

SUMMARY OF ADMINISTRATIVE MEETING
September 9, 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, Haladay and Haque-Hausrath were present. Mayor Smith was excused. Staff present was: City Manager Ron Alles; Executive Assistant Sarah Elkins; City Attorney Thomas Jodoin; Assistant City Attorney Iryna O'Connor; Public Works Director Randall Camp; Assistant Public Works Director Phil Hauck; City Engineer Ryan Leland; Solid Waste Superintendent Pete Anderson; Community Facilities Director Gery Carpenter; Community Development Director Sharon Haugen; Fire Chief Sean Logan; Police Chief Troy McGee; Acting Administrative Services Director Glenn Jorgenson; Parks & Recreation Director Amy Teegarden; Open Lands Management Coordinator Brad Langsather; Parks & Recreation Administrative Assistant Jennifer Schade; HCC Coordinator Judy Garrity and City Clerk Debbie Havens.

Others in attendance included: HCC Representative Dick Sloan; John Hilton, Helena Recycling; Ellen Feaver; Ken and Elizabeth Eden; Montana Conservation Corp representatives.

2. August 19, 2015 - The August 19, 2015 administrative meeting summary was approved as submitted.

3. Commission comments, questions –

Upcoming Appointments – Mayor Smith recommended the following board appointments:

Board of Adjustment	Appointment of Anna Lindstrand (current alternate member) to the Board of Adjustment. First term will begin on October 2, 2015 and expire on October 1, 2018.
	Appointment of George McCauley as alternate member on the Board of Adjustment. Term will begin October 2, 2015 and expire October 1, 2018.
Bill Roberts Golf Course Advisory Board	Appointment of Pete Aspinwall to the Golf Course Advisory Board. First term will begin October 31, 2015 and expire October 30, 2018.
	Reappointment of Dave Bauer to the Golf Course Advisory Board. Second term will begin upon appointment and expire October 30, 2018.
Business Improvement District/ Helena Parking Commission	Reappointment of Al Roy and Judy Merickel to the BID/HPC. Terms will begin upon appointment and expire October 31, 2019.
Helena Regional Airport Authority Commission	Appointment of Rick Hays, as the joint member, to the Helena Regional Airport Authority Commission. Term will begin upon appointment and expire September 1, 2018.
Tenmile/South Helena Forest Restoration Collaborative Comm.	Appointment of Cory Kirsch, Jefferson County Commissioner, To the Tenmile/South Helena Forest Restoration Collaborative Committee.
Tourism Business Improvement	Appointment of Jennifer Kaiser to the TBID. The unexpired term will begin upon appointment and expire April 20, 2019.

Commissioner Ellison noted the recommended board members look good to him.

Commission comments – Commissioner Ellison recognized the article in today's Independent Record recognizing Public Works employees, including Phil Hauck and several other employees for the work that has been done at the K-Mart ponds.

Mayor Pro Tem Elsaesser noted it is good to see the fountain at Centennial Park is working and the parking meter donation box has been repaired; and the trees at the Civic Center look good. He has been in discussion with several groups, including NMTAC, and he is recommending some type of celebration be organized in recognition in obtaining the right-of-way for Centennial Trail west. Mayor Pro Tem Elsaesser suggested September 29 or 30.

City Manager Alles concurred and noted staff will coordinate the event with NMTAC and interested parties.

4. City Manager's Report –

Mental Health Strategic Plan - City Manager Alles asked for commission concurrence to have Mayor Pro Tem Elsaesser sign a letter of support to the Montana Healthcare Foundation for a grant to assist in completing a Mental Health Strategic Plan for the county. There was commission concurrence.

