

## MISSOULA REDEVELOPMENT AGENCY

### CONDENSED BOARD MEETING MINUTES

March 16, 2017

FINAL

A **Regular** meeting of the Board of Commissioners of the Missoula Redevelopment Agency was held on Thursday, March 16, 2017 at the Hal Fraser Conference Room, 140 W. Pine, at 12:00 p.m. Those in attendance were as follows:

**Board:** Karl Englund, Daniel Kemmis, Ruth Reineking, Nancy Moe, Melanie Brock

**Staff:** Ellen Buchanan, Chris Behan, Annette Marchesseault, Tod Gass, Jilayne Dunn, Lesley Pugh

**Public:** Clint Burson, Missoula Chamber of Commerce; Mike Tuss (teleconference), CTA Architects; Tony Moretti, Gavin-Hanks Architects; John Simianer, Gavin-Hanks Architects; Scott Johnson, Cost Management Services, Inc. for Merle Norman Cosmetics; Betty Wilkins, Merle Norman Cosmetics; Tom Wilkins, Merle Norman Cosmetics; Jerry Ford, Lambros Real Estate; Mike Nugent, Missoula Organization of Realtors (MOR); Robert Robinson, Robert Robinson Architect; Mike Brady, City of Missoula Police Department; Dale Bickell, City of Missoula; Mayor John Engen, City of Missoula; Mike Day, WGM Group; Cindy Weese, YWCA Missoula; Bob Burns, Stockman Bank; Randy Rupert, CTA Architects; Martin Kidston, Missoula Current, Dennis Bragg, KPAX TV; Ben Dawson, International Brotherhood of Electrical Workers (IBEW)

#### CALL TO ORDER

12:00 p.m.

#### APPROVAL OF MINUTES

February 16, 2017 Regular Board Meeting Minutes were approved as amended.

#### PUBLIC COMMENTS & ANNOUNCEMENTS

#### ACTION ITEMS

##### Police Evidence Building – 101 North Catlin Street (URD II) – Proceed without Prejudice Request (Buchanan)

Buchanan said the Mayor's Office sent a request to the Missoula Redevelopment Agency (MRA) to allow the City to Proceed without Prejudice on purchase and modification of a building located at 101 North Catlin Street. It will be used as an evidence building and offices for the City of Missoula Police Department. Buchanan said this project is in Urban Renewal District

(URD) II and there is recognition that there are limited resources in the District. Therefore, she said this is not an immediate request for funding but rather a request to go ahead and proceed with the work that needs to be done to move the Police Department in there eventually.

Mayor Engen said the Police Department needs to upgrade its evidence facility. He said they originally thought there was an opportunity to do that at the City's Scott Street property, but bids came back much higher than imagined. At that point Mayor Engen suggested to Police Chief Mike Brady that they look around at other properties around town that are already built and suitable. With the help of Real Estate Agent Julie Gardner, Mayor Engen said they found the building at 101 North Catlin. He said it is adequate for the Police Department's needs today and for the next 20-30 years with some modification. Fundamentally, it is a south side location that will be used for evidence storage, briefing room for patrol, and housing the detectives. In addition, Mayor Engen said operationally it will give the Police Department a presence on the south side. The City currently leases the building immediately to the west of MRA on Pine Street for the detectives. He said given what is going on with MRA and Housing & Community Development, and the amount of people at the MRA Board meetings, more space is needed. He said they have talked about having MRA lease the space next door and work with the building owner to do some modifications that will allow more space for the MRA conference room and get Housing & Community Development relocated there. He said the City is excited about the location and opportunity and are asking for a Proceed without Prejudice with a time down the road to make a request for money to make modifications that improve the building for the purposes described.

Chief Brady said the location at 101 North Catlin gives the Police Department the opportunity to bring its employees back together. He said the detectives have been next door to MRA, patrol operates out of a room at the Scott Street City Shop area and there is a report room at City Hall. He said there are some serious parking issues and they currently have seven shipping containers at Scott Street for overflow evidence. This building will give them the ability to move into a facility that has around 15,000 square feet already built and there is some office space within the building they can remodel to accommodate everyone that is currently in a leased space for the Police Department. It also allows them to open up a south side location that provides a better coverage area and allows them to have a store front so people can make a report.

