

SUMMARY OF ADMINISTRATIVE MEETING

April 16, 2014 – 4:00 p.m.

Room 326, City-County Building

1. Call to order, introductions, opening comments – Mayor Smith called the meeting to order. Commissioners Ellison, Elsaesser, Haladay and Haque-Hausrath were present. Staff present was: City Manager Ron Alles; Executive Assistant Sarah Elkins; Police Captain Corey Livesay; Community Development Director Sharon Haugen; City Planner Elroy Golemon; City Attorney Jeff Hindoien; Human Resources Director James Fehr; Parks & Recreation Director Amy Teegarden; Public Works Director Randall Camp; Assistant Public Works Director Phil Hauck; HCC Coordinator Judy Garrity and City Clerk Debbie Havens.

Others in attendance included HCC representatives Elizabeth Andrews and Gary Spaeth, NMTAC Chair Ryan Kettel; Lloyd Sparks, MILP; Mark Simonich, Helena Realtors; Pat Doyle, TBID; Allison Batch, S.A.V.E. and Helena IR Reporter Al Knauber.

2. April 2, 2014 Administrative Meeting Summary – The April 2, 2014 Administrative Meeting summary was approved as submitted.

3. Commission comments, questions – Commissioner Hague-Hausrath stated she received notice in her fence regarding residential parking districts and noted she is concerned that enforcement should not drive the outcome if neighbors want a parking district. Commissioner Haque-Hausrath stated she is not sure if her neighborhood would qualify for a residential parking district. She asked if there is going to be increased enforcement prior to a final decision being made. City Manager Alles noted staff plans on patrolling the districts but not enforcing or issuing tickets in the residential districts until the final decision is made. However, eventually staff will need to enforce the districts that are left after a final decision.

Commissioner Elsaesser asked if the Parking Commission employees are enforcing parking throughout the city. Manager Alles stated parking staff will focus on the areas they have been charged with. Commissioner Elsaesser thanked City Manager Alles for the update on the federal funding relating to the water systems and Mayor Smith for the email update on the Tenmile project.

Commissioner Ellison stated at the April 30th administrative meeting he would like an update on recycling and specifically in the following three areas:

- ✓ Infrastructure - Due to the longer and more severe winter, what impact that may have had on the infrastructure at the transfer station
- ✓ Plastics - An update on the collection may be timely since the city will begin collecting plastics on April 22nd
- ✓ Solid Waste Consultant Study - There has been a lot of input from staff and the commission has received a couple of packets of information on different options and several commissioners have submitted information to staff. Commissioner Ellison asked if all the information could be collected and given to the consultant to include in the study as an appendix.

City Manager concurred with Commissioner Ellison's request and noted he will give a brief update on recycling under his report.

Commissioner Haladay referenced the letter sent to MBAC with the request to freeze \$90,000 of the city's revolving loan funds for the potential to be used for sustainable energy projects for residential and commercial purposes. The letter was received and there was some pushback on using the funds as suggested; however, it was pointed out that it is the city's revolving loan funds. Commissioner Haladay asked for commission comments on how to move forward and offered that he and Manager Alles meet with Executive Director Shove. Manager Alles noted staff is doing some work with the Department of Commerce on how those funds can be used. He concurred the city needs to give better direction to MBAC on how the city anticipates setting the program up.

Commissioner Haladay commented some of the concern was MBAC's ability to recoup costs, the size of the program and the administration of the program. Commissioner Haladay concurred the information from the Department of Commerce would be useful and then giving MBAC specific direction on what the city wants the program to consist of.

Commissioner Elsaesser offered to attend the meeting with Commissioner Haladay and Manager Alles; another option would be to invite MBAC representatives to an administrative meeting. He noted

there was a meeting on this program last fall and was facilitated by the county's sustainable coordinator and maybe they would be interested in the meeting.

Commissioners Haque-Hausrath and Ellison stated they would be happy to have Commissioners Haladay and Elsaesser and Manager Alles meet with MBAC to discuss the mutual concerns.

