Spokane Neighborhoods Community Assembly

“Provide a vehicle to empower Neighborhood Councils’ participation in government”

Meeting Agenda for Thursday October 6, 2016

5:30 to 8:05 p.m. – **West Central Community Center**, 1603 N Belt

**Proposed Agenda Subject to Change**
Please bring the following items:
*Community Assembly Minutes: September 2016

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>Presenter</th>
<th>Time</th>
<th>Action</th>
<th>Page No.</th>
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<tbody>
<tr>
<td>Introductions</td>
<td>Facilitator</td>
<td>3 min–5:30</td>
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<tr>
<td>Proposed Agenda (incl. Core Values, Purpose and CA Calendar)</td>
<td>Facilitator</td>
<td>2 min–5:33</td>
<td>Approve 1</td>
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<tr>
<td>Approve/Amend Minutes</td>
<td>Facilitator</td>
<td>5 min–5:35</td>
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<tr>
<td>OPEN FORUM</td>
<td>Please Sign Up to Speak!</td>
<td>5 min-5:40</td>
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<td>LEGISLATIVE AGENDA</td>
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<tr>
<td>City Council</td>
<td>Councilmember</td>
<td>5 min-5:45</td>
<td>Oral &amp; Written Report</td>
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<td>• Update</td>
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<tr>
<td>Admin</td>
<td>Jay Cousins</td>
<td>15 min-5:50</td>
<td>Oral &amp; Written Report</td>
<td>23</td>
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<tr>
<td>• 2017 Goals and Schedules</td>
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<td>ONS/Code Enforcement</td>
<td>Heather Trautman</td>
<td>30 min-6:05</td>
<td>Presentation/Q&amp;A</td>
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<td>• Parking Program</td>
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<td>Nominations</td>
<td>Jay Cousins</td>
<td>10 min-6:35</td>
<td>Oral Report</td>
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<td>• Nomination</td>
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<td>Policy &amp; Procedures</td>
<td>Valena Arguello</td>
<td>20 min-6:45</td>
<td>Oral Report</td>
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<td>Liaison</td>
<td>Paul Kropp</td>
<td>10 min-7:05</td>
<td>Oral Report</td>
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<td>Building Stronger Neighborhoods</td>
<td>E.J. Ianelli</td>
<td>10 min-7:15</td>
<td>Oral &amp; Written Report</td>
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<td>• Update</td>
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<td>Budget</td>
<td>Kathryn Alexander</td>
<td>15 min-7:25</td>
<td>Oral Report</td>
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<td>• Grant 2016 Recap</td>
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<td>Land Use</td>
<td>Greg Francis</td>
<td>10 min-7:40</td>
<td>Oral Report</td>
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<td>• Follow Up</td>
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<td>CA Roundtable</td>
<td>CA Reps</td>
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<td>Discussion</td>
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<td>OTHER WRITTEN REPORTS</td>
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<td>CA/Community Development</td>
<td>Kathryn Alexander</td>
<td>Written Report</td>
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<td>Pedestrian, Transportation &amp; Traffic (PeTT)</td>
<td>Paul Kropp</td>
<td>Written Report</td>
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<td>Plan Commission Liaison</td>
<td>Greg Francis</td>
<td>Written Report</td>
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<td>Design Review Board (DRB) Liaison</td>
<td>Colleen Gardner</td>
<td>Written Report</td>
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<td>CGP Meet &amp; Eat</td>
<td>Colleen Gardner</td>
<td>Written Report</td>
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<td>CGP Pizza Feed</td>
<td>Colleen Gardner</td>
<td>Written Report</td>
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<td>NW Candidates Forum</td>
<td>Victor Frazier</td>
<td>Written Report</td>
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* IF YOU CAN’T MAKE THE MEETING, PLEASE SEND YOUR ALTERNATE!!!! *
## UPCOMING IMPORTANT MEETING DATES

- **October 17:** Social Media Training, City Hall, 808 W Spokane Falls Blvd, Room 614, 6pm
- **October 18:** Budget, Fire Station 4, 1515 W. First, 6pm
- **October 20:** Land Use, West Central Community Center, 1603 N Belt, 5:30pm
- **October 24:** Building Stronger Neighborhoods, Vessel Coffee Roasters, 2823 N Monroe, 12pm
- **October 25:** CA Administrative Committee (agenda item requests due. Please submit all written material to be included in packets two days prior to CA meeting date), ONS Office, 6th Floor, City Hall, 4:30pm
- **October 25:** Pedestrian, Transportation & Traffic (PeTT), West Central Comm. Ctr, 1603 N Belt, 6pm
- **November 1:** CA/Community Development, West Central Community Center, 1603 N. Belt, 5:30pm
- **November 3:** Community Assembly, West Central Community Center, 1603 N Belt, 5:30pm

## MEETING TIMETABLE PROTOCOL

In response to a growing concern for time constraints the Administrative Committee has agreed upon the following meeting guidelines as a means of adhering to the Agenda Timetable:

1. When a presenter has one minute left in the time allotted the facilitator will raise a yellow pennant and indicate a verbal notice.
   a. Should *any* Neighborhood Representative wish to extend the time of the presentation or comment/question period they may *immediately* “Move to extend the time by (1) to (5) minutes”.
   b. An immediate call will be made for a show of hands in support of the extension of time. If a majority of 50% plus 1 is presented the time will be reset by the amount of time requested.
   c. Extensions will be limited to (2) two or until a request fails to show a majority approval. After (2) two extensions, 1) if a motion is on the table, the facilitator will call for a vote on the open motion to either a) approve or not approve, or b) to table the discussion; 2) if there is no motion on the table, a request may be made to either (1) reschedule presenter to a later meeting, or (2) ask presenter to stay and finish at the end of the agenda.

