

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
September 30, 2009 1:05pm**

Members present: Stacy Rye, Chair; Ed Childers; Marilyn Marler; Renee Mitchell; Pam Walzer; Jason Wiener; Dick Haines; John Hendrickson; Dave Strohmaier; and Jon Wilkins; Bob Jaffe.

Members absent: Lyn Hellegaard.

Others present: Brentt Ramharter, Victoria Norsbog, Dee Krevey.

I. Administrative Business

A. Approve committee minutes dated: [September 23,2009](#)-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)

**The committee recommends the City Council approve [claims](#) totaling \$276,795.98
([Detailed claims](#))**

B. Amend the FY 2009 budget to appropriate expenditures that were not identified in the original budget ([memo](#)).—Regular Agenda (Brentt Ramharter) (Referred to committee: 09/28/09)REMOVE FROM AGENDA****

Motion: The committee recommends the City Council set a public hearing October 26, 2009 to amend the FY09 budget to appropriate expenditures that were previously approved as projects by the City Council but not formally added to the budget.

Brentt Ramharter, Director of Finance said this item is just basic housekeeping that is done at each year end and requested a public hearing.

Marty Rehbein, City Clerk, said the earliest date for a public hearing would be October 26, 2009 and the next available date would be Nov 2, 2009.

Mr. Ramharter explained the reasons for the amendment; he said we have a number of new grants that the Police Department has picked up that we have just received. We also have some Community Block Development Grants in the HOME fund that are identified in the spreadsheet provided to committee. We have a fair amount of sewer debt under contract with the State Department of Natural Resources. Many sewer SID's are funded through a revolving loan program through the state. In some cases we estimated incorrectly in what was due to the state. We also had a number of construction funds that will be reimbursed from bond proceeds.

John Hendrickson asked if this will take care of everything we have to do for FY09.

Mr. Ramharter replied everything looks good and this should take care of it.

Mr. Hendrickson moved for a public hearing on October 26, 2009.

Mr. Childers pointed out an error in the spreadsheet on line 25.

Mr. Ramharter said he will correct that item and resubmit it.

Upon a voice vote the motion to set a public hearing to amend the FY09 budget was passed unanimously.

III. Resolution levying annual assessments for the Business Improvement District. ([memo](#)) – Regular Agenda (Marty Rehbein) (Referred to committee: 08/24/09) **REMOVE FROM AGENDA**

Motion: The committee recommends the City Council adopt a resolution levying the taxes necessary to support the work plan and budget submitted by the Downtown Business Improvement District for fiscal year 2010.

Ms. Rehbein explained that each year the City Council approves the budget and work plan for the Downtown Business Improvement District (BID) which they did on August 17, 2009. Once that is completed the taxes are levied to defray the costs identified in the budget. For fiscal year 2010 that amount is \$267,775.17 which is a 1.5% increase over last year. She then reviewed exhibit A which is attached to the resolution and was provided to the committee.

Ed. Childers requested exhibit A be in an excel spread sheet format.

Ms. Rehbein agreed to provide that.

Mr. Childers commented that he has only heard positive feedback on the Downtown BID.

Pam Walzer asked if the properties assessed in the BID were both business and residential properties.

Ms. Rehbein replied that there is some residential housing that is assessed in the district and it is identified as R1, R2, and R3.

Dave Strohmaier asked of the residential properties, how many homeowners have applied for an exemption.

Ms. Rehbein clarified that there is an exemption for people who have filed for property tax assistance. There is one parcel that has filed for that this year. She added that for anyone who needs more information on this assistance to contact her at the City Clerks Office.

Upon a voice vote the motion to adopt the resolution was unanimous.

IV. Held in committee

- A. [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)
- B. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08)
- C. 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*)
- D. Implications of establishing maintenance districts. ([memo](#)) – Regular Agenda (Bob Jaffe) (Referred to committee: 05/11/09)
- E. Review the FY 2010-14 CIP projects in committee ([memo](#)).—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/23/09)
- F. Consider the establishment of Parks and Street Maintenance Districts ([memo](#)).—Regular Agenda (Bob Jaffe) (Referred to committee: 05/04/09)
- G. 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)

V. Adjournment

The meeting was adjourned at 1:18pm

Respectfully Submitted,

Dee Krevey
Administrative Secretary