

# **MISSOULA REDEVELOPMENT AGENCY**

## **CONDENSED BOARD MEETING MINUTES**

**April 16, 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, Daniel Kemmis, Rosalie Cates, Nancy Moe, Ruth Reineking

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

**Public:** Melanie Brock (will take Rosalie Cates position starting May 2015); Corey Aldridge, Mountain Line Bus; Aaron Wilson, Missoula Metropolitan Planning Organization; Randy Rupert, CTA Architects; Bob Burns, Stockman Bank; Mike Tuss, CTA Architects; Rochelle Glasgow, Westside Neighborhood Association; Mark Welander, Fabricon; Joe Eason, Jackson Contractor Group; Marlene Hutchins, Sign Designer for Westside Neighborhood Association; Bob Warfle, State of Montana Architecture & Engineering Division; Kevin Krebsbach, University of Montana; David Erickson, Missoulia; Hope Capon, JCM Architects (Allegiance)

### **CALL TO ORDER**

12:00 p.m.

### **APPROVAL OF MINUTES**

March 18, 2015 Regular Meeting Minutes were approved as amended.

### **PUBLIC COMMENTS & ANNOUNCEMENTS**

Behan said staff has been working with several people to come up with criteria for low income housing for the Midtown Apartments project. He said the low income housing section of the Development Agreement is at the final draft stage.

Englund said today is Cates last meeting as a Board member since her term will expire the end of April 2015 and she has decided not to apply for re-appointment. Board and staff thanked Cates for her dedication and commitment to public service as a MRA Board member. Englund introduced Melanie Brock who has been appointed to fill the four year term as a MRA Board of Commissioner. Her term begins May 1, 2015.

Cates said she has enjoyed working with MRA and said it's amazing to look around the city and see all the great changes that MRA has been involved with. She said being a MRA Board member has been a great experience and she has enjoyed working with everyone.

Kemmis said out of the six action items on today's agenda, four of them are requests to proceed without prejudice. He said he understands staff may have good reasons for choosing this route to proceed without prejudice, but thought it might be a good time to comment that a proceed without prejudice is an exceptional process; not the normal way MRA does business. Kemmis said it's important this be brought up because even though in any particular instance there could be good reasons for taking this approach, if it became standard procedure it would have the potential of undermining the leverage that MRA has. He said projects could proceed too far down the line where everything is finalized and in place and MRA's involvement is simply an afterthought rather than an involved resource. Kemmis said he would like MRA to be involved at the beginning stages of these projects so that the projects can be influenced by MRA who has the bigger picture in mind rather than just the individual project. He said he wants to reinforce that a "proceed without prejudice" request is not becoming MRA's standard procedure.

Buchanan said the Board and staff has had conversations about Missoula College, Stockman Bank, and Bretz RV & Marine, however, she said she understands that a request to proceed without prejudice typically only happens once or twice a year. She said reasons regarding the proceed without prejudice requests include aggressive timelines and the construction season. Buchanan said MRA is not advocating projects without MRA's influence.

Englund asked if the development community should be reminded of MRA's programs, procedures, expectations, and timelines. Behan said Allegiance Benefit Plan Management has worked with MRA in the past and is aware of MRA's programs, procedures, and expectations. Buchanan said Stockman Bank's request to proceed without prejudice is mostly due to timelines for demolition and the need to relocate utilities prior to construction.

Kemmis said it does help when projects are announced either through the Director's Report or are presented to the Board through a short presentation that doesn't require action.

Reineking said she went to the ground breaking ceremony for the Missoula to Lolo Trail and said after introducing herself as a MRA Board member, she was pleasantly

surprised at the number of people who came up to her to thank the Board and staff for the work done with the South Reserve Street Trail Crossing.

### **ACTION ITEMS**

#### **URD III Burlington/Garfield Sidewalk Project – Request to Approve Professional Services Agreement for Design, Engineering, & Contract Administration (Gass)**

Gass said the Urban Renewal District (URD) III Burlington/Garfield Sidewalk project was introduced to the Board at the January and February Board meetings. He said at the February Board meeting, the Board authorized staff to issue a Request for Proposals (RFP) and negotiate a contract for professional services for that project. Gass said four proposals were received for design and engineering services. He said a selection committee consisting of himself, Buchanan, and Doug Harby, Development Services, reviewed and ranked the applications and the committee selected Territorial Landworks, Inc. (TLI) as the most qualified project engineer. Gass said MRA has successfully worked with TLI on a number of MRA sidewalk projects and TLI demonstrated a good understanding of the scope of work and the challenges associated with the Burlington/Garfield Sidewalk project. Gass said the terms of the Professional Services Agreement includes design development, public outreach, final design and engineering, bidding, and construction administration services on an hourly basis plus reimbursable expenses. He said staff recommends the Board approve the terms of the Professional Services Agreement with TLI for a project cost not to exceed \$96,430 and authorize the Board Chairman to sign the contract.

