

**Community Forum Meeting
Minutes
May 24, 2007
7:00 p.m.
City Council Chambers
Moderator, John Snively**

Moderator, John Snively began the meeting at 7:05pm and took role:

Emma Dickinson – Mike Hathaway (Rep)
Farviews/Pattee Canyon – Celeste River (Alt)
Franklin to the Fort – John Wolverton (Rep)
Grant Creek – Absent
Heart of Missoula – Ken Duce (NC member)
Lewis & Clark – Greg Gullickson (Rep)
Lower Rattlesnake – Carol Elsen (Rep)
Miller Creek – Absent
Moose Can Gully – Tom Theisen (Rep)
Northside – Absent
Riverfront – Melissa Schmitt (Rep)
Rose Park – Alexandra Gorman (Rep)
South 39th – Renee Mitchell (Rep)
Southgate Triangle – Absent
University District – John Snively (Rep)
Upper Rattlesnake – Jan Hoem (Rep)
Westside – Absent
City Council Liaison – Jon Wilkins
Neighborhood Liaison – Nick Roberts

Others Present

Laval Means, Kathy Gillespie, Dana Boylan, Joe Brehm

Quorum

It was announced a quorum was present

Adoption of Agenda

Ms. Hoem moved to adopt the agenda. *Mr. Gullickson* seconded the motion. None opposed. Motion passed unanimously.

Public Comment

No public comment

Approval of Minutes

Mr. Wolverton requested making a change on page 7 and 8 of the April 26, 2007 CF meeting minutes regarding Franklin to Fort: the minutes state “he thanked two reps from Parks and Rec and OPG who attended the LT meeting.” He noted that it was not an LT meeting but was

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actually an on-site meeting at a planned cluster. **Mr. Gullickson** moved to accept the minutes for April 26, 2007 as amended. **Ms. Mitchell** seconded the motion. None opposed. Motion passed unanimously.

Announcements

Neighborhood Liaison Report: **Mr. Roberts** summarized the potential amendments to Ordinance 3335, stating that this item has been in discussion at CF for a few months and has been presented to the City Council Administration and Finance Committee. In committee there has been interesting discussion about how the ordinance should address the capacity and role of the Community Forum regarding boundary modification issues. An important aspect of this conversation has been whether the ordinance should include a separate set of CF guidelines or not. A copy of the newly revised recommended ordinance (as amended by Admin. and Finance) was included in the CF binders. This will be discussed at the next Admin. and Finance meeting and **Mr. Roberts** will take emails and comments between now and then.

Mr. Roberts noted some were prompt to complete the survey about neighborhood leadership trainings. 13 people responded in total. 11 said that they didn't feel adequately trained thus far. All respondents would like to have further guidance on communicating with City officials and staff. The survey also addressed "neighborhood assessment strategies" (such as surveys, resource mapping, etc.), an issue that will be further explored in the future. **Mr. Roberts** also noted that the "City Talk" project is getting great response. The first issue addressed *mail-in ballot elections*, and there were about 80 responses. The second issue concerned *bicycle safety*, and in the first week it had 300 responses. **Mr. Roberts** noted he is still trying to clarify neighborhood point people to list on the Office of Neighborhoods website- please let him know who should be identified for each NC.

Mr. Roberts welcomed the Mullan Area Neighborhood Council as it has had recent organizational activity. Something for future discussion- Greg Oliver of the Missoula County Health Dept is interested in working with CF and NC's on a resource mapping project including with points of interest in each neighborhood. **Mr. Wolverton** asked whether the next topic for City Talk would be "chickens in the city limits." **Mr. Roberts** stated there had been no official decision about the next topic. **Mr. Wolverton** stated that he presumes that the chair of the leadership team would be the contact person for the Office of Neighborhoods website, not the CF rep. **Mr. Wilkins** stated he thought that was how it has always been (each LT deciding its own contact person).