Dale Bickell, City of Missoula Chief Administrative Officer (CAO), said there is a buy-sell on the facility now and the acquisition cost is about \$1.3M. They expect to close on it at the end of March. He said their conceptual costs of renovation are approximately another \$2M. He said they have a Request for Qualifications (RFQ) out now for an architect and soon after that comes back they will do an RFQ for a Construction Manager At Risk (CMAR) to help them through some of the renovation and security issues at that site.

**BROCK: I MOVE THE STAFF RECOMMENDATION.**

**Staff recommendation: Staff recommends that the MRA Board grant the Mayor's requested Proceed without Prejudice with the understanding that there is no implied obligation to approve a funding request in the future.**

**Moe seconded the motion.**

**No further discussion. No public comment.**

**Motion passed unanimously. (5 ayes, 0 nays)**

**Stockman Bank Downtown – 321 W. Broadway St. (Riverfront Triangle URD) – TIF Request (Marchesseault)**

Marchesseault said Stockman Bank purchased the property at 321 West Broadway a few years ago. At the April 13, 2015 meeting Stockman Bank requested and was granted a Proceed without Prejudice from the MRA Board. Stockman Bank is well under construction at the corner of West Broadway & Orange Streets and is expected to be complete by this fall. She said it is a six story building with a two story parking garage that will accommodate 137 cars.

Marchesseault said Stockman Bank is constructing the building to a LEED Platinum certification level which is the highest level of LEED certification. The sustainability components include solar panels, reuse of stormwater for irrigation and gray water to flush toilets so that no stormwater from the building will be discharged into the Clark Fork River, abundant natural light into the building, state of the art efficient utility systems, building materials and a terrace on the top floor with a vegetative green roof.

Marchesseault said Stockman Bank is asking for approximately \$1.5M in MRA assistance. She pointed out a typo in her memo that does not affect any calculations and said the overall development cost is estimated at \$28,100,611 (not \$28,600,611). She said if land costs are included, the entire project costs is \$30,600,611. Land purchase price was \$2.5M; if that's subtracted out the development cost is \$28,100,611. Marchesseault said if land is included the MRA ask is about 5% of the total project costs. If land is not included the MRA ask is about 5.4% of the total project costs. Marchesseault said it is a 1:20 ratio which is well within the recommended 1:10 public to private ratio for MRA assistance. Marchesseault said the elements that Stockman Bank is asking MRA assistance for include demolition & deconstruction, site improvements in the public right-of-way including new sidewalks and landscaping, and architecture and engineering fees.

Bob Burns, Stockman Bank, said they are excited the project is moving along and coming to fruition. He said they estimate having 40 employees at this downtown location. The Bank will occupy the first and second floors and they will lease out floors three through five. Randy Rupert, CTA Architects, said from a design standpoint they are excited about the opportunity to use and lease the rooftop terrace space.

Reineking asked if the 137 parking spaces is based on a City requirement or if it is what can fit into the space. Burns replied it is what can fit in the space. He said there will be secure, underground parking for all employees. Street level parking will be for customers. The top level will be for tenant usage. There will not be a fee to park there. Rupert added that in the evenings it can be used for those dining out and participating in downtown activities. Reineking asked if Stockman Bank will be closing its office on Main Street and on Burlington Street. Burns replied they are closing the Main Street office and will be keeping the Burlington Street location open until they build on Brooks Street. Reineking asked if the expenses for deconstruction and demolition and overhead utilities relocation have already been spent so there are actual numbers and not estimates. Burns concurred.

Brock asked what percentage leased Stockman Bank is for the third, fourth and fifth floors. Burns replied they have the third floor leased to Worden Thane P.C. He said they are still actively looking for a tenant for the fourth and fifth floors.

Buchanan said this project is in the Riverfront Triangle URD which currently has no resources. She said staff is already working with Bill Coffee, President of Stockman Bank, to try to craft what kind of debt instrument to use. She said that will come back to the MRA Board and City Council once they work through the details. Englund asked if staff was comfortable giving approval prior to that. Buchanan replied it would be contingent upon putting together an acceptable financing package.

