

MISSOULA REDEVELOPMENT AGENCY

CONDENSED BOARD MEETING MINUTES

November 17, 2016

FINAL

A **Regular** meeting of the Board of Commissioners of the Missoula Redevelopment Agency was held on Thursday, November 17, 2016 at the Hal Fraser Conference Room, 140 W. Pine, at 12:00 p.m. Those in attendance were as follows:

Board: Nancy Moe, Daniel Kemmis, Ruth Reineking, Melanie Brock

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

Public: Chris Anderson, DJ&A; Peter Walker-Keleher, DJ&A, Tom Zavitz, City of Missoula Development Services; David Erickson, Missoulian; Betty Wilkin, Mary St. owner; Bob Moore, citizen; Ronald Regan, City of Missoula Cemetery; Sharee Fraser, City of Missoula Cemetery Board; Kim Seeberger, City of Missoula Cemetery Board; Clint Burson; Missoula Chamber of Commerce

CALL TO ORDER

12:00 p.m.

APPROVAL OF MINUTES

September 7, 2016 Special Board Meeting Minutes were approved as submitted.
September 21, 2016 Regular Board Meeting Minutes were approved as submitted.
October 19, 2016 Regular Board Meeting Minutes were approved as submitted.

PUBLIC COMMENTS & ANNOUNCEMENTS

Moe thanked Buchanan for her comments in Sunday's newspaper article about what might be happening with infrastructure.

ACTION ITEMS

Mary Avenue West (URD III) – Request to Approve Concept Plan for Phase I and Scope of Services and Fee for Final Design, Construction Documents, and Bidding (Marchesseault)

Marchesseault said this project has been before the Board a couple of times. Earlier this year in April when there were discussions about making Mary Ave. a through street between Brooks St. and Reserve St., there was a lot of public concern about that concept. She said it became very clear that there needed to be an in-depth public process and MRA was asked to fund and direct the process. DJ&A, P.C. was selected to lead a consulting team; they had public input consultants on the team. She said it was put together as a five phase project. The first phase would focus on public input and once there was a concept design the future phases would go forward with the schematic design, detail design, engineering, final design and construction bidding. Marchesseault said DJ&A has done due diligence and had a very extensive and

successful public outreach process. She said they've arrived at a concept design that has broad public support from the residents in the neighborhood.

Marchesseault said her memo contains two recommendations. The first is to accept the concept plan. The second is to approve a design fee for Phases II & III for DJ&A to complete construction documents and get the project into bidding if the concept plan is approved. She said the Board can take the recommendation in two parts, the concept plan Phase I and then if that is accepted move to a discussion on Phase II regarding the design fee and method being proposed which is a Contract Manager at Risk (CMAR)/Alternate Project Delivery Contract (APDC) method of approaching a contract in order to keep it on a schedule.

Peter Walker-Keleher, DJ&A, said he's been leading the effort of public engagement to date. He said Betty Wilkin, property owner along Mary Ave., has been very involved in the public engagement process since May, which consisted of one-on-one meetings as well as a series of public meetings. He said he didn't have much to add to Marchesseault's memo and asked the Board if they had any questions.

Reineking said she appreciates that Kate McMahon was working with DJ&A on the growth policy and said McMahon is really good at leading discussions. Reineking said she appreciated DJ&A meeting with so many of the property owners individually. She said the last public meeting was reasonably well attended, she appreciated the public comments in the memo, and while it doesn't please everybody, it's a fair representation and a good design that had a lot of public feedback from the Mary Ave. owners.

Kemmis asked if there were particular changes that reflected the public comments and involvement. Reineking replied a specific comment from one of the homeowners on Mary Ave. was a concern about a tree that was on the property line, or what may be the property line since it hasn't been surveyed. The property owner wanted it taken down because it had been damaged and DJ&A said yes, they could do that. She said she felt DJ&A was very responsive in detail to the property owners. Chris Anderson, DJ&A, added one thing that came up in design happened when they had their first initial meeting which was in Betty Wilkin's front yard. DJ&A set up a tent and had several people from the neighborhood in attendance. The neighbors identified key elements they wanted to see come forth in the design. Some of those elements were quiet, slow, not super urban, etc. Anderson said some of the things they added as a result of the comments were tree-lined streets, maintaining mature trees, adding bulb-outs mid-block, etc.. Walker-Keleher added that DJ&A did not develop the conceptual plan until after they met with the neighborhood. He said by the time they were presented with the conceptual plan it incorporated a lot of the features Anderson was talking about. He said another example is that currently there are trash dumpsters in the street. They worked with Republic Services to understand their needs so the areas designated for trash dumpsters can be located just outside of the right-of-way, convenient for homeowners and accessible to Republic Services.

