

# City of Miles City Downtown Urban Renewal Agency

CITY OF MILES CITY, MONTANA

Tom Clarke \* Ren Gardner \* Todd Gillette \* Chris Grenz \* Brandon Janshen

Kenneth Stein \* Jason Strouf

**Miles City Downtown Urban Renewal Agency Board of Commissioners**

**Minutes of Special Meeting Held June 4, 2026**

## CALL TO ORDER

Meeting was called to order at 2:00 P.M. by Board of Commissioners Chair Gillette; a quorum was established.

**Members Present:** Tom Clarke, Todd Gillette, Chris Grenz, and Ken Stein. Also present: guests Marc and Vicki Leesburg and Miles City Star representative Keenan Stites.

## CITIZEN REQUESTS

None

## REPORTS

None

## NEW BUSINESS

### 1. **TIFD Business Assistance Grant Application: Historic Miles City Saddlery, LLC/Marc and Vicki Leesburg**

The commissioners reviewed an application from Historic Miles City Saddlery, LLC for a TIFD business assistance grant related to the replacement of parking area concrete adjacent to the alleyway behind its 808 Main Street retail facility. The project will raise and reslope the parking area to prevent rainwater from entering and causing damage to the historic building. The project qualifies for TIF participation under MCA 7-15-4288, "the acquisition, construction, and improvement of public improvements or infrastructure" within the urban renewal area. Infrastructure improvements related to drainage, storm water control, parking areas, and mitigation of water damage are cited within the application as being consistent with TIFD goals and statutory purposes.

Commissioner Clarke noted that the geocode given for the property should be 14-1740-33-1-13-08-0000, rather than the geocode provided within the application.

After discussion, a motion to award a TIF grant to Historic Miles City Saddlery, LLC in the amount of \$13,648.43, or 70% of the total project cost of \$19,497.75, subject to City Council approval, was made by Commissioner Clarke, seconded by Commissioner Grenz, and unanimously carried.

# Miles City Downtown Urban Renewal Agency

## CITY OF MILES CITY, MONTANA

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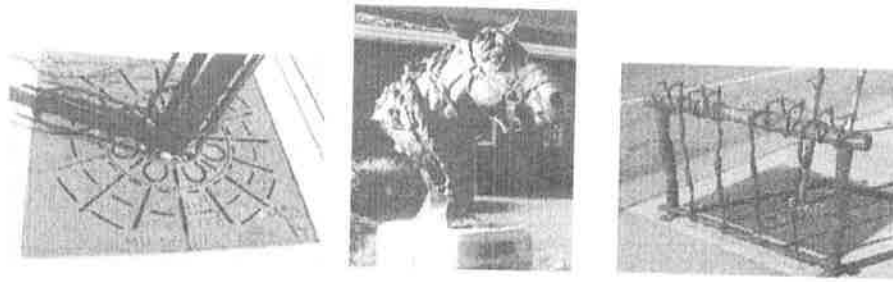
Tom Clarke \* Ren Gardner \* Todd Gillette \* Chris Grenz \* Brandon Janshen

Kenneth Stein \* Jason Strouf

### AGENDA

Downtown Urban Renewal District Agency  
Board of Commissioners  
Special Meeting  
Thursday, June 4, 2026  
2:00 P.M.  
City Hall Conference Room

- **CALL TO ORDER**
- **CITIZEN REQUESTS**
- **NEW BUSINESS**
  1. Request for TIFD Business Assistance Grant – Marc and Vicki Leesburg,  
Miles City Saddlery, 808 Main Street
- **OLD BUSINESS**
- **PUBLIC COMMENT**
- **MEMBER ROUND TABLE**
- **ADJOURNMENT**



# CITY OF MILES CITY DOWNTOWN URBAN RENEWAL DISTRICT BUSINESS ASSISTANCE GRANT – PRE-APPLICATION

(Please complete all applicable information)  
(The Board may reject the pre-application or request more information if deemed incomplete)  
(Note: all information submitted for consideration will be accessible to the public)

## BUSINESS INFORMATION

**Name of Applicant:** Marc & Vicki Leesburg  
**Business Name:** Historic Miles City Saddlery  
**Business Mailing Address:** 808 Main Street  
**Business Description/Purposes:** Western Retail  
**Project Physical Address:** 808 Main Street – Alley  
**Project Address Geocode:** 46.40687, -105.84743  
**Principal Contact:** Marc or Vicki  
**Phone:** 406-690-3623, 406-581-7922  
**E-Mail:** vintageandrustics@hotmail.com  
**Tax ID #:** 99-0729835  
**Business Type (C-Corp, S-Corp, LLC, Partnership, etc.):** LLC  
**Date Business Formed:** August, 1909  
**Date Property Acquired:** January, 2024  
**Property Insurance Carrier:** Federated Insurance

## PROJECT INFORMATION

(See GRANT MATCH REQUIREMENT GUIDELINES for current match requirements.)

