

**Business Improvement District**  
**May 14, 2015**

Board Present: Andrew Ferrin, Sheila Rice, Travis Neil, Mauri Novak, Jason Madill  
Board Absent: Kris Harrison, Garry Hackett  
Staff Present: Joan Redeen

- I. **Call to order:** Andy called the meeting to order at 9:04am.
- II. **Guests:** No guests were present.
- I. **BID Board:** Joan noted that Andrew Ferrin, Sheila Rice and Garry Hackett's terms on the BID Board are due to expire on June 30, 2015. All three have the option to renew for a four-year term that would expire on 6/30/19, if they choose to renew and if the Board would like them to remain on the board. Andrew & Sheila both noted that they would like to renew; Garry has previously expressed interest in remaining on the board. The remaining Board noted that they would like for these board members to remain. Joan will inform the City.
- II. **Approval of minutes from 4-9-15 meeting:** Travis motioned to approve the meeting minutes from the 4/9/15 meeting as presented. Sheila seconded. **Motion passed unanimously.**
- III. **Financials:**

**Monthly Financials:** The Board received the April financials via e-mail. There being no discussion on the financials, Sheila motioned to approve the 4/30/15 financial statements which include the Balance Sheet, P&L, and the P&L/Budget comparison. Travis seconded. **Motion passed unanimously.**

**Budget:** Joan reminded the board that the budget will need to be formally approved at the next meeting. She added that budget amendments for this year's budget will need to be addressed as well.
- IV. **Grant Programs:**

**CTEP:** Discussion on the CTEP program; an updated estimate was provided to the Board. Joan reported that Andrew Finch will be approaching the DDP Board to request TIF funds for the match to complete the 700 & 800 blocks on Central Ave. Andy reported that NCI employees stopped in at Ferrin's to update them on the project; he added that Ferrin's might take advantage of the BID's sidewalk grant and do their sidewalk at the same time.

Joan informed the Board that the BID has already approved \$109,037.50 in grants since July 1; the BID has budgeted \$87,875 for this fiscal year that runs until 6/30/15.

Joan provided the board with copies of the updated grant schedule with the cash flow formula updated.

**Grant Applications:**

Sora and Company: Joan reported that a Business Incentive Grant application was received from Sora and Company. The Board received the application via email. Sora and Company is moving into 318 Central Ave. Sheila motioned to approve Sora and Company's Business Incentive Grant application for \$900.00. Jason seconded. **Motion passed unanimously.**

Joan informed the Board that Sora and Company is also in the process of submitting an interior grant; when the application is complete it will be forwarded to the board.

Madill Enterprises: Joan reported that an Interior Grant application was received from Madill Enterprises. The Board received the application via email. Madill Enterprises is moving into 104 4<sup>th</sup> Street North. Sheila motioned to approve Madill Enterprise's Interior Grant application for a maximum payout of \$10,000. Mauri seconded. Jason abstained. **Motion passed.**

Lace Pistol: Joan reported that an Interior Grant application was received from Garry Hackett for a new shop, Lace Pistol. The Board received the application via email. Lace Pistol is moving into 413 Central Ave, Suite A. Travis motioned to approve Garry Hackett's Interior Grant application for a maximum payout of \$10,000. Sheila seconded. **Motion passed unanimously.**

Joan informed the Board that the Center for Mental Health submitted their receipts for their art grant; the Board noted that payout for the grant can be made upon completion of the mural, as per grant criteria. Update requests need to be made of Belles & Lace for their art grant; Times Square for their façade grant and Brush Crazy for their interior grant. Joan will send letters requesting updates.

It was noted that there is \$1,690 remaining balance in the business incentive grant fund.

Joan reported that a parcel that had previously received a residential grant might be inquiring about additional residential grant money; this parcel had not received the maximum allowable grant funding so there was still funds available to this parcel. The Board noted that they'd entertain a grant application.

## V. Old Business:

### **Beautification:**

MApril: Joan reported that the downtown MApril focus will be happening today and tomorrow. Davidson has challenged downtown organizations to 'look out their back door' and clean the alleys. Many organizations are participating – Mighty Mo, Dragonfly, NWGF, Kaufmans, and Stockman Bank are a few.

Parking Meter Art Project: Joan reported that the project is complete and was unveiled during Cruisin the Drag. It will be at all Alive @ 5 events. The Board noted approval of the completed project. Discussion followed on additional meters and a permanent garden location.

Bike Racks: Joan showed an image of the new bike rack for the Rescue Mission. It is being painted; painting is being donated by Advanced Coatings.

Flowers: Discussion followed on vehicles and water tanks to water flowers this summer. The Board advised Joan to budget \$10K for the purpose of exploring options.

Sound System: Andy reported that the speaker in front of Belles & Lace is not always working.

**BID Expansion**: Discussion on what transpired with expansion; the County passing the ordinance that voided their votes; the City's advice that the BID must start over. The Board advised Joan to continue to review options and pursue expansion.

**Downtown Great Falls Association**: Joan reported that Kellie did a great job with Cruisin the Drag; she created a bingo game that had many participants going into downtown businesses. She is prepping for Alive @ 5 season; Andy reported that there are seven (7) this summer. Discussion on Alive @ Lunch events was held.

Team Trolley: Joan reported that Familiarization Tours were held on the Trolley; the trolley is getting ready to run its summer season. Paris Gibson Square is the ticket outlet and the tours will begin and end there. There remains a need for drivers and docents this summer; docents are volunteers while drivers are paid. Drivers need a CDL with a passenger endorsement.

**Downtown Partnership**: Sheila reported that the first Downtown Showcase was held and was a success; it will be done again with some modifications. Joan noted that the City Commissioners might be interested in a tour of some downtown projects. It was suggested that the County Commissioners also be invited.

Joan reported that Andrew Finch is looking at applying for a grant for Gibson Park for pedestrian crossing improvements. Sheila motioned to approve the BID writing a letter in support of this project. Jason seconded. **Motion passed unanimously.**

**Downtown Safety Alliance**: Joan reported that Business Watch was held on 5/12. The next meeting is 9/8 and the topic is emergency preparedness.

**Johnson Hotel**: Joan noted that there is nothing new to report at this time.

**Parking Commission**: Joan reported that the City has inquired about planting flowers in the planter that is on 4<sup>th</sup> Street in front of the north parking garage. Estimates will be sought and funding options will be explored. Discussion followed on the vacancies on the parking commission.

**Personnel**: Joan reported that she will be out of the office next week Wednesday, Thursday and Friday.

**Visitor's Information Center**: Joan reported that GFDA will be submitting a sponsorship request; the BID will be asked to commit to a figure to paid out over five years to help fund the renovation. The VIC is also in need of volunteers this summer.

**Work Plan 2014-2015**: Joan reported that the 2015-2016 Work Plan will need to be approved at the next meeting. Mauri suggested that the Board establish priorities; he'd like a clear vision of what the BID is focusing on. Jason mentioned his previous idea that we focus on a 'thing' something to give folks a reason to come downtown – carousel or rock wall or Ferris wheel. Discussion followed on wayfinding.

### **New Business:**

Culver Property: Joan informed the board of a visit she had with two brothers who own the parking lot that Wells Fargo has leased for many years; Wells Fargo has given them notice that they will no longer be leasing it as of 8/31/15. The brothers are open to ideas on what to do with the parcel.

VI. **Public Comment:** No public comment at this time.

VII. **Adjournment:** Meeting adjourned at 10:24am.

Andy Ferrin, Chair

Joan Redeen, Staff

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_