

## **AMENDED - Livingston Urban Renewal Agency Agenda**



The regular meeting of the Livingston Urban Renewal Agency Committee has been scheduled for January 28, 2025 at 4:30 PM in Community Room, City/County Complex. This meeting will be facilitated by Allison Vicenzi.

<https://us02web.zoom.us/j/86928526857?pwd=WqKd2drdbZo4j7s1o5krE6MW5h1IxU.1>

Meeting ID: 869 2852 6857

Passcode: 991593

1. Roll Call
2. Approval of Minutes
  - A. APPROVAL OF MINUTES FROM NOVEMBER 26, 2024, REGULAR MEETING**
3. New Business
  - A. ELECTION OF OFFICERS**
  - B. FACADE GRANT APPLICATION FOR 116 S. MAIN STREET**
  - C. FACADE GRANT APPLICATION FOR 124 W. LEWIS STREET & 127 S. SECOND STREET**
  - D. DOWNTOWN MASTER PLAN IMPLEMENTATION GRANT PROGRAM**
4. Old Business
  - A. WARMING CENTER DISCUSSION**
5. Public Comments
6. Board Comments
7. Adjournment

**File Attachments for Item:**

**A. APPROVAL OF MINUTES FROM NOVEMBER 26, 2024, REGULAR MEETING**

## Livingston Urban Renewal Agency Minutes



The regular meeting of the Livingston Urban Renewal Agency Committee has been scheduled for November 26, 2024 at 4:30 PM in Community Room, City/County Complex. This meeting will be facilitated by Allison Vicenzi.

<https://us02web.zoom.us/j/89339322217?pwd=NENMU3MwZ3NpNGk3RWQ4Z25kSS9QUT09>

Meeting ID: 893 3932 2217

Passcode: 198150

1. Roll Call

Allison Vicenzi, Lisa Garcia, Julie Evans, Rick VanAken

2. Approval of Minutes

**A. APPROVAL OF MINUTES FROM OCTOBER 22, 2024, REGULAR MEETING**

Lisa asked that vice chair be corrected

Rick motioned to approve minutes with corrections seconded by Lisa. Approved by four member present.

3. New Business

**A. NEW BOARD MEMBER RECOMMENDATIONS FROM CHAIR AND VICE-CHAIR**

Chair Vicenzi read a letter with board recommendations selecting Sarah Knoebl and Chris Raley to serve on the URA Board, and would like to add Brianne Downey to the board as a strategic consultant.

Julie motioned to approve all members and strategic consultant seconded by Rick. Approved by four members present.

## **Livingston Urban Renewal Agency Minutes**

### **B. UPDATE ON DRAFTING DOWNTOWN MASTER PLAN GRANT PROGRAM GUIDELINES**

The City Manager stated that city staff is drafting program guidelines that are expected to appear at the next meeting. He is hoping to receive feedback from the URA on what they would like to see in the program guidelines.

Lisa stated she would like to see something specific to third spaces, and explained with the downtown master plan being so big it would be great to see it broken down so people can understand it a little better within these guidelines.

Julie asked if the guidelines will point people to the high priority things that they want people to work on.

The City Manager stated yes, it will be structured that way in the guidelines.

Allison asked if they should leave outreach pretty broad or in the next meeting review the downtown master plan and select specific ideas from there.

Lisa stated she would like to see what the city has put together first.

Allison requested that the members review the downtown master plan before the next meeting.

Lisa stated she spoke with Planning Director Severson who suggested an information and education binder be created for new members and asked the City Manager if it would be possible for new members to get these before the next meeting.

The City Manager stated yes, the binders could be done. They are taking the URA board member approval to the following City Commission meeting for final approval.

### **C. UPDATE ON RESIDENTIAL REHABILITATION GRANT PROGRAM**

The City Manager stated that we have small inquiries here and there, but we don't have any applications expected in the near future. He stated they are having conversations with a large scale development project who may look for some infrastructure support. He feels this project is still a ways out though.

Allison asked if the support would be for the exact location of the project or off-site.

The City Manager stated mostly on the exact location, but some adjacent.

Allison asked if it would be a per unit amount or funds for the whole project.

The City Manager stated it will depend on how the application comes in.

4. Old Business

5. Public Comments



## **Livingston Urban Renewal Agency Minutes**

Katherine Daly spoke on behalf of the Lincoln School Foundation with and update on the project that they requested a façade repair and rehabilitation funds.

### **6. Board Comments**

Julie asked about the warming center and asked if was in the URA scope to help with that.

The City Manager stated he would like to do research between now and the next meeting on this item.

Allison wondered if there was a way for them to contribute to something more long-term for the warming center instead of just year by year basis.

Lisa expressed gratitude for all the applicants for the 2 open positions, and thanked Rick for his service on the board.

Rick reflected on his time on the board.

Allison said she would reach out to everyone after the City Commission votes on the URA board members.

### **7. Adjournment**

5:04PM Rick motioned to adjourn seconded by Julie. Unanimously approved by four members present.

**File Attachments for Item:**

**B. FACADE GRANT APPLICATION FOR 116 S. MAIN STREET**



**DATE:** January 28, 2025  
**TO:** URA Board Members  
**FROM:** Grant Gager, City Manager  
**REGARDING:** Façade Grant Application for 116 S. Main Street

### **Recommendation and Summary**

Staff is recommending the Board approve the Façade Repair and Renovation Grant application submitted for the property at 116 S. Main Street. The Board may do so using the following motion:

**"I move to approve the Façade Grant application for 116 S. Main Street and direct staff to work with the applicant through the reimbursement process."**

The reasons for the recommendation are as follows:

- The applicant has submitted an application that complies with the guidelines.
- Funding remains in the Agency budget for FY 2025.

