

# Two Rivers (formerly Clark Fork) Neighborhood Council General and Organizational Meeting Minutes

Date October 5, 2016

Time: 6:00 pm

Pizza was served.

Location:

Hawthorne School

2835 S 3rd St W, Missoula, MT 59804

Present: Jane Kelly, Neighborhood Coordinator, Corena Maurer, Neighborhood Assistant, Kirk Richardson, Eliud Uresti, Ryan McLean, Evan Porter, Tate Jones, Thea Koehler, Michelle Cares, City Council, Julie Armstrong, City Council

- 
1. Introductions – Jane Kelly introduced herself and all present at the meeting.
  2. History of Neighborhood Councils—Jane Kelly, Neighborhood Coordinator gave the background of Neighborhood Councils including what they are and how they were started.
  3. What is important to Clark Fork Neighborhood Council neighbors? Let's prioritize issues in the neighborhood – The residents and all in attendance voted on the issues that were most important to them in the neighborhood. The results were:
    - Transportation issues: Bike Lanes, Bus Services and the Light at South & Reserve taking too long
    - Parks and trails
    - Street Lighting
    - Crime: Bicycle Theft
    - Missing Curbs and Sidewalks
    - Urban Deer
  4. Request for support for small grant for [Interpretive Signs for Fort Missoula Powder Magazine Trail](#)  
Tate Jones gave a presentation on the small grant for signs for the Fort Missoula Powder Magazine Trail. Support for the grant was given by acclamation.
  5. Training for the Leadership Team – all leadership team members will be invited to attend a training where they learn what it means to be on the leadership team. Training is open to everyone, even those not currently on a leadership team or for people who are interesting in knowing what neighborhood councils are all about.
  6. Leadership Team elections—5 to 7 members – Kirk Richardson and Eliud Uresti were elected to the leadership team by acclamation.

7. Meet Your City Council Reps and ask them questions: Julie Armstrong and Michelle Cares spoke about some of the big issues that were currently happening in the city and possible trail and park expansion that may come to the neighborhood.
8. [Bylaws discussion](#)—how to organize your Neighborhood Council – The residents chose the name of “Two Rivers” Neighborhood Council by acclamation. The residents prepared bylaws for the neighborhood using a bylaws template. The residents accepted the bylaws by acclamation.
9. Public comment on non-agenda items - None
10. Announcements – Jane announced that large grants are due October 25, 2016

Submitted by: Corena Maurer

Jane Kelly, Neighborhood Coordinator  
Corena Maurer, Neighborhood Assistant  
Michelle Cares, City Council  
Julie Armstrong, City Council  
Two Rivers Leadership Team

<a href="mailto:jkelly@ci.missoula.mt.us">jkelly@ci.missoula.mt.us</a>	552-6081
<a href="mailto:cmaurer@ci.missoula.mt.us">cmaurer@ci.missoula.mt.us</a>	552-6084
<a href="mailto:mcares@ci.missoula.mt.us">mcares@ci.missoula.mt.us</a>	215-1905
<a href="mailto:jarmstrong@ci.missoula.mt.us">jarmstrong@ci.missoula.mt.us</a>	426-1530
<a href="mailto:tworivers@missoula-neighborhoods.org">tworivers@missoula-neighborhoods.org</a>	



RMMMMH  
P.O. Box 7263  
Missoula, MT 59807

## Neighborhood Small Project Grant Funds Application

Small projects must:

- Be located or expend funds within City limits and benefit City residents
- Be sponsored by a Neighborhood Council Leadership Team and documented by the minutes of the meeting, or the Community Forum Leadership Team.
- Market or give recognition to the Community Forum and/or Neighborhood Council(s) in some way.

Please note:

- Requests for grants are not to exceed \$500.00 and can be used for individual projects or combined with other matching funds.
- Your organization does not need to be a tax exempt 501 (c) (3) organization to receive funds.
- The deadline is the last Thursday of the month in order to be considered the following month.
- Please feel free to use additional sheets if needed.
- Pictures and/or visual aids are encouraged, if applicable.
- For more information please contact the Jane Kelly, Neighborhood Coordinator at the Office of Neighborhoods: [jkelly@ci.missoula.mt.us](mailto:jkelly@ci.missoula.mt.us) or 552-6081.

Project Title: Fort Missoula - Powder Magazine Trail -

Name of Applicant: TATE JONES INTERPRETIVE

Address of Applicant: SEE ATTACHED SIGNS

Project coordinator (responsible for overseeing project and reports): SEE ATTACHED

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Detailed description of project: FABRICATION AND INSTALLATION OF HISTORIC (6)

INTERPRETIVE SIGNS ALONG A NEWLY CONSTRUCTED WALKING TRAIL  
FROM RMMVH MAIN BLDG. TO HISTORIC 1878 POWDER MAGAZINE

Amount of money requested: \$450.00 SEE ATTACHED COST, I.A.

