

**Downtown Business Improvement District of Missoula
Board of Trustees Meeting**

Tuesday, August 17, 2021 at 3 pm at Downtown Missoula Partnership (218 E. Main St.)

Present: Dan Cederberg, Carma Gilligan, Charlie Beaton, Karen Sippy, Dan Cederberg, Ellen Buchanan and Dr. James McKay.

Absent: Scott Stearns

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

The meeting was called to order by Chairman Beaton at **3:04pm**.

Higgins Analysis from Broadway to Brooks: Aaron Wilson, City of Missoula: Beaton had the Board introduce themselves to Aaron Wilson. Wilson began by going over the Higgins Corridor plan. Wilson explained that they are embarking on a corridor plan from Brooks to Broadway. North Higgins saw improvements about 10 to 15 years ago and Beartracks Bridge is under construction now. Many issues have come up with the Hip Strip part of the plan. Particularly during the winter months when we have snow banks in the middle of the road. Wilson explained there are no bike lanes on the Hip Strip, many car side mirrors get broken and pedestrians have been hurt. The Downtown Master Plan has shown that there needs to be improvements on the Hip Strip specifically. Kittleson & Associates are heading this project. The process starts with public and stakeholder conversations. Wilson stated that we want to have broad support and make this process a really interesting thing. There are a number of objectives that we are looking for. We are looking to engage business owners and residents and to develop a concept that works for everyone. The envisioned outcome is to make a safer, more inviting Hip Strip and to make it into a postcard street. Outreach is happening through their website and direct outreach. They are hearing a lot about parking, traffic flow and how the plan will impact businesses. Wilson asked if there were any questions from the Board. Sippy asked if there have been any areas that have been identified as off-street parking on the Hip Strip? Wilson says that those conversations have just started but nothing is official. Wilson added that parking south of the river is not part of the parking commission boundary. A discussion ensued about how to find funding to build parking structures. TIF has been the only funding that has built parking constructions. McCarthy said that we will eventually meet with property and business owners on North Higgins to see how the last round of improvements have affected them. Beaton asked what a realistic timeline for things to happen is? Wilson said that it really all depends on the scale of improvements that we are looking at.

Approval of Minutes: Buchanan motioned to approve June Minutes. Sippy seconded and June Minutes are unanimously approved.

Election of Officers for 2021-22: McCarthy stated that we need to do elections for BID officers each year. She asked Beaton if he would still be BID Board President and he accepted. Cederberg motioned to keep Beaton as BID Board President and Stearns as BID Vice President. Gilligan seconded and the motion was approved unanimously.

Financial Review: Giblin gave an update on BID finances. We have \$318,000 in cash. There have been two quarters when we did not make salary and benefits payments to the Partnership. We are in very good cash position. We brought in \$130,000 in tax assessments in June. It was right in line where we normally are at. The BID did make its 3rd quarter payment to the Partnership in July and we did pay its first insurance payment for general liabilities. Giblin added that we will start making rent and utility payments in October after year off because of the Mortgage Referral Program. Buchanan asked if we have gotten our taxable value report yet and Giblin said those usually come in September.

Downtown Master Plan Updates: McCarthy said there is a lot of things going on right now. For NRSP, we are trying to get the contract approved from City Council. The committee has met with Northwestern Energy and they would like to see a cement wall put around the substation. The committee would like to something different than a cement wall around the substation. Buchanan explained that the Front and Main Conversion design team has been hard at work. One thing they have been working on is the access point to and from Kiwanis Park. Right now, it is not a very good access point and they would like to see a change. The first big public meeting will be taking part in September. There is also a group that would like to have protected bike lanes. The West Broadway Plan is about 70% complete. There is a group that is looking to have a more complete meeting with neighborhood groups. The plan will probably not be done till December. Buchanan clarified that the design plan is still malleable. The Payne Block is in a holding pattern right now. Lots of people are looking to see what will be done with that block. McCarthy added that Parks & Recreation is using that space. Buchanan stated that there is no capacity to have much planning at the moment.

Mission Work: McCarthy updated the board that Aaron Soria is leaving and they have hired a new Clean Team supervisor. We lost our Weekend Maintenance Manager and we are looking for a second full time maintenance manager. Our Safety Program seems to be going very well. Most of their work has been around the West Broadway corridor and not a lot of call from Downtown business owners. Corwin added that we have 17 businesses that have opened or still plan on opening. The First Interstate Bank Building Downtown is going to embark on a complete renovation of the 4th floor. Corwin added that the alley project is progressing. He has been meeting with different business owners that have potential to make their alley better.

Update on Caras Capital Campaign: Giblin gave an overview of the Caras Capital Campaign. We are working with Parks & Recreation and the City of Missoula. We have currently raised \$440,000 and we are hoping to have Phase 1 done by April. The BID and MDA have committed to \$50,000 each to the Caras Capital Campaign.

With no new business or announcements, the meeting was adjourned at 4:18pm.