

MISSOULA PARKING COMMISSION

Minutes

February 4, 2010

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, Carol Williams and John Smith. From the Parking Commission office was Anne Guest, Director and Kathy Lathrop, Administrative Services Manager. Also was in attendance was Ellen Buchanan, Missoula Redevelopment Agency; Jim Galipeau, JCCS; Paul Sepp, Anderson ZerMuehlen; Katt Hylland, Anderson ZerMuehlen; Scott Sproull, Hide & Sole; and Kevin Gordon, Gordon Construction.

I. Call to Order

The meeting was called to order by Rod Austin.

II. Welcome and Introductions

Introductions were made.

III. Public Comments and Announcements

No public comments and announcements were made.

IV. Approval of Minutes

A. December Board meeting held 12/3/2009.

The minutes of the December Board meeting held 12/3/2009 were unanimously approved.

V. Presentations(s)

A. Missoula Parking Commission Annual Audit – Paul Sepp, Anderson ZerMuehlen

Paul Sepp and Katt Hylland reviewed the annual audit. Anderson ZerMuehlen issued an unqualified opinion on the Fiscal Year (FY) 2009 audit. No footnotes were made regarding any problems and/or concerns. The audit was consistent from FY2008. MPC revenues have been stable for approximately 14 years.

B. Downtown Master Plan & Parking Strategies – Dennis Burns, Kimley-Horn

Dennis Burns, Kimley-Horn, stated that he was in Missoula to meet his last master plan obligation for his previous employer Carl Walker. Dennis pronounced that this marks the beginning of the real work.

Dennis reviewed the possible expectations of the public meeting being held Thursday, February 4, 2010. He said that he will give a brief review of Task #1 and #2 by outlining the guiding principles. His main focus will be on Task #3 and the strategic plan for going forward. Dennis wants to refresh the public's memory on the DTMP by emphasizing the structure of the action items. The DTMP is a strong foundation with a shared vision to move forward and encourage growth.

Dennis stated that the 9 primary action categories are the consultant's recommendations. The BOD should take that under advisement as the times and economics of Missoula changes. He said that it is important to prioritize the action categories with public involvement.

Dennis brought up the action category of adjusting parking rates and fines. He said that is risking to base building program on fees.

Dennis advised the BOD of the ripple effects in decision making. He said that it is important to look at all angles and the future before implementing an action plan.

VI. Action Items – None

VII. Non-action Items

A. New Business

1. Parking Advisory Committee (PAC) – Anne Guest

Anne announced that the PAC held their first meeting Tuesday, January 26, 2010. The meeting was well attended. The agenda of the first meeting was to layout their purpose. The BOD will seek the PAC's input and work on their recommendations. The PAC is a fluid group however they are still seeking individuals to represent a downtown developer and resident and the Residential Parking Program (RPP) when necessary.

The BOD members were invited to attend the meetings if time allow in their schedules. A joint meeting between the two groups will be planned for the near future so that they can get to know each other.

B. Old Business

1. Front Street Parking Structure Update – Ellen Buchanan

Ellen reported that negotiations with Holiday Inn are ongoing. Progress is on hold waiting for TOM to return from his vacation. It was reiterated that Holiday Inn keeps adding and changing the language in the contract.

2. Downtown Master Plan Update – Rod Austin

Rod stated that the Implementation Committee is working hard on the DTMP. Last month's meeting involved a report on infrastructure. The basic plan is in place and implementation can start.

Currently the committee is testing three projects. However, to proceed funding is necessary. They are looking at a downtown fixed route street car, Bitterroot rail route and an overall lighting district.

3. MPC Strategic Planning Update – Anne Guest

No discussion was made at the meeting.

VIII. Director's Report

A. Financial Report

Jim Galipeau reported that revenue is still down despite the expectations from sending out statements in December 2009. He said that he still has not received investment income from the City.

B. Next Meeting Date – March 4, 2010 (Jack Reidy Conference Room)

IX. Other Business

No other business.

X. Adjournment

Respectfully submitted,

Anne P. Guest
Director