

SUMMARY OF ADMINISTRATIVE MEETING
June 10, 2015 – 4:00 p.m.
Room 326, City-County Building

1. Call to order, introductions, opening comments – Mayor Pro Tem Elsaesser called the meeting to order. Commissioners Ellison, Haque-Hausrath and Haladay were present. Mayor Smith was excused. Staff present was: City Manager Ron Alles; City Attorney Thomas Jodoin; Executive Assistant Sarah Elkins; Public Works Director Randall Camp; Assistant Public Works Director Phil Hauck; Engineer Dave Knoepke; Solid Waste Superintendent Pete Anderson; Solid Waste Administrative Assistant Jacob Larson; Community Facilities Director Gery Carpenter; Civic Center Manager Diane Stavnes; Community Development Director Sharon Haugen; Parks & Recreation Director Amy Teegarden; Police Chief Troy McGee; Administrative Services Director Tim Magee; City Controller Glenn Jorgenson; Budget Manager Robert Ricker; Administrative Assistant Carrie Hahn; Human Resources Director James Fehr; HCC Coordinator Judy Garrity and City Clerk Debbie Havens.

Others in attendance included: HCC Representative Dick Sloan, Civic Center Board members Judy Kline and Joann Christnacht, Dave Duffy, Donna Tennison, John Hilton, Melissa Lewis, John Ilgenfritz and I.R. Reporter Al Knauber.

2. May 13, 2015 - The May 13, 2015 administrative meeting summary was approved as submitted.

3. Commission comments, questions – Upcoming Appointments – Mayor Smith is recommending the following appointments:

Helena Open Lands Management Advisory Committee (HOLMAC)	Reappointment of Dan Wirak to HOLMAC. Second term will begin upon appointment and expire June 30, 2018.
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Appointment of Eric Sivers to HOLMAC. First term will begin July 1, 2015 and expire June 30, 2018.

Lewis and Clark County Heritage Preservation and Tourism Council	Reappointment of Roger Pedersen, city appointment, to the Lewis and Clark County Heritage Preservation and Tourism Council. Second term will begin upon appointment and expire June 30, 2018.
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Reappointment of Peter Rudd, joint city-county appointment, to the Lewis & Clark County Heritage Preservation and Tourism Council. Second term will begin upon appointment and expire June 30, 2018.

Tenmile/South Helena Forest Restoration Collaborative Committee	Appointment of Eleanor Morris as a representative from the Nature Conservancy in Montana. Term will begin upon appointment.
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Commission Comments – Commissioner Haque-Hausrath announced that she will not seek re-election to the city commission. Commissioner Ellison thanked Commissioner Haque-Hausrath for her service on the commission.

Mayor Pro Tem Elsaesser also announced that he too will not seek re-election to the commission.

City Manager’s Report – City Manager Alles noted the agenda is full; however, any items not covered at today’s meeting will be moved forward.

Manager Alles reported there will be a presentation at the Montana Wildlife Center on the effects of wildfire at 6:30 p.m. this evening. He encouraged anyone who is interested, should attend the

presentation.

Manager Alles and Parks & Recreation Director Teegarden reported due to the limited number of American Red Cross certified instructors, there will not be as many certified swimming lessons offered this summer as in the past. However, there will be lessons offered that are not American Red Cross Certified. There have been some complaints received from parents. However, with the additional lessons, Director Teegarden feels the need will be covered. After this season, staff will re-evaluate the criteria of using the American Red Cross certified instructors.

Mayor Pro Tem Elsaesser thanked Manager Alles for his response to the questions he had on the budget.

Mayor Pro Tem Elsaesser announced he will be out of town on June 23rd and asked if the budget work session could be changed to June 30th. There was commission consensus to cancel the June 23rd budget work session.

Department Discussions

Community Facilities

Civic Center Parking – Manager Alles and Community Facilities Director Carpenter reported the repaving of the Civic Center parking lot late last summer has triggered concerns about meeting the landscaping ordinance under Chapter 24 of the City Code. According to 11-24-4 there are two conditions that need to be met in this ordinance. Section A addresses the amount of square footage per parking space and Section B addresses the distances each parking space must be from the trunk of a tree.

To meet the conditions of the ordinance, the parking lot on the north side of the Civic Center can accommodate the square footage required by moving the parking spaces adjacent to Stuart Street south about four feet and removing approximately 1,800 square feet of pavement. This area would accommodate the needed trees and be landscaped to meet the requirements of Chapter 24.

