

Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, March 19, 2019 at the DMP Office (218 East Main)

Present: Tim France, Dan Cederberg, Carma Gilligan, Charlie Beaton, Scott Stearns, Ellen Buchannan

Absent:

Guests:

Staff: Linda McCarthy, Robert Giblin

President France called the meeting to order at 3:12 pm. Randy Krastel, the Dedicated Downtown Police Officer gave an overview of patrol since September.

Randy Krastel, the dedicated downtown police officer, gave an in-depth overview of what he has been working on over the course of the winter. He noted the job has changed quite a bit, especially since the two detectives were not able to help him patrol downtown this fall. He noted the shortage of officers and the recent internal employment posting for two new detectives who can help patrol downtown in the spring and fall. Not having assistance in patrol means he spends more time on crime patrol and less time working with downtown business and property owners.

Krastel gave an overview of the Christmas Break burglaries that took place December 23-26. He noted it was an out of town professional burglar, who had employment with a construction business working on the renovation of Albertson's Eastgate. This criminal was living in and old and abandoned buildings, storing his tools and stolen goods in a variety of locations Downtown. Market on Front first called the DMP office and then reported vandalism to 911. The individual did a significant amount of property damage, breaking into the HVAC system; he evidently got stuck and left everything behind. They found him after an incident at the Florence Building and jailed. He was released four days later, and robbed several other businesses and also stole a car. They connected those crimes back to the same individuals after the vehicle was found on Lavasseur Street near one the building he was camping out in. this is the first time in at least 20+ years there has been a burglary spree in Downtown Missoula. This case is one example of how having a DDPO helps everyone in Downtown Missoula.

Krastel then shared that January and February hours have been focused on working with the new HOT (Homeless Outreach Team) members and helping get some of our homeless individuals off the street, especially during this frigid weather. The number of calls for service to businesses has been lower than usual, and it is likely that the Salvation Army Warming Shelter has had an influence. People can still drink and stay at the Salvation Army. The Mountain Line Transfer Center has been staying open later to keep the homeless inside, and the largest number of calls for service has come from the Missoula Public Library, most specifically for criminal mischief, damage to building, damage to books, and damage to computers. Krastel also noted that the Crime Support Specialists will be patrolling Downtown, parks, and trails all spring and summer.

Discussion ensued on potential issues at the ROAM Building, and Krastel expressed his concerns the staircases are open and heated and surprisingly not yet discovered by the homeless. He also has concerns that the rooftop will be discovered during the summer and this might be an issue. The building is at approximately a 60% occupancy rate, so there will be more residents moving in this year.

When asked, Officer Krastel reported that the issues at Lions Park have gone away because Western Cider password protected their free WIFI, which has discouraged dangerous people from being around. He cleaned up and removed three truckloads of trash from the transient camp behind Missoula Fresh Market, noting the discourse over ownership and management responsibilities of a small parcel along the west side of the railroad track with about 20 feet of

unknown ownership. Buchanan reported that the City owns the public right of way and that MRA is building a formal trail on that block that will include street lighting. Krastel noted the cleanup process helped spread the word and discourage more encampments in other parts of town.

Krastel then gave an overview of two homeless individuals that he helped get home to their families by simply buying them a bus ticket and ensuring they got on the bus. He sent one individual to Tennessee and another individual to California, and both have remained in contact with Krastel. These success stories are an encouragement of how the collaboration of different organizations can help change and improve lives. Discussion ensued around resources for this type of activity. Krastel noted a city employee personally paid for one of the bus tickets, while the other one was funded by the Salvation Army. Cederberg suggested the BID should consider allocating some funds to help with expenses like this and suggested the amount be \$1,000, set at the next board meeting.

Discussion around hours of patrol ensued; noting shift changes for weather and activity is valuable and appreciated.

Krastel noted he recently sat on a panel discussion for the 10 Year Plan to End Homelessness, and he is encouraged by the number of folks working together to solve the individuals problems, rather than just pushing the problems down the road. He shared that he feels well supported by city police leadership and feels good about the work that has been done to build trust and relationships with those on the street, so he can actually help them access what they need.

