

Helena Business Improvement District
 Board of Trustees Minutes
 Tuesday, January 12, 2021 – 3:30 p.m.
 330 Jackson St. & Zoom

Board Members Present:	Rex Seeley – Vice-Chair, Mark Roylance, Al Roy, John Grant, Jake Heaton Zoom – Lee Shubert - Chair, Ryan Stavnes	
Board Members Absent:	None	
Public:	Christopher Clemow, David Knoepke – City Transportation Director, Ryan Rickert – Clean Slate Group	
Staff:	Micky Z. - HBID Executive Director; Mike Rooney – DHI Operations Director	
<u>Agenda</u>	<u>Discussion</u>	<u>Motion/Action</u>
Welcome	Board Chair, Lee S., called the meeting to order at 3:31 p.m.	
Public Comment	None	
City of Helena Transportation update	<p>David Knoepke, City Transportation Direct, presented to the board updates on snow removal, parking, and parklets/pedlets.</p> <p>Adequate snow of 5-8 inches means his team is out plowing the streets.</p> <p>Parking finances continue to struggle as people continue to telecommute. They are looking at ways to utilize underserved parking areas. Discussion of a parking consultant is still on the table but will not be addressed until we get out of our COVID state.</p> <p>Micky and David have been discussing parklets and pedlets. The survey requested by the BID board at their November meeting only received 13 responses. David will be introducing parklets at the City Admin meeting next Wednesday. Concerns discussed among staff, David, and the board are community outreach (when an applicant submits plans for their parklet is there buy-in from their adjacent neighbors), length of time, and compensation of taking up a parking area. Said things, among others, will need to be lined out if the city commission would like to advance the parklet concept. The board appeared more entertained with the option of the city working with businesses interested in parklets than the BID owning a parklet and renting it out.</p> <p>Rex was curious about Rodney street and David stated the bid will go out in the next few weeks.</p>	Action: the board made it clear they are interested in parklets not pedlets. In the future, if the BID is to purchase one, they may consider an interchangeable parklet/pedlet.
DHI Update	<p>Mike talked about the Shop Local Shop Now campaign, provided a downtown nugget update as well as membership, events, and a new communication outlet called Slack.</p> <p>Lee was curious how many nuggets have been redeemed and Mike estimated \$2000 of the \$40,000 plus that were sold last November-Christmas. Nuggets can now be purchased at our headquarters, Valley Bank downtown, First Interstate Bank downtown, and Birds and Beasleys.</p>	
Approve financials A. October B. November	<p>Micky provided up-to-date checking and STIP values: \$105,209.34 STIP \$41,774.94 checking account</p> <p>All Around Construction, contractor awarded the bid for the 300-block tree project, has submitted their first invoice for the grates, a total of \$15,000. Funds to pay for this invoice were transferred from the STIP.</p> <p>Ryan Ricket joined at 3:59p.m.</p>	Motion by John to approve the October and November financials. Second by Rex. Motion passed.
Approve board minutes A. October B. November		Motion by Mark to approve the October and November minutes.

		Second by Rex. Motion passed.
<p>Old Business</p> <ul style="list-style-type: none"> A. 300 block tree progression B. Graffiti C. Assessment conversation D. Parklets 	<p>No additional updates on the 300 block trees.</p> <p>The board is under contract with Clean Slate group out of Bozeman for \$4500 towards graffiti. In the contract, an audit, \$2000 worth of graffiti cleanup, and consultation to provide current and historical data to leverage data driving decisions to support the creation of a city ordinance is under the scope of work and deliverables. Ryan and his team work nationwide but have recently worked with the city of Bozeman on the city ordinance.</p> <p>On December 10, Ryan and his team came to Helena to do a physical audit and found over 100 incidences of graffiti. Micky has been working with Ryan and his team, currently focusing on the deliverables for the February 17 city admin meeting. Ryan and his team will prepare the presentation for the city and showcase it at the February retreat. Micky’s monthly meeting with the City Manager this month focused on next steps regarding graffiti legislation. The City Manager indicated she did not believe Helena had a problem. City Parks and City Transportation do take care of graffiti in their areas. The City Manager mentioned she sees some of the graffiti as art. Ryan indicated he will make clear the difference between art and graffiti. Simply put, it is not art unless there is permission.</p> <p>Ryan left at 4:35 p.m.</p> <p>The sub-committee of the assessment group was seeking direction from the board on two questions: does the board recommend the city be assessed as well as non-profits? Micky explained that she has been asked about timeline on assessment and has stated that if the assessment is going to change for FY 22, then the sub-committee needs to provide a recommendation to the board no later than next month. Board members indicated they were not interested in making a fast decision unless there was a solid assessment formula. The work plan and budget are scheduled for May. Any changes to the assessment formula would be included in the May update to the commission. Micky is meeting with the city finance team tomorrow.</p>	<p>Action: the board indicated they will assess the city and non-profits.</p> <p>Sub-committee assessment group will meet in the coming weeks to review proposals for the new assessment.</p>
<p>New Business</p> <ul style="list-style-type: none"> A. MMS grant, CIP B. Downtown Decorating 	<p>Montana Main Street grant is submitted, and Micky is hopeful they will learn if they were awarded by the end of this month or beginning of February. \$30,000 was committed from the City, \$2000 from MBAC, and support letters were received from the Chamber and L&C Historic Society.</p> <p>Lee stated he and a group of people are interested in creating a sub-committee to address additional holiday décor. Micky added around \$2000 was spent out of the DHI CARES funding towards improving décor.</p> <p>Micky stated the City Manager asked about a “Welcome to Downtown” sign and Micky’s reply was most recently the conversation was around a sign that said, “Happy Holidays”. The five-year plan Micky put together in July/August of 2018 was intended to go in front of the City Commission but was never realized. Micky had independently talked with then Commissioners Noonan and current Commissioner, Haladay, regarding the downtown holiday vision. Commissioners agreed the work would not be successful without a strong partnership between the city and the BID.</p>	<p>Action: Micky will revisit her five-year holiday plan and share it with the city manager and board.</p>
News & Announcements	Micky requested trustees take the retreat survey.	
Next Meeting	February 9 th , 2021 – all day retreat	
Adjourn	Meeting was adjourned at 5:05 p.m.	
Respectfully submitted: Micky Zurcher		