Kemmis asked if the expectation is that whatever arrangement is made will in effect eat up all of the increment for a certain period of time. Buchanan said it does not take all of the increment by any means. She said she has calculated the numbers based on conversations with the Department of Revenue (DOR). She said the property was off the tax rolls because it was previously owned by The Salvation Army. Now the value of the building as well as the land is increment. Buchanan said the excess, beyond what is needed to service the piece of debt on Stockman Bank, will be available for the Riverfront Triangle development. She said the intention is that there will be excess increment from this project that is required for the development of the Hotel and Conference Center across the street. Englund asked if the City will bond for this. Buchanan said it will be similar to what was done with First Interstate Bank where the City enters into a subordinated lien note with the Bank.

Kemmis said he would like to hear more about Buchanan's expectation with this. He said he felt a little misled by the memo which seemed to indicate the possibility of generating additional increment may or may not happen. He said Buchanan seems to be saying that she fully expects that there will be additional increment. Buchanan replied absolutely and said it's critical to making the Hotel/Conference Center project work. She said the numbers work and staff has verified them with DOR and the architect on the estimated revenues. She said staff has also worked with financial advisors on what terms they are looking at and what would be required to service the debt. Kemmis asked if that will be one consideration that will come to bear as staff negotiates with Stockman Bank. Buchanan replied yes. He asked if staff anticipates the generation of any more increment from the Stockman Bank project than what will be required for the debt service on the Fox Site. Buchanan replied no, not at this point, unless there's a pleasant surprise when DOR puts a value on it. She said she has been very conservative with her numbers and it is not unlike the Consumer Direct or Student Housing projects. She said the increment that is generated by this project will have to service the debt and will also service additional debt across the street. Reineking said in the memo the project feasibility says it is possible that this project will generate more in Tax Increment Financing (TIF) revenue. She said with the recommendation being that the Board will approve this contingent on negotiating acceptable terms, she assumes the acceptable terms do include that there will be more generated in TIF revenue. Buchanan concurred and said it is not the intention to use all of the increment generated by the Stockman Bank project to pay that off quicker. She said this is a long term investment and the Bank understands that. It is also to their advantage to have the Riverfront Triangle developed.

Moe asked if Mountain Line is involved and if their routes are looked at so those who use Mountain Line can be accommodated when there are improvements in the public right-of-way. Buchanan said that is one of the things that Development Services looks at in their overall review for zoning compliance and approval when they look at projects.

Kemmis referred to the enterprise of urban redevelopment and said MRA has put a great deal of attention and a fair amount of resources into downtown redevelopment, hoping it means the

area is more attractive for businesses like Stockman Bank. He said the Stockman Bank building is a major addition to the quality of the downtown and he's delighted to see how it's proceeding. Kemmis asked Burns if he could tell the Board anything about what he has seen in terms of past redevelopment efforts that have made their site or the downtown in general more attractive as a place to make this magnitude of investment. Burns said first and foremost, the Coffee family believes in Missoula and wanted to make an impact here. He said Stockman Bank already had a lot of customers in Missoula and it made sense for the Coffee family as a Montana based, family owned company to do so. He said through the design and repurpose of the property they have really tried to think about doing all they could to make it a viable business center with the tenants they're looking at and the community space on the 6<sup>th</sup> floor. Burns said they will have a full-time security guard to help them with the parking structure and really try to make sure it's a very secure and well-kept business center.

**REINEKING: I MOVE THE STAFF RECOMMENDATION.**

**Staff recommendation:** Staff recommends the MRA Board approve TIF assistance in an amount of \$1,512,105.00 for demolition, hazardous materials abatement, burial of utilities, and improvements in the public right-of-way (including curbs, gutters, sidewalks, alley paving, landscaping and pedestrian-scale street lighting), contingent on negotiating acceptable terms of a financial structure for reimbursing the developer over time. Payments would be made on a reimbursement basis based on copies of contractor and vendor invoices showing the actual work completed and materials used, accompanied by lien releases.

Brock seconded the motion.

No further discussion. No public comment.

