

MINUTES OF THE MEETING
URBAN REVITALIZATION AGENCY
July 30, 2019

1. **CALL TO ORDER AND ROLL CALL** – Dale Mahugh called the meeting to order at 8:33 a.m.

MEMBERS PRESENT: Dale Mahugh, Stephen Coe, Robert Brown, Jim O’Neill and Bob Worley

MEMBERS ABSENT: All Board Members Present

STAFF PRESENT: Karen Byrnes, Director, Brianne Downey, and Susan Powell

CONSULTANT: Julie Jacksha; SBDC Regional Director, Headwaters RC&D; Courtney Edwards, Headwaters RC&D; Holly Carpenter, BLDC Headwaters RC&D; and Shea Schroeder, Loan Portfolio Assistant, BLDC Headwaters RC&D

GUESTS: Mike Smith, The Montana Standard; Robin Taylor, The Butte Weekly; Cindy Shaw, Commissioner; and Shanna Adams

APPLICANTS PRESENT: Kurt Doffinger, Applicant; Marco Kurilich, Applicant; Bart and Dana Wackerbarth, Applicant; Jeff Zimmerman (on the phone), Applicant; and Luke Davis, Applicant

2. **APPROVAL OF MINUTES**

Robert Brown made a motion that was seconded by Stephen Coe to approve the minutes from the June 25, 2019, meeting with the correction made by Robert Brown to change on Page 4 ENCAT to NCAT. The motion carried.

3. **FINANCIAL REPORT**

A copy of the Financial Reports is made part of these minutes.

Brianne Downey, URA Financial and Project Manager, went over the Financial Reports with the URA Board.

Brianne told the Board that take backs for the projects will be presented at the next URA Board meeting.

Stephen Coe made a motion that was seconded by Robert Brown to accept the Financial Reports as presented. The motion carried unanimously.

4. **DIRECTOR'S REPORT**

Karen Byrnes, Director, reported to the Board that they did have a presentation at the Council of Commissioner's meeting by Bitterroot Gateway Development for 40 East Broadway. It is a proposal to utilize the entire building. It would take over a 7 to 10 year period to renovate to get that entire building in use but they would have a use in the building within the first year. Right now we are in the state of negotiating an Option to Purchase Agreement with them. We hope to have that back before the Council for their approval by the end of August. This is a media hub, it is a film studio which would actively have two sound stages in it. It would have all the support services for film. It would also have a learning institute incorporated.

Karen talked about another sculpture that is going to be placed on the Art Wall. That will be on Friday night at 6:30 if anyone would like to go to that dedication.

Karen talked about the alley project and they are having a little frustration getting the lights strung. Julie Jacksha reported that they are meeting this week to lay out the art work of what they are going to put to paint on the walls.

Julie Jacksha reported that the COOP is moving forward.

Karen Byrnes talked about her and Shanna Adams working on the Master Plan Request for Qualifications and Request for Proposal. Shanna gave an update in terms of the steering committee that she has put together, the folks that are participating, and our next steps. We are going to issue a Request for Qualifications based on the document they put together. We are going to push it out Nationwide. Once those qualified firms are vetted, we will review those qualified firms that have responded. We will pick a few to interview and then we will ask them to respond to a more in-depth proposal request. It will give us an idea of how much it is going to cost. Once we get to that point, that is when Karen would actually come to this body and say we need to fund this now and see how we can move that forward. It is a little bit of a process, but it is a good process and it will allow us to get the most qualified firm on board that is going to meet our needs as we move ahead. Shanna Adams gave an overview that there was a meeting held in April 2018, an Uptown visionary meeting. There were four committees that came out of that meeting – Clean, Faith, Promotion, and Master Plan. There has been a lot of enthusiasm in doing a Master Plan. We formed a Steering Committee and there are people who wanted to help and wanted to be involved and also people that would just ask to participate. The purpose of the Steering Committee is to not put this whole process on Karen Byrnes. Karen Byrnes stated that there will be more to come on that.

5. **GRANT REQUEST**

- a. **432 South Jackson Street – Crown West Development – Kurt Doffinger**
New Construction
Project Cost - \$304,450.00

The Applicant, Kurt Doffinger, was present at the meeting. A copy of the application is made part of these minutes. The Applicant was seeking matching grant funds for the construction of a duplex. The duplex will be 2,270 sq. ft 2-bedroom, 2-bath with attached garages on each side. The Applicant has provided the necessary documentation. The Applicant has also consulted with the Historic Preservation Officer and the project has been approved by the HPC.