Reineking spoke about the roundabout/traffic calming circle at Clark St. & Mary Ave.. She heard residents who are not actually living on Mary Ave., but in the neighborhood, comment on how much they liked that as a traffic control element because they said there are a lot of people who speed down Clark St. to avoid Reserve St. They felt it would be a benefit to the neighborhood as a whole and not just to Mary Ave. Marchesseault pointed out that until they have the survey and all of the property owners have been approached, the roundabout is a high likelihood but not a guarantee because they don't know exactly where all of the easements are or whether all of the property owners will guarantee an easement. Walker-Keleher added they

will definitely be engaging the homeowners again, but they have already engaged all four of them and there is a sense of receptiveness to the idea. However, he said, until they know exactly what the acquisition requirements are, it's hard to confirm.

Moe said she likes the conceptual plan and the presentation that was made. She said it helped a lot with understanding what was going on. She said the comments sheets showed the people in the neighborhood appreciated the interaction they had with DJ&A in setting the plan up. Moe asked what the white trees are on the plan. Anderson replied they are existing trees showing that at that location there is an existing tree there and it will remain.

Moe said the first issue before the Board is whether to consider this conceptual plan a completion of Phase I. She asked if there was any further discussion.

REINEKING: I'LL MOVE TO APPROVE THE CONCEPTUAL DESIGN FOR MARY AVENUE WEST AND CONSIDER PHASE I OF THE PROJECT COMPLETE.

Brock seconded the motion.

Buchanan said the concept plan was presented to City Council Committee last week and was very well received. MRA staff did not ask them to approve it. Staff reported back to the A&F Committee because that's where the discussion and request to do this process started. Marchesseault added there was also an informational presentation to the Bicycle and Pedestrian Advisory Board.

Kemmis thanked DJ&A and the MRA staff for their good work. He also thanked Reineking for attending some of the meetings, saying he knows it's not easy, but it gives the Board a different slant on things. Walker-Keleher said Reineking's attendance was really helpful as well as MRA staff and City Council. He said it represented a great process that they couldn't have done without everyone. Buchanan said she thinks people out there generally felt like they were listened to and that they had an input into the creation of the design, which is important.

Motion passed unanimously. (4 ayes, 0 nays, 1 absent)

Marchesseault said staff determined that there's some momentum and efficiency in proceeding with construction in the spring if they can. She said the portion of Mary Ave. going through the mall would be constructed next year and tearing up the neighborhood once as opposed to over multiple years makes sense. She said it also makes sense not to wait given escalation of construction prices. Staff solicited a fee proposal and scope from DJ&A for Phases II and III which would be finishing the design, getting it out to bid and getting construction documents.

Marchesseault said the fee is higher than it typically would be because of timing to get it out to bid in March at the very latest. Also increasing the fee is the use of a different delivery method, Alternate Project Delivery Contract (APDC). Buchanan said this method was also used for Park Place garage where MRA issued a Request for Qualifications (RFQ), narrowed down contactors and issued Requests for Proposals (RFP) to those that were selected. MRA then selected the contractor, Gordon Construction. She said MacArthur, Means & Wells (MMW) and Gordon Construction worked together on the details of the project which helped keep costs down. She said contractors know when something will cause an escalation in price that an architect or engineer may not think about. She said doing the APDC method also lets MRA get a price locked down in March.

Moe asked if Phase II includes determining easements that are required. Marchesseault replied yes, if necessary. Moe asked if it includes a traffic impact study. Marchesseault said yes, it is also included in the \$199,565.00 for Phases II and III. Marchesseault said staff feels that amount is conservative and are hoping the actual fee comes in lower, but given some of the uncertainties feel it is the right place to be for a very conservative estimate so staff doesn't need to come back to the Board. She said it does not include construction administration fees which are in Phases IV and V.

Kemmis commented that he would be more comfortable with a recommendation like this if he had some kind of cost breakdown to look at. It was decided to vote on this item later in the meeting so Marchesseault could provide the Scope of Services for the Board to review before voting.