**Motion passed unanimously. (5 ayes, 0 nays)**

**YWCA Secret Seconds – 920 Kensington Avenue (URD III) – FIP and TIF Request (Gass)**

Gass said the YWCA Secret Seconds store is located at the corner of Stephens and Kensington Avenues in URD III. This area is in a prominent area of redevelopment activity; across Stephens Avenue is the former Elbow Room building that MRA assisted with and across Kensington Avenue is the current location for the onXmaps building which is under construction with MRA assistance. Gass said there is a second Secret Seconds location on West Broadway in URD II. He said the stores are a critical funding source for social services programs that the YWCA operates and it is important for them to remain relevant in the marketplace.

Gass said the existing conditions of the Secret Seconds location at 920 Kensington Avenue include a deteriorating asphalt parking lot, monolithic façade facing Stephens Avenue, and lack of sidewalk. He said with MRA's façade assistance, the owners would have the opportunity to take the façade design and materials to a higher level, providing better articulation of the building and enhancing the pedestrian scale of the building. He said the façade improvement design includes various applications of metal siding, high efficiency windows and new metal awnings. Gass reviewed renderings of the building with improvements and said it fits in well with other redevelopment projects in the area. He said total project costs for the Secret Seconds improvements are \$313,923. Since MRA Façade Improvement Program (FIP) is capped at \$50,000, or 25% of the total project costs, staff is requesting approval of \$50,000 in a FIP grant.

Gass said YWCA Secret Seconds is also requesting TIF assistance for their project. The proposed improvements include installation of a sidewalk along Stephens Avenue and at the corner of Kensington and Stephens Avenues. Gass said this is a section of sidewalk that was included in the Brooks Street Corridor Sidewalk Project back in 2011. He said the land was under different ownership then and the owners were not willing to grant a sidewalk easement for construction of the sidewalk. Gass said YWCA Secret Seconds have already signed a sidewalk easement and it is over in Development Services waiting to be processed. Gass reviewed the overall site improvements and said YWCA Secret Seconds is asking for TIF assistance for curb and sidewalk construction in the amount of \$37,334. Gass said this is an opportunity to complete a section of sidewalk in URD III that was intended to be constructed six years ago. Gass said this intersection is one that MRA has been heavily involved in and said the project is feeding off of that redevelopment activity and energy and building on it, hopefully providing synergy to see continued redevelopment activity on the Stephens Avenue corridor.

Gass said he wanted to clarify that the original request from YWCA Secret Seconds for sidewalk construction adjacent to their property on Stephens Avenue with the sidewalk stopping on the northwest corner of their property was a ratio of public to private investment of 1:10. He said staff requested YWCA Secret Seconds include additional sidewalk construction so there is no gap at the corner of the property. The cost of the additional sidewalk changes the public to private investment ratio to 1:8, which is being driven by MRA's request to close the sidewalk gap.

Gass said YWCA Secret Seconds has their financing in place with First Security Bank and are looking to complete the project within five months of starting. He said the staff recommendation is that the Board move to approve a FIP grant in an amount not to exceed \$50,000 for the exterior renovation of the building and a TIF grant not to exceed \$37,334 for the public sidewalk improvements.

Cindy Weese, YWCA Secret Seconds, said Secret Seconds provides about 45% of their total organizational revenues and fills a gap in funding for all five programs that they offer. She said it is an unrestricted, significant source of match funds for all of their government grants. She said Secret Seconds is vital and they've found that when they invest in the stores it does pay off. Robert Robinson, Robert Robinson Architect, said the basic color scheme is similar to what is on the YWCA Secret Seconds building on Broadway Street. It is terra cotta on the upper band and battleship gray on the lower end with the same profile of metals. He said on the Kensington side there is brick that is in good shape and they are going to clean it up and leave it.

Reineking asked if the TIF request includes landscaping. Gass said the parking lot improvements and landscaping are not part of the TIF request because they are on the private side of the right-of-way. He said YWCA Secret Seconds will continue with landscaping as part of their project, which is a nice improvement to bring greenery to that section of Stephens Avenue.

Englund said this property used to be an auto dealership, then the Good Food Store bought it and cleaned it up and now it's YWCA Secret Seconds. He said it's neat to see the reuse of it. Kemmis said the MRA likes to think that when it does redevelop it spurs more redevelopment. He said it's hard to really quantify that and asked Weese if anecdotally she could say if any of the existing or ongoing redevelopment made a difference in the organization's decision to move

forward with this project. Weese replied yes, it absolutely has. She said the YWCA is always looking at their stores and have talked over the years about combining them into one big store. She said when the state offices moved across the street and onXmaps started construction they decided this location is a great asset for them at this point.

