

**Community Forum Meeting
Minutes
July 26, 2007
7:00 p.m.
City Council Chambers
Moderator, Renee Mitchell**

Moderator, Renee Mitchell began the meeting at 7:05pm and took role:

Emma Dickinson – Mike Hathaway (Rep)
Farviews/Pattee Canyon – Absent
Franklin to the Fort – Absent
Grant Creek – Absent
Heart of Missoula – Absent
Lewis & Clark – Seth McClain (Alt)
Lower Rattlesnake – Absent
Miller Creek – Absent
Moose Can Gully – Carson Robinson (Alt)
Northside – Absent
Riverfront – Melissa Schmitt – (Rep)
Rose Park -- Diana Garrett (Alt)
South 39th – Renee Mitchell (Rep)
Southgate Triangle – Hans Christiansen (Rep)
University District – John Snively (Rep)
Upper Rattlesnake – Jan Hoem (Rep)
Westside – Absent
City Council Liaison – Absent
Neighborhood Liaison – Nick Roberts

Others Present

Erin Kautz, Greg Oliver, Andrew Stickney, Jamee Greer (Heart of Missoula NC)

Quorum

Quorum was not initially established.

Public Comment

None.

Announcements

Neighborhood Liaison Report:

Mr. Roberts stated that the Neighborhood Council boundary change ordinance amendment was made official at the last council meeting. The ordinance number will change and will include all the new approved information. A couple of reminders of what these changes will mean- boundary changes will be considered as the changes relate to the city charter, geographic considerations, population density, and landmarks. Another key distinction will be City Council

having to approve all boundary changes from now on. Neighborhoods that want to swap boundary lines agreeably, subdivide, or consider forming a brand new Neighborhood Council should get a Community Forum endorsement before presenting such changes to City Council for final approval. **Mr. Christiansen** asked if the wording had been changed in the ordinance referring to the input of the CF. **Mr. Roberts** stated that the new language does give CF more of a defined role than it has ever had; all official boundary changes will still be reviewed by CF. **Mr. Roberts** gave an update on the City Talk project, explaining what it is and how it works. The City's Administrative Leadership Team asked that the City Talk request process be formalized a bit more. Mr. Roberts created a form which allows three "sub-groups" to offer issue requests: general public; city administration; and city council. Each group will have its own review body, which will forward endorsed requests on to Mr. Roberts. The CF will be the review body for the general public. The next City Talk issue will be focused on "urban chickens." This survey precedes a public hearing at the end of August.

Mr. Roberts mentioned that planning for the fall bus tour has begun. More info will be coming soon. He also announced that new NC member packets are available in the Office of Neighborhoods. He announced there is a redesigned list of neighborhood contacts on the Office of Neighborhoods website- CF and NC leadership and general membership are listed. He encouraged CF members to review this information to ensure accuracy.

Mr. Roberts announced the bittersweet news that he will be leaving the Neighborhood Liaison position as he is moving back closer to his home in Tennessee for family reasons. He assured CF that this decision had nothing to do with his job, and he would be sad to leave it. He said he would remain in his position through early to mid September; he thanked the CF membership for a wonderful year.

Presentations

1. Missoula County Health Dept – (**Greg Oliver, Erin Kautz, Andrew Stickney**)

Greg Oliver:

- Mentioned there are a number of ways to collaborate with neighborhoods
- Focusing on programs to help people be active and counteract the obesity epidemic; being active is good for everyone's health
- Goals of working with NC's on healthy things they can do in their neighborhoods

Erin Kautz: Will be working with NC's on "healthy neighborhoods" program

- Mapping
- Possible workshops with neighborhoods
- Developing preferred routes/safe routes to school
- Is interested in doing presentations to NC's about active neighborhoods (handed out contact info)

Andrew Stickney: Intern from UM

- GIS student doing neighborhood mapping with the health dept.
- Showed sample electronic map of Franklin to the Fort NC w/neighborhood landmarks

Mr. Stickney offered to help the neighborhoods build maps of different places in their area, including how to get there safely and by foot or bike. He gave a demonstration of this mapping exercise with “Google Earth.” **Mr. Oliver** stated he has been looking for maps of neighborhoods for a while. He said they took a map from the bike/ped office and broke it down into individual neighborhoods for print, but Google Earth is more versatile. **Mr. Roberts** thanked the presenters for coming and showing this mapping tool; he gave a resounding endorsement. **Mr. Stickney** or **Ms. Kautz** may be contacted at 258-3889. **Mr. Stickney** will be available now through the beginning of school. Then time will be more limited. He offered to pull together a workshop to further introduce the Google Earth tool and its applications for neighborhoods.