The area that poses the most difficulty to meet the ordinance will be the parking area up against the building. To meet Section B of 11-24-4 each parking space will need to be within thirty five feet of a tree trunk. This would require that four trees will need to be planted adjacent to the building. The trees will need to be planted approximately sixteen feet from the sidewalk as there is a data line and a storm drain under the pavement at five feet and fourteen feet respectively. In addition to the reduction of parking spaces this would necessitate, there is a question about growing trees in that shaded area. Craig Marr, Parks Superintendent was contacted regarding the location of these trees and he indicated great doubt as to their ability to thrive and mature in that location due to the shading the building creates.

The loss of four additional parking spaces in the Civic Center lot that is critically short on on-site parking, the concern over the ability of the trees to mature and the snow removal problems that the islands will create make the concept of trees adjacent to the building a great concern. Staff would like to discuss the possibility of a variance for the requirement that parking spaces be within thirty five feet of the trunk of a tree for the nineteen parking spaces on the south side of the lot adjacent to the north side of the Civic Center.

Mayor Pro Tem Elsaesser asked for public comment.

Civic Center Board members Judy Kline and Joan Christnacht addressed the commission regarding the landscaping and encouraged the variance for the ordinance for the landscaping on the north side of the Civic Center, adjacent to the building. A written letter in support of the variance was received from Michael DaSilva, Civic Center Board member.

Mayor Pro Tem Elsaesser asked why the ordinance was not followed when the parking lot was re-constructed. Manager Alles explained the process that was used and at the time staff believed we were in compliance, until they looked further into the definition of reconstruction of a parking lot. Staff then determined additional landscaping would be required. In addition, the recommendation is to use the Greening America Capital concept and will utilize the stormwater run-off and not install landscaping that needs irrigation. The goal is not to use treated water.

Attorney Jodoin stated there is no building permit required for reconstructing a parking lot; if it is a new lot, then a permit is required and reviewed. Mayor Pro Tem Elsaesser asked City Attorney Jodoin if it is his opinion that resurfacing the parking lot would trigger the ordinance. Attorney Jodoin stated this lot was reconstructed and not resurfaced.

Commissioner Haladay referenced City Code 11-24-4 and asked does putting landscaping in the boulevard meet the landscaping requirements for the parking lot, would the boulevard be in the right of

way. Attorney Jodoin stated he does not believe the property is on city right of way, he will double check. Commissioner Haladay asked if there are issues with screening under 11-24-5, is the property on the north-side of the parking lot in a residential district. Manager Alles stated he does not know if it is in a residential zone; however, the city owns the parking lot on the north side of the street. Manager Alles noted staff is asking, if the commission concurs, to apply for a variance. Attorney Jodoin stated his interpretation is the only thing required is the landscaping and trees and not the screening requirements.

Commissioner Ellison commented he sits on the Board of Adjustment and there have been approximately 15 variances requests this year and he would support this variance if it is brought forward. He then asked if there is any other areas at the Civic Center where trees could be planted and not adjacent to the building; specifically the green area adjacent to the Civic Center. Community Facilities Director Carpenter stated there is room for additional four trees; however, they would not be within the 35-feet of a parking space.

Commissioner Ellison stated he would support the proposal, contingent upon four trees being planted elsewhere in the vicinity of the building.

Commissioner Haque-Hausrath stated she is very uncomfortable with variances to the landscaping ordinance and more so with city properties; however, it is not feasible to plant the trees and have them survive. Therefore, she will support the variance request, contingent upon the four trees being planted as recommended by Commissioner Ellison. Mayor Pro Tem Elsaesser concurred to support a variance.

Mayor Pro Tem Elsaesser asked how this project will be paid for. Community Facilities Director Carpenter stated it will be paid out of the Civic Center reserves.

Commissioner Ellison asked how the variance process would work. Manager Alles stated city staff will fill out the application for the Board of Adjustment consideration. Mayor Pro Tem Elsaesser stated he would like to see what Greening Capital provisions are looked at. He would also like to see better sidewalk connectivity between the sidewalk and Kay McKenna Park.

Civic Center Board Chair Judy Kline commented the board is in the process of looking at the connectivity of the sidewalk and will be preparing a recommendation.

Consensus Direction to Manager – Move forward with applying for the variance as described by staff, with the condition that four additional trees are planted elsewhere on the Civic Center grounds.

