

**CITY OF HELENA**  
**City Commission Meeting**  
**December 20, 2021 - 6:00 PM**  
**Zoom Online Meeting; <https://zoom.us/j/98787462439>**

**Time & Place**

A regular City Commission meeting was held on Monday, December 20, 2021 at 6:00 p.m. via Zoom Online Meeting ID: <https://zoom.us/j/98787462439> and in-person at the City-County Building Commission Chambers.

**Call to Order and Roll Call**

**(00:20:05)** Mayor Collins requested City Clerk Clayborn call roll call: City Attorney Jodoin, City Manager Harlow-Schalk, Commissioner Haladay, Commissioner Dean, Commissioner Logan, Commissioner O'Loughlin, and Mayor Collins all responded present.

**Pledge of Allegiance**

**(00:05:25)** Mayor Collins asked those persons present to please stand and join him in the pledge of allegiance.

**Minutes**

A. **(01:36:45)** Regular Commission Meeting – December 6th, 2021

**(01:37:15) Commissioner Dean moved to approve the minutes as written. Commissioner O'Loughlin seconded the motion. The motion carried 5:0.**

**Proclamations**

A. **(00:05:54)** Police Chief Hagen Day

**(00:11:40)** Police Chief Hagen addressed the commission.

**(00:15:20)** Assistant Police Chief Petty addressed the commission.

**(00:16:03)** Commissioner Logan thanked Chief Hagen for his years of service.

**(00:18:02)** Commissioner O'Loughlin thanked Chief Hagen for his years of service.

**(00:18:50)** Commissioner Dean thanked Chief Hagen for his years of service.

**(00:43:38)** Commissioner Dean thanked Chief Hagen for his years of service.

**Consent Agenda**

A. Growth: Powderhorn Court Vacation - Amended Plat

**(00:20:45)** City Manager Harlow-Schalk recommended a motion to approve Consent Agenda Item A.

B. Growth: City Staff Recommendations on Major Projects Public Process and Open Lands Major Recreation Projects for 2022 Season.

**(00:21:45)** City Manager Harlow-Schalk recommended a motion to approve Consent Agenda Item B.

**(00:22:30)** Commissioner Dean and City Manager Harlow-Schalk discussed the process for bringing back item B to the Commission.

**(00:24:10) Commissioner Logan made a motion to accept Consent Agenda Items A thru B. Commissioner O'Loughlin seconded the motion. The motion carried 5:0.**

#### **Communications, Proposals from the Commission**

(00:25:00) Mayor Collins presented plaques to Commissioners O'Loughlin and Haladay for their years of service.

(00:26:15) Commissioner Dean thanked Commissioners O'Loughlin and Haladay for their years of service.

(00:26:50) Commissioner Logan thanked Commissioners O'Loughlin and Haladay for their years of service.

(00:27:35) Commissioner O'Loughlin addressed the Commission.

#### **Report of the City Attorney**

(00:33:12) City Attorney Jodoin had nothing to report.

#### **Report of the City Manager**

City Manager Harlow-Schalk updated the Commission on the following:

(00:33:20) City Manager Harlow-Schalk thanked Commissioners O'Loughlin and Haladay for their years of service.

(00:34:10) City Manager Harlow-Schalk informed the Commissioner that Assistant Police Chief, Brett Petty will be acting Police Chief during the open recruitment process for Chief Hagen's replacement.

(00:35:17) City Manager Harlow-Schalk reminded the Commission that two (2) other Director positions, Community Development and Parks, will become vacant in the coming months and how those recruitment processes will be carried out.

(00:36:29) City Manager Harlow-Schalk informed the Commission of the new naming convention for agenda items that will include the words *Safety*, *Growth*, or *Livability* before each item to indicate which of the Commission's strategic outcomes is being addressed.

#### **Communications from the Helena Citizens Council**

(00:39:11) HCC representative, Dylan Klapmeier gave a report.

(00:42:37) Commissioner Dean thanked the HCC's outgoing members for their service.

#### **Regular Items**

- A. GROWTH: To Approve, Conditionally Approve, or Deny the request for preliminary plat approval made by Ron and Yvonne Pearson for the Pearson Minor Subdivision located on the Northwest corner of National Avenue and Idlewild Court.

(00:44:30) City Manager Harlow-Schalk gave a brief introduction to Regular Item A.

(00:45:33) Planner II, Michael McConnell addressed the commission and gave a PowerPoint presentation for Regular Item A.

(00:52:22) There were no public comments.

**(00:52:45) Commissioner O'Loughlin moved to approve the preliminary plat for the Pearson Minor Subdivision creating two lots from approximately .33 acres and to adopt the findings of fact for property legally described as "Lot 7, Block 3 of the amended plat of the Custer Avenue Addition as shown on Certificate of Survey No. 279421, in the records of the Clerk and Recorder of Lewis and Clark County, Montana. Commissioner Dean seconded the motion. The motion carried 5:0.**

- B. LIVABILITY: Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Rodney Street Laundry for parking lot paving at 122 North Rodney Street.

