

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
April 20, 2011, 2:05 pm**

Members present: Stacy Rye, Chair; Ed Childers; Renee Mitchell; Pam Walzer; Jason Wiener; Dick Haines; Lyn Hellegaard; Cynthia Wolken; Dave Strohmaier; Jon Wilkins; Bob Jaffe.

Others present: Brentt Ramharter, Bruce Bender, Ellen Buchanan, Anne Guest, Jack Stucky, Ginny Merriam, Scott Paasch, Kaila Szpaller, Dee Andersen.

I. Administrative Business

A. Approve committee minutes dated: [March 30, 2011](#)-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 \$219,929.30 ([Detailed claims](#)) 4/26/11

MOTION: The committee recommends the City Council approve [claims](#) totaling \$492,224.45 ([Detailed claims](#)) 4/19/11 already acted on 4/18/11

MOTION: The committee recommends the City Council approve [claims](#) totaling \$249,339.7 ([Detailed claims](#)) 4/12/11 already acted on 4/11/11

B. Confirm the reappointment of Carma Jean Gilligan and Charles Beaton to the Downtown Business Improvement District Board of Trustees for a term commencing June 1, 2011 and ending May 31, 2015. ([memo](#))—Regular Agenda (Mayor Engen) (Referred to committee: 04/18/11) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council confirm the Mayors reappointment of Carma Jean Gilligan and Charles Beaton to the Downtown Business Improvement District Board of Trustees for a term commencing June 1, 2011 and ending May 31, 2015.

Mayor Engen requested the reappointment of Carma Jean Gilligan and Charles Beaton. He commented that Ms. Gillian was once skeptical about the BID but not any longer.

Jon Wilkins moved the reappointment

Upon a voice vote, the motion passed unanimously.

C. Bond Resolution relating to \$1,350,000 taxable sewer system revenue bonds, series 2011, authorizing the issuance and fixing the terms and conditions thereof. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/18/11)**REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council approve a [resolution](#) relating to \$1,290,000 taxable sewer system revenue bonds, series 2011; authorizing the issuance and fixing the terms and conditions thereof.

Brentt Ramharter, Finance Director, explained that on Monday April 18, 2011 we awarded the bond sale to D.A. Davidson. He said we saved ourselves \$60,000. This resolution just encapsulates what the bond holders need to know.

Ed Childers moved the resolution

Upon a voice vote, the motion passed unanimously

- D. Resolution declaring the official intent of the City of Missoula, Montana to reimburse certain original expenditures related to sidewalk, curb, gutter and alley approach improvements from the proceeds of tax exempt bonds to be issued by the city after the payment of such original expenditures. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/18/11) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council approve the [resolution](#) declaring the official intent of the city of Missoula, Montana to reimburse certain original expenditures related to the sidewalk, curb, gutter and alley approach improvements from the proceeds of tax-exempt bonds to be issued by the city of Missoula, Montana after the payment of such original expenditures.

Mr. Ramharter, Finance Director, said this is an IRS required resolution. It covers all the curb and sidewalk projects. We will pay the costs up front and reimburse ourselves with bond proceeds next spring.

Pam Walzer said she will abstain as her sidewalk assessment is in there.

Mr. Childers moved to approve the resolution

Upon a voice vote, the motion carried unanimously with Walzer abstaining.

III. Regular Agenda

- A. Mayor's presentation of the FY 2012 Capital Improvement Program (CIP). ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/21/11) **HOLD FOR FURTHER DISCUSSION**

- [Link to FY12 Preliminary CIP](#)

Bruce Bender, Chief Administrative Officer, reminded the committee that this program deals with the large capital costs in the operations budget. It is very conservative. New requests will be funded with additional funding sources outside the general fund.

Mr. Ramharter, Finance Director, provided a composite [spreadsheet](#) for the CIP requests sorted out by department. He said on the right it is broken down by funding streams. Today's discussion will include equipment purchasing, parking commission and MRA if there is time.

