

**MINUTES OF THE MEETING**  
**URBAN REVITALIZATION AGENCY**  
**June 28, 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 8:32 a.m.  
**MEMBERS PRESENT:** Dale Mahugh, Robert Brown, Bob Worley, Stephen Coe and Kevin Patrick on the phone  
**MEMBERS ABSENT:** None  
**STAFF PRESENT:** Karen Byrnes, Director, Pauline Giacomino, and Sherry Carpino  
**CONSULTANT:**  
**GUESTS:**  
**APPLICANTS PRESENT:** Regan Lopez DeVictoria

2. **APPROVAL OF MINUTES**

Stephen Coe made a motion that was seconded by Bob Worley to approve the minutes from the May 24, 2022, meeting. The motion carried unanimously.

3. **FINANCIAL REPORT/BUDGET**

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.

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

4. **DIRECTOR'S REPORT**

Karen states as I say every single meeting it's busy and there is a lot of energy coming back to the community this summer and to uptown especially with the return of the folk festival and we had our first event this last week. I was out of town, but I heard it was a very successful event with the Dream Big foundation event on Park Street with a concert and motorbikes. So, momentum is building and is just great. We also finished the Master Plan I have a separate line item on the agenda, but we did have a Master Plan celebration event that took place at Head Frames Spirits the week before I left for vacation, and it was well attended, and it was exciting to see some of the demonstration of chalk of what that intersection would look like in terms of bulb bouts and islands and things like that. There is a lot of energy to get people to volunteer and sign up for different sorts of activities that will take place in and around the Master Plan. On our front of things, I think that what the URA will be prepared to do hopefully is as projects come around as we start to work towards implementing different projects will be looked at obviously as a matching source of funds for

some of the projects that meet our mission. So, the very first project that we will be looking at in that sense there is an opportunity to apply for a planning grant from the State of Montana and we did submit that planning grant application to do a pedestrian lighting study feasibility analysis for the core that was identified in the master plan. Pedestrian lighting was the number one thing that came out of everything in terms of every focus group we had beautification, even public art, safety all those different focus groups pedestrian lighting was number one. So, it's a dark area at night, we do have great arc lights over the roads but it's dark for pedestrians. So, we will be looking towards that and if we are successful in that grant application will coming back to the board to request for some assistance possibly with that feasibility analysis as matching funds to the grant. There are other things that will start to show up. We are going to start looking at our public art committee and getting that established so we can start working towards public art in uptown Butte. That's one the low hanging fruit things I have talked about and then also working with the Butte Transportation Coordinating Committee, which I am on that committee, it's called the BTCC, this is a collaboration between the Mt Department of Transportation, Butte Citizens, and Butte Silver Bow in terms of Public Works planning, Community Development. And we look at allocation of federal highway dollars that come to our community and put them into projects that are local. So, we will be coordinating that committee with the Uptown Master Plan because a lot of our routes uptown have MDT designation in some way so, we really need to make sure we are coordinating. There is a missed opportunity that happened last week with MDT going to do some work in uptown. And our implements that we have adopted through the master plan and the comprehensive plan for Butte Silver Bow that talked about complete streets and possible streets were not implemented or considered for that upcoming work. Missed opportunity missed communication but we are going to rectify that and make sure that we are singing from the same sheet of music going forward. That's my directors report in a nutshell, happy to answer any questions and also took over that Master Plan item on the agenda as well. Bob Worley stated that we attend the Mother Lode, and I don't know if it was a mistake to take that light out on the corner of Washington and Park. Most of the programs are in the evening when it's dark and I have noticed a couple of occasions where someone has almost been hit there. Karen states that she agrees and that is one of the intersections that we focused on for improvements with the Master Plan and also the lighting would be a great improvement. Thank you for bringing up the Mother Lode that is another item that we have been working on. We did receive a Montana Historic Preservation Grant for firer suppression. We are working through that process and getting a design done. We tried to do a design build and were unsuccessful twice. So, we are working towards getting an itemized buildable design done. We are also working on additional funding into that. Also, so as everyone knows we as Butte Silver Bow, complete the demolition of 123-125 and 135 E. Park so we do have an opportunity now to market those 2 lots in conjunction with the current owners. I will be working in my capacity as Community Development Director and as the URA to ensure that we get a development in there that makes sense for Uptown Butte and is designed and built in a way that is very complementary to our historical district. Bob asked so we now own the building that was the mission. Karen states no, the mission still owns their ground, and we own our ground so we will jointly market it together. Because it only makes sense to market it as one parcel. Bob states so the \$38,000 we did not pay the

