

Lewis and Clark Neighborhood Council Leadership Team

Meeting Agenda

Date: March 7, 2018

Time: 4:00 pm

Location: Lewis and Clark Village Community Room
3000 S Higgins Ave.
Missoula, MT 59802

1. Approval of [February 7, 2018](#) meeting minutes
2. Traffic Calming update
3. Bancroft Ponds update – Dave
 - Steering Committee
 - Small grant application for signage - Colleen
4. MCPS operations levy – (written summary requested for 3/7 meeting, MCPS rep will attend the 4/4 LT meeting)
5. Plan for general meeting March 21 at Sentinel High School
 - Newsletter
 - Topics and speakers
 - Elections
 - History of NCs
 - “Recycling Efforts” in the L&C neighborhood.
 - i. How many households Recycle w/ Waste Management?
 - ii. Why aren’t there more?
 - iii. What would it take to substantially increase our efforts?
 - Presenters - Morgan Valliant and Ben Weiss
 - City Council – John DiBari, Jesse Ramos
6. Community Forum Report—Colleen Biehl
7. Office of Neighborhoods Report—Jane Kelly
8. Public comment on non-agenda items
9. Announcements



Jane Kelly, Neighborhood Coordinator

jkelly@ci.missoula.mt.us 552-6081

Karen Gasvoda, Program Assistant

kgasvoda@ci.missoula.mt.us 552-6084

Lewis and Clark Neighborhood Council Leadership Team

lewisandclark@missoula-neighborhoods.org

Lewis and Clark Priorities

Lack of painted crosswalks

Duck Pond maintenance including mowing

Speeding

Duck Pond patrol (drinking and other behaviors)

Urban Deer

Dogs off leash

Need for traffic calming circles

Sidewalks not being shoveled

9/7/2017



Neighborhood Small Project Grant Funds Application

Project title: Bancroft Ponds Signage

Name of applicant: Lewis & Clark Neighborhood Council Leadership Team

Address of applicant: 809 W. Hallmark Lane

Phone: 406-788-6253 Email: randy4@bresnan.net

Project coordinator (responsible for overseeing project and reports): Colleen Biehl

Address of coordinator: 809 W. Hallmark Lane 59801

Phone: 406-788-6253 Email: randy4@bresnan.net

Detailed description of project:

A large naming sign, Bancroft Ponds, to be placed on the corner of Bancroft Avenue and 34th street. 3 Welcome and Park Regulation Signs at the entrances located on 34th Street, Stephen's Avenue and Bancroft Avenue. There will be a PCV Leave one take one Bag Tower at the Bancroft and Stephens entrances.

Amount of money requested: \$500.00

Will this project require maintenance? yes no

If yes, please give details on maintenance and how it will be funded:

How will project benefit Missoula citizens? The Lewis & Clark Neighborhood is putting a large effort towards the Bancroft Ponds. This is the first of many projects we hope to enhance this special park. The signs not only will help Missoulians see the park's name from the streets, 34th and Bancroft (there is no large naming sign at present), but will add the welcoming/regulations signs as well at the at the Bancroft and Stephens and 34th Street entrances.

Provide timeline as shown below:

Date	Task	Responsible Party
April/May 2018	Large Wooden Sign Made	Missoula Parks and Rec
May 2018	Supports readied for all signage	Missoula Park and Rec

May/June 2018	All signs put into place	Missoula Park and Rec

Provide an itemized list of expenses and specific source(s) of funds on [the budget worksheet](#) provided on the grants' page. Please provide vendor quotes if applicable.

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

yes no If so, which one(s) Lewis & Clark Neighborhood Council

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: 81-6001293

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? Yes, we will be most happy to give recognition to the Community Forum and appreciation for the grant will be noted in the Lewis & Clark Neighborhood Council Leadership Team meeting minutes.