**(00:53:50)** City Manager Harlow-Schalk gave a brief introduction to Regular Item B.

**(00:54:22)** Planner II, Ellie Ray addressed the commission and gave a PowerPoint presentation for Regular Item B.

**(00:57:04)** Commissioner Dean asked how much was currently in the Downtown TIF fund. Planner Ray referred the question to the City Finance Director, Sheila Danielson.

**(00:57:50)** Director Danielson addressed the commission and informed them that the city has not received their tax receipts yet and therefore could not provide an update in TIF funds at this time.

**(00:59:20)** Commissioner O'Loughlin referred to the minutes from the Downtown TIF Advisory Board regarding the timing to which the board reviews applications and questioned whether a capping of the funds was ever discussed.

**(01:00:20)** Planner Ray explained there has not been a discussion for capping applications that are submitted "off cycle." However, discussions have happened regarding match requirements similar to that of the Railroad TIF Advisory Board that currently requires a 50% match in funding.

**(01:02:15)** Commissioner O'Loughlin asked the applicant, Charlie Carson how the construction project on Rodney Street has affected his business and traffic in general.

**(01:05:10)** Mr. Carson addressed the Commission and voiced his approval for the Rodney Street phase 1 completion.

**(01:06:41)** Zachary and Jeanie Warden, owners of Rodney Street Laundry addressed the Commission and voiced their approval for the Rodney Street improvements.

**(01:09:26)** Commissioner O'Loughlin voiced her support and excitement for applications coming in to utilize the increment for the Rodney Street area.

**(01:10:40)** Commissioner Haladay referred to the Downtown TIF Advisory Board minutes that were included in the meeting packet where the board discussed the importance of Cruse Avenue as a gateway to Rodney Street. Commissioner Haladay asked Mr. Carson if he could expand on that further.

**(01:12:00)** Mr. Carson addressed the Commission and offered his support for improving Cruse Avenue. Mr. Carson referred to Cruse Avenue as a "no man's land" and creates a separation between downtown and Rodney Street.

**(01:14:00)** Commissioner Haladay spoke in support for completing Cruse Avenue stating it could be done in 3 to 5 years through the utilization of TIF funds.

**(01:15:43)** There was one written public comment from James Szerwo against the proposed TIF spending.



**(01:16:30) Commissioner Dean moved to approve a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to Rodney Street Laundry for parking lot paving at 122 North Rodney Street and B&B Market for parking lot paving at 100 North Rodney Street. Commissioner O'Loughlin seconded the motion. The motion carried 5:0.**

- C. LIVABILITY: Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to B&B Market for parking lot paving at 100 North Rodney Street.

*Item C was discussed in conjunction with Item B and approved together in a single motion under Item B.*

#### Public Hearings

- A. GROWTH: Consider a Resolution Establishing Fees to Be Charged for the Bill Roberts Municipal Golf Course for the 2022 Season.

(01:17:41) City Manager Harlow-Schalk gave a brief introduction to Public Hearings Item A.

(01:20:22) Commissioner O'Loughlin voiced her support for this item, however she was concerned that this item was being brought forward at their last meeting of the year and recommended the Commission be offered the opportunity to review these fees earlier than December in future years.

(01:21:57) Commissioner Haladay stated he would also vote in favor of this item because the City needs the increase in revenue, but he concurred with Commissioner O'Loughlin's statements stating there were solutions to subsidize the golf course such as charging out-of-towners a higher fee.

(01:23:30) Mayor Collins asked staff if they planned to use ID cards to distinguish between local residents and out-of-towners.

(01:23:37) City Manager Harlow-Schalk explained that ID cards were among some of the suggestions in conversations between city staff and that this topic would continue to develop over the next few months.

(01:26:32) There were no public comments.

**(01:26:42) Commissioner Logan moved to approve a final resolution establishing Fees to be Charged for the Bill Roberts Municipal Golf Course for the 2022 Season. Commissioner Dean seconded the motion. The motion carried 5:0.**

- B. LIVABILITY: Public Hearing to take comment as to whether the Fire Tower Apartments will address community housing needs for Helena.

(01:27:51) City Manager Harlow-Schalk gave a brief introduction to Public Hearings Item B.

(01:28:59) Member of the public, Tyson O'Connell addressed the Commission and spoke in support of Item B.

(01:31:49) There were no further public comments.

- C. LIVABILITY: Public Hearing to take comment as to whether the East Park Villas apartments, located at 2615 Broadway Avenue, addresses community housing needs for Helena.

(01:32:13) Commissioner O'Loughlin asked if the East Park Villa portion of the project was recently awarded by the Board of Housing and if it was with the 4% or 9% credit.

(01:33:19) Mr. O'Connell explained it was an existing tax credit project that he believed was awarded 9% credits.

(01:34:37) Discussion was had between Commissioner Dean and Mr. O'Connell regarding Opportunity Council and whether they were involved in any other communities in Montana.

#### Public Communications

(01:36:27) There were no public comments.

#### Adjournment

(01:38:15) There being no further business to come before the City Commission, the meeting adjourned at 7:33 p.m.



MAYOR

