

**MINUTES OF THE MEETING**  
**URBAN REVITALIZATION AGENCY**  
**July 25, 2023**

**MEETING WAS HELD IN PERSON AND BY PHONE**  
**CONFERENCE**

1. **CALL TO ORDER AND ROLL CALL** – Dale MaHugh called the meeting to order at 8:30 a.m.  
**MEMBERS PRESENT:** Dale Mahugh, Stephen Coe, Bob Brown, and Bob Worley  
**MEMBERS ABSENT:** Kevin Patrick  
**STAFF PRESENT:** Karen Brynes, Director, Pauline Giacomino, Kate McCourt HPO, and Sherry Carpino  
**CONSULTANT:**  
**GUESTS:** Cassie from BLDC, Mike with Mt. Standard on the phone  
**APPLICANTS PRESENT:** Michael Giacomino,

2. **APPROVAL OF MINUTES**

Bob Worley made a motion that was seconded by Stephen Coe to approve the minutes as amended from the April 25, 2023. Bob Worley abstained due to absence. The motion carried unanimously.

3. **FINANCIAL REPORT**

Bob Brown made a motion that was seconded by Bob Worley to accept the financial information as presented. The motion carried unanimously.

4. **DIRECTORS REPORT**

Karen Brynes states it's been busy with budget season upon us at Butte Silver Bow, so we have been working through our projections for our next fiscal year budget. So, our budgets won't be finalized in Butte Silver Bow until sometime in August. That's when we get certified values and so it's all the best guesses until then so that is what we are working on now. So, our budget could change slightly if those values come in different than what we projected most often it's an increase than anything else. It's fine for us because we operate on cash basically, we base our budget on our best guesses and then we operate on cash. We have some projects coming out for the uptown master plan those RFP's and RFQ's are being posted. Right now, we have an active one for the intersection improvements that's the dressing up of the crosswalks on Park Street that has been published. The lighting plan RFP will be published this Saturday and then the Wayfinding one will possibly be published next Saturday. I don't have that one quite finalized yet. And with the new and Mike is on the phone, and he can attest to this I don't know what the new legal ad

requirements are at the standard in terms of deadlines and when they are actually published has changed our schedules a little bit. State law requires that we use the newspaper, so we are, and we are working on that. Festival season in the city I think the folk festival was a rounding success. Absolutely huge crowds and reports of wonderful experiences. We are seeing a lot of interest in our community; we are having phone calls about what buildings are available and Pauline and I along with everyone else have been talking to folks that are interested in larger buildings in uptown Butte and walking them through with our partners at the BLDC as well. I spoke at Clear Water Credit Unions board meeting last night along with Shanna Adams about what is going on in Butte and about their investment in uptown Butte. How they are truly a community partner, they made a larger donation to Action Inc. last night of \$10,000 and they are also players in a lot of these projects. They want to be a part of redevelopment activities and it's a unique stance for a credit union to take. So, they are willing to loan on projects and willing to participate in local projects. Stephen Coe wanted to add that they awarded the BID RFP did you say that one? Karen states no I didn't say that one, thank you for the reminder. The BID, which is the Business Improvement District as Stephen stated we awarded that contract to help organize and establish that and go through the processes to Cascadia and that was with the help from our partners at the BLDC and Headwaters. And so, we are starting that process as well. That will be a lot of activity going on with that and we are thrilled about that. Our housing plan, thank you for mentioning that, for Butte Silver Bow is almost in its final form. We will have a draft of that this fall very shortly. In relation to that our office is leading an effort on community needs, public hearings and private specific public hearings related to apply for funds to the state. I will not bombard you with acronyms, but the department of commerce runs many block grant programs that come down through the federal government down to the state, your city has to be prepared to apply for those you have to have certain things in place before you can even submit an application and that's a series of public hearings and so we started those last week we will be meeting on more work in that area. A lot of them are related to affordable housing. I also met with some folks from Neighbor Works Montana. They do a lot of affordable housing work across the State along with BLDC and Headwaters works with them as well. They are very interested in doing some work in our community and so I talked with them for about an hour about contacts and where they should be and who they should be talking to and then also hook them up with some of our local housing agencies as partners. We are also working on a large affordable housing project in Uptown Butte. That would be 29 units of affordable housing, one of our large buildings. So, we will be working with those developers as well to get that underway. We have a lot of activities, and no one is bored and that is a good thing. Bob Worley stated you were going to be a presentation in Big Sky? Karen states I did do a presentation to the Big Sky Chamber of Commerce and talked them through the formation of tax increment financing related to a TEDD which is a Targeted Economic Development District. That is a tool that they have available to them. So, we talked through all of that, and the ins and outs and they did ask me if I could consult, and I had to decline that for I am not able to do that. They are very interested in the formation of a Targeted Economic Development District in that county. So that was a very good conversation. Dale states and that was Madison County correct. Karen stated yes this is the Big Sky Chamber of Commerce, but Madison County would be the ones leading the charge and the formation. Bob Worley asked if the county lines cross the Madison and the Gallatin. Karen states

