



**MISSOULA NEIGHBORHOODS**  
Community Forum Report  
City Council Chambers, 140 W. Pine  
May 26, 2011 at 7:00 pm  
Moderator, Jeff Stevens

Captain John Mullan – Kathy Snodgrass  
Farviews/Pattee Canyon – Ray Aten  
Franklin to the Fort – Janet Fiero  
Grant Creek – Absent  
Heart of Missoula – Bill Flanery  
Lewis & Clark – Pat McCormick  
Lower Rattlesnake – Absent  
Miller Creek – Vacant  
Moose Can Gully – Lyle Geurtz  
Northside – Absent  
River Road – Jesse Neidigh

Riverfront – Absent  
Rose Park – Nancy McCourt  
South 39<sup>th</sup> – Jeff Stevens  
Southgate Triangle – Erik West  
University District – Absent  
Upper Rattlesnake – Mick Owens  
Westside – Absent  
  
City Council Liaison – Jon Wilkins  
Neighborhood Liaison – Jane Kelly

**OTHERS PRESENT:**

Marty Rehbein, Brandi Harrington

**QUORUM:**

A quorum was present

**APPROVAL OF THE AGENDA:**

The agenda was approved as submitted.

**APPROVAL OF CF MINUTES:**

Minutes for March 24, 2011 will be approved at a later date.

**PUBLIC COMMENT:**

Mr. West stated Homewood will be sponsoring a sustainable building tour on Saturday, June 11<sup>th</sup> from noon to 5:00 pm. The theme is "Preserving the Past, Building a Future" and tickets are on sale at Rockin Rudy's, Home Resource Center and Scooterville Montana.

**NOMINATIONS FOR THE COMMUNITY FORUM LEADERSHIP TEAM:**

Ms. Kelly, Neighborhood Liaison read the bylaws for the Community Forum in reference to the Leadership Team.

Mr. Aten reminded the Forum to choose nominees who are available to participate, because the last meeting consisted of one member.

Ms. Fiero nominated Mark McMillan from Franklin to the Fort.

Mr. Stevens nominated Kathy Snodgrass, and Ms. Snodgrass declined due to lack of time.

Ms. McCourt nominated herself to serve on the team.

The Community Forum will vote on the new Leadership Team members at the June meeting.

**ALLOCATE \$200 IN COMMUNITY FORUM GENERAL FUND TO PURCHASE SHADE CANOPY AND TWO FOLDING CHAIRS FOR TABLING EVENTS:**

Mr. Aten stated a canopy is needed for events to shade and protect volunteers from the outdoor elements. The Community Forum and Neighborhood Councils need a canopy for use during tabling events.

Mr. Aten moved to approve funding to purchase a canopy and folding chairs.

Ms. Snodgrass seconded the motion.

Mr. Guertz asked if \$200 will be enough money to purchase the items. Ms. Rehbein replied she researched pricing and it will be enough.

The motion passed unanimously.

Mr. Wilkins stated he personally owns four canopies and is willing to loan them out for neighborhood events.

Mr. Neidigh suggested using Mr. Wilkins canopies on a trial basis before the Forum purchases one. Mr. Wilkins agreed.

**ALLOCATE \$350 IN COMMUNITY FORUM GENERAL FUND FOR NEIGHBOR DAYS PHOTO FRAMING:**

Ms. Harrington stated funding has been established and this item does not need to be addressed.

**ALLOCATE COMMUNITY FORUM FUNDS FROM THE PRINTING BUDGET FOR NEIGHBORHOOD STICKERS FOR NEIGHBOR DAYS AND OTHER NEIGHBORHOOD EVENTS:**

Ms. Harrington described the new neighborhood sticker and mentioned it is round with a blank middle so it can be used at various neighborhood events. She said Gateway Printing quoted \$206.88 to print 2000 stickers. She suggested the Forum approve \$250 in case there is an extra fee that she did not include.

Mr. Aten moved to approve funds up to \$250 for neighborhood stickers.

Ms. Snodgrass seconded the motion.

The motion passed unanimously.

**PARTICIPATE IN NATIONAL NIGHT OUT AT TARGET ON AUGUST 2, 2011 AND RECRUIT VOLUNTEERS:**

Ms. Kelly said the Target event is scheduled for August 2<sup>nd</sup> and is an annual event designed to straighten communities by building stronger relationships with the neighborhoods and the local law enforcement. The goal is to heighten crime prevention awareness, build support and participation in local anti-crime programs. Community Forum may be interested in tabling the event.

Ms. Kelly has been active in this event for the past two years and it has been successful. Mr. Aten discussed a neighborhood game that has been played at events in the past. It is fun for everyone and it offers opportunities to learn about the neighborhoods.

Ms. Snodgrass moved for the Community Forum volunteers to participate in the upcoming event on August 2<sup>nd</sup>.

Mr. Aten seconded the motion.

| The motion passed unanimously.

Ms. Snodgrass, Mr. Aten and Ms. Fiero volunteered to help with the event.

### **STAFF REPORTS:**

#### **1. Neighbor Days**

Ms. Harrington stated a brochure has been created that includes neighborhood highlights to help recruit new people to become involved in their neighborhoods. Brochures will be distributed at all events. Gateway Printing donated \$600 and the Forum paid \$600 to print 3000 brochures. Dax Kuehn donated his time, efforts and pictures to create the brochure.

The Neighbor Day photo exhibit is scheduled for June 3<sup>rd</sup> located at the Missoula Art Museum from 5:00 pm to 8:00 pm, and hors d'oeuvres & Big Sky Brewing beverages will be offered.