mission for the ground. Karen confirms and it is on the fin management. So, that will be a take back.

**5. GRANT TAKE BACKS**

Pauline states that right now we have 3 take backs. There are a lot of them that are still pending depending on people letting me know where they are at with there projects. The first one on the agenda is 63-65 W. Broadway, they had a rough in and they were in the middle of there project and there are some things that they just didn't complete. The current Music Hall you guys are all aware of that one we already did a study for them and paid that out and then Via Butte that is another one that they are not going to use the funds as well.

Bob Brown made a motion that was seconded by Stephen Coe to accept the take back requests be approved the 3 grant applications. The motion carried unanimously.

**6. GRANT REQUEST**

**a. 616 N. Alaska – Regan Lopez DeVictoria & Zachary Cline**

Exterior Improvements  
Project Cost - \$14,300

The applicant is seeking matching grant funds for painting, exterior repairs, and removing deck stairs and replacing with a wraparound deck. The applicant has provided all necessary documentation within the application. This project has also been reviewed and final approval is tentative upon HPC. URA Staff recommended funding in the amount up to \$3,575 or 25% of the eligible costs.

Regan stated that covers the logistics of the project and I'm very excited to put some money and love into this beloved house of mine. So, I just want to thank the board. Kate states that we are going to hold off on bringing it to the HPC until the August meeting so that we have a better plan in place. We want to make sure we have the best package to bring before them. Regan states that the existing deck the structure and the stairs are at a very steep pitch, and this is an attempt to rectify that safety issue and possibly wrap in some ADA compliance. As I mentioned I need to get back with my contractor and get a few more specifics for the proposal. Dale states Kevin we are looking at the pictures of the deck where it would wrap around to the front. Kevin states thank you. Bob Worley asked if her painting could go forward? It's just the deck as a hold up? Kate states yes, and the deck going to be more of a ramp. Regan states yes, the idea is just to facilitate access into the back entrance. There is a door there from the kitchen leading out to the current deck and as I mentioned those stairs going up to it the pitch is so steep, it makes more sense from a design perspective to do a short wrap around. My hope is that the wrap around portion is as short as possible so that it has a minimum impact to the visual elements to the facade. We are not looking to add additional roofing, or anything should be very minimal structure. Kate states right so we will approach it from the secretary of interior standards and try to make it the least impact on the structure possible.

Bob Worley made a motion that was seconded by Stephen Coe to approve a grant in the amount up to \$3,575 or 25% of the eligible cost of the property renovation to 616 N. Alaska Street pending HPC approval. The motion carried unanimously.

**b. 41 – 45 W. Park – Thomas Block – Kayla Lambrecht**

Interior Improvements  
Project Cost - \$67,496

The applicant is seeking matching grant funds for electrical upgrades, new gas lines, plumbing repairs to the basement, and a new heating/cooling system. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$16,874 or 25% of the eligible cost.

Kayla states right now we on space 45 so we have the 4 store fronts, and this is the last store front to be finished. We will be putting in heating there and then for 41 that will be our next project with revamping the electrical. Bob Worley asked Kayla if this was basically ground floor. Kayla responds with 45 is ground floor and 45 is upstairs for the electrical. Bob states is there plans for apartments up there. Kayla responds yes, we are working with our architect right now.

Stephen Coe made a motion that was seconded by Bob Worley to approve in the amount up to \$16,874 a 25% of the eligible cost of the property interior improvements at 41-45 West Park Street. The motion carried unanimously.