Mayor Smith commented on the concept of using the city's RLF to assist with sustainable energy projects and stated the city does not have a program yet to discuss with MBAC. Mayor Smith commented the scope of the program should be worked out prior to having any discussion with MBAC.

Commissioner Haladay stated his goal was to have the commission prioritize the program within a year and not jump ahead of other prioritized items. The commission gave consensus to use the city's RLF funds and have MBAC run the program; as they have the framework to carry out the program. He reiterated that his goal today is to get consensus to meet with MBAC to work out the details and report back to the commission. The Department of Commerce needs to be involved in the discussions.

Mayor Smith stated Commissioner Haladay is the commissioner representative on MBAC and he would defer to him and Manager Alles to meet with MBAC. Mayor Smith asked for clarification if it is Commissioner Haladay's expectation to have MBAC develop a program itself in terms of details, eligibility, products and acceptable installations. Commissioner Haladay noted the program would be similar to how the current revolving loan program works; however, it would have differences due to the scope of the loans. The commission has delegated the City Manager to work out the details of the loan program; however, the commission would have the final decision to move forward with the terms of the program.

Manager Alles and Commissioner Haladay will meet with MBAC representatives. Commissioner Elsaesser stated it was his understanding when the city renews the contract with the Department of Commerce, this program would be included as it fits within the guidelines and regulations.

Board Appointments: Tourism Business Improvement District (TBID) - Mayor Smith recommended the appointment of Lynn Svir to the TBID. The first term will begin upon appointment and expire April 20, 2018.

4. City Manager's Report - City Manager Alles spoke on the following items:

a. The city will begin to accept plastic recycling on April 22nd. Manager Alles noted due to the winter weather conditions, there was asphalt breakage in the recycling area. The recycling study is moving forward and the city's comments will be included in the addendum. Both Helena Recycling and Tri-County Solid Waste have had the opportunity to meet with the consultants.

b. City Manager reported that he has authorized the use of the employee award fund to purchase t-shirts for all city employees in recognition of the city's 150th. The proceeds of the sale of any additional shirts will go to the mural project in Performance Square.

c. The meeting with Deputy Under-Secretary Blazer went very well and there are a lot of entities looking at the project. Manager Alles stated he may recommend the mayor establish another cooperative committee to work with staff and other entities.

d. The contract between the city and Montana Independent Living is very close to being completed; a portion of the 5311 funds will be used to fund the position. Based on a recommendation from MDT, staff is looking at some maintenance on vehicles and using 5311 funds.

e. Request to use \$5,000 of CTEP funds for Bike-Walk Campaign – Manager Alles gave the background on the program and noted the County is allocating \$5,000. However, in January the commission allocated all CTEP funds toward Centennial Trail and the Henderson Bridge. He noted the commission can change the allocation and if so, he will notify the county of the commission decision to allocate the \$5,000 for the Bike-Walk Campaign.

Commissioner Elsaesser stated this request was included with NMTAC recommendations. He noted he had spoken to City Engineer Leland who indicated that the \$5,000 would be brought forward for commission consideration. Commissioner Elsaesser spoke in support of allocating the \$5000.

Commissioner Ellison recognized that the CTEP program is going away and if the commission didn't take the \$5,000, is there any other funds available. Manager Alles stated the commission could

use reserves; however, he would recommend the commission use CTEP funds. Commissioner Ellison stated he would support the request.

Commissioner Haladay stated he also supports the request. He asked if the city has heard anything from MRL and BNSF regarding the right-of-way for Centennial Trail. City Attorney Hindoien stated no; he has contacted MRL a couple of times and has not heard back.

Commissioner Haque-Hausrath suggested Attorney Hindoien contact Carl Swanson, General Counsel for the Washington Corporation to try to move this forward. Manager Alles commented if the commission concurs, he will contact MRL President Mr. Walsh. Commissioner Elsaesser asked Manager Alles if he has been in contact with Mr. Walsh. Manager Alles noted he toured the site with Mr. Walsh. Manager Alles noted he will contact Mr. Walsh and offer to meet with him the next time he is in Helena.