2. When the allotted time has expired, a red pennant and verbal notice will be issued.

Administrative Committee

## COMMUNITY ASSEMBLY LIAISONS & REPS (Draft)

Citizens Transportation Advisory Board (PeTT): Jim Bakke, 466-4285, jfbakke@q.com
Community, Housing, & Human Services Board: Fran Papenleur, 326-2502, papanleurf@yahoo.com
Design Review Board: Colleen Gardner, 535-5052,chiefgarryparknc@gmail.com
Plan Commission: Greg Francis, gfrancis1965@yahoo.com
Plan Commission Transportation Advisory Committee (PeTT): Kathy Miotke, 467-2760, zaromiotke@yahoo.com and Charles Hansen (alternate), 487-8462, charles_hansen@prodigy.net
Urban Forestry: Carol Bryan, 466-1390, chbryan16@comcast.net
a. CA Rules of Order:

i. To speak at a meeting, a person must be recognized by the facilitator only one person can be recognized at a time. Each speaker has one minute. When all who wish to speak have been allowed their time, the rotation may begin again.

ii. When a proposal for action is made, open discussion will occur before a motion is formed by the group.

iii. As part of the final time extension request, the Facilitator will request a show of hands by the representatives at the table to indicate which of the following actions the group wants to take.

1. End discussion and move into forming the motion and voting.
2. Further Discussion
3. Table discussion with direction
   a. Request time to continue discussion at next CA meeting.
   b. Request additional information from staff or CA Committee.
   c. Send back to CA Committee for additional work.
Community Assembly Core Values and Purpose

**CORE PURPOSE:**
Provide a vehicle to empower neighborhood councils’ participation in government.

**BHAG:**
Become an equal partner in local government.
(This will be further expounded upon in the Vivid Description. What does this mean to you?)

**CORE VALUES:**

*Common Good:* Working towards mutual solutions based on diverse and unique perspectives.

*Alignment:* Bringing together the independent neighborhood councils to act collectively.

*Initiative:* Being proactive in taking timely, practical action.

*Balance of Power:* Being a transparent, representative body giving power to citizens' voices.

**VIVID DESCRIPTION:**
The Community Assembly fulfils its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to serving their neighborhood and their city as liaisons and leaders.

The Community Assembly initiates and is actively involved early and often in the conception, adoption and implementation of local policy changes and projects. The administration and elected officials bring ideas to the Community Assembly in the forming stages for vetting, input and participation. The Community Assembly is a valuable partner to these officials and neighborhoods in creating quality policy & legislation for the common good.

The Community Assembly stimulates participation in civic life among our residents. Citizens that run for political office will believe in the importance of partnering with the Community Assembly and neighborhood councils. Those candidates’ active participation and history with neighborhoods contributes to their success, enhancing successful partnerships between the Community Assembly and local government.
Community Assembly
Master Calendar

This calendar includes the Community Assembly and all standing committees.

This calendar may not be definitive. Please send any corrections or changes/ additions to the Admin Committee.

Community Assembly (CA) Calendar

January:  Awards Committee formed
February:  Retreat
          Formulate next year’s goals
March:    Select NUSA Reps
April:
May:      Retreat Follow-up
June:     NUSA Report
July:
August:   CA Picnic
September: Create Nominating Committee for Admin
October:   Present Slate for Admin
          Set CA/CC meeting dates
November:  Vote on Admin slate
          Policy & Procedures committee selected
December:  Standing committee goals accepted and approved
CA Award Dinner and Celebration

Administrative Committee Calendar

January:  Set CA Calendar
         Retreat on CA agenda

February:  Budget on CA agenda

March:  Retreat report on CA agenda

April:

May:  Retreat follow-up on CA agenda

June:

July:

August:

September:

October:  Formulate next year’s goals
         Submit any website changes

November:  Goal acceptance/approval on CA agenda

December:  New officers take over

Budget Committee Calendar

January:  Report to CA/CC on the NC achievements/challenges
         Elects officers

February:  RFPs open to NCs
March: CA Budget request to CC
April: NC RFP soft deadline
May:
June:
July: NC RFP hard deadline
August:
September: Final budget spending plan
October: Formulate next year’s goals – Set Calendar
Set next year’s Calendar
Submit any website changes
New member nominations
November: Officer nominations
December: Officers elected

Building Stronger Neighborhoods (BSN) Calendar
October: Formulate next year’s goals
Set next year’s Calendar
Submit any website changes
Dec: Officer elections

Community Assembly/Community Development (CA/CD) (Block Grant) Calendar
October: Formulate next year’s goals
Set next year’s Calendar
Submit any website changes

**Land Use Calendar**
October: Formulate next year’s goals
        Set next year’s Calendar
        Submit any website changes
Dec:   Officers elections

**Liaison Calendar**
October: Formulate next year’s goals
        Set next year’s Calendar
        Submit any website changes
Dec: Officer elections

**Pedestrian, Transportation and Traffic (PeTT) Calendar**
October: Formulate next year’s goals
        Set next year’s Calendar
        Submit any website changes

**Public Safety Committee Calendar**
October: Formulate next year’s goals
        Set next year’s Calendar
        Submit any website changes
Retreat Committee Calendar

