



**City of Helena  
City Commission Meeting  
March 11, 2024 – 6:00 PM  
Zoom Online Meeting; <https://us06web.zoom.us/j/84006008984>  
City County Building Commission Chambers, Room 330**

**Time & Place**

A regular City Commission meeting was held on Monday, March 11, 2024 at 6:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/84006008984> and physically in the City County Building Commission Chambers, Room 330.

**\*Due to technical difficulties, the audio feed for this meeting was not recorded until 00:09:06.\***

**Call to Order and Roll Call**

**(00:00:03)** The following responded present, either via zoom or in person:

Assistant City Attorney Hawkaluk  
City Manager Burton  
Commissioner Dean  
Commissioner Shirliff  
Commissioner Logan  
Commissioner Reed  
Mayor Collins

**Pledge of Allegiance**

**(00:00:35)** Mayor Collins asked attendees to please stand and join in the Pledge of Allegiance.

**Minutes**

**A. 2-7-24 Admin Meeting**

**(00:01:00)** There being no comments or questions from the Commission, Mayor Collins accepted Minutes A.

**Consent Agenda**

**A. Claims**



- (00:01:20) Finance Director Danielson presented Item A.
- (00:02:10) **Commissioner Reed made a motion to approve Consent Agenda Items A. Commissioner Logan seconded the motion.**
- (00:02:18) Mayor Collins called for a vote.
- Commissioner Shirliff voted: **Aye**
- Commissioner Logan voted: **Aye**
- Commissioner Reed voted: **Aye**
- Commissioner Dean voted: **Aye**
- Mayor Collins voted: **Aye**
- The motion carried 5:0.**

### **Communications/Proposals from Commissioners**

- (00:02:42) There were no communications or proposals from Commissioners.

### **Report of the City Attorney**

- (00:02:48) Assistant City Attorney Hawkaluk had nothing to report.

### **Report of the City Manager**

- (00:03:00) City Manager Burton discussed a letter of support for the Helena Housing Authority HUD Fair Market Rent Reevaluation.

### **Communications from the Helena Citizens Council**

- (00:03:40) There were no HCC Representatives present to provide a report.

### **Regular Items**

#### **A. Consider approval of Community Aid Grant Agreements**

- (00:04:00) Grants Administrator Opitz presented Item A.
- (00:05:19) **Commissioner Shirliff made a motion to approve the grant agreements for the Business Improvement District, Exploration Works, the Helena Regional Sports Association, and the Friendship Center. Commissioner Dean seconded the motion.**



(00:05:31) Commissioner Logan asked Manager Burton about the state of funding for the BID restroom project and about the maintenance responsibilities.

(00:06:41) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

**The motion carried 5:0.**

**B. Consider first passage of a resolution amendment to the City Code Section 7-4-2(A) to require sidewalk to be constructed in the right of way along the property line not one foot (1) away and allow the city manager to adjudicate future sidewalk location variance requests**

(00:07:20) Transportation Systems Director Knoepke presented Item B.

(00:09:46) Commissioner Reed asked Director Knoepke and Assistant Attorney Hawkaluk about previously discussed revisions and how revisions are processed between the first passage and second passage of an ordinance.

(00:10:56) **Commissioner Dean made a motion to approve first passage of a resolution amendment to the City Code Section 7-4-2(A) to require sidewalk to be constructed in the right of way along the property line not one foot (1) away and allow the city manager to adjudicate future sidewalk location variance requests. Commissioner Logan seconded the motion.**

(00:11:22) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

**The motion carried 5:0.**

**C. Consider a Sidewalk Variance Request for Twin Creek Apartments, Lot 5A, Block 4 of the Sleeping Giant Addition Subdivision**

(00:11:45) Director Knoepke presented Item C.



**(00:13:38) Commissioner Reed made a motion to deny a sidewalk placement variance allowing curbside placement along the Dorothy and Alice Street rights-of-way adjacent to Lot 5A, Block 4 of the Sleeping Giant Addition Subdivision. Commissioner Dean seconded the motion.**

**(00:14:00)** Mayor Collins called for a vote.  
Commissioner Shirliff voted: **Aye**  
Commissioner Logan voted: **Aye**  
Commissioner Reed voted: **Aye**  
Commissioner Dean voted: **Aye**  
Mayor Collins voted: **Aye**  
**The motion carried 5:0.**

**D. Consider a Resolution modifying the distribution of Helena Affordable Housing Trust Funds to United Housing Partners, LLC, for new multi-family housing construction**

**(00:14:35)** Housing Coordinator Pichette presented Item D.

**(00:19:40)** Commissioner Reed discussed the use of Affordable Housing Trust Fund dollars versus the intended purpose.

**(00:20:32)** Commissioner Dean asked Coordinator Pichette about the current balance of the Trust Fund and about communications among the Affordable Housing Trust Fund Advisory Board.

