

ADMINISTRATION AND FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
August 24, 12:05 pm

Members present: Stacy Rye, Chair; Ed Childers; Renee Mitchell; Pam Walzer; Dick Haines; Dave Strohmaier; Jon Wilkins; Bob Jaffe; Cynthia Wolken; Lyn Hellegaard.

Members absent: Jason Wiener arrived at 12:09 pm

Others present: Nancy Harte, Dee Andersen.

I. Administrative Business

A. Approve committee minutes dated: [August 17, 2010](#)-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 totaling \$527,753.80 [claims \(Detailed claims\) 8/30/11](#)

MOTION: The committee recommends the City Council approve totaling \$400,735.04 [claims \(Detailed claims\) 09/06/11](#)

B. Approve Home Investment Partnerships program (HOME) award agreement H-11-01 with the District XI Human Resource Council in the amount of \$199,100.00 for assistance to at least six (6) low- and moderate-income first-time homebuyers in the form of down payment assistance, closing costs, and homebuyer education per [Resolution Number 7591](#). ([memo](#))—Regular Agenda (Nancy Harte) (Referred to committee: 08/22/11) **REMOVE FROM AGENDA**

MOTION: The committee recommends the City Council approve and authorize the Mayor to sign Home Investment Partnerships program (HOME) award agreement number H-11-01 with District XI Human Resource Council in the amount of \$199,100.00 for assistance to at least six low-and moderate-income first time homebuyers in the form of down payment assistance, closing costs, and homebuyer education, as authorized in City Council [Resolution Number 7591](#).

Nancy Harte, OPG, said this is one of two contracts council awarded funds to, back in Feb 2011. She said this year has been a longer than usual process. We didn't find out about our awards until May so I am later coming before you this year. The program was cut by 11% so we had to reduce the award amount from \$218,358.00 to \$199,100.00. These funds are used for first time homebuyer down payment assistance and homebuyer education classes and requested approval.

Jon Wilkins moved the contracts and said he supported this program and recommend it to anyone.

Lyn Hellegaard said she also supported the motion and asked if HUD reports the default or delinquency rates.

Ms. Harte said they have no delinquencies and no defaults.

Bob Jaffe asked about the terms.

Ms. Harte said it's a 30 year term, and if they sell the home they payback the grant with interest. We have had two households this year do that very thing.

Mr. Jaffe asked what the interest rate is.

Ms. Harte said below 4%, they keep it very low, whatever the Board of Housing is at.

Renee Mitchell said she was also in support the motion, and asked about the food bank liaison position and the backpack program.

Ms. Harte said those are WORD programs and she is only familiar with HOME programs.

Upon a voice vote, the motion passed unanimously.

III. Held in committee

- A. Approve claims. (Ongoing) (Consent Agenda)
- B. Approve journal vouchers. (Ongoing) (Consent Agenda)
- C. Approve budget transfers. (Ongoing) (Consent Agenda)
- D. An ordinance amending the municipal code as it relates to bike licensing. ([A&F](#)) (Returned from council floor: 12/15/08) (Tabled 8/3/2011)
- E. Amend Council rules to change the Council's regular meeting schedule to two meetings per
- F. month ([memo](#)).—Regular Agenda (Marty Rehbein) (Referred to committee: 06/07/10)
- G. Discuss the disposition of surplus city land. ([memo](#))—Regular Agenda (John Newman) (Referred to committee: 10/25/10)
- H. Discuss outstanding third-party contracts. ([memo](#))—Regular Agenda (Lyn Hellegaard) (Referred to committee: 11/08/10)
- I. 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)
- J. Review Missoula's insurance experience, particularly work comp; propose improvements if warranted. ([memo](#))—Regular Agenda (Ed Childers) (Referred to committee: 05/09/2011)

IV. Adjournment

The meeting was adjourned at 12:15 pm

Respectfully submitted,

Dee Andersen
Administrative Secretary