

**COMMITTEE OF THE WHOLE
CITY COUNCIL CHAMBERS
140 WEST PINE STREET
MISSOULA MONTANA
FEBRUARY 24, 2010, 1:25 – 2:20 PM**

Members present: Ed Childers, President; Stacy Rye, Vice President; Dick Haines; Lyn Hellegaard; Roy Houseman; Bob Jaffe; Marilyn Marler; Renee Mitchell; Dave Strohmaier; Jason Wiener; and Jon Wilkins

Members absent: Pam Walzer;

Others present: Marty Rehbein, Denise Alexander

I. Administrative Business

Minutes dated [February 10, 2010](#) were approved as submitted

II. Public Comment on items not listed on the agenda—None

III. Regular Agenda

- A. Discuss possibilities for enhancing the applicant pool for vacancies on volunteer boards and commissions ([memo](#)).—Regular Agenda (Dave Strohmaier) (Referred to committee: 09/17/07) **REMOVE FROM AGENDA**

Dave Strohmaier asked the committee to brainstorm on how to get more applicants to apply for the volunteer boards and commissions. He spoke with Ms. Merriam in the Communications office and she offered her assistance in writing press releases to make them more attractive to the readers.

Bob Jaffe stated one idea would be to target folks who might be interested in a specific area by using existing lists like neighborhood councils or leadership teams.

Jason Wiener mentioned using the website more. One idea would be to have a “Notify Me” whenever there is a vacancy. He also suggested using the home page under the “City Council Connection” box by having a “Get involved” box. He felt the boards and commissions page is some what buried in the website for someone who would like to get involved. In looking at the boards and commissions page, Mr. Wiener suggested maybe some of the boards like Historic Preservation (HPC), Design Review Board, (DRB) and Missoula Civic Television Access Commission (MCTAC) have too many members.

Marty Rehbein stated the Clerk’s office has a hard time filling the architect position on the Design Review Board (DRB) as they primarily review sign packages. Many architects find this not interesting and do not like to serve on a board where this is the primary function. Only a select few from the news media consistently advertise the board announcements. The clerk’s office finds the peer to peer marketing more useful after advertising in the news media numerous times. Periodically this is why the city clerk’s office has sent the city council members and board members an email to see if they know of anyone interested in applying for the board. Ms. Rehbein liked all the suggestions presented so far.

Mr. Jaffe asked what the difference is between the Board of Adjustment and Design Review Board and if they are both required. Denise Alexander from the Office of Planning and Grants stated the Board of Adjustment (BOA) is not required by state law but you do need a board of appeals. The Board of Adjustment (BOA) chiefly looks at variances, special exceptions and appeals of zoning officer decisions. The Design Review Board (DRB) is a board created by City Council and is not required by state law. This board reviews projects which require a design review and their primary work right now is to review the sign packages. The board used to review conditional uses prior to Title 20 but now the council reviews them. They also review the deviations from the multi-family standards or landscaping standards which is a little over lap of what BOA does.

Mr. Jaffe asked if there is a way to combine both boards. Denise Alexander stated the Board of Adjustment people are not interested in doing design review. She also mentioned they would have to take a look at the way the meetings are scheduled and staff resources.

Mr. Wilkins stated he would like to see announcements in the Neighborhood Council newsletters. He also suggested emailing to organizations like Kiwanis might work.

Ms. Alexander stated there are 10 members on the Historic Preservation Commission plus 2 alternates and 1 member serves on the Design Review Board. She suggested in looking at reducing the members of the board which are assigned by geographic areas.

Mr. Haines stated the Board of Adjustment is quasi-judicial so a decision there can be appealed to the court system. He has mentioned openings to people who he thinks would be good on the boards but some people do not believe they will be appointed.

Mr. Wiener commented on a lot of outreach can come from social network applications like Facebook. Maybe this would be one way to reach different demographic of people.

Mr. Wilkins would like to see more recognition for people on the volunteer boards and commissions. He would like to see the city council recognize people for their service on the boards when they leave the board.

Ms. Rye commented many years ago they had a catered dinner to recognize the volunteers at the Iris Garden at Fort Missoula. Ms. Rehbein stated the dinner was replaced with an ice cream social at the Carousel.

Ms. Marler stated they will not be able to please everyone with the venue. She does like the ice cream social because it is at the Carousel. She suggested sending a thank you letter to the applicant for applying and for their services. She also suggested having a public acknowledgement at the city council meeting twice a year for those who have completed their terms and issue them a certificate of service.

Mr. Strohmaier stated he would like to see the Mayor or the Council President formally recognize people during the ice cream social.

IV. Held in committee

1. Mayor's Update – Ongoing in Committee. (Mayor Engen)
2. Updates from Council representatives on the Health Board, Community Forum, Transportation Policy Coordinating Committee, other boards and commissions as necessary. – (Ongoing in Committee)
3. Joint meeting of the Mayor, City Council and County Commission; a facilitated quarterly OPG review as directed in the [Interlocal Agreement](#) (Agenda)—Ongoing (Mayor Engen)
4. Develop short and mid-term goals ([memo](#)).—Regular Agenda (Bob Jaffe) (Referred to committee: 4/23/2007)
5. Joint meeting between the Missoula City Council and the Missoula County Public Schools' Board of Trustees ([memo](#)).—Regular Agenda (Dave Strohmaier) (Referred to committee: 09/17/07)
6. Examination of Office Planning and Grants ([memo](#))—Regular Agenda (Lyn Hellegaard) (Referred to committee: 09/08/08)
7. Review CIP funding mechanism, vehicle replacement policy, department vehicle use practices, specifically Police, Fire, and Parking Commission ([memo](#)).—Regular Agenda (Ed Childers) (Referred to committee: 11/10/08)

V. Adjournment

The meeting was adjourned at 2:03 PM.

Respectfully submitted,

Nikki Rogers
Deputy City Clerk