

**ADMINISTRATION AND FINANCE COMMITTEE  
CITY COUNCIL CHAMBERS  
140 WEST PINE STREET  
MISSOULA MONTANA  
September 22, 2010, 1:05pm**

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

**Members absent:** Jason Wiener, Jon Wilkins.

**Others present:** Ellen Cherry, Dee Andersen.

**I. Administrative Business**

- A. Approve committee minutes dated: [September 15, 2010](#)-Approved as submitted.
- B. Public Comment on items not listed on the agenda-None
- C. Review item 7 on the Held Items section for removal from agenda, to make way for a new revised referral. **REMOVE ITEM 7 FROM HELD ITEMS**

Ms. Rye asked the committee to consider removing item 7 on the held items section of the agenda. She explained it was the original TBID referral from Ms. Rehbein and a new revised referral will be coming to committee from the City Clerk's Office.

Mr. Childers commented on the ways that this can be done and asked what the new changes are

Ms. Rye said the proposed TBID will only include the hotels that want to be included in the district. There are about

Pam Walzer moved to remove item 7 from the agenda.

Upon a voice vote the motion passed unanimously.

**II. Consent Agenda**

- A. Approve claims (accounts payable). -Consent Agenda (Brentt Ramharter)

**Motion: The committee recommends the City Council approve [claims](#) totaling \$609,215.63 ([Detailed claims](#))**

- B. Appoint one member to the position of a city resident representative to the Missoula Civic Television Advisory Committee for the term starting immediately and ending on December 31, 2013. ([memo](#))—Regular Agenda (Kelly Elam) (Referred to committee: 09/20/2010) **REMOVE FROM AGENDA**

**Motion the committee recommends the City Council appoint the following applicant Ellen Cherry to the Missoula Civic Television Advisory Commission for city resident representative for the term starting immediately and ending on December 31, 2013.**

The committee members introduced themselves to the applicant, Ellen Cherry.

The committee asked the following questions:

1. Please tell us how your education, experience and training can contribute to the Government Channel Cable Advisory Committee.

*Ms. Cherry said she attended the University of Montana. Her background is in finance and accounting which always comes in handy. She is currently a bookkeeper, yet she also has a creative musical side. She has worked in customer service for many years and has experience working with a wide range of individuals.*

2. Describe your familiarity with Missoula Community Access Television and Missoula's cable franchise ordinance.

*Ms. Cherry said she is only familiar with the information that she has found online. She doesn't have cable so she has tuned in and watched some meetings and looks forward to becoming more familiar with the programming.*

3. What community benefits do you see in Missoula's decision to offer a government cable access channel focused on delivering programming relating to local government?

*Ms. Cherry said the main benefit is that people want to be informed, and with busy schedules may not be able to attend a meeting to access what is going on with local government.*

4. One of the committee's primary responsibilities is to suggest governmental programming that MCAT could offer on Channel 11. Do you have any suggestions or ideas about existing programming or any ideas for new programming?

*Ms. Cherry said at this time she is not familiar with the programs and would like to familiarize her with programming before offering any suggestions. She said she can brainstorm and reorganize and think outside the box.*

5. Are you aware of any potential conflicts of interest that may arise during your service on the committee? If you found you had a conflict of interest, how would you handle that situation?

*Ms. Cherry said she can't imagine any conflicts. If one presented itself she would go the Chair person of the commission to follow what ever suggestions they would have.*

6. The Government Channel Cable Advisory Committee meets the third Tuesday of every month from 3:00 - 4:00 p.m. In addition to meetings, there will be materials to review and tasks delegated by the committee. Do you have sufficient time to devote to the activities associated with serving on the committee?

*Ms. Cherry said yes, she does have the time as her son is 17 now. She has checked with her employer they were supportive. Her work schedule is flexible to attend meetings and her employer is supportive.*

7. Do you have any questions for us?

*Ms. Cherry said yes, she would like to hear a little more than what the website had to offer.*

Ed Childers explained that the commission specializes in government cable broadcasting for school board, health board, and City Council meetings. We are always looking for ideas about new meetings that we may want to cover. He said they are allotted only a specific number of governmental coverage hours.

*Ms. Cherry commented that she is fast learner and is interested in learning new things.*

Ms. Rye thanked Ms. Cherry and said someone would be contacting her soon.

Ms. Rye stated that Ellen Cherry was the only applicant, with two positions available and her application was received on the last day.

Dave Strohmaier moved to appoint Ms. Cherry for the position. He said even though she doesn't have a tremendous amount of experience, she has a great deal of interest and that goes along way.

Mr. Childers agreed.

Upon a voice vote the motion passed unanimously.

**III. Held in committee**

1. Approve claims. (Ongoing) (Consent Agenda)
2. Approve journal vouchers. (Ongoing) (Consent Agenda)
3. Approve budget transfers. (Ongoing) (Consent Agenda)
4. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08)
5. Implications of establishing maintenance districts. ([memo](#)) – Regular Agenda (Bob Jaffe) (Referred to committee: 05/11/09)
6. 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)
7. [Resolution](#) of the Missoula City Council establishing a tourism business improvement district consisting of non-contiguous lands within the City of Missoula for the purpose of aiding tourism, promotion and marketing within the district. ([Exhibit A](#)) ([Exhibit B](#)) ([memo](#)) ([A&F](#)) (Returned from Council floor: 10/05/09) **REMOVE FROM AGENDA**
8. Review the FY 2011-15 capital improvement projects (CIP). ([memo](#)) – Regular Agenda (Brentt Ramharter) (Referred to committee: 04/19/2010)
9. 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)
10. CDBG/Home allocation process briefing. ([memo](#))—Regular Agenda (Jason Wiener) (Referred to committee: 09/13/10)

**V. Adjournment**

The meeting adjourned at 1:15pm

Respectfully submitted,

*Dee Andersen*  
Administrative Secretary