



**City Commission Administrative Meeting  
July 10, 2024 – 4:00 PM  
Zoom Online Meeting; <https://us06web.zoom.us/j/81880953089>  
City County Building, 316 N. Park Ave., Room 326**

**Time & Place**

A City Commission Administrative meeting was held Wednesday, July 10, 2024 at 4:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/81880953089> and physically in the City County Building, Room 326.

**Call to Work Session, Introductions**

**(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  
Commissioner Reed  
Mayor Collins

**Commission Comments, Questions**

- (00:01:00)** Commissioner Reed asked Manager Burton about progress with designating Le Grande Cannon as a trail.
- (00:02:19)** Commissioner Logan asked Manager Burton about implications of a decision regarding Grant's Pass.

**Recommendations from the Helena Citizens Council**

- (00:04:44)** HCC Representative Sonda Gaub discussed recent and upcoming meeting agenda items.

**Report of the City Manager**

- (00:05:44)** Public Works Director Leland discussed a recent fire near the Ten Mile Water Treatment Plant.

**Presentations**

**A. Public Safety Discussion**



- (00:07:12) Fire Chief Campbell, Finance Director Danielson, and Manager Burton presented Item A.
- (00:09:45) Commissioner Dean and Manager Burton discussed a timeline and needs for the training facility.
- (00:11:03) Commissioner Reed requested that the timeline discussion include the Helena School District.
- (00:12:00) Commissioner Logan asked Director Danielson for clarification of voter involvement.

**B. A Resolution of Intent to set fees charged and collected by the Planning Division of the Community Development Department, repeal Resolution No. 11093, and to set a public hearing date**

- (00:14:20) Community Development Director Brink presented Item B.
- (00:24:30) Commissioner Shirliff asked Director Brink about staffing considerations.
- (00:25:43) Commissioner Reed and Director Danielson discussed exploring fee waiver options for certain situations.
- (00:28:06) Commissioner Dean expressed support for options incentivizing low-income housing development.

**C. Transportation Systems - Capitol Traffic Plan**

- (00:32:27) Transportation Systems Director Knoepke and MTDOA General Services Administrator Baiamonte presented Item C.
- (00:35:25) Commissioner Reed asked Administrator Baiamonte about the Locke and 6<sup>th</sup> configurations, citing public comment.
- (00:37:31) Commissioner Shirliff asked Administrator Baiamonte and Director Knoepke if changes to Montana Avenue are still under consideration.
- (00:39:33) Anne Hausrath provided public comment, advocating for public engagement regarding parking implications on bike lanes.
- (00:41:24) Callie Aschim of the Helena Chamber of Commerce provided public comment, advocating for leaving 6<sup>th</sup> Avenue as is.
- (00:43:18) Megan Helton of the Business Improvement District provided public comment, advocating for leaving 6<sup>th</sup> Avenue as is.



- (00:43:56) Commissioner Dean asked Director Knoepke and Administrator Baiamonte about the benefits of creating a one-way street for 6<sup>th</sup> Avenue.
- (00:47:08) Commissioner Reed asked Administrator Baiamonte about the public engagement process.
- (00:47:37) Andrea Opitz of the Tourism Business Improvement District provided public comment, inquiring about the timeline and recommendations for tourism traffic.
- (00:48:56) Commissioner Dean requested more information about parking for related tourism organizations.
- (00:50:35) Mayor Collins addressed public comment.

#### **D. Transportation Systems - Benton Turn Lanes**

- (00:51:50) Director Knoepke presented Item D.
- (01:00:22) Manager Burton asked Director Knoepke about the qualifications of the Engineer.
- (01:01:50) Manager Burton discussed next steps.
- (01:02:34) Commissioner Reed asked Manager Burton about the timeline for decision making and discussed preference not to award the bid.
- (01:04:36) Manager Burton asked Director Knoepke about the intent for the Complete Streets Resolution.
- (01:05:07) Commissioner Dean asked Director Knoepke for clarification and discussed current traffic concerns.
- (01:08:27) Commissioner Logan discussed support for awarding the bid.
- (01:09:08) Commissioner Shirliff asked Director Knoepke about the results of a speed study.
- (01:10:43) Manager Burton discussed next steps.
- (01:11:06) Greg Wirth provided public comment, discussing strategic goals and accessibility.

### **Department Reports**

#### **A. Fire Tower Rehabilitation Status Update**

- (01:13:19) Parks, Recreation, and Open Lands Director Smith presented Item A.



## **B. McHugh Recycling Bin Removal Transition Plan**

**(01:14:32)** Public Works Director Leland presented Item B.

**(01:15:38)** Commissioner Logan thanked Staff for their work.

## **C. NMTAC Discussion Follow Up**

**(01:16:29)** City Manager Burton presented Item C.

**(01:17:17)** Greg Wirth provided public comment, advocating for the continuation of NMTAC.

**(01:18:00)** Lucas Wallace provided public comment, advocating for the continuation of NMTAC.

**(01:19:24)** Anne Hausrath provided public comment, discussing the MPO.

**(01:20:03)** Commissioner Dean asked Director Knoepke about sub-committees on the MPO.

## **D. Discuss a resolution adopting policies pertaining to Electronic Meeting**

**(01:23:23)** Clerk Clayborn presented Item D.

**(01:35:26)** Commissioner Reed discussed concerns about attendance requirements.

**(01:38:32)** Commissioner Dean thanked Clerk Clayborn for her work and discussed concerns about absence thresholds.

**(01:42:35)** Commissioner Logan, Commissioner Reed, Manager Burton, Mayor Collins, and Commissioner Shirliff discussed preferences for minimum requirement standards.

**(01:47:30)** Commissioner Shirliff asked Clerk Clayborn about the origin of the 50% attendance standard.

**(01:49:52)** Commissioner Dean and Commissioner Reed discussed expectation transparency for future Commissioners.

**(01:53:56)** Commissioner Logan discussed limitations and setting expectations.

**(01:54:58)** Manager Burton discussed a threshold for consecutive meetings online.

**(01:55:55)** Bob Jones provided public comment, advocating for ADA compliance within the Resolution. Clerk Clayborn addressed public comment.



### **E. Consider Quitclaiming City Interest in Property Near Armory**

- (01:57:33)** City Attorney Dockter presented Item E.
- (02:01:03)** Mayor Collins asked Manager Burton who paid the taxes on this property before 2016.
- (02:01:26)** Commissioner Shirliff expressed support for approval.
- (02:01:33)** Commissioner Dean asked Attorney Dockter about dealings between the relevant parties.

### **Public Comment**

- (02:02:25)** There were no further comments or questions from the Commission and/or public.

### **Commission Discussion and Direction to the City Manager**

### **Adjournment**

- (02:02:30)** There being no further business before the Commission, the meeting adjourned at 6:03pm.