

Business Improvement District
100 1st Ave North
September 14, 2017

Board Present: Andrew Ferrin, Garry Hackett, Sheila Rice, Max Grebe, Alison Fried, Jason Madill, Travis Neil
Guests Present: Rebecca Engum, Scott Shull, Brett Gaare, Jack Allen, Jeff Newton, Will Combs
Staff Present: Joan Redeen

- I. **Call to order:** Andy called the meeting to order at 9:00am
- II. **Guests:** Rebecca Engum shared Resolution 10059 with the Board. She asked the BID support the TBID in their request that the City amend this resolution to be worded to allow BID's to operate in accordance with their Bylaws, in regard to term limits. It was noted that the City is not in favor of the amendment. The TBID has a pool of approximately 30 people to draw from for their seven board members; BID has over 180 parcels from which to pool board members. Sheila inquired if the BID Bylaws are in conflict or congruence with the resolution and state code; BID Bylaws will be reviewed to check. The Board requested copies of the proposed resolution as well as the BID Bylaws and copies of MCA 7-12-1121.
Brett Gaare provided a copy of the draft audit to the board; if the Board has any input to offer it was suggested that it be provided by 9/22. He reported that the largest change was in grants payable; the board noted that was due to rescinding the grants previously approved for the Rocky Mountain building. He inquired if the BID wanted to move the salaries for DGFA to special grants; it was suggested that no change be made, that those salaries remain under salaries. He noted that the book value of the BID's ownership interest in the Johnson building is accurate, based on the accumulated depreciation. The book value of the ownership as of 6/30/17 was \$356K which is very comparable to where the appraisal came in.
Jeff Newton and Jack Allen, with the Great Falls Police Department, came to thank the board for their generosity in acquiring the side by side unit for the GFPD. It is currently in the City shop being outfitted; the hope is that it will be out on the streets early spring, 2018. Volunteers will be scheduled to use the equipment. Joan added that the volunteer program is always looking for volunteers; board members should share that information with others. Sheila recommended working with the colleges to establish an internship program for volunteers; she expressed her thanks to the GFPD for the collaboration and support provided to downtown. Alison inquired if the GFPD had heard about busloads of individuals being dropped off at the transit hub; Jack noted that he will inquire with Adam Hunt, BRIC Officer.
- III. **Downtown Great Falls Association:** Joan reported that the season of Music on the Mo has wrapped up. The Mo Fun Run is Saturday 9/16; weather has impacted registrations for this year. Christmas Stroll button voting is live.
First Friday Art Walk Sponsorship aka Art Collective has requested a sponsorship again; BID has sponsored the Art Collective with a \$300 sponsorship in the past. Sheila motioned to approve a \$300 sponsorship for the art collective. Max seconded. **Motion passed unanimously.**
The Trolley wrapped up its summer season; they have historic tours over the weekend in September; the Chicks have their Ghost tours in October and Art tour in November. The trolley was down for one week this summer and has a new transmission. Ticket sales were down as the trolley only ran on the weekends; they continue to only have one driver who works part time for DGFA. Discussion followed on how to get the historic trolley tour tickets sales higher. Garry inquired about the Art Collective and artwork in vacant spaces; Joan reported that Hallie is back at the realm of the Art Collective.
- IV. **BID Board:** Nothing to report on the BID Board at this time.
- V. **Approval of minutes from 8-10-17 meeting:** Sheila motioned to approve the meeting minutes from the 8/10/17 meeting as presented. Travis seconded. **Motion passed unanimously.**
- VI. **Financials:**
Monthly Financials: The August bank reconciliation has not been completed yet.
Joan reported that she will be at the City Commission on 9/19; the assessment formula will be approved, it is a few thousand more than anticipated/budgeted.

VII. Grant Programs:

Grant Applications:

Joan reported that the sidewalk work has been completed at the Johnson, so it is anticipated that grant will wrap up for payout very soon.

Burger Bunker/Big Bang Pizza: Joan reported that a Business Incentive Grant application was received for Burger Bunker/Big Bang Pizza located at 24 5th St S in the location formerly occupied by Umami. The Board received the application via email. Sheila motioned to approve the Business Incentive Grant for Burger Bunker/Big Bang Pizza for \$2,200. Max seconded. **Motion passed unanimously.**

Amazing Toys: Joan reported that a Sidewalk Grant application was received for Amazing Toys located at 515 Central Ave. The Board received the application via email. Sheila motioned to approve the Sidewalk Grant for Amazing Toys for \$612.50. Max seconded. **Motion passed unanimously.**

Really Montana Photography: Joan reported that a Business Incentive Grant application was received for Really Montana Photography located at 415 Central Ave. The Board received the application via email. Based on the current Business Incentive Grant criteria this grant application is not eligible for the grant. Discussion followed on the Business Incentive Grant guidelines. The grant application for Really Montana Photography was rescinded; Garry Hackett will resubmit an amended application/lease agreement. The board requested the guidelines for the Business Incentive Grant to review.