### **Introduction and History**

The URA has adopted guidelines for its Façade Repair and Renovation Grant Program which were most recently updated in February 2022 (Attachment A). The applicant has submitted an application that complies with the grant program guidelines. The application had previously been reviewed and approved by the City's Historic Preservation Commission at its meeting on April 9, 2024.

### **Analysis**

The application includes a request for \$43,116 in URA funds which is half of the total project budget of \$86,232. The project is expected to commence in the summer of 2025 and take 4 weeks to complete.

### **Fiscal Impact**

The grant request is for \$43,116 and funds remain in the Agency's resources to fund this grant.

### **Strategic Alignment**

The application is consistent with the program guidelines that have been adopted by the Board.

**Attachments**

- A: [Façade Repair and Renovation Grant Program Guidelines](#)
- B: Submitted Application

**Application for Livingston, Montana Urban Renewal  
Agency Funding by:**

Ronald Judkins  
The Old Wilcoxson LLC  
272 Horse Creek Rd., North Fork  
Wilsall, Montana 59086  
[rdjudkins@me.com](mailto:rdjudkins@me.com)  
213-706-8377

**Project Title:**  
116 S. Main Street Façade Improvement

**Project Address:**  
116 S. Main Street  
Livingston, Montana 59047

**Project Start and End Date:**  
a four-week period in the summer of 2024

**Amount Requested:**  
\$43,116.00 (of a total cost of \$86,232.00)

**Breakdown of what the total will be used for:**  
Construction costs and fees to Basecamp Construction, and for restoration of brickwork

- Please find the included documents:
- 1) Project Application,
  - 2) Project Description: 116 S Main Facade Renovation Project,
  - 3) Basecamp Construction Bid,
  - 4) Livingston Historical Commission Approval

## APPLICATION FORM

Due 10 days before the URA meeting at which the application will be discussed

Include substantiating documents, bids, etc. E-mail completed form and any budget and work-plan attachments to [ura@livingstonmontana.org](mailto:ura@livingstonmontana.org)

### APPLICANT ORGANIZATION NAME:

Ronald Judkins  
The Old Wilcoxson LLC

### PROJECT TITLE:

116 S. Main Street Façade Improvement

### PROJECT SUMMARY:

This project aims to renovate and restore the façade at 116 S. Main St., a key historic building in the heart of Livingston's downtown. The building was the site of the original Wilcoxson's Ice Cream Parlor. The renovation represents a great opportunity to continue the revitalization of the Livingston Historic District, enhancing the aesthetic appeal and functionality of this block of downtown Livingston. The goals include preserving the building's architectural integrity while updating its exterior. The renovation will replace the existing window structure with new anodized aluminum window frames, mullions, and door. New double-glazed windows and insulation will make the building significantly more energy efficient. The lower wooden façade bulkhead will be replaced with soapstone tiles, similar in style to other successful renovations in the Historic District.

The façade update will contribute to a safer, more inviting downtown Livingston. It will encourage increased foot traffic, safety, and heightened community pride. Increased property taxes will result in increased property tax revenues. All of these factors will contribute to a healthier, more vibrant downtown.

### STATEMENT OF CONDITION/NEED:

You can see photos of the existing façade in the included document, "116 S. Main St. Façade Renovation Project." Please note the severe deterioration of the façade woodwork and the need for repairs. Presently, the front of this building seems to be in the worst condition of any on the block.

PROJECT WORK PLAN:

Basecamp Construction estimates that with all materials ready to go, their work could be completed in a two-to-three-week period during the summer or warmer months of the year. Because the existing windows and door will need to be removed, doing the work in the summer will have the least impact on the current tenant.

The lower part of the existing façade will be removed, and any structural problems will be addressed. At that point the new windows and door will be installed, after which any interior finish work will be completed. Cleaning and repair of the brickwork can proceed after the construction phase.

Basecamp will assign a project manager to the project.

PROJECT BUDGET/FINANCIAL INFORMATION:

Basecamp bid for work: \$82,232.00. Estimate for cleaning, repointing, and repair of the existing brickwork: \$4,000.00. Total cost: \$86,232.00.

Please note that these estimates are a “best approximation” of the costs to be incurred. Actual costs could be somewhat higher once the work has commenced, and after structural elements of the front of the building have been evaluated.

Urban Renewal Agency co-funding is crucial to the execution of this project. To be honest, revenues from the leasing of this property have never generated much beyond the payment of property taxes and insurance. As the owner, I am able to put together my own matching funds but without the URA funding, I will need to try a much more superficial “paint and woodwork” approach to making the façade a little more presentable.

Thank you for your consideration.



**116 S. Main St. Façade Renovation Project**

Property Address:  
116 S. Main St.  
Livingston, Montana 59047

Owner:  
Ronald Judkins  
(The Old Wilcoxson, LLC)  
272 Horse Creek Rd. North Fork  
Wilsall, Montana 59086  
213-706-8377

July 2, 2024





For reference, please note the façade as it existed upon purchase in May of 2007. The façade was repaired and repainted soon after purchase, but now again needs work.