Purchase of Second Fire Engine - City Manager Alles and Fire Chief Logan provided the following information to the commission:

- The Assistance to Firefighters Grants (AFG) was developed to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations. Since 2001, AFG has helped firefighters and other first responders to obtain critically needed equipment, protective gear, emergency vehicles, training and other resources needed to protect the public and emergency personnel from fire and related hazards.
- In 2015, The City of Helena Fire Department applied for the AFG for the purpose of replacing two front line fire engines and was awarded approximately \$409,000.00 in federal funds to offset the cost of one engine.
- The Helena Fire Department is requesting funds to continue the process of acquiring an additional engine to replace aging and/or obsolete apparatus.
- In accepting the AFG award, the City must remove our 1986 Sutphen reserve engine from front line fire protection service. We are currently discussing retro fitting it to a new parade vehicle. Also in discussion is scrapping our current parade vehicle as we are concerned with regard to safety issues.
- The 1999 E-1 engine (Engine 1) would be placed into reserve service and the 2005 American LaFrance engine (Engine 2) could possibly be traded or sold. The trade-in value would be approximately \$40,000.00.
- After consulting City Maintenance personnel and our Fire Equipment Technician, it is their recommendation that we retain the 1999 engine as reserve as maintenance issues are of far less concern than the 2005 engine.
- The manufacturer of the 2005 engine suddenly closed their doors in early 2014 after over 100 years in business. Repair parts are becoming increasingly difficult to acquire and support is non-existent.
- The requested engines and specifications will update our fleet significantly and being identical, will help standardize our response and significantly reduce time spent training on individual fire apparatus.
- Our specifications require that the requested engines accommodate significantly more equipment to offset our limited staffing by bringing more of our tools with us to each call.

City Manager Alles recommended moving forward with the purchase of the second fire engine as described by Fire Chief Logan. He also referred the commission to the capital improvement fund information and noted there is funding to purchase the second vehicle.

Mayor Pro Tem Elsaesser asked if there is concurrence to move forward will there be further commission action. Manager Alles stated once the final bids are received, staff will bring it before the commission at a regular meeting.

Commissioner Ellison stated he would be okay moving forward as long as the costs do not exceed the costs of the first fire engine.

Consensus direction to Manager – Commission concurrence to move forward with the purchase of a second fire engine and place the final bid award on a regular city commission meeting agenda.

Update on Meeting with MRL Manager Alles updated the commission on the meeting between staff and MRL representatives. Topics discussed included Centennial Trail, quiet zone, stormwater, Tiger Grant, Carter Crossing annexation.

He noted his take away on Centennial Trail is to keep the trail 100' away from the center of the tracks and they would consider a license agreement. MRL asked the city prepare the license agreement and include any terms the city will do; MRL would then review the agreement, make any changes for final review by both parties. MRL would then support moving it through BNSF process for consideration and approval.

Henderson Bridge was discussed and MRL expressed concerns with the close proximity to the tracks. The question was asked why the city wouldn't install a signalized crossing at grade on Henderson. MRL is willing to assist in paying for crossing safety improvements for five crossings, if the city closes Roberts Street. Manager Alles did let MRL know there are concerns with non-motorized traffic if Roberts Street is closed. Ongoing discussions on the quiet zone will continue.

MRL informed the city of a firm out of DC that works on Tiger Grants, if the city wants to pursue funding for a grade separation on Montana Avenue. The railroad crossing on Carter Drive is not annexed at this time and MRL may request annexation.

Mayor Pro Tem Elsaesser stated he remains interested in the Henderson Bridge and asked if the city can pursue some design alternative on Roberts to avoid using a wayside horn. Manager Alles noted the city has permission to move forward with the four crossings as they are currently designed. The caveat is every year from this year forward, the city may have an annual safety review.

City Engineer Leland noted the Federal Railroad Administration (FRA) did not comment on the quiet zone; however, they have indicated the city could be under an annual review for the safety improvements. Depending on any changes in the index, the city could be required to install additional safety improvement devices. If the city installs safety measures at all five crossings, the review period would be extended to five to ten years.

Mayor Pro Tem Elsaesser stated he is okay with the wayside horn on National Avenue; however, would like to avoid installing a wayside horn on Roberts Street.

Mayor Pro Tem Elsaesser asked when the street ordinance will be brought forward. Manager Alles noted sometime in October.

5. Department Discussions

Swaney Minor Subdivision Discussion – City Attorney Jodoin reported the Swaney Minor Subdivision is located south of LeGrande Cannon Boulevard immediately west of the Forest Estates Subdivision at the end of Mount Helena and Charlie Russell Drives. The Swaney Minor Subdivision was a five lot subdivision final platted in 2003.

