

MISSOULA PARK COMMISSION

Minutes

December 1, 2011

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those in attendance were Board members Rod Austin, John Roemer and John Smith. From the Parking Commission office was Anne Guest, Director and Mary Hanson, Administrative Services Manager. Also in attendance were Jim Galipeau, JCCS; Ellen Buchanan, MRA; Kim Kaufman, Prudential Real Estate; Don Sokolowski and Ben Sokolowski.

Call to Order – Rod Austin

Introductions and Welcome to those in attendance

Mary Hanson, Administrative Services Manager, was introduced and congratulated by the Board for recently being hired by the Parking Commission. It was agreed that she is a great addition to the team.

Public Comments and Announcements - None

Adjustment to the Agenda

Rod along with John Roemer would like to add a possible discussion regarding strategic planning for the Parking Commission and perhaps utilize Dennis Burns with Kimley-Horn when he comes to Missoula as part of the St. Patrick Hospital parking study.

Approval of Minutes

November Board meeting held 11-3-11

This item was deferred to the next Board meeting because not all three Board members were present at the November meeting and therefore could not vote on the Minutes.

Presentations – None

Action Items

Elect Board Chair

After a short discussion, **the Board unanimously approved to elect Rod Austin as Parking Commission Board Chair for another year.**

Non-action Items

New Business

Old Business

Front Street Parking Structure Update – Retail Space Contract

Rod began by reporting to the Board that we have a viable offer on the approximately 3,000 square feet of space in the corner by Pattee and E. Front in the new parking structure that is under construction. This offer was countered and accepted by the Buyers.

Originally, there were two offers but the Sokolowski's offer was clearly the best for the Parking Commission financially and in light of the timing of the project. The Board discussed the advantage and disadvantage of having a formal back up offer and it was decided that they did not want to define it as such.

Kim Kaufman explained how he calculated the \$110/sq.ft. price which equals out to be \$321,860 for the space. Now the Buyers need to perform their due diligence for the cost to finish the space for their purposes which should be approximately \$50/sq.ft. which is the same number that has been reported by Gordon Construction and MMW architects.

John Roemer asked about a condo agreement which will define the situation as a partnership between the two parties. The timing of the agreement was discussed in detail and it was suggested that the Buyer have 60 days from the date of the condo agreement to do their homework. Hopefully, the condo agreement can be completed as soon as possible. The Board gave Anne and Rod the authority to negotiate the terms of this agreement.

John Smith moved to accept the offer from the Sokolowski family and to work with them to get a condo agreement signed as soon as possible. Then the Buyer would close on the space when the parking structure is completed.

At this point, Ellen Buchanan brought up the fact that this item was not listed on the Agenda as an Action Item rather as Old Business under Front Street Parking Structure Update - Retail Space contract. It was agreed that the Board vote be postponed to another meeting where this item is

listed under Action Items. The Board agreed to hold another meeting/conference call to formally vote and accept the Buyers' offer.

Front Street Parking Structure Update

Ellen reported that the weather has continued to work in our favor construction wise. Gordon Construction is pouring as much concrete as possible. MMW is continuing to work on the skin to determine the desired transparency, durability and thickness of the panels and cost. Much of this has to do with the size of the holes in the aluminum panels and it is difficult to find the right balance in order to achieve the right appearance. The goal is to not be able to see the superstructure of the parking structure through the screen. This is a four sided building so all four sides need to be considered.

Downtown Master Plan Update

The Downtown Master Plan Implementation Committee's progress is much the same except for the Riverfront Triangle. "Hotel Fox" is the current proposal for approximately \$7M without the cost of the land including 200 rooms and approximately 12,500 sq.ft. of conference room space. This proposal is in keeping with the DTMP and would be a viable public/private partnership. The site is ready to build on so no additional cost will be incurred before construction. This is more than just a hotel. It will include other mixed uses. No surface parking will be allowed so a parking structure will need to be built.

Currently the developers want the ability to extend their proposal for one year to do their due diligence on the feasibility of this project. This will be discussed in A&F Committee.

There is also a proposal from Dennis Burns of Kimley-Horn to conduct a parking study of the greater area around the Riverfront Triangle for \$57,000. The information obtained from this study will help determine the current parking demand relative to the increased demand for parking as a result of this project.

The cost of the study was discussed and the Board gave Anne and Rod permission to negotiate the split with St. Patrick Hospital and the Missoula Redevelopment Agency. The Board agreed to cover the cost up to whatever MRA cannot cover or half of the total cost. John Roemer inquired about the return on the Parking Commission's investment and asked that Dennis address this for us. **The Board unanimously approved to fund up to half of the \$57,000 cost for Kimley-Horn to conduct the parking study around St. Patrick Hospital.**

John also requested to have Dennis Burns evaluate what the Parking Commission should charge to enforce private parking lots. He wants to know how other towns handle this.

N. Higgins Project motorcycle parking

The City of Missoula Public Works Department and Parking Commission recently worked together to create new downtown parking spaces for the exclusive use of motorcycles and/or scooters. These 12 new motorcycle/scooter parking spaces are located on and directly adjacent to N. Higgins Ave. between Alder and Broadway Streets. The motorcycle/scooter parking spaces are signed and metered. No previously existing parking spaces were removed to add these new spaces. Therefore, parking as increased in this area of downtown by a total of 12 spaces.

Director's Report

Financial Statement – September, 2011

Jim Galipeau handed out incomplete financials for the month of September, 2011. These are incomplete due to the lack of interest income information from the City. Regardless, Jim reviewed the entire statement section by section and fielded questions from the Board members.

Next Meeting Date

December 6, 2011 in the Missoula Redevelopment Conference Room.

Other Business - None

Adjournment

Respectfully submitted,

Anne Guest
Director