they do its mostly Madison, but I do believe it's mostly Madison. Dale states all of the upper development is Madison County it kind of follows that mountain ridge and Madison County they don't feel that they get a lot of support from, other than tax base over there in Madison County because there is a road there that goes up over the top but it's private and closed off so they can't get access from the west side of the Madison. That has been a lingering problem for years and years. So hopefully they will see some benefit from this and thank you Karen for doing that.

5. **GRANT REQUEST**

a. **56 E. Mercury – Staack's Dewey Properties, LLC/Ed Staack**

Property Renovation  
Project Cost - \$92,313

The applicant is seeking matching grant funds to install a new roof, add heat and to insulate the building. The applicant has provided all necessary documentation within the application. The project has been reviewed and approved by the HPC. The URA Staff recommended funding in the amount up to \$23,078.25 or 25% of the eligible costs.

Ed just asked if anyone had any questions about the project, it's pretty straightforward. Dale agreed and stated I know that the outside looks very nice now. You guys really have done a good job, and this sounds like this will help bring the inside to fruition. Have you run into any snags. Ed states all of them. Stephen asked do you have plans yet for the building. Brian and Ed both confirmed that they do not, and we are just focusing on getting it done and next year we will focus on the land. So, we will concentrate on the inside for the winter. And then we will work outside with pavement and grass. Our goal is to make it look good beyond that it is anybody's guess, we have no plans. Bob Brown asked Pauline if she knew how much we have invested in this project overall in the last couple of years. Pauline states it looks like last fiscal year we granted \$109,000. Bob Brown states so we have been a significant partner in this process. Pauline confirms.

Stephen Coe made a motion that was seconded by Bob Brown to approve the amount up to \$23,078.25, a 25% of the eligible cost for 56 E. Mercury Street – Staack's Dewey Properties, LLC/Ed Staack. This project has been reviewed and approved by HPC. The motion carried unanimously.

b. **116 W. Park – Ted Ackerman**

Property Renovations  
Project Cost - \$26,490.38

The applicant is seeking matching grant funds to install new windows and doors along with adding exhaust fans. All necessary documentation within the application has been provided. The exterior components of this project are tentative upon HPC's approval.

The URA Staff recommends funding in the amount up to \$6,622.60 or 25% of the eligible cost.

Ted states there are a lot of moving parts here and the last person I have to deal with is Kate and I will get to her real quick. Bob Worley asked if Kate had looked at this project. Kate confirmed she has, and we will meet up and it will be on the agenda for next Tuesday. Bob Worley states doesn't look like any problems and Kate responded with it doesn't look like it.

Bob Brown made a motion that was seconded by Stephen Coe to approve the amount up to \$6,622.60 a 25% of the eligible cost for 116 W. Park Street – Ted Ackerman tentative upon HPC's approval. The motion carried unanimously.

**c. 647 – 649 S. Idaho – Brooke & Josh Passmore**

Exterior Improvements

Project Cost - \$14,857.80

The applicant is seeking matching grant funds to replace the roof. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$3,714.45 or 25% of the eligible costs. The project has been reviewed and approved by the HPO.

Brooke states that they own the property on South Idaho Street, and we are in need of a new roof because there is a leak in it now and it is old. We are ready to go on the roof and we will be doing some more projects and I spoke with Pauline about that in the future, but the roof is really in need now to get done. Bob Brown said the notes say that HPC approved it and Kate confirmed and said she had a great conversation with Brooke, and she said she would talk to the roofer to make sure they put it on the right way.

Bob Brown made a motion that was seconded by Bob Worley to approve a grant in the amount up to \$3,714.45 or 25% of the eligible cost of replacing the roof at 647 – 649 S. Idaho – Brooke & Josh Passmore. The motion carried unanimously.

**d. 65 W. Gold – Flynn Stormer**

Exterior Improvements

Project Cost - \$32,861.10

The applicant is seeking matching grant funds to replace the roof. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$8,215.28 or 25% of the eligible costs. The project has been reviewed and approved by the HPO.