Public Works

Solid Waste Efficiency Study – City Manager Alles and Public Works Director Camp referred the commission to the Solid Waste System Recommendations for Implementation of Plan which included the following categories:

- Overall System
- Landfill
- Transfer Station
- Scratch Gravel Solid Waste District
- Commercial Collections
- Residential Collections
- Recycling
- Commission Suggestions
- Staff Suggestions

Commissioner Ellison referred to the L9 – Use airspace as a resource – actively seek out-of-county waste – he then asked if this would be a county discussion item and would not impact how the city operates. Manager Alles concurred and noted the county is beginning to use more air space. The county implemented this process approximately 15 years ago.

Mayor Pro Tem Elsaesser commented the county will use any efficiency to compact the cells better. He then asked if Manager Alles is saying the county is seeking out of county waste to use more air space. Manager Alles noted the landfill will implement any recommendation to use airspace; however, at this time the county has not sought out of county waste. The consultant had recommended that the county seek out of county waste to make the operation more efficient.

Commissioner Haque-Hausrath stated she would not support seeking out of county waste. She referred to L10 – Either combine shop operations with Transfer Station or eliminate position- she then asked if that is a county decision. Manager Alles concurred and noted that is a decision that both the city and county commission would need to make.

Manager Alles described the benefits that may be seen if the city and county consolidated the operations.

Commissioner Haque-Hausrath stated she would support L10 and exploring M1 – Merge city and county solid waste services into a single entity. Mayor Pro Tem Elsaesser stated he too would support eliminating redundancies in the operations. However, he is reluctant to combine the operations but would look at all efficiencies. He is concerned with the thought that the landfill is a resource and should be used as much as possible. He does not want the concept of M1 to stop staff from looking at other efficiencies.

Manager Alles stated he does not see the city and county staff holding off on any of the efficiency recommendations. There are processes that will take time; however, staff will continue to look at efficiencies.

Mayor Pro Tem Elsaesser referred to L6 – Eliminate week-end operations – he then asked if the landfill is currently closed on week-ends. Solid Waste Superintendent Anderson stated the landfill is closed on Sunday; the plan is to close Saturday and Sunday beginning in November through April. The city is not sending any vehicles on Sunday and catching up on Monday

Commissioner Haque-Hausrath stated there is commission consensus to implement the Household Hazardous Waste Collection Program. She noted there is a \$30,000 cost to implement the program; however, this program would be a benefit to the city and the residents. Manager Alles stated this program is included in the FY16 preliminary budget.

Mayor Pro Tem Elsaesser stated he would support looking at some type of facility to collect E-waste on an ongoing basis and to hold event based collections for household hazardous waste.

Commissioner Ellison referred to a comment previously made by City Manager Alles that there could be difficulties with the implementation of the rate resolution for the transfer station and asked for clarification. Manager Alles noted his comment was on how compatible the current software is with the language in the resolution of intention. Superintendent Anderson explained the limitations of the current software; the software can change where it would track trips and volumes. The limitation is creating the permit for fee items and charging it against the permit credit; the software does not have the capability.

One option would be to continue with the current cash transactions for tires, refrigeration units or e-waste. Another option would be to charge the tipping fee only and have the city residential and scratchgravel residential pick up the costs for tires, refrigeration units or e-waste.

Commissioner Haque-Hausrath asked if the software has the capability of entering a percentage of a ton; or does it have to go across the scale to enter the number. As an example, could the \$10.00 for a refrigerator be converted into tonnage and subtracted from the permit. Superintendent Anderson stated staff could convert fee items into trips, depending on the volume of the fee items.

Manager Alles asked could 200 pounds be converted into trips. Superintendent Anderson stated regular solid waste would be charged against the permit; however, any fee items would be best charged as a trip as the weight would be charged against the permit tonnage.

Manager Alles then asked if 300 pounds of fee items could be keyed into the software. Superintendent Anderson stated the weight could not be manually entered; staff can manually enter a trip.

Mayor Pro Tem Elsaesser clarified the proposed trip charge would not be charged until the permit holder has used the allowed 30 trips. Superintendent Anderson noted every trip would be tracked; however, no charges until after the 30 trips. Mayor Pro Tem Elsaesser asked prior to the city commission meeting on June 15th, could staff provide an example of how tires, refrigerators and e-waste would be charged as trips.

