

MINUTES OF THE MEETING
URBAN REVITALIZATION AGENCY
May 26, 2020

MEETING WAS CONDUCTED BY PHONE CONFERENCE

1. **CALL TO ORDER AND ROLL CALL** – Dale Mahugh called the meeting to order at 8:34 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:

GUESTS: Mary McCormick, Historic Preservation Officer; George Everett and Julia Crain, Uptown Butte Street Features

APPLICANTS PRESENT: Jeff Zimmerman, Applicant

2. **APPROVAL OF MINUTES**

Stephen Coe made a motion that was seconded by Jim O’Neill to approve the minutes from the April 28, 2020, meeting with the correction to change the word sustained to abstained in the approval of the February 25, 2020, minutes. 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.

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

4. **GRANT TAKE BACKS**

Brianne Downey explained to the Board the outstanding balances for seven grants recommended to take back to be re-appropriated as indicated in the Memo dated May 26, 2020. Memo is attached to these minutes. Three of the grants are for the O’Rourke Building, they are well over a year. We thought it would be best to take back the grants for

the O'Rourke and start afresh. They will get new bids and estimates for the work that needs to be completed.

Bob Worley made a motion that was seconded by Jim O'Neill to approve the grant take backs in the amount of \$70,800.00 for the grant projects as indicated in the Memo dated May 26, 2020, to be re-appropriated back into the URA. The motion carried unanimously.

5. DIRECTOR'S REPORT

Karen Byrnes did an update on the status of the Phoenix Building Development Agreement. The Agreement still has a year remaining for them to complete that work.

Karen Byrnes explained that on June 1, 2020, Montana will start Phase Two for COVID-19 restrictions. The Courthouse will be open and we can talk about the next URA Board meeting being in the Courthouse. The budget process is still unknown, we still have to wait and see how the second half tax payments come in. As soon as we are able to get further into the budget process, hopefully we can have a presentation at our June meeting.

Bob Worley asked what was going on with Mountain View Methodist Church, Dave Goodwin. Karen Byrnes answered that Dave has sold the property in Bozeman and has moved to Butte. He is currently living in a long-term Airbnb situation. He is in the process of working with us in developing his plan of how he will pay down his agreement to us and move forward with his plans at the church. He has continued to do improvements at the church on the interior. There will be more information and discussion at the next URA Board meeting on paying down the debt to us and his plans to move forward.

6. GRANT REQUESTS

a. 625 North Main Street – Nancy Woodruff and Steve Thompson

Exterior Upgrades
Project Cost - \$21,165.00

The Applicant, Nancy Woodruff and Steve Thompson, was not present at the meeting. A copy of the application is made part of these minutes. The Applicant is seeking matching grant funds for exterior improvements to the residence. The improvements include window repairs and painting. The Applicant has provided all necessary documentation. The Applicant has also consulted with the Historic Preservation Officer and received approval from the Historic Preservation Commission.

URA Staff recommended funding in the amount up to \$5,291.25 or 25% of the eligible costs.

No action was taken on this project because Applicant was not present at the meeting.

b. 101 West Quartz Street – O’Rourke Building LLC – Jeff and Danielle Zimmerman

Electrical Improvements
Project Cost - \$14,980.00

The Applicant, Jeff Zimmerman, 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 electrical improvements to the building. The 1200-amp service along with conduits for panel feeds. The Applicant has provided all necessary documentation. Jeff Zimmerman stated that they plan on having the south portion completed within six months and rented.

URA Staff recommended funding in the amount up to \$3,745.00 or 25% of the eligible costs.

Robert Brown made a motion that was seconded by Stephen Coe to approve a 25% grant in the amount up to \$3,745.00 to Jeff and Danielle Zimmerman, O’Rourke Building, for electrical improvements to the building at 101 West Quartz Street. The motion carried unanimously.

7. UPTOWN STREET FEATURES

George Everett and Julia Crain were present at the meeting by phone. Karen Byrnes stated that this is a project that they have been working on for quite some time trying to get funding put together to try to make this project a reality. We all know that it is time to update our planters and garbage cans in Uptown Butte to make them more efficient and aesthetically pleasing. The garbage cans are from the 1980’s and they really need to be updated. We have lost a lot of planters. We are partnering with Mainstreet, we are working with SARTA, and we tried to get Main Street Montana funds into this project also, we were unsuccessful in that endeavor. If we want to get the whole project done -- planters, garbage cans, and can liners, the entire project would be about \$54,000.00. The URA would be asked to participate \$33,800.00. These would be up to award amounts so that we can shop and get the best deal for what we priced out. URA staff recommended to provide some funds towards this project in the amount up to \$33,800.00.

Bob Worley made a motion that was seconded by Jim O’Neill to approve a grant up to \$33,800.00 in URA funds for the Uptown Butte Street Features Replacement Plan project for new planters, new cans and containers. The motion carried unanimously.

8. EAST BUTTE RRA LOAN RECEIVABLE – Discussion of Forgiveness

Karen Byrnes explained to the URA Board that the East Butte RRA District is set to sunset in terms of tax increment collections, our last collect would be May of 2021. Our Board here with the URA worked very closely with the establishment of the new District in East Butte

back in 2005 and URA went ahead and made a loan to them that was then loaned back out to a project that is Water and Environmental Technologies (WET) new building that they built. The WET loan is in very good standing and they are always current on their payments to the East Butte loan fund. That loan fund in East Butte is growing very, very slowly but in accordance with the agreement that we made with them back in 2007, the East Butte District has been paying back the URA on an annual basis. When the East Butte District sunsets, we will still have a balance due back to the URA. There is a couple of different ways that we can handle this. The East Butte District can continue to make that payment back or pay it all off at once or the URA District could allow the remaining balance to be forgiven so that the East Butte District could continue to invest in projects in East Butte with those funds rather than pay them back to the URA. The balance owed to the URA as of today is \$120,000.00 and East Butte RRA is scheduled to make a \$30,000.00 payment to URA in June and that would bring that down to \$90,000.00.

The URA Board discussed the request for forgiveness of the loan made to East Butte RRA and did not agree to forgive the RRA loan.

9. MOTEL 6 ROOF/FOUNDATION WALL POSSIBLE PROJECT DISCUSSION

Karen Byrnes explained to the Board that we have been working with the property owner with the issues that are happening over at the Motel 6. There is a partial collapse of a roof and it is not over the hotel section, it is over a garage storage, it is not part of the main building of the hotel. The foundation wall work is also under that same portion. This is not impacting the people that are staying in the motel. This is a separate part of the building. This is a complicated project and the property owner has been working with DCI Engineers to get some engineered drawings and plans put together. It happened back in September and so the property owner has been trying to work with contractors and engineers to get a plan put together. Our local Enforcement Officers with Building and Code and Community Enrichment have noticed the property owner that they need to fix this roof and foundation soon. We received some estimates from them last week and they seemed really high. We are going to continue to work with this property owner to see what he can put together. We just wanted to bring it up to the Board to let you know that we are working very closely with this property owner and hopefully we will bring something back to this Board at another time of a complete project. There is a lot more information to come and there will be more discussion on this project.

10. PUBLIC COMMENT

There was no public comment

11. OTHER ITEMS

No other items.

12. ADJOURN

Jim O'Neill made a motion that was seconded by Bob Worley to adjourn the meeting at 9:50 a.m. The motion carried unanimously.

URA Minutes-05-26-2020