


<p><b>At Large Members</b></p> <p>*Meri McGlone, 6/30/2027</p> <p>*Steve Tostenrud, 6/30/2027</p> <p>*J.R. Reger, 6/30/2027</p> <p>James “Andy” Patten, 6/30/2025</p> <p>David Fishbaugh, 6/30/2025</p> <p>Mary Walks Over Ice, 6/30/2025</p> <p>Chris Montague, 6/30/2026</p> <p>Ethan Kanning, 6/30/2026</p> <p>Sean Lynch, 6/30/2026</p>	 <p>Downtown Billings <b>Partnership</b></p> <p>Sean Lynch, President</p> <p>Ethan Kanning, Vice-Pres.</p> <p>Meri McGlone, Treasurer</p> <p>Mary Walks Over Ice, Secretary</p>	<p><b>Partners</b></p> <p><b>City of Billings:</b> Chris Kukulski</p> <p><b>Yellowstone County:</b> Erika Guy</p> <p><b>School District 2:</b> Janna Hafer</p> <p><b>Big Sky EDA:</b> Steve Arveschoug</p> <p><b>Downtown Billings Association:</b> Nick Steen</p> <p><b>Business Improvement District:</b> Blake Wahrlich</p> <p><b>Billings Cultural Partners:</b> Matt Blakeslee</p> <p><b>Parking Advisory Board:</b> Brandon Scala</p> <p><b>Downtown Billings Property Owners Association:</b> Jock West</p>
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**DBP Board Agenda - July 26, 2024**

**Big Sky Economic Development - Zoot Event & Training Center - 201 N Broadway**

**Regular Business Meeting - 7:30 - 9:00 a.m.**

- 1) Call to Order – Introductions, Courtesies, and Public Comments (3 min. limit)
- 2) Regular Agenda:
  - a. Minutes – June 28, 2024 meeting minutes - vote to approve minutes
- 3) Presentation
  - a. Alberta Bair Theater - Jan Dietrich
  - b. Babcock Theater - Matt Blakeslee
  - c. Billings Depot - Michelle Williams
- 4) Action Items
  - a. Alberta Bair Theater
  - b. Billings Depot
  - c. Babcock Theater
- 5) Old Business | New Business
- 6) Partner Reports
 

<ol style="list-style-type: none"> <li>a. Big Sky Economic Development</li> <li>c. Billings Parking Board</li> <li>e. City of Billings</li> <li>g. Downtown Billings Property Owners Association</li> <li>i. Yellowstone County</li> </ol>	<ol style="list-style-type: none"> <li>b. Billings Cultural Partners</li> <li>d. Business Improvement District</li> <li>f. Downtown Billings Association</li> <li>h. School District #2</li> </ol>
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- 7) Adjourn by 9:00 a.m.

**August DBP Board Meeting - 8/23/2024**



<b>Present:</b> Andy Patten	Jana Hafer	David Fishbaugh	Blake Wahrlich
Brandon Scala	Ed Guilck	Dianne Lehm	Chris Kukulski
Meri McGlone	Mehmer Casey	Katy Schreiner	Erika Guy
James Chandler	Chris Montague	Nick Steen	Jenny Milu
<b>Absent:</b> Jock West	Matt Blakeslee	Mary Walks Over Ice	Sean Lynch
Steve Tostenrud	Ethan Kanning		
<b>Guest:</b> Max Griffin	Randy Hafer	Alison LaFever	Cori LaFever-Thelen

1. **Call to Order – Introductions, Courtesies, and Public Comments (3 min. limit)** - Mr. Casey called the meeting to order at 7:33 AM. Mr. Griffin wanted the opportunity to provide a public comment. Mr. Griffin was representing the Historic Montana Avenue Association, he provided an update on the approval of the flashing crosswalk beacons on Montana Ave & N 25th Street and acknowledged the concerns of safety on Montana Ave, he shared his awareness of MDT’s delay of installing more flashing crosswalk beacons and he was hoping to move forward with one or two more of those crosswalks near The Depot and Buffalo Block and inquired about the opportunity to have funding from the partnership for those crosswalks. Mr. Griffin also addressed the Review Committee’s denial in funding the refurbishment of the Historic banners on Montana Avenue, and he shared that they do not have the funds to do the project by themselves, and believed that the current banners look poorly, and that this is a former Downtown Billings Association (DBA) project that was funded by a grant. He shared that since they have new banners, it should be an easy fix and it’s not a great idea to leave them as they are.
  
2. **Consent Agenda:**
  - a. **Minutes – May 24, 2024 meeting minutes** - Mr. Casey called for a motion to approve the May 24, 2024 meeting minutes. Mr. Patten made a motion to approve the May 24, 2024 meeting minutes, Ms. McGlone seconded the motion all were in favor, none were opposed.
  
