BW	0.8	Add sidewalks on north side, sign as bikeway & consider speed management features.	\$150,000 - \$200,000
L. North Hills Trails, East, Green Acres to Summit/Water Tower	TR	1.2	Build single track trails with street connectors.	\$50,000

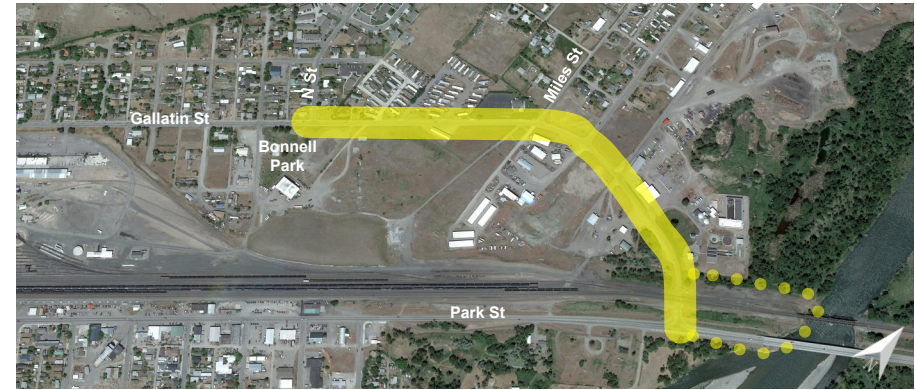
SW = Sidewalk Project; BW = Bikeway Project; PW = Pathway Project (8-10 feet wide); TR = Trail Project (single track)

Cost estimates are in 2021 figures and include construction estimates only.



## A. Gallatin/Bennett, N St to Park - Sidewalks + Bikeway

Construct sidewalk or alternative pedestrian walkway along the north and east side of Gallatin and Bennett to connect to Park Street. Sign and designate as a bikeway. Curbing exists from N Street to Miles Street, which makes sidewalk and curb ramps construction easiest in this section. From Miles Street to Park there are options on the north/east side for an extruded curb walkway that would extend the shoulder and allow for stormwater to flow through breaks in the curbing. This would reduce the cost and improve the ease of implementation through the current section that lacks curbing. A pedestrian signal at Park to link to the O Street Connector presents other traffic challenges and needs to be discussed with MDT. The dotted lines show an option along the railroad, river and Veterans Bridge that would help people avoid the Park intersection altogether.



### Project Details

- **N Street:** Consider a Rectangular Rapid Flashing Beacon, with crosswalk and curb extension, to connect to Kate Bonnell Park.
- **Park Street:** This intersection would benefit drivers, pedestrians and bicyclists by adding a full traffic signal. Pedestrian-only signals may introduce other complexities related to speed and sight distance from the east.
- **Railroad/River Connector:** Getting pedestrians and bicyclists through this area may be better served by a pathway along the railroad, under the bridges, and O Street Connector link. Shown as a dotted line, and included as part of project H.
- **Bikeway Designation:** To add bike lanes would require prohibiting on-street parking along the route with existing curb. It is feasible based on limited usage of on-street parking east of G Street. The route may be signed as a bike route before any walkways are built. It may include the addition of shared lane markings and other speed management features such as curb extensions at intersection.
- **Long-term:** If options arise along the railroad property on the south side, then consider a shared use pathway and enhanced crossings at Miles and Garnier.

Cost Estimate: \$ 200,000

Project Length: 0.6 miles



An expanded shoulder with an extruded curb walking on the north/east side may be a short-term option from Miles Street to Park Street.

### Influences

- No existing pedestrian access to north side of tracks
- Northside neighborhoods & new housing
- Kate Bonnell Park
- O Street Connector
- Park Street

### Challenges

- Railroad crossing (See Project H)
- Lack of curbing east of Miles Street.
- Slopes on north/east side along city property
- MDT coordination on Park St./Bennett intersection



## B. Yellowstone River Trail Baseball/Softball Complex to Mayor's Landing - Pathway

NOTE: Pathway alignments are conceptual and do not reflect detailed design or alignments to the degree that impacts to individual properties or structures can be known.

Identified in the 2007-2008 Livingston/Park County Trails Plan, this project fills gaps in the pathway system by acquiring easements and construct a 10-foot wide unpaved shared use pathway to connect Mayors Landing to the existing pathway along the Yellowstone River. When combined with other projects to extend pathways north of Park Street, it would allow a non-motorized, off-street option to get to the various recreational and educational facilities on the western terminus of this project. It would also link to the “festival street” and River Drive route. Two route options can be explored:

- **Option 1** is primarily a public land option along existing properties owned by Park County or School District. A portion of Option 1 may be built alongside View Vista Drive.
- **Option 2** is more ideal as it fills the gap along the Yellowstone River but will require negotiating easements with private property owners.



### Project Details

- **Pathway Surface:** Continue with unpaved surface with compacted gravel to ensure ADA compliance. Ideally, a shared use pathway is 10-feet in width but may be 8-feet in constrained sections. A pathway narrower than 8-feet may not be appropriate for bicyclists to use.
- **View Vista Drive:** This route is identified as a sidewalk project, but is ranked in the lower tier. Constructing a walkway along the north side may be part of Option 1 or an interim pathway connection. This would provide for additional safe routes to school, especially when combined with other pathway projects to link areas north of the railroad tracks.
- **Crossings:** If completed along the Option 1 route, then consider enhanced crossings, with features such as Rectangular Rapid Flashing Beacons, crosswalks, and curb ramps at East Side Street. An H Street pathway connection may be considered through the Fairgrounds property.
- **Long-term:** Both options can be considered for implementation as they serve different locations and different purposes. Option 1 may be best-suited as a paved route with Option 2 as an unpaved route to continue the design theme along the river.

Cost Estimate: \$ 90,000 - \$150,000

Project Length: 0.9 miles

### Influences

- County Fairground & work with Fair & Parks Board
- River, as well as existing pathways and sidewalks
- Schools, recreation facilities, fairgrounds, dog park
- Planned pathway river crossing
- Civic Center

### Challenges

- Private property
- Alignment along the river bank
- Fairgrounds property



## C. Lewis/O St Crosstown Bikeway, Park to O St - Bikeway

The Lewis/O Street Crosstown Bikeway is a suitable bicycling alternative to Geyser due to lower volumes of traffic and potential for fewer stops signs. Upgrading this route as a bikeway can begin with special signage, wayfinding, and shared lane markings (low estimate). The City may consider speed management features, such as traffic filters, curb extensions, chicanes, and speed humps at points along the route to help slow traffic and clearly denote it is a bike priority corridor (high estimate). There are sidewalk gaps on Lewis, east of M Street and along O Street from Lewis to Park and prioritized as a separate sidewalk project ranked in a lower tier. The City may pursue sidewalk requirements for property redevelopment or advisory shoulders (see more in the Appendix design guide section). Speed management features can also reduce speeds and make these segments safer for using the street for walking.



### Project Details

- **Park Street (west side):** Coordinate with MDT for enhanced crossing at 12th & Park (existing crosswalk). This may include Rectangular Rapid Flashing Beacon (shown in crossings map, project E).
- **5th Street:** This intersection is a priority to raise visibility for bicyclists and pedestrians and slow speeds for vehicles approaching Lewis on 5th. Consider curb extensions and raised crosswalks.
- **B St to C St:** Consider street enhancements to make this a place for Open Street events and street fairs given the uses at the Lincoln School. Add curb extensions and consider traffic filter at C St.
- **H St:** Place signage on H Street to indicate a bikeway crossing is ahead so motorists are more aware. Install enhanced crossing with Rectangular Rapid Flashing Beacon (crossing map, project N) and street-facing push button for bicyclists. Work with MDT to consider a raised intersection to help slow vehicles on H.
- **Downtown:** Add bike parking or bike corrals in corner areas where parking is not allowed in the street.
- **Long-term:** Explore additional locations for adding curb extensions, Rectangular Rapid Flashing Beacons, and raised crossings as bicyclist use increases or problematic crossings are identified.

### Influences

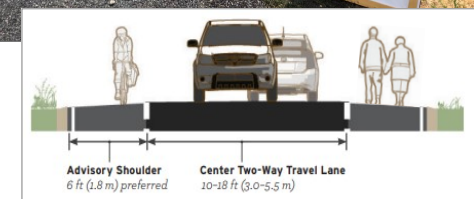
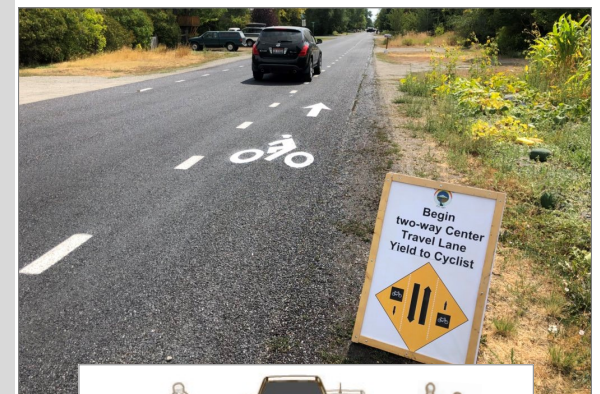
- Residential neighborhoods & nearby schools
- Shopping along Park Street (west)
- Downtown
- 5th Street Crossing & O Street Connector

### Challenges

- Park Street crossing and MDT coordination
- H Street speed management techniques
- Advisory lane and other speed management treatments will need education for road users and property owners along Lewis

Cost Estimate: \$ 10,000 - \$150,000

Project Length: 1.7 miles



Advisory shoulders are a federally-endorsed road striping treatment to create a center drive aisle in order to create advisory bike or walking lanes on either side. They can be applied with or without on-street parking.



## D. Gallatin/C/Chinook, Main to N St

This project, that when combined with the Gallatin/Bennett walkway project (A), will provide a complete, accessible sidewalk route and bikeway north of the railroad tracks between Main Street and Park Street. Where sidewalks exist, the project includes fixing sidewalk cracks and heaves, constructing ADA-compliant curb ramps, and speed management features. Bikeway improvements include route signage and wayfinding. Bike lanes are an option if on-street parking is prohibited.



**Cost Estimate: \$ 120,000**      **Project Length: 0.8 miles**

### Project Details

- **Main St:** This may include Rectangular Rapid Flashing Beacons.
- **Gallatin/C:** Fill short sidewalk gap on north side at curve.
- Apply speed management techniques, such as curb extensions, median islands, landscaping and public art.
- **Long-term:** Pursue shared use pathway on railroad property side of the street.

### Influences

- Residential neighborhoods
- Only continuous route north of railroad tracks

### Challenges

- Determining appropriate speed management techniques
- Evaluate Montana St as alternative route option.

## E. 5th, Front to Park



This 400-foot segment has existing sidewalk but is commonly used by pedestrians and bicyclists to cross the railroad tracks. MDT is developing a project to upgrade this railroad crossing. It should include a 10-foot pathway on the east side and sidewalks on the west side, with crossing gates for pedestrians and bicyclists.

**Cost Estimate: TBD**      **Project Length: 0.1 miles**

### Project Details

- **Sidewalks:** The west side sidewalks are desirable since there is likely to be this one opportunity in a generation to add them. It will provide a more direct route to planned Front Street sidewalks, west to Star Road.
- **Crossing:** Avoid chicanes or similar fencing that forces bicyclists to dismount to cross. This is a challenge, and considered discriminatory, to force bicyclists with disabilities to dismount as they may not be able to dismount and walk their bike through tight turns.

### Influences

- Residential neighborhoods & nearby school
- Access to/from northside of tracks

### Challenges

- Coordination with railroad and MDT on safe crossing treatments.
- Identifying on-street treatments for bicyclists who prefer road to pathway.





## F. Summit Street, 7th to Main - Sidewalk + Bikeway

Summit Street lacks a formal connection between 5th Street and 7th Street even though it is used as a pathway today. If this connection was formalized via acquisition of an alignment and construction of a pathway, it would provide a critical active transportation network linkage to North Hills neighborhoods. The combined bikeway route of 7th and Summit allows for a gentler grade on which to bike. Montana Street does not have sidewalks; constructing them along Montana would create other feasibility issues due to terrain. Sidewalk gaps exist east of 5th Street and along Main Street from Summit Street to Reservoir Street. This connection may warrant additional analysis of the Main/Summit intersection to include enhanced crossings with Rectangular Rapid Flashing Beacons and street-face push buttons for bicyclists.



### Project Details

- 5th to 7th Connection:** While pathways exist, land will need to be secured to complete this connection. This does not require the connection to be straight along a conceptual Summit Street alignment, but it must not create major out-of-direction travel for users.
- Main Street:** A short sidewalk gap exists on the west side of Main along the church frontage. This should be filled with the Summit Street project or before.
- Trail Linkage:** With trails planned in the adjoining foothills, consider a north-south single track trail linkage from the cul-de-sac on Summit, east of 7th.
- ADA compliance:** The connection between 5th and 7th should be designated as a shared use pathway (SUP) and a firm and stable surface created for use by people with disabilities.

A SUP running slope may deviate from the 5% running slope requirements for sidewalks. FHWA identifies acceptable grades as:

- 8.3 percent for a maximum of 200 ft;
- 10 percent for a maximum of 30 ft; and
- 12.5 percent for a maximum 10 ft.

Cost Estimate: \$ 75,000 - \$90,000

Project Length: 0.4 miles



The desire lines created by people who walk and bike on the Summit Street alignment between 5th and 7th indicate the demand for it to be a formalized connection. It requires land acquisition and consideration for a paved, ADA-compliant surface as it would be a necessary walking route to connect to North Hills Neighborhoods.

### Influences

- Residential neighborhoods planned park
- Connection to future trails in North Hills
- Most suitable bicycling route along 7th to Summit to Main.

### Challenges

- Property acquisition or easement between 5th and 7th.
- Terrain



### G. Yellowstone River Trail, Mayors Landing to O Street Connector - Pathway

Identified in the 2007-2008 plan, this pathway provides a critical linkage to the O Street Connector for destinations such as Mayors Landing, Schools, and other pathways. This includes access to neighborhoods north of Park St. It is envisioned as an unpaved shared use pathway and should be 10-feet in width. Some land acquisition is required, as is a bridge over Fleshman Creek. There is a City easement along the Q Street alignment that would allow a connection to neighborhoods north of Fleshman Creek (dotted line).



**Cost Estimate: \$ 140,000+**    **Project Length: 0.4 miles**

#### Project Details

- **Creek Crossings:** The alignment closest to the river allows for a single bridge to span Fleshman Creek. If the pathway is moved away from the river banks, it may require two bridges. Detailed design would identify other environmental factors that could influence the one-bridge route.
- **Q Street Alignment:** This connector requires a bridge over Fleshman Creek and an additional footpath to connect to the main pathway. M Street alignment could be pursued, but would require easement.

#### Influences

- Existing pathways and parks
- KPRK property

#### Challenges

- Bridges and property acquisition/easement.
- Floodplain

### H. Yellowstone River Trail, O Street Connector to Whiskey Creek Rd - Pathway

Also part of the 2007-2008 plan, this pathway represents the most suitable link for northside residents to access the pathway system. It is envisioned as an unpaved shared use pathway and should be 10-feet in width. The City controls the land in this area downstream from the railroad bridge to a border along Whiskey Creek Road. There is ample clearance under the Veterans Bridge and railroad bridge to accommodate pedestrian and bicyclist height. A pathway connection to Bennett St. is desirable to an unsignalized crossing of Park Street.

**Cost Estimate: \$250,000**    **Project Length: 0.6 miles**

#### Project Details

- **Veterans Bridge:** A pathway along the south side may require additional retaining walls next to the bridge. Work with MDT to determine proper pathway placement between bridge abutments and river.
- **City Property:** The Wastewater Treatment Facility is located off the river and may have influence on the pathway alignment. Notable clearing of foliage and debris is necessary to secure a safe pathway alignment.

#### Influences

- Pathway link to north side neighborhoods, including Green Acres
- Access to/from northside of tracks

#### Challenges

- Coordination with MDT and railroad for bridge underpasses
- Floodplain



## I. H Street, Park to View Vista - Sidewalks + Bikeway

This project is primarily a bikeway project as it serves as the only connector to View Vista Drive in the east sector of Livingston and provides a linkage to the planned Lewis Street Crosstown Bikeway. There is a sidewalk gap from Butte Street to View Vista.

Speed management techniques, such as curb extensions, should be considered at all intersections with enhanced crossings at Lewis. Other features, such as landscaping and public art can be considered. A mini-roundabout should be explored at the Geyser/H intersection as there is ample right of way. In lieu of a roundabout, the Geyser/H intersection should have curb extensions or other speed management features applied given it has highway-scale turning radii on all four corners while being signed as a school crossing.



### Project Details

- **Park Street:** Construct directional instead of diagonal ramps crossing H Street.
- **Lewis Street:** Enhance crossing of H, as identified in the Lewis Street Crosstown Bikeway, to include Rectangular Rapid Flashing Beacons (crossing map, project N) with push buttons curbside facing the street for bicyclists.
- **H St:** Place signage on H Street to indicate a bikeway crossing is ahead so motorists are more aware. Consider enhanced crossing with Rectangular Rapid Flashing Beacon. Work with MDT to consider a raised intersection to help slow vehicles on H Street.
- **Butte St to View Vista:** Fill sidewalk gap on at least one side. Consider extruded curb walkway in lieu of full curb, gutter, and sidewalks.
- **View Vista Dr:** Install enhanced crossing with crosswalks if pathway is built along Fairgrounds route.
- **Long-term:** Explore options for the City to take control of this street from MDT so it can control its own destiny on the route.

Cost Estimate: \$ 40,000 - \$200,000

Project Length: 1.7 miles



High speed turn radii at H Street and Geyser Street create out-of-context conditions for this residential area that is also marked as a school crossing. There is sufficient right-of-way for a mini-roundabout to be evaluated. In lieu of that, the intersection needs speed management features, such as curb extensions or median islands.

### Influences

- Residential neighborhoods & school crossings
- East side connection to the river & fairgrounds
- Lewis Street Crosstown Bikeway

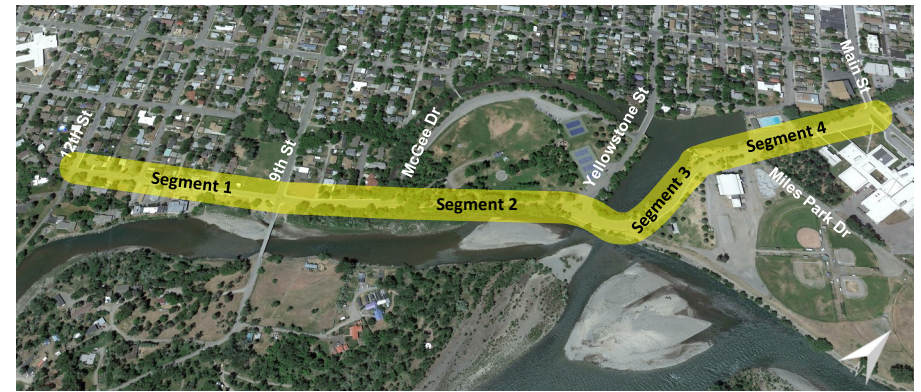
### Challenges

- Balancing the needs of pedestrians and bicyclists with special event traffic headed to fairgrounds.
- Determining appropriate speed management techniques.



## J. River Drive, 12th to View Vista - Sidewalks + Bikeway

River Drive is a key corridor linking the people of Livingston to the many recreational opportunities along the river, as well as several schools. It can also serve as an alternative route to Geyser. Despite being less than a mile long, this project has four different segments to consider when designing for people who walk and bike. Those descriptions are included below. The most constrained section is along Sacajawea Park where constructing a walking path on the north side may impact parking unless a route can be built behind the trees on the park side. Segment 3 represents a reimagining of this space to be more of a “festival street” with gates or bollards on each end that can close the street for events such as the Farmers Market. This may be incorporated into the site planning for the Civil Center project. Wayfinding should encourage people to access this route and the many destinations along it.



### Project Details

- Segment 1 - 12th St to McGee Drive:** Complete sidewalks (approx. 800 feet) and curb ramps on the north side of the street. This section of the street has curb along the frontage and the most notable sidewalk gap is along the Ninth Street Park frontage.
- Segment 2 - McGee Drive to Yellowstone Street:** Examine impacts on parking to designate walking path on the south side of the tree line or construct pathway north of the tree line in the park. Path may be a natural compacted surface.
- Section 3 - Yellowstone Street to Miles Park Rd:** This section could be reimagined as a “festival street” that integrates the north side of the Civic Center property and the shore along the Sacajawea Park Lagoon. This would create a shared street plaza in this area. Construct a gate or removable bollards on either end would close the streets during events.
- Segment 4 - Miles Park Rd to Main/View Vista:** Construct pathway on south side along forest and school frontage. May be an extruded curb pathway to lessen impacts on drainage.
- Long-term:** Explore options for the City to take control of this street from MDT so it can control its own destiny on the route.

**Cost Estimate: \$ 250,000+**

**Project Length: 0.8 miles**

### Influences

- River, parks and recreation facilities
- Schools and neighborhoods
- Existing pathways and 12th Street sidewalk project.
- Tourism

### Challenges

- Changing cross sections on existing streets
- Sacajawea Park Frontage
- Configuring parking during special events, with consideration of pedestrian access and safety.



## K. Front Street, 5th Street to Star Road - Sidewalks + Bikeway

The Front Street project fills sidewalk gaps, replaces damaged sidewalks, and upgrades curb ramps along the north side of this nearly one-mile section of street. Sidewalks exist from 5th to 10th, which leaves a 2,300 foot gap in sidewalks between 10th St and Star Road. Curb ramp replacements are needed for ADA compliance from 10th to 5th along Front, as well as a crossing upgrade for people crossing 5th Street. The crossing upgrade should include a curb extension, crosswalk, and Rectangular Rapid Flashing Beacons (RRFB). While right of way exists to construct sidewalks behind the curb ramp 10th to Star, there are currently private properties using that public right of way for landscaping and to store automobiles. Bike lanes are possible with prohibiting on-street parking but may not be feasible due to existing parking utilization. Bikeway upgrades include wayfinding and shared lane markings.

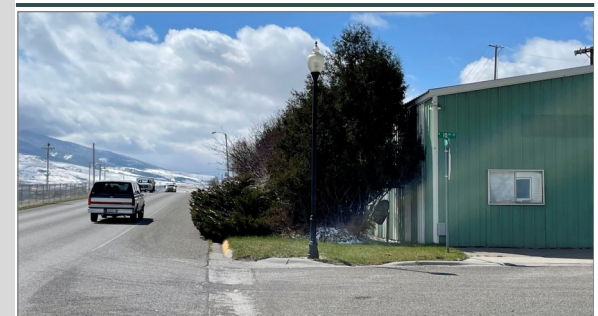


### Project Details

- 5th Street:** Construct upgraded crossing of the north leg of 5th due to lack of stop control. Include curb extensions and RRFBs. Project would connect to existing sidewalk across railroad on east side of 5th and possible pathway upgrade with MDT crossing project.
- 7th Street:** Consider raised crosswalk since this is near a school and 7th is a popular vehicle route to neighborhoods to the north.
- Pathway Connection:** There are opportunities for pathway connections up the hill to North 10th Street and the Livingston Ditch.
- Long-term:**
  - Explore options for the City to take control of this street from MDT so it can control its own destiny on the route.
  - The pathways and trails map shows a conceptual shared use pathway along the south side of Front, which is predicated on placing the pathway on railroad right of way.
  - Explore pedestrian underpass or connection across Park Street in vicinity of 10th Street.

Cost Estimate: \$ 150,000 - \$200,000

Project Length: 0.8 miles



### Influences

- Only continuous street in this sector of town
- Washington School
- 5th Street railroad crossing
- Neighborhoods in this sector of the City

### Challenges

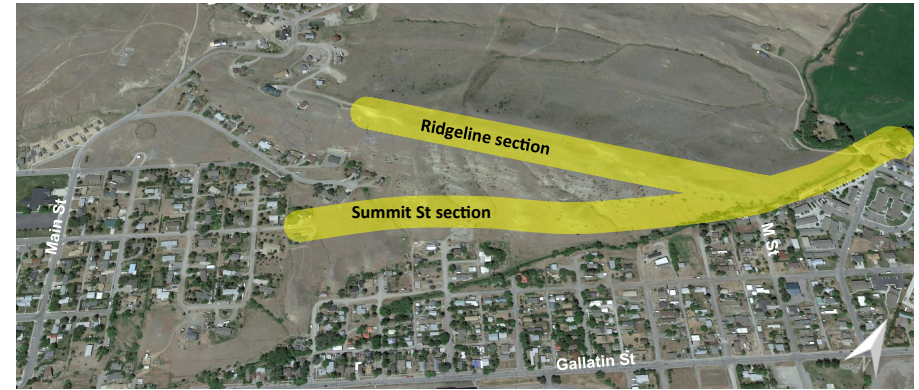
- Determining speed management treatments.
- Property owner use of public right of way where sidewalk gaps exist.
- On-street parking limiting prospects for a bike lane.



## L. North Hills Trails, East, Green Acres to Summit/Water Tower - Trail

NOTE: Trail alignments are conceptual and do not reflect detailed design or alignments to the degree that impacts to individual properties or structures can be known.

Single track trails are recommended in this section of the North Hills along two conceptual alignments—the ridgeline that runs east off of Ridgeway Drive and the unimproved Summit Street right of way. The trails would provide linkages to northside neighborhoods and potentially to the Green Acres subdivision area. The Summit Street right of way was platted with the original town site and was not created in consideration of existing terrain. Some of the land is city-owned but private property negotiations are needed to secure easements and identify final alignments. There are informal footpaths at the ends of streets that stub into this area that could be formalized when trails are built. Some may require access agreements with the Livingston Ditch Company. These trails were part of potential routes identified in the 2007-2008 Livingston/Park County Trails Plan.



### Project Details

- Summit Street Alignment:** As noted, the Summit Street right of way is in line with the existing street, irrespective of terrain. Identifying the most suitable trail route along this general alignment would inform where the trail is feasible and inform any potential land swap with private property owners.
- Ridgeline:** Following the ridgeline from the end of Ridgeway Drive creates the most accessible and scenic route for this trail. It is in private ownership and easements would need to be negotiated and secured.
- Lettered Streets:** Identify most suitable streets to provide connections from their terminus to these trails.
- Trailheads:** Management of trailheads is important as use grows to reduce conflict with neighboring properties. Identifying a trailhead for parking access is recommended.
- Long-term:** Work with Livingston Ditch Company to formalize existing informal footpaths and stub street connections to these trails. This could be done in conjunction with a grant to help upgrade the ditch for maintenance and safety reasons. The City and/or County would likely pursue an indemnification agreement for this public access so the ditch company is not held liable for actions related to public access.

**Cost Estimate: \$ 50,000**

**Project Length: 1.2 miles**

### Influences

- North Hills neighborhoods
- Need for recreational opportunities on north side
- Growth pressures
- Irrigation ditch

### Challenges

- Private property along portions of or within potential alignments.
- Terrain



## 5. Other Projects

The 20 projects that ranked in the middle and lower tier of projects are identified in Figure 5-1 (next page) along with conceptual design considerations. They are part of the overall project network shown in Figure 4-2 in the previous chapter. These may be considered long-term projects for implementation. Since less analysis was done on these projects due to their lower ranking, there are no cost estimates. Coordination with Montana Department of Transportation (MDT) is required for improvements along or across streets under their control.