January:

February: Retreat

March:

April:

May: Retreat follow-up

June:

July:

August: Initial retreat planning
        Facilitator RFP sent out

September:

October: Formulate next year’s goals
        Set next year’s Calendar
        Submit any website changes

November: Facilitator selected/contracted

December: First facilitator planning meeting
Community Assembly Minutes

September 1, 2016

1. Proposed Agenda
   a. Approved

2. Approve/Amend Minutes
   a. Amend Comp Plan schedule
      i. Tuesday, September 13, 2016. 4:00pm -7:00pm. – Downtown Spokane Library
   b. Approved as amended

3. Reports/Updates/Announcements
   a. Sandy Gill, North Hill
      i. Garland Street Fair Report – Useful tools and tips for other Neighborhood Councils.
         1. ‘Checked out’ Map from ONS - Had community members come by and interact with the map and put a dot and sticker on map to find out what neighborhood they lived in.
         2. North Hill members received a magnet. Gave out about 30-40 magnet’s to interact with neighbors. Sandy will send out a digital version of the magnet so everyone can see what it looks like.
         3. Interacted with Neighborhoods by drawing or making a comment of what they liked about their neighborhood.
         4. Very successful event!
   b. JD “Doug” Pendergrast, Northwest
      i. SPD Personal Safety Training
         1. This class is currently offered for women only. Doug reached out to SPD and they are willing to host an additional training that would be open to anyone interested in attending.
         2. SPD will be offering another personal safety class, reach out to Doug if you are interested in this and SPD will create an additional class time.
   c. Greg Francis, Rockwood
      i. Comp Plan Amendments and Updates.
         1. June 17, long review process, need as many eyes on this as possible.
         2. Citywide: Tuesday, September 13, 2016. 4:00pm-7:00pm. Downtown Spokane Library – Rooms 1A and 1B.
         3. City Council District 2: Tuesday, September 20, 2016. 4:30pm-8:00pm. Southside Christian Church (2934 E. 27th).
         4. City Council District 1: Thursday, September 22, 2016. 4:30pm-8:00pm. Northeast Community Center (4001 N. Cook).
         5. City Council District 3: Thursday, September 29, 2016. 4:30-8:00pm. West Central Community Center.
         6. These are not substantial updates but training out a lot of the verbiage.
7. Please attend if you can, we want to see a lot of people there. If you can’t make it to the one in your district, come to another, go to as many as possible.
8. Virtual Open house – is anticipated to be on the shaping Spokane webpage directly following the downtown open house.

d. Tina Luerssen, Grandview/Thorpe
   i. CA BBQ - Colleen Gardner collected $200 in donations from Chief Garry Park Businesses: Happy Laundry, Cline’s, and DLJWF INC.
      1. Only $100.00 was spent. CA now has an additional $100 to spend.
      2. Please sign Thank You note for Colleen for her hard work on getting these donations.

4. City Council Updates
   a. Kathryn Alexander, Bemiss
      i. Karen Stratton is not feeling well and can’t make it tonight. Kathryn presenting information on her behalf.
      1. Chief of police update: Reopening the hiring process and taking the top ten people, including Craig Meidl.
      2. Hoping to have this process completed by the end of September for a recommendation.
   b. Colleen Gardner, Chief Garry Park
      i. Open forum on same day as Town Hall – so it has been rescheduled.
      1. When Colleen gets info from Amber Waldref it will be sent out to everyone.

5. Admin Committee
   a. Jay Cousins, Emerson/Garfield
      i. CACC Update
         1. Karen Stratton, Mike Fagan, Amber Waldref, and Lori Kinnear were all present at the September meeting.
         2. Discussion about infill housing was a well joined discussion, several good comments, how to approach and good ways to utilize it.
         3. Big take away – most folks were not for large apartments coming into Neighborhoods. More folks supported 4 complex housing.
         4. Discussed the budget for the CA. Didn’t get any feeling that they will be eliminating or reducing this for next year.
      ii. Nominations Committee (One year appointment) for the 2017 admin committee. Need 3 people and Jay Cousins is term limited out.
         1. Nominations: Colleen Gardner, Sandy Gill, no third to take on Jay’s position. Jay volunteers to Chair the committee.
         2. Admin Committee is responsible for setting the CA agenda each month.
   b. Kathryn Alexander, Bemiss
      iii. Suggestion that Neighborhoods should have Design Review Boards.
6. Awards
   a. Patrick Rooks, West Hills & Kathryn Alexander, Bemiss
      v. Community Assembly Awards Questionnaire, 2016 Spirit of the CA Award Nomination, and 2016 Good Neighbor Award Nomination
      vi. Please fill out these handouts and the questionnaire and turn them into Patrick Rooks. Review the categories and get feedback. Please return this form to Patrick Rooks at the next CA meeting on October 6th, or via email at prooks12@gmail.com.
   b. Looking for members to be on the ad hoc committee – for the December CA awards. This will take place at the Dec. meeting.
      vii. Kelly Lotze, Tina Luerssen, Patrick Rooks and Kathryn Alexander volunteer to sit on committee.
      viii. Ad Hoc committee – authorize the committee to come up with what and how the money will be spent.

Motion: To give the award committee up to $500 to be used at its discretion for recognition at the 2016 December meeting.

