

**CITY OF HELENA**  
**REGULAR CITY COMMISSION MEETING**  
**February 22, 2016**  
**6:00 P.M.**

***Time & Place***

A regular City Commission meeting was held on Monday, February 22, 2016 at 6:00 p.m., in the Commission Chambers, 316 N. Park Avenue, Helena, Montana.

***Members Present***

Mayor Smith indicated for the record that Commissioners Ellison, Haladay, Noonan and Farris-Olsen were present. City Manager Ron Alles, City Attorney Thomas Jodoin and Deputy City Clerk Robyn Brown were present. Others present were Gary Spaeth and Dick Sloan representing the Helena Citizens Council.

***Pledge of Allegiance***

Mayor Smith asked those persons present to please stand and join him in the pledge of allegiance.

***Minutes***

The minutes of the regular City Commission meeting of February 8, 2016 were approved as submitted.

***Consent Agenda***

CONSENT AGENDA:

- A. Claims
- B. Acceptance of a Montana Department of Natural Resources and Conservation (DNRC) grant to complete eighty (80) acres of forest health restoration work within the City of Helena's recently acquired open lands ownership located on Mount Ascension.
- C. Final passage of Ordinance No. 3216 pre-zoning to R-O (Residential-Office) District, and upon annexation amending the Official Zoning Map for the City of Helena, for property legally described as Tract B-1A-1 of COS #3104106 in Lewis and Clark County. **Ord #3216**
- D. Northwestern Energy Utility Easements located within the Bull Run Subdivision.
- E. Resolution declaring tangible personal property owned by the City of Helena to be surplus property and authorizing the sale or disposal of that property (vehicles and miscellaneous equipment). **Res #20232**

City Manager Ron Alles recommended approval of the claims and the consent agenda.

***Public comment***

Mayor Smith asked for public comment, none was received.

***Motion***

**Commissioner Ellison moved approval of items A through E on the consent agenda.** Commissioner Haladay seconded the motion. All voted aye, motion carried.

***Communications***

COMMUNICATIONS/PROPOSALS FROM COMMISSIONERS

Commissioner Farris-Olsen commented the ceremony and luncheon commemorating the signing of the Twinning Agreement with Isla Muejres was a great event and expressed excitement for the program moving forward.

Commissioner Ellison congratulated the Talking Saints on their 26<sup>th</sup> regional award. He went on to say Carroll College is ranked #1 in

the U.S. News and World Report for value, academics, and veterans programs; #1 in the State of Montana for grades; the lowest loan default rate in the nation, in addition to one of the highest rates of second-year student return. All of these rankings demonstrate it is a very well-run institution. Commissioner Ellison commended Carroll College President Dr. Tom Evans, his staff and students, and noted Commissioner Noonan is a professor at Carroll College and Mayor Smith is an alumni.

Commissioner Ellison referred to recent events of unsafe drinking water in several areas of the country, commenting specifically on the dangers of high levels of lead in drinking water. He referred to the City's 2015 Water Quality Consumer Confidence Report and explained the highest level found during monitoring was four (4) parts per billion; the Environmental Protection Agency (EPA) standard is fifteen (15). Commissioner Ellison summarized Helena residents can trust that their drinking water is of outstanding quality and encouraged citizens to take note of the report when it arrives with their June water bill.

***Report of the City Attorney***

REPORT OF THE CITY ATTORNEY

No report was given.

***Report of the City Manager***

REPORT OF THE CITY MANAGER

No report was given.

***Report from the Helena Citizens Council***

REPORT FROM THE HELENA CITIZENS COUNCIL

HCC Chair Gary Spaeth thanked Commissioner Ellison for committing to attend the HCC's March Meeting.

HCC Treasurer Dick Sloan reported the Council will begin examining the City's Fiscal Year 2017 budget in order to be prepared when formal review by the Commission begins. He also reported the Council will continue involvement with the Helena School District (HSD) Board of Trustee's work to improve facilities and address education issues.

