



# Livingston City Commission Agenda

September 15, 2020

5:30 PM

<https://us02web.zoom.us/j/84539909397?pwd=NVPVaTIEUDVHcG1UeTBndERXNC9PQT09>

Meeting ID: 845 3990 9397 | Passcode: 717780 | Call In: (669) 900-6833

1. Call to Order

2. Roll Call

3. Moment of Silence

4. Pledge of Allegiance

5. Public Comment

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

6. Consent Items

- A. APPROVE MINUTES FROM 9.1.2020 REGULAR MEETING PG. 4**
- B. RATIFY CLAIMS PAID 8/16/2020-8/30/2020. PG. 7**
- C. CONSENT - JUDGES MONTHLY REPORT, JULY 2020 PG. 12**
- D. APPROVE BEN DAVIS APPLICATION FOR DISABLED PARKING SPACE PG. 14**
- E. APPROVE ETHRIDGE APPLICATION FOR DISABLED PARKING SPACE PG. 19**

7. Proclamations

8. Scheduled Public Comment

9. Public Hearings

10. Ordinances

11. Resolutions

- A. RESOLUTION NO. 4923: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO AMEND THE BUDGET FOR THE FISCAL YEAR 2019-2020, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$2,407,206 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$1,073,697. PG. 24**

12. Action Items

- A. DISCUSS SETTING COMMISSIONER BUDGET CALENDAR. PG. 28**
- B. DISCUSS OCTOBER AND NOVEMBER COMMISSIONER LISTENING SESSION VENUES.**

13. City Manager Comment

14. City Commission Comments

15. Adjournment

Calendar of Events

- September 15, 2020: *City Commission Meeting, 5:30 p.m. via Zoom.*
- September 16, 2020: *City Planning Board, regular meeting 5:30 p.m. via Zoom; Sister City Board meeting, 7:00 p.m. via Zoom.*
- September 17, 2020: *Police Policy Public Forum, 5-8 p.m. via Zoom.*
- September 23, 2020: *Parks & Trails Committee meeting 6:00 p.m. via Zoom.*
- September 29, 2020: *Strategic Plan meeting, final edits*
- September 30, 2020: **Montana CENSUS Deadline, Make it Count for Montana!**

Supplemental Material

<b><u>PUBLIC</u> NOTICE FOR POLICE POLICY FORUM</b>	<b>PG. 37</b>
<b><u>RECRUITMENT</u> ANNOUNCEMENT FOR URA</b>	<b>PG. 39</b>
<b>RECRUITMENT ANNOUNCEMENT FOR CITY CONSERVATION BOARD</b>	<b>PG. 41</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:**

**APPROVE MINUTES FROM 9.1.2020 REGULAR MEETING PG.**

LIVINGSTON CITY COMMISSION SPECIAL MEETING MINUTES

Tuesday, September 1, 2020, 5:30 pm  
Zoom Online Meeting ID: 845 2093 8643

1 Call to Order

2 Roll Call

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

3 Public Comment: (00:01:15)

\* None

4 Consent Items:

- A. Ratify Claims Paid 08/15/2020-08/27/2020
- B. Approve Regular meeting minutes from August 18, 2020.
- C. Approve Special Meeting Minutes from 08/20/2020.  
Friedman motioned, second by Schwarz.  
All in favor, passes 5-0.

5 Proclamations:

6 Scheduled Public Comment:

7 Public Hearings: (00:03:38)

- A. Resolution No. 4919: A Resolution of the City Commission of the City of Livingston, Montana, approving and adopting the final budget in the amount of \$20,737,194 for Fiscal Year beginning on July 1, 2020, and ending on June 30, 2020, (FY21), and making appropriations, establishing spending limits and authorizing the transfer of appropriations within the same fund.
  - \* Kardoes gave opening statement
  - \* No public comments
  - \* Nootz made comment (00:05:12)
  - \* Mabie made comment (00:09:30)  
Friedman motioned, second by Mabie  
All in favor, passes 5-0.

8 Ordinances: (00:11:10)

- A. Ordinance No. 2088: An Ordinance of the City Commission of the City of Livingston, Montana, Amending section 14-92 as enacted by ordinance no. 1908 regulating the user charge basis for the Livingston Sewer System.
  - \* Kardoes gave opening statement
  - \* Patricia Grabow made comment (00:18:26)
  - \* Schwarz made comment (00:21:48)
  - \* Nootz made comment (00:22:28)
  - \* Paige Fetterhoff made comment (00:24:56)
  - \* Hoglund made comment (00:29:00)
  - \* Mabie made comment (00:31:06)  
Schwarz motioned, second by Mabie  
All in favor, passes 5-0.

9 Resolutions: (00:32:38)

- A. Resolution No. 4920: A Resolution of the City Commission, of the City of Livingston, Montana, Fixing the tax levy for fiscal year 2020-2021 and giving notice of a public hearing thereon.
  - \* Kardoes gave opening statement
  - \* No public comments

- \* No commissioner comments
- \* Friedman motioned, second by Mabie  
All in favor, passes 5-0.

**B. Resolution No. 4921: A Resolution of the City Commission of the City of Livingston, Montana, authorizing the City Manager to sign a General Services Agreement with Dr. Raymond Wright, of Livingston Health Care to provide EMS protocol and procedure services as the medical director to Livingston Fire and Rescue (LFR). (00:35:35)**

- \* Kardoos gave opening statement
- \* Chief MacInnes provided details about contract (00:36:30)
- \* Nootz made comment (00:43:21)
- \* Hogleund made comment (00:46:00)  
Mabie motioned, second by Friedman  
All in favor, passes 5-0.

**C. Resolution No. 4922: A Resolution of the City Commission, of the City of Livingston, Montana, annexing certain lands which are contiguous to the City of Livingston and are described as 1607 Mountain View Lane, and 97 View Vista Drive. (00:47:14)**

- \* Kardoos gave opening statement
- \* Patricia Grabow made comment (00:
- \* Friedman motioned, second by Schwarz
- \* All in favor, passes 5-0.

#### **10 City Manager Comments (00:51:30)**

Department update coming out in the next couple of days.  
Reminded Commission will be on vacation September 8-11, Chief Johnson will be acting City Manager M-Th; Courtney Lawellin will be acting City Manager on Friday.

