

**Finance Committee Meeting  
August 8, 2013**

The **Finance Committee** met Thursday, August 8, 2013, at 6:00 p.m. in the City Hall Conference Room. Present were Chairperson Mark Ahner and Committee Members John Uden, Roxanna Brush and Bill Melnik.

Also present were Mayor C. A. Grenz, Public Utilities Director Al Kelm, Fire Chief Dale Berg, Utility Billing Clerk Patti Bishop, Historical Preservation Officer Connie Muggli and Deputy City Clerk/Recorder Connie Watts.

**Water and Sewer Debts to Collection**

Billing Clerk Bishop reported there was \$7,403.07 in unpaid utility bills to be sent to the collection agency. Since printing the report received in the packets, she has reduced the original amount by \$276.71. Two have paid their bills and one is deceased.

It was suggested to browse the obituaries and/or legal notices in the paper to try to collect from estates. Also, the City Court Judge has offered to help collect unpaid bills rather than sending them to a collection agency. The Committee felt this should be tried before sending the next batch to the collection agency.

**\*\*** *Committee Member Uden moved to recommend forwarding \$7,403.07 in unpaid utility bills to the City's collection agency, seconded by Committee Member Melnik and passed unanimously, 4-0.*

**Request to Adjust/Waive Ambulance Bill**

Fire Chief Dale Berg reported that Solestone has a copy of our payment policy, and will work with debtors just as the City had previously. Chairperson Ahner mentioned we have never adjusted or waived an ambulance bill since he has been on the Finance Committee. The Committee also felt the individual has sufficient resources to make minimal payments of at least \$20/month. **The request to adjust or waive the ambulance bill was denied.**

**Resolution to Create and Fund a School Resource Officer for the 2013-2014 School Year**

Chairperson Ahner explained this would be a mutually beneficial situation for the three entities of Custer County, the School District and the City. The amount of \$52,215 (funding for the 9 months of the school year) would be reduced by about \$5400 in grant proceeds. The remaining \$46,814 would be split three ways for a net responsibility of \$15,605 each.

The School board will discuss this at their meeting next Tuesday, and the County has placed it on their agenda for Tuesday, also. It will be placed on the City Council's August 13<sup>th</sup> agenda and has already been accounted for in the FY 13-14 budget.

**\*\*** *Committee Member Brush moved to recommend approval of the resolution to the Council, seconded by Committee Member Melnik and passed unanimously, 4-0.*

### **Discussion of Tax Increment Finance Districts (TIF)**

Historical Preservation Officer Connie Muggli gave a presentation on the Tax Increment Finance Districts. TIF, she explained, is a state authorized, locally driven funding mechanism that allows cities and counties to direct property tax dollars that accrue from new development, *within a specifically designated district*, to community and economic development activities within that district.

A pamphlet outlining how the TIF works, how to create a district, allowable uses of TIF funds and how to manage a TIF district was distributed to the Committee members.

The maximum length of time for a TIF is 15 years. During that time the difference between the Base Tax Value for Distribution and the Tax Value for Distribution (Base + Increment) - money accrued from new development - is placed in a special fund to be used for economic development activities within the district. Meanwhile, the properties in the district are exempt from increased property tax rates during the life of the TIF.

Taxpayers located within a TIF district pay the same amount as they would if the property were located outside the district. TIF does not increase property taxes; rather, it only affects the way that taxes, once collected, are distributed.

Some allowable uses of TIF funds are: land acquisition, rehabilitation and renovation, demolition and removal of structures, planning, marketing and analysis, general redevelopment activities and constructing, improving and connecting to infrastructure.

A TIF can be used to leverage other funding sources, both public and private. A district may establish a revolving loan fund to provide financing to property owners within the district to make improvements to private infrastructure. The revolving fund may continue in perpetuity, even after the district has "sunsetted." Funds may also be used to pay for program administration and associated development activities.

A TIF is managed by the local governing body or a separate "Urban Renewal Agency" established by the local governing body.

She explained that a consultant would need to be retained at the approximate

cost of \$25,000 to \$30,000. This would include travel, community meetings, review of zoning regulations, in-depth review and updating of the City Growth Policy, work with the City Planning Board, public notices and legal documents and review processes.

Some grants may be available for the consultant, including Montana Main Street Program (1:1/2 match), Dept of Commerce Technical Assistance Program (1:1 match), SEMDC Planning Grants, as well as others.

Committee Member Melnik felt it might be a good thing to pursue in the future, but wanted to get the water and sewer projects done first.

Committee Member Uden felt the City needs to do something to revitalize Main Street, and was in favor of trying this method.

Committee Member Brush wanted to wait, as she would like to get together with the Economic Development group for discussion.

Mayor Grenz said he would like to wait until after budget season, then come back together to revisit it.

### **Request of Citizens**

None

### **Adjournment**

Having no more business to come before the Committee,

**\*\*** *Committee Member Uden moved to adjourn the meeting, seconded by Committee Member Melnik and passed unanimously, 4-0.*

The meeting was adjourned at 7:35 p.m.

Respectfully Submitted:

  
Chairperson Mark Ahner

  
Deputy City Clerk Connie Watts

## **FINANCE COMMITTEE MEETING AGENDA**

**DATE:** August 8, 2013 - Thursday

**TIME:** 6:00 p.m.

**PLACE:** City Hall Conference Room

### **AGENDA:**

- 1. Water and Sewer Debts to Collection**
- 2. Request to Adjust/Waive Ambulance Bill**
- 3. Resolution to Create and Fund a School Resource Officer for the 2013-2014 School Year**
- 4. Discussion of Tax Increment Finance Districts (TIF)**
- 5. Requests of Citizens**

Public comment on any public matter that is not on the agenda of this meeting can be presented under "Request of Citizens" provided it is within the jurisdiction of the City to address. Public comment will be entered into the minutes of this meeting. The City Council cannot take any action on a matter unless notice of the matter has been made on an agenda and an opportunity for public comment has been allowed on the matter. Public matter does not include contested cases and other adjudicative proceedings.

## BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM

CITY OF MILLS CITY

ADJUSTMENTS  
JOURNALFor Postdate from 07/16/2013 to 07/16/2013 Ordered by ADJUSTMENT NUMBER from AP and Year 7 - 2013  
ALL ADJUSTMENT NUMBERS  
ALL ACCOUNTS

11:36:36 - 07/16/2013

ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Type	Service	Amount
CHARGE-OFF		
	CURB STOP	-118.71
	SEWER	-2169.83
	STATE FEE	-26.00
	WATER	-5627.98
	Total for : CHARGE-OFF	-7942.52

Grand Total of Adjustments:

~~-7942.52~~  
~~-7679.98~~  
7

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CITY OF MILLS CITY

11:36:29 - 07/16/2013

ADJUSTMENTS For Postdate from 07/16/2013 to 07/16/2013 Ordered by ADJUSTMENT NUMBER from AP and Year 7 - 2013  
 JOURNAL - Specific ALL ADJUSTMENT NUMBERS  
 Type ALL ACCOUNTS  
 ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51424	AHL, LATISHA	3350410-04	26-33-504.02	CHARGE-OFF	
ADJUSTMENT	WATER	-124.55			07/16/2013
ADJUSTMENT	SEWER	-60.84			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 3350410-04 :			-188.39
51425	BAIRD, MELISSA	2933500-08	26-29-335.07	CHARGE-OFF	
ADJUSTMENT	WATER	-521.12			07/16/2013
ADJUSTMENT	SEWER	-95.47			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 2933500-08 :			-621.59
51426	BALDWIN, ASHLEY	3044000-05	26-30-440.04	CHARGE-OFF	
ADJUSTMENT	WATER	-98.87			07/16/2013
ADJUSTMENT	SEWER	-51.80			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-4.00			07/16/2013
COMMENTS:		Subtotal for Account 3044000-05 :			-156.67
51427	BECKER, TYLER	3140010-05	26-31-400.04	CHARGE-OFF	
ADJUSTMENT	WATER	-63.66			07/16/2013
ADJUSTMENT	SEWER	-33.88			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3140010-05 :			-101.54
51428	BECKERS, SHYAN	3403000-07	26-34-030.05	CHARGE-OFF	
ADJUSTMENT	WATER	-182.75			07/16/2013
ADJUSTMENT	SEWER	-51.80			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-4.00			07/16/2013
COMMENTS:		Subtotal for Account 3403000-07 :			-240.55
51429	BIRKLEY, BRANDON	1607010-03	26-16-070.02	CHARGE-OFF	
ADJUSTMENT	WATER	-35.48			07/16/2013
ADJUSTMENT	SEWER	-31.66			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 1607010-03 :			-68.14

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ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51430	BOND, ANNA	3008000-03	26-30-080.02	CHARGE-OFF	
ADJUSTMENT	WATER	-61.41			07/16/2013
ADJUSTMENT	SEWER	-25.90			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3008000-03 :			-89.31
51431	BRATLIE, LANA	3734510-17	26-37-345.16	CHARGE-OFF	
ADJUSTMENT	WATER	-76.53			07/16/2013
ADJUSTMENT	SEWER	-34.90			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3734510-17 :			-115.43
51432	BUFFINGTON, HALY	3339510-05	26-33-395.02	CHARGE-OFF	
ADJUSTMENT	WATER	-307.34			07/16/2013
ADJUSTMENT	SEWER	-64.93			07/16/2013
ADJUSTMENT	CURB STOP	-4.00			07/16/2013
COMMENTS:		Subtotal for Account 3339510-05 :			-376.27
51433	CAUDLE, JOHN	2245010-10	26-22-450.06	CHARGE-OFF	
ADJUSTMENT	WATER	-56.19			07/16/2013
ADJUSTMENT	SEWER	-26.76			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 2245010-10 :			-83.95
51434	CLARKE, SHARON	2521010-02	26-25-210.00	CHARGE-OFF	
ADJUSTMENT	WATER	-66.36			07/16/2013
ADJUSTMENT	SEWER	-36.16			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 2521010-02 :			-104.52
51435	COLES, CLAYTON & BETTY	2922200-05	26-29-222.03	CHARGE-OFF	
ADJUSTMENT	WATER	-92.81			07/16/2013
ADJUSTMENT	SEWER	-12.95			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 2922200-05 :			-106.76
51436	COOK, SHANDA	3730540-07	26-37-306.06	CHARGE-OFF	
ADJUSTMENT	WATER	-116.84			07/16/2013
ADJUSTMENT	SEWER	-57.34			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 3730540-07 :			-179.18

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ALL ACCOUNTS

ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51437	DONNELLY, BRIAN A	0418520-06	26-04-186.05	CHARGE-OFF	
ADJUSTMENT	WATER	-93.17			07/16/2013
ADJUSTMENT	SEWER	-25.48			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 0418520-06 :			-120.65
51438	DUNWALD, DUSTIN	0607000-02	26-06-070.01	CHARGE-OFF	
ADJUSTMENT	WATER	-21.22			07/16/2013
ADJUSTMENT	SEWER	-23.84			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 0607000-02 :			-46.06
51439	ECKART, DEAWNA FOWLER & RANDY L	2817300-01	26-28-173.01	CHARGE-OFF	
ADJUSTMENT	WATER	-163.23			07/16/2013
ADJUSTMENT	SEWER	-94.15			07/16/2013
ADJUSTMENT	CURB STOP	-5.00			07/16/2013
COMMENTS:		Subtotal for Account 2817300-01 :			-262.38
51440	FABER, KEVIN & DONNA	1100510-05	26-11-005.01	CHARGE-OFF	
ADJUSTMENT	WATER	-110.87			07/16/2013
ADJUSTMENT	SEWER	-48.24			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 1100510-05 :			-161.11
51441	FIETZ, JON	0248500-00	26-02-485	CHARGE-OFF	
ADJUSTMENT	WATER	-87.58			07/16/2013
ADJUSTMENT	SEWER	-39.84			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 0248500-00 :			-130.42
51442	GRAHAM, JUSTICE & JUEL	3241010-09	26-32-410.08	CHARGE-OFF	
ADJUSTMENT	WATER	-88.04			07/16/2013
ADJUSTMENT	SEWER	-38.95			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3241010-09 :			-128.99
51443	GUMP, RACHELL	2933500-07	26-29-335.02	CHARGE-OFF	
ADJUSTMENT	WATER	-60.10			07/16/2013
ADJUSTMENT	SEWER	-21.96			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 2933500-07 :			-83.06



