



**Missoula Urban Transportation District  
Planning Committee Meeting Minutes  
May 8, 2024**

**APPROVED**

**MEMBERS PRESENT**

Don MacArthur  
Sam Oliver  
Amy Cilimburg  
Jason Wiener  
Dr. Josephine Hazelton-Boyle  
Sebastian Strauss

**MEMBERS ABSENT**

Jesse Dodson

**STAFF**

Jen Sweten  
Colin Woodrow  
Garin Wally  
Frank Kuhl  
Spencer Starke  
Olga Kreimer

**Guests**

Lindsay Brownschidle, Wendel Companies  
Jeana Stright, Wendel Companies  
Dan Stelzner, Wendel Companies  
Ron Reekes, Wendel Companies  
Rick Oskar, Wendel Companies  
Brian Cheek, Wendel Companies

**Call to Order and Roll Call**

MacArthur called the meeting to order at 10:01 a.m., roll call was taken and the guests introduced themselves.

**Changes or Additions to the Agenda**

No changes or additions to the agenda.

**Public Comment on Items Not on the Agenda**

None

**Action Items**

**4.1 Minutes of April 10, 2024, Meeting** – Hazelton-Boyle motioned to approve the minutes, Oliver seconded, and the motion passed unanimously.

**Discussion Items**

**5.1 MOAB Design Overview with Wendel** – Brownschidle displayed the preliminary schedule, noting that the design process would likely go through to 2025. Stright reviewed site concept layouts, phasing layouts, fleet expansion, compliance, and potential floor plan blocking layouts. She said a decision on a two-story or single level building was necessary based on feedback from the recent immersion meeting where floor plans, designs, appearances and other preferences

were discussed. A couple of key elements are right sizing the design for the budget and ensuring a minimal disruption on operations during each construction phase.

Stright showed an L-shaped design featuring phases for adding buses that provided extra circulation space around the facility. Future phases include covered bus storage, paratransit storage and maintenance additions, eventually enclosing the entire facility. MacArthur asked what would be included in Phase 1. Stright responded the extra service lane would be possible as well as two enclosed storage areas.

Oliver said if the CMAR can get to fifteen percent, then the agency will know what is feasible. Sweten asked what the square footage rate was. Stright replied it is seven hundred per square foot as a blended rate between the different departments. She mentioned the LEED certification would add costs. There are options for what gets built in Phase 2 based on changing priorities. Since phasing can be disruptive operationally, it is important to build as if each independent facility can eventually be connected as the agency settles into the site. The idea is to protect the spaces and keep those pieces in place.

Strauss asked whether the service lane is included in Phase 1. Stright clarified that the second service lane in Phase 2 is for redundancy. She reviewed a bigger design for Phase 1 that showed a covered walkway connecting two separate pieces with safe crossing points and maintaining safety compliance with respect to refueling, repairing and bus washing. The paratransit vehicles are separated from the buses for safety as well.

MacArthur asked if paratransit would grow to the south. Stright answered that the design shows full growth at fifty to sixty vehicles so no expansion would be needed. The administrative space also has been right sized to allow for expansion without having to build more additions. Since the vehicles take the largest space, square footage for them is the costliest part of the design. Setting up the building to flex from smaller to bigger spaces will avoid requiring more square footage.

MacArthur asked if there is room for expanding administrative services. Reekes responded that the upstairs space would have the flexibility to allow for more workspace. Stright said the second floor would only have flexible space to accommodate growth. Woodrow pointed out that promoting team cohesiveness through shared workspaces across multiple functions is always the challenge. MacArthur asked the Wendel team if that concept worked at other agencies. Stright responded that requests for shared workspaces have become more frequent. Sweten said if the core group stays with the operations, it sends an open-door message that everyone is welcome everywhere. Strauss voiced his approval for the common activities on the second floor and it will reinforce the team culture. He also asked why the electric vehicle (EV) bay is wider than the other bays. Stright said the EV bay is for working on the electric buses and has much more stringent safety requirements, including a clean room and a rated room with higher voltage spaces, and will be fully enclosed. Strauss asked if one EV bay is enough given that MUTD is going to all electric vehicles. Stright said the EV bay is not for everyday maintenance, just small pieces and batteries. The priority is to provide adequate repair bays that do not take up a lot of space.

