

# MISSOULA REDEVELOPMENT AGENCY

## CONDENSED BOARD MEETING MINUTES

March 20, 2013

FINAL

A **Regular** meeting of the Board of Commissioners of the Missoula Redevelopment Agency was held at the MRA Conference Room, 140 West Pine, Missoula, MT 59802 at 12:00 PM. Those in attendance were as follows:

**Board:** Karl Englund, Nancy Moe, Daniel Kemmis

**Staff:** Ellen Buchanan, Chris Behan, Jilayne Lee, Tod Gass, Juli Devlin

**Public:** Matt Smith, Professional Consultants Inc. (PCI); Dave McCormick, PCI; Ed Wetherbee, Millsite Revitalization Project (MRP)

### CALL TO ORDER

12:00 p.m.

### APPROVAL OF MINUTES

February 20, 2013 Regular Meeting Minutes were approved as submitted.

### PUBLIC COMMENTS & ANNOUNCEMENTS

Buchanan handed out an updated report on environmental related activities at the Millsite.

### ACTION ITEMS

#### Silver Park Phase IV – Soil Work by Missoula College (URD II) – Additional TIF Request (*Behan*)

Behan said at the last MRA Board meeting the Board approved the construction contracts for Wyoming Street, Silver Park, and MRL Trestle. He said the Missoula College students have been working on the Millsite and are doing a great job. He said because of federal budget issues, the larger highway projects and other federal projects have been put on hold. Behan said because of these delays the students are able to utilize a piece of heavy equipment that is more efficient resulting in a time and cost

savings. He said staff recommends the Board approve an additional \$45,000 for fuel costs and equipment rental costs. Behan said there is a good chance the entire amount won't be used but in case of any unforeseen issues, a contingency amount will be available. Englund asked Behan about the unforeseen issues. Behan said a steel tank was found on the Millsite as well as a deep concrete lined vault that was once part of an old septic system. He said the land has been used for numerous activities over the past hundred years. He said concrete pads have mainly been discovered so there are no environmental issues.

Moe asked if any of these items are being recycled. Behan said almost everything can be recycled. He said during the methane abatement process sawdust and wood waste from the Millsite was sent to Eko Compost and made into reusable compost. Behan said the compost will be mixed with the screened material and will be used as a growth medium for Silver Park. Buchanan said the appropriate size cobblestone found can possibly be used by the City Street Division for sumps.

**MOE: I MOVE THE APPROVAL FOR AN ADDITIONAL \$45,000 FOR RENTAL AND FUEL COSTS FOR WORK ON SILVER PARK PHASE IV BY THE MISSOULA COLLEGE HEAVY EQUIPMENT OPERATION PROGRAM.**

**Kemmis seconded the motion. No discussion. Motion passed unanimously. (3 ayes, 0 nays) Cates and Reineking absent.**

**FY14 CIP Projects – Request for Approval (*Buchanan*)**

Buchanan discussed the proposed FY14 Capital Improvement Program (CIP) projects. Buchanan clarified that the last sentence in the second bullet that reads "Due to other obligations in URD II, this is a modest project budgeted at \$275,000 for design and construction" should have been placed under the first bullet labeled "URD II Curb & Sidewalk Improvements, Phase III".

**URD III Infrastructure Projects, Wayfinding and Entry Features**

Buchanan said the FY13 URD III infrastructure projects were based on the URD III Curb & Sidewalk Needs Assessment that WGM Group compiled a couple years ago. The FY13 CIP focused on the Brooks Street at the Dore Lane intersection. She said safety issues and fatalities have occurred due to high speeds and driver impairment. Buchanan said Montana Department of Transportation (MDT) did a traffic signal warrant study and a safety analysis but has not come to a conclusion as to how to address these issues. She said approximately \$750,000 of MRA funds was set aside for this project in FY13 but was never used.

Buchanan said staff is proposing that the money be reprogrammed for FY14. She said the community has engaged in the design of a city wide wayfinding system. This was one of the recommendations included in the Needs Assessment so she is proposing that once the design is complete for wayfinding and entry features, that it be

implemented in District III. MRA has budgeted \$220,000 for construction of these entry features.

#### URD III Residential Curbs & Sidewalks, Phase IV

Buchanan said since MDT is not certain on how to address the issues on Dore Lane, staff is recommending another sidewalk project. She said staff is proposing a sidewalk project in the northwestern corner of District III in the vicinity of Grant Street between Fourteenth Street and North Street. She said staff has budgeted \$650,000 for the design and construction of this sidewalk project.

#### West Broadway Island

Buchanan said the last CIP project is West Broadway Island. She said MRA purchased the island in 2011 and would like to advertise a request for proposal (RFP) for design on the island. She said the design funding was budgeted in the FY13 CIP and recommends an additional \$150,000 in FY14 for construction costs.

Moe asked what other entities are contributing to the wayfinding project. Buchanan said contributing parties include MRA, the City, the County, Downtown Business Improvement District (BID), Missoula Parking Commission, and The University of Montana. Moe asked if any of these participants were also contributing to the construction costs. Buchanan said MRA is the only agency funding construction costs at this point in time and that the county business park has funds allocated for wayfinding within the park.

The location of curbs and sidewalks in URD III was discussed as well as the URD III boundary lines. Kemmis asked if the City had a CIP project planned for the Front Street and Main Street conversion. Buchanan said not yet because it hasn't yet been designed. She said once the design is in place then hopefully most of the costs can be covered through federal funds. She said there may be the need for MRA funds. She said a special assessment has also been discussed since some businesses have expressed interest in the Front Street and Main Street conversion to two-way traffic.

Englund asked why the northwest corner of URD III was chosen for a sidewalk project. Gass said Grant Street is part of the safe routes to school program. He said the area is a good logical place for safety improvements.

Englund asked if the wayfinding study would be addressing how to phase in the project. Buchanan said yes and the report from the study would also provide options on how to finance the wayfinding project. She said she's involved with the Wayfinding Steering Committee and is hopeful to have a wayfinding design by fall of 2013.

**KEMMIS: I MOVE THAT THE BOARD APPROVE THE FOUR CIP ITEMS LISTED IN THE MARCH 14 MEMO.**

**Moe seconded the motion. No discussion. Motion passed unanimously. (3 ayes, 0 nays) Cates and Reineking absent.**

**NON-ACTION ITEMS** - None

**STAFF REPORTS**

**Director's Report** - None

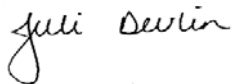
**Budget Reports**

Lee reviewed the budget reports and explained they were amended budgets for FY13. She said this time of year, after the audit, MRA prepares for the following year's projects. She said the URD II Bonds have now been rolled into the budget reports.

**ADJOURNMENT**

Meeting adjourned at approximately 12:35 p.m.

Respectfully Submitted,



Juli Devlin