



**MISSOULA**

**DEVELOPMENT SERVICES**

435 RYMAN | MISSOULA, MT 59802-4297 | 406.552.6630 | FAX 406.552.6053

### **CROSBY AND CLEVELAND TRAFFIC CIRCLE FUNDING AGREEMENT**

This agreement, dated July 1, 2019, establishes the terms and conditions of funding a traffic calming circle at the intersection of Crosby St and Cleveland St in Missoula, MT.

Intending to calm traffic and reduce the likelihood, frequency, and severity of motor vehicle crashes, immediate neighbors and the Rose Park Neighborhood Leadership Team submitted a Traffic Calming application to City staff. A traffic calming circle was proposed and agreed to by both the neighborhood and City Engineering.

Installation of the traffic calming circle includes right-of-way permitting, demolition of asphalt, installation of concrete circle and 2' wide asphalt patch back, installation of traffic signs, installation of 12" of topsoil, and curb and gutter work at the NE corner to ensure adequate turning radius and ADA compliance.

The total cost estimate to install the traffic calming circle is \$17,500.00

Funding for this project will be comprised of three sources:

Neighborhood grant program - \$2,500.00

Private contribution - \$5050.00

City Engineering General Fund - \$9,950.00 or the remaining balance following final invoicing from the contractor.

Upon completion of construction of the traffic calming circle, the neighbors in the immediate vicinity will be responsible for planting and maintaining the landscaping within the circle.

Kevin Slovarp, City Engineer

7/03/19  
Julie Devlin, Rose Park Neighborhood Council













## MISSOULA NEIGHBORHOODS

### Missoula Office of Neighborhoods

#### Adopt-A-Traffic-Circle Application

Location of Traffic Circle Requested (Please be specific)	Corner of Cleveland & Crosby	
Sponsoring Organization/Individual		
Representative	Printed Name: Terry Kendrick	Title:
Signature	Signature: Terry Kendrick	Date: 7/9/19
Street Address	600 Cleveland St.	
Mailing address, if different	B:	
City, State, Zip Code	Missoula, MT 59801	
Phone		
Email	TerryKendricks@gmail.com	

Can we use your name on the website as an adopter of a circle? ☒ yes ☐ no

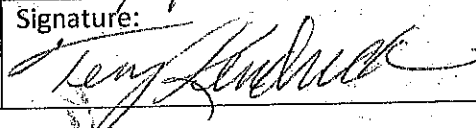
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## Missoula Office of Neighborhoods

### Adopt-A-Traffic-Circle Volunteer Release and Waiver

*Every individual participating in a City of Missoula Adopt-A-Traffic-Circle activity shall sign a copy of this agreement form and fill out the volunteer release and waiver prior to any work on City property. The forms should be returned to the Office of Neighborhoods. The individual listed below recognizes the inherent risks associated with participating in work programs such as Adopt-A-Traffic-Circle program.*

The individual below shall indemnify and hold harmless the City of Missoula, its officers, employees, agents and elected officials from and against any and all claims, suits, actions or liabilities of any nature, including but not limited to injury or death of any person, loss or damage to property, or any other basis whatsoever, arising out of the use of city property or participation in this Adopt-A-Park or Adopt-A-Trail program resulting from any act or omission, or thing done, permitted, or suffered to be done, by the organization/individual, except claims, suits or actions occasioned by the sole negligence of the City of Missoula.

Location of Traffic Circle Requested (Please be specific)		
Sponsoring Organization		Date: 7/9/19
Signature	Printed Name:	Signature: 
Street Address		
City, State, Zip Code		
Mailing address if Different		
Phone		
Email		

Please return to:

Jane Kelly ([jkelly@ci.missoula.mt.us](mailto:jkelly@ci.missoula.mt.us))

Neighborhood Coordinator

City of Missoula

435 Ryman

Missoula, MT 58902

406-552-6081

[www.missoula-neighborhoods.org](http://www.missoula-neighborhoods.org)



## MISSOULA NEIGHBORHOODS

### Missoula Office of Neighborhoods

#### Adopt-A-Traffic-Circle Application

Location of Traffic Circle Requested (Please be specific)	W. Crosby + Cleveland	
Sponsoring Organization/Individual Representative	Rose Park Neighborhood Assn.	
	Printed Name: Julie Devlin	Title:
Signature	Signature: Julie Devlin	Date: 7/07/19
Street Address	311 W. Crosby St.	
Mailing address, if different	—	
City, State, Zip Code	Missoula, Mt. 59801	
Phone	(406) 317-1400	
Email	julianekdevlin@gmail.com	

Can we use your name on the website as an adopter of a circle? ☒ yes ☐ no

(Over)

## Missoula Office of Neighborhoods

### Adopt-A-Traffic-Circle Volunteer Release and Waiver

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Location of Traffic Circle Requested (Please be specific)	Same as other side	
Sponsoring Organization	Date:	
Signature	Printed Name:	Signature:
	Juliane K. Devlin	Juliane K. Devlin
Street Address		
City, State, Zip Code		
Mailing address if Different		
Phone		
Email		

Please return to:

Jane Kelly ([jkelly@ci.missoula.mt.us](mailto:jkelly@ci.missoula.mt.us))

Neighborhood Coordinator

City of Missoula

435 Ryman

Missoula, MT 58902

406-552-6081

[www.missoula-neighborhoods.org](http://www.missoula-neighborhoods.org)

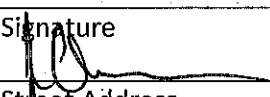




## MISSOULA NEIGHBORHOODS

### Missoula Office of Neighborhoods

#### Adopt-A-Traffic-Circle Application

Location of Traffic Circle Requested (Please be specific)	W. Crosby & Cleveland	
Sponsoring Organization/Individual Representative	Rose Park Neighborhood Association	
	Printed Name: Jesse Owen	Title:
Signature 	Signature:	Date: 07/07/17
Street Address	545 Cleveland St	
Mailing address, if different		
City, State, Zip Code	Missoula, MT 59801	
Phone	239-4044	
Email	owen.j545@gmail.com	

Can we use your name on the website as an adopter of a circle? ☐ yes ☒ no

(Over)

## Missoula Office of Neighborhoods

### Adopt-A-Traffic-Circle Volunteer Release and Waiver

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*same as other side.*

Location of Traffic Circle Requested (Please be specific)		
Sponsoring Organization		Date:
Signature	Printed Name:	Signature:
Street Address		
City, State, Zip Code		
Mailing address if Different		
Phone		
Email		

Please return to:

Jane Kelly ([jkelly@ci.missoula.mt.us](mailto:jkelly@ci.missoula.mt.us))

Neighborhood Coordinator

City of Missoula

435 Ryman

Missoula, MT 58902

406-552-6081

[www.missoula-neighborhoods.org](http://www.missoula-neighborhoods.org)

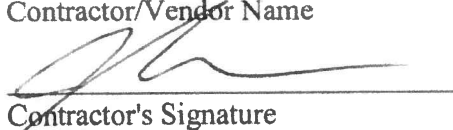
**CITY OF MISSOULA**  
**DEVELOPMENT SERVICES/CITY ENGINEERING**

**TO:** Curb and Sidewalk Contractors  
**FROM:** Monte Sipe, Construction Projects Manager  
**DATE:** September 14, 2018  
**RE:** Invitation for Quotations – Traffic Calming Circle Construction – Crosby & Cleveland Intersection

The City of Missoula invites your quotations for the construction of the following project consisting of: Installing traffic calming circle in street right-of-way at center of intersection - Crosby & Cleveland.

