

Business Improvement District
January 14, 2016

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

- I. **Call to order:** Andy called the meeting to order at 9:04am.
- II. **Guests:** Brad Livingston reported that he is the new CEO of the Great Falls Area Chamber of Commerce and is in the process of reaching out to Chamber members to visit. He's looking to find ways that the Chamber can partner with the BID and DGFA and support businesses.
- III. **BID Board:** Joan reported that the City held their annual board training on Monday, January 11th. Jason was in attendance and has asked that the board consider setting up BID related email addresses. Discussion followed. The Board decided that individual board members can set up their own BID related email addresses if they wish to do so.
- IV. **Approval of minutes from 12-10-15 meeting:** Joan reported that there is one correction: GF Tax Services should be GR Tax Services. Sheila motioned to approve the meeting minutes from the 12/10/15 meeting with corrections, as noted. Travis seconded. **Motion passed unanimously.**
- V. **Financials:**

Monthly Financials: The Board received the September, October, & November financials via e-mail. There being no discussion on the financials, Sheila motioned to approve the 9/30/15, 10/31/15 & 11/30/15 financial statements which include the Balance Sheet, P&L, and the P&L/Budget comparison. Kris seconded. **Motion passed unanimously.**

December bank reconciliation was just completed, financials will be sent to the board for review.
- VI. **Grant Programs:**

CTEP: Nothing new to report at this time. It was reported that the streetscape will go up to 8th.

Grant Applications: No grant applications at this time.

Joan provided the board with copies of the updated grant schedule.
- VII. **Old Business:**

Beautification:
Holiday Décor: Joan reported that the décor is coming down, with the exception of the lights on the trees that will remain through March.
Sound System: Joan reported that the sound system will need to be relocated within the Dunn Brown building due to the construction that will be taking place there. She added that Sue Ferrin would like to solicit for an exclusive radio sponsorship to cover the costs of maintaining the sound system; estimated at \$500 annually. Discussion followed; the board decided they'd prefer satellite radio. Joan was instructed to let Sue to not solicit for a sponsorship; connect with Good Vibrations to move the system; and to get the system back up and running for satellite radio.
BID Expansion: Joan reported that we have been given the go ahead from the City to proceed with the new proposed, smaller expanded area. The new area includes 52 parcels with a potential annual income of approximately \$46K. The deadline for getting the ballots to the City is 2/9; the deadline for owners to get their ballot back to the BID will be 1/29. All ballots are ready for delivery.
Downtown Great Falls Association: DGFA is launching a Soup-er Bowl Cook Party on 1/30. The Chicks are hosting their next art tour on 2/27.
Museum Consortium Funding: Joan reported that DGFA has approved the \$2,500 for the Museum Consortium, pending BID approval of funding. Sheila motioned to approve funding \$2,500 to go to DGFA for the sole purpose of funding the Museum Consortium request. Travis seconded. **Motion passed unanimously.**
Team Trolley: Joan reported that the trolley ended the year with success. The luminaria tours ran without issue with the exception of the 30th when the heater broke. With the income from the Luminaria tours

DGFA will be able to make their final payment to Carol Place and will own the trolley as of April, 2016. Joan noted that there remains a need for drivers.

Downtown Partnership: Sheila reported that the next meeting is 1/28 at 9am. She noted that the DDP is discussing applying for a federal art grant.

Downtown Safety Alliance: Joan reported that Business Watch was held on Tuesday, 1/12. The topic was Incident Management. A training program called Safariland was discussed as a possible future Business Watch program; it wouldn't fit the Business Watch model. It was suggested that the BID could possibly sponsor in the future. The next Business Watch is 3/8/16 and the topic is Social Media.

Historic Preservation Advisory Commission: Joan provided the Board with copies of a letter requesting the BID assist HPAC with funding the River's Edge Walking Tour brochure. The initial bid was \$2,250 and they are asking the Tourism Alliance and the Central Montana Tourism region to contribute. The Board recommended that HPAC also inquire with the River's Edge Trail. Travis motioned to approve funding \$750 toward the printing of the River's Edge Trail walking tour brochures. Kris seconded. **Motion passed unanimously.**

Johnson Hotel: Joan reported that there is one vacancy remaining in the incubator. She added that KDS Networks have video footage of three young men on the roof of the building; they did not access via the fire escapes. The information has been forwarded to the association as well as the GFPD. An email was sent to the association noting that the BID would have no objection to KDS installing additional cameras or changing the door codes.

Parking Commission: The Parking Commission has been challenged by the Mayor to come up with ideas on how to address the parking issues. The make-up of the Parking Commission was discussed.

Personnel: Nothing new to report at this time.

Work Plan 2014-2015: Joan reported that the work plan continues to be worked.

VIII. **New Business:** Joan reported that during the HPAC meeting Ellen Sievert reported that Stockman Bank's architect had called to inquire about possibly tearing down the building the BID office is located in and putting in a parking lot. It was noted that there is nothing official, it was simply an inquiry. Ellen reported that she was not in support as the building is a contributing building to the historic district.

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

X. **Adjournment:** Meeting adjourned at 9:58am.

Andy Ferrin, Chair

Date: _____

Joan Redeen, Staff

Date: _____