

**DRAFT - Missoula City Council Budget and Finance Committee Minutes**

**September 14, 2022**

**8:55 AM**

**Council Chambers (in person) or TEAMS (virtually)**

**Attend in person: City Council Chambers, 140 W Pine, Missoula MT**

**Members present: Mirtha Becerra, Daniel Carlino, John P. Contos, Gwen Jones, Kristen Jordan, Mike Nugent, Jennifer Savage, Amber Sherrill, Heidi West**

**Members absent: Stacie Anderson, Jordan Hess, Sandra Vasecka**

**1. ADMINISTRATIVE BUSINESS**

**1.1 Roll Call**

**1.2 Approval of the Minutes**

**1.2.1 Minutes from the 8/17/2022 Meeting**

The minutes were approved as submitted.

**2. PUBLIC COMMENT**

No public comment.

**3. COMMITTEE BUSINESS**

**3.1 Appointment to the Missoula Civic Television Advisory Commission**

Mirtha Becerra made the motion.

There was no public comment.

Onto Consent Agenda.

**Moved by:** Mirtha Becerra

Confirm the Mayor's appointment of Jacqueline Shrader to the Missoula Civic Television Advisory Commission, to fill a vacated term, beginning immediately and expiring on December 31, 2023.

AYES: (9): Mirtha Becerra, Daniel Carlino, John P. Contos, Gwen Jones, Kristen Jordan, Mike Nugent, Jennifer Savage, Amber Sherrill, and Heidi West

ABSENT: (3): Stacie Anderson, Jordan Hess, and Sandra Vasecka

**Vote results: Approved (9 to 0)**

**3.2 Accela Saas Upgrade and Annual Subscription**

Rachael Kropp and Aaron Bowman presented the information about moving to a cloud-based licensing model for Accela, which is a software used throughout the City, rather than a software model, having to be managed at the City. This will allow for use of Accela on tablets and phones, and use latest features and security, and offer benefits to both the public and the staff utilizing this in the City. For additional details, please see the information included in the attached presentation.

Amber Sherrill made the motion.

No public to comment.

Onto consent agenda.

**Moved by:** Amber Sherrill

Approve a contract/agreement with Accela for the Scope of Work for SaaS Migration and the annual SaaS Subscription Service contract in the amount of \$50,000 for the migration and an annual fee of \$262,208.47 starting in FY24. The annual fee will increase by about 3% each year

AYES: (9): Mirtha Becerra, Daniel Carlino, John P. Contos, Gwen Jones, Kristen Jordan, Mike Nugent, Jennifer Savage, Amber Sherrill, and Heidi West

ABSENT: (3): Stacie Anderson, Jordan Hess, and Sandra Vasecka

**Vote results: Approved (9 to 0)**

### **3.3 Referral – Engagement Letter for TIF Bond Counsel**

Leigh Griffing presented this information. This is the engagement letter, taken care of prior to issuing any debt.

Amber Sherrill made the motion. Bond counsel is a very specific expertise in law, so this is a great opportunity to use experts to help us.

No public comment.

Onto consent agenda.

**Moved by:** Amber Sherrill

To approve signature of the engagement letter with Dorsey to provide Bond Counsel related to TIF for an estimated cost of \$30,000.

AYES: (8): Mirtha Becerra, Daniel Carlino, John P. Contos, Gwen Jones, Kristen Jordan, Mike Nugent, Amber Sherrill, and Heidi West

ABSENT: (4): Stacie Anderson, Jordan Hess, Jennifer Savage, and Sandra Vasecka

**Vote results: Approved (8 to 0)**

## **4. ADJOURNMENT**

Meeting adjourned at 9:25