Moe said her understanding is that the easement and traffic impact study are things that can be done in the interim to get the project bid and constructed starting in 2017. Anderson said when they put together a set of construction documents for the Mary Ave. project, they use the traffic impact study which includes a signal light analysis for Mary Ave. and Reserve St., a corridor analysis to see how the signal would potentially impact the two signals on either end of it at South Ave. and Brooks St., and trip generation reports to see what kind of trip generation they can expect for the road, intersection and corridor in general. He said those things combined can take some time, especially when working with the MT Dept. of Transportation (MDT), to get thru some of the things. He said the cost of putting in a signal versus not putting in a signal is a finite number. He said a contractor can say what the cost would be to install depending on where the location is. Anderson said DJ&A's thought is that if they can develop the project to a 70% level and then get a contractor on board, at that point they can bid the project or at least get contractor pricing in a much more favorable bidding environment in February/March as opposed to waiting for the traffic impact study results to come out, finalize plans, go to Transportation Commission, etc. He said there are several things that could potentially delay the schedule that could impact costs. In discussions with MRA staff, Anderson said they decided an accelerated delivery method, such as the CMAR, would be very appropriate for this project. He said there aren't a lot of complex elements to the project and most of the things can be done by local construction companies that should be able to provide good pricing in the February/March time frame. Anderson said DJ&A should have the project developed to a point where they can give contractors quantities, design features, and other elements allowing them to put a price not to exceed on the project.

Moe asked if the study will include estimates of what the traffic will be. Anderson replied yes. Buchanan added that WGM Group has modeled that for Mary Ave. to the mall. They have had to do the same thing on the other end because they were moving the traffic signal on Brooks St. down to the new intersection of Mary Ave. Buchanan said they will build on that data. Moe said the plan stops at the railroad track so when the project is bid she wanted to know if it will include the cost of going over the tracks. Buchanan said that work is in the mall project.

Walker-Keleher wanted to thank Mrs. Wilkin for allowing her yard to be used for the public meeting and for attending the MRA Board meeting in case there were questions from a property owner perspective.

Discussion continued later.

Clark St. Sidewalk Project (URD III) – Request to Approve Professional Services Agreement and Scope of Services (Gass)

Gass said staff introduced the Clark St. Sidewalk project at the September 21, 2016 meeting. The project area is on Clark St. between Livingston and Agnes Ave. and includes Dearborn, Fairview and Benton streets between Eaton St. and Clark St. Gass said this is the area that was amended into URD III last year when the boundary was amended. The sidewalk will be built as part of the URD III sidewalk program. At the September 21st meeting, Gass said the Board directed staff to issue a Request for Proposals (RFP) for professional services related to the project. Gass said MRA received four proposals and a selection committee consisting of MRA staff and City Development Services staff reviewed and ranked the proposals. DJ&A was selected as the engineer.

Gass said DJ&A is currently finishing up a major road reconstruction on Hillview Way from 39th to 55th streets. He said DJ&A has done several curb, sidewalk and trail projects for the City over the last five years. They are also currently working on the Mary Ave. and S. Reserve Pedestrian Bridge projects with MRA. Gass said it made sense as the proposals were reviewed to go with the same engineering firm on Clark St. as it has on Mary Ave. He said the overlap in public outreach makes sense to be able to maintain the relationships DJ&A has with the Mary Ave. neighborhood because the projects do intersect at Mary Ave. and Clark St. Gass said it also makes sense to use DJ&A as far as coordination for the survey data and the vertical and horizontal alignment of the curb and sidewalks meeting up properly with the possible roundabout at that intersection. Gass said staff proceeded to negotiate a Professional Services Agreement and Scope of Services and Fee with DJ&A. DJ&A will provide a public outreach process, preliminary design, final design, bidding and contract administration. This will be done on an hourly rate basis plus reimbursable expenses at a cost not to exceed \$98,930.75.

Moe asked for a timeline of what is expected to happen once the contract is signed. Gass said they will start surveying next week. Anderson said they want to get on the ground as soon as possible with the threat of snow. He said surveying is the priority right now. He said one thing about the schedule, with respect to the Mary Ave. project, is that DJ&A wants to bid the Mary Ave. project and have a selected contractor at least notified prior to the bidding and the bid closing of the Clark St. project in hopes that if somebody was able to procure the Mary Ave. project they would potentially see some value in aggressively building the Clark St. project which is adjacent to it geographically. Anderson said that is a hope with good forward-thinking and good planning to consider it. He said they tried to schedule their bid dates to coincide in the neighborhood. Buchanan said the goal with this is to have it out to bid in March.

