



City of Helena

ADMINISTRATIVE MEETING

September 18, 2024 - 4:00 PM

City - County Building Room 326 / Zoom Online Meeting; <https://us06web.zoom.us/j/84879299447>

AGENDA

1. **Call to Work Session, introductions**
2. **Commission comments, questions**
3. **Board Appointment Review**
 - a. Board Appointment Review: Metropolitan Planning Organization Transportation Technical Advisory Committee
4. **Recommendations from the Helena Citizens Council**
5. **City Manager's Report**
 - a. Affordable Housing Trust Fund Project Update: Twin Creek Apartments
6. **Presentations**
 - a. Tax Increment Financing Advisory Board Follow-up Discussion
7. **Department Reports**
 - a. Updating the Pay Rate for On-Call Pay for Water and Wastewater Operators
 - b. Railroad Crossing Elimination Grant Letter of Support
 - c. City of Helena FY25 Tentative Grant Seeking Schedule
8. **Public Comment**
9. **Commission discussion and direction to the City Manager**
10. **Adjourn**

The City of Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The City will not exclude persons with disabilities from participation at its meetings or otherwise deny them the City's services, programs, or activities.

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:

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.

September 23, 2024

TO: City Commissioners
FROM: Mayor Wilmot Collins
SUBJECT: Board Appointments

I am recommending the following board appointments:

Metropolitan Planning Organization Transportation Technical Advisory Committee	Appointment of Richard Sloan to a first full term on the Metropolitan Planning Organization Transportation Technical Advisory Committee as a Non-Motorized Advocate at Large.
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*Appointees can reapply for full terms following the completion of the Interim Appointment.

City of Helena, Montana

09/04/2024

To: Tim Burton, City Manager

From: Chris Brink, Community Development Director
Ellie Ray, Senior Planner

Subject: Tax Increment Financing Advisory Board Follow-up Discussion

Present Situation: Currently, the City of Helena has two Tax Increment Financing Boards that advise the Commission on the expenditure of TIF dollars collected from three of the established Urban Development Districts (Railroad Urban Renewal District, Downtown Urban Renewal District and the Capital Hill Urban Renewal District.) Staff requests the Commission discuss options for the TIF Boards, in an effort to create efficiencies and bring the TIF boards into alignment with the Commission Boards and Committees policies adopted last year in Resolution No. 20856.

Background Information: The City created the urban renewal plan for the Railroad Urban Renewal District in 2015, and the urban renewal plan for the Downtown Urban Renewal District beginning in 2018. In 2019, the Downtown URD was amended by resolution to include Rodney Street in the district boundaries. Advisory committees were created by the Commission to offer recommendations regarding the expenditure of Tax Increment Financing dollars associated with these districts. In 2020, the Capital Hill Urban Renewal District was established, adopting the urban renewal plan for the district and included the provision for the tax increment financing. To date, no advisory body has been created for the Capital Hill URD.

Staff presented proposals to address improvements to TIF advisory board structures at the June 12, 2024 City Commission Administrative Meeting. At that time, the Commission directed Staff to present the two proposals and provide feedback from members to the Commission at a later date (i.e., either restructure each existing board and create a similar Capital Hill TIF Advisory Board or, alternatively, consolidate all TIF advisory boards into one master board). Staff discussed the two proposal options to the existing boards at their regular July meetings. When Staff explained the rationale behind each option, no members expressed concern with either option proposed. Concerns arose over expenditure of TIF dollars across districts, and Staff affirmed that funds accrued within one must be expended on projects within/benefiting that individual district. Members understood the administrative burden Staffing three boards versus one places on the Planning Division, and ultimately understood that there would be no dilution of power due to equitable representation from each district.

Proposal/Objective: Staff has provided two options for the Commission to discuss: 1.) Consolidation: Combining the TIF Boards would provide greater efficiency in the TIF recommendation process. Equal representation would be considered for the three existing districts. Consolidation would also bring the Capital Hill URD into a consistent advisory process as with the other districts. The Staff Liaison who currently coordinates with these boards is also the liaison for 10 other advisory bodies. Consolidation would alleviate strains on Staff time.

