

**Community Forum Meeting  
Meeting Minutes  
March 25, 2010  
7:00 p.m. City Council Chambers  
Moderator, Carol Elsen**

Captain John Mullan – Kathie Snodgrass (Rep)  
Emma Dickinson-(River Road) – Mike Hathaway (Rep)  
Farviews/Pattee Canyon – Ray Aten (Rep)  
Franklin to the Fort – Jon Salmonson (Rep)  
Grant Creek – Don Nicholson (Rep)  
Heart of Missoula –Bill Flanery (Rep)  
Lewis & Clark – Greg Gullickson (Rep)  
Lower Rattlesnake – Carol Elsen (Rep)  
Miller Creek – Absent  
Moose Can Gully – Lyle Geurts (Rep)  
Northside –Absent  
Riverfront – Absent  
Rose Park – Nancy McCourt (Rep)  
South 39<sup>th</sup> – Jeff Stevens (Rep)  
Southgate Triangle – Hans Christiansen (Rep)  
University District – Absent  
Upper Rattlesnake – Don Sims (Rep)  
Westside –Absent  
City Council Liaison – Jon Wilkins  
Neighborhood Liaison –Erin Scott

**Others Present**

Jon Newman with OPG, Liz Stoeckel from HomeWORD and Janet Fiero

**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. Gullickson** moved to approve the agenda with the exception of having the Green Blocks program presentation taken off as it is not ready to be presented. **Ms. Snodgrass** seconded the motion. The motion carried unanimously.

**\*Approval of CF Minutes**

Approve meeting minutes from February 25, 2010. **Ms. Snodgrass** moved to approve the minutes. **Ms. Elsen** seconded the motion. The motion carried unanimously.

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

None

**Presentation –HomeWORD Sustainability Tour, Liz Stoeckel**

Ms. Stoeckel explained that HomeWORD is a non-profit affordable housing developer that provides first time home buyer education, financial basics classes and other housing counseling services to the community. In addition, an annual sustainability tour is held. This year's 8<sup>th</sup> annual sustainability tour will be Saturday, June 12, from 12-5PM and will include sustainable transportation mode routes. The definition of

'sustainability' is broad for the purposes of this tour which showcases homes that implement sustainable business practices in new construction, remodeling, or rehabilitation work and opens up to include gardening, water-wise landscaping and energy efficiency measures. She provided some information on the upcoming tour and is here to seek input on how to get neighborhoods more involved or how the tour could include them. The tour is typically focused on North and West side homes because that is where these types of projects occur most in the community.

Mr. Aten suggested that Ms. Stoeckel send the email posted on the community list serve about this event to the Neighborhood Liaison to pass on the Neighborhood Councils. Ms. McCourt commented that her experience on the Steering Committee for this event indicates this program has great potential for our neighborhoods and community. Ms. Stoeckel asked if anybody knows of an example where there are efforts on behalf of multiple neighbors who are living in community with each other implementing sustainable practices and demonstrating sharing of and wise use of resources in their neighborhood to let her know; that would be an excellent site example to have on the tour. Ms. Stoeckel provided examples of topics that are considered as sustainable living elements to think about.

### **Committee Reports**

#### Active Transportation Plan–Jon Salmonson

There will be a census count of bike/ped numbers and some interviewing in certain locations around town in two hour increments May 4 and May 8 to gather accurate, useable information to assist in the update of the plan. This census count will follow a protocol used nationwide and will require lots of volunteers for this ambitious effort. Mr. Salmonson circulated a sign-up sheet to get volunteers.

The public workshop generated areas of concern which were incorporated into a draft map with a color key of routes which were determined most favorable, least favorable and with hazards or difficulties clearly marked.

The City Council will have a public hearing on the master sidewalk plan April 5<sup>th</sup>. Mr. Salmonson indicated the draft master sidewalk plan is available online <http://www.ci.missoula.mt.us/index.aspx?NID=946> on the City's Public Works webpage under the Bike/Ped Program Pedestrians and Sidewalks tab. He indicated the city normally does about \$700,000 -\$1.5 million in sidewalks a year. A rough inventory estimate is the city has about \$100 million in sidewalk work (repair and new construction). At one million dollars a year, that would be a 100 year plan. Mr. Salmonson said there are 97 year old sidewalks in his neighborhood. He would like to see this system of infrastructure with a higher priority than a 100 year timeline. He encouraged folks to take a look at the draft plan and provide input.