URA Staff recommended funding in the amount up to \$76,112.50 or 25% of the eligible cost.

Bob Worley made a motion that was seconded by Jim O'Neill to approve a 25% grant in the amount up to \$76,112.50 to Kurt Doffinger of Crown West Development for new construction of a duplex at 432 South Jackson Street. This project has been approved by Historic Preservation. The motion carried unanimously.

b. 22 West Galena Street – Richest Hill Casino & Lounge – Marco Kurilich

Vaulted Sidewalk Repairs
Project Cost - \$34,300.00

The Applicant, Marco Kurilich, was present at the meeting. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for vaulted sidewalk repairs to Galena Street portion of the property. The vault will be filled, and new sidewalks, curb, gutters and ADA ramps will be installed. The Applicant has provided the necessary documentation.

URA Staff recommended funding in the amount up to \$30,870.00 or 90% of the eligible cost.

Bob Worley objected the 90% paid by URA and suggested going with the 50/50 instead of the URA paying for 90% of the vaulted sidewalk. The Board had a discussion and decided to go to go with the 90% paid by URA because of liability issues. Bob Worley withdrew his objection.

Stephen Coe made a motion that was seconded by Jim O'Neill to approve a 90% grant in the amount up to \$30,510.00 to Marco Kurilich for a vaulted sidewalk repairs at 22 West Galena Street, Richest Hill Casino. The motion carried unanimously.

c. 319 North Montana Street – RSM2, LLC – Bart and Dana Wackerbarth

Property Redevelopment - Interior
Project Cost - \$66,050.32

The Applicant, Bart and Dana Wackerbarth, was present at the meeting. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for the redevelopment of the existing residence. The residence will have all infrastructure including plumbing, electrical and heating service installed. The Applicant has provided the necessary documentation.

URA Staff recommended funding in the amount up to \$16,512.58 or 25% of the eligible cost.

Jim O’Neill made a motion that was seconded by Bob Worley to approve a 25% grant in the amount up to \$16,512.58 to Bart and Dana Wackerbarth, RSM2, LLC, for infrastructure including plumbing, electrical and heating service to be installed at 319 North Montana Street. The motion carried unanimously.

d. 63-65 West Broadway Street – Kenwood Building, LLC – Jeff Zimmerman

Building Repairs
Project Cost - \$2,350.00

The Applicant, Jeff Zimmerman, was on the phone during the meeting. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for façade repairs. Masonry will be repaired on the front of the building. The Applicant has provided the necessary documentation. The Applicant has also consulted with the Historic Preservation Officer and been approved.

URA Staff recommended funding in the amount up to \$587.50 or 25% of the eligible cost.

Robert Brown made a motion that was seconded by Bob Worley to approve a 25% grant in the amount up to \$587.50 to Jeff Zimmerman for façade repairs for masonry repair on the front of the building at 63-65 West Broadway Street, Kenwood Building. This project has been approved by Historic Preservation. The motion carried unanimously.

**MEETING CLOSED FOR LOAN DISCUSSION AT 9:50 A.M. – Item 6, a.
MEETING WILL REOPEN AFTER DISCUSSION FOR BOARD ACTION**

MEETING WAS REOPENED AT 10:38 A.M.

6. LOAN REQUEST

a. Miller’s Boots and Shoes Inc. – Luke Davis

Total Loan Request and Terms:
Total Financing Request: **\$135,000**
Interest Rate: **5% Fixed-Rate**
Term: **20 Year Term**
Total Request Amount: **Up to \$135,000 (fees included)**

Loan Purpose:

Luke Davis is the owner of Miller's Boots and Shoes, Inc. and was requesting financing to complete purchase of the building and surrounding lots located at 301 South Arizona.

URA Staff recommended approval of this loan at the terms stated above.

Robert Brown made a motion that was seconded by Bob Worley to table approving the loan to Luke Davis for Miller's Boots and Shoes and take no formal action today. It was agreed to get more information on this project and to bring up this matter at the next URA Board meeting. The motion carried unanimously.

7. STRATEGIC PLANNING SESSION

Janet Cornish went over the Strategic Planning Session Agenda with the Board. Strategic Planning Session Agenda is made part of these minutes. A review and discussion of goals and strategies of the 2014 Urban Renewal Plan took place. The Board discussed ideas and Janet stated that she will write up what was discussed.

8. PUBLIC COMMENT

None.

9. OTHER ITEMS

None.

10. ADJOURN

Bob Worley made a motion that was seconded by Robert Brown to adjourn the meeting at 12:25 p.m. The motion carried unanimously.

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