Mayor Smith requested the HCC provide a report to the Commission at an upcoming Administrative Meeting on the happenings of the HSD Board.

***Regular Items***

REGULAR ITEMS:

A. CONSIDER THE FINAL PLAT FOR THE AMENDED PLAT OF LOT 1A-1E1C SHOPKO MINOR SUBDIVISION CREATING THREE (3) LOTS.

***Staff Report***

Planner Lucy Morell-Gengler reported on October 5, 2015, the Helena City Commission conditionally approved the preliminary plat for this Shopko Minor Subdivision creating 3 lots from 2.6 acres and conditionally granted a variance to the wetlands setback requirements. The applicant has completed the conditions and is now requesting approval of the final plat for this minor subdivision.

The applicant intends to transfer ownership of Lot 1A-1E1C3, the regional stormwater pond, to the city but there is currently a "Public Access & Utility Easement" on this lot. This easement permits access not only to the city for maintenance but also broad access to the public. Permitting general public access to this facility is not appropriate and this easement should be expunged prior to city ownership of the property. Therefore, the applicant is currently in the process of removing that

public access easement and will dedicate the stormwater pond lot to the city at a later date.

Direct vehicular access from Sanders Street to Lot 1A-1E1C3, the stormwater pond lot, is restricted per a previous plat of the Shopko Minor Subdivision - COS #3171732. Amending that restriction to permit maintenance access to Lot 1A-1E1C3 and an emergency turnaround would facilitate proper maintenance of the stormwater pond and the provision of emergency services to the area. Sanders Street is currently a dead-end street that exceeds 150 feet thus requiring an emergency turnaround. It is anticipated Sanders Street will eventually be extended to connect to Jordan Drive thus, the emergency turnaround is temporary.

The approval of the preliminary plat was subject to the conditions stated in the Findings of Fact and the conditional variance approval. A list of the original conditions and how the applicant met those conditions was included in the Commission Meeting packet. Although water, wastewater, and stormwater facilities have been installed and accepted by the city; a financial guarantee has been established for the installation of required landscaping.

Ms. Morell-Gengler recommended approval of the final plat as it would allow for the sale of the lots and encourage the development of property in this area with city services, including municipal water and wastewater. In addition, it allows development to city densities which has the potential to reduce vehicle miles traveled in the Helena area.

Public comment

Mayor Smith called for public comment; none was received.

Motion

**Commissioner Haladay moved approval of the final plat for the Amended Plat of Lot 1A-1E1C Shopko Minor Subdivision creating 3 lots.** Commissioner Ellison seconded the motion. All voted aye, motion carried.

B. CONSIDER AN AMENDED PLAT REVISING THE BENTON AVENUE ACCESS RESTRICTION FOR LOT 4, BLOCK 5, IN THE STONE MEADOWS SUBDIVISION- PHASE I.

Staff Report

Planner Morell-Gengler reported Benton Avenue within the Stone Meadows subdivision has a platted access restriction. The subject property, 3671 Benton Avenue, is located on the east side of Benton Avenue adjacent to an alley and across from the intersection of Obsidian Avenue and Benton Avenue. It has been developed with a single-unit residential use and the driveway was allowed to be installed accessing Benton Avenue erroneously and is not in compliance with the access restriction placed on the lot. The property owner is requesting the access restriction be lifted for this property only. Removal of the restriction would allow the occupants to continue utilizing the existing curb cut onto Benton Avenue for access to the property.

Planner Gengler noted staff had no recommendation on the proposal.

Discussion

Commissioner Ellison asked if any of the adjacent property owners have submitted comment on the proposal. Planner Gengler stated no, adding most of the adjacent property is vacant or under construction.