### **Proposed project description:**

Replace parking area concrete behind the store. Hoping to do this at the same time that alley reconstruction is taking place to enhance efficiencies and stop water flow and damage to the building.

### **Explain how this project fits within the District's purview as defined by State statute and explained in the "City of Miles City Downtown Urban Renewal Plan":**

The proposed replacement of a small concrete parking lot to improve stormwater mitigation and prevent water damage to a historic downtown building and operating business falls squarely within the purpose and allowable uses of Tax Increment Financing (TIF) under Montana law and the Miles City Downtown Urban Renewal Plan.

Under Montana's Urban Renewal and TIF statutes, municipalities are authorized to use TIF revenues for projects that address blight, improve public infrastructure, preserve economic vitality, and support redevelopment within an established urban renewal district. Montana Code Annotated § 7-15-4288 specifically allows TIF funds to be used for "the acquisition, construction, and improvement of public improvements or infrastructure" within an urban renewal area. Infrastructure improvements related to drainage, stormwater control, parking areas, and mitigation of water damage are consistent with these statutory purposes.

The Miles City Downtown Urban Renewal Plan further reinforces these objectives. The Plan identifies several goals directly applicable to this project, including:

- promoting historic preservation;
- encouraging private enterprise;
- promoting a vital downtown business district;
- improving public infrastructure;
- expanding and improving transportation resources including parking; and
- reducing blight and economic decline. (MEET-Packet-024a59f74e604947b3624e81eb664f11.pdf)

Replacing an aging or impermeable concrete parking surface with infrastructure designed to better manage stormwater runoff directly supports these adopted goals. Water infiltration and drainage failures can contribute to structural deterioration, foundation damage, unsafe pedestrian conditions, and long-term degradation of historic properties. Mitigating these issues helps preserve the physical integrity and economic viability of downtown historic buildings, which is one of the core purposes of the urban renewal district.

Additionally, because the parking lot serves a downtown commercial property and business activity, the project supports continued economic use of the property and helps maintain the vitality of the downtown district. The Urban Renewal Plan expressly contemplates TIF participation in infrastructure and parking improvements that stimulate reinvestment and protect downtown assets. (MEET-Packet-024a59f74e604947b3624e81eb664f11.pdf)

The project also aligns with the broader intent of TIF financing in Montana, which is to reinvest increment revenues back into district infrastructure and redevelopment needs in order to combat deterioration and encourage long-term economic stability. Montana guidance on TIF districts specifically recognizes parking improvements, infrastructure upgrades, and historic preservation

efforts as eligible urban renewal activities.  
(<https://mdt.mt.gov/research/toolkit/m1/ftools/fd/tifd.aspx?u>).

Accordingly, a project that replaces a deteriorating concrete parking lot with improved stormwater mitigation infrastructure to protect a historic downtown building and active business is consistent with both:

1. the statutory authority granted under Montana urban renewal and TIF law; and
2. the stated goals and implementation framework of the Miles City Downtown Urban Renewal Plan.

**Estimated Project Start Date:** June 10, 2026

**Estimated Project Completion Date:** End of June, 2026

**Estimated Project Cost:** \$19,497.75

**Business Assistance Request:** \$13,648.43

10%

**CERTIFICATION**

I (we), Marc and Vicki Leesburg  
certify that the statements and estimates within this application as well as any and all  
documentation submitted as attachments to this application under separate cover are true  
and correct to the best of my (our) knowledge and belief.

**Name:** Marc Leesburg

**Signature:**

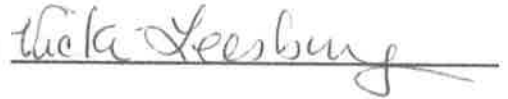


**Title:** Owner/member

**Date:** 5/29/2026

**Name:** Vicki Leesburg

**Signature:**



**Title:** Owner/Member

**Date:** 5/29/2026

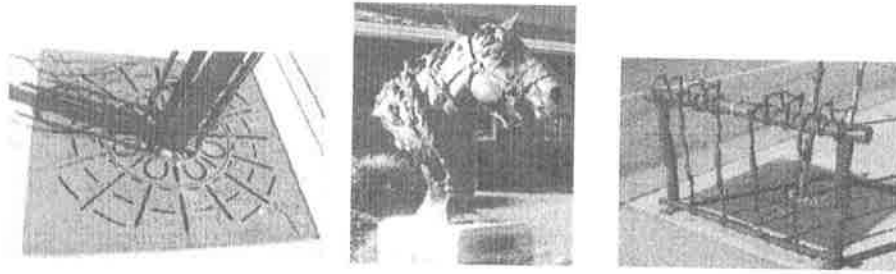
Return grant PRE-APPLICATION as follows:

By email (preferred): [mcdura@milescitymt.gov](mailto:mcdura@milescitymt.gov)

By mail: Miles City Downtown Urban Renewal Agency (MCDURA)  
PO Box 901  
Miles City, MT 59301

In person: Miles City Downtown Urban Renewal Agency (MCDURA)  
17 S. 8<sup>th</sup> Street  
Miles City, MT 59301

**\*\*\* Applicant may submit additional information if they feel it will support their request. \*\*\***



# CITY OF MILES CITY DOWNTOWN URBAN RENEWAL DISTRICT BUSINESS ASSISTANCE GRANT – APPLICATION

(Please complete and attach all requested information – check boxes are the indication)  
 (The Board may reject the application or request more information if deemed incomplete)  
 (Note: all information submitted for consideration will be accessible to the public)

**ADDITIONAL BUSINESS INFORMATION**

**Legal Business Owners:**

<b>Shareholders/Partners</b>	<b>Mailing Address</b>	<b>Owned</b>
Marc Leesburg	24 Agate Drive, Miles City MT 59301	50%
Vicki Leesburg	24 Agate Drive, Miles City MT 59301	50%
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

\*\*\*A current financial statement for each shareholder involved in the project may be required as well as documentation of financial capacity. (This information will be kept confidential, subject to challenge in a court of law.)

**ADDITIONAL EMPLOYMENT INFORMATION**

**Number of Retained Positions:**

Full Time: 3  
 Part Time: 3  
 Average Hourly Wage: \$17.20

**If applicable, Number of New Positions to be Created:**

Full Time: Click or tap here to enter text.  
 Part Time: Click or tap here to enter text.  
 Average Hourly Wage: Click or tap here to enter text.

**Please provide a summary of the fringe benefits provided to employees:**

Clothing allowance and discount, meals, drinks, dessert at neighboring location

\*\*\*Attachment: If applicable, please attach an Excel spreadsheet listing and describing the job classifications, average wage and a schedule of when you anticipate the positions will be created and filled.

**ADDITIONAL PROJECT INFORMATION**

**Project Architectural or Engineering Firm (if applicable):** Click or tap here to enter text.

**Primary Architectural or Engineering Contact:** Haynes Enterprises, LLC

**Address:** 2400 Plaza Blvd Miles City, MT 59301

**Phone:** (406) 234-5296

**Email:** curbmt@hotmail.com

**Project Contractor (if applicable):** Haynes Enterprises, LLC

**Primary Contractor Contact:** Spencer Haynes

**Address:** 2400 Plaza Blvd Miles City, MT 59301

**Phone:** (406) 234-5296

**Email:** curbmt@hotmail.com

**To the applicant's knowledge, has said architect/engineer or contractor ever failed to qualify as a responsible bidder, refused to enter into a contract after an award has been made, or failed to complete a construction or development contract within the last 10 years? (If yes, please explain)**

NO

**ADDITIONAL PROJECT BUDGET**

*(See GRANT MATCH REQUIREMENT GUIDELINES for current match requirements.)*

**Attachment 1:** Please attach an Excel spreadsheet with a detailed itemized Project Budget, including (where applicable) acquisition, architectural design/supervision, contractor, permitting and other associated fees. Please provide an electronic version to the TIFD Board Coordinator as well.

**Attachment 2:** Attach bids for each proposed project expense where applicable.

**Attachment 3:** Attach letters of credit and associated documentation from each lender showing: Lender, Loan Amount (\$), Interest Rate (%), Term (Years), and Payment (\$/Period).

