

MISSOULA PARK COMMISSION

Minutes

April 3, 2014

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 Theresa Cox, Matt Ellis, John Roemer, John Smith and Carol Williams. From the Parking Commission office were Anne Guest, Director and Mary Meyer, Administrative Services Manager. Also in attendance were Jessica Morriss, Development Services; and Suzette Dussault, an interested citizen.

Call to Order – Theresa Cox

Introductions and Welcome to those in attendance

Public Comments and Announcements – Suzette Dussault attended the Public Meeting on March 6th regarding the current meter project and hopes that the Parking Commission gets lots of input on what the community wants for this project.

Adjustments to the Agenda

None

Approval of Minutes

The Minutes of the March Board Meeting held 3-6-14 were approved unanimously.

Action Items:

1. **Presentation – Erin McCrady – Dorsey and Whitney – Refinancing of Bonds**

Erin McCrady from Dorsey and Whitney joined the meeting via conference call. She spent about 15 minutes reviewing the documentation regarding the refinancing of the bonds. Discussion included the “Resolution Approving Tax Compliance Policy Relating to Tax-Exempt Bonds” and the “Resolution Relating to \$7,160,000 Parking Facilities Revenue Refunding Bonds, series 2014;Ratifying the Issuance and Sale Thereof and Prescribing the Form and Terms Thereof and the Security Therefor.” These two documents are necessary in order for the Board to set up parameters and to proceed with the closing of the sale of the bonds making sure that the cash from the sale of the bonds are used to pay off capital expenditures only. After a short discussion, **the Board approved unanimously to approve the two Resolutions.**

2. **Presentation – Ellen Buchanan – Request for Funding, Missoula Downtown Police Officer.**

The Business Improvement District (BID) has partnered with The Missoula Police Department to have a designated downtown police officer patrol the Missoula downtown area. The previous funding has come from the City of Missoula, BID and the Parking Commission. This year they are requesting that the officer's status be increased from a part-time status to a full time status. This means that the City would pay half leaving the BID and the MPC to pay the other half (one-quarter each). The requested amount to contribute is \$23,000.00. **After a full discussion, the Board voted unanimously to fund the \$23,000 for one-fourth of the Downtown Police Officer's salary.**

Non-action Items – New Business

1. **Meter Modernization Project – Consultants' next visit**

Anne Guest reviewed the schedule for the upcoming Meter Modernization Project during April 15 & 16. In an effort to obtain as much public participation as possible, numerous stakeholder meetings were scheduled including a Public Meeting on Wednesday, April 16th. Ellen Buchanan suggested printing a brochure for the public giving some of the background of the project and some basic information about

the Missoula Parking Commission. It was suggested that the BID Ambassadors could distribute these before the consultants arrive.

2. New Parking Industry Certification/Accreditation Program

Anne Guest informed the board about the new Parking Industry Accreditation Program being initiated by the International Parking Institute (IPI). Missoula Parking Commission has been selected to participate as a beta site for the certification. This will be a very beneficial exercise for the adjudication team and for MPC. Because MPC is the first agency to go through the process, there will be no charge. The result will be announced before the IPI conference in June.

3. Residential Parking Permit Program (RPPP) Expansion

Anne notified the Board that there is another property owner in the University area that has sent a request to the City Council for an expansion to the RPPP district to include his/her property. This is a small one-half block parcel that includes only two homeowners. Anne does not anticipate any opposition.

Old Business

1. Downtown Master Plan – Matt Ellis

Matt Ellis deferred to Ellen Buchanan to share information from the Downtown Master Plan Implementation Committee meeting last meeting. Ellen shared that the City Council is starting to focus on housing in the Downtown area. She also updated the board on the latest “bridges” report. The Montana Department of Transportation (MDOT) has stated that there are several options for the repair based on the latest structural analysis. These options will be further explored after the MDOT completes the analysis.

Financial Statements

Jim Galipeau from JCCS was not present. The only note on the recent financial report was that meter revenue is still down for this fiscal year.

Next Meeting is scheduled for Thursday, May 1, 2014 (Jack Reidy Conference Room)

Adjournment

Respectfully submitted,

Mary Meyer
Administrative Services Manager