Will this project require maintenance? If so, please give details on maintenance and how it will

be funded: NO FURTHER UPKEEP BEYOND TRAIL MAINTENANCE  
REQUIRED, AND THAT IS HANDLED THROUGH ROUTINE  
RMMVH OPERATIONS.

LA

Interpretive signs for Powder Magazine Trail (metal, approx. "No Parking" size):

1. Title sign.
2. Civilian Conservation Corps and forest fires.
3. CCC motor pool.
4. Pattee Canyon timber reserve.
5. 1877 fort site.
6. Lewis and Clark Trail.

How will project benefit Missoula citizens? OPEN THROUGH PUBLIC 2.  
ACCESS AS EDUCATIONAL EXPERIENCE TO ALL  
MISSOULA CITIZENS AT ALL TIMES

Provide timeline as shown below:

Date	Task	Responsible Party
9 8/12/16	PLACE SIGN ORDER	TATE JONES
9 8/19/16	PICK UP AND EFFECT SIGNS	

Do you have support of Neighborhood Council(s) or the Community Forum Leadership Team?

yes  no If so, which one(s) CURRENTLY AWAITING NEW COUNCIL  
FORMATION FOR OUR AREA.

Exempt status-is your organization tax exempt under section 501 (c) (3)?  yes  no

If yes, please provide your tax exempt number from your Internal Revenue Service

determination letter: ENCLOSED, ZBA. Is your group a government entity?

yes  no.

Is the project on private property?  yes  no If yes, will the public be granted

permanent access?  yes  no  n/a If yes, how will this be accomplished? \_\_\_\_\_

If the grant is awarded, how will you give recognition to the Community Forum and

Neighborhood Councils? ON TITLE SIGN.

Internal Revenue Service  
District Director  
P O BOX A-3290 DPN 224  
CHICAGO, IL 60690

Department of the Treasury

ZA

Date: NOV 13 1989

ROCKY MOUNTAIN MUSEUM OF MILITARY  
HISTORY INC  
904 WHITAKER DRIVE  
MISSOULA, MT 59803

Employer Identification Number:  
36-3661294  
Contact Person:  
B. J. VINES  
Contact Telephone Number:  
(312) 886-1270

Accounting Period Ending:  
December 31  
Foundation Status Classification:  
509(a)(1)  
Advance Ruling Period Begins:  
February 9, 1989  
Advance Ruling Period Ends:  
December 31, 1993  
Addendum Applies:  
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and contributors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you submit the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until the Service makes a final determination of your foundation status.

Letter 1045(DO/CG)

Provide an itemized list of expenses and specify source(s) of funds. Please provide vendor quotes if applicable.

		Source of Funds: Neighborhood Project Funds	Source of funds: Volunteer	Source of funds:	Total
<b>Administrative Expenditures</b>					
Administrative Expenses	Salary & Wages	\$	\$	\$	\$
	Employee Benefits	\$	\$	\$	\$
	Professional Contracted Services	\$ 450	\$	\$	\$ 450
	Office Supplies	\$	\$	\$	\$
	Postage/Printing	\$	\$	\$	\$
	Utilities	\$	\$	\$	\$
	Travel/Training	\$	\$	\$	\$
	Rent	\$	\$	\$	\$
	Insurance costs, permits	\$	\$	\$	\$
<b>Total</b>		\$	\$	\$	\$

44 \$75.00  
(per person)

Section 2		Source of Funds: Neighborhood Project Funds	Source of funds: Volunteer	Source of funds:	Total
<b>Project Expenditures</b>					
Detail specific project costs including: supplies, site work, design, and other costs		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
	<b>Total</b>	\$	\$	\$	\$
				<b>Grand Total</b>	\$ 450.00
					\$

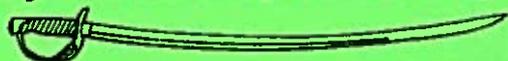
Note: Volunteer contribution can be calculated by multiplying the number of hours X \$19.64 per hour. Independent Sector's Value of Volunteer Time — HANDLED AS PART OF RUMMUT DIRECTOR'S ROUTINE DUTIES.