2.) Revision and Re-creation: Revising the Railroad and Downtown URD resolutions would bring two boards into alignment with the policies adopted by the Commission in Resolution No. 20856. Retention and recruitment for the TIF boards has proved to be difficult due to the large number of positions and the specificity of the appointments. Re-creation of the boards would allow for refinement of the membership and the special designations where available. The Capital Hill URD does not currently have a TIF advisory board associated with it. Staff's recommendation is to forgo creation of another board. An additional board creates an unsustainable workload for Staff with current resources. The URD's with TIF designation are not statutorily required to have an advisory board as part of the governing body's distribution process. However, in the interest of parity, the Commission has previously expressed a desire to create a new board for the Capital Hill URD to serve in an advisory capacity equivalent to the other two boards.

Advantage:

Choosing an option to modify the TIF boards' resolutions will assist Staff in providing consistency in the TIF process and bring the advisory boards into alignment with current Commission policy.

Notable Energy Impact:

N/A

Disadvantage:

Not creating a third TIF board would create inconsistency in the process for an individual district.

Quasi-Judicial Item:

False

Notice of Public Hearing:

False

**Staff Recommendation/
Recommended Motion:**

Staff is seeking consensus to consolidate TIF advisory board functions into one master advisory board for all existing Urban Renewal Districts, and to bring forward a resolution to this effect in October.

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

A RESOLUTION REPEALING RESOLUTION 20374 AND RECREATING THE RAILROAD RENEWAL AREA TAX INCREMENT FINANCING ADVISORY BOARD

WHEREAS, pursuant to the Helena City Code § 2-6-1, the Helena City Commission may establish various committees to foster and promote the general quality of life within the City;

WHEREAS, pursuant to Mont. Code Ann. §7-15-4828, and Resolution No. 20215, the Helena City Commission established the urban renewal plan for the Railroad Urban Renewal Area;

WHEREAS, the Helena City Commission, in Resolution 20374, called for the re-establishment of the Railroad Urban Renewal Area Tax Increment Financing Advisory Board on August 7, 2017 for the purpose of advising the Helena City Commission on financing redevelopment projects within the Railroad Urban Renewal Area. The first meeting of the Advisory Board was held on November 2, 2017;

WHEREAS, it was re-established in Resolution No. 20374 that it is in the best interest of the City of Helena and the property owners within the Railroad Urban Renewal Area that they be represented on the Tax Increment Financing Advisory Board;and

WHEREAS, it appears to be in the best interest of the City of Helena and its citizens that Resolution No. 20374, which

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

established the Railroad Urban Renewal Tax Increment Financing Advisory Board, be further amended as set forth below.

NOW, THEREFOR, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. That Resolution No. 20374 is hereby repealed.

Section 2. The Railroad Urban Renewal Area Tax Increment Financing Advisory Board is hereby re-created for the purposes originally called for in Resolution 20374 and has no assigned powers and shall serve only in an advisory capacity to the City Commission. The Advisory Board will provide advice only with respect to the following topics related to the Railroad Urban Renewal Area:

- a) Annual work-plans, reports, evaluations, and budgets;
- b) Allocation of TIF funds for redevelopment projects;
- c) Amendments to the Railroad Urban Renewal District Plan;
- d) Other matters as assigned by the Helena City Commission related to the Railroad Urban Renewal Area.