**c. 129 W. Park – Mayer Building – Bob Carlson & Marshal Michelson- Dan Thompson**

Interior Improvements  
Project Cost - \$39,150

The applicant is seeking matching grant funds for a new heating and cooling system for the building. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$9,877.50 or 25% of the eligible costs.

Dan Thompson states that I'm so far out of tune with this stuff when they gave us this bid I able had a heart attack. I thought that would do a whole system, this is just an upgrade to the existing system and it's for the 2<sup>nd</sup> floor only but as a person that use to be on the 2<sup>nd</sup> floor as well, I know the problems that we have had with the heating and cooling, and this sounds like this is going to take care of everything. And the tenant in there the State of Montana and we would like to try and keep them happy. Bob Brown asked if Johnson Controls a Butte Company. Dan states I believe they are a national. They may be out of Billings. Karen states they do a lot of work in Butte, we are very familiar with them. Bob Brown states that we did some heating and cooling before. Karen states yes that was for the 3<sup>rd</sup> floor. Dan stated we don't have any plans of adding heating or cooling in the basement anytime soon. Bob Brown asked what we spent on the 3<sup>rd</sup> floor does anyone know. Karen states I don't right off the top of my head and at that time there were other

improvements like electrical and some plumbing. Bob Worley states that this is a joint venture between Butte Tin and Johnson Controls. Dale stated that Johnson Controls does the design and Butte Tin does the installation.

Bob Worley made a motion that was seconded by Stephen Coe to approve a grant in the amount up to \$9,877.50 or 25% of the eligible cost of the property interior improvements at 129 West Park St. The motion carried unanimously.

**d. 614 N. Alaska – Flynn Stormer**

Exterior Improvements

Project Cost - \$8,800

The applicant is seeking matching grant funds to install a new flat roof. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$2,200 or 25% of the eligible costs.

Dale states it looks like that building could use a little attention. There was nothing on the sheet that historic preservation needs to have any action on this. Kate states as an appropriate material is used and the rubber membrane does not go up and over the sides of the parapet that is the most important thing for us. Bob Brown asked how did you know about the URA. Flynn states that he has applied before and the paper.

Bob Brown made a motion that was seconded by Bob Worley to approve a grant in the amount up to \$2,200 or 25% of the eligible cost of the property interior improvements at 614 N. Alaska St. The motion carried unanimously.

**e. 307 W. Quartz – Kelsey Williams**

Exterior Improvements

Project Cost - \$4,641

The applicant is seeking matching grant funds to repair some windows and to install a sprinkler system. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$1,160.25 or 25% of the eligible costs.

Karen states that we will see Kelsey again due to the time it takes to get estimates from contractors. Kelsey states it's coming along really well. We do have a bit of a timeline if you remember by husband is the defense coordinator of Mt. Tech so we are trying to get this done before I lose him to football. We really appreciate the guidance you all have given us trying to maneuver through this process. We do qualify for the abandonment program for the toxic metals in the yard, so they are helping us do the yard and we are starting early next month. Some of the outdoor exterior work has to wait until that is finished in order to get a proper estimate. And we plan to put a sprinkling system in when they dig up the yard to mitigate costs. And Quilicy Glass is on call to install the windows as soon as we get approval. Dale asked the sprinkling system for the yard have

we funded those in the past. Karen states that we have participated in the past specially to protect land scaping investments that we help people make, mostly on commercial projects but we have done residential as well. Kelsey also stated that as a rental property we want to make sure it's taken care of and no have to depend on the tenants. And I also met with Kate about the rot iron fence in the front and figure out things to keep the esthetic.

Bob Brown made a motion that was seconded by Bob Worley to approve a grant in the amount up to \$1,160.25 or 25% of the eligible cost of the property interior improvements at 307 W. Quartz St. The motion carried unanimously.

**f. 61-69 E. Park Street – Ensitio Design-Leslie**

Interior Structure

Project Cost - \$745,177

The applicant is seeking matching grant funds for structural rehabilitation. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$150,000 or 25% of the eligible costs.

