

ADMINISTRATION AND FINANCE COMMITTEE  
CITY COUNCIL CHAMBERS  
140 WEST PINE STREET  
MISSOULA MONTANA  
May 12, 2010 1:05pm.

**Members present:** Stacy Rye, Chair; Ed Childers; Renee Mitchell; Pam Walzer; Dick Haines; Lyn Hellegaard; Roy Houseman; Bob Jaffe.

**Members absent:** Dave Strohmaier; Jon Wilkins; Jason Wiener.

**Others present:** Melissa Gordon, Kari Nelson, Ellen Buchanan, Brentt Ramharter, Dee Andersen.

**I. Administrative Business**

A. Approve committee minutes dated: April 5, 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 \$444,606.43 (Detailed claims)

B. Approve bond resolution authorizing the issuance and public, competitive sale of \$885,000 of Curb, Sidewalk, Gutter and Alley Approach, Series 2010A Bonds (memo).—Regular Agenda (Brentt Ramharter) (Referred to committee: 05/10/2010) **REMOVE FROM AGENDA**

**MOTION:** The committee recommends the City Council set a public hearing on June 14, 2010 to consider a resolution relating to Pooled Special Sidewalk, Curb, Gutter and Alley Approach Bonds, Series 2010A; authorizing the issuance and calling for the public sale thereof and making certain findings with respect to the pledge of the revolving fund of the City of Missoula to the security therefore.

Brentt Ramharter, Finance Director, explained that each spring, we collect the curb/sidewalk assessment projects that are completed and outstanding and pool them together to hold a bond sale. The individuals affected can choose the amortization period between 12-20 years. Our financial advisor is estimating these bonds should sell slightly less than 4% and market is currently at 3.93%. He said there will be a public hearing announcing the pledging of the revolving fund, right before the bond sale on June 14, 2010. He stated that the revolving fund is very healthy and we have good payments with little delinquency on these assessments.

Stacy Rye commented that Council will authorize this Monday night and hold a special A&F meeting at 6:45pm on June 14, 2010.

Mr. Ramharter agreed.

Ed Childers pointed out that the curb/construction fund for FY10 is \$797,269.62 in the hole and asked if this sale will cover that.

Mr. Ramharter said yes it does and all other costs that we incur as well, like our bond attorney, financial advisory fees and sales commissions to the underwriter.

Mr. Childers asked that from the time the work is done to the time of the bond sale, who that covers that debt.

Mr. Ramharter said the way it works is that we charge it as indebtedness and carry internally at our earnings rate.

Mr. Childers asked what our earnings rate is.

Mr. Ramharter replied our earnings rate is a composite rate of 2%.

Roy Houseman moved to set a public hearing and authorize the bond sale.

Upon a voice vote the motion carried unanimously.

**III. Regular Agenda**

**A. Approve Community Development Block Grant (CDBG) contracts, as authorized in resolution number 7502 ([memo](#)).—Regular Agenda (Melissa Gordon-Wrangler) (Referred to committee: 05/10/2010) REMOVE FROM AGENDA**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with the Missoula Food Bank in the amount of \$19,632 (Contract Number 10-01) to support a .5 FTE Warehouse Driver Assistant and a .33 FTE Program Services Assistant as authorized in City Council Resolution Number 7502.**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with the YWCA of Missoula in the amount of \$19,632 (Contract Number 10-02) for homeless families through the Ada's Place Emergency Shelter as authorized in City Council Resolution Number 7502.**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with WORD in the amount of \$19,632 (Contract Number 10-03) to provide counseling and other services for families in transition, including those receiving Basic Needs Assistance from Missoula County as authorized in City Council Resolution Number 7502.**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with Garden City Harvest in the amount of \$19,632 (Contract Number 10-04) to support gardening and food production for low-income residents of Orchard Gardens and community food-distribution programs as authorized in City Council Resolution Number 7502.**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with HomeWORD in the amount of \$4,908 (Contract Number 10-05) for Financial Fitness and Foreclosure Prevention programs as authorized in City Council Resolution Number 7502.**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with Missoula Aging Services in the amount of \$9,816 (Contract Number 10-06) to provide respite from care giving duties for low- to moderate- income Missoulians who care for an elderly family member or friend as authorized in City Council Resolution Number 7502.**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with the Poverello Center in the amount of \$9,816 (Contract Number 10-07) to provide case management to homeless individuals through the Breaking Barriers Program as authorized in City Council Resolution Number 7502.**

**Motion: The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with the Human Resource Council in the amount of \$279,500 (Contract Number 10-08) for the rehabilitation of low- and moderate-income owner-occupied residences in the City as authorized in City Council Resolution Number 7502.**

**Motion:** The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with RAMP in the amount of \$20,000 (Contract Number 10-09) to purchase, install, and maintain aluminum ramp modules to increase accessibility and safety for at least six households as authorized in City Council Resolution Number 7502.

**Motion:** The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with Garden City Harvest in the amount of \$12,000 (Contract Number 10-10) to lease the property at 1657 and 1711 River Road for continued operation of 53 garden plots at the river Road Neighborhood and Community Garden as authorized in City Council Resolution Number 7502.

**Motion:** The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with the Missoula Housing Authority in the amount of \$27,200 (Contract Number 10-12) to replace the failing 4" Palace Apartment sewer lines and install a backflow preventer at 147-149 West Broadway as authorized in City Council Resolution Number 7502.

**Motion:** The committee recommends that the Missoula City Council approve and authorize the Mayor to sign Community Development Block Grant (CDBG) contracts with Missoula Parks and Recreation in the amount of \$105,582 (Contract Number 10-13) for repairs and improvements to the California Street bridge as authorized in City Council Resolution Number 7502.