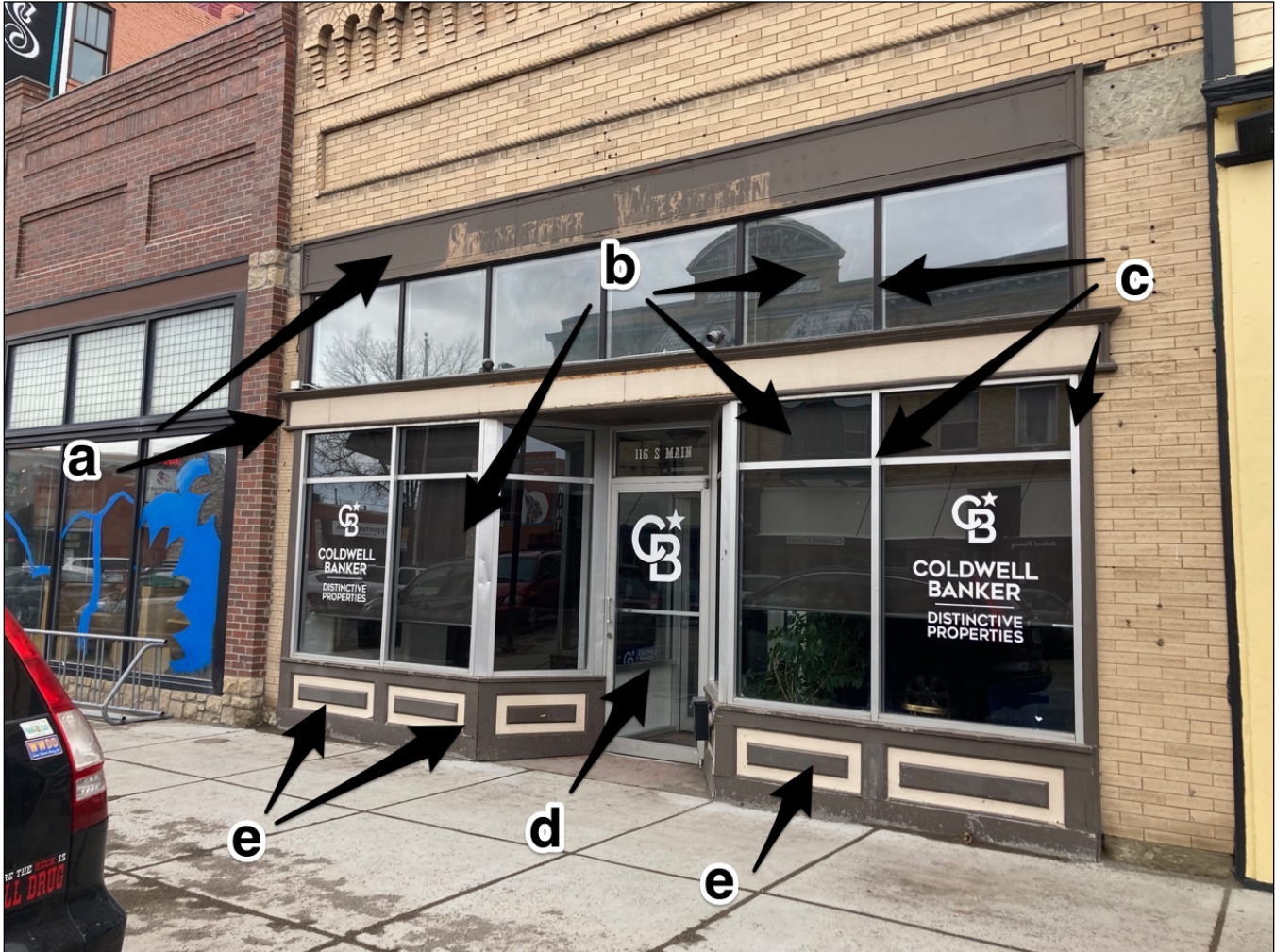


Deterioration of the façade as of March 2022. No work has been done since that time. Please note the extensive repairs needed to woodwork elements and paint.





Deterioration of the façade



### Façade Renovation Plan—With Lower Soapstone Tile Bulkhead

- a) replace upper woodwork features with stucco--color to match existing brickwork color
- b) replace all windows with double glazed window elements
- c) replace all aluminum and wood window frames and mullions with Medium Bronze (MB) Tubelite anodized aluminum mullions as per the Tubelite finish and color chart on page 7
- d) replace front door with a Tubelite anodized aluminum door in Medium Bronze (MB) color to match the mullions. See example of Tubelite door on page 10
- e) replace lower wooden façade bulkhead with soapstone tiles--please see color tile sample photographed alongside the existing brickwork on page 6, and an example of a similar facade style on page 8,
- f) repair or restore the existing masonry brickwork
- g) restore the mosaic tile entryway, or replace with similar tile, see page 9





Color sample of the soapstone tile with existing tan brickwork on building

**TUBELITE**  
 DEPENDABLE  
 LEADERS IN ECO-EFFICIENT STOREFRONT,  
 CURTAINWALL AND ENTRANCE SYSTEMS

We offer an option for recycled aluminum on selected extruded products with an industry leading content of post-consumer and pre-consumer material.

