

**Helena Business Improvement District**  
 Board of Trustees Work Session Minutes  
 Tuesday, April 12<sup>th</sup>, 2022 – 3:30 p.m.  
 330 Jackson St. & Zoom

Board Members Present:	Lee Shubert; Seth Brandenberger - Vice-Chair; Mark Royslance, Sean Morrison; Rex Seeley - Chair; Sean Morrison	
Board Members Absent:	One Vacancy; Ryan Stavnes;	
Public: In Person; Zoom	Commissioner Dean	
Staff:	Micky Zurcher, Executive Director	
<b><u>Agenda</u></b>	<b><u>Discussion</u></b>	<b><u>Motion/Action</u></b>
Welcome & Introductions	Meeting was called to order at by board chair, Rex Seeley, at 3:32 p.m.	
Public Comment	N/A	
Assessment Methodology Change	<p>Sean arrived at 3:36 p.m.</p> <p>Micky presented the FY23 work plan and budget on March 23 to the city commission. Direction from that meeting was city staff and the BID were to come up with a mutual agreeable methodology. Micky reached out to Sheila, finance director, on March 28<sup>th</sup> to put the Commissioners suggestion in motion and Sheila replied with, she was told to wait for Tim Burton, interim city manager. Micky also reached out to Tim via an email providing him a quick synopsis. Micky has not communicated with Tim, nor has he responded to her email directly, but through his staff a meeting is set up for April 18<sup>th</sup> to meet with Tim.</p> <p>Micky invited Sheila and Tim to the work session scheduled for April 12<sup>th</sup> with the hopes this would be the first dialogue between city staff and the BID regarding the methodology. The city denied the invitation.</p> <p>On April 7<sup>th</sup>, Sheila responded to the BID. She and Tim discussed the methodology and agreed it was not feasible to bring the proposed assessment forward for this budget year. Sheila stated, “The cost impact of assessing the city \$85,000 is too great to parks, parking, city buildings, and the library. I understand you are meeting with your Board next week. I would recommend that you indicate to them that we work together over the next year to come up with a mutually agreeable methodology for assessing the BID costs to the district landowners for Fiscal Year 2024.”</p> <p>Through email, Micky asked what the city needed from the BID in response to their response. Sheila stated the ROI will temporarily be slated for April 25<sup>th</sup> and that the city will assess the district in the same manner as FY22. She stated she needed an updated workplan and budget with any memo for the packet.</p> <p>Micky updated the FY23 work plan with a narrative of the actions since March 23 and reverted the methodology back to FY22. Micky is seeking a motion from the board to approve the amended changes in the work plan.</p> <p>Discussion from the board: the attitude the city has taken is time wasted and we need a commitment from the city that we will work together for FY24. The old methodology is not uniform nor is it fair and equitable. The city has been paying 2% of the budget when they own 26% of the land.</p>	<p>Action: Sean will join Micky and Tim on April 18<sup>th</sup></p> <p>Motion by Mark to approve the amended FY23 work plan. Second by Lee. Motion passes 5-0.</p> <p>Action: 1) board will seek a timeline for the city and board to meet. A suggestion of 60 days from approval of the FY23 work plan and budget. 2) is the city coming back with a counteroffer? 3) Does the city want to provide a list of things from the BID that may work for them?</p> <p>Rex, Mark, and Lee have agreed to continue to sit on the ad hoc committee as we move forward working with the city. It was also suggested Jim continue to sit on the committee.</p>
News & Announcements	Rex commented on how nice the Pedestrian Mall looks with the new lights. He also requested a parking advisory board at which Commissioner Dean stated she has it in her notes to bring up the next time the Commission gets a parking update from city staff.	
Next meeting	May 10 <sup>th</sup> , 2022	
Adjourn	Meeting adjourned at 3:50 p.m.	