**QUOTATION PROPOSAL**

Item	Description of Item	Quantity	Unit Price	Total Price
1	Right-of-Way Permit	1	\$554.00	\$554.00
2	Install 24' Traffic Calming Circle per STD-180 (Draft) * NOTE: a 2' wide asphalt patch will be permitted	1 - Lump Sum	8,378.19	8,378.19
3	Installation of R6-5P *Modified* 24" x 30" traffic circle signs at approved locations, including sign base and materials per STD-270	4 - Each	1,117.27	4,469.09
4	Install 12" of topsoil in Traffic Calming Circle	1 - Lump Sum	3,498.69	3,498.69
			<b>Total:</b>	<b>16,899.97</b>

DEI  
Contractor/Vendor Name  
  
Contractor's Signature

36145  
MT Contractor Registration #  
9/21/18 906-240-6350  
Date Phone Number

**See Remarks on page Q-2:**



**CITY OF MISSOULA**  
**DEVELOPMENT SERVICES/CITY ENGINEERING**

**TO:** Curb and Sidewalk Contractors  
**FROM:** Monte Sipe, Construction Projects Manager  
**DATE:** September 14, 2018  
**RE:** Invitation for Quotations – Traffic Calming Circle Construction – Crosby & Cleveland Intersection

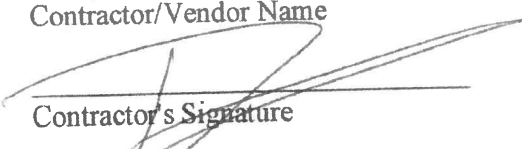
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**QUOTATION PROPOSAL**

Item	Description of Item	Quantity	Unit Price	Total Price
1	Right-of-Way Permit	1	\$554.00	\$554.00
2	Install 24' Traffic Calming Circle per STD-180 (Draft) * NOTE: a 2' wide asphalt patch will be permitted + TRAFFIC CONTROL	1 - Lump Sum	6820	6820
3	Installation of R6-5P *Modified* 24" x 30" traffic circle signs at approved locations, including sign base and materials per STD-270	4 - Each	350 <sup>00</sup>	1400 <sup>00</sup>
4	Install 12" of topsoil in Traffic Calming Circle	1 - Lump Sum	1150 <sup>00</sup>	1150 <sup>00</sup>
			<b>Total:</b>	<b>\$9924<sup>00</sup></b>

CSS CONTRACTING INC.  
Contractor/Vendor Name

# 155186  
MT Contractor Registration #

  
Contractor's Signature

9/21/18  
Date

406-825-0048  
Phone Number

**See Remarks on page Q-2:**

**CSS Contracting, Inc**  
 21119 Wallace Creek Road  
 Clinton, MT 59825

Chris Saale  
 Ph# 406-825-0048 Cell# 406-546-8756  
 email: mtdiva@bresnan.net  
 www.csscontracting,inc.com



# Estimate

Date	Estimate #
6/20/2019	19-092

Project

Cleve/Crosby circle

Proposal submitted to:

City Of Missoula  
 435 Ryman St  
 Missoula, Mt 59802  
 Attn Monte Sipe

Specifications	Qty	Rate	Total
Additional work			
Remove 55 LF Curb	55	7.00	385.00
Remove 240 SF 4" walk	240	3.00	720.00
Remove approx 175 SF Asphalt includes sawcutting	175	2.05	358.75
Adjust Sump to grade	1	650.00	650.00
50 LF L Curb	50	22.80	1,140.00
125 SF 4" concrete walk \$7.00 SF	125	7.00	875.00
506 SF 3" asphalt patch \$4.50 SF	506	4.50	2,277.00
Relocate Sump and ring grate install 2 taper rings and fabric.	1	950.00	950.00

Bid does not include permits, locates, engineering, excavation, materials testing, winter concrete or weatherization unless specified above.

Any alteration from above specs involving extra costs will become an extra charge over and above estimate. Estimates are approximate

**Total \$7,355.75**

Respectfully  
 submitted

## TC – III: NEIGHBORHOOD APPLICATION

### CITY OF MISSOULA TRAFFIC CALMING PROGRAM - 2015 COVER SHEET

Name of Applicant Group or Neighborhood Organization: Rose Park N.C.  
Contact Person: Julie Devlin  
Address: 311 W. Crosby St.  
Phone: 317-1400 e-mail: juliane.kdevlin@gmail.com

#### ACTIONS:

- |  |                |
|--|----------------|
| 1. Application received: .....   | <u>8/16/16</u> |
| a. Number of signatures _____ per cent of households ....                      | _____          |
| 2. Steering Committee discuss full application: .....                          | _____          |
| 3. Initial traffic studies done: .....   | _____          |
| 4. Meeting with neighborhood about application, strategies: .....              | _____          |
| 5. Decision to install temporary devices: .....                                | _____          |
| 6. Installation of temporary devices: .....                                    | _____          |
| 7. Second traffic studies done: .....  | _____          |
| 8. Feedback to neighborhood about effectiveness of temporaries: .....          | _____          |
| 9. Decision to proceed toward permanent devices: .....                         | _____          |
| 10. Petition received by city for creation of SID for permanent devices: ..... | _____          |
| Method: 50% of property owners _____ 60% of households _____                   | _____          |
| 11. Request to create SID submitted to Council: .....                          | _____          |
| 12. Council hearing on SID request: .....                                      | _____          |
| 13. Council approval: .....  | _____          |
| 14. Bids for construction solicited: .....                                     | _____          |
| 15. Bid awarded: .....   | _____          |
| 16. Construction completed: .....  | _____          |

Please submit this page with your **APPLICATION FORM** to participate in the traffic calming program.





PETITION  
FOR PARTICIPATION IN  
CITY OF MISSOULA TRAFFIC CALMING PROGRAM

DATE SUBMITTED 8/16/16

**BEFORE YOU SIGN THIS PETITION**, know what you are signing. It is recommended that you first read the "Criteria for Selecting a Project" and "Determination of Traffic Calming Measures" sections of the City of Missoula Traffic Calming Application printed on the reverse side of this petition.

We, the undersigned residents of the area shown on the attached map, petition the City of Missoula to develop a Traffic Calming project at W. Crosby & Cleveland Sts.

All persons signing this petition acknowledge that it is the City's policy to encourage project sponsors (petitioners and affected property owners) to participate in costs for permanent improvements developed and implemented through a Traffic Calming Project. All persons signing this petition do hereby certify that they reside or own property within the area impacted by the proposed traffic project as shown on the attached map.

SIGNATURE	PRINT NAME	PRINT STREET ADDRESS
1 Julie Devlin	Julie Devlin	311 W. Crosby
2 Lynn Durl	Lynn Durl	611 Cleveland
3 <del>W. Devlin</del>	MICHAEL PANTER	840 WOODFORD MSLA 59801
4 Nancy LaBuff	Nancy LaBuff	534 Cleveland Msla 59801
5 Ben Cummins	Ben Cummins	525 Cleveland St. Msla 59801 2 kids ←
6 Cody Swanson	Cody Swanson	327 Crosby St Msla 59801
7 Robert Schulteis	Robert Schulteis	529 Cleveland St. 59801
8 Theresa Kendrick	Theresa Kendrick	600 Cleveland St 59801
9 Micah Rozeboom	MICAH ROZEBOOM	604 CLEVELAND 59801
10 Jennie Rozeboom	Jennie Rozeboom	604 CLEVELAND ST. 59801
11 Shawn Paul	Shawn Paul	524 Cleveland
12 Dana Eisenberg	Dana Eisenberg	528 Cleveland
13 MAISSA Lafontaine	MAISSA Lafontaine	524 Cleveland
14 Iris Owen	Iris Owen	iris.annkelly@hotmail.com 545 Cleveland St
15 Glenn Moffett	Glenn Moffett	533 Cleveland
16 Jess Owen	Jess Owen	545 Cleveland St Missoula MT
17 Noor Al-Hall	Noor Al-Hall	505 Cleveland ST. MSLA, MT
18 Deena Mangat	Deena Mangat	514 Cleveland St
19 Rina Graef	Rina Graef	610 CLEVELAND ST MISSOULA MT 59801
20 Rina Graef	Rina Graef	621 CLEVELAND RAYS FIELD

4. What information has already been collected to verify that the problem exists? (Traffic studies, resident observations, accident history)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
5. After discussions with City personnel, please describe what traffic calming strategy(ies) you would prefer in the target area?
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
6. What level of public involvement has taken place so far concerning this project? (Check all that apply and supply supporting information)
- \_\_\_\_\_ Petition circulated with signatures representing \_\_\_\_\_ (#) households  
(Use standard Missoula Traffic Calming Program petition and attach to this application.)
- \_\_\_\_\_ Neighborhood meetings were held as described below.  
(Attach minutes and attendance lists.)
- \_\_\_\_\_
- \_\_\_\_\_ Other: \_\_\_\_\_
7. Temporary traffic calming devices will be installed at the City's expense. Final implementation of improvements selected for this project may require funding or in-kind participation by neighborhood sponsors. As sponsors, we are prepared to work with our neighbors to assure necessary support, as indicated below: (check all that apply)
- \_\_\_\_\_ Special Improvements District
- \_\_\_\_\_ Private Contributions, Fund-raising
- \_\_\_\_\_ Other: \_\_\_\_\_

Please return this application, with the Cover Sheet, petitions, and any other attachments to:

Missoula Traffic Calming Program    Attn: Wayne Gravatt  
Missoula Traffic Services  
435 Ryman St  
Missoula, M 59802

jr  
Ben Weiss



# PETITION FOR PARTICIPATION IN CITY OF MISSOULA TRAFFIC CALMING PROGRAM

DATE SUBMITTED 8/16/16

**BEFORE YOU SIGN THIS PETITION**, know what you are signing. It is recommended that you first read the "Criteria for Selecting a Project" and "Determination of Traffic Calming Measures" sections of the City of Missoula Traffic Calming Application printed on the reverse side of this petition.

