

There will be no committee of the whole meeting on JANUARY 19TH.

NOTICE FOR, AND AGENDA FOR, A VIRTUAL MEETING OF THE CITY COMMISSION, CITY OF LEWISTOWN, JANUARY 19, 2021 AT 7:00 P.M.

To join by zoom: <https://zoom.us/j/8486275925?pwd=dTVGbndDK253ZUJLMjRuZXU5QVpMdz09>

Meeting ID: 848 627 5925 Passcode: 59457

To participate by phone: dial (253) 215-8782 Meeting ID: 848 627 5925 Passcode: 59457

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES – January 4, 2021

COURTESIES

PROCLAMATIONS

BOARD AND COMMISSION REPORTS

CITY MANAGER REPORT

PUBLIC COMMENT – non agenda items

CONSENT AGENDA

The acknowledgement of the claims that have been paid from December 30, 2020 to December 31, 2020 for a total of \$673.80

The acknowledgment of the claims that have been paid from January 1, 2021 to January 13, 2021 for a total of \$50,141.49

REGULAR AGENDA – Resolutions, Ordinance & Other Action Items:

1. Discussion and action on approving Resolution No. 4042, a resolution approving an application from B & B Enterprises DBA Bob's Auto Mart, for TIF funds made to the Lewistown Tax Increment Finance District Board (**Action: approve, disapprove or amend Resolution No. 4042**) City Manager Holly Phelps
2. Discussion and action on approving Resolution No. 4043, a resolution appointing trustees to the Lewistown Tourism Business Improvement District No. (**Action: approve, disapprove or amend Resolution No. 4043**) City Manager Holly Phelps
3. Discussion and action on reappointing Scot Solberg to the Tax Increment Finance District Board for a four-year term and ending on December 31, 2024 (**Action: approve, disapprove or amend reappointing Scot Solberg to the TIF District Board**) City Manager Holly Phelps
4. Discussion and action on reappointing the following to the Historic Resources Commission: Shirley Barrick, Toni Gies, Jason Grover and Meghan Brandon for an additional two-year term (**Action: approve, disapprove or amend the reappointments to the Historic Resources Commission**) City Manager Holly Phelps
5. Discussion and action on reappointing Carol Woolsey to the Design Review Board for a additional three year term (**Action: approve, disapprove or amend reappointing Carol Woolsey to the Design Review Board**) City Manager Holly Phelps

CITIZENS' REQUESTS

COMMISSIONER'S MINUTE

ADJOURNMENT

* All citizens are invited to make comment on any agenda item prior to action being taken by the Commission

RESOLUTION NO. 4042

A RESOLUTION APPROVING AN APPLICATION FROM
B & B ENTERPRISES, DBA BOB'S AUTO MART FOR
TIF FUNDS MADE TO THE LEWISTOWN TAX
INCREMENT FINANCING DISTRICT BOARD

WHEREAS, the Lewistown City Commission has adopted Ordinance No. 1748 – An Ordinance establishing the Lewistown Urban Renewal Area, creating the Lewistown Urban Renewal District and adopting the Lewistown Urban Renewal District Plan; and

WHEREAS, by Resolution number 3903 the City created an Urban Renewal Agency per 7-15-4232 Montana Codes Annotated (MCA), which was designated as the “Lewistown Improvement District Board” to engage in activities authorized in 7-15-4234 MCA and provide administrative functions; and

WHEREAS, the Commission re-designated the “Lewistown Improvement District Board” as the “Lewistown Tax Increment Financing District Board” by Resolution 3923; and,

WHEREAS, the Commission appointed a Lewistown Tax Increment Financing District Board (hereafter, the “TIF Board”) in order to manage the Lewistown Urban Renewal District created by Ordinance 1748; and,

WHEREAS, the TIF Board oversees the operation of the Lewistown Urban Renewal District, including public purpose activities; promotional activities; façade building conservation and loan programs; and administrative functions; and,

WHEREAS, the TIF Board exercises those powers authorized by law as specified in Resolution 3923; and,

WHEREAS, the TIF Board has developed the Lewistown TIF District (LTD) Program whereby qualified applicants may apply for TIF District Program Funds for assistance in redevelopment or rehabilitation of properties within the Urban Renewal District; and,

WHEREAS, through its LTD Program the TIF Board has received numerous applications for TIF District Program Funds, has reviewed the same and, has recommended approval of several applicants for those funds; and,

WHEREAS, the City Commission has retained final budgetary authority for TIF program activities.

