

**Community Forum Meeting
Meeting Minutes
August 27, 2009
7:00 p.m. City Council Chambers
Moderator, Ray Aten**

Captain John Mullan – Kathie Snodgrass (Rep)
Emma Dickinson – Absent
FarViews/Pattee Canyon – Ray Aten (Rep)
Franklin to the Fort – Jon Salmonson (Rep)
Grant Creek – absent
Heart of Missoula – Bill Flanery (Rep)
Lewis & Clark – Greg Gullickson (Rep)
Lower Rattlesnake – Absent
Miller Creek – Absent
Moose Can Gully – Lyle Geurts (Rep)
Northside – Katharine Riker
Riverfront – Gwen Hoppe (Alt)
Rose Park – Absent
South 39th – Jeff Stevens (Rep)
Southgate Triangle – Hans Christiansen (Rep)
University District – John Firehammer (Rep)
Upper Rattlesnake – Don Sims (Alt)
Westside – Absent
City Council Liaison – Absent
Neighborhood Liaison – Erin Scott

Others Present

Quorum

Quorum is present.

Adoption of Agenda (items from consent agenda can be moved to committee reports by any CF rep as deemed necessary at this time). **Mr. Gullickson** moved to adopt, **Ms. Snodgrass** seconded.

Approval of CF Minutes

Approve meeting minutes from July 23, 2009. Correct Bill Flannery's name spelling, has one 'n'; and **Guerts** is **Geurts**. Motion to approve with corrections as noted made by **Mr. Christiansen, Mr. Gullickson** seconded. All voted in favor of approving.

Public Comment (non-agenda items from audience)

Hans Christiansen commented on a *Missoulian* article Sidewalk bills grossly unfair in regards to a homeowner bill for sidewalk improvements in the amount of \$35,000. He commented there needs to be a way to make it more comfortable for people facing this.

Phil Condon, commented that he was a FVPC NC founding member and has been involved with zoning issues, specifically the hillside height requirements for years and wanted to alert citizens on a crucial decision that the PAZ committee may be making next Wednesday regarding hillside height requirements. If anyone has a concern of what future development might look like and if you live on the hillside what your

neighbor's house height could look like, the rewrite has been underway and in his opinion, where they are at now may end up with just as confusing determination methods and heights being higher than what they are now. This may be due to the urging of a couple architects/builders expressing they won't be able to design hillside buildings with what is on the plate and their recommendations are just as messy in the original Title 19 code. He expressed that the last four PAZ meetings have been hard to track, confusing agenda, have been interrupted and chaotic. Mr. Condon is advocating to keep what the consultant and planning board recommended regarding this. This is a complex issue and citizens need to be heard; if this resonates with you, please tell folks to attend the PAZ committee meeting next Wednesday here in council chambers from 10am-12pm.

Neighborhood Liaison Report – Erin Scott

City Council approved the budget Monday. The NPGF program budget is now \$18,000 with the \$2000 cut. The Higgins roundabout is about to open, Erin handed out a handout on how to use a roundabout. There is a ribbon cutting ceremony on Thursday, September 3 at 11a.m. and there is a presentation on how to drive a roundabout available if anyone is interested. Ms. Snodgrass commented that there are two full size roundabouts in Captain John Mullan and it doesn't take long to figure it out—pay attention to the yield signs. Erin commented that there is an interactive tool to play with on the city website www.ci.missoula.mt.us/roundabouts

Presentations

Director Missoula County Disaster & Emergency Services-Bob Reid

Bob explained that what Standing Emergency Plans do is outline general policies, principles and lines of authority so that when events happen the relevant agency understands who is in charge, how to proceed and with what legal authority. Evacuation issues are the responsibility of the sheriff's office, hazmat incidents and fires are under jurisdiction of Fire Dept. Encourage NC's to review, it is old 25 years, there are some federal funds to redo this plan which is a substantial process that will and should involve the public a great deal to develop a successful plan. If you have questions about emergency planning in particular to your neighborhoods, contact me and will assist in getting those answers. The county acquired reverse 911 'outbound notification' in past 18 months which enables us to dial landline telephones in an area of an event for notification. The neighborhoods bordering the railroad spurred the concern in the event there was a hazardous event how would they know. This notification could be to let people know things are okay as well.

Questions, Comments & Discussion:

Glad to hear there is a plan out there but would like to see it updated.

What types of HazMat materials go thru town on the rail? Bob does not know the complete inventory, but some pretty dangerous materials; obviously chlorine gas is one, lots of petroleum products and flammable materials. The HazMat city and county as well as a regional team and the Montana Rail Link team are extremely proficient in dealing with response if necessary.

The reverse 911 phone is a terrific idea; many use cell phones now, how to capture those users? There isn't a method at this time, would like to develop a database; really have to develop a specific database that people can self-register with. The federal government mandated universities being pro-active in notifying the student body in case of emergencies-like the shootings that have occurred elsewhere in the Country. The University has approached that independently.

