

COMMITTEE OF THE WHOLE

DECEMBER 20, 2021

6:00 PM

1. There will not be a Committee of the Whole – the regular meeting will start at 7 pm

**NOTICE FOR, AND AGENDA FOR, A REGULAR MEETING OF THE CITY COMMISSION,
CITY OF LEWISTOWN, DECEMBER 20, 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 – December 6, 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 December 1, 2021 to December 15, 2021 for a total of \$235,549.40

***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. 4081, a resolution approving an application from 406 Design for TIF funds made to the Lewistown Tax Increment Financing District Board (**Action: approve, disapprove or amend Resolution No. 4081**) City Manager Holly Phelps
3. Discussion and action on setting the regular Commission meetings for 2022 (**Action: approve, disapprove or amend setting the regular Commission meetings for 2022**) 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. 4081

A RESOLUTION APPROVING AN APPLICATION FROM
406 DESIGN, LLC 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. 406 Design, LLC, façade improvements, 413 W. Main St, Matt and Judi Martin, applicant; \$1458 grant

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 20th day of December, 2021.

Patty Turk, Chairperson
Lewistown City Commission

Attest:

Nikki Brummond
City Financial Officer/Clerk

Lewistown TIF District Program Application

Project Name: Main Street Sign Date Submitted: 12.6.21
~~11/10/21~~

APPLICANT INFORMATION

1. Name: Matt & Judi Martin - 406 Design
2. Address: 413 W. Main St., Ste 2
3. City/ST/Zip: Lewistown, MT 59457
4. Telephone Number(s): (406) 535-0000 406-535-4066

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 406 Design, LLC
- ☐ Other (explain) _____

PROJECT INFORMATION

1. Building Address: 413 W. Main St., Ste 2 Lewistown, MT 59457
2. Legal Description: _____
3. **Property Owner:** (If property is not owned by Applicant, list leasehold interests)
Name of Owner(s): Jim Rutherford
Address: _____
Telephone Number(s): (406) 535-0000 350-3543
E-Mail: _____

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.

Sign for the front of our new business
downtown.

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

See attached - option circled

10. **Total Cost of the Project:** Summarize a full breakdown of costs on the Project Cost Worksheet (Page 7)

11. **Property Ownership:** Do you own the property or are you currently purchasing it? NO

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? NO

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

Our business account



Estimate

Date	Estimate #
7/7/2021	2511
Job	
Push Thru Wall Sign	

Name / Address
406 Designs Judi Martin 413 W. Main St. Lewistown, MT 59457

402-7446

ASK ABOUT OUR LEASE AND FINANCE OPTIONS AVAILABLE!

Description	Qty	Cost	Total
60"X39.5"X3" Custom built single sided Push Through sign. Includes: .063" painted aluminum returns, .125" aluminum routed face with .5" white Acrylic push through with applied high performance vinyl; Samsung GOQ LED lighting; Meanwell LED power supply/supplies. Installation: DOES NOT INCLUDE ELECTRICAL WIRING.	1	2,366.00	2,366.00
	1	550.00	550.00
Terms		Total	
Estimate Prepared By: Gordon Wichman, Manager		\$2,916.00	

Customer Signature