Commissioner Elsaesser noted the original exhibit for the easement the city of Helena submitted currently extends to a larger area than originally discussed. The most critical part of the Centennial Trail includes the easement for the Henderson Bridge.

Mayor Smith referenced NMTAC's recommendations and asked if the \$5,000 for the Bike-Walk Campaign was included. Commissioner Elsaesser noted there was the original discussion of the \$5,000 in January and it was included in the list of recommendations that NMTAC recently submitted. One of the recommendations from staff was to invite NMTAC members to an administrative meeting to speak on their recommendations. Mayor Smith stated he would support inviting NMTAC to an administrative meeting and in the meantime, he would support the \$5,000.

Mayor Smith asked City Manager Alles if he sees the mobility coordinator as sustainable position. Manager Alles explained the funds would be available through FY2014. The 2.5 month contract would not extend into the FY15 budget. Mayor Smith asked if MLIP has any expectation that this would be an ongoing position. Manager Alles assured the commission that MLIP is very aware that the funding is only through June 2014.

5. Department Discussions

Community Development

Signs and Zoning – City Manager Alles introduced the item and gave some background on staff's work. He asked the commission after today's meeting if they have any recommendations that they would like discussed to get their ideas to staff.

Community Development Director Haugen reported city staff has been working for the past several months with the Board of Adjustment, the Zoning Commission, businesses, representatives from the Chamber of Commerce, the Helena BID and representatives of the sign industry to review the current Sign Ordinance and develop recommendations for proposed changes. As that collaborative process nears its completion, the general consensus is that the majority of the current Sign Ordinance structure is working, but perhaps needs (1) some clarification of definitions; (2) some simplification in the types of allowable signs in each zoning district; and (3) some general reorganization. For the most part, the types of exempt, prohibited, and permitted signs would not be significantly changed.

The core objective of the proposed improvements that will ultimately be brought forward to the city commission for its consideration will be to make the ordinance more navigable for businesses and city staff. They will be intended to make the review of applications and enforcement easier and more consistent. The recommended changes to the ordinance will include the following:

- Simplifying the list of definitions;
- Categorizing all signs into two types – (1) Wall Signs [marquee, wall, roof, etc.] and Freestanding Signs (signs not attached to buildings);
- Allowing for off-premises signs (such as sandwich boards) and counting those signs towards the permitted amount for any free standing signs associated with the property; and
- Developing standards for Electronic Message Displays to address brightness, flashing and size limits.

General Zoning Ordinance Update:

City staff has also been undertaking a general review of the overall zoning ordinance and has been working with the Zoning Commission over the course of several work sessions to identify provisions in the ordinance that may warrant "clean-up" –type gestures to improve its structure. This comprehensive "clean-up" will continue to take effort on the part of the staff and the Zoning Commission and will most likely move forward in several different phases. The process is generally not intended to develop substantive changes to the ordinance except where it may be necessary to eliminate inconsistencies in the ordinance. However, the last major update of the Zoning Ordinance was completed in 2008, and it

remains structurally based on older “Euclidian”-type zoning models that are characterized by the clear segregation of land uses into specified geographic districts or “communities.” Since that time, the city of Helena has adopted a Growth Policy that strongly encourages mixed uses and infill development, and some of the proposed changes to the current Zoning Ordinance may be aimed at bringing its structure into closer alignment with those newer land use policies and objectives.

Next Step:

City staff presently anticipates that the Zoning Commission will conduct a public hearing in June to consider both (1) the recommended updates to the Sign Ordinance and (2) the first “phase” of the “clean-up” gestures for the Zoning Ordinance. Assuming those updates are recommended for approval by the Zoning Commission at that time, they will then be brought forward to the City Commission for its consideration at some point later this summer.

Mayor Smith asked for public comment – Lloyd Sparks, MILP, commented the Sandwich Board signs create obstacles for persons with disabilities and wanted to make the commission aware of the situation.

Commissioner Ellison thanked staff for the work they have done with the sign ordinance; there have been five joint meetings between the two committees and has included many stake holders. Very good discussion occurred and the recommendation being brought forward is one he will support. There are a lot of sign varieties; however, he is comfortable the Zoning Commission and Board of Adjustment have done their due diligence and he is ready to bring it forward to a formal public hearing.