KEMMIS: I MOVE THAT THE BOARD APPROVE THE PROFESSIONAL SERVICES AGREEMENT AND SCOPE OF WORK FOR THE CLARK ST. SIDEWALK PROJECT AND A COST NOT TO EXCEED \$98,930.75 AND AUTHORIZE THE CHAIR OR VICE CHAIR TO SIGN THE AGREEMENT. Reineking seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays, 1 absent)

The Board took a break to review the fee proposal for Mary Avenue West.

Continued Discussion

Mary Avenue West (URD III) – Request to Approve Concept Plan for Phase I and Scope of Services and Fee for Final Design, Construction Documents, and Bidding

Kemmis asked what part of the process will answer the question about whether or not to have a roundabout. Marchesseault replied they should know at about the 30% design level. She said staff asked DJ&A to subtract out the fee if there isn't one, which will be about \$20,000.

Marchesseault said all of the rows highlighted in green in the fee proposal have to do with the roundabout design. Buchanan said they could run into the situation where there is a property owner who is unwilling to have the roundabout. That is another way the roundabout decision could be made. Marchesseault said if there isn't a roundabout then the right-of-way acquisition would not be included.

Since the roundabout was previously discussed as being viewed by the neighborhood as a traffic calming device, Moe asked if staff knows if the City is considering other roundabouts or something else at other locations along Clark St. (other than Mary Ave.) to address the speeding issue. Walker-Keleher and staff both replied they are not aware of any plans. Buchanan said generally the neighborhood will get together and request some kind of traffic calming solution which she doesn't think has happened in this instance. Anderson said the initial comment was that the neighborhood wanted a four-way stop there. He said DJ&A educated them on the drawbacks of a four-way stop in terms of some of their major priorities (quiet) and the noises of acceleration, etc. that stop signs would bring. The neighborhood began to see some of the benefits that could come from a roundabout. He added the roundabout does more than just traffic calming. Anderson spoke to the feasibility of the roundabout and said DJ&A knows it's feasible in terms of design, but it's the right-of-way acquisition that's really the question mark at this point. He reiterated what Marchesseault said in that they will know at the 30% design because they will have the survey, mapping and boundary delineation of those properties to know exactly how much impact there will be on the adjacent properties.

KEMMIS: I'LL MOVE THE STAFF RECOMMENDATION #2.

Staff Recommendation: Direct staff to enter into a contract with DJ&A to complete design development, final design, construction documents and bidding services (Phases II and III) for the Mary Avenue West project at a cost not to exceed \$199,565.00, and authorize the Chair to sign the contract for Phases II and III.

Brock seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays, 1 absent)

Buchanan said staff has talked a little with the Board about using the APDC method. She asked the Board if they are comfortable with staff moving forward in that direction. She said it will have to come back to the Board to recommend it to City Council to do a resolution and start the RFP process. Then it stays strictly with the Board. Kemmis asked Buchanan to review the main characteristics of the approach. Buchanan said there is a guaranteed maximum price; there is a guaranteed price early on in the process so the project doesn't have to go through 100% design and then get put out to bid. She said bidding it in April is a problem for timing. Buchanan said

they are seeing construction prices increase and if the contractors are already out working and busy the project won't get the same attention as they would pre-construction season. She said January/February is an ideal time to bid projects. Buchanan said overall it just speeds up the process in a timeframe within which you have a guaranteed price and a contractor at the table who is helping with the design. There may be some things the contractor suggests that might make the project more efficient.

North Reserve/Scott Street Master Plan – Request for Approval and Recommendation to City Council (Behan)

Moe said she was pleased with the reaction to the comments that were made at the last meeting and the ability to react to those and change some things. She also thanked Reineking for going to the Board meeting at the Cemetery.

Behan said as a result of the Cemetery Board meeting, there were quite a few changes to the document as mentioned in his memo. He said one that jumps out is that the Cemetery properties are now their own color and are differentiated from the other kinds of activities. He said within the body they are still talked about as open space but are separated out so it's clear the Cemeteries are unique. Behan said there are several sections of the Plan that zoom in on certain areas. One of the areas mentioned that along the edge of potential future cemetery areas there could be some linear parks. It was in the original draft but the Cemetery felt like it confined them so they were removed.

Behan said once the changes were made to the Plan and the Executive Summary they were reviewed by the Cemetery. The Cemetery was still a bit uncomfortable with the definitions and so they came up with a reasonable alternative that expands the language already in the Plan. Behan said WGM Group feels like it still fits with the overall plan and the Cemetery is comfortable with it too.

