

## MISSOULA REDEVELOPMENT AGENCY

### CONDENSED BOARD MEETING MINUTES

January 21, 2015

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, Rosalie Cates (phone), Ruth Reineking

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

**Public:** Chris Anderson, DJ&A; Eric Hefty, Eric Hefty & Associates, Architects; Carolyn Glidewell, Glidewell Investments & Insurance Group; Mark Glidewell, Glidewell Investments & Insurance Group; Marilyn Marler, City Council; Louie Miller, LS Jensen; Ed Coffman, Lambros Real Estate; Kraig Erickson, Woodbury Corporation; Jennifer Bernosky, Republic Services; Kirk Treece, Republic Services; Ezra Williams, CTA Architects; David Lampi, Aaron's; Clint Welch, Aaron's; Martin Kidston, Missoulian; Jean Curtiss, Missoula County Commissioner; Brenda Bassett, KPAX; Donna Gaukler, Parks and Recreation

#### **CALL TO ORDER**

12:00 p.m.

#### **APPROVAL OF MINUTES**

November 19, 2014 Regular Meeting Minutes were approved as submitted.

#### **PUBLIC COMMENTS & ANNOUNCEMENTS**

Marilyn Marler, City Council President (Ward 6), made a public comment in regards to MAX Wave and Brenan's Wave; both of which have received funding from MRA. Marler said there are some controversial aspects to both of these projects that most likely haven't been brought up in the past because of one of three reasons: both projects are memorial projects; both projects have been driven by hard working and motivated volunteers; and ownership of these projects has been unclear, therefore it is unclear as to what body these issues should be discussed with. Marler brought this subject to the

Board's attention because she said Mayor Engen recently co-signed an application for the MAX Wave permit to be forwarded to the Fish, Wildlife, and Parks. She said Fish, Wildlife, and Parks typically assumes the functional ownership will belong to the permit applicant, although she said the Mayor and Buchanan feel differently. She said as City Council President she is a little uncomfortable that the City is facilitating a proposed second wave (MAX Wave) when the ownership of the first wave (Brenan's Wave) is still unclear. Marler said there are positive aspects to Brenan's Wave and MAX Wave but she said MAX Wave will bring consequences to river users and river life and could possibly set the City up for long term maintenance and liability. Englund asked what MRA could do to facilitate the issue. Marler said she's aware the Board approved funding for both of these projects and understands there isn't an upcoming action for MAX Wave, per her discussions with Buchanan; but encourages future communication on this subject with City Council. Moe asked if the ownership issue has ever been referred to Jim Nugent, City Attorney. Buchanan said Jim Nugent has not been asked for his opinion at this point in time. She said the Board approved and allocated funds to help the Brenan's Wave group, a non-profit organization, with design revisions and the permitting process for MAX Wave and all funds have been expended. She said MRA does not have further obligations with MAX Wave. Buchanan said per the Department of Natural Resources and Conservation (DNRC), an easement for MAX Wave had to be held by a public entity. She said Mayor Engen, Jim Nugent, and herself have been very clear that the City will not own or maintain the structure.

## **ACTION ITEMS**

### **Glidewell Investments & Insurance Group – 1750 South Avenue West (URD III) – TIF & FIP Request (Buchanan)**

Buchanan said Glidewell Investments & Insurance Group (GiiP) has applied for assistance under the URD III TIF and Façade Improvement Programs (FIP) to make improvements to a newly purchased building located at 1750 South Avenue West. GiiP is currently located at 2001 South Russell Street, but needs a larger facility. Buchanan said GiiP intends to renovate both the interior and exterior of the building at an estimated cost of \$320,536. She said GiiP is eligible for a FIP grant in the amount of \$50,000 per the FIP criteria. The FIP allows for a grant not to exceed \$50,000 or 25% of the total project cost, whichever is less. Buchanan said the eligible items for TIF assistance total \$54,103 which will be used towards demolishing an addition to the building to be used for parking and TIF funds used for paving of the alley. She said funds will also be used for landscaping and irrigation in the public right-of-way.

