

**MEETING OF THE EAST BUTTE RENOVATION & REHABILITATION AGENCY
THURSDAY, AUGUST 11, 2016
FIRST FLOOR CONFERENCE ROOM, COURTHOUSE
155 W. GRANITE**

Members Present: Mark Rule, Dave Palmer, Chuck Krause, Melissa O'Dell

Members Absent: John Morgan

Others Present: Kellee Anderson, Extension Agent & Friends of the Urban Forest, Phillip Cammack, Friends of the Urban Forest

Staff Present: Karen Byrnes, Sherrie Walsh

1.0 Chuck Krause called the meeting to order and determined there was a quorum.

2.0 Directors Report – Karen reported that she had nothing new to report.

3.0 Mark Rule moved, seconded by Dave Palmer to accept the minutes as presented. Karen reviewed the June projects and stated that due to the staff shortage in her department, the activity and funds had not been updated. Dave Palmer moved, seconded by Mark Rule to accept the financials as presented.

4.0 Public Comment – None

5.0 Budget FY 2016-2017 – Karen gave an overview of the budget numbers for the new fiscal year. Karen stated that there were increase in some of the line items in the new budget. Karen talked about new buildings and getting projects going.

Karen reported that she is bringing Keith Kemble, RRA Financial Consultant contract before the RRA Board. Karen stated that she is retiring at the end of this fiscal year, which is June 30, 2016. Karen reported that Keith is asking for her contract to be increased from \$2,500 dollars to \$5,000 dollars for the new fiscal year, which is July 1, 2016 to June 30, 2017. Karen stated that an adjustment in the new budget could be made if the RRA Board approves the increased salary in Keith's contract. Karen stated that the increase is warranted with the budgets and projects and would have a minimal impact on the budget. Mark Rule asked if Keith sends an itemized bill for her services. After questions and discussions by the RRA Board, Karen stated that she will ask Keith for documentation to justify the increased salary request. Mark Rule moved, seconded by Dave Palmer to table the approval of Keith Kemble, RRA Boards Financial Consultant, contract with the increased salary until the documentation is received and reviewed. The motion passed unanimously.

Mark Rule moved, seconded by Dave Palmer to approve the July 1, 2016 to June 30, 2016 budget as presented.

6.0 Friends of the Urban Forest – East Butte Planting Projects – Request for Matching Funds - Kellee Anderson, Friends of the Urban Forest reviewed the handout and design for the Victory Circle project that she handed out to the RRA Board. Kellee stated that in partnership, MSU Extension, Butte-Silver Bow and Friends of the Urban Forest, would like to propose street tree planting and find a partner to find the remaindering funds needed to install the full design at Victory Circle. Victory Circle is a pocket park designed as an outdoor gathering space in Uptown Butte. The pocket park is located at the corner of Park and Arizona streets in the Historic Uptown Butte. The Victory Circle is a public green space and the corridor to Uptown Butte. Kellee stated that Victory Circle would replace the Heritage Park. Kellee pointed out that the site plan incorporates significant native vegetation, hardscaping, benches and a small performance stage and community bulletin board. It will also incorporate a large spruce tree to serve as Butte's new community tree. Kellee stated that the Victory Circle project will utilize trees, native plants, and grasses to transform this vacant, unbuildable parcel into a spectacular, vibrant community space. Kellee stated that there will be a permeable patio and walk ways, a pergola, saved from Heritage Park, single and double backed benches, and informational; community posting boards and a public art space. Also, the other features of Victory Circle will be many trees, shrubs and perennial landscaping. Beyond the site plan and landscape design, will be the inclusion of three Linden street trees on the west side of the park to provide the space with enclosure. Sidewalk cuts will be made to allow the Forestry Board to continue adding street trees. Markers and placards will be added to the garden to teach plant identification and inform the community of what types of plants grow successfully in Butte. Kellee reviewed the different ways of how the education of Victory Circle will be demonstrated. Kellee hopes to have the Alma Higgins tree put in Victory Circle by Christmas.

