

**Helena Citizens Council Regular Meeting
November 18, 2009 - 7:00 P.M.
Chamber of Commerce Conference Room**

Members present: Dan Bernhardt, Janet Hess-Herbert, Marshall Gingery, Jim Penner, Harlan Rudolf, Kent Schlosser, Eric Woodland, Bob Habeck, Randy Phillips, Larry Mitchell, Mike McGuire, Lynne Boone and Dave Scrimm.

Members absent: Adam Bell, Dave Fish, Winston Greely, M.C. Beeby, Ellen Bell, Matthew Cohn, Dave Dalthorp, Rebecca Ridenour and Carolyn Wolf.

Visitors: Helena Police Department (HPD) Officers Curt Stinson and Bryan Dellwo, HCC Coordinator Bonnie O'Neill and Carrie Severson.

Chair Dan Bernhardt called the meeting to order at 7:00 PM.

HCC Meeting minutes - October 28, 2009

Approved by consensus.

Finance Report

Approved by consensus.

Helena Police Department Report - HPD Lieutenant Curt Stinson

Lt. Curt Stinson is the head of the Support Services Division (SSD) of the HPD; the dispatch center is multi-jurisdictional covering Lewis & Clark County for police, sheriff, fire, ambulance and 911 calls and the other jurisdictions contribute to funding.

Officer Dellwo formerly ran the abandoned vehicle program now headed by Officer Nathan Casey. Distinction is made between a "junk" vehicle which is defined as worth less than \$500 and abandoned, versus a vehicle that is just abandoned. The process involves marking the vehicle, sending the owner a letter, and towing. If the vehicle owner is found, they can reclaim the property by paying fines and/or charges or can relinquish the property to Lewis & Clark County for disposition at a sheriff's sale.

Members noted that a junk yard owner had expressed disappointment with delays in processing vehicles. Member also thanked the HPD and city officials for the program and encouraged its continuance.

VISTA/HCC Coordinator's Report

The VISTA report is located at the end of the minutes as part of the official record.

HCC District Reports

District 5 - Marshall Gingery reported that he has been working with members of Department of Transportation to initiate communication with residents involved in Custer Interchange work scheduled for next year.

Committee/Board Updates

Marketing Committee- the Committee worked on scheduling and promoting the Community Forum.

Finance Committee - A letter regarding the budget was drafted and presented to the City Commission. The Commission was pleased to receive the HCC's input and Mayor Smith will send a response to council members via e-mail. The City Commission is likely to move up the timetable for adopting the Resolution of Commission Intent, putting it ahead of budget planning by city department heads.

The Finance Committee recommends the HCC submit the same budget as last year. The Costs of a .5 FTE will be calculated by Human Resources and added to the budget as appropriate.

Unfinished Business & General Order

Executive Board Report -

- A. **Budget Letter** - see Finance Committee update.
- B. **Urban Wildlife Advisory Committee Update** - Randy Phillips and Eric Woodland volunteered to fill the two HCC seats. There being no opposition, their names will be submitted to the Mayor for appointment.
- C. **City Manager Survey Update** - a member survey showed strong support for continuing the monthly meeting with the city manager face-to-face. Other suggestions including telephone conference capability and holding the meeting at 6:30 P.M. before the regular monthly HCC meeting.
- D. **December 9 Meeting Update** - the meeting is scheduled as a potluck with members bringing a dish to share (Bonnie will send out signup sheet for food). Invitees will include outgoing, holdover and incoming HCC members. A brief meeting will be held after the potluck to make introductions, share guiding principles, and make new members welcome.

New Business:

Nominating Committee: Dan reported that Ellen Bell, Marshall Gingery and M.C. Beeby had volunteered to be the Nominating Committee.

Motion: Made and seconded appointing Ellen Bell, Marshall Gingery and M.C. Beeby to the 2010 officer nominating committee. All voted; motion passed unanimously.

Member Hess-Herbert suggested the HCC hold a work session to set priorities. Member Habeck suggested using the January meeting. Following discussion, there was

consensus to invite Stan Bradshaw to present highlights from the Climate Change Report after the election of officers and use the rest of the meeting as a work session.

Chair Bernhardt addressed questions about the process of seating write-ins and when District Chairs can become involved in recruiting individuals for open positions.

Public Comment: No public communications were given.

Upcoming Meetings:

City Administrative Meetings

December 2, 2009	Lynne Boone
December 16, 2009	Marshall Gingery

City Commission Meetings

November 23, 2009	Janet Hess-Herbert
December 7, 2009	Marshall Gingery
December 21, 2009	Randy Phillips

Adjournment - There being no further business, the meeting was adjourned at 8:25 P.M.

VISTA Report November 2009—Bonnie O’Neill

Assessment:

I haven’t completed any assessments since we last met. However, my AmeriCorps Site Visit was last week.

Public Relations:

Since we last met, I have worked to publicize the community forum on Helena’s Climate Change Report. The publicity has included flyers, a formal invitation to city staff and commissioners, a press release, postings on community calendars, an HCTV advertisement, an IR Article, and HCTV segment, and radio interviews. Unfortunately due to unforeseen circumstances we have had to cancel the forum.

Community Groups:

I have scheduled an HCTV segment for December 16, 2009. It will be on the survey conducted by the Parks and Recreation Department.

Strategic Planning:

I met with Rae Lynn again this week to discuss a permanent position with the HCC. She will have a revised copy of the job description completed by Friday.