

MINUTES OF THE MEETING
URBAN REVITALIZATION AGENCY
August 27, 2019

1. **CALL TO ORDER AND ROLL CALL** – Dale Mahugh called the meeting to order at 8:32 a.m.

MEMBERS PRESENT: Dale Mahugh, Stephen Coe, Robert Brown, and Bob Worley

MEMBERS ABSENT: Jim O’Neill

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

CONSULTANT: Julie Jacksha; SBDC Regional Director, Headwaters RC&D; and Shea Schroeder, Loan Portfolio Assistant, BLDC Headwaters RC&D

GUESTS: Robin Taylor, The Butte Weekly; and Cindy Shaw, Commissioner

APPLICANTS PRESENT: Luke Davis, Applicant; Bart and Dana Wackerbarth, Applicant; Larry Hoffman, Applicant; Peter Lucon, Applicant; Rebecca Cosby, Applicant; and JJ Adams, Applicant

2. **APPROVAL OF MINUTES**

Bob Worley made a motion that was seconded by Stephen Coe to approve the minutes from the July 30, 2019, meeting as presented. 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.

Robert Brown made a motion that was seconded by Stephen Coe to accept the Financial Reports as presented. The motion carried unanimously.

4. **DIRECTOR’S REPORT**

Karen Byrnes, Director, reported to the Board that we continue to work with our developers on 40 East Broadway. We should be entering into an agreement with them hopefully by September 4th, that will be before the Council of Commissioners.

5. **GRANT TAKE BACK**

Brianne Downey talked about grant take backs. Memo dated August 27, 2019, is attached to these minutes. There are three projects, RSM2, 319 North Montana; T. Orizotti, 107 East Granite; and M Werner, 126-130 West Galena, with outstanding balances. The amount to be re-appropriated is \$22,709.73.

Stephen Coe made a motion that was seconded by Bob Worley to approve grant take backs as presented in the amount of \$22,709.73 to be re-appropriated. The motion carried unanimously.

Brianne Downey discussed with the Board the projects that are currently still in progress.

6. **GRANT REQUEST**

a. **319 North Montana Street – RSM2, LLC – Bart and Dana Wackerbarth**

Property Redevelopment – Exterior
Project Cost - \$28,049.00

The Applicants, Bart and Dana Wackerbarth, were present at the meeting. A copy of the application is made part of these minutes. The Applicants were seeking matching grant funds for the redevelopment of the existing residence. The Applicants are replacing exterior doors and metal roofing. The residence will also have brick patching and repair the existing window sills and porch. An additional side porch will also be constructed. The Applicants have provided all necessary documentation. The Applicants have also consulted with the Historic Preservation Officer and the project was approved at the August 6 2019, Historic Preservation meeting.

URA Staff recommended funding in the amount up to \$7,012.25 or 25% of the eligible cost.

Robert Brown asked how much money will the URA be into this project. Brianne Downey answered that the URA has granted approximately \$25,000.00 for this project.

Robert Brown made a motion that was seconded by Stephen Coe to approve a 25% grant up to the amount of \$7,012.25 to Bart and Dana Wackerbarth, RSM2, LLC, to replace exterior doors and metal roof, brick patching and repair the existing window sills and porch at 319 North Montana Street. This project was approved at the August 6, 2019, Historic Preservation meeting. The motion carried unanimously.

b. **56 East Mercury Street – Larry Hoffman**

New Roof
Project Cost - \$10,000.00

The Applicant, Larry Hoffman, was present at the meeting. A copy of the application is made part of these minutes. The Applicant was seeking matching grant funds for roof repairs. Polyurethane coating will be applied to the 2-story section of the building. The Applicant has provided the necessary documentation. The Applicant has also consulted with the Historic Preservation Officer.

URA Staff recommended funding in the amount up to \$2,500.00 or 25% of the eligible cost.

Bob Worley made a motion that was seconded by Stephen Coe to approve a 25% grant up to the amount of \$2,500.00 to Larry Hoffman for roof repairs at 56 East Mercury Street. This project has been approved by Historic Preservation. The motion carried unanimously.

c. 411 West Broadway Street – Peter and Janice Lucon

Residential Addition

Project Cost - \$65,630.00

The Applicant, Peter Lucon was present at the meeting. A copy of the application is made part of these minutes. The Applicant was seeking matching grant funds for the addition of a laundry and bathroom on the residence. The addition is 23 by 8 feet. The grant request would include windows, roofing, façade and gutters. Also included rough in for electrical and plumbing, heating system and insulation. The Applicant has provided the necessary documentation. The Applicant has also consulted with the Historic Preservation Officer and the project was approved at the May 1, 2019 HPC meeting.

URA Staff recommended funding in the amount up to \$16,407.50 or 25% of the eligible cost.