Approve: Audubon/Downriver, Bemiss, Browne’s Addition, Emerson/Garfield, Grandview/Thorpe, Manito/Cannon Hill, Minnehaha, Nevada/Lidgerwood, North Hill, Rockwood, Southgate, Whitman

Opposed: Northwest

Abstain: Chief Garry Park, Peaceful Valley, West Hills

7. Budget
   a. Kathryn Alexander, Bemiss
      i. Grant 2016 Recap
         1. Report total fund, $20,000.
         2. Your liaisons should have called and asked what you are doing with your money. Some NC have not spent any money – Sep. 15 Budget Committee needs to know how your NC will be spending money.
         3. November 1, last time to spend money before CA takes money back, each Neighborhood Council should have a firm Plan by Sep 15th.
         4. Council in budget session right now, needs to know what’s happening this year to request for money next year.
      ii. What has happened so far with what has been spent?
1. North Hill, Lincoln Heights made magnets to interact with Neighborhood.
2. Ad in the Inlander
3. Bemiss created banners they can use for years to come.
4. Audubon/Downriver used money on park fee and bands for concert series (200-300 attendees at each concert).
5. Chief Garry Park created magnet’s, flyers, also offered 4 different workshops on variety of issues, gave out door prizes, mailings to members, stamps and labels, and money toward their block party.
6. Grandview/Thorpe used funds for a neighborhood movie night. Used about $400 that went to inflatable movie screen, and generator.

8. ONS/Code Enforcement
   a. Heather Trautman, Director of Neighborhood Services and Code Enforcement
      i. Absent, no presentation.

9. Planning – Public Participation Plan
   a. Lisa Key, Director of Planning
      i. [link]
      ii. Public Participation Planning (PPP) – What is a Public Participation Plan?
          1. Opportunity for written comments, public meetings after effective notice, provision for open discussion. Communication programs, information services, and consideration of and response to public comments.
      iii. Why a Public Participation Plan?
          1. Clearly communicate with the stakeholders & the public.
          2. Where/When/How the public can be informed & provide input
          3. Tailored to the specific project & specific stakeholders
          4. Identify the process for adjusting the schedule or the scope.
      iv. Purpose of Today’s Discussion
          1. Standardizing our Public Participation Plans
          2. Gathering your input on content of PPP’s
          3. Identifying your preferred process for providing input on Draft PPPs.
      v. What is a Public Participation Plan?
          1. Public Involvement Objectives: Education/Information? Engagement? Public Input?
          2. Project Description: Project Purpose, Desired Outcomes, Project Schedule.
      vi. Public Engagement Activities
          1. Project Advisory Committee
          2. Stakeholder Focus Groups
          3. Websites
          4. Social media/blogs
5. Workshops, Open Houses, Public meetings
6. Virtual public meetings and surveys
7. Notifications
8. Schedule for public engagement activities

vii. Process for Vetting PPP’s with CA?
1. Land Use Committee for recommendations, final review by CA?
2. Recommendations from other subcommittee, final review by CA?
3. CA review and recommendations?
4. Neighborhood specific plans to NC? Would CA also review?
5. What process would the CA like to see the Planning Department use?
6. Have a specific committee review the public participation plan for review and recommendations?
7. Land use committee for recommendations?
8. This pertains to any City led project related to planning. Do we share this with the CA and see if they have any more to add to this? Bring the public participation plan to the CA and get their feedback. Understand CA expectations to make sure Planning is reaching out in the most appropriate way.
9. How does the average citizen understand the language and how does a NC approach the City of Spokane?
10. Start with the planning department to lead by example for other projects can then offer that level of assistance to other departments. Create more context sensitive way to deal with different things, one size fits all doesn’t work.

Motion: The Land Use Committee take up the public participation presentation and come up with a draft response to Lisa Key’s questions.

Approve: unanimous
Oppose: 0
Abstain: 0

   a. Greg Francis, Plan Commission Liaison, Rockwood
      i. Comprehensive Plan by Morningside Investments in the North Indian Trail Neighborhood is September 21, 2016 at 4pm in the City Council Chambers at a special meeting of the Plan Commission.
      1. July CA meeting - voted to support opposition to Morningside.
      2. Public testimony is on Sep 21st.
3. Land use committee is recommending/asking CA to give public testimony at the public hearing. Greg cannot do it – needs to be someone from CA – Patrick Rooks volunteers.

Vote: Recognize Patrick Rooks to volunteer to represent the CA support. News rules can be found on the plan commission webpage, or the 2015 comp plan amendment page. These are also briefly summarized in the CA packet.

Motion: Patrick Rooks be the CA representative at both the Plan Commission and City Council hearings and he reports the CA vote from the July 7th meeting, regarding the Morningside Comp. Plan amendment.

Approve: 16
Abstain: 1

11. Liaison – Selection Discussion – Design Review Board Member
   a. Paul Kropp, Liaison Chair
      i. Two options that the language suggests
         1. (1) Directs the Liaison Committee to recommend the CA select one applicant for a position among, potentially, several. As in: Here, Community Assembly representatives are all the applicants for this position with their information. The Liaison Committee recommends you select this one.
         2. Or (2) directs the Liaison Committee to recommend which applicants are qualified, however many there may be, for the CA itself to select among. As in: Here, Community Assembly representatives are all the applicants the Liaison Committee deems qualified for this position with their information. Now you all go ahead and make a selection among them.
         3. Liaison Committee will have a recommendation for the CA at the November CA meeting.
         4. For more information on this: https://my.spokanecity.org/neighborhoods/community-assembly/standing-committees/.

