

Downtown Business Improvement District of Missoula
Board of Trustees Meeting Minutes
Tuesday, May 26, 2010
MRA Conference Room

Attendees: Alan Newell, Charlie Beaton, Ellen Buchanan, Dan Cederberg, Tim France, Carma Gilligan

Absent: Rich Huffman

Staff: Rod Austin

Guests: None.

1. Meeting Commencement: 12:00pm

2. Introduction of Guests and Public Comment: None.

3. Memorandum of Understanding discussion: Tim commented about the lines of communication and establishing a chain of command for the Downtown Dedicated Police Officer (DDPO). Dan reviewed the details of the draft Memorandum of Understanding (MOU). Alan inquired about the ability of defining what services the City currently provides Downtown, such as School Resource Officers' presence during the summer months, in order to decipher a minimum level of service. Dan will add this to the MOU. The Board felt having a better understanding of existing services will help during promotions for the dedicated officer. Ellen commented about vacation time for the DDPO and whether or not the City will provide another officer to fill-in during the DDPO's absence. Tim and Dan reviewed the three primary concerns the Board would like addressed by the City: definition of current services, vacation/sick leave coverage, and maximum compensation to include language such as "not to exceed \$14,500 plus overtime for June 1, 2010, to August 31, 2010."

Discussion ensued about the DDPO's schedule and routine. It was decided that a schedule will be ready every Tuesday, two to four weeks in advance, for the following Tuesday through Saturday. It was also determined that this will be a three-month agreement for the implementation of a DDPO pilot program. Rod will acquire the City's timesheet from Chief Muir for use in processing the DDPO's schedule. Exhibit A of the MOU will be the BID boundary map.

4. City Health Plan: None.

5. Trustee Comment: None.

6. Meeting Adjournment: 2:30pm