Additionally, Behan said they also looked at the area along Scott St. where open space is talked about. He said they changed it a little so the Cemetery is separate and not recognized as open space that may include parks, staging areas, etc. Behan also noted a concern of the Cemetery and City Engineer for an interstate interchange at Coal Mine Rd. where the landfill is. He said it makes sense to put it there because of the topography in that area. More than likely, Behan said, it will be delivery and industrial traffic oriented. One controversial idea that makes a lot of sense is to look at Russell St. because it crosses the entire valley from north to south and lines up fairly well with where an interchange would be, however it does go over the Cemetery. He said it is a real concern to the Cemetery that it be planned very carefully, if at all. Reineking added that if they go around it they are going through potential residential areas which would not be very popular either. Behan said WGM Group looked at an alternative that goes through what is now private land owned by Roseburg. He said Roseburg is not interested in that right now. Behan said the plan is a 20-30 year plan and things change over time. He said the plan does show two viable alternatives to Russell St. that work pretty well. He said overall they are showing that there are alternatives to Russell St. and it's time to move the subject down the road. The transportation issue will not be fixed in a vision plan for MRA. It belongs in the transportation plan and they have been given enough information to move forward at whatever time they choose and decide. Behan said they are in good shape timewise to have a long discussion about the future need for those kinds of things.

Sharee Fraser, City of Missoula Cemetery Board, said she wanted to compliment Behan and WGM Group for listening to the Cemetery's concerns, especially about the language. She said

when one works in a position responsible for the Cemetery they become overly protective and she said they are overly protective of it. She said they value it so much and want to be protective of it. She said they are comfortable with the changes and appreciate the time and effort that went into it. Fraser said Russell St. does scare them a bit because one of the proposals goes through grave sites and she is hoping when that time comes they will be able to discuss alternatives and be given that opportunity. Moe asked Fraser if they understand that the plan does not reach the level of being conceptual. Fraser said yes and just having the language changed so that it shows they are not a park or open space, per se; that they are a cemetery and are entrusted with the responsibility to care for it and take that very seriously.

Behan said if this gets approved today there will be a recommendation to City Council as far as the land use map. He said that map will then go to Planning Board the first part of December and then back to City Council for consideration. If there are any changes regarding the map they will be brought back to the MRA Board for approval or disapproval. He said WGM Group and himself will also be informationally presenting the plan to the County Commissioners. They can make recommendations that will be passed on.

Behan said he talked to Jeremy Keene, WGM Group, and Keene said they are about \$27,000 over budget on this. Behan said they are not asking for the money, but they have said as meetings get added on, other than the original list, they will be billing per meeting per hour and it may come back to the Board. He said the main reason they are over budget is because a lot of their outreach meetings were much longer than anticipated.

Kemmis wanted to clarify that the Board is being asked to approve the Plan and recommend its adoption by the City Council. Behan replied the recommendation to City Council is for the land use map. The plan belongs to MRA. Discussion ensued.

Moe said the motion is to approve the amended North Reserve/Scott Street Master Plan including the land use map, and recommend the plan and the map to City Council for adoption as part of the Growth Policy.

REINEKING: SO MOVED.

Brock seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays, 1 absent)

Moe thanked the Cemetery for their participation.

MRL Property Acquisition Due Diligence (URD III) – Request for Funding (Buchanan)

Buchanan said City Council approved the Purchase Agreement. There is one attachment they are finalizing to create a legal description because Montana Rail Link (MRL) did not have one for the track. Once that's done, she said one of the first things to do is get an American Land Title Association (ALTA) survey done. There is not currently a survey and they need to know where buildings, easements and property lines are. Buchanan said the survey will most likely exceed her ability to authorize for an expenditure. She said she is asking the Board to authorize up to \$20,000 to be spent for whatever is needed to get through the due diligence period to

know whether or not the City wants to buy the property. The money will come out of URD III reserves.

Moe asked Buchanan what kind of Environmental Assessments they're expecting. Buchanan said Phase I is currently underway. There will also be a Phase II. Those are being funded through Environmental Protection Agency (EPA) grant funds. Moe asked if they are broad assessments or if there's an environmental target being looked for. Buchanan said Phase I looks broadly at what has gone on at the site, any previous environmental remediation that's taken place, historic uses, etc. and makes a determination that something may be suspicious. Phase II can include asbestos testing, drilling, soil and groundwater testing, etc. She said the portion being looked at for the park has had soil remediation done on it in the past and has a Letter of No Further Action.

BROCK: I MOVE THE STAFF RECOMMENDATION TO APPROVE THE USE OF UP TO \$20,000.

