

# MISSOULA PARKING COMMISSION

## Minutes April 4, 2013

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those in attendance were Board members Theresa Cox, John Roemer and Carol Williams. From the Parking Commission office was Anne Guest, Director and Mary Hanson, Administrative Services Manager. Also in attendance were Jim Galipeau of JCCS; Melanie Brock, Jenny Mueller and Heidi Starrett of Missoula Downtown Association and Jim Dayton, downtown worker.

### Call to Order – Theresa Cox

### Introductions and Welcome to those in attendance

### Adjustment to the Agenda

“Before I Die” public art presentation adds to both presentation and action items.

### Approval of Minutes of the March Board meeting held 3-7-13

John Roemer motioned for approval of the minutes. Theresa Cox seconded the motion with the correction of “way” to “weigh” in the last paragraph of the minutes. **The Minutes of the Board meetings held on 3-7-13 were unanimously approved with the noted correction.**

### Presentations

#### A. Missoula Downtown Association Out to Lunch Request – Jenny Mueller & Heidi Starrett

Jenny shared that this is the 20<sup>th</sup> year for the Out to Lunch shuttle bus. She reviewed the route the shuttle travels. MDA is requesting donation of \$1500 toward shuttle costs.

Heidi shared ridership numbers since 2005. Missoula in Motion and Blackfoot Technology are committed sponsors again for the shuttle this year.

#### B. Public Art Dialogue Project – Melanie Brock

Melanie presented information regarding this project. MDA is partnering with Trikle Trade to complete this community dialogue project. It is a massive chalkboard to engage the public to think about a posed question “Before I Die ...” and share their answer by writing on the chalkboard. Trikle Trade has purchased the kit to create the chalkboard. The location is where the Parking Commission becomes involved. Central Park on the Main Street side is the requested site for this installation. Melanie met with Kevin Slovarp of City Engineering to confirm the site placement. MDA will be the technical owners of the project so they can censor it (if needed). Melanie also plans to request BID ambassadors to check on it a few times a day. In other communities this project has opened hearts and minds of people. Trikle Trade is a new web site, philanthropic based, with a pay it forward theme. Melanie suggested the board review the website.

### Action Items

#### MDA/OTL Request

Theresa Cox asked if the Out to Lunch request was budgeted for this year. **John Roemer motioned to support this request. Carol Williams seconded the motion contingent on the board's discussion of finances** later in the meeting. Anne will contact the Missoula Downtown Association regarding support after the finances are reviewed.

## **Public Art Dialogue Request**

**John Roemer motioned and Carol Williams seconded the motion to participate in the Public Art Dialogue Project allowing a chalkboard to be attached to Central Park Garage for the summer.**

## **Elect Board President**

**John Roemer made a motion for Theresa Cox to become Board President and Carol Williams seconded the motion.** Theresa graciously accepted with the caveat she will not attend all the meetings that Rod did. The vote was unanimous for Theresa Cox. John Smith sent his vote by proxy via email

## **Non-action Items**

**New Business - None**

**Old Business**

### **A. Park Place Parking Structure Update**

Anne reported that Ben is working hard on the On Street Market retail space. Anne has been meeting with artist for the public art piece; it is going to be huge. Discussions on railing to define the space between retail and the art project are in progress. Anne anticipates high usage for Park Place Garage when the Clark Fork Market and Out to Lunch programs begin this season. Theresa is interested to see what occurs with shuttle ridership numbers for Out to Lunch with Park Place available for parking.

### **B. Downtown Master Plan Update**

Theresa reported and thanked Melanie for organizing the numerous meetings for various groups that met with Way Finding consultants when they were in Missoula recently. The consultants listened and return in May with preliminary design work. The public meeting was not well attended. The greatest misperception at this time is that the city is paying for this project. The city will be responsible for maintenance and sign repair once the project is complete but the project is being financed from private donations at this time.

### **C. Parking Commission Advisory Committee**

Anne reported they not met yet. When she begins working on the multi-space meter machines she will request a meeting. Anne invited Jim Dayton to be on the committee.

## **Director's Report**

### **Financial Statement – February, 2013**

Jim reported a debt ratio of 1.8 as of the end of February. Jim shared other highlights regarding year to date versus budget comparatives. Discussion ensued on grant and contribution commitments. The request for Out to Lunch is built into the budget and Anne should contact MDA regarding their request. Anne asked the board if they would like electronic versions of the financials or hardcopies. They requested an electronic version.

## **Next Meeting Date**

May 2, 2013 in the Jack Reidy Conference Room at noon.

**Other Business – None**

**Adjournment at 1:18 pm**

Respectfully submitted,

Mary Hanson