Carolyn Glidewell, GiiP, said the GiiP is a solvent and growing business and has been a solid business in Missoula for decades. She said the business was established by her husband about 40 years ago and will continue to keep the business in the family for generations. Glidewell said Eric Hefty, Eric Hefty & Associates, has been great with assisting with renovation ideas that comply with MRA's goals.

Eric Hefty briefly described the project and said improvements would include remodeling the interior and exterior of the building; adding office space, changing the lighting, new insulation, new siding, new windows, improvements to the exterior façade, etc. Reineking said from Buchanan's memo, \$2,500 was estimated for landscaping and irrigation which she said seemed low. She asked if the \$2,500 was just for trees on the east side of the building. Hefty said a large portion of the landscaping already exists including mature trees on the south and west sides of the building. He said the plan is to have a garden strip on the south side that will need to be irrigated.

Kemmis said that the FIP is often challenged due to the nature of the buildings that are being improved but in this case, Hefty has done a very promising job of making a real improvement and he looks forward to the final result.

Moe asked if the estimated cost of \$320,536 was just for interior improvements or if it included the exterior improvements. Buchanan said the \$320,536 was an estimate for interior and exterior improvement costs discussed in her memo, but did not include the purchase price of the land and building. Moe asked if GiiP expected to generate new employment positions. Carolyn Glidewell said she has been approached about employment opportunities but they simply did not have the space in the building located on Russell Street. She said hiring would be immediate once GiiP is settled in their new location. Mark Glidewell, GiiP, said the company hired three new employees last year and plans to hire another three to four new employees this upcoming year once the office space is available. Cates said she's worked with GiiP in the past and had a great experience. She said she supports the GiiP project.

**KEMMIS: I MOVE THE BOARD APPROVE THE REQUEST FROM GLIDEWELL INVESTMENTS & INSURANCE GROUP, INC. FOR A FAÇADE IMPROVEMENT PROGRAM GRANT IN THE AMOUNT OF \$50,000 AND A TIF GRANT NOT TO EXCEED \$54,103 AND AUTHORIZE THE CHAIR TO SIGN THE DEVELOPMENT AGREEMENT WITH THE STIPULATION THAT REIMBURSEMENT IS TO BE MADE AT THE CONCLUSION OF THE PROJECT UPON SUBMISSION OF LIEN RELEASES AND PROOF OF PAYMENT OF CONTRACTOR INVOICES.**

Reineking seconded the motion. No further discussion. Motion passed unanimously. (5 ayes, 0 nays)

**South Crossing - Phase 2 – 3801 South Reserve Street – Demolition and Right-of-Way Improvements (URD III) – TIF Request (Buchanan)**

Buchanan said Woodbury Corporation has purchased the former Village 6 Cinema property located on Reserve Street adjacent to South Crossing Phase 1 (old Kmart site) located on Brooks Street. South Crossing Phase 2 is a continuation of the development and construction of South Crossing Phase 1. Buchanan said the Village 6 Cinema building and parking lot have been demolished and site plans are in place for four new commercial buildings; very similar to the buildings that were constructed in Phase 1. She said one of the four buildings is currently under construction and is the new location

for a MacKenzie River Pizza. She said the other tenants have not yet been announced but she was told by Kraig Erickson, Woodbury Corporation, there is interest from local businesses wanting additional locations as well as interest from out-of-market businesses coming into the market. She said South Crossing Phase 2 will create about 23,000 square feet of new retail, office, and commercial space. At the July Board meeting, the Board approved the Woodbury Corporation proceed without prejudice for demolition. Since then the building has been demolished and costs associated have been identified. Buchanan said Woodbury is requesting TIF assistance for reimbursement of eligible demolition costs not to exceed \$259,722 and they are requesting TIF assistance in the amount of \$165,581.36 for improvements in the public right-of-way which will include sidewalks, curb and gutter, pedestrian scaled lighting, landscaping and irrigation. She said the South Crossing project is a catalyst project for future investors and developers in that area. Buchanan said she is happy with Woodbury's commitment and the work done thus far in South Crossing Phase 1. She said it is difficult to determine the increment amount from this project but is confident the four new buildings will have a significant impact on property tax generation.

