

**Community Forum Meeting  
Meeting Minutes  
September 27, 2007  
7:00 p.m.  
City Council Chambers  
Moderator, Hans Christiansen**

Moderator, Hans Christiansen began the meeting at 7:05pm and took role:

Captain John Mullan – Kathie Snodgrass (Rep)

Emma Dickinson – Mike Hathaway (Rep)

FarViews/Pattee Canyon – Ray Aten (Rep)

Franklin to the Fort – John Wolverton (Rep)

Grant Creek – Brian Walter (Rep)

Heart of Missoula – Ellie Hill (Rep)

Lewis & Clark – Greg Gullickson (Rep)

Lower Rattlesnake – Absent

Miller Creek – Absent

Moose Can Gully – Thomas Theisen (Rep)

Northside – Absent

Riverfront – Melissa Schmitt (Rep)

Rose Park – Annette Puttkammer (Rep)

South 39<sup>th</sup> – Absent

Southgate Triangle – Hans Christiansen (Rep)

University District – John Snively (Rep)

Upper Rattlesnake – Jan Hoem (Rep)

Westside – Absent

City Council Liaison – Jon Wilkins

Neighborhood Liaison – Nick Roberts

**Others Present**

Mark Landkammer

Michelle Gregory

Chris D'Angelo

Robin Saha

Mike Lommler

Dan Zizzania

Christine Ross

**Public Comment**

No public comment

**Liaison Report**

*Mr. Roberts* reported that recruitment for Neighborhood Liaison position is in progress and he will be in the position until it is filled.

Welcome to Kathie Snodgrass, CF representative of the newest NC established, Captain John Mullan. City Talk Project (online survey tool): the funding has come out of CF funds thus far. He conveyed that if CF finds the tool worthy of funding, he encouraged someone to submit a small grant proposal to fund it for the next 10 months (at \$20 a month). The fall bus tour concluded and an update will follow. A \$30.00 assessment to all the neighborhoods was made to cover it. He noted that any unusual looking expenses that total \$30.00 are likely bus tour-related. This tour did not have a budget approved like the June tour.

Trainings have been discussed for newly elected CF reps and maybe NC Leadership Team members. A survey was completed and good ideas were presented for consideration of training topics. Trainings have been on hold due to busy summer/fall months, but the winter may be a good time to consider holding trainings. The training schedule can be established by the Office of Neighborhoods, including if the topics can be covered in one session or over a period of sessions. *Mr. Aten* asked if small grant request for the City Talk project can come from the CF Leadership Team. *Mr. Roberts* confirmed that this would be fine.

### **Quorum**

Mr. Christiansen acknowledged that both Thomas Thiesen and Ellie Hill were not originally present but did join the meeting.

Quorum was established

### **Adoption of Agenda**

*Mr. Aten* made one short addition, an announcement regarding interview process for the Neighborhood Liaison position.

*Mr. Gullickson* moved to approve the agenda as amended. *Mr. Aten* seconded. The motion passed unanimously.

### **Approval of Minutes**

*Mr. Aten* requested that page four, first paragraph, last line read “for the third of the fiscal year.”

*Mr. Gullickson* requested that the adoption of the agenda from last month's meeting be changed to Mr. Gullickson.

*Mr. Aten* moved for approval of the minutes as corrected. *Mr. Theisen* seconded. The motion passed unanimously.

### **Presentations**

#### **Office of the Mayor, Mayor Engen.**

Mayor Engen conveyed that he'd like to discuss what the City is doing about sustainability and conservation measures. Update about Electric City Power in Great Falls: Mayor Engen asked the City Council to withdraw its letter of intent to contract with ECP due to comments from community and confusion. He offered that conversation still needs to continue around conservation efforts, including ways to save money for the City. Cities need a reliable, affordable source of energy, which currently is unpredictable.

Based on good advice via Mr. Mueller, Mayor Engen made a connection with the National Center for Appropriate Technology which is Butte-based organization that contracts with Northwestern Energy. They will be assisting in a facilities audit and the City's use of energy. This audit includes the Waste Water Treatment Plant and the lift stations all over town, which use a lot of electricity. As a customer of Northwestern Energy, we have an opportunity to tap into their conservation funds, and in effect, this may help pay for our conservation efforts. The Mayor's Office will be providing updates on these issues.

