

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

April 1, 2021

MEETING WAS HELD IN PERSON AND BY PHONE CONFERENCE

1. **CALL TO ORDER AND ROLL CALL** – Chuck Krause called the meeting to order at 9:02 a.m.

MEMBERS PRESENT: Chuck Krause (in person), Mark Rule (in person), Melissa O'Dell (in person), John Riordan (in person), and Paul Babb (by phone)

MEMBERS ABSENT: All Present

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

CONSULTANTS: None

GUESTS: Mary McCormick, Historic Preservation Officer

APPLICANTS PRESENT: Lisa Wade, and Oscar Mayorga, Applicant (by phone); and Mike O'Dell, Applicant (in person)

2. **APPROVAL OF MINUTES**

Mark Rule made a motion that was seconded by Melissa O'Dell to approve the minutes from March 4, 2021, 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 Mark Rule to accept the Financial Report as presented. The motion carried unanimously.

5. **DIRECTOR'S REPORT**

Karen Byrnes explained that we are wrapping up what will be our final budget year to budget for the East Butte District coming up. Our goal will be to expend or budget to our greatest authority. So, we will try to get all of our funds out there so we can make sure that we have all of our projects covered going forward and setting up transfer authority if we do not have enough projects to basically take up all of our funding. We would put it into a loan fund would be a strategy we could go after so we would have that revolving loan fund into perpetuity as we move forward. More budget talk at our next meeting.

Karen reported that over all we have survived the Legislative session so far really well in terms of tax increment financing. There is a couple of really bad bills toward the end here these last few weeks but the State really rallied all of our colleagues around the State. Karen thinks we are going to be okay there but you never know.

Mark Rule made a motion that was seconded by John Riordan to approve the Director's Report. The motion carried unanimously.

6. **GRANT REQUESTS**

a. **209 Curtis Street – Anemos LLC**

Roofing

Project Cost \$6,768.00

The Applicant, Lisa Wade and Oscar Mayorga, 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 roofing on the residential property. The Applicant has provided all necessary documentation. The Applicant has also received approval from the Historic Preservation Office.

Staff recommended a grant in the amount up to \$3,384.00 or 50% of the eligible costs associated with this project.

Mark Rule made a motion that was seconded by John Riordan to approve a 50% grant in the amount up to \$3,384.00 to Lisa Wade and Oscar Mayorga, Anemos, LLC, for the roofing on the residential property at 209 Curtis Street. The Applicant has received approval from the Historic Preservation Office. The motion carried unanimously.

b. **712 South Arizona Street – SJ Perry Co – Mike O'Dell**

Exterior Improvements

Project Cost \$56,628.00

The Applicant, Mike O'Dell, was present at the meeting in person. A copy of the application is made part of these minutes. The Applicant is seeking matching grant

funds for exterior improvements to the commercial property. The improvements include new glass on the north, west and east side of the building as well as TPO roofing the main and office building. The Applicant has provided all necessary documentation. The Applicant has also received tentative approval from the Historic Preservation Office.

Staff recommended a grant in the amount up to \$16,988.40 or 30% of the eligible costs associated with this project.

Melissa O'Dell and Mark Rule abstained from voting on this project because of a conflict of interest.

John Riordan made a motion that was seconded by Paul Babb to approve a 30% grant in the amount up to \$16,988.40 to Mike O'Dell, SJ Perry Co, for improvements to include new glass on the north, west and east side of the building as well as TPO roofing the main and office building at 712 South Arizona Street. Mary McCormick, Historic Preservation Officer, feels that she can provide approval without having to take this project to the Historic Preservation Commission. The motion carried unanimously.

7. STORMWATER REALIGNMENT – EAST PARK STREET

Engineering services for the realignment of stormwater infrastructure to remove current infrastructure from crossing private lots. The scope of work is estimated at \$32,630.00. Scope of Work from Water and Environmental Technologies is attached to these minutes.

Karen Byrnes explained to the Board the discovery of this stormwater line crossing a piece of property that it probably should not. It was an unknown and now we do know about it. It totally fits in with what we should be looking at in terms of public infrastructure project that the East Butte District could manage and take on and partner with Public Works in getting this done because it is public infrastructure crossing private property, rendering that private property undevelopable and there is no easement in place. It is a really weird situation and it is left over from the past and how we used to do things basically. It is something that we have asked Water and Environmental Technologies, they have a task order with Butte-Silver Bow that we can add this to, to say can you investigate this and see what we need to do. Maps were passed around to the Board that shows where that stormwater line comes across the property. What we would look at doing is basically abandoning that line that is buried across the private property and then create a new line and hook into an existing other stormwater line. That would be our plan. That is kind of what they are looking at evaluating. What we would do, we would enter into a contract with Water and Environmental Technologies to pay for this additional work. Karen is suggesting that we pay for that additional work with East Butte funds.

John Riordan made a motion that was seconded by Melissa O'Dell to approve the contract with Water and Environmental Technologies to provide engineering design work in the amount up to \$32,630.00 for all 5 tasks listed in the Scope of Work for stormwater realignment on East Park Street. The motion carried unanimously.

8. WATER TOWER PROJECT UPDATE

Karen Byrnes updated the Board on the Water Tower Project. There has been quite a bit of activity at the Water Tower project. The contractor was able to get in there and get it completely cleaned out. He has the door in, he is getting the stairs placed, he has started the work on the bands, he is starting at the bottom and moving up. Water and Environmental Technologies has started their renderings and we have a couple of hand drawn renderings at the project of some scenarios of the concepts that they are working on. What we need to come up with now, is what we agree upon is that the final site concept for the area and then we are working with Eric Hassler and Departmental of Reclamation and Environmental Services, there is funding there to help us with a lot of this work especially when it is related to the beautification and the trails and things like that. It is moving ahead; we are excited that there has been some progress.

9. OTHER ITEMS

None.

10. ADJOURN

Mark Rule made a motion that was seconded by John Riordan to adjourn the meeting at 9:45 a.m. The motion carried unanimously.