**Anodized Finishes**

Clear Class 2 <b>C2</b> Clear Class 1 <b>C1</b>	Light Champagne <b>LC</b>	Champagne <b>CH</b>	Light Bronze <b>LB</b>	Medium Bronze <b>MB</b>
Dark Bronze <b>DB</b>	Extra Dark Bronze <b>EB</b>	Black <b>BL</b>	Copper <b>CA</b>	Bordeaux <b>BD</b>

**Standard Painted Colors – 70% PVDF**

Bone White <b>1P</b> LT609-70	Colonial White <b>NP</b> LT640-70	Sandstone <b>5P</b> LT607-70	Burnt Sun <b>7P</b> LT612-70	Antique Bronze <b>ZP</b> LT641-70
Beige <b>BP</b> LT603-70	Light Seawolf Beige <b>CP</b> LT614-70	Dove Gray <b>VP</b> LT615-70	Slate Gray <b>WP</b> LT604-70	Charcoal Gray <b>XP</b> LT605-70
Patina Green <b>SP</b> LT616-70	Dark Ivy <b>TP</b> LT617-70	Hartford Green <b>2P</b> LT606-70	Military Blue <b>DP</b> LT610-70	Black <b>3P</b> LT601-70
Colonial Red <b>RP</b> LT622-70	Boysenberry <b>9P</b> LT608-70	Sage Brown <b>8P</b> LT620-70	Quaker Bronze <b>6P</b> LT602-70	

NOTE: Colors shown are not exact and are intended for planning purposes. For actual job, Tubelite® will supply Linetec color chips.

www.tubeliteusa.com • 800-866-2227 • Fax 877-299-2414 • 3056 Walker Ridge Drive NW, Suite G, Walker, Michigan 49544

Color sample for the anodized aluminum millions and entry door  
 See the color Medium Bronze (MB)





Example of the window treatment, the mullions and the lower tilework bulkhead at 120 S. 2nd St. Our renovation at 116 S. Main will be quite similar in style.



Existing tile entryway of our building  
This tile will be cleaned and restored if possible. If restoration is not possible, it will be replaced with matching or similar tilework.





Example of Tubelite mullions and entry door in the 200 block of S. Main Street

# Base Camp Construction Inc

801 US Hwy 10 W  
Livingston, MT 59047  
(406) 600-0845  
[www.basecamp.mt](http://www.basecamp.mt)  
[justin@basecamp.mt](mailto:justin@basecamp.mt)



## Estimate Proposal

116 S Main Facade

### BETWEEN THE OWNER:

Ron Judkins

### AND THE CONTRACTOR:

Base Camp Construction Inc  
801 US HWY 10 West  
Livingston, MT 59047

### FOR THE PROJECT:

116 S Main - Coldwell Banker  
116 S main St  
Livingston, MT 59047

## Estimate Proposal

### General Conditions

#### 1002 -Project Management/Supervision

NAME	TOTAL
New Item	\$ 2,800.00
<b>1002 -Project Management/Supervision:</b>	
	<b>\$ 2,800.00</b>
<b>General Conditions:</b>	
	<b>\$ 2,800.00</b>

### Site Preperation

#### 2001 -Demolition Labor

NAME	TOTAL
New Item	\$ 5,000.00
<b>2001 -Demolition Labor:</b>	
	<b>\$ 5,000.00</b>
<b>Site Preperation:</b>	
	<b>\$ 5,000.00</b>

### Rough Carpentry/ Framing

#### 5001 -Framing - Material

NAME	TOTAL
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New Item

\$ 3,500.00

23

**5001 -Framing - Material:**

**\$ 3,500.00**

**5005 -Framing - Labor**

NAME	TOTAL
New Item	\$ 5,600.00

**5005 -Framing - Labor:**

**\$ 5,600.00**

**Rough Carpentry/ Framing:**

**\$ 9,100.00**

**Thermal & Moisture**

**6006 -Insulation - Subcontracted**

NAME	TOTAL
New Item	\$ 2,700.00

**6006 -Insulation - Subcontracted:**

**\$ 2,700.00**

**Thermal & Moisture:**

**\$ 2,700.00**

**Electrical**

**9002 -Electrical - Subcontracted**

NAME	TOTAL
New Item	\$ 2,500.00

**9002 -Electrical - Subcontracted:**

**\$ 2,500.00**

**Electrical:**

**\$ 2,500.00**

**Doors & Windows**

**12003 -Exterior Window/Door - Material**

NAME	TOTAL
Valley Glass	\$ 22,000.00
Extra Brake Metal	\$ 1,300.00

12003 -Exterior Window/Door - Material: \$ 23,300.00

Doors & Windows: \$ 23,300.00

Interior Finishing

14001 -Tile - Material

NAME	TOTAL
New Item	\$ 3,000.00
New Item	\$ 400.00
<b>14001 -Tile - Material:</b>	
	<b>\$ 3,400.00</b>

14002 -Tile - Subcontracted

NAME	TOTAL
New Item	\$ 2,100.00
New Item	\$ 500.00
<b>14002 -Tile - Subcontracted:</b>	
	<b>\$ 2,600.00</b>

14010 -Trim Carpentry - Labor

NAME	TOTAL
New Item	\$ 2,800.00
<b>14010 -Trim Carpentry - Labor:</b>	
	<b>\$ 2,800.00</b>

14011 -Trim - Material

NAME	TOTAL
New Item	\$ 1,000.00
<b>14011 -Trim - Material:</b>	
	<b>\$ 1,000.00</b>

14015 -Sheetrock - Subcontracted

NAME	TOTAL
New Item	\$ 1,500.00
<b>14015 -Sheetrock - Subcontracted:</b>	
	<b>\$ 1,500.00</b>

Interior Finishing: \$ 11,300.00

Paint & Stain

16001 -Paint - Material

NAME	TOTAL
New Item	\$ 250.00
<b>16001 -Paint - Material:</b>	<b>\$ 250.00</b>

16002 -Paint/Stain - Labor

NAME	TOTAL
New Item	\$ 3,500.00
<b>16002 -Paint/Stain - Labor:</b>	<b>\$ 3,500.00</b>
<b>Paint &amp; Stain:</b>	<b>\$ 3,750.00</b>