Leslie states that the interior walls that are supposed to be load bearing and don't support anything, and we need to have new footings poured for them and then the slab. We don't know how much of the structure that we must replace. And Langlus has done a good job of trying isolate with DC, we do have structural engineering that is about 25% so hopefully we won't find anymore. But what they are doing is developing a scope and working up the details for us to go through the rest of the process. We are renovating it for residential on the 2<sup>nd</sup> floor and most of the 1<sup>st</sup> floor and then there is commercial on the 1<sup>st</sup> floor as well as the lower level. So, we will be locating stairs and for access and configuration for circulation. Filling in abandoned stair openings framing new stairways, even though there is still some good structural left on the building a fair amount of that interior structure is going to be replaced and the northeast is the major focus. And you can see where the clouds are the amounts well exceed the \$745,177. Bob Worley asked these projects are side by side and you are doing them at the same time. Mr. Montoya added that economically it works out so much better to have more than one project when you have Langlus and having them on board watching the building is worth its weight in gold. Leslie also added that it is one tax property.

Bob Brown made a motion that was seconded by Stephen Coe to approve a grant in the amount up to \$150,000 or 25% of the eligible cost of the property interior improvements at 61-69 E. Park St. The motion carried unanimously.

**g. 13 W. Broadway – Club 13 – Mandelbaum – Jason Davis**

Interior Improvements

Project Cost - \$235,726

The applicant is seeking matching grant funds for electrical upgrades, plumbing repairs, and structural rehabilitation. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$58,931 or 25% of the eligible costs.

Jason states my business partner, and I bought the Club 13 building about 6 months ago with the thought of renovating it, rehabilitating, and saving it. Obviously, our ultimate goal is to put a branch office for our firm on the main floor and the upper level will be temporary short stay place for the time being to get some income off of that space. Our hope is that our branch office does really well in Butte America, and we end up taking over that 2<sup>nd</sup> floor with offices. A little bit about our firm we have an office in Helena and Bozeman we are founded in Helena. I'm a Butte boy grew up here became an architect because of the buildings uptown Karen has heard me tell the story many times. When we started to see what has been happening in Butte and frankly Butte has blessed our firm so much over the last 5 6 7 years, we have gotten so much great here including water park, the club house at Highland View all of the schoolwork. Hopefully all of you have been to East Middle School since it has been completed. For me it's been a dream to buy a building in Uptown Butte. This building needs a lot of love ultimately, we will be coming back in front of you all to talk about our exterior improvements, but our ultimate goal is to take the façade back to the original. We have a picture I believe the 30's judging by the cars in the photo and the building had a great store front. Tons of brick repair needed new windows and it's pretty much a full redo. At this point we know that a lot of the structure's repairs necessary the electrical, the mechanical and the structure all needs help and that is what we are here for today. Karen states I really want to thank Pauline the staff and Dale for getting this taken care of when I was not here. Dale states I can't take any of the credit Pauline and Sherry in your absence pulled this together kind of in the 11<sup>th</sup> hour. Dale said this was perfect timing with this being the end of our fiscal year. Karen thanks Jason for the years of goating him constantly about having a presence in Butte I want to thank SMA, I am thrilled they are here.

Stephen Coe made a motion that was seconded by Bob Worley to approve a grant in the amount up to \$58,931.50 or 25% of the eligible cost of the property renovation at 13 W. Broadway Street. The motion carried unanimously.

## **7. BUTTE LOCAL DEVELOPMENT LOAN PROCESSING AGREEMENT – Kelly**

Karen states that we do have an annual agreement that we have entered into with the Butte Local Development Corporation to help us with our loan processing and consultation with different projects, developments and projects. The dollar amount is staying the same for this fiscal year we are requesting the exact same contract as we have in the past. There has been some transition at the BLDC in terms of staff and Kelly is the acting director right now so that is why Kelly is representing the BLDC today. I think it's pretty straight forward I don't know if the board has any questions. I find a huge value in having this contract with the BLDC. It allows Mike Archer as you have met as our new point of contact with them on loan applications now. Mike has done an amazing

