

MISSOULA PARK COMMISSION

Minutes

May 13, 2011

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those in attending the meeting were Board members Rod Austin, Theresa Cox, Jinny Iverson, and Carol Williams. From the Parking Commission office was Anne Guest, Director and Kathy Lathrop, Administrative Services Manager. Also was in attendance was Ellen Buchanan, Missoula Redevelopment Agency (MRA); Jim Galipeau, JCCS; Don MacArthur, MacArthur, Means & Wells (MMW); John Wells, MMW; Luke Jackson, MMW; Kevin Gordon, Gordon Construction; and Jim Dayton, citizen.

Call to Order – Rod Austin

Introductions and Welcome to those in attendance

Public Comments and Announcements - None

Adjustment to the Agenda

Approval of Minutes

Presentation - None

Action Items

1. Front Street Parking Structure – design and construction costs

Ellen Buchanan, MRA and Project Director, put together a comprehensive spreadsheet of all of the costs including all of the changes (i.e. Holiday Inn parking lot, storage, secured parking and etc.) for the Front Street Parking Structure.

Kevin Gordon, Gordon Construction, has bid all of the pieces and parts of the project. He had had the figures for a couple of weeks. The final bid has come over budget. Ellen and Kevin have exhaustively drilled the numbers for accuracy and possible changes. The gross construction account is over \$9M. It includes all fixed costs, materials, art and etc. They have bid out the alternatives separately and have real numbers to work with.

Kevin needs notice to proceed within one week to pour all of the concrete before winter, approximate concrete completion November 15, 2011. The forms could be held over for 90 days at a \$15K rental fee. The pours are setup to do one per week.

Missoula Parking Commission (MPC) needs to look at the major scope of the project and make a decision on the following:

1. Build as bid.
2. Build without alternatives.
3. Build with modest scope reductions.

Gordon Construction is required to bid against competitors. Gordon would like to give back any savings to MPC on a sharing agreement (5% fee / 4% contingency). He has received numerous bids.

Carol mentioned that she would like to put everything in the structure that we can. To reduce the scope of the project would further bring out criticism against MPC. She stated that MPC should ramp down less than desired only if they have the ability.

Anne stated that MPC needs to keep a cushion in the bank account which her comfort level is not that great right now. She said that there are no guarantees of the financial effect of the proposed fines. At this time, she said that she would be comfortable keeping at least \$1M in the cash account.

Jim Galipeau mentioned that this year's trend is down. However, MPC will have an increase of revenue of approximately \$300K this fiscal year. He said that MPC will probably not have \$2M in the cash account for two to five years. He questions as to MPC's future plans.

Ellen stated that hopefully this project will be the last MPC building project. She also mentioned that MRA will be covering the cost of Pattee Street crosswalk of \$20K. Ellen stated that the only item that cannot be eliminated is the canopy of \$25K. It was mentioned not to build the retail space at this time but reserve the ability to add at later time.

Gordon outlined the construction costs and the possible reductions to the alternative.

\$8,735,000	entire project cost
<480,500>	alternatives
<434,000>	modest savings
<300,000>	retail interior
\$7,520,500	
\$6,534,310	money available to spend
<u>962,661</u>	added savings
\$7,496,971	

Theresa Cox made a motion to add the additional cash up to \$962,661 with a guaranteed maximum price not to exceed \$7,520,500. Jinny Iverson seconded the motion. The motion was unanimously approved.

Jinny Iverson made a motion for MPC to pay for Holiday Inn parking lot at \$191,239 as expensed from the cash account. Carol Williams seconded the motion. The motion was unanimously approved.

**Non-action Items:
New Business**

Old Business

Director's Report

- 1. Financial Statement**
- 2. Next Meeting Date – June 6, 2011 (Jack Reidy Conference Room)**

**Other Business
Adjournment**

Respectfully submitted,

Anne Guest
Director