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Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51444	HAMILTON, STEPHANIE	3238010-07	26-32-380.06	CHARGE-OFF	
ADJUSTMENT	WATER	-83.87			07/16/2013
ADJUSTMENT	SEWER	-38.85			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 3238010-07 :			-127.72
51445	HEHR, KEVIN S	2414700-19	26-24-149.11	CHARGE-OFF	
ADJUSTMENT	WATER	-288.71			07/16/2013
ADJUSTMENT	SEWER	-19.90			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 2414700-19 :			-310.61
51446	JACKSON, NICOLE	3730010-14	26-37-300.13	CHARGE-OFF	
ADJUSTMENT	WATER	-71.87			07/16/2013
ADJUSTMENT	SEWER	-38.85			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 3730010-14 :			-115.72
51447	JONES, KAYLIN	2221510-09	26-22-215.04	CHARGE-OFF	
ADJUSTMENT	WATER	-21.22			07/16/2013
ADJUSTMENT	SEWER	-15.35			07/16/2013
COMMENTS:		Subtotal for Account 2221510-09 :			-36.57
51448	KLAMM, WILLIAM ROBERT	5031900-02	22-50-319.01	CHARGE-OFF	
ADJUSTMENT	SEWER	-103.11			07/16/2013
COMMENTS:		Subtotal for Account 5031900-02 :			-103.11
51449	KLEIN, TIFFANY	2203010-08	26-22-030.07	CHARGE-OFF	
ADJUSTMENT	WATER	-21.22			07/16/2013
ADJUSTMENT	SEWER	-2.24			07/16/2013
COMMENTS:		Subtotal for Account 2203010-08 :			-23.46
51450	KRUEGER, KYLA	3346510-07	26-33-468.04	CHARGE-OFF	
ADJUSTMENT	WATER	-85.19			07/16/2013
ADJUSTMENT	SEWER	-32.85			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 3346510-07 :			-121.04

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Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51451	MACFARLANE, KATHY	3350710-04	26-33-507.01	CHARGE-OFF	
ADJUSTMENT	WATER	-80.43			07/16/2013
ADJUSTMENT	SEWER	-55.49			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3350710-04 :			-139.92
51452	MAGNESEN, ROBERT	3320000-01	26-33-200.01	CHARGE-OFF	
ADJUSTMENT	WATER	-169.17			07/16/2013
ADJUSTMENT	SEWER	-102.54			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 3320000-01 :			-276.71
51453	MALNAA, KODI L	3743540-18	26-37-436.06	CHARGE-OFF	
ADJUSTMENT	WATER	-41.25			07/16/2013
ADJUSTMENT	SEWER	-12.95			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 3743540-18 :			-57.20
51454	MARTIN, TRACEY	2739000-06	26-27-390.01	CHARGE-OFF	
ADJUSTMENT	WATER	-88.44			07/16/2013
ADJUSTMENT	SEWER	-57.79			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 2739000-06 :			-148.23
51455	MCGOWAN, SAMANTHA	3739000-09	26-37-390.08	CHARGE-OFF	
ADJUSTMENT	WATER	-63.66			07/16/2013
ADJUSTMENT	SEWER	-27.02			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3739000-09 :			-92.68
51456	MCKAGUE, DAKOTA	2007020-10	26-20-070.06	CHARGE-OFF	
ADJUSTMENT	WATER	-74.78			07/16/2013
ADJUSTMENT	SEWER	-38.85			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 2007020-10 :			-118.63

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ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51457	NALTON, EDDIE	3404020-08	26-34-040.07	CHARGE-OFF	
ADJUSTMENT	WATER	-90.33			07/16/2013
ADJUSTMENT	SEWER	-62.00			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3404020-08 :			-154.33
51458	NELSON, CHARLES D	3406500-04	26-34-065.01	CHARGE-OFF	
ADJUSTMENT	WATER	-50.38			07/16/2013
ADJUSTMENT	SEWER	-38.74			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3406500-04 :			-91.12
51459	PERRY, DANIEL	2909010-04	26-29-090.03	CHARGE-OFF	
ADJUSTMENT	WATER	-72.13			07/16/2013
ADJUSTMENT	SEWER	-31.67			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 2909010-04 :			-105.80
51460	PETERS, KELLY	3403000-08	26-34-030.06	CHARGE-OFF	
ADJUSTMENT	WATER	-101.08			07/16/2013
ADJUSTMENT	SEWER	-3.48			07/16/2013
ADJUSTMENT	CURB STOP	-4.00			07/16/2013
COMMENTS:		Subtotal for Account 3403000-08 :			-108.56
51461	PETERS, KELLY	3403000-08	26-34-030.06	CHARGE-OFF	
ADJUSTMENT [Reversal]	WATER	101.08			07/16/2013
ADJUSTMENT [Reversal]	SEWER	3.48			07/16/2013
ADJUSTMENT [Reversal]	CURB STOP	4.00			07/16/2013
COMMENTS:		Subtotal for Account 3403000-08 :			108.56
51462	PETERS, KELLY	3403000-08	26-34-030.06	CHARGE-OFF	
ADJUSTMENT	WATER	-78.08			07/16/2013
ADJUSTMENT	SEWER	-30.48			07/16/2013
COMMENTS:		Subtotal for Account 3403000-08 :			-108.56
51463	PUTNAM, DAWN	2549500-06	26-25-495.02	CHARGE-OFF	
ADJUSTMENT	WATER	-344.92			07/16/2013
ADJUSTMENT	SEWER	-25.98			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 2549500-06 :			-372.90

Incorrectly  
charge off-charge off  
Reversal.