Mayor Pro Tem Elsaesser further explained his request by utilizing the software by estimating how many trips it would be charged for the various cash items. Superintendent Anderson stated staff could put a chart together.

Commissioner Haque-Hausrath stated if we were to convert the fee items into trips, we would also need to reduce the number of trips for those who participate in the curb-side recycling. She asked if staff could still track the number of trips for those who sign up for curb-side recycling.

Mayor Pro Tem Elsaesser noted the goal is to figure out how the value of the permit could be

used for extra charges such as e-waste, tires or refrigerators. Additional discussion was held on how to implement the fee resolution for trips versus tonnage. Mayor Pro Tem Elsaesser stated further discussion needs to be held on this item.

Mayor Pro Tem Elsaesser noted he has two amendments he would like considered at the June 15th public hearing.

Manager Alles stated he is trying to understand the difference of charging for a specific item versus a trip charge. The minimum fee would have to be deducted from the residential permit and that would allow each permit holder approximately 14 trips prior to being charged the minimum fee. However, if the commission wants up to 30 trips, then you would cut that rate in half and the permit holder is allowed the 15 trips.

Mayor Pro Tem Elsaesser commented the recommendations for the Scratch Gravel Solid Waste District are county issues. He referred to T7 – Construction and demolition loads hauled directly to landfill. Assistant Public Works Director Hauck noted no request has been received for direct hauls. Manager Alles explained if a container is filled by construction waste, it is taken directly to the landfill. There is a separate C&D section at the landfill. There are no commercial trucks doing direct haul.

Commissioner Haque-Hausrath stated she does not support direct haul unless we close the transfer station. She then referred to T8 – Eliminate 7 days per week operations (close Wed. & Thurs.) and noted the original proposal was to close on a week-end day. She would like to revisit this recommendation after the implementation of curb-side recycling and not have it closed on a week-end day. Manager Alles noted staff will bring forward a proposal for commission consideration that would show actual savings.

Mayor Pro Tem Elsaesser stated he too would like to see a proposal. At the time of the original proposal, there was not a recommendation to reduce staff.

Commissioner Ellison referred to CC3 – Allow City Solid Waste Manager to bid on commercial accounts on cost of service basis - he asked what is being proposed as far as the flexibility staff would have. Manager Alles stated the idea would be the rate resolution would list the maximum amount. Staff could see efficiencies if they were to service Carroll College versus a business further from the transfer station. He further explained the efficiencies, the cap on the rate and some flexibility.

Mayor Pro Tem Elsaesser asked if this will be a staff recommendation, will there be a change to allow more flexibility. Assistant Public Works Director Hauck noted the resolution can be adopted at any time; the commercial rates are not tied to the tax bills. Staff has no recommendation/intention to change any language at this time.

Commissioner Haque-Hausrath referred to CC1 – Eliminate 2 trucks working short days, instead use 1 truck, 5 days/week - and asked when staff would finish the evaluation of this recommendation. Superintendent Anderson stated staff has just finished the residential evaluation and have not started the commercial side. The goal is to have the commercial evaluation finished by mid to late summer.

Mayor Pro Tem Elsaesser asked if one of the big customers for the week-end is the city's recycling and commercial solid waste. Superintendent Anderson stated there is Saturday commercial collection. The consultant has recommended the elimination of the Saturday collection. However, there are businesses that request Saturday collection.

Mayor Pro Tem Elsaesser stated if there was an automated compactor located in the recycling area for cardboard, it would reduce the need for weekend commercial service. Superintendent Anderson stated the cardboard collection over the week-end has the most volume. The outlining area containers and the transfer station containers fill up with cardboard.

Commissioner Haque-Hausrath asked if it is correct that the cost of serving outlining recycling areas is \$113,000, and does the revenue from the commodities cover those costs. Public Works Director Hauck noted the commodities revenues are approximately \$70,000. He noted what helps that is the direct transfer from city and scratchgravel residential solid waste funds. Mayor Pro Tem Elsaesser noted in the past the revenue from commodities has been as high as \$133,000. Assistant Public Works Director Hauck stated staff estimated \$117,000 revenue for commodities.

Commissioner Haque-Hausrath referred to RC2 – Rework routes to assure that each truck is efficient - and asked if this has been completed. Superintendent Anderson stated route audits have been completed for residential solid waste; however, they have not completed the commercial. Staff is working on the efficiencies and will report back to the commission.