(A quorum was met during the Liaison Report as the 9th CF attendee came in. Ms. Mitchell guided the group back to the earlier action items that were skipped: adoption of agenda and approval of minutes).

Adoption of Agenda

Mr. Hathaway moved to adopt the agenda. **Mr. Christiansen** seconded. The motion passed unanimously.

Approval of Minutes

Ms. Mitchell initiated the approval of May minutes. **Mr. Christiansen** had a correction to the May minutes under the “Neighborhood Updates” section: the current version of the minutes noted Mr. Christiansen giving updates for the Southgate Triangle NC, though he was not actually at the meeting.

Mr. Christiansen made a motion to approve the May 24th minutes with the above mentioned correction made.

Ms. Hoem seconded the motion. The motion passed unanimously.

Mr. Snively made a motion to approve the June 28th minutes as presented. **Mr. Christiansen** seconded the motion.

The motion passed unanimously.

Committee Reports

Extraordinary Events Committee

No Report

Neighborhood Volunteer of the Year Committee – Mike Hathaway

Mr. Hathaway reported that the committee met in early July to discuss the nomination process. The nomination period is open until August 10th. The committee right now consists of **Ms. Hoem**, **Mr. Hathaway**, and **Ms. Mitchell**. They would like to have a couple more volunteers to become members of the committee. They will have one or two more review meetings in August before presenting a recommendation at the August CF meeting. **Mr. Roberts** stated that the plan was to give the award in September with the recipient’s name engraved on a plaque in City Hall.

Bus Tour Committee – Hans Christiansen

Mr. Christiansen stated that the fall bus tour will be in September and will focus on the South half of Missoula. He offered that NC's in the South half of town need to have two people on the tour to speak about two site visits- please get this info to Nick as soon as possible. The tour will be on a Saturday again and will probably have a lunch afterwards like the June tour. **Mr. Roberts** stated there is only one Saturday in September when there is not a home UM home football game, and that day is the 15th. The date is not set but would likely be the only Saturday consideration for the event. He also mentioned the tour will be very busy with at least one additional NC than the June tour had. He encouraged CF members to help spread the word about getting site visit requests submitted. An official announcement will be coming out soon. **Mr. Christiansen** stated that school being in session has been a driving factor for the tours to make sure people are not on vacation.

Funds Allocation Committee – Hans Christiansen

Mr. Christiansen stated the committee has been trying to come up with better ways to use the funds that are given to the neighborhoods. Considerations have been give to the both the annual NC allotments as well as the mailing supplements. The committee has proposed to create a procedure that guides allocation and spending strategies. **Mr. Roberts** explained the committee's proposal and reminded everyone they received this document by e-mail and there's a copy in their binders as well. He explained the general idea of the procedure is to allow CF to have a role in shaping when unencumbered NC funds may become accessible to other NC's. In other words, NC's would have to spend or provide a budget confirmation of specific spending that encumbered funds by a specific date in late winter or early spring. Funds not encumbered would become accessible to other NC's. **Mr. Roberts** asked members to review the proposal carefully as it would be voted on at the August CF meeting.

Unfinished Business

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

Renee Mitchell: No report

Remaining supplemental mailing funds and NPF Small Grant Funds- Nick Roberts

Mr. Roberts displayed fiscal year 2007 spending charts on the screen and reminded members they have hard copies in their binders. He summarized the annual NC budgets (of \$800 each) and showed the year end balances. He noted there was significant money left over, and that everyone should continue thinking hard about how to best utilize these annual funds. **Mr. Christiansen** stated that the expectation and then delay of the mailing supplement funds becoming available halted spending on the \$800 budgets. He thought this problem would go away next year. The \$10,000 mailing supplement did create confusion for the neighborhoods. **Mr. Roberts** showed spreadsheets on the mailing supplement spending and explained similarly that a significant portion of mailing funds remained at the end of the fiscal year. **Mr. Snively** asked if this money is only for mailings, postage, and flyers, not for like a newspaper ads. **Mr. Roberts** did not know for sure but will check into this subject. **Ms. Garrett** stated that Rose Park never spent money on postage. They have had meeting notices hand delivered through a

community service program with the Missoula Police Dept. **Mr. Roberts** showed NPF small grant money that was awarded, spent, and remained. He explained that unused small grants will carry over to the new fiscal year because the funds are under contract.