Staff recommendation: Staff recommends that the MRA Board approve the use of up to \$20,000 for expenses necessary to complete the due diligence for the acquisition of the MRL property on Johnson St. between North and South Avenues.

Kemmis seconded the motion.

No further discussion. No public comment.

Motion passed unanimously. (4 ayes, 0 nays, 1 absent)

Moe asked if the MRA needs to do additional trail that's not included in the parcel. Buchanan said no, the City already has an easement on MRL right-of-way for that.

NON-ACTION ITEMS

STAFF REPORTS

Director's Report

Brooks St. Transit Oriented Development Effort (Midtown Mojo)

Buchanan said Reineking is part of this group and they have been meeting for a year since they got a grant from New Mobility West to go to Bozeman and be part of an exercise to look at the Brooks St. corridor and make it more transit friendly. She said they got a second New Mobility West grant and are looking at final drafts of the study and proposal which will come from Progressive Urban Management Associates (PUMA).

Buchanan said yesterday she and Marchesseault had a really good meeting with Cory Aldridge, General Manager, and Vince Caristo, Project Management Specialist, from Mountain Line. She said one of the problems with the whole process is that it really hasn't had a home and the project hasn't had a definition. She said they'd hoped the definition of the project would start to come from the New Mobility West study, and in fact it has. She said they're giving it a home that is shared by MRA, Mountain Line and the Transportation Division of Development Services. She said Marchesseault, Caristo and either Jessica Morris or Erin Wilson with the Traffic Division will lead the effort as they move forward.

Buchanan said the Mojo Committee has started to develop a timeline. If they do go after a Transportation Investment Generating Economic Recovery (TIGER) Grant it will be in 2018; submission deadlines are in April. Buchanan said that will give them time to do it right. She said they are going to try to have a December meeting where they let everyone know what they've decided and what the timeline might look like. In January, Buchanan said she wants all of the ideas out on the table so the Committee can start defining the plans and decide what they are going to tackle. She said they are going to hire someone to write the TIGER grant. Reineking said she appreciates that there are multiple organizations that are going to be coordinating and collaborating on it.

Riverfront Triangle/Hotel Fox

Buchanan said staff continues to work on this and it's moving forward. She said they've resolved most of the issues with it and have a solution for how the financing would work. She said the developers are moving forward with purchase of the property.

Design Guidelines/Standards

Buchanan said Development Services issued an RFQ. They had three responses and narrowed it down to two firms. One of the firms wanted to change considerably how it was being approached and at this point in the process staff didn't feel like they could do that; therefore they are interviewing the other firm to see where it goes.

South Reserve Trail Crossing

Buchanan said there have been some minor delays and the bridge will likely open after the first of the year. There were some manufacturing defects in the decking that had to do with the heating system.

Southgate Mall Infrastructure Project

Buchanan said this is moving ahead. Bond funds are starting to be disbursed. Moe asked how the costs are coming in relation to the estimates. Buchanan said she hasn't heard that anything is out of line. She said the hope is that it comes in less. If it comes in more it is at their expense.

Front St. Student Housing

Buchanan said nothing has changed at this point. They are trying to get everything locked in and get all the documents finalized.

Downtown Master Plan

Buchanan said the Implementation Committee went through an arduous exercise a few weeks ago where they went through the Master Plan and listed literally every item that was called for to be done in the Plan. She said the Committee marked them as "Done", "Ongoing", "Perpetually Ongoing", "Haven't Done It" and "Ellen's Pipe Dreams". She said it was tedious, but at the end of the day it synthesized what it is they need to focus on, or don't need to focus on, as they go back to refresh the Master Plan.

COMMITTEE REPORTS

Buchanan reported that the City has not been successful in the land assemblage that would have located Costco right off of N. Reserve St. She said there is an annexation moving through the system for property out near the airport and there's at least one other effort to have it closer to town and keep it from going out so far west.

Kemmis asked if Buchanan could include legislative items in her Director's Report for the next few months so the Board is kept generally informed. Buchanan said yes. She said the discussion about requiring a School Board Member and County Commissioner be part of any entity like the MRA Board has come out as a legislative committee and is represented as having come from the interim committee who didn't approve it. She said there were six different bills that had to do with tax increment and one of them was the process they already have to go through so there were no objections to that. She said the ones that were pretty onerous were not approved. Behan said they will, however, probably be sponsored by someone else.

OTHER ITEMS

ADJOURNMENT

Adjourned at 1:28 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lesley Pugh".

Lesley Pugh