

**ADMINISTRATION AND FINANCE COMMITTEE  
CITY COUNCIL CHAMBERS  
140 WEST PINE STREET  
MISSOULA MONTANA  
December 9, 2009 1:05pm**

**Members present:** Stacy Rye, Chair; Ed Childers; Renee Mitchell; Pam Walzer; Jason Wiener; Dick Haines; Lyn Hellegaard; Jon Wilkins.

**Members absent:** John Hendrickson, Marilyn Marler, Bob Jaffe, Dave Strohmaier.

**Others present:** Ellen Buchanan, John Adams, Dee Krevey.

**I. Administrative Business**

**A.** Approve committee minutes dated: [December 2, 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 \$442,303.63 ([Detailed claims](#)) 12/15/09**

**B.** Resolution approving the fourth amendment to the Brownfields Revolving Loan Fund Loan Agreement and Note between the Missoula Area Economic Development Corporation, the City of Missoula, the Missoula Redevelopment Agency and the Millsite Revitalization Project ([memo](#)).— Regular Agenda (Ellen Buchanan) (Referred to committee: 12/07/09)

**REMOVE FROM AGENDA**

**Motion: The committee recommends the City Council adopt a [resolution](#) of the Missoula City Council amending the Brownsfields Revolving Loan Agreement and authorize the Mayor to sign the Fourth Amendment to the Loan Agreement and the Restated Tax Increment Urban Renewal Note, Series 2006, increasing the loan amount from \$1,125,000 to \$1,525,000**

Ellen Buchanan, MRA Director, explained that the City applied for and received an additional \$400,000 grant from the Environmental Protection Agency (EPA). The money will replenish and add to the revolving loan fund and will be used for methane abatement at the millsite. The petroleum and contaminants in the soil have been remediated at this point; however, there are still depths of sawdust and wood waste that are creating methane.

Stacy Rye asked if the abatement will be done by venting.

Ms. Buchanan replied that it will be done by venting and removal. Venting will be done in the area under the new parking lot next to the stadium. Some type of treatment will need to be done along the interface between Silver Park and the development to keep the methane migrating from the park into the development and getting trapped in basements. This grant will not complete the entire abatement but will be a good start.

Ms. Rye asked if there was anyway to capture and use the methane.

Ms. Buchanan said they had looked at that option, but the methane is too dispersed

Jon Wilkins asked what the depths are.

Ms. Buchanan said it varies from a few feet to 35 feet deep. The deepest part is south of the stadium which will be excavated. She added that this loan agreement has been amended four times and it was becoming complicated so we have restated everything and incorporated all the changes that have been made over the last four years.

Ed Childers move to approve the resolution.

Ms. Buchanan introduced John Adams the new Brownsfields Administrator from Office of Planning and Grants.

Upon a voice vote the motion was approved unanimously.

Mr. Childers asked for a quick millsite update from Ms. Buchanan.

Ms. Buchanan said she will have more info on Friday when she reconvenes with the working group. She said the developers have given the City notice they are exercising the option to purchase the land or buy a one year extension on the option to purchase. If they can purchase by the end of June they won't have to pay for the extension. They are anxious to get started on the methane abatement.

Mr. Childers asked about the parking lot for the stadium.

Ms. Buchanan said there were some engineering issues but they secured the permits and will begin paving in spring.

Mr. Childers asked what the issues were.

Ms. Buchanan said there conflicts between storm drain system and the methane abatement system.

Ms. Rye asked about the trail.

Ms. Buchanan said it will be spring until the project can be resumed. The funding is there for both the trail and the parking lot.

- C. Establish the City Council 2010 meeting schedule ([memo](#)).—Regular Agenda (Marty Rehbein) (Referred to committee: 12/07/09)**REMOVE FROM AGENDA**

**Motion: The committee recommends the City Council approve the 2010 City Council schedule and direct the City Clerk to publish the meeting schedule in the legal notices and on the City web site in accordance with City Council rules.**

Ms. Rye said we need to approve the meeting [schedule](#) as proposed and direct the City Clerk to publish the meeting schedule in legal notices. She said it is her preference to not meet on Dec 27, 2010 as it falls between two- three day weekends and two days after Christmas. Typically Council does not meet that week anyway. If we need to meet we can reschedule that meeting.

Mr. Wiener moved to approved the 2010 City Council.

Upon a voice vote the motion carried unanimously.

### III. Held in committee

- A. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08)
- B. 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*)
- C. Implications of establishing maintenance districts. ([memo](#)) – Regular Agenda (Bob Jaffe) (Referred to committee: 05/11/09)
- D. Review the FY 2010-14 CIP projects in committee ([memo](#)).—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/23/09)
- E. Consider the establishment of Parks and Street Maintenance Districts ([memo](#)).—Regular Agenda (Bob Jaffe) (Referred to committee: 05/04/09)
- 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. Consider a [resolution](#) revising fees for services related to the review and processing of land use applications pursuant to city adopted regulations pertaining to zoning, subdivision and floodplain services ([memo](#)) ([Revised resolution 10/21/09](#)).—Regular Agenda (Denise Alexander) (Referred to committee: 10/09/09)
- I. Review and determine whether City Council actions pertaining to the adoption of ordinances in general comply with state law MCA 2009 7-5-103 Ordinance requirements and city council rules for the conduct of meetings and business (Rule 24 Adoption of Ordinances) ([memo](#)).—Regular Agenda (Renee Mitchell) (Referred to committee: 10/26/09)

**IV. Adjournment**

The meeting was adjourned at 1:25pm

Respectfully submitted,

*Dee Krevey*

Administrative Secretary  
Finance Secretary