Presentations

1. Introduction of zoning code rewrite (in preparation for N'hood Bus Tour) – Laval Means
 - Introduction of Zoning Code Rewrite
 - Working with Duncan Associates
 - Introduction/purpose of zoning
 - Main planning elements

Urban organization; design with nature; human scale; relationships;
movement/permeability; variation; legibility; articulation/richness

Ms. Means discussed how the bus tour and the zoning code rewrite can be intertwined. The first step will be developing a public involvement plan which is in process right now. There will be a public kick off work shop in late June which will be widely broadcasted for participation. The thirty months will include a concept and direction report, initial ordinance draft, public review draft, hearing draft, ordinance adoption and then staff training and follow up. The purpose of zoning is to protect the health safety and general welfare of public. It is also important to have zoning to specify where certain kinds of land use can occur and set standards for how development takes place. Some elements of zoning: circulation systems, trails, sidewalks, street standards; designs for people, cars, bikes, and buses. Designing with nature is considering air, water, soil, slope and minimizing the amount of disturbance that can occur. **Ms. Means** showed features of how spaces can be used to help the standards of different structures, lot size, and heights to make and keep a rich community. **Mr. Wolverton** asked if calling it a “code update project” is an attempt to stay away from the word “zoning,” or is there another reason? **Ms. Means** offered that the full name is actually Zoning and Subdivision Code. **Ms. Hoem** stated that the neighborhoods would like to keep the things that we love about our neighborhoods and not have them be changed in a way that will break down the character of the neighborhood. **Ms. Mitchell** stated Missoula has some very nice planning, nice business districts and neighborhoods- even with the zoning that does exist and even with new zoning, the neighborhoods that have zoning and building codes have a lot of thought going into that. **Ms. Mitchell** mentioned Briggs Court as a challenging example of dealing with development/ zoning. **Ms. Means** stated the Mark Landkammer will be a person of contact for further questions and comments. **Ms. Rivers** cannot make it on the tour and would like to see the bus tour taped on MCAT so the community could see it from inside the bus. **Mr. Roberts** stated this would be difficult as there are not enough real stops at which to film sites.

2. Youth at Risk Community – Kathy Gillespie

- Want to collect information about “at risk youth”
- Want to administer a survey
- Handed out consent forms & survey

Ms. Gillespie and Ms. Boylan, students from Walla Walla College were collecting information for the Mountain Home Montana, a group home for pregnant teens. They were collecting information through a needs assessment survey. They were looking for comments on what the community leaders see as needs for the at risk youth in the community. **Mr. Snively** stated that there would not be enough time to do this at the meeting. CF members could take the survey home and get it back Ms. Gillespie or Nick. **Ms. Gillespie** announced that surveys could be mailed to 735 Michigan Street 59802. **Mr. Roberts** said completed surveys could be sent to him as well.

3. American Red Cross – Joe Brehm

Mr. Brehm, a Vista volunteer with the Red Cross, talked about what the Red Cross does and how the services help people. He would like to know if CF/NC’s can distribute Red Cross

information and advertise volunteer opportunities to their neighborhoods. If so, people can call 549-9441 with questions, or go to the website www.montanaredcross.com . He wanted to know if he could get news out to neighborhoods to help out with some of the things they do.

Mr. Wilkins stated the Red Cross is a good organization. **Ms. Rivers** stated it is a good idea to have the Red Cross connected to the Community Forum and the Neighborhood Councils.

Mr. Brehm stated that partnering with neighborhoods would help Missoula as a community be more prepared in case of an emergency.

Committee Reports

Extraordinary Events Committee

No Report – Ken Duce

Bus Tour Committee: Greg Gullickson

Mr. Gullickson stated the bus tour committee met and finalized the sites for the tour. The tour will visit the North half of Missoula this time, which is the opposite of past tour plan. The tour will be on a Saturday morning this year, June 2nd. Every Neighborhood Council is allotted at least two seats, so please get your names to Nick as soon as possible. If there are others who would like to attend, they can go on a waiting list. He announced that family and friends can meet the group at the end of the tour for Splash Montana passes and a picnic lunch. **Mr. Roberts** pointed out the bus has 55 seats and he has 35 signed up at this point including a hand full of city staff, the mayor, three council representatives, and the parks superintendent. The NC's that Mr. Roberts has not heard from include: Emma Dickinson, University District, and Upper Rattlesnake. **Ms. Hoem** stated that Upper Rattlesnake does have reps from there signed up.

Unfinished Business

A call for each N.C. and the C.F. to create a list of accomplishments and activities: Renee Mitchell

Ms. Mitchell suggested that the bus tour will light a spark about things people have done in their neighborhoods. These accomplishments should be sent to Nick or Ms. Mitchell.

