

**JOURNAL OF COMMISSION WORK SESSION**  
**August 4, 2009**

City Commission Work Session

Mayor Pro Tempore Bronson presiding

**CALL TO ORDER:** 5:30 p.m.

**ROLL CALL:** City Commissioners present: Bill Bronson, John Rosenbaum, Bill Beecher and Mary Jolley. Also present were the Assistant City Manager, Acting City Attorney, Directors of Fiscal Services, Park and Recreation and Public Works, the Acting Library Director, Police Chief, Fire Chief and the City Clerk.

**1. BUSINESS IMPROVEMENT DISTRICT BUDGET AND WORK PLAN**

Alison Fried, Chair of the Business Improvement District discussed the BID's budget and work plan for Fiscal Year 2009-2010. She reported that the Board envisioned a 3 to 5 year work plan as this year is the start of another 10 years. The BID is made up of property owners within the district that assess themselves to enhance the downtown area. The function of the BID Board is to spend that money wisely. The proposed budget is approximately \$180,000. The BID will invest in downtown properties through its interior, residential and façade grant programs. The BID, in conjunction with CTEP grants, hopes to complete the streetscape project on 1<sup>st</sup> Avenue South. Ms. Fried also discussed the importance of volunteers, marketing BID programs, and how to keep property owners more informed.

Commissioner Rosenbaum inquired about submitted applications. Ms. Fried responded that the Montana Building and Johnson Hotel are currently the two largest grants, as well as other, smaller applications. Commissioner Rosenbaum inquired if she heard anything about the Public Drug building. Ms. Fried responded that she doesn't know anything first hand, other than there may be obstacles because the building wasn't insured.

Commissioner Beecher inquired about the percentage of owners that were local and was informed over 50 percent.

Commissioner Jolley asked if the BID had reserve funds and was informed it did not.

**2. RED FLAG IDENTIFY THEFT POLICY**

Fiscal Services Operations Supervisor Martha Capps provided a PowerPoint presentation and reported that the Federal Trade Commission requires the implementation of a written Identity Theft Prevention Program. To date, the City has not knowingly been impacted by any cases of identity theft. She discussed the resources used for the guidelines going forward with this policy. The goal is to protect customers' identities and keep their data safe. Staff will be better equipped to spot suspicious activity. Ms. Capps explained that creditors were first notified in July, 2008, that the deadline for implementation of this program was November, 2008. It is a huge undertaking for companies at different levels. The Federal Trade Commission has since extended the policy deadline to November 1, 2009. Establishment of such a program will

involve staff and management reviewing and updating current policies and procedures. The final draft will come before the City Commission for approval. Ms. Cappis responded to questions regarding what the City was doing now for identity protection. She also discussed that an on-line exchange is a way for utility companies to obtain verifiable information. In response to Mayor Pro Tempore Bronson, Ms. Cappis reported that the Federal Trade Commission provided certain suggestions/guidelines to complete such a program. She has not seen anything mandating that the program be monitored by the FTC. She concluded that she sees this as very positive for the City as now there will be an ongoing re-evaluation of the program to keep current on new and changing threats.

### **ADJOURN**

There being no further discussion, Mayor Pro Tempore Bronson adjourned the work session of August 4, 2009, at 6:10 p.m.