Kraig Erickson gave an update on South Crossing Phase 1 and said Kohl's Department Store is expected to open the first part of March. He said Petco, Boot Barn, Cabela's Outpost, and the Men's Warehouse are all open and City Brew Coffee is scheduled to open the end of February. He said Jimmy John's and Noodles & Company are coming soon and will be located between Men's Warehouse and City Brew. Erickson said MacKenzie River Pizza, part of South Crossing Phase 2, plans on opening in April. He said there is a multi-tenant building just south of MacKenzie River where he anticipates four tenants. Erickson said two leases are out for signature, a letter of intent has been received for another space, and Woodbury is working on filling the fourth building space.

Moe asked for additional information on the public right-of-way improvements and how the landscaping will interact with Reserve Street. Ezra Williams, CTA Architects said the landscaping will be very similar to the landscaping on Brooks Street. He said the sidewalk will be located along the street and the boulevard area will be smaller compared to the boulevard on Brooks Street but will include trees and landscaping. Williams said there is limited space between the MacKenzie River building and Reserve Street for landscaping but he said the landscaping will continue south of the building. He said pedestrian lighting will also be installed.

A drawing labeled "South Crossing – Northern Elevation" was attached to Buchanan's memo. Moe asked if the drawing was the backside of the building, facing Reserve Street. Erickson said that was correct. Moe asked if there would be interference with deliveries and the pedestrian walk way. Williams said the delivery vehicles would enter through the parking lot so the sidewalk would be clear for pedestrians. Moe asked if the lights on the back of the building, shown on the same drawing, were considered the pedestrian lights. Williams answered yes. Moe asked if street lights would be installed. Williams said decorative street lights would be installed along South Reserve Street and they would be similar to the street lights on Brooks Street.

Cates asked Erickson about his experience with MRA and his input or suggestions regarding MRA programs and what could be improved if needed. Erickson said his experience working with MRA has been wonderful. He said the MRA staff has been very helpful and he was given direction and guidelines that have allowed for this project to be very streamlined.

Kemmis said it is his opinion when MRA approves a project to proceed without prejudice that typically allows MRA to be in a position to get into the stream of things a little earlier. He said in this particular case the developer moved the demolition along quickly but yet the result is a request of over a quarter million dollars for demolition costs under a proceed without prejudice approval. Kemmis said he wants to make sure that the same circumstances would have had the same oversight if the Board would have approved the project up front. Buchanan said Woodbury proceeded at their own risk and there were certainly no guarantees to approve funding for the demolition. She said the South Crossing Phase 1 project was done the same way. Moe asked if the demolition was done on a competitive basis. Erickson said yes.

**REINEKING: I MOVE THE BOARD APPROVE THE REQUEST FROM WOODBURY CORPORATION FOR REIMBURSEMENT OF ELIGIBLE COSTS UPON PROOF OF PAYMENT AND LIEN WAVERS FOR DEMOLITION IN AN AMOUNT NOT TO EXCEED \$259,722 AND RIGHT-OF-WAY IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$165,581.36, AND AUTHORIZE THE CHAIR TO SIGN THE DEVELOPMENT AGREEMENT.**

Kemmis seconded the motion. No further discussion. Motion passed unanimously. (5 ayes, 0 nays)

