

# Community Forum Leadership Team Meeting

## Meeting Agenda

Date: January 14, 2016

Time: 6:30 PM – 8:00 PM

Location: Jack Reidy Conference Room - City Council Chambers  
140 West Pine Street  
Missoula, MT 59802

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1. Plan for Community Forum Meeting on January 28, 2016
  - A. Request for Reallocated funds from Southgate Triangle
  - B. Neighborhood Council Boundary Adjustments - \*Action Item
2. Strategic Planning
  - A. Results from the Strategic Planning Questionnaire
3. New Business
4. Public comment on non-agenda items
5. Announcements



**Print**

## Neighborhood Council Request for Reallocated Funds - Submission #7371

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**Date Submitted: 12/28/2015**

**Community Forum and Neighborhood Council Leadership Team Members:**

You can use this form to request Reallocation Funds.

Submit by the 2nd Thursday of the month. The Community Forum will review requests the 4th Thursday of the month.

If you have questions about what neighborhood council operating funds can be spent on, the Community Forum and City Council have adopted "Guidelines for the Appropriate Uses of Neighborhood Council Operating Funds."

[Read the guidelines](#)

**Contact name:\***

Hans Christiansen

**Contact e-mail:\***

hnschristiansen@aol.com

**Contact phone:**

728-3680

**Amount requested:\***

\$1000.00

**Neighborhood Council:\***

Southgate Triangle ▼

**What do you plan to use the funds for?\***

4 sandwich board signs at \$250 each

**Upload additional information**

No file chosen

If you have any questions, please call the Office of Neighborhoods at 406-552-6081. Thank you!

# Strategic Planning Questionnaire

## Participants

<u>Last Name</u>	<u>First Name</u>	<u>Address</u>	<u>Neighborhood Council</u>	<u>Email</u>
Tonnessen	Kathy	1728 Traynor Drive	Lower Rattlesnake	<a href="mailto:tonnessen@bresnan.net">tonnessen@bresnan.net</a>
Hogan	Patricia	1650 South 12th St. West	Franklin to the Fort	<a href="mailto:phogan@lmt.gov">phogan@lmt.gov</a>
Lesica	Peter	929 Locust	Lower Rattlesnake	<a href="mailto:lesica.peter@gmail.com">lesica.peter@gmail.com</a>
Mallino	Margaret	327 Tremont St.	Rose Park	<a href="mailto:mmallino@aol.com">mmallino@aol.com</a>
Young	Bev	1531 Mountain View Dr.	Upper Rattlesnake	<a href="mailto:byoung@javins.net">byoung@javins.net</a>
Van Dyke	Janet	5602 Gharrett	Moose Can Gully	<a href="mailto:jvandyke@bresnan.net">jvandyke@bresnan.net</a>

## 1. Improve Communication between Citizens and Government

### A. Citizens and Citizens

#### Tactics

- Provide space for interaction

#### Action Items

- Moderator training
- Community forum meetings and neighborhood reports
- Tabling events

#### Kathy Tonnessen

I support moderator training and community forum events.

#### Patricia Hogan

I feel the city does a pretty darn good job of all these things, at the moment. Jane Kelly's frequent trainings on various aspects of citizen participation in local government are extremely helpful, well prepared and clearly presented.

Jane is omnipresent, turning up wherever the public is gathered, it seems, tabling for the Office of Neighborhoods. I appreciate that she solicits volunteers to help, so we can take the opportunities to connect with neighbors we might not otherwise encounter in the course of our daily lives.

We always seem to find appropriate space for interaction as the NC leadership team, whether it is in the park or in a coffee shop in the neighborhood.

#### Peter Lesica

Have neighborhood meetings that deal with meaningful problems.

#### Margaret Mallino

There is so much to do in Missoula that scheduling a special set aside time for communication between citizens and government seems counter productive or as my husband would say 'overstaffing'.

Neighborhood Councils leadership teams should be able to identify the need for special informational meetings when warranted. Each neighborhood may identify a convenient meeting space or spaces convenient to those who live in the area.

#### Bev Young

I think it's a good idea to have moderator training. So many general meetings don't have time limits and people who know how to keep a meeting on track.

I'm not sure on "provide space for interaction."