#### **11 City Commission Comments**

- \* Nootz (00:52:22)
- \* Mabie (00:52:42)
- \* Friedman (00:53:13)
- \* Schwarz (00:55:06)
- \* Hogleund (00:55:56)

#### **12 Adjournment 6:30 (00:57:30)**

**File Attachments for Item:**

**B. RATIFY CLAIMS PAID 8/16/2020-8/30/2020. PG.**

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>A &amp; I DISTRIBUTORS</b>							
84	A & I DISTRIBUTORS	3512338	DEF FLUID	08/21/2020	323.95	323.95	09/02/2020
Total A & I DISTRIBUTORS:					323.95	323.95	
<b>ALL SERVICE TIRE &amp; ALIGNMENT</b>							
22	ALL SERVICE TIRE & ALIGNME	59811	TUBE	08/06/2020	12.00	12.00	09/02/2020
22	ALL SERVICE TIRE & ALIGNME	59981	FLAT TIRE REPAIR	08/27/2020	15.00	15.00	09/02/2020
Total ALL SERVICE TIRE & ALIGNMENT:					27.00	27.00	
<b>BERNARD, NICK</b>							
10001	BERNARD, NICK	2020.8.21	REIMB	08/21/2020	124.00	124.00	09/02/2020
Total BERNARD, NICK:					124.00	124.00	
<b>CARQUEST AUTO PARTS</b>							
23	CARQUEST AUTO PARTS	1912-484143	EXHAUST FLUID	08/24/2020	27.58	27.58	09/02/2020
Total CARQUEST AUTO PARTS:					27.58	27.58	
<b>CENTURYLINK</b>							
162	CENTURYLINK	2020.8.16	406-222-0137 441B	08/16/2020	67.64	67.64	09/02/2020
Total CENTURYLINK:					67.64	67.64	
<b>ENNIS-FLINT INC</b>							
10002	ENNIS-FLINT INC	249051	WHITE LINE	08/14/2020	5,299.60	5,299.60	09/02/2020
Total ENNIS-FLINT INC:					5,299.60	5,299.60	
<b>FISHER SAND AND GRAVEL</b>							
2904	FISHER SAND AND GRAVEL	22467	BLOCK	08/08/2020	1,500.00	1,500.00	09/02/2020
Total FISHER SAND AND GRAVEL:					1,500.00	1,500.00	
<b>HARD, WAYNE</b>							
2569	HARD, WAYNE	2020.8.26	REIMB	08/26/2020	693.45	693.45	09/02/2020
Total HARD, WAYNE:					693.45	693.45	
<b>INDUSTRIAL COMM &amp; ELEC OF BOZEMAN</b>							
3455	INDUSTRIAL COMM & ELEC OF	32353	RADIO MAINT	08/11/2020	119.00	119.00	09/02/2020
Total INDUSTRIAL COMM & ELEC OF BOZEMAN:					119.00	119.00	
<b>INDUSTRIAL TOWEL</b>							
102	INDUSTRIAL TOWEL	37668	330 bennett	08/21/2020	44.39	44.39	09/02/2020
Total INDUSTRIAL TOWEL:					44.39	44.39	
<b>INSTY-PRINTS</b>							
250	INSTY-PRINTS	36353	OFFICE SUPPLY	08/24/2020	99.90	99.90	09/02/2020
Total INSTY-PRINTS:					99.90	99.90	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>J &amp; H, INC.</b>							
3387	J & H, INC.	590815	Copier-FINANCE	08/21/2020	945.00	945.00	09/02/2020
Total J & H, INC.:					945.00	945.00	
<b>KEN'S EQUIPMENT REPAIR, INC</b>							
1390	KEN'S EQUIPMENT REPAIR, IN	55256	HOIST CONTROL	05/05/2020	567.75	567.75	09/02/2020
Total KEN'S EQUIPMENT REPAIR, INC:					567.75	567.75	
<b>KENYON NOBLE</b>							
776	KENYON NOBLE	7894235	MORTAR	08/21/2020	17.57	17.57	09/02/2020
776	KENYON NOBLE	7898264	MORTAR	08/24/2020	41.78	41.78	09/02/2020
Total KENYON NOBLE:					59.35	59.35	
<b>KIMBALL MIDWEST</b>							
2863	KIMBALL MIDWEST	8162676	PRIM DRILL	08/18/2020	66.65	66.65	09/02/2020
Total KIMBALL MIDWEST:					66.65	66.65	
<b>LEHRKIND'S COCA-COLA</b>							
2830	LEHRKIND'S COCA-COLA	1773108	Water	08/27/2020	33.40	33.40	09/02/2020
Total LEHRKIND'S COCA-COLA:					33.40	33.40	
<b>LIVINGSTON ACE HARDWARE - #122005</b>							
26	LIVINGSTON ACE HARDWARE -	H06104	Paint SUPPLIES	07/27/2020	19.97	19.97	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H06692	COUPLING	07/28/2020	19.98	19.98	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H07499	SAFTY RED	07/30/2020	14.97	14.97	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H07626	BUTANE	07/30/2020	2.24	2.24	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H07626.1	CREDIT	07/30/2020	30.97-	30.97-	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H08842	Supplies	08/01/2020	187.95	187.95	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H10045	LINE	08/03/2020	19.99	19.99	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H10505	DOOR STOP	08/03/2020	13.18	13.18	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H11348	BROOM	08/05/2020	287.93	287.93	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H12074	LINE	08/06/2020	19.99	19.99	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H12681	FASTNERS	08/07/2020	43.30	43.30	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H14611	YELLOW PAINT	08/10/2020	54.97	54.97	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H16982	SAW	08/14/2020	86.95	86.95	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H17157	NIPPPLE	08/14/2020	7.95	7.95	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H19367	REPAIR COUPLING	08/18/2020	27.98	27.98	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H19918	Supplies	08/19/2020	15.12	15.12	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H20739	SAW HOLE	08/20/2020	19.98	19.98	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H21055	TIE DWN	08/21/2020	79.98	79.98	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H21830	DRILL BIT	08/22/2020	19.99	19.99	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H22982	DWRF	08/24/2020	18.56	18.56	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H23523	STATION SUPPLIES	08/25/2020	26.15	26.15	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H24217	RED	08/26/2020	29.94	29.94	09/02/2020
26	LIVINGSTON ACE HARDWARE -	H26611	BATTERY	08/30/2020	17.99	17.99	09/02/2020
26	LIVINGSTON ACE HARDWARE -	X44610	TAPE	07/30/2020	24.98	24.98	09/02/2020
Total LIVINGSTON ACE HARDWARE - #122005:					1,029.07	1,029.07	
<b>LIVINGSTON ENTERPRISE</b>							
146	LIVINGSTON ENTERPRISE	168521	ZONING PUBLIC HEARING	07/29/2020	68.25	68.25	09/02/2020
146	LIVINGSTON ENTERPRISE	168590	RESOLUTION 4901	07/31/2020	144.00	144.00	09/02/2020



