

MINUTES OF THE MEETING
URBAN REVITALIZATION AGENCY
April 28, 2020

MEETING WAS CONDUCTED BY PHONE CONFERENCE

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: All Present

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

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

GUESTS: Mary McCormick, Historic Preservation Officer

APPLICANTS PRESENT: Pat Munday, Applicant; Lee Whitney, Applicant; Hans and Angel Lampert, Applicant; Ann Finch-Johnston, Applicant; Megan Babin and Ian Gallagher, Applicant; Bob Carlson, Applicant; and Russell O’Leary and Todd Hunkler, Applicant

2. **APPROVAL OF MINUTES**

Bob Worley made a motion that was seconded by Jim O’Neill to approve the minutes from the February 25, 2020, meeting as presented. Robert Brown abstained from voting because he was not present at the February 25, 2020, 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 talked about once the shutdown started because of COVID-19 that we extended a deferral period to our loan clients and the letter is attached that was sent to everyone on our loan portfolio and a list of loan clients that are participating in that deferral (letter and list of our loan clients are attached to these minutes). Everybody was very receptive and thankful for that deferral period. We issued a three-month deferral. The loan payments will start up again in July. Brianne updated the Board that Silver Bow Properties are current on everything with Butte-Silver Bow including their property taxes.

Robert Brown asked on the March 24, 2020, letter for the loan deferral, who authorized this. Karen Byrnes and Brianne Downey had a conversation and they contacted Dale Mahugh and

Stephen Coe to extend the loan deferral to all of the loan clients. We felt that we needed to act quickly to do what we could do to help out our loan clients because of the COVID-19 issues.

Bob Worley made a motion that was seconded by Jim O'Neill to accept the Financial Reports as presented. The motion carried unanimously.

Robert Brown asked if the motion to accept the Financial Reports included the March 24, 2020, letter for the loan deferral. It was decided to make a motion for the extension letter.

Stephen Coe made a motion that was seconded by Jim O'Neill to ratify to accept the letter that was sent to extend an offer to URA loan clients for a 90-day deferral as stated in the letter dated March 24, 2020, because of the COVID-19 issues. The motion carried unanimously.

4. DIRECTOR'S REPORT

Karen Byrnes reported that Butte-Silver Bow has many local task forces of our Government officials and others that are working on items related to COVID-19. Karen Byrnes sits on our Policy Task Force here for Butte-Silver Bow. We meet three times a week to discuss anything and everything that is related to COVID-19 pandemic. We are working very strongly here together as a team in Butte-Silver Bow. We are working on our Budgets for next year. That is going to be a very interesting process as we get through that. We are working in our community to pass the Consent Decree for the wrap up of our Superfund status here in Butte-Silver Bow. That is a very important thing that is going on now, we all need to pay attention to how that process is going.

5. GRANT REQUESTS

a. 17 West Mercury Street – Mai Wah Society – Pat Munday

Sidewalk/Curb Repairs
Project Cost - \$4,950.00

The Applicant, Pat Munday, was present at the meeting. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for additional work to reduce the current curb height as a result of the vaulted sidewalk repairs. The Applicant has provided all necessary documentation. The Applicant has also consulted with the Butte-Silver Bow Road Department.

URA Staff recommended funding in the amount up to \$4,455.00 or 90% of the eligible costs.

Robert Brown made a motion that was seconded by Stephen Coe to approve a 90% grant in the amount up to \$4,455.00 to Mai Wah Society for additional work to reduce the current

curb height as a result of the vaulted sidewalk repairs at 17 West Mercury Street. The motion carried unanimously.

b. 7 South Montana Street – Butte CPR – Lee Whitney

Prismatic Glass Restoration
Project Cost - \$4,654.29

The Applicant, Lee Whitney (Butte CPR), 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 restoration of 24 feet of prismatic glass located on the transom of building located at 7 South Montana Street. The Applicant has provided all necessary documentation. The Historic Preservation Office has given tentative approval.

URA Staff recommended funding in the amount up to \$1,163.57 or 25% of the eligible costs.

Bob Worley made a motion that was seconded by Jim O’Neill to approve a 25% grant in the amount up to \$1,163.57 to Butte CPR for the restoration of 24 feet of prismatic glass located on the transom of the building at 7 South Montana Street. The Historic Preservation Commission has approved the project. The motion carried unanimously.

c. 430 South Colorado Street – Hans and Angel Lampert

Property Redevelopment
Project Cost - \$14,585.50

The Applicants, Hans and Angel Lampert, were 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 residential property. Improvements include roofing, new front entry door, replacement of retaining wall with iron fence, new sidewalk, and heating. The Applicant has provided all necessary documentation. The Historic Preservation Officer has provided tentative approval.

URA Staff recommended funding in the amount up to \$3,646.38 or 25% of the eligible costs.

