

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
April 27, 2010 1:05 pm**

Members present: Stacy Rye, Chair; Ed Childers; Renee Mitchell; Pam Walzer; Jason Wiener; Lyn Hellegaard; Dave Strohmaier; Bob Jaffe.

Members absent: Cynthia Wolken, Jon Wilkins; Dick Haines.

Others present: Anne Guest, Jessica Miller, Steve King, Brentt Ramharter, Chris Behan, Kevin Slovarp, Ellen Buchanan, Cheryl Schatz, Jason Diehl, Don MacArthur, Phil Smith, Lori Davidson, John Hendrickson, Dee Andersen.

I. Administrative Business

A. Approve committee minutes dated: [April 20, 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 \$ 1,405,746.68 ([Detailed claims](#))

B. Provide an opportunity for the public to comment on whether the Palace Apartment low-income housing rehabilitation project located at 149 W. Broadway meets a community housing need. ([memo](#))—Regular Agenda (Marty Rehbein) (Referred to committee: 04/25/11) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council set a public hearing on May 23, 2011, in order to provide an opportunity for the public to comment on whether the Palace Apartment low-income housing rehabilitation project located at 149 W. Broadway meets a community need.

Bob Jaffe moved to set a public hearing on May 23, 2011.

Upon a voice vote, the motion passed unanimously.

C. Direct Missoula Redevelopment Agency to issue a Request for Proposals (RFP) for redevelopment of the Fox Site. ([memo](#))—Regular Agenda (Chris Behan) (Referred to committee: 04/25/11) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council authorize MRA to issue the Fox Site Request for Proposals.

Chris Behan, MRA, explained that this parcel is City owned property at the corner of Front and Orange. It was a theater a one point built in the 1950's and given to the City in 1990. In the past we have tried several different methods to develop the site unsuccessfully. Traditional RFP's ask for what the community wants to see in that project, how it will function with its neighbors, and who will occupy and use it. Potential developers have had a difficult time assembling responses that meet the traditional criteria because it does not connect well with today's development practices.

Stacy Rye asked what the value of the land is.

Mr. Behan replied that at that point, it was appraised at \$3 million. Today you can take 30% off the top of that. One of the things the state directs us to do is to not look at the value but look at what the community needs.

Ms. Rye asked if this idea is alot different from the last time.

Mr. Behan said it does essentially the same thing. The property has the same the needs and its strengths are the same.

Bob Jaffe asked if there is a safely mechanism if the site doesn't develop that way we want it to.

Mr. Behan said there are several checks along the way. The key to this site will be City participation through parking and tax increment.

Jason Wiener asked if there are any indications of anyone that is interested.

Mr. Behan said yes, at least 3 entities.

Mr. Wiener moved to authorize the RFP.

Upon a voice vote, the motion passed unanimously.

- D. Resolution authorizing the issuance and calling for the public sale of the SID bonds for the 5th, 6th, Arthur SID Project SID 548. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/25/11) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council consider a [resolution](#) relating to Special Improvement District Bonds (Special Improvement District No. 548), Series 2011, in the original aggregate principal amount not to exceed \$1,250,000; authorizing the issuance and calling for the public sale thereof.

Brentt Ramharter, Finance Director, explained that these bonds will be assessed entirely to the University of Montana. The 5th/6th/Arthur Street project will address major traffic congestion issues near the University campus. The project will be completed over the summer break. He said Council will need to approve the resolution on May 2, to have sufficient time to advertise the scheduled competitive sale date on June 6, 2011.

Mr. Wiener moved the resolution

Upon a voice vote, the motion passed unanimously.

III. Regular Agenda

- A. East Front Street parking structure design presentation. ([memo](#))—Regular Agenda (Ellen Buchanan) (Referred to committee: 04/25/11) **REMOVE FROM AGENDA**

NO MOTION REQUIRED –DISCUSSION ITEM ONLY

Ellen Buchanan said this is an update requested by the City Council to show the architectural and site design of the Front Street Parking Structure.

Don McArthur, MacArthur, Means & Wells, said they have been working with a team of consultants like Carl Walker and Gordon Construction. Gordon has been checking financials as they have reached the bid process.

Mr. MacArthur began his presentation and referred to the graphics and site plans displayed. He said when contemplating the design of the parking structure, they factored in the following considerations:

- It should support the retail hotspot in the downtown area.
- Be easy to navigate
- Be light, bright and safe.
- Should fit into the landscape and not deaden the streetscape.
- Integrate the existing sidewalk system.
- Fit as many parking spaces as possible.
- Be Energy efficient and include *green features*.

He said there will be 2 glass stair tower entries; located on Front and Pattee Streets, and retail space on the first floor.

Ms. Rye asked how many parking spaces will there be in total.

