

MINUTES OF THE MEETING
URBAN REVITALIZATION AGENCY
January 28, 2020

1. **CALL TO ORDER AND ROLL CALL** – Dale Mahugh called the meeting to order at 8:32 a.m.

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

MEMBERS ABSENT: None

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

CONSULTANT: Joe Willauer, BLDC Director and Holly Carpenter, Loan Portfolio, BLDC and Headwaters RC&D

GUESTS: Mary McCormick, Historic Preservation and Shelly Cleverly, BSB Grant Writer

APPLICANTS PRESENT: Jerad Grove (on the phone), Applicant; Sarah Borduin, Applicant; Clark Grant, Applicant; Paula McLean, Applicant; Jon Wick, Applicant, and Laura Repola and Celeste Johnston, Applicant

2. **APPROVAL OF MINUTES**

Bob Worley made a motion that was seconded by Stephen Coe to approve the minutes from the November 26, 2019, meeting as presented. Robert Brown abstained from voting because he was not present at the November 26, 2019, meeting. 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 Downey reported on 423 South Dakota Street that she received an email from Angela McGrath requesting an extension of six to eight months. They are trying to get the top two units done.

Robert Brown made a motion that was second by Bob Worley to approve an extension for the grant for 423 South Dakota Street, Angela McGrath, as recommended by staff for another six to eight months. The motion carried unanimously.

Brianne Downey reported that we have reached out to Ryan Nielsen for 823 South Main Street, Up On Main. They are hoping to be completed by August so that would be a six to eight-month extension that was requested by a formal email for that request.

Bob Worley made a motion that was seconded by Stephen Coe to approve an extension of up to eight months for the grant to Up On Main, Ryan Nielsen, at 823 South Main Street as recommended by staff. The motion carried unanimously.

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

4. DIRECTOR'S REPORT

Karen Byrnes, Director, presented a thank you note from JJ Adams, the Hotel Finlen, and it was passed around to the Board members.

Karen Byrnes reported to the Board that we were successful in the month of December to apply for and receive a CDBG Economic Development Grant/Loan for the Hotel Finlen for further improvements for additional hotel rooms and life safety issues. We were successful in receiving \$700,000. What that would do is it will come through Butte-Silver Bow in a grant format and then we will loan it to the Hotel Finlen and then we are able to revolve those funds as they pay back that loan. Hotel Finlen has to retain or create 35 jobs for this to work for the loan. Along those same lines, we received a CDBG Planning Grant for Permanent Supportive Housing Research for a Preliminary Architectural Report, we will be working with the Human Resources Council and the Butte Housing Authority to work on how we can start looking at building new housing for our homeless population to support rapid rehousing. That grant is for \$50,000.

Karen Byrnes reported to the Board that 40 East Broadway has sold, we are transferring that property this week to Montana Studios and Bitterroot Gateway Development.

Karen Byrnes reported on the Master Plan for Uptown Butte, we are down to three firms, we have ranked them. Right now, we are on opposite ends of the spectrum in terms of who we like the best. Karen is working on the processing of setting up a joint meeting with the Citizen's Group.

Karen Byrnes talked about the fire at the Irish Times this last week and a couple of businesses were impacted from that fire. Karen has contacted the businesses affected and let them know that they have our support from our Community Development Department and URA Board.

Karen Byrnes reported that we sold a piece of property to the Dairy Queen, they will be building a new Dairy Queen on the corner of Mercury and Colorado. Butte-Silver Bow sold a vacant piece of property to them and then they purchased the Walsh property. The bad news is that we have just partnered with a roof with Mr. Walsh on his garage building – it

was just totally done – but the good news is that they are going to save it, they are going to reuse it.

Karen Byrnes talked about completing a land donation from Butte-Silver Bow for the Praxis Center. Karen spoke with Ray Rogers yesterday; things are not moving as quickly as he would like but they are moving and still moving forward in the positive direction. More to come on that.

5. GRANT REQUESTS

a. 118 North Idaho Street – Jerad Grove

Roof Replacement
Project Cost - \$10,246.45

The Applicant, Jerad Grove was on the phone, at the meeting. The Applicant was seeking matching grant funds for the replacement of the asphalt shingles on the residence. The Applicant has provided all necessary documentation and the Historic Preservation Officer has reviewed.

