

**Community Forum Meeting  
Meeting Minutes  
October 22, 2009  
7:00 p.m. City Council Chambers  
Moderator, Kathie Snodgrass**

Captain John Mullan – Kathie Snodgrass (Rep)

Farviews/Pattee Canyon – Ray Aten (Rep)

Franklin to the Fort – Jon Salmonson (Rep)

Grant Creek – Don Nicholson (Rep)

Heart of Missoula –absent

Lewis & Clark – absent

Lower Rattlesnake – Penny Orwick (Alt)

Miller Creek – Absent

Moose Can Gully – Lyle Geurts (Rep)

Northside –Absent

River Road –Mike Hathaway (Rep)

Riverfront – Gwen Hoppe (Alt)

Rose Park – Absent

South 39<sup>th</sup> – Jeff Stevens (Rep)

Southgate Triangle – Hans Christiansen (Rep)

University District – absent

Upper Rattlesnake – Mary Louise Zapp-Knapp

Westside – Absent

City Council Liaison – Jon Wilkins

Neighborhood Liaison –Erin Scott

**Others Present**

**Quorum**

Quorum is present.

**\*Adoption of Agenda** (items from consent agenda can be moved to committee reports by any CF rep as deemed necessary at this time). **Mr. Aten** moved to adopt, **Mr. Nicholson** seconded. All in favor.

**\*Approval of CF Minutes**

Approve meeting minutes from September 24, 2009. **Mr. Aten** motioned, **Mr. Christiansen** seconded all voted in favor of approving.

**Public Comment (non-agenda items from audience)**

None

**Neighborhood Liaison Report** – Erin Scott

Erin brought the evaluations from the bus tour to hand out. There was lots of good feedback and people were in favor of the tour. Many people noted that they would attend another tour.

All of the 10 people in attendance last month for strategic planning indicated they be willing to devote some amount of time to a continued strategic planning process.

Cost savings measures for mailings: Christine did a cost comparison on the recent Upper Rattlesnake mailing and in the process discovered a \$300 savings by using the County Print Shop instead of Kinko's and a \$500 savings by doing a bulk instead of presort mail delivery. She is creating a detailed booklet with information and is willing to help folks process their mailings in the most cost-effective way. There was some discussion around this topic and questions.

**\*Community Forum: Nov/Dec Meeting Date Change**

Proposed change to November 19<sup>th</sup>, and to December 17<sup>th</sup>, 2009 due to holidays falling on or near regular date. **Mr. Nicholson** motioned to change the meeting dates. **Ms. Orwick** seconded. All in favor.

**\*Neighborhood Volunteer of the Year Committee**

Jeff Stevens, Don Nicholson, and Mike Hathaway volunteered to be on the committee. Ray Aten indicated an interest as well.

**Ongoing Business**

**Neighborhood Council Updates**

- **River Road**—Agenda items at our general meeting on Oct. 5, were election of officers and appointment of a new CF representative. We talked about the Milwaukee Trail going through the neighborhood and LaFray Park development with a playground.
- **Heart of Missoula**—Absent.
- **Southgate Triangle**—Had a general meeting Oct. 14 and discussed traffic calming and speeding in parts of the neighborhood, interested in setting up neighborhood watch for security. Had no nominations for a couple of leadership team positions but will work on getting some folks to fill those positions. There was a snafu with the meeting mailer due to some route changes with the post office and that not being relayed adequately to the Directory.
- **Lower Rattlesnake**—Nothing new to report.
- **Moose Can Gully**—Nothing new to report.
- **Westside**—Absent.
- **Farviews/Pattee Canyon**—Nothing new to report.
- **University District**—Absent
- **Riverfront**—Hoping to have a NC gathering the second week in November on the historic overlay topics.
- **Upper Rattlesnake**—Had a general meeting October 8 and officially elected Don Sims to the LT as Representative to CF. We have been concerned about fire potential and safety and had a panel discussion over a year ago so. We are planning a panel presentation and discussion at our general meeting November 5 to discuss Beetle infestation, what to do about it, education and interface with various agencies and share with neighbors. Would like to identify what grant monies might be available to help with mitigation. Any neighborhood that would like to send a representative is welcome.
- **Captain John Mullan**—Held a general meeting September 24, in conflict with CF, had trouble getting a room on any other date that month. We elected one new member but didn't have enough volunteers to fill all spots. We reaffirmed that we wanted to go for the grant application for Pleasant View Park and dedicate a large portion of our budget toward that effort. The LT met and was advised that the homeowner's association for Pleasant View Park voted to commit \$3000 towards the park landscape design.
- **South 39<sup>th</sup> Street**—A portion of the Tonkin trail construction is slated for later this month, hoping the weather holds out for it. The stone benches on the southern most trail have been installed with the city's assistance. We will be holding a LT meeting soon to plan a general meeting in the next couple months, would like to discuss strategies for getting a sprinkling system for Honeysuckle Park. We submitted a large project grant application to fund signage for the Tonkin trail.