**South Reserve Street Trail Crossing – Design Changes (URD III) – Request for Approval (Buchanan)**

Buchanan said at the October 2014 Board meeting the Board reviewed three conceptual designs for an above grade trail crossing over South Reserve Street at Old Hwy 93. She said the Board preferred a design that consisted of an arched bridge structure with serpentine ramps on both sides of the bridge. Buchanan said the preferred design required the acquisition of easements on both sides of the bridge; one from Larchmont Golf Course and the other easement from Stockman Bank. Stockman Bank purchased the property on South Reserve Street with the intention of building a new bank at that location. Buchanan said Stockman Bank purchased a more desirable location for the bank building on Brooks Street so Aaron's moved from their Brooks Street location to the property on South Reserve Street. She said Loose Caboose also has a coffee kiosk located near Aaron's on the South Reserve Street property owned by Stockman Bank. Buchanan said it is her understanding that Stockman Bank will sell the South Reserve Street property since it is no longer their intent to build a bank at that location. During the October 2014 Board meeting, Buchanan said Ed Coffman and Bill Wyckman, Lambros Real Estate, and Malcolm Lowe, Loose Caboose Coffee,

expressed concerns about the impact the bridge ramp would have on the visibility of the businesses on the Stockman Bank property as well as the resale value of that property and the ability to sell the property with lack of visibility. Buchanan said at the October 2014 Board meeting, the Board directed staff to move forward with the preferred design contingent on satisfying the needs of the landowner and tenants. She said that she and Chris Anderson, DJ&A, have met with the affected parties to try and satisfy their needs. Buchanan said DJ&A did a lot of work to come up with new alternatives and has made extensive revisions and provided the affected parties with graphic representations. She said the affected parties were still not satisfied with the serpentine ramps. Buchanan said the affected parties have agreed and feel it is reasonable to eliminate the serpentine ramps in favor of a straight ramp system on both sides. She said the straight ramp option also satisfies the concerns that Larchmont Golf Course had since the serpentine ramp would have affected the seventh hole. Buchanan said the straight ramp will also allow the bridge to be built within existing right-of-way and eliminate the need to purchase easements. She said the bridge structure with the straight ramp will cause the bridge to extend out longer on the northeast side of the crossing so that visibility of Aaron's and Loose Caboose is not jeopardized.

Buchanan said one caveat to this project is that the Missoula to Lolo Trail is being rebid because bids received this past summer were over budget. She said the County will open bids February 3. Buchanan said there was a successful pre-bid conference with a greater number of interested contractors compared to last summer. She said with the preferred bidding climate and trail design modifications, bids will hopefully be within the County's ability to construct the trail. Buchanan said the trail crossing will not be proposed until it is known the Missoula to Lolo Trail will be constructed. She said the design modifications to the trail crossing to extend the bridge verses a serpentine ramp will result in an increase to the total project cost. She said Anderson met with Development Services to go over the modified design and the City has no issues with constructing the bridge structure in the right-of-way.

Anderson presented a number of photos including the original bridge structure with the serpentine ramps, the bridge structure with the straight ramps, photos taken from a drone, and photos taken from a go-pro that included the bridge renderings. Anderson said the arch structure was extended by 20 feet, thus increasing the cost. Anderson said there are two additional bridge spans that will be needed to maintain elevation to allow for traffic access to the businesses under the second span. He said the total project cost increased by about \$300,000. Cates said she was surprised to see the total project cost increase with the straight ramps verses the serpentine ramps. Anderson said cost savings are associated with straightening the ramps, for example there is no longer a need for acquisition of right-of-way particularly on the northeast side of the bridge. He said there is a list of items that were removed from the original total project cost that were a cost savings but there were also costs added with the lengthening of the bridge that exceeded the cost savings.

Englund asked Jean Curtiss, Missoula County Commissioner, if the Larchmont Golf Course concerns had been addressed. Curtiss said Larchmont's main concern was

that the seventh hole would have been affected if the design included the serpentine ramps. She said the seventh hole would have been under the serpentine ramp.

