

MISSOULA PARK COMMISSION

Minutes
June 11, 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 John Roemer, and John Smith. Board member Matt Ellis was absent but was represented by John Smith via proxy. From the Parking Commission office were Anne Guest, Director and Mary Meyer, Administrative Services Manager. Also in attendance were Kevin Slovarp, City of Missoula Engineering, Travis Ross, Missoula County Health Department, and Jim Galipeau, JCCS.

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

The Minutes of the May Board Meeting held 5-7-15 were approved unanimously.

Presentations

Caras Park Stormwater Improvement Project – Kevin Slovarp and Travis Ross

Travis Ross with the Missoula County Health Department opened with a PowerPoint presentation that walked the board members through an overview of the proposed project. Kevin Slovarp continued the presentation with information about other funding sources, the estimated cost of \$200,000.00 and the request of \$25,000.00 from the Missoula Parking Commission. After further discussion, the Board agreed that the project needs to take place, and the Parking Commission would approve funding. However, it was noted that the Parking Commission is in the process of funding the new meter technology and would be unable to award any funds until after that process is complete.

Action Items

Audit Contract Award for FY15 & options for FY16-17 – Anne Guest

Anne Guest reviewed the process by which the City of Missoula interviewed and selected a firm to conduct FY15 audits of the City of Missoula, The Missoula Redevelopment Agency and the Missoula Parking Commission. The panel consisted of 5 members: Anne Guest, MPC, Jilayne Dunn, MRA, Dale Bickell, CAO for the City of Missoula, Leigh Griffing and Mary Hanson, both with the City of Missoula Finance Department. All 5 members agreed that with the complexity of the two enterprise funds (MPC and MRA) that the best candidate would be Anderson-Zurmuelen. Anne noted that the panel was seeking acceptance from the board members from each of the City of Missoula enterprise fund divisions. **After a brief discussion the board members voted to accept.** Note: Matt Ellis voted in favor by proxy.

Non-Action Items

A. New Business – none

B. Old Business

Open Board Positions – Anne Guest

Anne Guest began by informing the board that she met with Mayor Engen to review the list of possible candidates for the Parking Commission Board of Directors. The Mayor has narrowed the possible selectees to 3 and has agreed to advertise for the openings. The posting will close on July 7, 2015

Financial Statement – April, 2015

Jim Galipeau of JCCS presented the April financial statement to the board. He began by stating that our overall revenues for the fiscal year are up by \$30,000.00, however, expenses have also increased. Jim noted that expenses were affected by a FY 2014 award to the BID of \$23,000.00 for a designated downtown officer that was paid in FY 2015. He concluded by saying that the overall net position looks acceptable and shows the Parking Commission within \$8,500.00 of their budget projections.

Director's Report

A. General items of interest

Anne Guest reported that after a 6 month review by Standard and Poor's, the Parking Commission has received an A- rating from them.

Anne also updated the board on the success of the Downtown "Parklets". The Missoula Downtown Partnership, along with Missoula in Motion and the Parking Commission are hosting 3 Parklets during each of the First Friday events for the summer. "Parklets encourage pedestrian activity by creating new spaces for social interaction. The resting or "staying" space works to keep people in retail areas longer, thus providing a local economic benefit. The short-term alternative use of parking spaces provides a great experience for pedestrians enjoying downtown..."

B. Next Meeting is scheduled for Thursday, July 9, 2015 (Jack Reidy Conference Room)

Adjournment

Respectfully submitted,

Mary Meyer
Administrative Services Manager