



Livingston Urban Renewal Agency Meeting Agenda

The regular meeting of the Livingston Urban Renewal Agency Meeting Committee has been scheduled for October 24, 2023 at 4:30 PM in Community Room, City/County Complex, and Zoom.

<https://us02web.zoom.us/j/84367353697?pwd=cFdNUXVzamJaaXRmZF14ajgySnUxdz09>

Meeting ID: 843 6735 3697

Passcode: 231064

1. Roll Call
2. Approval of Minutes
 - A. APPROVAL OF MINUTES FROM JUNE 27, 2023**
 - B. APPROVAL OF MINUTES FROM JULY 25, 2023**
 - C. APPROVAL OF MINUTES FROM SEPTEMBER 26, 2023**
3. New Business
 - A. DOWNTOWN MASTER PLAN PRESENTATION FROM ANDY RUTZ (CRESCENDO DESIGN)**
 - B. FAÇADE GRANT APPLICATION FROM 103 NORTH MAIN ST.**
 - C. VOTE ON HOW TO PROCEED WITH SECRETARY POSITION**
4. Old Business
 - A. THOMPSON BUILDING EXTENSION FOR FAÇADE GRANT (\$100K PRE-APPROVED)**
 - B. URA GRANT OPEN HOUSE PLANNING**
5. Public Comments
6. Board Comments
7. Adjournment

File Attachments for Item:

A. APPROVAL OF MINUTES FROM JUNE 27, 2023

LIVINGSTON URBAN RENEWAL AGENCY
REGULAR MEETING June 27th, 2023, 4:30 P.M.

MINUTES

1. Roll Call: [] Allison Vicenzi, Lisa Garcia, Rick VanAken, Julie Evans, Christina Nelson

2. Approval of Minutes: [:49]

3. New Business: [1:20]

A. Approve meeting minutes for April 19th, 2023 meeting

Lisa stated the misspelling of Jennifer’s last name

Moved By: Lisa, with the spelling fixed All in Favor

B. Consideration of Request for Funding for Downtown Master

Plan \$29,640.00

Lisa had questions on the details of the housing and parking

portion, opened discussion on the Downtown Plan,

Housing and Parking and how the City has selected a

consultant and that they will be paying for the additional

cost with adding the Housing and Parking and so they are

asking for more funding, and discussion on when to expect

the results (May 2024), along with staying informed on the

progress, and how confident are we on the time line

\$59,640.00 total with the earlier \$30,000, authorizing \$29,640 now

Moved by: Lisa Second By: Rick All in Favor

C. Discussion of URA Board Meeting Times [18:49]

Discussion on changing the normal meetings to 4th Tuesdays

At 4:30

Moved By: Rick Second By: Lisa All in Favor

D. Update to By-Laws changing meeting date [20:12]

Moved By: Lisa Second By: Rick All in Favor

4. Old Business: [20:52]

A. Approval of Residential Rehabilitation Grant Program Guidelines

Julie asked for clarification on 2:A.2

Public Comments on above agenda [26:32]

Jack Luther: Asking on a definition of residential units

Katherine Daily: Likes the alignment with what the URA is doing with the city, recommends using HUB guidelines of income with affordable housing costs, and asks for clearing of the residential asking tying that together with the underlying and more such as kitchens, also asks for 90 days or more requirements

Wyeth Windham: Likes seeing actions with verbs and issues with some of the verbage and how to enforce, along with a different approach creating “Net New” more dense downtown and agrees with HUD list issues and are we creating affordability and Net New over Rehab and happy to help

Manny Goetz: Works with Rocky Mountain Developer and more that can help, and needs clearing up on affordable, workforce and more with timelines cleared also, and how much is available, along with worry about the amounts along with the bonds and when they are due, and if they are affordable payments

Patricia Grabow: Mentioned that downtown owners only want partial affordable housing and hotels to go with it, and that it is not realistic the way it is written. She supports HRDC building housing outside of the downtown

Dave Miller: Comparison on what it costs to rehab downtown vs. new construction, and employee housing on City blocks and if it is a good start on affordable housing, and that we need to know how many housing units are needed, along with talking about how the business owners should be involved in the process, should have a variety down town with a good mix

Reading of Tom Blurock's written notice for the record [45:26]

Allison answered some of the questions with the application is meant to be vague on the # of units and the description of a unit and the dollar amounts to keep it open to get more application, about the funding and bonding and that there is no steering committee yet

Lisa asked about getting the work out with a press release when it is available to get the applications started, and more on the Application on what does affordable mean and should look at AMI/HUD info, and the it is missing a longer time frame and Clarification on time frames and enforcements