Section 3. The Railroad Urban Renewal Area Tax Increment Financing Advisory Board shall be comprised of seven (7) voting members, representing the following interests:

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

- 1) Two (2) owners or representatives of a business located within the Railroad Urban Renewal Area;
- 2) Two (2) owners, or representatives of owners, of property located within the Railroad Urban Renewal Area;
- 3) Two (2) residents who reside within the Railroad Urban Renewal District, but are not property owners within the Railroad Urban Renewal Area;
- 4) One at-large member who owns a business, property, or otherwise has a vested interest or presence in the Railroad Urban Renewal Area;
- 5) Additional ex officio, non-voting members may comprise the Railroad Urban Renewal Area Tax Increment Financing Advisory Board. Ex officio members shall not be counted as part of the quorum of the body. The ex officio members may be comprised of, but are not limited to:
 - a. The Dean/CEO, or their designee, of Helena College, University of Montana or their designee;
 - b. The Executive Director of the Montana Business Assistance Connection or their designee;
 - c. The superintendent of the Helena School District or their designee;

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

- d. The City/County Historic Preservation Officer or their designee;
- e. The Executive Director of the Helena Housing Authority or their designee;

Section 4. All members shall serve a term of three (3) years; said terms shall initially be staggered as follows:

- a. One (1) business owner, one (1) property owner, and one (1) resident shall serve an initial term of two (2) years;
- b. One (1) business owner, one (1) property owner, one (1) resident, and the at-large member shall serve an initial term of three (3) years.

Section 5. Terms will be limited to two (2), full, three-year terms. Individuals serving interim terms will be eligible for a first full term upon completion of an interim term.

Section 6. The Railroad Urban Renewal Area Tax Increment Financing Advisory Board shall be staffed and assigned as directed by the City Manager.

Section 7. The Helena City Commission has final expenditure approval of tax increment financing funds, irrespective of whether

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

the Railroad Urban Renewal Area Tax Increment Financing Advisory Board has recommended approval, disapproval, or even reviewed a potential project, cost, or expenditure.

Section 8. This board shall, within three (3) months of the appointment of all members, adopt and follow the approved policies for boards set forth by the Clerk of the Commission as outlined in Resolution No. 20856.

Section 9. The Downtown Urban Renewal Area Tax Increment Financing Advisory Board will be eliminated and this resolution will sunset following the expiration of the Downtown Urban Renewal Tax Increment Financing District.

Section 10. Resolutions Nos. 9667, 10154, 10376, and 20374 are hereby repealed and the previous Tax Increment Financing Board established by those resolutions is eliminated.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA, MONTANA, THIS _____ DAY OF JUNE, 2024.

MAYOR

ATTEST:

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

CLERK OF THE COMMISSION

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

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RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

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MAYOR

ATTEST:

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

Resol. No. _____

CLERK OF THE COMMISSION

City of Helena, Montana

09/10/2024

To: Tim Burton, City Manager

From: Ryan Leland, Public Works Director
Ed Coleman, Public Works Deputy Director

Subject: Updating the Pay Rate for On-Call Pay for Water and Wastewater Operators

Present Situation: Public Works would like to provide the Mayor and Commission information regarding the current inequity within the Public Works Department relating to on-call pay and provide a proposed solution

Background Information: One water and one wastewater treatment operator are assigned to be in an on-call status 365 days a year in case there is an alarm or other issue at either the wastewater or water treatment plants. These on-call assignments are typically scheduled in weekly rotations. On-call Water/Wastewater Operators are required to respond and are considered “called out” when responding to potential emergencies at their respective treatment plants. Operators are compensated at a daily rate for being “on-call” and an increased hourly rate for being “called-out.”

Water and Wastewater Operators are currently compensated at \$15/day for being on-call whereas Utility Maintenance Workers are compensated at 1.75 hours of the employee’s regular base pay rate per day that they are on-call. For example, a Water Treatment Operator that makes \$25/hour is compensated at \$15/day for being on-call and a Utility Worker that makes \$25/hour is compensated at \$43.75/day.

The Public Works Department would like to make on-call compensation comparable across all Public Works Divisions by increasing Water and Wastewater Operator’s compensation to 1.75 hours of the employee’s regular base pay rate per day with a provision that allows for comp-time in lieu of pay.