Moe asked Gass how many blocks of sidewalk this project covers. Gass said the project covers about 9-10 blocks; approximately 5 blocks on Burlington and 4 blocks on Garfield. Moe asked what the timing is for the actual construction. Gass said contract days for construction is about 120 days and would start in August 2015 and finish sometime next spring.

**CATES: I MOVE THE BOARD APPROVE THE STAFF RECOMMENDATION.**

**[MOTION: STAFF RECOMMENDS THAT THE BOARD MOVE TO ACCEPT THE TERMS OF THE PROFESSIONAL SERVICES AGREEMENT WITH TLI, INC. FOR DESIGN, ENGINEERING, AND CONTRACT ADMINISTRATION RELATED TO THE URD III BURLINGTON GARFIELD SIDEWALK PROJECT FOR A COST NOT TO EXCEED \$96,430 AND AUTHORIZE THE BOARD CHAIRMAN TO SIGN THE CONTRACT.]**

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

**Westside Neighborhood Association – Neighborhood Sign, Murals, Landscaping (URD II) – TIF Request (Buchanan)**

Buchanan said MRA has been involved with several neighborhood projects that have been initiated by neighborhood groups. She said neighborhood groups can apply for Neighborhood Grant funds through the City Office of Neighborhoods but those funds are limited. Buchanan said the Neighborhood Coordinator for the City gives her the opportunity to review the Neighborhood Grant applications to see if there are project areas within an Urban Renewal District (URD) where she feels the Board may be amenable to assisting. She said after reviewing the Westside Neighborhood Association's Grant application, she advised the neighborhood group to work out the project details and fill out an MRA application to be presented to the Board. If the Board approves funds for those neighborhood projects within an URD, then the Neighborhood Grant funds can be used for a neighborhood projects that are not within an URD. Buchanan said MRA helped fund the Walnut Street Landscaping project. She said it started as a pretty rough looking area that was landscaped and is now maintained by the Walnut Street neighborhood.

Buchanan said another project MRA helped with that was not part of the Neighborhood Grant program was the Community Garden project in URD II where funds were provided for water supply to the garden.

Buchanan said the Westside Neighborhood project is an improvement in an area where MRA has already invested. She said one of the major components of the Scott/Toole/Spruce Improvements project was to improve the parking area that was formerly defined through the use of pin down curbs and unused asphalt. Buchanan said MRA paid for the design of the mini round-a-bout, additional landscaping improvements in the parking area, as well as street lighting. She said these improvements have inspired the Westside Neighborhood Association to enhance the area and incorporate a sign announcing the neighborhood, additional landscaping, and art created by children at the Zootown Arts Community Center (ZACC). Buchanan said the cost estimate for the sign fabrication and installation is \$6,000, plus or minus 15%. The landscaping around the sign is estimated at \$645. Buchanan said if the additional 15% is incorporated, the total project cost would be \$7,545. She said staff recommends the Board approve the grant amount for the neighborhood improvements.

Rochelle Glasgow, Westside Neighborhood Association, said the area has a need for a sign that identifies the neighborhood. She said a lot of the work and upkeep will be done by neighborhood volunteers. Glasgow said Marlene Hutchins designed the sign and Mark Welander, Fabricon will build the sign. She said the Garden Guy who also lives in the neighborhood has volunteered his landscaping services. Glasgow said she has had conversations with Doug Harby, Development Services, regarding City requirements.

Brock asked if the neighborhood signage is congruent to the City's wayfinding design. Glasgow said the Westside Neighborhood Association looked into doing something

similar to the wayfinding design but they couldn't find anyone, local or non-local, who could fabricate the signs and the cost would have increased to \$15,000. Buchanan said there have been conversations about whether or not this sign should be incorporated with the wayfinding design. She said the Wayfinding Committee feels that the wayfinding signage is for pedestrians and vehicular users as well as for gateways and district signs. Buchanan said neighborhood signs fall outside of the wayfinding scope.