Stephen Coe made a motion that was seconded by Bob Worley to approve a 25% grant up to the amount of \$16,407.50 to Peter and Janice Lucon for a residential addition at 411 West Broadway Street. This project was approved at the May 1, 2019, Historic Preservation meeting. The motion carried unanimously.

d. 912 California Street – Blue Pine Solutions, LLC

Building Redevelopment

Project Cost - \$1,500.00

The Applicant, Rebecca Cosby, was present at the meeting. A copy of the application is made part of these minutes. The Applicant was seeking matching grant funds for plumbing repairs. Pex piping and brass fittings will be installed. The Applicant has provided the necessary documentation.

URA Staff recommended funding in the amount up to \$375.00 or 25% of the eligible cost.

Robert Brown made a motion that was seconded by Bob Worley to approve a 25% grant up to the amount of \$375.00 to Rebecca Cosby, Blue Pine Solutions, LLC, for plumbing repairs at 912 California Street. The motion carried unanimously.

MEETING CLOSED AT 9:08 A.M. FOR LOAN DISCUSSION – Item 7, a and Item 7, b. MEETING WILL REOPEN AFTER DISCUSSION FOR BOARD ACTION

MEETING WAS REOPENED AT 9:47 A.M.

7. LOAN REQUEST

a. Miller’s Boots and Shoes Inc. – Luke Davis

Total Loan Request and Terms:

Total Financing Request:	\$115,000
Interest Rate:	5% Fixed-Rate
Term:	20 Year Term

Loan Purpose:

The Applicant, Luke Davis, was present at the meeting. Luke Davis is the owner of Miller’s Boots and Shoes, Inc. and requested financing to complete purchase of the building and surrounding lots located at 301 South Arizona Street.

URA Staff recommended approval of this loan at the terms stated above.

Stephen Coe made a motion that was seconded by Bob Worley to approve a loan for \$115,000 to Luke Davis, Miller’s Boots and Shoes, Inc. at 5% interest for a 20-year term with the stipulation of Term Life Insurance Policy to be included to cover the loan.

Stephen Coe made a motion that was seconded by Bob Worley to amend the motion to include that the URA be in first position on the real property. The motion carried unanimously.

b. Finlen Properties, LLC – JJ Adams

Total Loan Request and Terms:

Total Financing Request:	\$57,500
Interest Rate:	5% Fixed-Rate
Term:	20 Year Term

Loan Purpose:

The Applicant, JJ Adams was present at the meeting. JJ Adams, General Partner of Finlen Properties, LLC, requested financing to complete the purchase and installation of solar panels on the Finlen Motor Inn.

URA Staff recommended approval of this loan at the terms stated above.

Bob Worley made a motion that was seconded by Stephen Coe to approve a loan for \$57,500 to JJ Adams, Finlen Motor Inn at 5% interest for a 20-year term with security as noted in packet on Page 2. The motion carried unanimously.

8. BLDC CONTRACT

Butte Local Development Corporation (BLDC) Contract is attached to these minutes. The Board discussed the Contract between BLDC and the Urban Revitalization Agency. Karen Byrnes explained that this is for support services that we pay for under contract with the BLDC to provide loan packaging services and advice and review on all of our loan funds. There are no increases or changes from the contract we had last year, it is basically the same.

Robert Brown made a motion that was seconded by Stephen Coe to approve the Agreement between BLDC and the URA through June 30, 2020 for the amount of \$17,000.00. The motion carried unanimously.

9. STRATEGIC PLANNING SESSION RESULTS

Karen Byrnes talked about the results of the Strategic Planning Session (results are attached to these minutes). Karen told the Board that the RFQ for the Master Plan is out and we are advertising for qualified firms to help us put the Master Plan together for Uptown. Karen suggested to do a summary out as a press release and to put it out on the website. We are thinking about how we want to move forward.

10. FY 2020 BUDGET

Brianne Downey explained to the Board the 2020 budgets. The 2020 budgets are attached to these minutes. The Board discussed the budgets.

11. PUBLIC COMMENT

None.

12. OTHER ITEMS

Karen Byrnes explained to the Board that JJ Adams sent her an email early this morning and it said he had an urgent request about the hot water heater system at the Finlen. JJ was looking for some emergency assistance from URA to help with the replacement of the water heater.

JJ Adams, Finlen Properties, talked to the Board about the hot water heater system and needing emergency assistance. (Information regarding the water heater system is attached to these minutes). The present tank is leaking and needs to be replaced immediately. The cost for this replacement will be \$50,000.00.

URA Staff recommended funding in the amount up to \$12,500.00 or 25% of the eligible cost of \$50,000.00.

Stephen Coe made a motion that was seconded by Bob Worley to approve a 25% grant up to the amount of \$12,500.00 to JJ Adams for emergency assistance to replace the hot water heater system at the Hotel Finlen. The motion carried unanimously.

13. ADJOURN

Stephen Coe made a motion that was seconded by Bob Worley to adjourn the meeting at 10:50 p.m. The motion carried unanimously.