



February 4, 2020, Billings Hotel & Convention Center,  
1223 Mallowney Lane, Billings, Montana  
7:00 PM Annual Meeting Minutes

The regular meeting of the South Billings Urban Renewal Association was called to order at 7 pm on February 4, 2020 by President Carolyn Rukstad.

### *Introductions*

All in attendance introduced themselves; those attending that signed in were: Debbie Keller, Sammy Handley, Scott Hanser, Carolyn Rukstad, Chuck Barrett, Jeff Muri, Mike Mayott, Wyeth Friday, Jim Tevlin, Denise Joy, Chris Kukulski, Lori Nelson, Margie McDonald, Bill Cole, Danny Choriki, Brian Dennis and Mike Yakawich.

President Rukstad opened the meeting explaining the operating format the Board will use to conduct its meetings.

- **Minutes of January 7, 2020 Annual Meeting.**

Scott Hanser moved, and Jeff Muri seconded the acceptance of the January regular meeting minutes. **APPROVED**

- **BOARD MEMBER ELECTION**

The terms of Sam Handley, the Homeowner Board representative and Chuck Barrett, a Member-Director expired on January 31, 2020. President Rukstad called for a motion three times to reappoint Mr. Handley and Mr. Barrett to a three year term. Failing to obtain a motion from the sitting Board the election was tabled.

President Rukstad called for applications to fill the two vacant Board positions pursuant to the By-laws of SBURA. Mr. Handley and Mr. Barrett are eligible to apply for their seats. Applications can be downloaded from the SBURA website ([www.southbillings.org](http://www.southbillings.org)). Completed applications are to be mailed to the SBURA mailing address. President Rukstad set a deadline to receive applications by February 21, 2020

- **Big Sky EDA Member-Investor Membership – Melanie Schwarz presenter from Big Sky EDA**

Ms. Schwarz provided an overview of Big Sky Economic Development Agency that was created 30 years ago by the Yellowstone County Board of County Commissioners. Ms. Schwarz stated Big Sky EDA has three basic areas of impact; Community Development, New Business Recruitment and Business Growth services.

The two other Tax Increment Districts are not Investor-Members.

PUBLIC COMMENT – NONE

BOARD DISCUSSION - Community programs are all available without investment.

CITY STAFF – City Administrator Kukulski stated the EBURA has a working agreement in place with Big Sky EDA and suggested SBURA should look into doing the same.

ACTION ITEM – Mike Mayott moved, and Scott Hanser seconded to table any action pending further investigation into a working agreement with Big Sky EDA - **APPROVED**

- **Hollowell Street Lighting Project**

SBURA consultant Jim Tevlin provided an update on the Hollowell Street lighting. Billings Public Works stated the cost of adding lights would range from \$300,000 to \$400,000. The residents of the Hollowell project would be required to approve

a Special Improvement District to cover the operational costs of the lights if they were installed.

SBURA has approximately \$4 million in unallocated funds for fiscal year 2020 and will have \$2 million in unallocated funds for fiscal year 2021.

PUBLIC COMMENT – None

CITY STAFF COMMENTS – City engineering included the cost of lights in the plan for a residential street; however, since the street is not a “connector” the residents will have to approve a SID.

BOARD COMMENTS – If SBURA approved the installation and payment of streetlights, SBURA will hold a public meeting for resident education and comments.

ACTION – Jeff Muri moved, and Debbie Keller seconded to include the cost of streetlights to the Hollowell Street project. **APPROVED.**

- **SBURA PROJECT UPDATES**

SBURA consultant Jim Tevlin provided an update of the current projects:

AQUATICS AND RECREATION CENTER – Work is being done to determine the Tax Increment Funding borrowing capacity based upon its current debt service over the next three to five years. Mr. Tevlin expects to have the analysis completed by the March SBURA meeting.

PUBLIC COMMENT - None

KING AVENUE EAST STREET PROJECT

DJ Clark of Sanderson – Stewart informed Tevlin advertising for bids will go out on February 21, 2020 with bid opening on March 10, 2020. The project is slated to start after school lets out for the summer.

PUBLIC COMMENT – None

HALLOWELL STREET PROJECT

The design is expected in the summer of 2020 with a fall 2020 start date.

PUBLIC COMMENT – None

OPTIMIST PARK

\$305,000 is allocated to add a picnic shelter, picnic tables, park benches, lighting and disc golf.

PUBLIC COMMENT - None

#### UNIMPROVED STREETS

Consultant Tevlin is scheduled to meet with Debbie Meling of City public works to discuss the unimproved streets in the SBURA district on February 5, 2020. Mr. Tevlin will provide an update on the project at the March meeting.

PUBLIC COMMENT - None

#### ORCHARD PLAYGROUND

Mr. Tevlin reported \$46,000 is allocated to remove pea gravel and replace with an approved rubber material. \$28,000 of the \$46,000 has been paid out to date. The project will complete in spring 2020.

PUBLIC COMMENT – None

#### POLICE EVIDENCE CENTER

Mr. Tevlin reported the total cost of the project is \$3.8 million. SBURA committed \$1 million with the understanding if a Safety levy was passed the City would make the annual bond payments; if no levy, then SBURA would incur the annual bond payment.

PUBLIC COMMENT – None

CITY STAFF COMMENTS – City Administrator Kukulski stated the discussions regarding the bond payments were as stated in the overview; however, the present City Council is not adding the bond payment to the safety mill levy; therefore, City Council is expecting SBURA to fund the bond payments.

Mr. Kukulski stated the bond funding can be done through the InterCap Loan fund through the Montana Board of Investments. at a reduced rate.

#### AMEND PARK

Parks has informed Mr. Tevlin they are on track for an April 1, 2020 completion date. A ribbon cutting and ground breaking are to be scheduled.

Board member Mayott, the Executive Director of Amend Park Development Council stated he is concerned the project cannot be accomplished by April 1 which could cause a hazard to the athletes using the fields.

PUBLIC COMMENT - None

- **PUBLIC COMMENT ON NON AGENDA ITEMS**

Board member Keller reminded attendees the Board does not meet in July or December.

Board member Mayott thanked Mr. Tevlin for his work and updates to the board.

Jeff Muri moved, and Scott Hanser seconded adjournment of the meeting.

Respectfully submitted,

Michael Mayott  
Secretary / Treasurer  
SBURA