

**ADMINISTRATION AND FINANCE COMMITTEE  
CITY COUNCIL CHAMBERS  
140 WEST PINE STREET  
MISSOULA MONTANA  
March 7, 10:00 am**

**Members present:** Cynthia Wolken, Chair; Jason Wiener, Bob Jaffe, Alex Taft, Adam Hertz, Caitlin Copple, Jon Wilkins, Ed Childers.

**Members absent:** Dave Strohmaier, Mike O'Herron, Dick Haines.

**Others present:** Bill Flannery, Sue Britton, Marty Rehbein, Dee Andersen.

**I. Administrative Business**

**A. Approve committee minutes dated: No minutes to submit-meeting was cancelled.**

**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 \$1,706,112.58 (Detailed claims) 03/06/12 already acted on 03/05/12**

**MOTION: The committee recommends the City Council approve claims totaling \$186,458.31 (Detailed claims) 03/13/12**

**III. Regular Agenda**

**B. Confirm the appointment of Eric Gabster to the Missoula Urban Transportation District Board to complete a vacated term commencing immediately and ending December 31, 2013. (memo)—Regular Agenda (Mayor Engen) (Referred to committee: 02/27/12) **REMOVE FROM AGENDA****

**MOTION: The committee recommends the City Council to confirm the Mayor's appointment of Eric Gabster to the Missoula Urban Transportation Board to complete a vacated term commencing immediately and ending December 31, 2012.**

Committee Chair, Cynthia Wolken, said Mayor Engen sent his regrets that he could not attend the meeting to present this appointment. He believes Eric Gabster has a good understanding of the relationship between transit and community development. He has strong communication skills and served on the Fairgrounds Advisory Board. He requested the committee confirm the appointment.

Jon Wilkins said he knows Mr. Gabster work from the Fairgrounds Advisory Board and moved to confirm the appointment.

Upon a voice vote, the motion carried unanimously.

**C. A resolution of the City Council awarding Neighborhood Project Fund Grants to certain organizations and directing staff to negotiate contracts with said organizations for the Mayor's signature. (memo)—Regular Agenda (Jane Kelly) (Referred to committee: 03/05/12) **REMOVE FROM AGENDA****

**MOTION: The committee recommends the City Council adopt a resolution of the City Council awarding Neighborhood Project Fund Grants to certain organizations and directing staff to negotiate contracts with said organizations for the Mayor's signature.**

Ms. Wolken said she served on the Community Forum's Neighborhood Project Fund Committee, which received more requests than they had funding for.

Marty Rehbein, City Clerk, explained the City Council has allocated \$20,000 for these years for Neighborhood Project Funds. She said any neighborhood project that would benefit the community was considered. Out of 13 applications reviewed, seven were recommended for funding with one contingency award for Hellgate Park. The Hellgate Park site is location on East Broadway. Currently these applicants are partnering with the County and will do some additional fund-raising required by September 12, 2012 or the funds will become available for Whitaker Park.

Jason Wiener moved the resolution.

The committee discussed the Neighborhood Ambassador Program that was denied funding. The application was not specific enough on how the program would function in our community and the awards are not supposed to fund on-going program costs. The applicants need to provide additional funding streams for a better outcome.

Ms. Wolken suggested they look at University for support.

Ed Childers said he would like to hear from the Hellgate park people.

Bill Flannery, Community Forum, said he was very enthusiastic about this project. He wanted to thank the many people who gave letters of support. The neighborhood is very eager to move forward on the project. He said there is many multi -family residences in the area. The location is east of Broadway between Highway 200 and the Clark Fork River, just east of the Cobblestone Apartments.

Mr. Flannery explained to the committee that the area encompasses 3.85 acres and has a generally flat terrain that slopes down toward an unimproved access to the river.

Sue Britton, Secretary Hellgate Park Committee, said it has been a learning experience and has brought the neighborhood together. There are a lot of ways in how this park can be used. The Silver Tip complex is going in soon. It is currently used for dog walking and bird- watching. There is a major ground squirrel population that will need to be relocated, as no one wants to hurt them. We want to have say in how the park will impact the river and neighborhood. Some of our elderly neighbors expressed concerns about making it a river take-out as parking will be limited in that area. We are planning to do some more fund raising and we feel very confident. Over all we are very excited.

Upon a voice vote, the motion passed unanimously.

- D. A resolution modifying the operating hours for the Carousel Sunday Market and Festival in Missoula. ([memo](#))—Regular Agenda (Marty Rehbein) (Referred to committee: 03/05/12)  
**REMOVE FROM AGENDA**

**MOTION: The committee recommends the City Council adopt a [resolution](#) amending resolution 7516 to modify the operating hours for the Carousel Sunday Market and Festival in Missoula**

Ms. Rehbein said we have received a request to amend the market hours to start when the carousel opens.

Mr. Childers moved to amend the resolution.

Upon a voice vote, the motion carried unanimously.

#### **IV. 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)

**E. Adjournment**

The meeting was adjourned at 10:35 am

Respectfully submitted,

*Dee Andersen*  
Administrative Secretary