correct

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## Type

ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51464	RAMSEY, THOMAS	3406020-07	26-34-060.06	CHARGE-OFF	
ADJUSTMENT	WATER	-169.48			07/16/2013
ADJUSTMENT	SEWER	-104.02			07/16/2013
ADJUSTMENT	CURB STOP	-6.71			07/16/2013
COMMENTS:		Subtotal for Account 3406020-07 :			-280.21
51465	SAEMAN, PATRICIA	3410510-03	26-34-105.02	CHARGE-OFF	
ADJUSTMENT	WATER	-105.10			07/16/2013
ADJUSTMENT	SEWER	-25.90			07/16/2013
ADJUSTMENT	STATE FEE	-2.00			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3410510-03 :			-135.00
51466	SAYE, SHANNON	1525510-10	26-15-255.08	CHARGE-OFF	
ADJUSTMENT	WATER	-87.93			07/16/2013
ADJUSTMENT	SEWER	-25.90			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 1525510-10 :			-115.83
51467	SCHOEBEL, VALERIE	3732000-10	26-37-321.03	CHARGE-OFF	
ADJUSTMENT	WATER	-44.94			07/16/2013
ADJUSTMENT	SEWER	-13.23			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 3732000-10 :			-59.17
51468	STEVESON, DAWN	2729000-03	26-27-290.01	CHARGE-OFF	
ADJUSTMENT	WATER	-26.94			07/16/2013
ADJUSTMENT	SEWER	-17.70			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 2729000-03 :			-45.64
51469	TRAGER, GARY	2612500-05	26-26-125.04	CHARGE-OFF	
ADJUSTMENT	WATER	-112.90			07/16/2013
ADJUSTMENT	SEWER	-58.80			07/16/2013
ADJUSTMENT	CURB STOP	-4.00			07/16/2013
COMMENTS:		Subtotal for Account 2612500-05 :			-175.70
51470	TRUELOVE, AMBER	3733510-16	26-37-335.15	CHARGE-OFF	
ADJUSTMENT	WATER	-84.28			07/16/2013
ADJUSTMENT	SEWER	-19.90			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3733510-16 :			-106.18

## BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM

CITY OF MILLS CITY

## ADJUSTMENTS

For Postdate from 07/16/2013 to 07/16/2013 Ordered by ADJUSTMENT NUMBER from AP and Year 7 - 2013

11:36:29 - 07/16/2013

## JOURNAL - Specific

ALL ADJUSTMENT NUMBERS

## Type

ALL ACCOUNTS

ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51471	WALKER, ANGELA	3738510-11	26-37-385.10	CHARGE-OFF	
ADJUSTMENT	WATER	-54.07			07/16/2013
ADJUSTMENT	SEWER	-16.07			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 3738510-11 :			-71.14
51472	WATTS, JEREMY ~3307000	3307000-02	26-33-070.01	CHARGE-OFF	
ADJUSTMENT	WATER	-88.52			07/16/2013
ADJUSTMENT	SEWER	-39.80			07/16/2013
ADJUSTMENT	CURB STOP	-4.00			07/16/2013
COMMENTS:		Subtotal for Account 3307000-02 :			-132.32
51473	WESEN, ASHLEY	3743540-17	26-37-436.05	CHARGE-OFF	
ADJUSTMENT	WATER	-81.41			07/16/2013
ADJUSTMENT	SEWER	-24.98			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 3743540-17 :			-108.39
51474	WHITTLE, AMBER	2117000-11	26-21-170.06	CHARGE-OFF	
ADJUSTMENT	WATER	-67.04			07/16/2013
ADJUSTMENT	SEWER	-19.90			07/16/2013
ADJUSTMENT	CURB STOP	-2.00			07/16/2013
COMMENTS:		Subtotal for Account 2117000-11 :			-88.94
51475	WILLIAMS, AMANDA	2543500-09	26-25-436.08	CHARGE-OFF	
ADJUSTMENT	WATER	-86.99			07/16/2013
ADJUSTMENT	SEWER	-36.21			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 2543500-09 :			-126.20
51476	YATES, JOSHUA	3403000-06	26-34-030.04	CHARGE-OFF	
ADJUSTMENT	WATER	-172.57			07/16/2013
ADJUSTMENT	SEWER	-50.97			07/16/2013
ADJUSTMENT	CURB STOP	-4.00			07/16/2013
COMMENTS:		Subtotal for Account 3403000-06 :			-227.54
51477	YOUNG, JASON	1815500-12	26-18-156.11	CHARGE-OFF	
ADJUSTMENT	WATER	-37.25			07/16/2013
ADJUSTMENT	SEWER	-9.95			07/16/2013
ADJUSTMENT	CURB STOP	-1.00			07/16/2013
COMMENTS:		Subtotal for Account 1815500-12 :			-48.20

## BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM

CITY OF MILLS CITY

## ADJUSTMENTS

For Postdate from 07/16/2013 to 07/16/2013 Ordered by ADJUSTMENT NUMBER from AP and Year 7 - 2013

11:36:29 - 07/16/2013

## JOURNAL - Specific

ALL ADJUSTMENT NUMBERS

## Type

ALL ACCOUNTS

ADJUSTMENT TYPES: CHARGE-OFF

Adjustment Number	Customer Name	Account	Route - Meter	Type	Post Date
Description	Service	Amount			
51478	CONRAD, JOSHUA R	0315500-12	26-03-155.04	CHARGE-OFF	
ADJUSTMENT	WATER	-254.79			07/16/2013
ADJUSTMENT	SEWER	-94.99			07/16/2013
ADJUSTMENT	CURB STOP	-3.00			07/16/2013
COMMENTS:		Subtotal for Account 0315500-12 :			-352.78
Grand Total of Adjustments:					-7942.52

# Memorandum

To: Mark Ahner  
Finance Committee Chairperson

From: Billie D. Burkhalter   
HR/Payroll Officer

Cc: Lorrie Pearce, City Clerk

Date: July 10, 2013

Subject: Request for Ambulance write off

Please find attached a request from Taylor Myers-Landry for the Finance Committee to write off the balance of her ambulance bill. Mrs. Myers-Landry has also provided to you supporting documentation.

I will be contacting SoleStone and advise them not to proceed with collections until your committee makes a recommendation either way.

Please let me know when you schedule this and I will contact Mrs. Myers-Landry and let her know.