Anne Guest, MPC Director, discussed the Riverfront Triangle Parking Structure, the Front Street Parking Structure and waterproofing the Central Park and Bank Street parking structures. She said on the Front street Structure the funding will come from a combination of sources

Mr. Strohmaier asked if the Front Street Parking Structure is totally designed yet.

Ms. Guest says it is to the point of looking at the exact costs when the bids come in.

Mr. Strohmaier said he would be interested in seeing the design.

Ms. Rye said she was interested as well.

Mr. Jaffe asked about the funding for the Front Street Structure and how it will be split between MPC and MRA.

Ms. Guest said it will be a combination of parking bonds and cash. MPC will pay for 68% and MRA 32%.

Mr. Jaffe asked how much retail space will be available.

Ms. Guest said 2,500 square feet.

Mr. Jaffe asked when the waterproofing will occur.

Ms. Guest said we are waiting for the entire demo in the area to occur first.

Jason Wiener requested more detail on the Front Street Parking Structure and suggested Ms. Guest refer it for A&F in the coming weeks.

Jack Stucky, Vehicle Maintenance Supervisor, reviewed the [equipment](#) to be replaced.

Ms. Mitchell asked if the snow plows are being replaced due to hitting the bulb outs.

Mr. Jaffe asked Mr. Stucky if the snowplows were damaged by the bulb outs.

Mr. Stuckey said yes.

Ellen Buchanan, MRA Director, reviewed the Cregg Lane/Wyoming Street Connection, URD II Western Curb/Sidewalk, URD III Curb/Sidewalk Commercial Corridor and URD II West Broadway Corridor projects.

Ms. Rye asked what kind of improvements will be done on the West Broadway Corridor.

Ms. Buchanan said it is a place holder in the event there is a project along the corridor that warrants that kind of investment in the street. There is no specific project that it will pay for.

Mr. Jaffe asked when you have this \$100,000 place holder what happens to the money if the project doesn't go through.

Ms. Buchanan said we carry it over.

Mr. Jaffe asked if there was a status report on each district.

Ms. Buchanan said there is a report for her MRA Board meeting called the rainbow report. It goes through what is available and what's been committed in each district. We can provide that for you.

Ms. Walzer requested access to the native files on the FTP server and maps of the districts.

Ms. Walzer asked when the California Street Bridge is opening.

Ms. Buchanan said in a month or so. We can't do an opening until the construction and landscaping is done and one piece needs to follow the other.

VI. 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.** Review the FY 2011-15 capital improvement projects (CIP). ([memo](#)) – Regular Agenda (Brentt Ramharter) (Referred to committee: 04/19/2010)
- H.** Amend Council rules to change the Council's regular meeting schedule to two meetings per month ([memo](#)).—Regular Agenda (Marty Rehbein) (Referred to committee: 06/07/10)
- I.** Discuss the disposition of surplus city property. ([memo](#))—Regular Agenda (John Newman) (Referred to committee: 10/25/10)
- J.** Amend the FY 2010 budget to appropriate expenditures that were not identified in the original budget. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 11/01/2010)

- K. Discuss outstanding third-party contracts. ([memo](#))—Regular Agenda (Lyn Hellegaard) (Referred to committee: 11/08/10)
- L. Review the city's current policy for charging the public for various city-produced documents ([memo](#))—Regular Agenda (Dave Strohmaier) (Referred to committee: 12/06/10)
- M. Confirm the reappointment of Mark Muir to the Impact Fee Advisory Committee completing a term commencing December 1, 2010 and ending November 30, 2014. (Returned from Council floor: 11/1/10)
- N. Provide an opportunity for the public to comment on whether the Sentinel Village low-income housing apartment project located at 1111 McDonald Avenue meets a community housing need. ([memo](#))—Regular Agenda (Mayor Engen) (Referred to committee: 03/28/11)

V. **Adjournment**

The meeting was adjourned at 3:00 pm

Dee Andersen

Administrative Secretary