Livingston will have a network of trails and active transportation facilities once this full system is upgraded or gaps addressed. The map of these 32 projects shows connections that will allow people to reach destinations and existing pathways in a safer manner.

**Be Opportunistic.** Just because a project is ranked in the middle or lower tier does not mean a chance to complete the project should be ignored. New development along these routes, along with sound growth policies, should ensure developers construct new or upgrade existing facilities along their frontage.

Projects to fill sidewalk gaps along Park Street may be prompted by MDT projects related to corridor changes or maintenance. The City can begin working with MDT to identify crossing upgrades as shown later in this chapter in Figure 5-6.

Livingston may consider a citywide bikeway signage and marking project that could address basic recommendations on the bikeway routes before implementation of other speed management features. These routes may also be candidates for temporary installation of things like curb extensions created with tubular markers or pop-up projects.

Trails included in this list, as well as on the Trails Master Plan map should have easements or construction of pathways and trails as a condition of new development (see Chapter 6. Trails Master Plan).



### Be Opportunistic

Just because a project is considered a lower priority doesn't mean opportunities won't arise to fill gaps in the system or require incremental upgrades as properties redevelop.

Projects like Park Street sidewalks (above) will require MDT coordination and the City, as well as advocates, can help prompt MDT to incorporate sidewalks or other alternative pedestrian walkways into Park Street when there is a resurfacing or other major project.

Projects like the Loves Lane sidewalk (left) were once thought to be a City-led project but now may come about as a result of development.



## Trails &amp; Active Transportation Plan

Figure 5-1: Other Projects. Middle and Lower Tier

Projects, Alphabetical By Tier		Type	Length	In Past Plans?	Description
Middle Tier	12th, River Rd to Park	SW+BW	0.4	No	Add sidewalks on both sides, designate bikeway & apply speed management features
	E St/Sleeping Giant, Lewis to View Vista	BW	0.5	Yes	Designate bikeway & apply speed management features
	Highway 89 Pathway, Myers View Trailhead to I-90 (MDT)	PW	1.8	Yes	Build paved shared use pathway
	Yellowstone River Crossing, Meyers Alignment	PW	0.1	Yes	Construct pathway bridge over Yellowstone River
	Lewis, H St to O St, and O St, Lewis to Park	SW+BW	0.6	Yes	Add sidewalks on north side east of M, designate bikeway
	North Hills Trails (West) Scenic Trail Rd to High Ground Av	TR	0.6	Yes	Build single track trails, including HRDC Ravine, to access existing city/county land.
	Park St, Hwy 10 to Geyser (MDT)	SW	0.6	Yes	Add sidewalks on north/west side
	Park St, I St to O St (MDT)	SW+BW	0.4	Yes	Add sidewalks on south side, designate bikeway & consider speed management features
Lower Tier	Park St, 7th to I St (MDT)	BW	1.3	Yes	Designate bikeway & consider speed management features
	5th, Park to Lewis	BW	0.2	Yes	Designate bikeway & apply speed management features
	7th, Front to Montana	SW+BW	0.3	Yes	Add sidewalks on east side, designate bikeway & apply speed management features
	Garnier/Old Clyde Park, Gallatin to City Limit	BW	0.7	Yes	Designate bikeway
	Highway 10 Pathway, Park to Printing for Less complex (MDT)	PW	1.6	Yes	Build paved shared use pathway, could be unpaved
	Miles, Gallatin to Maple	SW+BW	0.4	No	Add sidewalks on one side, designate bikeway & apply speed management features
	N St, Gallatin to Wineglass Ln	SW	0.2	No	Add sidewalks on east side
	Loves Lane, Pronghorn to Park	SW	0.1	No	Add sidewalk on south side
	Scenic Trail/Prairie Dr, Summit to Star	BW	0.7	No	Designate bikeway & apply speed management features
	Star, Front to Prairie	SW+BW	0.5	Yes	Add/replace sidewalks on east side, designate bikeway
View Vista, H St to Mayor's Landing	SW+BW	0.5	Yes	Add walkway on north side, designate bikeway & apply speed management features	
Yellowstone River Trail, South side, Meyers Lane to I-90	PW	2.1	Yes	Build unpaved single track trail	

SW = Sidewalk Project; BW = Bikeway Project; PW = Pathway Project (8-10 feet wide); TR = Trail Project (single track)





## Street Crossings

Creating safe crossings of major roads and along walk and bike to school routes should be pursued independently of corridor-level projects identified previously in this chapter. Crossing upgrades generally require a more detailed level of analysis as it is unwise to simply stripe crosswalks without considering other factors.

While the top tier projects must have crossing needs included in their design and construction, Figure 5-2 shows where enhanced crossings should be considered independent of these routes.

Several are recommended across MDT-managed routes and require that agency's approval. Existing school crossings on Park Street would be the first place MDT should upgrade to provide children more than paint and signs. Downtown crossings of Park Street, especially at Main Street and 2nd Street, are also needed.

Crossing Gallatin to provide access to Katie Bonnell Memorial Park is another crossing to increase safety for people going to the park is worthy of short-term consideration by the City. Additionally, crossings of Main at River near the schools and the school crossing on View Vista between the schools are worthy of short-term attention. Designated school crossings along Geyser are also candidates, as is the north leg of 5th Street at Front.

**Rectangular Rapid Flashing Beacons (RRFBs).** Most pedestrian crossing upgrades identified for Livingston can be addressed through use of an RRFB. Shown on the next page, an RRFB contains a push button that activates yellow flashing LED lights to warn drivers of a pedestrian's intention to cross.

They are most suitable along two- or three-lane roadways at speeds of 30 mph or less. Federal Highway Administration (FHWA) research shows RRFBs can reduce pedestrian crashes by 47%. A pair of RRFBs at a crossing can cost \$10,000 to \$15,000.

Park Street, from Mountain View lane to Bennett, has conditions that make RRFBs a suitable option for intersections that lack full traffic signals. Intersections like Bennett and four/five-lane sections



## Crossing Upgrades

People decide to walk or bike based on the worst situation they have to overcome. This is oftentimes the crossing of a major road.

Streets in Livingston where pedestrians are most at-risk crossing are Park Street, Gallatin Street, and Geyser Street, as these are the routes with some of the highest volumes of traffic. Upgrades can include Rectangular Rapid Flashing Beacons and Pedestrian Hybrid Beacons.



# Trails & Active Transportation Plan

of Park Street are not recommended for RRFBs.

RRFBs are also used for pathway and bikeway crossings with those used at on-street bikeway crossings having a connected push button facing the street from the curb for bicyclists.

Currently RRFBs require what's know as "interim approval" from FHWA because they are not yet formalized in traffic engineering standards. Luckily, MDT has received interim approval from FHWA for their use in Montana and this interim approval covers local agencies. This means the City of Livingston is allowed to use them on City-managed streets and they are approved for use on MDT-managed streets.

**Pedestrian Hybrid Beacons (PHBs).** These signals are a step up from RRFBs in that they require a full stop by motorists when pedestrians have the "WALK" signal and corresponds with solid red lights. Once pedestrians get the countdown signal, the red lights flash for motorists and they may proceed if the crosswalk is clear and they come to a complete stop.

FHWA studies show PHBs reduce pedestrian crashes by 55%. Because most types of PHBs require more complex signal control devices and signal pole and mast arms, their costs can be \$50,000 and higher. The image shown in the bottom right is a more economical example that's on a single pole but is not appropriate for streets wider than two lanes.

In Livingston's context, PHBs are most suitable for areas of routes like Park Street where it is more than two lanes wide. The general threshold for justifying a PHB is 20 pedestrians or bicyclists per hour willing to cross without protection of a signal device. Traffic engineers are allowed more leeway within federal guidance to deviate from these recommended thresholds when compared to the thresholds that are required to be met with full traffic signals.

Figure 5-2 on the following page shows where RRFB and PHB crossings may be considered, along with recommended signage treatments for pedestrian crossings, bicyclist and pedestrian crossings, and school crossings.

## Rectangular Rapid Flashing Beacons

Reduce pedestrian crashes by

**47%**

Source: FHWA



## Pedestrian Hybrid Beacons

Reduce pedestrian crashes by

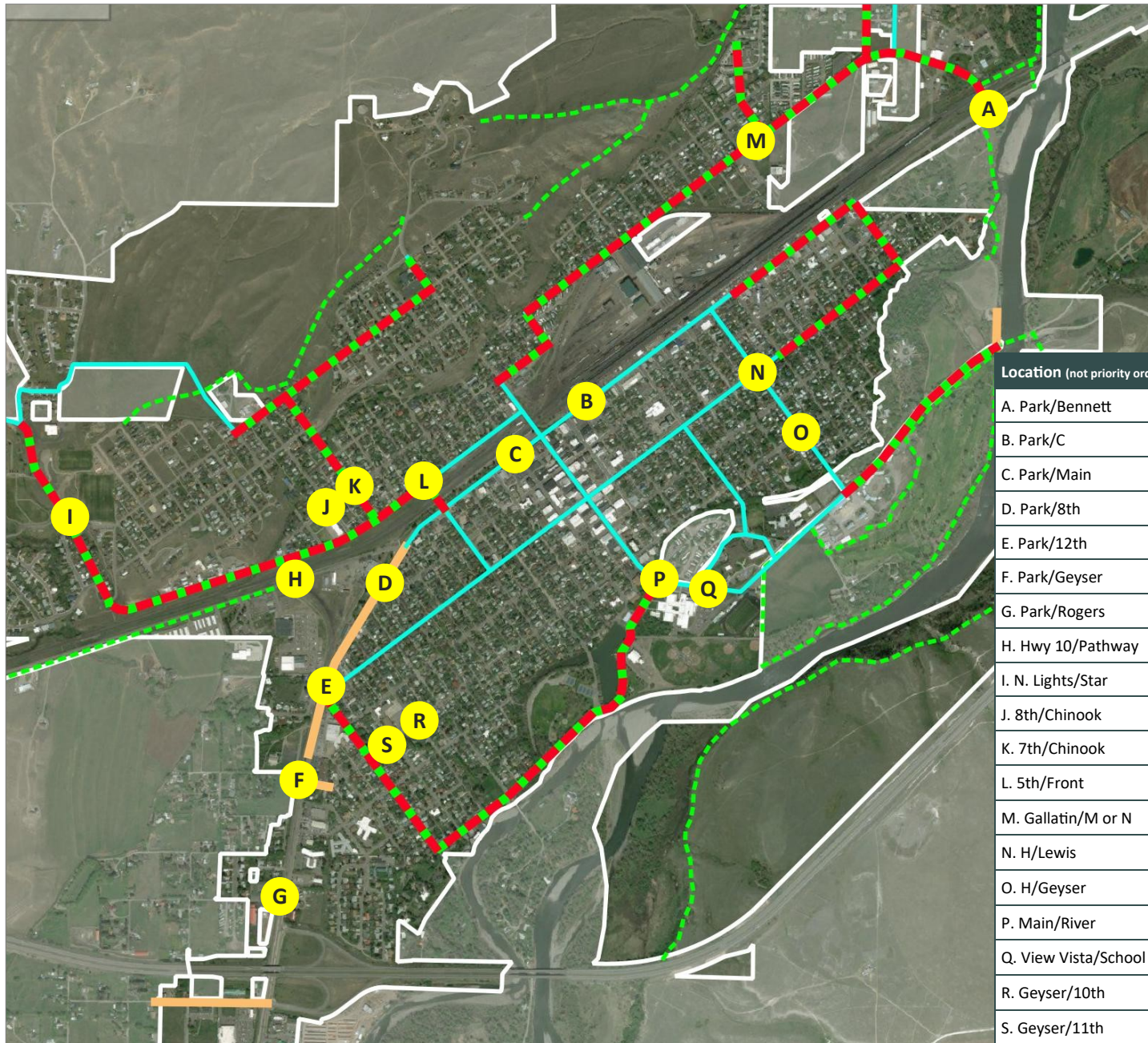
**55%**

Source: FHWA



Trails & Active Transportation Plan

Figure 5-2: Enhanced Crossing Recommendations



- Pedestrian Sign (MUTCD W11-2)
- Bike/Pedestrian Sign (MUTCD W11-15)
- School Crossing Sign (MUTCD S1-1)

Location (not priority order)	Leg	Type	Sign Type
A. Park/Bennett	West	PHB*	Bike/Ped
B. Park/C	West	RRFB	Ped
C. Park/Main	Both	RRFB	Bike/Ped
D. Park/8th	West	RRFB	Ped
E. Park/12th	South	RRFB	School
F. Park/Geyser	South	RRFB	School
G. Park/Rogers	TBD	PHB	Bike/Ped
H. Hwy 10/Pathway	N/A	RRFB	Bike/Ped
I. N. Lights/Star	North	RRFB	Bike/Ped
J. 8th/Chinook	South/East	RRFB	School
K. 7th/Chinook	South	RRFB	School
L. 5th/Front	North	RRFB	Ped
M. Gallatin/M or N	TBD	RRFB	Ped
N. H/Lewis	North/South	RRFB	Bike/Ped
O. H/Geyser	South	RRFB	School
P. Main/River	TBD	RRFB	Bike/Ped
Q. View Vista/School	West	RRFB	School
R. Geyser/10th	West	RRFB	School
S. Geyser/11th	East	RRFB	School

\* Full signal preferred or consider PHB if pathway link under bridges is not a short-term option.



## Railroad Crossings

Whatever the timeline for the construction of an additional railroad crossing in Livingston, the design considerations for active transportation should recognize these investments occur infrequently. There's only one chance to get it right. A common design approach is to first layout all the needs for motorists, then add bicyclist and pedestrian facilities to the side. The result of this is frequently a maximizing of space for drivers and minimizing of space for pedestrians.

Any new or upgraded railroad crossings should be designed as a shared use pathway with a width of at least 14 feet on any bridge structure that includes railings. The shared use pathway may be 10-feet wide in other areas and include either a five-foot buffer from the curb or a vertical barrier if there is less than a five-foot buffer from the curb. Additional crossings may be considered for active transportation uses only and do not have to include automobile use.

The design needs identified above are consistent with the AASHTO *Guide for the Development of Bicycle Facilities* (2012) that was developed with input from agencies like MDT. The 14-foot width on a structure with railings is to account for shy distance from the railing as such vertical elements results in a reduction of effective width by 18 inches per side.

Given a major structure like a railroad crossing will likely have active transportation infrastructure on one side, design considerations must be given to how people who walk and bike will cross this road on either side of the structure in order to access their destinations. These crossings, whether full signals for all road users or treatments such as RRFBs and PHBs, should be designed into the project.

Regarding existing railroad crossings, recommendations for the 5th and Bennett crossings are included previously in this section. Any future rebuild of the Main Street crossing will be costly and may involve some tradeoffs. The goal should be a shared use pathway width as noted above, but narrower dimensions may be necessary to account for various realities associated with this crossing.



### Pathway Width & Vertical Barriers

Vertical barriers reduce the effective width of a pathway. This is why bridges like those in Missoula (top) and Pocatello, Idaho (middle), are 14-feet in width to account for shy distance from these railings.

Additionally, when there is not horizontal separation of at least 5-feet from a road, a vertical barrier is needed to provide safe separation from motor vehicles (bottom).



## 6. Trails & Pathways Master Plan

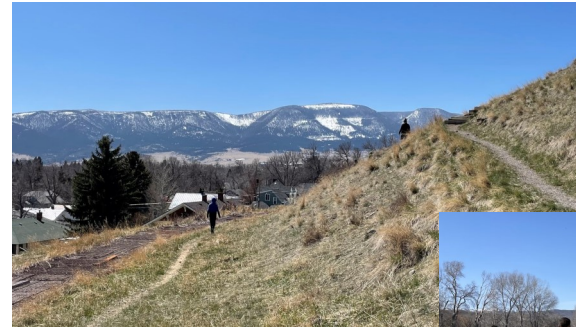
The trails planning effort is intended to merge the findings of Livingston's City Parks & Trails Master Plan with Park County's Active Transportation Plan and Trails Plan into a combined map of potential trail routes. A systems-level approach includes on-street active transportation linkages to these trails that comprise the full Livingston Trails and Active Transportation Plan. The City and County should update land use policies to adopt this map by reference to ensure easements are secured when land develops or redevelops.

Trails are a general term for off-road facilities but may constitute a single track unimproved route or a shared use pathway. Typically trails are typically unimproved routes in a natural setting while pathways can be paved or unpaved and are typically wide enough for people to walk and bike side-by-side.

Figure 6-1 on the following page shows the pathways and trails identified through this Plan for both the City and County to officially adopt as part of their policies to secure easements. The pathways and trails are labeled as follows:

- **Existing trails.**
- **Priority trails**, which are those that were ranked as projects for short-term implementation.
- **Illustrative trails**, which are identified for both long-term implementation and to secure easements along their general alignments.
- **Outside City Jurisdiction trails**, which link to trails within Livingston but are fully outside existing city limits.

As noted on the map, these alignments are conceptual and do not reflect detailed design or alignments to the degree that impacts to individual properties or structures can be known. The City and County should be flexible in securing alignments when properties develop to allow for site plans to serve both the public and private needs of the development. While this flexibility is inherent to the process, alignments should not deviate greatly from their intended

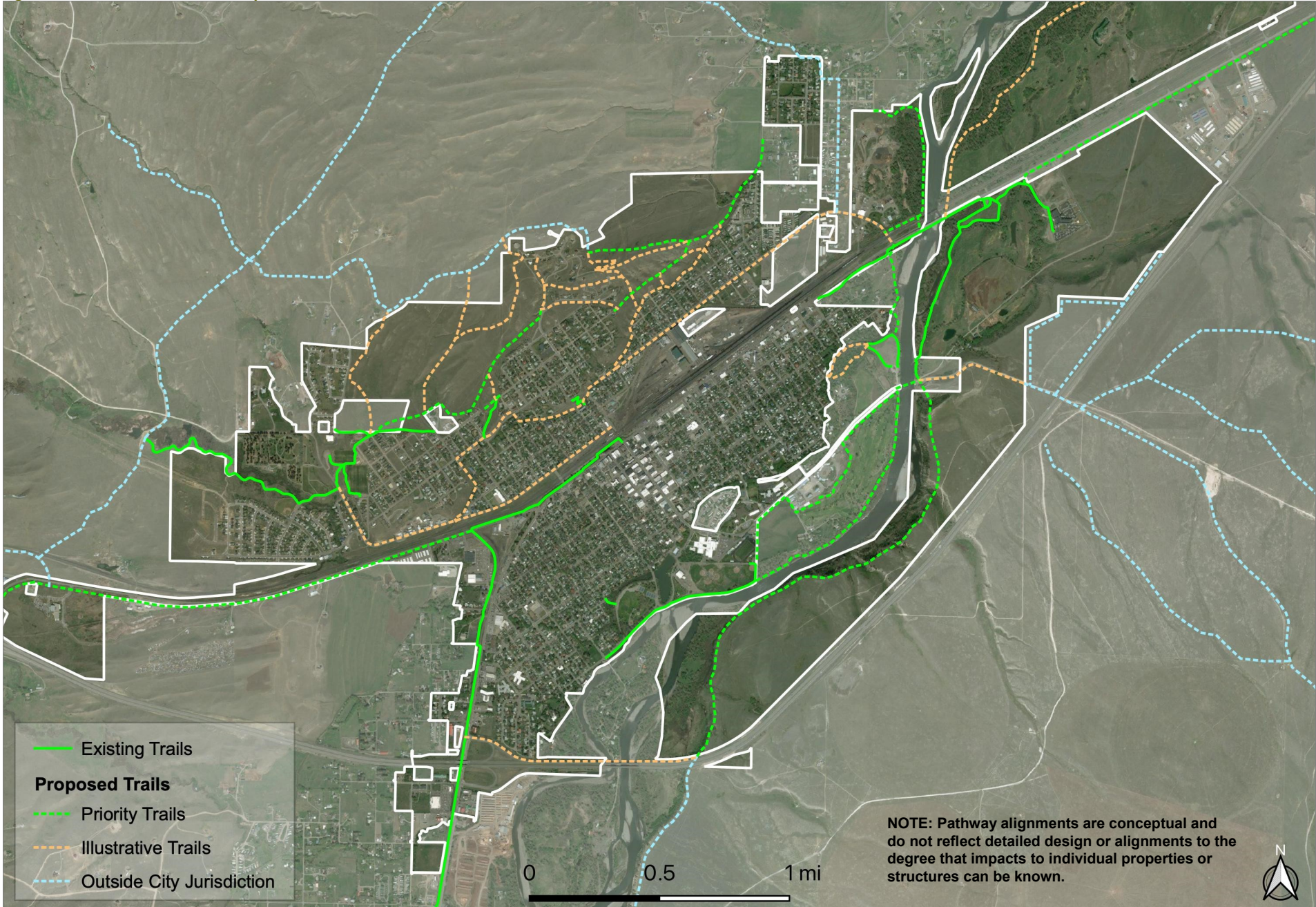


### Trails & Pathways

The plan for trails in and around Livingston is based on the premise that an interconnected system of trails, sidewalks, and bike routes will allow people to walk, roll, and bike for recreation and transportation. Trails and pathways range from traditional single tread trails (top) to wider shared use pathways along rivers and streams (middle) to paved sidepaths along major roads such as Highway 89 (bottom).



Figure 6-1: Trails Master Plan Map



## Trails &amp; Active Transportation Plan

purpose. For example, a pathway planned along the Yellowstone River should not be allowed to be routed away from the river in order for housing lots to front the river. Additionally, the City and County should work with developers to secure trailhead locations within some developments for people to access the trail.

### Types of Pathways & Trails

The design of trails and pathways is more complex and nuanced than the design of sidewalks and bikeways. This is because these facilities may exist in natural areas or along roadways. They may be paved, left in a natural state, or improved with natural but engineered surfaces. Widths may vary based on context, topography, and function.

The City and County may pursue development of specific pathway and trail design standards to ensure consistency across jurisdictions and provide consistent expectations for the public and developers.

**Shared use pathways (SUP).** These pathways provide for people who walk, hike, or bike. Due to that, they must be at least 10-feet in width (eight-feet in constrained areas). SUPs may be paved or unpaved. If unpaved, the surface must be firm and stable with gravel no larger than 3/8-inch aggregate gravel on a compacted surface in order to be compliant with ADA requirements. Pathways along the Yellowstone River are considered SUPs.

**Sidepaths.** Sidepaths are shared use pathways along roadways. The same width requirements apply, as does AASHTO design guidance that states a vertical barrier should be included if a SUP is adjacent to a major road (Park Street/US 89, Highway 10) but is not separated by five feet or more from the top of the curb. Intersections with streets require curb ramps and marked crosswalks that match the width of the pathway, as well as ADA-related treatments.

**Trails.** Trails are used for hiking or biking and are typically built in natural areas and are sometimes referred to as footpaths. They may be of a single or double tread width. These trails are typically three-

Single Tread Trail



Double Tread Trail or SUP



Sidepath with Buffer



Sidepath with Vertical Barrier



## Trails & Active Transportation Plan

ft (single tread or track) to six-ft (double tread or track) and surfaces are comprised of dirt, gravel, soil, mulch, leaf litter, etc. Routes such as the Hopa Mountain Trail are considered single tread trail. The Bitterroot Trail may be considered a double tread trail and could be classified as a SUP.

The tread width of trails is oftentimes dictated by the context in which they exist. More natural or constrained environments often dictate a single tread design while areas along gentle streams and rivers may be double tread.

### City/County Collaboration

In order to avoid duplication of resources, Livingston and Park County should pursue a Memorandum of Agreement (MOA) to define roles and responsibilities for pathway and trail management. There is no need to buy two pieces of the same equipment for trail maintenance if one jointly-held piece of equipment can address current needs.

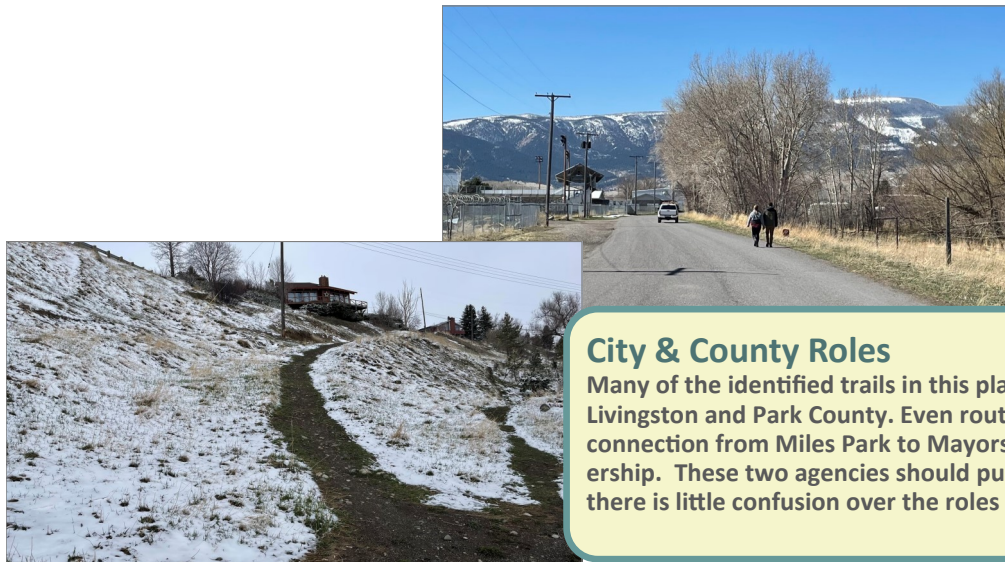
Additionally, identifying which jurisdiction is best suited to pursue and handle indemnification agreements for trails and pathways

along or through private property is also advised. Generally, the liability insurance a public agency holds for parks and recreation facilities will apply to pathways and trails. Determining roles for individual pathway and trail alignments that are located within both jurisdictions is also advised so there is a clear expectation of responsibilities for maintenance and public communication.

Funding a full-time position for a regional trails and active transportation coordinator may be considered for continued City and County collaboration. This role could also be defined within an existing or future city or county staff member's job description if these duties did not warrant dedicating a full-time employee. The job duties could include project management, pursuing easements, and identifying grant opportunities.

### Development Policies

Chapter 7. Land Use Policy & Recommendations addresses ways in which the City and County can adopt the trails plan map by reference in subdivision regulations as a way to require dedication of constructed trails or easements as a condition of approval of devel-



### City & County Roles

Many of the identified trails in this plan require joint efforts between the City of Livingston and Park County. Even routes that are primarily within the City, such as the connection from Miles Park to Mayors Landing, have a county influence due to land ownership. These two agencies should pursue joint agreements and formalize other roles so there is little confusion over the roles and responsibilities of each.





opment.

It is advised that the City and County policies are similar in their requirements in order to keep development interests from choosing one over the other if one agency happened to have a more lenient policy.

### Stairs

The 2nd Street right-of-way between Gallatin and Chinook, along the west side of the Yellowstone Gateway Museum, could be an ideal location for a public stairway to provide pedestrian and bicyclist access along this route. These public stairways are common features in cities with terrain like Livingston's where full street connections were not built. Cities with similar stairways include Juneau, Alaska; Wallace, Idaho; and Lewiston, Idaho.