The required legal and physical access, water and wastewater, and stormwater infrastructure needed to serve those five lots were deferred pursuant to a development agreement that placed a lien on the lots. In that agreement, the infrastructure was to be installed prior to any structure being constructed on any of the lots or within 10 years, whichever was sooner. If the infrastructure was not installed within 10 years, the City was authorized to sell the lots and use the proceeds to install the infrastructure. None of the lots have been developed and the 10 years have passed.

Lots 1, 4, and 5 were either sold or dedicated to the City and are currently part of the City's open space inventory. Lot 4 contains a deed restriction requiring the property to be used for recreational open space purposes. Ellen Feaver currently owns Lot 2 and Ken and Elizabeth Eden own Lot 3. According to the strict terms of the development agreement and to ensure that all lots have the required infrastructure, the City has the obligation to sell all the lots, including City lots that are currently used as open space.

Ms. Feaver would like to donate her property to the City to be used as open space. Further, the Edens would like to swap Lot 3 for Lot 4 since Lot 3 is currently adjacent to City open space and Lot 4 is immediately adjacent to legal and physical access, water, and wastewater infrastructure. As part of accepting Ms. Feaver's donation and swapping lots with the Edens, the City would aggregate Lots 1, 2, 3, and 5 into one large tract thus rendering the infrastructure requirements moot. Lot 4 could potentially be

developed.

Attorney Jodoin noted before proceeding with surveying and preparing deeds, staff, Ms. Feaver and Mr. and Mrs. Eden would like to obtain general acknowledgement that the commission is generally agreeable to accepting the donation and land swap.

Mayor Pro Tem Elsaesser asked for public comment.

Ellen Feaver noted that she and her husband donated property several years ago and they would like to donate the other lots as described by Attorney Jodoin. If the commission is in concurrence, the property owners would move forward with surveys.

Commissioner Ellison asked if there is a down side to the proposal. Attorney Jodoin noted he does not see a downside and believes it would reserve the property for open space and would allow development on Lot 4. Commissioner Ellison stated he would support moving forward and thanked the property owners for coming forward.

Consensus Direction to Manager – Place proposal on a regular city commission meeting agenda for consideration.

Community Development

TIF District Resolution – Community Development Director Sharon Haugen reported the city commission has directed staff to explore the possibility of creating an Urban Renewal District entering around the Sixth Ward/MidTowne/Railroad District area. The creation of the district could result in the potential of using tax increment financing (TIF) to make any needed public improvements that might encourage redevelopment and development of the area. On July 23, 2015, the city of Helena directed GM Group, Inc. to identify and document blight factors within the Railroad District, encompassing an area straddling the Montana Rail Lind tracks and bounded by Interstate 15 on the east and North Last Chance Gulch on the west.

WGM Group has completed a Statement of Blight to document the existence of potentially blighted conditions that would meet the definition of blight as defined in MCA 7-15-4206 (2). Based upon the findings in the Statement of Blight, the commission may want to consider the development of an Urban Renewal Plan for the area. These are prerequisites to allow the city of Helena to exercise its powers under Title 7, Chapter 15, Parts 42 and 43 of the Montana Codes Annotated. The creation of the TIF district allows the city to use the increase in the tax base (tax increment) to help fund needed improvements in the area.

The passage of the Resolution of Necessity will allow for the creation of an Urban Renewal District in the Sixth Ward//Midtown/Railroad District and surrounding area and allow the city to exercise its powers authorized in Title 7, Chapter 15, Pars 42 and 43 of MCA.

The advantage with the passage of this resolution will result in the creation of an Urban Renewal Plan and will enable the use of TIF funds for redevelopment in the area. TIF is one of the few mechanisms that local governments have to encourage investment and to diversify tax base. TIF bonds can be used to make infrastructure improvements that benefit the public and allow for orderly growth.