Melissa Gordon, Office of Planning and Grants, said there was a request from the committee for the CDBG awards scoring and ranking criteria, which she will provide following the meeting. She said the City of Missoula will receive \$687,128 in federal CDBG awards for FY10.

In February of this year the Council approved 14 CDBG awards and today I am requesting Council approve 12 contracts with the following organizations:

- Missoula Food Bank for \$19,632
- YMCA for \$19,632
- WORD for \$19,632
- Garden City Harvest for \$19,632
- HomeWORD for \$4,908
- Missoula Aging Services for \$9,816
- Poverello for \$9,816
- Human Resource Council for \$279,000
- Regional Access Mobility Program (RAMP) for \$20,000
- Garden City Harvest for \$12,000
- Missoula Housing Authority for \$27,200
- City of Missoula Parks and Recreation Department for \$105,582

Ed Childers moved to approve the CDBG award contracts.

Dick Haines expressed disappointment that the Poverello Center and Missoula Aging Services have been granted the same amount.

Upon a voice vote the motion passed with Hellegaard & **Haines** voting nay.

**B.** Review the FY 2011-15 capital improvement projects (CIP). ([memo](#)) – Regular Agenda (Brentt Ramharter) (Referred to committee: 04/19/2010) **CIP Composite List HELD IN COMMITTEE FOR DISCUSSION 05/19/10**

Ellen Buchanan, Director, Missoula Redevelopment Agency, gave a brief overview of the following CIP requests:

- [CS-13](#) Clegg Lane to Wyoming Street Connection

This is part of the millsite project. She said they have had a federal appropriations request in for a couple of years. It was requested by Senator Baucus's office to build that connector between Cregg and Wyoming. Improvements would be made to the railroad trestle and to Cregg Lane where it comes off of Orange Street where it would become a consolidated McCormick Park. Improvements to be made to Wyoming one block shy of Russell Street. It is a \$7 million dollar approach request; we decided to formalize it as a CIP this year. It would get us the spine through the millsite; get the park built and a new east-west connector. It would be a huge benefit to the City as a whole, regardless when the millsite project gets completed.

Bob Jaffe asked if this is an additional \$7 million for this project.

Ms. Buchanan said the park and the railroad trestle is the City's obligation to build and that it is a big chunk of this, about \$3-4 million. The rebuilding of Cregg lane through the McCormick Park area was never the obligation of the millsite project, nor were the improvements to Wyoming going west. Those were things the City wanted to do. Without this appropriation this project will only move forward when the economy allows.

Mr. Jaffe commented on how affordable housing couldn't be included in the original scope of the project, it had to be premium housing or they couldn't do the project. He said now we are giving them an additional few million dollars without any other public benefit other than the benefit of the project itself. He said it's in our interest to see this project go forward but seems like we are giving it all away.

Ms. Buchanan said that if we are able to take a million dollars off the back of the development then there should be room for negotiation for how that housing develops out there.

Mr. Jaffe stated that is a discussion we should be having while we still hold the million dollars. If we came to the table with a million dollars to apply toward subsidizing affordable housing it would be of great benefit, but it's being tucked inside this project and the money will never make it to housing unless we put it down on paper.

Ms. Buchanan said there is still the matter of the tax increment bonds. It's the City who will agree to issue those bonds and a development agreement will need to go along with that. If we get this appropriation request in part or in whole there is still a lot of discussion that has to happen before we go forward with this project.

➤ [CS-20](#) URD II West Broadway Corridor Improvements

This is a budget item we have had in for a couple of years. We began setting aside \$100,000 a year as a place holder that can be used for improvements to West Broadway as it is or as potential debt service if we want to do something significant to West Broadway.

Pam Walzer discussed the lack of adequate lighting on West Broadway and asked if it was feasible to increase the lighting now, or wait to see if any other significant improvements were planned and include lighting in that project.

Ms Buchanan said nothing specific is planned , if a project comes forward that has a funding source, or if the City Council would like to make significant modifications there is potential funding source for bonding. She said they have surveyed the entire stretch of right of way and the goal is to have 100 feet of right of way. There are pinch points that will have to be dealt with one at a time. We are starting to see some interest from some property owners in redevelopment.

➤ [PR-10](#) Silver Park Mill Site Project

This is an overlapping project with CS-13. We trying to get that park built in 3 phases

- Phase I was the majority of the River Front Trail.
- Phase II is the parking lot next to stadium, which is going on now.
- Phase III is the remainder of that trail connection with a bridge that connects to the California Street Bridge.
- Phase IV will be the construction of the entire park, this is quite a ways out yet.

Ms. Buchanan said that it is their goal to have phase III bid out this summer. The next phase will also add lights and landscape the trail. We have been working on irrigation issues for the last 3 years. We are told we can't get water rights and Mountain Water is an expensive option.

Ms. Rye asked can you drill a well.

Ms. Buchanan replied that the most you can drill without water rights is a 35 gallon per minute well and that is not adequate for a 14 acre park. We may have to drill 4 or 5. It is a dilemma.

Mr. Jaffe said he is curious as to what would the water wise proponents would say.

Ms. Buchanan said the need for this location has been identified as passive playfields, which need water.

➤ [PR-11](#) Riverbank Restoration and Flood Control Project

We were asked by Senator Baucus' Office if we had a river bank project he could move forward. We put together a riverbank restoration project for both sides of the river from Orange to Russell Street that would remove the concrete, asphalt and debris and return the riverbank to a natural state. Then flood control structures would be put in place.

➤ [PR-12](#) URD III Trail Connections

This is to connect the gaps in the trail system. We have been appropriating money for it but the challenge has been getting easements from MRL.

**IV. 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)

**V. Adjournment**

The meeting was adjourned at 1:45pm

*Dee Andersen*

Administrative Secretary  
Finance Department