

**LBID MEETING AGENDA  
Thursday, September 19, 2019 - 8:30 am  
Murray Hotel Conference Room**

1. Roll Call
2. 8:30-8:45 Public Comment for Items not on the Agenda & Scheduled Public Comment  
*Individual comments limited to 5 minutes per person due to schedule constraints. Please state your name for the record prior to speaking.*
3. 8:45-9:05 Discussion/Action Items
  - A. Review/Modify/Approve Past Meeting Minutes
  - B. Discuss/Approve/Deny Payments on Current Invoices
  - C. Discuss/Approve/Deny Application for Funds
  - D. Review of LBID Expenses/Revenue
  - E. Discuss/Approve/Deny Contract LBID Flower, Garbage and Banner Proposal
  - F. Discuss marketing and outreach with Admin
  - G. Additional Discussion Items from Board Members
4. 9:05-9:20 Update on Business Items of Interest
  - A. Equipment Inventory List
  - B. Banner Program
  - C. Graffiti Remediation
  - D. Flower Baskets Program
  - E. Main Street Construction
  - F. Administration Report
  - G. Additional New Business from Board Members
5. 9:20-9:30 Public Comment  
*Individual comments limited to 5 minutes per person due to schedule constraints. Please state your name for the record prior to speaking.*
6. Discussion of next Meeting Date and Agenda September 19, 2019
7. Adjourn

<See budget on back>

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**Board of Directors**

Kristen Galbraith - Chair      Dale Sexton - Vice-Chair  
Kathryn Bornemann   David DePuy   Tyler Erickson   Dan Kaul   Karla Pettit

## LIVINGSTON BUSINESS IMPROVEMENT DISTRICT

## Profit &amp; Loss

09/07/19

January through August 2019

Accrual Basis

	Jan - Aug 19	Jan - Aug 18
<b>Income</b>		
City Grant Received		
Fiscal 2018	0.00	41,656.39
Fiscal 2019	29,000.00	0.00
<b>Total City Grant Received</b>	<b>29,000.00</b>	<b>41,656.39</b>
<b>Program Income</b>		
Banner Rental Fees	1,503.00	1,455.00
Flower Baskets	3,362.00	0.00
<b>Total Program Income</b>	<b>4,865.00</b>	<b>1,455.00</b>
<b>Total Income</b>	<b>33,865.00</b>	<b>43,111.39</b>
<b>Expense</b>		
Advertising	105.00	0.00
<b>General &amp; Administrative</b>		
Annual State Filing	0.00	35.00
<b>Insurance</b>		
Auto & Truck	617.00	617.00
Directors & Officers	770.00	770.00
<b>Total Insurance</b>	<b>1,387.00</b>	<b>1,387.00</b>
Office Supplies	201.51	0.00
<b>Outside Services</b>		
Accounting	1,481.25	81.25
Bookkeeping	0.00	1,345.00
Outside Services - Other	0.00	240.00
<b>Total Outside Services</b>	<b>1,481.25</b>	<b>1,666.25</b>
Printing & Reproduction	461.73	153.75
Repairs & Maintenance	994.99	476.31
Truck maintenance	339.86	1,692.19
Website	330.00	0.00
<b>Total General &amp; Administrative</b>	<b>5,196.34</b>	<b>5,410.50</b>
<b>Grants Paid Out</b>		
Friends of the Community	5,000.00	0.00
Livingston Braves	0.00	50.00
Livingston Gallery Association	500.00	0.00
Livingston Hoot	5,000.00	0.00
Western Sustainability Exchange	500.00	1,000.00
Windrider Transit	3,000.00	3,000.00
<b>Total Grants Paid Out</b>	<b>14,000.00</b>	<b>4,050.00</b>
<b>Program Expenses</b>		
Banners	800.00	580.42
Flowers & Trash Maintenance	11,278.67	8,760.00
Graffiti Mitigation	2,109.34	3,650.00
Program Expenses - Other	1,666.67	0.00
<b>Total Program Expenses</b>	<b>15,854.68</b>	<b>12,990.42</b>
<b>Total Expense</b>	<b>35,156.02</b>	<b>22,450.92</b>
<b>Net Income</b>	<b>-1,291.02</b>	<b>20,660.47</b>

## LIVINGSTON BUSINESS IMPROVEMENT DISTRICT

09/07/19

## Balance Sheet

Accrual Basis

As of August 31, 2019

	<u>Aug 31, 19</u>	<u>Aug 31, 18</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
American Bank Ckg #8532	44,100.17	52,341.67
<b>Total Checking/Savings</b>	<u>44,100.17</u>	<u>52,341.67</u>
<b>Total Current Assets</b>	<u>44,100.17</u>	<u>52,341.67</u>
<b>TOTAL ASSETS</b>	<b><u>44,100.17</u></b>	<b><u>52,341.67</u></b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
Accounts Payable	0.00	171.22
<b>Total Accounts Payable</b>	<u>0.00</u>	<u>171.22</u>
<b>Total Current Liabilities</b>	<u>0.00</u>	<u>171.22</u>
<b>Total Liabilities</b>	0.00	171.22
<b>Equity</b>		
Unrestricted Fund Balance	45,391.19	31,509.98
Net Income	<u>-1,291.02</u>	<u>20,660.47</u>
<b>Total Equity</b>	<u>44,100.17</u>	<u>52,170.45</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>44,100.17</u></b>	<b><u>52,341.67</u></b>

## LIVINGSTON BUSINESS IMPROVEMENT DISTRICT

## Check Detail

August 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		08/21/2019	EXXON		American Bank Ckg ...		-79.62
				Truck maintenance		-79.62	79.62
TOTAL						-79.62	79.62
Bill Pmt -Check	5043	08/08/2019	Buzz Media		American Bank Ckg ...		-330.00
Bill	1	08/01/2019		Website		-330.00	330.00
TOTAL						-330.00	330.00
Bill Pmt -Check	5044	08/08/2019	CATHERINE MOODY...		American Bank Ckg ...		-250.00
Bill	3117	07/31/2019		Accounting		-250.00	250.00
TOTAL						-250.00	250.00
Bill Pmt -Check	5045	08/08/2019	MONTANA PRESSU...		American Bank Ckg ...		-1,666.67
Bill	2019-0...	07/30/2019		Program Expenses		-416.67	416.67
Bill	2019-0...	07/30/2019		Program Expenses		-1,250.00	1,250.00
TOTAL						-1,666.67	1,666.67
Bill Pmt -Check	5046	08/13/2019	RIVERSIDE HARDW...		American Bank Ckg ...		-151.91
Bill	75193	08/13/2019		Repairs & Maintenance		-29.99	29.99
Bill	76758	08/13/2019		Repairs & Maintenance		-59.98	59.98
Bill	77139	08/13/2019		Repairs & Maintenance		-35.95	35.95
Bill	77696	08/13/2019		Graffiti Mitigation		-25.99	25.99
TOTAL						-151.91	151.91