Flynn states that he purchased that place about 8 years ago when he was working in the oil field and the roof leaks, so we need to put a new one on. It seems pricey to me so me and my brothers are going to do the tear off and the re-sheeting of it and it is still

that much money. If I can get my brothers talked into staying one more day with me, I will actually roof it myself too. Bob Brown asked if this was that rubberized kind of roof. Flynn confirmed and Bob made sure Kate was ok with this roof and Kate confirmed.

Bob Brown made a motion that was seconded by Bob Worley to approve a grant in the amount up to \$8,215.28 or 25% of the eligible cost of replacing the roof at 65 W. Gold – Flynn Stormer. And it has already been approved by the HPO. The motion carried unanimously.

**e. 664 S. Washington – Michael Giacomino**

Exterior Improvements

Project Cost - \$8,300

The applicant is seeking matching grant funds to paint the exterior. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$2,075 or 25% of the eligible costs.

Michael states my house has been sided several years ago and it just has a primer coat it's never been painted. So, I just want to get it all completed.

Bob Worley made a motion that was seconded by Stephen Coe to approve a grant in the amount up to \$2,075 or 25% of the eligible cost of painting the exterior at 664 S. Washington – Michael Giacomino. The motion carried unanimously.

**f. 110 E. Aluminum – Morning View Inc./Anthony Laslovich**

Exterior Improvements

Project Cost - \$19,050

The applicant is seeking matching grant funds for repairing the parapet and brick. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$4,762.50 or 25% of the eligible costs. The project has been reviewed and approved by the HPO.

Anthony Fields states once we started digging in on the roof, we realized we needed to do some brick repair. And the quote is for basically everything not just the parapet wall but all brick work that will need to be done. And I think we are good on our mortar. Kate states yes, I just wrote to you yesterday I haven't been in to see your response. Anthony states well the response is the guy who is doing the brick work is familiar with the lime requirements and I think you saw the pictures of the building he is working on. Kate confirms. Bob Brown asked how many living units are in this building. Anthony states 4 and they are currently all rented. Bob Worley asked Kate, "so are you happy if it's approved. Kate continues I would like to have it in writing, and I did like the photos of the building that was a URA project and I am not aware of that contractor, but they look like they are doing good work. Anthony stated no problem we can do that. Bob Brown continues so where it is saying this proposal where

it has been reviewed and approved by the HPO is not correct. Kate states as long as they are concurring, and I do have that in writing, and we will check obviously before the check is cut. You can approve it subject to.

Stephen Coe made a motion that was seconded by Bob Brown to approve a grant in the amount up to \$4,762.50 or 25% of the eligible cost of replacing the roof at 110 El Aluminum – Morning View Inc./Anthony Laslovich subject to final approval from the HPO. The motion carried unanimously.

**g. 22 N. Idaho – ICW Montana/Winston Welch**

Exterior Improvements

Project Cost - \$37,225

The applicant is seeking matching grant funds to paint the top 3 floors. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$9,306.25 or 25% of the eligible costs.

Winston states he is just looking to improve the building the facade and get it looking good.

Bob Worley made a motion that was seconded by Stephen Coe to approve a grant in the amount up to \$9,306.25 or 25% of the eligible cost of painting the top 3 floors at 22 N. Idaho – ICW Montana/Winston Welch. The motion carried unanimously.

**h. 65 E. Broadway – Thornton Group/Jeff Riggs**

Interior Improvements

Project Cost - \$41,158

The applicant is seeking matching grant funds to update the electrical and heating/cooling along with adding 12 sprinkler heads to the 4<sup>th</sup> floor. The applicant has provided all necessary documentation within the application. The URA Staff recommends funding in the amount up to \$10,289.50 or 25% of the eligible costs. The project has been reviewed and approved by the HPC.

Jeff states that the Thornton building is doing great with rentals and space for the offices there and the targeted market has just been single, double office space for people that are coming in from either remote working or we have a lot of mental health councilors in the building. So, we had one space that was just a big open area, and we only had one single office space left. So, we are making 9 new ones.

Bob Brown made a motion that was seconded by Bob Worley to approve a grant in the amount up to \$10,289.50 or 25% of the eligible cost of updating the electrical and heating/cooling along with adding 12 sprinkler heads to the 4<sup>th</sup> floor at 65 E. Broadway-Thornton Group/Jeff Riggs. The motion carried unanimously.



