

CITY OF HELENA
City Commission Meeting
February 28, 2022 - 6:00 PM
Zoom Online Meeting; <https://zoom.us/j/99730765736>
& Commission Chambers, City-County Building, Room 330

Time & Place

A regular City Commission meeting was held on Monday, February 28, 2022 at 6:00 p.m. via Zoom Online Meeting ID: <https://zoom.us/j/99730765736> and in the City Commission Chambers, Room 330.

Call to Order and Roll Call

(00:00:11) Mayor Collins requested City Clerk Clayborn call roll call: Interim City Attorney Coate, Interim City Manager Jodoin, Commissioner Dean, Commissioner Feaver, Commissioner Reed, Commissioner Logan, and Mayor Collins all responded present and all participated virtually via Zoom.

Pledge of Allegiance

(00:01:05) Mayor Collins asked those persons present to please stand and join him in the pledge of allegiance.

Minutes

(00:01:32)

A. Administrative City Commission DRAFT Minutes - August 18, 2021

With no objections, the minutes were entered into the record as written.

Board Appointments

(00:01:50)

A. Golf Advisory Board; Tourism Business Improvement District; Ad Hoc Recruitment Committee

Golf Advisory Board

Appointment of Chris Smith to the Golf Advisory Board. Term will begin upon appointment and expire on October 31, 2024.

Tourism Business Improvement District (TBID)

Appointment of Shauna Corcoran to the Tourism Business Improvement District (TBID) representing an owner or manager of property within the district. Term will begin upon appointment and expire on April 20, 2025.

Ad Hoc Recruitment

Committee Commissioner Sean Logan
Commissioner Melinda Reed

(00:03:46) Commissioner Feaver moved to approve the board appointment for the Golf Advisory Board, the Tourism Business Improvement District, and the Ad Hoc

Recruitment Board. Commissioner Dean seconded the motion. The motion carried 5:0.

Consent Agenda

- A. Claims
- B. Consider Submission of Capital Transit's Fiscal Year 2023 request for Montana Department of Transportation (MDT) 5311 TransADE Funding of \$69,631.
- C. Consider approval for the Submission of the Capital Transits Fiscal Year 2023 Montana Department of Transportation (MDT) 5311 grant request for Capital Equipment as ranked by the Capital Transportation Advisory Committee.
- D. Consider Submission of the Capital Transit Service Fiscal Year 2023 Montana Department of Transportation (MDT) 5311 Operating Grant request.
- E. Consider Authorizing the City Manager to sign and submit Capital Transits Montana Department of Transportation (MDT) 5311 Operating Grant package request electronically.
- F. Consider Approval of the Annual Update to the Transportation Coordination Plan Specific to the 5311 Operating Funds.

(00:04:30) Interim City Manager Jodoin addressed the Commission and recommended approval of Consent Agenda Items A through F.

(00:06:08) There was no discussion by the City Commission.

(00:06:14) There were no public comments.

(00:06:35) Commissioner Dean made a motion to accept Consent Agenda Items A through F. Commissioner Feaver seconded the motion. The motion carried 5:0.

Communications/Proposals from the Commissioners

(00:07:20) Commissioner Logan detailed the purpose of the Ad Hoc Committee and the process for recruiting a new Interim City Manager.

(00:09:14) Commissioner Reed concurred with Commissioner Logan's comments and added that the full Commission would likely discuss whether an Interim City Manager would also be eligible to apply for the full time position.

(00:09:56) Commissioner Dean spoke in support of the Ad Hoc Committee's proposed path forward.

(00:10:40) Commissioner Feaver thanked the Ad Hoc Committee for their time and stated he looked forward to reviewing the pool of candidates.

(00:11:30) Mayor Collins spoke in favor of the proposed plan put forth by the Ad Hoc Committee.

(00:11:44) Discussion was had between Commissioner Logan and Clerk of the Commission Clayborn regarding next steps such as issuing a Public Service Announcement.