Nominations for one vacant Community Forum Leadership Team position- **Hans Christiansen**

- **Mr. Christiansen** stated there is one vacancy on the CF Leadership Team and members can either be nominated or nominate themselves. He explained that the position means a lot of e-mail correspondence and a couple of meetings each month. **Ms. Mitchell** advised anyone who had not done it before to try it. **Mr. Roberts** stated that Ellie Hill (Heart of Missoula NC) nominated herself to be on the Leadership Team via an e-mail message to him. A vote will take place at the August CF meeting. No further nominations were made. The nominations were closed.

New Business

*Elect 3 new neighborhood Project Fund Committee members for the 2007-2008 program year- **Hans Christiansen**

- **Mr. Christiansen** announced that the NPF committee needs three members for the new program year. Last year's CF members were **John Snively, Hans Christiansen** and **Ray Aten**. The standing committee consists of three CF reps, one Neighborhood Network rep, and one City Council rep. Existing or past reps can be reelected. This group will review the neighborhood project grant proposals during four or five meetings in September and October and then make a recommendation to CF. **Mr. Christiansen** asked if there were any volunteers. **John Snively** and **Hans Christiansen** offered to serve again. **Ms. Garrett** asked how many meetings and how long they would be. **Mr. Roberts** reiterated the above mentioned general schedule, and then **Ms. Garrett** volunteered to be a member.
- **Ms. Schmitt** made a motion to elect **John Snively, Hans Christiansen** and **Diana Garrett** to the 2007-2008 Neighborhood Project Fund committee as the specified three CF reps.
- **Ms. Hoem** seconded the motion.
- The motion passed unanimously.

Ongoing business

Monthly report to City Council: **Ms. Mitchell** or **Mr. Theisen (not present)** will report the mapping presentation from the Missoula Health Dept; the three new NPF committee members; the fall bus tour updates; the volunteer of the year process; budget review/funds allocation committee report.

- **Mr. Christiansen** made a motion to approve these items as the report to City Council.
- **Ms. Hoem** seconded the motion.
- The motion passed unanimously.

Neighborhood Updates

- Northside – No Report
- Westside – No Report
- Lewis & Clark – No Report
- Emma Dickinson – No Report
- South 39th St.-- **Ms. Mitchell:** LT has been meeting on a monthly basis for the last 3 months; NC is planning an ice cream social on August 22nd.
- Moose Can Gully – No Report
- Grant Creek – No Report
- Miller Creek – No Report
- Heart of Missoula – No Report
- Riverfront – **Ms. Schmitt:** announced that there now is a new gate at the Osprey Stadium designed to regulate traffic on game days.
- Farviews/Pattee Canyon – No Report
- Franklin to the Fort—No Report
- Rose Park – **Ms. Garrett:** held a meeting on June 7th where there was discussion on roundabouts and updates on Café Dolce; City Council reps **Stacy Rye** and **Bob Jaffe** attend the meeting and served ice cream; the meeting had live music, which was very well received.
- Lower Rattlesnake – No Report
- Southgate Triangle – **Mr. Christiansen:** No LT meeting in August due to “fair week.” NC is planning a candidate forum- Southgate Triangle now has three different wards represented.
- Upper Rattlesnake – **Ms. Hoem:** still having study group meetings on the Rattlesnake Comprehensive Plan; OPG has dedicated 280 hours of staff time for this project. Duncan Dr. zoning issues are still being considered – only zoning considerations that permit agriculture in the area; LT is meeting regularly.
- University District – **Mr. Snively:** City Council set public hearing and on calming devices; a resolution was passed to initiate 13 calming devices in the University area.

- City Council Report – No Report

- **Mike Hathaway** will moderate the next meeting.

Adjournment

Meeting adjourned at 8:55 P.M.

Respectfully submitted,

Tammy DuBois

Tammy DuBois

Secretary

City Clerk's Office