McCarthy drew attention to the 2018 year-end statistics, noting citizen assist and citizen inquiries are the high numbers on the charts. She also noted interactions with business owners are higher than it was in 2017. Krastel plans to create a database of people he can call upon for assistance, noting specifically a need to connect with the Missoula Job Service as an example.

The BID Board members are pleased with the positive progress that has been made over the year to reduce crime and panhandling. All are pleased to see the Coordinated Entry System and the Reaching Home Plan getting better. Buchanan noted it is a good time to do this work because so many people are willing to work together to help those in need.

APPROVAL OF MINUTES: With no proposed edits from Gilligan, Beaton moved to approve the minutes from the December 2018 meeting. Stearns seconded motion, which passed unanimously.

FINANCIAL REPORT: In Giblin's absence, McCarthy gave a brief of the January 2019 Financials. She noted the BID was carrying a balance of \$156,888.26 and noted the difference between today and this time last year was essentially the timing of the quarterly payment to the Downtown Missoula Partnership, which happened in mid-January this year, as opposed to the first of the month.

McCarthy noted there was a large payout to Dover, Kohl & Partners of \$183,100.00 for Charrette Week minus reimbursable expenses. When asked, McCarthy reported the BID is drawing upon the private funds held by the Missoula Downtown Foundation, and noted the BID has invoiced and received partial payments from the City MPO (Metropolitan Planning Organization), the Missoula Parking Commission and the Missoula Redevelopment Agency for their pledged contributions to the Downtown Master Plan Update.

McCarthy also noted there were some additional expenses this month with pickup truck and play maintenance. She reported the truck had been vandalized in the basement of Park Place, so the BID had to do some lock and key repairs. She also noted there was some additional maintenance needed for the plow on the silver pickup truck. The BID also paid its pledge to the ZACC.

DOWNTOWN MASTER PLAN UPDATE: Buchanan gave a brief overview of Charrette Week in January, noting the significant number of individuals (over 1,000) who participated in the process. McCarthy showcased the Master Plan website (www.missouladowntownmasterplan.com) and the MindMixer engagement tool, and shared some of the graphics and topics being discussed online. McCarthy shared the letter that was sent by the Missoula Bicycle-Pedestrian

Board, stating its strong support for conversion of Higgins to three lanes with the addition of protected bike lanes. The letter seeks additional analysis, modeling and proof-of-concept work to be included in the final plan.

Buchanan shared that addressing street design and configuration of both the Higgins Corridor and the Broadway Corridor is potentially the most challenging part of the Downtown Master Plan Update. When asked, Beaton suggested there were concerns among the business owners on the Hip Strip about the three-lane concept and suggested there could be significant pushback from the neighborhood, as access to businesses is the key to success. Further discussion took place around protected left-hand turns, truck traffic, and conflicts between vehicles/pedestrians.

McCarthy shared that there is more intensive work that needs to happen around parks, river corridor, parking, transportation, housing and business development. She also noted that she presented to the River Road Neighborhood Council last week, will be presenting to the Exchange Club this week, and that the Downtown Master Plan will be featured at the February 21 Three Rivers Collaborative Open House at 5:30 pm at Conflux Brewing.

When asked, Buchanan suggested that Montana Department of Transportation (MDT) staff suggested in a charrette week meeting with Charlier and Kimley-Horn that the state would be open to discussion on lane reconfiguration on Higgins, but definitely not on the Broadway Corridor. Discussion ensued about the potential to change the state highway designation from Higgins to Orange, either on 5th & 6th and/or Broadway, how that might happen, and what other consequences their might be for such action. Stearns suggested the 5th & 6th state highway designation could be a vestige from the historical logging days due to the locations of the mills in the valley, and noted that if the designation is changed that trucks should be re-routed to the Reserve Street Corridor, instead of Madison, Higgins or Orange, because Reserve Street is better equipped to handle freight.