Remaining \$2,156 of Neighborhood Project Funds

Mr. Roberts stated that not much has changed from the last meeting. He reminded everyone that the fiscal year is ending June 30, 2007; people should be thinking of ways to utilize annual funds before then.

New Business

Pending Neighborhood Small Grant applications review and action – John Snively

Mr. Snively stated there are three small grant applications that need to be voted on.

- The first one was a request submitted by **Mr. Gullickson** (\$200) on behalf of Community Forum to provide food for the bus tour. **Mr. Roberts** stated that all three grants have been approved by Jim Meagher and Mr. Snively from the CF grants committee. **Ms. Elsen** made a motion on this grant, **Mr. Wolverson** seconded

*Vote: passed unanimously.

- The second small grant request (\$200) also came from **Mr. Gullickson** on behalf of the Community Forum to provide passes to Splash Montana for the bus tour. Mr. Gullickson stated that the bus tour committee would only use what was needed, if less than \$200. **Ms. Gorman** made a motion, **Ms. Hoem** seconded
*Vote: passed unanimously.
- The third small grant request came from Rose Park Neighborhood Council (\$200) for a sandwich sign made to announce their meetings. **Mr. Snively** stated that this expense might be better assessed from the annual Rose Park budget. **Ms. Gorman** stated that they are using the annual budget money for upcoming meeting expenses, which explains the grant request. **Mr. Gullickson** made a motion to approve the grant, **Mr. Hathaway** seconded.
*Vote: passed unanimously

Approval of the Neighborhood Bus Tour Budget – Greg Gullickson

Mr. Gullickson stated there has never been a formal action on NC contributions to the bus tour. The bus tour committee would like to have the overall budget reviewed and voted on by CF. This would formalize each NC contributing \$30 in support of the tour. **Mr. Theisen** asked if there was enough money in each NC budget to support that fee. **Mr. Wolverton** asked if there really needs to be a motion on this item. **Mr. Theisen** expressed concern in agreeing to a \$30 assessment as he did not know if his NC had enough money to cover it; he wanted a financial statement to confirm this. **Mr. Wolverton** had a concern with whether CF could make this decision for all NC's. **Mr. Roberts** did not think any NC would go in the hold from a \$30 contribution to the bus tour, but offered that if any CF rep wanted to refrain from a vote until he can confirm budget amounts, that would be fine. He also mentioned that for past tours such an amount was simply deducted without approval from CF. **Mr. Wilkins** stated that when the bus tours started happening the Office of Neighborhoods just took the money out without formal approval from NC's. He stated that \$30 was very appropriate and if it was not available in some NC budgets, it could likely be found in other NC budgets. **Ms. Rivers** commented that they used to each get a print-out of their budget at each meeting- if that was currently available, people would know for sure what that had in their budgets. **Mr. Theisen** stated it was not the \$30 that was the issue; it was knowing for sure that NC's had the money. **Mr. Wolverton** asked if CF wanted to formalize this bus tour budget with a vote, or just leave it as is. **Mr. Gullickson** said this was precisely the point of bringing the budget to CF- to make it official instead of continuing with past modes of assessing NC's for the bus tour. **Mr. Theisen** moved to approve the budget contingent on all NC's having the money. **Mr. Gullickson** seconded. **Mr. Wolverton** did not want this to become formalized and wanted the bus tour expenses to be assessed as in the past.

*Vote: 10 yes, 1 abstention: motion passed

Nominations for one vacant Community Forum Leadership Team position –Greg Gullickson

Mr. Gullickson stated he is hoping someone will step forward and agree to participate on the Leadership Team. **Mr. Roberts** named the current participants on the leadership team and stated that nominations can be made and those persons can accept or decline. **Mr. Wilkins** nominated Tom Theisen – he declined. **Mr. Gullickson** invited anyone who is interested in the position to

come to the Community Forum LT meeting on the second Thursday in June for further information.

Mr. Hathaway stated this was the second or third call for volunteers for the volunteer of the year committee. He would like about 5 people on this committee. Mr. Hathaway and Ms. Mitchell are serving on this committee right now. Mr. Hathaway wanted to identify 3 more volunteers from the floor. **Ms. Hoem** volunteered. **Mr. Roberts** stated that volunteers should be Community Forum members. **Mr. Wilkins** stated it could be alternates also. **Mr. Hathaway** asked the members to think about this committee and get back to him.