Proposal/Objective: Provide information and answer any questions.

Advantage: N/A

Notable Energy Impact: N/A

Disadvantage: N/A

Quasi-Judicial Item: False

Notice of Public Hearing: False

**Staff Recommendation/
Recommended Motion:** N/A

CITY OF HELENA
PUBLIC WORKS DEPARTMENT
DRAFT ON-CALL AND CALL-OUT STANDARD OPERATING PROCEDURES
FOR

Water & Wastewater Operators



Approved:

City Manager

Date

Public Works Director

Date

Human Resources Director

Date

GENERAL: ON-CALL AND CALL-OUT STANDARD OPERATING PROCEDURES FOR WATER AND WASTEWATER OPERATORS.

One water and one wastewater treatment operator are assigned to be in an on-call status 365 days a year in case there is an alarm or other issue at either the wastewater or water treatment plants. These on-call assignments are typically scheduled in weekly rotations. Water/Wastewater Operators (Operators) can be called-out to respond to a potential emergency at their respective treatment plants to ensure the plant is functioning properly and continues to be protective of public health and the environment. Operators are compensated at a daily rate for being on-call and an increased hourly rate for being called-out. The purpose of updating this SOP is to make the compensation for being on-call or called-out comparable across Public Works Divisions.

These procedures are intended to revise and serve as written guidelines for the use of on-call pay, and call-out time when Operators are required to respond to emergencies as determined by the Director of Public Works or the Water/Wastewater Treatment Superintendent. These procedures supplement existing policies on hours worked; leave taken, call-out and FLSA policies. This procedure applies to non-exempt employees only.

On-Call/Standby Compensation

The on-call assignment is typically rotated amongst each Operator. The on-call operator will be on-call for a period generally consisting of one week. The on-call hours may be variable and are up to the discretion of the Superintendent. While on-call, the operator is not assigned to the office but must remain available to respond to an emergency call. Assigned operators are required to respond to calls as received and respond to an emergency within ½ hour or less. When an employee is on-call, they receive a total of 1.75 hours of the employee's regular base pay rate added to their paycheck per day that they are on-call. An employee, with approval of the Superintendent, may choose 1.75 hours of compensatory time per day in lieu of payment.

Emergency Call-out

Emergency responses starting and ending during a scheduled shift or wholly within assigned work hours will be compensated at the normal rate. Emergency overtime or call-out response time starting before, or after a normally scheduled shift or regularly assigned work hours (requiring an employee to return to work) will be compensated at the emergency call-out rate. When an employee is called-out for an emergency and required to work, the employee will be paid time and one-half their hourly rate of pay, for each hour worked, for at least two hours minimum. Compensatory time may be approved in lieu of overtime at the rate of one and one-half hours for each hour compensated.

If an employee has not had a period of 8 consecutive hours off between scheduled shifts after being relieved from a call out, the employee will be required to have 8 hours non-work time before returning to work. The supervisor in charge may also require non-work time if they determine the employee cannot safely return to work due to fatigue. Employees may return to work the remainder of their normal shift after completing 8 hours off.

If the call-out results in an employee having to forgo four or more hours of their regularly scheduled shift to achieve these 8 consecutive hours off, all time for the call out will be compensated at double time. When part of a regular shift is missed to achieve 8 hours off, the employee must either use leave to offset the time or make up those hours elsewhere in the week. The double time rule is intended to offset this use and ensure a net gain in leave time for a call out/call back.

City of Helena, Montana

09/09/2024

To: Tim Burton, City Manager
From: Amanda Opitz, Grants Administrator
Subject: Railroad Crossing Elimination Grant Letter of Support

Present Situation: In partnership with Burlington Northern Santa Fe, and the Montana Department of Transportation, the City of Helena is pursuing a Railroad Crossing Elimination Grant through the Federal Railroad Administration.