We, the undersigned residents of the area shown on the attached map, petition the City of Missoula to develop a Traffic Calming project at \_\_\_\_\_.

**All persons signing this petition** acknowledge that it is the City's policy to encourage project sponsors (petitioners and affected property owners) to participate in costs for permanent improvements developed and implemented through a Traffic Calming Project. **All persons signing this petition** do hereby certify that they reside or own property within the area impacted by the proposed traffic project as shown on the attached map.

SIGNATURE	PRINT NAME	PRINT STREET ADDRESS
-----------	------------	----------------------

1	<i>Carel Schneider</i>	CAREL SCHNEIDER 636 Cleveland Missa 59801
2	<i>Holly Schulind</i>	Holly Schulind 638 Cleveland Missa 59801
3	<i>Thomas Strang</i>	Thomas Strang 638 Cleveland St. Missa 59801
4	<i>Jason P. Eirson</i>	Jason P. Eirson 643 Cleveland St. Missa 59801
5	<i>Trenton Harper</i>	TRENTON HARPER 517 CLEVELAND ST MISSA MT 59806
*6	<i>Stacey McClure</i>	Stacey McClure 819 Oak St Missa MT
7	<i>John Parker</i>	601 Longstaff Missoula, MT 59801
8	<i>John Parker</i>	
9	<i>Marlene Naylor</i>	625 Rollins Missoula MT 59801
10	<i>Matt Cosca</i>	619 Cleveland St. Missoula, MT 59801
11	<i>TANNER McKinney</i>	619 Cleveland
12	<i>Audrey Harper</i>	619 CLEVELAND ST MISSOULA, MT 59801 andy Harper
13	<i>Jess Orchen</i>	321 W. Cosby St. 59801
14	<i>Verity Biphay</i>	425 W Cosby St Missoula, MT 59801
15	<i>Brian Upon</i>	514 Cleveland Missoula 59801
16	<i>Deb Sostilio</i>	1007 S 6th St W 59801 Deb Sostilio
17	<i>Bill Carey</i>	644 Cleveland 59801 Bill Carey
18	<i>M. Sordani</i>	541 Rollins 59801 M. Sordani
*19	<i>Elaine Sheff</i>	639 Cleveland 59801 Elaine Sheff
20		

↓ I have witnessed several accidents on the corner of Cleveland and Franklin. Elaine Sheff  
\* Please consider wheelchair accessibility off & back on @ side walks

PETITION  
FOR PARTICIPATION IN  
CITY OF MISSOULA TRAFFIC CALMING PROGRAM

CITY OF MISSOULA TRAFFIC CALMING PROGRAM  
FOR PARTICIPATION IN  
CITY OF MISSOULA TRAFFIC CALMING PROGRAM

DATE SUBMITTED

DATE SUBMITTED



522 + 540 Cleveland - no

Other.

Please return this application, with the Cover Sheet, petitions, and any other attachments to:

Missoula Traffic Calming Program Attn: Wayne Gravatt  
Missoula Traffic Services  
435 Ryman St  
Missoula, MT 59802

## CITY OF MISSOULA TRAFFIC CALMING PROGRAM - 2016

### APPLICATION FORM

1. Please describe the traffic conditions which you feel are not acceptable on your street.

- excessive speed  
- failure to yield right-of-way or look in any/all directions \* especially  
- hazard to pedestrians and bicycles Day Care Center students  
- volume of teen-aged drivers from high school on our block

2. Describe the location of your traffic problem, including your estimate of the overall area affected, and the related effects of the problems. Describe the boundaries of the target area for this project. This would be the area within which all property owners would be asked to support an SID for the project, IF the project should become permanent. (Please attach a map or good drawing. Be sure to include street names and landmarks as needed.)

intersection of W. Crosby and Cleveland Streets,  
plus a block in either direction on both streets  
map attached

3. Rank characteristics of your neighborhood's traffic problem and need for calming on a scale of one to five (1 = minor/unimportant; 5 = severe/important). For characteristics you rate 3 or higher, provide any other information that you believe is relevant (time when problem occurs, local or regional drivers, roadway condition problems, etc.)

<u>5</u>	Speeding
<u>1</u>	Parking
<u>3+</u>	Accidents (describe what you have observed) <i>see attached</i>
<u>5</u>	Danger to pedestrians/bicyclists using the street
<u>5</u>	Danger to pedestrians/bicyclists crossing the street
<u>2</u>	Difficulty entering/leaving driveway or street
<u>2</u>	Traffic Volume
<u>1</u>	Traffic Noise
<u>    </u>	Other (please explain)

\* Spirit at Play Day Care Center  
Stephens Avenue - they walk  
over for soccer lessons at Hilland Park  
and sometimes take bike trips (10 at a time)





4. What information has already been collected to verify that the problem exists? (Traffic studies, resident observations, accident history)

4 - accident observations attached, traffic study will begin soon

5. After discussions with City personnel, please describe what traffic calming strategy(ies) you would prefer in the target area?

traffic circle

6. What level of public involvement has taken place so far concerning this project? (Check all that apply and supply supporting information)

☒

Petition circulated with signatures representing \_\_\_\_\_ (#) households  
(Use standard Missoula Traffic Calming Program petition and attach to this application.) ☒

☒

Neighborhood meetings were held as described below.  
(Attach minutes and attendance lists.) ☒

Other: 4 accident observations (more forthcoming)

7. Temporary traffic calming devices will be installed at the City's expense. Final implementation of improvements selected for this project may require funding or in-kind participation by neighborhood sponsors. As sponsors, we are prepared to work with our neighbors to assure necessary support, as indicated below: (check all that apply)

☒

Special Improvements District

☒

Private Contributions, Fund-raising

☒

Other: Application for a neighborhood grant

Please return this application, with the Cover Sheet, petitions, and any other attachments to:

Missoula Traffic Calming Program  
Missoula Traffic Services  
435 Ryman St  
Missoula, M 59802

Attn: Wayne Gravatt

Ben Weiss



## Accidents:

I have witnessed an accident at the:  
- corner of W. Crosby and Cleveland Sts.

① Cleveland 611 (Sasa Vesovic) 8/13

② I have witnessed multiple accidents at the corner of Crosby and Cleveland. I have lived on the corner for nine years. Every year there is at least one or more accidents. Many near misses involving bicycles. People speed down Cleveland to get to Beckwith from Mount. People also cut over from Sixth St to get to Stephens on Crosby this puts fast moving traffic at odds with each other. My truck was wrecked by a hit and run. The street light was hit by car that lost control on the ice. My neighbor's fence was hit by a car that lost control. A number of these accidents ended up with cars on the sidewalks. I have small children so this is a concern for me. 8/14

Jesse Owen 545 Cleveland St.

③ I witnessed an accident @ Crosby & Cleveland. Traffic moves too fast through this intersection.

Glenn Moffatt 533 Cleveland.  
ps. Lots of children walk through this intersection. - 8/16



of their movement in relation to the  
- (view of it from the Cleveland side)

• Cleveland 611 (see above) 811

• I have written a number of letters  
concerning the (Cleveland) 611. I have been  
the cause for your letter. I am sure there is at least  
one or more accidents. Many have been involved  
perhaps people spend some Cleveland to get to Cleveland  
from Mount. People also cut over from 611 St to get  
to Cleveland on (Cleveland) 611 St. I have been told  
with each other. My truck was involved in a lot of  
work. The street light was hit by car that lost control  
on the river. My neighbor's house was hit by a car  
that lost control. A number of these accidents could be  
with cars on the sidewalks. I have small children in  
this is a concern for me. 811  
Town Center 511 Cleveland St.

