

**ADMINISTRATION AND FINANCE COMMITTEE**  
CITY COUNCIL CHAMBERS  
140 WEST PINE STREET  
MISSOULA MONTANA  
May 11, 2011, 1:05 pm

**Members present:** Stacy Rye; chair, Pam Walzer; Dave Strohmaier; Ed Childers; President; Marilyn Marler; Renee Mitchell; Jason Wiener; Dick Haines; Lyn Hellegaard; Cynthia Wolken; Bob Jaffe.

**Members absent:** Jon Wilkins; Jason Wiener.

**Others present:** Donna Gaukler, Bruce Bender, Brentt Ramharter.

**I. Administrative Business**

A. Approve committee minutes dated: [May 4, 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 \$540,901.94 ([Detailed Claims](#))**

**III. Regular Agenda**

A. Mayor's presentation of the FY 2012 Capital Improvement Program (CIP). ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/21/11) **HOLD FOR CONTINUED DISCUSSION 5/18/11**

Donna Gaukler, Parks and Recreation Director, reviewed the following CIP's:

PR-01- Aquatics Cyclic Maintenance. This is a detailed list of improvements to maintain our current revenue stream and extend the life of the equipment and facility infrastructure. Ms. Gaukler said this summer is both Splash and Currents' fifth year anniversary and what we have built will last and possibly exceed its expected lifespan if we maintain it. She discussed the project slated for FY12.

- Upgrade Currents security camera systems in the areas where money is counted or received, and also to monitor if there is anyone in the facility after hours.

Lyn Hellegaard suggested Ms. Gaukler install acrylic tables where money is counted for added security as money can be exchanged under tables undetected by cameras.

Ms. Gaukler agreed it was a great suggestion and then discussed these future maintenance items:

- Repairing gaps and ridges on the slide tubes at Currents and Splash.
- Installing sanded tile in the Splash locker room, which increases sanitation and safety.
- Adding coin operated lockers.

PR-02 - The Active Transportation Plan. Ms Gaukler said the way we use this is primarily as a planning device. So in baseball terms, these are projects that are on deck but not in the batter's box.

PR-03 - Fort Missoula Regional Park. The project is still out there, we adopted a plan in 2008. Friends of Fort Missoula are forming a capital campaign process. It's been in the plans since 1997, this retains the holding place.

PR-04 – Grant Creek Trail. Ms. Gaukler said this project does have an agreement between the City and CTEP. It is listed as part of the Transportation Policy Coordinating Committee projects since August of 2010. The National Wildlife Federation (NWF) wants to renegotiate their agreement or decide if they want it to continue. We do have an easement through the NWF property, but they are asking us to reconsider. They may pull that back, and if so, the trail will go along side of the road. We will meet with them to work it out. This is slated to be built this summer.

Ms. Rye asked who came forward.

Ms. Gaukler said The National Wildlife Federation. She can't explain at this time why they changed their mind, that's why we are meeting with them.

PR-05 - Maintenance and Replacement. This is the project funding stream created in 2002/2003 meant to deal with existing park infrastructure aging and maintenance. We received funding for a few years and then we re-earmarked some of it for the various projects that occurred. The balance left in there is not new funding; it is what's left over. The staff at Parks and Rec. has been using the balance to deal with break downs in the parks; to keep the bathrooms working, repair a spray deck, or to keep a facility open if it would be closed otherwise.

Ms. Rye commented this account use to be \$250,000 every year, for a number of years it's been down to nothing. She knows of no other program for maintenance in neighborhood parks. It would be her preference that if there are projects we can deem less valuable and move money into this account.

PR-06 – McCormick Park Master Site Plan. Ms. Gaukler said some of projects left are the installation of a picnic shelter and expansion in the playground. We get a lot of requests for inclusionary playgrounds where kids with disabilities can play along side kids without disabilities. All of our new playgrounds meet or exceed the ADA requirements.

PR-07 - Park Development and Expansion. Ms. Gaukler said this is where plan for impact fees and cash in lieu. Both of them are spent based on state and local regulations. City Council approved a development agreement with the 44 Ranch to build a park. It's good for the developer and good for us as we built the park for 44¢ on the dollar. The other project is Pleasant View; it is the first Impact Fee Park.

PR-08 – Milwaukee Railroad Trail West. Ms. Gaukler said Dave Shaw had recently updated Council on this project. Its all funded and being built. MRA has requested Parks to issue a Request for Proposals to add lighting from Hickory Street along the Milwaukee to Garfield.

PR-09- White Pine Park-Phase II. It is next to Scott Street Maintenance Facility. It is the only active park on the west side beside Lowell School. Immediately this spring it has been packed.

Ms. Gaukler said on the last two she has nothing new to report.

PR-13 - Mandated Conversion.

PR-14 – Rattlesnake Trail.

#### 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.** Review the FY 2011-15 capital improvement projects (CIP). ([memo](#)) – Regular Agenda (Brentt Ramharter) (Referred to committee: 04/19/2010)
- H.** 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)

- I. Discuss the disposition of surplus city property. ([memo](#))—Regular Agenda (John Newman) (Referred to committee: 10/25/10)
- J. 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)
- K. Discuss outstanding third-party contracts. ([memo](#))—Regular Agenda (Lyn Hellegaard) (Referred to committee: 11/08/10)
- L. 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)
- M. 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: 11/1/10)
- N. 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)
- O. Review Missoula's insurance experience, particularly work comp; propose improvements if warranted. ([memo](#))—Regular Agenda (Ed Childers) (Referred to committee: 05/09/11)

**V. Adjournment**

The meeting was adjourned at 1:45 pm

Respectfully submitted,

*Dee Andersen*

Administrative Secretary