Thank you

City of Miles City  
PO BOX 1359  
Missoula, MT 59806-1359  
Phone: 888-850-4574

July 2, 2013

Patient: Taylor Myers-Landry  
Call#: 13-00255  
Call Date: 03/05/2013  
Amount: \$764.21  
Call#: 13-00256  
Call Date: 03/05/2013  
Amount: \$2,261.25

To whom it concerns,

I am writing to you today regarding my bills with the Ambulance Service on the above date of service mentioned. I am unable to pay these amounts, I am currently not working and not have been able to since 2009 due to my medical conditions. I have applied for Disability and was just approved starting 6/1/2011, but my payments will not start until November 2013 in the amount of \$734.00. I did not receive back pay, so I will have to file an Appeal with Social Security to find out why I did not receive \$13,946 in back pay. We currently live on my husband's Social Security of \$1309 and Annual retirement pension of \$2796.36. Our monthly bills come to \$1191, and we owe \$12,000 in car loans and credit card debt. Not to Mention over \$30,000 in Medical Bills with Holy Rosary Healthcare and Billings clinic just from that time frame. I have since fallen and broken my hip and incurred more medical bills. I have applied for Financial Assistance with Holy Rosary Healthcare and Billings clinic and was granted 100% assistance at Holy Rosary Healthcare, but not at Billings's clinic. We still owe a balance with them. I do not qualify for Medicaid; once I start receiving disability I will be over income and will have a spend-down that I cannot afford. I appreciate any assistance you may be able provide with these ambulance charges. I have provided our income documents at the time of my illness to verify that we do not have much to live on, much less make payments on bills.

Sincerely,

Taylor Myers-Landry



# CITY OF MILES CITY

PO Box 1359  
MISSOULA, MT 59806-1359  
(888)850-4574  
Federal Tax ID: 81-6001292

Taylor Myers-Landry

23485

911 EMERGENCY

CALL #: 13-00255  
CALL DATE: 03/05/2013

FROM: 413 N. four

TO: Holy Rosary Healthcare Center

Taylor Myers-Landry  
413 N 4TH  
MILES CITY, MT 59301

ALS EMERGENCY TRANSPORT	A0427	1.0	682.00	682.00
MILEAGE	A0425	3.1	10.55	32.71
OXYGEN	A0422	1.0	49.50	49.50

Total Charges 764.21

PLEASE MAKE CHECKS/MONEY ORDERS  
PAYABLE TO AMBULANCE COMPANY  
LISTED AT THE TOP OF THIS INVOICE.  
THANK YOU FOR YOUR COOPERATION.

Total Credits 0.00

\$764.21

764.21

Myers-Landry, Taylor  
23485

13-00255  
04/02/2013

SECOND INVOICE--PLEASE SEND PAYMENT IMMEDIATELY OR CALL TO SET UP A PAYMENT PLAN. MAKE  
CHECKS PAYABLE TO THE AMBULANCE SERVICE NOTED ON TOP OF THIS INVOICE.

# CITY OF MILES CITY

PO Box 1359  
MISSOULA, MT 59806-1359  
(888)850-4574  
Federal Tax ID: 81-6001292

Taylor Myers-Landry

23485

911 NON-EMERGENT

CALL #: 13-00256

CALL DATE: 03/05/2013

FROM: Holy Rosary Healthcare Center

TO: Billings Clinic Hospital

Taylor Myers-Landry

413 N 4TH

MILES CITY, MT 59301

ALS EMERGENCY TRANSPORT	A0427	1.0	682.00	682.00
MILEAGE	A0425	145.0	10.55	1529.75
OXYGEN	A0422	1.0	49.50	49.50

Total Charges 2261.25

PLEASE MAKE CHECKS/MONEY ORDERS  
PAYABLE TO AMBULANCE COMPANY  
LISTED AT THE TOP OF THIS INVOICE.  
THANK YOU FOR YOUR COOPERATION.

Total Credits 0.00

\$2261.25

2261.25

Myers-Landry, Taylor  
23485

13-00256  
04/02/2013

SECOND INVOICE--PLEASE SEND PAYMENT IMMEDIATELY OR CALL TO SET UP A PAYMENT PLAN. MAKE  
CHECKS PAYABLE TO THE AMBULANCE SERVICE NOTED ON TOP OF THIS INVOICE.

**AGREEMENT TO FUND A SCHOOL RESOURCE OFFICER  
FOR FY2013-2014**

**WHEREAS**, the City of Miles City, Montana, hereinafter "City"; the County of Custer County, Montana, hereinafter "County"; and the School Board of Trustees, Miles City Unified School District, hereinafter "District", desire to provide law enforcement services to the Miles City public schools;

**AND WHEREAS**, it is in the best interest of the children who are enrolled in the school district to have a School Resource Officer present in the schools;

**AND WHEREAS**, the parties hereto wish to enter into an agreement which sets forth the funding, and other necessary details, of such School Resource Officer for FY2013-2014;

**NOW THEREFORE**, the parties hereto agree as follows:

1. SCHOOL RESOURCE OFFICER. The City, by and through its Chief of Police, shall provide a School Resource Officer (SRO) for the nine (9) month school year which falls within FY2013-2014. The SRO shall be certified by the State of Montana as a law enforcement officer, shall be current in all necessary certifications and qualifications, and shall be an officer in good standing with the Miles City Police Department.

2. FUNDING OF SCHOOL RESOURCE OFFICER. The salary, benefits and associated employment expenses of a City police officer to act as a SRO is anticipated to cost the City approximately Fifty Two Thousand Two Hundred Fifteen Dollars (\$52,215.00), for the nine (9) month school year falling within FY2013-2014. The Montana Department of Transportation has awarded a grant for a project named "Garfield School SRTS FY14," from which Five Thousand Four Hundred One Dollars (\$5,401.00) is being applied to the funding of the SRO. The parties hereto agree that each shall be responsible for an equal share of any uncovered amounts relating to the City's cost of providing a SRO, which, after accounting for the foregoing grant, are anticipated to be approximately Forty Six Thousand Eight Hundred Fourteen Dollars (\$46,814.00). One-third of the anticipated cost of proving the SRO, being Fifteen Thousand Six Hundred Five Dollars (\$15,605.00), shall be paid to the City by the District, and by the County, no later than August 28, 2013.

3. EMPLOYMENT STATUS OF SRO. The SRO shall remain an employee of the City, and shall not be considered an employee of the County or the District. The SRO shall remain responsive to the chain of command of the Miles City Police Department.

