

**ADMINISTRATION AND FINANCE COMMITTEE  
CITY COUNCIL CHAMBERS  
140 WEST PINE STREET  
MISSOULA MONTANA  
September 8, 2010, 1:00pm**

**Members present:** Pam Walzer, acting as Chair; Ed Childers; Renee Mitchell; Jason Wiener; Dick Haines; Lyn Hellegaard; Roy Houseman; Jon Wilkins; Bob Jaffe.

**Members absent:**

**Others present:**

**I. Administrative Business**

A. Approve committee minutes dated: August 25, 2010 will be approved at a later date

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 the [claims](#) totaling \$424,858.71 ([Detailed claims](#)) 8/31/10**

**MOTION: The committee recommends the City Council approve the [claims](#) totaling \$946,221.09 ([Detailed claims](#)) 9/14/10**

**III. Regular Agenda**

A. Resolution levying annual assessments for the Downtown Business Improvement District. ([memo](#)) – Regular Agenda (Marty Rehbein) (Referred to committee: 08/23/2010) **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 but the Downtown Business Improvement District for fiscal year 2011.**

Marty Rehbein, City Clerk, explained that each year the City Council levys the assessments for the Downtown Business Improvement District. She said she doesn't have the data yet from the Department of Revenue, but has the numbers from earlier in the year before the state calculated new valuations. That number was \$271,011. The new assessments are projected to be \$304,307. She pointed out that this total excludes the centrally assessed properties as well as properties that are exempted from property taxes. Each year the DOR gives her a special calculation for the centrally assessed properties for that portion of the taxable value that is located within the boundaries in the BID. The City Council has exempted low- income taxpayers who qualify for property tax assistance. They have to file an application annually and there are usually 1 or 2 properties per year. She has requested the information from the County but hasn't received the data yet. She said the major impact on the numbers will be the centrally assessed properties. She will have the final assessment numbers on Monday night.

Renee Mitchell said she spoke to a man in her ward that said he has one of the smallest properties downtown and he pays \$300 per year.

Ms. Rehbein said zone one is assessed a bit higher it is \$200 plus 2.5%.

Ms. Walzer said the table is in the resolution.

Jason Wiener moved the resolution and asked if Ms. Rehbein could have the assessment numbers on Friday.

Ms. Rehbein said she hoped to but it may not be till Monday

Ms. Walzer said she didn't feel comfortable putting this item on the consent agenda without the final assessment numbers and asked if Ms. Rehbein had heard any negative concerns with this resolution.

Ms. Rehbein replied no.

Mr. Wilkins asked if this will appear on the consent agenda.

Ms. Walzer said if voted unanimous it will be placed on Committee Reports so it can include the assessment numbers.

Ms. Rehbein recommended to committee that in the future they not pass the BID budget and work plan until the assessment numbers are in.

Upon a voice vote the motion passed unanimously, but will appear on the Committee Reports as requested by Ms. Walzer.

**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)

**V. Adjournment**

The meeting was adjourned at 1:20pm

Respectfully submitted,

*Dee Krevey*  
Administrative Secretary  
Finance Department