



**City of Helena
City Commission Meeting
June 2, 2024 – 6:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/83107879072>
City County Building Commission Chambers, Room 330**

Time & Place

A regular City Commission meeting was held on Monday, June 3, 2024 at 6:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/83107879072> and physically in the City County Building Commission Chambers, Room 330.

Call to Order and Roll Call

(00:00:00) The following responded present, either via zoom or in person:

City Attorney Dockter
City Manager Burton
Commissioner Dean
Commissioner Shirtliff
Commissioner Logan
Mayor Collins

The following were absent:

Commissioner Reed

Pledge of Allegiance

(00:01:08) Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

Minutes

- A. 5-15-24 Admin Meeting
- B. 5-20-24 Commission Meeting

(00:01:30) There being no comments or questions from the Commission, Mayor Collins accepted Minutes A and B.

Presentations

- A. Presentation of Life Saving Award to Officer Nick Ransom



(00:02:22) Police Chief Petty presented Item A.

(00:06:00) Mayor Collins and the Commissioners thanked Officer Ransom.

Consent Agenda

- A. Move to approve, table, or deny the release of an Emergency Access easement located in the Peaks Development at Mountain View Meadows
- B. Move to approve, table, or deny the release of a Water Main easement located adjacent to the Peaks Development at Mountain View Meadows
- C. Move to approve, table, or deny the release of a storm water easement located in the Peaks Development at Mountain View Meadows
- D. Move to approve a Resolution designating the Environmental Certifying Official for the purposes of the City of Helena's Helena Old Salt CDBG Grant No. MT-CDBG-24ED-01

(00:10:00) Commissioner Logan made a motion to approve Consent Agenda Items A, B, C and D. Commissioner Shirliff seconded the motion.

(00:10:13) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.

Bid Award

A. Transportation Systems Bid Award for Dump Trucks

(00:10:40) Transportation Systems Deputy Director Couey presented Item A.

(00:11:45) Commissioner Dean made a motion to approve the bid for two dump trucks to I-State Trucking, Inc. in the amount of \$201,970.00. Commissioner Shirliff seconded the motion.

(00:12:04) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**



Commissioner Logan voted: **Aye**
Commissioner Reed voted: **Absent**
Commissioner Dean voted: **Aye**
Mayor Collins voted: **Aye**
The motion carried 4:0.

Communications/Proposals from Commissioners

- (00:12:26) Commissioner Dean discussed the Public Safety Levy ballot measure.
- (00:14:14) Commissioner Shirtliff congratulated graduates and sports championship winners.

Report of the City Attorney

- (00:14:40) City Attorney Dockter had nothing to report.

Report of the City Manager

- (00:14:45) City Manager Burton had nothing to report.

Communications from the Helena Citizens Council

- (00:15:02) HCC Chairperson Kuiper discussed recent and upcoming meeting agenda items.

Regular Items

A. Consider a Resolution of Intention to Establish Fees for the Use of Electric Vehicle Charging Stations Owned By the City.

- (00:16:06) Environmental Pretreatment Manager Anderson presented Item A.
- (00:16:35) Commissioner Dean asked Manager Anderson about usage thus far and rates per kilowatt hour.
- (00:18:38) Commissioner Logan asked Manager Anderson about the rate compared to the market in the area.
- (00:19:46) Commissioner Shirtliff asked Manager Anderson if there are expected revenues.



(00:20:18) Commissioner Shirliff made a motion to approve a Resolution of Intention to establish fees to be charged for the use of EVCS owned by the City owned and available for public use and to set a public hearing of June 17th, 2024. Commissioner Dean seconded the motion.

(00:20:43) Mayor Collins called for a vote.
Commissioner Shirliff voted: **Aye**
Commissioner Logan voted: **Aye**
Commissioner Reed voted: **Absent**
Commissioner Dean voted: **Aye**
Mayor Collins voted: **Aye**
The motion carried 4:0.

B. Consider 1st Passage of an ordinance to amend Title 11, Chapter 2, Table 1 of the City of Helena Zoning Regulations and to set the public hearing

(00:21:19) Community Development Director Brink presented Item B.