Commissioner Elsaesser asked if there is a list of items the Zoning Commission would look at regarding the Growth Policy; if so he would like to receive a copy of the list. Director Haugen stated there is no formal list; however, staff is prepared to bring forward the discussion of building heights in the B-1 and B-2 Districts and possibly revamping of the R-1 and R-2 Districts in regards to lot coverage or to create a new residential district with smaller lots and allow more lot coverage. There is no formal list; however, staff reviews items that come forward and signs were included in the first group of items.

Commissioner Elsaesser stated he would like a summary of what has gone to the Zoning Commission. He then asked how the update on the sign ordinance would affect the dark sky ordinance. Director Haugen stated any sign would have to comply with the dark sky ordinance and there was no recommendation to change the dark sky ordinance. Commissioner Elsaesser stated it is his understanding that some commercial signs are exempt from the dark sky ordinance. Planner Golemon stated commercial signs are not exempt; however, at this time there is no requirement for measuring light trespass. Commissioner Elsaesser stated he is interested in discussing anything that is exempt from the dark sky ordinance. Planner Golemon stated there are already lighting standards required for billboards.

Commissioner Haque-Hausrath asked what does the current ordinance address regarding billboard signs and where are they allowed. Planner Golemon stated billboards are allowed along the state highway and interstate corridors in the B-2 and CLM Districts and possibly in the MI District. Commissioner Haque-Hausrath asked if the recommendation being brought forward generally keeps the sign size the same or will there be increases/decreases in size. Director Haugen explained the recommendation will include a change in the type of signage; the concept may be there is an increase in signage if you combine the total square footage. The total square footage in signage will remain the same for the freestanding and wall signs. There will also be recommendations to do some definition clean-up within the sign ordinance.

Commissioner Haladay asked in regards to brightness of the digital signs has there been any discussion on having a specific time when signs need to be turned off. Director Haugen stated she does not recall a black-out period being discussed. Planner Golemon noted there was discussion on having the sign turned off when the business was closed; however the discussion centered around having the digital signs dim during the evening/night time hours.

Commissioner Haque-Hausrath stated she would be interested in phasing in some of the brightness requirement for evening/night time for the digitized signs.

Commissioner Haladay asked for clarification on window signs and asked if the city regulates the signs, both exterior and interior. Planner Golemon noted the current window signage cannot occupy more than 25% of the window area. However, the window signage can be applied at any time and enforcement is difficult. The new language would include window signs with the wall coverage maximum. Commissioner Haladay asked if this would include the interior windows. Planner Golemon concurred.

Commissioner Haladay commented in regards to building heights and lot sizes, minimums and maximums, one size doesn't always fit. He goes back and forth on allowing building heights on Last

Chance Gulch, south of the corner of Neill/Helena/Last Chance Gulch, to exceed the current code. There has been some discussion through the BID that it is somewhat easy to receive an exemption from that requirement for buildings north of Neill/Helena/Last Chance Gulch. Commissioner Haladay asked has the Zoning Commission thought about instead and land type and land use codes using the form based codes. The form based codes are much more flexible and encourages infill growth. Director Haugen noted some members of the Zoning Commission have expressed an interest in form based codes and/or floor/area ratios regarding to building heights. The Zoning Commission members see it as a more advance based design and would like to get the basic language cleaned up.

Mayor Smith asked if the recommendation is to eliminate billboards. Director Haugen stated there was no interest to eliminate the billboards; however, the billboards would be a part of the sign ordinance. Commissioner Haque-Hausrath asked if there were reasons why the Zoning Commission did not want to discuss the elimination of the billboards. Director Haugen noted there was a general consensus that billboards had an existing right and they were not generally offensive, obstructive or creates a traffic hazard.

Consensus Direction to the Manager –

1. There was commission consensus to have City Manager Alles review the dark sky ordinance and to assure the recommendation being brought forward are in compliance with it;
2. Interest in phasing in the new standards
3. Discuss with the Zoning Commission the idea of either turning off or dimming the digitized signage at night
4. Forward the list of issues the Zoning Commission is currently discussing to the commission.

