

**ADMINISTRATION AND FINANCE COMMITTEE**  
CITY COUNCIL CHAMBERS  
**140 WEST PINE STREET**  
**MISSOULA MONTANA**  
January 4, 2012, 1:05 pm

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

**Members absent:** Mike O'Herron.

**Others present:** Nancy Harte, Cindy Wulfekuhle, Kathy Mehring, Dee Andersen.

**I. Administrative Business**

A. Approve committee minutes dated: [November 30, 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 \$714,499.37 ([Detailed claims](#)) 01/10/11**

**Motion: The committee recommends the City Council approve [claims](#) totaling \$845,913.62 ([Detailed claims](#)) 01/03/11**

**Motion: The committee recommends the City Council approve [claims](#) totaling \$ 1,763,853.10 ([Detailed claims](#)) 12/27/11**

**Motion: The committee recommends the City Council approve [claims](#) \$totaling \$2,600,167.17 ([Detailed claims](#)) 12/20/11 already acted on 12/19/11**

**Motion: The committee recommends the City Council approve [claims](#) totaling \$879,439.64 ([Detailed claims](#)) 12/13/11 already acted on 12/12/11**

B. Consider staff recommendations for awards under the Home Investment Partnership (HOME) and Community Development Block Grant (CDBG) programs. ([memo](#))—Regular Agenda (Nancy Harte and Melissa Gordon) (Referred to committee: 12/19/11)**REMOVE FROM AGENDA**

**MOTION: The committee recommends the City Council set a public hearing on January 23, 2012, to adopt the staff recommendations for HOME and CDBG awards.**

Nancy Harte, OPG Grants Administrator, said she comes before the committee once a year to allocate the HOME and CDBG awards. She said the awards are contingent upon the amount granted by congressional appropriation through the U.S. Department of Housing and Urban Development. Typically the awards have been in the \$600,000-700,000 range. This year we have received large cuts in both programs and instead of funding any single request at 100%; we spread the money around as much as we could. We really focused on food and housing as the basic needs.

She passed out the following award ranking sheets:

- [HOME 2012](#)
- [CDBG Public Services 2012](#)
- [CDBG Housing, Public Facility, Infrastructure 2012](#)

Ms. Harte reviewed the ranking sheets and explained that there is a \$324,856 carry forward in the HOME program from the Palace Apartment rehab. MHA declined the award so that means we can fund two HOME projects this year. She said a public hearing needs to be scheduled for January 23, 2012.

Dick Haines referred to the HOME ranking sheet and asked about the balance of \$106,859. He wanted to know what will happen to that amount.

Ms. Harte said it will stay in the community and can be used for any HOME project.

Mr. Haines asked if it can be used for CDBG projects like Missoula Aging Services. He said he would like to find a way to give them more money.

Ms. Harte said the money can only be used for HOME projects, but said Home could be used if Missoula Aging partnered with a community housing development organization to subsidize affordable apartments for seniors, for example, then they could qualify for a HOME award

Jason Wiener clarified that there is a distinction between infrastructure and public service awards.

Jon Wilkins moved to set public hearing on January 23, 2012

Alex Taft asked if there was any effort to communicate with the federal government on how these cuts in the programs affect our communities.

Ms. Harte said yes, it's been an ongoing battle for years. Mayor Engen has worked for years on this with our congressional delegation.

Mr. Taft wanted to say he is on the Food Bank Board.

Mr. Wiener noticed an error and requested a corrected resolution. He said he supports these awards.

Caitlin Copple said she would like it known that she is a volunteer for YMCA.

Ed Childers said we have motion to set a public hearing on January 23, 2012.

Upon a voice vote, the motion passed unanimously.

Mr. Childers said he agrees with Mr. Haines in regards to Missoula Aging Services.

### **III. Held in committee**

- A. Approve claims. (Ongoing) (Consent Agenda)
- A. Approve journal vouchers. (Ongoing) (Consent Agenda)
- B. Approve budget transfers. (Ongoing) (Consent Agenda)
- C. 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)
- D. 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)
- E. Discuss the disposition of surplus city land. ([memo](#))—Regular Agenda (John Newman) (Referred to committee: 10/25/10)
- F. Discuss outstanding third-party contracts. ([memo](#))—Regular Agenda (Lyn Hellegaard) (Referred to committee: 11/08/10)
- G. 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)
- H. 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 1:42 pm

Respectfully submitted,

*Dee Andersen*  
Administrative Secretary