**KEMMIS: I MOVE APPROVAL OF THE STAFF RECOMMENDATION.**

**Staff recommendation:** Staff recommends the MRA Board move to approve a Façade Improvement Program grant to the YWCA in an amount not-to-exceed \$50,000 for the exterior renovation of the building, and a TIF grant not-to-exceed \$37,334 for the public sidewalk improvements with the final amounts of the grants to be based on paid contractor invoices provided by the applicant, and authorize the MRA Board Chairman to sign the FIP Participation Agreement and the TIF Development Agreement.

**Moe seconded the motion.**

**No further discussion. No public comment.**

**Motion passed unanimously. (5 ayes, 0 nays)**

**Missoula Organization of Realtors – 724 Burlington Avenue (URD III) – FIP Request (Marchesseault)**

Marchesseault said the Missoula Organization of Realtors (MOR) has purchased the property at 724 Burlington Avenue, formerly Outlaw Music. She said MOR intends to rehabilitate the building to make it their primary location and are asking for a FIP grant to include four new windows, colored awnings, sconce lighting that will provide lighting for the building entrances and parking lot, and new LED lighting to create dimension and visual interest to the building at night. Marchesseault said the request to MRA is for \$50,000, or 11% of the total project cost which is estimated at \$464,760, excluding parking lot redesign and landscaping. She said MOR would like to do parking lot improvements in the future. She said if MOR receives the FIP grant it will allow MOR to do all of the renovation work in this phase of work and would free up funding in the following year or two for them to do parking lot renovations. She said if they do not receive FIP assistance for the parking lot they would spend their energy fundraising and finding funds for façade improvements which would move the parking lot improvements considerably further into the future. Marchesseault said staff is recommending a \$50,000 façade improvement grant to the MOR for this project.

Mike Nugent, Missoula Organization of Realtors, said they have looked all over town for the last couple of years to identify space. He said they are happy to be reinvesting in Midtown Missoula and their members are excited about the location. He said the costs are about double of where they hoped to be, but it is what it is. He said they will focus on the inside alone if they are not successful in getting the FIP grant. Jerry Ford, Lambros Real Estate, said they want to make something nice out of the black building.

Englund wanted to clarify that the project costs MOR is agreeing to undertake are the \$464,760. Marchesseault said yes, that is the total project cost and it excludes any work in the parking lot. Englund asked if there was any commitment from MOR to do the parking lot. Marchesseault said there is a commitment on the part of the MOR but it is not part of their agreement with MRA.

**MOE: I MOVE THE STAFF RECOMMENDATION.**

**Staff recommendation:** Staff recommends the MRA Board move to approve a Façade Improvement Program grant to the Missoula Organization of Realtors in an amount not to exceed \$50,000 for renovation of the building located at 427 Burlington Avenue, with the stipulation that reimbursement will be made at the conclusion of the project under submission of any required lien releases and proof of expenditures, and authorize the Chair to sign the Development Agreement.

Kemmis seconded the motion.

No further discussion. No public comment.

**Motion passed unanimously. (5 ayes, 0 nays)**

**2000 South Avenue West – Tom & Betty Wilkins (URD III) – FIP & TIF Request (Behan)**

Behan said Tom and Betty Wilkins purchased the project site at the northwest corner of South Avenue and Johnson Street, 2000 South Avenue West. He said Ms. Wilkins plans on moving her Merle Norman Cosmetics and Wigs franchise from Russell Street to this location after it's redeveloped into more of a retail setting. He said the project is across the street from the Montana Rail Link (MRL) property that is currently under contract to the City through MRA. It sits along where the trail crossing would end up being put in and is in an area that has not received much redevelopment attention for several years.

The current location has a low, bunker-like concrete block building with a storage yard at the rear. Parking is currently in the front of the building. Behan said the intersection itself really has no definition, even though it has become a fairly major intersection. Behan said the project itself will take the façade and raise it up several feet. This will help to establish the corner a lot more.

