

MISSOULA PARK COMMISSION

Minutes

February 5, 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, and John Smith. From the Parking Commission office were Anne Guest, Director and Mary Meyer, Administrative Services Manager. Also in attendance was Jim Galipeau of JCCS.

Call to Order – Theresa Cox

Introductions and Welcome to those in attendance

Public Comments and Announcements

There were no public comments but Matt Ellis wished to congratulate Anne Guest on her recent award of “2014 Missoula Downtowner of the Year” presented by the Missoula Downtown Association

Adjustments to the Agenda

None

Approval of Minutes

The Minutes of the November Board Meeting held 11-6-14 were approved unanimously.

Presentations: - None

Action Items: - None

Non-action Items –

1. New Business –

- a. Review of the Request For Proposals for the Meter Modernization Project – Matt Ellis**

Matt Ellis began by informing the board that there have been two meetings already of the review committee. He is pleased that committee members seem to be taking this project very seriously. He stated that it appears that there are 3 strong contenders in the selection process and that those three contenders are going to be asked to come to Missoula to give a presentation to the review committee and also set up a time where citizen can come and see the equipment and give us their input. Anne Guest will be setting up the logistics of those presentations. Anne also noted that the project is on schedule with the timeline that was established. The discussion was joined by Jim Galipeau in which board members discussed revenue options for funding the project. Mr. Galipeau cautioned the board to pay close attention to the financing of this project and long-term effects. He mentioned that he will be working on a five-year revenue projection for the board, to be presented at a later date. He also incorporated a short report on the financial statements. He stated that lease revenues are down but overall there is a slight increase in parking revenues. He also noted that there has been a larger increase in expenses – primarily repairs and maintenance.

2. Old Business –

a. Downtown Master Plan – Matt Ellis

Matt Ellis reported that they are still waiting on the final report for the Fox Triangle project. He reiterated that he still fully expects a request for a parking garage. He reported that the Parking aspect of the Master Plan is fairly close to completion with the focus being shifted to what “needs to be done” as opposed to “what hasn’t been done”.

Director's Report

Anne informed the board that 3M, the company that bought Federal ADP, is dropping their Parking Division. What this means for the Missoula Parking Commission is that eventually the revenue control equipment that is currently installed in our two parking structures along with the equipment in Caras Park will have to be replaced.

Next Meeting is scheduled for Thursday, March 5, 2015 (Jack Reidy Conference Room)

Adjournment

Respectfully submitted,

Mary Meyer
Administrative Services Manager