

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
January 5, 2011, 1:05 pm**

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

Members absent: Lyn Hellegaard, Dick Haines, Stacy Rye left early, Pam Walzer acted as Chair.

Others present: Melissa Gordon-Wrangler, John Hendrickson, Charlene Angelly, Jim Morton, Miles McCarver, Andrea Davis, Nancy Harte, Lori Davidson.

I. Administrative Business

A. Approve committee minutes dated: [December 15, 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 \$745,210.34 ([Detailed claims](#)) 1/12/2011

MOTION: The committee recommends the City Council approve [claims](#) totaling \$673,935.29 ([Detailed claims](#)) 1/4/2011 already acted on 1/3/11

MOTION: The committee recommends the City Council approve [claims](#) totaling \$378,418.42 ([Detailed claims](#)) 12/28/2011 already acted on 1/3/11

B. Recommendations for HOME and CDBG awards for Program Year 2011. ([memo](#)) Regular Agenda (Nancy Harte) (Referred to committee: 01/03/2011) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council set a public hearing for January 24, 2011 to consider a resolution of the City Council awarding Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds to certain organizations and directing staff to negotiate contracts and agreements with said organizations.

Nancy Harte, Grants Administrator, OPG, said this is part of their annual process and although the HUD allocations have not been announced, the Department has instructed CDBG and HOME grantees to plan on funding levels at or near those from FY 2010. Requests for HOME funding exceeded the estimated funds available by \$236,500. Staff has made recommendations on the two following projects based on their rank order; \$365,000 for the Missoula Housing Authority to remodel 12 units of affordable housing at the Palace Hotel (This is contingent upon whether MHA receives Low Income Housing Tax Credits), \$218,350 for the District XI Human Resource Council to provide down payment assistance and homebuyer education for first time home buyers.

Melissa Gordon, OPG, said in the CDBG Public Service category requests exceeded available funding by \$53,055. The top ranked Public Service applicants have been recommended for either full or partial funding, based on their rank order. Staff does not recommend funding for the three lowest-ranked Public Service applicants. In the Housing /Public Facilities/Infrastructure category the requests exceeded the available funding by \$315,000. Either full or partial funding is recommended for the top three ranked applicants, leaving an uncommitted balance of \$200,000. Staff does not recommend that the remaining uncommitted balance be funded at this time. It is recommended that the two lowest ranking applicants (Poverello and Missoula Urban Demonstration Project) be given contingent awards until June 1, 2011, to strengthen their proposals and solidify other funding

sources. If neither one of these applicants is ready to proceed on June 1, 2011, then Staff recommends the remaining \$200,000 to be awarded to the top ranked HOME applicant, Missoula Housing Authority. This funding is contingent upon LIHTC funds being awarded. To view the complete list of awards and projects [click link](#).

Pam Walzer asked for questions.

Jason Wiener said in regard to the uncommitted \$200,000 balance, he understands the final allocation depends on the federal budget, however the MUD request could be fully funded. He then asked at what level they would fund The Poverello if they fully funded MUD.

Ms. Gordon said it depends on what both applications are able to do by June 1, 2011 and it will be brought back to Council for the final decision.

Mr. Wiener moved the public hearing for January 24, 2011.

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)

IV. **Adjournment**

The meeting was adjourned at 1:20 pm

Respectfully submitted,

Dee Andersen,
Administrative Secretary