Cates said she is pleased with the project and suggested the Westside Neighborhood Association stay connected with MRA staff since staff is very resourceful in terms of landscaping, material usage, sidewalks, etc.

Glasgow said Heritage Timber is going to donate a nice wood bench.

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

**[MOTION: STAFF RECOMMENDS THAT THE BOARD APPROVE THE REQUEST FROM THE WESTSIDE NEIGHBORHOOD ASSOCIATION IN AN AMOUNT NOT TO EXCEED \$7,545 FOR THE CONSTRUCTION AND INSTALLATION OF THE PROPOSED NEIGHBORHOOD SIGN, MURALS AND LANDSCAPING, DIRECT STAFF TO PREPARE A DEVELOPMENT AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN THE DEVELOPMENT AGREEMENT.]**

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

**Allegiance Building – 2300 Brooks Street (URD III) – Request to Proceed Without Prejudice (Behan)**

Behan said Allegiance Benefit Plan Management has recently purchased the former Goodwill building near the intersection of Brooks Street, Russell Street and South Avenue. He said the building will provide office space for as many as 100 new employees to be added to the business for a new program. Behan said the total project cost is estimated at \$2 million. He said Allegiance plans to apply for a Façade Improvement Program (FIP) Grant for approximately \$50,000 which if approved would be used for exterior painting, new drainage from existing canopies, and installation of windows. He said Allegiance is also eligible for Tax Increment Financing (TIF) to assist with sidewalk repairs and installing Americans with Disabilities Act (ADA) compatible sidewalk corner ramps along Oxford Street and South Avenue. Behan said Allegiance is discussing vacation of Oxford Street with the neighboring property owners and the City because their assessment of the street is that it is poorly located relative to the present configuration of nearby major intersections and they feel it primarily serves as access and parking for adjacent buildings; not for transportation purposes.

Cates asked why this project was so timely. Behan said Allegiance is growing and has a need for office space for nearly 100 additional employees. He said Allegiance just recently closed on purchasing the property after lengthy negotiations and is moving

forward quickly with their project. Hope Capon, JCM Architects said demolition work for the majority of the windows and work in the parking lot will most likely be done within the next month. Moe said MRA encourages landscaped development especially if Oxford Street were to be abandoned. Capon said JCM Architects has been in contact with Jiffy Lube to come up with a common look and feel for the properties and surrounding area to include landscaping and public access that complies with ADA. Reineking asked if Oxford Street were to be vacated, would the TIF request for curb, sidewalk, and ramps would increase. Behan said vacating Oxford Street could decrease the TIF request. He said the primary work that would be eligible for TIF assistance would be done on the corners of public sidewalks including curbs and ADA accessible ramps. He said if Oxford Street were to be vacated, it would no longer be considered a public street therefore the sidewalks and curbs along the vacated street would not be public sidewalks.

Reineking asked if repainting a building was part of the FIP program. Behan said yes but that Allegiance would need to submit façade treatment information within their FIP application.

Cates asked what the sequencing of project would be if the Board approves Allegiance's request to proceed without prejudice. Behan said all the "proceed without prejudice" does is allow the project to move forward with items that might be eligible for MRA assistance, prior to submitting a full application to MRA. It does not guarantee MRA funding which is a risk the developer takes. Behan said a formal request should be ready by the May Board meeting. Cates recommended JCM Architects be in contact with staff prior to the façade work so they have a better understanding of MRA's desires.

**KEMMIS: I MOVE THAT THE BOARD APPROVE ALLEGIANCE BENEFIT PLAN MANAGEMENT'S REQUEST TO PROCEED WITH WORK ON THE PROJECT AT 2300 BROOKS STREET WITHOUT PRECLUDING THOSE ITEMS FROM BEING INCLUDED IN FUTURE ASSISTANCE APPLICATIONS FOR THE PROJECT WITH THE USUAL STIPULATION THAT THIS IS NOT TO BE CONSIDERED AN APPROVAL OF A FUTURE APPLICATION.**

**Cates seconded the motion.**

Englund recommended JCM Architects be in contact with staff if the façade work is going to begin.

