



**City of Helena
Administrative Meeting
March 22, 2023 – 4:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/88993382382>
City County Building, Room 326**

Time & Place

A City Commission Administrative meeting was held on Wednesday, March 22, 2023 at 4:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/88993382382> and physically in the City County Building, Room 326.

Call to Work Session, Introductions

(00:00:10) The following responded present, either via zoom or in person:

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

Commission Comments, Questions

(00:01:30) There were no communications from the Commission.

Committee Discussion

A. Resolution Recreating the Helena Public Art Committee

(00:01:42) Clerk Clayborn presented Item A.

(00:02:54) Commissioner Dean asked Clerk Clayborn and Staff Liaison Johnston about feedback from the Committee.

(00:04:05) Clerk Clayborn asked for confirmation of consensus direction.

Recommendations from the Helena Citizens Council

(00:05:03) HCC Representative Patricia Bik had nothing to report.



Report of the City Manager

- (00:05:12) City Manager Burton discussed future budget-focused Administrative Meetings and upcoming agenda items for consideration.
- (00:09:06) Commissioner Reed asked Manager Burton about tentative dates for Special Meetings and the possibility of discussing budget priorities prior to the budget-focused Administrative Meetings.
- (00:11:20) Commissioner Dean and Manager Burton discussed considering revenue options at the beginning of budget conversations.
- (00:14:15) Commissioner Logan asked Manager Burton about additional priorities for budget items and asked for an update on the Rodney Street Project.
- (00:17:08) Commissioner Shirliff asked Manager Burton about the process for determining additional budget priorities.
- (00:17:50) Commissioner Dean discussed compiling budget meeting information into a public-friendly document on the website.

Presentations

A. ARPA and General Fund Savings Update

- (00:19:10) Grants Administrator Opitz and Finance Director Danielson presented Item A.
- (00:24:27) Commissioner Dean asked the Commission to consider allocating remaining funds to the Rodney Street Tree Replacement project and Trail Rider Shuttle program.
- (00:27:00) Commissioner Reed asked the Mayor and Commission about eligibility for remaining funds.
- (00:32:20) Administrator Opitz asked for clarification of next steps.

B. City of Helena Engineering and Design Standards 2022 Update

- (00:34:00) Public Works Director Leland, Engineer Clark, and Transportation Systems Director Knoepke presented Item B.
- (00:36:10) Manager Burton clarified specifics within the proposed standards.
- (00:37:10) Commissioner Reed asked Director Knoepke and Director Leland about the rationale for changing the road width standard.



- (00:40:06)** Manager Burton asked Director Leland about the origin of the road width standard change.
- (00:40:50)** Commissioner Reed asked Director Leland about items related to recent written public comment via email.
- (00:43:11)** Mark Runkle provided public comment via zoom, suggesting edits to the Engineering and Design Standards.
- (00:46:22)** Jason Davis of SMA Architecture and Design provided public comment via zoom with technical difficulty.
- (00:48:20)** Manager Burton, Mayor Collins, and Commissioner Logan discussed next steps.
- (00:49:24)** Commissioner Reed asked Director Leland about the possibility of considering the public comments before approval.
- (00:50:22)** Commissioner Dean asked Director Knoepke for examples of streets of varying widths for visual clarification.

C. Helena's Recent Sustainability Efforts

- (00:52:08)** Director Leland, Sustainability Coordinator Griffis, and Environmental Regulation Pretreatment Manager Anderson presented Item C.
- (00:54:38)** Manager Burton asked Coordinator Griffis and Pretreatment Manager Anderson about their backgrounds and to introduce themselves to the public.
- (01:03:55)** Commissioner Reed asked Pretreatment Manager Anderson, Manager Burton, and Director Leland about the goal for water projects.
- (01:11:26)** Mayor Collins asked Coordinator Griffis, Director Leland, and Manager Burton about the current number of recycling service subscribers and public outreach.
- (01:20:27)** Commissioner Shirliff asked Pretreatment Manager Anderson and Director Leland about a wastewater treatment process.
- (01:31:36)** Commissioner Dean thanked the Public Works Department.
- (01:32:23)** Commissioner Shirliff thanked the Public Works Department and asked Deputy Director Coleman who the Department is working with in terms of Public Relations.
- (01:34:15)** Director Leland reminded those present to submit the Integrated Solid Waste Master Plan Survey.



- (01:34:35)** Manager Burton asked Director Leland how many submissions have been received and how many they would like to have total.
- (01:35:24)** Commissioner Logan asked Pretreatment Manager Anderson and Director Leland for clarification about the Red Mountain Plume and additional land shared with the County.
- (01:37:14)** Mayor Collins thanked the Public Works Department and discussed public outreach with Manager Burton.
- (01:38:57)** Commissioner Dean asked Director Leland about the Helena Police Department's hybrid vehicles.
- (01:39:37)** Commissioner Shirliff asked Director Leland about sustainability efforts occurring at the Helena Regional Airport.
- (01:41:31)** Mackenna Sellers of the Montana Renewable Energy Association provided public comment, introducing herself and the Association.
- (01:42:29)** Ian Lund of Montana Environmental Information Center provided public comment, asking about future sustainability plan projects.
- (01:43:40)** Clerk Clayborn read written public comment provided by Sydney Dickinson, asking about sustainability efforts regarding food waste and composting.
- (01:43:55)** Commissioner Dean asked for a summary addressing public comments and questions.

Public Comment

- (01:43:34)** There were no further comments or questions by the Commission and/or public.

Adjournment

- (01:43:48)** There being no further business before the Commission, the meeting adjourned at 5:49pm.