

Downtown Business Improvement District of Missoula
Board of Trustees Meeting
Tuesday, September 21 2021 at 3 pm at Missoula Public Library (455 E. Main St.)

Present: Scott Stearns, Carma Gilligan, Charlie Beaton, Karen Sippy, and Dr. James McKay.

Absent: Dan Cederberg and Ellen Buchanan

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

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

Front & Main Conversion: Riley Lubbers, HDR Engineering: Beaton introduced Lubbers to the Board. HDR Engineering is the design consultant team who has been assigned with MRA to head the project. Lubbers went over the history of Front and Main Street in Downtown Missoula. Many cities are seeing advantages to going back to two-way streets. The 2019 Downtown Master Plan showed a need for a two-way conversion. Conversion of Front Street to two way requires analysis for the Kiwanis Park neighborhood. Lubbers added that the objectives of this project are to promote Downtown Missoula, improve public safety by slowing vehicle speeds, enhance pedestrian access, improve traffic efficiency and maintain parking access, provide an aesthetically pleasing streetscape, increase bike access through bike lanes, and enhance economic vitality by improving visibility and simplifying access to area businesses. Lubbers added that adding parking has been a very big issue throughout the planning process. They are looking to convert Front and Main to two-way between Orange Street and Madison Street. They are hoping to be done by 2022. HDR has done surveys, traffic counts and analysis so far. Public outreach will be ongoing throughout this project. Lubbers went over slides of what came out of the feasibility study. Beaton asked if this plan will gain or lose parking? Lubbers said there will be a loss of parking and they are working with MPC to see what they can do about that issue. He then went over plans for Madison Street and this is still one of the bigger unknowns. Lubbers then went over plans that will reflect the changes at Kiwanis Park. The next steps include more conceptual design and preliminary construction plans. These should be ready by the end of 2021. The final construction plan hopefully will be completed by Spring 2022. Discussion ensued about the planning and timeline of things. Sippy asked what the negative comments during planning were? Lubbers said parking was the big one and also the amount of traffic that is in Downtown.

Approval of Minutes: Gilligan motioned for approval. Stearns seconded and the minutes passed unanimously.

Financial Review: Giblin explained that we have \$316K in cash at the end of August. We will be doing very well during the last quarter. The first six months of the Downtown Police Officer's wage has paid but it came in after financials were sent out. The other big payment that we will be making is to the Partnership. Giblin added that it was mostly business as usual. We did receive some tax assessments. The City garbage payment was made and one payment towards our utility contract was made. This will be the last month that we do not pay a portion of the mortgage. There was some general maintenance to the BID vehicles that was needed. Two payments to the Clean Team were made in August. Giblin added that we are in great shape for the remainder of 2021.

Updates on Staffing: McCarthy announced that we have lost Officer Krastel. He is now an SRO for MCPS. We do not currently have a replacement and have only 5 days of coverage. Colt Tronsen is the new Clean Team supervisor and has

been training with the team for the last month. We had a gap in Weekend Maintenance with Stephen Friend who is now back after finding coverage for his elderly parents. The Finance & Administration position has been posted and we will be taking resumes.

Mission Work: Corwin explained that we all received a report for business activity. We are still seeing more businesses opening than are closing. McCarthy added that the Holiday Inn will be doing renovations to a couple floors and in the public areas. They are wanting to build four stories of condos on the top of their building. The Wren will be opening in early 2022.

BID Representation on Mayor's Downtown Advisory Commission: McCarthy stated that this commission was created through conflict between property owners and the homeless population. We haven't had any business owners, BID Board Members or MDA Board Members part of this commission. McCarthy asked if we should be more involved or should this be more a social services group? McCarthy thinks that we should have a member from all boards, a retail representative and a DDPO representative.

Downtown Master Plan Updates: McCarthy said that the Higgins Analysis from Broadway to Brooks is planning to have an open house in the next couple weeks. They have had some good feedback with property and business owners. The West Broadway Plan is now online and can be viewed. We will do a public presentation in October. There are a lot of people not engaging online to get more people involved. Giblin updated that construction for NRPST will start on October 4. We will improve the water filtration system under the hill and we will also flatten the hill. We will take down the stadium seating and rebuild to include ADA standards. Giblin add that we are still fundraising and we are trying to get \$650,000 and are just under \$500,000 as of now. We still have asks to the public and grants that we haven't heard from yet. The project will likely be done by April 2022. Corwin shared that we have had a very good meeting with Thomas Taylor about the Florence Building and the alley next to the building. Taylor would like to see the job get done.

DMP Strategic Planning: Beaton said that the meeting will take place at the Missoula Public Library. McCarthy has included the plan from 2019 for people to look over and see where we are today. McCarthy wanted to see what the BID could talk about at the strategic plan. First thoughts are rooftop graffiti and year-round power washing. Gilligan showed concern with the BID logo not being show as much and the DMP taking over that. Beaton said he has concerns of riding bikes over the Bridge. He said it seems like there are issues with the plaza on Higgins and 3rd.

With no new business or announcements, the meeting was adjourned at 4:35pm.