



City of Helena
Administrative Meeting
April 5, 2023 – 4:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/87854428338>
City County Building, Room 326

Time & Place

A City Commission Administrative meeting was held on Wednesday, April 5, 2023 at 4:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/87854428338> and physically in the City County Building, Room 326.

Call to Work Session, Introductions

(00:00:08) The following responded present, either via zoom or in person:

City Attorney Dockter
City Manager Burton
Commissioner Shirtliff
Commissioner Logan
Commissioner Reed
Mayor ProTem Dean

The following were absent:

Mayor Collins

Recommendations from the Helena Citizens Council

(00:01:30) HCC Representative Denise Roth Barber discussed recent and upcoming meeting agenda items.

(00:02:46) Mayor ProTem Dean addressed Representative Barber's question regarding department budgets.

Report of the City Manager

(00:03:10) City Manager Burton also addressed Representative Barber's question regarding department budgets.

(00:04:16) Commissioner Logan asked Manager Burton and Transportation Systems Director Knoepke for an update on the Rodney Street Project.



Commission Comments, Questions

- (00:05:26)** Mayor ProTem Dean asked Manager Burton for clarification on a recently published article regarding development in Helena.
- (00:07:52)** Mayor ProTem Dean and Commissioner Dean discussed public comment structure.

Presentations

A. Special Event Code Changes

- (00:10:13)** City Attorney Dockter and Director Knoepke presented Item A.
- (00:18:16)** Commissioner Logan explained past hesitation for approval and thanked staff for their work.
- (00:19:02)** Commissioner Reed asked Director Knoepke and Manager Burton about the process for public outreach.
- (00:21:22)** Mayor ProTem Dean, Director Knoepke, Manager Burton, and Attorney Dockter discussed alcohol permit and insurance requirements.

B. Tree Protection Policy Update

- (00:24:56)** Director Knoepke presented Item B.
- (00:27:27)** Mayor ProTem Dean asked Director Knoepke if this policy would have affected the Rodney Street Tree Replacement Project.
- (00:28:13)** Commissioner Shirliff asked Director Knoepke if public comment was considered.
- (00:29:47)** Commissioner Reed asked Director Knoepke about areas where the policy does not apply.

Department Reports

A. ARPA & General Fund Savings Update

- (00:32:04)** Grants Administrator Opitz and Finance Director Danielson presented Item A.
- (00:32:41)** Commissioner Logan asked Director Knoepke about additional allocation requests for the Rodney Street Tree Replacement.



- (00:37:48) Commissioner Reed asked Director Knoepke for clarification of the number of trees removed in relation to the proposed allocation dollar amount.
- (00:39:44) Manager Burton and Director Knoepke discussed the parameters of planting per the Arborist's advisement.
- (00:40:22) Commissioner Shirliff, Director Knoepke, Mayor ProTem Dean, and Manager Burton discussed the process of choosing the species of trees.
- (00:42:16) Commissioner Logan asked about the possibility of a community-led Go Fund Me campaign to help fund the project.
- (00:43:31) The Body discussed next steps.
- (00:55:42) A citizen provided public comment, advocating for the Business Improvement District's projects.
- (00:56:37) A citizen provided public comment, discussing the Rodney Street Tree Replacement project specifics.

B. Open Lands Major Projects for 2023 Season

- (00:57:36) Parks Superintendent Marr presented Item B.
- (00:59:57) Commissioner Reed asked Superintendent Marr about the portion of trail that would be closed to bikes.
- (01:00:30) Mayor ProTem Dean asked Superintendent Marr about the project working group.
- (01:03:52) Manager Burton asked Superintendent Marr about achieving trail access on a specific private property.

C. Code Revision to Animal Control

- (01:04:54) Police Chief Petty presented Item C.
- (01:09:36) Commissioner Reed asked Chief Petty about community outreach measures.
- (01:10:35) Commissioner Logan asked Chief Petty about funding and community partnerships.
- (01:11:33) Lewis & Clark Humane Society Representative Axline provided additional information about the program.

D. Residential Solid Waste Rate Discussion



- (01:13:05) Public Works Director Leland and Deputy Director Coleman presented Item D.
- (01:18:50) Manager Burton asked Director Leland for confirmation of reserve fund depletion.
- (01:19:08) Commissioner Logan asked for a copy of the presentation.
- (01:19:20) Mayor ProTem Dean asked Director Danielson and Director Leland about the process for fees discussions related to the budget cycle.

E. Last Chance Splash Waterpark & Pool Fees Discussion

F. Park Use Fees Discussion

G. Recreation Programs Fee Discussion

- (01:22:40) Parks, Open Lands, and Recreation Director Smith presented Items E, F, and G.
- (01:26:00) Recreation Program Manager Perrodin and Director Danielson discussed Last Chance Splash Waterpark operations.
- (01:28:44) Mayor ProTem Dean asked Manager Perrodin about the distinction between residents and non-residents, and about the specifics of fee increases for tennis lessons.

H. Civic Center Fee Discussion

- (01:30:57) Director Smith and Civic Center Operations Manager Dike presented Item H.
- (01:35:13) Commissioner Shirliff asked Manager Dike to clarify how the HVAC system will affect operations.
- (01:36:30) Commissioner Logan thanked Director Smith and Manager Dike for their work.

I. Police Department SSD Division Fee Discussion

- (01:37:20) Chief Petty presented Item I.
- (01:39:39) Mayor ProTem Dean asked Chief Petty for clarification about the media section.
- (01:41:22) Commissioner Logan asked Chief Petty whether the Public Safety Mill Levy is permanent.



(01:41:41) Mayor ProTem Dean asked Chief Petty and Manager Burton if additional Mill Levy funds will be necessary in the future and what the process would look like.

Public Comment

(01:46:20) Manager Burton recognized the effort by Staff.

Adjournment

(01:46:55) There being no further business before the Commission, the meeting adjourned at 5:46pm.