(00:13:08) Commissioner Feaver proposed the Commission return to meeting in-person for their Regular City Commission meetings in the City Chambers. However, the Commissioner proposed to keep hosting the Administrative Meetings virtually through Zoom.

(00:14:00) Mayor Collins acknowledged Commissioner Feaver's comments and suggested the public meetings stay hybrid moving forward to allow the option for those who wish to attend meetings either in person or virtually.

(00:14:36) Commissioner Reed spoke in support of keeping the meetings hybrid moving forward.

(00:15:43) Commissioner Dean spoke in support of keeping the meetings hybrid moving forward.

(00:16:48) Commissioner Logan concurred with the other Commissioner's statements and was supportive of keeping the hybrid option available moving forward.

(00:18:14) Commissioner Feaver proposed several ways the city could show their solidarity with Ukraine. For example, by flying the Ukrainian flag outside the City-County building after obtaining approval from the County; flying the Ukrainian flag outside of the Civic Center building; and asking the Governor to light up the State Capital building with the Ukrainian colors of blue and yellow. Both Interim City Manager Jodoin and Interim City Attorney Coate stated there were no legalities that they could think of that might interfere with Commissioner Feaver's proposal, but they would notify the Commission should any arise.

(00:21:17) The rest of the Commission spoke in support of Commissioner Feaver's proposals.

(00:23:30) There were no further comments or proposals from the Commission.

(00:23:40) There were no public comments.

(00:24:00) Interim City Manager Jodoin reiterated the Commissioner's direction as displaying the Ukrainian flag at the City-County Building, the Civic Center, and the Mayor would send a request to the Governor's office. Mayor Collins asked whether they needed to first get the approval from the County before displaying a Ukrainian flag at the City-County Building and Interim City Manager Jodoin stated he would check the interlocal agreement for the building and proceed accordingly.

Report of the City Attorney

(00:24:47) Interim City Attorney Coate had nothing to report.

Report of the City Manager

Interim City Manager Jodoin had the following to report to the Commission:

(00:24:54) The former City Manager Harlow-Schalk received a letter from Our Redeemers Lutheran Church with a proposal to send a large portion of their property to the City in order to develop the proposed affordable housing project.

(00:25:38) Interim City Manager Jodoin informed the Commission that it is still within the 30-day window to provide the applicant for the Westside Woods Annexation the findings of fact, and conclusions of laws to the Commission's denial. As such, Interim City Manager Jodoin recommended the Commission avoid ex parte communications as staff expects the applicant to resubmit their proposal.

(00:26:13) Interim City Manager Jodoin updated the Commission on the Rodney Street Maintenance Assessment lawsuit. It is staff's intent to continue forward with the project, starting with a bid opening in March.

(00:26:47) In response to Commissioner Reed's inquiry about the Housing Trust Fund at the last regular City Commission meeting, Mr. Jodoin confirmed staff was working with a consultant to finalize the policies manual that was required in the resolution. Additionally, Interim City Manager Jodoin informed the Commission that a discrepancy was identified between the Ordinance that created the Affordable Housing Advisory Board and the Resolution. The Ordinance states that the City Commission approves the funds spent out of the Affordable Housing Trust Fund, however the Resolution authorizes the City Manager to expend funds out of the Housing Trust Fund. Staff will work to remedy this issue and update the Commission at a later date. Once all legal documents, including the policies manual are completed, then the Commission can begin processing uses of those funds.

(00:28:52) Discussion was had between Commissioner Dean, Commissioner Feaver, and Interim City Manager Jodoin regarding further clarification of the Our Redeemers Lutheran Church proposal and next steps.

Communications from the Helena Citizens Council

(00:31:20) HCC representative, Diana Hammer gave a report.

(00:32:40) There were no questions from the City Commission.

(00:32:50) Mayor Collins informed the body that he had another Mayoral obligation at that time and recommended Commissioner Dean take over the meeting as Mayor Pro Tem.

