



Item: Business Improvement District (BID) 2016/2017 Budget and Work Plan
From: Judy Burg, Fiscal Services Department
Initiated By: Business Improvement District Board of Directors
Presented By: Joan Redeen, Executive Assistant to the Board
Action Requested: Set Public Hearing for August 16, 2016

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (set/not set) the public hearing for the 2016/2017 Business Improvement District Budget and Work Plan for August 16, 2016.”

2. Mayor requests a second to the motion, Commission discussion, public comment, and calls for the vote.

Staff Recommendation: The BID recommends that the City Commission set the public hearing for the 2016/2017 BID Budget and Work Plan for August 16, 2016.

Background: The initial creation of the BID was in 1989. It was renewed in 1999 and re-created in 2009, each for periods of ten years by petition of the property owners within the District.

Last year the assessment amount requested in the BID Budget and Work Plan was approximately \$205,811. The actual amount assessed on September 15, 2015 was \$271,578. The increase in the year’s assessment revenue was attributed to the increased market values of land and improvements implemented by the Montana Department of Revenue during 2015. Therefore, the BID Board has added a budget revenue line item titled: “Assessments Receivable FY 15-16” for the City Commissioners’ review.

For Fiscal Year 2016/2017 a new assessment formula is being presented to the City Commissioners for properties located within the Business Improvement District boundaries designated as Residential Condominiums (Land Use Code 125). The property owners are asking for a more equitable rate for residential properties rather than the one currently being used to assess Commercial properties. The BID Board has reviewed the request and has determined a

new flat rate of \$50 be used for those properties designated as Residential Condominiums within the boundaries of the BID. This new assessment formula will begin July 1, 2016.

The Business Improvement District's overall purpose is to utilize tax dollars through the BID tax assessment and direct those monies to improve and revitalize the downtown area. If there are any material increases or decreases in the actual assessment from the approved budget, the BID's Board will either request a budget amendment from the City Commission or the Board will include the amount of revenue whether it be an increase or decrease in their Budget and Work Plan for the coming Fiscal Year. The BID has not changed the areas of the district boundaries or the tax assessment formula since its origination date.

According to State statute 7-12-1132 (3) MCA, the City Commission must hold a public hearing to hear any objections to the budget and work plan. Following the public hearing, the City Commission may approve the plan or request that amendments be made to it prior to levying an assessment on all properties within the district to defray the costs.

Concurrences: The BID partners with several organizations to provide results and follow the overall purpose of the BID. Fiscal Services staff is responsible for assessing and collecting the revenues.

Fiscal Impact: The BID is projecting annual revenue for Fiscal Year 2016/2017 of approximately \$268,128 in assessments and the Board has included the increased revenue from last Fiscal Year 2014/2015 of \$65,767. The funds are used to operate the BID office, grant programs, tree maintenance, beautification efforts and additional projects for streetscapes and economic growth.

The assessment will be according to the formula approved with the creation of the district:

- a flat fee of \$200.00 for each lot or parcel,
- a flat fee of \$50.00 for each lot or parcel with a designated Land Use Code of 125 which is a Residential Condominium
- an assessment of \$.00165 times the phase-in market valuation as provided for by the Montana State Legislature
- assessment of \$.015 times the square footage of the land area.

Alternatives: The City Commission could request changes to the BID Budget or Work Plan.