The Project is intended to enhance vehicle, bicycle, and pedestrian safety by eliminating an at-grade highway-rail crossing on Montana Avenue. The grant funding will advance conceptual designs developed through previous planning efforts and directly position the project for construction. The Project will create a new highway-rail grade separation where Montana Avenue intersects with BNSF Railway (formerly Montana Rail Link) main line and provide preliminary design for a roundabout at the five-point intersection includes US 12 (Lyndale Avenue), N Montana Avenue, and Helena Avenue.

Background Information: The City of Helena, Montana Department of Transportation and Burlington Northern Santa Fe have agreed to splitting the local cost match for this grant application three ways. The grant application is being prepared by the consulting firm HDR.

Proposal/Objective: It is proposed that the City Commission provide consensus approval to support the City of Helena's application for the RCE program.

Advantage: Should the application be successful, the City stands to receive \$4 million towards preliminary engineering and environmental review for this project.

Notable Energy Impact: Creating a grade separation at Montana Ave. would move the traveling public through the corridor more efficiently reducing excess carbon emissions caused by vehicles idling while waiting for the tracks to open.

Disadvantage: N/A

Quasi-Judicial Item: False

Notice of Public Hearing: False

**Staff Recommendation/
Recommended Motion:** Staff recommend the City Commission provide consensus approval to support this City of Helena's application for the RCE program.



Office of the Mayor
316 North Park Avenue, Room 322
Helena, MT 59623

Phone: 406-447-8410
Email: wcollins@helenamt.gov

helenamt.gov

September 12, 2024

The Honorable Amit Bose
Administrator
Federal Railroad Administration
1200 New Jersey Avenue, SE
Washington, DC 20590

Dear Administrator Bose,

I write to you today with the full backing of the Helena City Commission in support of the City of Helena's application for a FY 2023-2024 Railroad Crossing Elimination Grant Program (RCE) for the Montana Avenue Grade Separation Project (Project).

Funds from this grant program will help **eliminate a critical barrier for emergency services** in Helena and **enhance vehicle, bicycle, and pedestrian safety** by eliminating an at-grade highway-rail crossing on Montana Avenue in the heart of Helena, Montana.

Montana Avenue, with average daily traffic volumes exceeding 14,000, is one of the most utilized roadways in the area. Trains moving through Helena and those undergoing switch operations in the adjacent yard create blockages on Montana Avenue, generating potential delays for emergency responders and disrupting the traveling public. This vital route is crucial for all community members as it serves to connect major employment centers, existing and developing residential areas, schools and regional medical centers.

Time and time again, City of Helena residents have identified this crossing as an issue. This need is reflected both in the City's Growth plan and Long-Range Transportation Plan and was identified as a state priority in 2016. However, without discretionary funding, it is at risk of not advancing.

The City of Helena, in conjunction with our partners at Burlington Northern Santa Fe, and the Montana Department of Transportation are committed to providing the \$800,000 local match on this request and seeing this project through.

We appreciate your consideration and partnership in helping the City of Helena take the first step in bringing this project to fruition by funding the preliminary engineering of this important regional project.

Sincerely,

Wilmot Collins, Mayor
City of Helena

City of Helena, Montana

09/09/2024

To: Tim Burton, City Manager
From: Amanda Opitz, Grants Administrator
Subject: City of Helena FY25 Tentative Grant Seeking Schedule

Present Situation: Staff will provide an update on anticipated grant activity for fiscal year 2025.

Background Information: The City is moving to a more proactive approach to grant seeking. In years past, departments have largely addressed grantseeking as Notices of Funding were published, which has created challenges for staff capacity and proper planning as application windows are often short. Over the past year, staff conducted research to evaluate hundreds of grant opportunities for fit with City priorities and projects. The goal was to create a tentative list at the outset of the fiscal year to help orient and prepare departments well in advance of funding announcements.

It should be noted that this list is subject to change based on Commission strategic goals, staff capacity, availability of match funding, project readiness, and the potential for new funding to be made available to the City.