Commissioner Haque-Hausrath asked will the software company help utilize the data that is

being collected. Superintendent Anderson spoke on the current software that is being used and noted there is on-site support for the current software.

Commissioner Haque-Hausrath asked if money needs to be put in the budget to hire a consultant to take the data and make the new routes. Assistant Public Works Director Hauck stated staff will work with the GIS staff to implement the new routes. Manager Alles concurred working with the GIS staff would be the best option.

Consensus Direction to Manager – No direction was given.

RFP Responses for Curbside Recycling (plastics recycling pending curbside) – Assistant Public Works Director Hauck reviewed the curbside recycling cost analysis. He also noted staff will be asking for commission direction on how to move forward after the discussion today.

Administrative Services Director Magee further explained the cost analysis spreadsheet. He reviewed the following information:

- Cost Analysis
- Rate Increase Needed
 - Cash Balance Analysis
 - Variable Expense Factors for Curbside Recycling

Mayor Pro Tem Elsaesser asked how many solid waste customers the city currently has. Assistant Public Works Director Hauck stated approximately 10,900.

Manager Alles noted for today's presentation, staff is using one spreadsheet showing 1,000 customers; however, there are six separate spreadsheets that show the cost analysis per the number of customers.

Manager Alles spoke of the efficiencies staff will be looking at. He noted the city has to provide weekly residential solid waste service to city residents. It is not legally required; however, solid waste being stored becomes a health impact.

Commissioner Haque-Hausrath stated the efficiencies on the route consolidation would produce the most savings and she would like to see the recommendation. If a consultant needs to be hired to get this project completed, she would support doing so.

Commissioner Ellison asked if staff knows of other cities in Montana that have recycling, what the total amount of solid waste customers are and the total number of recycling customers. Superintendent Anderson stated Bozeman has approximately 2,000 recycling customers, this is the city program. There are also two private recycling companies in Bozeman.

Commissioner Ellison requested as time allows, that staff identify four or five cities in the northwest and find the total number of residential solid waste customers and the total for curbside recycling customers. He is concerned with the analysis running out for ten years and showing 95% participation in the recycling program. Commissioner Ellison also noted the spreadsheet shows a total rate increase of 72%, approximately 8% per year.

Commissioner Haque-Hausrath asked staff to run the numbers on the reduced transfer out to the transfer station recycling fund, if we basically credit the tipping fee to the recycling fund. She estimated this amount would be approximately \$115,000. Manager Alles referred to the graph and by reducing the transfer out, there would be a savings and have the transfer station pay the costs for the tonnage, it would have a direct impact on what the transfer station tipping fee. The residential solid waste would end up paying for the tonnage. Commissioner Haque-Hausrath stated it would be less than the \$250,000 transfer out. Manager Alles concurred.

Additional discussion was held on the tipping fee for the residential solid waste customers and that the efficiency savings was not at this time included in the graph. Once those efficiencies have been identified and implemented, those numbers will change.

Commissioner Haque-Hausrath stated another item that is not reflected is the reduced additional amount that can be disposed free for the recycling, amounts to approximately \$42,000. Mayor Pro Tem Elsaesser asked that this be factored into the savings. Manager Alles asked how the separation in tonnage is tracked. Superintendent Anderson asked for clarification on what is being asked.

Mayor Pro Tem Elsaesser stated included in the transfer station fee resolution is language that if a resident chooses to sign up for the recycling program, a single family home, instead of having to pay

\$116, they would only have \$31 credit, the \$62 would stay in the residential program to pay for the recycling.

Manager Alles stated for clarification, the recommendation is if a resident signs up for the curbside recycling program, their permit to bring items to the transfer station would be reduced from 3,000 pounds to 1,000 pounds. Administrative Assistant Larson spoke on the current system with single family residents having a 3,000 pound limit and four-plexes up to 12,000 pounds.

Mayor Pro Tem Elsaesser asked if the owner of the four-plex would have one permit or four individual permits for each unit. At this time, one permit is issued for a four-plex.

Manager Alles stated the goal is to try to save the 2,000 pounds being brought into the transfer station and would not be a cost to the residential solid waste program. All customers receive 1.5 tons and to date, only 215 customers have exceeded their limit. Additional discussion was held on the actual tonnage that is charged to residential solid waste versus what is allowed.

Mayor Pro Tem Elsaesser asked for public comment.

