

Downtown Business Improvement District of Missoula
Board of Trustees Meeting
Tuesday, June 15, 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 James McKay.

Absent: Scott Stearns

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

The meeting was called to order by Chairman Beaton at 3:03pm.

Approval of Minutes: Sippy motioned to approve the minutes. McKay seconded the motion, and the minutes were approved.

Review & Approval of FY2022 Budget: Giblin gave an overview of the budget process. He explained that FY2021 starts July 1. The budget review starts with staff in March and then goes through the Finance Committee. The BID Board will see the budget in April and that's when the narrative will go to the City. The budget will get Board approval in May or June. The carryover for this year will be about \$75,000. This is largely because we did not pay rent or make our dues payment to the DMP. Maintenance Equipment purchases increased from \$25,000 to \$15,000 because we had to buy a new truck. Beaton asked why the Marketing line went up and Giblin explained that our costs for marketing has gone up. Holiday Décor went up \$4,000 because we have been planning on expansion. Graffiti Remediation increased by \$6,000 because we are looking to get cameras and lights to help stop the issue. Planning and Project Implementation has increased by \$51,000 largely because of Caras Park improvements. Giblin added that we are going through tax assessments and we are trying to budget for what we will be getting for the next fiscal year. We do not get figures for delinquent accounts or taxes so those numbers cancel each other out. The line item for Garbage will not change next year. Salaries and Benefits were passed last winter. Rent and Utilities are down a little bit because we will not pay rent until October 2021. The BID pays out about \$6,000 per year for insurance. We have not budgeted for an Ambassador but that will be looked into further later in the year. Gilligan asked in the MIK bike will be used this summer? Giblin said that it could be used but we do not have someone to operate it. We moved the Homeless Outreach Team line under Safety instead of Maintenance. We budget form Maintenance for two people and we are currently with 1 person. There are some infrastructure things we will need to add to the new maintenance truck. This should be about \$4,000 in expenses. Buchanan asked if all the signal boxes have already been painted. Giblin said that they will be redone every 7 years. We have budgeted for 3 new trash receptacles. The Clean Team is almost back to full time and we budgeted for that. Our Wayfinding budget has gone down half to \$10,000. Cederberg motioned to approved the FY2021 Budget. Sippy seconded and the FY2021 Budget passed unanimously.

Planning & Project Updates: McCarthy updated that Higgins Avenue Analysis will be coming out in 30 to 60 days. Beaton will be representing the BID. West Broadway is at 70% completion for the plan. We are still taking input from the public. Front and Main Conversion has been quiet but is being designed and there will be public outreach soon. The water main that was going to be replaced on Main is no longer happening until next year. MDT is going to start working on improvements at the Orange Street underpass. MEP continues its work on community economic strategy. Corwin said that MEP has recently been talking about what is needed for the town. There is also talk about what kind of businesses should be recruited. There was also talk about helping the businesses who hold Missoula values. McCarthy said that many retailers are worried about next year and trying to operate within inflation.

Mission Work: Clean, Safe, Economic Vitality: McCarthy updated that the Clean Team is working on weeding around Downtown. The Downtown Police Officers have been asked to check in on the Florence Building Lobby and also check on the Fresh Market on Broadway. Economic vitality still seems vibrant in town. Corwin reported that Toast will not be

opening on the Hip Strip. The building is currently for sale. We are seeing some issues pop up on the Beartracks Bridge project.

With no new business or announcements, the meeting was adjourned at 3:55pm.