Signature: _____

Date: _____

Eligibility requirements:

1. Must fall under one of the three focus areas:
 - a. Neighborhood Planning (seeks to guide the future direction of a neighborhood)
 - b. Neighborhood Improvement (seeks to improve the physical dynamics of a neighborhood)
 - c. Neighborhood Outreach (strengthens neighborhood participation and builds opportunities for neighborhood communication, interaction, and problem-solving)
2. Must meet all of the following requirements:
 - a. Project takes place in the city limits and has lasting benefits for city residents.
 - b. Documentation shows that residents who surround the project area support the project.
 - c. Project is sponsored by a Neighborhood Council Leadership Team or the Community Forum Leadership Team and is documented in detail in the minutes of the meeting.
3. Must not be asking for funds to be used for:
 - a. Direct social services
 - b. Ongoing general organizational support or overhead
 - c. Direct grants, scholarships, or honorariums for the benefit of a specific individual
 - d. Loans or debt
 - e. Annual appeals or fundraisers
 - f. Emergency funding
 - g. Event insurance or alcohol permits
 - h. Business promotion

Additional requirements:

- Market or give recognition to the Community Forum and/or Neighborhood Council(s) in some way.
- 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 or 552-6081.

Office use only:

Approved Rejected Amount \$ CF approval date:

Notes:

A	B	C	D	E	F	G
1	Neighborhood Project Budget Worksheet					
2	Total Neighborhood Project Funds not to exceed \$500					
3	(Please fill in all applicable spaces)					
4						
5	EXPENSES					
6						
7	Section 1	Source of Funds:	Source of Funds:	Source of Funds:	Source of Funds:	Total
8		Neighborhood				
9	Administrative Expenditures	Project Funds				
10	Administrative Expenses		\$	\$	\$	\$ -
11	Salary & Wages		\$	\$	\$	\$ -
12	Employee Benefits		\$	\$	\$	\$ -
13	Professional Contracted Services		\$	\$	\$	\$ -
14	Office Supplies		\$	\$	\$	\$ -
15	Postage/Printing		\$	\$	\$	\$ -
16	Utilities		\$	\$	\$	\$ -
17	Travel/Training		\$	\$	\$	\$ -
18	Rent		\$	\$	\$	\$ -
19	Insurance costs, permits		\$	\$	\$	\$ -
20	Total	\$ -	\$ -	\$ -	\$ -	\$ -
21						
22	Section 2	Source of Funds:	Source of Funds:	Source of Funds:	Source of Funds:	Total
23		Neighborhood	Neighborhood budget			
24	Project Expenditures	Project Funds		Parks and Rec labor		
25	Detail specific project costs including: supplies, site work, design, and other costs	(1) 2"x10"x12' wood sign painted \$30	\$30.00	\$	\$	\$ 30.00
26		(2) 4x4"x8' metal legs powder coated \$130	\$130.00	\$	\$	\$ 130.00
27		(5) MT Premix concrete for all posts \$30	\$30	\$	\$	\$ 30.00
28		(3) Welcome/Rules signs \$210	\$210.00	\$	\$	\$ 210.00
29		(2) sign posts and brackets \$100	\$100.00	\$	\$	\$ 100.00
30		(2) Take one leave one mutt mit bag holder tubes		\$50.00	\$800.00	\$ 850.00
31			\$	\$	\$	\$ -
32			\$	\$	\$	\$ -
33			\$	\$	\$	\$ -
34			\$	\$	\$	\$ -
35			\$	\$	\$	\$ -
36			\$	\$	\$	\$ -
37			\$	\$	\$	\$ -
38	Total	\$ 500.00	\$ 50.00	\$ 800.00	\$ -	\$ 1,350.00
39					Grand Total	
40					Add Sections 1&2	\$ 1,350.00
41	IN-KIND DONATIONS					
42						
43	Section 2	Source of Funds:	Source of Funds:	Source of Funds:	Source of Funds:	Total
44						
45	Project Expenditures					
46	Detail specific project in-kind donations including: supplies, site work, design, labor and other free services	\$	\$	\$	\$	\$ -
47		\$	\$	\$	\$	\$ -
48		\$	\$	\$	\$	\$ -
49		\$	\$	\$	\$	\$ -
50		\$	\$	\$	\$	\$ -
51		\$	\$	\$	\$	\$ -
52		\$	\$	\$	\$	\$ -
53		\$	\$	\$	\$	\$ -
54		\$	\$	\$	\$	\$ -
55		\$	\$	\$	\$	\$ -
56		\$	\$	\$	\$	\$ -
57		\$	\$	\$	\$	\$ -
58	Total	\$ -	\$ -	\$ -	\$ -	\$ -
59					Grand Total	\$ -
60						\$ -