

# MISSOULA PARKING COMMISSION

## Minutes

July 11, 2013

A Board of Directors' meeting was held in the Missoula Redevelopment Agency Conference Room, 140 W. Pine at noon. Those in attendance were Board members Theresa Cox, Matt Ellis, John Roemer, John Smith and Carol Williams. From the Parking Commission office was Anne Guest, Director.

### Call to Order – Theresa Cox

#### Theresa welcomed all in attendance

Everyone welcomed Matt to the Board. Matt brings a great deal of experience and expertise to the Parking Commission Board and will be a great asset.

#### Adjustment to the Agenda

We will not be discussing the refinancing of the revenue bonds for Park Place at this Board meeting. This topic will be discussed at the Board's next meeting on August 1<sup>st</sup>.

#### Approval of Minutes:

##### May Board meeting held 5-2-13

The Board approved the Minutes of the Board meeting held on 5-2-13.

##### June Board meeting held 6-6-13

The Board approved the Minutes of the Board meeting held on 6-6-13 with one minor correction.

#### Presentations - None

#### Action Items

##### A. Maintenance Agreement/MPC & FIB re: Bank Street Structure

John Smith reported that he has been in communication with Dave Chisholm, the attorney representing the First Interstate Bank, on this matter. John gave some background regarding the "old foundation" referenced in the Maintenance Agreement. He read a letter from the structural engineer (who worked on the Bank Street Structure) describing the construction of the supporting slab for the Pedestrian Plaza and how it helped to reinforce the original foundational wall for FIB. He is clear that the Parking Commission does not want to incur liability for the wall. John said that he will continue to work with Dave and will follow-up with the Board at the next Board meeting. He also has requested a map delineating the exact boundary of the patio area off the FIB's retail coffee shop. There was no action at this time.

##### B. Amendment to Memorandum of Understanding/MPC & FIB re: Bank Street Structure

As reported from the June Board meeting:

John Smith noted the original date of this document is June 11, 1999. It has a length of 30 years expiring June 11, 2029. First Interstate Bank is requesting to extend the date to December 31, 2041 or earlier if they choose to terminate the memorandum. Per the original document First Interstate Bank receives 34 short term free public parking spots for 30 minutes of free parking courtesy of First Interstate Bank. They are willing to pay market rate for these spots once the 30 years expire. Payment will be made monthly on a calendar basis. There was some discussion in particular that 30 years would be June 11, 2029, not June 11, 2030 as the current document states. **John Smith motioned to move to accept new memorandum of understanding with First Interstate Bank on the condition that the date is changed to June 11, 2029 to correctly reflect 30 years. Carol Williams seconded the motion. The motion passed unanimously.**

## **Non-action Items**

### **New Business - None**

### **Old Business**

#### **A. Downtown Master Plan Update – Theresa Cox (Wayfinding)**

Theresa deferred to Matt who is the co-chair of the Downtown Master Plan Implementation Committee to report on the status of the Wayfinding project. Matt commented that the Parking Commission was a driving force and major funder of the Master Plan. He acknowledged all what the Parking Commission has accomplished since its adoption and knows that the Parking Commission will continue to support the strategic goals of the Plan as we move forward. This is one of the reasons why he applied to be appointed to the Parking Commission Board of Directors. There are major projects in the future for parking and he wants to be part of those decisions.

Matt then spoke about the Wayfinding project stating that the consultants were recently in Missoula and presented three sets of possible designs for the signage to various stakeholder groups. Most everyone favored one design but liked elements from the other two. The consultants took this input and said that they would come back with another design incorporating and blending these elements.

This lead to a general discussion of other projects and developments in the downtown i.e. the Missoula Mercantile, strong retail presence on N. Higgins, Higgins Ave. Bridge, the trail system, etc.

## **Director's Report**

### **Financial Statement – May, 2013**

Jim was not able to attend the Board meeting but sent an email along with the May financials with his comments. Anne emailed this to the Board members prior to the Board meeting.

## **Next Meeting Date**

August 1, 2013 in the Jack Reidy Conference Room at noon.

## **Other Business**

## **Adjournment at 1:18 pm**

Respectfully submitted,

Anne Guest  
Director