Regular Items

A. Consider a Resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to 317 Cruse Partnership, LLC, for landscaping and pedestrian infrastructure improvements at 317 Cruse Avenue.

(00:33:37) Planner II, Ellie Ray addressed the Commission and gave a report on Regular Item A.

(00:35:37) Discussion was had between Commissioner Feaver and Planner Ray regarding the other approved projects by the Downtown TIF Advisory Board that did not make it on the Commission's agenda for final approval. Planner Ray explained those other two project applications were tabled due to them not meeting the standard per statute.

(00:37:00) There were no further comments or questions from the Commission.

(00:37:17) There were no public comments.

(00:37:34) Commissioner Reed made a motion to approve a resolution distributing Downtown Urban Renewal District Tax Increment Financing funds to 317 Cruse Partnership, LLC, for landscaping and pedestrian infrastructure improvements at 317 Cruse Avenue. Commissioner Logan seconded the motion. The motion carried 4:0.

Public Hearings

A. Consider first passage of an Ordinance pre-zoning property described as Tract 2-A on the Certificate of Survey filed as Document No. 579398/B, Lewis and Clark County, Montana, as R-3 (Residential).

(00:38:46) Planner II, Ellie Ray addressed the Commission and gave a presentation on Public Hearings Item A.

(00:47:28) Commissioner Logan asked staff if they had received any public comments and Ms. Ray confirmed they had not.

(00:47:56) There were no public comments.

(00:48:30) Commissioner Logan made a motion to Approve first passage of an Ordinance pre-zoning property described as Tract 2-A on the Certificate of Survey filed as Document No. 579398/B, Lewis and Clark County, Montana, as R-3 (Residential). Commissioner Feaver seconded the motion. The motion carried 4:0.

B. Consider a Resolution of Intention to Annex property legally described in COS #579398/B as Tract 2-A, in Lewis and Clark County, into the City of Helena, Montana, and establish the conditions of Annexation.

(00:49:49) Planner II, Ellie Ray addressed the Commission and gave a presentation on Public Hearings Item B.

(00:55:22) Discussion was had between Commissioner Feaver and staff regarding the applicant's petition for annexation from an area that predominantly outside of city limits. Staff explained they could potentially see other properties in the vicinity being annexed into the City of Helena, however staff can not predict a timeline for that potential growth.

(00:57:32) Discussion was had between Mayor Pro Tem Dean and city staff regarding what might trigger street improvements in those areas directly adjacent to city properties.

(00:59:30) There were no public comments.

(00:59:46) There was no further comments or questions by the Commission.

(01:00:00) Commissioner Reed made a motion to Approve a Resolution of Intention to Annex property described as Tract 2-A on the Certificate of Survey No. 579398/B in Lewis and Clark County, into the City of Helena, Montana, and establish the conditions of Annexation as proposed in the attached resolution. Commissioner Feaver seconded the motion. The motion carried 4:0.

Public Communications

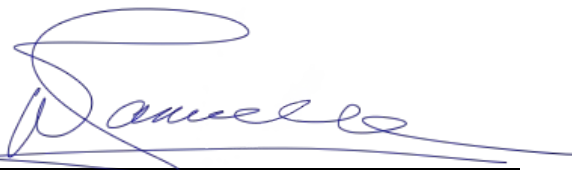
(01:00:48) There were no public comments.

(01:01:30) Interim City Manager, Thomas Jodoin addressed the Commission and recapped the Commission's direction for next steps regarding the Ad Hoc Committee, and potentially displaying the Ukrainian flag on city properties.

(01:02:00) Mayor Pro Tem Dean suggested using the Civic Center's LED board or sign in the interim until a Ukrainian flag can be obtained. Commissioner Feaver spoke in support of this idea.

Adjournment

(01:03:00) There being no further business to come before the City Commission, the meeting adjourned at 7:03 p.m.



MAYOR