Bob Worley made a motion that was seconded by Jim O’Neill to approve a 25% grant in the amount up to \$3,646.38 to Hans and Angel Lampert for the redevelopment of the residential property at 430 South Colorado Street. Improvements include roofing, new front entry door, replacement of retaining wall with iron fence, new sidewalk, and heating. The Historic Preservation Commission has approved the project. The motion carried unanimously.

d. 112 South Montana Street – Second Edition Books – Ann Finch-Johnston

Roof Repair
Project Cost - \$49,972.94

The Applicant, Ann Finch-Johnston, 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 re-roofing of the commercial property. The 8,778 sq ft property will be re-roofed with 60-mil TPO roofing. The Applicant has provided all necessary documentation. The Historic Preservation Officer has provided tentative approval.

URA Staff recommended funding in the amount up to \$12,493.24 or 25% of the eligible costs.

Jim O'Neill made a motion that was seconded by Bob Worley to approve a 25% grant in the amount up to \$12,493.24 to Ann Finch-Johnston for re-roofing of the property at 112 South Montana Street, Second Edition Books. The Historic Preservation Commission has approved the project. The motion carried unanimously.

e. 410 West Granite Street – Megan Babin and Ian Gallagher

Building Redevelopment
Project Cost - \$107,706.10

The Applicants, Megan Babin and Ian Gallagher, were 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 residence. This includes windows, doors as well as façade improvements. The Applicants are also redoing all of the electrical, plumbing, heating/cooling, and concrete in the basement. The Applicant has provided all necessary documentation. The Historic Preservation Commission has approved the project.

URA Staff recommended funding in the amount up to \$26,926.53 or 25% of the eligible costs.

Stephen Coe made a motion that was seconded by Bob Worley to approve a 25% grant in the amount up to \$26,926.53 to Megan Babin and Ian Gallagher for the redevelopment of the residence at 410 West Granite Street. This includes windows, doors as well as façade improvements. The Applicants are also redoing all of the electrical, plumbing, heating/cooling, and concrete in the basement. The Historic Preservation Commission has approved the project. The motion carried unanimously.

f. 129 West Park Street – CPK, LLC

Building Redevelopment
Project Cost - \$42,882.20

The Applicant, Bob Carlson, 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 building. The project consists of improvements to the electrical and plumbing systems. The Applicant has provided all necessary documentation. The Applicant is also installing a new fire alarm system for the entire building.

URA Staff recommended funding in the amount up to \$10,720.55 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 \$10,720.55 to Bob Carlson, CPK, LLC, for the Mayer Building at 129 West Park Street for improvements to the electrical and plumbing systems. The motion carried unanimously.

g. 444 West. Broadway Street – SpruceLode Properties

Building Redevelopment
Project Cost - \$340,543.71

The Applicants, Russell O'Leary and Todd Hunkler (SpruceLode Properties), were 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 building. The project will be a comprehensive upgrade to the interior and exterior of the building to create a 5-unit apartment building. The exterior improvements include windows, doors, siding, trim and porches. The interior improvements include electrical, plumbing, mechanical, and insulation. The Applicant has provided all necessary documentation. The Historic Preservation Commission has approved the project.

URA Staff recommended funding in the amount up to \$85,135.93 or 25% of the eligible costs

Bob Worley made a motion that was seconded by Robert Brown to table this project for further review and meet with the applicants. A discussion took place on the motion. Bob Worley voted yes on the motion. Robert Brown, Stephen Coe, and Jim O'Neill voted no on the motion. Motion was opposed 3 to 1 that this project be tabled.

Jim O'Neill made a motion that was seconded by Stephen Coe to approve a 25% grant in the amount up to \$85,135.93 to Russell O'Leary and Todd Hunkler, SpruceLode Properties, for upgrade to the interior and exterior of the building to create a 5-unit apartment building at 444 West Broadway Street. The Historic Preservation Commission has approved the project. The motion was approved - 3 yes; 1 no.

6. PUBLIC COMMENT

There was no public comment

7. OTHER ITEMS

Karen Byrnes stated that she would not bring anything forward for the Board to be acted today but we are working with Mainstreet Uptown Butte about street features – garbage cans, planters, things like that – looking at getting some replacements done. We have partnered with them in helping them submit some grant proposals that they have had some success in. At our next Board meeting Karen would like to discuss our participation in that project and she will have some more detail in terms of what they might look like and things like that. We are also working with Mainstreet on the replacement of the headframe cutouts that are on a lot of our light poles around Uptown Butte, some of those need to be replaced. Some outdoor amenity kind of discussion at our next meeting. We will ask George Everett to join us.

8. ADJOURN

Stephen Coe made a motion that was seconded by Bob Worley to adjourn the meeting at 10:35 a.m. The motion carried unanimously.

URA Minutes-04-28-2020