Cates asked if a formal agreement would need to be signed by the landowners in regards to the bridge design and if not, would MRA possibly be at risk. Since Cates was on the phone, Buchanan said representatives were present for Aaron's, Loose Caboose, and Lambros Real estate representing Stockman Bank and could speak to her concerns. She said she received an email from Ed Coffman that stated he had met with the business tenants and agreed MRA should move forward. Anderson asked Cates if she was asking about an agreement that held some legality. Cates said she wasn't necessarily asking for a legal agreement but was asking if there was an agreement of some sort stating MRA will be moving forward with the straight ramp bridge design and that the design will not be modified. Englund said his understanding is that if the Board approves the action today, then the project will move forward with the discussed design changes. Coffman said this design is a good compromise if there is going to be a structure. He said the new design addresses the visibility the best but he is still concerned with the landing at the used car lot and how it will affect that property. Coffman said the modified design will meet the criteria of the lessees which was a major concern of the landowner. Malcome Lowe said the modified bridge design is the best option he has seen thus far. He said it appears that MRA is strongly determined to make this bridge happen. Dave Lampi, representing Aaron's, said he agreed with Lowe and said MRA and DJ&A have put in a lot of time and effort into the design of this bridge. He said he will probably never be completely satisfied with the visibility issue although the modified design is a compromise. Lampi said his only other concern is allowing large trucks in and out for delivering products to Aaron's. He said the trucks will need to access the south side of the store for deliveries which will require modification to some of the landscaping currently located in the parking lot. Lampi said safety is also a concern with large trucks traveling in and out through the main parking lot. He said he would also like the Aaron's sign located on Reserve Street to be visible to traffic traveling north on Reserve Street from Brooks Street. Cates said she appreciates Lampi coming forth with his concerns and said his concerns are valid. She said she feels the bridge will really make that corner distinctive and will change the attention to that area which could benefit Aaron's and Loose Caboose.

Lowe said landscaping hasn't been coordinated during the meetings and thought this might be the opportunity to discuss a more cohesive landscape plan that would enhance the whole area. Anderson said with delivery trucks entering the Aaron's parking lot off of old Hwy 93 may result in necessary reconfiguration of the parking lot which could certainly integrate the landscaping. Cates said to maintain a relationship with adjacent landowners she asked if an agreement would help with certainty from all parties involved. Curtiss said she will make sure the South Reserve Trail Crossing is on the next Larchmont Board agenda as an action item to make a recommendation to the County Commissioners. She said while the Larchmont Board oversees the facility, it is County owned. She thought the Commissioners could have a commitment to MRA by its February Board meeting.

Moe asked Curtiss if she participated in the meeting with the contractors regarding the rebidding of the Missoula to Lolo Trail. Curtiss said she did not participate in the meeting. Anderson said he was present at the meeting regarding rebidding the Missoula to Lolo Trail. Moe asked Anderson if he thought the rebidding of the project would be successful. Anderson said he heard some concerns during the pre-bid meetings but said overall the redesign of the Missoula to Lolo Trail will eliminate many of those concerns as well as the high dollar items. Anderson said a better bidding environment and the redesign of the trail will result in lower bids.

Moe asked if the straight ramp is handicap accessible and asked if Donna Gaukler, Parks and Recreation Director, could comment about the slope of the straight ramp compared to the slope of the serpentine ramp. Gaukler said the slope designed by DJ&A meets all American's with Disabilities Act (ADA) requirements. She said she met with Independent Living residents and some of their concerns included length and slope but the item that was most important to these individuals were landings where people could stop. Gaukler said the straight ramp design includes landings throughout the ramp on both sides of the bridge. Moe asked if the landing areas would include benches. Gaukler said the landing areas could include benches. She said the Parks Department staff will assume maintenance and management once the bridge is built. Gaukler said anything the Parks staff decides to do, such as implementing benches, will be focused on Crime Prevention Through Environmental Design principals.

Marler said she supports the project even though it's an expensive project. She said she's glad to see cooperation between the businesses affected and MRA. Marler said she agreed with Cates comment about the corner being known as a "place" once the bridge is built. She said she's excited about the bridge which will allow access to the Fort Missoula Regional Park to those individuals on the east side of Reserve Street.

Englund said he thought when the design of the bridge was first introduced the curvature of the ramp was important because it would minimize speed issues for those in wheelchairs or on bicycles for example. He said the curvature of the ramp was a way to allow for people to slow down. Anderson said speed is a factor but the straight ramp provides better visibility to other users and traffic which is also an element of safety. He said it's somewhat of a trade off. Gaukler said with a straight ramp there may be a need for center striping which she said is not uncommon on busy trail systems.