Attachments/Exhibits: 2016/2017 Budget
2016/2017 Work Plan
Map of Business Improvement District Boundaries
Legal Notice

Great Falls Business Improvement District Budget for Fiscal Year 2016-2017



Revenues

Assessments	\$ 268,128
Assessments Receivable FY 15-16	\$ 65,767
Business Watch	\$ 750
Interest Income	\$ 150
JH Rental Income	\$ 20,500
JH Utility Reimbursement	\$ 12,000
Total Revenues	<u>\$ 367,295</u>

Expenses

Advertising	\$ 500
Web Design	\$ 500
Beautification	\$ 10,000
Art Downtown	\$ 6,000
Tree Program	\$ 15,000
Holiday Décor	\$ 20,000
Business Grants	\$ 154,245
Business Watch	\$ 750
Donations	\$ 5,000
Dues & Subscriptions	\$ 3,000
Employee Benefits	\$ 1,000
Insurance	\$ 6,500
JH Building expense	\$ 4,000
JH Management expense	\$ 13,000
Miscellaneous	\$ 500
Office Equipment	\$ 1,000
Office expense	\$ 1,000
Payroll taxes	\$ 6,000
Professional Services	\$ 5,000
Rent	\$ 4,800
Salaries	\$ 75,000
Special Projects	\$ 25,000
Supplies	\$ 4,000
Taxes, Licenses & Fees	\$ 1,500
Telephone	\$ 1,500
Travel & Education	\$ 1,000
Utilities	\$ 1,500
Total Expenses	<u>\$ 367,295</u>

Net Revenue/Loss

\$	-
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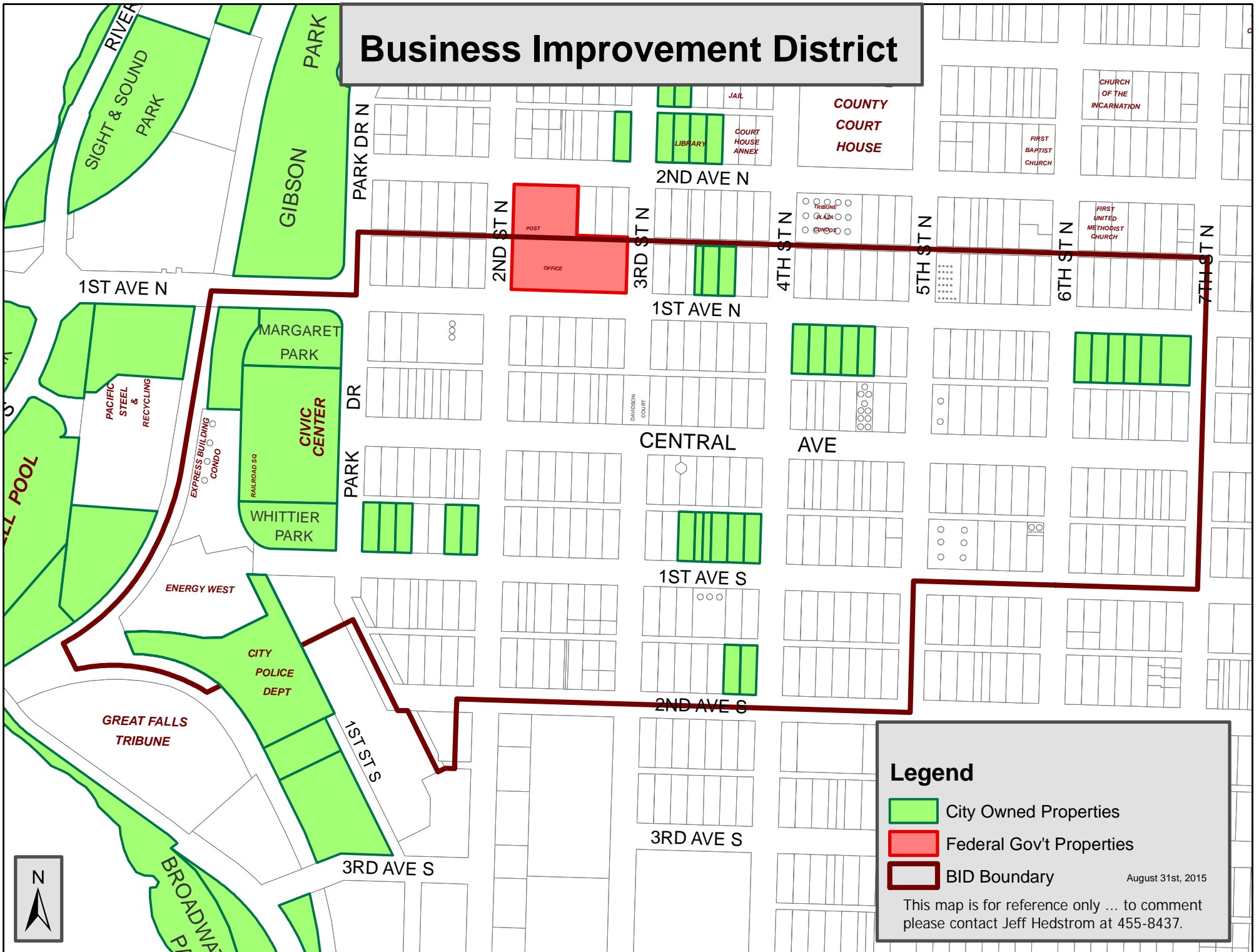
GREAT FALLS BUSINESS IMPROVEMENT DISTRICT WORK PLAN 2016-2017

