

Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, November 20, 2018 from 3-5 pm at the DMP Office

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

GUESTS: Kia Lizak and Melanie Brock, Zootown Arts Community Center (ZACC)

STAFF: Linda McCarthy, Pam Udall, Sarah Ferguson, Robert Giblin

President Tim France called the meeting to order at 3:07 pm. The board went around the room and did self-introductions.

Presentation on the ZACC: Lizak and Brock walked the board through the revitalization plans of the Studebaker Building (216 W. Main), which was purchased and will be renovated for the Zootown Arts Community Center. In addition to building renovation, the ZACC will also do an alley activation project with lights and murals. They would like to restore “Gasoline Alley” to bring back the historic aspects of the alley. There will be classrooms for youth and adult classes, office space for ARTS Missoula, and eight artist studios for rent on the second floor. The main floor will be the interactive floor. In the back there will be flexible event space for seated and standing events. There will be a paint your own pottery studio, a gallery and more youth-focused activity space. The basement will house the music school/band camp. The public phase of the campaign has launched, and they are looking to raise \$4.25 million with \$2 million raised to date. The elevator was a huge selling factor as the current ZACC building is not currently ADA accessible. Nick and Robin Checota are chairing the capital campaign, and they gave a major gift. Powder Hound Construction is the contractor on the project, and the budget includes everything including fixtures, furniture, marketing and operations. Brock asked the BID Board to consider a contribution of \$5,000. The request will be considered by the BID Finance Committee and acted upon at the December BID Board Meeting.

ACTION ITEMS

Approval of Minutes: Gilligan moved to approve the October minutes with McCarthy’s recommended edit. Stearns seconded the motion, which passed unanimously.

NON-ACTION ITEMS

Finance Report: Giblin presented the financials, highlighting the cash position for the BID is about \$68,000 as of October 31. Beaton asked about the Stoverud’s Clock Fund and how that money is being used. A discussion on the clock fund ensued and what happens now that the Florence has changed ownership. Cederberg reminded the group there is a contract for ownership and management, and noted that nothing should change, despite ownership change. Chris Sampson is the Facilities Manager of the Florence and will work for the new owner, so it should be a relatively easy transition. Giblin then reviewed the Profit & Loss Statement, noting revenues in October came from power washing and garbage. The BID made its 2nd Quarter payment to the DMP. There were also expenditures in both Business Development and Master Plan due to the community kickoff meetings in October, as some expenditures were funded by the BID. The negative in the Profit & Loss Statement is simply because of timing. Stearns asked for some historical context on funding allocations for building improvements

and community projects; McCarthy circulated a recent report created by Giblin of all special projects and planning efforts the BID has contributed to since inception.

MISSION REPORTS

Maintenance: Daniel Tulk has worked to get both pickup trucks ready for winter with new snow plows and some additional maintenance. He also cleaned out the basement of Park Place Garage and the City Shops Site to make room for storing the BID vehicles at Scott Street.

Clean Team: It's business as usual for the Clean Team, and they are focused on sweeping leaves into the streets and preparing for winter.

Ambassador: Ambassador Dave has now reduced hours to 25 per week from November 1 through March 30. He is on vacation for the Thanksgiving holiday week. He is also relocating the graffiti removal supplies from Cederberg's basement.

Policing: Officer Krastal is doing a good job of reporting his hours of service on a weekly basis, and he is generally working 5 am to 3 pm. He will be out on vacation the first week of December.

Holiday Season Events & Activities: McCarthy gave a brief overview of all the holiday activities being organized by the DMP, and she referenced the overview that highlighted horse-drawn carriage rides, Small Business Saturday, the Festival of Trees (10-day event), the Parade of Lights, and the Downtown Holiday Party December 6. McCarthy encouraged the board to support all of the activities and specifically asked them to attend the Festival of Trees Soiree on December 7. She also noted that the staff will likely sell \$75,000 in Downtown Gift Cards in the month of December.

Master Plan Update: McCarthy and Udall reported that the Community Kickoff went as well as could be expected in October, and that there were close to 350 individuals who attended meetings. Stearns praised the team from Dover, Kohl and Partners, expressing his excitement about their expertise and presentation skills, as well as those of the sub-consultants. From now until the team returns January 14-18, we are in the listening phase of the project and reaching out to groups across town. A logo for the update was presented by Six Pony Hitch, and selected by Buchanan, Udall and McCarthy. McCarthy noted that the Metropolitan Planning Organization (MPO) has approved the \$50,000 allocation from the City of Missoula, which will require an additional MOU between the BID and the city. Udall gave a brief overview of the January Charrette process, starting with two hands-on design workshops on Monday, Jan. 14 at the DoubleTree Hotel from 5-7 pm and 7-9 pm. The Open Design Studio will be January 15-17 from 9 am-7 pm at The Public House (130 E. Broadway), with the Work-in-Progress Presentation on Friday, Jan. 18 from 4-6 pm at the Wilma. Additionally, Jason King will be the keynote speaker at the MDA Awards Banquet on Wed., Jan. 16. McCarthy encouraged the board members to use their sphere of influence to engage the community in this process, to attend as many sessions as possible, and to invite co-workers and neighbors to participate.

Business Development Updates: Udall reported that a record-high of 27 new businesses have opened in Downtown Missoula in 2018, referencing the Business Development Report for 2018. Discussion ensued on some of the businesses that have closed or will be closing at the end of the year, including Firefly, Einstein Bagels, and Copperopolis. Businesses that will occupy the Missoula Mercantile and ROAM were moved to the

2019 Business Development Report, as they will not be opening until 2019. Udall also gave a brief summary of the big data project being done by Bryce Ward and Matt Quist, a UM graduate student who is doing an internship for the DMP right now.

New Business: With no old business to tend to, McCarthy gave a brief overview of the International Downtown Association Conference in San Antonio and announced that the DMP will be hosting the Montana Downtown Conference in the fall of 2019. With all the projects that have been completed in recent months, there will be a lot of “show & tell” for Downtown Missoula.

Announcements: McCarthy reminded the group that the annual Downtown Holiday Party will be Thursday, Dec. 6 from 5-7 pm at the Holiday Inn Downtown. Electronic invitations were sent out November 19.

With no additional business or announcements, President France adjourned the meeting at 4:35 pm.