A public stairway would provide a more suitable option for walkers than the current walking trail and constructing the stairway with a "bike channel" (see images at right) would allow bicyclists to more easily walk their bikes up the stairway.

These projects are often overlooked due to concerns about ADA compliance. It is not the expectation of ADA that a grade be made fully compliant with switchback ramps next to the stairway. The designation of a comparable accessible route rather than an accompanying series of ramps fits within the intent of ADA. The City may pursue connections like the 7th Street and Summit Street side-walks/pathway projects as suitable comparable routes for people using mobility devices, then sign and designate them as such.

### MDT Right of Way & Bridge Underpasses

Montana Department of Transportation's (MDT) right of way along Highway 10 and Highway 89 is wide enough to accommodate the shared use pathways identified along those routes. As with the development policies, adopting this plan helps formalize the City's intent to pursue pathways within this right of way and for MDT to incorporate that into future project considerations.

#### Stairway to Gallatin

The 2nd Street right of way provides an opportunity for a public stairway to improve pedestrian and bicyclist access to the neighborhoods atop the hill.

Stairways can be built with bike channels that allow bicyclists to easily walk their bikes up stairway. There are several examples, including the two shown below. The one at right is in Missoula.



Figure 6-2: Pathway Concepts for MDT Right of Way

Pathways within State DOT Right of Way: Opportunities in Livingston & Examples from Other States

Meyers Lane Underpass



I-90 Bridge



I-90 off-ramp right of way



Highway 10 Right of Way



Veterans Bridge



Shared Use Pathway added to existing Hwy 129 expressway bridge over the Tennessee River in Knoxville, TN. Top Image: Underside of structure; Bottom Image: Pathway view.



Shared Use Pathway alongside I-15 over the Snake River in Blackfoot, ID.



Shared Use Pathway retrofit under Highway 55 bridge over the Boise River in Eagle, ID.

Shared Use Pathway within interstate right of way along off-ramp in Linthicum Heights, MD.



## Trails & Active Transportation Plan

### Singletrack Sidewalks

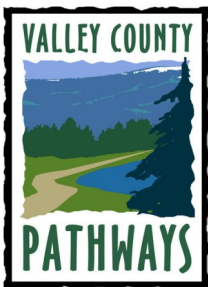
Eagle, Colorado, and Valley County, Idaho, have programs to construct what are known as singletrack sidewalks—typically unpaved non-motorized pedestrian and bicycling trails constructed next to public roads. These facilities are located within existing right-of-way as a way to provide an active transportation option to destinations that are not linked by traditional sidewalks and pathways.

The images below are from recent construction of singletrack sidewalks by the non-profit organization, Valley County (ID) Pathways. They are designed to withstand weather conditions and stormwater runoff and avoid impacting existing stormwater facilities. The surface is 3/8-inch compacted gravel, which can be used by people who use mobility devices such as wheelchairs.

Additionally, the right of way along the I-90 corridor, including the

In 2019, Valley County, Idaho, amended its Code of Ordinances to include a section on Singletrack Sidewalks. The ordinance require a Memorandum of Understanding with a local organization for maintenance of these pathways and liability insurance. It includes the following design stipulations:

- Trails will generally be 24 to 48 inches in width.
- Should meander within the right-of-way around drainage, and obstacles, etc.
- Shall not inhibit roadway drainage or obstruct operability of the road.
- Constructed of a permeable natural surface but can be paved where appropriate.



### Singletrack Sidewalks

Roads in Livingston and Park County that lack sidewalks but have enough right-of-way to consider other options can benefit from singletrack sidewalks. These pathways run within existing roadway right-of-way to create an active transportation option for rural areas. They can be used to connect existing trails, sidewalks, and bikeways.

*Images: Valley County Pathways*



## 7. Land Use & Policy Recommendations

Infrastructure is a singular, though essential, element of a comprehensive approach to active transportation. In this plan there are a number of identified projects that, when implemented, will create more complete network for walkers and bicyclists. However, these projects will take considerable time to fund, design, and construct. As the City and its community partners work to address the identified infrastructures needs, other efforts can further improve Livingston streets and trails by making changes and improvements through land use strategies and related policies.

The first section of this chapter focuses on big picture land use strategies that can be discussed among Livingston's leaders and citizens. The second section provides detailed recommendations for updating existing City code to align with goals of the Growth Policy Update and improve conditions for people who walk, bike, and use trails.

Sometimes a land use decision does more for active transportation access than infrastructure. The City and Park County control decisions on the location of offices, recreation facilities, and social services.

These infrastructure investments can be made through a lens of how the most people can access them without having to use a motor vehicle. Other public agencies, such as the school district, can also consider these factors with support from the City and County.

Other policies, such as zoning, help steer desirable land uses to areas that are walkable and bikeable. Mixed-use and dense development create more market demand for walkable and bikeable destinations and can shorten trip lengths.

Street design policies can ensure new streets have the same safe features as the original streets of Livingston and include speed management features such as curb extensions built by new development.

This first section of Chapter 7 explores both the big picture facets of land use and policy, as well as specific recommendations for updating the City's subdivision regulations and street design policies.



### Back to the Future

Livingston's most walkable and bikeable streets didn't come about as a result of profound policy and strict zoning ordinances. They were built the way they were because people had to get around without a motorized vehicle.

The United States has spent more than 100 years making such historic streets practically illegal by eliminating trees, mandating excess street widths, and promoting free or subsidized parking.

Livingston's street design policies should be organized to ensure new streets are built with the same features as historical streets.



## Trails &amp; Active Transportation Plan

The Livingston Food Resource Center is a testament to how land use decisions can influence walkability as much as infrastructure investments. The profile below explains. While many land use decisions come about due to influences external to city policies, the City of Livingston can help promote and sometimes incentivize decisions like those the Food Resource Center made in its location decision.

### Land Use Strategies

Ensuring the Growth Policy Goals and Objectives become actual policies is crucial to achieving the City's vision. The specific Growth Policy goals pertaining to active transportation are identified in Chapter 1.

Unlike goals and objectives, policies are oftentimes the behind-the-scenes instructions and requirements that define how a city grows, manages, maintains, and operates. By amending and strengthening Livingston policies, many of the existing infrastructure shortfalls identified in the Active Transportation Plan can be prevented in other parts of the City as it grows. The themes identified in this first section help understand how the City can accomplish some of its Growth Poli-



#### A Profile in Walkability

### Livingston Food Resource Center

The original Livingston Food Pantry, established in 2006, was housed in a converted automobile repair garage located on North M Street in Livingston. Like food pantries in many towns, it was in a rather depressed part of town and difficult to access. There was no public transportation, no sidewalks nor marked crosswalks, and no traffic control such as stop lights. It was an unsafe location that had many barriers to anyone on foot, on a bicycle, or in a wheelchair. Even if you had automotive transportation, there was no place to park.

When the decision was made to pursue the development of a new food pantry facility in Livingston it was quickly decided that accessibility was a key determinate of its location. A high percentage of the food pantry's clients—people in need—do not own cars, or are not able to drive. This made “walkability” an important factor in identifying a new location.

A study was conducted to determine how many people, who the pantry served in the prior 12-month period, lived close enough to reach the pantry on foot, within five minutes. A circle was drawn around the old pantry location and the preferred location for the new pantry; anyone living inside the circle could walk to the site within five minutes. At the old site there were 25 people living inside the circle. At the new location there were 115. Plus, the new location had sidewalks, safe crosswalks, and traffic control.

When the new food pantry was completed in January 2015, the number of people visiting the pantry for assistance more than doubled – and included many people in need who had never used the pantry before, just because they couldn't get to it.

*Images: Livingston Food Resource Center*



## Trails &amp; Active Transportation Plan

cy goals while the specific policy changes identified in the next section help make those goals the law through changes adopted by the Planning Board and City Commission.

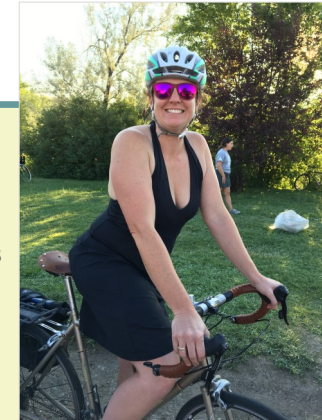
Policies can generate an interest in active transportation by matching daily needs of residents to land uses and through strategic planning and investment in particular locations within the city. Examples include goals pertaining to infill and brownfields.

Further, some policies lead to faster, tangible changes in walking and bicycling habits of residents and begin to build momentum towards a city where residents walk and bike for utility purposes as much as for recreation. Others will require patience and time as implementation will be gradual and benefits therefore delayed.

The following section is intended to illustrate policy actions that if taken can improve active transportation participation rates among Livingston residents.

Each of the policies are presented as suggestions to pursue as sidebars to the street infrastructure and design changes enacted by the City, MDT, and other community partners. If the policies are implemented, the results should include:

- Land uses that stimulate walking and bicycling trips due to appeal and proximity;
- Significant increases in students and parents walking and bicycling trips;
- Reduction of local vehicle trips and peak hour congestion, particularly at key intersections and rail crossings;
- Reduced household expenses resulting from fewer vehicle trips
- Improved local air quality resulting from fewer vehicle trips and idling;
- Numerous health benefits gained from walking and bicycling; and
- General heightened awareness among drivers of the presence of pedestrians and bicyclists.

**In their own words****Alison Shannon**

I live just a mile from work and love my 5-minute ride. Our community is small, often times biking is faster when getting across town during those busy morning commuting hours, and I get a little pick me up before getting to the office.

My husband (boyfriend since high school) has a similar story: Biking was the affordable option and he fell in love with it like I did.

I grew up just outside Boston, MA. Commuting by bike is a lifestyle. As a kid I either had to take the bus or bike to school, once I could drive my dad made it clear I could bike or buy my own car, well I already enjoyed biking so I kept it up.

We take long overnight bike trips, once even from Boston, MA to Hamilton, Ontario, for my husband's grandmother's 90th birthday. But we mostly did it because it was more affordable. Our son Emmett quickly fell in love with it as well, first being toted around in a trailer, then a trainer bike attached to ours and now his own.

We purchased a car at 28 years old. It still is used, mostly for adventuring on weekends. My husband uses the commuter bus from Livingston to Bozeman to get to work and when the weather is nice he bikes the 37 miles home.



## Trails & Active Transportation Plan

**School Operations.** A city the size of Livingston typically sees above average walk and bike rates to and from schools. This is due to the general scale of the city and lower volumes of traffic, which contribute to a feeling of safety, and central location of campuses.

Transporting kids to school means choosing one of the few rail crossings or paying an additional fee for bussing. Essentially, for many students living in Livingston, walking or bicycling to school is simply not an option due to the distance, limited and potentially hazardous crossings, and lack of existing infrastructure.

Fortunately this can be changed by revisiting and reversing how elementary schools are organized. As has been the policy of the school district for a generation, elementary schools do not serve traditional Kindergarten through 5th grades. Instead, the three elementary schools serve two to three grades only with Washington Early Foundations Center serving Pre-K and Kindergarten (blue

dot), BA Winans Elementary serving 1st-2nd grades (red dot), and Eastside Elementary serving 3rd-5th grades (yellow dot). This policy is set by the Livingston School District.

Such a policy means that unless a child lives near the campus for the two to three years they would attend, attending three different schools from Kindergarten through the 5th grade is typical.

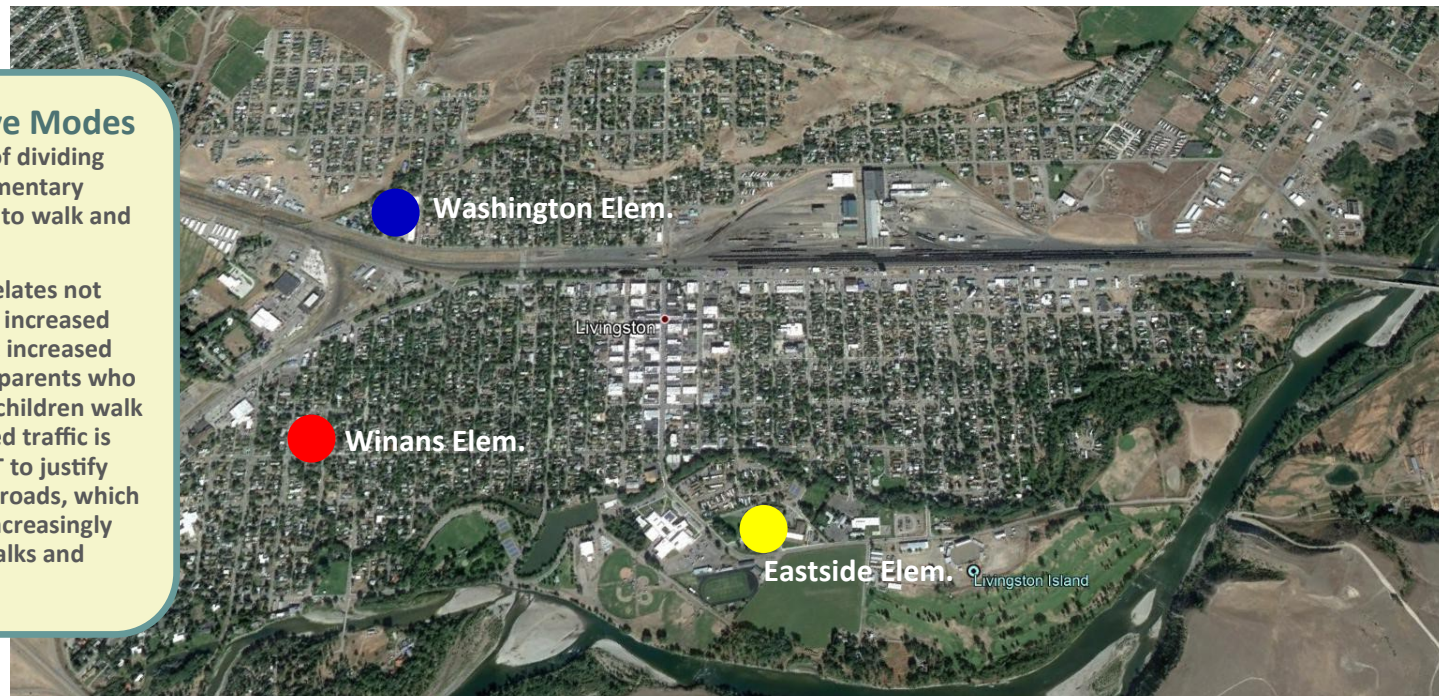
As currently configured, many Livingston students are required to travel more than a half-mile to school and in some instances, required to cross an active rail crossing or use the Main Street underpass which is limited for bicyclists and subject to flooding.

If children are allowed to do that, students then need to cross Park Street, which is a heavily-trafficked state highway. All of these factors contribute to limited few students participating in active transportation to and from school.

### Schools Limit Active Modes

The long-standing policy of dividing children among three elementary schools limits their ability to walk and bike to school.

The other effects of this relates not only to health, but also to increased motor vehicle traffic. That increased traffic raises fears among parents who might otherwise let their children walk or bike to school. Increased traffic is used by agencies like MDT to justify widening intersections or roads, which oftentimes makes them increasingly unsafe for anyone who walks and bikes.



Beyond limited walking and bicycling rates, the issue has additional implications. For parents, transportation to each campus can be arduous, particularly for those living on the north side of the rail corridor. In households with children enrolled in the 1st grade or above and located in north Livingston, all schooling takes place on the south side of town. These frustrations were expressed when Park County Environmental Council conducted school surveys in fall 2021.

By reverting the three elementary schools back to Pre-K through 5th grade, or some similar version, students will instantly be closer to the school campuses for up to seven years rather than two to three.

Simply stated, local school policy is causing negative direct traffic and active transportation effects that can be reversed. That's not to say it's an easy policy change, as other factors and politics are involved. But it is likely the single-most important policy change that could be made to reduce reliance on automobile trips to and from schools.

**Other Impacts of School Policy.** The proximity to school matters and is a fundamental element of a successful walking or bicycling environment. If students are not walking and bicycling, it means they are being driven to school or bussed. With bussing costing families additional fees, many choose to drive their kids themselves.

This action adds significantly to morning traffic. Many vehicle trips are occurring in Livingston unnecessarily, which induces congestion and vehicle miles traveled, and increases household costs. Such traffic also registers in vehicle counts and intersection delay, both being used to determine capital improvement projects for roadway widening.

Students typically walk at a pace of 3 miles per hour. This translates into a 10-minute walk to cover a half-mile of distance. While some students and their parents or guardians are willing to walk farther than such a distance, using this as a guide demonstrates an im-



**Traffic Inducing Traffic**

*Cartoon by Ian Lockwood, PE*





## Trails & Active Transportation Plan

important fact in the city: If the school district reverted back to having three conventional elementary schools, the vast number of students would be within the half-mile walk shed, as illustrated below.

Furthermore, by doing so, the vehicle congestion seen at the limited rail crossings and Park Street intersections should decline as travel behaviors change and the need to make a crosstown trip is eliminated. With the likely increase in active transportation trips made by students, household incomes could see a modest increase as vehicle trips or bussing fees are reduced.

Health impacts derived from walking and bicycling would also occur bringing additional physical activity into the lives of participants. This is important since most US children do not meet daily physical activity recommendations set forth by the CDC and walking or bicycling is one way to help attain that activity.

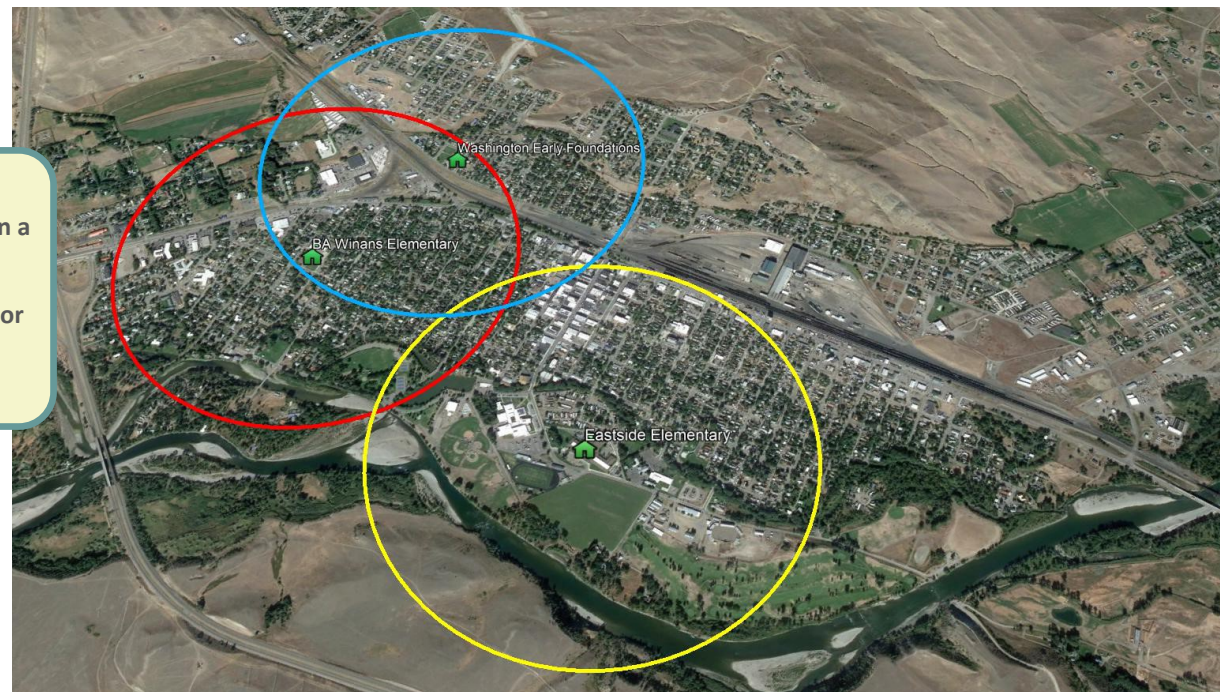
According to the US Census, approximately 600 children live in Livingston and are Pre-K through 5th grade age. With residential land use patterns being what they are, it appears roughly two-thirds of students live within the half-mile radius of one of the three schools.

Walking and bicycling rates among students living within this distance can reach between 25-50%. This translates into a possible raw number of 100-200 (25% of 400 and 50% of 400) students who could regularly participate in active transportation.

If combined with improved infrastructure, the rates of walking or bicycling to school could increase substantially. As the city grows, the northeast portion of Livingston will likely need an elementary school. If such a campus is built, the proximity to the neighborhood will further reduce families' need to drive to school and high participation rates among K-5 students realized.

### School Walksheds

A change in school policies could mean a majority of Livingston's elementary school age children would be within what is considered a suitable walking or bicycling distance from their school campus.



**Land Uses North of the Railroad.** The current land uses north of the railroad tracks in Livingston are dominated by residential neighborhoods. With few exceptions for light industrial, municipal, or religious institutions, commercial and retail outlets do not exist.

This reality, coupled with the school issue, mean most walking and bicycling trips generated from the north are due to lack of vehicle access or recreation. To generate a greater interest in walking or bicycling, a combination of infrastructure improvements and land uses that attract users is necessary.

The number of residents on the north side may not meet requirements of grocers but could meet demand for owners of a smaller footprint market. Other land uses such as small restaurants, social club like a brewery or coffee shop, or other neighborhood-scale businesses may be feasible. This type of development would most likely succeed in a single planned development rather than piecemeal one-off structures and parcels.

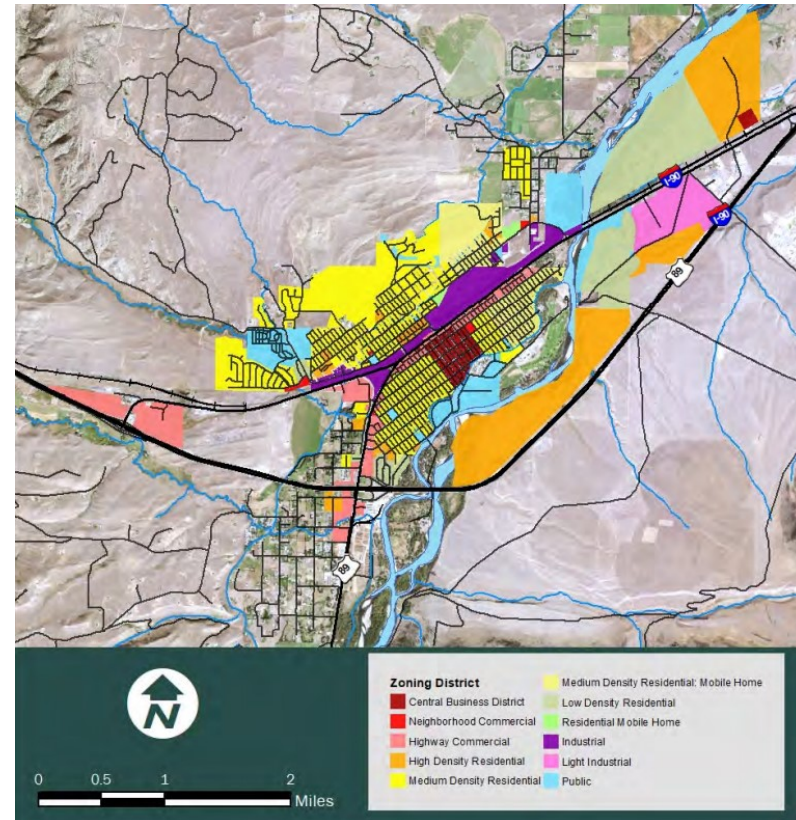
As noted earlier in this chapter, there are some decisions that are directly controlled by the City, County, and school district. Private land use decisions will be either market-driven or require incentives.

New development could spur utilitarian walking and bicycling trips and give residents on the north side of the city reasons beyond recreation to participate in active transportation.

Zoning for and promoting this type of a development could lead to reduced demand for crossing the railroad tracks. The current zoning map (Figure 7-1) shows limited pockets for such development north of the railroad tracks.

**Sidewalk Requirements.** While every motorist in Livingston enjoys the convenience of pulling out of their driveway and having a road to connect them to their destination, the same cannot be said for someone wishing to use a sidewalk from their home.

Figure 7-1: Livingston Zoning Map



Source: 2021 Growth Policy Update



## Trails & Active Transportation Plan

Sidewalks were not constructed with the new development in several areas of Livingston. If sidewalks are not required at the time of development, especially with larger projects, the opportunity is lost and the public is left to address the shortfall at a later date, likely costing even more money and more complexities as residents may be less supportive of sidewalks after the fact.

In the pictured examples in Figure 7-2, both developments were built between 2005 and 2007. Sidewalks were not mandated or were granted a waiver by either the City or the County. Fast forward to today, and these neighborhoods have residents now asking for safe walking infrastructure.

Now, instead of the developer funding the sidewalks up front, it is Livingston residents and current decision makers who need to determine how to pay for this infrastructure. This may be done through policy mechanisms such as sidewalk utility fees, but those take more political action and are not without controversy.

While sidewalks add to the overall costs of a project, without them being required by land use policies the system is left incomplete. The convenience of connected system that every motorist enjoys is denied for those who wish to travel by walking or rolling. Safety is compromised when such gaps are in place as people are forced to use unprotected shoulders or move within mixed traffic.

Recent development projects in Livingston do not reflect the previous policies and projects are being built with solid sidewalk systems from the outset. The neighborhoods pictured below serve as reminders for current and future generations of what can result without implementation of walking infrastructure from the development stage.

These decisions are not made in a vacuum, as adding costs for new development via sidewalks that are buffered from the street and have trees like they do in older parts of Livingston, may be viewed as policies that conflict with affordability goals.

**Figure 7-2: Recent Developments or Individual Parcels Lacking Sidewalks**



## Trails &amp; Active Transportation Plan

This is why other methods, such as fee in lieu programs or a sidewalk utility fee may be explored, in addition to land use policy changes. In some cases, the city may incentivize developers who are meeting goals for affordable housing by contributing to certain infrastructure costs, such as sidewalks.

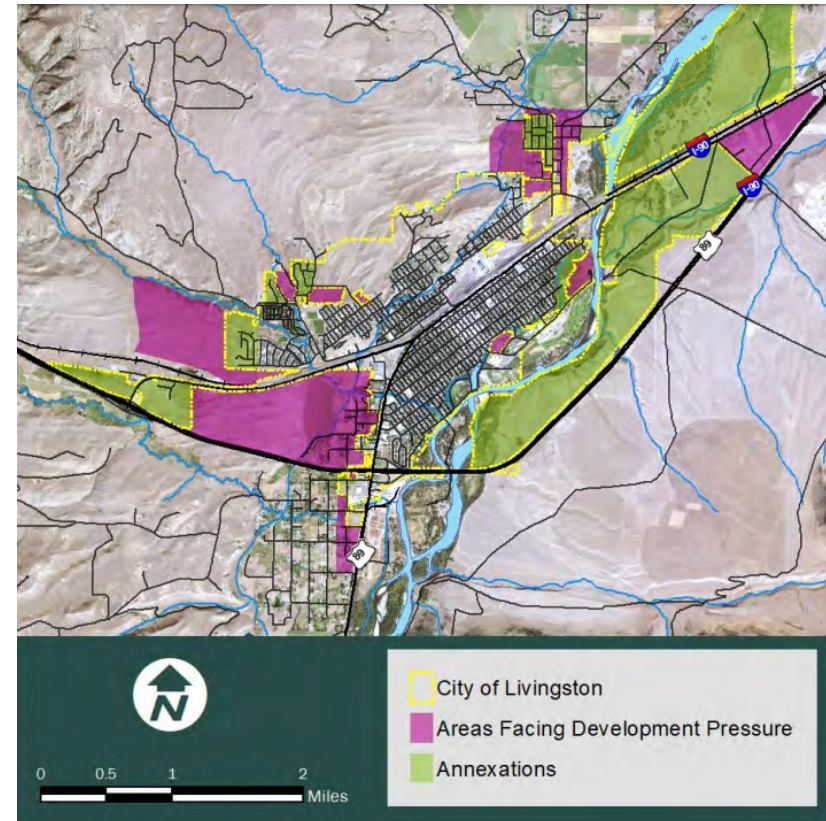
**Future Growth Areas.** Most of the land uses needed by everyday residents of Livingston are concentrated in a few key locations. These are on the south side of the railroad tracks and Park Street. Furthermore, as was expressed in many discussions, the City is currently facing a void of needed business types such as apparel stores, general department stores and the like, after the shuttering of Shopko. The transition of downtown over many years has led to few businesses offering everyday wares for residents. Accessing current businesses is a challenge for those living north of Park Street and the railroad as well as on the far east side of town.

