

This list is HIGHLY PRELIMINARY and does not include all items or those items that could be added due to time sensitive that may be added.

This document contains dates and information which are subject to change. All items listed are in draft form and may be moved or removed at the City Manager and Commission's discretion. These are items for the use of City Staff for planning purposes, and any publication of these items and dates as anything other than draft are solely at the responsibility of the publisher.

Working Sessions Needed:

Cruse Avenue – Development Competition – June, two 2-hr sessions

Sidewalks – Solutions – May, two 2-hr sessions

Parking – Today's situation and planning for tomorrow

Stakeholder Group: Fire Service – Today's situation and planning for tomorrow

Working Groups – Police Reform (6 Groups); dates pending

Budget: Housing Trust Fund – Priorities of the Commission: review as part of the budget working sessions

Budget: On-Demand Service Enterprise Funds - Civic Center & Golf Course today's situation and planning for tomorrow: review as part of the city's budget process working sessions

MARCH

March 2, 2021 City/County Working Session

TITLE Due: 02/01/2021 | MEMO Due by 2/16/2021 in NOVUS | POSTING Date: 2/23/2021

- (City SETS AGENDA)
- Helena Area Community Foundation Grant Program
- Parks, Recreation & Open Lands: YMCA Expansion
- Recreation District Regionalization: Kristi Ponozzo

March 3, 2021 Administrative Meeting

TITLE Due: 2/2/2021 | MEMO Due by 2/17/2021 in NOVUS | POSTING Date: 2/24/2021

City Manager Update:

- City Manager Report – Verbal Items: Status of the CAFR, Housing Trust Fund and the Sale of the Bus Barn (Bus Barn was Purchased by an Enterprise and funds must be returned to the Enterprise)
- City Manager Report: Balancing Act Calculator – 2021 Base Budget w/asks
- City Manager Report: Working Sessions – Cruse, Sidewalks

Direction/Feedback Needed

- Clerk Update: Minutes Process discussion
- Finance: Staffing Updates for Budget Year 2022
- Police: Graffiti: input by Police, PR&OL, Transportation, Ordinance Request from BID

Information Only:

- PARKS, RECREATION & OPEN LANDS: Revenue Updates: Civic Center & Golf
- Parks, Recreation & Open Land: Trails and E-Bikes – Public Information Plan and Engagement Process

- Finance: Fire Truck INTERCAP Loan

Review Future Agenda Items for Next Commission and Administrative Meetings

- Upload drafted titles/place holder list

March 8, 2021 City Commission Meeting

TITLE Due: 2/9/2021 | MEMO Due by 2/22/2021 in NOVUS | POSTING Date: 3/1/2021

- CITY Mgr Rpt – presentation w/Good Sams on Gap Identified Causing Return to Homelessness

March 17, 2021 Administrative Meeting

TITLE Due: 2/16/2021 | MEMO Due by 3/3/2021 in NOVUS | POSTING Date: 3/10/2021

City Manager Update:

- City Manager Report: Strategic Planning – Align Budget FY2022 with Strategic Plan through the Balancing Act Tool – Current plus ideas for one-time savings of GF
- City Manager Report, CD, CAO, PW: City Property Disposition

Direction/Feedback Needed

- Finance: DRAFT CIP, Asset/Facility Repairs & Replacement Presentation
- Finance: FY2021 Financial Status Report
- Community Development, Parks and Open Lands, Public Works, Transportation: Multi Modal Downtown Update
- FIRE: Service Study Update
- Transportation Systems: Medical Arts Building Parking Contract
- PW: Presentation on Water Master Plan

Information Only:

- PH-Transportation Systems – BaRSSA 2021
- PH- Transportation Systems – Creative Pavement Painting Presentation for Consideration
- PH – Transportation Systems – Public Process or Not Parking Agreements

March 22, 2021 City Commission Meeting

TITLE Due: 2/23/2021 | MEMO Due by 3/08/2021 in NOVUS | POSTING Date: 3/15/2021

- City Manager Report: Strategic Planning – Align FY2022 Budget with Strategic Plan through the Balancing Act Tool
- PH-Transportation Systems – BaRSSA 2021

APRIL

APRIL 5, 2021 City Commission Meeting

TITLE Due: 03/09/2021 | MEMO Due by 3/22/2021 in NOVUS | POSTING Date: 3/29/2021

- Tourism Strategic Plan Update
- City Manager Report: COVID-One year later
- Finance: Comprehensive Annual Financial Report – FY 2020
- Finance: ROI – Amendment to Light District 222
- Finance: ROI – Creation of Light District 399

April 6, 2021 City-County Joint Work Session

TITLE Due: 3/10/2021 | MEMO Due by 3/23/2021 in NOVUS | POSTING Date: 3/30/2021

(COUNTY SETS AGENDA)

- Budget Planning (Facility Requests)