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

**Bretz RV & Marine – 4800 Old Grant Creek Road (North Reserve/Scott St. URD) – Request to Proceed Without Prejudice (Behan)**

Behan said at the February 2015 Board meeting Consumer Direct and Bretz RV presented their plans to develop and expand. He said Mark Bretz, owner of Bretz RV &

Marine, owns a large portion of land in the North Reserve/Scott Street Urban Renewal District. Behan said Bretz RV plans to add a water line that will provide fire flows and water for the planned 15,240 square foot expansion to the building. Bretz also plans to pave some of the vacant lots. Behan said the project also includes adding fiber optic lines and conduit. He said most of the work has been designed and has gone out to bid. Unfortunately the bid timing was not aligned with the April MRA Board meeting; therefore Bretz RV is asking to proceed without prejudice. Buchanan said the pipe diameter of the water main has been increased so that the water main is adequate for future development on adjacent and nearby parcels. Behan said if the Board approves funds during the May meeting, then it is understood that Bretz RV will be reimbursed over time as increment is generated.

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

**[MOTION: STAFF RECOMMENDS THE BOARD APPROVE THE BRETZ RV & MARINE REQUEST TO PROCEED WITH WORK ON PROJECT ITEMS WITHOUT PRECLUDING THOSE ITEMS BEING INCLUDED IN A FUTURE TAX INCREMENT FINANCING ASSISTANCE APPLICATION FOR A PROJECT AT 4800 OLD GRANT CREEK ROAD WITH THE STIPULATION THAT THIS IS NOT TO BE CONSIDERED AN APPROVAL OF A FUTURE APPLICATION.]**

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

**Missoula College – 1205 East Broadway (Hellgate URD) – Request to Proceed Without Prejudice (Buchanan)**

Buchanan said for several months staff has been in contact with the University of Montana discussing the new location of Missoula College and how it may impact Broadway Street and the new Hellgate Urban Renewal District. She said there have been discussions about the siting of the building and the amenities around the building. Buchanan said there are no funding resources in the Hellgate District as of now and the Missoula College project will not create any tax increment. She said since Missoula College is a publicly owned building, the things tax increment can be used for is very broad compared to what it can be used for with a private project. Buchanan said staff has met with Missoula College to explain what tax increment could be used for in their funding gaps, but has also been very clear that the Hellgate District currently does not have a fund balance. She said the Missoula College location will require traffic modifications. She said a trail will be added behind the building near the Clark Fork River and the City has recommended a width of ten feet. Buchanan said even though the University understands there is no increment available now; they ask that the Board allow them to proceed without prejudice with the Missoula College project. Buchanan said plans for the Missoula College building have been submitted to the City Permitting Division. She said the plans that were submitted in terms of the trail along the river; indicate a five foot wide trail which does not meet Missoula's trail standards. She said the City generally requires a ten foot wide trail and prefers a hard surface. Buchanan

said because the five foot trail width is an issue with staff and City administration she recommends Missoula College reconcile the issue by accepting a ten foot wide trail before the Board approves the proceed without prejudice or any future MRA assistance.

Kevin Krebsbach, University of Montana said since his meeting with Buchanan, the University has agreed to provide a ten foot wide trail and for ADA considerations the trail will be hardscaped. He said the University will be in contact with Donna Gaukler, City Parks and Recreation Director, to make sure the trail meets the City's standards and expectations. Krebsbach said even though Missoula College itself will not generate increment, the students coming to that area will make the area very desirable. He said it will be a great opportunity for businesses to move into that area. Krebsbach said the plan is for an approximately 108,000 square foot building to open the fall semester of 2017.

Gaukler thanked Krebsbach and the University for reconsidering the ten foot wide trail. She said ten foot wide trails are very important because of the active bicycle and pedestrian transportation community Missoula has. She said Missoula is tenth in the nation for commute to work by bike and said the University population contributes greatly to that statistic. Gaukler said encouraging our community to be active and providing trails that benefit those needs will help mitigate some of our traffic congestion. She said if the trails are built correctly now, then bridges can be built to connect both campuses which in turn provide additional routes that create a healthier community.