Commissioner Farris-Olsen expressed concern with the City's process for compliance review; since both the architect and City staff

missed this issue during evaluation of the proposal. Planner Gengler explained changes in process are already occurring, particularly for building permits adjacent to collector and/or arterial streets. Typically, in the past, a copy of the plat was not required for submittal of a building permit application; it is now required as part of the review process.

Commissioner Haladay asked why staff did not provide a recommendation for approval or denial of this proposal. He also requested more information on the developer's history of building in the City.

City Attorney Jodoin explained a recommendation was not provided because in his view this item is similar to a variance; therefore, it did not seem appropriate for City staff to take a position.

Planner Gengler referred the latter question to the applicant.

**Public comment**

Mayor Smith called for public comment.

Rick Ahmann, representing Cottage Craft homes, applicant; explained the standard development style of the lots in the immediate area and provided the history behind the construction on this lot. He assured the Commission this was an unfortunate oversight by several parties and is the only issue they have encountered while constructing most of the homes in the Stone Meadows Subdivision.

Cindy Trimp, prospective buyers of the subject property; thanked the Commission for considering the proposal and urged them to approve the amended plat.

**Comment**

Commissioner Haladay concurred with Commissioner Farris-Olsen's concerns related to the building permit review process. He stated this request seems reasonable and because of unique and unintentional circumstances. He pointed out this is the only lot not in compliance with requirements that were put in place to mitigate concern over multiple vehicles backing out into a street with heavy traffic.

Commissioner Farris-Olsen echoed Commissioner Haladay's comments and expressed appreciation that access to the garage has been developed from the alley to further mitigate turning off of Benton Avenue.

Commissioner Ellison indicated he would vote in favor of the amended plat and thanked staff and the applicant for their candor in requesting a solution to the issue. He agreed this is an isolated incident within the subdivision.

**Motion**

**Commissioner Ellison moved approval of the amended plat revising the Benton Avenue access restriction for Lot 4, Block 5, in the Stone Meadows Subdivision Phase I.** Commissioner Noonan seconded the motion. All voted aye, motion carried.

***Introduction***

INTRODUCTION:

A. Isla Mujeres Delegation

Mayor Smith introduced the following members of the Mexican delegation from Isla Mujeres: City Mayor of Isla Mujeres Agapito Magana Sanchez, General Subsecretary of the City Hall Jose J. Castillo Magana, City Council from Commission for Tourism and Commerce Jose Magana Galue, Consul of Mexico Celso Humberto Delgado Ramirez, Mrs. Maria Eugenia Espriu de Delgado and Deputy Consul Wilma Gandoy.

Mayor Smith provided an overview of the new Sister City Agreement and read a plaque given to the City to memorialize the partnership.

**Public Hearings**

**PUBLIC HEARINGS:**

- A. CONSIDER A RESOLUTION VACATING THE FULL WIDTH OF THE NORTH-SOUTH ALLEY RIGHT-OF-WAY BETWEEN LOT 5 AND LOTS 21 AND 23, AND THE SOUTHERN TRIANGULAR PORTION OF THE EAST-WEST ALLEY RIGHT-OF-WAY ADJACENT TO LOT 1, ALL IN BLOCK 1 OF THE GRAND AVENUE ADDITION IN THE CITY OF HELENA.

**Staff Report**

City Engineer Ryan Leland reported 80 Proof, LLC, the adjacent property owner to the above described property in the city of Helena, has petitioned for the vacation of the north-south alley right-of-way between Lot 5 and Lots 21 through 23, and the southern triangular portion of the east-west alley right-of-way adjacent to Lot 1, all in Block 1 of the Grand Avenue Addition. Currently, the subject alley cannot be utilized due to existing buildings and infrastructure adjacent to the alley to be vacated.

The square footage of the alley to be vacated totals approximately 1,093 square feet. The applicant is proposing to trade the approximate square footage of property adjacent to City of Helena right-of-way in lieu of cash payment. The required survey by the applicant and the City of Helena will determine the total square footage and final cost of the vacation.