• I witnessed an accident of  
crossing Cleveland. The car was  
too fast through the intersection.  
Cleveland 611 (see above)  
What should I do with this  
information - 811



**RPNC Traffic Calming Meeting – July 12, 2016 – 11:00 a.m. – 311 W Crosby**

In Attendance: Ben Weiss (Bike/Ped Coordinator, City of Missoula Development Services), Julie Devlin (Rose Park NC Leadership Team), Lynn Purl (RPNC), Michael Painter (RPNC LT)

Ben provided a copy of the City of Missoula's Traffic Application Packet and went through it with the Rose Park NC members in attendance.

Julie & Lyn discussed the various concerns with traffic through their neighborhood, particularly the intersection of Cleveland & Crosby during the school year.

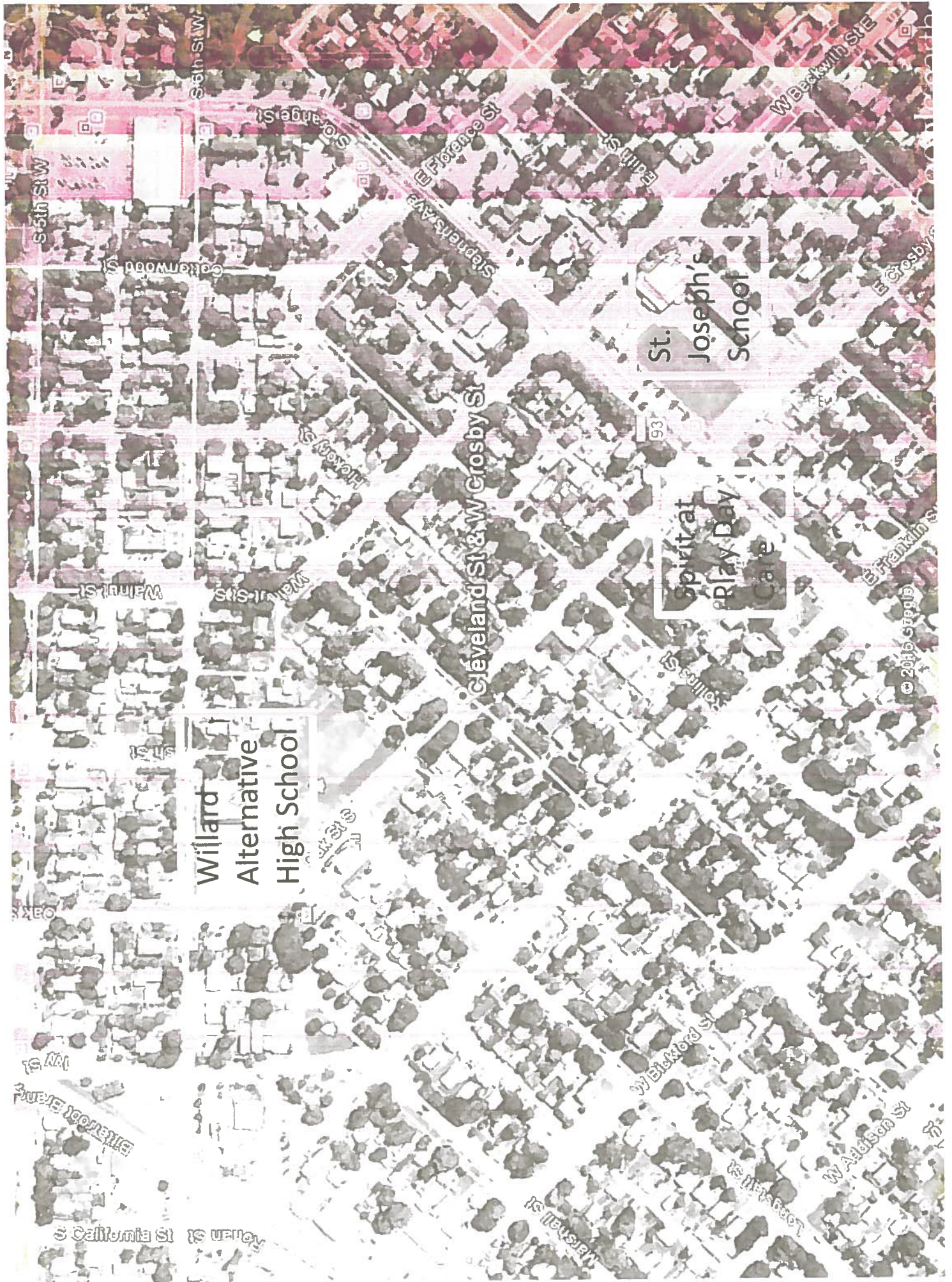
Ben outlined the different traffic calming devices in use & the process for completing and submitting a Traffic Calming Application Packet. He also answered questions about the estimated costs & funding mechanisms.

Julie & Lynn will contact the neighbors in the area to elicit support for traffic calming. Painter will put the project on the agenda for an upcoming Rose Park NC Leadership Team meeting.

Minutes compiled by Painter 09/06/2016.







Willard  
Alternative  
High School

St. Joseph's  
School

Spirit at  
Play Day  
Care

© 2016 StreetView









Neighborhood  
Project Fund  
City of Missoula, Montana  
City Clerk's Office  
RECEIVED

OCT 21 2016

AM

Applicants are encouraged to contact Jane Kelly, Neighborhood Coordinator at (406) 552-6081 or [jkelly@ci.missoula.mt.us](mailto:jkelly@ci.missoula.mt.us), with questions about the application. Applications are due no later than 5:00 pm, October 25, 2016. Applications must be submitted as hard copies to: Office of Neighborhoods, 435 Ryman St., Missoula, MT 59802. Please attach additional pages as needed.

Project Title: <u>W Crosby/Cleveland Traffic Calming</u>	
Name of Applicant: <u>Julie Devlin, Rose Park Neighborhood Council</u>	
Address of Applicant: <u>311 W. Crosby St.</u>	
Project Coordinator (responsible for overseeing project and grant reports): " "	
Phone Number: <u>(406) 317-1400</u>	
E-mail Address: <u>juliane.k.devlin@gmail.com</u>	
Project Summary: <u>Our neighborhood would ask for assistance in paying for traffic calming at the intersection of W. Crosby St. and Cleveland St.</u>	
Please indicate which one of the following three focus areas your application supports:	
<input type="checkbox"/> <b>Neighborhood Planning:</b> projects that seek to guide the future direction of a neighborhood.	
<input checked="" type="checkbox"/> <b>Neighborhood Improvement:</b> : projects that seek to improve the physical dynamics of a neighborhood.	
<input type="checkbox"/> <b>Neighborhood Outreach:</b> projects that strengthen neighborhood participation and build opportunities for neighborhood communication, interaction and problem-solving.	
Total Project Cost: <u>app \$7,000 to \$9,000 per Ben Weiss</u>	Neighborhood Project Funds Requested: (Not to exceed \$3000) <u>\$3,000</u>
Signature: <u>Juliane K. Devlin</u>	
Printed Name/Title: <u>Juliane K. Devlin</u>	

Date: 10/21/16

# Neighborhood Project Fund Grant Application

## FY 2017

### Scoring:

### Neighborhood Large Project Grant Scoring Process

Each application received by the Office of Neighborhoods will be scored by the Neighborhood Project Fund Committee. There are two levels of scoring. The first level identifies if the application meets the stipulated eligibility requirements posted in the grant application. The second level assigns points to the applicants' responses based on answers to questions in the grant application, narrative section. The following sheet will help the committee rank the applications. If the application does not fulfill the first level of ranking, it will not be ranked in the second level or be considered for funding.

#### Level One Ranking – Does the application meet the stipulated eligibility requirements?

Stipulated Eligibility Requirement	Yes/No
1. Must fall under one of the three focus areas – Neighborhood Planning, Neighborhood Improvement, or Neighborhood Outreach. (Definitions can be found on Neighborhood Large Project Grant Cover Page)	
2. Must meet all of the following requirements: a. Project takes place in the city limits and/or benefits city residents. b. Documentation that residents who surround the project area support the project.	
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 loans 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	

**Level Two Ranking – How does the application score against established criteria?**

	Raw Score (0-3)	Weight Factor	Total Score
Project Description		1	
Community Need and Long Range Strategic Planning		5	
Citizen Support		4	
Financial Support		5	
Sustainability/Maintenance		4	
Project Schedule and Budget		2	

**Raw Score:**     0—did not meet criteria/left blank  
                      1—poor  
                      2—average  
                      3—outstanding

**PROJECT DESCRIPTION**

**Project Summary and Documentation**

Provide a one page project description that includes:

- A general overview of your project, including location(s).
- A description of your Neighborhood support and involvement in your project.
- A description of how the project would \*benefit the neighborhood and neighbors in which the project is located. *\*Benefit denotes something that promotes or enhances the well-being of residents or is to the advantage of the neighborhood.*
- Attach documentation including maps, photographs, drawings, outlines, or overviews to support your project and your vision for the project.

