

Business Improvement District
100 1st Ave North
February 8, 2018

Board Present: Andrew Ferrin, Garry Hackett, Alison Fried, Jason Madill, Sheila Rice, Travis Neil, Max Grebe

Staff Present: Joan Redeen

Guests Present: Tracy Houck, Darrin Schreder

- I. **Call to order:** Andy called the meeting to order at 9:01am
- II. **Guests:** Introductions were made.
Tracy Houck reported that she is the City Commissioner appointed as the liaison with the BID Board; she is available if the BID board needs her.
Darrin Schreder is working with Jason Madill to re-brand and re-open Faster Bassett, it'll be called Elevation and will be located on the second floor of the Strain building at 410 Central Ave. They will have light fares and have a full liquor license.
- III. **Downtown Great Falls Association:** Joan reported that DGFA has had some interest expressed in the trolley. They are holding their first private charter this weekend with their agreement with Blacked Out 406; they will be providing a private 2-hour historic charter.
- IV. **BID Board:** Discussion on the City's board training that BID board members recently attended. Changes were recommended to the agenda allowing for public comment at the beginning; that change will be made for the next board meeting. Discussion on BID related emails; the board decided that they will not make this change but will recommend it for new board members. Discussion on liability coverage for the board. Discussion on closed meetings.
- V. **Approval of minutes from 1-11-18 meeting:** Max motioned to approve the meeting minutes from the 1/11/18 meeting as presented. Sheila seconded. **Motion passed unanimously.**
- VI. **Financials:**
Monthly Financials: The Board received the December financials via e-mail. There being no discussion on the financials, Sheila motioned to approve the 12/31/17 financial statements which include the Balance Sheet, P&L, and the P&L/Budget comparison. Max seconded. **Motion passed unanimously.**
Joan noted that the November assessment disbursement arrived and was deposited. The January bank statement is in and will be reconciled shortly. Coins for a Cause was explained.
The Board was provided with the budget to actual expenses.
- VII. **Grant Programs:**
Grant Applications:
Dunn Brown: Joan reported that the Dunn Brown's grants were all completed, receipts for the interior grants were submitted and only two of the four grants were paid out. Travis motioned to approve the payout of the final two interior grants for \$1,620 and \$922. Max seconded. **Motion passed unanimously.**
Sora & Company: Joan reported that an Interior Grant application was received for Sora & Company moving to 114 Central Ave. The Board received the application via email. Discussion on shelving and items specific to their business. Sheila motioned to approve the Interior grant contingent upon the property taxes being current on the property and not covering shelving for Sora & Company for \$5,600. Travis seconded. **Motion passed unanimously.**
The updated grant schedule was provided to the board.

VIII. **Old Business:**

Beautification: BID Vehicle: Joan reported that a bid was received to install graphics on the BID's truck; approximately \$2,400 plus design would be the cost of the full-wrap and \$250-750 would be the costs of decals. The board decided to have the BID truck, the Arctic Cat and the new bike/kiosk be uniform in their branding with full wraps. Travis motioned to approve full wrapping of the truck, cat, and bike/kiosk not to exceed \$4,000. Max seconded. **Motion passed unanimously.**

Downtown Thing aka GF Thing: Joan reported that the BACI group would like to see improvements made in Davidson Plaza. The highest responses to their surveys were for a fountain/splash park in the Plaza. BACI has asked if the BID would be willing to fund design of a fountain in the plaza; Joan noted that she has already reached out to TD&H to explore what design might cost. The consensus among the board is that they are willing to explore the cost for design. Once design is done and a price can be put to the costs of installation of a fountain the TIF fund can be explored for implementation if it is decided to move forward.

Art Projects: Joan reported that she will be doing two traffic signal boxes this summer; the corner of Central & 5th Street the BID will fund and the corner of 1st Ave N and River Dr the DDP will fund. A Call to Artist will go public in March or April, so artists can be selected by May.

Trash Removal: Joan reported that Family Practice on the corner of 1st Ave N and 6th Street sent a letter to Service Master complaining about their use of Family Practice's dumpsters. Joan spoke to the property/business owner, the issue seems to be resolved at this time.

