

Downtown Business Improvement District of Missoula
Board of Trustees Meeting
Tuesday, April 20, 2021 at 3 pm via Zoom

All Board Members Present: Carma Gilligan, Charlie Beaton, Scott Stearns, Karen Sippy, Ellen Buchanan, Dan Cederberg, Kirk Bodlovic

Staff: Linda McCarthy, Robert Giblin, John Corwin

The meeting was called to order by Chairman Beaton at 3:07pm.

Approval of Minutes: Sippy moved to approve the March minutes and Cederberg seconded. The minutes passed unanimously.

Review & Approval of FY2022 Budget Narrative for the City: Giblin presented the FY2022 Budget Narrative for the City to the board for approval. Sippy found that under Safety that there was a minor spelling error. There was a missing space between line 20 and 22 under the Budget line. Cederberg motioned to approve with the corrections and Stearns seconded. Review and Approval of FY2022 Budget Narrative for the City was approved unanimously.

Financial Review: Giblin presented the Finances as of March 31. There is \$291,179 in checking. We are in soled cash position as we start the 4th Quarter of the BID fiscal year. All revenue was from snow removal and graffiti removal. Giblin added that we have received \$260,000 in assessments in March. It was business as usual for expenditures. We did pay our general liability insurance. The second check was not received timely and had to be paid online so that will be reimbursed. The BID payment to the Partnership will not be paid for the remainder of the year because we received the PPP Loan. The Clean Team is still working less hours and that number will remain the same. The BID received mortgage assistance through the state so we will not pay rent until October 2021. We are sitting in the black and at this time last year we were sitting in the red about \$62,000. Stearns asked to explain the rent situation and why we do not need to pay rent until October 2021. McCarthy explained that we were accepted in the Mortgage Deferral Program. Discussion ensued about the deferral program.

BID Annual Meeting: Wednesday, April 21 from 12-1:30pm on Zoom: McCarthy reminded the board that our Annual Downtown BID Ratepayer meeting is tomorrow at noon. She encouraged everyone to register and participate. We are going to stick to a standard Zoom meeting much like the BID Board meetings. Matt Mellott from Sterling CRE is the keynote speaker. The program will feature what the BID has been doing lately since the meeting was cancelled last year. McCarthy went over what the Board's assignments will be during the meeting. Stearns expressed concern that the program looked great but may be too long for the chosen amount of time. McCarthy reminded that board that we did not have a meeting last year so there is a lot to talk about. Discussion ensued about the programming for the meeting. Cederberg asked a couple question about the content of what he will be talking about.

Updates on Master Plan & North Riverside Parks & Trails Plan: Buchanan reported that the Master Plan Implementation Committee meets monthly and that there is a lot of things going on and moving forward. MRA approved engineering for Front and Main conversion. The Riverfront Triangle project is seeing a lot of movement and interest. McCarthy talked about the Parks & Trails Plan. She also updated the board about the Clark Fork Access Plan. They are getting a high level of engagement and are starting stakeholder meetings. Places of restoration have been identified and the planning process will take place this year. Caras Park, McCormick Park, Bess Reed and Silver Park have been identified as the most heavily used parks for access. Fundraising for the amphitheater has been delayed a little longer because marketing collateral is not ready yet. All Partnership organizations have approved \$50,000 with a 3-year pledge. McCarthy added that there has not been any significant movement on the power substation art project nor with the MDT under bridge project. Construction will move to the east side of the bridge in June. Buchanan things the Payne Block project is in a holding

project because it is still heavily used by different organizations. Buchanan added that we should sit on the project because it is such a huge project and we may never get an opportunity where we get a whole city block to do what we want.

Mission Work: Clean, Safe, Economic Vitality: McCarthy updated the board that the Clean Team is getting vaccinated and they will be back to work full time soon. Street sweepers have been out lately and maintenance is business as usual. She added that we have done seasonal maintenance on our work trucks. Maintenance Manager, Ray Kroenke, does one day per week of walking through Downtown and picking up as much garbage as possible. We have gotten some complaints about the state of the sidewalks. The power washer will be coming out next month to help with this project. Maintenance will be done on banner brackets, flower brackets and wayfinding signs. Kroenke has been cleaning all the garbage cans. Kroenke has been a great asset to us. Giblin added that Kroenke has also been working on the cleanliness of the streets as well. Corwin brought up that he had recently met with Nick Caras and that he is refurbishing the old Radio Central Building. He has three or four new tenants. The alley behind the Radio Central Building has great potential to make a walking alley and to activate its use. Caras is thinking that retail spaces on the first floor could be an amazing space after construction is done. Caras also owns the Arcade on Higgins and is looking to do some interesting things in the space between the Wilma and El Cazador. McCarthy added that the AC Hotel has opened and looks great. The library is preparing to open the first Monday in May. Buchanan update the board that the City and the County will most likely own the Federal Building. It may not be as soon as we thought because there is a lot of processes with acquiring that building. Gilligan asked if the Post Office will be asked to move and Buchanan did not know. Buchanan also updated on the railyard project. The EPA has decided that there needs to be a cleanup at the railyard. There is no inclination that Burlington Northern nor MRL are done with that space. The EPA is trying to clean that space to have commercial standards but most everyone else wants it to be cleaned up for residential standards. The difference between commercial and residential standards is substantial. It's the last place for big residential development in the Downtown area. Buchanan explained that the Missoulian site is under contract for mostly residential zoning. It would have restaurants and retail involved with two or three levels of structured parking. Most likely be a four or five story building.

Partner Updates: MDA, MDF: McCarthy explained that Membership and Events Director, Chelsea Kucera, has left because her house was sold underneath her. McKenna Cramer has been hired to replace her and will start next week. She added that we are moving forward with events such as Out to Lunch, Downtown ToNight and River City Roots Festival. We are preparing to do some networking socials in person. We will also host the MDA BBQ at the end of July. McCarthy also added that we are in the process of reminding businesses who have not paid membership for 2021. She announced that we are losing Tiffany Brander from the board and the Missoula Parking Commission. The MDF is focused on fundraising for Caras Park Improvements. Our next meeting will be on the rooftop of Boone Karlberg. Discussion ensued on when we should put the budget in front of the board.

With no new business or announcements, the meeting was adjourned at 4:15pm.