Vote: Option One (1) Directs the Liaison Committee to recommend the CA select one applicant for a position among, potentially, several. As in: Here, Community Assembly representatives are all the applicants for this position with their information. The Liaison Committee recommends you select this one.

Approve: 15
Oppose: 0
Abstain: 2
12. **NeighborhoodUSA (NUSA)**

   a. Kathryn Alexander, Bemiss
      i. NUSA, 2016, Memphis TN
         1. This is a very neat event and each Neighborhood should have a rep that goes.
         2. Recommendation that maybe next year we want to send more people. The energy coming back would be palatable.
         3. They provide tours with the conference: measuring impact, tips and trips from neighborhoods, community planning workshop, imbedding the media and several key notes.
         4. One of the first tours she went on was a tour of Mud Island, a community of 7 acres and 3,600 people. It’s taken this community 15 years to put Mud Island together. They used design standards to create their city.
         5. Learned how to use community resources better and how to find out the statistics of each neighborhood – survey gismo and degoose.com.
         6. Learned how to manage data. That’s part of what we’re looking for at the budget committee right now.
         7. Want to document for growth and change and a sense of community.
         8. Telling stories is what really engages people - lets neighborhoods have a star moment.
         9. Utilize Instagram more often and other effective social media. Take pics at your events and use this as a tool, use hashtags when you use twitter. This helps neighborhoods communicate with a larger audience.
        10. Neat ideas for a sense of community: Transit - put bus schedules on shopping bags. Flags on lamp posts to create a boundary for your community.
        11. Little library’s – one idea to stimulate community. Block party tools (signs, cones, tents, tables)
        12. Create a land bank authority

   b. Alisha Ayers, ONS, Community programs Coordinator
      i. NUSA, 2016, Memphis TN
         2. The group was able to attend several workshops:
            a. How Arts Can Brand and Fund Your Neighborhood
            b. Where We Live – Where We Give
c. Transforming Communities through Appreciative Community Building
d. Peace in the House
e. Placemaking and Public Space Activation
f. Information is POWER
g. Branding Your Neighborhood Assoc. Using Technology

3. Was able to attend the National Civil Rights Museum at the Lorraine Motel and the Vollintine Evergreen Community Association (VECA).

13. CA Roundtable

a. Colleen Gardner, Chief Garry Park
   i. Neighborhood Design Review Board
      1. Greg and I talked and we will take look at DRB. Colleen has been a member for 8 years. Colleen expressed her frustration - end all be all. Greg and Colleen will sit down and will start looking at this.

b. Mary Carr, Manito /Cannon Hill
   i. Need to have phone numbers on the website, email is not always most effective.
      1. Tina has a number list she would be happy to help make a call if needed.
      2. Numbers listed on the ONS webpage are only listed if provided by the Neighborhood Council.

c. Doug Prendergast, Northwest
   i. Feeling like he hasn’t come to the Community Assembly in a while because the group has been “out of control” in the past.
      1. This group is supposed to be a place of open communication and respect, and this should continue to be discussed with the group.

d. Jay Cousins, Emerson/Garfield
   i. Something came up tonight that has been noticed before - People coming and speaking very softly and it is difficult for serval people to hear during these meetings.
      1. No PA in this room. Portable PA system is not very expensive. Neighborhood Councils run events where they could use this type of system. This could be a good investment for the CA and Neighborhoods.
      2. No decision today - put on agenda next month.

17 Reps present
In attendance: Manito Cannon Hill, Audubon/Downriver, North Hill, Northwest, Chief Garry Park, Bemiss, North Indian Trail, Rockwood, Emerson/Garfield, Minnehaha, Nevada Lidgerwood, Grandview/Thorpe, West Hills, Peaceful Valley, Southgate, Whitman, Browne’s Addition.

School Radar Discussion

10/4/16

Last year, 2 school zone cameras were installed at Finch Elementary and Longfellow Elementary.

1. In your opinion, are these school zone cameras helping to calm traffic in school zones around your neighborhood?

Revenues generated by this technology for 2016 were more than expected. Now it’s time to consider how these funds should be allocated. Council is considering putting the funds in a “public safety pool” that would fund additional safety strategies around schools --- more crosswalks, additional school zone cameras, flashing lights, etc. This pool would also fund additional Neighborhood Resource Officers at our COP Shops and --- possibly more traffic patrols.

1. What are your thoughts on this proposal?
A resolution regarding allocation of funds from infractions issued with automated traffic safety cameras for traffic calming measures.

Summary (Background)

This resolution expands the items that can be paid for with traffic calming funds to include light-emitting diode (LED) street lights, school zone 20 mph speed signs with flashing lights, street furniture and pruning and/or maintenance of street trees and vegetation. The resolution also authorizes the use of traffic calming funds for the installation of a school zone 20 mph speed sign with flashing lights on Mission Avenue by Stevens Elementary.