Commissioner Elsaesser stated going back to 2008 there was a conflict between new zone and old zones. He noted he would support looking at a new district to accommodate lot coverage to allow infill. One of the other goals is environmental stewardship and if the city allows additional height, a condition should be the building has green infrastructure.

Administrative Services

Non-Motorized Transportation District Scope Discussion – City Manager Alles referred the commission to the draft resolution of intention to create a Special District for Non-Motorized Transportation Improvements, Repair and Maintenance.

The city-wide special district for non-motorized transportation improvements, repair and maintenance is needed to improve, repair and maintain the public access and thoroughfares throughout the city that do not qualify for funding under the Street Maintenance District No. 1.

City Manager stated he would like to discuss Section 5 – General Character and Section 6 – Estimate of Costs and Method of Financing. Manager Alles noted the initial cost estimate lists are items taken from the street maintenance district.

Mayor Smith noted the first question would be is there interest in moving this forward. City Manager Alles explained there are a couple of options the commission needs to consider once the commission approves the resolution of intention to create the district. The commission could decide to go straight to a vote of the citizens; or mail notice of the passage of the resolution of intention to the owners of property included on the list of properties for the initial assessment. If 10% or more protest, then it has to go to a vote; if more than 50% protests, the commission cannot move forward with the creation of the district.

Commissioner Haque-Hausrath stated she would like to see language included in the resolution of intention that would give the city the ability to pay for sidewalk replacement for eligible low-income residents and address the issue of the lack of sidewalks for the vital areas to include schools and medical facilities. Commissioner Haque-Hausrath stated she is not sure if she would move forward with the creation of the district if these two items are not included; many of the items listed in Section 6, the city already has the authority to do.

Commissioner Ellison asked if the citizens would have the opportunity to vote on the creation of the district. City Manager Alles stated the citizens would vote on the creation of the district. Commissioner Ellison commented it is important that the citizens have the opportunity to decide if they want to create a new district. He noted he has some concerns with creating a new district and agreed with Commissioner Haque-Hausrath that quite a lot of emphasis has been put on non-motorized transportation. If the new assessment is over and above on what is currently being spent on non-

motorized transportation, he would want to scrutinize the numbers. However, if it is transferring money from one source to another, that would be another matter.

Commissioner Ellison asked City Manager Alles if he has a sense of timing on when this would be brought forward. Manager Alles stated if the commission approves the resolution of intention and decides to place it on the ballot, since the city uses mail ballots, the election could be conducted at any time. The recommendations are \$125,000 would be generated from the newly created district and reduce the street maintenance assessment by \$125,000, for a total of \$250,000

Commissioner Elsaesser noted this is a great draft of the resolution of intention. He then referenced Section Five and stated he reads the language that would allow this commission and future commissions to prioritize a district and create priority routes that that would include a sidewalk loan program or that type of infrastructure.

Commissioner Elsaesser stated he would support bringing this forward in the same manner as the tree maintenance district. To begin with he would only be looking at a scope of what cannot currently be done within the street maintenance program. With the loss of the Safe Routes to Schools funding it is important to have funds to build and maintain safe pedestrian routes adjacent to public entities. It is important to educate the citizens on what the assessment will be used for. This is a tool the city can use to move forward and he would support doing so.

Commissioner Haladay stated he shares the concern of the lack of a dedicated funding source for sidewalks; which are a public good beyond private property; specifically routes to schools, routes to hospitals and the unfinished sidewalks within the BID District. Given the fact some of the funds are being pulled out of street maintenance district, he asked City Manager Alles what categories in Section 6 are being taken out of the street maintenance. City Manager Alles reported the following categories would be removed from the street maintenance district assessment: \$50,000 for ADA, \$50,000 for trail maintenance, \$25,000 for traffic calming, \$20,000 for striping and \$5,000 for signs and signals.