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 requests for equipment (i.e. shovels, tools, projectors, tables, chairs etc.) are being made please explain how you will ensure that neighborhood can access this equipment in the future.

## COMMUNITY NEED, LONG RANGE STRATEGIC PLANNING/CURRENT PROJECTS

A description of the \*neighborhood/community need for the project and how it was determined (i.e. neighborhood input, survey of neighborhood needs, support from a neighborhood plan, etc.).

*\*Neighborhood/community need denotes the number of people who can utilize the project once it's done.*

Grants applications that further a project that is already a City Council and/or Park Board priority are encouraged, especially if the project is current (in the case of parks related grants). Grant proposals that are clearly identified in adopted master plans, neighborhood plans, and in staff work plans, are also encouraged. You may find more information at the links, below.

- Parks and Rec—Planning for Missoula's Future
- Open Space Plan <http://www.ci.missoula.mt.us/misouaopenplan.htm>
- Active Transportation Plan and Long Range Transportation (non-motorized) plans:  
<http://www.ci.missoula.mt.us/transportation.htm>
- Department budgets:
- Misc.

## CITIZEN SUPPORT

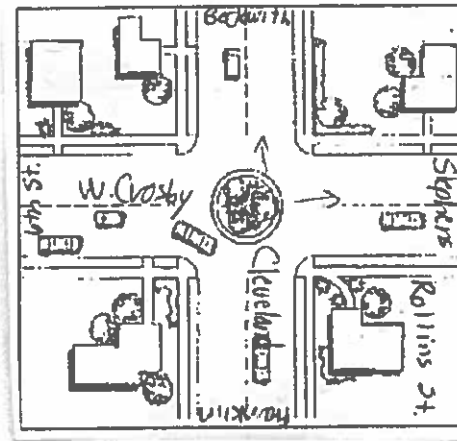
- 1) Attach <sup>✓</sup>current letters of support from partners, residents and sponsors.
- 2) Provide <sup>✓</sup>Neighborhood Council or Association meeting agenda(s), minutes, votes, attendance sheets and any other documentation of the support for the project.
- 3) Provide documentation of support from citizens in the immediate area of project. Include any surveys that have been done stating the need for and degree of your project.
- 4) Attach commitment letters from volunteers and indicate the amount on your budget.

NOTE: Please do not include letters from City Staff or elected officials.

## FINANCIAL SUPPORT

- 1) List all City, County, State, or private organizations that are involved in your project. If an organization is committing matching, in-kind donations, volunteer labor, or other funds to the project, provide documentation of these commitments through a commitment letter and indicate the amount in your budget.

The residents of the 200 - 300 block of W. Crosby St. and the 500 - 700 block of Cleveland St., as defined by the photo below, would like a traffic calming device, such as a traffic circle, to:



- slow motor vehicle speeds;
- deter through-traffic from using these streets;
- provide an aesthetic enhancement to the streetscape; and
- lessen the possibility, frequency and severity of crashes at our intersection.

As evidenced by the attached aerial map, three (3) schools are nearby and are impacted:

- Many students at Willard Alternative High School walk, drive, are driven daily;
- St. Joseph's School on Stephens would be affected in the same manner;
- The children at "Spirit of Play Day Care Center on Stephens must be driven, and often are biked, bike, walk or are walked to school each day. All year, these students walk, and even bike, to Willard Park to play during their school day, necessitating crossing two streets at our intersection, and:
  - in the month of June, walk daily from their school to Willard Park for soccer lessons;
  - in July, walk daily past our intersection to go to swim lessons at Currents Aquatic Center; and
  - In August, walk or bike daily to Willard Park for a multi-sports class.

Students who attend Washington Middle School walk past our intersection to W. Crosby St. to be picked up at the base of Longstaff St., outside of Willard Park, by the school bus. They then walk home past our intersection.

Folks from many blocks away walk to Willard Park with their children and dogs to play daily, pushing strollers and holding leashes as they cross. There has probably been even more use of Willard since the closing of St. Joseph's Playground after school hours.

Our streets are used by motorists as a shortcut to reach Stephens from 6th Street, and to reach Beckwith from Cleveland St. and beyond. This is especially evidenced during the 45 minute daily lunch period at Willard Alternative School, when the students are very enthusiastic to get to, and even more so, to return to, their school.

We also have several young children living in the 700 block of Stephens Avenue. We appreciate and thank you for your consideration of our application.



## Crosby & Cleveland

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## Accidents:

I have witnessed an accident at the :  
- corner of W. Crosby and Cleveland sts.

① Cleveland 611 (Sara Vesovic)

① I have witnessed multiple accidents at the corner of Crosby and Cleveland. I have lived on the corner for nine years. Every year there is at least one or more accidents. Many near misses involving bicycles. People speed down Cleveland to get to Beckwith from Mount. People also cut over from Sixth St to get to Stephens on Crosby this puts fast moving traffic at odds with each other. My truck was wrecked by a hit and run. The streetlight was hit by car that lost control on the ice. My neighbor's fence was hit by a car that lost control. A number of these accidents ended up with cars on the sidewalks. I have small children so this is a concern for me.

Jesse Owen 545 Cleveland St.

8/16

① I witnessed an accident @ Crosby & Cleveland. Traffic moves too fast through this intersection.

Glenn Moffatt 533 Cleveland.  
ps. Lots of children walk through this intersection.

3 traffic accidents at Rollins + Crosby  
2 traffic accidents at Cleveland + Crosby  
Police come as well as tow trucks.

Mally Darr

10/23/2016

721-0265

541 Rollins

Missoula, MT. 59801

5 years ago

A car ~~was~~ wreck happened at the corner  
of Cleveland and Crosby and a car went  
through part of our wooden fence

Terry Kendrick

600 Cleveland St.

Missoula, MT 59801

459-9440

10/23/16

We have had multiple crashes on  
this corner due to speeds +  
congestion when school is in +  
out. We have seen several  
fences changed out.

Shawn Paul

544 Cleveland  
Missoula, MT

10-22-16

I would like to see a traffic circle go in. There are cars constantly speeding by due to Willard High School there is heavy fast traffic with kids. very dangerous for my young children.

Libby Swanson  
327 W. Crosby  
Missoula 59801

I have had a vehicle drive across my boulevard on Cleveland Street while I was asleep, as evidenced by the tire tracks in the snow and the tread marks on my white vinyl fence the next day. I was also a witness, as was almost everyone on both sides of Cleveland, two summers ago when a driver, coming from Beckwith, rammed very loudly into a parked vehicle on the right side of ~~the~~ Cleveland. It caused \$\$\$ and the police came to interview him, so would have a record of it.

Julie Devlin  
311 W. Crosby



## Volunteers:

Jesse Owen

545 Cleveland St

I will volunteer to water the roundabout!

for Owen

Julie Stevin

311 W. Crosby

317-1400

Lynn Purd

611 Cleveland

lynnpurd@gmail.com

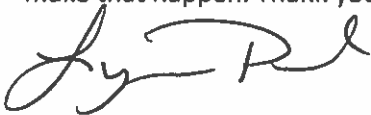
October 24, 2016

Re: traffic calming at Cleveland and Crosby streets

This intersection has what we believe to be a disproportionate number of traffic accidents. Three out of four fences at that intersection have been hit and had to be repaired or replaced—sometimes more than once. We have lived here for twelve years and have seen the aftermath of a number accidents, some with emergency services responding. Cars travelling in all directions seem to feel that they are on the boulevard or arterial. We have witnessed numerous near misses. Often both drivers look straight ahead and continue at high rates of speed, somehow assuming that there won't be any cross traffic, or that the cross traffic will yield.

With traffic from Willard Alternative High School and the young, inexperienced drivers, plus people using Cleveland and Crosby to get to Beckwith and Stephens, or to avoid Stephens due to the limited turns available, there is a lot happening at this intersection. It is a route for school buses, and there are many students of all ages—including our own kids—walking to and from the bus stop at Willard, and there is a nearby preschool that walks to the playing fields at Willard. There are also a lot of bicyclists.