#### Janet Van Dyke

Tactics: Space for interaction: Chief Charlo School is in MCG Neighborhood, offers adequate space and parking but I wonder if the steeper walkways put off some residents with physical limitations. I hadn't considered this until I had a recent knee injury. The space sometimes used by the Leadership Team at the Village Square on Higgins and 39th (correct address?) is not in the Neighborhood and maybe less parking.

Action Items: Moderator Training: Have only experienced once at the Candidate's Forum and felt he did a great job.

Meetings and Reports: We have had few meetings. The Hillview Project likely drew more people and so maybe as that project gets going, maybe involvement will increase.

Tabling Events: I don't know what this means.

## 1. Improve Communication between Citizens and Government

### B. Citizens and Community Organizations

#### Tactics

- Educate citizens on methods to civically and responsibly engage city government
- Empower citizens to civically and responsibly engage city government

#### Action Items

- Community forum presentations
- Inform about building permit website
- Provide contacts for various violations such as code compliance; leash law

#### Kathy Tonnessen

Would be nice to have an on-line space where citizens can ask questions about neighborhood issues. If there are a number of citizen concern "themes", then perhaps there could be an "in person forum" scheduled to discuss these issues.

#### Patricia Hogan

I always believe we could use more education, in whatever field, but especially on the question of 'citizens civically - civilly- and responsibly engaging city government.'

Just an off-the-cuff idea: maybe hold periodic newbie workshops, about 1/2 hour in length, just prior to the City Council meeting, to emphasize some salient points regarding our mutual responsibility in this matter, and the history or background of our current set-up. This would both educate and empower us.

#### Peter Lesica

It would be nice if more people wanted to be on neighborhood council leadership teams. It might help to inform (newspaper articles etc.) the general public of how neighborhood councils have made a difference (e.g. get \$\$ for projects and influence City Council etc.)

#### Margaret Mallino

I believe a moderator who informs the public of the rules of engagement so to speak will help with constructive dialogue when a specific issue comes to the forefront.

Encouraging neighbors to take advantage of the City website and all it has to offer would be beneficial.

The building permit website might have a coversheet that includes each of the items that must be covered with a list of offices that may need to be contacted.

#### Bev Young

Can't folks already find such information on building permits, code compliance, etc.? I guess if you have it listed they can't. This doesn't seem to be a high priority to me.

#### Janet Van Dyke

Tactics: I'm not sure how this education happened ... I was one of those "too busy or too tired".

Action Items: I love the Forums. Educational about all of Missoula and what the City Council is doing. No involvement with building permits but expect that those who have or should appreciate all the information provided. I have found staff of the Neighborhood Councils to be very helpful.

## 1. Improve Communication between Citizens and Government

### C. Government and Citizens

#### Tactics

- Encourage City Staff to inform citizens in a timely fashion on matters important to neighborhoods
- Educate on City Services so citizens know what to expect regarding snow removal, pot-holes, leash laws, zoning variances, building permits, etc.

#### Action Items

- Community forum presentation
- Neighborhood council guest presenters - code compliance, city services
- Neighborhood leadership team guest presenters
- Neighborhood newsletters
- Office of Neighborhood email digest
- Tabling events

#### Kathy Tonnessen

I like the idea of a neighborhood newsletter, with current items of interest included.

#### Patricia Hogan

The Office of Neighborhoods e-mail digest is an excellent tool for outreach by City govt to the citizens. And it will become ever more valuable as more citizens begin to use e-mail and the internet. Another idea to add to the current format of the digest: maybe each week there could be an item of general interest on the background, history, and organization of the current city govt. It could be sort of a 'Did You Know...?' item. Or maybe some background on one of the elected officials, or city employees.

#### Peter Lesica

It seems to me that most citizens opt not to go to any more meetings than they have to. I think that the "open house" type of meeting (like the one planned for Nov. 5) is best because citizens can go in for as long as they want and talk to whomever they want about the topic of interest to them.

#### Margaret Mallino

Continue working relationship with news media. Do not let constructive criticism be lost when it occurs. Ensure communication between various departments. Emphasis on cost of various services is totally warranted.