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
146	LIVINGSTON ENTERPRISE	168591	RESOLUTION 4902	07/31/2020	114.00	114.00	09/02/2020
146	LIVINGSTON ENTERPRISE	168592	RESOLUTION 4903	07/31/2020	120.00	120.00	09/02/2020
146	LIVINGSTON ENTERPRISE	168594	RESOLUTION 4904	07/31/2020	84.00	84.00	09/02/2020
146	LIVINGSTON ENTERPRISE	168711	SPECIAL MEETING	08/07/2020	39.00	39.00	09/02/2020
146	LIVINGSTON ENTERPRISE	168984	SPECIAL MEETING CARES ACT	08/20/2020	35.75	35.75	09/02/2020
146	LIVINGSTON ENTERPRISE	169027	PUBLIC HEARING ZONING	08/21/2020	110.50	110.50	09/02/2020
146	LIVINGSTON ENTERPRISE	468593	RESOLUTION 4904	07/31/2020	90.00	90.00	09/02/2020
Total LIVINGSTON ENTERPRISE:					805.50	805.50	
<b>LIVINGSTON HEALTH CARE</b>							
55	LIVINGSTON HEALTH CARE	17177	Patient Supplies	08/25/2020	42.05	42.05	09/02/2020
55	LIVINGSTON HEALTH CARE	4275245	Patient Supplies	08/20/2020	26.46	26.46	09/02/2020
Total LIVINGSTON HEALTH CARE:					68.51	68.51	
<b>MONTANA MUNICIPAL CLERKS, TREASURERS AND</b>							
10002	MONTANA MUNICIPAL CLERKS,	2020.7.1	ANNUAL DUES-KINNICK	07/01/2020	50.00	50.00	09/02/2020
Total MONTANA MUNICIPAL CLERKS, TREASURERS AND:					50.00	50.00	
<b>MURDOCH'S RANCH &amp; HOME SUPPLY</b>							
3688	MURDOCH'S RANCH & HOME S	K00861/B	toolS	07/29/2020	60.46	60.46	09/02/2020
3688	MURDOCH'S RANCH & HOME S	K00909/B	SUPPLIES	08/12/2020	21.35	21.35	09/02/2020
3688	MURDOCH'S RANCH & HOME S	K00938/B	Propane	08/24/2020	21.05	21.05	09/02/2020
3688	MURDOCH'S RANCH & HOME S	K00943/37	PROPANE	08/25/2020	21.69	21.69	09/02/2020
3688	MURDOCH'S RANCH & HOME S	K00949/37	Propane	08/26/2020	18.50	18.50	09/02/2020
Total MURDOCH'S RANCH & HOME SUPPLY:					143.05	143.05	
<b>PARK COUNTY TREASURER - TECH</b>							
1702	PARK COUNTY TREASURER - T	2020.8.27	AUG 2020 COLLECTIONS	08/27/2020	200.00	200.00	09/02/2020
Total PARK COUNTY TREASURER - TECH:					200.00	200.00	
<b>PARK COUNTY TREASURER/M.L.E.A.</b>							
2156	PARK COUNTY TREASURER/M.	2020.8.27	AUG 2020 COLLECTIONS	08/27/2020	245.00	245.00	09/02/2020
Total PARK COUNTY TREASURER/M.L.E.A.:					245.00	245.00	
<b>PARK COUNTY VICTIM WITNESS</b>							
1544	PARK COUNTY VICTIM WITNES	2020.8.27	Aug 2020 collections	08/27/2020	460.00	460.00	09/02/2020
Total PARK COUNTY VICTIM WITNESS:					460.00	460.00	
<b>TISCHLERBISE, INC.</b>							
10000	TISCHLERBISE, INC.	2020900026	IMPACT FEE STUDY	12/28/2019	2,384.00	2,384.00	09/02/2020
Total TISCHLERBISE, INC.:					2,384.00	2,384.00	
<b>TOWN &amp; COUNTRY FOODS - LIVINGSTON</b>							
2595	TOWN & COUNTRY FOODS - LI	2020.8.25	Station Supplies	08/25/2020	43.12	43.12	09/02/2020
Total TOWN & COUNTRY FOODS - LIVINGSTON:					43.12	43.12	
<b>WHISTLER TOWING, LLC</b>							
3237	WHISTLER TOWING, LLC	4580	1997 PETERBULT	08/18/2020	2,482.83	2,482.83	09/02/2020



**File Attachments for Item:**

**C. CONSENT - JUDGES MONTHLY REPORT, JULY 2020.**

**LIVINGSTON CITY COURT  
FINANCIAL REPORT**

July  
2020

Date PD Monthly Report Received from City of Livingston Finance Office 8/21/2020

Tickets/Criminal Complaints Cleared: **38**

Dismissed-Plea Agreement:	4	
Dismissed-Pretrial Diversion/Deferred:		
Dismissed-Miscellaneous:	5	
Paid-Bond Forfeit/Fine:	14	\$2,190.00
Paid-Time Payments:	15	\$3,352.91
Warrant Fees:		
		<b>Total</b>
		\$5,542.91
		<b>Parking Tickets:</b>
		\$947.00
		<b>Total:</b>
		\$6,489.91

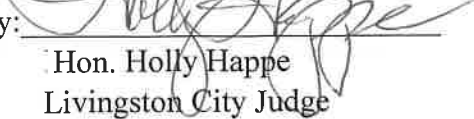
Surcharges/Costs/Fees:

	MLEA Surcharge:		\$245.00	
	TECH Surcharge:		\$200.00	
	Victim/Witness Surcharge:		\$460.00	
	MISD Surcharge:		\$251.00	
	Court Costs:		\$45.00	
	Public Defender Fee:	0	x \$150.00	
	Public Defender Fee:	0	x \$250.00	\$ -
102-410360-390	Jury Fees	0	x \$295.00	\$ -
102-410360-390	Interpreter	0	x \$50.00	\$ -
			<b>Total</b>	<b>(\$1,201.00)</b>

**Total amount credited to City of Livingston General Fund: \$5,288.91**

*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:*

**Jul-20**

Prepared by:   
Hon. Holly Happe  
Livingston City Judge

Date: 8-26-2020

**File Attachments for Item:**

**D. APPROVE BEN DAVIS APPLICATION FOR DISABLED PARKING SPACE**

City of Livingston  
Application for Special Parking Spaces  
Reserved for Disabled Persons On a Public Street  
(Please note this process may take up to 90 days from date of submission.)

Name of Applicant: Ben and Carol Davis

Address: 513 W Lewis

Phone: 406-223-4015

Type of Special Parking Space Requested:

General Public Use  Reserved for Personal Use of a Disabled Person. (\$50 fee)

Specific Location of the Requested Space: In front of house

Reason for the Request:

My wife and I do not drive and are unable to walk far to get into the car. Our daughter drives us and the cars are registered to her. Enclosed is a copy of our handicap sign for the car.

\*\*\*\*\*

If requesting a "special parking space" reserved for personal use in a residential area, please answer the following questions:

1. Do you operate a vehicle displaying a specialty inscribed license plate issued by the state of Montana to disabled persons and displaying a wheelchair symbol, or the letters "DV" issued to disabled veteran's, or do you possess a special parking permit issued by the State of Montana to persons with a disability?  
(Please provide a copy of the vehicle registration).  
Yes  No
2. Is the requested parking space adjacent to your permanent residence?  
Yes  No
3. Does reasonably accessible and practicable off street parking exist?  
Yes  No
4. License plate number of vehicle(s) designated to use the space: 49-5034 , 49-3640E
5. Are the designated vehicles operated by you?  
Yes  No

Administrative Use Only

CK # 3720

Date application received: 8/3/2020 Reviewed by: Craig Nishu

Does request meet criteria? Yes  No

Comments \_\_\_\_\_

City Commission Action: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

Installation of Sign:

Sign installed by: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Collected: \_\_\_\_\_ Check no. \_\_\_\_\_

Removal of Sign

Sign removed by: \_\_\_\_\_ Date \_\_\_\_\_

Reason for Removal: \_\_\_\_\_

**IMPORTANT: REMOVE BEFORE  
DRIVING VEHICLE**



**Any Alteration Voids Permit**

**0458715**

**Disabled Persons Parking  
Identification Permit**

YEAR	EXPIRES	MONTH
19		JAN
20		FEB
21		MAR
22		APR
23		MAY
24		JUN
25		JUL
26		AUG
27		SEP
28		OCT
29	NOV	
30	DEC	

**ILLEGAL TO DUPLICATE THIS PERMIT**

**B.C.D.**

DOJ/MVD  
P.O. Box 201430  
302 N. Roberts  
Helena, MT 59620-1430  
Permit expires last day  
of month indicated above.

