

Business Improvement District
February 9, 2017

Board Present: Andrew Ferrin, Max Grebe, Jason Madill, Alison Fried, Garry Hackett (via telephone), Travis Neil (via telephone)
Board Absent: Sheila Rice
Guests Present: Shane Etzwiller, Adam Hunt, Sandra Thares
Staff Present: Joan Redeen

I. **Call to order:** Andy called the meeting to order at 9:00am.

II. **Guests:** Adam Hunt discussed his idea for a program similar to alcohol compliance. He plans to establish a program to combat the issue of open containers. The BID might be approached to assist with funding overtime hours for GFPD officers, after a brief experimental period. The Board expressed their support for this idea.

Sandy Thares addressed the board in regard to the proposed legislation regarding BID's and liquor licensing that a Kalispell legislator is sponsoring. She noted that if the BID were allowed to sell \$500 liquor licensing the value of her license would instantly decrease; she is not in support of this proposed legislation. She asked the BID to not support this piece of legislation. Joan will check with the City to see if the BID board can take a position on legislative items; previously the BID had been told that we could not take a stand on political items.

III. **Downtown Great Falls Association:** Kellie is at Leadership Great Falls. Joan reported that there is a Team Trolley meeting on 2/21; Joan ran numbers on ownership percentages, the BID is the largest owner of the trolley. The two largest issues for DGFA in regard to the trolley are that it has lost money every year for them and they can't get people to drive for them. DGFA is proceeding forward as if it's business as normal, but the trolley investors have been invited to attend the meeting to discuss the future of the trolley. Jason suggested that the local limo service or the Great Falls Transit be approached to acquire the trolley. The biggest issue with the trolley has been maintenance; it still needs a new radiator and transmission. Andy reported that there will be five (5) Music on the Mo events this summer; they will start at the end of June and run through August.

IV. **BID Board:** Joan reported that Alison Fried was appointed to the BID Board to serve out Kris Harrison's term. Joan reminded the Board of Roberts Rules and public meeting requirements – in regard to emails. The Board was reminded that emails are sent to provide information prior to a meeting, but any discussion must be held at the board meetings. If a board member requires any additional information in regard to the subject please reply to Joan, and not all. Grants are the exception to the rule, the City has given us permission to vote on grants via email – but if discussion is needed on a grant application, that discussion must take place at a board meeting (so the vote would need to be put on hold so discussion can be held).

V. **Approval of minutes from 1-12-17 meeting:** Max motioned to approve the meeting minutes from the 1/12/17 meeting as presented. Jason seconded. **Motion passed unanimously.**

VI. **Financials:**

Monthly Financials: No financials were prepared for the board to review.

Joan noted that new signature cards will be acquired for board members to sign, adding Alison and removing Sheila, since she was appointed the treasurer.

Joan provided the board with an updated Budget vs. Actual; she reminded them if there are any budget amendments needed, they will be made at the June board meeting.

VII. **Grant Programs:**

Joan provided the board with copies of the updated grant schedule.

Grant Applications: Jumping Monkeys: Joan reported that a Business Incentive Grant application was received from Jumping Monkeys for 511 Central Ave. The Board received the application via email. Max motioned to approve the Business Incentive Grant for Jumping Monkeys for \$2,200. Jason seconded. Garry abstained. **Motion passed.**

Fire Artisan Pizza: Joan reported that an interior grant application was received for Fire Artisan Pizza located in the Montana building on 5th Street North. Joan reported that there was some confusion for the applicants, due to the 30% or \$10K max. Jason motioned to approve an interior grant for \$10,000 for Fire Artisan Pizza, with no receipts funded prior to the date of the application. Max seconded. **Motion passed unanimously.**

Joan reported a meeting was held at the City in regard to the Thirsted building, where Belles & Lace is located, they are exploring façade work so the board should expect a grant application in the future. Discussion was held on the Main Street façade renderings program that was done a few years back.