**BUSINESS AND FINANCIAL INFORMATION**

The following business or personal financial information is required in addition to that requested above and below for the Board to consider your application:

- Business Plan**
- Business Pro Forma**
- Company Balance Sheet**
- Company Income Statement**
- Additional Financial Information as requested**

**Annual Amount of Property Taxes:** \$6,750.37

**Are Property Taxes Current? (if no, please explain):**  
YES

**Has the applicant or any individual or entity affiliated with the development of this project been adjudged bankrupt, either voluntarily or involuntarily, within the past ten years? (if yes, please explain and fill out the other content)**  
NO

**Name:** Click or tap here to enter text.

**Date Adjudicated:** Click or tap here to enter text.

**Has the applicant or any individual or entity affiliated with the development of this project been indicted for or convicted of any felony within the past 10 years? (if yes, please explain and fill out the other content)**  
NO

**Date:** Click or tap here to enter text.

**Charge:** Click or tap here to enter text.

**Court:** Click or tap here to enter text.

**Final Disposition:** Click or tap here to enter text.

**Location:** Click or tap here to enter text.

**Project Financial Lender:** Self

**Primary Lender Contact:** Marc & Vicki Leesburg

**Address:** 24 Agate Drive, Miles City MT 59301

**Phone:** 406-690-3623 or 406-581-7922

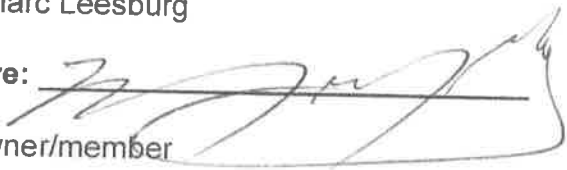
**Email:** vintageandrustics@hotmail.com

**CERTIFICATION**

I (we), Marc & Vicki Leesburg  
certify that the statements and estimates within this application as well as any and all  
documentation submitted as attachments to this application under separate cover are true  
and correct to the best of my (our) knowledge and belief.

**Name:** Marc Leesburg

**Signature:**

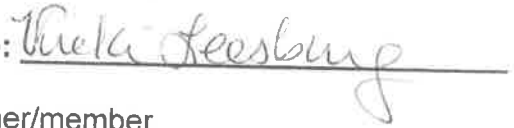


**Title:** Owner/member

**Date:** 5/29/2026

**Name:** Vicki Leesburg

**Signature:**



**Title:** Owner/member

**Date:** 5/29/2026

**Required attachments:**

- Attachment 1 (Project Budget): Excel spreadsheet with a detailed itemized Project Budget, including all architectural design/supervision, permitting and other associated fees. (Please provide an electronic version to the TIFD Board Coordinator as well)
- Attachment 2 (Bids/Quotes/Estimates): Bids/Quotes/Estimates for each proposed project expense listed in the Itemized Project Budget.
- Attachment 3 (Lender Commitments): Attach letters of credit and associated documentation from each lender showing: Lender, Loan Amount (\$), Interest Rate (%), Term (Years), and Payment (\$/Period).

**Other Attachments as applicable:**

- Excel spreadsheet briefly listing and describing the job classifications with the average wage noted by each job classification and a schedule of when the positions are anticipated to be created and filled.
- Shareholder financial statements and capacities
- Business Plan
- Pro Forma
- Balance Sheet
- Income Statement
- Additional Financial Information as requested

Return grant APPLICATION as follows:

By email (preferred): [mcdura@milescitymt.gov](mailto:mcdura@milescitymt.gov)

By mail: *Miles City Downtown Urban Renewal Agency (MCDURA)*  
*PO Box 901*  
*Miles City, MT 59301*

In person: *Miles City Downtown Urban Renewal Agency (MCDURA)*  
*17 S. 8<sup>th</sup> Street*  
*Miles City, MT 59301*

**\*\*\* Applicant may submit additional information if they feel it will support their request. \*\*\***



# Estimate

Date 5/27/2026  
Estimate # 1487

**Name / Address**

Miles City Saddlery  
808 Main St  
Miles City, MT 59301

HAYNES ENTERPRISES LLC  
86 AGATE DRIVE  
MILES CITY, MT 59301

WWW.CURBMT.COM  
CURBMT@HOTMAIL.COM  
406-234-5296

P.O. #

Terms

Due on receipt

Due Date

5/27/2026

Project

Item	Description	Qty	Rate	Total
Demo	Use of machinery and labor to demo concrete and dispose, Does not include any additional over x above 4"	1,125	4.35	4,893.75
Flatwork 6"	Flatwork 6" on City right away 6 sack mix with Fibermesh 15x75 includes up to 4" compacted road base	1,125	9.55	10,743.75
Rebar 1/2"x20'	Rebar 1/2"x20'	65	10.35	672.75
Labor	Install and Tie rebar with rebar support chairs	1,125	1.50	1,687.50
Sub-Contractor	Pump truck of needed (allowance) \$\$\$ No permit required as this is not in the right of way	1	1,500.00	1,500.00
<b>Total</b>				<b>\$19,497.75</b>

THANK YOU, IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CALL! SPENCER HAYNES