Not only is travel by foot or wheel difficult from existing north side residents, future growth is largely taking place in the north or slated to occur east of the river, which presents another obstacle. With new neighborhoods comes greater demand to cross at key intersections until the non-residential land uses are developed in closer proximity. The two largest pockets of areas facing development pressure and recent annexations are south of the railroad tracks (Figure 7-3).

To mitigate this reality, improving the crossings of the rail corridor and Park Street will be imperative and north-south infrastructure connecting neighborhoods to city centers is vital. Zoning for mixture of land uses within currently zoned residential areas is another method worth considering as reducing the crossing demand and shortening travel distances from homes to needed services, ideal.

In addition to zoning tools, the City could explore public/private partnership opportunities to attract such land uses sooner than what the general development market may bear. An example could be a rental agreement using City owned land. Such an agreement could significantly reduce monthly costs to a retailer in exchange

**Figure 7-3: Recent Annexations and Areas Facing Development Pressure**



Source: 2021 Growth Policy Update



## Trails & Active Transportation Plan

for the potential for reduced revenues possible in comparison with other more predictable locations. Some degree of City involvement may be necessary to attract retailers to the north side of Livingston given the distance from the highway and bulk of rooftops that exist on the south part of the city.

**Promote Recreation While Growing Utility.** Livingston is a community with numerous trails, paths, and recreational opportunities. These attractions and facilities translate into many residents taking advantage of them and regularly participating in active transportation. The input survey appeared to showcase this.

This foundation of active transportation trips for recreational purposes is viewed as an opportunity to grow participation in utilitarian trips. As policy and land use changes occur over time and infrastructure improvements completed, a correlating increase in people walking and bicycling for purposes other than recreation should follow.

A walk to the grocery store or market, a bike ride to a local employment center, or using any active mode for an evening meal with friends, are all examples of what is to come in Livingston with the natural and pursued changes sought by residents.

In the meantime, bolstering the momentum that exists in the recreational space can help persuade residents to take active transportation trips for other purposes. To do this, the community as a whole can examine and augment offerings at the existing parks, improve access to trails and trailheads, invest in wayfinding to depict the sense of time to reach destinations, organize events like walks or bike rides through town, and possibly expand recreational opportunities into locations where such facilities are at a minimum.

These relate to decisions within the control of the City and County. Questions that should be answered are:

- Are the park sites distributed equitably in all parts of the City?
- Do the offerings at park sites match the desires of adjacent populations?
- Are the recreational outlets dated or are new forms of recreation sought?
- How do the facilities at schools address the needs of the community?
- If a person wanted to ride a bike to a park or other facility, can they safely lock up the bike or are they left without such necessities?

### Advance Recreation, Equitably

In the short term, promoting active transportation for recreation or to reach recreation destinations is the key to creating a willingness for utilitarian trips.

Increasing walking and bicycling trips can be gained by ensuring park sites and trails are equitably located through Livingston and are accessible to nearby residents.



## Trails & Active Transportation Plan

**Upgrade Gateway Corridors.** In an ideal world, corridor projects like those MDT may pursue on Park Street and Highway 10 would be evaluated like any other land use decision. There are other policy limitations to that, but that mindset should drive Livingston's elected leaders, staff, citizens, and advocates to strongly suggest MDT design these routes in consideration of MDT's 2015 Context-Sensitive Solutions guide, City policies and adopted plans.

The Growth Policy Update chapter on Population and Community Character includes the following:

- Strategy 2.1.1.1: Identify key roadway and non-motorized entry points – or Gateways – into Livingston.

A zoning overlay district for gateway corridors is something the City can pursue for all identified gateway routes. The gateway to Livingston off of US Highway 89 and I-90 on the southwest side of the City generally lacks refined design treatments to suggest it is a key gateway to the City and Yellowstone National Park. There is a great amount of visual clutter from highway signs, utilities, and

other roadway infrastructure. The effects of this are amplified for people walking and bicycling, as they are subject not only to these visual detractors, but also noise and emissions from motorized traffic.

The City should work to ensure other entry points to Livingston along US Highway 89 to the northeast and Highway 10 to the west are not subject to transportation engineering and land use decisions that create a gateway similar to US Highway 89 around Exit 333.

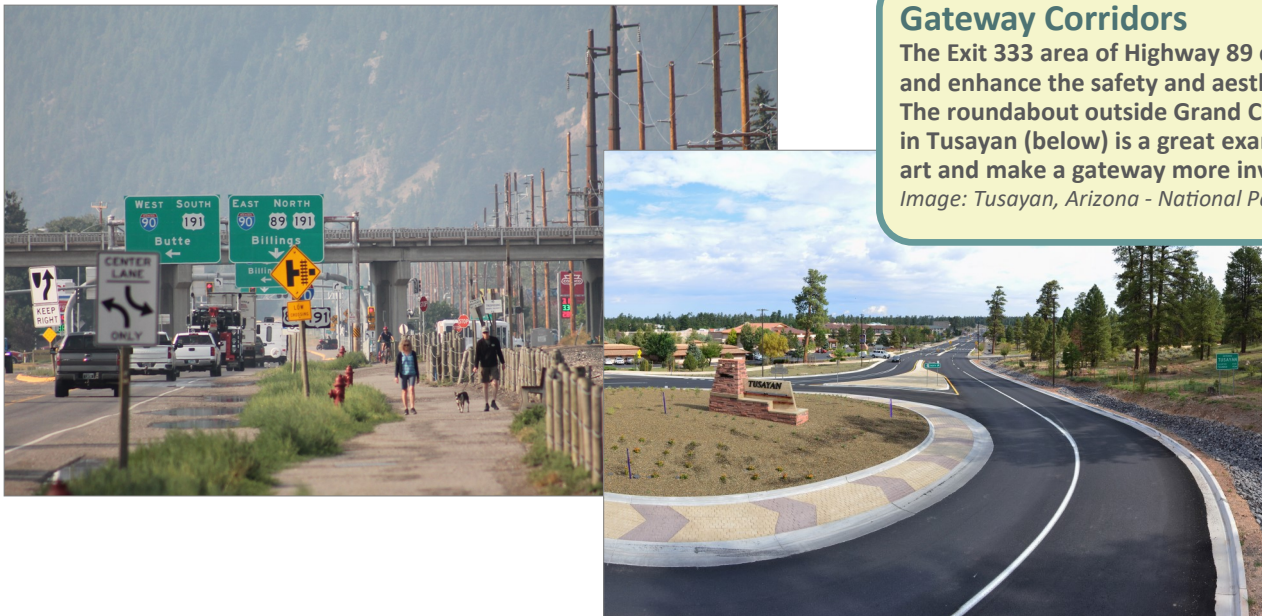
Additionally, the City should pursue coordination with Park County, MDT, and the National Park Service to reimagining the Exit 333 area as a safer and more attractive entry point for Yellowstone National Park-based travelers and visitors to Livingston.

Converting interchange ramps to roundabouts at Exit 333 would provide opportunities to enhance visual appeal and safety, as well as providing context-appropriate public art in the interior circle island of the roundabouts.

### Gateway Corridors

The Exit 333 area of Highway 89 can be reimagined to remove visual clutter and enhance the safety and aesthetics for people who walk, bike, and drive. The roundabout outside Grand Canyon National Park on Arizona Highway 64 in Tusayan (below) is a great example of how roundabouts can include public art and make a gateway more inviting and fit the context of a community.

*Image: Tusayan, Arizona - National Park Service*



### Subdivision & Zoning Policies

The first section of this chapter addresses larger, overarching approaches to align land use and school policies to promote walking and bicycling, this section includes specific policy-based recommendations for the City of Livingston to include in its Code of Ordinances. Documents such as the Trails and Active Transportation Plan, as well as the Growth Policy Update, are only as good as the policy changes that occur once they are adopted.

**Growth Policy Update.** The overall content of the Growth Policy Update, when implemented, will support greater trails and active transportation opportunities for the people and visitors of Livingston. Goals to promote infill and compact development, address climate change, enhance air quality, and promote a mix of housing are supported through the recommended policy changes.

The proposed ordinance changes included in this chapter are focused on implementing the goals, objectives, and strategies contained in the Transportation chapter of the Growth Policy Update. The key elements of that chapter related to ordinances are shown in Figure 7-4 at right.

Figure 7-6 on pages 75 through 78 outline specific policy-based changes for the City to enact to achieve these and other goals. Historically, zoning and subdivision ordinances focus on the movement and needs of motor vehicle traffic and do little to put people who walk and bike on equal footing.

The recommendations contained in this chapter are generated to put Livingston at a leading edge of policies for small cities to ensure a balanced assessment occurs when land develops.

The railroad and MDT are major influences on the safe movement of pedestrians and bicyclists in Livingston. It is desirable that any redevelopment or zoning actions on railroad parcels be subject to the requirements set forth for other private landowners as it pertains to pathways and sidewalks.

Figure 7-4: Growth Policy Update Strategies

Ordinance-based Recommendations
Strategy 8.1.1.1: Adopt an ordinance requiring sidewalks on new developments within City limits.
Strategy 8.1.1.4: Create a process to explore connectivity between City trails and parks to the larger outlying trails network.
Strategy 8.1.1.5: Consider installing outlets for pedestrians and bicyclists in cul-de-sacs and dead-end streets.
Strategy 8.1.2.1: Explore developing roadway standards that accommodate bike/auto/pedestrian and transit.
Strategy 8.2.3.1: Ensure zoning ordinance and subdivision regulations require multi-use trail and/or sidewalk connections to existing and future development.
Strategy 8.2.3.2: Require that right-of-way is dedicated to the City during the subdivision review approval process.
Objective 8.2.4: Ensure that bicycle, pedestrian, and trail connectivity is evaluated in all requests for modification or abandonment of public rights-of-way or access easements.
Strategy 8.2.7.2: Ensure that all transportation modes are provided for when constructing new roadways, including: sidewalks, bikeways, and vehicular and public transit rights-of-way.



## Trails & Active Transportation Plan

**Recommended Ordinance Changes.** Several Growth Policy Update strategies show the need for bolstered policies in the City's subdivision and zoning ordinance language. A lesson learned from recent history is that when developers do not build sidewalks with their properties, it is Livingston residents and current decision makers that are left to determine how to pay for the infrastructure.

While sidewalk costs as part of development do add to the overall costs of a project, omitting them as part of a development puts a greater burden on taxpayers in future years. When sidewalk segments are built along the frontage of new development it makes it easier for a public agency to fill the gaps.

Recent development projects in Livingston do not reflect the previous policies and projects are being built with solid sidewalk systems from the outset. However, the current Livingston subdivision regulations are ambiguous about sidewalk requirements. The policy recommendations found on the following pages include recommendations for this and other active transportation

needs. If properties subject to these ordinances already have sidewalks, then they should be required to upgrade the sidewalks to meet current policies for width, fix any driveway crossings that have cross slopes greater than 2%, and upgrade curb ramps to meet current ADA requirements.

Additionally, Livingston's current ordinances make no reference to the need for new development to dedicate an easement or construct pathways. The Trails and Active Transportation Plan includes a Trails Master Plan map that can be adopted by reference in the City's and County's ordinance so policies related to requiring sidewalk construction also apply to trails.

For bikeways, the City should reserve the right to designate new routes if proposed public streets provide connectivity from arterials, collectors, or other bikeways to pathways or other generators within the development.

Addressing policy with block length maximums will promote greater active transportation. Shorter block lengths typically lead to

### Mind the Gaps

The Trails and Active Transportation Plan recommends filling the sidewalk gaps on along River Drive. The City's policies should reflect these identified needs by either requiring new development, like shown at left, to construct sidewalks along the frontage or provide a fee in lieu deposit for the cost of sidewalks that can be used by the city to fill gaps in the system at a later date. Requiring properties to upgrade curb ramps as a condition of approval is also advised, like was done in the redevelopment of the hospital site (below).





greater accessibility throughout an area for pedestrians and bikers. Shorter block lengths increase opportunities for crossings and provide more direct routes for pedestrians – and they limit traffic speed. Shorter block lengths also tend to disperse traffic, resulting in fewer roads that are congested by automobiles.

Connectivity requirements are advised in the form of regulating block lengths in new developments to be consistent with the original street grid patterns established in Livingston. These policies are already in the process of being updated to require blocks that are 366 feet by 466 feet to match the original townsite. Policies should also be added to specify maximum block lengths and conditions under which blocks may be longer than 466 feet.

Where block lengths are longer, the City should examine individual development applications for recommended mid-block crosswalks. In addition, we recommend that culs-de-sac and dead end streets be strongly discouraged unless required by topography and other constraints. When that occurs, micropaths should be required to provide active transportation access and may serve as secondary emergency service access points. Micropaths should also be required on lot lines if there is a nearby trail or pathway connections.

**Other Policy Pursuits.** Create a Special Improvement District in which the costs of building sidewalks in the existing gaps are distributed across the properties that front the new sidewalk. The City then assesses the property owners their share annually, for a period of up to 20 years. This spreads the costs of sidewalk construction, as opposed to the property owner paying the entire cost at the time of construction.

Allow new developments to pay a fee-in-lieu of building sidewalks on only one side of the street. Those fee in lieu funds would then be used to complete the existing sidewalk gaps.

Figure 7-5: Traditional Street Grid vs. Suburban Street System

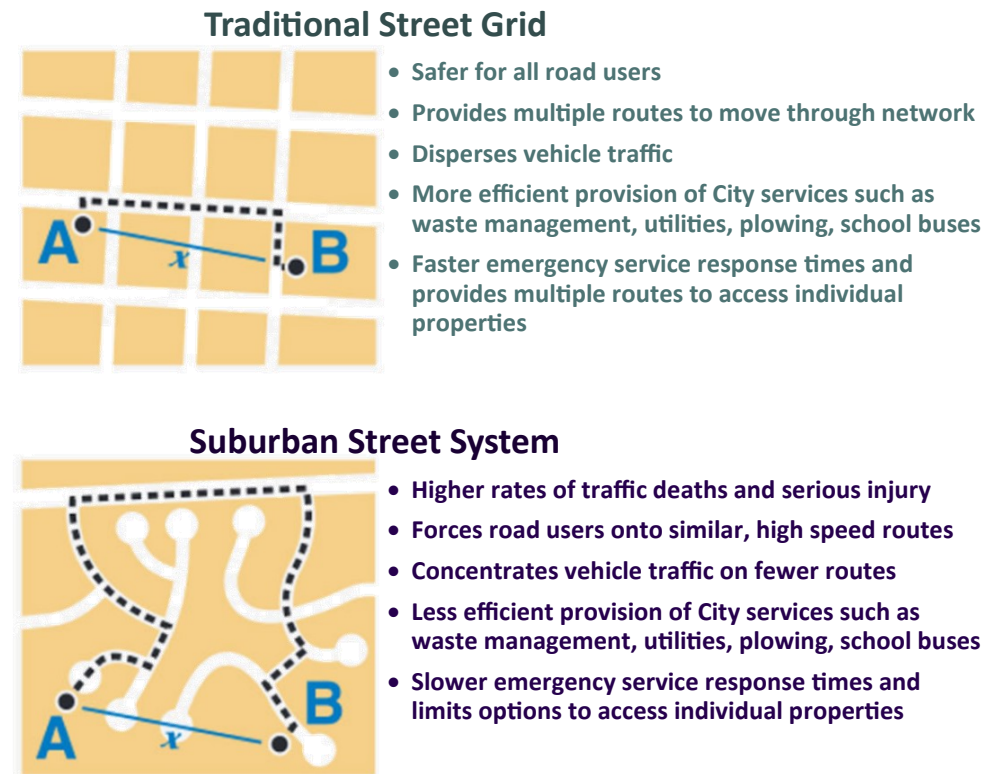


Figure 7-6: Ordinance Recommendations

Section of Ordinance	Assessment
<b>Chapter 26 - Streets and Sidewalks</b>	
<b>Section 26-6. - Marking or painting on sidewalks, curb or pavement.</b>	This policy may come in conflict with pop-up projects and other demonstration projects recommended in this plan. Consider revising to clarify purpose of marking a sidewalk for valid transportation uses.
<b>Section 26-10. - Permit for sidewalk installation or repair.</b>	Add requirements to comply with the Manual on Uniform Traffic Controls Devices, Section 6, for pedestrian circulation and accessibility. Sidewalks must have signed detour routes and the detour route must be comparable to the closed sidewalk from an accessibility standpoint (e.g. if the closed sidewalks has curb ramps, then the detour route must have ramps). In general, sidewalks closed for repairs should have barricades that cover the full width of the sidewalk and are detectable to people who are blind or vision-impaired.
<b>Section 26-11. - Ice, slush and snow upon a public sidewalk is a nuisance.</b>	State that publicly-operated plows will not plow sidewalks from streets onto sidewalks or block curb ramps. Amend to state property owners are responsible for the natural snowfall on sidewalks. Specify that property owners who are clearing parking lots shall not deposit snow so that it blocks sidewalks, curb ramps, and walkways that provide access within the property.
<b>Article VI—Bicycle/Pedestrian Path. Section 26-93. - Definitions.</b>	Update definition for “bicycle/pedestrian path” for new pathways or a general description of them. Consider adding electric-assisted bicycles to definitions, as well as e-scooters, specifying which types of e-bikes are allowed. Ones with throttles are typically prohibited and speed limits are established for all e-bikes. Add definitions for pathways and trails with reference to Trails Master Plan map contained in this plan, once adopted.
<b>Article IX. - Construction and Repair—Public Rights-of-Way. Section 26-102. - Design standards for existing rights-of-way.</b>	Repeat this language in the Subdivision Ordinance to define street cross sections for new streets.
<b>Section 26-107. - Driveway construction—permit and supervision.</b>	Add that driveways along streets where sidewalks are present or planned shall provide a Pedestrian Access Route (PAR) of at least four-foot wide with a cross slope no greater than 2%. Exceptions may be granted for 3-foot wide PAR within a driveway crossing if constraints exist with regard to other site-specific factors. Existing driveways subject to reconstruction must conform to these requirements.
<b>Sec. 26-111. - Width of sidewalks.</b>	Extend expectations for Park Street sidewalk widths to be 10 feet wide from 12th Street to N Street and may be granted 8 feet in width as an exception due to site-specific constraints. Add language for 10-foot wide sidewalk along the south side of Front Street/Gallatin Street corridor, including of segments on Main, Chinook, C, Bennett etc. Add language for pathway expectations along Highway 89 and Highway 10 (10 feet, paved, within existing right-of-way). Repeat sidewalk width language in the Subdivision Ordinance to define sidewalk expectations for new streets.
<b>Section 26-114. - Sidewalk construction—cost borne by owner of abutting property.</b>	Consider adding language to spell out options for citizens to apply for a hardship case, recognizing that incomes vary and a person’s individual ability to pay for such improvements will vary. This will ensure equitable application of the policy. A sidewalk utility fee would nullify this policy, if enacted.



Figure 7-6, continued: Ordinance Recommendations

Section of Ordinance	Assessment
<b>Chapter 28 - Subdivision Regulation</b>	
<b>Definitions: STREET TYPES</b>	Add language for each street type as to their use by pedestrians and bicyclists. Arterial streets also serve as arterials for people who walk and bike due to connectivity and land uses along them. Collectors also serve as arterials for people who walk and bike as they also contain land uses they desire and may provide alternative routes to arterials.
<b>Section I. General Provision - I-C. Purpose.</b>	“The purposes of these regulations are to promote the public health, safety, and general welfare by regulating the subdivision of land...to lessen congestion in the streets and highways.” Recommend changing that component of the Purpose statement to read: “to provide safe and efficient transportation for all modes.” The public health and safety component is important to address the needs of pedestrians and bicyclists. However, the purpose to “lessen congestion” can be counter to that goal. Congested traffic, while not seen as desirable, is safer for all road users due to lower speeds associated with it.
<b>Section III. Major Subdivisions</b>	Requirements for multi-modal transportation analysis should be included in this section, stipulating that such traffic studies evaluate level of service and/or quality of service for pedestrians, bicyclists, motorists, and public transit. The software packages used by traffic engineering firms to perform these analyses have level of service measures for all modes. Avoid prescribing a motorist level of service as improved motorist level of service is detrimental to the safety of pedestrians and bicyclists. Level of service should be considered as a measure to debate the pros/cons of transportation features. For example, if achieving motorist level of service “C” corresponds to level of service “F” for a pedestrian, then it may not be deemed desirable in consideration of the Growth Policy Update.
<b>Section III. Major Subdivisions - III -B-6 Governing Body Decision and Documentation</b>	Impacts on public health and safety are identified here. Add language about conditions and safety for pedestrians and bicyclists, as well as trail users.
<b>Section VI. Design and Improvement Standards - VI-A-8. Streets and Roads</b>	<p>A. Design, part (vi) notes “local streets must be designed so as to discourage through traffic.” This can result in lack of connectivity and is counter to present-day research showing that well-connected streets are safer for all road users and reduce motor vehicle congestion. Suggest changing this language to say “local street must be designed so as to discourage motor vehicle traffic speeds greater than 20 mph, then stipulate in a separate table what these features may include, such as curb extensions, chicanes, speed humps, raised intersections, etc.</p> <p>B. Improvements, part (i) does not identify pathways and trails. Add these features to this section.</p> <p>Table 1: Street Design Standards for Subdivisions stipulates a 64 feet street versus historic streets that have 66 feet of right-of-way. The curb-to-curb dimensions are the same with each at 38 feet but sidewalk space is reduced. If a curb-to-curb section is reduced to 36 feet it would provide for two, 8-foot wide parking lanes and two, 10-foot wide motor vehicle or general purpose lanes. These 10-foot lane widths are adequate for local, residential streets, according to federal design guidance from AASHTO. This would reduce impervious surface and the City’s long-term maintenance burdens due to less asphalt to maintain. It would also provide more land for private development. A more aggressive approach would reduce curb-to-curb sections to 34 feet in width, providing for two, 7-foot travel lanes and two, 10-foot travel lanes, which would reduce impervious surfaces even more.</p>



Figure 7-6, continued: Ordinance Recommendations

Section of Ordinance	Assessment
<b>Chapter 28 - Subdivision Regulation</b>	
<b>Section VI. Design and Improvement Standards - Add Section/Subsections on Sidewalks</b>	“City standard sidewalks (including a concrete sidewalk section through all private drive approaches) must be constructed in all developments on all public and private street frontages, except for alleys. Sidewalks on both sides of the streets must be installed by the owner of the subdivided property concurrent with installation of streets, curbs, and gutters. The developer shall install sidewalks adjacent to public lands, including, but not limited to, parks, open space, and the intersection of alleys and streets or street easements. New subdivisions shall provide connections between the subdivision existing or proposed primary trails. In addition, those subdivision regulations should include a reference to the sidewalk specifications included in Section IV of the City of Livingston Public Works Design Standards and Specifications Policy. If sidewalks exist along the property, they must be upgraded to meet current policy and ADA standards.”
<b>Section VI. Design and Improvement Standards - Add Section/Subsections on Trails and Pathway</b>	<p>The current regulations lack language pertaining to dedication of pathways and trails. Reference Trails and Active Transportation Plan’s Trails Master Plan map (once adopted) as the guide. Ideally, developers would be required to construct these pathways through their subdivisions in the same way they do streets. This could be left to discussions with the City on preferred alignments and adjustments to the trails master plan map to help provide for suitable development options without deviating for the intended purpose of the pathway or trail (e.g. a pathway along the river should not deviate from the river unless other major factors or constraints exist).</p> <p>Stipulate desired widths for trails as 5-foot wide footpaths and shared use pathways as 10-foot wide paved or unpaved routes with at least two-feet of prepared shoulder to facilitate drainage and preserve pavement life (if paved). Actual easement widths may be greater and can be evaluated on a case-by-case basis.</p> <p>Identify a desire for “micropath” connections linking streets to arterials where motor vehicle access controls is more rigorous. Micropaths may also provide connections between properties or at the end of streets to pathways, parks, and other active transportation generators.</p>
<b>Section VI. Design and Improvement Standards - Add Section/Subsections Bikeways</b>	Developments that extend streets identified in this plan as a bikeway should be built to continue the same type of treatments, where applicable. The City may evaluate streets proposed within subdivisions as new bikeways, especially if some streets provide connections from other pathways to new pathways or other activity generators (e.g. trailhead, park).
<b>Section VI. Design and Improvement Standards - Add Section/Subsection on Block Lengths</b>	Block lengths on the original Livingston streets are 366 feet by 466 feet. This pattern should be reinforced for new streets to align with the Growth Policy Update. Language, derived from Missoula and Bozeman codes, would read: “Blocks must be designed to assure traffic safety and ease of circulation, to accommodate the special needs of the use contemplated to accommodate pedestrians, bicyclists and transit users as well as motor vehicles. Block length must not be designed, unless otherwise impractical, to be more than 466 feet in length or less than 366 feet in length. Block lengths may be longer than 466 feet if necessary due to topography, the presence of critical lands, access control, or adjacency to existing parks or open space. In no case may a block exceed 1,320 feet in length.”
<b>Section VII. Mobile Homes - VII-D-2. Streets</b>	Add language stating streets must be designed to provide safe pedestrian and bicyclist access and circulation. This may not always mean sidewalks are required but street design treatments should work to self-enforce speeds no greater than 20 mph given people using all modes may share the same space. Features such as speed humps and narrower street widths can promote this desired target speed.