(00:24:30) Commissioner Logan made a motion to approve 1st passage of an ordinance amending Title 11, Chapter 2, Table 1 of the City of Helena Zoning Regulations and to set a public hearing for July 15th, 2024 at 6:00pm. Commissioner Dean seconded the motion.

(00:24:56) Mayor Collins called for a vote.
Commissioner Shirliff voted: **Aye**
Commissioner Logan voted: **Aye**
Commissioner Reed voted: **Absent**
Commissioner Dean voted: **Aye**
Mayor Collins voted: **Aye**
The motion carried 4:0.

C. Consider 1st Passage of an ordinance to amend Title 11, Chapter 40 of the City of Helena Zoning Regulations, titled Establishment of Areas that Allow the Sale of Alcoholic Beverages and Casinos within City Limits, and to set the public hearing

(00:25:32) Community Development Director Brink presented Item C.



(00:29:37) Commissioner Shirliff made a motion to approve 1st passage of an ordinance amending Title 11, Chapter 40 of the City of Helena Zoning Regulations and to set a public hearing for July 15th, 2024 at 6:00pm. Commissioner Logan seconded the motion.

(00:30:00) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.

D. Consider 1st Passage of an ordinance to amend Title 3, Chapter 15 of Helena City Code titled Review Process for Demolition of Historic Buildings and to set the public hearing

(00:30:30) Community Development Director Brink presented Item D.

(00:37:58) Mayor Collins asked Commissioner Dean to discuss her proposed changes to the document.

(00:39:30) Commissioner Shirliff thanked Staff for their work.

(00:40:00) Commissioner Logan made a motion to approve 1st passage of an ordinance amending Title 3, Chapter 15 of Helena City Code titled “Review Process for Demolition of Historic Buildings” as presented by Staff in the document reviewed this evening, and to set a public hearing for July 15th, 2024 at 6:00pm. Commissioner Dean seconded the motion.

(00:40:27) Commissioner Dean asked Attorney Dockter for clarification of procedure and advised restatement of the motion.

(00:42:10) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.



E. Consider approval of the Final Plat for the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision creating 72 residential lots and 5 open space lots containing 39.61 acres

(00:42:42) Community Development Director Brink presented Item E.

(00:45:05) Mark Runkle provided public comment, advocating for approval.

(00:49:40) **Commissioner Shirliff made a motion to approve the final plat for the Peaks, Phase 1 of the Crossroads at Mountain View Meadows Subdivision. Commissioner Logan seconded the motion.**

(00:50:00) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.

F. Consider a resolution for Final Annexation for those portions of the Peaks Phase 1 of the Crossroads at Mountain View Meadows Subdivision not currently within the City of Helena

(00:50:55) Community Development Director Brink presented Item F.

(00:53:28) Commissioner Dean thanked Staff and the Developers for their collaboration.

(00:54:28) **Commissioner Logan made a motion to approve a resolution for Final Annexation of those portions of the Peaks Phase 1 of the Crossroads at Mountain View Meadows not currently located within the City of Helena, described as a portion of Tract C-2-A-1-A-1-A-1-A-1-A-1-A of the amended plat of the Uplands Phase 2 of the Crossroads at Mountain View Meadows subdivision recorded under document number 3419732, in the records of Lewis and Clark County, Montana and located within the northwest quarter of Section 35, Township 10 North, Range 3 West, PMM, Lewis and Clark County, Montana, as well as the rights-of-way adjacent thereto, into the City of Helena, Montana. Commissioner Dean seconded the motion.**



- (00:55:25) Mayor Collins called for a vote.
Commissioner Shirliff voted: **Aye**
Commissioner Logan voted: **Aye**
Commissioner Reed voted: **Absent**
Commissioner Dean voted: **Aye**
Mayor Collins voted: **Aye**
The motion carried 4:0.

