

**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four-week period ending July 30, 2022**  
**FY23**

**ADMINISTRATIVE TIME**

Administrative Support

*Business Manager; Secretary II* 189.70

Administrative Total 189.70

Redevelopment Administration 189.50

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

Redevelopment Information 37.50

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

Business Assistance & Referrals 9.00

*general developer information, business information, general relocation*

Staff Total 236.00

**PLANNING & DEVELOPMENT**

**REDEVELOPMENT PROJECTS**

Urban Renewal Planning 28.40

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

Program/Project Development 287.80

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

Front/Main Street Conversion	28.5
Brooks St. TOD - Midtown Mojo	25
Burton St. Improvements	22.2
URD III Sidewalks	18.9
Scott St. Property	11
URD II Sidewalks	6.9
Otis St. Apartments	6
1427 W Broadway (Sleepy Inn)	5
Greater Downtown Master Plan	3
Midtown Master Plan	3
Wooden Images	3
Bridge Apartments	2
Caras Park Improvements	2
Civic Stadium	2
Fox Site	2
Old Sawmill District	2
Payne/Library Block	2
RR Quiet Zone	2
Bissinger Place	1
Mountain Line	1
MRL Property	1
Russell Street	1
URD II Water Network	1
West Broadway Master Plan	1

Planning & Development Total	316.20	Redevelopment Projects Total	152.50
------------------------------	--------	------------------------------	--------

PRODUCTIVE TIME 894.40

Redevelopment Administration 236.00

Planning & Development 316.20

Redevelopment Projects 152.50

Administrative Support 189.70

NONPRODUCTIVE TIME 237.70

Holiday, Vacation, Sick, Leave without Pay 237.70

TOTAL TIME 1132.10

**MISSOULA REDEVELOPMENT AGENCY**  
**STAFF ACTIVITIES**  
**For four~week period ending August 27, 2022**  
**FY23**

**ADMINISTRATIVE TIME**

Administrative Support

*Business Manager; Secretary II*

274.10

Administrative Total

274.10

Redevelopment Administration

196.20

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

Redevelopment Information

32.50

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

Business Assistance & Referrals

1.50

*general developer information, business information, general relocation*

Staff Total

230.20

**PLANNING & DEVELOPMENT**

**REDEVELOPMENT PROJECTS**

Urban Renewal Planning

32.20

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

Brooks St. TOD - Midtown Mojo	54.5
Burton St. Improvements	25.3
URD III Sidewalks	14.2
Front/Main Street Conversion	9.3
Otis St. Apartments	9
Scott St. Property	8
Civic Stadium	4
Fox Site	4
Midtown Master Plan	4
Payne/Library Block	3.5
Greater Downtown Master Plan	3
URD II Sidewalks	2.2
1427 W Broadway (Sleepy Inn)	2
First Security Bank	2
Russell Street	2
URD II Water Network	2
Bridge Apartments	1
Caras Park Improvements	1
MRL Property	1
124 N Higgins (Sippy)	0.5
Casa Loma	0.5

Program/Project Development

317.90

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

Planning & Development Total

350.10

Redevelopment Projects Total

153.00

**PRODUCTIVE TIME**

1007.40

Redevelopment Administration	230.20
Planning & Development	350.10
Redevelopment Projects	153.00
Administrative Support	274.10

**NONPRODUCTIVE TIME**

135.10

Holiday, Vacation, Sick, Leave without Pay	135.10
--	--------

**TOTAL TIME**

1142.50