Engineer Leland recommended approval of the vacation as it will allow clean up of the plats in the area and provide additional right-of-way for the City.

**Public Testimony**

Mayor Smith declared the public portion of the hearing open and called for any persons wishing to address the Commission.

There being no persons wishing to address the Commission, Mayor Smith closed the public hearing.

**Motion**

**Commissioner Haladay moved approval for a resolution vacating the remaining portion of the north-south alley right-of-way between Lot 5 and Lots 21 through 23, and the southern triangular portion of the east-west alley right-of-way adjacent to Lot 1, all in Block 1 of the Grand Avenue Addition in the City of Helena.**

Commissioner Ellison seconded the motion. All voted aye, motion carried. **Res #20233**

- B. CONSIDER A RESOLUTION VACATING THE FULL WIDTH OF THE NORTH-SOUTH ALLEY RIGHT-OF-WAY BETWEEN LOTS 1 AND 7 IN BLOCK 4 AND THE EAST-WEST ALLEY BETWEEN LOTS 1 AND 7 IN BLOCK 4 AND LOTS 12 AND 13 IN BLOCK 3, ALL IN THE GRAND AVENUE ADDITION IN THE CITY OF HELENA.

**Staff Report**

Engineer Leland reported Wylie A. Rucker and U Haul Real Estate Co., the owners of the property adjacent to the described property in the City of Helena, Montana, have petitioned for the vacation of the north-south alley right-of-way between Lots 1 and 7 in Block 4 and the

east-west alley right-of-way between Lots 1 and 7 in Block 4 and Lots 12 and 13 in Block 3, all in the Grand Avenue Addition.

The approximate square footage of the alley to be vacated totals 1,942 square feet. Of this Mr. Rucker is requesting 1,370 square feet and U-Haul Moving & Storage of Helena is requesting 572 square feet. The square foot value for the portion requested by Mr. Rucker is \$5.25 and for U-Haul Real Estate Co. is \$5.29. The approximate total calculated value to vacate the portion of alley requested by Mr. Rucker is \$7,193.00. The approximate total calculated value to vacate the portion of alley requested by U-Haul Real Estate Co. is \$3,026.00. The required survey by the applicant and the City of Helena will determine the total square footage and final cost of the vacation.

Engineer Leland recommended approval of the proposed vacation, as it will allow the construction and expansion of a new loading dock and warehouse expansion for Mr. Rucker and added storage area for U-Haul Real Estate Co.

#### Public Testimony

Mayor Smith declared the public portion of the hearing open and called for any persons wishing to address the Commission.

There being no persons wishing to address the Commission, Mayor Smith closed the public hearing.

#### Motion

**Commissioner Haladay moved approval for a resolution vacating portions of the north-south alley right-of-way between Lots 1 and 7 in Block 4 and the east-west alley right-of-way between Lots 1 and 7 in Block 4 and Lots 12 and 13 in Block 3, all in the Grand Avenue Addition in the City of Helena.** Commissioner Ellison seconded the motion. All voted aye, motion carried. **Res #20234**

- C. CONSIDER SUBMISSION OF THE HELENA AREA TRANSIT SERVICE (HATS) FISCAL YEAR 2017 (FY 2017) MONTANA DEPARTMENT OF TRANSPORTATION (MDT) 5311 OPERATING GRANT REQUEST.
- D. CONSIDER SUBMISSION OF THE HATS FY 2017 MDT 5311 GRANT REQUEST FOR CAPITAL EQUIPMENT.
- E. CONSIDER SUBMISSION OF HATS FY 2017 REQUEST FOR MDT 5311 TRANSADE FUNDING.
- F. CONSIDER ACCEPTANCE OF THE HATS COORDINATION PLAN FOR FY 2017.
- G. CONSIDER SUBMISSION OF THE HATS FY 2017 MDT 5311 GRANT REQUEST PACKAGE.