The mission of the Great Falls Business Improvement District (BID) is to represent the unique interests of the business and property owners located within the district. The goal of the BID is to create an environment that is appealing to shoppers, office workers, residents, tourists, and new businesses and investors. Overall, the BID is responsible for downtown revitalization through economic development, real estate development, short and long range planning, grant program administration, and physical and environmental improvement programs.

The BID will provide the following services within the designated boundaries:

- **Downtown Property Investments**
 - Invest in downtown properties through our many grant programs.
 - Current grant programs include: Façade, Residential, Interior, Sidewalk, Art, Outdoor Living and Business Incentive.
 - Our grant programs are continually evolving to meet the needs of our property and business owners.
 - Utilize additional grant programs to supplement BID grant monies.
 - Tax Increment Financing (TIF)
 - The BID will continue to support the Downtown Development Partnership in administering the TIF.
- **Downtown Safety & Security**
 - Working with partner organizations of the Downtown Safety Alliance
 - BRIC Officer from the Great Falls Police Department
 - Great Falls Police Department's Volunteer Program
 - Active Business Watch Program
- **Unifying Entities**
 - Communication
 - Provide our property & business owners more information on the BID and our programs.
 - Keep our property owners more informed on the accomplishments of the BID.
 - Regular updates on our website.
 - Volunteers
 - The BID will continue to support the Downtown Chicks, an established pool of volunteers that can be utilized as a resource for events & special projects.
 - Establish a group of ambassadors for downtown.
 - Work with organizations to coordinate improvement efforts of our downtown.
 - Downtown Partnership
 - The BID will be an active participant in the Downtown Development Partnership, working to implement the Downtown Master Plan.
 - The BID will support the Downtown Great Falls Association.
- **Beautification**
 - Clean & Safe Team
 - Downtown Art Projects
 - Garbage Removal
 - Sidewalk Cleaning/Snow Removal
 - Tree & Flower Maintenance
 - Graffiti Removal
 - Holiday Décor
 - Banners
- **Business Incubator**
 - Management of the business incubator

Business Improvement District



Legend

- City Owned Properties
- Federal Gov't Properties
- BID Boundary

August 31st, 2015

This map is for reference only ... to comment please contact Jeff Hedstrom at 455-8437.



PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN that the City Commission of the City of Great Falls will conduct a public hearing on August 16, 2016, at 7:00 o'clock p.m. in the Commission Chambers, Civic Center, 2 Park Drive South, for the purpose of considering the 2016/2017 Business Improvement District Budget and Work Plan. Any interested person may appear and speak for or against said budget and/or work plan or submit in writing any comments to the City Clerk prior to or during the Commission Meeting.

/s/ Lisa Kunz
City Clerk

DO NOT PUBLISH BELOW THIS LINE:

Publication Date: August 5, 2016