Proposal/Objective: Provide information and answer any questions.

Advantage: A proactive approach to grant seeking should ease the administrative burden on staff and provide the Commission with a clear understanding of alternative funding sources available for capital and programmatic expenses.

Notable Energy Impact: N/A

Disadvantage: N/A

Quasi-Judicial Item: False

Notice of Public Hearing: False

**Staff Recommendation/
Recommended Motion:** This item is informational. There is no staff recommendation at this time.

City of Helena - Tentative Grant Seeking Schedule for FY25

City Attorney's Office

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Victims of Crime Act (VOCA)	January 2024 for July 1, 2024 Start Date	July 2024-June 2026	U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime	\$153,661 to cover the 80% of salary that is Grant funded	20% match; Match waiver granted for this cycle	In the past, match was fulfilled by the victim-witness surcharge that is collected by Helena Municipal Court	Funds the Victim Services Specialist in the City Attorney's office.
DUI Task Force Legal Intern	Sept. 2024	Sept. 2024	LC County DUI Task Force	\$6,000	N/A	N/A	Funds the summer legal intern who will primarily work on DUIs

City Manager's Office

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Currently No Grants Scheduled							

Community Development

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Community Development Block Grant (Community Facility)	October 2024		MDOC (HUD pass-thru entity)	\$750,000	TBD	TBD	YWCA Helena Basement Remodel

Community Facilities

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Currently No Grants Scheduled							

Finance

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Currently No Grants Scheduled							

Fire Department

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Assistance for Firefighter Grant (AFG)	February 2025	April 2025	U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA)	Award ceiling \$1 million	10% nonfederal costshare for populations 20,000 to 50,000	n/a	The AFG Program provides financial assistance directly to eligible fire departments, nonaffiliated emergency medical service (EMS) organizations, and State Fire Training Academies (SFTAs) for critical training and equipment.
Fire Prevention and Safety - FY23	April 2025	April 2025	U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA)	Award ceiling \$1.5 million	Equal to not less than 5% of the grant award	n/a	Fire prevention education supplies.

Human Resources

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Currently No Grants Scheduled							

Municipal Court

Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Currently No Grants Scheduled							

Parks, Recreation & Open Lands Department							
Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Recreation Trails Grant	Opens Nov. 2024	March/April 2025	MT FWP	Up to \$100,000	20%		Projects TBD Open Lands Project Listening Session
Trails Stewardship Grant	Opens Nov. 2025	April 2025	MT FWP	Up to \$100,000	10%		Projects TBD Open Lands Project Listening Session
American Trails - Trails Capacity Grant	Fall 2024			\$5k-\$10k max	0%	NA	Trail Maintenance
Hazardous Fuels Reduction Grant	Ongoing; Reviewed quarterly	Successful Award Notice Received Sept. 5, 2024	MT DNRC; Source-funding is USFS State and Private Forestry (S&PF) dollars	\$100,000	25%	Generally, match should be met by the landowners through contributions towards the completion of their hazardous fuel reduction project.	Fuels mitigation
Western States Wildland Interface Grant	March 2025/ First Quarter Annually		MT DNRC	\$10 million or less	25%	Requires a 4:1 federal to non-federal dollars match, calculated as 25% of total grant funds requested.	Protect communities through outcome-driven, crossboundary, innovative projects that align with priority areas identified in the Montana Statewide Wildfire Risk Assessment. Qualifying projects should fall into one or more categories: Reduce hazardous fuels on non-federal land Fire adapted community prevention and education
FEMA Pre Disaster Mitigation Grant	Opens: May; Closes: June 2025				25% non-federal		Helena a subapplicant of the state; funding is congressionally directed
Montana Forest Action Plan Grant	Applications open Jan. 31, close March 15	Successful Award Notice Received: Aug. 28, 2024	MT DNRC	\$297,000	4:1 match	Match will be met with salary/wages/benefits, operating expenses, contracted services	Awards for single-party project can be \$50,000-\$300,000. Awards for multi-party projects are capped at \$500,000
Forest Pest Mgmt - Western Bark Beetle Initiative Grant	TBD		MT DNRC	Variable, typically \$150,000.			Thinning & Slash Treatment; Interested parties contact Amy Gannon at agannon@mt.gov or 406.542.4283
Landscape Scale Restoration Grant	March 2025/ First Quarter Annually		MT DNRC	\$150k-\$255,000	No match required, however 25% encouraged		The program supports cross-boundary, landscape-scale projects (up to 3- years) on non-federal forest lands that address state-identified (Montana Forest Action Plan) forest management priorities and leverage public and private resources.
Secure Rural Schools - Title III (Lewis & Clark County)	The Authority to initiate Title III projects for counties is September 30, 2025, and to obligate Title III funds by September 30, 2026. Any county funds not obligated by Sept. 30, 2026, must be returned to the U.S. Treasury	July 9, 2024	USFS/Lewis & Clark County	\$22,475	\$7,400		31-acre unit on the west ridge side of Mount Helena proposed for fuels reduction treatment
Secure Rural Schools Challenge Cost Share	Spring		USFS -- Title III				Fuels mitigation; Second pool of funds for same grant