job and we are working very well together. And there are a lot of times we have projects that we consult on that don't come to fruition. So there is a lot that you don't see as a board, you don't see it unless it's successful or we are bringing something to you for a project. I really value the work they do with us and of course would encourage you to approve the contract again so that we can continue to use them on all of our projects. Bob Brown states in looking over the financials it looks like we have roughly a quarter of a million, 2.5 million to spend and we are spending \$250,000 on overhead. Is this a part of the overhead? Karen continues this is part of our loan fund admin. Bob Brown states but it's part of that money right, I'm mean we were already operating this thing on roughly 10% of the proceeds. That is pretty remarkable. Karen states I would say that our districts as a whole for Butte Silver Bow our admin expenses when we compare them with other districts across the state ours are very low. I think that is because we push ourselves and spread ourselves a little thinner but it's the way we do this as a part of what Community Development does in utilizing our current staff. Bob Brown states I think the reason you guys are successful is because it's an integrated process and including the BLDC and all the different players, having some roll at the table, can't help be a Cinergy that helps. Karen continues it does help and keeps everyone going in the same direction because we are all part of the same project in moving them forward. In other cities you hear about the folks being at odds with their EDO's or their county, city, chambers that is not how we role here. Dale states that the only question I had and I'm sorry I didn't ask Pauline Friday when I was in the office, this is just for clarification for me, I was wondering if I could get the amounts of money that we have paid in excess of 15 hours per month on any projects that we have expended. Karen states we would just need to review the invoices, Pauline is probably not familiar with what those invoices look like, but Kelly could probably put those from Audrey at the BLDC, the invoices where we went over. We have only a few times gone over. I think the last one that took a little extra time was the Finlen Hotel and that loan was extremely difficult and a lot of behind-the-scenes time. Bob Brown would also like to know for the whole board.

Stephen Coe made a motion that was seconded by Kevin Patrick to accept the agreement with the BLDC as presented. The motion carried unanimously.

## **8. MASTER PLAN UPDATE**

Karen states that I don't think I have anything to add from what I covered above except the final plan is available on the Uptown Butte Master Plan web site. We are getting hard copies of the plan as well that will be in our office. I didn't plan on printing any due to the size. If anybody would like to review a hard copy, we will have them in our office, and you can come take a look. Bob Brown asked when do you anticipate that you will be coming back to us to get help with the Master Plan projects? Karen stated that it could be as soon as next month. If we hear back on the planning grant from the State of Montana for the light study, I will be asking for matching grant funds to hirer that professional and start getting that design done. Bob Brown asked how does that differ from what we paid to do the original study? Karen states that was the original plan so in the implementation chapter 6 there is every project that we sort of agreed upon as something we are moving forward on as a project or an action item. What's different now is we will start to fund individual projects that actually

will get done. So, the first step in a lighting plan is to hire a professional engineering firm to design that pedestrian lighting plan and that is what I will be asking matching grant funds for and then we get some estimated costs for that plan and then we would put that out for bid documents. Bob Brown asked when is this Master Plan to be completed in theory? Karen states it's always going to be there, and it can be updated but it's a living document that will be updated every 5 years or so. Just like a transportation plan, comprehensive plan, or a housing study you want to continually update the plan. Stephen Coe states I think that the fact this was adopted into the comprehensive plan is a huge step forward. And I think we are about to start our implementation meetings what next month Karen? Yes, thank you for bringing that up and thank you for your time and hard work Stephen.

## **9. PUBLIC COMMENT**

## **10. OTHER ITEMS**

Karen states that the only thing I would bring up is that we will look for an official venue change for our meetings. Whether or not we fill the room I feel it would be more comfortable. I'm going to suggest either the Archives or the Business Development Center conf. room at 305 West Mercury. Stephen states that I would offer as a back up the conf. room at WET.

## **10. ADJOURN**

Stephen Coe made a motion that was seconded by Bob Worley to adjourn the meeting at 10:05 a.m. The motion carried unanimously.