

**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four~week period ending November 20, 2021**  
**FY22**

**ADMINISTRATIVE TIME**

Administrative Support

*Business Manager; Secretary II*

256.70

**Administrative Total**

256.70

Redevelopment Administration

111.30

*city department, project, city council coordination, personnel management accounting, professional liaisons*  
*MRA Board related activities -- does not include administrative support*

Redevelopment Information

15.00

*general public information, private and agency liaisons, staff professional development and training*

Business Assistance & Referrals

8.50

*general developer information, business information, general relocation*

**Staff Total**

134.80

**PLANNING & DEVELOPMENT**

**REDEVELOPMENT PROJECTS**

Urban Renewal Planning

9.60

*CIP, GIS, Historic Preservation, Housing,*  
*Mass Transit Issues, NMTP, Parking,*  
*Relocation, Sidewalks, Streets and Alleys,*  
*Streetscape Amenities, TIP, ISTE*

West Broadway Master Plan	81
URD II Sidewalks	48.3
URD II Water Network	31
URD III Sidewalks	22.5
Front/Main Street Conversion	19
RR Quiet Zone	10.6
Scott St. Property	10
Fox Site	5
Brooks St. TOD - Midtown Mojo	3.5
Civic Stadium	2
Montana Idaho Water & Sidewalk	2
1502 Dearborn - Horizon CU	1
Bridge Apartments	1
Burton St. Improvements	1
Greater Downtown Master Plan	1
MAX Wave	1
MRL Property	1
Union Block Restoration	1
Villagio Apartments	1

Program/Project Development

41.50

*applicant assistance, program revisions,*  
*preliminary research and development*  
*COVID-19*

**Planning & Development Total**

51.10

**Redevelopment Projects Total**

242.90

**PRODUCTIVE TIME**

685.50

Redevelopment Administration	134.80
Planning & Development	51.10
Redevelopment Projects	242.90
Administrative Support	256.70

**NONPRODUCTIVE TIME**

135.60

Holiday, Vacation, Sick, Leave without Pay 135.60

**TOTAL TIME**

821.10

**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four~week period ending December 18, 2021**  
**FY22**

**ADMINISTRATIVE TIME**

<u>Administrative Support</u>	
<i>Business Manager; Secretary II</i>	255.50

Administrative Total	255.50
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<u>Redevelopment Administration</u>	98.80
<i>city department, project, city council coordination, personnel management accounting, professional liaisons</i>	
<i>MRA Board related activities -- does not include administrative support</i>	

<u>Redevelopment Information</u>	22.50
<i>general public information, private and agency liaisons, staff professional development and training</i>	

<u>Business Assistance &amp; Referrals</u>	8.00
<i>general developer information, business information, general relocation</i>	

Staff Total	129.30
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PLANNING & DEVELOPMENT		REDEVELOPMENT PROJECTS	
<u>Urban Renewal Planning</u>	11.00	URD III Sidewalks	53.9
<i>CIP, GIS, Historic Preservation, Housing,</i>		URD II Sidewalks	27.8
<i>Mass Transit Issues, NMTP, Parking,</i>		Front/Main Street Conversion	25.9
<i>Relocation, Sidewalks, Streets and Alleys,</i>		URD II Water Network	22
<i>Streetscape Amenities, TIP, ISTE</i>		1900 W Broadway	21
		Brooks St. TOD - Midtown Mojo	16.5
		West Broadway Master Plan	11
<u>Program/Project Development</u>	30.50	1502 Dearborn - Horizon CU	4
<i>applicant assistance, program revisions,</i>		Flynn-Lowney Ditch	3
<i>preliminary research and development</i>		Fox Site	3
<i>COVID-19</i>		Midtown Master Plan	2
		Scott St. Property	2
		2019 URD III Street Tree Planting	1
		Caras Park Improvements	1
		Civic Stadium	1
		County Elections Complex	1
		Greater Downtown Master Plan	1
		Old Sawmill District	1
		Russell Street	1
		Wren Hotel	1
Planning & Development Total	41.50	Redevelopment Projects Total	200.10

PRODUCTIVE TIME	626.40
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Redevelopment Administration	129.30
Planning & Development	41.50
Redevelopment Projects	200.10
Administrative Support	255.50

NONPRODUCTIVE TIME	182.70
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Holiday, Vacation, Sick, Leave without Pay	182.70
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TOTAL TIME	809.10
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**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four-week period ending January 15, 2022**  
**FY22**

