

Miles City Downtown Urban Renewal Agency

CITY OF MILES CITY, MONTANA

Dawn Bolejack * Tom Clarke * Todd Gillette (Chair) * Brandon Janshen * Kenneth Stein

Miles City Downtown Urban Renewal Agency Board of Commissioners

Meeting Minutes January 15, 2026

CALL TO ORDER

Meeting was called to order at 12:05 P.M. by Board of Commissioners Chair Gillette; a quorum was established.

Members Present: Tom Clarke, Kenneth Stein, Brandon Janshen, and Todd Gillette. Also present: City of Miles City Public Works Director Samantha Malenovsky, Keenan Stites of The Miles City Star, County Commissioner Jason Strouf, City Council members Brooke Bartholomew and Rick Huber, and Jordan Gierke of the Silver Star Casino.

Minutes of the December 31, 2025 meeting were reviewed. A motion was made by Commissioner Clarke, seconded by Commissioner Stein, and unanimously carried to approve the minutes as reported.

Financial Reports: Financials were not available for review. The last reviewed were the November financial reports.

CITIZEN REQUESTS

City Council members Bartholomew and Huber discussed the need for better understanding, on the Council's part, of the functions of the Urban Renewal Agency/TIF District. It was requested that agency board meeting minutes go into more detail, particularly where grant award decisions are concerned. The minutes should include the URA Board's justification, citing ordinance/policy guidelines, for each grant award recommendation. This was agreed to by the board members present. It was also requested that URA Board of Commissioners chair Gillette attend the next Council meeting to talk about the Agency's authority, purpose, and business practices.

REPORTS

None

NEW BUSINESS

1. Request for TIFD Assistance: City of Miles City

City Public Works Director Malenovsky presented an application for TIFD business assistance from The City of Miles City related to alley repair/replacement. The alleyway, located on the south side of Main Street between South 8th and South 9th Streets, has been causing basement flooding within a business building located along it. Repairing the alley "will help the integrity of the business by allowing them to utilize their basement for storage and ensuring a safe foundation for the entire building."

The grant reflects the TIFD goals of maintaining and improving public infrastructure. By way of background, the Board agreed in 2022 to provide the City \$50,000 per fiscal year, or approximately 50% of the annual project cost, to assist in upgrading the downtown alleyways.

After discussion, a motion to award a TIF grant of \$50,000.00, or 42% of the estimated \$119,500.00 project cost, to the City of Miles City, was made by Commissioner Clarke, seconded by Commissioner Janshen, and unanimously carried.

2. Request for TIFD Assistance: Silver Star Casino (Tracey Gierke) and Vintage & Rustics (Marc and Vicki Leesburg)

Jordan Gierke presented a request for TIF business assistance funding related to a rain gutter installation project at the 813 Main Street Vintage & Rustics building. The absence of rain gutter on the western roofline of Vintage & Rustics is causing rainwater and ice to drain onto the 801 Main Street roof of Silver Star Casino, causing damage that could eventually require roof repairs. A TIF grant would fall within Agency authority under MCA 7-15-4233 (improvement of personal and real property), would preserve existing business infrastructure, and would divert rainwater into the alleyway where proper drainage can occur.

After discussion, a motion to award a TIF business assistance grant in the amount of \$2,408.00, or 80% of the \$3,010.00 project cost, was made by Commissioner Clarke, seconded by Commissioner Stein, and unanimously carried.

3. Officer Elections

A motion to table board officer elections until the next meeting was made by Commissioner Janshen, seconded by Commissioner Clarke, and unanimously carried.

4. MCDURA/TIFD Documents

Commissioner Janshen reported on his project to make agency documents, including both guiding documents and fillable PDF application materials, available to the public. The aim is to increase transparency, broaden public awareness of the agency, and to ease the application process.

OLD BUSINESS

1. Grant Policies Related to Long-Term Projects

The Board revisited the need for policy development relevant to multi-period projects. Commissioner Janshen suggested limiting TIF applications to one per three- or five year period per physical address in order to encourage total project budgeting and discourage manipulation of our award guidelines grid. No action taken.

2. URA Board of Commissioners Recruitment

Ren Gardner, a member of the Miles City Unified School District school board, and Custer County Commissioner Jason Strouf, have offered to serve on the Urban Renewal Agency Board of Commissioners. Following the City Council's adoption of an URA ordinance amendment incorporating Senate Bill 3 board member qualifications, which should be on the

January 27 agenda, both Gardner and Strouf can be appointed subject to City Council approval at its next subsequent meeting.

MEMBER ROUND TABLE

No discussion.

ADJOURNMENT

A motion was made by Commissioner Stein and seconded by Commissioner Clarke to adjourn the meeting. The meeting adjourned at 1:05 P.M.

Respectfully Submitted,

Todd Gillette, Chair URA Board of Commissioners

