



City Commission Administrative Meeting
May 29, 2024 – 2:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/88121513733>
City County Building, 316 N. Park Ave., Room 326

Time & Place

A City Commission Administrative meeting was held Wednesday, May 29, 2024 at 2:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/88121513733> and physically in the City County Building, Room 326.

Call to Work Session, Introductions

(00:00:50) The following responded present, either via zoom or in person:

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

Commission Comments, Questions

(00:01:22) There were no comments or questions from Commissioners.

Recommendations from the Helena Citizens Council

(00:01:30) HCC Representative Lori FitzGerald discussed recent and upcoming meeting agenda items.

Report of the City Manager

(00:01:47) City Manager Burton had nothing to report.

Department Reports

A. A draft ordinance to amend Title 11, Chapter 2, Table 1 of the City of Helena Zoning Regulations

(00:02:10) Community Development Director Brink presented Item A.



B. A draft ordinance to amend Title 11, Chapter 40 of the City of Helena Zoning Regulations

(00:05:38) Community Development Director Brink presented Item B.

C. A draft ordinance to amend Title 3, Chapter 15 of the Helena City Code, titled Review Process for Demolition of Historic Buildings

(00:10:21) Community Development Director Brink presented Item C.

(00:17:39) Commissioner Dean discussed her preferences for next steps.

(00:21:33) Mark Juedeman provided public comment, advocating for the proposed updates.

(00:22:24) Director Brink addressed Commissioner Dean's comments about demolition by neglect.

D. Transportation Systems - NMTAC Discussion

(00:23:45) Transportation Systems Director Knoepke presented Item D.

(00:27:43) Commissioner Logan asked Director Knoepke if the new plan is different from the Long-Range Transportation Plan and how the Non-Motorized Travel Advisory Council's interests would be folded into the Metropolitan Planning Organization's Technical Advisory Committee.

(00:30:38) Commissioner Reed asked Director Knoepke for clarification of NMTAC's role and explained her support for updated bylaws.

(00:32:36) Commissioner Logan, Commissioner Reed, Mayor Collins, and Commissioner Dean discussed their preferences for NMTAC and the MPO.

(00:37:08) Director Knoepke discussed updating the LRTP to include Non-Motorized Travel interests.

(00:37:54) Commissioner Reed asked Director Knoepke about possibilities for NMTAC going forward.

(00:39:29) Manager Burton and Commissioner Dean discussed how federal funding affects planning and MPO operations.

(00:40:45) Anne Hausrath provided public comment, advocating for the continuation of NMTAC.

(00:43:16) Lowell Chandler attempted to provide public comment; however, due to technical difficulties, his remarks were not heard in the meeting room. Alternative methods for submitting public comment were advised.



E. Transportation Systems - Proposed Parking Committee

- (00:44:55)** Transportation Systems Director Knoepke presented Item E.
- (00:47:38)** Commissioner Reed thanked Director Knoepke and Staff for their work and willingness to continue with parking discussions.
- (00:48:46)** Commissioner Dean explained her support.
- (00:51:14)** Commissioner Shirliff thanked the public for their input.
- (00:52:55)** Commissioner Logan explained support for a Parking Advisory Board and asked Director Knoepke about the differences between a Parking Commission and an Advisory Board.
- (00:55:02)** Megan Helton of the BID provided public comment, discussing possible additional seats on the advisory board.
- (00:55:25)** Bobbi Lambertson provided public comment, advocating for reduced rate parking for downtown employees.
- (00:58:47)** Deputy Clerk Montiel read written public comment aloud, provided by Lowell Chandler, addressing Item D.

F. FY25 Budget Presentations: Transportation Systems; Parks, Open Space & Recreation

- (01:01:12)** Director Knoepke and Deputy Director Couey presented the Transportation Systems portion of Item F.
- (01:05:46)** Commissioner Logan asked Director Knoepke about interest earned.
- (01:06:06)** Commissioner Dean asked Director Knoepke about contracted funds related to snow and traffic calming applications.
- (01:07:08)** Commissioner Reed asked Director Knoepke for clarification of the traffic calming program availability for citizens.
- (01:13:47)** Finance Director Danielson discussed additional information from the Bond Council.
- (01:14:47)** Commissioner Reed asked Director Knoepke about the percentage of fleet vehicles that are electric or hybrid.
- (01:17:50)** Commissioner Dean asked Deputy Director Couey about allocation increases.
- (01:22:30)** Commissioner Reed, Director Knoepke, Manager Burton, and Commissioner Dean discussed the possibility of adding angled parking on Cruse Avenue to the budget..



- (01:27:39) Commissioner Shirliff asked Director Knoepke about vacancy savings following elimination of a parking enforcement position.
- (01:28:14) Commissioner Reed requested that the Cruse Avenue project be considered within the current budget cycle.
- (01:29:43) Director Smith presented the Parks, Open Space & Recreation portion of Item F.
- (01:30:05) **Due to technical difficulties, a portion of this meeting's audio was not recorded.**
- (02:06:15) Mayor Collins called for a 30-minute recess.
- (02:07:20) Mayor Collins called for the meeting to resume and asked members of the public to submit online public comment in written form due to technical difficulties.

H. Tourism Business Improvement District FY25 Workplan and Budget Presentation – Item order switched

- (02:08:50) TBID Executive Director Opitz presented Item H.
- (02:17:37) Commissioner Dean asked Director Opitz about assessment funds and increases.
- (02:20:44) Commissioner Reed asked Director Opitz about collaborating with historical groups for promotion and investment opportunities.
- (02:24:20) Commissioner Reed asked Director Danielson and Director Smith about Walking Mall maintenance fees.

G. Business Improvement District FY25 Workplan and Budget Presentation – Item order switched

- (02:27:13) BID Executive Director Helton presented Item G.
- (02:38:00) Commissioner Dean thanked Director Helton for her work.

I. FY25 Budget Presentations Wrap Up

- (02:38:55) Director Danielson presented Item I.
- (02:44:50) Commissioner Dean discussed her preference for the Cost of Living Adjustment.
- (02:47:05) Commissioner Reed asked Director Danielson and Manager Burton about cost share with the County for a Housing Navigator



position, and additional considerations being added to the preliminary budget.

Public Comment

- (02:52:35)** Ben Kuiper provided public comment, discussing HCC budget recommendation timelines.
- (02:53:29)** Nathan Kostead provided public comment, discussing the unhoused population.
- (03:02:44)** Chris Averill provided public comment, discussing the Firetower Restoration Project meeting.

Commission Discussion and Direction to the City Manager

Adjournment

- (03:08:00)** There being no further business before the Commission, the meeting adjourned at approximately 05:40pm.