Is there any law requiring declaration of what is being shipped along the rail lines or highway? Containers are required to have placard's identifying what is in the container, but as far as public notification if things are coming thru, no law dictating that.

What is the most likely disaster to happen? Wildland fire is the most problematic with increasing difficulty to manage with more houses built in the woods and the beetle kill of trees has increased the probability. Is a concern for some areas of the city more than others.

Missoula County Clerk & Recorder Mail Ballot Elections- Vickie Zeier

The upcoming municipal election November 3 will be conducted by mail ballot as in 2007.

Advantages of mail ballot is:

- voter turnout (#1).
- Cheaper to run \$80,000 vs. \$110,000 for poll election. The 08 county election cost \$325,000
- Shortage of election judges (not only local problem, but is a federal recruitment issue)
- Election administrators have more control over every aspect of that election
- Late registration is easier to administer; can be done up and until election day

Process: every eligible elector (active elector) will see their ballot in the mail; if inactive need to fill out a new registration card. In the city on the rolls almost 43,000 active voters. The instructions will be more visual this year. The ballot goes in secrecy envelope (blue) which that goes into the envelope requiring your signature. There will be six drop sites (based on location and accessibility issues) and a driver pull-up drop box next to parking area at the courthouse this year.

Activities for the election center will be located at the Fairgrounds.

The barcode is scanned upon receipt which indicates whose ballots have been returned. The signature (from outer envelope) is verified then removed. The secrecy envelope is stored until Election Day tabulation. Ballots are not forward able...notice is sent to those returned, that is forward able, notifying you that your ballot has been returned and can be picked up at the courthouse.

Montana law only allows certain elections to be run by mail ballot; no county wide or federal elections. The governing body has to approve or deny request to run by mail ballot from the election administrator.

The ballots will be mailed on the 15th day before the election. Citizens will start receiving them October 20th. The election will be run by district rather than precinct and will cost save \$10,000-\$15,000 by doing it this way.

Permanent absentee numbers have grown; this is an indication that people like the convenience of a mail ballot election. All drop sites will have automark equipment available as well as the fairground and courthouse sites from Oct. 20-Nov. 3 to address visual or mobility impairment to be able to cast ballot in secret.

Questions: Is there a way to find out if you are an active registrant? The county election webpage has a link to the Secretary of State whereby you can do it there, <http://app.mt.gov/voterinfo/> or call the Elections Office at 258-4751.

Zoning re-write progress Report-Tom Zavitz, OPG

City Council is reviewing the rewrite thru PAZ committee usually on Weds. at 10 a.m. This committee is about two meetings away from their review process. Would like to emphasize the top 10 highlights and then take questions.

*ADU's Accessory Dwelling Units

- *Bed and Breakfasts are allowed in all residential districts as a conditional use; PAZ added another condition-would be reviewed in same way as a rezoning.
- *Revised home occupation regulations. There would be a limit of three non-resident employees/customers allowed onsite at any one time; exception for two times a month for 'special gatherings'.
- *Electronic Reader Board or video signs; there has been some discussion whether there should be a ban on them. They have been regulated for 1 second messages and do not allow animation.
- *Administrative Adjustments allows for a request for a minor variance to be approved in the office with notice given to the public for their input as well but for citizens to have an easier time applying for adjustments.
- *Wind Energy Conversion Systems are currently prohibited. There has been research conducted into this and will probably come up within the next year.
- *Height Measurement calculations have been reduced to one absolute way of measuring height.
- *Small Lot Zoning District has been proposed and added (R3) recently. The intention is for new development that has a smaller minimum lot to allow for a smaller house and possibly be more affordable.
- *Hillside Height Measurement method has yet to be addressed in PAZ, is on agenda for next week.
- *Cluster and Conservation Development option to preserve open spaces on new development has yet to be addressed in PAZ as well.

This re-write is still under review and the process is still allowing comments in the manner of email to OPG, or can leave in writing at front desk, but they are being directed to City Council members directly; or your comment can be expressed at the PAZ meeting(s).

Question asked about the lawsuit. Tom explained the difference between rezoning requirements and language changes. During this revision process, staff meet with an attorney and it was thought that as a rewrite this could go through this language amendment process which is different than a rezoning process most notably in a notification to citizens and addressing questions like 'is this benefitting the community' and 'how is it doing that'. We feel this has been addressed; with public meetings and in our staff report, but some people feel this hasn't been done and that a letter needs to go each landowner stating how this will affect their property. Upon further review, the attorney decided this process and document is following proper course. Some council members filed a lawsuit to stop the process. Four district judges in Missoula refused to hear it; so the next step would be for it to be heard in another district. It probably will not be resolved soon.

When will there be a zoning compliance officer? Don't go out and inspect currently; we are away's out from having that staff person, the need is there certainly.

