

**Helena Business Improvement District**  
 Board of Trustees Minutes  
 Tuesday, September 8, 2020 – 3:30 p.m.  
 316 Fuller Ave & Zoom

Board Members Present:	John G., Mark R., Larry M.	
Board Members Absent:	Ryan S.	
Public: Zoom:	Kristi Ponozzo, Tim Nickerson Lee S., Rex S.,	
Staff:	Micky Z. - HBID Executive Director; Mike Rooney – DHI Operations Director	
<b><u>Agenda</u></b>	<b><u>Discussion</u></b>	<b><u>Motion/Action</u></b>
Welcome	Board Chair, Lee S., called the meeting to order at 3:31 p.m.	
Public Comment	None	
Parks, Recreation, and Open Lands update	<p>Mark arrived 3:33 p.m.</p> <p>Director Kristi Ponozzo updated the board on projects in and around the BID district. Specifically, she mentioned</p> <ul style="list-style-type: none"> <li>• Restoration of the Fire Tower</li> <li>• Hill Park Stage</li> <li>• Graffiti on the Ped Mall</li> <li>• Usage of garbage bins on the Ped Mall</li> <li>• Beattie St Trailhead is complete</li> </ul> <p>Lee inquired about facilities (restrooms) on the Ped Mall where Micky replied with the porta potties that were on the Ped Mall in the summer were a function of Grand Street Theater day camps. Micky also informed Kristi of the garbage conversations taken place this year with Public Works and the response was to wait for the City Manager.</p> <p>Kristi left the meeting at 3:40 p.m.</p>	Action: Micky will include City Parks on upcoming garbage receptable conversations.
DHI Update	Mike Rooney updated the board on upcoming DHI fall events stating Kids Fall Fest and Fall Art Walk will run together beginning with a four day Fall Art walk event from October 20-23 and ending with Kids' Fall Fest on October 24.	
Approve July Financials		Motion by John to approve the July financials. Second by Larry. Motion passes.
Approve July board minutes		Motion by Mark to approve the July board minutes. Second by John. Motion passes.
Old Business a. Relocation b. 300 block trees c. Graffiti d. Assessment e. Calendar/Trail Map f. Committee reports	<p>Staff have looked at the old Lotus location on the Ped Mall and board members had two opportunities to view the location in the last week. Concern with that space is it is too big but could provide additional income from renters. Additional concern was the BID/DHI offices taking prime real estate that is for retail. Micky indicated she is in the process of getting a furniture quote with the idea that the current space could be remodeled to fit the vision Mike and Micky have. The 318 N Last Chance Gulch location did not come to fruition for several reasons, but mainly potential partners were not able to commit and the space (2000 sq. ft) is too large for our offices.</p> <p>John left at 4:15 p.m.</p> <p>Micky presented to the DURD board last week the application for assistance with the 300-block tree project. The board unanimously approved the project and the next step is it will go in front of the City Commission.</p>	<p>Action: Board is open to looking at not only leasable spaces but also spaces to purchase. Micky will look to see if the BID can receive a mortgage loan.</p> <p>Action: Micky will keep the board informed of when the City Commission plans</p>

	<p>Micky has been collecting graffiti notes from sister cities as well as had a conversation with Clean Slate Group. Micky requested Clean Slate Group come to the October meeting to discuss how they may assist us with graffiti. Micky expressed the need to address the assessment even if in the end the formula stays the same. The board decided to make a working group meeting set for October 6. The group is made up of board members, Lee, Mark, Rex, and Larry and Micky will invite Jim Burrington, Alan Nicholson, and Kevin Schulte to attend.</p> <p>Mike Rooney stated the calendar and downtown map are in progress. We expect them to be completed the week of Thanksgiving if not before.</p>	<p>to discuss the 300-block funding.</p> <p>Action: Micky will invite Clean Slate Group to the October meeting.</p> <p>Action: Micky will send a calendar invite to the assessment working group for October 6 at 10 a.m.</p>
<p>New Business</p> <ol style="list-style-type: none"> <li>a. Wayfinding</li> <li>b. Community Conversation/Police</li> <li>c. Parklets</li> <li>d. Equipment Rental</li> </ol>	<p>Micky stated the \$500 budget to update the wayfinding is not enough. Dustin will work on updating the arrows, but Micky suggested the next step be to replace and increase the map attached to some of the poles.</p> <p>Lee and Micky have been in contact with Chief Hagen about homelessness and camps around the downtown. Chief Hagen is looking to continue the community conversation and find long term goals.</p> <p>Rex, Mark, and Mike all have investigated the success of Parklets. Now is the time to design a parklet that could be used for next year.</p> <p>Micky updated the board on the equipment rental. The Awning has been added to the equipment rental form, but it is owned by DHI. We will not produce two equipment rental forms, but the funding will go to DHI. Rex suggested an Admin fee to be paid to BID from DHI for the use.</p>	<p>Action: Lee will follow up with Chief Hagen.</p> <p>Action: Micky will look into an admin fee for DHI to pay to BID for the equipment rental.</p>
News & Announcements	Micky reminded board members to respond to the three questions she sent out last week in preparation for welcoming the new City Manager.	
Next Meeting	October 13 – joint meeting with DHI, location TBD	
Adjourn	Meeting was adjourned at 4:50 p.m.	
Respectfully submitted: Micky Zurcher		