



City of Helena

ADMINISTRATIVE MEETING

March 8, 2023 - 4:00 PM

City - County Building Room 326 / Zoom Online Meeting; <https://us06web.zoom.us/j/83064142623>

AGENDA

1. **Call to Work Session, introductions**
2. **Commission comments, questions**
3. **Recommendations from the Helena Citizens Council**
4. **City Manager's Report**
5. **Presentations**
 - a. **ARPA and General Fund Savings Update**
6. **Public Comment**
7. **Adjourn**

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Phone: (406) 447- 8490

TTY Relay Service 1-800-253-4091 or 711

Email: citycommunitydevelopment@helenamt.gov

Mailing Address & Physical Location: 316 North Park Avenue, Room 445, Helena, MT 59623.

City of Helena, Montana

February 28, 2023

To: City Manager, Tim Burton

From: Amanda Opitz, City Grants Administrator
Sheila Danielson, Finance Director

Subject: ARPA and General Fund Savings Update

Present Situation:

Internal Funding Requests

City of Helena received approximately \$8,486,620 in Local Recovery Funds from the US Treasury and claimed this entire distribution as lost public sector revenue claimed for police and fire services, which created \$8,486,620 in general fund savings. The City Commission has already allocated \$4,087,720 of the savings for the Ten Mile Water Treatment Plant project, City's Enterprise Resource Planning system, the Police Department's Computer Aided Dispatch and Record Management System, the Helena Civic Center HVAC System, replacement of the Mt. Helena Radio Building, the Law and Justice Center 2nd Floor Remodel, the Grandstreet Theater roof replacement, repair and paving of a section of Centennial Trail, replacement of a Type VI Wildland Fire apparatus, and a feasibility study for a pedestrian bridge on Henderson St., as well as set aside \$1.6 million for a contingency. Since the initial internal allocations were made, the City insurance carrier processed the claim for the Wildland Type VI loss, so the Fire Dept. is amending their allocation from \$200,000 to \$47,000 to cover new equipment needed that was not covered by insurance. If the Commission agrees to cover the \$47,000 from the initial allocation, \$153,000 would be added back to the balance of funds remaining for allocation, bringing that total to \$2,951,900. In addition to the Fire Dept.'s adjusted request, there are pending internal requests for a study for the Memorial Park Ice Rink Warming House (\$15,000), and a capital request for projects at the Law & Justice Center and City/County Building (\$234,500).

External Funding Requests

At the Nov. 30 administrative meeting, the Commission brought forward top projects of interest that were pulled from an external Letter of Intent to Apply process that yielded 43 projects from 41 organizations, with a total ask of \$15,730,482. Seven projects were invited to submit a full application based on the number of votes received by each Commissioner, which include:

- Our Redeemer's Lutheran Church Housing Project from Rocky Mountain Development Council
- Emergency Shelter Acquisition Project from Family Promise of Greater Helena
- The Community Food Resource Center Project from Helena Food Share
- Warren Nelson Stadium Enhancements from Carroll College
- Sustainability Study Project from Helena Regional Sports Association
- Mobile Hygiene & Meal Prep Units from United Way of Lewis & Clark Co.
- Wildfire Risk Assessment & Education Project from Tri-County Fire Safe Working Group

Applications were open from Dec. 21, 2022 through Jan. 20, 2023. City staff performed an initial review of applications on Jan. 24 and presented those findings at the Feb. 1 Administrative meeting.

Proposal/Objective:

Review internal City requests.
Review external project application summary.
Commission provide direction to staff on readiness to proceed with additional allocations.