The Sunday Streets event is scheduled on June 5<sup>th</sup> and a table for the neighborhoods will be set up located at the XXX's from 10:00 am to 4:00 pm. Volunteers will hand out neighborhood maps & stickers and at noon, Mayor Engen will proclaim Neighbor Day with the Happy Birthday song, cupcakes, cookies and balloons.

#### **2. Correspondence**

Ms. Kelly read a thank you note from the Western Montana Volunteer Center for the \$200 grant award that will purchase ice cream for their volunteers at Downtown Tonight scheduled on July 14<sup>th</sup>.

She said there was a table set up for the Bike Walk Bus Week event and she showed and discussed pictures of the events at the Festival of Cycles and the Milwaukee trail tour.

Ms. Kelly stated she attended the April 27<sup>th</sup> Franklin School Grand Opening for the new playground equipment that has been installed. Two ladies, members of the PTA raised \$58,000 which included a \$3000 grant from the Office of Neighborhood Project Funds to build a new playground. She discussed and showed pictures of the event.

#### **3. Neighborhood Liaison Position Advisory Panel Update**

Mr. Aten stated the panel met several times and a recommendation to the Mayor has been submitted. Mayor Engen asked the committee to discuss the Neighborhood Liaison role and responsibilities, and establish guidelines for the Liaison to develop a closer relationship with the Administration. He noted the full recommendation will be emailed to the Forum members and listed are a few items that were recommended.

- Rename the Neighborhood Liaison to Neighborhood Advocate.
- Have the position and the Office of Neighborhoods administered through the Mayor's office, regardless of office location.
- Include the Neighborhood Advocate as a member of the Administration's Senior Management Team.
- Encourage and foster a close working relationship between the Neighborhood Advocate and the Communications Officer.
- Establish the Chief Administration Officer as the Neighborhood Advocate Supervisor.
- Establish the Neighborhood Advocate as a Mayoral appointment confirmed by City Council.
- Provide staff support for the Office of Neighborhoods so that the administrative accounting, budgeting, clerical, communication and payroll responsibilities can continue.
- Authorize the Neighborhood Advocate to promote the neighborhood council system, and help cultivate citizens to become neighborhood council members, and train citizens for council leadership.
- Facilitate long range planning in neighborhoods.
- Authorize the Neighborhood Advocate to be the networking hub for communications between neighborhoods and City officials and facilitate the early inclusion of neighborhoods in City planning and policy decisions.
- Authorize the Neighborhood Advocate to be a neighborhood ambassador to other cities to study, compare and report on best practices in other cities and pursue professional development for him/herself as a Neighborhood Advocate.
- Authorize the Neighborhood Advocate to administer the neighborhood project fund grant program and monitor and manage neighborhood council communications and records.

The Forum discussed the process regarding the recommendations.

#### **NEIGHBORHOOD COUNCIL REPORTS:**

Rose Park – Ms. McCourt reported their council met on May 2nd at the Unity Church. Bob Jaffe attended and discussed the re-routing on Arthur/5<sup>th</sup>/6<sup>th</sup> St. and the Russell St project. He spoke about the pot holes, vacant City lots, and the proposed ticket structure for downtown parking. They discussed bike/ped issues on South Ave., Neighborhood Day, and creating an urban forest committee for the Rosepark Neighborhood Leadership team.

River Road – Mr. Neidigh stated they met and discussed sidewalk improvements and a sandwich board purchase to advertise their meeting events. There have been meetings with Dave Shaw, Parks & Recreation regarding the Milwaukee Trail.

Heart of Missoula – Mr. Flanery stated their council did not meet last month. The Parks committee met and discussed member responsibilities.

Southgate Triangle – Mr. West – No report.

Captain John Mullan – Ms. Snodgrass stated their Leadership Team met this month and they are planning a fun run with plans of tabling.

Farviews/Pattee Canyon – Mr. Aten – No report

South 39<sup>th</sup> – Mr. Stevens reported there will be six new painted traffic signal boxes by Memorial weekend. He said he is impressed with the neighborhood pamphlet and thanked Dax Kuehn for his hard work.

Moose Can Gully – Mr. Geurtz reported their meeting is scheduled for June 11<sup>th</sup> located at Garland Park at 11:00 am and a hike and picnic is planned.

Lewis & Clark – Mr. McCormick reported they met in March and they are planning a summer social.

Franklin to the Fort – Ms. Fiero reported they have a new group of council members and they are planning their summer social.

Upper Rattlesnake – Mr. Owens reported they met April 21<sup>st</sup> and elected a new Leadership Team and met again on May 19<sup>th</sup> to discuss the bylaws and transportation issues.

Riverfront – Ms. Kelly reported their council had a May Day celebration and thanked the Community Forum for the \$400 grant that was awarded to fund the event. She discussed and showed pictures of the event.

**CITY COUNCIL LIAISON REPORT:**

Mr. Wilkins reported he attended the Grant Creek meeting last night and 150 people attended and it was successful.

He stated the City Council has been discussing the increase of the levy and City fees. He noted he has not received feedback from the public regarding the City budget, and he is interested in public comments.

Mr. Wilkins mentioned the City lost a court case over the Sonata Park in the Rattlesnake for not following a neighborhood plan and changes are being addressed to avoid future problems.

City Council is discussing downtown parking issues and parking ticket fines.

**Adjournment:**

Meeting adjourned at 8:54 pm.

Respectfully submitted,

*Kelly Elam*

Kelly Elam  
City Clerk Office