The disadvantage with the creation of a TIF district is it freezes the property tax revenues derived from the increased value of any property improvements for the city, county, and the school district for at least 15 years. Any increased costs in overall services will have to be paid for by the existing tax base and increase in the other parts of the city.

Director Haugen gave an overview of the public meetings that will be held during the process of creating the TIF. She also spoke on the process used to determine creating an Urban Renewal District.

Mayor Pro Tem Elsaesser asked if the Planning Board has been approached on having a special meeting to discuss the creation of the TIF. Director Haugen noted a special meeting is being organized for both the Planning Board and the Zoning Commission to talk in general on the TIF District and the Downtown Master Plan. This meeting will be held prior to any formal public hearing on the TIF District. Manager Alles noted this district may not be created by December 2015. He noted staff has to follow the process.

Manager Alles stated the current taxable value in the district is approximately \$7.2 million and of that, NorthWestern Energy's taxable value is approximately \$5 million, and of their taxable value a good portion is business property, which can come and go from year to year. Therefore, staff will talk with the consultant regarding keeping NorthWestern Energy in the district. There is volatility in the tax base if

NWE were to remain in the district boundary. This could be addressed at a later date when determining the boundary.

Commissioner Ellison asked how the residents in the district would be impacted by the creation of the TIF. Director Haugen noted the residents would not see an impact with the creation of the TIF as their tax base would not change; however, if the taxable value on a residential property increases only the increase portion of their taxes would go into the TIF District.

Mayor Pro Tem Elsaesser stated if possible, he would like to see this move forward before the end of December 2015. It is less settling to the property owners, if the process continues to move forward. Director Haugen noted staff and the consultant have accelerated the schedule; staff has relayed to both the consultant and the Planning Board that this is the city commission's number one priority.

Commissioner Ellison asked if there is an advantage in creating it in calendar in 2015 versus 2016. Director Haugen noted if created in 2015, there would be a slightly higher tax base than 2016 due to the fact the Donut Hole building was not torn down yet.

Manager Alles noted the property values will remain close, just depending on when the TIF district is created.

Mayor Pro Tem Elsaesser again stated he would like to move this forward in 2015 as there are businesses in the district that are looking at expanding.

Consensus Direction to Manager – The Resolution of Necessity for the Railroad District is on the September 14th city commission meeting agenda.

Public Works

Urban Route Priority Project List - City Engineer Ryan Leland referred the commission to the City of Helena Urban Eligible Projects list.

Mayor Pro Tem Elsaesser noted the TCC has agreed to have a special meeting in October to finalize the recommendation to submit to MDT.

Manager Alles asked if the commission wants to discuss the city's priorities and rank them. Commissioner Haladay stated he would like additional discussion on the ranking.

Commissioner Haladay referenced the county's priorities list and noted two of the projects would expend all of the funds. He then asked if there has been discussion on dividing the funds between the city and county. The Lincoln Road project seems unrealistic to consider due to the costs.

Mayor Pro Tem Elsaesser noted other funding will be used for some of the projects on Lincoln Road. He does not believe there is support from the city to make Custer Avenue a five lane road. He would hope the city would support improving Benton Avenue, to improve that corridor that intersects with Custer Avenue.

Mayor Pro Tem Elsaesser stated he would support Benton Avenue to Custer and Airport Road, but not expanding the project beyond safety improvements.

Commissioner Ellison noted the county did not get really specific on their recommendations; it was hard to quantify their needs. East Helena Mayor Schell brought forward a proposal; however, he noted none of them qualifies for urban funds.

Commissioner Ellison stated at the October TCC meeting, he would like to propose the city of Helena spend 60% to 70% of the funds on specific projects. He would support the Cruse Avenue intersection improvements; Benton Avenue and some kind of improvements on Airport Road. If these were completed, the funds would be allocated.

Commissioner Haque-Hausrath stated she agrees with Commission Ellison's comments; she does not support the widening of Custer Avenue or the large project for Airport Road. She asked what the salmon color projects are on the spreadsheet. Engineer Leland noted those are the identified failed streets in the city limits.