We would love to see a traffic circle at this intersection and are happy to do whatever is needed to help make that happen. Thank you!

A handwritten signature in black ink, appearing to read 'Lynn Purl', with a stylized flourish at the end.

Lynn Purl & Sasa Vesovic and family  
611 Cleveland St.  
721-0517  
lynnpurl@gmail.com

From: **Benjamin W. Cummins** <[bwcummins@mcps.k12.mt.us](mailto:bwcummins@mcps.k12.mt.us)>  
Date: Tue, Oct 25, 2016 at 3:43 AM  
Subject: Re: Traffic Circle at Crosby & Cleveland  
To: juliane devlin <[julianekdevlin@gmail.com](mailto:julianekdevlin@gmail.com)>

Sorry we have been out of town are getting back tonight.  
Hello, my family lives at 525 Cleveland street. We have two small children who love to ride bikes in the neighborhood.

We moved in 2 summers ago and have already been in two accidents in front of our house. Luckily, we have not been in the car, as a matter of fact, our cars were just parked out front. On two separate incidents, another car was passing through our neighborhood as a shortcut and ran into the back, and side, of both of our cars. (Both were considered 'totaled'.) The first one was late at night, however the second one was in the afternoon, just when I was walking the kids home from school!

I would like to, either limit the amount of cars passing through, or at least slow them down for the safety of our children.

If you have questions, please feel free to call me.

Ben

919-491-4544

## SUSTAINABILITY / MAINTENANCE

Is there an ongoing or future need for maintenance funding for this project after the Neighborhood

Project funding expires?

☐ YES

☒ NO

- If YES, please list potential and anticipated needs, and document any commitments for future labor and/or funding from agencies, groups, etc.  
Future maintenance needs must be addressed and coordinated by the applicant.

**Note:** *The need for ongoing maintenance may disqualify projects.*

## PROJECT SCHEDULE & BUDGET

### 1) ATTACH PROJECT SCHEDULE

Use the template provided. Applications not using the template may be deemed ineligible.

- Attach an outline of your implementation schedule; provide key tasks and projected completion dates.
- List people responsible for each task.
- Attach letters of commitment from volunteers (including names, addresses and telephone numbers).
- Projects must be completed within a reasonable amount of time.
- Projects should give recognition to contributions through this grant, if applicable.

### 2) ATTACH PROJECT BUDGET

Use the template provided. Applications not using the template may be deemed ineligible.

- If volunteer labor will be used on the project, list the number of hours and the number of volunteers on the budget sheet, in-kind section. For volunteer labor to be given full consideration, a dated letter of commitment from each volunteer must be attached, along with a current list of volunteers with the commitment date next to each name. Use the following to calculate volunteer/in-kind labor:
  - Total number of estimated volunteer hours \_\_\_\_\_, multiplied by \$19.64 per hour, equals \$\_\_\_\_\_ (dollar value of Montana volunteer labor committed to the project—source: \_\_\_\_\_); please attach documentation of the value of those contributions and add to the budget sheet.
- Will the Neighborhood Project Funds leverage the investment of other funds or resources (i.e. matching funds, private donations, other grants, City funds or contributions from other entities)? If so please list the funds on the budget sheet.
- Attach evidence of additional funding commitments. Please work with Neighborhood Liaison to identify additional sources of funding.
- To the extent practical, purchase contracts for supplies, materials, services, vehicles, machinery, equipment, appliances, apparatus construction, repair and maintenance in

excess of \$1,000 require at least 3 quotations, by telephone or in writing (preferred) which must be noted and retained as documentation for at least 2 years by the respective department or office making such purchases (Office of Neighborhoods). Such purchases will be awarded to the responsible vendor offering the lowest and best quotation.

- **Note:** Are any permits required for your project? If so, name the required permits and describe how you have met/plan to meet the permit requirements. Also include a detailed description of the permit(s) required and a time estimate to acquire the permit. Include any costs associated with permit requirements in your budget.

### Volunteer List:

10/21/16

I promise to maintain/select/plant appropriate plants for our proposed Traffic Circle, having taken the Master Gardener Class at the Agric. Ext. w. Seth Swanson, and also having been on the Missiona Tree Committee since inception <sup>last</sup> Dec.

My property ~~would~~ <sup>is</sup> be across the street and the Circle would be visible and accessible from my home at 311 W. Crosby Street.

Juliane K. Devlin



# PETITION FOR PARTICIPATION IN CITY OF MISSOULA TRAFFIC CALMING PROGRAM

DATE SUBMITTED 8/16/16

**BEFORE YOU SIGN THIS PETITION**, know what you are signing. It is recommended that you first read the "Criteria for Selecting a Project" and "Determination of Traffic Calming Measures" sections of the City of Missoula Traffic Calming Application printed on the reverse side of this petition.

We, the undersigned residents of the area shown on the attached map, petition the City of Missoula to develop a Traffic Calming project at W. Crosby & Cleveland Sts.

All persons signing this petition acknowledge that it is the City's policy to encourage project sponsors (petitioners and affected property owners) to participate in costs for permanent improvements developed and implemented through a Traffic Calming Project. All persons signing this petition do hereby certify that they reside or own property within the area impacted by the proposed traffic project as shown on the attached map.

SIGNATURE	PRINT NAME	PRINT STREET ADDRESS
	Julie Devlin	311 W Crosby
	Lynn Dirl	611 Cleveland
	MICHAEL PAINTER	840 WOODFORD MS. 59801
	Nancy Labatt	534 Cleveland MS. 59801
	Ben Cummings	525 Cleveland St. MS. 59801 2 kids ←
	Cody Swanson	327 Crosby St. MS. 59801
	Robert Schulteis	529 Cleveland St. 59801
	Theresa Kendrick	600 Cleveland St. 59801
	MICAH ROZBECO	604 CLEVELAND 59801
	Jennie Roeborn	604 CLEVELAND St. 59801
	Sherry Paul	504 Cleveland
	Dana Eisenberg	528 Cleveland
	Haissou Lafontaine	524 Cleveland
	Iris Owen	iris.owen.kelly@hotmail.com 545 Cleveland St
	Gloria Blissett	533 Cleveland
	Iris Owen	545 Cleveland St. Missoula MT
	HILU	505 Cleveland St. MS. 59801
	Donna Maltby	511 Cleveland St
	LISA GRAEF	510 Cleveland St. Missoula MT 59801
	R. S. EBELAND	524 CLEVELAND

PETITION  
FOR PARTICIPATION IN  
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	SIGNATURE	PRINT NAME	PRINT STREET ADDRESS
1		CAREL SCHNEIDER	636 Cleveland Missoula MT 59801
2		Holly Schindler	638 Cleveland St. Missoula MT 59801
3		Thomas Strong	638 Cleveland St. Missoula MT 59801
4		Jason P. Erickson	643 Cleveland St. Missoula MT 59801
5		TRENTON HARPER	517 CLEVELAND ST MISSOULA MT 59801
*6		Stacy McClure	819 OAK ST MISSOULA MT 59801
7		John Parker	601 Longstaff Missoula, MT 59801
8		Marlene Naylor	605 Rollins Missoula MT 59801
9		Matt Cosca	601 Cleveland St. Missoula, MT 59801
10		TANNER McKinnon	619 Cleveland St. Missoula, MT 59801
11		AUDREY HARPFER	619 CLEVELAND ST MISSOULA, MT 59801
12		Jess Orchen	321 W. Crosby St. Missoula MT 59801
13		BRIAN UPTON	94 Cleveland Missoula 59801
14		Deb Sostillio	1007 S 6th St W 59801
15		Bill Carey	644 Cleveland 59801
16		M. Sostillio	541 Rollins 59801
17		Elaine Sheff	639 Cleveland 59801
*18		Elaine Sheff	639 Cleveland 59801
19		Elaine Sheff	639 Cleveland 59801
20			

↓ I have witnessed several accidents on the corner of Cleveland and Franklin. Elaine Sheff  
\* Please consider wheelchair accessibility off & back on @ side walks



**RPNC Traffic Calming Meeting – July 12, 2016 – 11:00 a.m. – 311 W Crosby**

In Attendance: Ben Weiss (Bike/Ped Coordinator, City of Missoula Development Services), Julie Devlin (Rose Park NC Leadership Team), Lynn Purl (RPNC), Michael Painter (RPNC LT)

Ben provided a copy of the City of Missoula's Traffic Application Packet and went through it with the Rose Park NC members in attendance.