**6. APPLICATION UPDATES/LIFE SAFETY GRANTS/SIDEWALK ALLOCATION**

Pauline states that the changes I have made to the application have been highlighted and also Bob had called me and asked where it said will participate change to may participate and I'm perfectly fine with that. Did you guys get a chance to look over these applications and have any thoughts? Dale states that the items of particular interest are the life safety grants and sidewalk applications percentage amounts. Bob Brown asks can we make like the loans ones up above says can be, can is an ok word because it's permissive but why don't we use either may or can all the way through for consistency. I prefer may because then we have discretion. Dale continues with any discussion on the percentage of participation on the life safety grants or the sidewalks. Karen starts with I have a question with, tell me what you think when we say may we participate 40% should we add the up to in front of all of that. All agreed that would be appropriate. Bob Brown states that I spoke with Pauline, and she was very helpful and explained a lot and I really appreciate it. I really like that she added the picture property on that page and the clarification of we are to be utilized within the 12 months of the date of award and then it goes on to explain some options. So, I think she nailed it. Dale continues with these proposed changes to the application to go ahead and make sure those are enacted as requested and discussed I would entertain a motion to accept the change and that they be incorporated in the application. Pauline stated that on here she added the sidewalk allocation because it's a new fiscal year and so Karen and I went over it and discussed making it \$100,000 this year because we have the one corner of Granite and Main for Northwestern Energy, and we also have the large one for Dryden properties up by the old YMCA. And those ones are significant costs so where we just allocated 60-50 thousand dollars it would already be gone. Bob Brown asked do we roll forward what we didn't spend last year. So, this is really 150 thousand. Pauline states we overspent last year.

Stephen Coe made a motion that was seconded by Bob Brown that the proposed changes be updated and approved as presented in the packet minutes that were provided to us today and the application which shows the amendments as noted with the additional changes noted today at our meeting. The motion carried unanimously.

**7. PUBLIC COMMENT**

Dale asked the BLDC if the representative here today has anything to add things you are working on or just the general state of Butte Silver Bow. Jessica states well as Karen stated it's really busy but nothing specific to update on. Bob asked Jessica if she is now the loan officer for the BLDC and she confirmed. Karen added that Jessica is great to work and partner with and we are excited to have her on board. Dale asked what her background was. Jessica states education prior to being with Headwaters and I have been with Headwaters and BLDC for a little over a year now.

Karen states that she is bringing something to you. We do have 75% drawings in design for the Granite and Main intersection. The consultants DJ&A prepared those, and they also have prepared what they call product cut sheets that are suggestions for some of the products that would be installed along the bulb outs, garbage cans, benches and bollards.

So, at this point we are also working on a high-level cost estimate that I don't have yet. They thought they would send that to me yesterday, but I did not receive it. And so, this is more of an update for the board of where we are sitting with the project. I do think the next steps would be a presentation by DJ&A to us and then I possibly would invite Tom Loggins he has been involved from Public Works Road Division in these discussions and in the design so that he is on board with what we are proposing so it's not out of the realm of what he would like to see. Which would be great, it meets all the specifications for Butte Silver Bows requirements. But I do think it probably lends itself to something that is a little bit more public as well to allow people to see what we are proposing, give some comment and feed back and it's still in a timeframe that we could make some slight adjustments to the aesthetic parts of things. It's not something that we would normally look for public comment on you know well I want that bulb out to be shorter or you know what I mean those are just things that are designs and through the engineering process that I don't think we would take a lot of feed back on. I can tell you that we will probably get some negative feedback there are people that are not going to like this in the community. They are going to say we don't need this it causes problems and things like that and that is ok, those are people's opinions, and we will take those under consideration. The other part that I want to work through is the coordination with the credit unions construction on that northeast corner. Because they will be undertaking that construction. So, it would be probably the best if we coordinated and had construction going on at one time, I don't know Stephen I'm looking at you with your engineering background instead of piece mealing it. That doesn't make a whole lot of sense. Stephen states you are absolutely right Karen and for all kinds of reasons for public access, cost if we can use the same contractor at the same time, it will be a lot easier. Karen continues so what I will do is I will speak with the credit union's project team and understand how they are going to procure this and when their time frames are and then I will work with our county attorney at Butte Silver Bow processes to make sure we can use that and be in line with that. The credit union did hire a general contractor construction manager which is Fortune Construction so they already prequalified their contractor they will be running the job and we will have to understand if they are going to publicly bid out piece of the work. So if we want to be apart of this project with them and procure it at the same time they will need to go through the procurement process with those sub bids to get this work done. So there is some coordination I will have to take on in this one is a little bit more public input into what we are doing to unveil it in a way and let people get excited about it. I do think we have a lot of folks with uptown master plan association and others that will come our and whole heartedly support this very publicly. So that will be a good thing to see the support and secondly is working with the Clearwater Credit Union and coordinating how we would actually implement this because I'm excited for the opportunity to actually build something and not just plan for something and to get something done. A lot more to come on this project and more updates along with coordination with everyone and what our board would be as we move this forward if we agree that this is something we want to construct after we have those costs, we will have to decide how we would want fund that. I don't know what they will be if it's something we want to plan for construction with the credit union we just have to see what lines up with them. I believe it's probably a next season construction project, but I don't know for sure. Stephen states maybe we need to work with this with our other group that is on the public portion, will we know what the questions and the push



