

**Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, July 19, 2016 from 3-5 pm at the DMP Office**

PRESENT: Carma Gilligan, Tim France, Charlie Beaton, Dan Cederberg, Kirk Bodlovic, Ellen Buchanan

ABSENT: NA

GUESTS: Chief Mike Brady, Patrol Officer Jake Rosling

STAFF: Linda McCarthy, Robert Giblin, Will Greenway

MEETING COMMENCEMENT & INTRODUCTION OF GUESTS & PUBLIC COMMENT

Board President Tim France called the meeting to order at 3:11 pm.

ACTION ITEMS

APPROVAL OF MINUTES

Dan Cederberg moved to approve the May minutes. Carma Gilligan seconded the motion, and all voted in favor.

NON-ACTION ITEMS

FINANCE REPORT

Giblin reported the fiscal year ended June 30. Books will be closed in 60-90 days, and then the audit process with the City will begin. Tax assessments have come in. Total cash is \$206,000 at year's end. Discussion ensued about the recent major repairs to the Kubota and its current and future value.

UPDATE ON SECOND DEDICATED DOWNTOWN POLICE OFFICER (DDPO)

Cederberg reported he met with Chief Brady and Mayor Engen regarding Downtown safety and patrol. Engen and Brady are proposing the city add two full-time additional uniformed officers to patrol during the shoulder seasons, before and after the school resource officers (SRO) are on the street in the summer months. These two new positions would also focus on surveillance and crime investigation when not patrolling Downtown. An additional (2) non-sworn officers will work parks and trails, specifically Downtown parks. Non-sworn officers can issue citations for city ordinances. No cost to BID or MDA.

Chief Brady will report on the police budget tomorrow. McCarthy asked if he would like representation from the BID Board at the public hearing, and Brady said yes. In recent months 200 hours of overtime have been used to address concerns Downtown. Officers were put out to assist Officer Andy Roy and work in his place when Roy was on vacation. Brady and Buchanan think the increase in police presence made a difference this summer. Officers have been active on the trails, underneath the bridges, and the West Broadway Island. Citations being issued include open containers and camping violations. Additional patrols have been implemented at 5 am to apply pressure to illegal campers posing health hazards, littering, etc. There has been a significant increase in misdemeanor follow-up cases and shoplifting. Now there is video and the ability to identify people, there is much more follow-up work for officers. This work will be addressed by the additional full-time sworn officers. When completed, the new Fort Missoula Park will take up officer resources and time. Gilligan inquired about surveillance. Brady informed the group that video is purchased by the business owners, and there has been success in rapidly identifying suspects. The proposal for four new employees has been "tickled" for tomorrow's

city budget meeting. There is a plan in place to continue work done by SROs Downtown during the school year. There were 924 contacts during the month of June. In 2015, the Community Service Specialists had 15,000 contacts over 12 months. Park rules, dog rules, leash law education and enforcement are the primary issues. Officers are scheduled 7 days a week from 6 am to 10 pm in the BID. Two officers have been assigned to the Saturday Markets, and folks are appreciating the increased patrol. Kiwanis Park has had some issues.

McCarthy had a long meeting yesterday with the owner of Sushi Hana. He feels there is crime occurring directly in front of his business, and there is lack of enforcement. McCarthy outlined some ideas to deter crime outside of his business. The owner is mostly concerned about open containers. Sushi Hana has one-way glass and there is no perception that people on the street are being watched. Ambassadors – and others – have noticed the increased patrol and the improved environment.

There is an officer on foot beat this year. France reported that he has noted a change and that early morning contacts are having a positive impact. Brady and Bodlovic reported there has been an increase in disorderly conduct and violence against hospital staff. Multiple officer contacts per day make a difference with houseless individuals. Jimmy John's and Masonic Temple have seen an increase in transient clusters. Fresh Market has seen an increase in theft. There is increased activity around the Poverello Center.