April 14, 2021 Administrative Meeting

TITLE Due: 3/16/2021 | MEMO Due by 3/31/2021 in NOVUS | POSTING Date: 4/7/2021

- City Manager: DRAFT Off-Leash Community Study and Engagement Plan
- City Manager: Legislative Session Report
- City Attorney: Recreational Marijuana (address anything post Legislative Session) Budget
- Admin Mtgs: HCC Recommendations
- FIRE: Update on Fire Service Study
- Finance: DRAFT Operating & Capital Budgets for FY2022
- Transportation: Snow Program Review – includes Public Outreach on the Program
- Public Works: Pre-treatment Compliance (include rate study); Nutrient Standards (WW NPDES PERMIT COMPLIANCE UPDATE

April 19, 2021 City Commission Meeting

TITLE Due: 3/23/2021 | MEMO Due by 4/5/2021 in NOVUS | POSTING Date: 4/12/2021

- Finance: Alignment of Budget with Community Priorities

April 28, 2021 Administrative Meeting

TITLE Due: 3/30/2021 | MEMO Due by 4/14/2021 in NOVUS | POSTING Date: 4/21/2021

- Community Development: Revised Planning Codes <happens after planning commission>
- FIRE: Service Study Update

MAY

May 3, 2021 City Commission Meeting

TITLE Due: 4/6/2021 | MEMO Due by 4/19/2021 in NOVUS | POSTING Date: 4/26/2021

- Community Development: Revised Planning Codes <happens after planning commission>
- Public Works: Water Resource and Supply Update (include info on water use in summer and the Missouri River plant)
- Finance: Resolution Amending Light District 222
- Finance: Resolution Creating Light District 399

May 4, 2021 City – County Joint Work Session

TITLE Due: 4/7/2021 | MEMO Due by 4/20/2021 in NOVUS | POSTING Date: 4/27/2021

(CITY Sets Agenda)

MAY 12, 2021 Administrative Meeting

TITLE Due: 4/13/2021 | MEMO Due by 4/28/2021 in NOVUS | POSTING Date: 5/5/2021

- PIO: Communications Plan Presentation from New PIO Including Website
- Fire Department: WUI Program
- Finance: Alignment of Budget with Community Priorities
- Finance: City Manager's Proposed PRELIMINARY FY 2022 Operating & Capital Budget
- HCC: FY2022 Budget Adoption

MAY 17, 2021 City Commission Meeting

TITLE Due: 4/20/2021 | MEMO Due by 5/3/2021 in NOVUS | POSTING Date: 5/10/2021

- Finance: Alignment of Budget with Community Priorities
- Finance: ROI – Assessment and Rate Increases
- Finance – ROI – BID Work Plan and Budget

MAY 26,2021 Administrative Meeting

TITLE Due: 4/27/2021 | MEMO Due by 5/12/2021 in NOVUS | POSTING Date: 5/19/2021

- FIRE: Service Study Update

JUNE

JUNE 1,2021 City-County Joint Work Session

TITLE Due: 5/5/2021 | MEMO Due by 5/18/2021 in NOVUS | POSTING Date: 5/25/2021

(COUNTY Sets Agenda)

JUNE 7,2021 Commission Meeting

TITLE Due: 5/11/2021 | MEMO Due by 5/24/2021 in NOVUS | POSTING Date: 5/31/2021

- Finance: ROI - City Manager's Proposed FINAL FY2022 Budget - 1st Reading
- Finance: Resolution Adopting Tax Assessments
- Finance: Resolution Adopting Rate Increases

JUNE 16,2021 Administrative Meeting

TITLE Due: 5/18/2021 | MEMO Due by 6/2/2021 in NOVUS | POSTING Date: 6/9/2021

- PIO: Establish Citywide, minimum, public engagement Policy for major and minor projects
- FIRE: Service Study Update

JUNE 21,2021 City Commission Meeting

TITLE Due: 5/25/2021 | MEMO Due by 6/7/2021 in NOVUS | POSTING Date: 6/14/2021

JUNE 28,2021 Special City Commission Meeting

TITLE Due: 5/25/2021 | MEMO Due by 6/7/2021 in NOVUS | POSTING Date: 6/14/2021

- Finance: Resolution Adopting FINAL FY2022 Budget - 2nd Reading

JUNE 30,2021 Administrative Meeting

TITLE Due: 6/1/2021 | MEMO Due by 6/16/2021 in NOVUS | POSTING Date: 6/23/2021

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JULY

JULY 6,2021 City-County Joint Work Session

TITLE Due: 6/9/2021 | MEMO Due by 6/22/2021 in NOVUS | POSTING Date: 6/29/2021

(City Sets Agenda)