back will be from the public just from other communities if we can create a set of talking points or fact sheet like you are taking away parking but technically that is not parking because you are not supposed to park in the yellow zone. And maybe we reach out to Missoula, they have done a number of these and probably know what the questions maybe. And push for some renderings that might help. Dale states as is Kalispell too. Bob Worley asked I know at sometime there was talk about putting a walking trail or path from Alaska up to the original is that still in the plan. Karen states yes that was called out in the Uptown Master plan as something that we would want to engage in. That is also a huge part of the park and rec's master plan that the Original Mine yard become a open park so part of that is access from another direction, it would be so amazing for everyone to have access off of Alaska street. So, that is the goal for both of those plans and both plans have been adopted as part of the comprehensive plan for Butte Silver Bow. It's been memorialized as something that we will be working towards pulling in all directions. Stephen adds that Parks and Recs is in the process of putting that into place to open that as a park in phases right now. Karen confirms yes, they are actually moving forward with it in next year's budget there are some funds allocated towards those improvements. Bob Worley asked does that include playground equipment? Karen states she doesn't know. Bob Worley asked Stephen if he is involved with that one. Stephen confirms he is a part of that group, and he can bring some offline information to show you. But the plan if it's fully implemented at the Original it would change everything redesign it. I mean it will look generally the same, but we changed the slope we tier the backside we would move the playground equipment into that area we would increase bathrooms and water areas and have all kinds of multiple spots to do things at. Bob Brown states it will be fascinating to see if the County Fair works up there. If you could make it into a kind of Stodden Park North that would be amazing. Stephen states that is an interesting way to put it the concept is to make it a destination mark which is what Stodden Park is which you are right in line with that. Bob Brown it still is the number one thing I hear people talk about when they come for the festival is who would have thought an old mine yard would be this cool. Karen adds I have one more thing sorry, so we do have a schedule that I will be sharing with you, I will try and send it out to you interim in between board meetings, about our strategic plan for the URA we identified that we want to look at maybe expanding some boundaries and updating our plan to include the Mother Lode and all of that so Pauline and Kristin and I have been working on that. We also are going to be doing amendments to our other 2 active districts and in one district we are going to create a TEDD district out where the TIFID was at Connections Park. We are going to be creating a whole new district there and we are going to be amending our South Butte TEDD expanding the boundaries of that district. So, all at the same time all of these go through the same processes in terms of public engagement. So, we laid out a schedule of those and Pauline is like what are you guys talking about it because it's complicated it's a spreadsheet that takes up 2 pages. We are working on that, and we will be talking to you about what that schedule looks like. Like when we will be starting to engage with the public on these and talking about the update to our plan and that will come to you to look at, the amendments to that plan our Uptown Urban Renewal plan. Bob Brown asked if they had a timeline like 4 months from now or a year from now. Karen answers we will going through that process for the next 3 or 4 months and I will update you guys when we have public meetings scheduled and then we will be passing an ordinance with the changes to Council the end of late fall. And we

have to have all the information to the Department of Revenue by February 1<sup>st</sup>. Bob Worley asked if the South is being expanded to the South. Karen confirms that it will take in the property that was just rezoned by a property owned John McDermott. He rezoned his property to industrial so now it's in conformance with the targeted economic development district. So, there is developable property there and he is a willing developer. The Harrison Avenue district is extremely busy we have some big projects coming up. We are working on a waterline extension and a senior housing project right now.

**8. OTHER ITEMS**

Bob Brown thanked Pauline and Sherry for putting the packets together.

**9. ADJOURN**

Stephen Coe made a motion that was seconded by Bob Worley to adjourn the meeting at 9:53 a.m. The motion carried unanimously.