

# Minutes

FY 2018 Neighborhood Project Funds

November 14, 2017, 6:00 pm

Jack Reidy Conference Room

140 W Pine Street

Moderator: Ray Aten

Committee members present: Jeff Stevens, Ray Aten, Julie Armstrong, Dave Chrismon, Will McLauchlan, Jane Kelly (ex officio)

Others present: Karen Gasvoda, Program Assistant

1. Introductions were made, and Ray went over the ground rules.
2. Approval of the [September 11, 2017](#) and [November 13, 2017](#) meeting minutes - Dave Chrismon moved to approve the minutes. The motion was seconded and approved unanimously.
3. Change of Scope request (tabled from 11/13/17) – Will McLauchlan moved to deny the request to change the scope of the 2014 and 2017 fiscal year Riverfront Mural project. The motion was seconded and approved unanimously.
4. Public comment on non-agenda items - none
5. Public comment on grant applications – none
6. Committee reviews, scores and discusses recommendations – (public comment will be accepted on recommendations) –  
The committee reviewed the recommendations from Missoula Parks and Recreation and City Engineering. The committee then reviewed and ranked the grant applications. Dave Chrismon moved to fund the top six grant applications and to move the remaining funds to small grants. The committee's recommendations are to allocate \$17,627 to large grants and \$2,373 to small grants.

- 1) **44 Ranch Park Playground**
  - a. Requested \$3000; Funded \$3000
- 2) **Franklin School Playground & Garden**
  - a. Requested \$3000; Funded \$3000
- 3) **HOM Traffic Signal Box Art**
  - a. Requested \$3000; Funded \$3000
- 4) **Bellevue Park Snake Ladder**
  - a. Requested \$3000; Funded \$3000
- 5) **Community Garden Solar Dehydrators**
  - a. Requested \$3000; Funded \$2627 (\$373 long term maintenance not funded)
- 6) **Syringa Bike Skills Park**
  - a. Requested \$3000; Funded \$3,000

- 7) MUD Glass Permeable Pathway
  - a. Requested \$3000; Not funded
- 8) Franklin Park Ditch Bank Stabilization
  - a. Requested \$2627; Not funded
- 9) MDF Community Board Sign
  - a. Dave Chrismon abstained in ranking this application
  - b. Requested \$3000; Not funded.
- 10) Air Quality Monitoring Station
  - a. Requested \$2500; Not funded
- 11) Bellevue Park 39<sup>th</sup> St. Boulevard Trees
  - a. Jeff Stevens moved to take the Bellevue Park 39<sup>th</sup> St. Boulevard Trees application out of consideration because adequate funds were not available to complete the project. The motion was seconded and passed unanimously.
  - b. Requested \$3000; Not funded
- 12) Rattlesnake Greenway Upgrade
  - a. Will McLauchlan moved to take the Rattlesnake Greenway Upgrade application out of consideration because it did not meet Level One Ranking. The motion was seconded and passed unanimously.
  - b. Requested \$3000; Not funded – did not meet Level One Ranking

7. Announcements –

Ray Aten and Dave Chrismon will revise the current large grant application.

8. Adjournment

Submitted by: Karen Gasvoda

Dear NPF Committee,

Below is part of the correspondence that I had with Gwen Hoppe in re to money left over from 2 large grants she received for the mural on the Bitterroot Trail by 3rd. (one large grant, fy 15, was completely expended and a \$500 small grant, approved 9/24/14, was also completely expended) The artist has been paid in full as per the grants. Her change in scope request is attached for your consideration. Please let me know if you need additional information. I have also attached the grants.

I would like for the committee to consider this request on our ride around on 11/13/17. We will put this on the agenda unless you want to consider it on 11/14/17 or some other date.

Thank you,  
Jane

Dear Gwen,

FY 17 grant paid Stephanie Frosted, the artist the full amount approved: \$2900.00 The paint was approved for \$100 and \$87.85 was spent.

**This grant has a balance of \$12.15 for paint.**

FY 14 grant paid Stephanie Frosted, the artist, the full amount approved: \$2000.00 Mural supplies and sealer was approved for \$1,000.00 and \$645.98 was spent.

**This grant has a balance of \$354.02 for supplies and sealer.**

Your request below:

*Jane,*

*I would be paying Stephanie for the extra time required to do the design work and supervision of the mural painting. Can you please make it for up to \$350 if possible? It will be the remainder of what is left after the brush receipts clear.*

*Thanks,*

*Gwen*

I cannot pay any amounts without a receipt for what was approved and only for the highlighted amounts above. If you want payment for other items, you will need to submit a detailed change of scope letter to the grants committee.

Please let me know how you would like to proceed.

Thank you,  
Jane

**Gwen Hoppe  
PO 8496, Missoula, MT 59807**

**Large Grant Selection Committee  
Missoula Office of Neighborhoods  
Missoula, MT**

**November 6, 2017**

**Dear Neighborhood Grants Committee,**

I am requesting that the remainder of the funds of the 2014-15 Riverfront Mural be reallocated from supplies to professional services. Approximately \$325 was remaining in the account because Nutritional Laboratory International graciously paid for the sealer that we had originally budgeted under supplies. One thing we underestimated was the amount of time that was needed by the supervising artist, Stephanie Frostad, to complete the mural with Willard students and community members. We budgeted and paid Ms. Frostad approximately \$1700 in 2014 although she spent over 115 hours on the project. The following two years we increased the budget requests for professional services to \$2400 and \$2900. Ms. Frostad has not requested any more money but I feel giving her the remainder would show our gratitude for the work, time, and care that she gave to the project. Thank you for your consideration and all the support you have offered to this project over the last four years. If approved I would request a purchase order requisition from the Office of Neighborhoods and an invoice from Ms. Frostad. I look forward to your response.

**Gwen Hoppe  
Project Coordinator for Flourishing Mural**