Julie & Lynn discussed the various concerns with traffic through their neighborhood, particularly the intersection of Cleveland & Crosby during the school year.

Ben outlined the different traffic calming devices in use & the process for completing and submitting a Traffic Calming Application Packet. He also answered questions about the estimated costs & funding mechanisms.

Julie & Lynn will contact the neighbors in the area to elicit support for traffic calming. Painter will put the project on the agenda for an upcoming Rose Park NC Leadership Team meeting.

Minutes compiled by Painter 09/06/2016.



### **Rose Park Neighborhood Council – Leadership Team Meeting Minutes**

August 24, 2016 (Wednesday) – 5:00 pm - Jack Reidy Room, Missoula City Council Chambers (140 W Pine)

In Attendance: Julie Devlin (RPNC LT), Margaret Mallino (RPNC LT), Tate Jones (RPNC LT), Michael Painter (RPNC LT), Corena Maurer (Office of Neighborhoods), Eric Gabster (Missoula Midtown Association), Kate Gemar (RPNC).

### **RPNC Leadership Team Minutes – Meeting of Jun.22.2016 & Jul.27.2016**

RPNC LT approved the minutes from the Leadership Team meetings in June & July.

### **Brooks Corridor Transportation Plan / Missoula Midtown Association**

Eric Gabster, with the Missoula Midtown Association, discussed the upcoming public meetings with a consultant firm hired to develop a transportation plan for the Brooks Street Corridor. Those meetings will be held at the Missoula County Fairgrounds on Sep. 13<sup>th</sup> & 14<sup>th</sup> – Rose Park LT members were encouraged to attend and complete the on-line survey on community members' preferences for the Brooks Street Corridor. Eric gave additional information on the consultant & Missoula Midtown Association's hope to expand its membership.

### **St. Joseph's School Playground Closure**

Painter handed out a draft letter from RPNC to St. Joseph's Principal Hyland requesting the school reopen the playground for public use when school was not in session. RPNC LT discussed the letter & suggested also sending a copy to MCPS & our city council representatives. Painter will make effort to meet with a representative from MCPS to discuss the playground closure & suggestions for dealing with dog waste and graffiti and to contact Missoula Police Department regarding establishment of a Neighborhood Watch group in the area.

**Tree Committee** – Margaret reported on Parks & Rec's Neighborhood Council Tree Committee's work to develop specific tree species selections for their respective neighborhoods. The Tree Committee meets on the 1<sup>st</sup> Wednesday of each month @ 6:00 p.m. in the meeting room @ Currents.



**Traffic Calming Project – Crosby & Cleveland** – Julie gave an update on her work to complete a traffic calming application packet & requested RPNC's LT also support submitting a Large Grant Application to help defray costs of traffic calming. RPNC LT voted unanimously to support that grant application – Painter offered to assist with the grant application.

**Neighborhood Grant Projects** – There were no other proposals for grant projects in RPNC. Tate asked if anyone knew what the life expectancy was for traffic signal boxes, as ones on South Avenue block signage to the Fort Missoula Historical Museum entrance. Painter will follow up with the appropriate streets department representative (not sure if the TSB in question is a City or County Street Department responsibility).

**Community Forum Report** – Julie reported on the July Community Forum meeting – presenters included:

- Ellie Costello, from the Missoula Urban Demonstration Project, thanked Community Forum for support of a Large Neighborhood Grant which was used to help pay for MUD's Bike Haul Toolbox.
- David Selvage & Neil Miner of Parks & Recreation gave an update on progress of projects being paid for by Missoula's Park Trail Bond. Tate noted that work was also being done on some historical markers at Fort Missoula.
- Jane Bemnosky, with Republic Services, discussed Republic's recycling services.

**Office Of Neighborhoods Report** – Corena reported on the upcoming Stories & Stones event @ Missoula Cemetery (Sep. 18<sup>th</sup>) and reminded RPNC LT that there is a grant application workshop scheduled for September 13<sup>th</sup> at 6:00 p.m. Painter also handed out a flyer on the upcoming Hazardous Waste Days (Sep. 16<sup>th</sup> & 17<sup>th</sup>).

**Public Comment on Non-Agenda Items**

Julie & Painter discussed the ongoing efforts by the Missoula Senior Citizen's Center to develop a plan for a new facility.

**Next Leadership Team Meeting – Wednesday, September 28<sup>th</sup>, 2016 – 5:00 pm – Jack Reidy Room, Missoula City Council Chambers (140 W Pine)**

Minutes submitted by Painter 09/26/16.



## **COMMUNITY NEED, LONG RANGE STRATEGIC PLANNING/CURRENT PROJECTS**

A description of the \*neighborhood/community need for the project and how it was determined (i.e. neighborhood input, survey of neighborhood needs, support from a neighborhood plan, etc.).

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- [Open Space Plan](#)
- [Active Transportation Plan and Long Range Transportation \(non-motorized\) plans:](#)
- [Department budgets:](#)
- [Misc.](#)

## **CITIZEN SUPPORT**

- 1) Attach current letters of support from partners, residents and sponsors.
- 2) Provide Neighborhood Council or Association meeting agenda(s), minutes, votes, attendance sheets and any other documentation of the support for the project.
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- 4) Attach commitment letters from volunteers and indicate the amount on your budget.

NOTE: Please do not include letters from City Staff or elected officials.

## **FINANCIAL SUPPORT**

- 1) List all City, County, State, or private organizations that are involved in your project. If an organization is committing matching, in-kind donations, volunteer labor, or other funds to the project, provide documentation of these commitments through a commitment letter and indicate the amount in your budget.

## Attachment A

## Project Schedule Template

[illegible]

## Attachment B

1	A	B	C	D	E	F	G
1	<b>Neighborhood Project Budget Worksheet</b>						
2	<b>Total Neighborhood Project Funds not to exceed \$3,000</b>						
3	(Please fill in all applicable spaces)						
4							
5	<b>EXPENSES</b>						
6							
7	<b>Section 1</b>		<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Total</b>
8			Neighborhood				
9			Project Funds				
10	<b>Administrative Expenses</b>	<b>Administrative Expenditures</b>					
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	<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
21							
22	<b>Section 2</b>		<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Total</b>
23			Neighborhood				
24			Project Funds				
25	<b>Detail specific project costs including: supplies, site work, design, and other costs</b>	<b>Project Expenditures</b>	\$	\$	\$	\$	\$ -
26			\$	\$	\$	\$	\$ -
27			\$	\$	\$	\$	\$ -
28			\$	\$	\$	\$	\$ -
29			\$	\$	\$	\$	\$ -
30			\$	\$	\$	\$	\$ -
31			\$	\$	\$	\$	\$ -
32			\$	\$	\$	\$	\$ -
33			\$	\$	\$	\$	\$ -
34			\$	\$	\$	\$	\$ -
35			\$	\$	\$	\$	\$ -
36			\$	\$	\$	\$	\$ -
37			\$	\$	\$	\$	\$ -
38	<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
39							<b>Grand Total</b>
40							<b>Add Sections 1&amp;2</b> \$ -
41	<b>IN-KIND DONATIONS</b>						
42							
43	<b>Section 2</b>		<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Source of Funds:</b>	<b>Total</b>
44			Neighborhood				
45			Project Funds				
46	<b>Detail specific project in-kind donations including: supplies, site work, design, labor and other free services</b>	<b>Project Expenditures</b>	\$	\$	\$	\$	\$ -
47			\$	\$	\$	\$	\$ -
48			\$	\$	\$	\$	\$ -
49			\$	\$	\$	\$	\$ -
50			\$	\$	\$	\$	\$ -
51			\$	\$	\$	\$	\$ -
52			\$	\$	\$	\$	\$ -
53			\$	\$	\$	\$	\$ -
54			\$	\$	\$	\$	\$ -
55			\$	\$	\$	\$	\$ -
56			\$	\$	\$	\$	\$ -
57			\$	\$	\$	\$	\$ -
58	<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -
59							<b>Grand Total</b>
60							\$ -

## **Corena Maurer**

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**From:** juliane devlin <julianekdevlin@gmail.com>  
**Sent:** Thursday, October 27, 2016 2:29 PM  
**To:** Jane Kelly; Corena Maurer  
**Subject:** Page 2, Project Summary for Traffic Circle at W. Crosby and Cleveland Sts.