Cates asked Buchanan when she first saw the plans for Missoula College. Buchanan said she saw the plans the beginning of the week. Cates asked how she would describe her involvement with the plans. Buchanan said staff has had quite a few conversations with the University and have expressed concerns about the building being sited away from the street, whether the College actually needs that amount of land for their expansion, etc. She said staff will continue to interact with the University to come up with creative ways to mitigate the amount of surface parking. Buchanan said since the University purchased the property, MRA staff has been involved. Cates reflected on Kemmis's earlier comment about the number of agenda items that are requests proceed without prejudice. She asked if MRA has a policy regarding requests to proceed without prejudice. Buchanan said no. Cates said if MRA were to consider such a policy she would recommend a condition that there be a substantive level of staff review of the plans before asking to proceed without prejudice. Cates said she does not think the Missoula College project meets that recommendation. She asked what the total project cost is. Krebsbach answered approximately \$32 million. Buchanan said staff had seen the plans prior to this week but the actual set of plans that were submitted to the City Permitting Division were seen just a few days ago. Krebsbach said there has been a lot of public involvement that started approximately two years ago. He said the Mayor, MRA staff as well as other City staff has been involved since that time. Krebsbach said the property may seem large but the University wants the flexibility for expansion in the future. Cates said if staff is comfortable and recommends approving Missoula College's request to proceed without prejudice, then she supports



that decision. She said Missoula College will be a large component of future growth and future development in the Hellgate District.

The letter from the University, attached to Buchanan's memo, states "this current request is limited to a dollar amount not to exceed \$640,000". Moe asked what was included in the \$640,000. Krebsbach said some of those items include utility extensions to the site, a turn lane to enter and exit the site, extension of the Riverfront Trail, impact fees, boulevard landscaping, etc.

**CATES: I MOVE THE BOARD APPROVE THE STAFF RECOMMEDATION.**

**[MOTION: STAFF RECOMMENDS THAT THE MRA BOARD APPROVE THE REQUEST FROM THE UNIVERSITY OF MONTANA TO PROCEED WITHOUT PREJUDICE WITH SITE WORK AND CONSTRUCTION OF MISSOULA COLLEGE AT 1205 EAST BROADWAY WITH THE STIPULATION THAT APPROVAL GRANTED DOES NOT OBLIGATE THE BOARD TO APPROVE ANY SUBSEQUENT REQUEST FOR ASSISTANCE.]**

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

**Stockman Bank – 300 Block of West Broadway (Riverfront Triangle URD) – Request to Proceed Without Prejudice (Buchanan)**

Buchanan said Stockman Bank has purchased the property on West Broadway between Orange and Woody Streets. She said Stockman intends to construct a six story office building that will house Stockman Bank, lease office space, and a couple levels of structured parking. Buchanan said Stockman Bank is asking to proceed without prejudice because there are some utility issues and demolition that need to be dealt with prior to construction, and both are eligible for TIF assistance. Buchanan said plans are being finalized and Stockman Bank will go out to bid this summer with the intention of coming back to the Board in August with firm numbers. She said if the Board approves TIF assistance, MRA will need to reimburse Stockman Bank over time as increment is generated since the Riverfront Triangle District currently does not have any increment coming in. She said the increment that is generated from Stockman Bank will not all be dedicated to that project so that future projects have the opportunity to utilize TIF assistance as well. Buchanan said Stockman Bank will most likely request assistance for installation of sidewalks as well as other typical site improvements. She said Stockman Bank is going to anchor that corner and will be a great gateway to future development in the Riverfront Triangle District.

Mike Tuss, CTA Architects, said they recently received numbers from Northwestern Energy for utility relocation and burial and said the costs are over \$600,000. He said lighting replacement has also been proposed where Montana Department of Transportation (MDT) has recommended street lighting on both sides of Orange, Broadway, and Woody Streets. Tuss said the existing street trees will be removed and

replaced. He said the demolition will entail a deconstruction of the building where timber and additional items will be salvaged. He said the old Carquest building has some really old but neat timbers that will be reused. Tuss said the concrete will be removed and crushed and used as a new base and the asphalt will be removed and remilled for other project use. Tuss said the goal is to have a Leadership in Energy and Environmental Design (LEED) Platinum certified building registered under the v4 version which is the newest and more challenging version in LEED certification. He said if they succeed with the certification, the Stockman Bank building will be the first LEED Platinum v4 in the state of Montana. Tuss said he estimates the total project construction cost to be around \$29 million and of that cost, approximately \$1.6 million is eligible for tax increment.