3. **Presentation**
  - a. **Max Griffin - Old Town Flats** - Mr. Griffin provided the board with an update on the Old Town Flats project, Mr. Griffin shared that they are in the process of finishing the second flood and anticipates an August 2024 completion date he shared they are working on finishing the N 23rd St bulb out and ally reconstruction and hopes to get the neighborhood backup and in normal operation soon. He stated that he is grateful for the grace extended by his neighbors, Mr. Griffin addressed several improvements to the area such as adding trees, improving the alleyway and their section of 1st Ave N, he shared that they are starting their marketing now and are appreciative of the DBA’s efforts to assist in promotion of their units. Mr. Griffin shared he is happy to provide additional tours should someone have missed it and wants to still see their progress. No questions were asked or further discussion was had. Mr. Scala, Mr. Montague, and Mr. Kukulski expressed interest to tour the facility and will work with Mr. Griffin & Mr. Casey to find

a suitable time and day.

- b. Randy Hafer - Old Billings Hardware Building** - Mr. Hafer shared that they are still working on the 2nd phase of the Historic Tax Credits, he provided an overview of a few different changes in the building and provided a timeline of what's next and the anticipated timeline with the Historic Tax Credits with hopes to start construction no later than the end of this year. Mr. Hafer shared that although this project is not moving as fast as they'd like, he acknowledged that it is moving and they will be focusing on the residential component first. Mr. Patten asked for the plan regarding the first floor and Mr. Hafer provided context on the plan for the first floor inclusive of a restaurant or market, but none of that is set in stone and is open to other opportunities or those of interest. Mr. Scala asked once he gets started what's the anticipated length of construction? Mr. Hafer shared that he anticipates about 12 months for the apartments upstairs and the commercial spaces will be finished out as tenants present themselves. Mr. Hafer said he can't wait for the day when the building is no longer boarded up and understands that is likely an agreed upon sentiment amongst the board as well.

Discussion was had amongst the board regarding the timeline of the completion and the dates within the agreements for both projects. Mr. Casey reminded the board about the development agreement delay on execution of the development agreement due to the known delay the Historic Tax Credits can often cause.

#### 4. Staff updates/discussion

- a. Inviting legislators** - Mr. Casey reviewed the context of last month's meeting regarding the conversation of inviting legislators to provide clarity and communication about TIF. He shared with the board that he has reached out to a few legislators and provided context around the response he received and he was provided with a suggestion to look at the interim committee meetings that are in Helena and was suggested to have Billings host one of them, with hopes then that they would be more likely to be able to get on the agenda to talk about TIF. Mr. Casey shared that he attended an interim committee meeting last week and several TIF bills were introduced at that meeting. Discussion was had amongst the board regarding what it means and logistics around what it would take to host one of these meetings. Mr. Gulick spoke to the ability to try to speak to local legislators and felt like this was a good idea.

Mr. Montague inquired about the bills that were proposed, Mr. Casey shared that one of the bills proposes that all TIF districts ought to have an advisory board Billings already does, another one is to require a public hearing for certain city bonded projects, which Billings also already does. He shared another is to require TIF districts to go back to city council when wanting to extend a TIF district past the initial 15 years, yet another practice that Billings already does. A fourth bill is to update the language around blight, at this point in time this was not of a concern to Mr. Casey but is something that he plans and ought to monitor. Mr. Scala asked if the city has a definition of blight as well, Mr. Kukulski shared that he thinks that they lean on the statutory definition of blight but wasn't completely sure. Mr. Casey read out loud the current 15 definitions of blights on the state statute. Discussion was had amongst the board around the language presented about blight. Mr. Casey was going to do some research to figure out when the next committee meeting is and if there is an opportunity for Billings to host it.

- b. Annual allocation of \$100K TIF to Parking** - Mr. Casey shared that his intention is to get this board to the same page as the board's makeup back in FY13 when this allocation was recommended, he shared there has been some discussion amongst City Council members to remove this allocation and to reallocate these funds to a maintenance fund toward city owned assets that are and will continue to be in need of repair. He reminded the board of previous discussions at last month's meeting about the current lack of a general maintenance fund as well as several applications from city owned buildings that are applying for TIF funds. Mr. Casey spoke to multiple buildings that have secured grants with deadlines and the need to provide a local match. Mr. Casey shared that all three city owned buildings will present at next month's meeting and acknowledged that TIF isn't a sustainable method to take care of and maintain these buildings in addition to the previous discussion and need of a general maintenance fund. Mr. Casey provided the history of how the \$100,000 allocation to parking came to fruition and reviewed previous years minutes and action item recommendations. Mr. Casey provided context on conversations he's had with the parking department and shared that they will be able to make whatever work, however that this will likely be at the cost of the user.

Mr. Scala provided context on the impact of losing this allocation and how will the parking department adjust because all parking garages are also in need of maintenance. Mr. Scala shared that the loss of multiple streams of revenue is going to be a big hit and make a very challenging situation for the Parking Department. Mr. Casey shared that the current budget includes the \$100,000 allocation to Parking for FY25, because the budget has already been approved. Further discussion was had regarding the Free Holiday Parking program allocation, which is an additional allocation of \$39K to subsidize staffing while parking is free to the public.