VIII. Old Business:

Beautification: Banner Policy: Joan reported that she and Travis met with Cat Graphics about the banners. We have 35 spots for banners; we currently have the ability to have 9 banners in place due to hardware issues. Cat Graphics does have some additional parts & pieces. Advanced Coatings has said they can't powder coat the white hurricane brackets black as they are fiberglass and they would melt; spray painting is an option, but we'll be re-doing them regularly. Cat Graphics no longer has any of the old black brackets with bulbs. We also discussed height of the banners; the City has stated that we can't drill into the poles; brackets must be installed with O-rings. It was noted the Russell museum wants to install their Western Art Week banners by 2/16. Joan added that the banners are becoming similar to the sound system and we're just throwing money at it. Joan was instructed to get the Russell banners up, what banners and brackets are able to put out; then work on new hardware and banners after that.

Holiday Décor: Joan reported that the décor is down and in storage; our volunteer continues to work on the remaining décor.

MApril: The downtown date for MApril is Friday, May 12th.

Placemaking: Joan reported that the BACI group met at the same time as DDP so nothing new to report at this time.

Carol Bronson and Joan will be pursuing a grant that is specific for Placemaking through the Main Street program and could be used by BACI if granted, or put toward other placemaking projects.

Sound System: Andy reported that there is a dedicated roof outlet for power now; the electrician was informed that the work was for the BID and did not charge for his services.

Snow Removal: Joan reported that our Community Ambassador has been reminded of the BID snow removal policy; when the snow is at 2 inches he is to plow the entire district.

Trees: Joan reported that there is nothing new to report on this at this moment; the City continues to work on their inventory and will provide that data once it's complete.

Lighting: Max inquired about who to call in regard to period lights being out; Joan noted that is Northwestern Energy. Travis reported that they are replacing bulbs with the whiter, brighter lights.

BID Office: Joan reported that a meeting was held with an exploratory committee. The organizations that are being included in this process are the BID/DGFA, TBID, including the VIC, Chamber and GFDA. Several buildings were discussed including the Rocky Mountain building, old Montana Power building, this building, the Strain building, and Wells Fargo. Brett Doney, with GFDA, has recommended that several other issues need to be addressed before moving forward on a building. The BID Board discussed building options; the Board would like the downtown office located on Central Ave, if possible. Garry and Max will meet with Joan & Shane to discuss the old Montana Power building possibilities.

Downtown Partnership: Joan reported that the DDP meets on Wednesday, 2/22.

Max reported that the drawings of the pedlet are complete and the City has them; need to get final approval from Public Works on the drawings in regard to drainage; and Max is working to figure out the final project manual that includes the contract, who is taking on the liability for it, etc. Discussion followed on ordinance changes needed; Joan reported that the City has said we are fine and no new ordinances will be needed, she will confirm this.

The traffic signal box project is moving forward; bids are being sought so we can figure out how many can be done within the budget. Joan noted that the TSB on 2nd Ave North & 3rd St, by the library, already has graffiti on it so that could be one of the first to be done.

Downtown Safety Alliance: Joan reported that the Coins for a Cause program for 2016 received \$558.42 and that is being donated to the Grace Home. There will be a press conference held at Grace Home to make the presentation of the check. Joan provided a recap of the program: 2013, \$509 was donated to the Rescue Mission; 2014, \$522 was donated to the YWCA; and 2015, \$537 was donated to Opportunities, Inc. Joan reported on the Downtown Safety Alliance meetings; Alison is working on pursuing funding for staffing to have individuals who are available during the warmer months on corners to provide information as well as being present to report safety issues. Missoula has a portable kiosk; it's a large tricycle that was converted to transport tourism brochures. The Safety Alliance has discussed the possibility of the BID acquiring a portable kiosk that could be moved to various corners. If Alison is able to secure funding the thought is that the BID would employ an individual (or individuals) to man the kiosk. The next Business Watch is set for 3/14/17. The topic will be Combating Addiction & Crime; the Chamber is the sponsor.

Johnson Hotel: Joan reported that as of March 1st the incubator will be full; the photographer vacated and we have a new tenant lined up.

Joan added that she has made the right connection at the EDA and is working to get the EDA Grant lien release taken care of.

Parking Commission: Nothing new to report at this time.

Personnel: Nothing new to report at this time.

Work Plan 2016-2017: Nothing new to report on the work plan.

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

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

XI. **Adjournment:** Meeting adjourned at 10:51am.

Andy Ferrin, Chair

Joan Redeen, Staff

Date: _____

Date: _____