

COMMITTEE OF THE WHOLE

AUGUST 21, 2023

6:00 PM

1. Review of City event process
2. Update on voter information regarding Chicken in the city limits

**NOTICE FOR, AND AGENDA FOR, A REGULAR MEETING OF THE CITY COMMISSION,
CITY OF LEWISTOWN, AUGUST 21, 2023 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 – July 17, 2023 & August 7, 2022

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 August 1, 2023 to August 17, 2023 for a total of \$1,268,258.62

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

1. Discussion and action on approving the 2023-2024 annual plan for the Targeted Economic Development District (**Action: approve, disapprove or amend 2023-2024 annual plan**) City Manager Holly Phelps
2. Discussion and action on approving the 2023-2024 annual plan for the Tax Increment Finance District (**Action: approve, disapprove or amend the 2023-2024 annual plan for the TIF District**) City Manager Holly Phelps
3. Discussion and action on approving Resolution No. 4133, a resolution relating to adopting a preliminary budget and providing a date for public hearing and adoption thereof for the fiscal year beginning July 1, 2023 and ending June 30, 2024 (**Action: approve, disapprove or amend Resolution No. 4133**) City Manager Holly Phelps
4. Discussion and action on approving Resolution No. 4134, a resolution stating the intention of the City Commission to amend the 2022-2023 budget of the City of Lewistown (**Action: approve, disapprove or amend Resolution No. 4134**) 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

Lewistown TED FY 2023-24 Budget & Workplan

Revenue:

Estimated 2024 Tax Revenue	\$176,106.41
Remaining 2023 Taxes to Be Received	\$10,000.00
Projected Cash at 6-30-23	\$183,325.00
Total Revenue	\$369,431.41

Item	%	Amount
Private Investment	10%	\$36,943
Basic Infrastructure Investment	65%	\$240,130
Discretionary Investment Opportunities/M	15%	\$55,415
Funds Allocated to Reserve/future fundin	10%	\$36,943
Total Budget		\$369,431

Annual Workplan:

The TED board's budget continues to prioritize private and public investment to generate taxable value. These projects include but are not limited to improving infrastructure. The investment plan and application are used to determine eligible applicants and projects. Snowy Mountain Development staff acts as administrator for the board.

Lewistown TIF FY 2023-24 Budget & Workplan

Revenue:

Estimated 2024 Tax Revenue	\$668,268.00
Remaining 2023 Taxes to Be Received	\$1,500.00
Cash as of 6-30-22	\$609,707.00
Total Revenues	\$1,279,475.00
Funds Allocated to Revolving Loan Fund	\$250,000.00
Remaining 2023 TIF Funds	\$1,029,475.00

Expense:

	%	Amount
Management/SMDC and other Operating Expense	1%	\$10,294.75
Private Investment	49%	\$504,443
Basic Infrastructure Investment	25%	\$257,369
Discretionary Investment Opportunities	15%	\$154,421
Funds Allocated to Reserve/future funding opportunities	10%	\$102,948
Total Budget		\$1,029,475

Annual Workplan:

The TIF board's budget continues to prioritize private and public investment to generate taxable value. These projects include but are not limited to improving building façades, infrastructure and other public benefits. The board will work to expand their knowledge of revolving loan funds and bonding options in order to be more prepared to take on larger projects moving forward. The investment plan and application are used to determine eligible applicants and projects. Snowy Mountain Development staff continues to act as administrators for the board.

RESOLUTION NO. 4133

A RESOLUTION RELATING TO ADOPTING A PRELIMINARY BUDGET AND PROVIDING A DATE FOR PUBLIC HEARING AND ADOPTION THEREOF FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024

WHEREAS:

1. MCA Section 7-6-4020 provides that "A preliminary annual operating budget must be prepared for the local government."
2. MCA Section 7-6-4024 provides that the "governing body shall hold a hearing [on the preliminary budget] in accordance with the notice given pursuant to 7-6-4021."
3. The City Commission has prepared a preliminary annual operating budget for fiscal year 2024 and desires to provide notice to the public of its preparation and set a date for public hearings and adoption of the same;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LEWISTOWN, MONTANA:

That the preliminary budget for the City of Lewistown for fiscal year 2024 has been prepared.

BE IT FURTHER RESOLVED that the City Clerk shall provide notice to the public in the form and manner provided by law as follows:

1. That the City Commission has completed its preliminary annual budget for the fiscal year 2024
2. That the preliminary budget has been placed on file at the Lewistown City Office, 305 W. Watson, Lewistown, Montana and is open to inspection Monday through Friday from 8:00 a.m. until 5:00 p.m.
3. That the Lewistown City Commission will meet on **September 5, 2023 at the hour of 7:00 p.m.** at the Central Montana Community Center, 307 W. Watson, Lewistown, Montana, for the purpose of approving a final budget and making appropriations; and
4. That any taxpayer or resident may appear at the meeting and be heard for or against any part of the proposed budget.

PASSED by the Commission of the City of Lewistown, Montana, on this 21st day of August 2023.

KellyAnne Terry, Chairman of the Commission

ATTEST:

Nikki Brummond, City Clerk

RESOLUTION NO. 4134

**A RESOLUTION STATING THE INTENTION OF THE CITY COMMISSION
TO AMEND THE 2022-2023 BUDGET OF THE CITY OF LEWISTOWN**

WHEREAS, the City Commission of the City of Lewistown has previously passed and adopted the 2022-2023 budget for the City of Lewistown; and,

WHEREAS, the City has received various revenues and incurred various costs that were not anticipated or provided for in the 2022-2023 budget;

NOW, THEREFORE, BE IT RESOLVED that the City Commission intends to amend its 2022-2023 annual budget, a copy of which amendment has been placed on file and is open to inspection at the Lewistown City Office, 305 W Watson, Lewistown, Montana, 59457 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, telephone 406-535-1760.

BE IT FURTHER RESOLVED that on the 5th day of September 2023 at 7:00 p.m. at the Central Montana Community Center, 307 W Watson, Lewistown, Montana, the City Commission will meet for the purpose of amending the 2022-2023 budget and that any taxpayer or resident may appear at the meeting and be heard for or against the proposed budget amendment. The City Clerk is directed to publish notice of this proposed action in accordance with law.

PASSED AND APPROVED THE 21st day of August 2023.

KellyAnne Terry, Commission Chairman

ATTEST:

Nikki Brummond, City Clerk