

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
May 5, 2010, 1:05pm**

Members present: Stacy Rye, Chair; Ed Childers; Renee Mitchell; Jason Wiener; Dick Haines; Lyn Hellegaard; Roy Houseman; Dave Strohmaier; Bob Jaffe.

Members absent: Jon Wilkins.

Others present: Nancy Harte, Ellen Buchanan, Kari Nelson, Brentt Ramharter, Anne Guest, Dee Andersen.

I. Administrative Business

A. Approve committee minutes dated: [April 28, 2010](#)-Approved as submitted.

B. **Public Comment on items not listed on the agenda-None**

II. Consent Agenda

A. Approve claims (accounts payable). -Consent Agenda (Brentt Ramharter)

Motion: The committee recommends the City Council approve [claims](#) totaling \$552,330.15 ([Detailed claims](#))

B. Approve HomeWORD Investment program (HOME) Contract Number H-10-02 with HomeWORD in the amount of \$315,000.00 for acquisition and construction of the Solstice project as authorized in the City Council per Resolution Number 7502 as amended by Resolution Number__ ([memo](#)).—Regular Agenda (Nancy Harte) (Referred to committee: 05/03/2010)**REMOVE FROM AGENDA**

Motion :The committee recommends the City Council approve and authorize the Mayor to sign the Home Investment Partnerships program (HOME) contract ([Contract Number H-10—02](#)) with HomeWORD in the amount of \$315,000 for acquisition and construction of the Solstice project as authorized in the City Council per Resolution Number 7502 as amended by Resolution Number ___.

Nancy Harte, Office of Planning and Grants, requested the committee authorize the Mayor to sign Contract Number H-10-02 with HomeWORD. The award of \$315,000 is funded from the annual allocation from the Department of Housing and Urban Development and will be used for acquisition and construction of the Solstice project next to the Equinox on the old Liberty Lanes site.

Ed Childers asked about the possible ingress and egress challenges to the Equinox building.

Ms. Harte said she heard the layout has been working fine.

Rene Mitchell asked how many first time home buyers will benefit from this award.

Ms. Harte clarified that this award is going to the construction of rental apartments not the first time home buyers program. Some tenants do receive vouchers, but mainly it will go to subsidize the building of low cost rental units.

Ms. Mitchell She said if you were to take the number of people who benefit by it could you come up with an average.

Ms. Harte said you could do that, but there is longevity to the project so over the course of 30 years it would be difficult to determine.

Bob Jaffe asked what the per unit subsidy is.

Ms. Harte said the project is an \$8.2 million dollar project. The HomeWORD grants represent 5% of that. There will be 36 new units.

Jason Wiener moved to approve the contract.

Upon a voice vote the motion passed unanimously.

Regular Agenda

- A. Review the FY 2011-15 capital improvement projects (CIP). ([memo](#)) – Regular Agenda (Brentt Ramharter) (Referred to committee: 04/19/2010) ([CIP Composite Sheet](#)) **HELD IN COMMITTEE FOR DISCUSSION 5/12/10**

Anne Guest, Director, Missoula Parking Commission reviewed their CIP requests for FY2011-2015.

➤ [CS-09 Front Street Parking Structure](#)

She said the plan is to build at least 300 spaces at this site. The total amount of the project to build the maximum number of spaces is \$8 million dollars. The funding will come from a combination of different sources. We can utilize MPC cash reserves and our bonding capacity. MRA is looking into tax increment financing.

Ms. Walzer asked if we can build more spaces as funding allows.

Mr. Jaffe said it seems like we have added large amounts of service parking downtown recently. First Interstate looks like they have a big lot going in and then Catholic Church will have a new lot. Will that lot serve the community?

Ms. Guest said that is private parking lot reserved for funerals on Sundays. She said she is in contact with them to manage the lot during the week but nothing is set yet.

Mr. Wiener asked Ms Guest to describe the lengths that they have gone to acquire the lot and get the project when it is up to this point.

Ms. Guest explained the 2 year process.

➤ [CS-30 100 E Main Street Project](#)

Ms. Guest said this is a joint project between the owners and developers of the Main Street Project and the owners of the Florence Building. She said they were approached to be a partner in this project and it's just being defined and many facts are still unknown. The goal is to restore the Florence building back to the Florence Hotel and to relocate the current tenants to the 100 block of East Main Street. In addition to the tenants the project will include ground retail floor, and 3 floors of parking with one floor reserved solely for the valet hotel parking.

Ms. Buchanan said she needed to clarify that the owners and developers are doing due diligence right now to see if this project can go forward. There is still a lot of evaluation yet to do.

Mr. Childers asked how much of a cash reserve the Parking Commission has.

