



**City of Helena
Administrative Meeting
May 17, 2023 – 4:00 PM
Zoom Online Meeting; <https://us06web.zoom.us/j/83759977589>
City County Building, Room 326**

Time & Place

A City Commission Administrative meeting was held on Wednesday, May 17, 2023 at 4:00 p.m. via Zoom Online Meeting ID: <https://us06web.zoom.us/j/83759977589> and physically in the City County Building, Room 326.

Call to Work Session, Introductions

(00:00:40) The following responded present, either via zoom or in person:

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

Commission Comments, Questions

- (00:01:19)** Commissioner Dean proposed postponing ARPA consideration decisions as Mayor Collins will not be able to attend the Work Session on May 25th, 2023.
- (00:02:23)** Commissioner Reed, Mayor Collins, Commissioner Dean, and Manager Burton discussed designating LeGrande Trail as a permanent urban trail, citing citizen concerns.

Recommendations from the Helena Citizens Council

- (00:05:47)** HCC Representative Nancy Perry discussed recent and upcoming meeting agenda items.
- (00:07:24)** Commissioner Dean asked Clerk Clayborn for clarification about HCC naming in the City Charter.
- (00:08:18)** Mayor Collins asked Clerk Clayborn and Commissioner Logan about existing language in the City Charter.



Report of the City Manager

(00:09:39) City Manager Burton had nothing to report.

Presentations

A. City-County Board of Public Health Update

(00:09:48) Mayor Collins referenced hard copy materials provided.

Department Reports

A. FY24 Budget General Overview

(00:10:17) Manager Burton discussed next steps in the preliminary budget process.

(00:10:53) Finance Director Danielson presented Item A.

(00:17:05) Commissioner Dean asked Director Danielson for clarification about the amount for facilities.

(00:19:15) Commissioner Dean asked Director Danielson about the impacts of tax-exempt properties on continued services.

(00:21:00) Commissioner Logan asked Director Danielson if tax exempt properties are also exempt from special district requirements.

(00:25:23) Commissioner Dean asked Human Resources Director McMahon and Manager Burton about the average increase of health insurance costs in other cities in Montana.

(00:27:22) Commissioner Reed asked Director McMahon and Director Danielson if increases are projected to continue.

(00:29:06) Commissioner Logan asked Director Danielson about the equivalent of Mills to the proposed Fire Department Levy.

(00:30:00) Commissioner Dean asked Director Danielson about the County's permissive Levy for health insurance.

(00:34:12) Manager Burton discussed the City pool operating cost considerations.

(00:34:30) Commissioner Reed asked Director Danielson about the deficit without funding to the pool.



- (00:37:07)** Commissioner Reed asked Director Danielson if fee increases would affect funding needs for the City pool, and if savings from FY23 could be used as opposed to ARPA fund reserves.
- (00:42:09)** Commissioner Dean asked Parks, Recreation, and Open Lands Director Smith and Director McMahon about previous years' staffing for the City pool.
- (00:45:08)** Manager Burton discussed partnership opportunities for services.
- (00:45:56)** Commissioner Reed asked Manager Burton to explain trash pick-up services downtown.
- (00:47:00)** Commissioner Logan asked Manager Burton about Mills for the proposed Levies in the previous resolution.
- (00:47:56)** Commissioner Dean discussed the Business Improvement District's decisions and asked Director Danielson how audio/visual upgrades in the City County Building will affect HCTV services.
- (00:52:40)** Mayor Collins asked Director Danielson about criteria for the Solar Loan Program.
- (00:54:02)** Mayor Collins and Director Danielson discussed previous considerations for Historic Preservation funding.
- (00:57:22)** Commissioner Reed explained various funding preferences.
- (00:59:03)** Director Danielson asked Commissioner Reed for clarification of preferences for funding options.
- (00:59:45)** Commissioner Logan explained his opinion for external and internal funding.
- (01:03:15)** Director McMahon presented the compensation portion of Item A.
- (01:20:23)** Commissioner Logan asked Director McMahon for clarification about union contracts related to the Cost-of-Living Adjustment.
- (01:23:10)** Commissioner Logan asked Director Danielson about funding for additional requested positions.
- (01:24:40)** Commissioner Dean asked Manager Burton if the court officer must be a sworn officer.
- (01:28:30)** Manager Burton asked Mayor Collins and the Commissioners for consensus direction related to health insurance. Commissioner Dean, Mayor Collins, Commissioner Logan, and Commissioner Shirliff explained their support for the permissive health levy.
- (01:31:00)** Manager Burton asked for consensus direction related to adjustments for market based, competitive pay. All agreed.



- (01:31:30)** Manager Burton asked for consensus direction related to the Cost-of-Living Adjustment. Mayor Collins explained his reasoning for support. All agreed.
- (01:32:40)** Manager Burton discussed next steps.
- (01:33:27)** Director Danielson asked for clarification about consensus direction related to the Humane Society and Business Improvement District budgets.
- (01:33:52)** Mayor Collins explained support for funding the Humane Society.
- (01:34:20)** Commissioner Dean requested that the Business Improvement District present their budget considerations before deciding about funding.
- (01:35:03)** Commissioner Logan requesting having further discussion about funding considerations.
- (01:35:47)** Manager Burton asked for consensus direction related to the requested 3.5 FTE positions.
- (01:36:27)** Mayor Collins discussed options and explained his funding considerations for these positions.
- (01:36:41)** Commissioner Dean asked Director Danielson for clarification about the budget impact.
- (01:37:10)** Director Danielson asked about the Heritage Tourism Council's request for increased staffing.
- (01:37:27)** Mayor Collins, Commissioner Logan, and Commissioner Dean, and Commissioner Shirliff discussed HTC's request for staffing.
- (01:40:30)** Commissioner Shirliff asked Director Danielson about the amount of funding for HTC from the County.
- (01:41:30)** Director Danielson asked for clarification of consensus for the dollar amount.
- (01:41:35)** Commissioner Dean, Mayor Collins, and Manager Burton discussed savings considerations related to HCTV given recent technology upgrades.
- (01:45:00)** Joel Harris provided public comment, advocating for the Helena Sun Run.



B. Administrative Funds FY24 Budget Presentation

- (01:48:08)** Director Danielson presented Item B.
- (01:52:50)** Commissioner Dean asked Director Danielson about the increased contribution estimate for the Railroad TIF District.
- (01:53:51)** Commissioner Dean asked about the Capital Hill TIF funding estimate related to the new Benefis Health Building's tax exemption.
- (02:00:24)** Commissioner Logan asked Manager Burton and Director Danielson about the impact to assessed market values.
- (02:02:18)** Commissioner Dean requested the creation of a running list for funding considerations.

Public Comment

- (02:02:50)** There were no further comments from the Commission and/or public.

Adjournment

- (02:03:12)** There being no further business before the Commission, the meeting adjourned at 6:04pm.