Commissioner Haque-Hausrath stated she would support adding the 6th Avenue and 11th Avenue projects to the list. Engineer Leland noted these projects will be designed to MDT standards and the estimates the commission is looking at could be considerably higher by the time final designs are done.

Mayor Pro Tem Elsaesser asked if the utilities on Airport Road have to be moved, will those owning the utilities have to pay. Engineer Leland explained the formula MDT is required to use when utilities are moved. These costs will come out with the project funding. Mayor Pro Tem Elsaesser asked if the utilities are installed to city standards and if it is the gas pipeline causing the costs. Engineer Leland

stated there are other utilities in addition to the pipeline. The city's utilities are in good shape.

Mayor Pro Tem Elsaesser stated he supports the Cutler Street and Cruse Avenue Intersection Improvements/Reduction project; a scaled down Airport Road project and pedestrian safety on Benton Avenue. He does not support Custer Avenue and the city could work with the county on Henderson Avenue.

Commissioner Haque-Hausrath stated she would support Henderson Avenue if it includes bike/pedestrian safety improvements. She also supports the Cruse Avenue project, using the Greening America's Capital recommendation to slim the road down to 6th Avenue.

Manager Alles commented on the proposal to allocate certain percentages to the city and county projects; however, he does not believe the city needs to identify a percentage; the city should identify and rank them accordingly. He asked the commission if they want to rank the projects, beginning with a larger project. He noted that MDT hesitates to do small projects that they have to manage, for example the improvements to Cruse Avenue.

Commissioner Haque-Hausrath suggested packaging the Cruse Intersection fix and the Cruse/Broadway Greening American's proposal as one project. She also supports fixing 6th and 11th Avenues.

Mayor Pro Tem Elsaesser stated the roads the county is recommending address safety concerns and not necessarily the condition of the road.

Commissioner Ellison asked if the commission does not include Cruse Avenue as a two part project, is there any other funding sources that could be used for the improvements. Manager Alles noted there was \$300,000 of the protested taxes set aside for non-motorized improvements and possibly using some of the gas tax funds. He would have to look at those sources.

Commissioner Ellison suggested listing the following projects in priority: Benton Avenue, improvements to Airport Road and Cruse Avenue.

Commissioner Haladay asked if the Cruse Avenue improvements project was submitted for MAP21 funding. Engineer Leland noted the Centennial Trail connection, Cruse Avenue improvements and Benton Avenue trail were submitted for MAP21 funding.

Commissioner Haladay noted since MAP21 is possible funding for Cruse Avenue project, he would support using urban funds for 6th and 11th Avenue improvements and suggested these streets are failing because of both county and city residents use them. Staff should hear by the end of October if any of the projects were approved for MAP21 funding.

Commissioner Haladay stated there is commission concurrence for a scaled down project on Airport Road; however, if MDT requires a larger project would they fund the costs difference. Engineer Leland stated he cannot speak for MDT, typically if you submit a project they are designed to MDT standards. He believes MDT would be more apt to complete the entire roadway than just do a trail along the side. Commissioner Haladay asked if the city submits the Cruse Avenue improvements plans, what would MDT do with those. Engineer Leland noted MDT would design the project to their standards. Additional discussion was held on the difference between the city's and MDT standards.

Commissioner Haque-Hausrath proposed the Airport Road project be removed from the list of projects. Mayor Pro Tem Elsaesser concurred unless there is a guarantee the scaled down project will be considered.

Commissioner Ellison recommended pulling Cruse Avenue intersection projects off the list and find other funding; the commission could then choose other projects.

Commissioner Haque-Hausrath concurred and recommended the following: 6th and 11th Avenues, Benton Avenue from the railroad crossing to Custer Avenue, and Henderson Street/Custer Avenue. Engineer Leland noted one of the recommendations is a round-about at the intersection of Henderson/Custer.

Mayor Pro Tem Elsaesser asked if the street ordinance is approved, could those funds be used to fund some of the Cruse Avenue improvements. Manager Alles stated those funds are an option; however, the assessment was not increased for that specific purpose.

Manager Alles stated he has the following projects as the city commission's priority: 6th and 11th Avenues, Benton Avenue and Henderson Avenue.