Cates asked if the building would be occupied by tenants other than Stockman Bank. Tuss said there is a basement which will be used for parking, underground storage as well as the mechanical area. He said Stockman Bank plans to occupy the ground floor and second floor; the third, fourth, and fifth floors will be available for tenant lease, and the sixth floor will be used as a community space. Tuss said there will be a large board room and conference room on the sixth floor that will be used as a social space for community events and private parties. He said the sixth floor will have floor to ceiling glass and will provide excellent views. Tuss said the sixth floor will partially be the roof of the fifth floor and there will be roof-top vegetation incorporated.

Kemmis asked what is known about the asbestos. Tuss said there's very little asbestos. He said the old Carquest building was abated before Salvation Army purchased the building around 2005. He said a little asbestos exists in the Salvation Army building. Tuss said just recently an old fuel tank was located below the alley which will need to be removed.

Kemmis said he would like to make a strong endorsement that the Stockman Bank project not use and deplete all of the increment. Buchanan gave the example of the First Interstate Bank project in the Front Street District and said the reimbursable items for that project were around \$1.6 million. She said that project has not only generated enough increment to reimburse First Interstate Bank over a period of time, but also to pay the TIF portion of the bond debt service for the Park Place Parking Structure on East Front Street. She said the Stockman Bank project has the potential to be a huge benefit to the Riverfront Triangle District.

Buchanan said she has had conversations with Tuss urging the idea of having a small market, deli shop, or coffee shop on the east end of the parking structure, located on the corner of Broadway and Woody Street that provides a retail presence.

Moe asked if the new building was going to be constructed in line with the current building and asked if the sidewalks along Orange Street would be ten feet wide. Tuss said the sidewalk currently measures nine feet wide from the curb to the building on Orange Street near the alley and then tapers to about five feet wide near Broadway. He said the City has requested that the corner be a true 90 degrees so that the whole

length of the sidewalk is nine feet wide. Buchanan said the City's standard for trail width is ten feet; the standard for city sidewalks is seven feet wide. Moe said she would like to see consideration of trees along that corner since it's considered a major gateway. She also suggested doing something along Orange Street towards the alley since there is nothing there in the plans other than sidewalk.

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

**[MOTION: STAFF RECOMMENDS THAT THE MRA BOARD APPROVE THE REQUEST FROM STOCKMAN BANK TO PROCEED WITHOUT PREJUDICE ON WORK IN THE 300 BLOCK OF WEST BROADWAY WHICH MAY BE ELIGIBLE FOR TAX INCREMENT ASSISTANCE WITH THE STIPULATION THAT APPROVAL OF THIS REQUEST DOES NOT OBLIGATE THE BOARD TO APPROVAL OF ANY SUBSEQUENT REQUEST FOR TAX INCREMENT FUNDS.]**

**Kemmis seconded the motion. Motion passed unanimously. (5 ayes, 0 nays)**

Cates said Missoula College and Stockman Bank are similar in total project costs but yet the Stockman Bank proposed request is nearly \$1.6 million and the Missoula College request will be approximately \$640,000. She said the difference in her mind is that MRA had interaction with the Missoula College project in advance before recommending the project proceed without prejudice. Cates said the situation is very notable and suggested adding some guidelines or a policy regarding requests to proceed without prejudice. Englund said that's partially true but feels that MRA has a responsibility to look at projects case by case since there are different circumstances. He said the planning for the Missoula College has involved the City and the public because of its nature. Reineking said having some guidelines might help the developers in terms of expectations. Buchanan said one reason for all of the proceed without prejudice projects is now that we are coming out of the recession, Missoula is projected to see increased development and money is being spent in our community.

## **NON-ACTION ITEMS**

### **Russell Street Corridor Recommendations (Sonoran Institute Study) – Discussion**

Behan said early last year, the Board communicated that it wished to have good, solid criteria to make better decisions for Russell Street in URD II. Progressive Urban Management Associates (PUMA) conducted a Study that resulted in a report issued in December 2014. The Study was funded by a grant through the Sonoran Institute and was completed in conjunction with the City of Missoula Development Services and MRA. Behan said the Russell Street Development Recommendations were provided to the Board at their February 18, 2015 meeting. He said he invited Aaron Wilson, Missoula Metropolitan Planning Organization (MPO), to present those recommendations. The recommendations can also be found on the City's website at <http://www.ci.missoula.mt.us/DocumentCenter/View/27951>. Behan said one thing to consider during the presentation or viewing the recommendations is the success of the

Façade Improvement Program (FIP) in URD III. He said there are ways to mitigate concerns about budgeting because the URD III FIP program is a robust program in terms of assistance. Behan said another thing to consider during the presentation is whether there is a need to do targeted program enhancements on both Russell Street and West Broadway or just focus on Russell Street for now.

