

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 December 31, 2025

CALL TO ORDER

Meeting called to order at 12:10 P.M. by Board of Commissioners Chair Gillette; a quorum was established.

Members Present: Dawn Bolejack, Tom Clarke, Kenneth Stein, Brandon Janshen, and Todd Gillette. Also present: John Laney, Executive Director, Miles City Chamber of Commerce, Keenan Stites, Miles City Star, and Kyle Pryor, President, Miles City Youth Baseball Association

Minutes of the November 21, 2025 meeting were reviewed. A motion was made by Commissioner Stein, seconded by Commissioner Clarke, and unanimously carried to approve the minutes as reported.

Financial Reports: November 2025 TIFD financials were reviewed and discussed. No action required.

CITIZEN REQUESTS

None

REPORTS

None

NEW BUSINESS

1. Request for TIFD Assistance: Miles City Youth Baseball Association

The commissioners reviewed an application for TIFD business assistance from MCYBA related to a refurbishment project at its 20 North 8th Street facility (Park Place building), which project includes roof replacement, façade painting, exterior lighting upgrades, and awning replacement. After discussion, a motion to award a TIF grant of \$27,000.00, or 50% of the finished project cost, to the Miles City Youth Baseball Association, subject to City Council approval, was made by Commissioner Janshen, seconded by Commissioner Stein, and unanimously carried.

2. Discussion of Long-Term Project Grant Structuring

The Board discussed the need to set grant guidelines for multi-year, multi-request projects. Current guidelines, in particular TIFD participation percentages, address only single-request projects. More discussion is needed. No action taken.

3. Request for TIFD Assistance: Ole Mae Apartments, LLC

The commissioners reviewed an application for TIFD business assistance related to the first floor rewiring of 719 Washington Street (Ole Mae Apartments) as part of a comprehensive restoration/repurpose project. An application related to the overall project was previously submitted and is on hold pending contractor bids. After discussion, a motion to table the request, citing the need for additional project information, was made by Commissioner Janshen, seconded by Commissioner Bolejack, and unanimously carried.

OLD BUSINESS

1. URA Board of Commissioners Recruitment

Commissioner Gillette reported that Ren Gardner, a member of the Miles City Unified School District school board and owner of Welter Consulting, has offered to join the URA Board of Commissioners. His election can take place following the City Council's adoption of an URA ordinance amendment incorporating Senate Bill 3 board member qualifications. The amendment has been completed by Attorney Rice and should be passed at the next Council meeting.

Gillette met with the Custer County Board of Commissioners earlier in the month, but as yet no commissioner board candidate, as required by SB3, has stepped forward.

MEMBER ROUND TABLE

1. The question of formalizing the scheduling of board meetings, currently held on an as-needed basis, was discussed. It was agreed by consensus that a regular monthly schedule should be established by spring of 2026.
2. Commissioner Janshen discussed concerns regarding the community perception of URA/TIFD, and the need to solidify the agency's policies and practices, to enhance its public profile, and to be more pro-active in terms of interaction with the local businesses. He will assist in effecting those objectives.
3. URA Board of Commissioner officer elections (for chair, vice chair, and secretary) will be held at the next meeting.

ADJOURNMENT

A motion was made by Commissioner Clarke and seconded by Commissioner Stein to adjourn the meeting. The meeting adjourned at 1:40 P.M.

Respectfully Submitted,

Todd Gillette, Chair URA Board of Commissioners