Figure 7-6, continued: Ordinance Recommendations

Section of Ordinance	Assessment
<b>Chapter 30 - Zoning</b>	
<b>Article II—Definitions: “Street”</b>	Definitions under “street” acknowledge it “as a public way for motor vehicle traffic.” Revise to identify legal use of streets for pedestrians and bicyclists, with the sidewalk being part of the street right-of-way. Remove “fast or heavy traffic” from arterial street definition as there is no requirement that an arterial route be fast or include heavy traffic; add what functions the various street types serve for pedestrians and bicyclists.
<b>Article II—Definitions: Bikeways, Pathways, and Trails Pedestrian Access &amp; Circulation Routes</b>	Add definitions for these features as zoning ordinances are updated to require consideration or improvements of these facilities ( <i>or reference Section 26-93</i> ). Add definitions for pedestrian access routes (PAR) and pedestrian circulation routes (PCR) to align with ADA requirements. PAR are walkways where a minimum of 4-feet (5-feet preferred) is clear of obstacles and has a cross slope no greater than 2%. PCR’s are any prepared area for pedestrians and should be kept clear of protruding objects and ensure signs have bottom edges no lower than 80 inches.
<b>Section 30.46. - Building design standards.</b>	“Promote Buildings that Reflect Pedestrian Scale. Human scale shall be an integral part of all buildings.” This is a great acknowledgment of how the history of Livingston is centered on people and their needs. Add language to address how the pedestrian interacts with buildings facing the street in terms of restricting doors that open onto sidewalk space. Suggest that sidewalk-level windows provide visual appeal and prohibit the “blacking out” of windows by tinting or other advertisements.
<b>Section 30.50 - Signs: “Projecting signs”</b>	Consider adding language about pedestrian-oriented signage that is perpendicular to the building space and hangs over a sidewalk so people who use sidewalks can easily identify the business. This would not prohibit signs on the façade of buildings that face motor vehicle traffic, but would be in addition to those in identified districts (e.g. downtown).
<b>Section 30.50 - Signs: Height</b>	Sign heights must not overhang a pedestrian access route and pedestrian circulation route must lower than 80 inches off the surface of the sidewalk or other type of walkway/path. This mostly applies to traffic signs. Permanent business signs will adhere to this due to other features of the code restricting permanent signs to 8’ minimum height.
<b>Section 30.74 - Variances</b>	Stipulate that variances related to sidewalks and upgrades for ADA compliance will not be considered on properties abutting arterials and collectors.
<b>Other Sections to Add (Ordinance Chapter TBD)</b>	
<b>Abandonment of Public Rights of Way</b>	Create a policy on methods to evaluate proposed right-of-way abandonment to ensure opportunities for trail, pathway, or micropath linkages are considered. In lieu of full abandonment, a defined process could assess a reduction in the width of the existing open right of way or a land swap of that right-of-way to help provide a more suitable or desirable connection.
<b>Gateway Corridor Treatments</b>	Gateway corridor regulations that promote greater aesthetics for transportation corridors should also enhance the experience and safety for people entering Livingston by bike and on foot. Treatments such as frequent, safe pedestrian crossings at gateway corridors showcase that Livingston is a town that values safety and wants motorists to slow down when moving through the City. Pathway corridors can include signage and other features similar to what roadways typically include to help promote bicycle tourism.



## 8. Programs

A variety of programs will help promote more walking and rolling in Livingston in combination with infrastructure investments. While the City of Livingston can support some of the recommended programs, other community partners may be better positioned to manage them. This chapter outlines several programs the City and its partners should pursue. They were identified through a combination of public input, the project steering committee, and the plan's consultants.

Several organizations help communities with resources and tools to organize events or programs. More can be obtained through their websites than can be documented in a single plan.

### Sidewalk & Pathways Maintenance

Keeping sidewalks and pathways clear and accessible year-round is an expressed goal of the Livingston Trails and Active Transportation Plan. This can be done through a combination of public and private efforts that focus on priority routes, such as crossing the railroad tracks, accessing grocery stores, school walk routes, and paved shared-use pathways.

**Winter Maintenance.** With an average annual snowfall of 53 inches, the presence of snow blocking curb ramps, sidewalks, and pathways creates mobility challenges and accessibility issues for people walking and rolling on the sidewalks. It is common practice for cities to require property owners to remove snow from sidewalks.

Livingston's current code of ordinances states:

- Chapter 26, Section 11: "Ice, slush or snow remaining upon a public sidewalk is hereby declared to constitute a public nuisance and shall be abated by the owner or tenant of the abutting private property within twenty-four (24) hours after such ice, slush or snow has been deposited."

Where there are buffers between sidewalks and the curb, this is a valid expectation since the snow can be shoveled to the buffer or



### Active in All Seasons

If walking and bicycling are to be viewed as transportation modes vital to the people of Livingston, the City and its partners must work to ensure sidewalks, bikeways, and pathways are maintained throughout the year. Keeping major routes clear of snow is key in winter, as is conducting neighborhood clean-up days to clear seasonal obstructions like leaves and overgrown shrubs from sidewalks.



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onto a person's front yard. Where there are no sidewalk buffers, this can become a challenge as Livingston only allows snow to be placed in the street in the downtown area.

While there is not an expectation that the City clear snow from every sidewalk, there are some adjustments that could be made to City policies and snow management practices to ensure a safer, more accessible sidewalk system in winter. Several recommended approaches are outlined below to improve conditions during winter.

- **Amend Ordinance for Plowed Snow:** Moscow, Idaho, has similar annual snowfall amounts as Livingston and modified its ordinance that requires property owners to remove snow to state, "This duty applies to natural snowfall; it does not extend to snow displaced onto sidewalks by City snowplows after an owner has removed natural snowfall." This recognizes that snow plowed onto sidewalks is difficult to remove by property owners and the City's plowing crews should not be plowing snow from streets onto sidewalks.

- **Curb Ramp Access:** When plowing operations on the streets have ceased, the City should begin clearing snow that was plowed to block access to curb ramps. This is a duty under the Americans with Disabilities Act, as Federal Highway Administration states: "Public agencies' standards and practices must ensure that the day-to-day operations keep the path of travel on pedestrian facilities open and usable for persons with disabilities, throughout the year. This includes snow removal."
- **Priority Routes:** Cities have met the above requirement through identifying priority routes that they, or partners, actively clear of snow regardless of property owner responsibility or action. The City may work with the schools, downtown businesses, and others, to identify a priority network of routes that the City will work to keep clear of snow to ensure access. All sidewalks and pathways that are not adjacent to public property (e.g. Veterans Bridge, 5<sup>th</sup> Street Railroad crossing, I-90 interchange underpass) should be cleared by a public agency.

### Snow Management & Equity

Cities are required by law, under the Americans with Disabilities Act (ADA), to keep sidewalks clear and accessible. This includes snow removal and snow management policies and practices.

Snow plowed from city street to sidewalks creates safety issues that force people into the street. Snow that is plowed so it blocks access to curb ramps and crosswalks should be removed from those locations once main plowing operations have ceased.

The City may create a program to remove snow from high priority sidewalk routes, such as school walk routes. Outreach to business organizations can help keep commercial area sidewalks clear of snow.



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- **Highway 89 Pathway:** The pathway serves as both a walking and bicycling route to key destinations within the city limits. Park County Environmental Council organizes volunteers to clear the pathway. The City may assist in moving heavier amounts of snow, especially those that may be mounded at street crossings due to plowing.
- **Ponding & Icing:** Other sidewalk and pathway access issues emerge after a snow event occurs. Curb ramps may become blocked by ponding water and ice due to snow build-up in gutters that keeps water from flowing to storm drain inlets. City crews can inventory locations that are routinely problematic and address these locations once the snow begins melting.
- **Property Owners:** Messaging to property owners should state snow cannot be shoveled or plowed from driveways and parking lots in a manner that results in it blocking sidewalks, crosswalks, pedestrian push buttons, or curb ramps. Policies may be updated to specify this expectation.

**Other Seasonal Maintenance.** The end of the winter season often means debris is left covering sidewalks and pathways due to snow management. It was noticed during field work in April 2021 that the sidewalks along Highway 89 near I-90 and the Veterans Bridge pathway had notable build-up of debris. These should be cleared by a combination of City, MDT, and volunteer forces.

Springtime also means new growth of shrubs that may impede the functional sidewalk width. Sidewalk passage can become difficult or uncomfortable as shrubs and trees grow on private property abutting sidewalks. Tree branches should be trimmed to minimum heights of at least 80 inches and shrubs kept from encroaching into the sidewalk space.

Code enforcement of these items is primarily complaint-driven, but clearing of these sidewalk obstructions could be a volunteer-based program with City endorsement. Oftentimes, a property owner's failure to clear shrubs or trim tree branches is due to other



### Cleanup

The after effects of winter weather mean sidewalks and pathways are often-times impacted by debris from snow plowing and ice buildup. Spring cleanup days can work to clear sidewalks and major pathways of this debris. To comply with ADA, public agencies such as MDT and the City should clear debris from sidewalks and pathways that are along public property such as bridges and interchanges.





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circumstances in life—such as age or income—that limit their abilities to effectively address these. Service clubs, scouts, and other non-profit groups may organize seasonal sidewalk clearing events to address priority routes and help those areas in need. These efforts would bolster the City’s existing Adopt-A-Trail program, which has seven teams that have adopted parks or trails in the City.

### Wayfinding

A comprehensive wayfinding strategy for Livingston is recommended for all modes of transportation to and within Livingston, as well as for trail and pathway users. Visitors to Livingston are looking for key destinations, while those staying in town and wishing to walk the city may not know the most direct or suitable routes. Ideally, a coordinated system of wayfinding signage that establishes a clear, recognizable brand for signage directing people to key destinations within Livingston should be developed

in coordination with downtown merchants, the chamber of commerce, and other key partners.

There are several options to coordinate wayfinding for sidewalks, bikeways, pathways, and trails.

- Welcome visitors to the community;
- Guide visitors and residents to businesses, attractions and other destinations;
- Direct visitors and residents to trailheads and other recreational spots; and
- Establish a clear, positive, unique and recognizable sign design, elements of which are included in every sign installed through the program to establish a common theme or brand.

**Pedestrian and Bicyclist Wayfinding.** Where wayfinding for active modes differ from wayfinding for drivers is that time is more relatable than distance for people who walk and bike. Many do not know how long it takes to walk or bike two miles, but if you can put



### Wayfinding Strategies

Wayfinding is as much about helping people find their way as it is branding for a community. Motorist-scale wayfinding helps drivers find key destinations, such as downtown, historic districts, and public parking. Oftentimes, the same branding is used for pedestrian wayfinding that helps people reach more specific locations once they have arrived.

The images at left show these types of wayfinding sign families at a pedestrian or bicyclist scale. Changeable panels or lettering allows the signage to evolve as a community changes.



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that in terms of 40 minutes of walking and 6 minutes of bicycling, then the choice on which mode to use becomes more intuitive.

The images in this section show various types of time-based wayfinding for active modes. These signage types are generally placed at key junctions on designated bikeways and key walking routes. Their design theme may be consistent with other vehicular wayfinding or may be viewed more as a traffic control sign.

**Pathway and Trail Wayfinding.** Wayfinding is a key component of complete and effective trails and trail networks and should be part of the planning process when new trails are designed and constructed. Proper signage along a trail maintains user safety, cuts down on user conflict, and keeps users informed and connected while they utilize the trail.

Signage features in a pathway or trail setting can be designed to be consistent with local context and character, as existing signage along Livingston's trails already reflects. Trail junctions should be clearly marked with signs and distances so people can make the right decision on how to proceed. It is advisable that the City work with Park County and other cities within the county to develop a consistent set of trail and pathway wayfinding signs as the area's system grows.

### Bicycling and Walking Audits

Bicycling and walking the routes planned for improvements are a key element of a project design process as well as a way to better engage the community. Walk and bike audits are popular events by advocacy groups to assess conditions, introduce people to the best routes for walking and bicycling, and assess policy outcomes. Park County Environmental Council conducts bike audits and did them most recently as part of the Growth Policy Update to assess the city's bicycling network. These recreational audits should continue. Additionally, the City is recommended to incorporate formal road safety audits into project design processes and ask MDT for those same audits on state-managed routes.



### Distance-Based Wayfinding

Another type of wayfinding is focused on providing information to pedestrians and bicyclists as they travel along sidewalks, bikeways, and pathways. They can complement other types of wayfinding but these are oftentimes designed to be traffic control-type signs so they are easily recognizable to road users.

Putting an approximate time is more valuable to people who walk and bike than distance alone since those who do not routinely walk or bike may not know how fast they move via those modes.



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**Safety Audits.** Road safety audits are a routine part of a project planning, design, and construction process and it is advised for the City of Livingston to incorporate such audits into future projects led by the City, MDT, and private consultants. In 2020, the Federal Highway Administration published its *Pedestrian and Bicyclist Road Safety Audit (RSA) Guide and Prompt List*. As FHWA notes in this guide, “An independent and multi-disciplinary team conducts the assessment with the intent of improving safety—and may be focused particularly on pedestrian and bicyclist safety. The RSA Team considers how roadway, traffic, environmental, and human factors impact safety, within the context of mobility, access, surrounding land use, and aesthetics.”

By conducting a formal RSA, the team can document more subtle elements of the built environment and examine concepts before they are fully designed. A typical RSA process involves collecting data on traffic volumes and crashes, as well as in-the-field assessment of things like sidewalk widths, crossing needs, crosswalk design, ADA compliance, design users, bike lane widths, trail crossings/connections, and other features.

Potential RSA members should include city, county, state maintenance and engineering staff with jurisdictional authority; local transit and school transportation officials; local health department representatives to ensure safe passage of non-motorized users of all ages from children, seniors, and mobility assisted; traffic enforcement; and city government officials.

**Community Audits.** Audits like those conducted by PCEC also help inform overall community needs and project specifics. A formal RSA can be complemented by a community-based audit to gain other perspectives on the proposed investments. Taking elected officials for walks or bike ride is also a valuable tool to help them relate to the conditions pedestrians and bicyclists experience on the street.

For example, a community bike ride was held as part of the public engagement for the Trails and Active Transportation Plan. The



### Safety Audits & Community Audits

Safety audits are conducted by public agencies as they plan or design a project. They typically include subject-matter experts, planners, engineers, and community advocates to measure and assess features in the road environment.

Community audits can serve a similar purpose but may be more qualitative in their outcomes and outreach. They can be used to assess general conditions and understand how people feel using a facility.

The two methods can be combined to create a more inclusive involvement process and design outcomes.

FHWA Pedestrian and Bicyclist Road Safety Audit Guide and Prompt List:  
[https://safety.fhwa.dot.gov/ped\\_bike/tools\\_solve/docs/fhwasa20042.pdf](https://safety.fhwa.dot.gov/ped_bike/tools_solve/docs/fhwasa20042.pdf)



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purpose of the ride was to take people to the locations of key project recommendations, discuss the specific recommendation, and gain feedback on how to refine that recommendation. Seasonal audits may also be desirable to assess conditions like seasonal maintenance needs and observe user behavior.

### Trail Orientation & Ambassador Program

Trail usage will increase both as population and trail mileage grow in the region. Non-profits, with support from the City and Park County, can consider various types of trail education campaigns aimed at helping users understand trail etiquette and leave no trace principles. School programs can build capacity for trail usage and ambassador organizations can help lead field trips for city schoolchildren on the area's trail. Trail Ambassador programs allow volunteers to station at trailheads on busy dates to help visitors and others learn about trail opportunities, how trails are built, and how trails can be properly maintained by users.

### Counting Program & Intercept Surveys

While motor vehicle counts are common part of a City or MDT's processes, the counting of people using sidewalks, bikeways, and trails is often left to volunteers. The City should work toward requiring development-based traffic studies to include counts for all modes of transportation, as well as evaluation of the quality of service or level of traffic stress for pedestrians and bicyclists to be included with motorist level of service analysis.

Knowing how many people are using a sidewalk or bikeway before and after an investment is important to track so decisionmakers know the impacts of their investment decisions.

To supplement these actions, volunteers groups can be organized to conduct counts and intercept surveys at various locations throughout Livingston. This will help understand both the volume of users and why they are using the active transportation network.

For example, current counts for pedestrians along Gallatin/Bennett where there are no sidewalks may be limited due to a lack of



### Trail Usage

Helping people know how to be good stewards of trails and pathways helps keep them in safe condition and builds respect for the system. Counting trail users and understanding their needs, desires, and reasons for using the trails informs decisionmakers, public agencies, and other organizations on how to improve or expand trail systems. Permanent counters (outlined with the yellow box below) can be installed on paved pathways and provide year-round user data.



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facilities. But there are worn paths adjacent to the curbs showing demand. It would be expected that pedestrian usage would increase when sidewalks are completed between N Street and Park Street.

Nationally, organizations conduct counts of pedestrians and bicyclists at intersections during the same week each year in September. This time of the year is chosen because it reflects suitable weather conditions and prevailing transportation patterns during the school year. Counts are typically done during two-hour peak period times and the day of the week can vary based on anticipated usage. For example, pedestrian and bicyclist trips to parks and trailheads are highest on weekends, while school walk/bike trips are highest during morning arrival periods.

Similarly, counts at trailheads can occur on peak weekends to

understand seasonal variations in use. Peak periods of arrival are chosen and may include an intercept survey to understand where people are coming from and how they are using trails.

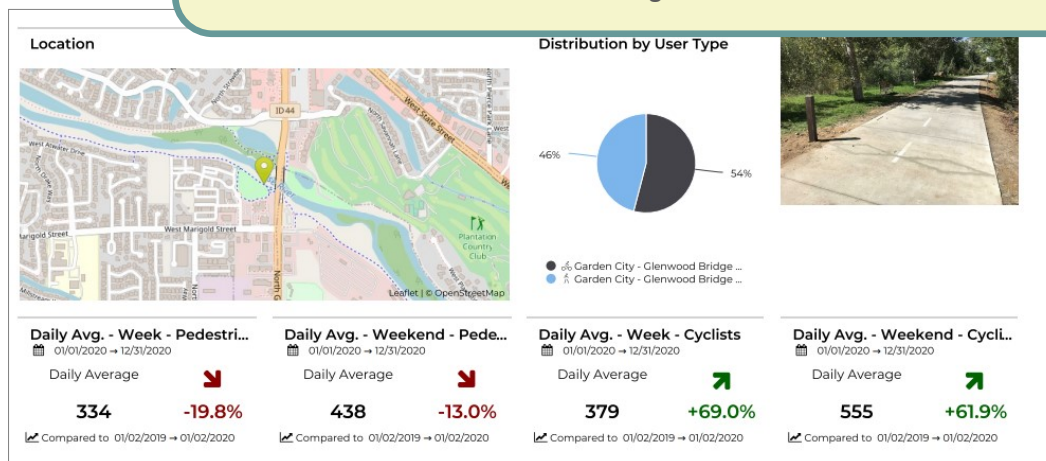
The City, County and other local partners may seek funding for automated trail counters that can be placed at entry points to popular trails. These infrared counters are portable so they can be moved to different locations throughout the year. Automated counters may be useful in some select sidewalk environments but are not as accurate in those settings.

## Safe Routes to School

The policy section of this plan addresses the challenges in increasing rates of walking and bicycling to school in Livingston due to school zone attendance policies. That does not mean that programs to promote safe routes to school should be abandoned.

### Counting People

Automated counters link to software programs that allow for detailed analysis on trail usage, as shown below. Additionally, on-street counts can be taken through the use of publicly-accessible forms through the National Bicycle and Pedestrian Documentation Project. People sit at key locations for two hours and count users by mode and sometimes the direction they are traveling. These counts can be used to provide data on existing usage as well as before/after counts to understand increased usage due to investments.



### STANDARD SCREENLINE COUNT FORM

Name: \_\_\_\_\_ Location: \_\_\_\_\_  
Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
Weather: \_\_\_\_\_

Please fill in your name, count location, date, time period, and weather conditions (fair, rainy, very cold). Count all bicyclists and pedestrians crossing your screen line under the appropriate categories.

- Count for two hours in 15 minute increments.
- Count bicyclists who ride on the sidewalk.
- Count the number of people on the bicycle, not the number of bicycles.
- Pedestrians include people in wheelchairs or others using assistive devices, children in strollers, etc.
- People using equipment such as skateboards or rollerblades should be included in the "Other" category.

	Bicycles		Pedestrians		Others
	Female	Male	Female	Male	
00-15					
15-30					
30-45					
45-1:00					
1:00-1:15					
1:15-1:30					
1:30-1:45					
1:45-2:00					
Total					



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The Safe Routes to School National Partnership and National Center for Safe Routes to Schools have several resources available to school districts, cities, and non-profits to help promote safer walking and bicycling to and from school. The Safe Routes to School approach consists of what known as the 6-E's:

**Engineering.** The degree to which Livingston's streets provide direct or sole access to a school was considered in how projects were ranked. By creating physical improvements to streets and neighborhoods, it makes walking and bicycling safer, more comfortable, and more convenient.

**Engagement.** All Safe Routes to School initiatives should begin by listening to students, families, teachers, and school leaders and working with existing community organizations, and build intentional, ongoing engagement opportunities into the program structure. Bike rodeos, art contests, and other interactive engagements can help build knowledge of what it means to walk and bike to school. This engagement also helps identify specific walk and bike routes that parents feel are safest or problematic when deciding to let their children walk or bike to school.

**Equity.** Ensuring that Safe Routes to School initiatives are benefiting all demographic groups is important so the focus is not on those neighborhoods or schools with greater means. Particular attention must be paid to ensuring safe, healthy, and fair outcomes for low-income students, students of color, students of all genders, students with disabilities, and others, are part of the effort.

**Encouragement.** Closely tied with engagement, generating enthusiasm and increased walking and bicycling for students through events, activities, and programs helps build momentum. Having classes track how far they walk or bike (to/from school or just through course of a routine week) helps them understand the possibilities and freedom that comes with traveling and having fun using these modes.

**Education.** Providing students and the community with the skills to



### Walking School Buses & Bike Trains

A strategy to get parents comfortable with letting their kids walk or bike to school is to form walking school buses or bike trains. These are where parents organize set times and routes for kids to go to school together.

The diagram on the left is the walking school bus route in Dillon, Montana. They conduct it three days a week and pickup times are listed on the diagram. Bike Trains are a similar strategy to get kids used to biking to school. Kids ride single file in a group along a bike route or a sidewalk with parents or volunteers chaperoning them.



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walk and bicycle safely helps them navigate those situations in all aspects of life. Educating them about benefits of walking and bicycling, and teaching them about the broad range of transportation choices can help build greater stewards of a safe transportation system for future generations.

**Evaluation.** Knowing which methods are working is important to make the case to decision makers and grant funding sources. By assessing which approaches are more or less successful, ensuring that programs and initiatives are supporting equitable outcomes, and identifying unintended consequences or opportunities to improve the effectiveness of each approach, Livingston and its partners can make sure a safe routes program is successful and sustainable.

### Bike/Walk to School and Work Events

The National Center for Safe Routes to School is the coordinating organization for Walk to School Day held every October and Bike to

School Day held each May. These events are used to encourage families to celebrate the benefits of walking and biking and to increase local leader commitment and visibility for traffic safety and community quality of life. The center provides resources and tips for conducting these events and tracks participation in the program across the United States.

Each May, the League of American Bicyclists organizes Bike Month and Bike to Work Day. For bike to work day, employers are encouraged to promote people commuting by bike and some communities station people along popular routes to provide coffee and breakfast to commuters. Places like Missoula have commuter challenge weeks or months to work with employers to see which ones have the most participation in commuting to work via active modes.

### Safe Routes for Seniors

Safe Routes for Seniors (SR4S) programs develop a series of neighborhood route maps that links older adults to destinations for



#### The Needs of Older Adults

Older adults have different concerns when deciding whether or not to take a walk. The risk of a fall and related hip injury can be at the top of mind for some and may deter them from being active. Sidewalk cracks and heaves, as well as icy surfaces, create unstable conditions.

The City, Park County Senior Center, and local non-profits can work with Livingston's older adult population to identify safe routes and conduct community audits with them to identify senior-specific needs when the City is planning infrastructure upgrades.



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groceries, recreation, and socializing. Identifying gaps in the routes or problem locations, such as sidewalk trip hazards and lack of curb ramps, can help with input to city projects and implementation of its ADA Transition Plan. SR4S programs help increase the number of walking and bicycling aging adults, improve health outcomes for aging adults, and empower aging adults to self-identify transportation needs, program elements, and routes that connect to improved quality of life activities. A SR4S program can be coordinated with other Senior Center activities, as well as Fit and Fall Proof classes that take place in the area or through the Park County Senior Center.

### Kidical Mass Ride

Kidical Mass is a play on words of the critical mass bike rides that occur in many larger cities to raise awareness of bicyclists. A Kidical Mass ride is a family-friendly event, much like a bike parade, that promotes bicycling as a fun, family-friendly activity. Families are encouraged to be creative in decorating their rides and wearing costumes (ones that are safe to bike in) on a short route around a community. They are typically organized to start at school or parks and may include police escorts, particularly across major street crossings.

Kidical Mass rides are often organized to celebrate a holiday or the opening of a new trail or bikeway. Participating organizations may create stations along the route for kids to engage in art contests and other interactive features to help them enjoy the ride.

### Pop-Up Demonstration Projects

Pop-up demonstration projects are a way to introduce safety projects to a neighborhood before full-scale investments are made. Another term for this is “tactical urbanism.” Pop-up demonstration projects can include things like temporary bike lanes protected by hay bales or planter boxes, as well as using temporary materials like tubular markers to create curb extensions or neighborhood traffic circles. This straw-then-sticks-then bricks approach allows projects to be tested, evolve, and proven worthy before final investment.



### Popsicles & Pop-Ups

A Kidical Mass ride (above) around Livingston is a way for kids and parents to engage in becoming more active and understand the safe routes that families can use to access places within Livingston.

Traffic safety improvements, such as curb extensions and protected bike lanes, can be tested on the streets before full implementation. As shown below, the possible dimensions for a curb extension at an uncontrolled crossing are evaluated for dimensions in consideration of how large vehicles pass by them.





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At one level, these projects allow neighborhoods to dream about the improvements they would like to see on their streets to make them safer for walking and bicycling. Because they are temporary, timelines can be set for application and the City can help conduct pre/post speed studies, traffic counts, and other evaluations.

At another level, it's a way for the City to test options for projects before investing in permanent materials. Creating curb extensions, protected bike lanes, or neighborhood traffic circles with temporary materials can help determine final dimensions for the design of a permanent project.

For example, curb extensions built with temporary materials allow a City to test turn radius for large vehicles like emergency services.

Pop-up demonstration projects can also be used to apply a traffic safety treatment to a road if funding the full-scale improvement

may take a year or more to implement. The Tactical Urbanism Guidebook, referenced in the Appendix section on Design Guides, showcases several options.

### Open Streets

Open Streets events are street festivals that close a street or combination of streets to allow for free movement of pedestrians and bicyclists; staging of events such as concerts, yoga, and in-street skate parks; and food vendors to celebrate a particular neighborhood or provide a locally-focused event to help promote walking and bicycling.

Missoula's Sunday Streets are a great Montana example and their 2021 Sunday Streets events were held along several blocks of the Franklin to the Fort neighborhood to highlight a pop-up demonstration project that was done to erect temporary traffic



### Open Streets Open Minds

Open Streets can take many forms, from street festivals to showcasing community investments. Missoula's Sunday Streets events in 2021 were a combination of both. With streets closed to motor vehicles, Sunday Streets Missoula put activity stations, food trucks, and in-street skateboarding on the streets of a 6-square block neighborhood that is the recent recipient of temporary neighborhood traffic circles and curb extensions. Volunteers kept look out at crossings of main roads and allowing local residents access to their property during the event.



## Trails &amp; Active Transportation Plan

circles and curb extensions in a neighborhood that lacks full-scale sidewalks and other traffic safety features.

### Bicycle Tourism

Livingston is located along two designated bicycle tourism routes: Adventure Cycling's Lewis and Clark Trail and the Rails to Trails Conservancy's Great American Rail-Trail. The Depot could become the hub for these efforts, along with rebuilding sections of the rail-trail in town where it is currently narrow and meandering.