Sound System: Good Vibrations/Sound Pro appeared during the meeting to install the new Mood Media/Pandora's box.

Trees: Andy asked how long the lights will be up on the trees. Joan reported that Tilleraas has advised removing the lights as the trees need room to grow. She added that we've used volunteers in the past to remove lights and we pay Jonas to install; if we remove the lights we will need to pay for installation in the fall.

BID Office: Joan reported that Kellie, Garry & Travis met and viewed a few properties; letters were mailed out to prospective landlords asking for their proposal. The Board was provided the list of properties; noting that landlords who have responded with proposals. Travis noted that the Downtown office needs to be located on the ground floor; if the board feels that the office should be located anywhere other than the ground floor then the office should move back to the 3rd floor of the Johnson building. Garry noted that the building located at 510 1st Ave N is the most viable, able to meet the BID's goals; Garry asked that all BID board members go and look at the property. Discussion on the BID's use of a federal grant for the Johnson building; Joan has been informed, in recent years, that Great Falls no longer meets the requirements for these grants. Sheila asked for financials on the 510 1st Ave N building. Discussion on the BID owning property and if the BID were to not be renewed in 2019. Joan reported that Renewal will be placed on the BID's agenda beginning in June; this time next year we will know if we are renewed. Extensive discussion on location of the Downtown office; Andy recommended that the committee narrow the list down to two to three locations and come back to the Board with the shortened list.

Johnson Hotel: The Board was presented with the offer received from KDS Networks this morning. KDS has offered \$210K; accepting the Board's counter. Garry motioned to sell the BID's entire ownership interest in the Johnson building located at 417 Central Avenue for \$210,000, upon legal review. Travis seconded. **Motion passed unanimously.** Joan inquired with the board which attorney they would like to have review this; the Board advised that the City's attorney should be the BID's legal resource. Joan will send the offer to the City's attorney for review prior to Andy signing acceptance of the offer.

Downtown Partnership: Sheila reported that the Rescue Mission came to the last DDP; Joan noted that they would like to attend a BID board meeting in the future as well.

Pedlet: Joan reported that the pedlet is in MDT's hands for their approval. Upon approval the pedlet will be made public to the businesses that have expressed interest. Discussion on the statement 'Each eligible property/business may only obtain one pedlet grant every five years.' It was noted there are some business owners who might wish to have more than one in different locations.

Downtown Safety Alliance: Joan provided the Board with the new Coins 2.0 rack cards. She reported that a check was presented to the GFPD Volunteer program for last years contributions. Shane, with the Chamber, has asked KRTV if they can provide public service announcements for a year to make folks aware of the program. Joan added that Adam Hunt, GFPD BRIC Officer, has been trying to figure out solutions to the issues that Kenny's Downtown presents – single sale of expired cans of alcohol. Discussion has been held at the Safety Alliance meetings about how to address these issues; a petition may be generated for businesses and property owners to sign. The current Community Leadership Institute group project is the corner of 6th Street and Central Ave so they may also be working on the petition idea. The GFPD Volunteer program is advertising; the program will be explained at the March Business Watch along with the Citizen's Academy. MApril will also be April 27th downtown; the BACI group will be working on the installation and recreation of the artistic cross walks.

Parking Commission: Joan reported the Parking Commission continues to work through their strategic planning process.

Personnel: Joan reported that it is time to start advertising for additional seasonal Community Resource Ambassadors.

Work Plan 2017-2018: Joan reported that the BID is working the work plan for FY 17-18.

IX. **New Business**: Joan provided the Board with the City's survey on CDBG funding; Sheila asked that everyone submit the survey.

Joan reported that the Urban Art Project has an opening reception on Monday, 2/19. Alison pointed out that Jean Price has been coordinating this project for 12 years. Joan added Carol Bronson at NWGF is working with Jean to install new banners, a bike rack (BID funded) and improved landscaping. They plan to host a reception in June celebrating these improvements.

X. **Public Comment**: No public comment currently.

XI. **Adjournment**: Meeting adjourned at 10:45am.

Andy Ferrin, Chair

Joan Redeen, Staff

Date: _____

Date: _____