Julie talked about the enforcement and who does that along with Management

Alison added to D.1.C and owner participation program and Details on all of that

Wyeth Windham: applications on life cycles and just planning

Takes around 18 months and then demo and he wants more

Specific intent

Patricia: Good information available for clarification with

Developers and more

Katherine Daily: working with developers and having more

Clarification to make the project be in alignment. Also with clarity on the # of units especially with affordability

Manny Goetz: mixed use for affordable and that the affordability

Devalues property and mixed use keeps value

Dave Miller: each one will be a different situation and needs to hear the specific proposals

All Move To Extend the Meeting to go past 6:00: All in Favor

Rick feels it's not ready yet

Lisa feels that also and had questions on what they can do with the documents

Julie about talking to experts

Alison talked about what to do with the document for the next meeting and if the public has information, ideas and more that they can go to the URA special website with email address and it will go to Allison

5. Public Comments [1:26:19]

Patricia Grabow: Special comment thank you on their project and almost finished and had questions on the time frame

Chris Rogers: gave the board information on the project

Manny Geotz: that there is a Builders Association and he has developers, Board of Realtors, and even Bankers too would be good on giving information on what it takes and have good insight

Dave Miller: Where he lives they have all kinds of programs and non are downtown and has other people with insight

6. Board Comments [1:33:36]

Lisa had questions on end of the year timeline coming up and if we need to contact those with approved Facade

Allison gave information on each having their own time lines and how they move onto the next year and about 18 months window and should look into it and that this has been a big learning curve

7. Adjourn: Moved By: Rick, Second By: Lisa All in Favor

Submitted by Christina Nelson

nelson0603.cn@gmail.com (406)223-8518

Next scheduled meeting will be July 25th, 2023 4:30 p.m.

File Attachments for Item:

B. APPROVAL OF MINUTES FROM JULY 25, 2023

LIVINGSTON URBAN RENEWAL AGENCY
REGULAR MEETING July 25th, 2023, 4:30 P.M.

MINUTES

1. Roll Call: Allison Vicenzi, Lisa Garcia, Rick VanAken, Julie Evans, Kevin Stewart, Christina Nelson

2. Approval of Minutes: [1:27]

No Minutes to approve, so will have June & July Minutes to Approve in August

3. New Business: [2:02]

No New Business

4. Old Business: [2:04]

A. Consideration of Residential Rehabilitation Grant Program Guidelines

Tom Blurock: the grant structure needs to be lowered to \$50,000 instead of \$250,000, to give 20% off to make it more affordable and make it less strict and lower the amount for whatever project is being done and how it will allow you to help more units

Rick VanAken asked Tom a question about his units and where they are, Tom said D Street and he will sell them as duplexes to help them pay for their purchase

Tom Blurock: Industrial Towel are for units, and how many units it could fit, work up and not work down

Leslie Feigel in that the guidelines are missing information on if there are different funds being used such as other grants, and that she agrees with Tom on the \$50,000 dollar amount instead of the \$250,000 dollar amount

Allison Vicenzi gave a breakdown of the grant guidelines changes and how we can move forward

Rick VanAken asked about 2.A. 1 no requirements besides just that, sounds like a hotel, wondering about 2.A.3 not less than 10 years from when?

Kevin Stewart says that 10 years from certification of occupancy or project complete

Rick VanAken 2.A.4 building permit 30 days prior, so when do we require them to have a building permit

Allison Vicenzi stated that the 30 days was to prevent having applications on previous projects

Rick VanAken also asked if doing multiple units do they do individual permits or one project permit

Allison Vicenzi stated it would be one project permit

Rick VanAken talked about the residential units being brought back to market and crossing out returned

Allison Vicenzi said it is to allow new units

Rick VanAken then stated that the 90 days needs to be changed to the 180 days

Lisa Garcia said that she sent in emails to get her questions answered and some clarification on the affordability and that she is ready to move forward with approving it and then talking about the application window time

Kevin Stewart said that there should be something to offsetting costs with the old buildings, priority might be given to specific things such as safety areas over finishing's, etc. and that he just

wanted to put it out there to change it to attainable housing instead of affordable housing

Julie Evans talked about 3.B. project evaluation reimbursement add the specific dollar amount in this section

Allison Vicenzi moves to make a motion to place 2.A.1 to wash dishes and cook, 2.A.3 10 year from certificate of occupancy or completed project, the project evaluation criteria read \$250,000 and within 180 days. So motion to approve this document for the pilot with those changes, and separately discuss the application window and getting the overview to the public