Committee Reports

***Bus Tour Committee, September Bus Tour-Hans Christiansen**

Goal is to fill the bus! Erin will maintain the list of RSVP's. Educate individuals about neighborhoods, their history, project, neighborhood councils and community forum. Advertise the NC's and CF and create a conducive environment for relationship building among neighbors. Overall budget of \$1025.80 for this tour is allotted. Each neighborhood will be charged \$42.00. **Mr. Salmonson** motioned to approve this budget, **Mr. Flanery** seconded. No discussion. All in favor. Erin mentioned the sign-up for the tour is here and if there are any special considerations that need to be known please share.

***Neighborhood Project Fund Committee for 2010-Don Sims**

Erin announced the action denotation is a typo, this is not an action item.

Don indicated there is a meeting scheduled for October; after the application deadline. The committee will review them, accept or not; and bring them to CF in November. Erin noted that the November meeting may be moved to the 19th due to holiday that month, it is very important that a quorum be present that month.

Ongoing Business

Sept. Strategic Planning Meeting – Ray Aten

A majority of time for next month will be dedicated to establishing action and adopt a mission and goals for the upcoming year. There is homework to do between now and then. Ray referred to the last goals and action plan for reference and suggested folks think about the Mission, Purpose and the Goals and reviewed the process and suggested people review and ask themselves... do any of these objectives resonate with you and are they something you want to do; if not, can you consider an alternative. Ray would like each representative to come up with two objectives for each goal to use as a starting place of where to decide what the actions should be. A 'strategic tool' was developed and offered to utilize as guidance in this process.

Where are we going? Ray indicated would like folks to focus on 'how do we get there' by coming up with at least two objectives for each goal; this will help guide us and the Liaison.

Erin commented it would be good to have some type of evaluation to measure accomplishment of objectives and the example indicated to illustrate this on the 'tool'. Having a long-term plan works well for making big things happen.

City Council Liaison Report—Jon Wilkins absent

Neighborhood Council Updates

- **Heart of Missoula**—planning for a general meeting soon.
- **Cpt. John Mullan**—LT met August 12th; our marathon station was one that got 'hit' and the supplies were stolen; but it was a great experience to man it. Planning a fall meeting for September.
- **Southgate Triangle**—the 'park pet' project is complete, good to have that done. We need to have more people and active people on our leadership team.
- **Moose Can Gully**—nothing new to report.
- **Lewis & Clark**—nothing new to report.
- **Farviews/Pattee Canyon**—nothing new to report.
- **University**—nothing new to report.
- **Upper Rattlesnake**—there was a transportation forum earlier this week. There was discussion of expanding current bike lanes up to the wilderness gateway entrance. Issues of right-of-way came up frequently. There will be a general meeting in September.
- **Franklin to Fort**—at recent meeting had presentation on animals at large by Chief Muir and animal control officer. There have been numerous reports and the idea of how to extend the idea of Neighborhood Watch to include animals at large and got an outline idea of how the concept is developed and applied. It would be work to develop that in our neighborhood; but it is one way to deal with this issue and perhaps other neighborhoods are seeing this difficulty as well and may be able to deal with them in this way. The sidewalks are in and want to thanks Parks Urban Forester Ben Carson, for the planting of trees in the park and boulevards on Johnson Street, we appreciate that. The City Council passed the 'Complete Streets Ordinance' this week. Jon thanked the CF for passing one of the versions, and the contribution from other neighborhoods, bike/ped board, other community alliance groups for this work. Would like to ask all to get behind this and see it through.
- **South 39th Street**—construction process continuing on Tonkin Trail across the face of the South Hills between Hillview and Clearview Way. The contract has been awarded for the fence construction which

has begun. Process underway to award trail construction contract to start in October. The final phase of mutt mitt stations and signage will hopefully be paid with a large project grant.

- **Northside**—the Scott Street Bridge is still under construction. A community meeting will be held in the next couple weeks of addressing this—kids getting to/from school, etc.

Final Business

*Monthly report to City Council – Request to report on non-agenda items

(The monthly report to City Council will be made by the moderator of the meeting. The report made will address all items on the Community Forum agenda for the month. A request for reporting on non-agenda items will occur at Community Forum to ensure pertinent non-agenda are reported as well).

Mr. Aten will comment that there was public comment made at tonight's meeting and mention the presentations. Report on bus tour status, budget approved, provide overview and invite all city council members to attend and encourage Mayor's staff to attend as well. Will mention the timeline for neighborhood project funds was submitted and relay. Will mention CF is involved in a strategic planning process and will devote time to mission, goals and actions next month for the upcoming year.

Ms. Snodgrass suggested thank you's for voting for complete streets concept with CF was active in promoting.

Erin asked if there is anyone you would like to extend invitations to for next month's meeting...Mr. Aten did so for MCAT viewers and will invite City Council as well.

Ms. Hoppe motioned to accept what Mr. Aten will include in the report, Mr. Geurts seconded.

The next CF meeting moderator will be **Ms. Brown Campbell**.

Adjournment

Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Christine Ross

Christine Ross
Secretary, Office of Neighborhoods

*Copies of any handouts and referenced documents at this meeting are on file in the City Clerk's Office