- **Franklin to Fort**—We did not have a meeting last month but will be having one this Tuesday. We did submit a grant application for a trail in the north portion of Franklin Park.
- **Lewis & Clark**—Absent

City Council Liaison Update-Jon Wilkins

A new historic preservation ordinance is being discussed in PAZ committee. Leaf pick-up will be moved back to allow the leaves to drop. Parks and Recreation is putting together a comprehensive Missoula trail map. Mail ballots have gone out, the headquarters is at the fairgrounds this year.

Oct. Strategic Planning Meeting – CF Leadership Team, Erin Scott

Review adopted mission & goals (refer to handout from last month)

**Mission Statement:** To cultivate and enrich an informed citizenry that actively participates in the governance of Missoula.

**Priority Goals:**

- To encourage and support neighborhood participation in City governance where it does not yet exist.
- To build and create opportunities for neighborhood communication, neighborhood-initiated projects, interaction, and problem-solving.

Erin shared her idea of the importance of sharing the mission and goals with each NC for feedback and buy-in to get the work necessary done. She also expressed that the Office of Neighborhoods is inclusive of Neighborhood Councils, in that Community Forum is a representative body of all the NC's. We might be missing a step if we did not take this mission and goals back to individual NC's to see if this is something everyone believes in.

Discussion ensued:

**Mary Louise Zapp-Knapp** said that in discussing this with the LT, she could see this as a way to provide a structure, and build cooperation; getting a sense of molding a container. One could try to do that and fill it or get a hold of something that community can wrap themselves around. Passion draws the communication and activity of the neighborhood citizenry from which the structure would emerge and evolve out of that passion. What would be the element that we could all share and want to get onboard with and feel passionate about that would be the driving force for the structure to emerge?

**Jon Wilkins** stated that passions are different in each neighborhood and depends on the moment as well.

**Don Nicholson** added that **Grant Creek** is strong with neighborhood home owners associations; in representing all of those interests, there are vastly different passions in the neighborhood. Those who aren't active should get active—that's the difficulty, our neighborhood could be a target for that, being non-active.

**Ray Aten** thinks the driving force for strategic planning is about what we as Community Forum choose to do with Erin this coming year; that doesn't exclude the passion that needs to happen in the NC's. But we have some specifics what we as a Forum would like to see happen in the coming year, that has been the focus of this process.

**Erin Scott** offered a new idea—a flow chart was presented to explain this idea. How does the position of Neighborhood Liaison and the Office of Neighborhoods fit within the structure of the City? The Office of Neighborhoods offers administrative support to individual Neighborhood Councils, as well as Community Forum. Community Forum representatives or alternatives of each NC have a role in communicating information back to each NC and vice versa. The purpose of relaying this information is providing

connection and to learning from each other. Our community is the foundation of the reason we are here. The overarching mission and goals have to be supported by each NC to gain any real traction and cohesion. **Jon Salmonson** indicated this is an illustration of how the business of government in the city can be enhanced or undermined by too many layers. If we try to activate each layer with their own identity and activities, we haven't really gotten the job done; we have just created a separation. The NC's are the action area and they should be the citizens on the ground and the Forum is a functioning interconnection-shouldn't get in the way of anything-should be facilitating.

**Erin Scott** said that this action wouldn't be a plan of CF, or the administrative arm of the Office of Neighborhoods, but be a plan of the Office of Neighborhoods which is inclusive of NC's, CF reps as well as the administrative arm. Last month we didn't have anything; a mission, goals, a plan of action. There has to be investment from each of the NC's towards the mission to cultivate and enrich an informed citizenry that actively participates in the governance of Missoula.

**Mary Louise Zapp-Knapp** asked what would it look like if we achieved this by next year?

Erin Scott replied that the vision of community work is all encompassing. The mission statement is something each of the NC's would see as their path, that everything they do, should cultivate that mission. Provides a 'common language' in the work we're doing. It would be helpful if the NC's supported the two goals. The action plans will come from each NC. How are we going to get it done? How are we going to encourage and support participation? How does that look for each NC? Everyone is doing their own work and then CF comes together and shares resources, ideas, thinking and what is working and what is not.

