

## Livingston Urban Renewal Agency Agenda

The regular meeting of the Livingston Urban Renewal Agency Committee has been scheduled for August 27, 2024 at 4:30 PM in Community Room, City/County Complex. This meeting will be facilitated by Facilitators name.



### Join Zoom Meeting

<https://us02web.zoom.us/j/82459221735?pwd=RkhUb1henpxamRaNjFpdk9xbnEzQT09>

Meeting ID: 824 5922 1735

Passcode: 259438

1. Roll Call

2. Approval of Minutes

**A. APPROVAL OF MINUTES FROM APRIL 23, 2024, REGULAR MEETING**

**B. APPROVAL OF MINUTES FROM JULY 23, 2024, REGULAR MEETING**

3. New Business

**A. DISCUSSION REGARDING BOARD MEMBERSHIP**

4. Old Business

**A. DISCUSSION OF FY 2024-25 BUDGET PRIORITIES**

5. Public Comments

6. Board Comments

7. Adjournment

To ensure that it is passed on to the voting members, written public comment should be submitted before noon the day of any public meeting. This deadline is set to ensure comments reach City Commission, Boards, Committees, and City Staff timely allowing all parties to review comments prior to the start of any public meeting. Comments received after this deadline are not guaranteed to reach the intended persons before the start of the meeting.

**File Attachments for Item:**

**A. APPROVAL OF MINUTES FROM APRIL 23, 2024, REGULAR MEETING**



## Livingston Urban Renewal Agency Minutes

<https://us02web.zoom.us/j/81964614907?pwd=eFdPWHBnVm1EWEIGZlJpaXhCUXNNQT09>

Meeting ID: 819 6461 4907

Passcode: 305884

The regular meeting of the Livingston Urban Renewal Agency Committee has been scheduled for April 23, 2024 at 4:30 PM in Community Room, City/County Complex. This meeting will be facilitated by Allison Vicenzi.

### 1. Roll Call

Allison Vicenzi, Julie Evans, Lisa Garcia

Staff in attendance: City Manager Grant Gager and Policy Analyst Greg Anthony

### 2. Approval of Minutes

#### **A. APPROVAL OF MINUTES FROM FEBRUARY 27, 2024**

Motion to approve minutes from Lisa Garcia seconded by Julie Evan. Unanimously approved by the 3 members present.

### 3. New Business

#### **A. DISCUSSION OF GRANT PROGRAMS**

The City Manager gave an update on the URA Residential and Façade Grant Programs.

A discussion was had between the City Manager and URA members regarding some potential projects and his presentation.

#### **B. DISCUSSION OF FY25 BUDGET**

The City Manager went over the early stages of budget for the URA. The resources based on upcoming projects are a little above \$2 Million for FY25.

There was a brief discussion between URA members and City Manager about budget.

### 4. Old Business

### 5. Public Comments

- Katherine Daly shared on behalf of the Lincoln School Board they received and update email from the Montana Historic Preservation Grant Program confirming they will receive their ranking comparison to the other projects in the Fall of this year.

To ensure that it is passed on to the voting members, written public comment should be submitted before noon the day of any public meeting. This deadline is set to ensure comments reach City Commission, Boards, Committees, and City Staff timely allowing all parties to review comments prior to the start of any public meeting. Comments received after this deadline are not guaranteed to reach the intended persons before the start of the meeting.

## **Livingston Urban Renewal Agency Minutes**

6. Board Comments

7. Adjournment

5:16 PM Julie Evans motioned to adjourn seconded by Lisa Garcia. Unanimously approved by the three members present

To ensure that it is passed on to the voting members, written public comment should be submitted before noon the day of any public meeting. This deadline is set to ensure comments reach City Commission, Boards, Committees, and City Staff timely allowing all parties to review comments prior to the start of any public meeting. Comments received after this deadline are not guaranteed to reach the intended persons before the start of the meeting.

**File Attachments for Item:**

**B. APPROVAL OF MINUTES FROM JULY 23, 2024, REGULAR MEETING**

## Livingston Urban Renewal Agency Minutes

The regular meeting of the Livingston Urban Renewal Agency Committee has been scheduled for July 23, 2024 at 4:30 PM in Community Room, City/County Complex. This meeting will be facilitated by Facilitators name.



### 1. Roll Call

- The Chair called the meeting to order at 4:30pm. Chair Vicenzi and Vice-chair Garcia were the only members present. No quorum was achieved and no decisions will be made.

### 2. Approval of Minutes

#### A. APPROVAL OF MINUTES FROM APRIL 23, 2024

- No approval was sought due to lack of a quorum.

### 3. New Business

#### A. DISCUSSION OF DOWNTOWN MASTER PLAN CONCEPTS

- Andy Rutz from Crescendo Planning & Design was present and offered a presentation of the Downtown Master Plan to the Board. Andy discussed the process that was followed and offered methods for the public to review the draft plan. Andy reviewed some components of the plan. Matt Prosser from Economic Planning Systems provided a review of the URA's possible role in implementing the plan. Matt also discussed the economic components of the plan and identified needs.