4. GOOD FAITH. The City, County and District agree to cooperate in good faith in fulfilling the terms of this agreement. Unforeseen difficulties or questions will be resolved by negotiation between the District and the Chief of Police whenever possible.

DATED this \_\_\_\_\_ day of August, 2013.

**CITY OF MILES CITY, MONTANA**

**COUNTY OF CUSTER COUNTY, MONTANA**

\_\_\_\_\_  
C.A. Grenz, Mayor

\_\_\_\_\_  
Keith Holmlund, Commissioner

ATTEST:

\_\_\_\_\_  
Vicki Hamilton, Commissioner

\_\_\_\_\_  
Lorrie Pearce, City Clerk

\_\_\_\_\_  
Kevin Krausz, Commissioner

**SCHOOL BOARD OF TRUSTEES, MILES CITY UNIFIED SCHOOL DISTRICT**

\_\_\_\_\_  
Keith Campbell, Superintendent of Schools

# MEMO

Date: August 6, 2013

To: Finance Committee: Mark Ahner, Chair, Bill Melnick, Roxanna brush, John Uden

From: Connie Muggli, Historic Preservation Officer

Re: Tax Increment Finance District Information  
Finance Committee Meeting scheduled for Thursday, August 8, 2013

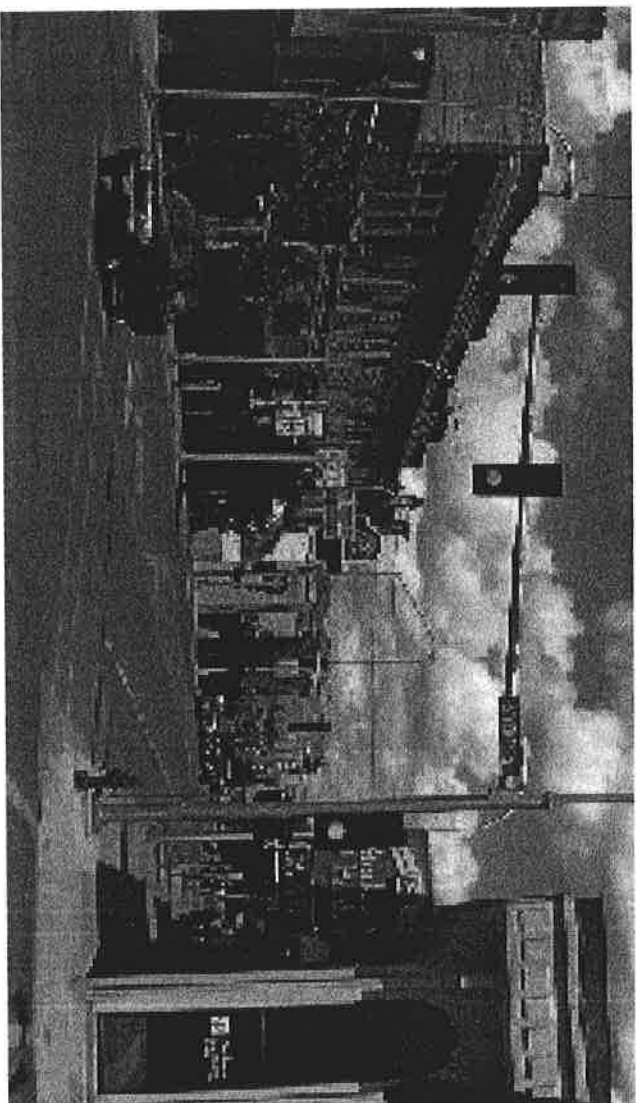
In order to prepare for a discussion of whether a TIFD would encourage local economic development in our main business districts, I've provided the attached information for your review.

I have also provided Mark with a TIF manual which was prepared for the Governor's Office of Economic Development by Janet Cornish, a consultant that assists local governments in developing and implementing Tax Increment Finance Districts. I didn't think you'd appreciate a full 60 page manual to study, but the copy is available should you have questions or wish more in depth information.

Because the manual is in the public domain, it is a bit out of date - the urban renewal TIF info is correct, but the non-urban renewal TIFs have all been combined into one - called a Targeted Economic Development District (TEDD).