<table>
<thead>
<tr>
<th>Fiscal Impact</th>
<th>Budget Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select $</td>
<td></td>
</tr>
<tr>
<td>Select $</td>
<td></td>
</tr>
<tr>
<td>Select $</td>
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<table>
<thead>
<tr>
<th>Approvals</th>
<th>Council Notifications</th>
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<td>Dept Head</td>
<td>MCDANIEL, ADAM</td>
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<tr>
<td>Division Director</td>
<td>Other</td>
</tr>
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<td>Finance</td>
<td>SALSTROM, JOHN</td>
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<tr>
<td>Legal</td>
<td>PICCOLO, MIKE</td>
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<td>For the Mayor</td>
<td>SANDERS, THERESA</td>
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<tr>
<td>Additional Approvals</td>
<td><a href="mailto:JCARO@SPOKANEcity.org">JCARO@SPOKANEcity.org</a></td>
</tr>
<tr>
<td>Purchasing</td>
<td><a href="mailto:tfuller@spokanepolice.org">tfuller@spokanepolice.org</a></td>
</tr>
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</table>

ADOPTED BY SPOKANE CITY COUNCIL

(Signature)

SPokane CITY CLERK
RESOLUTION NO. 2015-0022

A resolution regarding allocation of funds from infractions issued with automated traffic safety cameras for traffic calming measures.

WHEREAS, the City Council passed Resolution No. 2010-01 on February 22, 2010 which provides a framework for the allocation of funds collected through automated traffic camera infractions; and

WHEREAS, the City Council passed Resolution No. 2014-0032 on March 26, 2014 which further outlines how funds from the designated traffic calming fund are to be allocated; and

WHEREAS, neither of these resolutions explicitly included a provision that would allow traffic calming funds to be used for light-emitting diode (LED) street lights, school zone 20 mph speed signs with flashing lights, street furniture or pruning and/or maintenance of street trees and vegetation; and

WHEREAS, in the National Cooperative Highway Research Program report entitled Review of the Safety Benefits and Other Effects of Roadway Lighting, it is noted that "published studies having different methodologies tend to converge on an overall reported 20% to 30% reduction in nighttime crash risk" as a result of lighting installation or improved light; and

WHEREAS, a study by the Washington State Traffic Safety Commission found that school zone 20 mph speed signs with flashing lights reduced traffic speeds through school zones more than any other type of sign researched; and

WHEREAS, the study Street Trees and Intersection Safety found that street trees that are not properly maintained or pruned can represent a safety hazard if they obstruct sight lines for drivers, bicyclists and pedestrians; and

WHEREAS, the installation of benches or street furniture at select locations such as business improvement districts or centers and corridors can encourage pedestrian activity that reduces congestion and improves the walkability of a neighborhood;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPOKANE, that funds collected from automated traffic safety cameras may be used for funding the following items:

- LED Street lighting.
- School zone 20 mph speed signs with flashing lights; in cooperation and concurrence with the appropriate school district.
• Pruning and/or maintenance of street trees and vegetation that constitute a safety hazard with the approval of the Urban Forestry Department and the cooperation adjacent property owner.
• Street furniture; in accordance with applicable zoning after the approval of a Memorandum of Understanding (MOU) for repair and/or maintenance by a community organization or business group.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPOKANE that traffic calming funds are to be used for the installation of a school zone 20 mph speed sign with flashing lights on Mission Avenue by Stevens Elementary.

ADOPTED by the City Council on this 16 day of March, 2015

City Clerk

Approved as to form:

Michael J. Piccolo
Assistant City Attorney
CA Administrative Committee Meeting

August 23, 2016
4:30 – 5:30 PM
City Hall ONS

Present Neighborhoods:
Jay Cousins, Chair (Emerson-Garfield)
Kathryn Alexander, Secretary (Bemiss)
Tina Luerssen (Grandview-Thorpe)
Seth Knutson, Vice-Chair (Cliff-Cannon)
Andrew Hoye (Southgate)
Fran Papenleur (Audubon-Downriver) - guest

Present City Staff:
Heather Trautman

Absent Neighborhoods:

Minutes taken by Kathryn Alexander

Approval of minutes from July to be done at the next meeting

Proposed Agenda:
City Council Update, City Council
Admin Committee – CA/CC Recap, forming Admin Nominations committee– Jay Cousins
ONS, Heather Trautman
Planning: Public participation plan – Lisa Key
Liaison Committee: design Review Board – Paul Kropp
Mayor’s Housing Taskforce – Alicia Ayars
NUSA, Trip report – Kathryn Alexander, Staff
Roundtable

Confirmed Agenda:
City Council Update, City Council
Admin Committee – CA/CC Recap, forming Admin Nominations committee– Jay Cousins
Awards Committee: budget request, awards configuration, additional members
Budget Committee: grant recap – Kathryn Alexander
ONS: Heather Trautman
Planning: Public participation plan – Lisa Key
Land Use
Liaison Committee: design Review Board – Paul Kropp
NUSA, Trip report – Kathryn Alexander, Staff
Roundtable
Follow-Up Topics:
CA Website
Open Meetings
Standing Committee Goals
Policy & Procedures

Next CA Admin Meeting September 27, 2016
CA Administrative Committee Meeting
September 27, 2016
4:30 – 5:30 PM
City Hall ONS

Present Neighborhoods:
Jay Cousins, Chair (Emerson-Garfield) Kathryn Alexander, Secretary (Bemiss) Tina Luerssen (Grandview-Thorpe), Seth Knutson, Vice-Chair (Cliff-Cannon) Andrew Hoye (Southgate)
Fran Papenleur (Audubon-Downriver) - guest

Absent Neighborhoods:

Minutes taken by Kathryn Alexander
Minutes from August approved

Present City Staff:
Rod Minarik

Proposed Agenda:
City Council Update, City Council
Admin Committee – update – Jay Cousins
ONS/Open Meetings – Heather Trautman
Admin Nominations Update – Jay Cousins
Liaison Committee: design Review Board – Paul Kropp
Building Stronger Neighborhoods – EJ Iannelli
Budget Committee: grant update – Kathryn Alexander
Land Use – Greg Francis
Roundtable

