

**MINUTES OF THE
EAST BUTTE RENOVATION AND REHABILITATION AGENCY
BOARD OF DIRECTORS**

May 7, 2020

1. **CALL TO ORDER AND ROLL CALL** – John Morgan called the meeting to order at 9:01 a.m.

MEMBERS PRESENT: John Morgan, Melissa O’Dell, and Paul Babb

MEMBERS ABSENT: Chuck Krause and Mark Rule

STAFF PRESENT: Karen Byrnes, Director; Brianne Downey, Financial and Project Manager; and Susan Powell, Secretary

CONSULTANTS: None

GUESTS: None

APPLICANTS PRESENT: Carrie Leary, Applicant; Chad Silk, Applicant; and Lisa Randall, Applicant

2. **APPROVAL OF MINUTES**

Paul Babb made a motion that was seconded by Melissa O’Dell to approve the minutes from February 13, 2020, meeting as presented. The motion carried unanimously.

3. **PUBLIC COMMENT**

None.

4. **FINANCIAL REPORT**

Brianne Downey, Financial and Project Manager, went over the Financial Report with the RRA Board. A copy of the Financial Report is made part of these minutes.

Melissa O’Dell made a motion that was seconded by Paul Babb to accept the Financial Report as presented. The motion carried unanimously.

5. **GRANT TAKE BACK**

Brianne Downey talked to the Board about a request for a grant take back on a portion of a project for Joe Floreen in the amount of \$5,145.02 for the painting portion at the Sewell

Building as indicated in the Memo dated May 7, 2020 (Memo is made part of these minutes). The prismatic glass portion of the grant took longer than anticipated so Joe did not get to the painting of the building.

Melissa O'Dell made a motion that was seconded by Paul Babb to approve a grant take back in the amount of \$5,145.02 for Joe Floreen at 215/221 East Park Street, for painting at the Sewell Building to be re-appropriated back into the East Butte RRA. The motion carried unanimously.

6. **DIRECTOR'S REPORT**

Karen Byrnes discussed with the Board about the budget process for the 2020-2021 Budget Year at Butte-Silver Bow. Karen explained to the Board that she forgot to mention to the URA Board at the last URA Board meeting about the possibility of them forgiving the remainder of the loan that URA loaned to RRA. Karen will bring the request to the URA Board at the next scheduled meeting.

7. **GRANT REQUEST**

a. **209 Curtis Street - Anemos, LLC**

Building Redevelopment

Project Cost \$69,262.00

The Applicant, Lisa Randall, was present at the meeting by phone. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for the improvements to the residence. The improvements included foundation repairs, electrical and plumbing upgrades, heating system, landscaping and repairs to the rear porch. The Applicant has provided all necessary documentation. The project has been approved by the Historic Preservation Commission.

Staff recommended a grant in the amount up to \$20,778.60, or 30% of the eligible costs associated with this project.

Paul Babb made a motion that was seconded by Melissa O'Dell to approve a 30% grant in the amount up to \$20,778.60 to Lisa Randall, Anemos, LLC, for foundation repairs, electrical and plumbing upgrades, heating system, landscaping and repairs to the rear porch at 209 Curtis Street. The project has been approved by the Historic Preservation Commission. The motion carried unanimously.

b. 102 Madison Street - Chad Silk
Property Improvements
Project Cost \$5,100.00

The Applicant, Chad Silk, was present at the meeting by phone. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for the improvements to the commercial property. The improvements include the addition of an underground sprinkler system and landscaping. The Applicant has provided all necessary documentation. The project has been approved by the Historic Preservation Commission.

Staff recommended a grant in the amount up to \$2,550.00 or 50% of the eligible costs associated with this project.

Melissa O'Dell made a motion that was seconded by Paul Babb to approve a 50% grant in the amount up to amount \$2,550.00 to Chad Silk for an underground sprinkler system and landscaping system to the property at 102 Madison Street. The project has been approved by the Historic Preservation Commission. The motion carried unanimously.

c. Casagranda's Steakhouse, 801 South Utah Street – Carrie Leary
Building Redevelopment
Project Cost \$305,842.00 + \$40,917.00 = \$346,759.00

The Applicant, Carrie Leary, was present by at the meeting by phone. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for the redevelopment of the restaurant. The exterior improvements include demolition and excavation of the existing awning and decking, new concrete work, new steel structure awning, decking and handrailing. New electrical is also included in the project. The Applicant has provided all necessary documentation. The project has been approved by the Historic Preservation Commission.

Staff recommended a grant in the amount up to \$69,351.98, or 20% of the eligible costs associated with this project.

Melissa O'Dell made a motion that was seconded by Paul Babb to approve a 20% grant in the amount up to \$69,351.98 to Carrie Leary, Casagrands' Steakhouse, for exterior improvements and new electrical at 801 South Utah Street. The project has been approved by the Historic Preservation Commission. The motion carried unanimously.

8. WATER TOWER PROJECT – CONTRACT WITH CENTENNIAL CONCRETE

Karen Byrnes reported to the Board that we did go out for another Request for Proposals and that we received three responses back for the RFP for the water tower project. Centennial Concrete was picked for the amount of \$36,570.00 for Component 1 – Tank Rehabilitation. This would include to stabilize, clean, and secure the door on the water

tower. They will also remove the rotten wooden supports under the water tower. The RRA Board had a discussion regarding the water tower.

The RRA Board members present at today's meeting agreed to table the Contract for the water tower project for more discussion at a full Board meeting before making a decision to approve the Contract with Centennial Concrete to make sure we are all on the same page. There are more questions that they need to ask before we move forward.

9. OTHER ITEMS

None.

10. ADJOURN

Paul Babb made a motion that was seconded by Melissa O'Dell to adjourn the meeting at 9:54 a.m. The motion carried unanimously.