

Livingston Urban Renewal Agency Agenda



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Meeting ID: 831 6765 6954

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The regular meeting of the Livingston Urban Renewal Agency Committee has been scheduled for March 24, 2026 at 4:30 PM in Community Room, City/County Complex. This meeting will be facilitated by Melissa Nootz.

1. Roll Call

Melissa Nootz

Julie Evans

Sarah Knoebl

Chris Raley

2. Approval of Minutes

A. APPROVAL OF MINUTES FROM JANUARY 27, 2026, REGULAR MEETING (pg.3)

The City Manager gave correction to adjournment motion.

Julie gave a few grammar corrections.

Chris pointed out numbering was off.

Chris motioned to approve minutes with corrections, seconded by Sarah. Unanimously approved.

3. New Business

A. CONSIDERATION OF RESIDENTIAL REHABILITATION GRANT PROGRAM APPLICATION FROM 106 N. 2ND STREET (pg.8)

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The City Manager stated this application stands to bring one additional residential unit into the long-term rental marketplace. The project has a total cost of slightly less than \$67,000. The 50% amount to be considered by the URA is \$33,427. He stated that staff has reviewed this and the improvement seem to fall in line with what can be approved through this grant program.

Julie wondered if this rental space is considered affordable.

The City Manager stated the applicant has not proposed any deed restricted affordability metrics with this project. He stated that the applicant indicated that since it is a rental space above a movie theater, it will be considered workforce housing.

Chris asked how they ensure it's being used as a long-term rental.

The City Manager stated under the grant guidelines, they do have the ability to make sure that the unit is being long-term rented, and they can request things such a lease as proof.

Chris asked how long it can stay a long-term rental and wondered if that expires.

The City Manager stated they have the ability under an owner participation agreement, and they can discuss that with the applicant.

Chris asked if the theater sells to a new owner, would the new owner have to keep the unit as a long-term rental.

The City Manager stated that is the type of situation they would cover in the owner participation agreement.

Sarah asked the unit will be ADA accessible.

The City Manager stated no, it will not.

Public comment was offered by:

- Andrew Feltenstein, a co-owner for The Empire, stated no, it is not ADA compliant. He stated they are doing their best to restore the building. He stated they try to keep things affordable, but they will know more when it's further along in renovations. He stated whoever lives there will get free movie tickets and popcorn.

Melissa stated the Commission has worked on what affordable means, and staff could share that with the board if needed. She stated it is nice to see housing coming back in the downtown area.

Chris stated this is needed in the community as a long-term rental.

Julie expressed that people are not looking for perfection, but they are looking for a place to live.

Sarah expressed support for this long-term unit.

Sarah motioned to approve this item, seconded by Julie. Unanimously approved.

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B. CONSIDERATION OF DOWNTOWN ENHANCEMENT GRANT APPLICATION FOR LIGHT UP LIVINGSTON (pg.34)

The City Manager stated this item is requesting the full maximum award of \$25,000 for maintenance for existing holiday lights as well as to expand and replace the lighting installation.

Melissa asked about a real property interest document.

The City Manager stated he talked with the property owner and there has not been a formalized MOU because the Light Up Livingston event is viewed as a partnership amongst the entities that put it on. Holiday Light LLC does not have a real property interest, their partners do.

Melissa asked if it was fine to move forward with this without that.

The City Manager stated yes, he is, and he stated that the Depot Foundation is happy to create an MOU if necessary.

Melissa asked about some mismatched numbers.

The City Manager invited Ed O'Donnell up to speak about the project.

Ed stated the numbers show up that way because he gave best and worst-case scenarios, as the amounts vary from year to year. He clarified that this program is just him volunteering his time, and he runs it off donations that he gets year to year.

Melissa asked about reimbursement.

The City Manager read the guidelines back from page 47 of the packet.

Julie expressed sympathies that he has to go through this every year to raise money the way he does.

Julie stated this is a no brainer for her as it is so popular for folks in town.

Chris expressed support for this project.

Melissa wondered if Ed has applied for TBID funding.

Ed stated no, but they do partner with TBID for certain things for Light Up Livingston.

Melissa strongly suggested he apply for TBID funding as well. She explained the differences in funding from URA over time and TBID. She recognized this is something the community loves.

Chris motioned to approve this item, seconded by Sarah. Unanimously approved.

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4. Old Business

A. 2025 DOWNTOWN CAPITAL IMPROVEMENT PROJECT PRESENTATION

The City Manager introduced the City Project Manager Adam Ballew.

Adam gave a brief presentation.

Melissa asked Adam if he is the final check off for these projects.

Adam stated he is the owner's representative.

Melissa expressed that she likes seeing all the pictures in the presentation.

Chris asked what type of pipes were removed and what they were replaced with.

Adam stated the ones removed for sewer were clay tile pipe, and for water, what was removed was ductile iron pipe. It was replaced with C900 PVC for both systems.

Sarah asked how long these pipes will last.

Adam stated they don't know yet because they haven't reached their lifespan.

The City Manager stated they expect a 50-to-70-year lifespan.

The Board thanked Adam for his presentation.

B. UPDATE ON LIVINGSTON URBAN RENEWAL AGENCY WEBSITE (pg.56)

The City Manager stated the City is evaluating website vendors due to a possible impending change with the technology that we use. He is hoping to have some more direction and a path forward by June 30th. He further clarified that this means deciding if they will move forward with the current vendor or switch to a new vendor.

5. Public Comments

Mark Uberaga stated he and his wife Heather just purchased the Orchel Building, which is the location of the Fainting Goat. He expressed that he wanted to introduce himself and he attended tonight to see what the URA is about.

Melissa encouraged him to speak with the City Manager and Planning Director Severson about what programs are available through the URA and other opportunities.

6. Board Comments

The City Manager gave congratulations to the board for awarding both grants tonight as it is the first for each.

Chris stated it would be nice to see more residential grants coming through.

Sarah pointed out the grant application still has markups on the website.

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Melissa asked for an update on the 2 empty seats.

The City Manager stated the County will act on April 7th to confirm their new representative, and the City Commission will do the same later that day.

Julie and Melissa asked about the training coming up.

The City Manager stated it will be at 6:30 PM on Thursday at Park County Rural Fire Station.

7. Adjournment

5:48 PM Sarah motioned to adjourn, seconded by Julie. Unanimously approved.