Ms. Guest responded that they have a little over 4 million in cash reserves. How much we decide to use on which project is yet to be determined. Keep in mind we don't want to spend it all on these 2 projects. We would like to maintain a reserve for any projects so they can be responsive to any opportunities that come along.

Mr. Childers asked if there is a need for 500 or 600 new spaces within a couple of blocks.

Ms. Guest replied that in the Downtown Master Plan it identified this area as the retail hot spot. Ms. Buchanan added that if you go beyond the retail need and you look at the long range prospect for the riverfront, the plan was to pull off parking from the riverfront and get them into structures. Many people feel surface parking is not the best use of our riverfront.

Brentt Ramharter, Finance Director, explained the Front Street project as presented is at the maximum size. If the Main Street project goes in, the Front Street project will be reduced in size accordingly. That way there will be enough resources to do both.

Dick Haines asked what that would do to parking on the street. Will you make that free parking?

Ms. Guest said no because the parking structures are for employees and on street parking is for shoppers. He said he will hold off until he sees more concrete back up for the need for this structure. He did say that when he comes downtown he will park near City Hall and walk down to Macys as parking is hard to find down that way.

Ms. Guest invited Mr. Haines to stop by her office and she would be glad to continue the conversation.

Mr. Jaffe asked if these big projects are hypothetical or are they real.

Ms. Guest said the project on Pattee and Front is real, it will happen.

Mr. Jaffe commented on Mr. Haines' statement and said he thought that the vision for the need for these structures is sound. He said he agrees with Mr. Haines about the need for free parking downtown; we need to pull people in to downtown.

Ms. Guest said they thought of offering the first hour free to encourage folks to shop longer than 2 hours, but if you offer free parking on the street employees will take it.

Ms. Walzer suggested a little more advertising for long term parking for those wanting to spend the day downtown.

Ms. Guest said we have done various campaigns in the past and will do it again.

Ms Rye stated that she finds it easy to park downtown and does see the need for these structures as our city grows.

Mr. Haines it is a perception that downtown parking is problematic.

- [CS-24 Waterproofing parking structure.](#)

Mr. Haines-Inaudible.

Mr. Childers asked if the water proofing happen.

Ms. Guest said she is waiting for the recommendation from Tom Beaudette.

Ellen Buchanan, Director, MRA discussed the Urban Renewal District III Project.

- [CS-16 URD Curbs/Sidewalks, Commercial Corridor along Brooks Street](#)

She said a lot of these projects are updates from previous years. The Curb and Sidewalk project along the commercial corridor of Brooks Street is being expanded a block or two on either side to fill in the gaps. This is combined with CS-21 which is the landscaping piece. After we've got the curb sidewalk in we will come in and do a comprehensive street tree landscaping project. The first phase is under construction right now and we are hustling to get the second phase out to bid in July.

Mr. Jaffe explained that the tree soil along the boulevards is very compact and he suggested when they come in to add the sidewalks they could dig up the ground around the trees and amend the soil.

Ms. Buchanan said that was a great suggestion.

➤ [CS-17 URD III Residential Sidewalks –Phase II](#)

Ms. Buchanan said the first phase of this project constructed sidewalks along a portion of Franklin to the Fort residential area. This CIP item will continue funding sidewalk for that neighborhood and others in the future. She commented that originally part of the motivation for these projects was to improve the neighborhoods and part of it was to put people to work and pump some money into the local economy. We have heard positive feedback about how grateful people in our community for these sidewalk projects as they have put people back to work who were previously on unemployment.

Mr. Jaffe can you provide us a map of these areas?

III. Held in committee

- A. Approve claims. (Ongoing) (Consent Agenda)
- B. Approve journal vouchers. (Ongoing) (Consent Agenda)
- C. Approve budget transfers. (Ongoing) (Consent Agenda)
- D. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08)
- E. Implications of establishing maintenance districts. ([memo](#)) – Regular Agenda (Bob Jaffe) (Referred to committee: 05/11/09)
- F. Clarify position of council member who also serves on the board of a non-profit agency that has dealings with the city. ([memo](#)) – Regular Agenda (Ed Childers) (Referred to committee: 07/20/2009)
- G. [Resolution](#) of the Missoula City Council establishing a tourism business improvement district consisting of non-contiguous lands within the City of Missoula for the purpose of aiding tourism, promotion and marketing within the district. ([Exhibit A](#)) ([Exhibit B](#)) ([memo](#)) ([A&F](#)) (Returned from Council floor: 10/05/09)
- H. Review the FY 2010-14 CIP projects in committee ([memo](#)).—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/23/09)
- I. Ratification of recommended refunding of the 2001A General Fund Obligation Bond issue in order to save future interest costs ([memo](#)).—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/05/10)

IV. Adjournment

The meeting was adjourned at 2:00pm

Respectfully submitted,

Dee Andersen

Administrative Secretary