

**ADMINISTRATION AND FINANCE COMMITTEE**  
**CITY COUNCIL CHAMBERS**  
**140 WEST PINE STREET**  
**MISSOULA MONTANA**  
**December 16, 2009 10:05pm**

**Members present:** Stacy Rye, Chair; Ed Childers; Marilyn Marler; Renee Mitchell; Pam Walzer; Jason Wiener; Dick Haines; Lyn Hellegaard; John Hendrickson; Dave Strohmaier; and Jon Wilkins; Bob Jaffe.

**Others present:** John Engen, Mike Barton, Dee Krevey.

**I. Administrative Business**

**A.** Approve committee minutes dated: [December 9, 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 (Brent Ramharter)

**Motion: The committee recommends the City Council approve [claims](#) totaling \$147,725.15 ([Detailed claims](#))**

**B.** Authorization to submit an application to the Big Sky Trust Fund for \$367,500 to defray relocation costs associated with business and employment expansion ([memo](#)).—Regular Agenda (Mike Barton) (Referred to committee: 12/14/09) **REMOVE FROM AGENDA**

**Motion: The committee recommends the City Council authorize the Mayor to submit an application in the amount of \$367,500 to the Montana Department of Commerce Big Sky Economic Development Trust Fund for the purpose of supporting business relocation and expansion in the City of Missoula.**

Mike Barton, Office of Planning and Grants explained that the Missoula Area Economic Development Corporation (MAEDC) staff has been working with a local video production firm that was recently purchased by a larger entity. The parent company has proposed to consolidate its operation and relocate to Missoula. MAEDC has prepared an application to the Big Sky Trust fund to defray some of the costs associated with that move. The investment will create 49 new jobs. The Administration proposes to have MAEDC administer the grant if the application is successful. Any grant agreement resulting from the application will be subject to the City Council's final approval.

Jon Wilkins asked what would happen if we receive the grant money and the company does not move to Missoula.

Mr. Barton responded that we would never draw on the grant. Expenditures would be paid out and then would be reimbursed with funds with the grant.

Stacy Rye asked where the parent company is located right now.

Mr. Barton said in the Midwest, in several different locations and they want to be in one location.

Bob Jaffe asked if this is grant money or a loan and if there is any call back aspects to the grant.

Mr. Barton said that would be an element of the agreement between the individual parties.

Mr. Jaffe asked who puts the details together.

Mr. Barton said the MAEDC is the applicant on behalf of the City of Missoula.

Jason Wiener asked what our chances are of receiving the grant.

Mr. Barton said he doesn't foresee any problems in receiving the grant, he said it's just a matter of applying.

Mr. Wilkins moved to authorize the Mayor to submit an application to the Montana Department of Commerce Big Sky Economic Development Trust with the dollar amount to be determined at a later date.

Upon a voice vote the motion carried unanimously.

**Regular Agenda**

A. Confirm the appointment of Michael O'Herron to the Missoula Urban Transportation Board for a term commencing January 1, 2010 and ending December 31, 2013 ([memo](#)).—Regular Agenda (Mayor Engen) (Referred to committee: 12/14/09) **REMOVE FROM AGENDA**

**Motion: The committee recommends the City Council confirm the Mayor's appointment of Michael O'Herron to the Missoula Urban Transportation Board for a term commencing January 1, 2010 and ending December 31, 2013.**

Mayor John Engen requested the appointment of Michael O'Herron to the Missoula Urban Transportation Board.

Jason Wiener moved to approve the appointment.

Upon a voice vote, the motion carried with Dick Haines voting nay.

**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 10:20am

Respectfully Submitted,

*Dee Krevey*

Administrative Secretary