Additional traffic in our area is incurred during the Missoula Lacrosse League's Spring Practice Session from early March to late May, as parents drop off and pick up their sons at Willard Field daily from 4:00 to 6:00 p.m.

Cleveland St. is used as a conduit to the University by several students who bike to school from nearby apartments to either Beckwith or 6th Street on their route to the University.

### **Budget Information:**

The budget for this project will be developed by the City Public Works Department if and when the project is finalized. The estimate from Ben Weiss was \$7,000 to \$9,000.

Maintenance and upkeep will be handled by our Neighborhood Volunteers.

**RESOLUTION NUMBER 8125**

**A RESOLUTION OF THE CITY COUNCIL AWARDING NEIGHBORHOOD PROJECT FUND GRANTS TO CERTAIN ORGANIZATIONS AND DIRECTING STAFF TO NEGOTIATE CONTRACTS AND AGREEMENTS WITH SAID ORGANIZATIONS.**

**WHEREAS, THE CITY OF MISSOULA** has provided up to \$20,000 for Neighborhood Project Funds; and **WHEREAS**, the purpose of these funds is to provide up to \$3,000 to Neighborhood Councils, neighborhood organizations, and individuals for neighborhood projects that enhance the quality of life in our community; and

**WHEREAS, THE CITY OF MISSOULA** has determined that this purpose can be met by awarding funds to agencies, organizations, and individuals that identify neighborhood needs and propose effective approaches to meet those needs; and

**WHEREAS**, the Community Forum, solicited for projects located in City neighborhoods or benefiting City residents; and

**WHEREAS**, the Neighborhood Project Fund Committee reviewed 9 (nine) applications and made funding recommendations to the Community Forum; and

**WHEREAS**, the Community Forum met on November 17, 2016, and reviewed and approved the Neighborhood Project Fund Committee recommendations;

**WHEREAS**, \$2,000.00 of remaining unspent funds will be appropriated to the Neighborhood Small Grants program;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOULA, MONTANA**, that the Neighborhood Project Fund Grants be funded as shown in Exhibit A.

**BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE SAID CITY OF MISSOULA, MONTANA**, that the Office of Neighborhoods be directed to negotiate contracts and agreements with the organizations receiving grants.

**PASSED AND ADOPTED** this 19<sup>th</sup> day of December, 2016

**ATTEST:**

**APPROVED:**

/s/ Martha L. Rehbein  
Martha L. Rehbein  
City Clerk

/s/ John Engen  
John Engen  
Mayor

(SEAL)



## Exhibit A

### **Neighborhood Project Fund Committee Recommendations (Neighborhood Project Funds FY 2017)**

1. **Neighborhood Small Grant Funds**

**\$2,000.00**

City Council allocates \$2,000 of the \$20,000 Neighborhood Project Funds to be used for small project grants, pursuant to City Council [Resolution 7581](#). The Community Forum will review and approve small project grant applications at the monthly meetings. The City Clerk is responsible to ensure that small project grants are spent in accordance with City policies and procedures.

2. **Miller Creek Road/Brooks Street Traffic Signal Box Art**

**\$1500 Recommended funding**  
**(Neighborhood Improvement)**

Request for \$1,500. This grant will allow the Traffic Signal Box subcommittee of the Missoula Public Art Committee to select and pay an artist to beautify the traffic signal box at the corner of Miller Creek Road/Brooks Street.

**NPF Committee Recommendations: \$1,500.** Project Coordinator will work with the Public Art Committee. MDT approval must be obtained if needed and will need to coordinate with the Parks Department (Chris Boza) if the box is in an irrigated area.

3. **Ben Hughes HOA Irrigation and Vegetation Enhancement**

**\$900 recommended funding**  
**(Neighborhood Improvement)**

Request for \$900. Provide irrigation and a sprinkling system to a portion of the entrance to the Ben Hughes. The area is part of the Adopted Park that the HOA and City have developed. Recent enhancements to the area include steps down to the Clark Fork River to complete a trail through Ben Hughes Park and provide access to the small beach below street level. The City Parks and Rec Department planted trees and shrubs at street level in this area to further beautify the area and minimize improper access to the river. Irrigation will augment these plantings.

**NPF Committee Recommendations: \$900.**

*Project coordinator must work closely with the Parks Department before implementation. All work must meet/exceed adopted master plans and design standards.*

4. **Flourishing Mural Part 3**

**\$3,000 recommended funding**  
**(Neighborhood Improvement)**

Request for \$3,000. The mural is located along Bitterroot Spur Trail on Nutritional Laboratories east wall and features colorful flora and fauna native to Montana. The mural is a collaboration with Willard Alternative High School students, staff, and community volunteers. Nutritional Laboratories International and artist Stephanie Frostad. This phase will be the final phase and complete the wall.

**NPF Committee Recommendations: \$3,000**

*Project coordinator must obtain written agreement with Nutritional Labs for the maintenance and/or removal if vandalized. The trail must be kept clear and safe at all times. Coordinator must coordinate with Parks and Rec and a final sketch must be provided to the Parks Department for approval before beginning work.*

5. **W. Crosby/Cleveland Traffic Calming**

**\$2,500 recommended funding**  
**(Neighborhood Improvement)**

Request for \$3,000. This is a request for assistance in paying for traffic calming (traffic circle) at the intersection to slow traffic, provide an aesthetic enhancement to the streetscape and lessen possibility, frequency and severity of crashes at the intersection.

**NPF Committee Recommendations: \$2,500**

*This project is contingent on City approval and agreement to have an S.I.D. approved by affected neighbors. Some curbing will need to be extended where there is none. Surrounding neighbors will be required to sign a maintenance agreement for the upkeep of the circle. Project Coordinator must work closely with Doug Harby, Engineering Construction Project Manager and Ben Weiss, Bike Ped Manager and Jane Kelly, Neighborhood Coordinator.*

**6. Jeannette Rankin Park Renovation**

**\$2,200 recommended funding**

**(Neighborhood Improvement, Neighborhood Outreach)**

Request for \$2,200. This project seeks to provide two benches and two trash can stands to the restoration at the Jeannette Rankin Park, a valuable recreational resource, educational opportunity and gateway to the University District Neighborhood. The Neighborhood will also reach out to stakeholders and create partnerships through shared volunteer opportunities during the Park restoration.

**NPF Committee Recommendations: \$2,200**

*Project Coordinator must work closely with the Parks and Rec Department. Projects must meet/exceed various adopted master plans and design standards including the master plan for Janet Rankin Park.*

**7. Franklin to the Fort Traffic Signal Box Art**

**\$3,000 recommended funding**

**(Neighborhood Improvement)**

Request for \$3,000. This grant will allow the Traffic Signal Box subcommittee of the Missoula Public Art Committee to select and pay an artist to beautify the traffic signal boxes at the corners of North and Russell and South and Garfield.

**NPF Committee Recommendations: \$3,000.** *Project Coordinator will work with the Public Art Committee. MDT approval must be obtained if needed and will need to coordinate with the Parks Department (Chris Boza) if the box is in an irrigated area.*

**8. North Hill Trails Kiosk**

**\$3,000 recommended funding**

**(Neighborhood Improvement)**

Request for \$3,000. This grant is for the development of informational panels for a kiosk at the newly developed North Hills Trailhead. The Missoula Trails Crew will be responsible for the remaining cost of Kiosk structure and installation.

**NPF Committee Recommendations: \$3,000.** *Project Coordinator must work closely with the Parks and Rec Department. Projects must meet/exceed various adopted master plans and design standards.*

**9. Pleasant View Park Seating, Tables and Trees**

**\$1,900 recommended funding**

**(Neighborhood Improvement)**

Request for \$3,000. This project is requesting funds for the purchase of picnic tables/benches with A.D.A. concrete pad; bench with A.D.A. accessible concrete pad and a flat leaf tree with planting and sod repair.

**NPF Committee Recommendations: \$1,900.** *Coordinator must work closely with the Parks and Rec Department. Projects must meet/exceed various adopted master plans and design standards.*

*Funds are allotted as follows: \$500 for concrete pad for A.D.A. picnic table; \$800 bench and two \$300 trees as a primer to prove success and garner neighbor support for a future request.*

**The following project was not recommended for funding:**

**Median Restoration**

**\$0 recommended funding**

**(Neighborhood Improvement)**

Request \$2,970. Removal of dead trees and replacements to prevent erosion on the median at Artemos and Crestview Lane.

**NPF Committee Recommendations: Not funded.**