Business Incentive Grant criteria currently reads, "Applications must be received a minimum of one week prior to lease start date." Suggestion was made to change the criteria to read, "Application must be received within two business days of lease start date." Sheila motioned to approve a change in the Business Incentive grant criteria to read "Application must be received within two business days of lease start date." Jason seconded. **Motion passed unanimously.**

VIII. Old Business:

Montana Downtown Conference: Sheila requested that this agenda item be moved. She reminded the board that Great Falls will be hosting the 10th Annual Conference in October. The BID has previously sponsored; it was requested the BID sponsor at the Gold level of \$1,500. Garry motioned to approve the BID sponsoring the 10th Annual Montana Downtown Conference at the Gold level, for \$1,500. Max seconded. **Motion passed unanimously.** The board discussed attendance at the conference; Andy, Garry and Jason expressed interest in registering. With the sponsorship, the BID will have two registrations. Sheila is registered via NWGF; Joan will also be attending. Discussion followed on the Showcase and the Conference. The Board requested that the agenda be forwarded to them.

Beautification: Banners: Joan reported that the new banners were installed and they look fantastic.

Sound System: Joan reported that bids were provided to the Board for the partial system as Air Netix has recommended we test out, and for the balance of the entire system. Discussion followed on the entire system; the current system has been shut down as it was not functioning again. Travis motioned to approve the purchase of a new sound system, the entire system, for approximately \$28K. Max seconded.

Discussion followed on the warranty. **Motion passed unanimously.** The Board instructed Joan to have Mike with AirNetix come to Great Falls to work with Good Vibrations and the Board to install the system and educate everyone in the use of the system.

Trees: Joan reported that she continues to work on trying to find some volunteers to dig out trees. Half of the ring adjustments were completed; the remaining half will be done next fiscal year.

"Great Falls Thing" aka Placemaking: Joan shared information about Casey, Illinois; CBS did a news bit and the video will be shared with the board. Joan noted that Jason has been saying that Great Falls needs a 'thing' and Casey has many of the World's Largest things. Joan planted the seed with the Board to think about Davidson Plaza and what can be done there to remove the junipers and make the plaza a place that folks want to be.

BID Office: Joan reported that the discussion has been to switch office spaces with Charlie. The Visitor's Information Center closes on October 1st. She added that Max has agreed to do some rough sketches of what the new office space could look like.

City of Great Falls – Storm Drain Project: Joan reported that the construction is complete.

Downtown Partnership: Joan reported that the DDP is moving forward on planning the conference.

Pedlet: Joan reported that the Montana Main Street grant application was submitted and we await notification if we were awarded grant. We'll keep the pedlet at Mighty Mo out as long as the weather permits.

Traffic Signal Boxes: Joan reported that the new TSB's were installed on Monday 9/11 on 2nd Ave North on the corners of 5th Street and 6th Street.

Downtown Safety Alliance: Alison reported that she is meeting with Greg Doyon tomorrow to discuss mounting the Coins for a Cause mailboxes on the lamp posts. Joan reported that the Safety Alliance is also working on establishing an Adopt-A-Block program; property owners will self-police their own properties and rate/grade them. The area covered will be the 1st Ave alleys up to 8th.

Johnson Hotel: Joan reported that she has two bids for new flooring in the ladies restroom; two bids, one was \$466 and the second was \$580, it was noted that these bids do not include replacement of the wax ring beneath the toilet. The Board agreed to pursue the bid for \$466. Garry reported that he reviewed the appraisal and feels that it was done very well but valued a little high. Jason noted that his comparable properties were the condos in the Tribune building owned by the County. He noted that for the valuation an entire building, with more square footage could be acquired. The offer currently made to the Board is \$140K. The Board instructed Joan to provide Robert Bialecki with a copy of the appraisal. Discussion followed on insurance on the association and the issues that the association was having finding insurance; ownership was established so that common areas were divided among the owners, the BID is the largest owner in the building.

Parking Commission: Joan reported that National PARKing Day is supposed to be tomorrow, but the weather is not looking good. The location this year is Electric City Coffee, so we can experiment with two angled spaces.

Personnel: Joan introduced Will Combs to the Board; he is working as our Community Resource Ambassador. Joan provided a picture of the new bike that Will has for his use. ServiceMaster is still doing trash removal for us and is doing a great job on behalf of the BID.

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

- IX. **New Business:** Joan reported that GFDA has sent out a draft of their new strategic plan and they are seeking input; the email was forwarded to the board.
Jason inquired about the Board emailing and discussion; he was instructed that he can simply reply that he'd like to discuss something at the next board meeting and the item will then be held for discussion at the meeting.
Jason inquired about the Christmas Stroll and using his parking ramp for a skiing demonstration; Jason was encouraged to discuss the possibilities with Kellie.

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

XI. **Adjournment:** Meeting adjourned at 11:01am.

Andy Ferrin, Chair

Joan Redeen, Staff

Date: _____

Date: _____