Confirmed Agenda:
City Council Update, City Council
Admin Committee – update – Jay Cousins
ONS/Open Meetings – Heather Trautman
Admin Nominations Update – Jay Cousins
Policy & Procedures – Valena Arguello
Liaison Committee: design Review Board – Paul Kropp
Building Stronger Neighborhoods – EJ Iannelli
Budget Committee: grant update – Kathryn Alexander
Land Use – Greg Francis
Roundtable

Follow-Up Topics:
CA Website – moved to Roundtable
Parks and Rec
Next Years Calendar – meeting dates for CA/CC (5th Tues, Wed, or Thurs)
Retreat: Seminar in Feb and Retreat in April

Next CA Admin Meeting October 25, 2016
Members present: EJ Iannelli (Emerson-Garfield), Tina Luerssen (Grandview/Thorpe), Seth Knutson (Cliff/Cannon), Dixie Zahniser (Manito/Cannon Hill), Kelly Lotze (Browne’s Addition)
ONS staff liaison: Katie Myers

- **Housekeeping**
  - Discussion about moving BSN meeting location from Sinto Senior Center to Vessel Coffee Roasters. Unanimous vote to approve; beginning with our October 2016 meeting, we will meet at Vessel, 2823 N Monroe. Hopefully this might increase attendance/participation in this committee.

- **Committee Business**
  - We have had a request from new CA reps in Lincoln Heights to hold CA Orientation/Handbook Training. This request seems to be getting to this committee after a few weeks of inaction. BSN needs to be notified of new reps so that training can be scheduled. We suggest the ONS Liaisons bring new rep information to Admin Committee, which can then pass along the info to BSN.
  - For this Lincoln Heights request, Tina will reach out to the new reps and schedule a small group training with the new reps, Tina and EJ. Once this date is selected, Tina will announce it at CA on Oct. 6th and invite any other NCs to join us if they have a need.

- **Education & Outreach**
  - City Planning RE: Shaping Spokane
    - Kevin Friebott was not able to attend this meeting, so Katie Myers filled us in. The final Open House for Shaping Spokane and the Comp Plan Updates is this Thursday 9/29 at 5:30pm. There is also a Virtual Open House on the City of Spokane website, just search “Shaping Spokane”.
  - Next ONS/BSN Neighborhood Training
    - Social Media. Katie has secured the 6th floor computer lab at City Hall for Monday October 17th from 6-8pm. EJ and Kelly will lead this training, along with assistance from Katie.
      - Training topics: Blogs, Nextdoor, Facebook, Twitter, MailChimp. EJ asked Katie to talk with IT about allowing JetPack, so that NCs can host a blog with their city-hosted website.
      - How to use these social media platforms together.
      - Kelly will draft a pre-training Survey for Katie to email out, and also hand out at CA. This survey will give us an idea of what social media platforms NCs are currently using.
Spokane Arts
  - EJ sits on the Spokane Arts Commission, and is working towards an ongoing effort to bring art to Neighborhoods. Ideas include sculptures in parks, artwork on signal boxes, murals, artist collaboration for NC logos/signage, etc.

- Topics for next meeting:
  - 2017 BSN Committee Goals
    - CA Marketing Budget/Marketing Plan
  - Social Media Training Recap

Next meeting: Next regular meeting will be on Monday, October 24th. 12pm at NEW LOCATION: Vessel Coffee Roasters, 2823 N. Monroe.
CA/CD Committee of the Community Assembly Minutes

Date: Tuesday, September 6th from 5:30-7:00 p.m.

Location: at the West Central Community Center, in the Newton Room

Present: Valena Arguello (East Central), Tim Musser (Emerson Garfield), Jessie Norris (West Central), Kathryn Alexander (Bemiss), TJ Power (Emerson Garfield), Janelle Ellison (Emerson Garfield), Charles Hansen (Whitman), Bonnie McInnis (West Central), Fran Papenleur (Audubon Downriver), Buzz Belkiss (North Hill), Josh Gibson (Nevada Leigerwood), Don Sundhal (Whitman), Teresa Kafentzis (Southgate), Diane Waldrup – guest, Maurad Dour - guest

ONS: Kathleen Myers
Guests from Whitworth Organizational Management class

Welcome and Introductions

Meeting Minutes: Minutes for July to be approved at the next meeting. There was no meeting in August.

Meeting Time and Location
Discussion about moving meeting time to 4-5:30 and location – back to city hall at the request of George Dhal. The decision was to keep both the same as several members would not be able to attend if those changes were made. There is concern that This decision would make it hard for George to participate and the hope was that a way might be found to work more closely with George.

CDBG Website
Kathleen Myers brought up the new Community development Block Grant web page on to the screen for input.

Some Suggested Changes
A link from the CDBG page to the CA/CD page was suggested as well as several text changes. The biggest concern was the new application that appeared to be way too complicated and inappropriate for the neighborhoods. Katy agreed to work with George on this. There was also some confusion about the 'worksheet' for the neighborhoods. There was a question if a link to the sidewalk supplemental application was needed and where it should be placed. A request was made to add an additional link to the HUD scrapbook under the neighborhood application area as well as I resources. Katy said there were plans to create a graphic timeline and the request was made to have both the graphic and the table timelines. The group also requested that the October deadline dates be made the same, Oct 30 (Friday) to avoid confusion.
All additional change suggestions were to be submitted to Katy by September 20

_CDBG Training_

The group was surprised by the announcement of two trainings. There was a question if the trainings were possible if the application was not correct.

