

COMMITTEE OF THE WHOLE

OCTOBER 18, 2021

6:00 PM

1. Library Annual Report

**NOTICE FOR, AND AGENDA FOR, A REGULAR MEETING OF THE CITY COMMISSION,
CITY OF LEWISTOWN, OCTOBER 18, 2021 AT 7:00 P.M. AT THE CENTRAL MONTANA
COMMUNITY CENTER LOCATED AT 307 W WATSON**

To participate virtually the options are as follows:

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 – October 4, 2021

COURTESIES

PROCLAMATIONS

BOARD AND COMMISSION REPORTS

CITY MANAGER REPORT

PUBLIC COMMENT – non agenda items

CONSENT AGENDA

Acknowledgment of the claims that have been paid from October 1, 2021 to October 15, 2021 for a total of \$319,860.68

***REGULAR AGENDA – Resolutions, Ordinances & Other Action Items:**

1. Discussion on the future of the City of Lewistown's involvement in public health. (this is a discussion item only – no action can be taken) City Manager Holly Phelps
2. Discussion and action on approving Resolution No. 4076, a resolution approving an application from Bruce Williams for TIF Funds made to the Lewistown Tax Increment Financing District Board (**Action: approve, disapprove or amend Resolution No. 4076**) City Manager Holly Phelps
3. Discussion and action on approving Resolution No. 4077 a resolution rescinding Stage I Fire restrictions (**Action: approve, disapprove or amend Resolution No. 4077**) City Manager Holly Phelps
4. City Manager Review – the meeting will be closed because the demands of individual privacy clearly exceed the merits of public disclosure in regards to the City Manager review.

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. 4076

A RESOLUTION APPROVING AN APPLICATION FROM
BRUCE WILLIAMS 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. Bruce Williams, DBA Ruby Rentals, applicant; for facade work only to the property located at 607 1st Ave S, to grant up to \$10,000.

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 18th day of October, 2021.

Patty Turk, Chairperson
Lewistown City Commission

Attest:

Nikki Brummond
City Financial Officer/Clerk

Lewistown TIF District Program Application

Project Name: 607 1st AVE SOUTH Date Submitted: 8-30-2021

APPLICANT INFORMATION

1. Name: BRUCE WILLIAMS
2. Address: P O BOX 124
3. City/ST/Zip: LEWISTOWN MT 59457
4. Telephone Number(s): 406-366-5821

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 _____
- ☒ Other (explain) RUBY RENTALS

PROJECT INFORMATION

1. Building Address:
607 1ST AVE SOUTH
2. Legal Description:
08-2467-15-1-14-02-0000
3. **Property Owner:** (If property is not owned by Applicant, list leasehold interests)
Name of Owner(s): _____
Address: _____
Telephone Number(s): _____
E-Mail: _____

4. **Project Architectural Firm:** _____

Address: _____

Telephone Number: _____

E-Mail: _____

5. **Project Financial Lending Institution:** Fergus Federal Credit Union

Address: 106 E Saxeaux

Telephone Number: 535-7478

E-Mail: _____

6. **Project Contractor:** CASTLE CREEK CONSTRUCTION

Address: P O BOX 1121 LEWISTOWN MT 59457

Telephone Number: 406-366-2070

E-Mail: _____

7. **Existing/Proposed Business:** SELF STORAGE UNITS

Business Description: _____

SELF STORAGE UNIT RENTALS

8. **Description of Project:** Please provide a full written description of your project, including type of use, square footage, number of stories, number of parking spaces, general building materials, etc., **making sure to address the particular program design criteria described in the applicable program narrative under**

which your project falls. Please indicate if the items are existing or new construction. Replace siding with Delta Rib + House wrap
Replace Roof Metal w/ Delta Rib + underlayment
Re Build South End Wall + Sheet with House wrap + Delta Rib

9. **Project Renderings:** Submit design schematic and/or site and landscaping plans for project.

37,650.00
See ATT. ESTIMATE

10. **Total Cost of the Project:** Summarize a full breakdown of costs on the Project Cost Worksheet (Page 6)

11. **Property Ownership:** Do you own the property or are you currently purchasing it? OWN

12. **Job Creation:** Will there be any new permanent or part time jobs as a result of this project excluding construction jobs associated with the development of the project? If so, how many? 0-1

13. **Project Financing:** Briefly describe how the project will be financed _____

PERSONAL MONEY AND CREDIT UNION LOAN

14. **Project Completion:** What is the expected completion date of the project?

DECEMBER 2021

15. **Property Taxes:** How much are the annual property taxes including any improvements? 3255.97 Taxes

Are the taxes current? YES

PROJECT COST WORKSHEET

Construction/Rehabilitation Costs

1.	_____	\$ <u>\$0.00</u>
2.	AS PER ESTIMATE BY CASTLE CREEK CONSTRUCTION	\$ <u>\$37,650.00</u>
3.	_____	\$ _____
4.	_____	\$ _____
5.	_____	\$ _____
6.	_____	\$ _____
7.	_____	\$ _____
8.	_____	\$ _____
Subtotal		\$ <u>37,650.00</u>

Design and Permitting Costs

Architectural Design/Supervision	\$ _____
Permit Fees	\$ <u>included in Est.</u>
Other Fees	\$ _____
Subtotal	\$ _____

Total Project Development Costs

\$ \$37,650.00

Est. Selmer

Request: \$10,000
- based on new
proposal
- walls (facade) only

RESOLUTION NO. 4077

**A RESOLUTION LIFTING STAGE I FIRE
RESTRICTIONS WITHIN THE CITY OF LEWISTOWN**

WHEREAS, on July 19, 2021, the Lewistown City Commission passed Resolution 4057 imposing Stage I fire restrictions within the City of Lewistown; and

WHEREAS, the weather conditions necessitating the imposition of such restrictions has abated and the City Commission has determined those restrictions are no longer necessary to protect the public health and safety,

NOW, THEREFORE, BE IT RESOLVED, that Resolution 4057 is hereby repealed and the restrictions imposed therein, lifted.

ADOPTED this 18th day of October, 2021 by the Lewistown City Commission.

Patty Turk
Commission Chairperson

ATTEST:

NIKKI BRUMMOND, City Clerk