The Lewis and Clark Trail was created to celebrate the anniversary of the Corps of Discovery's 1804-1806 historic journey. The designation of this route provides bicyclists the opportunity to follow the path of the explorers Lewis and Clark. The trail is part of a 4,500 mile network of mapped routes stretching from Washington to Illinois. This economic opportunity potential could be strengthened by mentioning that Park County has a 12-stop Lewis and Clark interpretive driving tour that extends from Bozeman Pass through Livingston to Sheep Mountain Fishing Access Site just east of town.

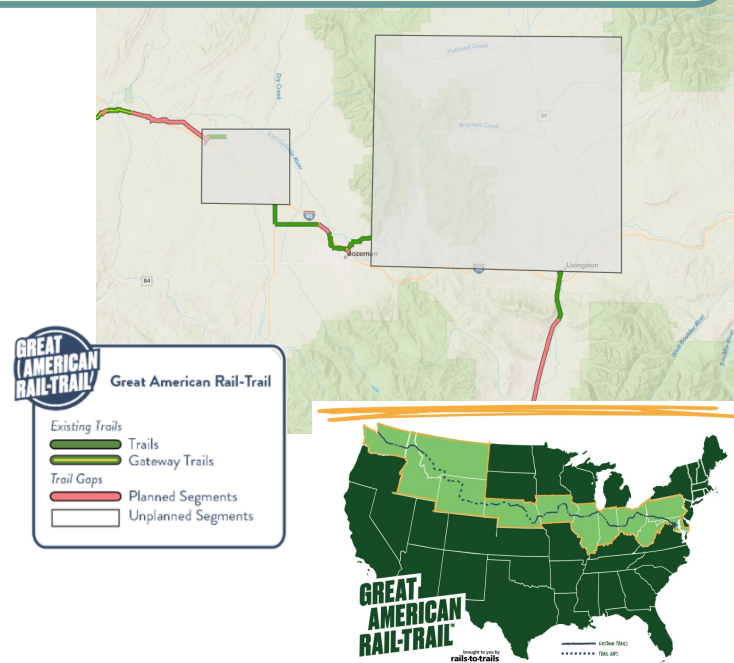
The Great American Rail-Trail is in its early planning and designation stages, but is envisioned as a coast-to-coast pathway that connects more than 145 existing rail-trails, greenways and other multiuse paths spanning more than 3,700 miles. The Depot Center Trail and US 89 Pathway are designated along the route with the section between Livingston and Gardiner identified as an existing gap. The segment between Bozeman and Livingston is shown as an unplanned section and the Highway 10 pathway identified in this plan is conceptualized as a linkage toward Bozeman for this segment of the planned rail-trail.

These designations indicate the potential for bicycle tourism potential in Livingston and there are several programs that can be organized to take advantage of it. These include:

- Bike Trail-Friendly Businesses that cater to long distance travelers by providing access to water, supplies, bike repair, and lodging/camping options.

### Gateway to Bike Tourism

The route of the proposed Great American Rail-Trail between Bozeman and Livingston is designated as an unplanned segment. The Highway 10 pathway identified in this plan can help fill a portion of that unplanned route. The Great American Rail-Trail, as well as Adventure Cycling's Lewis & Clark Trail that passes through Livingston, indicate the City could become a hub for bicycle tourism and related programs.



## Trails & Active Transportation Plan

- Branding Livingston as a bicycle tourism destination, particularly as the gateway to Yellowstone National Park.
- Publishing other bike ride itineraries (e.g. one-day, three-day, five-day) rides along paved and unpaved roads.
- Identifying the existing impacts of bicycle tourism on Livingston through a bike tourism-specific study.

These actions not only provide a greater experience for bicyclists and help with the local economy, such actions are also great for positioning Livingston for grants to fund implementation of things like the Highway 10 pathway section of the Great American Rail-Trail.

### Bicycle-Friendly & Walk-Friendly Community Status

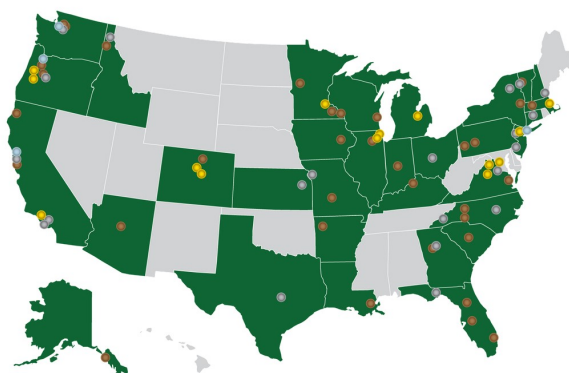
The League of American Bicyclists and the Highway Safety Research Center each have application-based designation programs for communities hoping to receive official status as bicycle-friendly and walk-friendly communities. These organizations have open application windows each year and communities are asked to fill out a survey to gauge their level of bike- or walk-friendliness. Designations are given at the Bronze, Silver, Gold, and Platinum levels. Some communities receive honorable mention.

Pursuing bicycle-friendly and walk-friendly status constitutes a

values statement by Livingston’s leaders to indicate their commitment. The organizations that review these applications provide feedback to cities on next steps to improve their rankings. Obtaining this status is also a positioning action that can be used to bolster Livingston’s standing when it pursues grants to implement projects or programs identified in the Trails and Active Transportation Plan.

Missoula (Gold), Bozeman (Silver), and Billings (Bronze) are designated Bicycle-Friendly Communities in Montana. There are no designated walk-friendly communities in Montana. Sandpoint and Coeur d’Alene, Idaho, are the closest walk-friendly communities to Livingston.

Businesses may pursue Bicycle-Friendly Business status through the League of American Bicyclist and they are not required to be in a Bicycle-Friendly Community. Billings has three Bicycle-Friendly Businesses and Bozeman has one. The City of Missoula is a Bicycle-Friendly business and both the University of Montana and Montana State University are designated as Bicycle-Friendly Universities.



## 9. Health, Equity & Inclusion

Over the past 30 years there has been increased interest in the connection between health and place. As the City of Livingston looks for ways to improve the wellbeing of its residents and the vitality of the community, it's essential to take a closer look at this connection and explore the wide range of design elements and tools that will lead to a more healthy, equitable, and connected community.

While increasing physical activity is a key outcome of a connected active transportation system, there are other impacts to a person's health when they are able to be more physically active. Mental health outcomes are improved, as are other dimensions of health such as social health, intellectual health, and economic health.

Montana Department of Transportation's (MDT) statewide Pedestrian & Bicycle Plan cites Montana Department of Public Health and Human Services data that "three in every four adults and seven in ten children in Montana did not meet physical activity recommendations." MDT's plan also states, "Walking and bicycling for transportation are part of a healthy lifestyle, which can help people stay at a healthy weight or lose weight."

Local data suggest similar trends. Data from the 2019 Park County Community Health Needs Assessment (CHNA) Summary Report and the 2019 Park County Youth Risk Behavior Survey (YRBS) show that both adults and youth in Park County are far from meeting recommended levels of physical activity.

The data in Figure 9-1 are derived from the two Park County Census tracts that include Livingston residents. The Centers for Disease Control and Prevention (CDC) aggregates health data to the Census tract level in its PLACES map.

The data show nearly 1 in 3 residents in Livingston's tracts have high blood pressure or obesity, while approximately 1 in 6 report their physical health and/or mental health as "not good."

Figure 9-1: Select Health Data for People in Livingston



17%

REPORT HAVING POOR OR FAIR HEALTH



14%

REPORT THEIR PHYSICAL HEALTH AS "NOT GOOD"



15%

REPORT THEIR MENTAL HEALTH AS "NOT GOOD"



29%

ARE DIAGNOSED WITH HIGH BLOOD PRESSURE



30%

ARE DIAGNOSED WITH OBESITY

Source: CDC PLACES data for Park County Census Tracts 3 & 4



## Trails & Active Transportation Plan

Main Street is the dividing line between the two Census tracts, with Tract 3 including Livingston residents northeast of Main Street and Tract 4 containing residents southwest of Main Street. In general, residents in Tract 3 show indicators of poorer health than those in Tract 4, with rates of poor physical health, obesity, and poor mental health being higher. These sectors include some of the lower income areas of Livingston and such health challenges are commonly more prevalent in lower income areas.

Given this data, projects identified in this plan within Tract 3 are more likely to have an impact on people's health as it would provide them with more active transportation and recreational options for walking and bicycling.

### Health, Safety & General Welfare

Promoting the health, safety and general welfare of a population is one of the most important and codified roles for a City to plan. This role is clearly indicated within Livingston's Zoning Ordinance, quoted below.

The meaning of these words within city codes has evolved over time. At the turn of the 19th century, the environment made people sick. It was during this Industrial Age that professions like public

health, planning, public works, social work and architecture collaborated to solve the myriad of public health issues related to unhealthy living conditions. These conditions were overcrowding, lack of sanitation, contaminated water and air pollution. The result was a widespread outbreak of infectious disease and multiple disciplines came together to solve it.

Projects like the development of sanitation and water systems were only part of the strategies developed to improve health; there were also policy solutions such as building and zoning laws. The words "public health, safety, and welfare" were written into community codes giving cities the legal authority to regulate private property for public health reasons.

These words stem from the roles states are afforded in the 10th Amendment to the United States Constitution. The 10th Amendment gives states all powers not specifically given to the federal government, one of which has been determined by case law to make laws relating to public health.

Montana's State Constitution reflects these themes in its section on Inalienable Rights, stating the people have "the right to a clean and healthful environment...and seeking their safety, health and



**"The purpose of this ordinance is to promote the health, safety, and general welfare of the community by regulating the height and size of buildings and structures, the percentage of lots that may be occupied, the size of setbacks and open space, the density of population and the location and use of buildings, structures and land for trade, industry, residence, or other purposes within the city limits."**

**- Livingston Zoning Ordinance: Sec. 30.11. - Purpose.**



## Trails & Active Transportation Plan

happiness in all lawful ways.” The state then grants powers for health, safety, and general welfare to cities through its allowance of zoning, specifically in Title 76, Chapter 2, Section 301 on authorizing municipal zoning, “for the purpose of promoting health, safety, morals, or the general welfare of the community.”

While such policies have largely solved the health issues facing people more than 100 years ago, today the leading causes of death are chronic diseases such as heart disease, cancer, diabetes and mental health issues such as suicide. Disability, an aging population, and social isolation are also escalating public health concerns.

Health outcomes related to chronic and infectious disease in the 21st century are causing communities to redefine what “public health, safety, and welfare” means in our modern world. It is becoming well-understood that a person’s zip code may be a stronger predictor of their health than their genetic code.

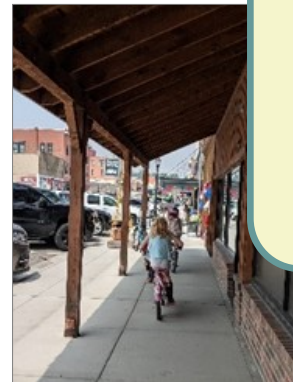
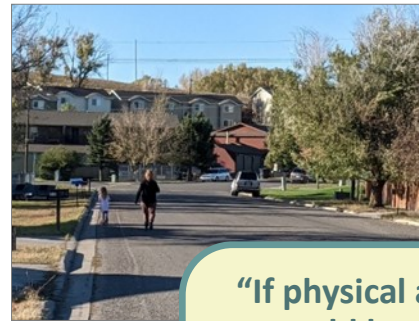
The Livingston Trails and Active Transportation Plan is a roadmap for creating modern-day policies and investments in the built environment to continue to promote the health, safety, and general welfare of the people of Livingston.

### Physical Activity

Being physically active is one of the most important things a person can do to improve health and wellbeing. For adults, as little as three 10-minute brisk walks, five days a week, can be enough to reduce the risk for developing a life-altering chronic condition such as diabetes.

Biking to work, a walk to have lunch, and then perhaps an after dinner walk with the family to the neighborhood park: each of these outings could be done in a car, reducing the opportunities for improving health and adding to traffic congestion and air-pollution. Even if a person never plans to walk or bike, it is better for that person and the community to have safe and convenient non-motorized options for those that need and want them.

Children need 60 minutes a day of activity to support health.



**“If physical activity were a pill every doctor would be prescribing it, every insurance company would be happy to pay for it, and every American would be taking it on a daily basis. The breadth of physical and mental health benefits is breathtaking.”**

**- Kenneth E. Powell, MD, MPH**



## Trails & Active Transportation Plan

Walking to and from school are important times for them to get that activity. Being able to walk to a nearby park, to meet friends for an ice-cream cone, or bike to the soccer fields are all activities that not only give kids the physical activity they need but also are important activities to help develop navigation and decision-making skills, while building confidence and age-appropriate independence. Unfortunately, Park County is not alone. This is why the Surgeon General of the United States issued a 2015 Call to Action to Promote Walking and Walkable Communities.

### Mental Health

There is strong evidence that physical activity improves brain health. These benefits are outlined in the Physical Activity Guidelines for Americans and include improved cognition, improved quality of life, reduced risk of depression and anxiety, and improved sleep. Notably, the research shows children who are physically active perform better on academic achievement tests, have improved executive function (skills that enable children to control impulses, make plans, and stay focused), and have increased processing speed and memory, and reduced risk of depression.

In the 2019 CHNA Summary Report, 16% of Park County adults reported “fair or poor mental health” and nearly a quarter of adults reported “diagnosed depression”. Sadly, the 2019 Park County YRBS found that many youths are also suffering from mental health issues. High schoolers and middle schoolers were asked the question, “During the past 12 months, did you ever feel so sad or hopeless almost every day for two weeks or more in a row that you stopped doing some usual activities?.” The result was 39% of high schoolers and a quarter of middle schoolers answered “yes.” When asked if they had “seriously considered attempting suicide” in the past year, 22% of high schoolers and nearly 24% of middle schoolers responded by saying “yes”.

### Equity & Inclusion

MDT’s Pedestrian and Bicycle Plan recognizes the need for more equitable and inclusive investments in active transportation. It states, “these modes serve a key function in expanding the social and educational opportunities available to the state’s vulnerable populations who are frequently transportation disadvantaged, including senior citizens, children, the disabled community, minority populations, and low-income individuals and families.”



**“We are unable to operate a car for the first 16 years of our lives, yet we still build cities that require it. By giving children a way to travel independently, we liberate them, and liberate their parents from the role of chauffeur thwarted upon them.”**

**- Chris and Melissa Bruntlett,  
*Curbing Traffic: The Human Case for Fewer Cars in Our Lives***



## Trails & Active Transportation Plan

MDT states further that providing pedestrian and bicycle facilities in communities where these populations are prevalent helps ensure mobility and promotes transportation equity.

Focus group participants and steering committee members said they wanted the Trail and Active Transportation Plan to prioritize areas of town where low-income residents live, which coincides with where there is a lack of sidewalks and other pedestrian and bicycle infrastructure.

As a result, projects in low income Census tracts were given more points and Steering Committee bonus points were applied to some projects north of the railroad tracks.

Researchers have also found that individuals in rural communities tend to have higher rates of chronic disease, more poverty, and more mental health concerns, including substance abuse, than urban residents. When researchers looked for the reasons to explain higher rates of chronic disease in rural areas, obesity was found to be a major contributing factor. When researchers tried to explain the mechanisms behind why obesity was higher in rural areas, one of those mechanisms was the built environment.

Given the health issues related to physical inactivity, weight, and mental health present in Park County, creating places that encourage people of all ages, incomes, and abilities to be more physically active is important.

### Activity-Promoting Places

Health is influenced by a variety of factors including our individual knowledge and skills, our family and social connections, our work and school environments, our neighborhoods and communities and the policies that affect our living conditions.

Livingston has made great strides in making the downtown core more walkable, however, there are significant gaps in connectivity and accessibility in other parts of town, particularly on the north and east side, along Park Street, and crossing the railroad tracks.

Making it safer, easier, and more convenient for all people to walk or bicycle for utilitarian and recreational trips is important for the “public health, safety, and welfare” of Livingston residents and visitors and should be considered when any new plan, project, or policy is developed.



**“Downtown is nice but as soon as you go to the outskirts—Albertsons, Town and Country—it is a problem.”**

**- Focus Group Participant**





## Trails & Active Transportation Plan

Adopting healthy behaviors, such as physical activity, is easier if our environment is built to support us in making healthy choices.

### Nature & Social Connectedness

Two important areas of research related to physical and mental health are: time spent in nature and time spent being socially connected. Although more research is needed, in many studies, particularly involving children and youth, researchers have found that time spent in nature positively influences mental health.

Researchers have also found that persons living in walkable, mixed-use neighborhoods have higher levels of social capital compared with those living in car-oriented suburbs.

Those living in walkable neighborhoods were more likely to know their neighbors, participate politically, trust others, and be socially engaged. People-to-people connectedness and neighborliness comes from creating a built environment which allows people to come in contact with one another. Spending time in nature, with people you enjoy, while being physically active is the trifecta for mental and physical health. Creating close to home environments where people can safely do that...priceless.



### Ridge to River

Formalizing trails on property and open right-of-way already under the control of the City of Livingston can help provide connections to nature and address equity concerns on the north side of Livingston. The North Hills trails (top) offer great vistas and unique opportunities for all people in the City but with easy access from neighborhoods on the north side. Expanding the pathway along the Yellowstone River within the City's Wastewater Treatment facility property (bottom) provides an opportunity to connect these neighborhoods to the existing pathway system south of the railroad tracks.



## 10. Implementation

Completion of the *Livingston Trails and Active Transportation Plan* is one step in creating a community that is accommodating to people who walk, roll, and hike. The implementation of the Plan requires a coordinated effort among officials from the City, Park County, non-profit organizations, community leaders, and citizen volunteers. Follow-up plans and studies, particularly for pathways, are often needed to refine design and alignments, as is occurring with Park County and the pathway bridge across the Yellowstone River.

This chapter identifies action steps for moving forward with the recommendations of the Plan, as well as potential funding sources and partners for proposed projects.

### 10 Action Steps for Implementation

Completing the 10 Action Steps identified in this chapter will help ensure development of the proposed trails and active transportation network in Livingston meets the goals of the plan, while providing the community assurance that it is a priority for the City.

The 10 Action Steps for Implementation are intended to serve as a barometer for short-term accomplishments related to this plan. The City and its partners should review these steps each year or two to determine the best approach to achieving them and celebrate successes. Some efforts will take several years to accomplish but the effort can begin in the first couple of years after adoption of the Plan.

The Action Steps also show that Livingston is not alone in its efforts to implement the plan, as many program and project efforts will require partnerships from agencies like Park County, and Montana Department of Transportation (MDT).

The City staff may wish to provide an annual report or update to the City Commission and others on its progress to implement the Plan to showcase progress as it occurs.



Exhibit 10-1: Action Steps for Implementation

Action	Partners	Timeframe
<b>1 Adopt the Plan</b>		
Adopting the plan via resolution shows commitment to implementing it. Share it with the county and other partners in the area, including MDT so they can incorporate its recommendations into corridor plans. These Action Steps should be incorporated into the City's Strategic Plan.	City of Livingston	Immediately
<b>2 Update Policies</b>		
On the heels of the Growth Policy Update, the City should update its zoning and subdivision regulations to promote safer streets for all users and ensure trails identified in this plan are dedicated when development occurs along planned routes.	City of Livingston Park County (for adoption of trails map)	2022-2023

Exhibit 10-1, continued: Action Steps for Implementation

Action	Partners	Timeframe	Action	Partners	Timeframe
<p><b>3</b> <b>Begin design of top priority trail, sidewalk, and bikeway projects</b></p> <p>The City begins pursuing implementation of the highest ranking trail, sidewalk, and bikeway project. This entails identifying funding or pursuing grants, conducting concept or full design, and identifying a construction year when funding is confirmed.</p>	<p>City of Livingston MDT</p>	<p>2022-2023</p>	<p><b>4</b> <b>Pursue safer crossings, starting with Park Street.</b></p> <p>Work with MDT to create safer crossings of Park Street, as identified in the Plan. Crossing treatments include Rectangular Rapid Flashing Beacons or Pedestrian Hybrid Beacons, high visibility crosswalks, crosswalk lighting, accessible curb ramps and push buttons, and a pedestrian underpass of the bridges east of Bennett.</p>	<p>City of Livingston MDT</p>	<p>Immediately</p>
<p><b>5</b> <b>Organize maintenance programs</b></p> <p>City-based maintenance programs may take time to identify appropriate budget and staffing needs. The City should immediately begin efforts to clear crosswalk and curb ramp access when snow plowing occurs on the streets. The City can work with local partners to continue snow removal efforts on pathways and seasonal maintenance.</p>	<p>City of Livingston Non-profit partners</p>	<p>2022-2024</p>	<p><b>6</b> <b>Create Wayfinding along City Streets</b></p> <p>Developing a wayfinding plan, complete with recommended locations and a sign family template is the first step, followed by pursuing funding through various organizations such as health-based foundations.</p>	<p>City of Livingston Park County Other Park Co. cities Non-profit partners Health organizations</p>	<p>2023-2025</p>



Exhibit 10-1, continued: Action Steps for Implementation

Action	Partners	Timeframe	Action	Partners	Timeframe
<p><b>7 Organize a landscaping, greenspace, and public art program</b></p> <p>Develop a strategic plan and related policies for enhancing existing sidewalk buffers, streetside spaces, trails, and trailheads with additional trees, landscaping, and public art.</p>	<p>City of Livingston Park County PCEC</p>	<p>2023-2025</p>	<p><b>8 Update and publish new route maps</b></p> <p>Create a new map showing the integrated network of existing trails and sidewalks (bikeways when designated) so people know how they can reach trails and pathways by active modes. Include future trails so people get an idea of the full vision for an interconnected system. Update as new project come online.</p>	<p>City of Livingston Park County</p>	<p>Annually, or as-needed.</p>
<p><b>9 Create dedicated funding programs</b></p> <p>Build up dedicated funding programs for sidewalk, bikeway, and trail implementation over a series of years. This may include a reserve fund to build up a fund balance over 3 or 4 years in order to amass enough money to implement a full project.</p>	<p>City of Livingston</p>	<p>2023-2027</p>	<p><b>10 Formalize partnership for trails with Park County</b></p> <p>An interconnected pathway system in and around Livingston requires organizational commitments by the City and County. A cooperative agreement or a memorandum of understanding (MOU) outlining expected roles and responsibilities creates consistent expectations for the public, reduces redundancy in trail management efforts such as equipment and human resources, and ensures trail routes are preserved through development.</p>	<p>City of Livingston Park County</p>	<p>2023-2024</p>



## Other Recommendations

The 10 Action Steps for implementation were identified by the Steering Committee as the highest priority near-term actions. There are other actions the City and its partners can pursue. They are listed in Figure 10-2 at right.

It is advised that the City revisit this list every one- to two-years to see if conditions have changed to warrant advancement of other strategies to implement the plan.

An update to the Trails and Active Transportation should occur in approximately 10 years. This will provide a re-examination of priorities and account for emerging trends in trail and active transportation given how quickly the field is evolving in terms of design treatments.

## Funding

The primary sources of funding available beyond the City of Livingston's budget come from a variety of federal programs, many of which are housed in federal transportation funding allocations from Congress. The programs below are existing within the federal programs and their future is contingent upon them remaining within existing federal funding programs.

Securing and managing federal funds for active transportation projects can be challenging for small cities given the extra requirements placed on these funds. Due to the additional requirements, projects funded with federal funds typically cost 15 to 20% higher than if local funds were used. They also take longer to develop in terms of design and construction approvals via MDT. The City should automatically increase any existing estimates by this 15 to 20% when pursuing federal grants and secure consultants who are accustomed to navigating the federal process.

**Surface Transportation Block Grant Urban Program.** Cities over 5,000 population are considered urban areas under federal transportation policy. This allows Livingston access to these funds that are distributed to the City from MDT for use on the urban routes

Figure 10-2: Other Recommended Action Steps

### Other Recommended Action Steps

- Identify methods to enact a sidewalk fee-in-lieu program and a sidewalk utility fee.
- Work with MDT for a joint agreement on plan recommendations and crossings on MDT-managed streets.
- Pursue Bicycle-Friendly and Walk-Friendly Community Status.
- Work with School District to discuss possible alterations to school zone policies to help increase walking and bicycling and reduce traffic crossing the railroad tracks.
- Conduct safety audits and community audits when new projects are developed.
- Identify possible Open Streets and Pop-Up Demonstration projects for bikeway and walkway routes prior to full-scale implementation.
- Develop trail and pathway design standards in cooperation with Park County.
- Endorse, via resolution, the use of FHWA-approved design guidance for pedestrian and bicyclist facilities. See Appendix.
- Develop a fee-in-lieu or similar program to help fund projects to fill sidewalk gaps along main routes.
- Work with Park County and others to hire consider a full-time or part-time equivalent role for a jointly-funded trails and active transportation coordinator.



## Trails & Active Transportation Plan

within the City. They can be used for a variety of street upgrades and changes, including the addition of sidewalks, speed management, and bikeway investments. The City also uses them for other critical maintenance and utility needs on those same urban-designated streets. The City has begun programming projects from the Trails and Active Transportation Plan into its CIP to utilize these funds to implement the plan's recommendations.

**Surface Transportation Block Grant Transportation Alternatives Program (TAP).** TAP is the most common federal funding program for active transportation facilities and administered through Montana Department of Transportation. In 2021, MDT received 41 applications for these federal funds, totaling approximately \$28 million. Only 15 of those projects were funded, totaling \$5.8 million. Individual project costs ranged from \$300,000 to \$1.1 million.

TAP requires a 13.42% match, meaning a \$100,000 project requires \$13,420 of that amount from the local jurisdiction. State match is available for pavement preservation or ADA-related upgrades on roadways under MDT's jurisdiction. The application deadline is typically in June of each year.

**Recreational Trails Program (RTP).** Montana State Parks administers RTP, which is a federally-funded grants program to support trails. Like TAP, it stems from federal transportation funds derived from fuel taxes collected from nonhighway recreational fuel use: fuel used for off-highway recreation by snowmobiles, all-terrain vehicles, off-highway motorcycles, and off-highway light trucks.

RTP applicants can include federal, tribal, state, county or city agencies, private associations and clubs. Examples of eligible projects include: urban trail development, basic front and back-country trail maintenance, restoration of areas damaged by trail use, development of trailside facilities, and educational and safety projects related to trails.

The application process is typically opened in November. In 2021, there were 42 projects funded for a total of \$1.6 million. Match is typically between 20-25% of project costs and the program may grant full or partial funding for applications (not including match).

**Federal Lands Access Program (FLAP).** FLAP is established to improve transportation facilities that provide access to, are adjacent to, or are located within Federal lands. The Access Program supplements State and local resources for public roads, transit systems, and other transportation facilities, with an emphasis on high-use recreation sites and economic generators. Pedestrian and bicyclist facilities are eligible under this program.

FLAP also requires a 13.42% match on funding from applicants. The application process occurs in spring each year and information is available through Montana's FLAP program office, which is within the Federal Highway Administration division office in Helena.