**(00:23:58)** Seth O'Connell of United Housing Partners provided public comment, advocating for approval.

**(00:25:55)** Tyson O'Connell of United Housing Partners provided public comment via zoom, advocating for approval.

**(00:27:09) Commissioner Shirliff made a motion to approve a Resolution modifying the distribution of Helena Affordable Housing Trust Funds to United Housing Partners, LLC, for new multi-family housing construction. Commissioner Reed seconded the motion.**

**(00:27:27)** Commissioner Shirliff thanked the applicants for their work.

**(00:27:38)** Mayor Collins called for a vote.  
Commissioner Shirliff voted: **Aye**  
Commissioner Logan voted: **Aye**



Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

**The motion carried 5:0.**

## Public Hearings

### **A. Consider a Resolution Identifying the Helena City Commission Priority Projects for Application for Funding Through the State & Local Infrastructure Partnership Program**

(00:28:06) Grants Administrator Opitz presented Item A.

(00:32:00) Commissioner Dean asked Public Works Director Leland about energy saving impacts.

(00:32:57) **Commissioner Reed made a motion to approve the resolution identifying the Helena City Commission priority projects for application for funding through the State & Local Infrastructure Partnership Program. Commissioner Logan seconded the motion.**

(00:33:12) Mayor Collins called for a vote.

Commissioner Shirliff voted: **Aye**

Commissioner Logan voted: **Aye**

Commissioner Reed voted: **Aye**

Commissioner Dean voted: **Aye**

Mayor Collins voted: **Aye**

**The motion carried 5:0.**

### **B. Consider final passage of an Ordinance amending and updating the Use of Public Rights of Way, Title 7 – Chapter 13 to comply with current state and federal law and reflect the current telecommunications market environment**

(00:33:40) Assistant Attorney Hawkaluk presented Item B.

(00:35:27) **Commissioner Dean made a motion to approve the updated and amended City Code Ordinance amending Title 7, Chapter 13 entitled Use of the Public Rights of Way as presented. Commissioner Logan seconded the motion.**

(00:35:42) Mayor Collins called for a vote.



Commissioner Shirliff voted: **Aye**  
Commissioner Logan voted: **Aye**  
Commissioner Reed voted: **Aye**  
Commissioner Dean voted: **Aye**  
Mayor Collins voted: **Aye**

**The motion carried 5:0.**

**C. Consider a Resolution to Establish Fees to be Charged for the Last Chance Splash Waterpark & Pool and Repealing Resolution No. 20820**

- (00:36:09) Director Danielson presented Item C.
- (00:37:59) Commissioner Reed asked Manager Burton about the possibility of setting a reduced fee for WIC or SNAP eligible citizens, citing communications from community members.
- (00:39:33) Commissioner Dean asked Director Danielson about the general fund subsidization and discussed the need for rate balance.
- (00:42:00) Commissioner Shirliff asked Director Danielson about the resident and non-resident fees.
- (00:44:22) Mayor Collins requested that non-resident fee increases continue to be explored.
- (00:44:54) **Commissioner Logan made a motion to approve a Resolution to establish fees to be charged for the Last Chance Splash Waterpark and Pool and repealing Resolution No. 20820. Commissioner Dean seconded the motion.**
- (00:45:17) Mayor Collins called for a vote.  
Commissioner Shirliff voted: **Aye**  
Commissioner Logan voted: **Aye**  
Commissioner Reed voted: **Aye**  
Commissioner Dean voted: **Aye**  
Mayor Collins voted: **Aye**
- The motion carried 5:0.**

**D. Consider a Resolution to Establish Fees to be Charged for the Bill Roberts Municipal Golf Course**

- (00:45:35) Director Danielson presented Item D.
- (00:46:34) Ken Bailey provided public comment, expressing dissent for senior citizen fee increases.



- (00:49:30) Commissioner Reed asked Bill Robers Golf Course Manager Fitterer about the rationale for fee increases.
- (00:51:08) Commissioner Dean asked Manager Fitterer about previous fee approval and about the increases in operating costs.
- (00:52:45) Commissioner Reed asked Assistant Attorney Hawkaluk about the process for revising the fee schedule.
- (00:54:03) Commissioner Dean asked Director Danielson about the implications of revising the senior rate.
- (00:55:55) Commissioner Logan asked Manager Fetterer if these considerations were discussed by the Golf Advisory Board.
- (00:56:16) Commissioner Dean asked Manager Fetterer if the Golf Advisory Board supported the proposed rate increases.
- (00:56:42) **Commissioner Dean made a motion to approve a Resolution to establish fees to be charged at the Bill Roberts Golf Course repealing Resolution No. 20794. Commissioner Logan seconded the motion.**
- (00:57:02) Mayor Collins called for a vote.  
Commissioner Shirliff voted: **Aye**  
Commissioner Logan voted: **Aye**  
Commissioner Reed voted: **Aye**  
Commissioner Dean voted: **Aye**  
Mayor Collins voted: **Aye**  
**The motion carried 5:0.**

### Public Communications

- (00:57:43) Kelly VanDyke provided public comment, discussing the recycling bins on McHugh Road. Mayor Collins and Manager Burton addressed public comment.

### Adjournment

- (01:02:14) There being no further business before the Commission, the meeting adjourned at 7:03pm.

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MAYOR



ATTEST:

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CLERK OF THE CITY COMMISSION