

Business Improvement District
318 Central Avenue
February 14, 2019

Board Present: Andrew Ferrin, Travis Neil
Board Absent: Max Grebe, Garry Hackett, Jason Madill, Alison Fried, Sheila Rice
Staff Present: Joan Redeen
Guests Present: Kate McCourt

- I. **Call to order & Roll Call:** Andy called the meeting to order at 9:10am; roll call of all present, a quorum was not established.
- II. **Guests:** Kate McCourt, Historic Preservation Officer with the City of Great Falls, introduced herself. She is new to Great Falls and is the full-time HPO for the City and the County.
- III. **BID Board: Conflict of Interest:** None; nothing further to report on the board at this time.
- IV. **Approval of minutes from 1-10-19 Board meeting:** A quorum was not established, so meeting minutes were not discussed or approved.
- V. **Financials:**
 - Monthly Financials:** A quorum was not established, so financials were not discussed or approved. Joan reported that Stockman Bank has a special on a CD; she is recommending that the board put \$150K in a CD for 11 months at 2.25%.
 - Audit RFP:** Joan reported that she will be looking for direction from the board as no direction was provided last month. She added that there are four auditors in Great Falls that are approved by the state for the BID to work with.
 - The updated Budget vs. Actual report was provided to the Board.
- V. **Grant Programs:**
 - Grant Applications:** The grant schedule for FY 2019 was provided to the board.
- VI. **Old Business:**
 - Beautification: Flags:** Joan reported that she mailed out six requests for flag bids, to create a downtown flag that we can have hanging in our flag brackets on Central; the deadline for submission of bids is 2/28.
 - Graffiti Removal:** Joan reported that she'd had a conversation with the Volunteer Coordinator at GFPD about how to set up a formal graffiti removal program; expanding the current BID program.
 - Sound System:** Joan reported that they are just waiting on a break in the weather to move the antenna.
 - Trash Enclosures:** Joan continues to explore the possibilities.
 - Snow Removal:** Joan reported that the Cat is 11 years old; seven years old to the BID. We've had continuous issues with it working in cold weather. Joan is preparing a bid request for snow removal to be done in the winter months, possibly commencing winter 2020 depending on what the bids are.
 - Downtown Great Falls Association:** Kellie reported that DGFA has a new board member, Conrad Duffy. She is busy planning craft beer week; lots of sponsorship opportunities available; the 10th Beer Now international bloggers conference is happening in conjunction with the Brew Fest. Sunday 6/2 to Saturday 6/8. Sunday is the obstacle course; Monday is trivia night at Enbar with the Mister Sisters doing beer trivia; Thursday is Beer Olympics; Friday night is the hop on beer tours; and Saturday is the brew fest. There will be three Music on the Mo events this summer, all being held at Gibson Park. They are doing two night markets, one in May and one in August. The Farmer's Market is working on extending into the 100 block of Central Avenue this summer.
 - Downtown Partnership:** Joan reported that the Great Falls Development Authority is the lead on the microvisioning for the Montana Main Street Grant. The potential ideas for locations of microvisioning are the north side of the 100 block of Central Ave; the southside of the 200 block of 1st Ave South; the northside of the 500 block of Central Ave; and the intersection of 6th and Central

Ave. Once the results of the RFP are known, actual locations will be decided upon. The consultants may be used to help finalize the list of locations. The RFP is due to be sent out this month. Joan added that the sale on the Rocky Mountain building did close.

Downtown Safety Alliance: Joan reported a joint BID/DGFA Board meeting will be held on Thursday 2/28 at 8:30am at Mighty Mo. Chief Dave Bowen, with the Great Falls Police Department, will be joining the boards to bring them up to date on the BRIC officer position and what GFD is doing. She added that the BID, DGFA and the Safety Alliance all sent letters to Chief Bowen asking that the BRIC officer be reinstated as soon as possible. She noted that the Directed Enforcement Team has been in the Downtown office and introduced themselves and they are now covering downtown; they have worked with the BRIC officer in the past, so they are familiar with the issues downtown. This means that downtown will have one sergeant and four officers.

National Main Street Conference: Joan reported that the National Main Street Conference is March 24-27 in Seattle. Joan and Kellie are registered and will be speaking about the Pedlet program on Tuesday 3/26. The DDP has agreed to fund Joan's attendance to this conference.

Parking Commission: Kellie reported that a TIF request for \$470K was submitted to DDP and approved; it will go before City Commission for their approval. The Commission continues to work on a fee structure that will take care of the total project costs and address meter rates; they are dipping into their reserves for \$400K. A potential parking district has been discussed as well, that would assess property owners, the PAC continues to explore this option. Parking Commission meets next on Thursday, 2/21.

Personnel: Joan reported that she will be out of the office Thursday 2/21 for Special Olympics. Our second Community Resource Ambassador, Kristie, is interested in working for the BID again this summer; our other Ambassador, Will, may be moving.

Renewal 2019: Joan reported that 2/19 is when the Commission will take final action on BID renewal. Joan asked that board members be in attendance; the City has informed the BID that nothing negative has been filed, yet. She added that she's connected with several property owners she's not been able to find; the attorney for Hardee's reached out and they are thrilled with what the BID has done but would love to see changes to their intersection at 1st Ave North and Park Drive.

Work Plan 2019: The Work Plan for FY2019 continues to be worked.

VII. **New Business:** Downtown Logo: Joan reported that she and Kellie are working on some slight revisions to the downtown logo, incorporating Tourism's new branding. Coins for a Cause: The Coins for a Cause presentation of the 2018 donations of \$485.22 will be held at 11am on 2/28 at Family Promise.

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

IX. **Adjournment:** Meeting adjourned at 9:56am.

Andy Ferrin, Chair

Joan Redeen, Staff

Date: _____

Date: _____