

Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, June 18, 2019 at the DMP Office (218 East Main)

Present: Tim France, Carma Gilligan, Charlie Beaton, Scott Stearns, Kirk Bodlovic, Dan Cederberg

Absent: Ellen Buchanan

Staff: Linda McCarthy, John Corwin, Robert Giblin & Bram Moore

Meeting Commencement & Introduction of Guests and Public Comment: President France calls meeting to order at 3:06pm.

Final Review and Approval of Budget for FY2020: Giblin presented the FY2020 budget and explained there were no changes since the last time visited. He stated that there were no issues from the BID Finance Committee and asked if there were any questions. With no questions, Stearns moved to approve the budget with no changes. Beaton seconded the motion and all were in favor.

Review & Potential Approval of Contract Addendum with DK&P for North Riverside Parks & Trails Plan: McCarthy and Parks & Recreation Executive Director, Donna Gaukler, have been working on an addendum to the Dover Kohl and Partners contract that would improve the North Riverside Parks and Trails Plan. They are asking the BID Board of Directors to allocate \$20,000 to fund this project. Giblin says fund can come from the Community Development line item in the FY2020 Budget. Gaukler added they will be taking a deeper dive focusing on design. Gilligan asked if this addendum includes maintenance costs. McCarthy answered no. Though Parks & Recreation takes care of maintenance at city parks they do partner with MDA at Caras Park. Gaukler explained that the partnership between Parks & Recreation and the Downtown Missoula Partnership is a unique one as we rely on each other to be successful. A lot of the infrastructure has aged and needs to be updated. The idea is to make river access in the Downtown area more desirable. There will be some damage with the MDT construction on Higgins Bridge and Parks & Recreation would like to expand into the MDT plan to help it move forward with city parks in the future. They have been working to improve Bess Reed Park, East Caras Park and the Holiday Inn park as well as the area where the Clark Fork River Market is held to improve that market experience. Parks & Recreation wants to create a lot more interest with the parks. She would like to see more splash decks, swimming pools, the right lighting systems and appropriate maintenance to create more usage for the parks. Gaukler added that without a development design they will not know how much to ask for. This addendum will use the ground work that Dover Kohl & Partners has already done with public input. They want to make the river corridor more attractive but there still is some fine tuning to do. France moved to approve all of it. Cederberg moved to appropriate \$20,000 for Downtown North Riverside Parks and Trails Plan to contract addendum with Dover Kohl & Partners for North Riverside Parks and Trail Plan and approval of a MOU between BID and Parks & Recreation pending review of BID attorney.

Update of Downtown Master Plan: McCarthy updated the board that Dover Kohl & Partners will be back in town the week of September 17. Public comment is open until August 1. She will be meeting with Missoula Parking Commission next week to discuss the parking components of the plan. They will also be fine tuning the implementation part of the plan next week. We are not getting much public comment so far. France has heard concerns of who will be paying for the plan to be implemented but other than that it's been very positive. McCarthy explained that parking has been the main issue and also if there will be parking requirements for new development. There are 15-20 different ideas in the plan to fund parking. The City and MPC are the ones who will ultimately decide this issue. Gilligan asked about parking on the Hip Strip. McCarthy explained there are two renderings on Myrtle Street. One is surface parking and one parking structure. Gilligan asked if there will be any changes to the Senior Center and McCarthy answered that only the owner of the building can decide that. Beaton added that many people think that the Master Plan is a mandate but that it is

not that. McCarthy added that we will end the technical and steering portion of the plan in 4 to 6 weeks. Public comment ends August 1 and renewal will hopefully be done at the end of October. Stearns added that the process has been great and most people are not feeling disenfranchised by the process. McCarthy stated that Dover Kohl & Partners wanted to work in this community because most of the plan from last time has been accomplished and that is rare. Beaton does not expect much push back from the City Council as its not controversial. No tax dollars from the city's general fund is being used. Most is coming from private partners and parking violation fines.

Update on BID Renewal: Corwin gave a brief overview of the renewal process and how its been going. Giblin ways we have 6.5 million square feet in the district. He added we have 47% of the district signed. We have 9% that have been met with but have not been returned yet. We will have close to 60% signed and returned petitions before we do the mass mailing to property owners. Giblin add we would like to get to 75% signed by October. We have 680 properties on our list and 40 exempt parcels. To date we have no "no's" yet. McCarthy explained that we are asking property owners on a 3.5 cent rate on renewal. If properties changed ownership recently, we may not have correct geocodes for those. We are going through Montana Cadastral to get correct geocodes. There will be a public protest time period once renewal comes through. Then there will be an Intent of Resolution by early December. There may be some overlap with Master Plan approval.

Mission Updates: McCarthy stated it is business as usual. There are lots of events going on at Caras Park and the Clean Team is working Monday through Thursday. Policing has been more unusual than normal. Officer Randy Krstel thought he had a heart attack during an arrest but did not. There has been lots of change with Business Development. The biggest change is with St. Patrick's Hospital's expansion. Ambassador Dave Chrismon is now working 5 days per week. There has been no new news on the two hotels planned on being built on Pattee Street and Main Street. The Missoula Mercantile leased a parking lot on Pattee Street and Broadway Avenue for 20 years. McCarthy added that the Penwell Building is planning on starting construction in January. Owners have not been communicating this to their tenants. Kirk Duce and Rob Fleming are the two points of contacts for the Penwell Building project as well as Ken Duce. There is conflict over 1st Floor use. The developers want to make it into a food hall and the business owners in there do not want to be displaced. They have Dick Anderson Construction and A& E Architects for this development project.

Partner Updates: McCarthy explained that the MDA has launched Out to Lunch and Downtown ToNight and it has been going well so far this summer. Membership is in the process of renewing members as well as starting to out membership drop forms. There are 30 members who are still outstanding for dues. The River City Roots Festival planning is off and running. We have partnered with the Missoulia to produce the Downtown Magazine and those are now out for distribution. The Missoula Downtown Foundation has partnered with First Interstate Bank to put up shade umbrellas on the wooden picnic tables in Caras Park and named the campaign "We've Got You Covered". April Sommers has left the Downtown Partnership and Chelsea Kucera has taken over as Membership Director. Ernie is no longer doing weekend trash pick up for BID and Charlie McPherson has taken over that role.

Balance Sheet: Giblin updated that we have less money this year than we did last year at this time because of a payment to Dover Kohl & Partners in May. The Parking Commission has not paid their second payment of \$37,000 and will not until July. Giblin explained that it's more of a timing issue than lack of money. The BID has paid out \$387,953 of our \$400,000 commitment to host the Master Plan.

New Business: McCarthy added that we are putting together a capital improvement plan with Mirtha Beccera to find grants on how to improve banners and flower baskets.

With no old business or announcements, France adjourned the meeting at 4:48pm.