Mayor Pro Tem Elsaesser recommended the following priority: Benton Avenue from the railroad to Custer Avenue, \$2-million; Henderson Street/Custer Avenue, \$1 to \$1.5 million; and the remaining funds allocated to the 6th and 11th Avenues projects.

Commissioner Haque-Hausrath stated she noted the commission should strongly oppose the improvements to Lincoln Road.

Manager Alles noted the TCC will take each of the entities rankings and will need to make a recommendation. Discussion was held on how the TCC will discuss and possibly rank the projects to be submitted to MDT

Consensus Direction to Manager –Commission concurrence to recommend Benton Avenue from railroad to Custer Avenue, Henderson Street/Custer Avenue improvements and 6th and 11th Avenues improvements.

Mayor Pro Tem Elsaesser asked if a resolution will be drafted listing the commission's recommendations. Manager Alles stated a resolution is not necessary. Staff will prepare a memo outlining the project ranking, including dollar amounts, and be prepared to submit it to the TCC.

Curbside Recycling – City Manager Alles gave the following status of single stream curbside contract negotiations with Helena Recycling:

STATUS

After several meetings between the RFP respondent (John Hilton of Helena Recycling) and City Staff, the status of negotiations is as follows:

1. Helena Recycling is requesting that the City abandon single stream recycling at this time due to the total collapse of the market for single stream commodities.
2. Helena Recycling has identified baling/disposal as a significant obstacle to success in the proposed RFP. Currently, Pacific Steel is the only option for baling and disposal and they would be unable to handle the potential volume of material generated by the proposed Curbside Single Stream Collection. Such a bottleneck would shut down the collection routes, or, require significant capital investment and risk in order to overcome.
3. Due to the large number of unknowns and risks in a full rollout of the Curbside Single Stream Collection proposed, Helena Recycling is requesting that the City enter into a Pilot Project that will be subscription based similar to the existing service that Helena Recycling currently provides. A pilot project would allow sufficient ramp up time and allow collection and analysis of data. The Pilot Project will consist of the following:
 - a. Pilot will be subscription based with a cost in the approximate range of \$10 to \$11 per month (a reduced rate for City subscribers) per household for bi-weekly service.
 - b. Subscription will be through Helena Recycling. The City will perform billing functions after being provided a list of subscribers. Subscription costs will be added to the monthly water bill. The City will pay Helena Recycling monthly for the total number of subscribers in each month.
 - c. The City will purchase 3 bins for each new subscriber within the City. Approximate cost will be \$8-\$15 per bin for a maximum one-time cost of \$45 per subscriber.
 - d. Subscribers will be provided with 3 bins, one each for paper, 1 & 2 mixed plastics, aluminum and tin. Subscribers will be able to place cardboard under the bins or in a box.
 - e. Should a subscriber cancel the service, they will be required to return the bins, or, be charged for the actual cost of the bins on their water bill.
 - f. Glass will not be collected at this time.
 - g. The current list of Blue Bag customers will be provided to Helena Recycling. Blue Bag subscribers will be encouraged to subscribe with Helena Recycling. The Blue Bag program will be discontinued by the City.
 - h. The City will help advertise and market Helena Recycling's subscription service.
 - i. Helena Recycling has requested that this program be implemented through the execution of a contract for service with the City.

BENEFITS

- Reduced risk for City and Helena Recycling
- Lower capital investment required to implement
- Higher value recycling stream
- Opportunity to collect and analyze participation data in order to design a successful program.
- High degree of adaptability to market conditions
- Opportunity for expansion
- Complies with the recommendation of the Efficiency Study
- Reduced exposure to waste and abuse.
- Currently there is a high degree of customer satisfaction and compliance with the program that Helena Recycling operates.
- Not required to be an exclusive contract

Mayor Pro Tem Elsaesser asked Mr. Hilton to comment on the recommendation.

John Hilton, Helena Recycling, concurred with staff's memo and noted there is not a processing facility in Helena that will accept the commodities. He also concurred with staff's recommendations.

