

Business Improvement District
318 Central Avenue
Recording available via the City of Great Falls records request
August 14, 2025

Board Present: Jason Kunz, Neal DuBois, Caralina Carlson, Keith Cron, Leo Imperi
Board Absent: Sherrie Arey, Erica Ferrin
Guests Present: Joe McKenney, Jake Clark, Katie Carvell
Staff Present: Kellie Pierce

- I. **Call to order & Roll Call:** Jason called the meeting to order at 9:05am; roll call of all present, a quorum was established.
- II. **Guests/Public Comment:** There was no public comment at this time.
- III. **BID Board: Conflict of Interest:** There were no Board members with a conflict of interest with any items on the agenda at this time.
- IV. **Approval of minutes from 7/10/25 Board meeting:** Keith motioned to approve the meeting minutes from the 7/10/2025 Board meeting, as presented. Leo seconded. **Motion passed unanimously.**
- V. **Financials: Budget FY2026:** Kellie reported that the budget was approved by the City Commission on 7/15.
Monthly Financials: July 2025 financials were provided to the Board this morning via email. Neal motioned to approve the 7/31/25 financial statements which include the Balance Sheet and the Profit & Loss. Cara seconded. **Motion passed unanimously.**
- VI. **BID Business:**
 - Beautification: 1st Ave N Underpass:** Kellie reported that they met with Cameron, there was a good discussion about using local Montana artists. Jake reported that they need to identify allocated funds they can rely upon and then seek grant funding. This would be done separately from the mural festival. Jake noted that TIF funding is a potential, Tourism funding is a possibility – there is a lot identified. It was estimated that they'd need to fundraise \$500K, approximately, for replacement of the railing, new mural, and new lighting. Kellie relayed the partners that have been identified that could provide some funding and some potential grants.
 - ArtsFest: Kellie reported that ArtsFest is in full swing. She added that we level up every year. The reception is from 5pm to 8pm tonight.
 - Alley Lighting Project: Kellie reported that alley lighting project is complete, the invoice for \$104K has been received. This was a TIF project that is reimbursable. It was noted that this covered lighting on six buildings. The Board recommended paying half and seeking TIF reimbursement, then paying the remaining half. The Board will work to identify additional areas for future lighting.
 - Banners: Kellie reported that new welcome banners are needed. The estimate is \$1,485 per banner. Kellie inquired with Stockman if they'd sponsor new banners.
 - BID Truck: Kellie reported that they will wait until after flower watering season to get the suspension taken care of.
 - Construction Project: Kellie reported that they should be done on 3rd Street, they had a one-day closure. They will be moving to 1st Ave S next week. They are still meeting every other week.
 - Streetscape: Kellie reported that Streetscape is supposed to start on 7th St in September.
 - Downtown Clean-Up: Kellie reported that the sidewalks look dirty again. Jason noted that he hoses his sidewalk off every week. The City is still working on ordering trash receptacles. The RFP for the trees has been released; both certified arborists in town did not feel they could bid the request. She noted that we need to revisit what we are asking of them as they don't feel they can do what is being asked within the funding allocated. She plans to meet with them and the City and figure out the funding and get this done correctly. Kellie reported that they have removed the lights from the trees, they were choking the trees with the lights having been in them for so long.

Traffic Signal Box: Kellie reported that the Call to Artists was released, submissions are due the end of this month. There are four boxes to complete.

Downtown Great Falls Association: Harley reported that there are a lot of street closures coming. Saturday is Touch a Truck; Park Drive to 7th from 9am to 1pm. The following week on Saturday, there is a street party and Sunday 8/24 there is the event at Linda Michael's Man Cave. The week following is the last Summer Jam. There is a Clean Energy Fair in the 100 block. She added that DGFA's Christmas Stroll Button Call to Artists is due 8/26. Working on fall/winter events now. Kellie noted that they will post Harley's position in September as Harley is moving to England.

Downtown Park Project: Kellie reported that there is really no update as she was unable to attend the most recent BACI meeting.

Downtown Partnership: Downtown TIF District: Kellie reported that there will be a TIF request from the Parking Commission. Parking Commission: Kellie reported that the 2-hour free parking is going well, there should be a PAC meeting next week, they are meeting every other month.

Downtown Safety Alliance: Kellie reported that GFPD SRO's have headed back to school, it is evident that those additional patrolmen are not present downtown. There are some benches that need to be taken care of, the bench company is working to do that. Jason expressed gratitude to GFPD for the increased presence and noted that things were better downtown this summer.

Expansion: Kellie reported that she has been visiting with property owners and dropping off letters. She is working on getting the letters out. She asked for the Board's assistance with reaching out to the property owners. She will send the Board the proposed expansion area and the potential assessment for each property owner. Discussion was held on proposed new assessments for the property owners.

Grant Programs: Kellie reported that there is a grant application for a Business Incentive Grant.

Business Incentive Grant – Sweet Junes: The monthly rent is \$500 with a one-year lease effective 8/1/2025, the grant would be made payable to Northside Properties. Neal motioned to approve the grant application, as presented. Cara seconded. **Motion passed unanimously.**

Kellie reported that an additional grant application was just received for Elevation 3300, it will be presented at next month's meeting. This will be an interior grant application for work being done on the kitchen. The application will be sent to the Board for review.

Grant Criteria: Kellie reported that she will reach out to the City Attorney's office following the mural festival.

Great Falls Development Alliance: Jake introduced Katie to the Board. Katie shared that she has been working for GFDA and is moving into the DBDO position, she has owned some businesses downtown. Jake noted that she is laser focused on filling vacancies. He inquired about the Board's opinion of what the most helpful information Katie can provide the Board each month. Jason noted that deliverables. Discussion followed on filling vacancies.

Personnel: Kellie will be taking some time off.

Work Plan FY2026: Kellie reported that the work plan was approved by the City Commission on 7/15.

VII. **New Business**: Wayfinding: Kellie reported that there are two kiosks that have not been installed yet. The first is at the airport and the one for downtown that was supposed to go where the Chamber was previously located. She is working to figure out a permanent location for these final two kiosks.

VIII. **Public Comment**: Joe shared that he enjoys attending these meetings. He encouraged everyone to reach out to him to see if he can help with anything.

IX. **Adjournment**: Meeting adjourned at 9:45am.

Jason Kunz, Chair

Kellie Pierce, Staff

Date: _____

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