Gilligan inquired about the use of canine policing. There are currently two dog positions and two more being trained. Bike theft has skyrocketed over the past two months. Even the Mayor had his bike stolen.

Cederberg inquired about the courts and jail capacity. Brady noted the judge has been working hard to be accountable, but jail is a struggle to come up with viable alternatives. Funding jail diversion is a large financial investment.

APPROVAL OF MOU WITH CITY POLICE

Discussion ensued on the memorandum of agreement between the BID and city police for the DDPO services. Giblin confirmed he has been billed twice a year for the DDPO. It was suggested and agreed that the current contract be modified for an 18-month schedule with the goal of aligning the contract terms to the same budget calendar (i.e. move to Fiscal Year). Therefore, with an 18-month contract, the new amount should be \$73,672.50, one half of the DDPO salary times 1.5 (18 months).

Cederberg moved to amend and approve the MOU. Buchanan seconded to motion, which passed unanimously.

MISSOULA MERCANTILE NEXT STEPS

McCarthy reported that the parties will not agree to mediate until after tomorrow's meeting. The LUP Committee found 10-1 that the Historic Preservation Commission (HPC) erred in its denial of the deconstruction permit. TIF funds and a development agreement will ensure the proposed project follows the submitted plans. BID Board members are comfortable with funding mediation between the two groups.

DMP, MDA, MDF REPORTS

DMP – McCarthy reported that both Sarah Ferguson and Will Greenway had their three-month performance evaluations. She also reported they are dial down on some dates in September and October for the DMP Strategic Planning Session.

MDA – McCarthy reported there were fewer than 300 people at the annual MDA Membership BBQ. Staff is now gearing up for Roots Fest August 26-27. The MDA recently terminated 45 members who have not paid their dues. There will be another Retail meeting in August, where planning will commence on the Roots Fest Hangover Sale the following Sunday. Advocacy is talking about The Merc and street dining projects.

MDF – McCarthy reported the Foundation wants to see strategic planning earlier. The MDF is also working on board development with the hopes of adding 3-4 new members. The Friends of Downtown Campaign will launch October 7. The Parking Meters Project has stalled because the Missoula Parking Commission (MPC) is still working to install the new meters. Cederberg reported that the Friends of Campaign and the MDF Poker Tournament both need to grow to help sustain the administrative funding. Alan Newell has been approved to serve on the board starting next month. Eric Elander has officially stepped down from the MDF Board.

MISSION REPORTS

CLEAN – Clean Team Supervisor Brandon Kinzle has been hired by the MPC, so Opportunity Resources (ORI) will be hiring a new supervisor. In the meantime, the Clean Team is being supervised by another ORI substitute.

SAFE – Downtown Ambassadors are working 7 days a week. Ambassador and police stats were included in email. McCarthy noted the significant differences in police stats for Downtown for the month of June.

BUSINESS DEVELOPMENT – Greenway reported that his team is still working on developing the maps and more reports are being made.

MARKETING – The current marketing efforts are working towards driving traffic to Downtown events.

MASTER PLAN – McCarthy reported the Master Plan Committee will focus on The Merc and update of the Master Plan. Gilligan inquired about The Merc parking and capacity at Park Place. Discussion ensued about parking the Front & Main corridors with Buchanan noting that 30 spaces have been dedicated to the Merc along with overnight parking. It was also noted that the Farran Group’s project on East Front Street will provide for an additional 100-150 public parking spaces if there is availability of TIF financing.

ANNOUNCEMENTS & NEW BUSINESS

The Mayor has submitted his decision to appoint a new BID Board member as the Large Property representative. Scott Stearns is a Missoula native and attorney for Boone Karlberg. He has been a long-time Downtown employee and will be a great addition to the Downtown BID Board.

TRUSTEE COMMENTS & MEETING ADJOURNMENT

With no additional comments or announcements, the meeting adjourned at 4:47 pm.