Behan said Ms. Wilkins applied for both FIP and TIF assistance. Behan said with TIF assistance they would like to turn the sea of asphalt in front of the building into one small parking lot for a couple of employees and landscape the rest of the area. He said most of what will be changed into the small parking lot and landscaping is within the Johnson Street right-of-way. Behan said there will also be a couple of changes to the sidewalk that will need to be made. Behan said the area behind the building will be turned into customer parking with a landscaped parking lot.

As far as the façade, Behan said the building will be raised up with a new exterior. He said the main difference FIP assistance makes in this project is that it changes the materials used. He said it changes from artificial stucco to real stucco, thin gauge metal to thicker gauged metal, etc. He said FIP assistance substantially changes the overall permanence of the materials used. Behan said with this project staff is hoping, as has happened in other places, that this starts to attract the neighboring property owners' attention and shows them that the value of their property can go up with some work.

Behan said the recommendation is for approval of up to \$19,775 in TIF program assistance and up to \$42,800 in FIP grant assistance. Betty Wilkins, owner, said she is planning on putting solar panels on the roof. She said they will be redoing the furnace system so it is high efficiency and all of the windows will be high efficiency. She said the entrance doors will be changed from one single door to a double door with windows on the side so it's more appealing. Behan added

that the store front is on South Avenue. Scott Johnson, Cost Management Services (CMS Inc.), said the siding is Hardieplank on the bottom and Hardiepanel board & batten above with the columns and pilasters being Exterior Insulation and Finish Systems (EFIS).

Johnson said he and the Wilkins have also discussed working with the Parks Department and MRA on the landscaping plan on the portion of Johnson Street that is in the right-of-way. Right now he said they have a budget holding number even though they don't actually have a landscaping plan for the right-of-way. He said if the trail ends up crossing Johnson Street at that point, they want to be able to work with the Parks Department on design so it fits with the neighborhood and with what the Parks Department is doing. Reineking said she appreciates the coordination in planning that. Englund asked if there are easements in place to be able to do that. Behan said there is a large portion of Johnson Street right-of-way that is already there so there is no easement necessary; however, the Wilkins have an encroachment permit from the City and they will have to allow public use. Englund asked how that will impact where the trail crossings go. Behan said it hasn't been designed yet. He said this affords the City the ability to have that corner to see if it fits visually or to be used as part of the improvements. Englund asked if the holding number for the landscaping is sufficient. Behan said it looks good as far as a per square foot estimate. He said if it isn't sufficient it will need to be included within the Parks Department improvements or come back to the Board for discussion.

Moe asked about the taxes. She said Behan's memo states that in 2016 the taxes were \$3,400 and how that number may or may not significantly change with this project. Behan said in talking with DOR he found out that if there is no real use change and less substantial change to the exterior there won't be much in the way of a tax increase. He said this project is almost a new building in terms of its use and how it is furnished inside and outside and DOR is saying taxes could double. Behan said he clarified with DOR that the taxes could change from nothing to double and they concurred.

**REINEKING: I MOVE TO APPROVE THE STAFF RECOMMENDATION.**

**Staff recommendation:** Staff recommends the MRA Board approve up to \$19,775 in TIF Program assistance to Betty and Tom Wilkins for their project located at 2000 South Avenue West for sidewalk, curb, gutter and curb ramp improvements in the South Avenue and Johnson Street right-of-ways and landscaping in the Johnson Street right-of-way subject to submittal of a landscaping design that is acceptable to MRA Staff and further subject to the traditional conditions MRA places on TIF assistance.

**Staff further recommends:** the MRA Board approve up to \$42,800 in Façade Improvement Program grant assistance to Tom and Betty Wilkins for their project located at 2000 South Avenue West subject to program criteria and traditional conditions MRA places on such assistance.

**Brock seconded the motion.**

**No further discussion. No public comment.**

**Motion passed unanimously. (5 ayes, 0 nays)**

**Brooks Street Corridor Plan (URD III) – Request to Approve Plan as a Guiding Document (Marchesseault)**

Marchesseault said for the last MRA Board meeting the Board was given a copy of the Brooks Street Corridor Plan which was completed in December 2016. She said it is a really good framework and vision of what the community would like to see in Midtown. The City Council adopted a resolution that recognizes the Brooks Street Corridor Plan as a planning document. Marchesseault said staff is asking the Board to approve this Plan as a guiding document for MRA as it moves forward with development projects in the Midtown area. Reineking added that the Missoula Midtown Association (MMA) has accepted the Plan and it is the lead story in their March newsletter.

