

Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, August 18, 2020 via Zoom

Present: All board members were present.

Staff: Linda McCarthy, Robert Giblin & John Corwin

The meeting was called to order by Chairman Charlie Beaton at 3:04pm. Beaton introduced Sippy as a new BID board member and she gave a quick introduction of what she does. Sippy and her husband have spent the last two years constructing the building that houses Radius and Relic art galleries.

Approval of June Minutes: Bodlovic motioned to approved the July minutes and Buchanan seconded. The July minutes were unanimously approved.

Review & Approval of Garbage Contract with City of Missoula: Giblin explained that the BID manages 101 trash and recycling cans in the district. BID get reimbursed through the City of Missoula for 7 days per week of services and the BID get reimbursed \$61,000 per year from the City. Extra cans have been added through the years and that service has now gone up to \$82,347. We will be adding cans to the new library and anywhere else that calls for more. That amount was approved at last Monday's City Council meeting. The City will reimburse BID for Maintenance Services. The reimbursement will come to \$6,862 per month. Cederberg stated that Section 3 Page 1 says the agreement will end on the 31st day of June, 2023 and that it should say 30th day. Giblin said he would make that change. **Cederberg motioned to approved and Gilligan seconded. The Garbage Contract with the City of Missoula was unanimously approved.**

Review & Approval of BID Budget FY2021: McCarthy explained that the BID Board looked at the budget in March but has not been adopted yet. Giblin has made some minor adjustments since March. The garbage contract with the City of Missoula has increased. The Police Revenue was listed at \$4,500 and that is one half of what we are now asking for since we are looking to get another police officer in Downtown. Most of the budget lines have remained the same. Giblin added we are shifting salaries around to make BID run more smoothly. The rent increase is for the amount that will be paid to the DMP. We added \$25,000 to the Equipment Purchase and Maintenance line as it is likely that they will need major repairs or a replacement of a truck. Holiday décor has an \$11,000 budget for this year because we are looking to expand the décor to light poles on Higgins Avenue. BID has budgeted \$10,000 on garbage cans in case expansion is needed. \$5,000 has been budgeted for brackets in case of repair or replacement. Beaton asked if property taxes collected have gone down because of COVID-19? Giblin said that they have actually increased. Stearns asked how the BID budget went from \$330,000 in 2020 to \$382,000 in 2021? Giblin explained that there were quite a few properties that have come into the district and are now paying into the district. Buchanan asked if the Clean Team budget should have gone up for FY2021? Giblin said that the new contract is reflected in the budget. **Stearns motioned to approve the FY2021 Budget, Buchanan seconded the motion, which passed unanimously.**

Financial Review: Giblin showed that BID had a total of \$223,752 in cash as of July 31. There is a considerable amount of money in the City of Missoula account. This is because of the tax assessments that have come in since June. We are in very strong financial shape at this point. Beaton asked if the Board could get a reminded on what was going on with the Stoverud Clock Fund Savings. Giblin explained that the new owners of the Florence Building is in charge of the clock and the fund is there if we need to do repairs on the clock. Cederberg thinks we need to look at the agreement we have with the Florence Building to see which direction we go with that account. Profit/Loss for the month of July was totaled at \$5,473. There was some interest and penalties for the month of July. The City of Missoula continued to pay BID \$5,000 since the new contract has not been approved. Giblin added that it was business as usual for the most part for the district.

Discussion of Downtown Policing with Officer Randy Krastel: McCarthy explained that Officer Krastel has been in quarantine for the last couple weeks but will be back at work this week. The BID contract has been renewed with the Missoula Police Department. Beaton and Cederberg had a meeting with the new chief of police and assistant police chief. They would like to start interview candidates internally for the second police officer position. It was talked about how isolated the position can be and that there is a need for seven day per week coverage. Beaton thinks that the MPD needs to tout their successes more. Officer Krastel has done some great things and the public needs to hear more about those things. McCarthy stated that the MPD has asked the BID to write a letter of support for the new MPD budget. Sippy added that she read an article that some police departments across the country are not sending police officers to every 911 call and that a crisis responder may be a good addition for the second police officer position. Buchanan added that the MPD has been looking at a program called Cahoots from Eugene, OR. Half the calls go to the police and the other half goes to the crisis responder. It may be a good program to piggy back off of. Discussion ensued on if the BID should write a letter of support for the MPD. McCarthy added that to fund another police officer we would need to find \$30,000 per year for the next three years. McCarthy also stated that we do have the funds to pay for the whole contract but we would like to have a partnership with someone else. Cederberg asked if we are going to write a letter of support for a second officer and Beaton said that is the direction we are going but we have not officially decided yet.

Discussion on Downtown Ambassador Program: McCarthy announced that Downtown Ambassador Dave Chrismon retired in July. It's a very public facing position and it became very difficult during COVID-19. Chrismon did need to call 911 a couple times this year and did not have the response that he thought he should have. Chrismon thought that the program may be a bit dated from when the program was first created. The roles of the ambassador have changed a lot since 2009. McCarthy thinks that we should not hire a new person until spring of 2021. Beaton agreed and thinks we should look at different cities to see what their ambassadors are doing. Sippy asked if the position will be missed for Downtown businesses and Beaton thinks we need to ask businesses. He also said that this is part of what BID ratepayers pay for and they may be upset if the position is not around for a bit. Buchanan agreed it's a good time to reevaluate the position. Gilligan thinks it's very helpful to have the ambassador statistics so we can show what he is doing. McCarthy added that she thinks the position should restart on April 1, 2021. Cederberg agreed and said that we should start a committee to reevaluate what that position entails.

Update on North Riverside Parks & Trails Plan: McCarthy updated the BID Board that the phasing is done and we are still deciding budget line items. This should go in front of City Council in October. We have changed some things that will be placed under the Higgins Bridge. McCarthy added that we talked about building a new electrical infrastructure for the park.

Update on MDF Business Support Fund: Giblin said that we had 62 donations that totaled over \$100,000. The fund still has \$5,100 left but have not received an application in a couple weeks. The Foundation has received good publicity for the Business Support Fund. It's been incredibly supported in Downtown.

Review of Business Activity Report: Corwin stated that the purpose of this is to track openings Downtown and where they are opening. There is a new business in Downtown called the Corwin Art Gallery. We've tried to get in contact with businesses that have moved out of district or closed to see why.

Staffing Update and Partner Updates: MDA, MDF: McCarthy explained that we have decided to close the DMP office on Fridays through September because we have lost so much revenue from events. The staff has all taken an hourly cut to help the DMP. The Partnership will not be taking payments from the BID, MDF or MDA. The Partnership is comfortable with that. The MDA has applied for several grants to help get through the pandemic. Giblin is constantly monitoring to see if any grants will help with payroll. The MDA has lost all of its event revenue and rentals from Caras Park and that is about \$400,000 for the year. Membership is a third of the budget and we are still collection dues for 2020. The MDA is really thinking about how to hold holiday events during a pandemic. We are moving to digital platforms and smaller gatherings. The Downtown Pop Ups have been okay and are ending at the end of August. The

MDF is preparing for a fall campaign and centering that around Heritage Missoula. License plate revenue is still very strong and we got our biggest check last month with over \$16,000 coming in.

Old Business, New Business, Announcements: Buchanan is taking a proposal to the MRA Board to enter into another contract with Dover Kohl to do an assessment on West Broadway to Russell Street. An amendment will be coming to the BID to approve the assessment.

With no other business, Beaton adjourned the meeting at 4:53 pm.