Manager Alles stated staff had a lengthy discussion on the sidewalk piece and the challenge is many citizens have paid for sidewalks and then they are going to pay an assessment for installation of sidewalks for others. Also discussed was the inclusion for sidewalks adjacent to major public corridors; what staff did not discuss was the low-income component. The commission has the authority to order in sidewalks within the city.

Commissioner Haque-Hausrath concurred there could be some push-back if it included the installation of sidewalks for everyone and that is why she is proposing to limit it to low-income and areas identified as a priority. She suggested there is a method available through the Department of Revenue or another source to set an income eligible formula. Without including the low-income component, the program may not be viable as there are some citizens who cannot afford to install sidewalks.

Commissioner Haladay suggested the commission think of this district as an outcome based approach; the commission wants sidewalks in critical areas and to assist the low income. The only other option would be to find another funding source that would spread the burden amongst and taxpayers and property owners. He referenced the commission ordered in sidewalks with the approval of the Lewis & Clark Brewery's conditional use permit. However, in that instance, the owner offered to pay for the installation of sidewalks for the adjoining properties. Again, the other option would be for the commission to begin ordering in sidewalks. Commissioner Haladay supported moving forward with the proposed district.

Commissioner Ellison stated he objected to ordering in the sidewalks for Brewery as it created on-going maintenance for the adjoining property owners. Commissioner Ellison noted the commission will be creating the same scenario for other property owners if they order in sidewalks; they will still have to be maintained. Commissioner Ellison reiterated the importance of the citizens having a vote on the creation of the district and noted that he could not find the specific language in the draft resolution of intention.

Manager Alles stated the commission would have to vote on the resolution of intention to move the district forward, hence there are two methods the commission could decide on how the citizens would vote on the creation of the district. Once the resolution of intention is approved, the commission could decide to place it on a mail ballot with the citizenry or staff would prepare all the proper notices and each affected property owner would receive individual notice and the opportunity to protest to the district. If more than 10% of the property owners protest it would automatically go to a vote of the citizenry. Attorney Hindoi noted if more than 50% of the property owners protest the creation, then the commission could not create a district.

Mayor Smith referenced the language on page three and four of the draft resolution of intention and asked for clarification on the proposed maximum assessments. Manager Alles explained the proposed assessment is identical to the street maintenance assessment. However, if this district is created, then the assessment for the street maintenance district would be reduced.

Commissioner Haque-Hausrath asked if the commission moves this forward and the district ultimately fails due to protests, could the items currently in the street maintenance district remain. Manager Alles explained if the district fails, then the street maintenance district would remain the same; however, if the non-motorized district is created the street maintenance assessment could be decreased.

Commissioner Elsaesser stated criteria should be developed for areas where sidewalks should be installed using the non-motorized district funding. This is a tool that could be used and honor the intent of the complete streets, trail maintenance, bike/ped and ADA improvements.

Commissioner Elsaesser stated he believes if the citizens are educated, the 10% protest will not be reached.

Mayor Smith asked if the preliminary budget includes \$150,000 for the sidewalks replacement program. Manager Alles concurred.

Commissioner Haladay referenced Section 6 and asked if the first five items listed are reoccurring. Manager Alles noted the assessment for those five items are set every year and if there are unallocated funds at the end of the fiscal year, that amount is rolled over to the next fiscal year.

Commissioner Haladay recognized Commissioner Ellison's concerns there may be trepidation to increase assessments above and beyond the current street maintenance costs. At the current time, there are set amounts, with the recommendation to add \$25,000 for snow removal and \$75,000 in in personnel costs. Without putting that money in there up front and identifying it for sidewalks installation, where does the funding come from in the future without stripping parts of the current assessment or will the assessment be increased. Commissioner Haladay stated he is concerned with putting in place something that doesn't have a framework to answer these questions.

Commissioner Haladay stated with the creation of the non-motorized transportation district, the citizens will be asked to pay an additional \$100,000. And if it is approved, it could be used as a vehicle to fund the installation of sidewalks; however, how is that accomplished unless the commission agrees to strip some of the other items listed or agree to increase the assessment in the future specifically for sidewalks. He again expressed concern with the creation of the district that will not fund the installation of sidewalks.