The RRA Board had questions and discussion regarding not having native grass in Victory Circle. Kellee stated that there will be decorative tall grasses, Kentucky blue grass etc.

Kellee stated that Butte-Silver Bow had filled in, sodded and put an irrigation system in Victory Circle.

Mark asked who will maintain Victory Circle. Kellee stated that Butte-Silver Bow Developmental Disabilities Council (BSBDDC) has partnered to provide a unique public-private partnership that will result in vocational training and sustainable care for the site. These individuals will be paid by BSBDDC. They will maintain Victory Circle in the summer months with Butte-Silver Bow maintaining the park in the winter months.

The total cost of the Victory Circle project is \$47,800 dollars and to date has \$34,000 dollars funded for the project. Kellee reported that the Friends of the Urban Forest had received a \$10,000 dollar grant from Tree City and used \$1,000 dollars for Arbor Day celebration expenses and a \$25,000 dollar grant from SARTA. The amount remaining that is needed to complete the Victory Circle project is \$13,800 dollars.

Kellee then stated that Friends of the Urban Forest would like to additionally make the side walk cuts and add 12 street trees in 2016 along Park Street, Arizona Street and in the future Mercury Street to enhance the East Side. Each tree and side walk cut will cost about \$350.00 dollars. The

total cost would be \$4,200 dollars. The Friends of the Urban Forest were asking for \$18,000 dollars to cover the addition of street trees and to complete the Victory Circle project.

The RRA Board had questions and discussion on the tree that would go in the middle of Victory Circle. Kellee stated that the Alma Higgins tree could go in the middle and a spruce tree could go in the back of Victory Circle. Kellee stated that the spruce could be a 7' tree, but is trying to find a larger tree to transfer. Kellee stated that there could be one in Helena, and that they are expensive.

Mark asked if Kellee had put in any over budget expenditure monies. Kellee stated that the Civic Improvement Group had some trash can receptacles left that could be installed at Victory Circle. Also, Kellee stated that she is thinking of how to be creative with the cement slabs. The gravel will remain that is currently at Victory Circle. The Civic Improvement Group is providing a shed that is going to be built and a couple of bike racks that will be installed.

Dave stated that he is against the native grasses and tall clumps of grasses, and would like a big tree planted in Victory Circle in the beginning. Also, Kellee stated that the Before I Die sign will be removed from the Victory Circle.

Karen stated that she likes the project and that staff is recommending approval from the RRA Board.

Dave Palmer moved, seconded by Melissa O'Dell to approve the funding of \$13,800 dollars for the Victory Circle project. Also, in the motion, Dave stated that there not be any native grass in Victory Circle. The motion passed unanimously.

7.0 Columbia Gardens Water Tower Project – Karen reviewed the Columbia Gardens Water Tower Project with the RRA Board. Karen gave an overview of the Columbia Gardens Water Tower from the beginning of being built to the current situation. Karen stated that she had applied for a grant with SARTA to stabilize the water tower and was denied funding. Karen stated that she would like to begin this project and would like to put out a Request for Proposals (RFP) for a design build contractor that could make decisions to get the tank stabilized and cleaned out. Karen is estimating that the cost to start would be approximately \$34,000 dollars, but would like a proposal from the RFP. Karen stated that Mary McCormick, Historical Preservation Officer, and J.P. Gallagher, Parks and Recreation, would be involved in this process. Where the water is located now, next to the Belmont Center is a public green space. Also, Karen stated that Butte-Silver Bow is the owner of the water tower. Karen stated that there were grants with Jim Jarvis, former Historic Preservation Officer, that allowed Butte-Silver Bow to initially stabilize the water tower with some bracing. The water tower needs to be filled with water, as it is a barrel. Karen will come back to the RRA Board with cost estimates at the September meeting.

Karen will e-mail the RRA Board with a September meeting date. The members stated that September 8th would be a good date for the next meeting.

8.0 None

9.0 There being no further business, Chuck Krause moved, seconded by Mark Rule to adjourn.