

**Business Improvement District**  
**April 14, 2016**

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

- I. **Call to order:** Andy called the meeting to order at 9:05am.
- II. **Guests:** Bill Collins was introduced to the Board; he is with Easter Seals Goodwill and has applied to serve on the BID board.
- III. **BID Board:** Joan presented Mauri & Travis their certificates that the City Commission presented on 4/5. Joan reported that three board members will have their current terms expire on 6/30/16 and are all eligible to serve an additional 4-year term, expiring 6/30/20. Mauri Novak, Travis Neil and Jason Madill; Mauri noted that he will not be renewing his term. Travis and Jason will let the board know what their plans/intentions are by the June board meeting. It was reported that there are already three applicants for the board.
- IV. **Approval of minutes from 3-10-16 meeting:** Travis motioned to approve the meeting minutes from the 3/10/16 meeting as presented. Garry seconded. **Motion passed unanimously.**

V. **Financials:**

**Monthly Financials:** The Board received the February financials via e-mail. There being no discussion on the financials, Garry motioned to approve the 2/29/16 financial statements which include the Balance Sheet, P&L, and the P&L/Budget comparison. Mauri seconded. **Motion passed unanimously.**

**Budget 2016-2017:** Joan presented the current budget to the board and reported that a draft for FY16-17 will need to be presented at the May meeting with formal adoption at the June Board meeting.

The Board was reminded that budget amendments for the current fiscal year will need to be done at the June board meeting.

VI. **Grant Programs:**

**CTEP:** Joan reported about meeting with the City and Murphy about the south side of the 200 block of 1<sup>st</sup> Ave South. The Board acknowledged that if there are unused funds from the additional \$67,100 the BID has committed to the CTEP project those funds could be put toward completion of this block. Joan added that Area's 3 & 9 are complete; they are finishing Area 2 and are working on Area 1 now and will be starting Area 4 next.

**Grant Applications:** B Creative Design & Decor: Joan reported that a Business Incentive Grant application was received from B Creative Design & Décor. The Board received the application via email. B Creative is moving into 610 Central Ave on May 1<sup>st</sup>. Travis motioned to approve the Business Incentive Grant for B Creative Design & Décor for \$1,250. Mauri seconded. **Motion passed unanimously.**

Joan reported that the art project surrounding the Rocky Mountain building has been removed; some of the artists retrieved their artwork.

Madill Enterprises interior grant for \$10K was paid out.

The Rocky Mountain building will be due for an update by July, 2016. Mauri noted that an update will probably be provided prior to then.

Joan will send out a second letter to Brush Crazy to inquire about the status of their grant. They have not submitted a written update with new estimate for completion; they have submitted about \$25K in receipts, their original estimate was \$250K – it was noted that if final payout was made on the grant they would receive 10% of their actual receipts.

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

VII. **Old Business:**

**Beautification:** Art Project: Joan reported that we are having a temporary art project installed this weekend; a senior at Great Falls High who is an AP art student will be yarn bombing 11 trees by Davidson plaza on Central Ave. The installation will begin this Saturday, 4/16 and the goal is to have it in place until International Yarn Bomb Day on 6/11. Garry motioned to provide a stipend to the artist of \$150 to cover

the costs of the yarn. Half will be funded now and the final half will be funded upon removal of the project in June. Travis seconded. **Motion passed unanimously.**

Holiday Décor: Joan showed the Board the five vintage décor pieces; one is complete, two are in the process. The garland that has been purchased has a 5-year warranty against fading; expense is just over \$400 so far. Expenses include the repair done by CM Russell High School welding shop; the sandblasting and painting and the new garland. It is running about \$100-150 per piece, so far. New décor starts at approximately \$315 and go up. Jason motioned to approve spending up to \$2,000 on holiday décor and seeing how many additional pieces of décor can be restored. Travis seconded. **Motion passed unanimously.** Discussion on removal of the lights; it was noted that Pre-Release volunteers are used for removal and they will be removed in the next few weeks. Joan will inquire with Jonas if there are any lights remaining that were not installed; if everything we own is out then additional lights will be acquired before November.

Parking Meter Art Project: Joan reported that we have five parking meters now; the goal is to have eight. As soon as all eight meters are acquired a Call to Artists will be made public. She continues to look for a Scout who needs an Eagle project to complete the concrete pillars.

Sound System: Andy reported that he has a couple more weeks before the heart of the system will need to be moved. He and Doug replaced all of the batteries on the timers.

Flower Pots: Joan presented a new type of flower pot that self waters; Earth Planters. The flowers have already been planted for this season but the goal would be acquire these planters for next spring. These pots would allow for watering once every 3 weeks. Earth Planters is creating a hanging basket but doesn't currently have them; the pots we are presently looking at would be for the rock planters. It was recommended that we budget for these for the FY 16-17 so we have them for planting next spring.

