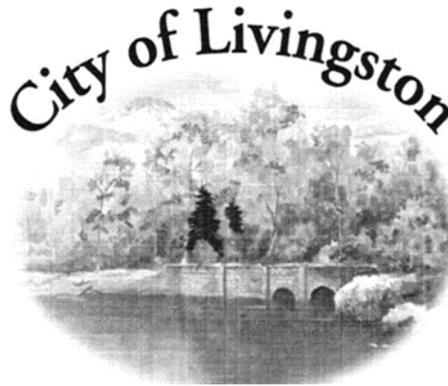


**City Manager**  
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*Incorporated 1889*

**Chairperson**  
Dorel Hoglund

**Vice Chair**  
Quentin Schwarz

**Commissioners**  
Mel Friedman  
Warren Mabie  
Melissa Nootz

Friends & Neighbors,

During this time of uncertainty, the City Commission and Staff want you to know that we are dedicated to continuing to provide you essential city services and do everything within our power to take the necessary steps to protect the public health. In times like this, fear is a destructive force and a lack of information fosters fear. We will do everything we can to quickly provide all verified information to the public in a manner that is easy to access. While knowing as much about the situation as possible is helpful, knowing what we plan to do as your local government is also essential. The City has outlined an Emergency Action Plan of current and future actions that will be considered when certain trigger points are reached. While the situation is fluid and changes rapidly, we want you to know the range of actions that are possible and what situations would cause us to consider those actions. As important as *what* the City is going to do is *why* the City is doing it. From that perspective, I wanted to share how we are analyzing the situation and what the decision making process looks like.

Often in situations like this you will hear “our #1 priority is...”. That is an extreme simplification of what is actually a colliding mess of contradictory goals and fundamental rights. Instead, the City is attempting to balance three primary goals: 1) protect city employees to maintain all essential services to the community; 2) institute policies that will protect the public health of the community, especially those at high risk; and 3) ensure those policies are the “least burdensome” on our citizens’ rights. The declaration of an emergency and the use of emergency powers are serious steps that always entail the curtailing of individual liberties. The balance between public need and individual rights is easier to find when an emergency is plain to see such as floods and fires. Our current health crisis does not provide the same level of contrast and the balances will be harder to find and harder to agree upon.

For anyone who feels that the proposed City actions are overly cautious or overly burdensome, I respect that opinion. However, the truth is I hope the actions taken are effective enough that we never know if they were needed. A successful approach will lead to the conclusion that the actions were unnecessary because a disaster was averted. While the effectiveness and the necessity of City actions will be debated in the future, the decision point for those actions is now. This crisis does not allow incremental measures and testing; our decisions will either be right or wrong, but we have only one chance to make them. While many decisions will be made at the Federal, State, and County level, the authority for most City decisions will lie with me as City Manager and I am willing to take responsibility for them. Know that every decision will be made with the best interests of the community in mind, with the latest information available, and with the intent to return safely to normal as soon as possible.

Stay safe, watch over each other, and support your community.

A handwritten signature in cursive script that reads "Michael J. Kardoes".

Michael J. Kardoes  
City Manager

## City of Livingston COVID-19 Emergency Response Plan

While the actions outlined below are considered at each trigger point, each action will be implemented individually after careful consideration of all pertinent information. Actions may also be taken at the County, State, and Federal levels. As of 20 March 2020 we are in the “Initial Emergency” Phase. In addition to the below public actions, the City is enacting multiple employee policies to protect city employees. Triggers based on Livingston Healthcare (LHC) Capacity will be based on information from LHC.

PHASE	TRIGGER	PROBABLE ACTION
Initial Emergency	Emergency Declaration	Close City Offices to Public Access Close Park Toilets Halt Non-Emergency Public Works Service Calls No Approval for Special Events Halt Fire Department Outreach Programs Waive Credit Card Fees for Payments Halt Water Shutoffs
Stop the Spread	Confirmed Case in Park County	Close Transfer Station to Public City Parks Closed
Fight the Virus	50% of LHC Capacity Used	Essential Travel Only
Extreme Measures	100% of LHC Capacity Used (Most decision will be at the Federal and State level)	Curfew State/Federal Assistance No Entry/Exit from City

### Sources of Information

**City of Livingston COVID-19 Webpage:**  
<http://livingstonmontana.org/working/covid19/>

**City of Livingston Recorded Update:**  
 406-922-5609

More informational sources are available on our webpage available at the address above.