Thanks,  
Connie

# MILES CITY TAX INCREMENT FINANCING (TIF) PROGRAM



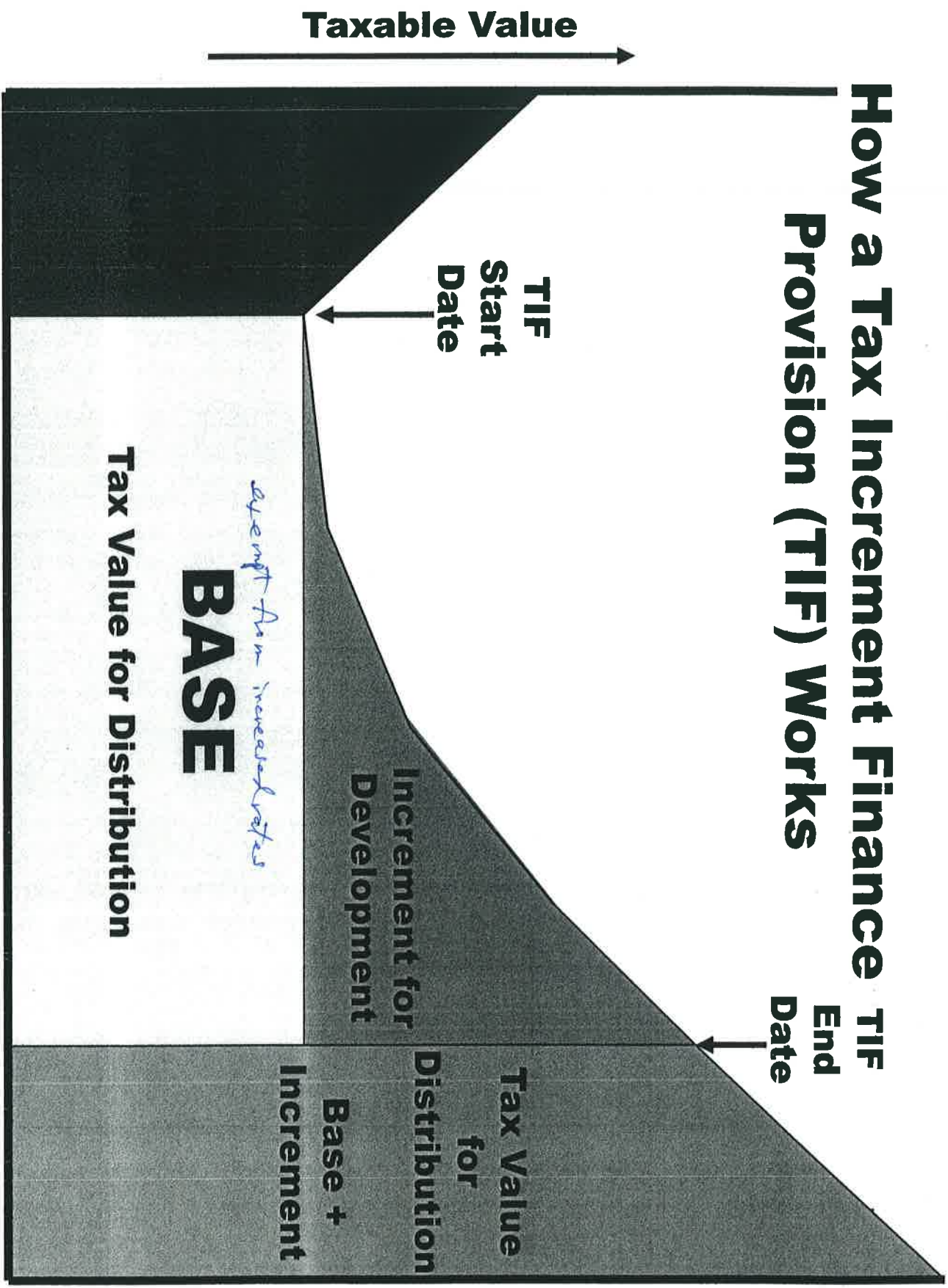
An Urban Revitalization Strategy

# What is TIF?

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- Tax increment financing (TIF) is a state authorized, locally driven funding mechanism that allows cities and counties to direct property tax dollars that accrue from new development, within a specifically designated *district*, to community and economic development activities within that district.
- The laws governing TIF can be found in Montana's Urban Renewal Law, 7-15-4201 et. Seq. MCA

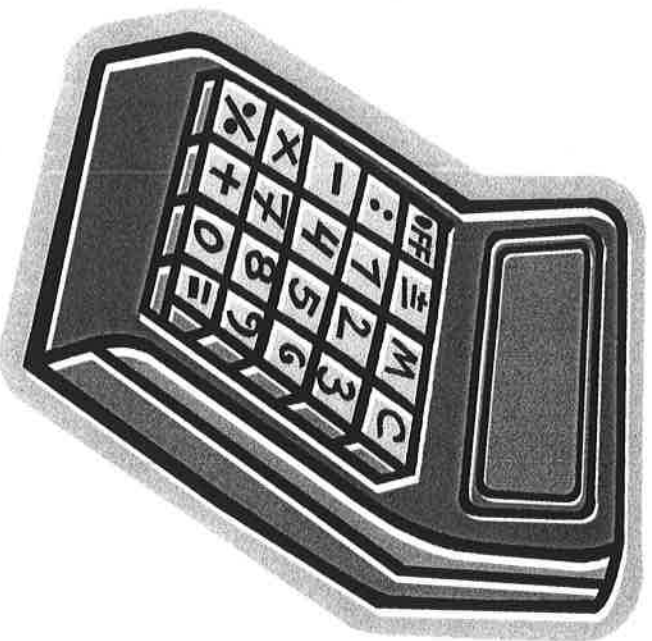
# How a Tax Increment Finance TIF Provision (TIF) Works



← Maximum length of Time - 15 years →



# The Tax Increment Calculation



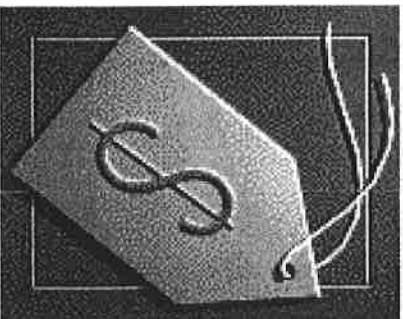
- Base Year Value  
Taxable Valuation x Mill Value = Taxes Collected  
Directed to All taxing Bodies (Local Governments, Schools, State)
- Tax Increment Value  
Incremental Taxable Valuation x Mill Value = Incremental Taxes Collected  
All Directed to Tax Increment Fund (except University Levy)

# Montana's TIF Districts\*

- 41 Active Districts in 2012
- Base Taxable Value of all Districts: **\$49,962,179**
- Incremental Taxable Value of all Districts: **\$46,791,961**  
**(representing \$1,559,732,033 in actual investment)**
- Total Taxable Value of all property in the state of Montana (2011  
fiscal year) **\$2,296,258,803**
- (The incremental taxable value state-wide constitutes 2% of the  
state's total taxable value)
- Total incremental taxable value of Sunsettred Districts to date:  
**\$13,696,481 (now part of the state's base)**

**\*Montana Department of Revenue, September, 2012**

**What is the financial effect of TIF on individual property owners?**



# There is no effect...

---

- ❑ Tax payers located within a TIF district pay the same amount as they would as if the property were located outside the district.
- ❑ TIF does not increase property taxes. Rather, it only affects the way that taxes, once collected, are distributed.