Ammenities

22003 -Ammenities - Subcontracted

NAME	TOTAL
Bracket Fabrication and installation	\$ 2,200.00
<b>22003 -Ammenities - Subcontracted:</b>	<b>\$ 2,200.00</b>
<b>Ammenities:</b>	<b>\$ 2,200.00</b>

Project End

23002 -Punchlist - Labor

NAME	TOTAL
New Item	\$ 1,500.00
<b>23002 -Punchlist - Labor:</b>	<b>\$ 1,500.00</b>

23004 -Cleaning - Subcontracted

NAME	TOTAL
New Item	\$ 500.00
<b>23004 -Cleaning - Subcontracted:</b>	<b>\$ 500.00</b>
<b>Project End:</b>	<b>\$ 2,000.00</b>

**Miscellaneous**

**24001 -Miscellaneous Labor**

NAME	TOTAL
New Item	\$ 1,000.00
<b>24001 -Miscellaneous Labor:</b>	<b>\$ 1,000.00</b>

**24003 -Dump Fees**

NAME	TOTAL
New Item	\$ 1,000.00
<b>24003 -Dump Fees:</b>	<b>\$ 1,000.00</b>
<b>Miscellaneous:</b>	<b>\$ 2,000.00</b>
<b>Estimate Subtotal:</b>	<b>\$ 66,650.00</b>

**Company Overhead and Margin**

Company Overhead	\$ 12,349.85
Contingency	\$ 3,332.50
<b>Company Overhead and Margin Total:</b>	<b>\$ 15,682.35</b>

**Project Total**

<b>Estimate Subtotal:</b>	\$ 66,650.00
<b>Company Overhead and Margin Total:</b>	\$ 15,682.35

Grand Total:

\$ 82,332.31

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**Acceptance of Agreement**

Witness our hand and seal on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.  
Signed in the presence of:

\_\_\_\_\_

Witness

\_\_\_\_\_

Witness

\_\_\_\_\_

Contractor Signature

\_\_\_\_\_

Owner Signature



## Historic Preservation Commission Minutes

The monthly meeting of the Historic Preservation Commission was held on July 9, 2024 at 3:30 PM in the Community Room of the City/County Building at 414 E. Callender Street. The meeting was facilitated by Chair Tom Blurock.

### 1. Call to Order (3:33 pm)

### 2. Roll Call (0:48 seconds)

In attendance: Chair Tom Blurock, Vice Chair Lindie Gibson, Kristin Vanderland, Eli Isaly and Jack Luther. Planning Staff: Jennifer Severson.

### 3. Approval of June 11, 2024 Minutes

Severson recommended to delay approval of June 11, 2024 minutes until August HPC meeting- waiting on June meeting SHPO Powerpoint presentation to include.

### 4. General Public Comments (2:00 minutes)

No Public Comments.

### 5. New Business

#### A. DESIGN REVIEW – THE GRABOW HOTEL - SIGN (204 E. CALLENDER STREET) (2:31 minutes)

Severson stated that the sign at the Grabow Hotel is already installed. Vanderland motioned to approve the Grabow Hotel sign. Gibson seconded the motion. **Motion passes 5-0.**

#### B. DESIGN REVIEW – LIVINGSTON BAR & GRILL BUILDING - UPPER FLOOD RESIDENTIAL RENOVATIONS (130 N. MAIN STREET) (16:05 minutes)

Gibson motioned to approve the application as submitted. Isaly seconded the motion. Luther stated that there are too many questions about the application for it to be approved as submitted at this time. Blurock agreed with Luther's statement.

Roll Call Vote: Blurock- Deny, Gibson- Approve, Isaly- Approve, Luther- Deny, Vanderland- Approve. **Motion passes 3-2.**

#### C. DESIGN REVIEW – FAÇADE RENOVATIONS – UPDATED APPLICATION (116 S. MAIN STREET) (4:50 minutes)



## Historic Preservation Commission Minutes

The applicant explained that he will be replacing the front door, windows, and upper middle and lower horizontal storefront strips.

The upper and middle horizontal strip will be replaced with stucco (sand color).

The mullion windows will be replaced with plain glass.

The lower horizontal strip will be replaced with an Emerald Green soapstone.

If the applicant changes the color of the design, he will have to re-submit and get it approved with the Committee. Luther motioned to approve the application as-is. Gibson seconded the motion. **Motion passes 5-0.**

### 4. Old Business (34:15 minutes)

Luther asked if there is an update to the progress of surveying the Downtown Historic District. Severson stated The City asked each of the consultants to submit a draft by July 15, 2024 The state will review the applications. There will be 18 total surveys (AE/ R Forms)

Chair Blurock asked for an update on the Downtown Master Plan. Severson stated that Andy Rutz, the Lead Consultant, has decided to meet with the URA (Urban Renewal Agency) in late July. There will also be a draft released on July 17<sup>th</sup> that will allow for public comment and review. The draft will be going to the August Land Use Board meeting on August 14<sup>th</sup>. The City Manager’s Newsletter will have the announcement.

### 5. Board Comments (43:22 minutes)

Gibson stated that she is pleased that the Hiatt House sign is being repaired.

### 6. Adjourn

Meeting adjourned at 4:17 pm.

