

**CITY OF HELENA**  
**REGULAR CITY COMMISSION MEETING**  
**October 13, 2020 – 6:00 P.M.**  
**Zoom Online Meeting: <https://zoom.us/j/92497916257>**

- Time & Place** A regular City Commission meeting was held on Tuesday, October 13, 2020 at 6:00 p.m. via Zoom Online Meeting  
<https://zoom.us/j/92497916257>
- Members Present** Mayor Collins requested Interim City Clerk Clayborn call roll call: City Attorney Jodoin, Interim City Manager Reed, Commissioner Haladay, Commissioner Dean, Commissioner Logan, Commissioner O'Loughlin and Mayor Collins all responded present. Community Development Director Sharon Haugen was present. Amanda Opitz was present via Zoom.
- Pledge of Allegiance** **(13:45)** Mayor Collins asked those persons present to please stand and join him in the pledge of allegiance.
- Minutes**
- A. Budget Work Session – May 16, 2020
  - B. Regular Commission Meeting – June 8, 2020
- The Minutes from the Budget Work Session held on May 16, 2020 and the Regular Commission Meeting held on June 8, 2020 were approved as submitted. **(14:36)**
- Consent Agenda** **(14:45)**
- A. Claims
- Motion** **Commissioner Haladay moved to approve Consent Agenda item A Claims.** Commissioner Dean seconded the motion. Interim City Clerk Clayborn called a roll call vote, as follows: Commissioner Haladay voted aye, Commissioner Dean voted aye, Commissioner Logan voted aye, Commissioner O'Loughlin voted aye, and Mayor Collins voted aye. **The motion carried, 5-0. (15:47)**
- Communications from City Commissioners** **(15:50)** COMMUNICATIONS/PROPOSALS FROM CITY COMMISSIONERS
- No comments or proposals were received from the Commission.
- Report of the City Attorney (16:02)**
- No Report Given*
- Litigation Strategy (16:06)**
- No Report Given*
- Report of the City Manager (16:15)**
- A. DOWNTOWN 6 MONTH PLAN
- Manager Reed reported there was a meeting to discuss and identify barriers, solutions, and timelines for downtown business owners. BID had also discussed a long-term plan, which may address some of the

long-term issues. Manager Reed noted there has been nothing in writing to date, however, will continue discussions with business owners and stakeholders.

**B. DISCUSSION OF APPROPRIATING AUTHORITY TO COVER THE MAINTENANCE NEEDS OF THE GRANDSTREET THEATRE. (17:29)**

Budget Analyst Chris Couey reported Grandstreet Theatre is currently in need of repairs to the gutter system and possibly the air handler. There is no money allocated in the FY21 budget to cover such an expense. As city-owned property, and presumably as required in the lease agreement, the city is responsible for the repairs to these types of equipment.

The gutter system is quoted at approximately \$20,000 and the air handler approximately \$5,000. More defined costs may be available by the time of this meeting.

Staff is seeking discussion from the Commission on whether these maintenance costs should be covered at this time, and if so, where those funds should originate. If no current areas are identified to reallocate budget, total appropriations would increase. Staff requested clear direction on how to proceed.

**Discussion:** (25:52) Commissioner Dean asked about past years' repairs and where those funds came from. Commissioner Logan asked about historic preservation opportunity or grant funding options. Commission O'Loughlin asked about potential entertainment fund use from the state. Kal Poole discussed grants that have been applied for and received through the state. Commissioner Dean, Commissioner O'Loughlin, Commissioner Haladay, and Commissioner Logan agreed they would like to move forward in making the expenditures.

**Report from HCC** COMMUNICATIONS FROM THE HELENA CITIZENS COUNCIL (35:09)

No Report Given

**Regular Items**

- A. CONSIDER FIRST PASSAGE OF AN ORDINANCE REPEALING CHAPTER 3, ANIMALS, OF TITLE 5, POLICE REGULATIONS, OF THE HELENA CITY CODE.

**Staff Report** (35:42) City Attorney Thomas Jodoin reported Chapter 3 of Title 5 is unnecessary with the new animal control ordinance. Specifically, the matters covered in Chapter 3 of Title 5 are now located in the new animal control ordinance. Repealing Chapter 3 will correct any inconsistency in the Helena City Code. City staff requested a motion to approve first passage of an ordinance repealing Chapter 3 of Title 5 of the Helena City Code and set a public hearing for October 26, 2020.