Moved By: Allison Second By: Lisa All in Favor

Allison Vicenzi talked about shooting for having the applications Out and available for the October Meeting, and then reaching out To the Enterprise and getting it on the URA website

5. Public Comments [37:19]

No Public Comments

6. Board Comments [37:28]

Kevin Stewart stated that he was glad that they stuck with affordable wording

Allison Vicenzi talked about the different levels and how much of a benefit being left vague

7. Adjourn: Moved By: Lisa, Second By: Rick All in Favor at 5:10 p.m.

Submitted by Christina Nelson

nelson0603.cn@gmail.com (406)223-8518

Next scheduled meeting will be August 22nd, 2023 4:30 p.m.

File Attachments for Item:

C. APPROVAL OF MINUTES FROM SEPTEMBER 26, 2023

**LIVINGSTON URBAN RENEWAL AGENCY
REGULAR MEETING September 26th, 2023, 4:30 P.M.**

MINUTES

1. Roll call: Allison Vicenzi, Lisa Garcia, Julie Evans
2. Approval of Minutes: Not everyone had seen the Minutes sent over via email, so Allison Vicenzi will forward all minutes to be voted upon at the October meeting; The minutes will be sent in the Agenda Packet for future meetings, one week prior to the scheduled meeting

New Business

3. A. Stricken from Agenda as the Downtown Master Plan consultant Andy Rutz was unable to meet today. He will reach out to URA Board Members individually to plan discussions about the Downtown Master Plan and Grant Gager will connect us for an in person meeting in mid-November, once the plan is scheduled.

B. Lisa Garcia asks about the dates in the Shane Center’s Façade Grant application - the dates have passed, is that correct? Allison Vicenzi says that is correct, the project is completed and we can view it now. Julie Evans expresses her view that we should support this project. Lisa Garcia and Allison Vicenzi note the In Kind expenses are not applicable to the Façade Grant and will be disallowed from the requested amount.

- Julie Evans moves to approve the Facade Grant for \$77,096
- Lisa Garcia seconds
- All in favor

C. Board Members discuss how to get more applicants for the URA’s new Residential Rehabilitation program. Julie Evans asks if we know why we haven’t received any yet. City Manager Grant Gager says the City has received several inquiries, but it is taking time for the applicants to get contractor bids and/or they may be still working with architects on biddable drawings. All Members present are in favor of having an expanded Open House Discussion during the Public Comments portion of a future meeting. Allison Vicenzi explains we can come prepared with more information about the Residential Rehabilitation program, share examples of infill projects in other cities to inspire projects in the URA district, in empty/vacant lots for example. We can have printouts available. Lisa Garcia suggests we assign tasks ahead of time. The Board agrees to have the Open House discussion at our November meeting to give us time to research and come up with ideas and tasks, as well as promote the event to interested parties.

4. No Old Business.

Public Comments

5. Patricia Grabow - would like to receive a copy of the approved guidelines. She promotes mixed use buildings in downtown Livingston and notes the area formerly had twenty hotels. She would like to host a presentation for the URA Board Members and Downtown Master Plan planners to share more of the history of Livingston.
 - Allison Vicenzi will send Residential Rehabilitation application and guidelines

Katherine Daly - here representing HRDC/PCHC. She shared more examples from the brainstorm with Chair Vicenzi regarding the Open House / Residential Rehabilitation program community discussion: examples of infill, rehabilitation success stories, representatives from planning and building departments could be there to discuss permits, she suggests starting with a presentation from the URA about the program, general information for those who haven't embarked on building projects before. HRDC/PCHC would like to help, can stuff envelopes, help spread the word, share information at the event.

Allison Vicenzi moves to adjourn the meeting at 5:01pm.

Julie Evans seconds

All in favor.

Next regularly scheduled URA meeting is Tuesday October 24, at 4:30PM.

File Attachments for Item:

B. FAÇADE GRANT APPLICATION FROM 103 NORTH MAIN ST.

McLean Friedmann Property Management 103 North Main Renovation Phase 2

November 2022 - November 2022

Amount Requested¹: \$59,673.00



Contact: Susannah McLean and Hans Friedmann

PO Box 558, Livingston MT 59047

Hans: 406-224-3316 hans@privatechefhans.com

Susannah: 267-241-7029 susannahmclean630@gmail.com

Tax Status: Non-exempt

¹ For breakdown see table "Grant Requested Items"

Total Renovation of 103 North Main, Livingston Phase 2

Project Background and Summary:

103 North Main was purchased by Hans Friedmann and Susannah McLean in November of 2016. We knew that this property was rundown and in desperate need of help, but felt uniquely suited to save the building and bring it to, and exceed, its former glory. The building, constructed in 1896 was originally a Mercantile, connected to its neighboring side and specializing in textiles. Known as the Thompson Building, it went on to be several bars and restaurants, and upstairs to host several different sorts of venue; batting cages, roller rink and music venue.