**Montana Trail Stewardship Program (MTSGP).** This program is administered with through Montana Fish, Wildlife, and Parks with state funds derived from light vehicle registration funds. In 2021, approximately \$1.2 million was distributed among 41 projects. Unlike federal funds, which are restrict to public agencies, non-profits are eligible for MTSGP and project awards may be full or partial. Eligible funding areas include:

- New trail and shared-use path construction;
- Rehabilitation and maintenance of existing trails and shared-use paths, including grooming of trails for motorized and nonmotorized winter recreation; and
- Construction and maintenance of trailside and trailhead facilities, including but not limited to bridges, fencing, parking, bathrooms, latrines, picnic shelters, interpretation, trail signs, and trailside weed management.



**File Attachments for Item:**

**B. RESOLUTION NO. 5029: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN A LEASE AGREEMENT WITH MOUNTAIN AIR, FOR A TERM BEGINNING MAY 1, 2022, AND ENDING JUNE 30, 2025.**

**RESOLUTION NO. 5029**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA AUTHORIZING THE CITY MANAGER TO SIGN A LEASE AGREEMENT WITH MOUNTAIN AIR SPORTS, FOR A TERM BEGINNING MAY 1, 2022 AND ENDING JUNE 30, 2025.**

\*\*\*\*\*

**WHEREAS**, Mountain Air Sports (MAS) is in the business or conducting business as a commercial enterprise, and the City of Livingston has space available for this purpose, and the City of Livingston and MAS desire to enter into the Standard Lease Contract attached hereto as Exhibit A for the lease of building space, and

**WHEREAS**, by the terms of the Lease, the City leased the Star Road Facility located at 101 Star Road in the City of Livingston, Park County, Montana, to MAS, and

**WHEREAS**, the term of the Lease is from May 1, 2022-June 30, and, may renew as set forth in the Lease, and

**WHEREAS**, the City’s administration recommends entering into the lease, and is ready to sign.

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

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

**PASSED AND ADOPTED** by the City Commission of the City of Livingston, this 19<sup>th</sup> day of April 2022.



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**MELISSA NOOTZ, Chair**

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**FAITH KINNICK**  
**Recording Secretary**

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**COURTNEY JO LAWELLIN**  
**City Attorney**

**CITY OF LIVINGSTON LEASE CONTRACT**

This lease is made by and between the City of Livingston, 220 E. Park Street, Livingston Montana 59047, “Lessor.”, and Mountain Air, PO Box 108, Livingston, Montana 59047

**1. PURPOSE OF LEASE**

The Lessee has a need to lease space in Livingston, Montana to conduct its business, and the Lessor has space available for this purpose.

**2. PREMISE DESCRIPTION**

The leased space includes a premises and parking area .The physical address is 101 Star Road, Livingston, Montana.

**3. TERM OF LEASE/CONDITION OF PREMISE AT END OF TERM**

A. The lease term is 37 months, effective May 1, 2022 through June 30, 2025, unless earlier terminated as provided in sections 13, 17, 18, and 21 or renewed as provided in Section 5. The Lease may be renewed on an annual basis after the initial term by mutual written agreement of the parties.

B. The Lessee understands that the premises is in an “As Is” condition and that the Lessee will have the ability to make changes and improvements, with the consent of the Lessor. Upon termination of this lease or any extension of it, the Lessee shall vacate and surrender the Premise to the Lessor in good condition, reasonable wear and tear and Lessor-authorized changes, alterations, and improvements included. Lessee shall remove all personal property that it placed within the Premise within 30 days of termination.

If the Lessee does not remove its personal property within the 30 days, then Lessee shall pay Lessor a full month’s rent even if the Lessee’s personal property is removed before the month has expired.

**4. CONSIDERATION**

A. From May 1, 2022 through June 30, 2025, Lessee’s monthly payment is \$1800.00. This reflects a cost of \$66,600.00 with a rate of approximately \$15.00 per gross square foot per year.

B. The Lessee shall pay the Lessor rent due by the 10th of the month. The Lessee has the right to request that the costs of improvements be deducted from its rents up to the amount of \$66,600.00. The Lessee shall provide all receipts, for labor and materials related to the approved alterations and improvements, to the premises, by the 10<sup>th</sup> of the month, to the Lessor at 220 East Park Street, Livingston, Montana 59047, for credit towards the rent for that month. Receipts in addition to the amount of monthly rent will be credited towards future months’ rent.

**5. RENEWAL OPTION**

All lease renewals are subject to prior approval, by the Lessor, and the Lessee.

**6. UTILITIES AND MAINTENANCE SERVICES**

A. The Lessee shall furnish and pay for all utilities including interior and landscape and irrigation water (hot and cold for the interior), gas, electricity, air conditioning (if available), garbage removal, pest control (if necessary), and sewer. The Lessee shall at its expense shall maintain the exterior of the property including weed control and mowing.

B. Lessee at its expense and with Lessor’s approval may install additional telephone, electrical, or computer network lines or change the location of such existing facilities.

C. At its expense, Lessee may make alterations and improvements to the premises with the approval of the Lessor, such approvals may be sought and obtained from the Building Department (406) 222-4903.

**7. PARKING SPACE**

At no additional charge or cost to the Lessee, Lessor agrees to allow parking spaces designated for Lessee parking. Lessee customers may use available public parking in the parking area.

**8. PARKING AREA AND SIDEWALK MAINTENANCE**

The Lessor shall keep the parking area and sidewalks safe and in good repair and shall timely remove debris, snow and ice from the parking area and sidewalk.

**9. NOTICE**

For a notice under this lease to be valid, it must be in writing and must be personally delivered or sent by email, fax, or first-class mail. Notice personally delivered or sent via email or fax is effective on receipt. If email is used and the sender receives a machine-generated notice that delivery has failed, then the sender must provide notice by another means allowed by this section. Notice sent by first class mail is effective within three days of mailing.

The Lessor’s address for purpose of receiving demand or notice is City of Livingston located at 220 East Park Street, Livingston, Montana 59047.

The Lessor’s representative for the purposes under this lease is Livingston City Attorney, 406-823-6009, email address [cityattorney@livingstonmontana.org](mailto:cityattorney@livingstonmontana.org).

The Lessee's address for the purpose of receiving demand or notice is Vicki Petry, Pet Robin Co LLC, dba Mountain Air, PO Box 108, Livingston, MT 59047.

The Lessee's representative for purposes under this lease is Vicki Petry, telephone (406) 224-0536, e-mail address [petrobinco@gmail.com](mailto:petrobinco@gmail.com) .

If either party changes its address or contact person, it shall promptly notify the other party in writing at the address provided in this section.

**10. QUIET ENJOYMENT**

Without interference from Lessor or third parties, the Lessee has the right to peaceful and quiet possession and use of (i) the Premise and common areas and (ii) the rights and interests appurtenant to the Premise and common areas.

**11. ACCESS FOR MAINTENANCE/INSPECTION**

A. Upon 24-hours' prior notice to the Lessee, the Lessor or its agent(s) may enter the Premise at reasonable times to maintain, repair, or inspect the Premise.

B. If an emergency arises, Lessor may enter the Premise without prior notice to the Lessee. Lessee shall provide Lessor with a key and code to its locked doors to be placed in the Knox Box for emergency entry by EMS personnel.

**12. MAINTENANCE/REPAIR OF PREMISE**

A. At its cost and expense, Lessee shall maintain and repair in a good, safe, and usable condition the Premise and the interior of the building in which the Premise is located, including related mechanical, electrical, plumbing, sanitary, heating, ventilation, and air conditioning systems and elevator (if any).

B. At its cost and expense, Lessee shall maintain and repair in a good, safe, and usable condition the exterior of the building and the Premise, including the roof, foundation, walls, doors, fixtures, outdoor lighting, lawns and other landscaping, drainage, and related sidewalks, stairways, and parking areas.

**13. FIRE OR OTHER CASUALTY DAMAGE**

A. If the Premise or any part of it becomes so damaged by fire, earthquake, other casualty, or structural defects that it cannot be used for Lessee's business purposes, then Lessee may without penalty terminate this lease by giving Lessor five days' notice. Lessor shall refund Lessee any unearned rent paid if Lessee so terminates.

B. If such damage does not render the Premise unusable for Lessee's purposes, Lessor shall promptly repair such damage at Lessor's cost. In this case, Lessee's rental payment must be reduced by the same ratio as the net square feet the Lessee is precluded from occupying bears to the total net square feet in the Premise.

"Net square feet" means actual inside dimensions and does not include public corridors, stairwells, elevators, and restrooms. If the Lessor does not complete the repairs within 30 days following the initial damage, Lessee may without penalty immediately terminate this lease.

C. Lessor shall continue to insure the Premise until the Lessee's personal property is removed from the Premise.

**14. ALTERATIONS TO PREMISE**

The Lessee may not make permanent improvements or alterations to the Premise without the Lessor's prior written consent. Permanent improvements or alterations will remain the

Lessor’s property upon lease termination unless Lessor and Lessee’s written consent specifies differently.

**15. SIGNS**

If Lessor allows signage and the Lessee wishes to advertise its location in the building where the Premise is located, Lessee shall pay for installation of a suitable sign on the exterior of the Premise at a location mutually agreeable to the Lessor and Lessee.

**16. INSURANCE SPECIFICATIONS**

A. Lessor Property. Lessor has property insurance as provided by the Montana Municipal Interlocal Authority (MMIA), which is a property and liability self- insured risk sharing pool. Such insurance provides coverage for among other things:

- (i) Loss or damage by fire and such other risks (not including earthquake damage) in an amount sufficient to permit such insurance to be written at all times on a replacement cost basis.
- (ii) Loss or damage from leakage or sprinkler systems now or hereafter installed in the Premise.
- (iii) Loss or damage by explosion of steam boilers, pressure vessels, and oil or gasoline storage tanks, or similar apparatus now or hereafter installed in a building or buildings within which the Premise is located.

B. Lessor Liability. The Lessor shall purchase and maintain occurrence coverage with combined single limits for bodily injury, personal injury, and property damage of \$750,000 per claim and \$1,500,000 per occurrence to cover such claims as may be caused by any act, omission, or negligence of the Lessor and its officers, employees, or agents in accordance with § 2-9-108, MCA.

C. Lessee Insurance. Lessee shall maintain insurance covering its property and shall be insured for personal injury and property damage in an amount sufficient to cover its property and estimable losses.

**17. HOLDOVER TENANCY**

A. Absent a written agreement stating otherwise, if the Lessee holds the Premise beyond the lease term the lease will be deemed a month-to-month tenancy subject to all terms and conditions of this lease.

B. Either party may terminate the holdover tenancy, without incurring a penalty, by providing the other party thirty (30) day written notice of termination before the beginning of the final month.

**18. BREACH**

A. Either party’s failure to perform the lease’s terms and conditions is a breach.

B. If a breach arises, the non-breaching party may send the breaching party a written notice, identifying in reasonable detail the breach and the requested remedy.

Except as provide in subsection C. below, the breaching party shall cure the breach as soon as reasonably possible but no longer than 30 days, except if an emergency condition exists requiring a cure to be immediately started and completed within 24 hours if reasonably possible given the circumstances.

C. If the breaching party does not cure the breach, the nonbreaching party may cure all or part of the default after providing notice to the breaching party of its intent to perform such cure, and, if applicable, recover the costs incurred in curing the default.

If the nonbreaching party is the Lessee, the Lessee may deduct all costs incurred from rent or other charges owed to Lessor.

If the nonbreaching party is the Lessor, Lessor will submit properly executed vouchers and proof of payment to Lessee and Lessee shall remit payment to Lessor within 30 days or as soon as is practicable.

The nonbreaching party is under no obligation to cure some or all the default of the breaching party. To the extent that the nonbreaching party does not cure the default, the nonbreaching party may pursue its legal and contractual remedies against the breaching party.

The nonbreaching party’s failure to cure the breaching party’s default does not waive the nonbreaching party’s rights to relief. Nothing herein removes or lessens either party’s obligation to mitigate damages.

D. If it is not reasonably possible to cure an emergency or non-emergency condition within 24-hours or 30 days, respectively, the breaching party shall so notify the non-breaching party within 24-hours or 10 days, respectively. Such notice shall explain why the cure is not reasonably possible with due diligence to complete within 24 hours (if an emergency) or 30 days (if a non-emergency) and provide the earliest date that the work can be completed as soon as reasonably possible.

E. “Emergency condition” means a condition requiring a cure that (i) prevents or substantially disrupts the Lessee from using all or a substantial part of the Premise, or (ii) causes or substantially threatens to cause injury to persons or damage to property or raises a substantial danger to the health or safety of any persons on or using the Premise. Notice under this paragraph may be by the means allowed in the Notice section 9, but in

addition includes actual notice/awareness that Lessor has of a condition independent of any such notice.

**19. VENUE**

If a dispute arises over this lease and a party chooses to file a suit, the proper venue for the case is the District Court of the Montana, Sixth Judicial District, Park County. Each party shall pay its own attorney fees and costs.

**20. ENTIRE LEASE/INTERPRETATION**

This lease, consisting of twelve pages, sections 1 through 26, contains the entire agreement between the Lessee and the Lessor. If an ambiguity exists in this Lease, this lease may not be interpreted against the drafter.

**21. SMOKE FREE ENVIRONMENT**

The Lessee shall make all parts of the Premise smoke-free, and Lessee may not allow its employees or visitors to smoke in the Premise. "Smoke" means smoke from a lighted cigar, pipe, cigarette, any kind or variety of e-cigarette or vapor cigarette, or any other smokable product. Refer to Montana Clean Indoor Air Act, 50-40-101, et seq., MCA.

(The remainder of this page is intentionally left blank.)

The parties have entered into and executed this Lease on the dates stated below:

LESSOR

**CITY MANAGER**

By: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Approved for legal content.  
City Attorney

LESSEE

By: \_\_\_\_\_ Date: \_\_\_\_\_

Vicki Petry  
Mountain Air



**File Attachments for Item:**

**C. RESOLUTION NO. 5031: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, TO ANNEX BY PETITION, CERTAIN LAND OWNED BY DAVID AND MARY HAUG.**

April 6, 2022

**STAFF REPORT**  
**ANNEXATION BY PETITION – DAVID AND MARY HAUG**

**Background**

David and Mary Haug have submitted a petition (Attachment I) for annexation of two parcels located at the intersection of Roger’s Lane and Willow Drive (see map below). The surrounding, City properties are zoned Highway Commercial (HC) and there is an RII neighborhood on Carol Lane, on the north side of Roger’s Lane. The applicants will be asking the City to zone this annexation HC. The Commission is not making a decision on zoning at this hearing however, if annexed, a zoning recommendation from the Zoning Commission will be provided in the near future. These parcels contain approximately ten (10) acres and half of the property is currently occupied by a travel trailer park.

**Growth Policy and Other Factors**

The area is shown as mixed use on the Future Land Use Map (FLUM), indicating that development was anticipated on the parcel. In that way the annexation would be consistent with the Growth Policy. The Growth Policy also recognizes the housing issues that the City struggles with as both the availability and affordability of housing has gotten worse since the Growth policy was adopted. The annexation of this property and potentially zoning it HC could allow for the construction high-density apartments or condos in an area that is better suited for such development than many of our other growth areas.

This annexation request, by being consistent with The Growth policy, also appears to meet the purpose and intent of the City’s Annexation Policy. Potential community impacts were a major consideration in creating the FLUM and this property clearly falls within the City services boundary contained in the Annexation Policy.

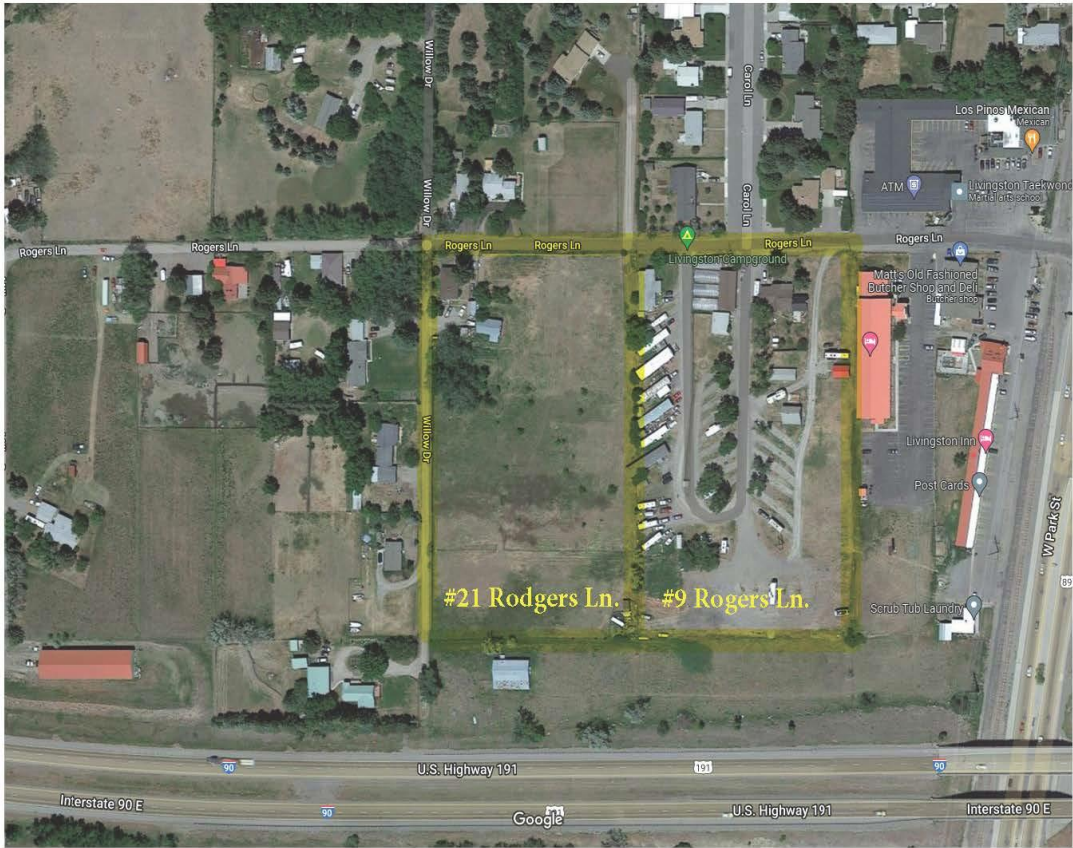
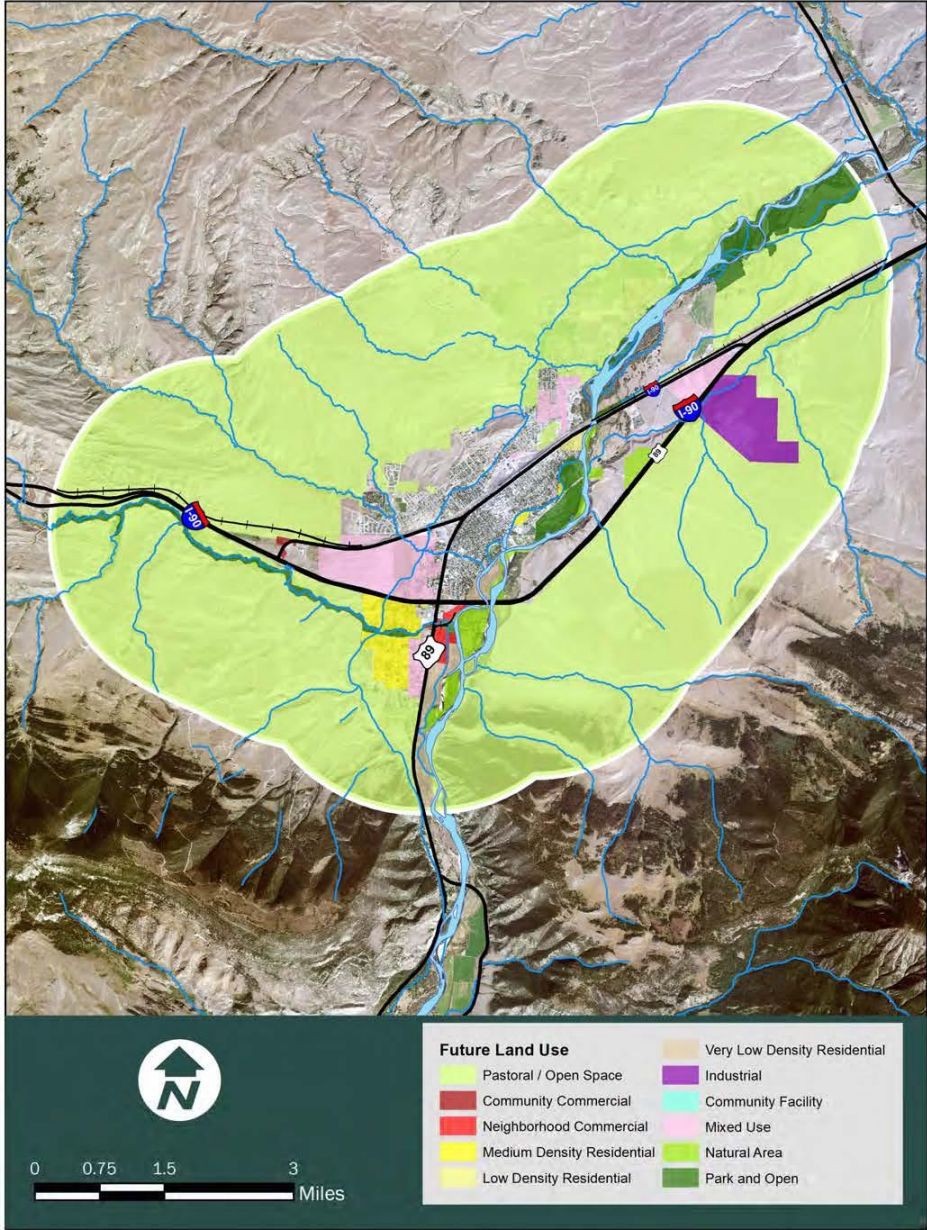


Exhibit A

Exhibit 2.9: Recommended Future Land Use Map



**Staff Recommendation**

Staff recommends that the City Commission approve the proposed annexation. Staff believes the annexation meets the intent of the Growth Policy and provides a benefit to the community as a whole.

**Attachments**

- Attachment I.....Application
- Attachment II.....Annexation Resolution

**RESOLUTION NO. 5031**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, TO ANNEX BY PETITION, CERTAIN LAND OWNED BY DAVID AND MARY HAUG.**



**WHEREAS**, Section 7-2-4601, Montana Code Annotated, authorizes annexation of land by petition; and

**WHEREAS**, the City Commission of the City of Livingston, Montana, has determined that it is in the best interest of the City that property be annexed into the City where the property is identified in the City’s Growth Policy, and that the boundaries of the City of Livingston be extended to include the property legally described as Lots 16 & 17 of Acerville Subdivision, located in Section 23, Township Two South (T02S), Range Nine East (R9E), as shown by Exhibit A;

**WHEREAS**, the owner of more than 50% of the area to be annexed has petitioned the City for inclusion within the City; and

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

The City Commission hereby annexes the land more particularly described as:

**Lots 16 & 17 of Acerville Subdivision, located in Section 23, Township Two South (T02S), Range Nine East (R9E), and as shown on the map attached as Exhibit A.**

\*\*\*\*\*

**PASSED ADOPTED AND FINALLY APPROVED, during a reading by the  
Livingston City Commission this 19<sup>th</sup> day of April, 2022.**

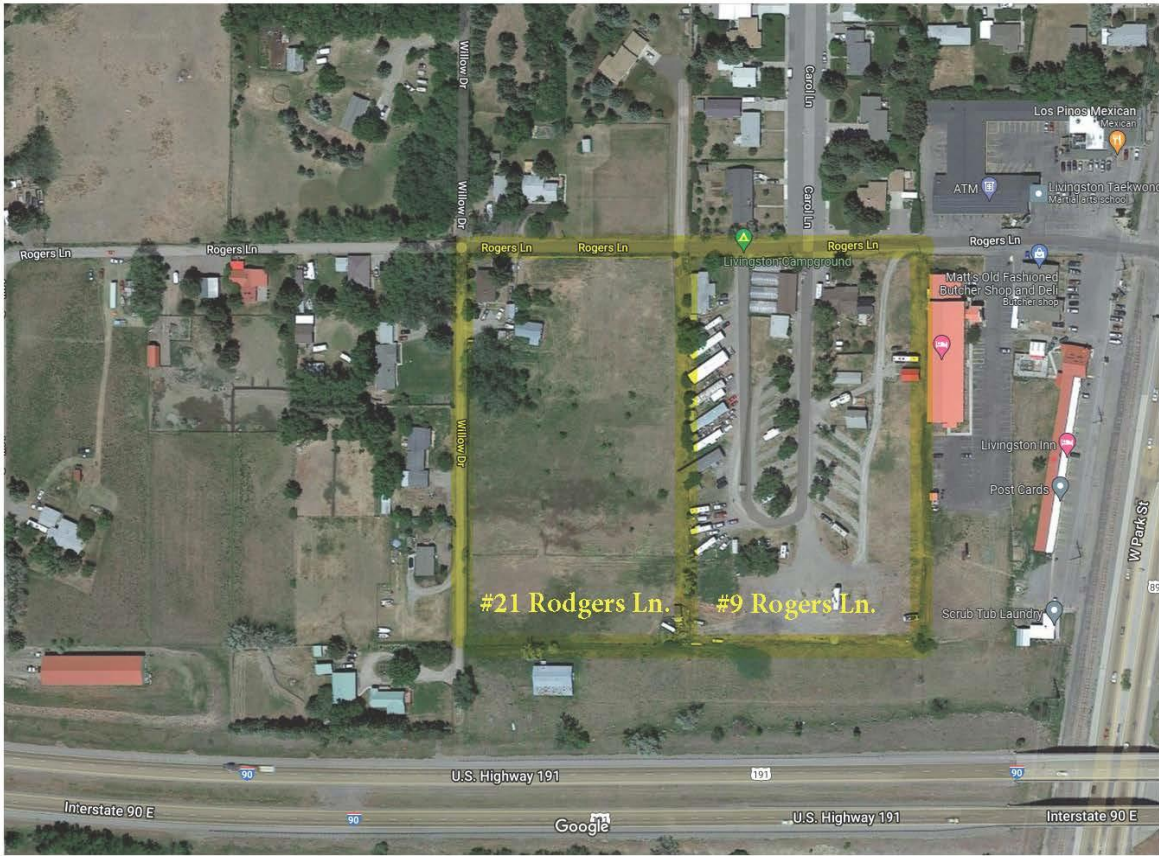
\_\_\_\_\_  
**MELISSA NOOTZ- Chair**

**ATTEST:**

**APPROVED TO AS FORM:**

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

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



**Exhibit A**



PETITION FOR ANNEXATION

Pursuant to 7-2-4601 et seq. Montana Code Annotated, we, the undersigned, being the owners of all of the property described on Exhibit A which is attached hereto and incorporated by this reference as though fully set forth herein, hereby petition the City of Livingston, Montana, to annex the property described by Exhibit A into the City of Livingston, Montana.

By executing this petition, we consent to said annexation and agree to cooperate fully with the officers and employees of the City of Livingston, Montana, to accomplish the annexation of the land described by Exhibit A.