HIGGINS BRIDGE REDECKING: McCarthy then shared the Higgins Bridge Rehabilitation website with the board (<https://www.mdt.mt.gov/pubinvolve/higginsbridge/>), noting that MDT is including her in the bi-monthly planning meetings. Buchanan noted the center median will be removed in order to accommodate the need for more width on the deck. In addition to new lighting, a shared bike-ped path with separation from the cars, the Higgins Bridge rehab project will also redesign the intersection at Higgins & Third. She noted that the property owners of the Penwell Building have expressed concern about the public right-of-way space, suggesting it should be designed more for outdoor dining with flat surfaces, bollards and more. MDT will be removing the stairs on the east side of the bridge permanently and will replace the stairs on the west side of the bridge. There are concerns about design and capacity, and McCarthy has asked MDT for additional analysis on relocating the West Side stairs to the East Side. Discussion ensued on ADA access from the bridge to the river corridor and Caras Park. In order to replace the stairs from the bridge to Caras Park, MDT has to develop an ADA Access Plan. While it is not idea for those with disabilities to have to travel to Ryman or Pattee to access the park, this option was the only one that would allow relocation of the stairs. MDT had another Open House on January 29, and more people provided input. McCarthy also noted that construction staging is another idea that needs more planning and attention. MDT hopes to let the bid for the Higgins Bridge Rehab in November 2019.

NEW BUSINESS: McCarthy also reported that MDT is planning to start the final stage of the ADA Upgrades around the first week of May and will continue to replace ADA ramps throughout the Broadway Corridor through the first of July. MDT will start with the Higgins intersections at Front & Main, and then will move to Broadway after that. Hopefully they will be done on Higgins before the Bank Run on April 26 and the Markets starting in May. Buchanan noted the only corners on Front that will be upgraded are on the west side of Higgins, as the NE corner was completed with the Mercantile.

THREE RIVERS COLLABORATIVE: Simultaneously with the update of the Downtown Master Plan will be a major comprehensive planning effort for all three rivers in the Missoula Valley. Continued conversations over the last year regarding river use, issues with parking and transportation, garbage, restroom facilities and more, it became evident that a more comprehensive planning approach was needed, so several agencies and organizations have come together

as the Three Rivers Collaborative to think and plan for the future of our rivers. The group will be hosting an Open House this Thursday, Feb. 21 from 5:30-7 pm at Conflux, and DMP staff will be there sharing information about the Downtown Master Plan and seeking input on river corridor concepts for the Downtown area. Many of the issues and conversations relate to river recreation use. Last year's survey project showed that on average, there were 38 single-person floaters per hour under the Madison Street Bridge in July and August. Single-use floaters access the river anywhere and are contributing to the erosion of the riverbanks. When asked, McCarthy reported that the leadership team with Three Rivers Collaborative has had two work sessions with Dover, Kohl & Partners. While the two planning processes are occurring in a parallel schedule, the Master Plan will be complete this year, and the Three Rivers Plan is expected to take much longer. Therefore, it was decided that the Master Plan would state the values of the river and leave the details to the Three Rivers Collaborative. In other words, the river planning process will need to inform the Downtown Plan at a later date.

BROADWAY ISLAND PARK: When asked by Officer Krastel, Buchanan reported that MRA is ready to embark upon the planning improvements for the Broadway Island Park, including the development of a new pedestrian bridge to the island, as well as an additional bridge improvement to provide ADA access to the island, There will be no formal trails, but there will be access to the beach. Management of the island would then fall under the purview of Conservation Lands Management, headed by Morgan Valliant. If and when the Max Wave is developed, there will need to be coordination with the development of Broadway Island Improvements to ensure erosion control is in place. The City of Missoula owns a portion of the parking lot adjacent to Imagination Brewing, and DNRC has some island ownership as well. There will not be any new boat ramps built into this project, but the Max Wave will create an eddy that will allow for easier and safer access for boat on the Silver Park Boat Ramp. Boat access will be only on the south side of the river.