**ADMINISTRATIVE TIME**

Administrative Support

*Business Manager; Secretary II*

157.20

**Administrative Total**

157.20

Redevelopment Administration

94.00

*city department, project, city council coordination, personnel management accounting, professional liaisons  
MRA Board related activities -- does not include administrative support*

Redevelopment Information

17.50

*general public information, private and agency liaisons, staff professional development and training*

Business Assistance & Referrals

12.50

*general developer information, business information, general relocation*

**Staff Total**

124.00

**PLANNING & DEVELOPMENT**

**REDEVELOPMENT PROJECTS**

Urban Renewal Planning

18.00

*CIP, GIS, Historic Preservation, Housing,  
Mass Transit Issues, NMTP, Parking,  
Relocation, Sidewalks, Streets and Alleys,  
Streetscape Amenities, TIP, ISTE*

Program/Project Development

60.50

*applicant assistance, program revisions,  
preliminary research and development  
COVID-19*

URD III Sidewalks	20
1900 W Broadway	16.5
Front/Main Street Conversion	13
Scott St. Property	10
Civic Stadium	9
URD II Sidewalks	8
Brooks St. TOD - Midtown Mojo	7
Burton St. Improvements	6
URD II Water Network	6
3100 Brooks Street	5
Flynn-Lowney Ditch	5
Greater Downtown Master Plan	5
Midtown Master Plan	5
Bridge Apartments	3
County Elections Complex	3
RR Quiet Zone	3
1502 Dearborn - Horizon CU	2.5
2019 URD III Street Tree Planting	2
Fox Site	2
Burton St. Apartments	1
MRL Property	1
Old Sawmill District	1
Payne/Library Block	1
Villagio Apartments	1
Wren Hotel	1

**Planning & Development Total**

78.50

**Redevelopment Projects Total**

137.00

**PRODUCTIVE TIME**

496.70

Redevelopment Administration	124.00
Planning & Development	78.50
Redevelopment Projects	137.00
Administrative Support	157.20

**NONPRODUCTIVE TIME**

308.30

Holiday, Vacation, Sick, Leave without Pay	308.30
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**TOTAL TIME**

805.00

**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four-week period ending February 12, 2022**  
**FY22**

**ADMINISTRATIVE TIME**

<u>Administrative Support</u>	
<i>Business Manager; Secretary II</i>	274.40
<b>Administrative Total</b>	<b>274.40</b>
<u>Redevelopment Administration</u>	88.00
<i>city department, project, city council coordination, personnel management accounting, professional liaisons</i> <i>MRA Board related activities -- does not include administrative support</i>	
<u>Redevelopment Information</u>	22.50
<i>general public information, private and agency liaisons, staff professional development and training</i>	
<u>Business Assistance &amp; Referrals</u>	35.00
<i>general developer information, business information, general relocation</i>	
<b>Staff Total</b>	<b>145.50</b>

**PLANNING & DEVELOPMENT**

**REDEVELOPMENT PROJECTS**

<u>Urban Renewal Planning</u>	<u>11.00</u>	Burton St. Improvements	51
<i>CIP, GIS, Historic Preservation, Housing,</i>		RR Quiet Zone	25
<i>Mass Transit Issues, NMTP, Parking,</i>		URD III Sidewalks	24
<i>Relocation, Sidewalks, Streets and Alleys,</i>		Front/Main Street Conversion	16
<i>Streetscape Amenities, TIP, ISTE</i>		Scott St. Property	14
		1900 W Broadway	13.5
		Fox Site	13
<u>Program/Project Development</u>	<u>101.00</u>	URD II Sidewalks	11
<i>applicant assistance, program revisions,</i>		Brooks St. TOD - Midtown Mojo	10
<i>preliminary research and development</i>		URD II Water Network	8
<i>COVID-19</i>		Caras Park Improvements	6
		124 N Higgins (Sippy)	4
		Civic Stadium	4
		Greater Downtown Master Plan	4
		Midtown Master Plan	3
		1427 W Broadway (Sleepy Inn)	2
		Bridge Apartments	2
		Levasseur St. Townhomes	2
		Old Sawmill District	2
		Otis St. Apartments	2
		2019 URD III Street Tree Planting	1
		2022 URD II & III Street Tree Planting	1
		3100 Brooks Street	1
		Flynn-Lowney Ditch	1
		MEP/OZ	1
		Montana Idaho Water & Sidewalk	1
		MRL Property	1
		Payne/Library Block	1
		West Broadway Master Plan	1
<b>Planning &amp; Development Total</b>	<b>112.00</b>	<b>Redevelopment Projects Total</b>	<b>225.50</b>