Commissioner Elsaesser referenced Section 6 and noted the only essential item listed in the draft resolution of intention that could not be paid for through the street assessment is the \$50,000 for tail maintenance. Commissioner Elsaesser handed out a memo regarding the establishment of a Non-Motorized Transportation District, dated October 2013.

Commissioner Haque-Hausrath stated the assessment for the newly created district would be addressed annually and could be increased the same as all other assessments. City Manager Alles concurred.

Commissioner Haque-Hausrath stated she reads Section 5 as not allowing the commission to subsidize the installation of sidewalks for the low income and high priority and critical areas. She asked Commissioner Elsaesser if he supports giving the City Manager direction to include these items to be included in the resolution of intention. Commissioner Elsaesser stated yes and noted there have been some areas already identified, including safe routes to school. The language in the resolution should be very clear on essential corridors.

Commissioner Haque-Hausrath stated she believes it would be fiscally prudent to use the protest route to trigger the referendum.

Commissioner Haladay stated he continues to have concerns if the future commissions will increase the assessment.

Mayor Smith commented when there was only \$30,000 in the sidewalk program, the commission's priorities were around schools, city facilities and parks. In terms of sidewalks, there are tools in place to assist citizens and the commission has the authority to order in sidewalks along essential corridors. Mayor Smith stated he is hesitant to get into the eligibility business. There are a lot of formulas that could be considered. At this time he is not going to support another taxing assessment. There are many levies being brought forward by other entities.

Consensus Direction to the Manager:

There was commission consensus to bring the resolution of intention forward. Manager Alles confirmed the assessment can be considered annually and the installation of sidewalks and eligibility language could be included in the resolution.

Commissioner Haque-Hausrath stated the sidewalk installation language would be included in Section 5; and a line item should be in Section 6 of the resolution of intention.

Mayor Smith asked if the district would be permanent. Manager Alles concurred and stated staff will bring this forward in the next couple of months.

Mayor Smith asked for public comment - Lloyd Sparks, MILP, recommended the bus stops be included in the prioritized areas.

Human Resources

City Health Benefits Discussion – Manager Alles introduced the subject and noted additional information is forthcoming.

Human Resources Director Fehr report staff has met with BID, Airport and the Library. All three entities were interested in the proposal. There has been good feedback on the use of the CareHere Clinic. The survey results indicated that 1/3 of those responding will make changes, 1/2 will say on the Bridge Plan and 20% will add a spouse and/or children. Retirees will continue to pay a different rate, which is lower than the rate for city employees.

Commissioner Ellison asked when the preliminary budget is brought forward; will it include the recommended changes. Manager Alles concurred; however, there may be changes between the preliminary and final budget.

Commissioner Elsaesser asked if the spouses are added, does that benefit the pool. Director Fehr stated not necessarily a benefit to the city but to the individual employees.

6. Committee discussions

- a) Audit Committee, City-County Board of Health, Civic Center Board, L&C County Mental Health Advisory Committee, Montana League of Cities & Towns - No report given.
- b) Audit Committee, Board of Adjustment, Helena Chamber of Commerce Liaison, Information Technology Committee, Montana Business Assistance Connection – Commissioner Dan Ellison – No report given.
- c) Intergovernmental Transit Committee, Non-motorized Travel Advisory Board, Transportation Coordinating Committee – Commissioner Elsaesser reported the TCC continues work on the transportation plan update. There is a survey available on the city’s web page.
- d) ADA Compliance Committee, Business Improvement District/Helena Parking Commission, City-County Parks Board, Transportation Coordinating Committee – No report given.
- e) Audit Committee, City-County Administration Building (CCAB), Public Art Committee – Commissioner Haque-Hausrath – No report given.
- f) Helena Citizens Council – Gary Spaeth reported the Executive Board met to set agenda; the first item is a discussion on growth and recycling. The HCC has offered assistance with the recycling discussion.

7. Review of agenda for April 21, 2014 City Commission meeting – No discussion held.

8. Public Comment – No public comment received.

9. Commission discussion and direction to City Manager – No discussion held.

10. Adjourn – Meeting adjourned at 6:00 p.m.