Mr. Hilton noted he will only accept Type 1 and 2 plastics; there is no one accepting the 3-7 plastics at this time. Anything except type 1 and 2 plastics are currently being thrown away.

Manager Alles noted this does not have to be an exclusive contract, if there are others who want to provide the service, the city could enter into a contract with them.

Mayor Pro Tem Elsaesser noted he attended the Blue Ribbon Task Force meeting and stated his main concern is for those who do not fill their solid waste bins; they should have the option of going to a bi-weekly service and being credited toward their recycling subscription. This is an opportune time to link these together, he suggested a resolution be drafted that would include the option of bi-weekly pick-up. It doesn't make sense to have a truck going around lifting up empty bins. Mayor Pro Tem Elsaesser stated he is interested in exploring the idea of allowing residents to use their own bins for recycling. It is important to get more value to the residents and move toward a true pay as you throw program.

Manager Alles noted the task force did discuss the pay as you throw; however, to transition from the current system is going to take time to look at all the moving parts prior to implementing a pay as you throw program. It will take time to transition; it is more than passing a resolution. He cautioned the commission not to fast forward the pay as you throw program.

Manager Alles stated he believes if there is commission concurrence, the proposal presented today could be implemented within two months.

Mayor Pro Tem Elsaesser disagreed with Manager Alles' comments, if the goal is not to provide a reduction in waste and/or a recycling diversion, as those are the two choices we have. He has heard it is easy to do some billing, but not others.

Commissioner Haladay asked Mayor Pro Tem Elsaesser if his proposal would allow a resident to opt out of weekly pickup and go down to every two weeks and then would receive a credit for not receiving trash pickup and use it toward the recycling option. He would assume the funding would be diverted into the recycling fund. Mayor Pro Tem Elsaesser concurred; providing an enhanced blue bag program which would generate more usage of recycling. Mayor Pro Tem Elsaesser noted the pay as you throw program needs to include recycling or the residents will not support it.

Commissioner Haladay asked do we have a current dollar amount on how much it costs for weekly pick-up. Solid Waste Superintendent Anderson stated the cost is \$96 per year for weekly pickup; it costs approximately \$8.00 for weekly pickup.

Commissioner Haladay asked if a resident opts out of weekly service, are they saving the city approximately \$100. Manager Alles stated the truck would still have to provide service to residents on the route. There may be a slight savings, however; he would have to access what savings there may be.

Assistant Public Works Director Hauck stated with the city using the assessment method, there would be only one opportunity per year for residents to change their mind. What happens if circumstances change with the residents. The city is not set up to change the service on a monthly basis.

Mayor Pro Tem Elsaesser noted the city should be able to put an assessment on a water bill if someone changes their mind, just the same as the proposal to bill people who sign up for the recycling program. Assistant Public Works Director Hauck stated the city would need to look at changing the billing system from tax assessment to monthly billing. In addition, the city of Helena has an ordinance that requires once a week collection.

Mayor Pro Tem Elsaesser stated the city of Bozeman does require weekly pick-up; it requires at least a monthly pick up. He did note that Bozeman does not have the monopoly on solid waste service; there are private companies that provide the service.

Manager Alles stated the city of Helena has flow control over residential solid waste in the city limits; we do compete on the commercial side.

Commissioner Haque-Hausrath stated this is an interesting discussion; however, she participated in most of the discussions between staff and Helena Recycling and she would recommend accepting this proposal. In addition, she recommended using \$72,000 to subsidize the subscription for those who sign up for recycling; \$50,000 was freed up from budgeting for recycling tipping fees properly, plus \$22,000 from discontinuing the blue bag program. This works out to \$3/month if we get 2,000 participants. She urged the commission to accept the recommendation.

Commissioner Haladay concurred to move forward with this plan; however, he would like to continue discussion on the pay as you throw program and the recommendation to subsidize as recommended by Commissioner Haque-Hausrath.

Commissioner Haladay noted at this time, logistically the city is not ready for a pay as you throw program; however, not impossible. He would like staff to continue to work on moving toward the implementation of a pay as you throw program. There are many benefits the residents would see with a true pay as you throw program.