Formation of a Community Forum “Funds Allocation Committee” – Greg Gullickson

Mr. Gullickson proposed forming a committee to address issues like annual NC funds disbursement and reallocation ideas for inactive NC funds. He conveyed that some neighborhoods were spending money and some were not. CF might consider working on a formal policy about monetary issues. **Mr. Gullickson** talked to Mr. Christiansen about this and he said he would be interested in participating on this committee. Mr. Gullickson would participate as well. This being an action, it requires a vote to form the committee. **Mr. Theisen** volunteered for the committee. **Mr. Theisen** made a motion to form the funds allocation committee. **Mr. Gullickson** seconded. **Mr. Wolverton** wanted to wait on any such voting until the Community Forum better represented the neighborhoods. He mentioned that City Council’s A&F committee has been considering different neighborhood funding strategies. He also expressed his frustration with committee work; being on the boundary committee for 3 out of 6 meetings, he found that CF recommendations were being significantly changed at City Council. He also had reservations about CF being the appropriate venue to allocate NC funds. **Mr. Theisen** thought the motion should move forward. **Mr. Wilkins** encouraged creating this committee. **Mr. Roberts** made a point that the monetary concerns that **Mr. Wolverton** has would be best addressed through a committee like a funds allocation committee. **Mr. Wolverton** stated his concern again that CF recommendations are altered at City Council, proving frustrating for important monetary issues.

*Vote: 10 yes, 1 no

Volunteers for this committee: **Ms. Schmitt, Mr. Theisen, Mr. Gullickson, Mr. Christiansen**

Ongoing business

Monthly report to CC: **Mr. Snively** will present on the following: summary of the 3 presentations; bus tour plan/budget; small grant approvals; formation of new funds allocation committee; report from volunteer of the year committee. **Mr. Theisen** made a motion to approve the monthly City Council report. **Mr. Wolverton** seconded.

Passed unanimously

Neighborhood Updates

- Rose Park – **Ms. Gorman:** planning an upcoming meeting for June 7th at St. Paul’s church at 6:30pm; discussion of several things including Triangle Park, sidewalk issues, Café Dolce, round-about; there will be an ice cream social as well
- Lewis & Clark – **Mr. Gullickson:** Just had a general meeting on May 3rd where UM South Campus Master Plan was discussed; also discussed on the duck pond; good attendance

- Emma Dickinson – No Report
 - South 39th St.—No Report
 - Moose Can Gully – **Mr. Theisen:** just had a general NC meeting, though he did not attend; He would like future financial reports included in monthly info in CF binders.
 - Farviews/Pattee Canyon – **Ms. Rivers:** had a general meeting May 16th including discussion on the UM South Campus Master Plan; does not want to lose the small space where hang gliders land on/around the golf course; discussed park areas in the neighborhood and how they can be enhanced; discussed the issue on Park View Drive; ice cream social planned for July 19th.
 - Franklin to Fort—**Mr. Wolverton:** F2F has regular LT meetings the first Tuesday of the month at Bethel Baptist (corner of 6th and Washburn); planning a newsletter; neighborhood bicycle tour on June 16th; general meeting planned for June 27th
 - Riverfront – No Report
 - Lower Rattlesnake – **Ms. Elsen:** planning a meeting about zoning issues at the base of MT Jumbo
 - Southgate Triangle – **Mr. Christiansen:** LT meets every 2nd Wednesday of the month; good turnout at the last meeting- some City Council members were present; traffic calming devices were discussed
 - Upper Rattlesnake – **Ms. Hoem:** thanked CF for small grant approval from last month; next meeting coming on Thursday, May 31st, at her house
 - Grant Creek – No report
 - University District – No report
- City Council Report – **Mr. Wilkins:** Important issue coming up is the Zoning Code Rewrite– this will be really important for the neighborhoods to participate in; everyone should get involved. He encouraged all NC’s to invite their respective City Council ward representatives to NC meetings; would be great to give them 15 minutes for questions and answers with meeting attendees.
- **Mr. Gullickson** will moderate the next meeting.
- **Mr. Roberts** apologized for not have the budget reports in the folders; he will ensure that they are available in future meetings.

Adjournment

Meeting adjourned at 9:15 P.M.

Respectfully submitted,
Tammy DuBois

Tammy DuBois
 Secretary
 City Clerk’s Office