

**Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, May 15, 2018 from 3-5 pm at the DMP Office**

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

ABSENT: Tim France

STAFF: Linda McCarthy, Pam Udall

GUESTS: Hugh Yates and Megan Casqueira, Conflux Brewing Company

Charlie Beaton called the meeting to order at 3:06 pm.

Meeting Commencement & Introduction of Guests and Public Comment

Guests: Hugh Yates & Megan Casqueira, Conflux Brewing Company

Hugh Yates and Megan Casqueira discussed their new brewery development, obstacles, and next steps with the board. They purchased their property at 202 E Main Street in January 2017 and are excited about the location. Their property has 10,000 square feet and will be a 15-barrel brewery. They have the capacity to do 28-30 kegs. They plan to open in mid-to-late June with a full restaurant that will take the form of a gastropub. The facility can seat 290 people (inside and outside). Casqueira described how they plan to create an engaging family environment. The ingredients for their menu will be locally sourced.

Stearns asked if they had any obstacles with permitting or building their brewery. Yates responded that it has been a fun, easy process, the city has been great to work with, and they didn't have any major issues with permitting or infrastructure.

They are laying the asphalt this week, which means the fencing on Main Street will come down shortly.

While this is their first foray into brewing beer, both owners have a strong background in the hospitality industry. Yates worked for Hilton Garden Inn and the Doubletree's Finn & Porter. He will work the back of the house – brewing beer and overseeing food preparation, while Casqueira will work the front of the house, sales and marketing.

Casqueira shared how they plan to capture and recycle CO₂, compost and recycle at their establishment.

The Conflux Brewing Company hours of operation will be from 11 am to 9 pm. Due to their manufacturing permit, they will be required to stop serving beer at 8 pm. They will employ approximately 60 people.

Guest: Melanie Brock representing the Zootown Arts Community Center (ZACC):

Melanie Brock told the BID Board after a two-year process of looking for a new site for the ZACC, they were able to close on the perfect location – the Studebaker building on March 31, 2018. They are thrilled to be Downtown in a vibrant, healthy community.

Brock explained how the ZACC conducted a feasibility study to better understand the future needs of the program. They needed a venue that would allow the ZACC to expand its programming, child and adult camps,

and the Veteran's Hero Sound Project, especially since they are offering programs to people across the state. The new ZACC building and expansion requires \$3,250,000. The ZACC launched a fundraising campaign this year and already completed the first phase. They raised \$1.1 million and are now entering the second phase.

Brock also described the new ZACC building renovations, which will begin January 1, 2019. The new venue will be a three-story community arts center. It will have one floor dedicated to performing arts: music, dance and TED-type talks. The alley also will be utilized as an alcohol-free music venue. Arts Missoula and the Clay Studio also have been invited to relocate into the building. The ZACC plans to open in its new location June 1, 2019.

ACTION ITEMS

Approval of April Minutes

Gilligan moved to approve the April meeting minutes. Stearns seconded the motion, which passed unanimously.

Review & Approval of Proposed Budget for FY19

McCarthy noted two modifications in the FY19 budget before the Board voted to approve it. One reflected the money allocated for the Master Plan with \$400,000 in both revenue and expenses. The other change reflected a \$5,000 reduction in maintenance and repairs, as we recently purchased a replacement pickup truck, and funds came out of the FY2018 budget.

Cederberg moved to approve the FY19 budget; Stearns seconded the motion, which passed unanimously.

Review & Approval of DDPO Contract Addendum

The board reviewed the draft addendum to the Police Contract; McCarthy noted the BID pays 50% of the total cost for a full-time tenured police officer to patrol Downtown year-round. The contract and addendum were drafted by police department staff; Cederberg and Jim Nugent have both reviewed and approved the contract. Ellen Buchanan suggested that Mountain Line could be a partner on this contract, due to the need for security at the transit center.

Buchanan made a motion to approve the contract addendum; Bodlovic seconded the motion, which passed unanimously.

NON-ACTION ITEMS

Finance Report

McCarthy gave a brief overview of the current financial statements in Giblin's absence. Giblin earned his MBA last Saturday and is off the clock for a few days.

Feedback on BID Ratepayer Annual Meeting

Feedback was generally positive on the annual Ratepayer Meeting, and board members were generally pleased with the turnout and excited to hear all about the Missoula Mercantile project. Everyone agreed it was a successful event.

Update on BID Ratepayer Survey

Pam Udall presented the 2018 BID Ratepayer Survey, noting we received 57 responses. The feedback from the survey was positive and supported the initiatives of the BID. Survey results can be posted on the website. Buchanan suggested we create a separate line of questioning for people who own a residence within the BID.

Master Plan RFP

We have completed the fundraising for the Master Plan update and will be distributing the RFP soon. We do have a request in front of the City Council for a contribution of \$50,000 towards the plan, which will hopefully be approved sometime this summer. We will also look to apply for a grant from the Big Sky Trust Fund. Buchanan reported RFP will be issued by the first of June, and a contractor will be selected over the summer.

Mission Areas:

Maintenance: Daniel Tulk purchased a used pickup truck to replace the Kubota. Eight new garbage cans were purchased for Stockman Bank and ROAM. Beaton suggested we ensure new cans are purchased for the Missoula Mercantile Project.

Clean Team: The Clean Team's priority this month is to weed tree grates and bulbouts.

Ambassador: Chrismon is working 40 hours a week and staffing Saturday events.

Policing: The Downtown Police Officer position was posted internally. McCarthy is interviewing a potential candidate tomorrow.

Organizational Updates

The Downtown Missoula Partnership is hosting the annual City, County, Downtown Leadership Luncheon tomorrow – Wed., May 16 – from 11:30am-1pm at the Public House. All MDA, BID and MDF Board Members have been asked to attend, and we will spend some time discussing the Master Plan Update.

The DMP is conducting pilot “Unseen Missoula” heritage tours over the next two weeks, and all BID Board Members are invited to take one or both of the tours: River Walk and Basements & Back Alleys.

MDA: MDA hosted the Garden City Brewfest on May 5. The event went extremely well, and the weather was fantastic. McCarthy indicated they would know the revenue generated by the event in the next two weeks.

MDF: The MDF continues to generate funds through its “406” license plate sales and received an all-time high check for \$9,200 for the month of April. The MDF will be rolling out four painted pianos the first of June, with two Downtown locations, one at the fairgrounds, and one at the university center. MDF also is working with business/property owners to plant the North Higgins bulb-outs next month.

DMP: Lincoln Mansch, the new Marketing & Events Director, started on Monday, May 7.

With no additional business or announcements, Beaton adjourned the meeting at 4:45 pm.