Mayor Pro Tem Elsaesser commented he remembers when we were moving forward with the study; Commissioner Haladay stated we need a comprehensive solution. As far as he can tell from the study and discussion, the city does not have the capability; however, he would like the city to get there. The city needs to make sure we do not miss our window to implement a pay as you throw program.

Commissioner Haque-Hausrath suggested in future discussions we should consider moving everyone to every other week collection and the same for recycling.

Commissioner Ellison referred to 3a on the status memo, where it indicates the \$10 to \$11 per month subscription is a reduced rate for city subscriber, and then asked who else would be using the service. John Hilton stated the \$10 to \$11 is a reduced rate for city subscribers; it would not include county residents. Commissioner Ellison asked if the city is going to purchase the containers, as proposed, where would the funding come from.

Commissioner Haque-Hausrath noted there is capital improvement funds for recycling that would be used to purchase the containers.

John Hilton noted the cost of the bins depends on having lids or not. Adding a lid adds approximately \$4.25 per bin. The \$45 is on the high end for the bins.

Commissioner Ellison recognized the recommendation is each resident signing up would have three bins; one for tin/aluminum, plastics, paper and cardboard can be put under the bins. Commissioner Ellison asked for the residents signing up for recycling, would they have the same collection day as solid waste pick-up. Manager Alles stated staff will have to work through those details.

Mayor Pro Tem Elsaesser asked how does this move forward. Manager Alles stated staff will prepare a contract between the city of Helena and Helena Recycling. Staff will move forward with the recommendation presented today and look further at a city sponsored subsidy.

Commissioner Ellison, thanked City Manager Alles and Mr. Hilton for moving forward and developing the recommendation.

Mayor Pro Tem Elsaesser stated he is interested in a default clause for once a month service, similar to the current blue bag program.

Manager Alles noted the task force recommended moving forward with amending the transfer station resolution and eliminating the 30-trip limit. He has asked the county commission to consider the resolution first and provide a recommendation to the city.

Mayor Pro Tem Elsaesser stated he would still look at 30 trips per half year. There was very specific resentment toward the city commission for setting the 30 trip limit. He would support resetting their permit at half year.

Commissioner Haque-Hausrath stated the recommendation is to get rid of the 30 trip limit. If that is the case, then there is not a need to control the trips.

Mayor Pro Tem Elsaesser stated he supports eliminating the trip limit; however, there seems to be other ramifications if that is the decision. He would still be interested in knowing what it looks like to have a limit on the number of trips.

Manager Alles asked the commission if they want two forms of proposals; one with the 30 trips and then the tonnage limit. Commissioner Ellison recommended eliminating the trip limit and moving forward. Commissioner Haque-Hausrath concurred with eliminating the trip limit.

Commissioner Haladay stated he would like to drop back to the bi-weekly discussion. If this was implemented, what needs to happen to move forward with the pay as you throw program. There was commission concurrence to direct staff to begin discussions of putting together a pay as you throw program.

Consensus Direction to Manager – Staff will prepare a contract between the City of Helena and Recycling to include the items outlined in the status memo. In addition, staff will begin the discussion of putting together a pay as your throw program; explore offering trash collection every other week, which then would allow the city to make the recycling free for those who opt in to reduced trash collection. Staff will also develop a memo on costs saved and how such a program could be implemented.

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
- b) Audit Committee, Board of Adjustment, Helena Chamber of Commerce Liaison, Information Technology Committee, Transportation Coordinating Committee – No Report
- c) Intergovernmental Transit Committee, Non-Motorized Travel Advisory Board, Transportation Coordinating Committee – No report
- d) ADA Compliance Committee, Business Improvement District/Helena Parking Commission, City-County Parks Board, Montana Business Assistance Connection – No report
- e) Audit Committee, City-County Administration Building (CCAB), Public Art Committee – No report
- f) Helena Citizens Council – HCC Member Dick Sloan representative reported the HCC will look at the list of projects under the urban funds and submit any comments. The HCC will also take another look at recycling.

7. Review of agenda for September 14, 2015 City Commission meeting – No discussion.

8. Public Comment – None was received.

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

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