

Business Improvement District
August 11, 2016

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

- I. **Call to order:** Andy called the meeting to order at 9:04am.
- II. **Guests:** No guests were present.
- III. **Downtown Great Falls Association:** Kellie reported that DGFA's final Music on the Mo fundraiser is tonight; more vendors than previous. DGFA has grown their membership due to the vendors working the events. DGFA is working on a fun run with Mighty Mo, to be held on Saturday, September 17th. She reported that the summer tour season of daily tours for the trolley will wrap up the end of August. One individual has inquired about the trolley driver position. Sheila noted that in Detroit there is an event called "Slow Roll Detroit".
Joan reported that she asked the auditor for rough estimates on the financial review that the BID could request DGFA have done. DGFA's accountant said approximately \$3,000 to \$5,000. The BID's auditor noted that he knows nothing about DGFA's financial activity; he said there were three options to consider: 1. a compilation that doesn't test numbers and costs between \$1,000-\$1,500; 2. a review that tests some numbers and costs between \$2,000-\$3,500; or 3. an audit that tests all accounts and costs at least \$4,000. The BID board noted that they'll make a decision next year if they wish to pursue this.
Joan reported that DGFA will reimburse the BID for trolley payroll on a quarterly basis.
- IV. **BID Board:** Joan provided the BID Board with the Boards and Commissions Handbook from the City; all board members, except Jason, signed receipt for it. Joan will deliver the signed receipts to Krista Artis in the City Manager's office; Jason noted that he would deliver his own receipt.
Joan reported that the advertising for the opening on the BID board has ended; the City asked for the BID Board to reconfirm their recommendation for appointment from the two applicants; Bill Collins with Easter Seals Goodwill and Max Grebe of L'Heureux Page Werner. Sheila motioned to reconfirm that the BID Board would like an architect to serve on their Board. Garry seconded. **Motion passed unanimously.**
- V. **Approval of minutes from 7-14-16 meeting:** Garry motioned to approve the meeting minutes from the 7/14/16 meeting as presented. Kris seconded. **Motion passed unanimously.**
- VI. **Financials:**
Monthly Financials: No financials were prepared for the Board yet; bank reconciliations were just completed so June & July financials will be emailed to the Board for review.
- VII. **Grant Programs:**
CTEP: Joan reported that the streetscape project is wrapping up; the 700 block should be done before too long and then they'll just have their final clean-up list to take care of. No information on the City and the remaining funds they may need, yet. Andy inquired about the decorative concrete on 4th Street; Joan reported that was done by Montana Elastomers and it is complete. Sheila recommended that the City be notified that there are dissatisfied property owners.
Grant Applications: Originality: Joan reported that an Interior Grant application was received from the Originality. The Board received the application via email. Kris motioned to approve Originality's Interior Grant application for \$3,367.83. Jason seconded. Garry abstained. **Motion passed.**
Joan reported that Mighty Mo and the Johnson Hotel building have both requested bids for replacing their sidewalk during the construction, so there may be some additional sidewalk grant applications received.
Brush Crazy: Joan reported that they requested an extension to the end of August.
Rocky Mountain Building: Joan sent letters requesting an update from the Rocky Mountain building on both their façade, as well as their residential, grants.
Joan provided the board with copies of the updated grant schedule.
- VIII. **Old Business:**

Beautification: Holiday Décor: Joan reported that we are moving right along on the décor. Additional supplies will be ordered; additional pieces that are still in the City's storage will be taken to the high school once school is back in session. We should have them all completed before holiday season. Andy inquired if we need to acquire additional lights; Joan will check with Jonas. Kris inquired if we've done anything for our volunteer; Joan reported that she plans to do something. Garry suggested our volunteer ride in the parade or get a ride on the trolley.

Parking Meter Art Project: Joan reported that the Call to Artists will go live on Monday, August 15th. Eight meters are ready for artists. The Eagle project is slowly moving forward. Andy will take the portable parking meter art wagon to Music on the Mo tonight.

Placemaking: Joan reported that the DDP submitted a grant application to the Montana Main Street for the pedlet. The BID was listed as one of the sources for a funding match. The Board of Realtors also has placemaking grants and those are being explored as a possible match for the Main Street application.

Roberts Park: Joan reported the crosswalk project is moving forward; the City has given the go ahead, Sherwin Williams is donating paint. The extra supplies needed, like paint trays & rollers will be requested from Ace Hardware. Jason wanted it noted, on the record, that he thinks this project is dangerous and he does not support it.

Sound System: Andy reported that the system is shut down due to the construction taking place in the building where the main console of the system is located. He added that they toured Garry's new building at 511 Central as a possible future location for the main console. Jason suggested that the BID explore replacing the whole system; Joan noted that she's been exploring the system Salt Lake City has.

Vandalism: Joan reported that it's that time of year; we've had some recent graffiti on trash can lids and it's been cleaned up.

BID Office: Nothing to report at this time.

Downtown Partnership: Joan reported that the DDP is the lead on the Wayfinding project. Garry noted that the Board of Directors remained the same. Kellie added that the Montana Main Street grant application was submitted on August 1st for the pedlet project.

Downtown Safety Alliance: Joan reported that the next Business Watch is 9/13; the topic is Emergency Preparedness. It was noted with the recent fire & flooding it is a timely topic; the new Emergency Manager for the City, Dave Nordel, will be the speaker. Joan added that the topic schedule for 2017 is complete; 2 sponsors are lined up and 3 more are needed.

Johnson Hotel: Joan reported every tenant has paid in full. There are two vacancies in the incubator.

Parking Commission: Joan reported that the next Parking Commission meeting will be 8/15; they presented their proposal to the City Commission and it was denied.

Personnel: Joan reported that we have a new Community Ambassador II who is doing our trash removal; just started working on the 5th.

Work Plan 2016-2017: Joan reported that the work plan continues to be worked.

IX. **New Business:** Joan reported that the Young Professional Summit is August 19-21st being held here in Great Falls and the Montana Downtown Conference is being held in Butte October 5-7th.

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

XI. **Adjournment:** Meeting adjourned at 9:38am.

Andy Ferrin, Chair

Joan Redeen, Staff

Date: _____

Date: _____