

**Business Improvement District**  
**318 Central Avenue**  
**Hybrid In-Person and via ZOOM**  
**Recording available via the City of Great Falls records request**  
**February 10, 2022**

Board Present: Neal DuBois, Michelle Bebbington  
Board Present via Zoom: Sherrie Arey, Karen Reiff  
Board Absent: Jason Kunz, Max Grebe, Alison Fried  
Staff Present: Joan Redeen  
Guests: Joe McKenney, Christian Leinhauser, Kellie Pierce

- I. **Call to order & Roll Call:** Neal called the meeting to order at 9:03am; roll call of all present, a quorum was established.
- II. **Guests/Public Comment:** No guests wished to address the board at this time.
- III. **BID Board:** Conflict of Interest: No board members expressed a conflict of interest, at this time.
- IV. **Approval of minutes from 1-13-22 Board meeting:** Michelle motioned to approve the meeting minutes from the 1/13/22 BID Board meeting, as presented. Sherrie seconded. **Motion passed unanimously.**
- V. **Financials:** Budget FY2023: Joan noted that she and Sherrie will be meeting soon to create a draft budget to present to the Board.  
Monthly Financials: No monthly financials at this time.  
Joan noted that property taxes were not due until December, so a large distribution of BID assessments was received at the end of January for the December payments made to the City. Wayfinding, to date, has been paid in full and the balance has been submitted to the City for reimbursement. The only invoices expected in the future for Wayfinding will be for installation. We owe a balance of \$10K on the Great Northern Lofts to Big Sky Select.  
Discussion followed on the need for a new laptop, it was noted that \$1,000 was budgeted for Office Equipment and only \$189 has been spent on this line item during this fiscal year to date.  
Budget vs Actual was presented to the Board, through February 9. Discussion followed on individual line items on the Budget vs Actual.
- VI. **Grant Programs:** Joan noted that the grant schedule was emailed to the Board, the balance remaining on the grant schedule is \$62,500. As noted above, there remains a \$10K payment to Big Sky Select and those grants will be paid in full. The Gibson provided a written update on February 1 noting that construction should commence within four weeks.
- VII. **Old Business:**  
**Beautification:** ArtsFest: Joan reported that they are looking at hosting ArtsFest MONTANA 2022 August 12-19, this will be in conjunction with Big River Ruckus.  
Sound System: Joan noted that she has done some research; she has heard back from one community that allows one radio station to run through their system as they funded a large part of the system. Mike, from AirNetix, noted that the majority of his customers do not air commercials. Joan did inform the Board about the Master that Mike mentioned back in 2017, that allows for remote playing and a microphone that can be used for live purposes. The BID Board, back in 2017, decided against this purchase. Sherrie volunteered to work with Joan to create some possibilities for the Board to consider.

Neal inquired about the status of the grant for indigenous artists that was mentioned last month for ArtsFest; Joan noted that she is actively working on this.

**Downtown Great Falls Association:** Kellie reported that the 2022 Calendar has been published. She noted that Feasting in the Falls, created by The Electric and the GF Take Down & Take Out Facebook page is happening February 28 to March 6. DGFA Members receive a discount if they pay their 2022 dues before 3/1/2022.

**Downtown Partnership:**

Wayfinding: Joan reported that Wayfinding continues to progress, proofs are being made and review of those proofs is taking place now. They will commence work on installation no later than April 15<sup>th</sup> and the task will take approximately two weeks.

Christian noted that the National Main Street Conference will be held in May in Richmond, Virginia. Joan added that Kellie and Jenn Rowell will be presenting at this conference.

**Downtown Safety Alliance:** Joan reported that the Downtown Safety Alliance meets on the first Tuesday of every month at 9am, next meeting is on 3/1. She noted that the issues that have been happening at the United Methodist Church GFPD is managing when there are criminal issues to address, but GFPD notes that the issues lie at the City Commission level, at this time.

**Expansion:** Joan reported that the BID has an approval rating of 71.21% in favor of expansion. We have twenty parcels; two ballots were returned with a “No” vote, three ballots were not returned, and they become “No” votes by default, 71.21% approval rating in favor of expansion. The original ballots and the spreadsheet provided to the BID Board have been submitted to the City. The City Commission will set the public hearing on March 15<sup>th</sup> and the public hearing will be held on April 19<sup>th</sup>. Joan reminded the Board that July 1<sup>st</sup> is the effective date that these parcels would be made a part of the BID. Neal inquired about any input in regard to “No” votes; Joan noted that Helseth & Myers handwrote a note on their ballot, but otherwise there were no comments.

**Great Falls Development Authority:** Christian updated the Board on his report; a copy of which was emailed to the Board with their meeting packet. They are tracking forty-nine projects in the project pipeline with thirty of these active; this past month Christian has held three meetings. The Wild Hare should be opening in March; the Commons on Central has had construction started and there is activity around the Rocky Mountain building. Christian has conducted three BRE’s in the past month and is scheduled out through April on these meetings. On lead generation they have fifty-seven businesses on their target list, Christian has reached out to eight of them and he has held meetings with two. A site visit was conducted with a company from Helena; they are hoping to have something in place in Great Falls by summer. They have scheduled October 20, 10am to 12pm for Invest Downtown 2022. He reported that GFDA has just transferred their web hosting to a company that is more local; they will be getting some content on the Downtown website. Christian reported on professional development he is undertaking. He added that GFDA will start to ask what businesses other downtown business owners want to see downtown.

**Montana Downtown Conference:** Joan reported that the Montana Downtown Conference will be held April 6-8 in Billings; she and Kellie and Christian all plan to attend. Joan noted that due to Covid and the budgeting process last year, there was not a lot budgeted for travel and training, this line item will require a budget amendment in June. Joan noted that BID Board members should attend this conference; it runs from noon Wednesday to noon Friday.

**Parking Commission:** Joan reported that the Parking Commission has not held a meeting since early December, there is nothing to report at this time. There should be a meeting next week Thursday. Kellie reported there have been a few issues with the app; she has been working with Sp+ about the app. Joan reported that the BID truck is parked in the north parking garage; there have been issues with the truck having a flat tire, Mountain Tire will be taking care of the truck for the BID.

**Personnel:** Neil inquired how Joan feels that working remotely is going; Joan noted that she feels that question would be better answered by the Board. Neal noted that he believes that so far things are working well. Joan added that she is not ready to leave her job; she loves the work she is doing for the

BID. Kellie noted that as she gets busier in the summer her time will be less that she is able to spend on mail for the BID, etc.

**Work Plan – Draft FY 2022:** Joan reported that the Work Plan continues to be worked. A draft work plan for FY2023 will be presented to the Board by March.

VIII. **New Business:** No new business at this time.

IX. **Public Comment:** Joe McKenney noted that today was the first time he has heard anything about the issues at the United Methodist Church; he recommended that anyone who has an issue reach out to the City Commission, in person or by email. The Commission is unable to act on things they are not made aware of.

X. **Adjournment:** Meeting adjourned at 10:00am.

Neal DuBois, Vice-Chair

Joan Redeen, Staff

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

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