City of Livingston  
110 South B Street  
Livingston MT 59047

(406) 222-1142

Receipt No: 6.010553

Aug 3, 2020

DAVIS, BEN & CAROL

Finance - Handicap Signs APPLICATION	50.00
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Total:	50.00
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Check	Check No: 3720	50.00
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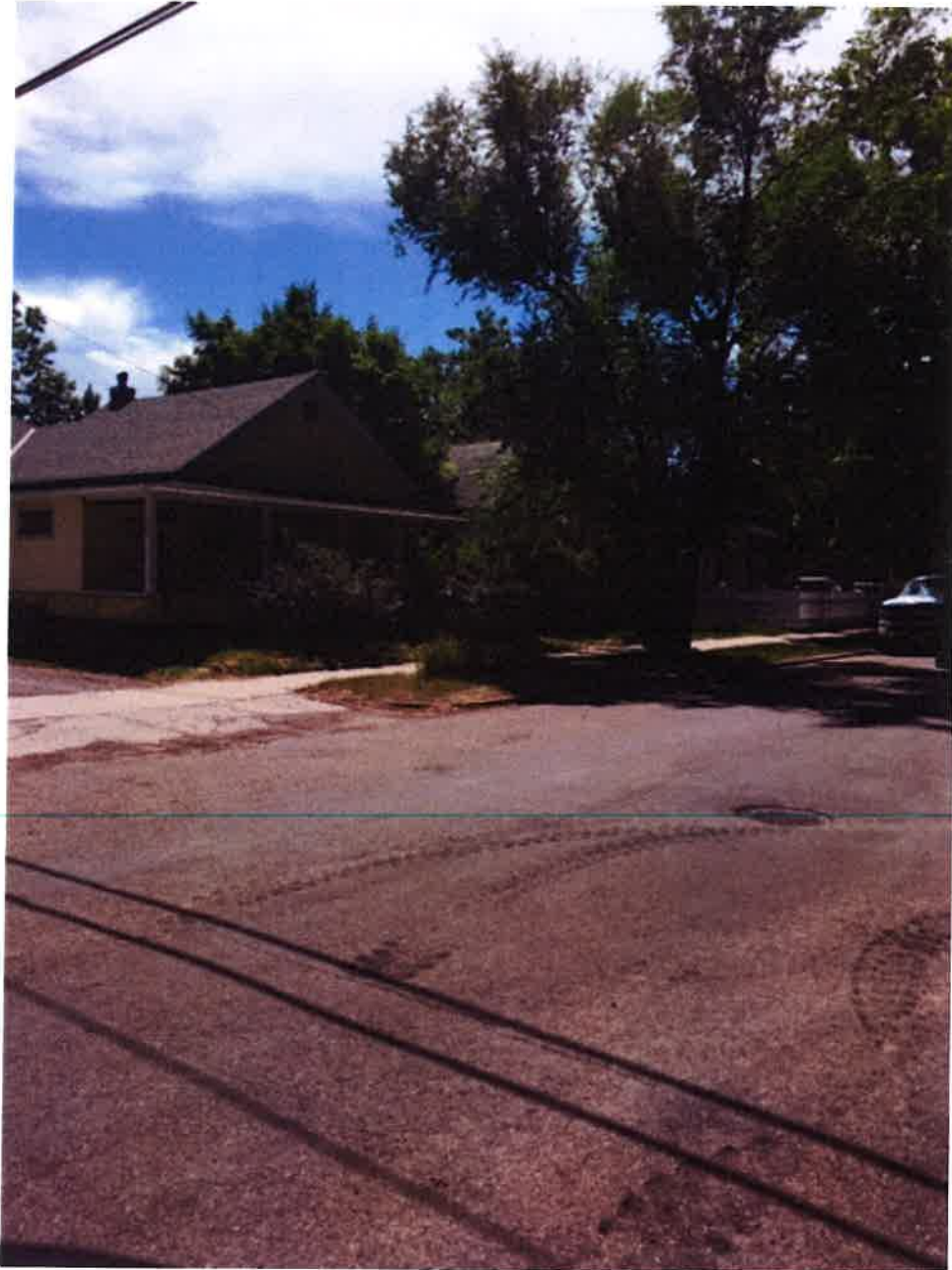
Total Applied:	50.00
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Change Tendered:	.00
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Duplicate Copy

08/03/2020 3:45 PM





**File Attachments for Item:**

E. APPROVE ETHRIDGE APPLICATION FOR DISABLED PARKING SPACE.

Paid  
Check 3316  
9-8-20

City of Livingston  
Application for Special Parking Spaces  
Reserved for Disabled Persons On a Public Street  
(Please note this process may take up to 90 days from date of submission)

\*\*\*\*\*

Name of Applicant: Janet Ethridge

Address: 615 E. Gallatin Street Phone: 406.210.3611

Type of Special Parking Space Requested:

General Public Use  Reserved for Personal Use of a Disabled Person. (\$50 fee)

Specific Location of the Requested Space: in front of house

Reason for the Request:

neighbor visitors sometimes block my house and I have a handicap that I have fall risk and leg disability cannot walk but a few feet - use cane or walker

If requesting a "special parking space" reserved for personal use in a residential area, please answer the following questions:

- 1. Do you operate a vehicle displaying a specialty inscribed license plate issued by the state of Montana to disabled persons and displaying a wheelchair symbol, or the letters "DV" issued to disabled veteran's, or do you possess a special parking permit issued by the State of Montana to persons with a disability?  
(Please provide a copy of the vehicle registration). Yes  No
- 2. Is the requested parking space adjacent to your permanent residence? Yes  No
- 3. Does reasonably accessible and practicable off street parking exist? Yes  No
- 4. License plate number of vehicle(s) designated to use the space: CRC 452
- 5. Are the designated vehicles operated by you? Yes  No

Administrative Use Only

Date application received: 9-8-20 Reviewed by: Craig Naha

Does request meet criteria? Yes  No

Comments \_\_\_\_\_

City Commission Action:  Approved  Denied Date: \_\_\_\_\_

\*\*\*\*\*

Installation of Sign:

Sign installed by: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Collected: \_\_\_\_\_ Check no. \_\_\_\_\_