NOW, THEREFORE, BE IT RESOLVED, that the Lewistown City Commission hereby approves the following applications for TIF District Program Funds as recommended by the TIF Board:

1. B & B Enterprises DBA Bob's Auto Mart, applicant; for Facade improvements, to the building located at 104 E. Main Street, to grant up to \$4,250.

BE IT FURTHER RESOLVED, that prior to disbursement of any TIF funds, all applicants shall enter into such Development Agreements as established and approved by the TIF Board.

PASSED AND APPROVED this ____ day of January 2021.

Patty Turk, Chairperson
Lewistown City Commission

Attest:

Nikki Brummond
City Financial Officer/Clerk

#1

Lewistown TIF District Program Application

Project Name: Roof facade Restoration Date Submitted: 01/01/04 12/21/2020

APPLICANT INFORMATION

1. Name: Bob's Auto Mart
2. Address: 104 E Main
3. City/ST/Zip: Lewistown, MT 59457
4. Telephone Number(s): (406) 535-0000 (406) 538-2254

If the applicant is not an individual doing business under his/her own name, the applicant has the status indicated below and is organized or operating under the laws of:

☐

A Corporation

☐

A nonprofit or charitable institution or corporation

☒A partnership known as B+B Enterprises DBA Bob's Auto Mart☐

Other (explain) _____

PROJECT INFORMATION

1. Building Address: 104 E Main
2. Legal Description: Janeaux Add X101, S15, T15N, R16E, Block 009, Lot 001-003 Lot 1 Less Highway, Lots 243
3. Property Owner: (If property is not owned by Applicant, list leasehold interests)
Name of Owner(s): Bob and Jo Ellen Goodan
Address: PO Box 907, Lewistown
Telephone Number(s): (406) 535-0000
E-Mail: bobsauto@midrivers.com

G. C. du.

4. Project Architectural Firm: N/A

Address: _____

Telephone Number: 535-0000

E-Mail: _____

5. Project Financial Lending Institution: _____

Address: _____

Telephone Number: 535-0000

E-Mail: _____

6. Project Contractor: Adam Kinkelar

Address: Kinkelar Construction

Telephone Number: 535-0000 (406) 350-1425

E-Mail: Kinkelarconstruction@gmail.com

7. Existing/Proposed Business: Bob's Auto Mart

Business Description:

used car & truck sales

PROJECT COST WORKSHEET

Construction/Rehabilitation Costs

1. _____	<u>\$ 0.00</u>
2. <u>Not Itemized</u>	<u>\$ 0.00</u>
3. <u>Material & Disposal</u>	\$ 0.00 2500. ⁰⁰
4. <u>Incidental Labor</u>	\$ 0.00 6000 ⁰⁰
5. _____	<u>\$ 0.00</u>
6. _____	<u>\$ 0.00</u>
7. _____	<u>\$ 0.00</u>
8. _____	<u>\$ 0.00</u>
Subtotal	<u>\$ 0.00</u> 8500 ⁰⁰

Design and Permitting Costs

Architectural Design/Supervision	<u>\$ 0.00</u>
Permit Fees	<u>\$ 0.00</u> Included in Bid
Other Fees	<u>\$ 0.00</u>
Subtotal	<u>\$ 0.00</u>

Total Project Development Costs

8500.⁰⁰ ~~\$ 0.00~~ 8500.⁰⁰ x x

12/21/2020

The project we at Bob's Auto Mart are submitting falls into many of the goals of the Lewistown TIF plan.

Starting with the beautification of existing city buildings, one that has been here since 1985 when it began its life as the Dairy Queen. Since then the roof and out facing facade have been repainted numerous times only to chip away again. The new façade will again be colored metal that will last another 35 years.

By improving the outside of our building that sits on arguably the busiest corner on 1st and Main we hope that people will look at us and want to shop local. We also hope that repeat visitors to our community see that efforts are being made to make improvements to our town and will keep them coming back.

We thank you for this opportunity.

Bob and Dana Goodan

Bob's Auto Mart

RESOLUTION NO. 4043

A RESOLUTION APPOINTING SUCCESSOR TRUSTEES TO LEWISTOWN TOURISM BUSINESS IMPROVEMENT DISTRICT NO.1

WHEREAS, the Lewistown City Commission created Business Improvement District No.1 on December 3, 2012 by approving Resolution No. 3806, and

WHEREAS, pursuant to Resolution 4039, passed on October 19, 2020, the current Board of Trustees for Business Improvement District No. 1 is comprised of the following individuals:

<u>Trustee Name</u>	<u>Term</u>	<u>Begin Term</u>	<u>End Term</u>
VACANT	4 Years		
Delisha Patel	4 Years	Nov 1, 2020	Oct 31, 2024
Lonnie Mannin	4 Years	Feb 1, 2020	Jan 31, 2024
Amanda Lipke	4 Years	Feb 1, 2017	Jan 31, 2021
Vince Mistretta	4 years	Feb 1, 2017	Jan 31, 2021
KellyAnne Terry	4 years	Feb 1, 2020	Jan 31, 2024

WHEREAS, pursuant to MCA § 7-12-1121 after the initial term, all subsequent Trustees shall be appointed to four (4) year terms, except that a vacancy occurring during a term will be filled for the unexpired term. An unexpired term shall be filled in the same manner as other vacancies. A member holds office until a successor has been appointed and qualified. Subsequent chairpersons shall serve one (1) year terms as chair and shall be selected by the Board.

WHEREAS, the four-year appointments of Vince Mistretta and Amanda Lipke expire on January 31, 2021. These individuals have been nominated by the Board to serve additional four-year terms.

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of Lewistown, Montana, that the nominations of Vince Mistretta and Amanda Lipke to serve as Trustees to Business Improvement District No.1 are approved. The board shall hence consist of the following members:

<u>Trustee Name</u>	<u>Term</u>	<u>Begin Term</u>	<u>End Term</u>
VACANT	4 Years		
Delisha Patel	4 Years	Nov 1, 2020	Oct 31, 2024
Lonnie Mannin	4 Years	Feb 1, 2020	Jan 31, 2024
Amanda Lipke	4 Years	Feb 1, 2021	Jan 31, 2025
Vince Mistretta	4 years	Feb 1, 2021	Jan 31, 2025
KellyAnne Terry	4 years	Feb 1, 2020	Jan 31, 2024

BE IT FURTHER RESOLVED, that the appointed Trustees shall have the powers and duties set out in Sections 7-12-1121 through 7-12-1133, M.C.A. and any other applicable laws, City ordinances or regulations.

APPROVED by the City Commission of the City of Lewistown, Montana this 19th day of January, 2021.

Patty Turk
Chairman of the Commission

ATTEST:

Nikki Brummond, City Clerk

January 19, 2021

Item # 3. Discussion and action on the reappointment of Scot Solberg for an additional 4-year term to the Lewistown TIF/TEDD Board.

Proposal:

Scot Solberg has served on the Lewistown TIF Board since its inception in 2016 and currently serves as the board chair. Scot was raised in Lewistown and he now raising his children here. Scot is a business owner and serves on several local boards.

Recommendation:

It is recommended that the Commission reappoint Scot Solberg for an additional 4-year term to the Lewistown TIF/TEDD Board.

January 19, 2021

Item # 4. Discussion and action on the reappointment of Shirley Barrick, Toni Gies, Jason Grover and Meghan Brandon for a 2-year term to the Historic Resources Commission.

Proposal:

This volunteer commission consists of seven members whose appointments are confirmed by the City Commission. The Historic Resources Commission members serve two-year terms. The purpose of the board is to promote the preservation of historic and prehistoric sites, structures, objects, buildings, and districts through the identification, evaluation, and protection of historic resources within the city. The Commission meets the first Thursday of every month at the Lewistown Museum at 8:00 a.m.

Shirley Barrick has served on the Historic Resources Commission since 2007. Shirley is a long-time resident of Fergus County and a local Historian. She was the Fergus County Superintendent of Schools until retirement and is active on the Central Montana Historical Association. She was instrumental in the publishing of the recent book about Lewistown's historical photos.

Toni Gies has served on the Historic Resources Commission since 2014. Toni is a Lewistown native that is involved in many civic activities. Including the Central Montana Community Cupboard, board member of the Central Montana Historical Association and the Montana History Project. She was also instrumental in the publishing of the recent book about Lewistown's historical photos.

Jason has served on the Historic Resources Commission since 2017 and were appointed to serve until 12/31/2020. Jason is a Sergeant with Montana Highway Patrol and has taken a very active role in the commission and will continue to serve the City well with regards to our Historic Resources.

Meghan Brandon has served on the Historic Resources Commission since January of 2019. She is a local realtor and is interested in preserving Lewistown's history.

Recommendation:

It is recommended that the Commission reappoint Shirley Barrick, Toni Gies, Jason Grover and Meghan Brandon for a 2-year term to the Historic Resources Commission.

Discussion and action on the reappointment Carol Woolsey to an additional three-year term to the Design Review Board.

Carol grew up in Lewistown and is an artist and business women. Carol was instrumental in the creation of the Arts and Entertainment District and is very active in civic affairs. Carol also serves as a City representative on the City County Planning Board.

It is recommended that Carol be reappointed to an additional three-year term to the Design Review Board.