

**MISSOULA PARKING COMMISSION**  
**Minutes**  
**September 3, 2009**

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those attending the meeting were Board members Rod Austin, Theresa Cox, Jinny Iverson, John Smith, and Carol Williams. From the Parking Commission office was Anne Guest, Director and Kathy Lathrop, Administrative Services Manager. Also in attendance were the following: Jim Galipeau, JCCS; Ellen Buchanan, Missoula Redevelopment Agency; Mike Hickey, First Interstate Bank; and Scott Sproull, Hide & Sole.

**I. Call to Order**

The meeting was called to order by Rod Austin

**II. Welcome and Introductions**

Introductions were not necessary.

**III. Public Comments and Announcements – None.**

**IV. Approval of Minutes**

**A. July Board meeting held 7-10-09**

The minutes of the July Board meeting held 7-10-09 were unanimously approved with the added discussion of the CO2 system.

**V. Presentations – None**

**VI. Action Items**

**A. Memorandum of Understanding with First Interstate Bank**

Anne explained that the reason this Action Item is on the Agenda is due to the fact that the Agenda had to be published earlier than usual and there was a remote possibility that a Memorandum of Understanding would be finalized enough to present to the Board for its approval. As it turned out, this document was not ready and thus there is nothing for the Board to consider at this time. The Memorandum of Understanding has been tabled for approval at a later time.

**VII. Non-Action Items**

**A. New Business**

**1. MPC Strategic Planning – Rod Austin**

Rod began by referring to a conference call he and Anne had with Dennis Burns regarding the Downtown Master Plan and the Parking Commission's role in implementing some of the parking strategies outlined in the Task Report #3. Dennis advised that the Parking Commission digest and prioritize these strategies being mindful of funding and revenue sources. He explained that the Parking Commission Board of Directors, Parking Commission staff and other interested parties will engage in a Strategic Planning session. Several suggestions regarding

a facilitator were made and Anne will follow-up as to timing and availability. It is preferred that this session be in the afternoon and take about 4-5 hours. Suggestions for a location were also made. This will begin what will be a long process of working toward implementing many of the parking strategies in support of the newly approved Downtown Master Plan. Anne will prepare documents for the Board to review prior to this session.

**B. Old Business**

**1. Front Street Parking Structure Update**

Mike Hicky began his update by stating that the First Interstate Bank now owns the Macy's property on the corner of Front St. and Pattee St. He and others have been negotiating with Mr. Heroz who owns the Holiday Inn. This parcel is approximately 13,000 sq.ft. and eliminates nine of the hotel's parking spaces. Mike reported that signage is a significant issue for the Holiday Inn who wants to have an off premise sign on the parking structure. This request will require a variance to the existing codes thus will have to go in front of the Board of Adjustment. The Holiday Inn would also like to have veto power over the design of the structure. Then a discussion was held about the design process. There are also a few construction related issues and concerns about the height of the structure. The Board engaged in a lengthy discussion with Ellen and Mike about several of these concerns.

**2. Downtown Master Plan**

Anne reported that the Downtown Master Plan was approved unanimously by the City Council on August 24<sup>th</sup>. Now it is time for all the agencies involved to go to work on their individual support actions items that will eventually become an integral part of the overall Downtown Master Plan. The Parking Commission is doing just that with the scheduling of our Strategic Planning session.

**VIII. Director's Report**

**A. Financial statement – June, 2009**

**B. Next meeting date – October 1, 2009 (Jack Reidy Conference Room)**

**IX. Other Business – None.**

**X. Adjournment**

Respectfully submitted,

Anne P. Guest  
Director