Removal of Sign

Sign removed by: \_\_\_\_\_ Date \_\_\_\_\_

Reason for Removal: \_\_\_\_\_

**Montana Vehicle Registration**

Valid Through Date **11/30/2020**

Renewal Cust Nbr **3234808**

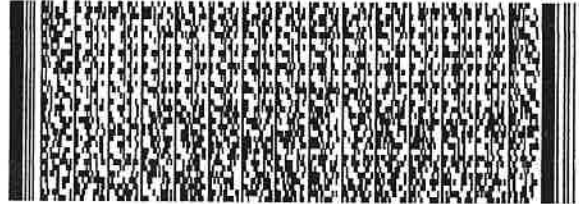
County	Park	Issue Date	02/14/2020	Tab Nbr	A03170903	Park Fee Paid
Usage	Regular	User	pj4903	Plate Nbr	CRC452	
Reg Usage	Regular	Fleet Nbr		Plate Type	Disabled Large (DX)	
Reg Type		OTN				

**Owners / Lessors**

**Janet Marie Ethridge**  
**Bobby Earl Ethridge**  
615 E Gallatin St  
Livingston, MT 590472121

VIN	1D7RV1CT1BS642454	Year	2011	Make	Dodge	Model	Ram 1500
Veh Type	Truck (TK)	Style	CW	Color	Black	Ext Model	
Weight	5400	Ton Code	1/2 Ton			Veh Nbr	2891098
Decl GVW	1000	GVW Class	Class 1	GVW Beg	11/01/2019	GVW End	10/31/2020

Janet Marie Ethridge  
615 E Gallatin St  
Livingston, MT 590472121



By registering this vehicle the applicant acknowledges having knowledge of the FMCSR and FHMR, if applicable.

**Tab Number**  
**A03170903**

**Month Number**  
**11**



**State of Montana**  
**Attention Vehicle Owner**

**When applying tab to rear license plate:**

1. Thoroughly clean license plate.
2. Peel tab from backing.
3. Place tab where indicated on face of dry, clean plate or over the top of the prior year's tab.
4. Firmly rub tab and edges down.

This registration receipt must be in the motor vehicle or trailer to which it pertains at all times. The driver or person in control of the vehicle or trailer must display this receipt to a peace officer or any officer or employee of the Montana Department of Justice or Department of Transportation, upon demand of the officer or employee.

Montana law requires the owner of any motor vehicle that is registered and operated on a public highway or a private way commonly used by the public in this state to continuously maintain mandatory motor vehicle liability insurance in the amounts specified by law. Unless this vehicle qualifies for an exemption under Mont. Code Ann. § 61-6-303, such as a motorcycle or quadricycle, mandatory motor vehicle liability insurance is required.

Proof of compliance with the mandatory liability insurance law must be in the motor vehicle. The owner or driver of the motor vehicle must display the insurance card or other proof of compliance to any peace officer, judge or other authorized individual upon demand. Violation of this requirement is a misdemeanor that carries the same penalties as a no insurance violation.

Next time, you may renew your vehicle registration online at <https://app.mt.gov/vrr/>

**Public Safety is a Partnership: Buckle Up Slow Down - Dont Drink and Drive**

[dojmt.gov/driving](https://dojmt.gov/driving)

**IMPORTANT: REMOVE BEFORE  
DRIVING VEHICLE**



**Any Alteration Voids Permit**

**0448232**

**Disabled Persons Parking  
Identification Permit**

MONTH	EXPIRES	YEAR
JAN		19
FEB		20
MAR		21
APR		22
MAY		23
JUN		24
JUL		25
AUG		26
SEP		27
OCT		28
NOV		29
DEC		30

**ILLEGAL TO DUPLICATE THIS PERMIT**

**J. M. E.**

**DOJ/MVD  
P.O. Box 201430  
302 N. Roberts  
Helena, MT 59620-1430  
Permit expires last day  
of month indicated above.**



615 E. Gallatin Street



**File Attachments for Item:**

**RESOLUTION NO. 4923: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO AMEND THE BUDGET FOR THE FISCAL YEAR 2019-2020, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$2,407,206 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$1,073,697.**

**RESOLUTION NO. 4923**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO AMEND THE BUDGET FOR FISCAL YEAR 2019-2020, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$2,407,206 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$1,073,697.**

**WHEREAS**, by Resolution No. 4862 the City of Livingston adopted its budget for Fiscal Year 2019-2020 (FY 19-20); and

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

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

**WHEREAS**, the budget for FY 19-20 requires a budget amendment by making appropriation adjustments in the amount of \$2,407,206 and revenue adjustments in the amount of \$1,073,697 as specified herein.

**NOW, THEREFORE**, be it resolved by the City Commission of the City of Livingston, Montana, that the budget for Fiscal year 2019-2020 is amended as follows:

**Revenue Estimate Adjustments**

<b>Fund</b>	<b>Description/Purpose</b>	<b>Account</b>	<b>Amount</b>
<b>General</b>	COVID-19/Stimulus	1000-331991	461,197
<b>Comprehensive Liability</b>	Real property taxes	2190-311010	11,000
<b>Sidewalks</b>	Sidewalk assessments	2600-363030	144,500
<b>Ambulance Services</b>	Ambulance County Contribution	5510-343010	457,000
		<b>TOTAL</b>	<u>\$ 1,073,697</u>

**Resolution No. 4923**

**Amending the budget for Fiscal Year 2019-2020 by making appropriation adjustments in the amount of \$2,407,206 and revenue adjustments in the amount of \$1,073,697.**



**Appropriation Adjustments**

<b>Fund</b>	<b>Description/Purpose</b>	<b>Account</b>	<b>Amount</b>	<b>Fund Reserves</b>	<b>Unanticipated Revenues</b>	<b>Unbudgeted Revenues</b>
<b>Comprehensive Liability</b>	Insurance premiums	2190-460-510330-510	11,237			X
<b>TIF - Downtown</b>	Professional Services	2310-400-470300-350	4,625		X	
	Phase III & IV of Downtown	2310-400-470300-640	869,800	X		
<b>Impact Fees</b>	Fire Extracation Tool	2399-441-420400-940	17,150	X		
	MRL Underpass Engineering	2399-451-430240-350	3,919	X		
	O Street Trail Connector	2399-451-430240-960	5,059	X		
<b>Sidewalks</b>	Downtown sidewalk replacement	2600-400-430240-914	184,800	X		
<b>Sewer</b>	State Share of Pension Expense	5310-803-430610-145	41,289			X
	Treatment Plant Costs	5310-803-430640-225	5,600	X		
	Treatment Plant Costs	5310-803-430640-231	7,400	X		
	Treatment Plant Costs	5310-803-430640-341	25,600	X		
	Treatment Plant Costs	5310-803-430640-355	6,300	X		
	Treatment Plant Costs	5310-803-430640-361	11,800	X		
	Depreciation	5310-803-851331-830	1,011,280	X		
<b>Solid Waste</b>	State Share of Pension Expense	5410-804-430810-145	15,500			X
	Depreciation	5410-804-510331-830	129,151	X		
<b>Ambulance</b>	Depreciation	5510-442-510331-830	55,876	X		
<b>Perpetual Cemetery</b>	Interest transfer	8010-400-521000-822	820		X	
	<b>TOTAL</b>		<u>2,407,206</u>			

Dated this 15<sup>th</sup> day of September, 2020.