**File Attachments for Item:**

**C. FACADE GRANT APPLICATION FOR 124 W. LEWIS STREET & 127 S. SECOND STREET**



**DATE:** January 28, 2025  
**TO:** URA Board Members  
**FROM:** Grant Gager, City Manager  
**REGARDING:** Façade Grant Application for 124 W. Lewis Street & 127 S. Second Street

**Recommendation and Summary**

Staff is recommending the Board approve the Façade Repair and Renovation Grant application submitted for the property at 124 W. Lewis Street & 127 S. Second Street. The Board may do so using the following motion:

"I move to approve the Façade Grant application for 124 W. Lewis Street & 127 S. Second Street and direct staff to work with the applicant through the reimbursement process."

The reasons for the recommendation are as follows:

- The applicant has submitted an application that complies with current practice of the Historic Preservation Commission.
- Funding remains in the Agency budget for FY 2025.

**Introduction and History**

The URA has adopted guidelines for its Façade Repair and Renovation Grant Program which were most recently updated in February 2022 (Attachment A). The application has not previously been reviewed and approved by the City’s Historic Preservation Commission. However, the Commission has not recently been reviewing similar exterior stucco repair projects.

**Analysis**

The application includes a request for \$29,998 in URA funds which is equal to the total project budget of \$29,998. The program guidelines restrict grants to 50% of costs for projects of this magnitude.

**Fiscal Impact**

The grant program maximum would be \$14,999 and funds remain in the Agency’s resources to fund a grant at this level.

**Strategic Alignment**

The project is consistent with the program however the reimbursement request is not.

**Attachments**

- A: [Façade Repair and Renovation Grant Program Guidelines](#)
- B: Submitted Application

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**COMPANY NAME: ROOM FOR SUCCESS, LLC**



# Project Proposal

Prepared for: Livingston, MT, Urban Renewal Agency

Prepared by: Jill and Warren Mabie, Managers, Room For Success, LLC

PO Box 485, Livingston, MT

[jillerinmabie@gmail.com](mailto:jillerinmabie@gmail.com)

[wmabie@yahoo.com](mailto:wmabie@yahoo.com)

Ph: 406-223-0058 (Jill),

406-600-5282 (Warren)

January 6, 2025

Application for Facade Repair Grant of \$29,997.84 in Spring of 2025

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**COMPANY NAME: ROOM FOR SUCCESS, LLC**

**Objective**

To repair the severely deteriorating facade of the entire building at 124 W. Lewis and 127 S 2nd St, Livingston, MT

Description of the current Problem and Solution:

The current facade on the building is a simple skim coat over, what appears to be a stone building. This skim coat is currently deteriorating and falling off in numerous places on the building at an accelerated pace. See photos.

There are also cracks in the facade forming. See photos

We had a contractor, Aaron Townsend, Lost Creek Finishing Group, look at and assess the project and he informed us that to stop the deterioration of the facade would entail putting a heavy mesh upgrade over the entire building and applying Stucco and concrete bonder. See professional estimate.

Aaron said he could do the project in the spring of 2025.

Completing this repair of the building facade will prevent further blight and prevent safety issues concerning the facade deterioration onto public rights of way and walkways.

Nothing else beyond the repair of the current facade on the building will be altered. All Signage will remain the same as currently visible.

**The plan and budget:**

The plan is to have Aaron Townsend repair the facade as per the Estimate as stated this spring. We have no other funding pending or planned currently other than this application for assistance from the URA.

Because this is a repair and we don't plan to change anything about the current look of the building we have not submitted approval for this project to the Livingston Historic Preservation Board.

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**COMPANY NAME: ROOM FOR SUCCESS, LLC**

## BUDGET

Description	Quantity	Unit Price	Cost
Lost Creek Finishing Group Bid for Facade Repair			\$29,998
<b>Total</b>			<b>\$29,998</b>

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**\$29,997.84**

Estimate #: EST-000160



Open



**ESTIMATE**

# EST-000160

Lost Creek Finishing Group  
 Aaron Townsend  
 103 Miller Street  
 Livingston Montana 59047  
 U.S.A

Bill To

Jill Mabie

Estimate Date :

01 Nov 2024

#	Item & Description	Qty	Rate	Amount
1	Stucco Repair	1.00	3,000.00	3,000.00
2	Heavy Mesh Upgrade	1,724.00	0.66	1,137.84
3	Basecoat, Mesh, Finish	1,724.00	14.00	24,136.00
4	Concrete Bonder	1,724.00	1.00	1,724.00
			<b>Sub Total</b>	<b>29,997.84</b>
			<b>Total</b>	<b>\$29,997.84</b>

Notes

Looking forward for your business.



# PARK COUNTY TREASURER

414 EAST CALLENDER ST  
LIVINGSTON, MT 59047-2746

TAX RECEIPT  
\*\*\* ORIGINAL \*\*\*

Clerk: Public 1  
Batch Number: 20241106-000059

Today's Date: 11/06/2024

Received from: ROOM FOR SUCCESS LLC

Receipt#	Trans Date	Tax Year	Tax ID#	Stmt#	Half	General Taxes		Special Assessments		Total Amount
						Tax	P&I	Tax	P&I	
30290	11/06/2024	2024	0000008620	1962	Both	5,738.01	0.00	987.70	0.00	6,725.71
ROOM FOR SUCCESS LLC PO BOX 485 LIVINGSTON MT 59047-0485						TAX YEAR 2024 PAID IN FULL				
LOCATION: 127 S 2ND ST DISTRICT: 0612-TI SCT: 13 TWN: 02 S RNG: 09 E BLK: 79 LIVINGSTON ORIGINAL TOWNSITE, S13, T02 S, R09 E, BLOCK 79, W 100 FT LOTS 17 - 19										
<b>TOTAL:</b>						<b>\$5,738.01</b>	<b>\$0.00</b>	<b>\$987.70</b>	<b>\$0.00</b>	<b>\$6,725.71</b>