Notice of Public Hearing:

N/A

ATTACHMENTS:

📎 [Presentation - 3.8.23](#)

ARPA & General Fund Savings

3/8/23



Local Recovery Funds Balance

Total Distribution from U.S. Treasury, claimed as revenue loss and spent on government services in police & fire, creating savings in the general fund	\$8,486,620
Allocated to Ten Mile WTP project	(\$1,800,000)
Allocated to internal Manager-recommended projects: Civic Center HVAC, CAD/RMS, Mt. Helena Radio Building, L&J Ctr. 2 nd Floor Remodel, ERP System	(\$1,823,720)
Allocated for Contingency	(\$1,600,000)
Allocated to internal Commission-recommended projects: Grandstreet roof, Type VI Wildland Truck, Centennial trail repair & paving; Henderson pedestrian bridge feasibility and partial design	(\$464,000)
Full reimbursement of initial \$200k request for Type VI Wildland Truck* (* Presumes Commission does not hold back portion for new pump/deductible ask, see next slide)	\$200,000
Dollars Remaining for Commission Distribution	<u>\$ 2,998,900</u>

New Internal Requests – Presented 2/1/23

Balance of Funds

\$2,998,900

New Internal Requests

Memorial Park Ice Rink Warming House Study

(\$15,000)

Study for scope of work, cost estimates and schematic design for potential facility upgrades

Type VI Wildland Truck Equipment

\$10,000 Deductible; \$37,000 Pump and Water Tank

(\$47,000)

Law & Justice Center and City/County Bldg. Capital 50/50 Split

(\$234,500)

\$469,000 total request (split by City & County) for FY24 Capital infusion

Dollars Remaining for Commission Distribution,
If Additional Requests Funded

\$ 2,702,400

Summary: Commission-identified External Projects of Interest

<u># of Votes</u>	<u>Projects</u>	<u>Organization</u>	<u>Request</u>
5	Our Redeemers Project	Rocky Mtn Development Council	\$ 2,400,000
4	Facility Acquisition/Improvements	Family Promise of Greater Helena	\$ 750,000
4	Community Food Resource Center	Food Share	\$ 250,000
3	Warren Nelson Stadium Enhancement	Carroll College	\$ 700,000
3	Sustainability Study for Rec Center	Helena Regional Sports Association	\$ 64,000
3	Mobile Hygiene & Meal Prep Units	United Way of Lewis & Clark Co.	\$ 400,000
2	Wildfire Risk Assessment & Education	Tri County Fire Safe Working Group	\$ 143,000
27		Total	\$ 4,707,000

Project Scoring – Staff Review Committee

Organization/Project	A. Contingency, If No Funds Awarded	B. Proper Mgmt & Financial Controls In Place	C. Project Readiness, Feasibility & Plan	D. Alignment with Priority #1 : Programs/Projects Benefitting Vulnerable Populations	E. Alignment with Priority #2: Public Health & Safety	F. Alignment with Priority #3: Programs/Projects that Improve Quality of Life	G. Alignment with Priority #4: Economic Development	H. Long-term Project Sustainability	I. Committed Matching Funds Ratio	J. Potential for Transformational Community Impact	Score
Carroll College/ Nelson Stadium Lighting	No specific contingency beyond additional private/fdn. fundraising	Yes	5	0	0	5	7	10	4	5	36
Family Promise/Emergency Shelter	No contingency plan identified	Yes	2	10	10	6	0	3	1	9	41
Helena Food Share/Food Resource Center	No contingency plan identified	Yes	9	10	9	10	5	10	8	9	70
Helena Regional Sports. Assoc./Sustainability Study for Recreation Center	No contingency plan identified	Unknown	5	3	5	7	7	2	0	1	30
Rocky Mtn. Development Council/Our Redeemer's Housing Project	No contingency plan identified	Yes	8	10	10	10	10	8	4	9	69
Tri-County Fire Safe Working Group/ Fire Safety Audits	Yes, if not funded, project will be resized to meet current funding capabilities.	Yes	8	3	10	0	0	4	1	5	31
United Way/Meal & Hygiene Mobile Unites	No contingency plan identified	Yes	5	9	10	5	0	2	0	5	36

Commission Discussion & Next Steps

Questions:

- Is the Commission prepared to move forward with additional allocations?
- If the Commission is not yet prepared to move forward, what information would be helpful to receive in future meetings?