Gaukler said in January 2015, Missoula became tenth in the nation for commuting to work by bicycle and the numbers continue to increase. She said the bridge and Missoula to Lolo Trail will contribute to these growing figures. Gaukler said Missoula is a well built, well designed, active community.

Englund asked if the Fort Missoula Regional Park design includes a connection to the Missoula to Lolo Trail system. Gaukler said the goal is to connect to the trail from old Hwy 93 and head northwest along Post Siding Road.

**KEMMIS: I MOVE THE BOARD APPROVE THE REVISED DESIGN FOR THE SOUTH RESERVE STREET TRAIL CROSSING AND DIRECT STAFF TO BRING A SCOPE OF SERVICES FROM DJ&A FOR FINAL DESIGN AND CONSTRUCTION DOCUMENTS TO THE BOARD IN FEBRUARY WITH THE CONDITION THAT BIDS FOR THE MISSOULA TO LOLO TRAIL ARE WITHIN BUDGET AND A CONTRACT FOR THAT CONSTRUCTION CAN BE AWARDED.**

**Moe seconded the motion. No further discussion. Motion passed unanimously. (5 ayes, 0 nays)**

Moe said she appreciates receiving the cost estimate worksheet but would have preferred seeing it prior to the Board meeting.

Englund expressed his appreciation to Buchanan, Anderson, the landowners and lessees for their cooperation in working together and coming up with a bridge design that satisfies everyone's needs.

**URD III Burlington/Garfield Sidewalk Project – Request Authorization to Issue a Request for Proposals for Design and Engineering Services (Gass)**

Gass said over the last five years, MRA has invested over \$3.5 million and constructed over 8 miles of sidewalk through the URD III sidewalk program. He said as of the end of 2014, the missing sidewalk segments identified in the URD III Sidewalk Needs Assessment, west of the Bitterroot Spur railroad tracks, have been completed. Gass described the proposed project area and said the area is characterized by commercial, professional, and light industrial uses with a relatively smaller number of land owners with large tracts of land. He said if the Board directs staff to proceed with the proposed project area, a Request for Proposals (RFP) will be advertised for design and engineering services. Gass said once an engineering firm is selected, staff can then negotiate a Professional Services Agreement to present to the Board for consideration at either the February or March Board meeting.

Gass presented pictures of sidewalk sections that had been completed as well as the areas being proposed for sidewalks. Moe said she has concerns with building sidewalks on Oxford Street and Regent Street, north of Burlington Avenue where undeveloped lots are located. She said her concern is putting in sidewalks now and having them torn up later when the lots are developed. Moe also mentioned the number of buses that were parked on the south side of Burlington and asked if sidewalks were feasible in this area. She also questioned building a sidewalk around the delta on Edith Street and Harlem Street. Moe said the delta or triangle area is never used other than for parking buses. She said she has concerns about installing sidewalks in the proposed commercial areas since sidewalks are used more often by pedestrians in residential areas than commercial areas especially when considering the cost of installing the sidewalks. Kemmis said he had similar concerns, more in terms of the redevelopment philosophy. He said there is a fair chance that some of the parcels in the proposed area will be redeveloped but said he didn't think putting in sidewalks

now would necessarily drive redevelopment. Kemmis said he has concerns if sidewalks are installed now to adapt to existing uses, with the possibility of modifying sidewalk designs rather than waiting to build sidewalks when development occurs. Gass said the concerns Moe and Kemmis described were valid and were thought of when considering the proposed sidewalk areas. He said whether the lots are developed or not, sidewalks will always be needed there; it's just a matter of where the entrances and exits are located on the commercial lots. Buchanan said the sidewalks would define public space and limit undesirable use within the public right-of-way. She said there is a risk of redevelopment that may impact the sidewalks that MRA invests in today or the sidewalks might help guide how the lots redevelop. Buchanan said that could be viewed either way.