<b>PRODUCTIVE TIME</b>		<b>757.40</b>
Redevelopment Administration	145.50	
Planning & Development	112.00	
Redevelopment Projects	225.50	
Administrative Support	274.40	
<b>NONPRODUCTIVE TIME</b>		<b>70.60</b>
Holiday, Vacation, Sick, Leave without Pay	70.60	
<b>TOTAL TIME</b>		<b>828.00</b>

**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four~week period ending March 12, 2022**  
**FY22**

**ADMINISTRATIVE TIME**

Administrative Support

*Business Manager; Secretary II*

256.90

**Administrative Total**

256.90

Redevelopment Administration

164.00

*city department, project, city council coordination, personnel management accounting, professional liaisons  
MRA Board related activities -- does not include administrative support*

Redevelopment Information

15.00

*general public information, private and agency liaisons, staff professional development and training*

Business Assistance & Referrals

15.00

*general developer information, business information, general relocation*

**Staff Total**

194.00

**PLANNING & DEVELOPMENT**

**REDEVELOPMENT PROJECTS**

Urban Renewal Planning

25.30

*CIP, GIS, Historic Preservation, Housing,  
Mass Transit Issues, NMTP, Parking,  
Relocation, Sidewalks, Streets and Alleys,  
Streetscape Amenities, TIP, ISTE*

Program/Project Development

127.40

*applicant assistance, program revisions,  
preliminary research and development  
COVID-19*

Burton St. Improvements

39.2

1900 W Broadway

32.5

URD III Sidewalks

31.6

Front/Main Street Conversion

26

Fox Site

14.5

Civic Stadium

12

Scott St. Property

8

West Broadway Master Plan

8

County Elections Complex

5

Brooks St. TOD - Midtown Mojo

4

124 N Higgins (Sippy)

2

3100 Brooks Street

2

Midtown Master Plan

2

Montana Idaho Water & Sidewalk

2

RR Quiet Zone

2

Greater Downtown Master Plan

1

MAX Wave

1

Old Sawmill District

1

Otis St. Apartments

1

URD II Water Network

1

**Planning & Development Total**

152.70

**Redevelopment Projects Total**

195.80

**PRODUCTIVE TIME**

799.40

Redevelopment Administration

194.00

Planning & Development

152.70

Redevelopment Projects

195.80

Administrative Support

256.90

**NONPRODUCTIVE TIME**

89.50

Holiday, Vacation, Sick, Leave without Pay

89.50

**TOTAL TIME**

888.90

**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four-week period ending April 9, 2022**  
**FY22**

**ADMINISTRATIVE TIME**

Administrative Support

*Business Manager; Secretary II*

230.00

**Administrative Total**

230.00

Redevelopment Administration

165.00

*city department, project, city council coordination, personnel management accounting, professional liaisons  
MRA Board related activities -- does not include administrative support*

Redevelopment Information

4.00

*general public information, private and agency liaisons, staff professional development and training*

Business Assistance & Referrals

2.00

*general developer information, business information, general relocation*

**Staff Total**

171.00

**PLANNING & DEVELOPMENT**

**REDEVELOPMENT PROJECTS**

Urban Renewal Planning

5.00

*CIP, GIS, Historic Preservation, Housing,  
Mass Transit Issues, NMTP, Parking,  
Relocation, Sidewalks, Streets and Alleys,  
Streetscape Amenities, TIP, ISTE*

Bissinger Place	68.8
URD III Sidewalks	19.1
Fox Site	17
Front/Main Street Conversion	16.1
Scott St. Property	15.5
1900 W Broadway	13
Burton St. Improvements	12.7
Midtown Master Plan	7
URD II Water Network	6
Civic Stadium	5
Greater Downtown Master Plan	4
URD II Sidewalks	4
1427 W Broadway (Sleepy Inn)	2
Old Sawmill District	2
West Broadway Master Plan	2
Brooks St. TOD - Midtown Mojo	1
Caras Park Improvements	1
Flynn-Lowney Ditch	1
Montana Idaho Water & Sidewalk	1
Russell Street	1

Program/Project Development

187.60

*Applicant assistance, program revisions,  
preliminary research and development,  
communications*

**Planning & Development Total**

192.60

**Redevelopment Projects Total**

199.20

**PRODUCTIVE TIME**

792.80

Redevelopment Administration	171.00
Planning & Development	192.60
Redevelopment Projects	199.20
Administrative Support	230.00

**NONPRODUCTIVE TIME**

195.90

*Holiday, Vacation, Sick, Leave without Pay* 195.90

**TOTAL TIME**

988.70