Mr. MacArthur said at this point it is 335 spaces, but it could end up being a half floor more or less. In the end it will be between 300-370 spaces.

The committee discussed the lighting in parking structures and how low light contributes to the sense of danger in those types of structures, and how people perceive parking structures as notoriously dark scary places in general.

Mr. MacArthur said this structure will be very light and bright. The glass panels will let in 50% of daylight and the inside will be lit and translucent. He said most of the energy use is from the lighting system that has an automatic control feature that turns off when the natural light is bright enough to light the structure, or when the building is not occupied.

He listed some green features:

- Photovoltaic cells on the roof top.
- Long term bicycle parking.
- A car share location
- Storm water collection and filtration to use for landscaping.
- Use of recycled building materials
- Plug in stations for electric cars

Ms. Rye asked if the photo cells will create the energy needed to run the structure.

Mr. MacArthur said it will produce about half of the energy the building will use.

Mr. Wiener asked if they had considered crime prevention in and about this structure.

Mr. MacArthur said we received a report from the Police Department and analyzed it and have met their goals.

Ms. Buchanan clarified the report came through the Police Department to Rod Austin.

Ms. Rye expressed concerns at the location of the stair towers and said in regards to crime prevention if people perceive the stair towers to be far away, they may feel less safe and avoid them. She said Mr. MacArthur may not have the same safety concerns that she does.

Ms. Buchanan said they will be very well lit; they are made of glass and transparent.

Mr. MacArthur said that this structure has a small footprint and the stair towers are close and accessible. He provided an [energy report](#) to the committee and ended his discussion.

**B. Mayor's presentation of the FY 2012 Capital Improvement Program (CIP). ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/21/11) (Referred to committee: 04/25/11)
HELD IN COMMITTEE FOR CONTINUED DISCUSSION 5/2/11**

- [Link to CIP](#)

Jason Diehl, Assistant Fire Chief, reviewed the following CIP's:

- PS-01-Install Fire Hydrants in locations where there are gaps.
- PS-02-Land purchase for a future fire station

Mr. Childers asked if fire hydrant installation has lowered insurance costs

Mr. Diehl said for homeowners he is not sure.

Mr. Wiener asked is there anything in place to keep this from happening in East Missoula.

Mr. Diehl said there are hydrants in East Missoula. The new developments are not a problem it's the annexed property that was added where there are gaps.

Steve King, Public Works Director, reviewed the following CIP's:

- S-01 Neighborhood initiated traffic calming. City funding to match neighborhood SID.
- S-02 Cregg Lane/Orange traffic signal. Developer to fund as project develops.
- S-03 Epoxy Bike lane striping. CMAQ funding.
- S-04 Rattlesnake Creek/Broadway. Pedestrian & bicycle bridge funded by Federal Grant.
- S-05 S. 3rd Street Reconstruction. Funded by transportation impact fees.
- S-06 Safe Routes to Schools. Phases III and IV fully funded by Federal Grant.

Ms. Rye asked if we will get curb ramps installed on the corners at Paxon School.

Phil Smith, Bicycle Pedestrian Program Manager, said the curb ramps are funded and will be going in this summer. We will also put structures in to keep cars from parking in crosswalks.

Ms. Walzer asked about Lowell School.

Mr. Smith said we will put in curb ramps and block the crosswalks as well.

Renee Mitchell said it would be nice if they installed something that wouldn't damage the snowplows and equipment.

- C. Authorize the Mayor to sign the collective bargaining agreement between the City of Missoula and: the Missoula Police Protective Association. The contract term is for July 1, 2011 through June 30, 2015. ([memo](#))—Regular Agenda (Gail Verlanic) (Referred to committee: 04/25/11)
HELD FOR DISCUSSION 5/4/11

IV

Held in committee

1. Approve claims. (Ongoing) (Consent Agenda)
2. Approve journal vouchers. (Ongoing) (Consent Agenda)
3. Approve budget transfers. (Ongoing) (Consent Agenda)
4. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08)
5. Implications of establishing maintenance districts. ([memo](#)) – Regular Agenda (Bob Jaffe) (Referred to committee: 05/11/09)
6. 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)
7. Review the FY 2011-15 capital improvement projects (CIP). ([memo](#)) – Regular Agenda (Brentt Ramharter) (Referred to committee: 04/19/2010)
8. 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)
9. Discuss the disposition of surplus city property. ([memo](#))—Regular Agenda (John Newman) (Referred to committee: 10/25/10)
10. 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)
11. Discuss outstanding third-party contracts. ([memo](#))—Regular Agenda (Lyn Hellegaard) (Referred to committee: 11/08/10)
12. 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)
13. 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:

V. Adjournment

The meeting was adjourned at 2:35 pm

Respectfully submitted,

Dee Andersen

Administrative Secretary