#### Staff Report

HATS Superintendent Steve Larson reported each year the City of Helena is required to submit a budget to MDT which shows how federal funding would be used for the upcoming year. Due to the annual submission date of March 1<sup>st</sup>, it is understood that even with the City Commission's approval to submit the draft budget, the Commission retains its ability to modify the budget as necessary during the City's normal budget review process.

This year the City of Helena is applying for \$690,229.00 in 5311 operating funds as well as \$50,513.00 for TransAde funds for seniors

and individuals with Disabilities transportation. Additionally, the City is requesting one capital item; a 12 passenger/ 6 wheelchair bus with a cost estimate of \$64,000.00. The City's match for this item is no more than 20% or \$12,800.00.

The City is able to use federal funding to assist in providing for Helena's public transit operation. It has been shown through numerous studies that public transit is not only beneficial for individuals it can also reduce traffic on the streets, help extend the life of our roadways and reduce air pollution.

Superintendent Larson referred to the 5311 Grant request for capital equipment and reported each year, as delineated in the City of Helena Capital Replacement Plan, HATS replaces one bus. By replacing one bus each year we can remain on our 10 year cycle plan. Replacing a bus each year allows staff to effectively manage both the buses and the necessary capital funding. Over its life each bus will serve both as a primary service bus and a backup bus. It is common that when it is time to replace the bus it will begin to experience extensive and expensive repairs and will have over 200,000 miles on the bus. This year we will be requesting a 12 passenger/6 wheelchair bus for our ADA Para Transit operation. The cost of the bus is \$64,000.00. City of Helena is required to provide the match. The match is no more than 20% of the cost or \$12,000.00.

Superintendent Larson recommended approval of the proposed capital equipment request, noting fleet replacement is vital to maintaining an effective operation. Also, new buses have up to date electronics and emission systems as required by the federal government.

Regarding HATS' FY 2017 request for MDT 5311 TransAde funding, the 2015 legislature changed the TransAde distribution program identified in MCA 7-14-112. This change allows the funding to be open to other agencies involved in the local Transit Advisory Committee (TAC) if the lead agency does not have a qualifying need for the funds. The amount of funding available to our area this year is \$50,513.00. This year, the City of Helena, HATS, will be using the TransAde funding to provide transportation to seniors, elderly and individuals with disabilities through its ADA para-transit service.

Superintendent Larson recommended approval of the proposed TransAde funding request and stated transportation services for seniors, elderly and individuals with disabilities through HATS ADA Para Transit service is the primary transportation for many in our community. Without this funding many individuals would be left relying on friends, neighbors or relatives for transportation.

He further reported a yearly updated Coordination Plan is a required segment of our 5311 Operating Funds Grant Request and the Commission's acceptance of the HATS FY 2017 plan will allow staff to include the document in its grant application package.

Said plan helps indicate how transportation coordination is progressing in our community. It also provides a way for the lead agency to describe what items in the updated 2013-2018 Transit Development Plan have been completed.

Finally, the lead agency must submit the grant funding request to MDOT to receive the federal funding. The grant request includes the 5311 operating budget, capital equipment request, TransAde funding request and the updated Coordination Plan.

The Commission must authorize the City Manager to sign the 5311 grant request which includes the 5311 operating budget, capital

equipment request, TransAde funding request and the updated Coordination Plan for the City of Helena and to allow HATS staff to submit the FY 2017 5311 Grant Request.

Submittal of the 5311 funding requests will allow the City of Helena, HATS to continue to provide vital public transportation. The use of public transportation can help reduce air pollution in our community as well as to provide alternative transportation to the private vehicle.