Behan said he wanted to clarify the term “guiding document” and said the Brooks Street Corridor Plan will be one of several plans that MRA uses as guiding documents. Other documents include the North Reserve-Scott Street plan, Russell Street Corridor plan, and Urban Land Institute (ULI) plan located in URD III. Englund said the MRA adopts the plans and when a project comes forward the staff and Board determine if it is compatible with the adopted plan(s) and if it isn’t then they figure out if the project can make it and be clear as to why it is approving an exception. Marchesseault added that the Brooks Street Corridor Plan is a beginner document and there will be more detailed planning going on in the future. This plan refers to transit-oriented design and nodes, but does not go into the detailed level of what it looks like, building massing, where the bus pull outs and setbacks are located, etc. Reineking said the recommendations in the Brooks Street Corridor Plan state that there will be further discussion and this approval does not approve any design standards or zoning overlays. Buchanan said she was in a video conference with the design team that will be doing the design standards/guidelines/excellence and a lot of the discussion focused around the downtown as well as the Brooks corridor and how the two efforts will be very complementary moving forward.

**MOE: IN CONSIDERATION OF THE PREVIOUS CONSIDERATION WE’VE GIVEN TO THE BROOKS STREET CORRIDOR PLAN AND ALSO THE CITY COUNCIL’S INTEREST AND APPROVAL OF THAT, I MOVE THE STAFF RECOMMENDATION FOR APPROVAL OF THE PLAN AS A GUIDING DOCUMENT WHEN CONSIDERING DEVELOPMENT PROJECTS ALONG URD III’s BROOKS STREET CORRIDOR.**

Reineking seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (5 ayes, 0 nays)

**Mary Avenue & Clark Street Project (URD III) – Request for Authorization to Solicit Bids (Gass)**

Gass said the Mary Avenue project and Clark Street sidewalk project are both out to bid and the MRA will be awarding construction contracts soon. Both projects have a significant street tree component to them and staff is proposing to pull the tree planting component out of those projects and combine them into a separate tree planting contract. Gass said the reason for this is that staff feels it gives them better control working one on one with the landscape firm rather than as a sub through a general contractor over the maintenance period.

**Gass said staff is asking the Board for authorization to solicit bids for the Mary and Clark tree planting project.**

**MOE: SO MOVED.**

**Brock seconded the motion.**

**No further discussion. No public comment.**

**Motion passed unanimously. (5 ayes, 0 nays)**

Englund exited the meeting.

### **NON-ACTION ITEMS**

#### **Director's Report**

##### *Legislative Update*

Buchanan reviewed where the various pieces of legislation are. She said there is another bill going after the 95 mills and Behan was in Helena for that discussion. There is another piece of a bill that is moving toward executive action that would formalize that any citizen has standing to challenge in court anything the TIF agencies do. Behan said there has been a lot of negotiation between the League of Cities and Towns and Representative Essman who proposed the bill. He said the League of Cities and Towns is at the point where the only amendment they can offer would be to have it taken out of the bill. Behan said it doesn't expand what people can do already, it essentially just lets someone say they didn't like something.

##### *Design Guidelines/Standards*

Buchanan said Winter & Co. is moving forward with the beginning of the design excellence process and the first public meeting will be May 2<sup>nd</sup>. There are a number of subsequent visits they have planned. Buchanan said they need to figure out and put some definition around what the City wants, which will be the first order of business. Buchanan said it will dovetail nicely with what is going on with Brooks Street. She said the City is moving toward doing a Transportation Investment Generating Economic Recovery (TIGER) grant for the Brooks Street Corridor.

Reineking referred to the additional cost of an economic analysis referred to in Buchanan's memo and said she hopes they find the additional money because she'd love to see the analysis and thinks it is a great selling point. Buchanan said it is an important piece. She said the Business Improvement District (BID) and the Missoula Downtown Association (MDA) have approved some funding for it. She said Laval Means, Development Services, has gone to the MOR, builders, Chamber of Commerce, and other groups that will be impacted or benefit from it. Buchanan said she's challenged Means and has told her if there's a financial gap closer needed to come talk to MRA; if the gap is under \$5,000 it can be approved fairly simply, otherwise it has to wait for an MRA Board meeting.