The technical committee continues to follow the outlined work program and updates are provided. All documentation relating to the active transportation plan can be viewed on OPG's website

[http://www.co.missoula.mt.us/Transportation/current\\_activities.htm#MATP](http://www.co.missoula.mt.us/Transportation/current_activities.htm#MATP)

The forum members expressed concerns; questions and ideas were shared. It was asked if there is a plan to fix the high priority projects? Mr. Salmonson said the master plan is designed to show the sequence in choosing high priority routes first. It is set up to serve the greatest number in high density areas first. Appendix A identifies that MMC 12.12 identifies local property tax SID as the method to fund these projects; to speed the process up would require additional revenue sources. A comment was made that input can still be provided thru many avenues on concerns and recommendations to have areas included in this plan and to address priorities. Mr. Sims added that the issue of sidewalks not being a priority has been a national issue and now the country is trying to address that lack of infrastructure and it will be a challenge.

Mr. Wilkins indicated developing funding sources and strategy to pay for sidewalks and curbs is necessary or it will fall on the homeowner. The goal is to have this infrastructure included in any subdivision approval as to avoid this problem with further development. South 39<sup>th</sup> Street neighborhood has been a 'poster child' for deficiencies in sidewalks said Mr. Stevens. About 20% of the area has sidewalks. This has been a long term challenge and difficult to solve. Mr. Geurts asked what would be the feasibility of starting with 'an off street pedestrian right of way' and considering that. Ms. McCourt indicated that sidewalks are a hot topic in Rose Park and asked if there are any examples of ADA acceptable walkways that aren't concrete. Ms. Snodgrass replied that there are accessible trails that are firm, stable and slip resistant achieved thru many mediums; compacted gravel mixes, grass and other things. Ms. McCourt said having a walkway rather than sidewalk may be less expensive and enable use of different materials.

#### Neighborhood Project Funds – Hans Christiansen

This year's timeline is going on the assumption that funds will be approved for this program. Mr. Christiansen would like to see this grant program be for neighborhood councils. April 28<sup>th</sup> will be the pre-application workshop to talk about ideas, identify feasibility or not, this be a question and answer session and provide an opportunity to review a successful application. Then by August 26 would like a question and answer review with City Staff. This will allow time to prepare the application and opportunity to bring forward for semi-review before the final application due date.

#### Marketing/Networking Committee–Ray Aten

Ms. Scott covered the details of the last combined committee meeting and asked if everyone received their e-newsletter last month. She shared that there was a 40% open rate, it was sent to 423 people, almost 200 opened the email and 20% clicked thru on the links. The hottest links were Outstanding Neighborhood Volunteer of the Year and the Missoula Neighborhoods website page. Initially Ms. Scott planned for a quarterly circulation, but has decided there is enough information to do it monthly. The e-newsletter can highlight work of CF and include timely information to keep all NC's connected. Ms. Scott encouraged councils to submit information to be included to highlight neighborhoods. Hopefully the Green Blocks Program will be ready to include in the upcoming version. The sustainability tour, MRA is paying for some sidewalks in the Franklin to Fort area, construction is occurring in Rose Park, Miller Creek, and on N. Higgins, updates can be provided on those projects. There is a lot going on and that can be included in this e-newsletter.

Mr. Aten suggested forwarding it to as many people that you can to get more people linked in to it. It will up to the forum and NC's to expand the membership of this e-newsletter. Another method will be to use meeting sign in sheets with an option to check if you would like to receive the electronic newsletter; this will continue to build up that circulation.

A highlight of this meeting is that it would make sense to have a policy around how information is used and distributed, namely the personal information on leadership teams and the information generated from meeting sign-in sheets. Do people have right to public access or not. Ms. Scott indicated it is useful for the office to have information to contact you, OPG needs a contact to inform on projects so for the office to share with government staff and departments is helpful to them as well. But how much information extends to citizens needs to be addressed.