Wilson said the Study was a really unique opportunity and was an opportune time since the Sonoran Institute was just unveiling the New Mobility West Program to the public about this time last year. He said a Committee consisting the Sonoran Institute, MRA, Development Services, Montana Department of Transportation (MDT), and MPO got together early in 2014 to discuss transportation and land use transportation connections, particularly highways and high volume streets, and how those two items can drive economic development and redevelopment in an area. Wilson said the Committee discussed different areas of Missoula, and because the reconstruction of Russell Street was moving forward with design, development was occurring along Milwaukee Trail, among other projects; the Committee agreed that a Study of the Russell Street Corridor was necessary. He said the first stage of the Planning Study for the Russell Street area is between Broadway and 3<sup>rd</sup> Street. Wilson said some issues in that area include the street being fairly narrow yet Russell Street tends to get very congested. He said there is a bus stop on Russell Street which is great but there are no sidewalks so passengers are dropped off in the dirt or mud. Wilson said the Milwaukee Trail extends across Russell Street and is heavily used but is an at-grade crossing which causes traffic and safety concerns.

Wilson also showed some pictures of the Corso Apartments and The Source and said development has and will continue to occur along and near Russell Street. He said a market analysis was also done as part of the Russell Street report which shows demographics and market trends to help understand what types of development might do well in this area based on the demand and the demographics of residents.

Wilson said the Russell Street Study Committee did extensive public outreach by having interviews with stakeholders and business owners, several staff work sessions, public meetings with adjacent property owners or interested parties. He said there was a lot of great information gathered in two days. Wilson said with all the gathered information, PUMA put together the report as well as some recommendations on how to move forward.

Englund said Behan mentioned the FIP program being a great opportunity for the Russell Street Study area. Buchanan said the Civic Stadium debt has recently been paid off so URD II funds will be available for a potential FIP program but said she liked Behan's idea of having the FIP program available for certain District corridors; not for the entire District.

## **STAFF REPORTS**

### **Director's Report**

#### **Front & Main Two-Way Conversion Study**

Buchanan said the public meeting on April 14, presenting the Front/Main Two-Way Conversion, went well and there was good discussion. She said public comments can be made through the end of next week. Buchanan said the study was based on whether the two-way conversion is feasible and if MDT standards can be met. She said realistic cost estimates have been provided and once funding sources are identified then the design itself can be tweaked as necessary. Buchanan said HDR Engineering has done a terrific job.

#### **Wayfinding**

Buchanan said a bid package is being worked on for the Wayfinding components. She said the project is now in the implementation phase but still struggling to find out who owns this project.

#### **Brooks Street Corridor Redesign**

Buchanan said all Brooks Street design exceptions have been accepted by MDT. She said the only item that is still not answered is whether the bus stops on Brooks Street will be bus pull-outs or will allow the buses to stop traffic while loading or unloading passengers. Mountain Line want to be able to offer its 15 minute BOLT service along this corridor and if they have to pull-out of traffic and wait to get back in, that could prevent offering this service.

#### **MAX Wave**

Englund asked if City Council was now fully involved with MAX Wave. Buchanan said a presentation was provided at Council Committee of the Whole (COW). She said MAX Wave is moving forward with permitting but the Montana Department of Fish, Wildlife and Parks has required additional studies that are causing the cost of permitting to increase significantly.

### **Budget Reports**

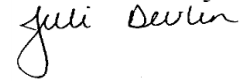
Lee said the URD II rainbow report shows \$514,760 for contingency funds. She said MRA's carry over fund balance from the prior year includes all receivables as well, such as the Mountain Water Company reimbursements. She said MRA's involvement with water infrastructure projects has resulted in payments to Mountain Water Company with the agreement that Mountain Water Company will reimburse MRA for those improvements over 40 years. These long term receivables are approximately \$12,000 per year over the span of 40 years. Lee said when looking at URD II's contingency

amount, we need to back out these long term receivables, which leaves us with \$55,806 in uncommitted funds for FY15.

**ADJOURNMENT**

Meeting adjourned at approximately 2:00 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Juli Devlin".

Juli Devlin