

**ADMINISTRATION AND FINANCE COMMITTEE**  
CITY COUNCIL CHAMBERS  
**140 WEST PINE STREET**  
**MISSOULA MONTANA**  
June 8, 2011, 1:05

**Members present:** Ed Childers acting as Chair; Renee Mitchell; Pam Walzer; Jason Wiener; Dick Haines; Dave Strohmaier; Jon Wilkins; Bob Jaffe; Cynthia Wolken.

**Members absent:** Lyn Hellegaard, Stacy Rye.

**Others present:** Dee Andersen.

**I. Administrative Business**

- A. Approve committee minutes dated: [May 25, 2010](#)-approved as submitted
- B. **Public Comment on items not listed on the agenda-None**
- C. **Review Held Items and remove outdated referrals. (HOLD FOR STACY)**

**II. Consent Agenda**

- A. Approve claims (accounts payable). -Consent Agenda (Brentt Ramharter)

**MOTION: The committee recommends the City Council approve [claims](#) totaling \$362,579.46([Detailed claims](#)) 06/14/11**

**MOTION: The committee recommends the City Council approve [claims](#) totaling \$607,467.80([Detailed claims](#)) 06/07/11 already acted on 6/6/11.**

- B. Confirm the appointment of Kate Sutherland to the Impact Fee Advisory Committee completing a term starting immediately and ending November 30, 2014. ([memo](#))—Regular Agenda (Mayor Engen) (Referred to committee: 06/06/11) **REMOVE FROM AGENDA**

**MOTION: The committee recommends the City Council confirm the Mayor's appointment of Kate Sutherland to the Impact Fee Advisory Committee completing a term starting immediately and ending November 30, 2014.**

Pam Walzer moved the appointment.

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)
- 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. Review Missoula's insurance experience, particularly work comp; propose improvements if warranted. ([memo](#))—Regular Agenda (Ed Childers) (Referred to committee: 05/09/11)
- O. Mayor's presentation of the FY 2012 Capital Improvement Program (CIP). ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 03/21/11)

**IV. Adjournment**

The meeting was adjourned at 1:15 pm

Respectfully submitted,

*Dee Andersen*  
Administrative Secretary