#### Discussion

Commissioner Haladay asked for the exact use of TransAde funding for FY 2017. Superintendent Larson explained the funding would be used to support HATS' ADA para-transit operations, noting those services are a mandatory component of the fixed-route system. Commissioner Haladay asked for the proposed amount of TransAde funding. Superintendent Larson stated \$50,513. Commissioner Haladay asked for the anticipated amount of funding in FY 2018. Superintendent Larson stated that amount is unknown and discussed a new tax on rental cars that could increase the grant award. Commissioner Haladay asked how the current year TransAde funding is being spent. Superintendent Larson stated the use of the funds is the same as last year; transportation for seniors and disabled citizens using the curb-to-curb service. Commissioner Haladay asked what would happen if the City did not receive the anticipated TransAde funding for FY 2017. Superintendent Larson stated the City would need to find another source of funding or reduce the budget by approximately \$50,000. Commissioner Haladay asked if the City were awarded an amount above what is being requested for FY 2017, could the additional funding be given to community partners to use. Superintendent Larson explained he does not foresee any extra monies becoming available until the FY 2018 budget cycle.

#### Public Testimony

Mayor Smith declared the public portion of the hearing open and called for any persons wishing to address the Commission.

Deborah Swingley, Director of the Montana Council on Developmental Disabilities and Chair of the TAC, Helena; stated for the record that her testimony was being given as a private citizen. She applauded the City for their work to implement additional transit features and services. She referred to TransAde funding and reported the State Statute related to the program is located under Montana Code Annotated (MCA) 7-14-112 and read the statute into the record. She urged the Commission to reconcile the requirements of the statute in their deliberations.

Ms. Swingley stated she is troubled by recent media coverage of the City's ADA compliance report, which shows the need for such improvements in a negative light.

Charlie Briggs, TAC member; stated he is pleased with the City's FY 2017 funding "package" request, emphasizing the importance of the request for capital equipment. He discussed the TAC's priority recommendations and spoke in support of evening and weekend service. He urged the Commission to meet the transit needs of the community while keeping the budget balanced and wished them well in their deliberations.

Jessica Peterson, 1024 11<sup>th</sup> Avenue, Capital Transit Coalition; commended the Commission and City staff for the proposed improvements to the transit system in FY 2017 and provided a detailed

report on the anticipated growth of Lewis & Clark County and how it will affect the need for enhanced public transit.

There being no further persons wishing to address the Commission, Mayor Smith closed the public hearing.

#### Discussion

Commissioner Haladay asked for an update on the implementation of the new fixed route. Superintendent Larson explained a budget request has been submitted for the service to begin July 1, 2016. Commissioner Haladay commended Assistant Director Hauck for his work on the budget for the new fixed route. He indicated while the route may be able to run it will not be able to make any stops due to ADA issues with the respective stops. Superintendent Larson concurred and spoke in detail to the forthcoming report from Recreation Accessibility Consultants (RAC) in relation to implementation of the route.

Thorough discussion was held on the procedure and processes for implementation of the second fixed route.

City Manager Alles stated his target date to begin service is July and noted once staff receives the report from RAC he plans to implement the route immediately.

Commissioner Noonan commented on the long history of the need for ADA improvements throughout the community. He stated the City needs to find a way to provide bus service to all who need it and evaluate the amount of ridership that is necessary. He commented in support of the second fixed route and discussed concerns for the proposal to fund Capital Taxi's service, as a thorough explanation of how it would function has not been provided.

Commissioner Farris-Olsen referred to previous discussion regarding providing \$22,500 to Capital Taxi and the Montana Independent Living Project (MILP) and asked if that were to occur, would the City have administrative costs to oversee the funding.

Manager Alles stated there would be some reporting requirements by the State that the City would have to follow. Also, there would be considerable administrative oversight required by the City and he is unsure of how it would work.

Commissioner Farris-Olsen expressed concern that giving the subject funding to MILP and Capital Taxi would require the investment of staff time and administrative oversight; which will require the City to find the funding to do so in its budget. Also, the proposal would result in the City providing funding to a for-profit and non-profit combination, while the statute explicitly states funding may go to "non-profit" organizations.

