

Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, September 17, 2019 at the DMP Office (218 East Main)

Present: Tim France, Carma Gilligan, Charlie Beaton, Ellen Buchanan, Scott Stearns, Kirk Bodlovic

Absent: Dan Cederberg

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

President France called the meeting to order at 3:07 pm.

Meeting Commencement & Introduction of Guests: Dover, Kohl & Partners when around the room and introduced themselves along with Mark Bellon from Territorial Landworks.

Presentation of the New Downtown Master Plan by Jason King of Dover, Kohl & Partners: Jason King introduced the individuals who have been part of the Downtown Master Plan planning as well as presenting what they have been doing with the plan since the last time they were here in May 2019. King presented the schedule of events for the current week of adoption proceedings. King invited the board to the North Riverside Parks & Trails workshops going on during the week. King presented the Big Five Ideas of the Master Plan as well as the Revisions for the Downtown Master Plan since they have been away from Missoula. The concise version of the Downtown Master Plan is over 200 pages. The whole plan with discussion and appendices is 1,200 pages.

King presented the revised idea for the Wyoming Street Neighborhood. The revised plan has honed into specific areas and includes conversations with property owners to find out what is needed. Property owners want to see investment in the area. The road way is being pulled back from the flood plain and the river. A workplan has been created for BID and for the developers. King showed the new rendering for Main Street and what the former library site could look like. Some of the plan was scaling back and some just need some updating. King also talked with Salish and Kootenai Confederated Tribes to talk about Orange Street Underpass and to better utilize their colors and culture. That can be seen on the updated Master Plan.

Questions & Public Comment: King asked people in attendance if there were any questions or concerns. Beaton asked if Dover Kohl could talk about the lane configuration on the Hip Strip and South Higgins. King said the plan has not changed but the parking area at the Senior Center has changed back to what it currently is. King informed that there will be one care lanes going north and south and two turning lanes in the middle. It will also have bike lanes on each side. All street parking will remain the same. The Downtown Trolley project is still in the plans but is now viewed as a pilot project and talks are still happening about this plan. Stearns asked to talk about parking as that is the most talked about question he is asked. King explained that three different parking garages are in the plan with one on the Hip Strip. McCarthy added that all parking structures are all mixed use with retail and dining in them. She added that there was a section added to decrease the number of parking lots but to increase alternative transportation. Stearns asked if the Missoula Parking Commission will be extending enforcement into evenings and weekends. McCarthy added that there has been a section updated on this subject. Dover Kohl added that there has been a proposal to extend enforcement into evening and weekends. Discussion ensued about the traffic pattern for the east and west corridor for Front and Main Streets as well as what will happen with the intersection at Orange Street, Front Street and Main Street. A roundabout has been discussed for that intersection. McCarthy added that this is a 30,000-foot view but much of this plan will need more analysis to bring to fruition. Buchanan added that the roundabout is a proposed concept at this point. She explained that Front Street and Main Street conversion will not be able to use TIF funds and there will need to be a bigger revenue fund to make this happen.

Adoption of the 2019 Downtown Master Plan: Stearns moved to adopt the Downtown Master Plan, Beaton seconded the motion, which was unanimously approved by the board.

Approval of August Minutes: Gilligan moved to approve the August minutes as submitted, Beaton seconded the motion, which passed unanimously.

Financial Review: Giblin presented that through August 31, the BID cash position is at \$142,144 and this is after our contribution to the Downtown Master Plan. There will be two big payments upcoming. One is for the Downtown Police Officer from January to June and that payment is \$28,700. The other payment is for the contribution to the Downtown Missoula Partnership. Giblin added that we will need to pay the Clean Team for the remainder of the year. Giblin said we are in good financial position. It was business as usual for August 2019.

North Riverside Parks & Trail Public Workshops: McCarthy said we have to additional workshops this week and invited the BID board to these workshops. Stearns asked how word is getting out and McCarthy said through every source that the DMP uses. McCarthy predicted there will be 50 or 60 people at each workshop.

BID Renewal & Next Steps: Corwin stated that renewal has been going great. Marty Rehbein, City Clerk, has 70% of the petitions signed and returned. Corwin said he has 2% more in the office that will be turned over to Rehbein. Corwin said we are almost to our goal of 75%. Stearns asked if anyone has declined and McCarthy said that there has been some but not with any specific reasons. McCarthy explained that the next step is to renew BID and to get in front of the City Council. There will be a two-week public hearing period. Gilligan asked if there will be any big business that we are anticipation losing. Corwin answered that he does not suspect that will happen as most of the bigger properties have been turned in.

DMP Strategic Planning: McCarthy invited the board to come to Stockman Bank on Wednesday, October 30 for the DMP Strategic Planning session. This will be an organizational planning to meet the community need for 2 to 3 years. McCarthy asked to think about what the priorities are for BID. Buchanan and Beaton both expressed implementation of Master Plan especially what's happening for Front Street. Beaton asked if we could talk about construction of Higgins Bridge and how it will affect the Hip Strip.

Holiday Décor: Giblin stated that he and McCarthy had a meeting with Dr. Steve Kemple about Downtown holiday décor. He donated \$10,000 and wants to upgrade Downtown décor. One idea is to place white lights around some trees and street light to light up Downtown. We also will look at expansion of our holiday decoration and upgrading lights for trees at the XXXX's. We will do test blocks on the Hip Strip and Higgins Downtown. We have 143 decorations in storage and only hung up 97 last year. More holiday brackets need to be purchased. Gilligan asked if we need to give money now for brackets and McCarthy replied we will probably not need to for another year.

Mission Updates: McCarthy reported that there was nothing unusual outside of Maintenance. Daniel Tulk has left and Ray Kroenke has filled the Maintenance Manager position. He has worked weekend for a little over a year already. We need to find a new weekend guy who can drive a snow plow. Charlie McPherson has been doing garbage Friday, Saturday and Sunday. We have separated ourselves from the MPC at the shop site and now have our own site. McCarthy added there is nothing new to report with the Downtown Ambassador or the Clean Team. McCarthy stated we need to give some consideration about graffiti removal. The Union Club needs to remove the graffiti on the 2nd Floor of their building. The Union Club board will give us a proposal to see how much that will be. Giblin added that they will get new HD cameras and motion sensors. The Union Club have a proposal to remove the graffiti for \$1,800. They will petition the BID board for that money. There is also graffiti on the Levasseur Street Apartments and they have asked us to paint over that. We cannot power wash because it will remove the paint. It's been brought up that we may want to increase our rates while we are starting a new maintenance person.

Partner Updates: The MDA is wrapping up summer programming. We are currently going through employee evaluations and event evaluations. Our fall and winter events are starting to be planned currently. The Foundation is working on a tourism grant for an electronic wayfinding place. This location needs to be a place that is a hub for people and transportation. McCarthy added that the MT Downtown Conference is 5 weeks away. We are promoting the event; panels are being shaped and tours in town are being planned. We have just over 50 people registered at this time.

With no more old or new business, France adjourned the meeting at 4:55 pm.