

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
May 16, 2012 1:35-2:00pm**

Members present: Cynthia Wolken, Chair; Bob Jaffe, Adam Hertz, Dick Haines, Caitlin Cople, Jon Wilkins, Ed Childers. Mike O'Herron.

Members absent: Jason Wiener, Alex Taft.

Others present: Mayor Engen, Melissa Gordon, Marty Rehbein, Dee Andersen.

I. Administrative Business:

A. Approve Committee Minutes: [May 9, 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 \$266,835.50 ([Detailed claims](#))

III. Regular Agenda

B. Reappointment of Joan Jonkel to the Public Art Committee for a one-term commencing July 1, 2012 and ending June 30, 2013. ([memo](#)) - Regular Agenda (Mayor Engen) (Referred to committee: 05/14/12)REMOVE FROM AGENDA****

MOTION: The committee recommends the City Council reappoint Joan Jonkel to the Public Art Committee for a one year term commencing July 1, 2012 and ending June 30, 2013.

Mayor Engen said Ms. Jonkel has served on the committee for a very long time. She is passionate and meticulous. She is interested in a number of projects but does not want to serve the full four year term so he has agreed to let her serve out one year and then appoint another candidate for the remaining 3 years. He requested Ms. Jonkel's re-appointment.

Caitlin Cople supported and moved the reappointment.

Upon a voice vote, the motion carried unanimously.

C. Community Development Block Grant (CDBG) award agreements. ([memo](#))- Regular Agenda (Melissa Gordon) (Referred to committee: 05/14/12)REMOVE FROM AGENDA****

MOTION: The committee recommends the Missoula City Council approve and authorize the Mayor to sign the Community Development Block Grant Award Agreements with the following agencies as authorized by City Council Resolution 7673: [YWCA](#) , [Missoula Food Bank](#), [Garden City Harvest](#), [WORD](#), [Homeward](#), [Poverello Center](#), [Parks and Recreation Department](#), [Western Montana Clinic](#) and [RAMP](#).

Melissa Gordon, OPG reviewed all the CDBG awards for FY12 and stated that they were authorized by the City Council Resolution 7673 in January 2012.

Cynthia Wolken said there was a detailed selection process where these projects were vetted and given tentative approval and now the Mayor will need to authorize them.

Ed moved to approve.

Upon a voice vote, the motion passed 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)
8. Review and approve updates to the City Council rules. ([memo](#))—Regular Agenda (Bob Jaffe) (Referred to committee: 04/09/12)
9. Discuss the Capital Improvement Program for Fiscal Year 2013. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/16/12)

V. Adjournment

The meeting was adjourned at 2:45 pm

Respectfully submitted,

Dee Andersen
Administrative Secretary