**BID Assessment Formula:** Joan reported that the City has set up an additional land use code so the BID can add a 4<sup>th</sup> component to our assessment formula. It is as simple as establishing something along the lines of BIDR and setting a few tied to it – this component would only apply to those residential condominium units located within the BID; currently 21 units in the Montana Building, 3 units in the Johnson and 1 unit in 501 Central Ave. If new condominiums are established at any time those units can use this new formula. This formula would go into effect with the new fiscal year. Joan will inquire with other BID's in the state what they do for parcels that have a residential component in them and she will provide the Exhibit A spreadsheet from the City to the Board. Joan reported that she did attend the Montana building's annual meeting; they are just waiting to hear what the BID decides.

**BID Expansion:** Joan reported that 16 property owners, who voted for expansion, received a letter letting them know that we were not successful. Jason discussed his idea of a trail from downtown to the universities/hospital/mall. He suggested that the BID attempt to expand to include the parcels between downtown and up 9<sup>th</sup> Street to create this trail. Joan noted that this idea could, potentially, be broached in conjunction with city-wide wayfinding.

**BID Office:** There is no news or new information in regard to Stockman Bank and any plans they may have for the BID office. Joan and Kellie did tour the Rocky Mountain building; it was noted that the BID will not find a location with the rental rate we are currently paying. There are many possibilities if Stockman should suddenly give notice.

**Downtown Great Falls Association:** This Saturday is the 5<sup>th</sup> Cash Mob; everyone is asked to show up at Crooked Tree at 10am on Saturday and where the mob is headed will be announced. Joan reported that there will be a Murder Mystery taking place at Hotel Arvon this week; set in the 1920's so there will be many people in costume downtown throughout the weekend. This summer DGFA will be holding a new event; they will be holding one event a month called Music on the Mo, a family friendly marketplace. DGFA has formally requested some assistance with paying for marketing for their new event as well as all of their other events. Joan informed the board the history of the BID supporting DGFA; noted that DGFA is the member based organization and anyone in the City can be a member; many of their events are not money makers they are put on to promote downtown. Travis motioned to approve \$5,000 to DGFA to support their marketing efforts. Mauri seconded. **Motion passed unanimously.**

Team Trolley: Joan reported that the trolley will be in need of a new transmission; Garry noted that the trolley is paid in full and is on the path to make money for DGFA. Joan added that DGFA will be pursuing Crowd Funding for the trolley.

**Downtown Partnership:** Sheila has asked Joan to speak at the State Housing Partnership Conference on 5/25; Joan inquired if the BID would fund a hotel room for her Tuesday night, she'd speak Wednesday and return. The Board noted they are fine supporting that. Joan reported that she will be attending a Placemaking Workshop on 5/2 & 5/3 in Helena.

**Downtown Safety Alliance:** Joan reported that the Coins for a Cause distribution was made to Opportunities, Inc. It was \$537.45, consisting of the contributions to the program from last year. She added that beginning on 5/1 the GFPD is unveiling a new program. The focus will be downtown and we will see an increase in law enforcement – likely 3 to 4 police officers patrolling downtown regularly. They will be writing citations to anyone; jaywalking, cell phone violations, disturbing the peace, etc. No one will be exempt. Mauri noted that he was impressed by the decrease in crimes in other cities that have implemented this program; the cities noted an increase in traffic citations and calls but a decrease in all crimes. The GFPD will be doing PR to let the community know that this program is being rolled out. Our next Business Watch meeting will be held on Tuesday, 5/10 and Officer Katie Cunningham will be presenting this program at that time.

**Johnson Hotel:** Joan reported that there is currently one vacancy and another tenant who has noted that they will be giving notice. There was a restroom issue that has been resolved and an issue with the emergency exit that has been taken care of.

**Parking Commission:** The Parking Commission held their public meeting and about a dozen people attended. The survey has had over 815 responses. The Commission meets next Monday.

**Personnel:** Joan noted that she will be out of the office for part of the day on 4/29, out 5/18 to 5/20 and taking vacation the week of 6/20. She added that she'll be in Helena 5/2 & 5/3 for work, in Kalispell 5/24 & 5/25. She reported that she's hired a new employee to do trash removal, Jon Brewer starts work tomorrow morning.

**Work Plan 2016-2017:** Joan presented the current work plan to the board and noted a few modifications that can be made. She reported that a draft for FY16-17 will need to be presented at the May meeting with formal adoption at the June Board meeting.

VIII. **New Business:** Joan reported that Benefis sent out a packet explaining that the possible hospital school, that the BID had written a letter in support of, will be established in Idaho.

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

X. **Adjournment:** Meeting adjourned at 10:51am.

Andy Ferrin, Chair

Joan Redeen, Staff

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

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