

MINUTES OF THE MEETING
URBAN REVITALIZATION AGENCY
January 22, 2019

1. **CALL TO ORDER AND ROLL CALL** – Dale Mahugh called the meeting to order at 8:35 a.m.

MEMBERS PRESENT: Dale Mahugh, Robert Brown, Jim O’Neill and Bob Worley

MEMBERS ABSENT: Stephen Coe

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

CONSULTANT: Adam Benson, Director of Loan Services, Butte Local Development Corp

GUESTS: Mary McCormick, Historic Preservation Officer

APPLICANTS PRESENT: Peggy Dallaserra, Applicant; and Ed Staack and Brian Staack, Applicant

2. **APPROVAL OF MINUTES**

Bob Worley made a motion that was seconded by Dale Mahugh to approve the minutes from the December 21, 2018, with the correction that Robert Brown was not present at the December 21, 2018 meeting. The motion carried unanimously.

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 reported that there are a few loans that are past due. Metals Bank is late on their loan by 37 days and Brianne has talked to Ray Ueland and expect a payment within the week. Silver Bow Properties is late on their loan and they are 86 days behind and they have been contacted through several resources. Upon on Main is late on their loan and they have been contacted and said that a check has been mailed. Karen Byrnes told the Board that she has talked to the Treasurer’s Office and the Budget Office to allow us (URA)

to receive electronic payments, right now we cannot. There will be more to come on electronic payments.

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

4. **DIRECTOR'S REPORT**

Karen Byrnes reported to the Board that we have had conversations with Wishrock and they have asked to terminate their Option Agreement with Butte-Silver Bow. What that means is that they no longer want to pursue purchasing the building, they will still pay for what they agreed upon, holding costs for the structure for that time period through March. Right now, Butte-Silver Bow is weighing a couple of different options but not ready to announce the options at a public meeting yet because we have to figure out how real it is before we talk about it publicly. Karen will keep the Board apprised of what is going on. We do have some options on the table so within the next few weeks we will have a clearer picture of going forward of what we are going to do.

Karen Byrnes told the Board the we are working on another Urban Renewal District, it would be on the flats and it would be around the mall. We are toying with that idea so we are going to start drawing some boundaries and having some internal discussions first and then bringing that public but we think it would be very useful.

5. **GRANT REQUEST**

a. **303 West Park Street – Butte Academy of Beauty Culture**

Signage

Project Cost - \$4,624

The Applicant, Peggy Dallaserra, was present at the meeting. The Applicant was seeking matching grant funds for a double faced, illuminated display sign. The Applicant has provided the necessary documentation. The Applicant has consulted with the Historic Preservation Office and provided the necessary documentation. The Historic Preservation Officer has provided tentative approval for this project.

URA Staff recommended funding in the amount up to \$1,156 or 25% of the eligible cost.

Robert Brown made a motion that was seconded by Jim O'Neill to approve a 25% grant in the amount up to \$1,156 to Peggy Dallaserra for a double faced, illuminated display sign at 303 West Park Street , Butte Academy of Beauty Culture. This is a tentative approval contingent upon HPO approval. The motion carried unanimously.

b. **104 East Mercury – Staack's Motor Sports**

New Construction - Warehouse

Project Cost - \$182,000

The Applicant, Ed Staack and Brian Staack, were present at the meeting. The Applicant was seeking matching grant funds for the construction of a new warehouse. The proposal is for labor and materials for the construction of a 60' x 80' shop building. The Applicant has provided the necessary documentation. The Applicant has consulted with the Historic Preservation Office and provided the necessary documentation. The Historic Preservation Officer has provided tentative approval for this project.

URA Staff recommended funding in the amount up to \$45,500 or 25% of the eligible cost.

Jim O'Neill made a motion that was seconded by Robert Brown to approve a 25% grant in the amount up to \$45,500 to Ed Staack for the construction of a new warehouse at 104 East Mercury Street, Staack's Motor Sports. This is a tentative approval contingent upon HPO approval. The motion carried unanimously.

6. REVISED PROGRAMS AND APPLICATION FOR BOARD APPROVAL

Karen Byrnes explained to the Board that one of the major changes on the revised programs for the grant application is on the last page of the application under "To be filled out by URA Staff" and that is the Building Code – Permit Review. We want to make sure that folks are aware that they need to go speak the Planning Office and Historic Preservation before they start the work. We are just trying to streamline the application process to make sure everyone is on the same page before anything starts. The Board suggested to have a check box added for property taxes. Robert Brown had a correction on the last page in the fifth paragraph, second sentence to add the word will (the URA will notify) and add a comma after 12 months. Karen Byrnes suggested another thing to add is the W-9 language.

Bob Worley made a motion that was seconded by Jim O'Neill to approve grant application programs and application as presented with changes as amended suggested. The motion carried unanimously.

7. PUBLIC COMMENT

No public comment.

8. OTHER ITEMS

Karen Byrnes talked about that we hired the Grant Writer Special Projects Coordinator position in Community Development. Shelly Cleverly is now working for us in our Community Development Office. She will be in our office under Karen's supervision. She

started working on some special projects we had identified in terms of recycling in our community is one of the special projects and then she will be working on a lot of different grant applications that come not only through our office but all of the offices of Butte-Silver Bow.

Karen Byrnes reported to the Board about the East Butte District, we are currently getting ready to kick off our project with infrastructure analysis in East Butte. Water Environmental Technologies have been hired to do that. Once we go through that process, we may be bonding for a project in that District.

Karen Byrnes told the Board that she does have the Development Agreement completely drafted with the Phoenix Building, it is in their hands right now for their review – more to come on that.

9. ADJOURN

Jim O’Neill made a motion that was seconded by Bob Worley to adjourn the meeting at 10:15 a.m. The motion carried unanimously.