

Meeting Date: Friday, August 27, 2021, 7:30 am

Location: First Montana Title Classroom

RE: Billings Community Foundation TIFD Assistance

The DBP Board recommends approval of this project to the City Council with the following contingencies:

- 1. The Applicant shall sign a development agreement with the City of Billings and DBP within 180 days of City Council's approval.**
- 2. This TIFD reimbursement is the maximum that can be awarded pending satisfactory submission of all paid invoices showing the completion of expenditures related to this project.**
- 3. If funds are not available, reimbursement can be carried over to the next fiscal year.**

Proposal:

The Billings Community Foundation (BCF) had applied by April 15, 2021, to the DBP requesting TIF assistance to rehabilitate their recently acquired property at 404 N 30th Street. The application was vetted by DBP staff and presented to the DBP Development Committee by May 13, 2021. The DBP Development Committee vetted the proposal, reduced the requested amount, and drafted a recommendation for the Board's consideration. The recommendation was presented to the DBP Board on June 18, 2021, and was seconded by a majority. The proposal went before City Council on July 26, 2021, where the recommendation failed due to a 5-5 tie vote. The following week, DBP staff followed up with City staff as well as several Council members. Consensus feedback indicated merits for the project to be revised and to come back to City Council as soon as possible for consideration.

DBP and City staff discussed next steps with the applicant and presented a modified proposal to the DBP Board on August 27, 2021. The Board supported the following improvements as being of utmost significance to be taken care of because they address safety, accessibility, stability, and longevity of the property. The Board also found, as it had in review of the first application, that the request qualified for TIF funds per the City TIF Policy, Downtown Urban Renewal Plan and Strategic Plan, and per Montana Code.

Recommended TIF Eligible Improvements:

- Plumbing & carpentry for ADA restroom; interior wall repairs, flooring & structural repairs of the building's foundation = \$24,693
- ADA lift demolition = \$25,000
- ADA lift construction = \$33,425 (not including permitting)
- Sewer repairs to reestablish access to public utilities = \$15,400

The total reimbursement would be \$98,518, which is the equivalent of supporting 10% of the project.

The items below shaded in green are what is recommended in this TIF award.

The items below shaded in yellow are qualifying expenses not being recommended in this TIF award.

The items below in white are non-qualifying items that are not completed.

The items below shaded in red are completed items.

Eligible Public Improvements	Actual	Recommended	Percentage	MCA Statute
Plumbing and carpentry for ADA restrooms; interior wall repair, flooring, and structural repair to the building's foundation	\$24,693	\$24,693	100%	7-15-4233 (i) (m)
Sewer repairs to reestablish access to public utilities	\$15,400	\$15,400	100%	7-15-4288 (2)
ADA lift construction (permitting is not included)	\$33,425	\$33,425	100%	7-15-4233 (i) (m)
ADA lift demolition	\$25,000	\$25,000	100%	7-15-4233 (i) (m)
Fire & security system	\$10,412			7-15-4233 (i) (m)
Structural Engineering	\$2,500			7-15-4233 (m) (n)
Parking lot resurfacing and sidewalk replacement	\$5,818			7-15-4288 (4)
Exterior drainage and gutters	\$10,898			7-15-4288 (4)
Exterior door replacement – metal frames and door with panic bar	\$16,991			7-15-4233 (i) (m)
Exterior landscaping – as recommended by CPTED evaluation	\$26,970			7-15-4233 (m) (n)
Exterior tree trimming	\$3,160			7-15-4233 (m) (n)
Exterior lighting	\$1,500			7-15-4288 (4)
Exterior signage	\$20,000			7-15-4288 (4)
Exterior planters and raised beds xeriscaping	\$29,150			

Restroom vanities and hardware	\$7,500			
Infrastructure and equipment for community classroom/training center	\$19,665			
Café cabinetry, countertops, shelving, and equipment	\$12,992			
Lobby and shared space cabinetry and countertops	\$10,000			
Interior window blinds	\$15,214			
Interior signage and donor wall	\$10,000			
Interior finishing for classroom	\$15,000			
Office furniture	\$10,090			
Utility relocation	\$8,920.80			
Upstairs renovation	\$46,957.50			
Electrical	\$2,380.51			
Plumbing	\$117.80			
Interior lighting	\$2,158.90			
Telecommunication	\$14,687.23			
Architectural and engineering services	\$20,530.50			
Feasibility study	\$2,887.50			
Planning and research	\$2,025			
Building purchase	\$685,000			
Total	\$1,013,526	\$98,518	10%	

Financials

If this TIF recommendation is approved, the Billings Community Foundation can move forward to address the time sensitive improvements and will address the remainder of the improvements at a later time as weather permits and as they continue to fundraise. The reimbursement award is available starting in the fiscal year following the fiscal year in which the improvements are completed.