

**Business Improvement District**  
**October 8, 2015**

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

I. **Call to order:** Andy called the meeting to order at 9:05am.

II. **Guests:** There were no guests present.

III. **BID Board:** Joan reported that each board member should have received a letter from the City with updates to public meeting rules. She added that the board has the authority to change the time the meeting starts; if board members would prefer a 9:30am start time we can make that adjustment.

IV. **Approval of minutes from 9-10-15 meeting:** Travis motioned to approve the meeting minutes from the 9/10/15 meeting as presented. Garry seconded. **Motion passed unanimously.**

V. **Financials:**

**Audit:** A draft of the audit was provided to the Board via email. Garry motioned to approve the draft of the audit as presented. Mauri seconded. **Motion passed unanimously.** Joan reported that the auditors felt that budget amendments should have been completed in June on line items; budget amendments will need to be done next June. Discussion followed on how the City budgets with fund budgets, rather than itemizing. As noted last month, the City had notified the BID of a potential budget increase of \$65K; the City and our auditor are looking into the budget amendment process for us.

**Monthly Financials:** Joan reported that the bank statement for September just arrived; financials will be forwarded upon completion of the bank rec.

VI. **Grant Programs:**

**CTEP:** Joan noted that there is no new update; it is supposed to go to bid next month and the BID is supposed to be notified when that happens. Construction is set for next spring.

**Grant Applications:**

Feather Your Nest: Joan reported that the Board received their incomplete application via email. They have begun the work but continue to collect estimates for additional work.

Boland Agency Building: Joan reported that she met with Jerry Boland. He plans to submit for an interior, possible façade and possible sidewalk grants. The Board was reminded of the walk-thru conducted of the building and Jerry plans to do the improvements and rent the space out for a few years.

Joan expects to receive receipts and requests for payouts on the Pennant Building interior grant and the Sora & Company interior grant.

Joan provided the board with copies of the updated grant schedule.

VII. **Old Business:**

**Beautification:**

Parking Meter Art Project: Joan reported that she is working with an Eagle Scout on this project; he is meeting with the council for approval of his project early next week. His goal for completion of the project is November. Joan reported that she will go public with a Call to Artists but she needs to find meters first.

Sound System: Andy reported that Good Vibrations worked on the system and it is now working. Steve Alley's employee is going to be turning it down in the evening but Andy and Sue will continue to verify that's been done. Joan noted that an individual stopped into the office to thank us for getting the sound system back up and running.

Trees: Joan reported that the trees at Public Drug on 4<sup>th</sup> Street were vandalized, completely destroyed; six trees were destroyed. She noted that like graffiti she won't tolerate vandalism so Tilleraas was down and replaced them within a week of the incident. The police have no video cameras facing that direction so nothing was seen.

Vehicle: Joan reported that the truck is at Kois and they are installing the water tank.

Joan reported that she's had two inquiries about downtown murals, both from artists outside of Cascade County. Joan noted that all of our art projects have always been made public and are for Cascade County artists. The Board concurred that is what they'd like to have continued for BID art projects.

**BID Expansion:** Joan is working with the City; the City has been provided a proposed area and they are working on getting the assessment estimates together as well as the proposed map and time line. Discussion on the change in ownership of Bennett Motors to Lithia Motors and whether or not they'll support expansion; Joan noted that this remains an unknown, at this time.

**BID Office:** Andy continues to shop for office furniture.

**Downtown Great Falls Association:** Discussion was held on the light party; Joan recommended that Kellie schedule it for some time the week of 10/19. She added that Steve can then get to work on installation during the first week of November and the lights can stay up until next spring.

Barbara Wold Seminar: Joan reported that Barbara Wold was in town last week. Garry noted that he thought she provided a great presentation but he was disappointed in the attendance; that those who needed to be present were not. Joan noted that after the breakfast seminar Barbara met with five retailers. Mauri noted that Nicole at Know Dice enjoyed her visit and felt reaffirmed in what they have been doing.

Team Trolley: Joan reported that the trolley had a successful summer. Ghost Tours are being scheduled in October. Kellie is gearing up for Luminaria Tours.

**Downtown Partnership:** The next meeting of the partnership is 11/19 and it will be a lunch held at the Dark Horse banquet hall as it'll be the annual meeting. Elections were held at the last meeting; Brett is the new Board Chair; Jenn Reichelt (City) and Kellie are the new co-Vice-Chairs and Sheila is the treasurer with Joan remaining on as secretary.

**Downtown Safety Alliance:** Joan reported that the next Business Watch meeting is Tuesday, 11/10 and the topic is Hackers.

**Great Falls Development Authority:** Joan reported that the BID has, in the past, been an investor. They are again asking the BID to be an investor. Joan noted that next month the BID can discuss and vote on whether or not the BID will be an investor; they are asking for a \$1,000 a year commitment. The Board inquired if this is tied to the Visitor's Information Center; Joan noted this is not tied to the VIC, this is an investment in GFDA. The VIC will still likely request funding as well.

**Historic Preservation Advisory Commission:** Joan informed the Board about the HPAC's four different walking tour brochures. The BID provided funding assistance years ago when the Central Business District brochures were printed; Joan noted that the HPAC is in need of funding sources for re-printing their brochures.

**Johnson Hotel:** Joan reported that one incubator space had been rented to Montana Maid Services but they've since moved out and NS Properties is moving into the space. There are two vacancies remaining.

**Montana Downtown Conference:** Joan reported that she and Andy attended the conference; both Joan and Andy noted that it was a great conference. Next year's conference will be held in Butte.

**Parking Commission:** Joan reported that parking commission is scheduled to meet on 10/26 at 3pm in the Rainbow Room in the Civic Center.

National PARK(ing) Day: Joan reported that our 3<sup>rd</sup> National PARK(ing) Day was held on Friday, 9/18 in the southside of the 400 block of Central.

**Personnel:** Joan reported that our Community Ambassador position is back to 20 hours per week with flower watering season behind us.

**Work Plan 2014-2015:** Joan reported that the work plan is being worked.

VIII. **New Business:** Joan brought up a phone call she received from Greg Doyon regarding current public intoxication laws in the state; Billings is proposing new legislation. Joan will forward the current law to the Board for their review.

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

X. **Adjournment:** Meeting adjourned at 9:55am.

Andy Ferrin, Chair

Joan Redeen, Staff

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

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