Payment Type	Doc#	Description	Amount
CHECK	212	ROOM FOR SUCCESS LLC	6,725.71
<b>TOTAL AMOUNT PAID:</b>			<b>6,725.71</b>

Parcel#	Tax Year	Balance Due
0000008620		Paid In Full
<b>TOTAL:</b>		<b>0.00</b>

















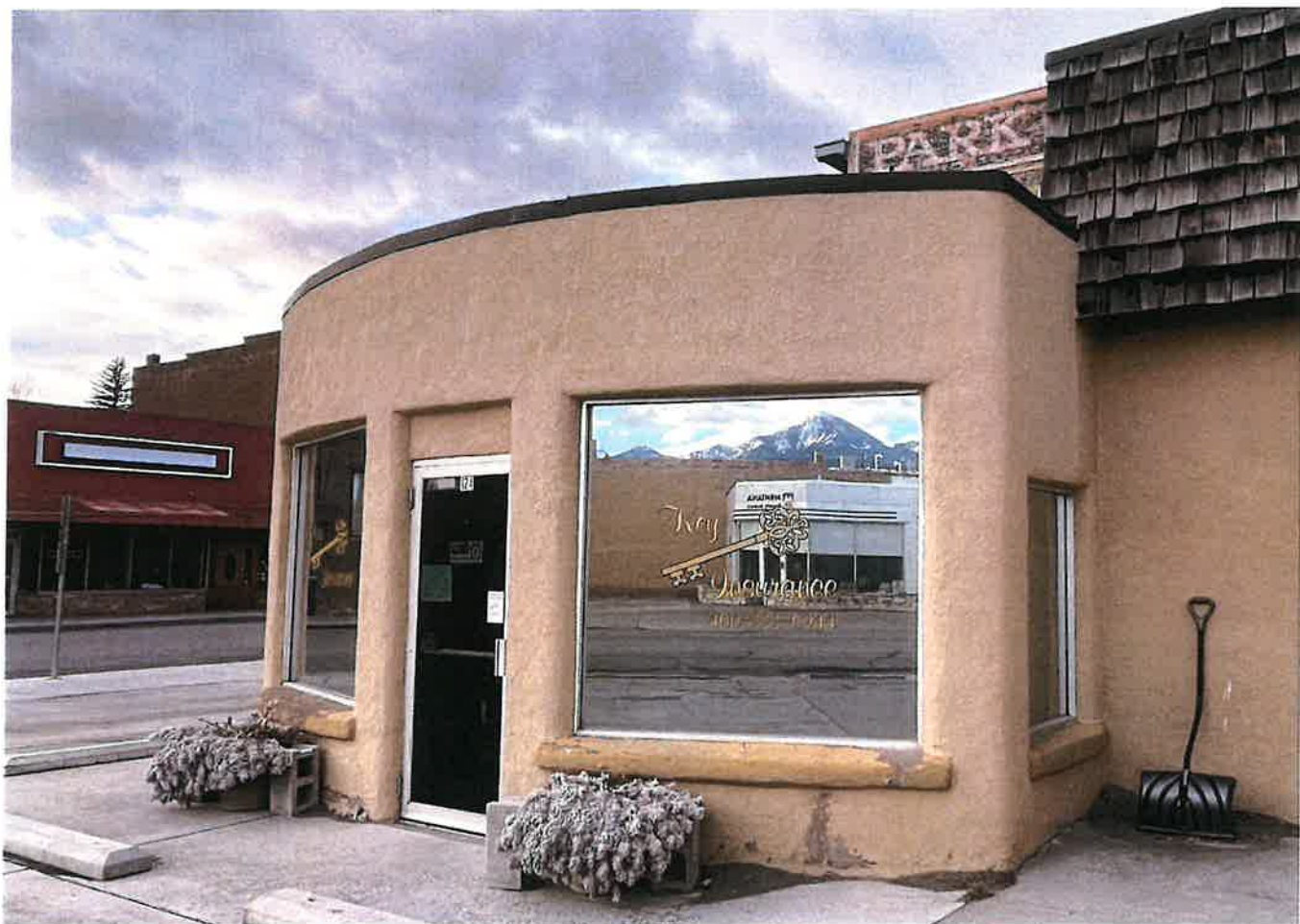






























**File Attachments for Item:**

**D. DOWNTOWN MASTER PLAN IMPLEMENTATION GRANT PROGRAM**



**DATE:** January 28, 2025  
**TO:** URA Board Members  
**FROM:** Grant Gager, City Manager  
**REGARDING:** Downtown Enhancement Program Guidelines

**Recommendation and Summary**

Staff is recommending the Board review the draft Downtown Enhancement Program Guidelines. If suitable, the Board may approve the guidelines using the following motion:

**"I move to approve the Downtown Enhancement Program Guidelines [as presented or with changes]."**

The reasons for the recommendation are as follows:

- During the October 2024 meeting, Board Members discussed the creation of a grant program to support implementation of the Downtown Master Plan.
- Staff has created draft guidelines to support implementation of the described program.

