

**MINUTES OF THE MEETING**  
**URBAN REVITALIZATION AGENCY**  
**April 26, 2022**

**MEETING WAS HELD IN PERSON AND BY PHONE CONFERENCE**

1. **CALL TO ORDER AND ROLL CALL** – Dale Mahugh called the meeting to order at 8:31 a.m.  
**MEMBERS PRESENT:** Dale Mahugh, Robert Brown, Bob Worley, Stephen Coe and Kevin Patrick  
**MEMBERS ABSENT:** None  
**STAFF PRESENT:** Karen Byrnes, Director, Pauline Giacomino, and Sherry Carpino  
**CONSULTANT:**  
**GUESTS:**  
**APPLICANTS PRESENT:** Mike and Sarah Borduin and Katey White

2. **APPROVAL OF MINUTES**

Kevin Patrick made a motion that was seconded by Stephen Coe to approve the minutes from the March 29, 2022, meeting. The motion carried unanimously.

3. **FINANCIAL REPORT**

A copy of the Projects and Processes Report is made part of these minutes. Karen and Pauline Giacomino went over the Financial Reports with the URA Board.

Stephen Coe made a motion that was seconded by Bob Worley to accept the financial information presented. The motion carried unanimously.

4. **DIRECTOR'S REPORT**

Karen states that she is really excited that we are fully staffed. This is our first fully staffed board meeting since November. So, welcome and I know I wasn't here last month and thank you for holding down the fort and getting through some interesting conversations and I appreciate everyone's support and help with that and the staff it's really great to have everyone Kate, Pauline and Sherry all of us together working on things. And one of my biggest faults is that I have been doing this a long time with a lot of you and so you get into this routine, and everyone knows this is how it goes because this is what we have always done. But I forget that I have new people that are wonderful and very intelligent, and I need to make sure that they are all utilized to their greatest ability. That is something I'm going to work on so everyone knows, we are also running around like crazy people, it's continuing as I always say at our staff meetings the interest in our community right now, I have never seen it like this. We are constantly responding to inquiries; we are constantly working with property owners or new property owners or potential property owners. We are doing the best

we can to make sure nothing falls through the cracks. More than that I just appreciate everyone's help and we are going to keep rolling. I do have some pictures here from Leslie Gilmore that she sent to us about 75 East Park that I will pass around to the board. I have one set of colored copies and a couple of none colored. And it's just about their progress on the stabilization it's pretty amazing. A quick update on Uptown Master Plan, we did present to the Council of Commissioners last week. Uptown master plan, citizens committee and myself presented the final plan to the council. It's already been presented to the planning commission. The planning commission is going to endorse that plan as being in line with our comprehensive plan for the community and it will be adopted as an addendum or a chapter at the end, an appendix to the comprehensive plan. That really lays the groundwork to start all the projects and items that are in the Master Plan. That will be happening in the next couple of weeks. The other thing that we have been working on Community wide is the historical national park designation and that resolution of support will be before the council at their next meeting. The council already passed a communication that they believe that is the right thing to do. So that resolution of support will go in and it's really just a feel-good sort of thing saying the community endorses this and believes that this is something we should go forward with. And then the heavy lifting starts with the federal agencies that need to be involved like the national park service and others. So, we have a lot going on but what I'm happy with today is we have a nice agenda with some great projects that we have been working together with, with our staff and have those to present.

## **5. GRANT REQUEST**

### **a. 502 W. Park – Mike and Sarah Borduin**

Property Renovation  
Project Cost - \$7,400

The applicant is seeking matching grant funds for replacing deteriorated brick and repointing as necessary around the windows. Also repairing the garage roof and fixing cracks on the exterior of the building. The applicant has provided all the necessary documentation within the application. URA Staff recommended funding in the amount up to \$1,850 or 25% of the eligible costs.

Sarah states that the property is a large brick building that was originally built as an orphan house of 8 units and it's now 4 units and if you get a chance to drive by you will notice that all the corners of the windows there is deterioration to the brick where water has come down through and so Chris Harris is the contractor who will be doing the work. He is an expert at mortar replication in the historic fashion so he will be repointing and redoing the mortar along all the window areas and there is a major crack on the east side of the building what he won't be doing is the west side. The west side has the most significant amount of brick deterioration, and we need a contractor, and we have not been able to get anyone to call us back. We need a contractor who can do scaffolding or something between the buildings. That will be the next request once we understand what needs to be done because it may be a significant portion of the brick has to be taken off. But 3 faces of the building the brick will be stabilized. And, there is a problem with the drainage of the water on the roof of the garage. If you look at the front of the building,

there is a small garage that would fit a modern vehicle and the water sits on the roof and it leaks down the concrete side of the garage and so it's constantly running. And Chris is going to create a better drainage on the roof of the garage and divert the water down to where it's supposed to be going. Bob Brown asked since its exterior doesn't HPC have to weigh in? Karen states that they are only repairing the brick so that is the line that HPC goes by. Kate and I have been talking and we are still working on the lines but since they aren't replacing, they are just repairing it is ok with HPC. Bob Worley asks did you say you are replacing the brick on the west end eventually? Sarah states yes in the future we are exploring what is needed to be done.

Bob Worley made a motion that was seconded by Stephen Coe to approve a grant in the amount up to \$1,850 or 25% of the eligible cost of the property renovation to 502 W. Park Steet. The motion carried unanimously.