Discussion: Ms. Snodgrass indicated that any of her information is ok to share with anyone. Mr. Nicholson sees the necessity that the Office of Neighborhoods has information, but does not want his email going out in the general population. Mr. Aten asked if there was an opinion handed down by the City Attorney regarding this issue; even though we are volunteers, we are part of the public process. Ms. Snodgrass commented that if emails are collected for 'our' distribution system, that is as far as they should go. Mr. Wilkins said a hard copy of NC members that included name, address, phone and email optional used to be sent out. He feels

contact information should be made available. He would like to see the hard copy sent out again with email optional.

### **Neighborhood Liaison Report** – Erin Scott

The Western Montana Volunteer Center event was fun and there was attendance by LT members. Jeremy Flesch spoke at the event and Ms. Scott would like to continue to highlight the work of Neighborhood Council volunteers.

Training Update — Saturday April 10<sup>th</sup> date for Marketing/Networking Training is set. In the past there has been training in lieu of the CF meeting so training has been scheduled for that time in April. Mr. Gullickson commented that Green Blocks would probably be ready to present in April. It was decided to have some time allotted for business and the rest for training at the CF meeting April 22.

Janet Fiero is a Franklin to the Fort Leadership Team member and is here tonight. She talked about the subject matter of the April 22 training as she will be the presenter. She stated she works for a Washington D.C. non-profit called AmericaSpeaks (<http://www.americaspeaks.org>) which organizes large and small town meetings on subjects that impact lives. Ms. Fiero stated the training will be an active listening process called Appreciate Inquiry; how to come from a place of remembering what works in neighborhoods, thru this sharing of memories, a wish list for the future emerges. This process builds on the best of what has been and is a different way to engage and excite people. Ms. Fiero said that when you come at it from an appreciative place, you talk about what did work rather than focus on what didn't. It is a fun, engaging and entertaining way to learn. She hopes you will attend.

The other date is April 29, 6-9PM with a panel discussion with city staff on how to overcome bureaucracy.

Missoula Organization of Realtors received a large grant to do marketing around neighborhoods. This 'front porch' initiative will be done through development of a blog and through a call in radio show that focuses on community and neighborhoods. The radio show will be held the third and fourth Fridays of the month on KGVO 1290AM radio from 9-10am. There will be a need for people to talk about their neighborhood, let Ms. Scott know if you would like to host a show. She will be on tomorrow's show and talk about the Neighborhood Council system. Ms. Elsen said she has heard ads on the radio about it. The neighborhood blog will have an assigned realtor to be an 'expert' on a number of neighborhoods; would like to partner that person up with a liaison in those neighborhoods to start up those blogs as a contact to share information on events, share pictures and have interesting information on there. This is a big opportunity to create the conversation we want to about our neighborhoods.

### **\*Budget Reallocation Procedure**

Mr. Aten offered a recap of this process; it is done late in the budget year to allocate unspent individual neighborhood funds to the Community Forum budget to be redistributed as requested. This will establish a time period to work within regarding this process

"In March, Neighborhood Councils shall begin to secure their remaining funds by submitting a budget to the Neighborhood Liaison with anticipated expenditures for the final four months of the fiscal year. All annual Neighborhood Council funds left unencumbered by April 1 shall be reallocated into an already established Community Forum account for redistribution. From **April 1**, through June 30, 2008 (fiscal year-end), individual Neighborhood Councils may request additional funds from this account once their annual budgets have been exhausted."

Mr. Nicholson asked if these monies could be directed to small grants rather than go toward general expenses of Neighborhood Councils. Mr. Gullickson commented that small grants have been a part of the requests for funding in the past. Mr. Christiansen expressed this process has worked well in the past. Explanation by forum members to those with uncertainty of the process ensued.

When asked if there were any additions or deletions to the language, Mr. Nicholson would like to amend the language to include the small project grant fund budget as well as community forum budget. Mr. Hathaway commented the language is general enough that it can be utilized well and would like to leave as is.

**Mr. Aten** made a motion to approve the budget reallocation procedure language as is. **Mr. Geurts** seconded the motion. The motion passed with one abstention from Mr. Nicholson.

Discussion: Ms. McCourt asked where is it established how the community forum account can be utilized. Ms. Scott replied that resolution 6601, approving the CF budget guidelines for NC's and improving usage of some neighborhood funds for small project grants to be awarded by the CF has specific guidelines around spending of those funds.