#### Motion

**Commissioner Haladay moved to accept staff's recommendation to submit the preliminary FY 2017 5311 Operating Grant Request.** Commissioner Farris-Olsen seconded the motion. All voted aye, motion carried.

#### Motion

**Commissioner Noonan moved to accept staff's recommendation to submit HATS 5311 Capital Equipment Request as part of HATS preliminary 5311 Operating Grant Request.** Commissioner Haladay seconded the motion. All voted aye, motion carried.

#### Comment

Commissioner Haladay commented he is hesitant to support the TransAde funding request, as he is skeptical the City will be able to have the new fixed route put into service by July and discussed the cost

savings associated with delayed implementation of the proposal. He concurred with concerns over providing funding to a for-profit organization, as that does not correspond with the intent of the statute.

He noted this proposal stresses the importance for the City to create a real TAC that is appointed by the City; and these issues can be vetted and recommended with the involvement of City staff. He noted if such a TAC would have been created for this grant cycle, the funding could have been designated more creatively; however, for FY 2017 only.

Mayor Smith stated the FY 2017 TransAde funding should be utilized as recommended by staff, and strongly advised the Commission continue its work on how to implement the new route. He noted the City has complied with all of the requirements of the program and regardless of the TransAde funding, the City has engaged in a great deal of coordination related to transportation issues and has expressed intent to expand and provide services to the general public, senior citizens and those with disabilities.

Commissioner Farris-Olsen concurred with Mayor Smith's comments and stated in the long-run the Commission needs to work toward providing weekend transit services. He stated he looks forward to working with City staff and community members to provide a system to provide service those who need it at any time of day.

**Motion**

**Commissioner Farris-Olsen moved to accept staff's recommendation to submit the FY 2017 TransAde funding request as part of HATS preliminary 5311 Operating Grant Request.**

Commissioner Haladay seconded the motion. All voted aye, motion carried.

**Motion**

**Commissioner Haladay moved to accept staff's recommendation to submit the FY 2017 Coordination Plan as part of HATS preliminary 5311 Operating Grant Request.** Commissioner

Farris-Olsen seconded the motion. All voted aye, motion carried.

**Comment**

Commissioner Ellison stated during his time on the Commission he has been a strong supporter of the HATS program, trying to make it more efficient, looking for alternate funding sources and supporting programs such as the Capitol shuttle. He commended Superintendent Larson on the ongoing excellent work he has done with the HATS program and indicated he would support submission of the preliminary budget as recommended by staff.

**Motion**

**Commissioner Haladay moved to accept staff's recommendation to allow the City Manager to sign the 5311 Operating Grant package request and to allow HATS staff to submit the request electronically.** Commissioner Ellison seconded the motion.

All voted aye, motion carried.

**Public  
Communications**

**PUBLIC COMMUNICATIONS**

Deborah Swingley, TAC Chair; read an email outlining the regulations regarding TAC membership into the record. A copy of this correspondence is included the Commission Meeting packet as part of the official record.

Discussion was then held on the City's authority to create and appoint any committee they desire in relation to the TAC.

Commissioner Haladay asked if the City has no control over or power over this body, what level of difference or consideration does the Commission have to give to said body. Manager Alles indicated he did not know.

John Ilgenfritz, 1001 Harrison; spoke of attending a rally at the Capitol building regarding whether or not to allow Syrian refugees to locate in Helena.

Discussion was held by the Commission on the issue; there was consensus that no formal discussion be held on the matter.

***Meetings of Interest***

MEETINGS OF INTEREST

The next Administrative Meeting is March 2, 2016 and the next Commission Meeting is March 7, 2016. The monthly City/County Joint Work Session is March 3, 2016.

***Adjournment***

There being no further business to come before the Commission, the meeting was adjourned at 7:51 p.m.

/S/ JAMES E. SMITH  
Mayor

ATTEST:

/S/ DEBBIE HAVENS  
Clerk of the Commission