URA Staff recommended funding in the amount up to \$2,561.61 or 25% of the eligible costs.

Jim O’Neill made a motion that was seconded by Robert Brown to approve a 25% grant in the amount up to \$2,561.61 to Jerad Grove for roof replacement for the property at 118 North Idaho Street. The motion carried unanimously.

b. 502 West Park Street – Black Steer Canyon Properties – Sarah Borduin

Foundation Repair
Project Cost - \$4,000.00

The Applicant, Sarah Borduin, was present at the meeting. The Applicant was seeking matching grant funds for the repair of the foundation on the northwest corner of the residence. The building will be jacked up until stable. The Applicant has provided all necessary documentation and the Historic Preservation Officer has reviewed.

URA Staff recommended funding in the amount up to \$1,000.00 or 25% of the eligible costs.

Robert Brown made a motion that was seconded by Jim O’Neill to approve a 25% grant in the amount up to \$1,000 to Sarah Borduin for foundation repair for the property at 502 West Park Street. The motion carried unanimously.

c. 156 West Granite Street – Carpenter’s Union Hall – Clark Grant

Building Redevelopment
Project Cost - \$43,365.20

The Applicant, Clark Grant, was present at the meeting. The Applicant was seeking matching grant funds for the redevelopment of the Carpenter’s Union Hall. This includes refurbishing windows and repointing brick. The interior components are electrical and plumbing rough-in as well as boiler replacement. The Applicant has provided all necessary documentation and the Historic Preservation Officer has reviewed.

URA Staff recommended funding in the amount up to \$12,270.10 or 25% of the eligible costs.

Bob Worley made a motion that was seconded by Stephen Coe to approve a 25% grant in the amount up to \$12,270.10 to Clark Grant, Carpenter’s Union Hall, for building redevelopment, this includes refurbishing windows and repointing brick. The interior components are electrical and plumbing rough-in as well as boiler replacement at 156 West Granite Street. Mary McCormick, Historic Preservation Officer, has approved and provided tentative approval for brick work and window replacement. This will go to the Historic Preservation Commission on February 4, 2020. The motion carried unanimously.

d. 22 West Galena Street – Family Roots Gold Rush – Paula McLean

Building Redevelopment
Project Cost - \$8,238.10

The Applicant, Paula McLean, was present at the meeting. The Applicant was seeking matching grant funds for the redevelopment of the building to update the restaurant and bring the kitchen area to code. This includes updates to the exterior signage, updated plumbing and the installation of a tankless water heater. The Applicant has provided all necessary documentation and the Historic Preservation Officer has reviewed.

URA Staff recommended funding in the amount up to \$2,059.53 or 25% of the eligible costs.

Robert Brown made a motion that was seconded by Jim O’Neill to approve a 25% grant in the amount up to \$2,059.53 to Paula McLean, Family Roots Gold Rush, to update the restaurant and bring the kitchen area to code of the building. This includes updates to the exterior signage, updated plumbing and the installation of a tankless water heater at 22 West Galena Street. The motion carried unanimously.

e. 27 North Main Street – 5518 Design – Jon Wick

Building Redevelopment
Project Cost - \$28,964.00

The Applicant, Jon Wick, was present at the meeting. The Applicant was seeking matching grant funds for the redevelopment of the building to renovate the back room/office area. This includes add a security door to the back entrance, updating electrical for network drops, removing the existing walk-in cooler, HVAC upgrades, and adapting the stairs for safer access. The Applicant has provided all necessary documentation to the URA office.

URA Staff recommended funding in the amount up to \$7,241.00 or 25% of the eligible costs.

Jim O'Neill made a motion that was seconded by Stephen Coe to approve a 25% grant in the amount up to \$7,241.00 to Jon Wick, 5518 Designs, renovate the back room/office area of the building. This includes add a security door to the back entrance, updating electrical for network drops, removing the existing walk-in cooler, HVAC upgrades, and adapting the stairs for safer access at 27 North Main Street. The motion carried unanimously.

f. 130 West Galena Street – Moon Real Estate – Celeste Johnston

Building Redevelopment
Project Cost - \$6,317.00

The Applicants, Celeste Johnston and Laura Repola, were present at the meeting. The Applicants were seeking matching grant funds for the redevelopment of the building to repair broken sewer line entering the basement and the replacement of five windows. The Applicant has provided all necessary documentation to the URA office and have consulted with the Historic Preservation Officer.