BID RENEWAL: McCarthy distributed the proposed timeline for BID Renewal that was drafted by the City Clerk, and noted the recommendation is to have the signed petitions turned into the clerk's office for review in early October 2019. Marty Rehbein's proposed timeline suggests renewal be completed before the January 2020 turnover of the City Council; McCarthy reported that six positions are up for re-election.

When asked by Stearns, McCarthy shared her concerns regarding the lack of dedicated staff time on this project from the Business Development Director and suggested all board members be engaged in this process. McCarthy shared that both staff and board members are inclined to stick with the same boundary and assessment schedule, but Cederberg suggested we review the city and county assessment structure for a potential increase. It was noted that assessments have increased over time, especially recently, due to the increase in property values and the restructuring of how assessments are determined by the Montana Department of Revenue. At the moment, the sentiment is that the BID should continue to provide the basic services currently being offered, but that the Downtown Master Plan recommendations may suggest additional services. If that happens, then we can consider a rate change or boundary change at a later date. Discussion ensued on the process, and Cederberg suggested we meet one-on-one in March with the largest parcel owners, specifically, the City, the County, the Parking Commission, Providence St. Pat's, seeking their petition approval first, and then roll out renewal to all the other property owners at and after the annual BID Meeting, which McCarthy noted has been set for Wednesday, April 17 from 11am-1pm at the Missoula Mercantile. Buchanan suggested there are a significant number of new property owners in the district who may not know about all the BID does for Downtown; she suggested we do some intensive one-on-one meetings with the new property owners and developers in the district, including the owners of Stockman Bank, the Mercantile, ROAM, the Florence and the MSO Hub, and the Holiday Inn. These folks need to be updated and educated on what the BID does and how it benefits them before they're asked to sign a petition. McCarthy noted that these are some of the same individuals the MDA is reaching out to for events sponsorships. Cederberg suggested we get the Finance Committee working on Renewal right away. Stearns asked if Mountain Water was a BID Ratepayer. McCarthy affirmed that yes there were water parcels in the district that paid into the BID, but that now the city owns the water, the rates will likely be modified due to exemptions

status. Cederberg suggested we do an analysis of the property values in the district with data points at 2005, 2010 and the most recent valuations we have to understand if the BID is doing what it intends to do: increase property values. Buchanan reminded the group that there should be some significant changes in the revenues for the next year due to all the new buildings coming online. McCarthy noted she would schedule a Finance Committee for the last week of February.

PARTNER UPDATES: McCarthy reported that the MDA recently hosted Winter BrewFest and was currently selling sponsorships for the other 2019 community festivals and suggested everyone in the room should sponsor at least one event. She also noted MDA continues to collect membership dues. Discussion ensued about Winter BrewFest, the attendance, the weather, Forester's Ball and snow falling from the pavilion canopy.

McCarthy distributed to the DMP Sphere of Influence document, noting how Advocacy for Downtown Missoula often occurs in that relationship space. She asked BID board members to review their listings and update the organizations they currently serve.

She also shared that the Foundation Poker Tournament has been cancelled, due to the lack of dealers available to staff the event. The dealer previously used by the MDF has withdrawn from the partnership and is not interested in staffing this event. Due to not being able to find a dealer (previous dealer got a notification and does not want to do it any longer). The tournament generated a modest return of approximately \$5,000-\$7,000. The MDF will instead focus its efforts on grant writing and donor development instead.

BID ANNUAL MEETING: The Downtown BID Annual Meeting has been scheduled for Wednesday, April 17 from 11am-1pm at the new Missoula Mercantile Residence Inn by Marriott.

MISSION REPORTS: The Downtown Clean Team is not working when the weather is frigid, so they're trying to make up hours when it's a little warmer. The Maintenance Crew has picked up a couple of new snow removal contracts, but Ernie Nicholas is unable to work right now due to injury and/or illness. There are no new updates to the Business Development Report at this time.

With no new business, the meeting was adjourned at 5:35 pm.