## **Ongoing Business**

### Neighborhood Council Updates

- Captain John Mullan –The charette for Pleasant View 5-acre park design will be April 24 and will include a children's input process and childcare will be provided as well.
- Emma Dickinson-(River Road)–LT meeting dates occur second Tuesday of the month and they met on March 9 to discuss the playground at Lafray Park with representatives from Parks and Rec and CTA Architects regarding the playground development; equipment, safety and overall look of the area. Thanks to Councilman Childers for attending that meeting. The LT discussed an update on the Milwaukee Trail; affected areas from the connection of that trail were identified and subsequently three meetings were held with the affected parties in those areas mid-March. There will be a general meeting in April to continue to talk about Lafray Park and the Milwaukee Trail.
- Farviews/Pattee Canyon—nothing new to report.
- Franklin to Fort—at the general meeting Tuesday March 23, there was an update on the active transportation plan. General meetings are the 4th Tuesdays of the month.
- Grant Creek—nothing new to report.
- Heart of Missoula—had a general meeting March 3. A grant committee was appointed to oversee the traffic art project and there was extensive discussion on making E. Broadway safer for pedestrians.
- Lower Rattlesnake—the LT has been meeting jointly with the Upper Rattlesnake and City Council representation to discuss transportation issues. This has been a productive and fun process to work together to prioritize transportation needs as a combined voice.
- Lewis & Clark—at the general meeting on March 16 there were nominations for all officer slots, a candidate forum for house district 94 with Ellie Hill and LouAnn Crowley, a presentation from the school playground equipment committee, and discussion on the possible resolution regarding cell phones while driving. The LT is planning a future meeting to vote in new officers.
- Moose Can Gully—at the general meeting March 16 had a discussion with CC reps present about increased traffic on Gharrett Road from the Miller Creek construction project; Morgan Valliant from City Parks and Bobby Grillo with Montana Conservation Corp talked about their planned work on the trails in the area April 5-9 and leading Trail Improvement Day April 10th at Garland Park from 9am-1pm.
- Northside —Absent.
- Riverfront—Absent.
- Rose Park—LT met with Doug Harby, City Engineering, to facilitate communication around sidewalks, how to have productive problem solving and proactive communication in the process. Changes on Brooks

Street that would impact sidewalks and trees were recently brought to our attention. The NC is focusing attention on those areas.

- South 39<sup>th</sup> St.—LT meeting to plan a general meeting in April. One item on agenda will be to apply for NPG funds for traffic boxes along S.W. Higgins/39<sup>th</sup> Street corridor in conjunction with neighboring councils to do the entire corridor.
- Southgate Triangle—will be having their general meeting April 14 discussing improvements at Boyd Park, progress on traffic calming, update on Neighborhood Watch organizing effort.
- University District —absent.
- Upper Rattlesnake—the focus has been on sidewalk and associated transportation issues associated with the summit meeting. The LT will be meeting soon and there will be another summit meeting in the near future.
- Westside—Absent.

#### **City Council Liaison Update-Jon Wilkins**

The extension of the Business Improvement District (BID)

<http://www.missouladowntown.com/about/downtown-business-improvement-district> or another ten years passed. This funds improvements and keeps downtown clean as well. The protest numbers dropped since the last time this came forth.

Upcoming public meeting issues: Language on anti-discrimination public hearing April 12. The refusal of a breathalyzer request has been returned to committee. He would love to see some of these faces at the CC during public comment and hear your comments.

#### **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).

Ms. Elsen asked for a substitute to take her place for the report; she has a scheduling conflict on Mondays. No takers. She will include in the report: items on the agenda, including that the Active Transportation Plan is looking for volunteers for those traffic count dates; the timeline for budget reallocation change; what CF is doing to increase marketing for NC's with Constant Contact e-newsletter and with Missoula Organization of Realtors collaboration; mention training dates and encourage anyone interested to attend; concern about the lack of sidewalks and to speed up the process to put them in where lacking, and to find more avenues for financing of them.

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

#### **Adjournment**

Meeting adjourned at 8:55 p.m.

Respectfully submitted,

*Christine Ross*

Christine Ross  
Secretary, Office of Neighborhoods