URA Staff recommended funding in the amount up to \$1,579.25 or 25% of the eligible costs.

Robert Brown made a motion that was seconded by Bob Worley to approve a 25% grant in the amount up to \$1,579.25 to Celeste Johnston and Laura Repola, Moon Real Estate, to repair broken sewer line entering the basement and the replacement of five windows at 130 West Galena Street. Mary McCormick, Historic Preservation Officer, has approved and provided tentative approval for window replacement. This will go to the Historic Preservation Commission on February 4, 2020. The motion carried unanimously.

6. LOAN MODIFICATION REQUEST – O'ROURKE BUILDING LLC

Brianne Downey explained to the Board that Jeff Zimmerman contacted her requesting an extension of their interest-only payments until July 2020 to allow them to complete their renovation on their South building. They are currently paying a \$500.00 interest-only payments and they are always on time every month. They are not quite sure what they are doing with their contractor, if they have got anyone on board, he was in the process of doing that.

Stephen Coe made a motion that was seconded by Jim O'Neill to approve the request from the Zimmernans for a loan modification to the O'Rourke Building, LLC., to extend interest-only payments for an additional six months through July, 2020 in the amount of \$500.00 a month to allow them to complete their renovation on their South building. The motion carried unanimously.

7. MOTHER LODGE THEATER – MONTANA HISTORIC PRESERVATION GRANT

Karen Byrnes explained that the Montana Preservation Grants are coming available. We are applying for a grant for the Mother Lode Theater to do some work on that, it is Butte-Silver Bow owned property. We have been looking at different grant funds and applying for those for a while now for the theater for roof, fire suppression and things like that. What these grants are available, and they are due February 28, 2020, and part of the grant application is to have public comment and input on your grant application. We are using the URA Board, we are going to talk about it at the Council meetings, we are going to be able to have some public input that way. It is a long process. The grant will not be looked at until 2021.

Stephen Coe made a motion that was seconded by Jim O'Neill that the URA Board expressed their support for the Montana Historic Preservation Grant Application that is due February 28, 2020. The motion carried unanimously.

8. PUBLIC COMMENT

No public comment.

9. OTHER ITEMS

Mary McCormick, Historic Preservation Officer, mentioned that the Historic Preservation Commission meeting is coming up this coming Tuesday, February 4, 2020. We are going to be voting on some design guidelines for murals. We are very much focused on location and the impact on the building and things like that. Not on the artistic quality of the mural. Hopefully we will bring that to you at your next meeting.

Robert Brown thinks we need to look at if we have adequate staffing going forward for the URA especially with the creation of the new South District. Robert Brown asked the other Board members if they think we need to create another position. Karen Byrnes agreed that

there is definitely a need, she thinks that where we will struggle is figuring out how to fund the position. Karen thinks that another position would be extremely important in terms of even just a public liaison project management kind of position. Dale Mahugh mentioned that he would like to see the existing staff is adequately paid. Dale would like to see some of that in the conversation as well.

Robert Brown made a motion that was seconded by Jim O'Neill to request staff consensus of the URA Board that we need to explore additional personnel for the Board and we would ask that Karen Byrnes come back with some sort of a job outline of understanding of what we need. The motion carried unanimously.

Robert Brown talked about that he does not know how compensation is handled in the County except by the policemen because they got a ton of coverage. It was requested of the Board that they would like to know how our staff is paid compared to other entities in Bozeman, Missoula, Billings, Great Falls, etc. Robert would like to have that data because he wants to make sure that we are competitive, if not above the market so that we are compensating people who we ask a lot of stuff from. It is taking care of the staff we have. Robert would like to also have that conversation, but he would like some data if it can be gathered without a lot of work so that we know.

10. ADJOURN

Stephen Coe made a motion that was seconded by Bob Worley to adjourn the meeting at 10:28 a.m. The motion carried unanimously.