G. Consider acceptance of Composting and Food Waste Reduction (CFWR) Pilot Project Funding

- (00:56:08) Sustainability and Recycling Coordinator Griffis presented Item G.
- (00:57:53) Commissioner Logan asked Coordinator Griffis about composting samples and about impacts to private composting companies.
- (00:59:08) Commissioner Dean asked Coordinator Griffis about potential for future partnerships with existing composting entities and about metrics for waste diversion and program expansion.
- (01:00:40) Commissioner Shirliff asked Coordinator Griffis about partnerships with local Scout Troops and the Farmers Market.
- (01:01:52) Matt Elseasar provided public comment, discussing additional considerations.
- (01:03:28) **Commissioner Dean made a motion to accept the \$66,317.60 in federal funding, through the Composting and Food Waste Reduction (CFWR) Pilot Project grant, through the U.S. Department of Agriculture, and enter into contract. Commissioner Shirliff seconded the motion.**
- (01:03:54) Mayor Collins called for a vote.
Commissioner Shirliff voted: **Aye**
Commissioner Logan voted: **Aye**
Commissioner Reed voted: **Absent**
Commissioner Dean voted: **Aye**
Mayor Collins voted: **Aye**
The motion carried 4:0.



H. Consider a Resolution of Intention to Approve the Workplan and Budget for the Business Improvement District Levying an Assessment on all Properties within the District for Fiscal Year 2025 and to set a Public Hearing on June 17th, 2024.

(01:04:28) Finance Director Danielson presented Item H.

(01:05:48) **Commissioner Shirliff made a motion to approve a Resolution of Intention to Approve the Workplan and Budget for the Business Improvement District and Levying an Assessment on all Properties within the District for Fiscal Year 2025 and to set a public hearing for the June 17th Commission Meeting. Commissioner Logan seconded the motion.**

(01:06:15) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.

I. Consider A Resolution of Intention to Approve the Workplan and Budget for the Tourism Business Improvement District and to Levy an Assessment on all Properties within the District for Fiscal Year 2025 and to set a public hearing on June 17th, 2024.

(01:06:42) Finance Director Danielson presented Item I.

(01:07:45) **Commissioner Logan made a motion to approve a Resolution of Intention to Approve the Work Plan and Budget for the Helena Tourism Business Improvement District and to Levy an Assessment on all Property within the District for Fiscal Year 2025 and to set a public hearing on June 17th, 2024. Commissioner Dean seconded the motion.**

(01:08:14) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**



Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.

J. Consider Acceptance of the City Managers proposed preliminary budget will start the process of posting a public hearing and presenting a Resolution to Adopt the FY25 Preliminary Budget to the City Commission on June 17, 2024

(01:08:47) Finance Director Danielson presented Item J.

(01:16:00) Commissioner Dean asked Director Danielson and Manager Burton about the Housing Navigator position funding share with the County.

(01:18:03) Commissioner Dean discussed the budget adoption timeline related to the proposed Cost of Living Adjustment.

(01:20:26) Commissioner Logan and Commissioner Shirtliff thanked Manager Burton, Director Danielson, and Staff.

(01:22:56) **Commissioner Dean made a motion to accept the City Manager's Proposed FY25 Preliminary Budget. Commissioner Logan seconded the motion.**

(01:23:13) Mayor Collins called for a vote.

Commissioner Shirtliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.

Public Hearings

A. Consider a Resolution authorizing the City of Helena to transfer a portion of City-owned Lot 29 in exchange for a portion of property located on South Main Street between Lots 26-29 of Block 1 of the Helena Original Townsite in the City of Helena, Montana.

(01:23:53) Senior Planner Ray presented Item A.



(01:27:12) **Commissioner Shirliff made a motion to approve a Resolution authorizing the City of Helena to transfer a portion of City-owned Lot 29 in exchange for a portion of property located on South Main Street between Lots 26-29 of Block 1 of the Helena Original Townsite in the City of Helena, Montana. Commissioner Dean seconded the motion.**

(01:27:39) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Absent**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

The motion carried 4:0.

Public Communications

(01:28:14) Brian Coplin provided public comment, discussing information submitted to the Commission. Manager Burton addressed public comment.

Adjournment

(01:33:42) There being no further business before the Commission, the meeting adjourned at 7:34pm.

MAYOR

ATTEST:

CLERK OF THE CITY COMMISSION