# Applications

- Urban Renewal

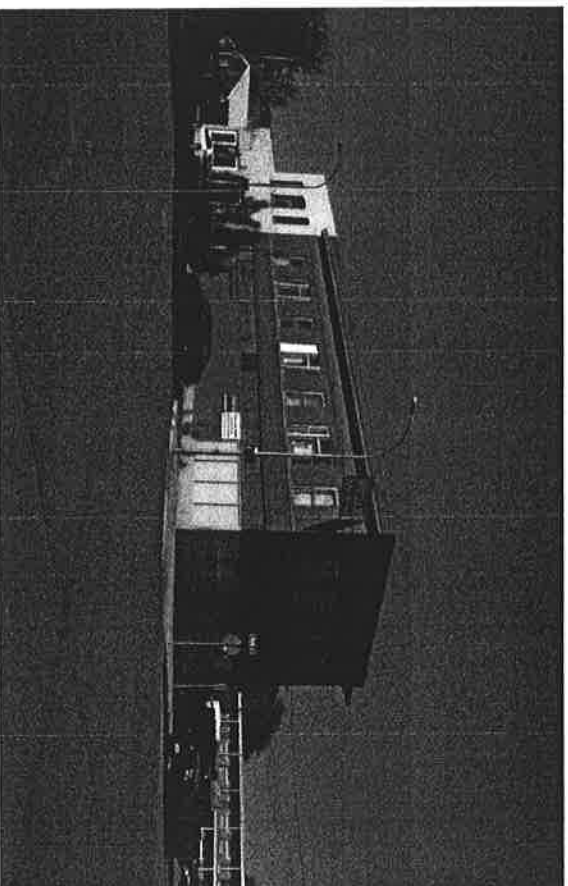
- Districts

- Targeted Economic Development Districts (2013 Legislature)

- Industrial Districts

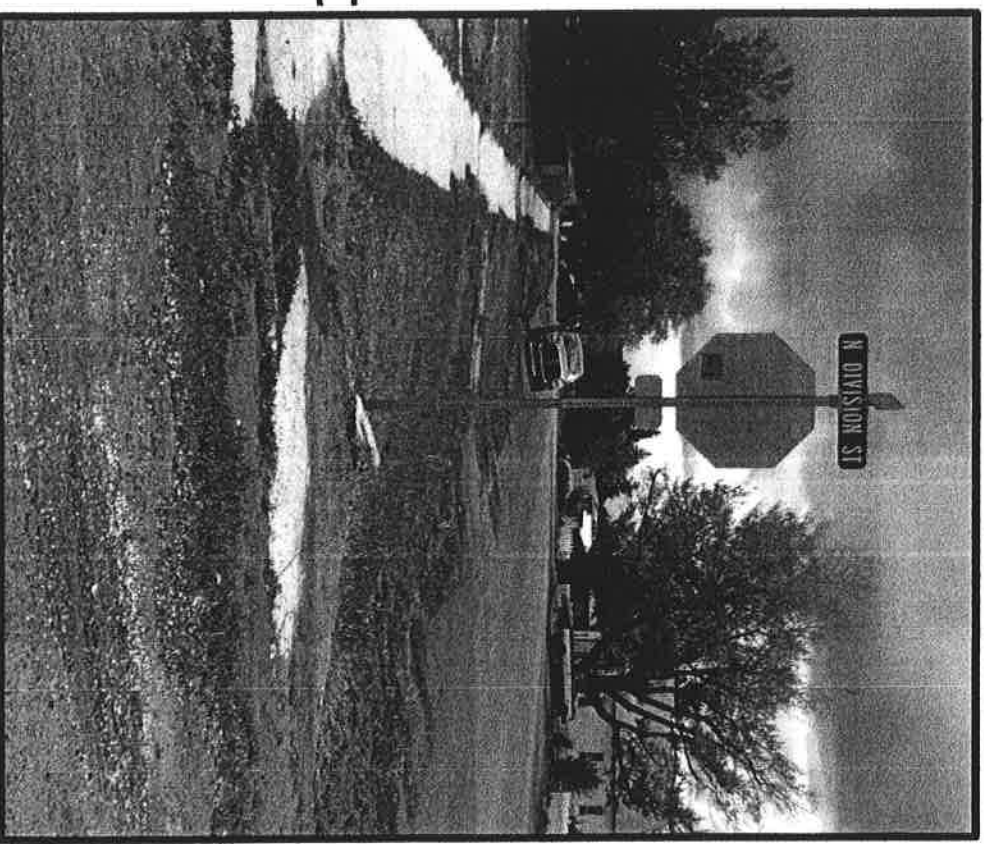
- Technology Districts

- Aerospace Transportation and Technology Districts



# Allowable Uses of TIF Funds

- ❑ Land Acquisition
- ❑ Rehabilitation and Renovation
- ❑ Demolition and Removal of Structures
- ❑ Planning, Marketing and Analysis
- ❑ General Redevelopment Activities
- ❑ Constructing, Improving and Connecting to Infrastructure



# Potential Strategies

---

- TIF can be used to leverage other funding sources, both public and private.
- A district may establish a revolving loan fund to provide financing to property owners within the district to make improvements to private infrastructure. The revolving fund may continue in perpetuity, even after the district has “sunsetted”.
- Funds may be used to pay for program administration and associated development activities

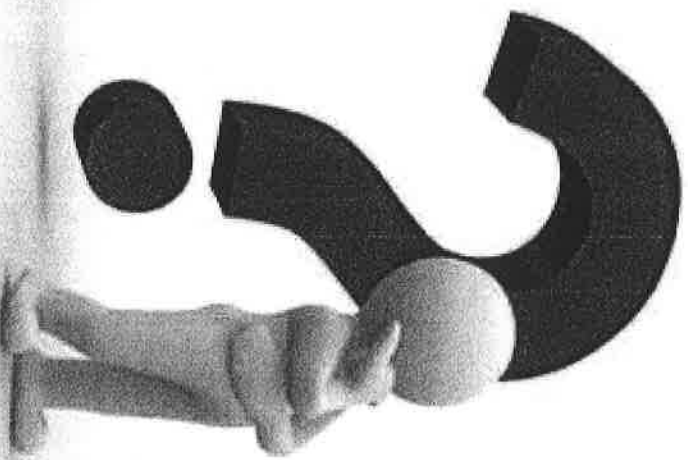
## Creating an Urban Renewal TIF District -

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- Identify tentative district boundaries (must be entirely within the City of Miles City)
- Meet with affected taxing jurisdictions (including schools) and area property owners and businesses (ongoing)
- Prepare and Adopt a "Finding of Necessity" and a corresponding statement of blight by Resolution (City Council)
- Prepare a plan for the area, which includes TIF provision
- Review plan based on the Miles City Growth Policy (Planning Board with Consultant)
- Hold a public hearing and adopt the plan by ordinance (City Council)
- Seek district certification from the Montana Department of Revenue



# Questions



CDS of Montana