**b. 18 W. Copper – White's Property Rental LLC – Katey White**

Property Renovation  
Project Cost - \$88,015

The applicant is seeking matching grant funds for the exterior improvements and interior renovations. This would include replacing 10 windows, installing new siding, replacing the front porch and patio, replacing the foundation, updating the plumbing, installing new electrical, and updating the existing furnace. The applicant has provided all necessary documentation within the application. This also has been brought to the Historical Preservation Officer and final approval is tentative upon approval by the HPC Board. URA Staff recommends funding in the amount up to \$22,003.75 or 25% of the eligible cost.

Katey states that this is my first time with a project like this. We are really excited because of the location. We bought this house about 2 years ago and inherited renters and it took us a very long time to get them out. So, we completely stripped the interior because it was a very bad rodent problem in the house. So, we wanted to get everything out and now we are waiting on, there are 2 levels of ceiling we have the first level pulled out and we are waiting for the metals program to come and get everything out to go to the second level. They are coming on May 2<sup>nd</sup>, so everything is just on hold until we get everything down. We are really excited to get this place looking like the rest of the area. Dale asked Katey to expand on before the meeting mentioning the lack of studs. Katey states so when we tore everything out in the kitchen and living room there was a 2<sup>nd</sup> ceiling and when we pulled the 1<sup>st</sup> ceiling down, we realized that the studs only went up 9 feet and are only in the front of the house. In the back of the house and the bathroom those ceilings are 16 feet high, so the remaining 6 feet is just boards. The house when we pulled the bathtub and the surround out it shifted the house, so they were structural. So, if it falls over before we get metal it's not my fault.

Bob Brown made a motion that was seconded by Kevin Patrick to approve a 25% grant in the amount up to \$22,003.75 for the property renovation at 18 W. Copper Street subject to HPC approval. The motion carried unanimously.

## 6. BIG FISH LOANS

Dale stated that this is a discussion that Karen spoke of last week. Karen would you go ahead and discuss your findings. Karen states sure I will give a little bit of a history and Mike Archer is on the phone as well and then Pauline has the loan documents. This is a project that had been going on for over a year and it didn't get to a fruition. Carrie Fisher and Buddy Fisher were looking at separating some of these properties that they owned jointly because they did get divorced. And then they were working on paperwork last year to rename the entity that owns property in her name release collateral that was taken under Buddy's name, and we were working through these documents with Holly Carpenter at the BLDC, Brianne Downey on our side of things here with the URA. Documents were prepared, documents were signed but documents were never filed. So, retracing our steps we went back through all our paperwork and came to the conclusion that we don't know exactly what happened except for it never did become compete. A name change was filed, and it happened and so Carrie Fisher's entity is now called Block Properties. But none of the documentation for the loans like I talked about was done and Dale and I reviewed our binders of agendas and minutes from last year because neither one of us could remember bringing this to the board. And so, he looked through all our past meeting for the minutes and we couldn't find any record of it either. And so the ultimate goal is here we are releasing some collateral that belongs to Buddy Fisher and replacing that collateral with the building the Stephens Block which has had a ton of work on it and has a huge value increase to that building. So, we are releasing 207-209 depending on what address you believe on cadastral and replacing it with the collateral at 140 W. Park Street which is the Stephen's Block. And then it does change names on all the documents that it should be changed to. But Mike is on the phone as well and he has been working closely with Carrie to prepare these documents. We have some amended documents before us that we were going to ask permission for Dale to sign. We thought we should bring this to the board because it is something that we need more action on. We have 2 loans that are affected by this. One was originated in 2015 and one was in 2016. And that's why there are 2 different documents for you. Mike, I know we have you on the phone and I know we just did a lot of talking. Did I do it right or did I miss something. Mike states that there is also some vacant land on South Idaho that is taken as part of the 115 loan that will also be released. It's just releasing those 2 pieces of land and taking instead the 140 W. Park and releasing Buddy Fisher from a personal guarantee. And releasing the payoffs the 2016 loan was originally 115 thousand which was actually a 2009 loan which was assumed by Carrie Fisher in 2015 was originally for 115 thousand dollars then the balance is 26 thousand and we changed that 2016 loan which was originally \$179,200 is currently \$120,214. So, it's a little addition to all the value that's been added to 140 West Park with there improvements we seen the principal paid out of these loans by \$130,000. Karen states right so we are in a good position we are not diminishing our collateral position on these loans we are covered. Dale states quit honestly; I feel we are enhancing our position. Karen states that we are looking for the board to make a motion to approve what this restructure of the loans with Big Fish and Block Properties and allow Dale to sign the loan documents. Bob Brown said give me a reason why we wouldn't do this. Dale states I don't have one.

Bob Worley made a motion that was seconded by Stephen Coe for the loan modification of Big Fish and Block Properties as submitted and presented by Mike Archer. The motion carried unanimously.

Dale states one thing to Dan Manson has been a trustee on several different documents and portfolios that we have worked on. Dan is backing away and Angie Hasket is now assuming most if not all those responsibilities that Dan had before. We have signed a couple change of trustee documents that are filed with the county but will continue to see some of those probably as those come up. There was one on this one as well. If you hear of anything in the future, we are just doing that as a house keeping item.

**7. PUBLIC COMMENT**

**8. OTHER ITEMS**

**9. ADJOURN**

Bob Brown made a motion that was seconded by Kevin Patrick to adjourn the meeting at 9:24 a.m. The motion carried unanimously.