Office of Neighborhood email digest might be promoted with a return postcard that includes an email address when announcing an annual Neighborhood Council Meeting.

#### Bev Young

I think these are all good action items, especially neighborhood newsletters.

#### Janet Van Dyke

Tactics: Not sure how this happened but the Weekly News Brief (or whatever the official name is) is very informative.

Action Items: The Community Forum presentations are very informative. I'm not sure how residents in each Neighborhood are made aware of meetings and agendas other sandwich boards but don't think they are working in MCG.

Again, don't know what "tabling events" means.

## 2. Encourage Engagement

### A. Citizens and Citizens

#### Tactics

- Provide space for interaction
- Cross neighborhood events
- Recruit new folks to participate

#### Action Items

- Have NC's publish their own meetings on community calendars
- Co-hosted election forums
- Improvement Days - earth day, park clean up days, raking days, graffiti clean up days, etc.
- Email all neighborhood councils when hosting a special event you think could be duplicated city wide

Kathy Tonnessen

I am in favor of the "improvement days" idea for our neighborhood.

Patricia Hogan

The notion of Improvement Days sounds like a good idea.

Peter Lesica

Election forums are good as are neighborhood projects funded by grants. The success of these projects should be publicized.

Margaret Mallino

All of the above.

Again, a return postcard may encourage people to receive the weekly update put out by the Office of Neighborhoods.

Bev Young

Yes, I like all these action items, especially neighborhood improvement days.

Janet Van Dyke

Tactic: See above for space interaction comments. Cross neighborhood events are best coordinated by staff suggestion. New Folks: maybe each Leadership team person needs to personally invite a few neighbors to the General Meetings?

Action Items: These all look like great ideas yet to be implemented in MCG.



## 2. Encourage Engagement

### B. Citizens and Community Organizations

#### Tactics

- Increased knowledge of area resources
- Increased interaction with area resources

#### Action Items

- Identify list of key resources in area
- Invite groups identified to improvement days, meetings, etc.
- Have Garden City Harvest set up table at each general meeting
- Discuss hyper-local partner projects and grant funding available

#### Kathy Tonnessen

The grant funding process is still a mystery to me. So having more information on what is available and how to apply for the local neighborhood is a good idea.

#### Patricia Hogan

Identifying key resources in the area would be a good way to engender engagement. Using the list as a kind of scavenger hunt for an ice-breaker at the general meeting might work.

#### Peter Lesica

A list of resources would probably be good since I don't really know what is meant by this.

#### Margaret Mallino

At a certain point one cannot expect our government to be able to provide an answer/response to every concern. In turn one does not want to create a shadow government. Keeping lines of communication open is important ... this goes both ways.

#### Bev Young

This information would be good to include in neighborhood newsletter. I don't think that Garden City Harvest should set up a table at each general meeting. Perhaps that's because they have such a large farm in our neighborhood. We don't need more exposure to them. Knowing about local projects is important for neighborhood buy-in and perhaps participation.

#### Janet Van Dyke

Tactics: Community Forums are doing this. Staff are a great resource.

Action Items: Our Neighborhood needs to do this. Not sure what the purpose of the Garden City Harvest at each general meeting means.

**2. Encourage Engagement**  
**C. Citizens and Government**

**Tactics**

- **Safety**
- **Improved Connectivity**

**Action Items**

- **Initiate Missoula Citizens Academy**
- **Frequent reminders of where to find out about neighborhood watch/sexual and violent criminals, etc.**
- **Promote communication through things like listserv, reports to City Council meetings and City Councilors at neighborhood meetings**

**Kathy Tonnessen**

Our City Councilors are very good about attending the neighborhood meetings. I would hope this will continue.

**Patricia Hogan**

What is a Missoula Citizens Academy? That sounds intriguing.

**Peter Lesica**

**Margaret Mallino**

Do not discourage engagement.

**Bev Young**

I'm not in favor of any of these, except the last one. Why do we need a citizens academy? Seems strange to me. I don't want frequent reminders about negative/bad people. We have too much of that already. And don't we already have ways to reach out about council meetings, etc.?

**Janet Van Dyke**

Tactics: ?????

City Council members attending Neighborhood Meetings - and maybe even Leadership Meetings.

