

**ADMINISTRATION AND FINANCE COMMITTEE**  
**CITY COUNCIL CHAMBERS**  
**140 WEST PINE STREET**  
**MISSOULA MONTANA**  
**April 25, 2012 11:05 am**

**Members present:** Mike O'Herron acting as Chair; Bob Jaffe, Alex Taft, Adam Hertz, Dick Haines, Caitlin Copple, Jon Wilkins, Ed Childers.

**Members absent:** Jason Wiener, Cynthia Wolken.

**Others present:** Mayor Engen, Scott Paasch, Brentt Ramharter, Steve King, Kevin Slovarp, Marilyn Marler, Dee Andersen.

**I. Administrative Business**

- A. **Approve Committee Minutes:** [April 11, 2012](#) and [April 18<sup>th</sup> 2012](#). 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](#) \$692,569.82 ([Detailed claims](#))

- B. Authorize the Mayor to extend the contract with Anderson ZurMuehlen for two more years to encompass the audit of the city for FY 12 and FY 13. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/23/12) **REMOVE FROM AGENDA**

**MOTION:** The committee recommends the City Council authorize the Mayor to sign an extension of the City's present contract with Andersen ZurMuehlen for two more years to encompass the audit of the City for fiscal years 2012 and 2013.

Brentt Ramharter, Finance Director, said the City audit was bid out 6 or 7 years ago. All the bids were within a few hundred dollars of each other so the price was not an issue, it was about experience. The contract is through the State of Montana and has to meet their requirements and is tightly regulated. The audit contract has gone up significantly and only recently is starting to come down due to fewer federal grants to audit. He requested approval to extend the contract for 2 more years and then it will be bid out again.

Ed Childers said it is nice that the cost is lower and moved to approve.

Upon a voice vote, the motion passed unanimously.

- C. Confirm the reappointment of Karl Englund to the Missoula Redevelopment Agency Board for a four-year term beginning May 1, 2012 and ending April 30, 2016. ([memo](#))—Regular Agenda (Mayor Engen) (Referred to committee: 04/23/12) **REMOVE FROM AGENDA**

**MOTION:** The committee recommends the City Council the re-appointment of Karl Englund to the Missoula Redevelopment Agency Board for a four year term beginning May 1 2012 and ending April 30, 2016.

Mayor John Engen requested that Karl Englund be reappointed to the Missoula Redevelopment Agency board for a four year term. He said many of you know him. He is an attorney and has served admirably. He is a thoughtful skeptic and his attendance is great. He will continue to serve well.

Jon Wilkins moved to approve the reappointment.

Upon a voice vote, the motion passed unanimously.

### III. **Regular Agenda**

A. Discuss the Capital Improvement Program for Fiscal Year 2013. ([memo](#))—Regular Agenda Brentt Ramharter (Referred to committee: 04/16/12)**HOLD FOR CONTINUED DISCUSSION**

Steve King, Public Works Director, reviewed the Public Works Capital Improvement Projects CS-06-S-1. The request for these projects comes from many different sources including citizens. He explained that some are planning projects and are 1-2 years out and some are scheduled for FY13.

The committee discussed the costs of the different projects and how they would be funded if approved.

#### **Held in committee**

1. Approve claims. (Ongoing) (Consent Agenda)
2. Approve journal vouchers. (Ongoing) (Consent Agenda)
3. Approve budget transfers. (Ongoing) (Consent Agenda)
4. 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)
5. Discuss the disposition of surplus city land. ([memo](#))—Regular Agenda (Nancy Harte) (Referred to committee: 10/25/10)
6. 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)
7. Review Missoula's insurance experience, particularly work comp; propose improvements if warranted. ([memo](#))—Regular Agenda (Ed Childers) (Referred to committee: 05/09/2011)
8. Amend the FY 2012 budget to appropriate expenditures that were not identified in the original budget. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/02/12)
9. Authorize the negotiated sale of pooled special sidewalk, curb, gutter and alley approach bonds (not to exceed \$825,000), Series 2012A and set a public hearing for the use of the city's SID Revolving Fund to secure this transaction. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/02/12)
10. Resolution calling a public hearing on the proposed modification of the Missoula Urban Renewal Plan for Urban Renewal District II (The Urban Renewal Plan) to approve a proposed project as an Urban Renewal Project and set forth the council's intention to finance a portion of the project through the issuance of Tax Increment Urban Renewal Bonds. ([memo](#))—Regular Agenda (Chris Behan) (Referred to committee: 04/02/12)
11. Review and approve updates to the City Council rules. ([memo](#))—Regular Agenda (Bob Jaffe) (Referred to committee: 04/09/12)
12. Approve to ratify the contract with Missoula Correctional Services for the period of one year (to begin as soon as possible), to provide a Misdemeanor Probation program to the City of Missoula's Municipal Court. ([memo](#))—Regular Agenda (Tina Schmaus) (Referred to committee: 04/16/12)

### IV. **Adjournment**

The meeting was adjourned at 12:00 pm

Respectfully submitted,

Dee Andersen,  
Administrative Secretary.