City of Missoula is part of the Mayor's Climate Change Agreement. The City is heading into a "Green Movement." This will happen incrementally within our budgetary cycles. The City will be adding hybrid vehicles to the fleet. Through sharing of ideas with the Climate Change and Sustainability working group, we now heat a portion of the vehicle maintenance facility with recycled oil, which is surprisingly clean and somewhat efficient. The City uses compact fluorescent light bulbs and as new facilities come on-line, we do our best to make sure they are efficient. Recycling: recycle paper, plastic, and cans, but would like to recycle glass as well. Use of methane to power boilers at WWTP. Have inquired about using methane from the landfill, but there is not a lot produced there. Allied Waste has a relationship with Roseburg Forest Products, which uses some of the methane with their operation to recycle. We do our best to build streets and facilities that accommodate vehicle, foot, and bicycle traffic. The City is working to encourage dense walkable development in our urban core and in new development sites. We'll continue to support transit and alternative transportation. The City currently subsidizes the price of riding the bus in urban transportation district. The success of this is the Park 'n Ride Program offered at the University, with 8000 riders a day.

The City is working on a pilot project to plant poplar trees and use some of the wastewater to irrigate those trees. Sludge, solid waste after processing waste water, is used by Eco Compost. Downside is the smell, but if we were to pay to have this land filled, it would be costly. We now pay a small fee to Eco Compost to take the sludge. ASUM is interesting in working with City on recycling. Police officers are reminded to idle cars only when necessary. We are replacing our traffic devices with LED signals which use 88% less electricity and reduce greenhouse gas emissions. The Green Building Program is looking at having building inspectors use these techniques. **Mayor Engen** asked if there were questions.

**Mr. Theisen** would like to see the City mandate all new public buildings obtain LEED certification. The US Green Building Council's website can be utilized to search for certified contractors. The certification adds about 10% to cost, but saves hundreds of thousands of dollars over the life of the building. He also added that he'd like to see use of solar lights for parks and trails. He offered that there could be a possible tax credit for participating in the "blue bag" free program with Allied Waste. Currently about 1 out of 250 houses actually use this program. He believes the City can better promote use of this free service.

**Mayor Engen** responded, as to the LEED question, the Green House Gas Committee recommended that we practice green building techniques on public buildings. The question becomes what other conservation efforts could be applied more efficiently for the money it takes to become LEED Certified.

*Ms. Snodgrass* offered that she obtained information regarding the American Institute of Architects sustainable design assessment program. She had information on hand to give Mayor Engen. *Mayor Engen* offered his thanks and asked that the information be given to Mr. Roberts for distribution. *Mr. Aten* asked if Mayor Engen's presentation information is available so it can be further distributed to the Neighborhood Councils. *Mayor Engen* requested Mr. Roberts send an email reminder to have this information on the website with links to the Mayor's Climate Protection Page, which would be useful as well.

### **Office of Planning and Grants presentation on the "Zoning and Subdivision Regulations Update"- Mark Landkammer.**

*Mr. Landkammer* stated that Michelle Gregory, owner of Soap Box Enterprises, is under contract with Duncan and Associates, the consultant team hired to facilitate the Zoning and Subdivision Regulations Update. Numerous meetings have been held this week with groups, attorneys, surveyors, engineers, etc. Another round of meetings will happen in October. Information is being added rapidly to the project website: [www.zoningmissoula.com](http://www.zoningmissoula.com)

*Ms. Gregory* stated that the meetings during the past three days have been focused on specific interests and concerns of the stakeholders. She said she'd like feedback on how to accomplish similar things with the NC's during October 17-19. One suggestion has been to dedicate a full day to listening sessions with NC's. *Ms. Gregory* offered that there could be 18 different 30-minute sessions; NC's could pair up according to similar issues or boundaries, etc.

*Mr. Aten* commented that CF will not meet again until after the 17<sup>th</sup> discussion, so the idea of getting the NC's involved might be a challenge.

*Mr. Wilkins* commented that NC's already have some representation on the project's advisory board.

*Mr. Landkammer* distributed the list of advisory board members. This list will, if not already, be posted on the website [www.zoningmissoula.com](http://www.zoningmissoula.com)

*Ms. Hoem* asked if the "survey monkey" online tool (through the Office of Neighborhoods) could be used to collect feedback. Possibly the two questions used throughout the listening sessions could be posted.

*Ms. Gregory* responded that this could be helpful.

*Mr. Roberts* stated that this was good idea as long as the proper content can be interwoven both into the public involvement listening sessions and the online tool.

*Mr. Wolverton* commented that the timeline suggested is rather short, maybe it would be easier to 3-4 NC's together to do this in the evening on one of those dates.

*Ms. Gregory* suggested that between now and October, if staff and NC's could figure out the best time and place for a session, she and her colleagues could plan ahead for that.