**DOREL HOGLUND - Chairperson**

**ATTEST:**

**APPROVED AS TO FORM:**

**FAITH KINNICK**  
Recording Secretary

**COURTNEY LAWELLIN**  
City Attorney

**Resolution No. 4923**

**Amending the budget for Fiscal Year 2019-2020 by making appropriation adjustments in the amount of \$2,407,206 and revenue adjustments in the amount of \$1,073,697.**

**NOTICE**

A public hearing will be held by the City Commission of Livingston, Montana, on October 6<sup>th</sup>, 2020, at 5:30 p.m. in the Community Room of the City County Complex, 414 East Callender Street, Livingston, Montana, on **Resolution No. 4923** entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LIVINGSTON, MONTANA, OF ITS INTENT TO AMEND THE BUDGET FOR FISCAL YEAR 2019-2020, BY MAKING APPROPRIATION ADJUSTMENTS IN THE AMOUNT OF \$2,407,206 AND REVENUE ADJUSTMENTS IN THE AMOUNT OF \$1,073,697 AND CALLING FOR A PUBLIC HEARING** by making amendments as follows:

**Revenue Estimate Adjustments**

Fund	Description/Purpose	Account	Amount
General	COVID-19/Stimulus	1000-331991	461,197
Comprehensive Liability	Real property taxes	2190-311010	11,000
Sidewalks	Sidewalk assessments	2600-363030	144,500
Ambulance Services	Ambulance County Contribution	5510-343010	457,000
<b>TOTAL</b>			<b>\$ 1,073,697</b>

**Appropriation Adjustments**

Fund	Description/Purpose	Account	Amount	Fund Reserves	Unanticipated Revenues	Unbudgeted Revenues
Comprehensive Liability	Insurance premiums	2190-460-510330-510	11,237			X
TIF - Downtown	Professional Services	2310-400-470300-350	4,625		X	
	Phase III & IV of Downtown	2310-400-470300-640	869,800	X		
Impact Fees	Fire Extracation Tool	2399-441-420400-940	17,150	X		
	MRL Underpass Engineering	2399-451-430240-350	3,919	X		
	O Street Trail Connector	2399-451-430240-960	5,059	X		
Sidewalks	Downtown sidewalk replacement	2600-400-430240-914	184,800	X		
Sewer	State Share of Pension Expense	5310-803-430610-145	41,289			X
	Treatment Plant Costs	5310-803-430640-225	5,600	X		
	Treatment Plant Costs	5310-803-430640-231	7,400	X		
	Treatment Plant Costs	5310-803-430640-341	25,600	X		
	Treatment Plant Costs	5310-803-430640-355	6,300	X		
	Treatment Plant Costs	5310-803-430640-361	11,800	X		
	Depreciation	5310-803-851331-830	1,011,280	X		
Solid Waste	State Share of Pension Expense	5410-804-430810-145	15,500			X
	Depreciation	5410-804-510331-830	129,151	X		
Ambulance	Depreciation	5510-442-510331-830	55,876	X		
Perpetual Cemetery	Interest transfer	8010-400-521000-822	820		X	
<b>TOTAL</b>			<b>2,407,206</b>			

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

**Resolution No. 4923**

**Amending the budget for Fiscal Year 2019-2020 by making appropriation adjustments in the amount of \$2,407,206 and revenue adjustments in the amount of \$1,073,697.**

**File Attachments for Item:**

**DISCUSS SETTING COMMISSIONER BUDGET CALENDAR**

**MUNICIPAL FISCAL YEAR  
2020-2021**

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A compilation of statutory references detailing important dates and deadlines in the city's fiscal year, including dates concerning budgets, assessments, elections and general operations.

**Caveat:** A local government official may not make a disbursement or expenditure or incur an obligation in excess of the total appropriations for a fund group.

A local government official who makes a disbursement or expenditure or incurs an obligation in excess of the total fund appropriation is liable personally. The subsequent claims approval process may not be considered as the making of a disbursement or expenditure or as incurring an obligation and does not otherwise limit or mitigate the local government official's personal liability. (Mont. Code Ann. § 7-6-4005.)

All accounts and demands against a city must be presented within one (1) year from the date it was accrued and any claim or demand not so presented is forever barred and the commission has no authority to allow any account or demand. (Mont. Code Ann. § 7-6-4301.)

Utility rate increases require at least seven (7) days and not more than thirty (30) days prior to the rate hearing to all customers and consumer counsel containing an estimate of the increase, as well as a publishing note. (Mont. Code Ann. § 69-7-111.)

July 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**July 1<sup>st</sup>** - Fiscal year begins. (Mont. Code Ann. § 7-6-610)

A municipality may receive and expend money between **July 1** and the date of the adoption of final budget. (Mont. Code Ann. § 7-6-4025.)

**July 7<sup>th</sup>** - On or before the 7<sup>th</sup> of July each year, the city treasurer or clerk is to give written notice to every property owner to which sewer or water services were provided prior to July 1 of sewer/water arrearage amount, including penalty and interest and that unless paid within thirty (30) days of notice, the amount will be levied as a tax. The notice must state that the city may

collect past-due assessments by suit, including interest and penalties as a debt owing the city. (Mont. Code Ann. § 7-13-4309.) At the time the annual tax levy is certified to the County, the city shall certify and file with the Department of Revenue a list of all lots, giving the legal description of each lot, to the owners of which notices of arrearage in payments were given and which remain unpaid, stating the amount of the arrearage with penalty and interest which the Department of Revenue shall insert the amount as a tax against each lot.

**July 9<sup>th</sup>** - Upon request of the City, the Department of Revenue shall provide an estimate of the total taxable value within the city by the 2<sup>nd</sup> Monday in July. (Mont. Code Ann. § 15-10-202).

**July 19<sup>th</sup>** - Ballot issues must be filed with the Secretary of State by the third Friday of the fourth month prior to the election at which they are voted on. (Mont. Code Ann. § 13-27-104.)

Notice of preliminary budget must be given pursuant to Mont. Code Ann. § 7-6-4021. The notice must specify that the budget has been completed, is open to inspection, and give the date, time and place of a public hearing for taxpayers to appear and be heard on the budget. (Mont. Code Ann. § 7-1-4127.) The notice is to be published twice in a local newspaper at least six (6) days apart. The July publication date would apply only if the Department of Revenue certifies the total taxable value of properties in the City prior to August 1.

August 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**August 3<sup>rd</sup>** - By the first Monday in August, the Department of Revenue shall certify to the City the total taxable value within the City. (Mont. Code Ann. §15-10-202.)

**August 7<sup>th</sup>** - To avoid tax levy, all sewer/water arrearages must be paid. See July 7th for more information. (Mont. Code Ann. § 7-13-4309.)

Immediately after the second Monday in August, the city treasurer is to certify to the Department of Revenue all special assessments and taxes levied and assessed. The certification is to occur at the same time the copy of the resolution determining the annual levy for general taxes is certified to County. (Mont. Code Ann. § 7-12-4181.)