After consulting with structural engineers, architects, and contractors we knew that the second floor was inherently dangerous and poorly equipped to accommodate such crowds. However, we decided that we wanted to transform this second floor into an accessible and beautiful part of Livingston's historic Main Street. This 127- yr old building deserved to be saved, polished, and to shine.

When we began Phase 1 of our plan we kept all these details in mind. With guidance, we had the forethought for the following items; to replace, reverse and expand the sewage line, add fire water and fire suppression, and structural support from the basement up. Along with the addition of custom built glue-lam beams, this meant that we would one day be able to host large parties, meetings and conventions in the building. This renovation, including electrical, HVAC, fire suppression, and numerous cosmetic changes to enhance the ruggedly western feel of this centenarian ended and in October 2017 we opened a restaurant. It would be The Soup Bar and Moon River Cake Shop.

We appreciate how much the community misses the soups and other delights of this location, which was open for five years. With the model railroad that encircles the first floor, the full commercial kitchen, and the abundant space, it was truly a special place; warm and welcoming, exactly as we envisioned.

Now, after facing the pandemic and the current economy, and the travails of owning a restaurant, it seemed the opportune time to close our doors and move on to the 'Phase 2' we had always looked forward to; a banquet hall.

Livingston, Montana has several venues, each of which sits comfortably in its own niche. Our space "1900 Event Center" is meant to host large gatherings such as wedding receptions, conferences, company parties, supper clubs and more. With a strong team of experienced managers and chefs we will provide excellent cuisine and service to not only locals but also visitors and tourists; stimulating the local economy. This space will also be open to the public for such seasonal events as pop-up dinners and art walks.

For us to tackle Phase 2, we needed to preserve the building from the roof down to the basement. Our proposal is for the necessary restoration on the exterior of the building; replacing the roof, four large windows which face Main Street, and the replacement of two rear doors and upgrading one to an automatic garage-door style. These improvements will eliminate blight by giving the building a 'face-lift' and utilizing previously vacant space. With

the exterior of the building preserved, we can continue to improve the interior and add fire suppression, structural improvements and more to safeguard our occupants; both our employees and the crowds of people we will host.

Statement of Condition/Need:

Replacing the roof is vital to protect the historic building underneath. The roof was at the end of its predicted lifespan and leaking. The ceiling below was also unsafe with lathe and plaster deteriorating and sheet metal precariously suspended over the 3500 square foot space. A chimney had been dangerously partially removed and was not properly supported, adding hundreds of pounds of weight. Ultimately an astonishing 12 tons of weight was removed in the form of lathe, plaster, metal sheeting, dust and debris. This was a risk to the health and safety of our community due to the possibility of a dangerous fire in the crawl space. The crawl space is now removed and the beams exposed. The extension of our fire sprinkler system to the second floor furthered this important safety measure. There was also improper drainage on the roof leading to an icy overhang in the back alley in winter, and possible damage to the rear wall and basement. The addition of six inches of hard cell foam insulation and 60 mil thick reflective white TPO membrane will help us maintain comfortable temperatures within, (using the new HVAC system), reduce our energy bill and reduce our negative impact on the environment. The new gutter and downspout will reduce dangerous ice buildup in the back alley which is highly trafficked by both us and our neighbors.

The four tall front windows were original to the building. On multiple occasions open windows slammed shut unexpectedly and sent shattered glass down onto the Main Street sidewalk. The windows were so decayed, poorly sealed and vulnerable to wind that significant snow accumulated on the interior of the building in winter. The new windows are a massive improvement. They contain energy efficient glass which reduces our environmental footprint and increases the functionality of the space. The windows are beautifully trimmed in black, sprucing up the facade and giving the building less of a run-down appearance. On Main Street it is particularly important for the buildings to appear tasteful and well maintained while preserving their historic charm. Our picturesque first block of Main Street is often photographed by tourists, and hosts several events throughout the year so it is important to address blight and neglect in this area.

The two rear doors facing the alley are being replaced in this project. These doors are highly trafficked by delivery personnel and employees and one serves as an emergency exit. Both replacements will have higher R-value and greater security to deter crime and vandalism, and the panic bar is an important safety measure in case of emergency evacuation. Properly sealing and insulating the rear wall of the building will also help with heat loss and help protect the building from environmental damage.

