

LBID MEETING MINUTES
Thursday, March 21st, 2019 - 8:30 am
Murray Hotel Conference Room

1. Roll Call – In Attendance - Kathryn Borneman, Kristen Galbraith, David DePuy, Dan Kaul, Karla Pettit, Tyler Erickson

Absent: Dale Sexton

Also in Attendance: Randy Chambers, Cat Moody

2. Public Comment for Items not on the Agenda & Scheduled Public Comment

Scheduled Public Comment - Presentation from Downtown Solutions – Randy Chambers – Discussion of his meeting with the City Manager and request for the edited contracts to be discussed at next month’s meeting. Discussion of revised contracts and the City Manager’s advice for Downtown Solutions to have contracts reviewed by their legal counsel so they can be advised about the details of the contracts and what Downtown Solutions rights are. Karla discussed that the contracts have been reviewed by the City Attorney and that LBID is fine with Downtown Solutions having the contracts reviewed by their legal counsel but that LBID is trying to come into compliance with what the City Attorney and Cat Moody have recommended. Randy discussed how hard their company has worked for LBID and how he is happy to accommodate what works best in the interest of town and the LBID. He indicated he would try to come to terms with the contract language in keeping the best interest of town and his company in mind. He further explained that from the very beginning flower/trash was combined to accommodate monthly charges to make it feasibly work for his company. Cat Moody also provided information about professional accounting and bookkeeping and that current invoicing and past ACH payments lack measurable performance against the dollars that are paid – this does not allow the board to measure if taxpayer dollars were spent wisely at the end of the year. Randy also provided comment on how the contract in his view was approved and how abrupt the change has been. Other board members discussed that the invoicing issues have been discussed for quite some time and did not feel the changes were abrupt.

3. Discussion/Action Items

- A. Review/Modify/Approve Past Meeting Minutes – ***Motion to approve by Karla Pettit; second by Dan Kaul; no discussion and all in favor.***

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- B. Discuss/Approve/Deny Proposal from Livingston Gallery Assn - ***Motion to approve by KB second by TE; no discussion and all in favor.***
 - C. Discuss/Approve/Deny Sponsorship Funding to Downtown Hoot ***Motion to approve a \$1,500 sponsorship by DK; second by TE; no discussion and all in favor.***
 - D. Discuss/Approve/Deny Mailing of Strategic Plan and Letter to LBID Taxpayers – by April 15th - ***Motion to approve by KP; second by KB; no discussion and all in favor.***
 - E. Discuss/Approve/Deny Payments on Current Invoices - ***Motion to approve one invoice presented by Cat Moody by DK; second by TE; no discussion and all in favor.***
 - F. Review of LBID Expenses/Revenue – Cat will forward information on financials to Kristen and Kristen will forward the information for review to board members.
 - G. Signature of Revised Flower/Garbage Contract by LBID and Contractor – ***Tabled and to be reviewed next month.***
 - H. Signature of Revised Graffiti Contract by LBID and Contractor - ***Tabled and to be reviewed next month.***
 - I. Signature of Revised Banner Contract by LBID and Contractor - ***Tabled and to be reviewed next month.***
 - J. Additional Discussion Items from Board Members – David discussed the terms of board members and Kristen will send the information she has seen on the city website out to board members.
4. Update on Business Items of Interest
- A. Welcome Sign Project – This project on hold until Kristen talks to LACC and MDT about other projects that might be the same type.
 - B. Banner Program – Randy has talked to LHC about the banners for the summer season and Kristen has talked to LHC and PCCF and thinks that both LHC and PCCF and maybe Yellowstone Bus may want banners to go up this summer.
 - C. Graffiti Remediation – Randy indicated there are about 5 pen marks that his company will remove when temps go up and he will take pictures and provide locations of where they are located. He indicated that the tags will be removed by the next meeting and likely before this weekend.
 - D. Flower Baskets Program – Randy asked about potential expansion and some of the baskets that need some work. Kristen discussed that LBID might not be able to expand this summer. Karla said she can research where to order baskets. Kathryn discussed the need for additional flowers in the Main Street area. ***David discussed that LBID should just***

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purchase the new baskets and moved to purchase the baskets based on the outcome of the research Karla and Kathryn are able to come up with for additional baskets and some new options; second by Tyler; no discussion and all in favor.

- E. Main Street Construction – Kristen discussed that the company is supposed to start next week and are mobilized.
- F. Additional New Business from Board Members - Kristen discussed the need for paying some person to take minutes and for board members to keep this in mind. Kristen also discussed that she has been working on the Request for Proposals and should be able to send draft copies to board members by the middle of April – those proposals will be divided into Flowers/Banners/Garbage and Graffiti. Karla discussed trying different planters to hang from the posts.

5. Public Comment - No public comment.

6. Discussion of next Meeting Date and Agenda - April 18th at 8:30 a.m. – Karla P. will not be able to attend.

7. Adjourn – ***Motion to adjourn by Dan Kaul; second by Karla Pettit; no discussion and all in favor.***

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