

**April 10, 2019,
Butte-Silver Bow Land Sales Committee
Courthouse – First Floor Conference Room # 103**

MEMBERS PRESENT: Pat Riordan, Karen Byrnes, Lori Casey, Patsy Coates, Dan Fisher, Eileen Joyce, Mary McCormick, Mollie Maffei, Tom Malloy, John Moodry, Mike Nasheim, Mark Neary, Ed Randall and Dori Skrukud

NON-MEMBERS PRESENT: Commissioner Cindi Shaw

ABSENT: Brian Doherty, Cinda Seys excused

MINUTES

Call to Order— The meeting was called to order at 1:30 P.M.

Roll Call of Members – Having a majority of the Land Sales Committee Members in attendance, a quorum was established.

Approval of the Minutes— It was approved by Dan Fisher, seconded by John Moodry to approve the minutes of March 20, 2019, LSC Meeting and March 27, 2019, LSC Special Meeting.

Public Comment on any item on the Agenda: None

Committee Discussion / Committee Action:

Communication # 19-136, James Kujawa, 1113 Delaware Ave, Butte
Requesting Council of Commissioners approve the purchase of vacant property located at 328 E Broadway St for the purpose of building a residence.

LSC Meeting 04-10-2019 – Communication # 19-136 James Kujawa
LSC recommendation (**Communication # 19-168 – Kujawa**) was to deny to Mr. James Kujawa to purchase City-County property in the 300 Block of E Broadway St for the following reasons:

- Mr. Kujawa does not qualify for the land purchase under the Adjacent Landowner Policy. He does not currently own an adjoining parcel.
- It has been Butte-Silver Bow’s practice to offer vacant property suitable for development to all interested parties and members of the public through a Developers Packet. The Butte-Silver Bow Community Office will work in unison with the Land Systems Division, and the Developer’s

Packet Review Committee to accommodate and evaluate proposals submitted by all interested parties in the purchase of the aforementioned parcel (300 Block of E Broadway St), through the Developers Packet process.

Council's Recommendation is to: Denial from Land Sales. Cross Reference with Communication # 19-168 and Place on File.

Other Business: Review the updated Developer's Packet check list

LSC Meeting 04-10-19 – Dori Skrukud, Community Development Coordinator

John Moodry, Assistant Director of Community Enrichment are continually having issues because the developer packet projects are not being completed. Whether the applicants don't realize the full cost of the project, such as needing a new furnace – hot water tank - replacing wiring, plumbing, etc. The Developer Packet Committee ask Ms. Skrukud to create a checklist of critical items to assist both the applicant and Review Committee in evaluating project estimates and develop a monitoring program to evaluate performance thresholds of a project.

Ms. Skrukud had design what is titled Developer's Packet Estimate Worksheet. This worksheet would help Applicants to evaluate the total cost of the project associated with the cost of a Developers Packet. This Estimate Worksheet gives the Applicant an idea of how much money it would take to fully complete the project. This check list provides different topics to consider: Permits – Site Prep – Utilities – Excavation & Earthwork – Masonry – Framing – Roofing – Exterior Finish – Windows / Doors – Plumbing – Electrical – HVAC –Insulation & Air Sealing – Drywall/ Plaster – Interior Finish – Kitchen/ Bath – Appliances – Porches & Decks.

Ms. Skrukud asked for recommendation on the form:

Mollie Maffei, Deputy County Attorney comment was: the Estimate worksheet would be a great guide line. Have the applicant complete both the Estimate Worksheet and the Developers Packet paperwork.

John Moodry, Community Enrichment Assistance Director comment was not so much the Estimate Worksheet as much as the time line it takes to finish these projects.

Eileen Joyce, County Attorney comment was: When Community Development puts out a Developers Packet and Awards the Developer Packet add a provision inspection – monitor the performance every 3 – 6 months. This inspection would be in addition to the Building & Codes inspection.

Public Comment: None

Adjournment: The meeting adjourned at 2:05 p.m. with a motion by John Moodry and Second by Dan Fisher.