

Business Improvement District
318 Central Avenue
Hybrid - In-Person and via ZOOM
Recording available via the City of Great Falls records request
September 8, 2022

Board Present: Jason Kunz, Neal DuBois, Karen Reiff, Michelle Houghton, Alison Fried, Max Grebe
Board Present via Zoom: Sherrie Arey
Staff Present: Kellie Pierce
Guests: Brett Gaare, Christian Leinhauser, Jesse Slaughter, Joe McKenney

- I. **Call to order & Roll Call:** Jason called the meeting to order at 9:01am; roll call of all present, a quorum was established.
- II. **Guests/Public Comment:** Sheriff Jesse Slaughter presented on the proposed safety levy. He noted there are four priorities: 1. School safety; 2. Deputy Sheriff Salaries; 3. Prosecutors Salaries; 4. Pre-Trial Program.
- III. **BID Board:** Conflict of Interest: No board members expressed a conflict of interest, at this time. Board Paq Kellie will follow up.
- IV. **Approval of minutes from 8-11-22 Board meeting:** Max motioned to approve the meeting minutes from the 8/11/22 BID Board meeting, as presented. Karen seconded. **Motion passed unanimously.**
- V. **Financials:** Audit: Brett Gaare, with Douglas Wilson Co, shared the draft audit that the Board had received via email, as well. He noted that the audit went well. There were less assessments delinquent. The major project was Wayfinding, but nothing unusual.
Monthly Financials: The Board received the July financials via e-mail. There being no further discussion on the financials, Neal motioned to approve the 7/31/22 financial statements which include the Balance Sheet, P&L, and the P&L/Budget comparison. Max seconded. **Motion passed unanimously.** Budget vs Actual was presented to the Board, through September 7.

Sherrie Arey joined the Board meeting at 9:15am.

- VI. **Old Business:**
Beautification: Trash Removal: Kellie reported that ServiceMaster sent a letter notifying the BID that they will no longer be providing trash removal service after 10/31/22. Discussion followed on options; Kellie was instructed to contact Geranios to inquire about the possibility.
ArtsFest: Kellie reported that Joan sent a final wrap-up report to the Board via email. Kellie shared the proposal for 2023; Cameron Moberg has presented three options. Discussion was held on creating a 5-year plan for ArtsFest and begin connecting murals. For 2023, the contract with Cameron would not include any lodging, the BID would be responsible to cover the lodging of the artists.
Alley Lighting Project: The TIF application was approved by the DDP; it has not been presented to City Commission yet.
Sound System: Kellie reported that AirNetix has closed; she is working with another company to get the microphone.
City of Great Falls – ARPA Funds: Kellie reported that there was a presentation on the ARPA funds during the Work Session Tuesday. Joe shared that there is \$3M is available; more than \$10M was requested. The estimate is 30-90 days before the recommendations are presented to City Commission. Alison inquired if the City Commission has considered increasing the amount of funding they will grant. Joe noted that the City Commission compromised and agreed upon 10% of the \$30M that is coming to the City was decided upon.

Downtown Great Falls Association: Kellie reported that they are planning MOctoberfest fun run on September 17th. They are doing their 1-mile fun run and, new this year, an inflatable run. Christmas Stroll button artwork submissions are due today. Christmas Stroll is December 2nd, and the theme is Rudolph's Christmas Forest. Window decorating will be done again with judging the night of the parade on 11/26. They just wrapped up Brothel Tours and will be holding Ghost Tours on the 27th, 28th and 29th of October. Kellie noted that Celeste is doing a great job and getting the Downtown social media more prominent. She is working on Photo Circle, so the downtown office can use photos that the public take.

Downtown Partnership: BID Board Representative on DDP Board: Kellie reported that Joan will no longer be representing the BID on the DDP Board. She added that DGFA has appointed Celeste to serve on the Board as the DGFA representative. Alison motioned to appoint Kellie as the BID Board representative on the DDP Board. Neal seconded. **Motion passed unanimously.**

Downtown TIF District: Kellie reported that the balance of the Downtown TIF is \$3.9M; a few new applications have come through the new TIF programs; O'Haire Motor Inn is one for façade.

