

# MISSOULA PARK COMMISSION

## Minutes

April 2, 2015

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those attending the meeting were Board members Theresa Cox, Matt Ellis, John Roemer, John Smith and Carol Williams. From the Parking Commission office were Anne Guest, Director and Mary Meyer, Administrative Services Manager. Also in attendance were Ellen Buchanan, Missoula Redevelopment Agency, Jessica Morriss and Lisa Dworak, Missoula in Motion, Dan Cederberg, Cederberg Law Firm, Carl Horton, City of Missoula Director of Information Technologies, Topher Williams and Heidi Starrett, Missoula Downtown Association, Corey Aldridge, Mountain Line, and Jim Dayton, Citizen

### Call to Order – John Smith

### Introductions and Welcome to those in attendance

### Public Comments and Announcements

None

### Adjustments to the Agenda

None

### Approval of Minutes

Carol Williams requested a correction to the March 5, 2015 of her last name Williamson to Williams. Following that, the Minutes of the March Board Meeting held 3-5-14 were approved unanimously.

### Presentations

#### A. Business Improvement District on Downtown police officer – Dan Cederberg

Dan Cederberg reviewed the history of funding for the Downtown police officer over the last two years. He noted that the contract for the current officer is up for renewal at the end of the 2015 calendar year. The BID is asking for \$28,000 from the Parking Commission which is approximately a \$5,000 increase from last year. After some discussion, the Board asked that the BID return with more information later this year.

#### B. Missoula Downtown Association on Out-To-Lunch trolley sponsorship – Topher Williams and Heidi Starrett

Heidi Starrett representing the Missoula Downtown Association (MDA) thanked MPC for their past support and distributed a summary handout and presented a request for funding for this coming summer's shuttle service for Out-To-Lunch. This year's cost for service is \$3,000.00 which stems from a 13% contract increase from Mountain Line. Missoula in Motion has increased their contribution to the program. MDA's request from the Parking Commission is \$1,500.00 (the same as last year). After a brief discussion, **the Parking Commission voted unanimously to fund the OTL trolley at \$1,500.00.**

#### C. Missoula in Motion on matching grant – Jessica Morriss and Lisa Dworak

Lisa Dworak shared a PowerPoint presentation which gave an overview of the Missoula in Motion (MIM) program. She described a variety of programs, initiatives and highlights sponsored by MIM. They are asking for \$10,000.00 this year from the Parking Commission which is a \$2,000.00 increase from last year. **After some discussion the board voted unanimously to fund MIM at last year's level of \$8,000.00, with a suggestion to return later in the fall with a new request.**

## **Action Items:**

### **Non-Action Items**

#### **A. New Business**

#### **B. Old Business**

##### **1. Meter Modernization Project – Anne Guest and Carl Horton**

Anne began by stating that the project is moving forward and that she and Carl Horton, Director of IT, are now exploring all of the financing options. One option is a lease-to-own contract with the vender which affords decent interest rates and the ability to utilize revenue from the new meters to in turn pay for them. Also in her presentation Anne discussed the importance of closely monitoring the amount of “additional debt” that the Parking Commission might incur and the impact on our bond contracts. Anne noted that she and Carl would be meeting with Dorsey and Whitney via conference call next week to discuss those issues and have those questions answered.

Anne will also be meeting with the Missoula Downtown Partnership next week to discuss the development of a public education program to assist citizens during the transition to the new technology.

##### **2. Downtown Master Plan Update – Matt Ellis**

Matt announced that the goal setting is finished and that discussions were focused on the Front Street and Main Street conversion project. Matt, along with the Downtown Master Plan Committee will be presenting to the City Council on April 14<sup>th</sup>. This will be an informational session focused on future projects.

## **Financial Statement**

There was no presentation at this meeting.

## **Director’s Report**

### **A. General items of interest**

There were no items discussed

### **B. Next Meeting is scheduled for Thursday, May 7, 2015 (Jack Reidy Conference Room)**

## **Adjournment**

Respectfully submitted,

Mary Meyer  
Administrative Services Manager