City Attorney Jodoin recommended a motion to approve first passage of this ordinance and set such a public hearing.

**Discussion** No Discussion

Public Comment

No Public Comment

**Motion**

**(36:46) Commissioner Logan moved to approve first passage of an ordinance repealing Chapter 3 of Title 5 of the Helena City Code and set a public hearing for October 26, 2020. Commissioner Dean seconded the motion. Interim City Clerk Clayborn called a roll call vote, as follows: Commissioner Haladay voted aye, Commissioner Dean voted aye, Commissioner Logan voted aye, Commissioner O'Loughlin voted aye and Mayor Collins voted aye. The motion carried, 5-0. (37:19)**

- B. CONSIDER A RESOLUTION GRANTING DOWNTOWN URBAN RENEWAL DISTRICT TAX INCREMENT FINANCING FUNDS TO THE BUSINESS IMPROVEMENT DISTRICT TO REPLACE EXISTING PLANTER BOXES IN THE 300 BLOCK OF NORTH LAST CHANCE GULCH WITH 6 OR 7 TREES.

**Staff Report**

**(37:38)** Community Development Director Sharon Haugen reported The Helena BID, in partnership with the City of Helena has requested \$30,000 in tax increment financing to replace the current planter boxes on the 300 Block with six to seven trees. The approximate cost of the project is \$37,000, with the BID requesting \$30,000 in TIF financing for the project. The 300 Block Tree Project has been a partnership with the City of Helena for several years. It began with the removal of seven planters along the east side of the 300 section of Last Chance Gulch (see attached site plan). It is a priority of the BID to replace the planter boxes with six/seven trees in those locations or very near them. The project will bring the 300 Block of Last Chance Gulch closer to compliance with the intent of the Downtown Zoning recently passed by the City Commission. The City of Helena Engineering Department and the BID have been working together over the last few months to get bids for the project. The City will provide the oversight of the project and has experience in this role with similar projects in the past. In 2017 when the trees were removed, business owners were excited to have the coffin boxes removed as they were difficult for business patrons to come park on the streets and open car doors. Business owners expected the replacement of trees to occur as part of the overall project. The placement of the trees will enhance the overall look and feel of the 300 Block and may encourage subsequent investments in the facades and store fronts of the buildings.

The purpose of the proposal is to gain approval for expenditures of Downtown TIF funds for making improvements in the landscaping and streetscape on the 300 Block of the Downtown. Once completed, the newly planted trees will provide a better urban streetscape in the core of the Downtown. The project meets the goals of the Downtown URD Plan including:

Goal #4: Invest in the Public Infrastructure Needed to Attract Development  
1.b. Improve streets with streetscape features that include trees and vegetative buffers, and features to improve aesthetics, safety, and quality of use by pedestrians and bicyclists;

Goal #6: Create a Quality and Unique Experience; and Objective 6.4: Emphasize the unique and historic walking mall and make improvements to attract more businesses and activities.

The project will provide a healthier streetscape in the 300 block that will be

more conducive to attracting visitors and new investment into the 300 Block of the Downtown. The project implements some of the goals of the Downtown URD Plan and the Downtown Neighborhood Plan by improving the infrastructure of the Downtown and making it a more inviting place.

City staff requested a motion to approve a resolution granting Downtown Urban Renewal Tax Increment Financing funds to the Helena Business Improvement District to replace existing planter boxes in the 300 block of North Last Chance Gulch with 6 or 7 trees.

Discussion (39:31) Commissioner Dean had follow-up questions.

**Motion (42:19) Commissioner Dean moved to approve a resolution granting Downtown Urban Renewal Tax Increment Financing funds to the Helena Business Improvement District to replace existing planter boxes in the 300 block of North Last Chance Gulch with 6 or 7 trees. Commissioner Haladay seconded the motion. Interim City Clerk Clayborn called a roll call vote, as follows: Commissioner Haladay voted aye, Commissioner Dean voted aye, Commissioner Logan voted aye, Commissioner O'Loughlin voted aye and Mayor Collins voted aye. The motion carried, 5-0. (43:03)**

**Public Communications (43:06)**

No Public Comment

**Adjournment**

There being no further business to come before the City Commission, the meeting adjourned at 6:32 p.m.

ATTEST:

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MAYOR

\_\_\_\_\_  
CLERK OF THE CITY COMMISSION