C-PACE Program: Kellie reported that she and Joan met with Craig in regard to working on setting up energy audits as a 4th program under the new TIF programs. It was noted that the more buildings that can have energy audits done at one time the lower the costs involved with doing those audits.

Sherrie Arey left the meeting at 10:00am.

Alison recommended that three buildings be sought to conduct energy audits on; take those three buildings to City staff and encourage the City to add the energy audit program to the TIF programs. Christian will come up with a list of three to five property owners who would be willing to have an energy audit done. Joe noted that the City Commission is very pro-business; they've made it clear to the City Manager that City staff is to find a way to get a "yes" for ideas/programs.

Downtown Safety Alliance: Kellie reported that she is going to be meeting with Susie McIntyre at the GF Public Library and Carol Bronson at NWGF to find out what they are doing in regard to educational sessions; she plans to meet with them next week. She is working on re-honing what Safety Alliance is about, which is the education component as directed from GFPD. She is working on creating a more effective Safety Alliance.

Expansion: Jason reported that he and Christian met in regard to the proposed new boundary; Christian plans to get a meeting with the new owners of Lithia for Jason. Kellie noted that one of the board members of the Masonic Temple was on a Brothel Tour and was asking questions about the BID, she added that he was interested in having the Temple added to the BID; Christian noted that he has a contact at the Temple. Christian added that Fisher's is on board, as well.

Grant Programs: Grant Applications: Kellie reported that there have been no new applications received. Kellie noted that the 511 building has inquired about a bike rack. A business incentive and interior grant applications are expected from Chrysalis, a flower shop, that is moving into the BID from the Columbus building. **The Gibson:** Kellie noted that Ty sent an email within minutes of the last board meeting ending. Christian reported that The Gibson is shooting for an April completion date. Kellie noted that during the DDP meeting it was discussed that Parking Commission be dissolved and the DDP become the advisory board to the City in regard to Parking. City staff was interested and so this possibility is being looked into.

Great Falls Development Authority: Kellie reported that the Board received the proposed PSA between GFDA and the BID. She added that both Brett and Jolene are on vacation; Christian noted that if there are questions Brett is available to answer. The proposed PSA calls for the BID to pay \$17K to GFDA; Neal noted that he was fine with the PSA, as written. Neal motioned to approve the PSA between the GFDA and the BID. Alison seconded. **Motion passed unanimously.** Christian noted this will be a great way to sustain what is going on downtown, and the retroactive portion of TIF funding for the position will be very helpful.

Christian's report was provided to the Board via email.

One-Way Conversions: Kellie reported that she has reached out to Katie Easton in Billings; she and Joan plan to meet to discuss going forward on creating a transformation strategy to present to the BID Board and DDP.

Parking Commission: Kellie reported that Joan was the BID ex-officio, and she is formally appointed to the Parking Commission by the City Commission; the BID needs to fill its ex-officio position. The board chose to table this. Michelle inquired about how it would work if DDP were to become the advisory commission; it was noted that the City Commission would need to approve this.

Personnel: Jason noted that this will be tabled until next month; it is in regard to paying out Joan's paid time off. He added that she discovered that she is due more time off than was originally noted.

Work Plan FY2023: Kellie reported that she is working the Work Plan for FY 2023.

VII. **New Business:** Alison reported that Sandi Thares, with the O'Haire, is re-doing the façade on the hotel. Sandi has inquired about what the BID can do to help with sidewalks around her building. Discussion was held with how sidewalks were done for L'Heureux Page Werner a dozen+ years ago and the streetscape on 1st Ave South. Kellie noted that Joan has sent her all of her files so she will look into it.

VIII. **Public Comment:** There was no public comment at this time.

IX. **Adjournment:** Meeting adjourned at 10:30am.

Jason Kunz, Chair

Kellie Pierce, Staff

Date: _____

Date: _____