Strauss asked how many parking spaces are in the current design. Stright answered it at about 100 spaces. Woodrow noted that research revealed that at operational peak times, only about sixty to seventy percent of the staff is on premises at the same time. Ninety spaces for staff would be adequate for twenty years. Strauss requested deeper research into leveraging optimal use of the parking lot based on phasing/staggering worker shift transitions to shave the peaks through phase shift transitions.

Wiener asked if batteries needed to be stored in a specific way that required designated space. Stright responded that battery storage requires ventilation and censoring in a rated room. The room is sized for expansion.

Wiener asked if the second floor could be expanded on the north side. Stright said the roof height difference precludes that, but it could be expanded to the west without adding a second stairway. Wiener praised the design and observed it seemed to accommodate a lot of requested elements while staying within the budget.

MacArthur postured whether the daycare center is a viable option. Stright suggested that MUTD could lease the land to a daycare provider. Woodrow advocated for meeting the workforce's need by holding space for a potential facility.

Strauss asked about what kind of design options for modular walls are being considered. Stright said Wendel is working on a project where the exterior skin is an insulated metal panel that is structured on a windgurt system that can be moved within the existing roof line. It is a great strategy for bus storage. MacArthur pointed out that the hardest element to expansion is systems expansion. Stright said that phasing the utilities will be a primary focus for the engineers.

Stright showed photos representing ideas for utilizing light and space, an impactful entry space, workstation placement and style, work zones, and conversation areas that elevate intention. MacArthur observed that conveying any specific interior style can be costly and determining where to spend money on the interior will be an ongoing discussion. It is important to build a facility that appeals to the public without diminishing features benefitting the staff.

Stright said the LEED certification requires proactive discussions and decisions on engineering strategies that are already ongoing. In addition, special attention to fire protection, ventilation, heat recovery and energy efficiency all have to be considered.

MacArthur asked if a recommendation was required. Sweten responded that because costs are going to be higher than anticipated, it is important to know the current projected scope. Woodrow noted that the current concept presented today is the most compact with the least impact through expansion and phasing. MUTD's prime goal is to create continuity and a cohesive workplace, regardless of the leadership and other personnel changes. He asked for some kind of confirmation that this concept is the one to take the agency forward to the fifteen percent benchmark. MacArthur said energy efficiency is form and function is a primary goal. Cilimburg said the concept is a good one that resonates with the careful use of space and things. MacArthur said maximizing the site for EV usage over time will be meaningful. Cilimburg said EV charging for vehicles that are not buses should be included. Strauss approved the direction and suggested that the parking spaces be configured to allow for future covered solar parking.

MacArthur asked how many photovoltaic (PV) cells it would take to get to net zero consumption in everything but charging. Stright noted it was not just PVs, but ground source and those elements will be included into the drawings. The goal is reducing energy usage as much as possible to get to net zero. Cilimburg said that the thirty percent elective pay is available to the agency through 2032 so the phasing should be considered to get the steep discount rate. Wiener confirmed he was on board with the concept. Hazelton-Boyle is a proponent of the daycare facility as a net positive for the changing workforce. Sweten said accommodating single parents who need childcare during non-traditional work hours is the goal for the daycare. MacArthur pointed out a variety of challenges with running/operating a daycare. Sweten clarified that the goal was

for the YMCA to run it with a certain number of spots guaranteed for MUTD staff. Oliver said if it is a priority, make the decision quickly and start building essential relationships.

Stright reviewed the bathroom that included both gender neutral single-use facilities with showers and traditional gendered toilet rooms.

Oliver asked about perimeter fencing. Stright confirmed the property will be fenced with gated entry points. Ornamental fences could be used at the public entrance and cost-effective, coated chain-link fencing would be installed elsewhere. MacArthur stressed that fencing should be welcoming.

### **Adjournment**

11:41 p.m. – MacArthur adjourned the meeting.

Submitted by Darlene Craven