Dated this 23rd day of March 2022

PETITIONERS:

Mary E. Haug
Signature

Mary E. Haug
Printed name

Address

Signature

Printed name

Address

STATE OF MONTANA )
: ss
County of Park )

SIGNED AND SWORN before me on this 23rd day of March 2022 by MARY E HAUG

Tammy M. Clark
Notary Public for the State of Montana

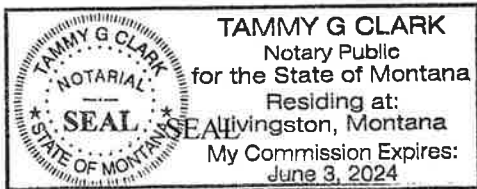


Exhibit A to Petition for Annexation

Acreville Subdivision, S 23, T 02S, R09E, Lot 16

Acreville Subdivision, S23, T02S, R09E, Lot 17

PETITION FOR ANNEXATION

Pursuant to 7-2-4601 et seq. Montana Code Annotated, we, the undersigned, being the owners of all of the property described on Exhibit A which is attached hereto and incorporated by this reference as though fully set forth herein, hereby petition the City of Livingston, Montana, to annex the property described by Exhibit A into the City of Livingston, Montana.

By executing this petition, we consent to said annexation and agree to cooperate fully with the officers and employees of the City of Livingston, Montana, to accomplish the annexation of the land described by Exhibit A.

Dated this 22 day of March, 2022.

PETITIONERS:

[Handwritten signature]
Signature

David A. Haug
Printed name

33 Willow Creek Rd
Address

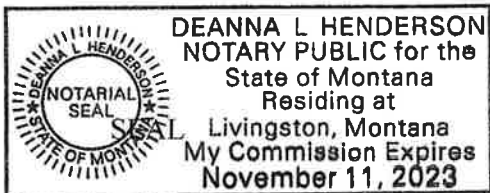
Signature

Printed name

Address

STATE OF MONTANA )
: ss
County of Park )

SIGNED AND SWORN before me on this 22 day of March, 2022 by David A. Haug



[Handwritten signature: Deanna L. Henderson]
Notary Public for the State of Montana

Exhibit A to Petition for Annexation

ACREVILLE SUBD, S23, T02 S, R09 E, LOT 16

ACREVILLE SUBD, S23, T02 S, R09 E, LOT 17

**File Attachments for Item:**

**A. DISCUSS/APPROVE/DENY: DRAFT CITY OF LIVINGSTON COMMISSIONER ACCEPTABLE USE TECHNOLOGY POLICY.**

## City Commission Acceptable Use of City-Owned Technology Resources Policy and Acknowledgement.

### Purpose

The purpose of this document is to establish a City-Owned Technology Resource policy for City Commissioners and board members, pertaining to acceptable conduct and use of technology resources and is not an exhaustive list of all requirements. This document is to be used for the onboarding of all City Commissioners and board members.

City Commissioners and board members shall sign the acknowledgment below indicating that they have read, understand, and agree to abide by the rules of conduct before they are authorized to access any City information or IT resource.

### Policy

The City of Livingston has established the following guidelines for authorized users of the city's technology and communications networks, including the internet and e-mail, in an appropriate, ethical and professional manner.

The City of Livingston complies with all applicable federal, state and local laws as they concern the employer/employee relationship, and nothing contained herein should be misconstrued to violate any of the rights or responsibilities contained in such laws.

### Scope

Acceptable Use of City-Owned Technology Resources applies to the following:

- City issued computers, iPads, laptops; and
- City issued cell phones; and
- City email accounts, private email accounts used for City work; and
- City issued ProxKey door fobs; and
- Access to City software and passwords; and
- Scanners, printers and any multi-function printing device; and

### Confidentiality

The City of Livingston reserves the right to examine, monitor and regulate e-mail and other electronic communications, directories, files and all other content, including Internet use, transmitted by or stored in its technology systems, whether onsite or offsite.

E-mail, voice mail, text messages and other electronic communications used for City work are considered public records and may be subject to discovery in the event of litigation, and may be subject to disclosure through a public information request. Users must be aware of this possibility when communicating electronically within and outside the City.

Acceptable Use

Authorized users may not use the City's internet, e-mail or other electronic communications or technology to transmit, retrieve or store any communications or other content of a defamatory, discriminatory, harassing or pornographic nature. No messages with derogatory or inflammatory remarks about an individual's race, age, disability, religion, national origin, physical attributes or sexual preference may be transmitted. Harassment of any kind is prohibited.

Disparaging, abusive, profane or offensive language and any illegal activities—including piracy, cracking, extortion, blackmail, copyright infringement and unauthorized access to any computers on the Internet or e-mail—are forbidden.

Users are prohibited from downloading software or other program files or online services from the Internet without prior approval from the IT department. All files or software should be passed through virus-protection programs prior to use. Failure to detect viruses could result in corruption or damage to files or unauthorized entry into company systems and networks.

Every authorized user is responsible for the content of all text, audio, video or image files that he or she places or sends over the City's internet and e-mail systems. No e-mail or other electronic communications may be sent that hide the identity of the sender or represent the sender as someone else. The City of Livingston's corporate identity is attached to all outgoing City e-mail communications, which should reflect corporate values and appropriate workplace language and conduct.

Questions regarding the appropriate use of City's electronic communications equipment or systems, including e-mail and the Internet, should be directed to the information technology (IT) department.

### City Commission Acceptable Use of City-Owned Technology Resources

#### Policy acknowledgement.

I, have read and fully understand the acceptable use policy. I understand that my use of the City of Livingston’s Acceptable Use of City-Owned Technology Resources Policy and information and communication technology constitutes full acceptance of the terms of this policy, consent to monitoring, and an understanding of disclosure requirements.

Further, I will take proper care of all city-owned equipment that I am entrusted with. I acknowledge that I received the following city owned equipment and agree to return all I will return all City of Livingston property and that the property will be returned in proper working order. I understand I may be held financially responsible for lost or damaged property. I understand that failure to return equipment will be considered theft and may lead to criminal prosecution by the City of Livingston.

Description	Issued	Retail Value
Proxykey door fob	01/01/2018	\$4.99
iPad	10/28/2018	\$264.00
iPad Keyboard Slimfolio	08/03/2020	\$83.19
Samsung Phone GS21 FE phone IMEI:350799511127733 Phone: 406-220-9015	02/04/2022	\$699.99

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**File Attachments for Item:**

**. CURRENT CITY BOARD & COMMITTEE RECRUITMENT NOTICES.**

**RECRUITMENT NOTICE FOR THE LIVINGSTON TREE BOARD**

The City of Livingston is seeking to fill one citizen (1) vacancy and one (1) youth vacancy on the Livingston Tree Board. The vacancies are for city residents or residents who reside within two (2) miles thereof. Members will serve a three (3) year term. To qualify for the Livingston Tree Board applicants must possess the following qualifications: a U.S. citizen who is at least 18 years of age, a qualified elector, a resident of the County and State for at least 30 days and a city of Livingston resident who is a non-felon and of sound mind.

Applications will be accepted March 22, 2022-April 22, 2022, an appointment anticipated to occur during the June 7, 2022, regular City Commission meeting.

Applications are available online:

[http://www.livingstonmontana.org/Documents/City%20Commission/Forms/2020\\_03%20Fillable%20Application\\_for\\_Appointed\\_Office.pdf](http://www.livingstonmontana.org/Documents/City%20Commission/Forms/2020_03%20Fillable%20Application_for_Appointed_Office.pdf) or in Person at City offices 220 E. Park St. Livingston, MT 59047.

If you have questions, please call Faith Kinnick (406) 823-6002.

Please publish Tuesday, March 22, 2022, April 8, 2022.

Faith Kinnick

City of Livingston

Dated: March 18, 2022

**RECRUITMENT ANNOUNCEMENT  
LIVINGSTON URBAN RENEWAL AGENCY**

The City of Livingston seeks to fill a vacancy on the Livingston Urban Renewal Agency, for a city resident with an unexpired term expiring on June 30, 2025.

Per the URA By-laws, to become a member of the URA, the applicants must reside within the City of Livingston, be at least 18 years of age, be a registered voter, be a citizen of Montana, and be a citizen of the United States of America. Applicants shall not hold any public office under the City other than their commissionership with respect to the Urban Renewal Agency. For additional information on urban renewal, visit the URA webpage at [www.livingstonmontana.org](http://www.livingstonmontana.org).

Applications are available online at [www.livingstonmontana.org](http://www.livingstonmontana.org) or at the City Offices located at 220 E. Park St. Livingston and accepted 04/01/2022-04/30/2022.

If you have questions about this or any other City Board/Committee vacancies, contact Faith Kinnick at (406) 823-6002.

Please publish Friday, April 1, 2022, and April 15, 2022.

Faith Kinnick  
City of Livingston  
March 31, 2022

**Now Recruiting  
for the Historic Preservation Commission**

The City of Livingston is now recruiting to fill a (1) vacancy on the Historic Preservation Commission, to replace a member with a term ending 12/31/2023. The purpose of the Livingston Historic Preservation Commission (HPC) is, through the preservation of historically significant buildings and the creation of a central business district that reflects the cultural and architectural past of the City, to promote the tourist industry; to inform property owners within the historic districts of potential tax incentives and federal grants that might be available for the preservation of those historic structures; and to enhance the property values and increase economic and financial benefits to the City and its residents through the preservation of historic buildings.

To be eligible:

The HPC By-laws require applicants for the Historic Preservation Commission must reside within the City, own property within the downtown historic district, be at least 18 years of age, a registered voter, a citizen of Montana and of the United States, and, insofar as possible, hold the professional expertise listed in Ord. 2054, §31.05A. Historic Preservation Commissioners shall not hold any other public office under the City.

Applications are available online at [www.livingstonmontana.org](http://www.livingstonmontana.org) or at the City Offices located at 220 E. Park St. Livingston and accepted 04/01/2022-04/30/2022.

If you have questions about this or any other City Board/Committee vacancies, contact Faith Kinnick at (406) 823-6002 or visit the [Historic Preservation Commission webpage](#).

Please publish Friday, April 1, 2022, and April 15, 2022.

Faith Kinnick  
City of Livingston  
March 31, 2022.

**RECRUITMENT NOTICE**  
**ARPA VISIONING AD-HOC COMMITTEE**

\*\*\*\*\*

**NOTICE IS GIVEN**, the City of Livingston is seeking to fill three (3) city citizen seats on the newly created ARPA Visioning Ad-Hoc Committee. Applicants must meet the following requirements to be considered: A U.S. Citizen who is at least 18 years of age, a qualified elector, a resident of the City, County, and State for at least 30 days. The board will consist of a total of 5 members, 2 of which will be City Commissioners.

The purpose of this temporary committee will be to review the State and Federal guidelines for non-entitlement unit (NEU) American Rescue Plan Act (ARPA) funds and make a written recommendation to the Livingston City Commission on a vision for disbursement of those funds including:

- A list of recommended areas or “buckets” for funds disbursement
- A ranked priority for the recommended “buckets”
- A recommended approximate percentage of NEU, ARPA funds that should be reserved for each “bucket”
- Any additional recommendations to the City Commission

This temporary ad-hoc committee shall have a written recommendation to the City Commission within 90 days from the date of creation for consideration, approval, and/or adoption. The committee will cease to exist upon transmission of the report to the City Commission.

Applications are available online at [www.livingstonmontana.org](http://www.livingstonmontana.org) or in person at City Hall 220 E. Park Street. Livingston, MT 59047. Applications will be accepted April 1- April 30<sup>th</sup>.

For more information, contact Faith Kinnick at (406) 823-6002.

Please publish April 1, 2022 and April 15, 2022.

Faith Kinnick  
City of Livingston  
March 30, 2022

**NOW RECRUITING FOR MEMBERSHIP  
ON THE CITY POLICE COMMISSION**

The City of Livingston seeks to fill one vacancy for a member of the City Police Commission for members with an unexpired term ending on 12/31/2023. In order to qualify for a seat on the Police Commission, the applicant must possess the following qualifications: a U.S. citizen who is at least 18 years of age, a qualified elector, a resident of the County and State for at least 30 days and a city of Livingston resident who is a non-felon and of sound mind.

The purpose of the City Police Commission is to help identify good candidates that will fit well within our community as prescribed in MCA 7-32-4151. This commission convenes as necessary.

Applications are available online at [www.livingstonmontana.org](http://www.livingstonmontana.org) or at the City Offices located at 220 E. Park St. Livingston and accepted 04/01/2022-04/30/2022.

If you have questions about this or any other City Board/Committee vacancies, contact Faith Kinnick at (406) 823-6002.

Please publish Friday, April 1, 2022, and April 15, 2022.

Faith Kinnick  
City of Livingston  
March 31, 2022

**File Attachments for Item:**

**. ANNUAL SPRING FLYER AND STREET SWEEPER SCHEDULE.**



# SPRING FLYER



Spring 2022



Follow **City of Livingston, Public Works Department** on Facebook for continuous updates and information.  
City Finance and Utility Billing:  
(406) 222-1142  
Public Works: (406) 222-5667

## ONLINE BILL PAY & ACH

Would you like to view and pay your utility bill online? Visit the Finance Offices website at:  
[www.livingstonmontana.org/living/finance](http://www.livingstonmontana.org/living/finance)  
or contact their office at (406) 222-1142. The Finance Office is available to answer your questions regarding financial concerns such as utility billing, cemetery locations and business license purchases.

**For all other questions, such as trash pick-up, street concerns and non-billing related water or sewer questions, please contact the Public Works Office at (406) 222-5667.**

## ARE YOU MOVING?

Call (406) 222-5667 to set up a new utility billing account or request a final bill. **As a reminder for property managers, landlords, realtors and property owners**, it is the owners responsibility to make sure the final bills are collected based on **City Code 13-32**.

## TREES & WEEDS

City residents are responsible for the care and maintenance of both trees and weeds along boulevards and alleys adjacent to their property **per City Code 12-92 and 23, Ordinance 2084**. Any trimming, planting or removal of boulevard trees requires a permit from the City. These permits can be found on our website and returned to the Public Works Department for review and approval.

## SPRING CLEAN UP >

Spring Clean Up is scheduled to start April 25th.

Items will be picked up in the same location as your trash can (boulevard or alley). We will be starting on the South side of town going East to West and then do the North side of town going West to East. Have your items out by April 25th, but be aware that it takes our crew approximately a week and half to move through town.

**If the items you wish to have picked up are not set out when we come by, we will not make return trips to get them.**

### Spring Clean Up items include:

- Dirt & Rocks
- Concrete & Asphalt
- Boards & Wood
- Sheetrock
- Carpet
- Windows
- Shingles
- Porcelain Sinks/Toilets
- Yard Waste

**One cubic yard or less is the limit on all materials. If you put out more it will not be picked up.**

### Spring Clean Up items NOT ALLOWED:

- Contractor or Personal Demolition Waste
- Cars & Car Parts or Metal
- Furniture & Mattresses
- Appliances
- A/C Units
- Paint Cans
- Paper & Plastic Bags
- Boxes
- Tires

**Please contact Public Works if you have any questions on items.**

## GREEN CANS >

Collection begins Tuesday, May 3rd.

The City will continue its fee based program for the Green Cans this year, making them available to all City residents. These cans are used to collect **green waste** only and are emptied once per week.

- If you have a can from last year, you just need to place the new 2022 sticker that is in this mailing right over the top of the 2021 sticker.
- Each can must be marked with a 2022 sticker. The sticker allows the green waste collection drivers to know who has paid for the program. If you do not place your 2022 sticker onto your Green Can, the green waste will not be picked up.
- If you wish to join the program there is a nominal charge. The service is available from May through October. For those who sign up for the service, the fee will be added to your utility bill. Please call 222-5667 to order a green can.
- If you do not wish to use the full service from May through October, there will be an administrative fee for delivery and/or pick up of Green Cans.
- Collection begins on **Tuesday, May 3rd** and runs through the end of October. We will advertise the final pick up day in October.
- Green Cans are picked up on Tuesdays and Thursdays. Collection begins on the South side of town going from East to West and then the North side of town going from West to East. Our drivers work through as much of the route as possible on Tuesday and finish the remainder on Thursday.
- **Green Cans are picked up from the street only.** Please place cans a safe distance away from parked cars.
- Please keep garbage, dirt, rocks and non-compostable material out of the green cans.
- **Green cans filled with garbage will Not be picked up.** (If they are dumped before our driver realizes there is garbage instead of yard waste in the can the whole load is contaminated and becomes regular garbage.)
- **Do Not Bag Yard Waste, it will Not be picked up.**



**WATER & SEWER SERVICES >**

**Don't Flush Trouble!!**

These items cause blockages in sewer mains and are not processed at the Water Reclamation Facility and **DO NOT** belong in the toilet:

- *Paper Towels, Kleenex*
- *Clothing, Wash Clothes, Towels*
- *Feminine Hygiene Products*
- *Vinyl, Latex or Rubber Gloves*
- *Diapers and Wipes*
- *Chemicals, Fats, Oil and Grease*

**Root Cutting & Sewer Line Flushing**

Crews will be cutting roots and flushing sewer mains throughout the spring and summer. Cutting back tree roots that have grown through old sewer pipes and flushing the pipes helps prevent backups. If you have roots cut from your service line, please call the Public Works Department, so they can inspect the nearby sewer main afterwards.

**Water Department**

For information about water conservation in your home and the City's most recent Water Quality Report go to our website: <http://www.livingstonmontana.org/publicworks/page/annual-drinking-water-quality-report>

**CITY INFRASTRUCTURE PROJECTS >**

**Civic Center Sewer Extension**

The City will extend sewer infrastructure to service the Civic Center, Miles Park Baseball Complex, and Sacajawea Park bathrooms and remove the existing associated septic systems and cesspools near the Yellowstone River.

**Green Acres & Montague Sewer Extension**

This is a continuation of last year's preliminary engineering report to extend City sewer infrastructure to the recently annexed Green Acres and Montague Subdivisions. Construction of the new sewer infrastructure may begin as early as fall 2022.

**6th & 7th Street Water**

The City will replace a total of 6 blocks of old undersized 4-inch water mains with 8-inch water mains on South 6th & South 7th Streets between Callender Street and Geyser Street this summer.

**Storm Water Preliminary Engineering Report**

As the City approaches the 10,000 population mark, it will be required to have a functional and separate stormwater system per state and federal law. In preparation for this, the City is working with an engineering firm to develop a preliminary engineering report to analyze existing stormwater runoff patterns, issues and impacts to the sewer collection and treatment system. The report will also assess the creation of a stormwater utility for rate-payers to support ongoing needs, upgrades and address deficiencies in the system.

**POOL & SPLASH PARK >**



<https://maps.us.net/US/livingston-rotary-spray-park-3691309>

**Public Pool & Splash Park**

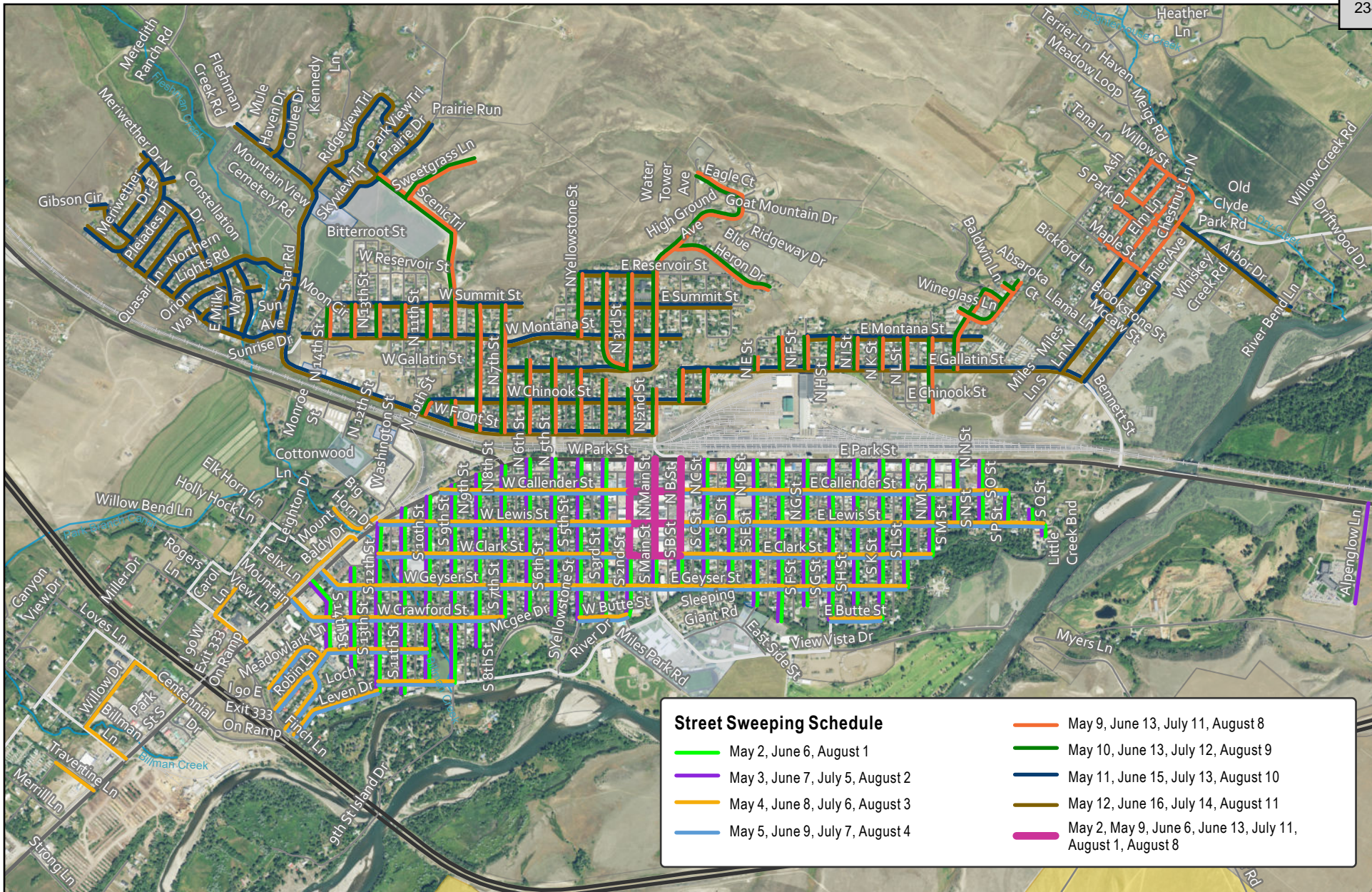
The City pool will open early June and close mid-August based on weather, staffing availability and the school calendar. For more information visit [www.livingstonmontana.org/rec/page/livingston-swimming-pool](http://www.livingstonmontana.org/rec/page/livingston-swimming-pool)

The Livingston Rotary Spray Park will open early June through mid-September weather permitting. Follow Facebook pages: City of Livingston, Public Works, Livingston Recreation Department and Livingston City Pool for live updates or call (406) 222-5667 for more information.

**Park Facility Rentals**

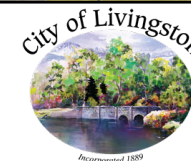
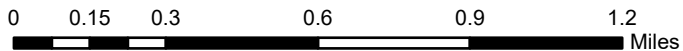
Outdoor Parks and Facilities are reservable by calling the Livingston Recreation Department at 406 223-2233. Facilities include: Band Shell Park, Sacajawea Park Gazebo or Picnic Shelter, Mike Webb Park Picnic Shelter as well as sports fields throughout town. Please note, reservations are not required, but do guarantee your use of the facility. If the facility is not reserved, it is open on a first come/first served basis. For more information visit [www.livingstonmontana.org/rec/page/rental-facilities-and-special-event-permit-information](http://www.livingstonmontana.org/rec/page/rental-facilities-and-special-event-permit-information)





# Street Sweeping Schedule

## Livingston, MT



This map is for informational purposes only and not for legal, engineering or surveying purposes. The City of Livingston assumes no legal responsibility for this information and shall not be liable for any claims or damages arising out of the use of this information.

# May - August 2022 Street Sweeping Schedule

South of Park Street				
<p><b>DOWNTOWN</b> 1<sup>st</sup> and 2<sup>nd</sup> Mondays starting at 5:00 AM.</p> <p>May 2nd &amp; 9th June 6th &amp; 13th July 11th August 1st &amp; 8th</p>	<p><b>EAST SIDE</b> of all lettered and numbered streets <b>SOUTH of Park Street.</b> 1<sup>st</sup> Mondays of the first full week of the month starting at 7:00 AM.</p> <p>May 2nd, June 6th, and August 1st.</p>	<p><b>WEST SIDE</b> of all lettered and numbered streets <b>SOUTH of Park Street</b> 1<sup>st</sup> Tuesdays of the first full week of the month starting at 7:00 AM.</p> <p>May 3rd, June 7th, July 5th and August 2nd.</p>	<p><b>NORTH SIDE</b> of all named streets <b>SOUTH of Park Street</b> and <b>EVEN SIDE</b> of Meadowlark, Robin and Bluebird. 1<sup>st</sup> Wednesdays of the first full week of the month starting at 7:00 AM.</p> <p>May 4th, June 8th, July 6th and August 3rd.</p>	<p><b>SOUTH SIDE</b> of all named streets <b>SOUTH of Park Street</b> and <b>ODD SIDE</b> of Meadowlark, Robin and Bluebird. 1<sup>st</sup> Thursdays of the first full week of the month starting at 7:00 AM.</p> <p>May 5th, June 9th, July 7th and August 4th.</p>

North of Park Street			
<p><b>GREEN ACRES, EMIGRANT LN, WINEGLASS LN and EAST SIDE</b> of all lettered and numbered streets <b>North of Park Street.</b> 2<sup>nd</sup> Mondays of the second full week of the month starting at 7:00 AM.</p> <p>May 9th, June 13th, July 11th and August 8th.</p>	<p><b>EMIGRANT LN, WINEGLASS LN and WEST SIDE</b> of all lettered and numbered streets <b>North of Park Street</b> 2<sup>nd</sup> Tuesdays of the second full week of the month starting at 7:00 AM.</p> <p>May 10th, June 14th, July 12th and August 9th.</p>	<p><b>NORTH SIDE</b> of all named streets <b>North of Park Street</b> and <b>EVEN SIDE</b> of <b>Star and Ridgeview trails subdivisions.</b> 2<sup>nd</sup> Wednesdays of the second full week of the month starting at 7:00AM.</p> <p>May 11th, June 15th, July 13th and August 10th.</p>	<p><b>SOUTH SIDE</b> of all named streets <b>NORTH of Park Street</b> and <b>ODD SIDE</b> of <b>Star and Ridgeview trails subdivisions.</b> 2<sup>nd</sup> Thursdays of the second full week of the month starting at 7:00 AM.</p> <p>May 12th, June 16th, July 14th and August 11th.</p>

- 2022 scheduled street sweeping begins May 2nd and ends August 11th. Mark your calendar for sweeping dates in your neighborhood.
- Vehicles, trailers and any other obstacles must be off the street from 7:00am-4:30pm the day of sweeping (except Downtown).
- Downtown sweeping begins at 5:00 AM, vehicles and obstacles must be off the street prior to 5:00AM.
- Unmoved vehicles or obstacles may be ticketed (City of Livingston, Ordinance 2050).
- All streets not mentioned above will be swept as time and need allows from mid-March through mid-November.
- Clearance from trees must be 13’ high along the street for the sweeper to be able to operate safely. If your Boulevard tree hangs lower than 13’ we will not sweep under it.
- Follow us on Facebook: City of Livingston, Public Works to receive notifications of changes and updates to the schedule.