

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
March 21, 2012 1:05 pm**

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

Members absent: Cynthia Wolken, Dave Strohmaier.

Others present: Chris Behan, Nancy Harte, Ellen Buchanan, Lori Davidson, John Paoli, Pat Corrick, Jim McLeod, Dee Andersen.

I. Administrative Business

A. Approve committee minutes dated: [March 7, 2012](#)-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 \$484,286.25 ([Detailed claims](#)) 3/27/12

MOTION: The committee recommends the City Council approve [claims](#) totaling \$321,948.62 ([Detailed claims](#)) 3/20/12 already acted on 3/19/12

B. A resolution affirming its supported enforcement of the Hatch Act and appointing the City of Missoula Human Resource Director to serve as the Hatch Act Information Officer to inform the City's officials and employees of the provisions of the Hatch Act and monitor compliance with the provisions of the Hatch Act. ([memo](#))—Regular Agenda (Nancy Harte) (Referred to committee: 03/12/12)**REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council authorize the Mayor to approve a resolution of the City Council of the City of Missoula affirming its supported enforcement of the Hatch Act and appointing the City of Missoula Human Resource Director to serve as the Hatch Act information officer to inform the City's officials and employees of the provisions of the Hatch Act and monitor compliance with the provisions of the Hatch Act.

Nancy Harte OPG, explained that in order for federal and state grant acceptance it is necessary to appoint a Hatch Act Information Officer which will be Human Resource Director, Gail Verlanic. It also requires we re-affirm that the City has a policy of compliance with the federal Hatch Act which regulates political activity by public employees.

Caitlin Copple moved to approve the resolution.

Upon a voice vote, the motion passed unanimously

C. Approve reviving the Economic Development Subcommittee for the next year with monthly meetings beginning in April to identify needs and possible solutions to Missoula's technology infrastructure that would help existing businesses expand and increase the city's competitive advantage in recruiting new companies. ([memo](#))—Regular Agenda (Caitlin Copple) (Referred to committee: 03/12/12)**REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council revive the Economic Development Subcommittee for the next 12 months beginning in April and appoint Caitlin Copple as Chair.

Ms. Copple said she and Councilman Hertz and O'Herron initiated this referral. Through the subcommittee, their plan is to meet with community business leaders to identify technological infrastructure challenges and develop a solution while supporting the Missoula Economic Partnerships goal of recruiting 25 new companies. Technology can be challenging in Missoula and some companies have had to invest in technology that they wouldn't have had to do if they were operating in larger cities. She has heard from fellow councilmembers and invited anyone who is interested to participate.

The committee discussed the potential future roles of the committee once initial goals were met.

Alex Taft moved to approve the revival of the subcommittee and appoint Ms. Copple as Chair.

Upon a voice vote, the motion passed unanimously.

Council President Ms. Marler outlined the meeting and referral guidelines.

Regular Agenda

- III. A. Discussion on the development of the former Intermountain Site on Russell Street. ([memo](#))—Regular Agenda (Chris Behan) (Referred to committee: 03/19/12)**REMOVE FROM AGENDA**

NO MOTION -INFORMATIONAL ITEM ONLY

Chris Behan MRA explained that the former Intermountain Lumber site has been vacant for a long time. In 2009 MHA built 37 public housing rental units on a portion of the site. Recently The Farran Group entered a purchase agreement for four lots over nine acres to construct a private mixed-use development for work force housing. The first phase of construction will be similar in design and amenities to their Copper Run project on Mullan Road. The second phase will include three commercial buildings along Russell Street, one of which MHA will eventually occupy. There are infrastructure, utility and pedestrian needs to be addressed and MRA's participation will require a Tax Increment Financing revenue bond.

Pat Corrick reviewed the following [presentation](#) and answered questions.

Mr. O'Herron wanted to know how transit was considered in this project.

Mr. Behan said that this project is next to the Milwaukee Trail and Mr. Corrick said a Mountain line stop with a shelter will be right in front of the complex.

Mr. Corrick reviewed the project costs and said that a Wells Fargo loan with HUD 221, Tax Increment Financing, and private equity would be the financing components.

The committee discussed the size of the building, the parking and the desired look for the Russell Street corridor.

Ms. Marler said she was happy to see native plants in the landscape design.

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)

V. Adjournment

The meeting was adjourned at 1:58 pm

Respectfully submitted,

Dee Andersen
Administrative Secretary