While there is always more work to do, this project will have a massive impact on the appearance of the building. A secondary benefit is making the long vacant and dangerous upstairs space functional and beautiful. We are proud of this addition to Livingston's historic Main Street. We believe that the creation of this venue will positively impact the local economy and draw large gatherings into town. We are also reducing urban sprawl by using downtown space to its full potential.

Project Work Plan:

As of October 2023 this plan is almost completed. Installation of the new rear door is the only remaining item pertinent to this request. Building owner Hans Friedmann was responsible for planning, supervising and coordinating contractors. The items on this request (ceiling, roof, doors and windows) were completed over the course of 11 months, exceeding our projected timeline of nine months. Concurrently with this major other improvements were completed; leveling the subfloor and adding an oak hardwood floor, two new ADA compliant bathrooms, an office, building a beautiful LED-lit bar area and adding a small kitchen plating area off the lift to enable banquets and other events to expand into the upstairs space. We completely replaced and upgraded the electrical and plumbing. We added an HVAC system to the second floor which was previously heated by a single gas furnace. We worked with several local contractors and businesses including; Mountain Vision Construction, Nevin’s Glass, Clif Larson roofing and others. Bids, quotes and invoices from these contractors can be provided.

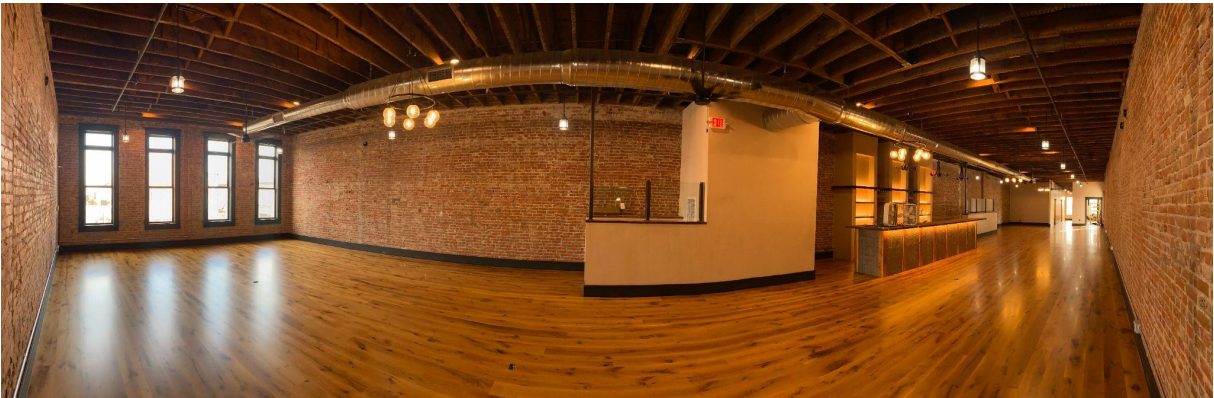
Budget and Financial Information:

We believe that the required budget to complete Phase 2 was reasonable considering the scope of the project. By completing much of the labor himself, Hans was able to cut costs and make the project feasible. Our total expenditure for the entire Phase 2 Remodel was approximately \$272,000 which exceeded our original budget of \$248,800. We obtained no other funding and financed the project by taking out a commercial loan with a personal guarantee. 103 North Main is owned by McLean Friedmann Property Management which consists of Susannah McLean and Hans Friedmann and exists solely for the purpose of managing and restoring this property.

Grant Requested Items

		Original Budget	Actuals to Date	Requested Amount
Exterior Improvements				
	Roof	\$50,400.00	\$52,000.00	\$26,000.00
	Windows		\$7,000.00	\$3,500.00
	Single rear door		\$2,600.00	\$1,300.00
	Overhead rear door		\$4,200.00	\$2,100.00
	Rear Wall Insulation	\$1,000.00	\$1,596.00	\$798.00
Safety				
	Fire Sprinkler system	\$15,000.00	\$14,950.00	\$7,475.00
	Removal of dangerous crawl space, ceiling materials and chimney		\$12,500.00	\$6,250.00
	Rafter Repair	\$1,000.00	\$2,500.00	\$1,250.00
Energy Efficiency				\$0.00
	New HVAC system		\$22,000.00	\$11,000.00
			\$119,346.00	\$59,673.00

Images



Second floor before and after remodel



Rear Wall: Before and after remodel. Note: Security door has arrived and will soon be installed.

Images to be added: Old and new front windows