Signature [Signature] Date: 8/23/16

office use only:

_____ approved _____ rejected	Amount \$ _____	CF approval _____
date: _____	notes: _____	

*Rocky Mountain*  
**MUSEUM**  
*of Military History*



Fort Missoula Historic District

*Home of the Montana C.C.C.  
"The Tree Army"*

The Rocky Mountain Museum of Military History promotes the commemoration and study of the U.S. armed services, from the Frontier Period to



*1863 Civil War  
Ordnance Gun at RMMMH*

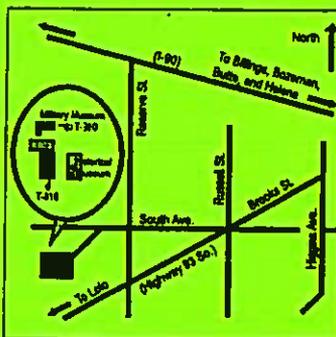
the War on Terrorism. The Museum strives to impart a greater understanding of the roles played by America's service-men and service-women through this period of dramatic global change. The U.S. Fourth Infantry Regiment and the Civilian Conservation Corps constructed the Museum buildings (ca. 1936) during the Great Depression. Headquartered in Buildings T-310 and T-316 by special arrangement with the Montana National Guard, the Museum exhibits from a wide collection of documents and artifacts. These include an 1863 Union militia ordnance cannon, a detailed model of and items from the ship (USS Missoula) and Marine (PFC Louis Charlo) responsible for the raising of the first US flag over Iwo Jima during World War II, and a UH-1H "Huey" Helicopter gunship used during the Vietnam War.



*U.S. Army M7 "Priest" self-propelled howitzer and Vietnam 50th flag at RMMMH*



*Rocky Mountain*  
**MUSEUM**  
*of Military History*



Headquartered at Bldgs. T-310 and T-316 at Ft. Missoula, Montana, adjacent to the Historical Museum at Ft. Missoula. From I-90, take U.S. Hwy 93 Exit south to the junction of Reserve St. and South Ave. Proceed west on South Ave., turn left at Fort Missoula Entrance, right on Col. Burt St., left on Gen. Foster Ave.



*Fort Missoula District CCC Corpsmen, Swan Lake, MT 1935*

**June 1 to Labor Day**  
 Open 12-5 PM  
 Seven Days Per week

**Labor Day to 3rd weekend of December**  
 Open 12-5 PM  
 Saturdays & Sundays

**Jan. 1 through March**  
 Limited Service; open select days  
 Advance Inquiry Recommended

**April 1 to Memorial Day**  
 Open 12-5 PM  
 Saturdays & Sundays

*The Rocky Mountain Museum of Military History is a private, non-profit organization. Your donations are welcome.*

**For More Information:**  
 Rocky Mountain Museum of Military History  
 P.O. Box 7263  
 Missoula, MT 59807  
 Telephone: (406) 549-5346  
[militarymuseu45@hotmail.com](mailto:militarymuseu45@hotmail.com)

[www.fortmissoula.org](http://www.fortmissoula.org)





**Tate R. Jones**

Executive Director

Rocky Mountain Museum of Military History

Fort Missoula, Montana - Bldg. T-316

"The Million Dollar Post"

[www.fortmissoula.org](http://www.fortmissoula.org)

[militarymuseu45@hotmail.com](mailto:militarymuseu45@hotmail.com)

P.O. Box 7263

Missoula, MT 59807

(406) 549-5346

Message

EAGLE SCOUT...



**ROCKY MOUNTAIN MUSEUM OF MILITARY  
HISTORY  
RIBBON CUTTING DEDICATION OF EAGLE SCOUT  
PROJECTS**

**Gabe Jourdonnais - Historic Powder  
Magazine - Interpretive Trail**

**David Ramsey - Post Fence Protecting  
Interpretive Trail**

**SUNDAY - SEPTEMBER 25, 2016 - 2:00 pm  
Fort Missoula - Rocky Mountain Museum of  
Military History Bldg. T-316**

**In conjunction with National Public Lands  
Weekend Activities**

Eagle Project Ribbon Cutting Ceremony 2:00 PM  
Slide show/Talk on 1930's Civilian Conservation  
Corps Co. 954 of Swan Lake, Mt.

City Parks staff/ exhibits with preview of Fort  
Missoula Regional Park all afternoon  
Refreshments on-hand all afternoon

[www.fortmissoula.org](http://www.fortmissoula.org)



or [548-5346](tel:548-5346)

**Please plan to join Gabe & David as they celebrate a  
successful conclusion to their 500 + hours Eagle Scout  
Projects.**

Recognition will be given to a Korean War Veteran for his  
Service. by the Rocky Mountain Museum of Military History in  
honor of the Interpretative Trail Dedication.

# **Proposed Two Rivers Neighborhood Council Bylaws**

Approved by the Two Rivers NC: 10/5/2016

Approved by City Council: 10/17/2016

## **Purpose**

Two Rivers Neighborhood Council

- To enhance the livability of the area
- To provide an open process by which all neighborhood residents may involve themselves in the affairs of the neighborhood.
- To increase citizen participation in the neighborhood.
- To provide an avenue for citizens to make recommendations and communicate with City Council and City government.