JULY 7,2021 Administrative Meeting

TITLE Due: 6/10/2021 | MEMO Due by 6/23/2021 in NOVUS | POSTING Date: 6/30/2021

- Admin Mtgs: HCC Recommendations

JULY 12,2021 City Commission Meeting

TITLE Due: 6/13/2021 | MEMO Due by 6/28/2021 in NOVUS | POSTING Date: 7/5/2021

JULY 21,2021 Administrative Meeting

TITLE Due: 6/24/2021 | MEMO Due by 7/7/2021 in NOVUS | POSTING Date: 7/14/2021

- Admin Mtgs: HCC Recommendations
- FIRE: Service Study Update

JULY 26,2021 City Commission Meeting

TITLE Due: 6/27/2021 | MEMO Due by 7/12/2021 in NOVUS | POSTING Date: 7/19/2021

AUGUST

AUGUST 3,2021 City-County Joint Work Session

TITLE Due: 7/7/2021 | MEMO Due by 7/20/2021 in NOVUS | POSTING Date: 7/27/2021

(County Sets Agenda)

AUGUST 4/2021 Administrative Meeting

TITLE Due: 7/8/2021 | MEMO Due by 7/21/2021 in NOVUS | POSTING Date:7/28/2021

- Winter Snow Removal Plans
- Admin Mtgs: HCC Recommendations

AUGUST 9/2021 City Commission Meeting

TITLE Due: 7/11/2021 | MEMO Due by 7/26/2021 in NOVUS | POSTING Date:8/2/2021

AUGUST 18/2021 Administrative Meeting

TITLE Due: 7/22/2021 | MEMO Due by 8/4/2021 in NOVUS | POSTING Date:8/11/2021

- Finance: Certified Values/Mill Levy Discussion
- FIRE: Service Study Update

AUGUST 23/2021 City Commission Meeting

TITLE Due: 7/25/2021 | MEMO Due by 8/9/2021 in NOVUS | POSTING Date:8/16/2021

- Finance: 1st Reading - Notice of FY2022 Budget Increase from Property Taxes – Mill Levy Hearing

SEPTEMBER

SEPTEMBER 1/2021 Administrative Meeting

TITLE Due: 8/5/2021 | MEMO Due by 8/18/2021 in NOVUS | POSTING Date:8/25/2021

SEPTEMBER 7/2021 City Commission Meeting

TITLE Due: 8/9/2021 | MEMO Due by 8/24/2021 in NOVUS | POSTING Date:8/31/2021

- Finance: 2nd Reading - Notice of FY2022 Budget Increase from Property Taxes – Mill Levy Hearing

SEPTEMBER 14/2021 City County Joint Work Session

TITLE Due: 8/16/2021 | MEMO Due by 8/31/2021 in NOVUS | POSTING Date:9/7/2021

(City Sets Agenda)

SEPTEMBER 15/2021 Administrative Meeting

TITLE Due: 8/19/2021 | MEMO Due by 9/1/2021 in NOVUS | POSTING Date:9/8/2021

SEPTEMBER 20/2021 City Commission Meeting

TITLE Due: 8/22/2021 | MEMO Due by 9/6/2021 in NOVUS | POSTING Date:9/13/2021

SEPTEMBER 29/2021 Administrative Meeting

TITLE Due: 8/29/2021 | MEMO Due by 9/15/2021 in NOVUS | POSTING Date:9/22/2021

- FIRE: Service Study Update

OCTOBER

OCTOBER 4/2021 City Commission Meeting

TITLE Due: 9/7/2021 | MEMO Due by 9/20/2021 in NOVUS | POSTING Date:9/27/2021

OCTOBER 5/2021 City County Joint Work Session

TITLE Due: 9/8/2021 | MEMO Due by 9/21/2021 in NOVUS | POSTING Date:9/28/2021

(County Sets Agenda)

OCTOBER 13/2021 Administrative Meeting

TITLE Due: 9/14/2021 | MEMO Due by 9/29/2021 in NOVUS | POSTING Date:10/6/2021

OCTOBER 18/2021 City Commission Meeting

TITLE Due: 9/21/2021 | MEMO Due by 10/4/2021 in NOVUS | POSTING Date:10/11/2021

OCTOBER 27/2021 Administrative Meeting

TITLE Due: 9/28/2021 | MEMO Due by 10/13/2021 in NOVUS | POSTING Date:10/20/2021

- FIRE: Service Study Update

NOVEMBER

NOVEMBER 2/2021 City-County Joint Work Session Meeting

TITLE Due: 10/6/2021 | MEMO Due by 10/19/2021 in NOVUS | POSTING Date:10/26/2021

(City Sets Agenda)

NOVEMBER 8/2021 City Commission Meeting

TITLE Due: 10/12/2021 | MEMO Due by 10/25/2021 in NOVUS | POSTING Date:11/1/2021

NOVEMBER 17/2021 Administrative Meeting

TITLE Due: 10/19/2021 | MEMO Due by 11/3/2021 in NOVUS | POSTING Date:11/10/2021

- FIRE: Service Study Update

NOVEMBER 22/2021 City Commission Meeting

TITLE Due: 10/26/2021 | MEMO Due by 11/8/2021 in NOVUS | POSTING Date:11/15/2021

DECEMBER

DECEMBER 1/2021 Administrative Meeting

TITLE Due: 11/4/2021 | MEMO Due by 11/17/2021 in NOVUS | POSTING Date:11/24/2021