Matt also discussed several URA programs and how they may be used to achieve the goals of the downtown plan. Matt specifically discussed the residential rehabilitation grant program and support for housing in the context of the housing study.

The chair called for public comment:

1. Tom Blurock offered support for the draft Downtown Master Plan and discussed his experience with housing in the district.
2. Wyeth Windham offered his support for the draft plan. Wyeth discussed support for housing but also for programs that support vibrancy which encourages reinvestment (art spaces, green spaces, historic plaques).

## **Livingston Urban Renewal Agency Minutes**

3. Patricia Grabow echoed support for vibrancy efforts. Patricia discussed the importance of priorities.
4. Katherine Daly from Park County Housing Coalition discussed the level of subsidy in the residential rehabilitation grant program relative to workforce housing.

### **B. DISCUSSION OF FY 2025 BUDGET PRIORITIES**

- The item was not discussed due to lack of a quorum.
4. Old Business
  5. Public Comments
  6. Board Comments
  7. Adjournment
    - The meeting adjourned 1:26 after it started.

**File Attachments for Item:**

**A. DISCUSSION REGARDING BOARD MEMBERSHIP**



**City Manager**  
Grant Gager

220 E Park Street  
(406) 823-6000 phone

citymanager@livingstonmontana.org  
www.livingstonmontana.org



**Chair**  
Karrie Kahle

**Vice Chair**  
Melissa Nootz

**Commissioners**  
Quentin Schwarz  
Torrey Lyons  
James Willich

Date: 8/27/2024  
To: Chair Vicenzi and Board Members  
From: Grant Gager, City Manager

### **Staff Report for Discussion Regarding Board Membership**

#### **Recommendation and Summary**

Staff is providing the Board an opportunity to discuss the membership of the board given that one or more members have expressed interest in withdrawing from the Board.

The reasons for the discussion are as follows:

- At least one board member is interested in stepping down from the Board.
- The URA Board is composed of five community members according to the by-laws.

#### **Introduction and History**

Pursuant to the by-laws approved by the City Commission, the Livingston Urban Renewal Agency board consists of five community members and one City Commissioner. Recent participation from existing Board members has made quorums difficult to achieve.

#### **Analysis**

This is a discussion item of the Board.

#### **Fiscal Impact**

There is no fiscal impact arising from this discussion.

#### **Strategic Alignment**

A fully staffed Board will ensure ability to achieve the Board's goals.

#### **Attachments**

- None.

**File Attachments for Item:**

**A. DISCUSSION OF FY 2024-25 BUDGET PRIORITIES**

**City Manager**  
Grant Gager

220 E Park Street  
(406) 823-6000 phone

citymanager@livingstonmontana.org  
www.livingstonmontana.org



**Chair**  
Karrie Kahle

**Vice Chair**  
Melissa Nootz

**Commissioners**  
Quentin Schwarz  
Torrey Lyons  
James Willich

Date: 8/27/2024  
To: Chair Vicenzi and Board Members  
From: Grant Gager, City Manager

**Staff Report for FY 2024-25 Budget Priorities**

**Recommendation and Summary**

Staff is providing the Board an opportunity to discuss their priorities for the FY 2024-25 budget year.

The reasons for the discussion are as follows:

- The URA had resources available to achieve its goals.
- Establishing priorities will help staff ensure that the goals of the Board are met.

**Introduction and History**

The Urban Renewal Agency has resources available as shown in Attachment A. Staff is seeking direction from the Board regarding its priorities for FY 2024-25.

**Analysis**

The Board may consider establishing priorities for the use of funds. Over the past year, the Board has focused on supporting the creation of housing in the urban renewal area through the Residential Rehabilitation Grant Program. The similar façade grant program has also supported the rehabilitation of downtown buildings.

With few grant applications for each program, the Urban Renewal Agency Board may want to consider alternative uses of funds that may have an impact in the area. Some of those projects may include work recommended in the Downtown Master Plan.

Among other items, priorities that the Board should consider are:

- Capital Infrastructure Support
- Grant Program Support (RRGP, Façade)
- Downtown Programming
- Housing Unit Creation

- Economic Development

**Fiscal Impact**

There is no fiscal impact arising from this discussion.

**Strategic Alignment**

A discussion of goals will help guide Board strategy.

**Attachments**

- Attachment A: Budget Summary

# URA Budget

April 23, 2024

# URA Budget

## **Current Uses**

### Infrastructure Funding

- Grants to City

### Property Rehabilitation

- Façade Grants
- Residential Grants

## **Requested Uses**

### Economic Development

- Business Attraction/ Retention
- Event Support

### District Beautification

- Public Improvements
- Art Installations

# FY 2024-25 Budget Summary

Item	Amount
Fund Balance	1,800,000
Total Revenue	1,013,270
Expenditures	
Debt Service	159,424
Professional Services	15,000
Capital Projects (City)	1,270,000
Grant Programs	
Outside Entity Program Support	30,000



# Questions

Thank you