Cates said part of the definition of blight is the lack of sidewalks. She said she assumes it is less expensive to do a larger portion of sidewalks during one project than it would be dividing the areas into multiple sidewalk projects. Gass said there is a cost savings with completing a larger area of sidewalks at one time. Buchanan said if the project is too large, then it eliminates some of the smaller contractors because of their bonding capacity. She said one of the goals when proposing a sidewalk project is to keep the project small enough so it's competitive but she said the more work that can be done can drive down unit prices. Buchanan said the Board can direct staff to evaluate other areas but she said she believes sidewalks are important to define public space. Moe said Beach Transportation owns a large portion of the property within the proposed sidewalk project and said defining the public right-of-way is not a major concern of hers at this time because of the current use. Englund said if the sidewalk is built then MRA jeopardizes the possibility of being a team player with future development plans.

Moe said her preference would be to complete the sidewalks in the residential area in the Burlington Avenue area and to also complete the sidewalks in the proposed Garfield Street area. Discussion ensued.

Englund suggested MRA staff reconsider an alternative sidewalk project area and bring it back to the Board to discuss during the February Board meeting.

### **NON-ACTION ITEMS**

There was no update from Consumer Direct.

Moe said she had a couple questions/comments that could be discussed at a later date. She said there was a news article in the Missoulian recently about broadband and how it's inadequate in Montana. She asked if MRA has a role with broadband. Buchanan said the Bitterroot Economic Development District (BREDD) will most likely have a request on the MRA agenda within the next month or so to help fund the next phase in development of broadband. Moe asked that someone explain the definition of broadband during that meeting.

Moe asked if MRA has a role with the design of a possible extension road from East Broadway to East Missoula. She said this could be discussed at a later date.

Moe said she would have liked to see a TIF analysis with the Glidewell Insurance & Investment Group project discussed today. She said the TIF analysis shows continuity and shows a more in-depth analysis so that the Board and staff are providing the same consideration to all MRA projects. Moe also suggested providing a ratio of investor or developer to MRA funds. Kemmis said he appreciates the cost breakdowns of the various requests and recommends high level presentations so that the Board members can see what's being proposed with before and after pictures.

## **STAFF REPORTS**

### **Budget Reports**

Lee said the fiscal year 2014 audit is complete with no findings. She said the Fiscal Year 2014 Audit Report should be ready by the end of January. Lee gave a few highlights regarding current financial position and said MRA made its final payment under the Civic Stadium Agreement and the Wilma Theatre Note has been paid off. She said Urban Renewal District (URD) II will see additional cash flow the following fiscal year.

### **Director's Report**

#### **Front/Main Two-Way Conversion**

Buchanan said the Front/Main Two-Way Conversion Study is nearly complete. She said there is an advisory committee meeting on February 3 and a public presentation scheduled for February 19.

#### **Wayfinding**

Buchanan said there will most likely be a formal presentation on wayfinding during the February Board meeting. She said the wayfinding design elements are pretty much complete.

#### **Sidewalk Projects**

Buchanan said the Grant Street Sidewalk project is complete. She said the only item left for the Cedar Street Sidewalk project is the landscaping behind the Poverello Center which will be done when weather permits. She said the concrete work is done and the decorative lighting has been installed.

Buchanan said MRA is working with Loyola Sacred Heart High School with redesign of their athletic facilities and trying to increase parking on First Street.

Fox Site

Moe asked Buchanan if she had heard anything from Farran Group in regards to the Fox Site. Buchanan said the Farran Group might be in a position to present the Conference Center Feasibility Study as well as the Master Development Plan for the entire acreage, hopefully within the next several weeks. She said the Fox Site is such a complex project that it is taking more time than anticipated. Buchanan said in February 2014 the City Council granted the Farran Group a one year extension for the exclusive right to negotiate a Fox Site development agreement. Buchanan said she believes a second extension will be requested but the project is moving forward in a positive way.

Moe said she appreciates all the hard work the staff continues to do. She said the MRA projects continue to impress her.

**ADJOURNMENT**

Meeting adjourned at approximately 2:00 p.m.

Respectfully Submitted,



Juli Devlin