

**ADMINISTRATION AND FINANCE COMMITTEE**  
CITY COUNCIL CHAMBERS  
140 WEST PINE STREET  
MISSOULA MONTANA  
October 26 2011, 1:05 pm

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

**Members absent:** Dave Strohmaier.

**Others present:** Mayor John Engen, Dee

**I. Administrative Business**

A. Approve committee minutes dated: October 19, 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 (Brent Ramharter)

**MOTION: The committee recommends the City Council approve claims totaling \$824,807.56 (Detailed claims)**

B. Confirm the reappointment of Kimberley Best to the Tourism Business Improvement District Board of Trustees for a four-year term commencing December 1, 2011 and ending November 30, 2014. (memo)—Regular Agenda (Mayor Engen) (Referred to committee: 10/24/11)  
**REMOVE FROM AGENDA**

**MOTION: The committee recommends the City Council confirm the reappointment of Kimberley Best to the Tourism Business Improvement District Board of Trustees for a four-year term commencing December 1, 2011 and ending November 30, 2014.**

Mayor John Engen said Ms. Best has done a great job this first year on the Board and requested approval for her re-appointment.

Pam Walzer moved the re-appointment.

Mayor Engen said the ending date in the motion needs to be corrected from 2017 to 2014.

Upon a voice vote, the motion passed unanimously.

**III. 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) (Tabled 8/3/2011)
- E. 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)
- F. Discuss the disposition of surplus city land. (memo)—Regular Agenda (John Newman) (Referred to committee: 10/25/10)
- G. Discuss outstanding third-party contracts. (memo)—Regular Agenda (Lyn Hellegaard) (Referred to committee: 11/08/10)
- H. 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)
- I. Review Missoula's insurance experience, particularly work comp; propose improvements if warranted. (memo)—Regular Agenda (Ed Childers) (Referred to committee: 05/09/2011)

IV.

**Adjournment**

The meeting was adjourned at 1:10 pm

Respectfully submitted,

*Dee Andersen*

Administrative Secretary