##### *South Reserve Street Trail Crossing*

Buchanan said MRA is planning on doing a ribbon cutting on April 29<sup>th</sup> in conjunction with the grand opening of Fort Missoula Regional Park. She said there is work that still has to be completed on the Bridge and it will likely not open until April 29<sup>th</sup>. Staff is working with the contractor to discuss a number of cost things and there will be negotiation on some things that the contractor would like to see additional compensation for. Staff will work through that and bring it to the Board if and when it gets resolved.

##### *Missoula Mercantile*

Buchanan said she got a tour of the building on Monday and the deconstruction is absolutely fascinating. She said the materials they are salvaging are very impressive. Buchanan said she's asked Andy Holloran, HomeBase Montana, to do a show and tell of what is going on with the deconstruction. Buchanan said if anybody ever questioned whether or not that building was structurally sound and salvageable, if they walked in there today they would no longer question that. She said the south wall is so bad that they can't even have workers near it and four good sized men could push it down. She said the brick is disintegrating and you can see daylight through the wall. Buchanan said the Superintendent for the general contractor told her that if the building sat empty for another year or two, one of the walls would have collapsed. She said Holloran said he is happy to take the Board through the building while they are still deconstructing it.

#### *Transportation Alternative Grants*

Buchanan said she met earlier this week with Aaron Wilson and Ben Weiss from Development Services. Wilson and Weiss are in the process of writing a couple of grant applications called Transportation Alternative (TA) grants. TA grants have taken the place of the old Community Transportation Enhancement Program (CTEP) that MRA used to build a lot of the trails. Buchanan said Development Services would like to ask MRA if it will provide a match for one or both of the TA grants if they are successful. One of the grants is to light the entire Bitterroot Trail and the other is to create a greenway along Kent Avenue from Higgins Avenue to Reserve Street. Buchanan said if the grants are approved, they are looking at doing them in FY19 or FY20. Reineking said she realizes it is not in the district, but if Development Services is working on lighting trails it would be handy to complete the lighting on the Milwaukee Trail from Garfield Street out to Reserve Street. Buchanan said she thinks that will be a subsequent ask. She said the challenge is coming up with the match and she thinks they are trying to focus on urban renewal districts because there is a resource there.

Moe said she knows the federal budget is not very complete or specific, but generally she asked if there are funds MRA uses that could be retroactively withdrawn. Buchanan said there are funds that MRA helps leverage, like Community Development Block Grants (CDBG) for affordable housing projects, and said she did not think so.

Buchanan asked the Board if someone would speak at the South Reserve Street Trail Crossing ribbon cutting ceremony. Brock said she will write the speech and Reineking said she will deliver it.

Reineking said she would like to see the Staff Activities Report and a report on how the Housing and Community Development is doing and where it's at with policy, etc. Buchanan said for the housing part, in a nutshell the transition has been time consuming from County to City. They are finally through that piece of it and she said Eran Pehan, Director of Housing and Community Development, and herself have been talking about how they begin in earnest with the development of policy.

Dunn said the audit is complete and was submitted on February 28<sup>th</sup>. The auditors, Anderson-Zurmuehlen, will be at the April Board meeting to present the audit report. Dunn said there were no findings. Buchanan referred to the Budget Reports handed out at the meeting and said URD III may look a little anemic but to remember that MRA did a reimbursement resolution with the bond issue, so once there are final costs on the South Reserve Street Trail Crossing it will allow MRA to reimburse the District for all of the engineering costs which are upwards of \$900,000.

Brock thanked Buchanan and Behan for keeping such a close eye on the legislation. Buchanan and Behan said the League of Cities and Towns is doing an amazing job and the leadership there is phenomenal. Behan said someone mentioned that maybe one of the best hires in the state last year was Kelly Lynch with the Montana League of Cities and Town. Buchanan said the Governor's Office has been wonderful as well.

**STAFF REPORTS**  
**Director's Report**

**COMMITTEE REPORTS**

**ADJOURNMENT**

Adjourned at 1:32 p.m.

Respectfully Submitted,



Lesley Pugh