**Introduction and History**

The URA has adopted guidelines for two grant programs: the Façade Repair and Renovation Grant Program and the Residential Rehabilitation Grant Program. During its meeting in October 2024, the URA Board briefly discussed creating a small grant program to support implementation of the City’s Downtown Master Plan.

**Analysis**

The attached draft guidelines are presented in response to those comments. The program includes a maximum reimbursement of 75% of costs up to \$25,000. The program includes a preference for quick implementation with a ninety (90) day preference.

**Fiscal Impact**

The grant program guidelines, as drafted, include a maximum reimbursement of 75% of costs up to \$25,000.

**Strategic Alignment**

The program is intended to support the Downtown Master Plan implementation.

**Attachments**

- A: Draft Guidelines

**Livingston Urban Renewal Agency**

**Downtown Enhancement Grant Program**

**Guidelines**

DRAFT

December 10, 2024



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# 1. BACKGROUND AND STATEMENT OF PURPOSE

The 2003 Livingston Urban Renewal Plan identified policies and goals of the Urban Renewal District to help alleviate certain conditions within the District. The identified goals were organized into several topic areas including: infrastructure; transportation; community amenities and public facilities; commercial development; residential development; and other lands.

In 2024, the City of Livingston adopted a Downtown Master Plan which covers the Urban Renewal District. The Downtown Master Plan identifies improvements within the District which are categorized as:

- A. Land Use, Building Form and Activation
- B. Parks and Open Space
- C. Streetscape and Mobility
- D. Arts and Culture
- E. Economic Development and Housing

# 2. PROGRAM DETAILS

The Downtown Enhancements Grant Program is intended to provide a resource to encourage the implementation of the Downtown Master Plan elements in each of the categories identified above. The following provides guidance on several aspects of the program:

## A. ELIGIBLE PROJECTS

1. The Program is intended to encourage the implementation of the City's Downtown Master Plan within the Urban Renewal District. Applicants must provide a direct linkage between their project and a recommendation from the Downtown Master Plan. Funding preference shall be given to projects that can be implemented within 90 days of approval.
2. Applications must be submitted by parties with a real property interest (ownership or leasehold) in the affected property within the Urban Renewal District. Non-owners shall have contractual care and control of the subject property for a period not less than 5 years from application date.
3. Projects must include all necessary permitting and regulatory requirements in their application.

## B. PROJECT FUNDING

In the event a project is approved for funding, the URA will reimburse the participant up to 75% of total project costs with a maximum grant amount of \$25,000 per project. The URA reimbursement will be based on actual costs incurred for the project. Reimbursement shall be made after completion of project work.

## C. APPLICATION PROCESS

1. Applications for funding shall include:

- a. Description of location, including address within Urban Renewal District. Please include real property interest description (ownership or lease arrangement).
  - b. Description of project including plans, sketches and duration of project life.
  - c. Description of linkage to Downtown Master Plan recommendation.
  - d. Unexpired construction bids or product quotes for all work included in the project.
2. The Urban Renewal Agency Board shall review all applications from eligible projects using the established criteria.

**D. PROJECT IMPLEMENTATION**

- 1. Project Timelines
  - a. All projects shall commence within ninety (90) days of award.
  - b. Reimbursement of costs shall occur after project completion and may occur over several years as agreed upon by the URA and Applicant.
- 2. Access to Site and Records
  - a. The Urban Renewal Agency shall have the right to access the project location and observe the progress of work with not more than five (5) days advance notice.
  - b. Access to all project records shall be provided to the Urban Renewal Agency upon request and not more than five (5) days after written request. Project records include those related to the construction cost and timeline.

**3. SUPPORTING DOCUMENTS**

The Following forms and documents are to be used in the Downtown Enhancement Grant Program. Such forms and documents may be updated from time to time and the Urban Renewal Agency should be consulted to ensure that the appropriate forms are being used.

**A. APPLICATION FORM**

Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Email and Phone: \_\_\_\_\_

Project Location: \_\_\_\_\_

Anticipated Project Start: \_\_\_\_\_

Anticipated Project Completion: \_\_\_\_\_

Project Description (include work to be performed, duration of project life, project cost):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach

1. Construction bids and/or product quotes.
2. Plans or sketches showing project details.
3. Proof of Real Property Interest (Ownership or Leasehold Interest).

I affirm that all information contained in the foregoing application to the Livingston Urban Renewal Agency's Residential Rehabilitation Grant Program is true and correct.

\_\_\_\_\_

Printed Name of Applicant

\_\_\_\_\_

Signature of Authorized Agent

**B. PROJECT EVALUATION CRITERIA**

The following criteria shall be used in the evaluation of applications to the Residential Rehabilitation Grant Program.

Criteria	Rating or Compliance
<p><b>Project Location</b>  <i>Projects must be located in Urban Renewal District.</i></p>	
<p><b>Applicant Property Interest</b>  <i>Applicants must own or have a property interest in the subject property through either ownership or a lease.</i></p>	
<p><b>Link to Downtown Master Plan Recommendation</b>  <i>Eligible Projects must tie to a recommendation in the Plan.</i></p>	
<p><b>Reimbursement Amount and Percentage</b>  <i>The URA will reimburse the participant up to 75% of the total project costs up to \$25,000.</i></p>	
<p><b>Project Commencement</b>  <i>All projects shall commence within ninety (90) days of award.</i></p>	

**C. OWNER PARTICIPATION AGREEMENT**

A sample Owner Participation Agreement is attached. Each project awarded funding from the Residential Rehabilitation Grant Program shall be subject to such an agreement.