**Jeff Stevens** asked if Erin would entertain conversations with leadership teams and individuals on strategic planning and goals. Yes, she would be happy to.

**Jon Wilkins** sees the Office of Neighborhoods as a place to nurture the formation of and to provide training (how to utilize your website, organize your LT) for NC's. Community Forum is a good place to get ideas to bring back to NC's. Presentations we hear here often end up at NC general meetings and shaping interest. Some NC's are not active, we need to step in and get those councils going. Passion in one neighborhood could be totally different in than another's; that is what makes Missoula unique. There may be some common passions community wide and individual neighborhood passions; it will be difficult to find a common passion throughout. This body (CF) can back up ideas and help NC's get things done that may even carry over for the whole community; complete streets for example, started here and is now supported by the City. Jon said he gets a lot of ideas from what folks bring and share in this forum to take forward to Council to 'fix' things in neighborhoods. NC's are growing; they are in a good stage and doing well and will grow stronger.

**Kathie Snodgrass** replied that it was a great job putting these together and choosing goals. As being part of a newly formed council, she has appreciated having the resources at this forum. The forum brings a 'feedback loop' of experiences.

**Hans Christiansen** provided his perspective in that NC's should deal with the quality of life of the neighbors-what affects them. These ideas should be collectively heard at CF for action. Supporting neighborhoods with ideas and take them to City Council.

**Erin Scott** stated that she is not interested in changing what is already happening, it is working. Want to illustrate what 'is' happening, it is cyclical. Question asked do you feel like CF without support of your NC can fulfill the mission? Heard a definite 'no' from some.

**Gwen Hoppe** indicated she will take this mission and goals to NC meetings and solicit feedback.

**Don Nicholson** indicated he thinks this diagram is correct. The function of CF is a communication link; the real strength is in the NC. The ones who have 'champions' are strong. Our job is to carry whatever we want to do forward but it needs to be specific and doable, that should be an objective of our NC's, to come up with small, specific, workable things they want to get done.

**Jeff Stevens** said it would be useful to take this mission statement and goals and put them out in newsletters on a regular basis so people will have a better understanding of what the general principles behind NC and CF system. Identify projects, how to achieve and get NC's involved in the work seem to work.

**Mike Hathaway** commented on bringing this back to neighborhood LT's, that it is a great idea. It will inform (new) folks and generate support.

**Jon Wilkins** thinks it is important to take this to the NC's, fly it as a 'banner'- put it out there to let folks know what it's all about and wanted to reiterate his support for bringing to this individual NC's.

**Lyle Geurts** suggested taking CF on the road to the neighborhoods, hold a meeting in different neighborhoods and invite the neighbors. To generate interest in non active neighborhoods, like Miller Creek, he would be happy to invite those residents to neighboring Moose Can Gully meetings. Out of that maybe someone who would be interested but has no other support would get involved.

**Jon Wilkins** would like to see a committee formed to help activate non-active neighborhoods; through utilization of many resources may identify resources.

**Erin Scott** proposed to talk about some action items pertaining to the objectives of chosen goals. For the goal to encourage and support neighborhood participation in city governance where it does not yet exits, an objective is ***to create a media plan to raise awareness about Neighborhood Councils including Community Forum and the Office of Neighborhoods.***

The objective to build opportunities for neighborhood communication, neighborhood initiated projects, interaction, and problem-solving was ***to develop a plan for neighborhood networking, to gain continuity and share resources.***

### **Resume strategic planning process**

Would like to utilize the worksheet to create a specific plan, (what needs to be done). When sharing the mission and goals with your leadership teams, this worksheet could be used as well.

Would like for each of you to decide which of the objectives you feel like you have some passion or energy around:

- creating a media plan
- how neighborhood networking would work

The group split into groups according to objective interest and used the worksheet do identify actions.

## **Final Business**

\*Monthly report to City Council – Request to report on non-agenda items

(The monthly report to City Council will be made by the moderator of the meeting. The report made will address all items on the Community Forum agenda for the month. A request for reporting on non-agenda items will occur at Community Forum to ensure pertinent non-agenda are reported as well).

The next CF meeting moderator will be **Mr. Firehammer**.

## **Adjournment**

Meeting adjourned at 9:15 p.m.

Respectfully submitted,

*Christine Ross*

Christine Ross  
Secretary, Office of Neighborhoods

\*Copies of any handouts and referenced documents at this meeting are on file in the City Clerk's Office