

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
July 8, 2009 1:05pm**

Members present: Stacy Rye, Chair; Ed Childers; Marilyn Marler; Pam Walzer.

Members absent: Dave Strohmaier; Jason Wiener; Renee Mitchell; Lyn Hellegaard; John Hendrickson; Jon Wilkins; Bob Jaffe, Dick Haines.

Others present: Marty Rehbein, Dee Kreyve, Brentt Ramharter.

I. Administrative Business

A. Approve committee minutes dated: [June 24, 2009](#)-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 \$379,383.77 ([Detailed claims](#)) (**Already acted on 07/06/09**)

Motion: The committee recommends the City Council approve [claims](#) totaling \$424,552.45 ([Detailed claims](#))(07/14/09)

III.

A. Resolution levying annual assessments for Russell Park West and Willowood Park Maintenance Districts ([memo](#)).—Regular Agenda (Marty Rehbein) (Referred to committee: 07/06/09)**REMOVE FROM AGENDA**

MOTION: The Committee recommends that City Council set a Public Hearing on August 3, 2009 on a resolution levying a special assessment and tax on the lots, pieces and parcels of land situated within Russell Park West Park Maintenance District #428 and Willowood Park Maintenance District #523 of the city of Missoula, Montana, for the purpose of defraying the cost of park maintenance in these districts during the fiscal year 2010.

Marty Rehbein, City Clerk, explained that every year the City levies assessments for two small park maintenance districts. For Russell Park West, we are estimating the cost for maintenance this year at \$3432.00. Last year the estimated costs were \$3,351; the actual cost was \$3,299. This year we are recommending an assessment of \$3,388 for fiscal year 2010. The park maintenance covers snow removal, turf maintenance, sprinkler system start up and shut down and any repairs to that system. For Willowood Park, the park maintenance covers all of the items listed, plus the cost of water as there is no well. We are estimating the cost for maintenance this year at \$4242. Last year the estimated costs were \$4454; the actual costs were \$4078. This year we are recommending an assessment of \$3866.42 for fiscal year 2010.

She said the appropriate motion would be to set a public hearing for August 3, 2009. The City Clerks Office will provide the legal notice required by the statute, in order to place the assessments onto the tax bills.

Stacy Rye asked how much the assessment will be per household.

Ms Rehbein replied she didn't have that information, but will provide it.

Marilyn Marler moved to set a public hearing.

Although no quorum was present, upon a voice vote the motion passed unanimously.

- B. Resolution levying annual assessments for Street Maintenance District #1 ([memo](#)).—Regular Agenda (Marty Rehbein) (Referred to committee: 07/06/09)**REMOVE FROM AGENDA**

Motion: The committee recommends the City Council set a public hearing for August 3, 2009, on a resolution levying annual assessments for Street Maintenance District #1 with is generally located in the downtown area.

Ms Rehbein explained that Street Maintenance District #1 is largely comprised of the downtown area and provides additional street sweeping particularly in the summer months over and above the regular street sweeping schedule, as well as garbage removal. Recently the City Council approved an agreement with the Downtown Business Improvement District (BID), to begin removing the garbage from downtown garbage cans and they will begin that work in August. The rubbish portion of the assessment this year is actually to reimburse the BID for the costs of removing garbage from the 24 garbage cans that the City owns downtown. It is estimated that next year it will cost \$52,454 for both street sweeping and rubbish removal. Last year the Street Department estimated the costs for street sweeping at \$35,000, and they actually spent \$34,009. The rubbish removal was estimated at \$21,228, the actual expenditures were \$7,551. The reason it was so low was the year prior to last, Allied Waste had not billed the City correctly and we had a \$10,783 credit.

In order to keep the citizens from seeing a huge increase in the assessment, our recommendation is to levy \$17,454. She also expressed concerns that the fund may go negative in this economy. So in summary, we have a total estimated cost of \$48,569 for fiscal year 2010. The appropriate motion would be to set a public hearing on August 3, 2009.

Pam Walzer moved to set a public hearing.

Ed Childers requested that the resolution creating the flushing district specifically mentions street rubbish removal so it can be legally assessed.

Although no quorum was present the motion passed unanimously.

IV. Held in committee

- A. Update from the Missoula Performing Arts Center ([memo](#)).—Regular Agenda (Dave Strohmaier) (Referred to committee: 04/07/08)
- B. [Resolution](#) revising the City's sewer use fee structure and increasing sanitary sewer rates by 5% per year for four years to support infrastructure improvements required to operate the city's sanitary sewer system. ([A&F](#)) ([Slideshow presentation as a webpage](#)) (Returned from Council floor: 11/03/08)
- C. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08)
- D. Amend City Council Rule 21(a) to clarify quorum requirements ([memo](#)).—Regular Agenda (Jason Wiener) (Referred to committee: 04/28/08) (*Tabled in Committee on 02/11/09*)
- E. Implications of establishing maintenance districts. ([memo](#)) – Regular Agenda (Bob Jaffe) (Referred to committee: 05/11/09)
- F. Review the FY 2010-14 CIP projects in committee ([memo](#)).—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/23/09)
- G. Consider the establishment of Parks and Street Maintenance Districts ([memo](#)).—Regular Agenda (Bob Jaffe) (Referred to committee: 05/04/09)

V. Adjournment

The meeting adjourned at 1:25pm

Respectfully submitted,

Dee Krevey

Administrative Secretary