

## MISSOULA REDEVELOPMENT AGENCY

### CONDENSED BOARD MEETING MINUTES

November 22, 2010

**FINAL**

A meeting of the Board of Commissioners of the Missoula Redevelopment Agency was held at MRA Conference Room, 140 W. Pine, Missoula, MT 59802 at 12:00 PM. Those in attendance were as follows:

**Board:** Hal Fraser, Rosalie Cates, Karl Englund

**Staff:** Ellen Buchanan, Chris Behan, Kari Nelson, Jilayne Lee

**Public:** Collin Bangs, B & E Corp; Frank Big Man, University of Montana; Jeff Maphis, JCM Architecture

#### **APPROVAL OF MINUTES**

October 20, 2010 Regular Board Meeting Minutes were approved as submitted.

November 16, 2010 Joint MRA/MPC Special Board Meeting Minutes were approved as submitted.

#### **PUBLIC COMMENTS & ANNOUNCEMENTS**

##### *Front St. Parking Structure*

Buchanan said the Development Agreement, Architectural Selection and Construction Manager at Risk and a Resolution made it through A & F Committee. Cates asked if there's been any word on whether or not the bond will be rated. Buchanan said not yet.

#### **STAFF REPORTS**

##### **ACTION ITEMS**

##### **Allegiance Customer Service Call Center (1100 South Ave. W) – URD III Façade and TIF Requests**

Nelson said the owners of this property would like to update the building's façade. Their proposed improvements outlined in Nelson's memo include updating the look of the main entry and overall building with new awning and lighting, screen the currently visible HVAC units on the rooftop, add windows and metal panels to the east side, and add windows and clean up the look of the north side. The applicants also plan to renovate a landscaped area on the South/Regent corner and bring the handicap ramp on Regent up to code.

Nelson said the applicant is seeking assistance in the form of Façade Improvement Program (FIP) funds with their work estimated to total \$221,165 (\$50,000 grant from MRA). They are also seeking TIF funds in the amount of \$7,440 for the landscaping work and handicap ramp.

Jeff Maphis, JCM Architecture, reviewed the plans for the project. He said in the end they plan to have a completely rehabilitated exterior.

**MOTION**

**CATES: I MOVE WE APPROVE THE EXPENDITURE OF TAX INCREMENT FUNDS NOT TO EXCEED \$7,440 FOR THE HANDICAP ACCESS RAMP THAT WAS DESCRIBED AND LANDSCAPING ENHANCEMENTS AS WELL AS AN EXPENDITURE OF FAÇADE IMPROVEMENT PROGRAM FUNDS NOT TO EXCEED \$50,000 UNDER THE NORMAL CONTRACTUAL PROCEDURES THAT WE USE.**

Englund seconded the motion. 3 ayes, 0 nays. Motion passed unanimously. Moe and Kemmis absent.

**Bitterroot Trail Townhomes – URD III TIF Request**

Buchanan reviewed this project in Gass' absence. She said B & E Corporation (Collin Bangs & David Edgell) are looking at developing a piece of property along the Bitterroot Trail near Southgate Mall. The plan is to create 10 Lots, add a 4-unit townhome along Agnes Ave., add a 3-unit townhome along Eaton and remodel the single family residence on Lot 5, sell the single family residences on Lots 9 & 10 and develop a common park area behind the townhomes.

Buchanan said the primary need for assistance in this project is driven by the need for utility extensions. She said there's water and sewer in the area, but they don't extend to where the development is planned. Therefore, they need two sewer main extensions and a water main extension. The other work B & E Corporation is asking for assistance with involves demolition and landscaping in the public right-of-way. The total request to MRA from B & E Corporation is for \$84,450 in assistance. The total investment for the area is estimated to be \$1,168,408.

Buchanan said while B & E Corporation isn't marketing the units as affordable housing, the price point on them is close to the affordable housing market for workforce housing. She also said the Agnes Ave. sidewalks and cul-de-sac will be done as part of the URD III Residential Curb & Sidewalk project that will be out to bid in early 2011. Buchanan noted that MRA Staff is convinced doing projects like this will be a catalyst to other investment in that area. Collin Bangs spoke about the area and their project.

**MOTION**

**ENGLUND: I MOVE APPROVAL OF THE BITTERROOT TRAIL TOWNHOMES TIF REQUEST IN THE AMOUNT OF \$84,450 CONTINGENT UPON SUBMITTAL OF A LETTER OF COMMITMENT FOR FINANCING FROM A COMMERCIAL LENDER AND REIMBURSEMENT TO THE DEVELOPER UPON SUCCESSFUL COMPLETION OF PHASE 1 OF THE PROJECT AS EVIDENCED BY FINAL BUILDING INSPECTION OR ISSUANCE OF A CERTIFICATE OF OCCUPANCY AND SUBMITTAL TO MRA BY THE DEVELOPER FOR THE ELIGIBLE ITEMS.** Cates seconded the motion. 3 ayes, 0 nays. Motion passed unanimously. Moe and Kemmis absent.

**Silver Park Phase 2 – Reconciliation of Contract and Invoiced Costs**

Behan said there are three items left on Phase 2 before it's closed out. Two of the items have been approved by the Director because they were under the \$5,000 threshold. Those include Change Order #4 to install a bollard and chain boat ramp control system in the amount of \$3,400 and TLI Budget Amendment #3 in the amount of \$3,406 for costs related to the boat ramp control. The third item is a request for the Board to approve a contract reconciliation amount of \$22,781.45 for Western Excavating.

*Change tape 1 s1/s2*

**MOTION**

**ENGLUND: I MOVE APPROVAL OF CONSTRUCTION CHANGE ORDER #4, TLI BUDGET AMENDMENT #3, AND RECONCILIATION OF CONTRACT COSTS FOR SILVER PARK PHASE 2 IN THE AMOUNT STATED IN THE MEMO TO THE BOARD OF NOVEMBER 18, 2010.** Cates seconded the motion. 3 ayes, 0 nays. Motion passed unanimously. Moe and Kemmis absent.

**Silver Park Phase 3 – TLI Proposal to Design and Manage Storm Water Permits**

Behan said the EPA has changed the rules for storm water discharge and the state and city are just now being able to catch up on what the rules are. He said TLI will design the storm water discharge permit system and do inspections until 70% of the disturbed soil is revegetated. MRA will need a separate contract with TLI for this because it could last longer than their engineering and construction management contract. The request is for the Board to approve a cost of \$6,893 for this contract.

**MOTION**

**CATES: I MOVE APPROVAL OF TLI DESIGN AND INSPECTION SERVICES PROPOSAL IN AN AMOUNT NOT TO EXCEED \$6,893 AS DESCRIBED IN THE MEMO OF NOVEMBER 18, 2010.** Englund seconded the motion. 3 ayes, 0 nays. Motion passed unanimously. Moe and Kemmis absent.

**Funding Intern Position for Creation of Property Database in Downtown – Request for Approval**

Buchanan said at the October Board meeting she talked with the Board about MRA participating in hiring an intern to create a property database for Downtown. It will cost MRA \$2,720. It's within the Director's threshold to approve and Moe made a motion at the last meeting and it was unanimously approved, but since it wasn't listed on the Action Items it's back for formal approval.

**MOTION**

**ENGLUND: SO MOVED.** Cates seconded the motion. 3 ayes, 0 nays. Motion passed unanimously. Moe and Kemmis absent.

**NON-ACTION ITEMS**

**OTHER ITEMS**

**ADJOURNMENT**

Meeting adjourned at 12:55 pm.

Respectfully Submitted,



Lesley Pugh  
Secretary II