

**ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
June 6, 2012, 11:20 am**

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

Members absent: Cynthia Wolken, Adam Hertz.

Others present: Donna Gaukler, Scott Paasch, Brentt Ramharter, Anne Guest, Mary Hanson, Dee Andersen.

I. Administrative Business

A. Approve Committee Minutes: [May 23, 2012](#) and [May 30, 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 \$942,830.78 ([Detailed claims](#))

III. Regular Agenda

1. Discuss the Capital Improvement Program for Fiscal Year 2013. ([memo](#))—Regular Agenda (Brentt Ramharter) (Referred to committee: 04/16/12)HOLD FOR DISCUSSION****

Parks and Recreation Director, Donna Gaukler reviewed her current year FY13 CIP requests.

PR-17 is for a stump grinder. The one they had from 1962 met its end. They have been removing the tree and leaving the stump behind until there were funds available. Parks brought a contract forward to Council this spring for \$23,000 in stump grinding costs. We have been removing 100-125 trees a year and have not been able to address the stumps in one contract. We researched renting and leasing and it wasn't feasible. This would be paid with Road District funds.

Dick Haines asked about the size of the machine.

Ms. Gaukler said it is transported on a trailer and larger than a mower.

PR-18 is for a Tool Cat, which is a utility work machine that has a lot of implements. It is small and can be used for sidewalks and trails which are a challenge to get to. It is road worthy and can push snow. It is very versatile and can be used in many ways.

Ed Childers asked if it has a stump grinding attachment.

Ms. Gaukler said not big enough for boulevard trees.

Alex Taft asked if it can be used for bike lanes.

Ms. Gaukler said it does have a sweeper attachment and they will ask Mr. Hensel if it can be used for the bike lanes.

PR-20 is the White Pine Playground project. It is a CDBG grant that is allowing it to be built.

PR-21 is for a Concession Truck Grill. We would use it primarily for a BBQ grill at Splash Montana. The Crazy Creek Café, at Splash, is a for profit business developed to defray the cost of the gate fee. Splash gets about 90,000 swims per summer and brings in approximately \$450,000; the café accounts for about a third of that gross, and Dippin Dots accounts for a third of

that gross. We know if you have the right sales item it changes the bottom line. We wanted to set up a grill originally in the café but had challenges with the Health Department requirements. Studies show that when people smell the grill they buy more food. We would be paying for the truck with the revenue from sales in about one year. Once the truck is paid for the revenue will go to maintaining Splash and Currents in a manner which will keep people coming back.

Jon Wilkins asked if they considered using an outside vendor.

Ms. Gaukler said yes, but the revenue generated that way is very low and defeats the bottom line.

Mr. Wilkins suggested they use the Kiwanis Grill as the Kiwanis only use theirs once a year.

Ms. Gaukler said she may need to have the Health Department come and explain the difficulties.

Mr. Jaffe asked if they currently sell burgers at the café.

Ms. Gaukler said they do but you can smell the burgers on the grill and that is what increases revenue. She also said they had plans to use it at events and tournaments.

Mr. Childers supported it.

PR-22 Turf Top Dresser/Aerator is required to adequately provide preventative maintenance of the athletic sports turf areas.

PR-23 Equipment Trailers to increase safety and longevity of the mowing equipment.

Missoula Parking Commission Director, Anne Guest reviewed her ongoing CIP projects.

CS-05 Riverfront Triangle Parking Structure is a place holder for a future project that is part of the Downtown Master Plan. Once it is built MPC would be managing the structure. It is not well defined right now. As it becomes more defined we can identify our role much better.

Mr. Taft suggested verbiage added to this request that states it's a place holder.

CS-15 is for Waterproofing Parking Structures. Both Central Park and the new Bank Street Structure will need to have a waterproof coat applied to the entire surface of the upper exposed level in order to keep the structure in safe, operable condition for the future. In spite of the costs involved, if this is not done in a timely manner, deterioration will occur and eventually will result in greater repair costs in the future.

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)

V. Adjournment

The meeting was adjourned at 12:05 pm

Respectfully submitted,

Dee Andersen,
Administrative Secretary