**August 10<sup>th</sup>** - No later than the second Monday in August, the City Commission shall estimate the cost of maintenance in street maintenance districts and shall pass and finally adopt a resolution specifying the district assessment option and levying and assessing all the property within the district. (Mont. Code Ann. § 7-12-4425.) Thereafter, the City shall publish notice of hearing stating that the resolution levying a special assessment to defray the cost of maintenance is on file and subject to inspection. The notice shall be published once and state the time and place at which objections to final adoption of resolution will be heard. The time for the hearing shall be not less than five (5) days after publication of the notice. (Mont. Code Ann. § 7-12-4426.) At the hearing, the City Commission may adopt a resolution modifying such assessments in whole or in part. (Mont. Code Ann. § 7-12-4427(1).) A copy of the resolution to modify shall be delivered to the financial officer and the assessments shall be placed upon the tax roll. (Mont. Code Ann. § 7-12-4427(2).)

At least seventy-five (75) days prior to the general election, the Secretary of State shall certify to the election administrator the candidates and ballot issues that are to appear on the ballot. The election administrator shall then cause official ballots to be prepared. (Mont. Code Ann. § 13-12-201.)

**Budget/Levy Notes:** Montana Code Annotated § 15-10-420 allows the City to impose mills sufficient to generate the amount of property taxes actually assessed in the prior year, plus one-half (1/2) of the average rate of inflation for the prior three (3) years. The maximum number of mills a governmental entity may impose is established by calculating the number of mills required to generate the amount of property tax actually assessed in the City in the prior year based on the current year taxable value, less the current year's value of newly taxable property, plus one-half (1/2) of the average rates of inflation for the prior three (3) years.

The final budget resolution may authorize the governing body or the chief executive to transfer appropriations between items within the same fund. (Mont. Code Ann. § 7-6-4031.) The final approved budget becomes effective on July 1 of the fiscal year. (Mont. Code Ann. § 7-6-4030(4).)

Authorization to exceed the maximum mill requires an election (§ 7-6-4431) as provided by § 15-10-425 to be held in conjunction with a primary or general election.

Ambulance mill levy subject to § 15-10-420 is authorized pursuant to § 7-34-102 to defray the costs incurred in providing ambulance service.

Subject to § 15-10-420 the city may levy a tax to fund parks, swimming pools, skating rinks, playgrounds, civic centers, youth centers, and museums in addition to the levy for general municipal or administrative purposes. (§ 7-16-4105 MCA)

At the time the annual tax levy is certified to the county clerk, the City shall certify and file with Department of Revenue a list of all lots or parcels, giving the legal description, to the owners of which notices of sewer or water arrearages were given and remain unpaid and stating the amount of the arrearage, including penalty and interest. The department of revenue shall insert the amount as a tax against the lot or parcel. (§ 7-13-4309(2))

September 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**September 3<sup>rd</sup>** - Final Budget must be completely approved and adopted by resolution by the later of the first Thursday after the first Tuesday in September or within 30 calendar days of receiving the certified taxable values from the Department of Revenue. (Mont. Code Ann. § 7-6-4024(3)).

**September 3<sup>rd</sup>** - On or before the first Thursday after the first Tuesday in September, or within thirty (30) calendar days after receiving certified taxable values, the City Commission shall fix the tax levy at levels that will balance the budgets. Each levy must be made in the manner provided in Montana Code Annotated § 15-10-201; i.e. the levy must be in mills, tenths and

hundredths of mills. (Mont. Code Ann. § 7-6-4036)

**September 14<sup>th</sup>** - By the second Monday in September or within 30 calendar days after receiving certified taxable values, the Clerk and Recorder shall notify the Department of Revenue of the number of mills needed to be levied for each taxing jurisdiction in the County. (§ 15-10-305 MCA) and shall add all fees or assessments to be levied against a piece of property.

**September 15<sup>th</sup>** - If the City is required to hold an annual general election and opts for a November general election, a primary election, if required, shall be held on the Tuesday following the second Monday in September in odd numbered years. (Mont. Code Ann. § 13-1-104 and 107.) **Note:** A general election for a city which holds annual elections may be held in conjunction with the school election which is held on the first Monday in May. (Mont. Code Ann. § 13-1-104(4).) The city is required to pay the cost of primary election in even-numbered years. (Mont. Code Ann. § 13-1-107(3).)

October 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**October 1<sup>st</sup>** - No later than October 1<sup>st</sup> or 60 days after receipt of taxable values from the Department of Revenue, the finance officer shall forward a complete copy of the final budget together with tax levies to the Department of Administration. (Mont. Code Ann. § 7-6-4003.)

**October 5<sup>th</sup>** - Before the first Monday in October, the City Commission shall pass and adopt a resolution levying an assessment and tax against each lot for sidewalks, curbs and gutters which have been ordered installed pursuant to Montana Code Annotated § 7-14-4109. The assessment may be spread over a period of time not to exceed twenty (20) years. (Mont. Code Ann.

§ 7-14-4110.)

**October 5<sup>th</sup>** – Pursuant to Montana Code Annotated § 7-12-4328, before the first Monday in October, the City Commission shall estimate the cost of maintaining lights and furnishing electrical current in the light maintenance districts. The City Commission shall also determine the amount to be assessed against property in the light maintenance districts and shall pass and finally adopt a resolution levying and assessing each property in the districts with an amount equal to the proportion of the cost of maintenance and electrical current. A notice signed by the clerk stating that the resolution levying the assessment is on file and subject to inspection for a period of five (5) days shall be published at least once. Such notice shall state the time and place at which objections to the final adoption of such resolution shall be heard by the City Commission. The time for such hearing shall not be less than five (5) days after the publication of notice. At the time of the hearing, the City Commission shall meet and hear all such objections and may modify such resolution in whole or in part. A copy of such resolution as finally adopted, certified by the clerk, must be delivered within two (2) days to the city treasurer. (Mont. Code Ann. §§ 7-12-4329, 4330, 4332, 4333 MCA.)

**October 12<sup>th</sup>** - By the second Monday the Department of Revenue shall complete the computation of taxes, fees, and assessments to be levied against property in the city and shall notify the County Treasurer and County Clerk and Recorder. (Mont. Code Ann. § 15-10-305(2).)

November 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**November 3<sup>rd</sup>** – In even numbered years, the general election is held on the first Tuesday after the first Monday in November for federal, state, and county officials. (Mont. Code Ann. § 13-1-104.)

If a municipality desires to exceed the maximum number of mills authorized by law, it is required to have an election on either primary or general election day. (Mont. Code Ann. §§ 7-6-4431 and 15-10-425.)

**November 30<sup>th</sup>** - First ½ of taxes are due. (Mont. Code Ann. § 15-16-101 and 102.)

December 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**December 31<sup>st</sup>** - Annual Financial Reports are due to the Department of Administration.

January 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**January 1<sup>st</sup>** – The Department of Revenue may not be required to levy or compute a tax for any new taxing jurisdiction created or for any change in an existing jurisdiction unless formally notified by January 1 of the year in which the taxes are to be levied. (Mont. Code Ann. § 15-10-321.)