Mr. Kukulski asked if the Business Improvement District (BID) or a Parking District could cover the cost of parking and if this could be covered by an assessment to address the perception of affordable parking in downtown. Mrs. Hafer was of the opinion that if we have public amenities that we need to take care of them. Mr. Warhlich was of the opinion that allocating funds to public amenities was good but was curious to know what it would look like if the city were to sell these assets and if it's actually in the city's best interest to continue to hold these assets if they aren't self sustaining. Mr. Gulick thought that was an excellent point to have a potential exit plan.

- c. 4th Downtown Police Officer** - Mr. Casey shared this will primarily be a BID board item, however, he mentioned that the BID board will be exploring the opportunity for an additional police officer. Mr. Casey shared that historically, the DBP financially contributes 25% of the cooperative safety programs; he recognized that public safety was of the utmost concern of one city council member. Mr. Warhlich spoke to various expense items that are of concern and makes it a much bigger position due to the expense being nearly an additional \$200,000 a year for the officer due to the need of an additional police car. Discussion was had amongst the board regarding the idea of adding a 4th police officer to the cooperative safety program versus a community service officer (CSO). Mr. Casey addressed that public safety is within the TIF urban renewal plan which is why t DBP's contributes to the cooperative safety programs. The BID will continue to further investigate this and provide recommendations.



- 5. Old Business** - Mr. Casey addressed the public comment from Mr. Griffin at the start of the meeting; he reminded the board that the initial flashing beacons were installed as a pilot program and that the conversation was to fund it first by TIF and that if it works successfully, then MDT would be open to funding the remaining crosswalks along Montana Ave. It seems that MDT's facelift project along Montana Ave is going to be delayed so we're faced with the continued perception that TIF seems to be a fail safe, that if there is no funding for something, TIF is the way to go. Discussion was had amongst the board regarding if this was within the scope and responsibility of the DBP and TIF district. It is a public safety improvement as well as an infrastructure improvement, both of which are in the Urban Renewal Priorities. However, TIF is stretched too thin and can't be a catch all when we were promised funding from MDT. DBP agrees that a meeting between City and MDT might be beneficial to learn more about their dates and funding capabilities.

Mr. Casey spoke to Mr. Griffin's other public comment in regards to the banners on Montana Avenue and how funding these banners was done in the previous administration of the DBA via securing a grant. However, with the current maintenance barriers of the installation and the banners not being eligible to qualify for the sign grant committee, we find ourselves in a similar situation where TIF is being treated as the short-term solution to a long-term issue that needs a sustainable funding mechanism. Mr. Warhlich was of the opinion that this is more suited for the DBA or BID board and isn't necessarily a DBP issue and that this would be an ongoing program and not a TIF item, similar to how flower baskets have a temporary shelf life. Mrs. Hafer agreed with Mr. Warhlich's comment. There was a general consensus that it needs to be replaced but likely isn't within the DBP's scope. The BID & DBA will brainstorm about other sources of funding for things such as existing and future banners as a beautification effort that could secure sponsorships or grants.

- 6. Adjourn by 9:00 a.m. - Mr. Casey adjourned the meeting at 9:04 AM**

**Downtown Billings Partnership**  
**Profit and Loss by Month**  
**July 1-17, 2024**

	<u>Jul 1-17, 2024</u>		<u>Total</u>	
<b>Income</b>				
<b>Total Income</b>			<b>\$</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>\$</b>	<b>0.00</b>	<b>\$</b>	<b>0.00</b>
<b>Expenses</b>				
<b>6040 Dues &amp; Memberships</b>		-50.00		-50.00
<b>6110 Meetings</b>		16.95		16.95
<b>6200 Payroll Expenses</b>				0.00
<b>6204 P/R Services</b>		105.00		105.00
<b>Total 6200 Payroll Expenses</b>	<b>\$</b>	<b>105.00</b>	<b>\$</b>	<b>105.00</b>
<b>6320 Professional Services</b>				0.00
<b>6321 Accounting &amp; Bookkeeping</b>		373.33		373.33
<b>6322 Legal Fees</b>		337.50		337.50
<b>Total 6320 Professional Services</b>	<b>\$</b>	<b>710.83</b>	<b>\$</b>	<b>710.83</b>
<b>Total Expenses</b>	<b>\$</b>	<b>782.78</b>	<b>\$</b>	<b>782.78</b>
<b>Net Operating Income</b>	<b>-\$</b>	<b>782.78</b>	<b>-\$</b>	<b>782.78</b>
<b>Net Income</b>	<b>-\$</b>	<b>782.78</b>	<b>-\$</b>	<b>782.78</b>

Wednesday, Jul 17, 2024 02:15:51 AM GMT-7 - Accrual Basis

