

Department New Request Form
Fiscal Year 2024

Program	Central Services	Title of New Request:	Rank: 2
Department	City Clerk		
Request Category	Baseline Adjustment	MLCT annual dues increase	
Request Rating	Maintain Level of Service		
Department Goal	Support and allow employees to provide high quality, responsive and innovative services efficiently and effectively.		

1. How will request assist in achieving Department Goal and benefit the customer

The Montana League of Cities and Towns is not only a resource for the City of Missoula, but also provides support in 3 main areas. 1. Advocacy - they support at the federal and local levels: lobbying in the state legislative session and assisting with ARPA funding for example. 2. Education and technical assistance. They helped navigate moving to virtual public meetings due to COVID and provide various trainings throughout the year for elected officials. 3. Risk Management. Via MT Municipal Interlocal Authority they provide insurance coverage: 3rd party liability, 1st party property, workers comp and employee benefits. They are also the liaison to the National League of Cities and Towns. This request reflects the cost of doing business with MLCT and continuing the relationship.

2. What specifically is needed to achieve this goal?

The Montana League of Cities and Towns is increasing their annual dues by 15% in FY24. Annual dues in FY23 were \$28,750.00, the increase will be \$4,312.50, totaling \$33,062.50 for FY24.

3. Cost Impact of New Program:

Account #	Item	Qnty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2024 Unfunded	FY 2024 Funded	Proposed FY 2025 Ongoing
Ongoing Expenses								
1000.223.410910.330	Annual Dues	1	4312.5		4,313	—	4,313	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
One-time Expenses								
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
				—	—	—	—	
Expense Sub-Total				—	4,313	—	4,313	—

Revenue Offset:

Account #	Revenue Description				Proposed One-time Revenue	Proposed Ongoing Revenue
1000	T			Tax funded	—	4,313
					—	—
					—	—
					—	—
					—	—
					—	—
					—	—
Revenue Sub-Total					—	4,313

4. What sort of data will be used to report results and outcomes of request?

The League of Cities and Towns provides significant services to the City of Missoula and cities and towns in general--especially during legislative sessions by coordinating and testifying on legislation and staying abreast of interim committees that affect Missoula between legislative sessions. In 2023, the League tracked 345 bills relating to infrastructure, land use planning and housing, local control, natural resource communities, public safety and criminal justice, revenue and finance, water and wastewater and other bills affecting municipal government. In addition, the League is the city's conduit to information about federal funding that is available to cities and towns and navigating access and reporting requirements. The League provides an annual conference, hosts municipal summits and serves as a clearinghouse for collaboration and partnership among cities and towns.

Requested/Proposed Funding Source

	One-time	Ongoing
<i>Tax or Assessment</i>	—	4,313
<i>Non-tax</i>	—	—
<i>Fund Balance</i>	—	—
<i>Total</i>	—	4,313