

Helena Business Improvement District
 Board of Trustees Work Session Minutes
 Tuesday, May 26, 2021 – 11:30 a.m. – 1:00 p.m.
 330 Jackson St. & Zoom

Board Members Present:	Al Roy – Vice Chair; Mark Roylance; Lee Shubert; Rex Seeley – Chair; Jake Heaton; John Grant;	
Board Members Absent:		
Public: In Person; Zoom	Chelsia Rice, Sarah Hamblock	
Staff:	Micky Zurcher, ED	
<u>Agenda</u>	<u>Discussion</u>	<u>Motion/Action</u>
Welcome & Introductions	Meeting was called to order at by board chair, Rex Seeley, at 11:35 a.m.	
Public Comment	None	
Assessment	<p>Board discussed and made the following decisions regarding assessment questions and conversation which have come from the ad hoc assessment committee.</p> <ul style="list-style-type: none"> • Non-profits will be assessed the flat fee only • Vacant lots will not be assessed • The board agreed on a four-part assessment methodology • Public – properties are lands and building that do not belong to any one person but to the public at large and are not restricted to any one individual’s use or possession. These properties include those owned by federal, state, county or city government, school districts, and any “quasi-public” entities. • Private – properties are lands and building owned by individuals and corporations that are non-residential. • Vacant – properties are lands that have no habitable improvements and not used for commercial purposed. Parking lots and public parks are not vacant properties. • Residential – properties are lands and buildings used or designed for use as individual residences including but not limited to single family homes, apartments, townhouses, condominiums, or any other place where people live. <p>Accessory Parking and aggregation need to not be part of the equation or language. Based on the above definitions, these would not be recommended for interpretation by city staff. Discussion on increasing the flat fee on an annual basis of 1%.</p>	<p>Motion by Al to not assess vacant lots. Second by Mark. Lee opposes. Motion passes 5-1.</p> <p>Action: Micky will put on a forthcoming agenda the adoption of the assessment language for the methodology. Following that, the board will need to discuss the values assessed for the formula, which is a flat fee, taxable value, and per square foot area.</p> <p>Action: Micky will inquire about how much does taxable value work with inflation?</p>
Banners	<p>The banner discussion led to three parts:</p> <ul style="list-style-type: none"> • Expanding the footprint of the banner program to include all the district • Setting up a meeting with the GNTC and get a MOU or some form of a foundation document so that we know who is doing what in the GNTC • How does the program continued to be offered with success? Do we try for another contractor or hire our own staff with our own equipment? John mentioned there is a Scaffold Law. In the tenure of the current ED, the banner has always been done by a third party/contractor. If the partnership with Brow Tine properties is successful, the board would like to seek a long-term contract with them. 	<p>Action: Micky will set up a meeting with GNTC. Micky will work on gathering an inventory of the poles in the district. Micky will work on a 3–5-year budget for expanding the program which will include equipment. Micky will work with Brow Tine Properties to negotiate the fall banners.</p>
News & Announcements	Lee asked about fake flowers.	
Adjourn	Meeting adjourned at 1:01 p.m.	

