

Business Improvement District
February 11, 2016

Board Present: Andrew Ferrin, Kris Harrison, Travis Neil, Mauri Novak, Garry Hackett, Jason Madill, Sheila Rice (via telephone)
Guests Present: Brad Livingston, Randy Lynes
Staff Present: Joan Redeen

- I. **Call to order:** Andy called the meeting to order at 9:03am.
- II. **Guests:** Randy Lynes addressed the board in regard to the BID assessment on his property tax bill; he is a resident and owner in the Montana building. He noted that the assessment formula needs to be equitable and for a resident-owner it is not. It was noted that the formula was established in 1989 and has never had any changes made to it. The Board will explore how the assessment formula is calculated and what options might exist for the Board. Randy invited the BID to attend the Montana building's annual meeting on March 21st at 6pm at Crooked Tree.
- III. **BID Board:** Joan reported that the location of the BID meetings (address) has been added to the agenda.
- IV. **Approval of minutes from 1-14-16 meeting:** Travis motioned to approve the meeting minutes from the 1/14/16 meeting as presented. Garry seconded. **Motion passed unanimously.**
- V. **Financials:**

Monthly Financials: The Board received the December, 2015 & January, 2016 financials via e-mail. There being no discussion on the financials, Garry motioned to approve the 12/31/15 & 1/31/16 financial statements which include the Balance Sheet, P&L, and the P&L/Budget comparison. Mauri seconded. **Motion passed unanimously.**

The Board instructed Joan to transfer \$40,000 from the checking account to the money market.
- VI. **Grant Programs:**

CTEP: Nothing new to report at this time, the project did go up for bid.

Grant Applications: DDP: Joan reported that an Art Grant application for the Downtown Development Partnership was provided to the Board via email. The project is installation of a mural on the Northside parking garage. Garry motioned to approve the Art Grant for the DDP for \$1,250. Travis seconded. **Motion passed unanimously.**

Joan reported there has been some suggestion that the BID come up with a marketing grant program to fund social media marketing. The Board noted that this is not something they would consider at this time. Joan will send out a letter to Brush Crazy to inquire about the status of their grant. Joan provided the board with copies of the updated grant schedule.
- VII. **Old Business:**

Beautification: Holiday Décor: Joan reported that the holiday lighting remains out and will be in place until after Western Art Week. The initial five pieces of vintage décor have been stripped; they will be sent to the high school for welding and then to Advanced Coatings for sandblasting and painting. There has been no expense involved as of yet; approximately 5-10 hours of volunteer time have been provided on the project so far.

Parking Meter Art Project: Joan reported that we have three parking meters now; the goal is to have eight. A bid has been requested from Tilleraas for the planter but an additional Eagle project may come of it to get the concrete pillars in place for the parking meter poles.

Sound System: Andy reported that he is working with Steve Alley to move the heart of the sound system. The timers are set to run from 10am to 10pm; Joan noted that there have been no complaints.

BID Expansion: Joan reported that votes for expansion were 44.441%; against expansion was 49.82%. We needed an additional 15.66% in order to pass but only 5.74% did not cast a vote. Lithia did vote against expansion, their votes comprised 23.33%. Discussion followed on expansion and possible options; Joan noted that the BID is up for renewal in 2019 and could attempt expansion in conjunction with renewal if the Board wished to do so.

Downtown Great Falls Association: DGFA held their first annual Soup-er Bowl Cook off. They received the \$2,500 funding from the BID and they have provided that funding to the Museum Consortium.

Team Trolley: Joan reported that the trolley will be running at the end of this month for an Art Tour, it'll be the first run for the trolley this year.

Downtown Partnership: The DDP will be meeting on 2/24; they are back to meeting once a month for now. Wayfinding is the big topic and upcoming project that they hope to tackle. Brad noted that he is trying to figure out what role the Chamber might play in the DDP.

Downtown Safety Alliance: Joan reported that the next Business Watch will be held on Tuesday, 3/8. The topic will be Social Media Safety.

Johnson Hotel: Joan reported that there will be an association meeting scheduled in the near future. It was also reported that a 3-day notice was served on one of the tenants in the incubator and that tenant has brought the account up to date and paid in advance. The rental agreement was discussed; it's a simple 2-page month-to-month agreement with no clause for a late fee. The Board instructed Joan to add a clause that allows for a late fee and to send an addendum to all current tenants that allows for a late fee.

Parking Commission: The Parking Commission meets again on 2/22 – they continue to work on their plan that will be presented to the City Commission in early March. At their most recent meeting on 2/8 they had a full commission present with two new appointees.

Personnel: The office will be closed in recognition of President's Day on Monday.

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

VIII. **New Business:** Brad inquired about the possibility of installing Wi-Fi in the Gibson Park. It was noted that Gibson Park is outside of the BID's boundaries. Discussion followed on Wi-Fi being provided and the liability being taken on by an organization that funds it.

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

X. **Adjournment:** Meeting adjourned at 10:04am.

Andy Ferrin, Chair

Date: _____

Joan Redeen, Staff

Date: _____