## **Membership, Elections and Vacancies**

All residents (homeowners, renters and occupants) of the Neighborhood Council residing within the boundaries of the Neighborhood Council are members of the Neighborhood Council and are eligible to vote at meetings on all issues that come before the Council. Membership does not limit anyone's ability to be active politically as an individual.

Decisions shall be made by a majority of those voting. Decisions made by majority vote may be accompanied by a minority report, should the minority opinion choose to submit such report.

The Two Rivers\_Neighborhood Council Leadership Team shall be 5 to 7 elected residents. Any resident of the Two Rivers Neighborhood Council may serve on the Leadership Team. The Leadership Team shall attempt to reflect the diversity of the neighborhood in age, gender, ethnicity and socioeconomic status.

Leadership Team members will be elected by the Neighborhood Council at a general election meeting. Leadership Team terms are two years with no term limits. If a vacancy occurs on the Leadership Team, the Leadership Team may appoint an interim member and nominations will be taken from the Neighborhood Council for replacement candidates. The vacant position shall be filled by majority vote at the next general Neighborhood Council meeting.

## **Notification of Elections**

Notification of pending elections shall be given at least 7 days prior to the scheduled elections. Notification shall be carried out either by direct mail, distributions of flyers,

postings in the district, newspaper notification, City web site, or a combination of the above. Notification shall include time and place for all elections.

### **Duties of Officers**

The Leadership Team will designate team members as Co-Chairpersons, Secretary, Treasurer, and a Community Forum representative and alternate. Neighborhood Council members shall speak to the specific issue being discussed and shall refrain from making any negative personal comments, personal criticisms or personal attacks on other Council members, city officials, staff members, or the public during debate, discussion, or comment. At no time may any Neighborhood Council member purport to represent the Neighborhood Council to any other public body, city staff or any organization unless the person has been authorized to make such representations at an advertised public meeting where a vote has authorized such representations to be made. The Leadership Team shall divide the following duties among themselves:

- Preside at Neighborhood Council Meetings
- Report to the Community Forum
- Report to City Council
- Submit minority reports, when such reports are available
- Set meeting agendas and file them with the Office of Neighborhoods
- Take attendance at Leadership Team and Neighborhood Council meetings
- Record meetings and file these minutes with the Office of Neighborhoods
- Coordinate volunteers
- Account for and report expenses and income in accordance with City fiscal policy
- May edit and publish a newsletter
- Set up and host Neighborhood Council meetings
- Identify, recruit, and train future Leadership Team candidates

### **Meetings**

The Leadership Team will meet as needed. At least 7 days advance public notice must be given for Leadership Team meetings. A general meeting of the Two Rivers Neighborhood Council shall be held at least once annually. Additional meetings may be called by a vote of the Leadership Team, by the Neighborhood Coordinator, or if a petition of at least 20 residents outside of the Leadership Team is submitted to the Neighborhood Coordinator. At least 7 days public notice must be given for any general Neighborhood Council meeting. When necessary, a three minute per speaker rule limiting debate may be imposed to expedite proceedings. Neighborhood Council, general and Leadership Team meetings shall be open to the public and are subject to the provisions of the "Montana Open Meeting and Public Participation" laws. Meeting agendas and minutes will be filed with the Office of Neighborhoods in a timely manner.

### **Committees**

The Leadership Team may form Committees of the Neighborhood Council as needed. These may take the form of permanent standing committees or ad-hoc committees focused on

specific issues. Committee recommendations must be submitted to the Leadership Team for approval before action can be taken, unless the committee has been authorized by the Neighborhood Council to take specific actions. Membership on committees shall be open to all members of the Neighborhood Council. Individuals who live outside the Two Rivers Neighborhood Council boundaries may attend and participate in all discussions, but may not vote.

### **Expenditures**

All expenditures shall be made with the approval of the Treasurer and at least one other member of the Leadership Team. All expenditures of City funds must be expended in accordance with City fiscal requirements.

### **Non-Discrimination Clause**

Neighborhood Councils shall always conduct themselves in a nondiscriminatory manner during their meetings, and committee meetings, functions, etc., in addition to their internal elections. There shall be no discrimination on the basis of race, ancestry, color, physical or mental disability, religion, national origin, sex, age, marital or familial status, creed, ex-offender status, physical condition, political belief, public assistance status or sexual orientation, gender identity or expression.

### **Amendments**

Proposed amendments to the bylaws shall be presented at a general meeting of the Neighborhood Council and must be available in written form at least 15 days prior to the Neighborhood Council meeting at which they are voted on. At least 2/3 majority vote of Neighborhood Council residents present is required to adopt any amendment to these bylaws.