

Downtown Business Improvement District of Missoula
Board of Trustees Meeting
Tuesday, May 21 at 3pm at the DMP Office (218 E. Main) and ZOOM

All Present: Karen Sippy, Scott Stearns, Carma Gilligan, Charlie Beaton, Dan Cederberg, Ellen Buchanan

Absent: Dr. James McKay

Staff: Linda McCarthy, Jack Hall, Bram Moore

The meeting was called to order by President Beaton at 3:07pm

Approval of Minutes: Stearns moved to approve minutes. Sippy seconded. All are in favor.

Review & Potential Approval of DDPO Contract FY2025: McCarthy said that the Missoula Police Department wants to do a 1-year contract instead of a 3-year contract. The initial contract has been edited and newly approved by the Police Department. There really are no major changes to the contract from prior years beside the agreed upon rate. The Missoula Parking Commission has agreed to contribute 15k. Mountain Line is pending approval but will likely also allocate 15k to the contract. We are losing Officer Brown and we are looking to recruit a second police officer to fill in. Sippy moved to approve the DDPO Contract. Buchanan seconded and all are in favor.

Review & Potential Approval of \$5,000 for the DRAW Project: Sippy described that Northwestern Energy as of last year has put up fresh new 15-foot walls around the substation in East Caras Park. Sippy in collaboration with partners have been given permission to paint the walls with Native American art. Currently there exists a partnership with the MDF. They are the fiscal sponsor for the project. They are also partnered with Parks and Rec, The City and DMP as a whole. The DRAW Project committee consists of Lisa Simon, Karen Sippy and Mirtha Beccera. They are currently fundraising. She went over the walls schematic and showed where they can and cannot put paint on the walls. The first phase would occur on the east wall located along Pattee Street. The first wall will feature Selis-Qlispe artists Frank Finley, Debra Magpie Earling, Vic Charlo and April Charlo. Sippy showed the plan for the murals on the wall. Phase 2 and 3 will be dependent on curation. All these will be examples of ledger art. Ledger art originates historically from Native children being taken to schools and given recycled pieces of bank ledger paper to use for their art. The south-southwest-west walls will feature art from Frank Finley. Sippy went over the process to install the art pieces. Sippy went over the fundraising goal. They are trying to fundraise a total of 95k and went over who has donated so far. Stearns moved to approve the donation of 5k for the DRAW Project as requested. Gilligan seconded. All were in favor.

Review & Approval of the FY2025 Budget & Budget Narrative: Hall updated the board stating that not much has changed on the budget since they last saw it, except for the Tax Assessment Savings line item and Police Contract line item. The Police Contract line item went down upon finalized negotiations with the Missoula Police Department. Discussion ensued about the Insurance budget line item. Stearns motioned to approve the budget with the caveat that the Insurance line item be closely watched going into the new fiscal year. Cederberg seconded. All were in favor.

Financial Review: Hall stated the BID financials in front of the board are as of April 30. We have 240K in checking/savings. We are still negative for Net Income for the year and that will change when assessments start coming in. The BID will end the year with negative net income as anticipated in the FY24 Budget, as the BID utilizes retained assessments from prior years. On the Profit & Loss, for the month of April, the BID collected \$8,931 in Tax Assessments. This puts ahead of where the BID stood this time last year. The Trash/Recycling line item has been spent through the purchase of 15 new recycling cans. Rent and Utilities contracted through the MDA is right on track.

DMP, City & County Leadership Luncheon: Wed., May 22 at 11:30am: Missoula Library: McCarthy said we will have about 55 people there. She went over the agenda. This is a relationship building event. We will have good conversation and see how we can all work together.

Downtown BID Ratepayer Meeting: Thurs., May 30: McCarthy went over the agenda. Beaton will be the emcee and ratepayers will be provided updates from MRA, MPC, and guest speaker Connor McMahon, from Sterling CRE Advisors, will go over market challenges in the Missoula area. Discussion ensued about what Board and staff would like to have for handouts at the meeting.

Maintenance & Clean Team Updates: McCarthy stated that BID maintenance staff got the flower baskets up last week. The power washer is out and is being used. Spencer Bryant hit his 1-year anniversary with the DMP last week. Power washing will happen on band shell and pavilion canopies in Caras Park this week. The Clean Team has wrapped up the majority of sweeping of leaves in storm drains and gutters. They have also done some landscaping down Caras Drive in preparation for Saturday markets and higher foot traffic in the corridor. They have also been “Suckering” saplings from sidewalk trees. DMP Staff entertained the Clean Team with tomato soup and sandwiches in thanks for their hard work last Friday.

DT Master Plan Updates: McCarthy went over a document listing the many different projects going on. The Downtown SAM working group has been meeting and will do an RFP for design team and construction manager. The NRSPT Implementation Team sent a letter to project leadership to suggest that the pedestrian aspects be prioritized in construction to occur first.

Partner Updates:

MDF – Hall provided a recap of the Spring Campaign. The MDF also conducted a successful Missoula Gives campaign geared toward colored lighting for the Caras Park Pavilion. We are moving forward with the plan. The MDF is also working on two projects through the Arts & Culture Impact Grant Program. One mural will be behind the DMP building at 218 E Main Street and the second at 131 W Alder Street, referred to as the Dorothy Building. Hall is also working on hanging the first year Teen Art Project murals in the alleyway of the Main Street parking garage. Foundation is working with Parks and Recreation for a \$75k grant to continue implementation of the Underbridge Playspace.

MDA – McCarthy said most of our members have paid their dues. The MDA had a very successful Garden City Brewfest which forecasts higher attendance for events in Caras Park moving forward into the summer season. We are rolling out Out to Lunch and Downtown ToNight in the first week of June. We are extending hours for DTTN. We also hosted a business panel that was very successful.

With no additional business or announcements, President Beaton adjourned the meeting at 4:45pm.