### 3. Support Infrastructure Initiatives at a Neighborhood Level

#### A. Citizens and Citizens

##### Tactics

- Better Trails, greenways and parks
- Encourage use of trails and parks

##### Action Items

- If applicable, work with Parks and Rec for volunteer builds/assist
- Schedule neighborhood meetings in parks
- Encourage neighbor attendance via trails (where applicable)
- Track usage to make the case for improvements

#### Kathy Tonnessen

I would support having neighborhood meetings in parks, e.g. Greenough Park picnic shelter. It would be good to have parks and Rec let the neighborhood know what is planned for the year, and how we can comment and assist.

#### Patricia Hogan

Tracking usage for improvements is something the LT could do pretty easily.

#### Peter Lesica

Citizens need a simple, easy way to communicate their problems and need to the public works people. For example, how does one go about getting faded street painting of bicycle lanes repainted?

#### Margaret Mallino

This refers to visible infrastructure, soft and engineered. Missoula must not forget that maintenance of improvements should be calculated when deciding on new additional trails, greenways and parks. If an area is not being used after being built it might help to analyze the reasons for this and either correct the interference causing the lack of use or abandonment or effective repurposing of areas may be in order.

#### Bev Young

I'm in favor of these, though encouraging folks to attend meetings via trails seems a bit overboard. We have heavy trail usage in the Upper Rattlesnake already. I like the builds/assist focus. Tracking usage, occasionally, helps us all better understand the actual usage of these trails.

#### Janet Van Dyke

Tactics:

Action Items: Looks like work got started this year regarding improvements. As those parks getting improvements, are there plans to announce those improvements in person to schools and agencies involving those with impediments of those improvements.

### 3. Support Infrastructure Initiatives at a Neighborhood Level

#### B. Citizens and Community Organizations

##### Tactics

- Inform citizens about community organizations
- Identify lacking parks and trails
- Clearly marked trail signage

##### Action Items

- Have Ben Weiss provide education on Greenways to every applicable Neighborhood Meeting
- Introduce Urban forester, Chris Boza, at neighborhood meeting
- Work with Parks and Rec to Inventory Parks and Trails in each neighborhood
- Identify plans and funding to address needs
- Document lacking signage and work with Parks and Recs

Kathy Tonnessen

Would also be good to have a posted list of rules and regs for each park

Patricia Hogan

Need more easily accessible means of identifying plans and funding to address needs. We have been working on getting another park in F2F for some years now, and I keep losing track of the progress in the matter.

Peter Lesica

Margaret Mallino

See my previous comments.

Bev Young

I'm in favor of all of these.

Janet Van Dyke

Tactics and Action Items: For Missoula, this will be an on going project. Feel we have just started it in MCG.

### 3. Support Infrastructure Initiatives at a Neighborhood Level

#### C. Citizens and Government

##### Tactics

- **Create Neighborhood Plans (infrastructure, transportation, neighborhood) to influence and leverage city action**

##### Action Items

- **Review current plan**
- **Inform city you want to update your plan**
- **Meet with Development Services to identify focal points and actual do-ables**
- **Community Forums**
- **Publish your plan**
- **Create documents so other neighborhoods can do what you did more easily**

#### Kathy Tonnessen

Some plans will need to be coordinated with other Neighborhoods. For example, any plan revisions for Lower Rattlesnake Plans need to include the Upper Rattlesnake.

#### Patricia Hogan

All good ideas.

#### Peter Lesica

The neighborhood plans are important and should be updated at regular intervals.

#### Margaret Mallino

Review current plan in the context of current conditions, look to anticipated changes to the current condition and identify needs for change in relation to changing demographics. Informing the city of the need for an update based on both what is observed in the neighborhood and with the available information that the city has to help is very important to developing 'a plan'.

All of the items listed above are important however each neighborhood must realize that there is a big picture that reaches beyond their own place in the city. Likewise on a neighborhood level there may be a developing need that should not be overlooked.

#### Bev Young

We need a high level of involvement to accomplish this item. I don't see it coming from our neighborhood at this time.

#### Janet Van Dyke

Tactics and Action Items: Am aware of the survey of what MCG needs are per respondents but Leadership has yet to review or update Plan to my knowledge.