*Mr. Roberts* reiterated that the consultant team involved with this project live out of state; to not take advantage of the opportunity to meet would not be the best idea. He stated that whoever is interested and available during the October dates should be accommodated. He offered to look at the NC map and strategize how to set up possibly three different sectors of the city, with a separate meeting arranged for each.

*Mr. Landkammer* noted that it is best to do sessions when consultants are here, but it could be possible to do a few sessions just with City staff. Verbatim notes could be transcribed to share with consultants if the NC's can't schedule a session in October.

## **Committee Reports**

Neighborhood Volunteer of the Year Committee – Mike Hathaway

*Mr. Hathaway* stated the committee has not met to make a final selection.

## **Unfinished Business**

Neighborhood Bus Tour Report– Hans Christiansen

*Mr. Christiansen* reported the tour was well received and the bus was mostly full. Only challenge was the late arrival of the food. *Mr. Landkammer* appreciated the opportunity to attend and the opportunity to gather surveys. Once they are tallied and correlated, they will be incorporated into the zoning and subdivision regulations update. *Mr. Christiansen* added that there are still problems with scheduled neighborhoods not having a presenter or their presenter not showing up and this leaves a hole in the tour. If your neighborhood is scheduled for the next tour, make an effort to ensure there is someone present to discuss the sites in your neighborhood. *Mr. Wolverton* asked if the Saturday bus tour works and if this timing (time of year) works. Maybe the dates can be pushed farther apart. *Mr. Christiansen* commented that families tend to be around once school is in session, so the tours are generally scheduled during those times. *Mr. Wilkins* stated that initially he was against scheduling on Saturday, but has changed his mind. The tour went well, didn't feel rushed for time and daylight. *Ms. Hoem* stated this was the first Saturday tour and it had the best turnout and we had the best time. The sense of pride and coping with the difficulties that neighborhood's have—it was a good feeling to have people come together. Think Saturday is good day but having the tour earlier in spring and possibly later in the fall would give us more time. *Mr. Roberts* commented that from a planning standpoint, it was challenging logistically holding three months apart and suggested doing one tour and having some configuration to combine or join ideas in neighborhoods or schedule further apart. *Mr. Christiansen* concluded with letting the next committee group plan the next tour.

## **New Business**

*Ms. Hill* introduced two small grants recently applied for. In partnership with the Historic Preservation Commission, the Heart of Missoula neighborhood is submitting a grant proposal for \$200 to cover the printing costs for a poster with Missoula's ten most endangered buildings. *Mr. Roberts* explained the process for small grants. The grant is submitted to the Office of Neighborhoods, disseminated via email to the Neighborhood Project Fund review grant committee for their feedback prior to deliberation at CF, where action will be held. I have received three comments endorsing these grant applications. *Ms. Hill* continued with her grant request by explaining the second grant for \$200 is to pay the designer of the poster. The funding of these two grants actually benefits everyone, not just the downtown neighborhood. Most of the buildings are in the downtown area, but several are not. *Mr. Wolverton* asked for clarification on who is partnered on the grant. *Ms. Hill* responded Preserve Local Missoula, a local non-profit, Historic Preservation Commission and the Heart of Missoula NC. There are currently no

laws in the city that deal with historic preservation, hopeful that the Zoning Update process may address this.

**Mr. Theisen** made the motion to approve the Historic Preservation grant application.

**Mr. Gullickson** seconded. Motion passed unanimously.

**Ms. Hoem** asked if the posters will be available for purchase. **Ms. Hill** responded yes and stated this would be a project sponsored by Community Forum as well.

**Mr. Thiesen** made the motion to pass the small project grant for the Heart of Missoula NC

**Mr. Gullickson** seconded. Motion passed unanimously.

### **Ongoing business**

Monthly report to City Council: **Mr. Christiansen** will prepare the report.