Police Department							
Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Edward Byrnes Memorial Justice Assistance Grant (JAG)	Opens: Aug/Sept. 2025; Closes: October		Bureau of Justice Assistance (BJA)		0%	Not required	Dedicated County Attorney Liaison Detective
Patrick Leahy Bulletproof Vest Partnership (BVP) Program	June 2025		Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA)	Requests vary year-to-year based on need; Average award about \$3,500-\$6,000	50%	City General Fund	Up to 50% reimbursement of cost for new and replacement body armor vests
Highway Traffic Safety	March 2025		Montana Dept. of Transportation		50%		
Missouri River Drug Task Force (MRDTF) Subgrant (Byrnes Memorial Grant)	May 2025		Bureau of Justice Assistance (BJA) passed through Montana Board of Crime Control and monitored by Gallatin County (Lead Agency)		30%	City General Fund	Dedicated MRDTF Detective
Montana Analysis & Technical Information Center (MATIC) (DES)	May 2025		Homeland Security - Dept. of Emergency Services		0%	N/A	Dedicated MATIC Officer
Violence Against Women (VAWA)	May 2025		US DOJ, Office on Violence Against Women (OVW) passed through Montana Board of Crime Control	\$88,000	25%	City General Fund	Dedicated VAWA Detective

Public Works Department							
Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Solid Waste Infrastructure For Recycling (SWIFR)	June 2025	Fall 2026	Environmental Protection Agency	\$3.2 million	None	N/A	TBD - Purchase of Compost Equipment and Cardboard Bailer included in previous application

Transportation Systems Department							
Grant Program/Name	Application Due Date	Award Date	Funding Agency	Total Request Amount	Match Amount	Match Source	Proposal Description
Railroad Crossing Elimination	September 23, 2024	June 2025	U.S. Department of Transportation, Federal Railroad Administration	\$4,000,000	\$800,000 split 3 ways	MDT, BNSF, City of Helena all contributing \$266,666	The Project will advance project development documentation for the Montana Avenue grade separation project, including a preliminary engineering (PE) design plan set, a preliminary project cost estimate and NEPA documentation.
Clean Air Truck, Bus, & Equipment via Volkswagen Settlement	January	April	MT DEQ			Street Maint.	Pending updated eligibility guidelines as City may not have any equipment that qualifies as trade
Transportation Alternative Grant	April 2025	Summer/Fall 2025	MT DOT	\$500,000	20%	Gas Tax	Tent. Lyndale and Ewing Pedestrian Crossing
Raise Grant - South Hill Connector	March 2025 (City's Application Already Through from Previous Cycle)	June 2025	FHWA	\$1,300,000	0%	Gas Tax	Connector across Padbury property