**January 1<sup>st</sup>** – Local governments are permitted to create special districts. A special district is a unit of local government authorized to perform a single or limited number of functions. (§ 7-11-1002(3)(a)) Within sixty (60) days after the creation of a special district, or by January 1 of the effective tax year, whichever occurs first, the governing body shall provide to the Department of Revenue a legal

description of the district, a map of the district’s boundaries, list of taxpayers or owners of real property, and a copy of the resolution establishing the special district. (§ 7-11-1014.)



**General Assessment Day:** Between January 1 and the first Monday in August, the Department of Revenue shall ascertain the names of all taxable inhabitants and assess all property subject to taxation. (Mont. Code Ann. § 15-8-201.)

**January 4<sup>th</sup>** - The terms of all elected officers commence on the first Monday in January. (Mont. Code Ann. § 7-4-4107.)

Declarations for nomination are to be filed no sooner than one hundred forty-five (145) days and no later than forty-five (45) days before the primary election in even numbered years. (Mont. Code Ann. § 13-10-201.)

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February 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

**February 19<sup>th</sup>** - Ballot issues must be filed with the Secretary of State by 5:00 p.m. on the third Friday of the fourth month prior to the election at which they are voted on. (Mont. Code Ann. § 13-27-104.)

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March 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**March 18<sup>th</sup>** - In even numbered years, eighty-five (85) to seventy-five (75) days prior to primary election (first Monday in June), the Secretary of State is to certify primary candidates and issues to the election administrator. (Mont. Code Ann. § 13-10-208(1).) Sixty-seven (67) to sixty-two (62) days prior to the primary, the election administrator certifies ballot and has ballots prepared. (Mont. Code Ann. § 13-10-208(2).)

One hundred thirty-five (135) to seventy-five (75) days prior to the primary, declarations for nomination are to be filed with the Secretary of State. (Mont. Code Ann. § 13-10-201.) Check with election administrator.

May 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**May 4<sup>th</sup>** - On the first regular meeting of May, the City Commission shall appoint one member of Police Commission to be appointed annually for a 3-year term. (Mont. Code Ann. § 7-32-4152.)

**May 4<sup>th</sup>** – The first Tuesday after the first Monday (School Election Day) is the alternative general election day for Cities which hold annual elections. (Mont. Code Ann. § 13-1-104(4).)

**May 31<sup>st</sup>** – Second ½ of taxes are due. (Mont. Code Ann. §§ 15-16-101 and 102.)



June 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**June 30<sup>th</sup>** - Fiscal year ends. (Mont. Code Ann. § 7-6-610.)

# City of Livingston



*Incorporated 1889*

**File Attachments for Item:**

**PUBLIC NOTICE FOR POLICE POLICY FORUM**

**PUBLIC NOTICE**

The Livingston City Commission will convene via Zoom for a public forum on Thursday, September 17, 2020, at 5:00 pm, for the purpose of engaging in discourse on the Livingston Police Department’s use of force policy guidelines and policy manuals.

Before this meeting, we encourage you to read the 15-page overview of the Livingston Police Department, annotations are also provided, so that you may be acquainted with current policy. [http://www.livingstonmontana.org/living/police\\_department/livingston\\_police\\_department\\_overview.php](http://www.livingstonmontana.org/living/police_department/livingston_police_department_overview.php)

The Chief’s annual reports are found at the Livingston Police Department webpage at: [http://www.livingstonmontana.org/living/police\\_department/index.php](http://www.livingstonmontana.org/living/police_department/index.php)

All are welcome, public comments will be limited to 4 minutes, and should be relevant, material, and informed. Questions provided to staff ahead of the meeting are requested and encouraged. Those questions will be addressed first by staff. Questions can be emailed to [citymanager@livingstonmontana.org](mailto:citymanager@livingstonmontana.org); [fkinnick@livingstonmontana.org](mailto:fkinnick@livingstonmontana.org) or [citycommission@livingstonmontana.org](mailto:citycommission@livingstonmontana.org).

Click on the link below to join this meeting.  
<https://us02web.zoom.us/j/81426654654?pwd=ZSttY3lHbFE3bjNQWUR6KysxVCs5Zz09>

Meeting ID: 814 2665 4654 | Passcode: 024181 | Call In: 1 (669)-900-6833

For more information, contact call 823-6000.

Please publish Friday, September 4, 2020, and again September 11, 2020.

Faith Kinnick  
City of Livingston  
September 9, 2020.

**File Attachments for Item:**

**RECRUITMENT ANNOUNCEMENT FOR URA**

**NOTICE OF VACANCY FOR THE URBAN RENEWAL AGENCY COMMITTEE**

The City of Livingston is seeking to fill a vacancy on the Urban Renewal Agency Committee (URA). The appointment for the URA Committee is for a four (4) year term. To qualify for the URA Committee 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. Preferred applicant will possess a strong financial background. The deadline for applications is 5:00 pm October 12, 2020, appointment to the board is anticipated to occur November 17, 2020, at 5:30 p.m. during the second regular meeting of the City Commission. Applications for interested persons may be obtained by contacting Faith Kinnick at, 406-823-6002 in person at 414 East Callender Street, Livingston, MT 59047 or on our website at <http://www.livingstonmontana.org/living/boardsandcommittees.html>

Please publish Sept. 11; Sept 18; Sept. 25; Oct. 2; Oct. 9

Faith Kinnick  
City of Livingston  
Dated: September 9, 2020

**File Attachments for Item:**

**RECRUITMENT ANNOUNCEMENT FOR CITY CONSERVATION BOARD**



**PUBLIC NOTICE CITY CONSERVATION BOARD  
VACANCY ANNOUNCEMENT**

The City of Livingston seeks to fill one (1) youth seat on the City Conservation Board. The purpose of this board for identifying opportunities for the City of Livingston to reduce costs and promote sustainable growth by implementing energy-efficient equipment, procedures, or systems, and incorporate renewable energy when feasible. The Board shall advise the City Commission on topics such as building efficiency strategies, renewable energy, recycling, tracking of energy use, and energy-saving initiatives.

Youth applicants are encouraged to apply if they meet the following qualifications: A U.S. citizen, a resident of the City, and Park County Montana for at least 30 days, 15-19 years of age and of sound mind. Youth members will serve 1- year term (July-June). Current members are encouraged to re-apply if interested.

Meetings will occur on the second Wednesday of each month at 5:00 pm in the Community Room of the City/County Complex or virtually through Zoom.

The deadline for applications is October 12, 2020. Appointment to the City Conservation Board is anticipated to occur during the November 17, 2020, City Commission meeting. Youth members will earn service credit hours for graduation.

Applications may be obtained on our Boards and Committees web page at [www.livingstonmontana.org](http://www.livingstonmontana.org), by contacting Faith Kinnick, (406) 823-6002 or in person at 414 E. Callender St. Livingston. Mail or email your completed application to [fkinnick@livingstonmontana.org](mailto:fkinnick@livingstonmontana.org).

Please publish Sept. 11; Sept 18; Sept. 25; Oct. 2; Oct. 9.

Faith Kinnick  
City of Livingston  
Dated: September 9, 2020