

Minutes for the Livingston Urban Renewal Agency (URA)
Regular Meeting
Wednesday, November 20, 2019; 8:30 a.m.
East Room

AGENDA

1. **Call to Order – 8:35 a.m. In attendance: Karla Pettit, Bob Ebinger, Matt Whitman, Rick VanAken, Kyra Ames, Warren Mabie, Jack Luther, Betsy Luther, Lisa Harreld**

2. **Consent Items**
 - **Approve Minutes from regular meetings on 09.18.2019**
September 18 minutes were amended to delete reference to concrete overlays and damage caused by salt. Bob motioned for approval of amended September minutes, Rick seconded. All in favor, motion approved 5-0.

3. **Old/Continuing Discussion Items**
 - **MATT WHITMAN COMMENTS REGARDING CONCRETE AND CHARGING STATION**– Matt followed up on the investigation they are undertaking to determine the cause of the concrete pitting on the new downtown sidewalks. The investigation has been ongoing. Last week they sent core samples to a laboratory in Denver, hopefully to help determine the cause of the concrete failure. They expect a report to be completed by the end of January. Matt was also asked about the electric charging station. He doesn't know how the charging stations were funded. But he was able to explain that they have the capability to add another station as the demand increases. He also added the DEQ will be adding a new program next year with funding available to install a level 3 charging station. The funds for that, in part, are from the Volkswagen settlement. The city will be applying for the grant in hopes of installing a level 3 charging station at the Depot Park.
 - **BYLAWS** – Rick brought up Article 3 which addresses Officers. He suggested that the position of Secretary be eliminated as an officer since the URA does not have a board member acting as secretary. The secretary position is provided by the city administration and is not a URA board member. The group discussed the secretary position and also discussed the fact that the bylaws and the city code don't address the assignment of a city commissioner to be a non-voting member of the board. Karla suggested that the city commissioner seat should be addressed in the bylaws. Bob disagreed and felt the appointment of a city commissioner seat should be addressed in city commission policy and procedure documents and should

not be included in URA policies and procedures. Ultimately, the group decided to delete Article III Section 1C and add Article IV section 7 to include the city appointed secretary position. The group decided against adding or changing any wording addressing the appointment of a non-voting city commissioner.

- Bob approached the subject of board application criteria. He questions whether someone can be on the board and simultaneously apply for a URA grant; whether a property owner within the TIFF district can apply for a grant. There was a general discussion but no one was able to find the exact wording he was referring to.
- **Growth Police report and recommendation** – Comments and recommendations are due by January 10, 2020. Karla said her priorities continue to be 1) sidewalks in the URA residential area; 2) downtown furniture; and 3) façade program. She said she would like to send the “Downtown Design” master plan from 2007 or 2008 as an attachment with the recommendations from the URA. Karla will send me the master plan. The Growth Policy is in the information collection phase.

4. Scheduled Public Comment None

5. Action Items

6. Progress Reports

7. URA Commission Comments

- **Kyra Ames** – Kyra said the artist who did the artwork that was used at 5th street noticed the box has been replaced by a different box. Matt Whitman said the wrapped utility box at 5th street was damaged in an accident. Northwest Energy replaced the box with one that they had available. Matt said the whole intersection will be updated next year and a new plain box will be placed at the site. The boxes at 7th Street and B Street will be replaced next year as well. Kyra and the rest of the group agreed that would be a good time to renew the art competition like they did the last time. She will plan another art review contest next year as the road construction is being completed.
- **Karla Pettit** – Karla renewed the discussion that was started at the last meeting regarding the new benches that were placed downtown without backs. Previously the URA approved \$300 for Clark Smith to compensate him for bench backs. Clark’s costs have gone up from \$100 to \$125 per back and he provided an additional two backs since the last vote. **Bob made a motion to increase paying Clark Smith up to \$500 from the previous approval vote of \$300. Kyra seconded the motion. All in favor, motion approved to pay Clark Smith up to \$500 for his work on bench backs.** Karla also mentioned that code

enforcement has been very lax the last month. She has noticed a number of cars that haven't moved in days on Lewis Street. Code enforcement continues to be an issue. Currently, code enforcement is being completed as time permits, there is no code enforcement officer assigned specifically to code enforcement.

- **Warren Mabie** – Warren said he will continue to try to get solid financial information for the board to work with. Paige will be invited to the next URA meeting on January 15, 2020. Warren asked Matt about a horse (bison?) sculpture that was at one time on display on Main Street. There was some confusion regarding where the sculpture ended up. At one time the Downtown Gallery Association was going to display artwork and provide information for selling the art. The program never got off the ground. There are several groups interested in renewing the program.

8. Public Comments

- **Kristin Galbraith** – Kristin is the Chair of the LBID. She submitted an application to the “Small Business Revolution” program. The program is a cable TV show that helps revitalize a small town. The show receives over 15,000 applications. The field has been narrowed down to 10 towns INCLUDING LIVINGSTON MONTANA! Show representatives will be here in December to interview and scrutinize Livingston further. The field will be narrowed down to 5 in January and then the public can vote on the winner. There will be one week of voting. Look for more to come!
- **Matt Whitman** – First Interstate Bank will be rebuilding next year. They will temporarily take over the building on South 2nd and Lewis while First Interstate is torn down and completely rebuilt. The URA can expect that First Interstate will be requesting grant funding for their vaults and sidewalks. Matt also mentioned they will be surveilling 2nd street to prepare for future sidewalk and street improvements. The URA can expect owners to be requesting funding for the sidewalks.
- **Jack Luther** – Jack added to the other comments regarding the First Interstate bank, that the vaults are quite large and they house their heating units. Jack also mentioned that for Historic Preservation Board members must live within the city or own property within the historic district.

9. **Adjournment-** Rick made a motion to adjourn the meeting. Bob seconded. All in favor. Meeting adjourned at 10:05am.

The next meeting will be Wednesday, January 15, 2020 at 8:30 am.