

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
May 13, 2009, 1:05pm**

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

Members absent: Marilyn Marler, Lyn Hellegaard.

Others present: Nancy Harte, Alisa Mathews, Brentt Ramharter, Mike Barton, Steve King, Dee Krevey.

I. Administrative Business

A. Approve committee minutes dated: [May 6, 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 (Brentt Ramharter)

MOTION: The committee recommends the City Council approve claims totaling \$375,602.59 (Detailed Claims)

B. Contract with Qwest for T1 computer services. ([memo](#)) – Regular Agenda (Alisa Mathews) (Referred to committee: 05/11/09) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign a five year contract with Qwest for 14 T1 lines of service in the amount of \$109.98 per month per line plus taxes and fees.

Alisa Mathews, Information Technology (IT), explained the City has been with Qwest for 12 years and the existing three year contract is expiring. The contract is for T1 high speed internet service at the City's 14 remote locations. At this time the fees are 116.20 per month per line (including taxes and fees). The new contract would reduce costs by bringing that amount down to 109.98 per month per line (plus taxes and fees) for an approximate savings of \$15,228.00 over a five years period.

Bob Jaffe asked if there was a provision in the contract for future upgrades.

Ms. Mathews said that often they will allow that but, you may have to pay what's left on your contract. She also stated that IT Director, Carl Horton did not foresee any future needs that would require an upgrade to this service.

Jason Wiener pointed out the possibility of an early termination charge and moved to approve the contract.

Upon a voice vote, the motion passed unanimously

Note: The original referral requested service for 15 T1 lines however, after the meeting the number of T1 lines was reduced to 14.

C. Approve contracts with various agencies for Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds. ([memo](#)) – Regular Agenda (Melissa Gordon) (Referred to committee: 05/11/09) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign the Home Investment Partnerships program (HOME) contracts with the Human Resource Council District XI in the amount of \$343,000 (Contract Number 09-01) for assistance to low –and moderate- income first time homebuyers in the form of down payment, closing costs and education as authorized in Resolution Number 7399.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign the Home Investment Partnerships program (HOME) contracts with the Missoula Housing Authority in the amount of \$200,000, bringing the total to \$350,000 (Contract Number 09-02) for construction of a 37-unit rental housing project as authorized in Resolution Number 7399.

Nancy Hart, Office of Planning and Grants, explained the amendment to the Home Investment Partnership program (HOME) contracts, numbers 09-01 and 09-02 increasing the dollar amounts on both contracts and including a retainage clause on contract number 09-02 to hold back a portion of the money until the project is completed.

John Wilkins asked if the increase was a result of stimulus money.

Ms. Hart responded it was separate from the stimulus.

Mr. Hendrickson moved to approve both contracts, numbers 09-01 and 09-02.

Upon a voice vote the motion to approve both contracts passed unanimously.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Community Development Block Grant (CBGB) contracts with WORD in the amount of \$16,000 (Contract Number 09-02) to provide counseling and other services for families in transition, including those receiving Basic Needs Assistance from Missoula County as authorized in Resolution Number 7400.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Community Development Block Grant (CBGB) contracts with Missoula Food Bank in the amount of \$16,000 (Contract Number 09-03) to fund a Program Manager position to supervise all aspects of the Food Banks community food distribution program as authorized in Resolution Number 7400.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Community Development Block Grant (CBGB) contracts with homeWORD in the amount of \$4,000 (Contract Number 09-04) for Financial Fitness and Foreclosure Prevention programs as authorized in Resolution Number 7400.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Community Development Block Grant (CBGB) contracts with Missoula Aging Services in the amount of \$12,000 (Contract Number 09-06) to provide respite from care giving duties for low-moderate –income Missoulians who care for an elderly family member or friend as authorized in Resolution Number 7400.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Community Development Block Grant (CBGB) contracts with the Parenting Place in the amount of \$8,000 (Contract Number 09-07) for child respite care to families where children may be at risk for abuse and neglect as authorized in Resolution Number 7400.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Community Development Block Grant (CBGB) contracts with the Poverello Center in the amount of \$8,000 (Contract Number 09-08) to provide case management to homeless and individuals through the Breaking Barriers Program as authorized in Resolution Number 7400.

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Community Development Block Grant (CBGB) contracts with RAMP in the amount of \$15,000 (Contract Number 09-09) to purchase, install and maintain aluminum ramp modules to increase accessibility and safety for at least four households as authorized in Resolution Number 7400.

Mike Barton OPG, requested approval for six of eight public service contracts and one housing contract as authorized in resolution 7400.

Mr. Jaffe moved to approve and authorize all seven contracts.

Stacy Rye asked about the Poverello contract and what services it provided.

Mr. Barton said it provided case management for homeless and non-homeless individuals and pointed out that the case load is in the hundreds.

Upon a voice vote the motion to approve Contact Numbers 09-02, 09-03, 09-04, 09-06, 09-07, 09-08, 09-09 passed unanimously.

III. Regular Agenda

A. Review the FY 2010-14 CIP projects in committee ([memo](#)).—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/23/09)HELD IN COMMITTEE****

Steve King, Director of Public Works, reviewed the CIP project requests numbers S-04 through S-20. He highlighted project S-05 the street improvements to curbs, sidewalks and drainage from Russell to South Third. He said this project is top priority and would be completed in a three year time frame.

Mr. Hendrickson asked about Impact fees in project S-08 and what the fund balance is in the Transportation Impact Fee Fund?

Brentt Ramharter, Director of Finance said the net fund balance is \$700,000.

Mr. Hendrickson when did we start to collect Transportation Impact Fees

Mr. Ramharter responded February 2008.

Ms Rye asked if they have a new project in mind since the Costco project fell through.

Mr. King replied that they don't have anything pending, but would need to find a project that qualifies under the Transportation Impact Fee Ordinance.

Ms. Walzer commented on growth impact and asked if traffic management on the Toole, Spruce and Scott Street projects would be eligible for the misc project revenue.

Mr. King said it would be ideal project for the misc fund.

Ms. Rye recommended saving the \$50,000 from the misc project fund and applying it towards the Russell and Third Street projects to get the project completed faster.

Ms. Walzer suggested working on the Toole and Scott Street projects at the same to lessen the impact on the neighborhood.

Mr. King said CIP needs to be updated to reflect the \$300,000 stimulus money received.

The committee then discussed gas tax revenues for FY10.

IV. Held in committee

A. Update from the Missoula Performing Arts Center ([memo](#)).—Regular Agenda (Dave Strohmaier) (Referred to committee: 04/07/08)

- B. [Resolution](#) revising the City's sewer use fee structure and increasing sanitary sewer rates by 5% per year for four years to support infrastructure improvements required to operate the city's sanitary sewer system. ([A&F](#)) ([Slideshow presentation as a webpage](#)) (Returned from Council floor: 11/03/08)
- C. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08)
- D. 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*)
- E. Consider the establishment of Parks and Street Maintenance Districts ([memo](#)).—Regular Agenda (Bob Jaffe) (Referred to committee: 05/04/09)
- F. Implications of establishing maintenance districts. ([memo](#)) – Regular Agenda (Bob Jaffe) (Referred to committee: 05/11/09)

V. Adjournment

The meeting was adjourned at 2:01pm

Respectfully submitted,

Dee Krevey

Administrative Secretary
Finance Department