HCC Representative Dick Sloan spoke on the proposal submitted by Helena Recycling, which excludes glass. He also addressed several other portions of the proposal. The city has an excellent system that will handle recycling on a separated basis. Listening to the numbers, it will cost 1 to 2 million to run the program. Mayor Pro Tem Elsaesser asked Mr. Sloan if his comments were his own opinion and not the HCC. Mr. Sloan stated they were his own.

Patrick Johnson, resident, stated he supports anything the city can do to offer curbside recycling. He thanked staff and the commission for the work that has been. Mr. Johnson stated even if the program has to be subsidized, he supports moving forward.

John Ilgenfritz stated he has used the blue bag program for years and supports the curbside recycling. One area of concern with curbside pickup is residents will not be able to continue to use their alleys for recycling. If you do not accept glass, he is still going to be charged at the transfer station.

John Hilton, Helena Recycling, spoke on Commissioner Ellison's request for comparisons from other cities and noted Helena is a unique situation. Everyone will pay into the program and that will encourage residents to participate in the program. Other cities are all on subscription basis and it would be tough to compare the two programs.

Commissioner Haladay referred to the solid waste residential fund which shows M&O budget of 992,000; however, the sheets show 1,161,000. He asked if the numbers been moved around. Assistant Public Works Director Hauck explained the budget shows the M&O expenditures; however, it does not include the personal services of \$357,000, the costs of the monitoring district project and the internal charges of approximately \$170,000.

Commissioner Haladay stated the elimination of the blue bag program would be a cost savings of \$21,000. He then referred to R4 – Eliminate separated plastic recycling- and asked if the \$50,000 savings is reflected in the preliminary recycling budget where the salary budget was reduced. Manager Alles stated it does not account for the reduction in staff, he is not sure if the increase in staff was ever added. Assistant Public Works Director Hauck noted there was not staff expenditures added to the budget. For FY16 there is no staff added. The pilot program was run by temporary and existing staff.

Commissioner Haladay stated if the separated plastic program is eliminated at the transfer station there would be savings.

Commissioner Haque-Hausrath asked how many of the current residential solid waste customers are in the same building. Assistant Public Works Director Hauck stated staff can provide the break-down of the list. Commissioner Haque-Hausrath asked how the RFP would address a rental unit inside of a residential house, would they share a recycling bin. Assistant Public Works Director Hauck stated those are the details that will have to be negotiated with Helena Recycling, if staff receives the direction to move forward.

Commissioner Haque-Hausrath stated she would support moving forward with the RFP and begin negotiations with Helena Recycling. Manager Alles noted there are details that will have to be negotiated.

Commissioner Ellison referred to the spreadsheet that was given to the commission showing the program running out for ten years and up to 10,000 customers; if those assumptions are correct, what would the cost for the average household be over the ten year period with the rate increases for implementing the curbside recycling program. Assistant Public Works Director Hauck noted staff estimates there would be a 70% increase from the current assessment.

Commissioner Haque-Hausrath noted these numbers do not include any efficiencies or the

reduced transfer outs. Assistant Public Works Director Hauck concurred and noted the assumptions reflect where the city is currently at. There are adjustments that will need to be made.

Mayor Pro Tem Elsaesser thanked staff for the work that has been accomplished. He then asked how the negotiations will work. Manager Alles stated staff will negotiate with Helena Recycling and bring a final contract back for commission consideration.

Consensus Direction to Manager – Move forward with the RFP and begin negotiations with Helena Recycling and report back to the city commission.

The following two items were not discussed due to the time and will be moved forward to an upcoming administrative meeting agenda.

Greening America Capitals and State Wide Low Impact Development (LID) Manual

Priority Projects & Funding Sources – Manager Alles will move this item to the June 30th budget work session agenda.

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, Transportation Coordinating Committee — No report given.
- c) Intergovernmental Transit Committee, Non-Motorized Travel Advisory Board, Transportation Coordinating Committee – No report given.
- d) ADA Compliance Committee, Business Improvement District/Helena Parking Commission, City-County Parks Board, Montana Business Assistance Connection – No report given.
- e) Audit Committee, City-County Administration Building (CCAB), Public Art Committee – No report given.

7. Helena Citizens Council – HCC Representative Dick Sloan continue to work on comments on the transportation plan.

8. Review of agenda for May 18, 2015 City Commission meeting – No discussion held.

9. Public Comment – No public comment received.

10. Commission discussion and direction to the City Manager – No discussion held.

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