**Mr. Theisen** moved that the report consist of an abbreviated report of Agenda items to the CC.

**Ms. Snodgrass** asked that CC be informed that the Captain John Mullan NC now exists.

**Mr. Gullickson** seconded the motion. Motion passed unanimously.

### **Neighborhood Updates**

- Riverfront – no report
- Rose Park – no report
- Lewis & Clark – **Mr. Gullickson** reported that a well attended ice cream social with ward candidates was held.
- University – **Mr. Snively** reported there was a LT meeting this month, and the NC meeting will be early next month
- Heart of Missoula – **Ms. Hill** reported the summer bar-b-que and a debate with Ward 1 candidates was held last night and it went really well. Plaques were presented for neighbors of the year; there was a tie so we had two. Continue to work with the Rattlesnake folks on the Gateway project and with the railroad.
- Southgate Triangle – **Mr. Christiansen:** LT meeting was held this month, and the next annual meeting is the 2nd Wednesday of October where the MRA will be talking about the URD3, Parks will talk about mapping of the neighborhood, we will have elections for chairman and secretary positions, and there will be business elections as well.
- Captain John Mullan – **Ms. Snodgrass:** the first NC meeting was held earlier this month. Leadership Team was elected and bylaws confirmed. Mr. Landkammer gave a presentation at that meeting. We have 3 main routes into the neighborhood, but only one sign, so we may be looking for small grant in near future. At some point we will be working with the CF to talk about acquiring the west side of Reserve Street neighborhood because we think they should be with our area. A big issue this summer was the smell coming from the sewer plant that wasn't good.
- Farviews – **Mr. Aten:** had the parks charrette and reviewed the survey results. The realization that people want to keep the character, but most don't know where the parks are was identified. The next step seems to be for us to do the research as a NC into where the easements and park boundaries are and we will be applying for another neighborhood project funds grant to do this.
- Upper Rattlesnake – **Ms. Hoem:** a NC meeting, ice cream social, along with a candidate forum (which did a good job of fielding difficult questions) was held in early September.

There was a speaker discussing situation of bears in the area at this time of year, making sure to put garbage out in the morning not the night before. Discussed the possibility of having people come and pick the apples from area trees. Leadership Team is having monthly meetings. With the ongoing Rattlesnake comp plan updates, we continue to solicit input and participation from folks in the watershed, if you are interested, watch the Sunday paper for announcement of time and date.

- Emma Dickinson – no report
- Franklin to Fort – **Mr. Wolverton** stated that the LT meets first Tuesday of the month at 7 pm at Bethel Baptist Church. The LT formed a subcommittee called the "Complete Streets Subcommittee". Recognizing the presence of vehicles on the streets necessitates sidewalks so surveys along some of the corridors are being conducted to see where further improvements and sidewalks are necessary. Have been meeting with OPG to facilitate getting Block Grant Funds to reduce the friction that comes along with improvements in neighborhoods and to assist those with these improvements so residents are not hard hit with SID's. The subcommittee meets same time as LT. Next meeting will be October 2, 7 pm at Washburn and 6<sup>th</sup> Street at the Bethel Baptist Church.
- Moose Can Gully – **Mr. Thiesen** commented that the NC meeting will be October 16 so will have more to report next month. Also commented that our neighborhood was on agenda for bus tour, as far as I have heard, everything went well.
- City Council Report – **Mr. Wilkins** stated he is glad to hear you are doing candidate forums. Encourage this to continue, this is often the only time that people can see the difference between the candidates and ask questions. The council is an avenue for that to happen. Maybe the NC's can get together as a group to host the candidates in that area. CC is discussing impact fees; this will be one way that new things coming along with help pay for the infrastructure may be a way down the road to get funds. Keep posted on this and express opinions. Other items: SID for Hillview Way is a hot contested item right now and the Chicken Ordinance is still out there. It behooves you to know what is happening on CC that directly effects your neighborhoods, look at the website, come tell us your feelings, or email us.

**Mr. Wolverton** asked about the Hill/Beckwith/Higgins traffic circle update. **Mr. Wilkins** stated the traffic circle hasn't been voted on yet; the city's cost will be in the high 50's, \$58,000 I believe, but there still some questions to ask. Projects like this have several votes that occur. Might be coming up next Monday. **Mr. Wolverton** asked about the traffic circles in the University and Lewis & Clark areas. **Mr. Wilkins** stated that the University ones are being constructed at this time.

**Mr. Aten** reported that over the last two days, he has sat on the interview committee for the Liaison position. Through deliberation, a hiring order list has been given to HR which is in the process of offering the position to a candidate. I think within the next week we should be hearing that we have a new person on board. **Mr. Wilkins** added that this is the second time they have done recruitment due to reclassification of the job. **Mr. Roberts** reported that this reclassification probably quadrupled the number of applicants. **Mr. Christiansen** commented his appreciation for representation on the committee by **Mr. Aten**.

**Mr. Snively** will moderate meeting for October.

*Mr. Roberts* welcomed new half time secretary Christine Ross aboard to the Office of Neighborhoods.

*Mr. Wolverton*, I wasn't on the CF last year, do we typically skip December or I will propose we should. Mr. Roberts stated that the LT will take that under advisement and get back to CF on that.

**Adjournment**

Meeting adjourned at approximately 8:30 P.M.

Respectfully submitted,

*Christine Ross*

Christine Ross  
Secretary  
City Clerk's Office