_Education Materials_

A draft brochure was submitted by Kathryn Alexander and the group made comments and changes. The revised brochure is to be resubmitted by September 20.

Submitted by Kathryn Alexander
MEETING NOTES

September 27, 2016
West Central Community Center – 1603 N. Belt Street
6:00 – 7:30 PM

CALL TO ORDER AND INTRODUCTIONS

Chief Gary Park  Browne’s Addition  Emerson/Garfield  Five Mile Prairie
Grandview/Thorpe  Nevada/Lidgerwood  Southgate  Whitman

Staff: Katie Myers, Kevin Picanco

DISCUSSION

• The sight impaired community: navigating streets and sidewalks, ADA situations etc.
  Raychel Callary – Lilac Services for the Blind

• What the CTAB is and what it does.
  Jim Bakke, Citizens Transportation Advisory Board representative for PeTT
  (See the CTAB report for 2015, attached.)

BRIEFING

• 2016 traffic calming project construction update
  ONS -- Katie Myers and Kevin Picanco

NEXT MEETING - October 25, 2016

• Advance agenda items:
  o Overview of the “photo-red” program
    Officer Craig Bulkley, Spokane Police Department Traffic Unit
  o The Transportation Benefit District and the CTAB role (continued)
    Andy Schenk, Street Department
  o Brainstorm PeTT focus areas for 2017
  o Policies and procedures revisions for PeTT advisory positions

• Potential agenda items:
  o Traffic calming construction report
  o City-wide sidewalk infill and repair funding mechanism
Citizens’ Transportation Advisory Board

2015 Annual Report
&
2016 & 2017 TBD Program Recommendations
TRANSPORTATION BENEFIT DISTRICT
ANNUAL REPORT

November 30, 2015

Presented by: Citizens’ Transportation Advisory Board (CTAB)

TBD PROGRAM BACKGROUND
In February of 2011 the Transportation Benefits District (TBD) Board adopted Resolution 2010-0002 which established the Citizens’ Transportation Advisory Board (CTAB). The CTAB is responsible for the review of transportation projects for their consistency with parameters established in Chapter 8.16 SMC and Ordinance No.C-34648 regarding how the TBD monies are to be used. By statute, the monies need to be used specifically for projects that serve to

reduce risk of transportation facility failure and improve safety, decrease travel time, increase daily and peak period trip capacity, improve modal connectivity, and preserve and maintain optimal performance of the infrastructure over time to avoid expensive infrastructure replacement in the future.

-Chapter 8.16.060(B)

Projects need to be identified in the 6-Year Pavement Maintenance Program element of the City’s 6-Year Comprehensive Street Program. CTAB has primarily chosen to implement project work for residential streets. Pursuant to Ordinance No. C-34690, ten percent (10%) of the funds generated by the TBD will be directed to implement the pedestrian program of the 6-Year Comprehensive Street Program.

The 6-Year Pavement Maintenance Program establishes the work components of the program including: pothole repair, sub-grade repair, crack sealing, skin patching, thick overlay, grind/overlay, and utility cut patching, in addition to other maintenance programs such as leaf pick-up, snow removal, street sweeping, street grading, restriping, weed control and pavement maintenance and repair for the City’s 760 lane miles of arterial streets and 1,460 lane miles of residential streets.

Resolution 2010-0002 instructs the CTAB to annually submit to the TBD Governing Board a report on progress made in carrying out the Citizens’ Transportation Advisory Board’s responsibilities. This report presents the 2015 CTAB Annual Report to the TBD Governing Board.
Citizens’ Transportation Advisory Board Members:

<table>
<thead>
<tr>
<th>CTAB Member</th>
<th>Position</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vacant</td>
<td>District 1</td>
<td></td>
</tr>
<tr>
<td>John Covert</td>
<td>District 2, Chair</td>
<td>Expires November 11, 2016</td>
</tr>
<tr>
<td>Charles Harmon</td>
<td>District 3</td>
<td>Expires November 11, 2016</td>
</tr>
<tr>
<td>Brian Duncan</td>
<td>Member at Large</td>
<td>Expires November 11, 2016</td>
</tr>
<tr>
<td>Wilma Flanagan</td>
<td>BAB</td>
<td>Expires November 11, 2016</td>
</tr>
<tr>
<td>John Dietzman</td>
<td>PCTS</td>
<td>Expires November 11, 2016</td>
</tr>
<tr>
<td>Jim Bakke</td>
<td>PeTT</td>
<td>Expires November 11, 2017</td>
</tr>
</tbody>
</table>

Term Limits

On October 7th, 2013 the TBD Governing Board modified Resolution 2010-0002 to stagger term limits for the CTAB to prevent all appointments from expiring on the same date and year (the updated terms are reflected above). Board appointments have changed to the following:

- District 1 3 year term
- District 2 3 year term
- District 3 3 year term
- Member at Large 1 year term
- BAB 2 year term
- PCTS 2 year term
- PeTT 2 year term

Citizens’ Board Vacancies

The District 1 position is currently vacant. An Advisory Board Member will be identified through the Transportation Benefit District Board and approved by the City Council.

Transportation Benefit District (TBD) Governing Board:

<table>
<thead>
<tr>
<th>Member</th>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>Ben Stuckart</td>
<td>Chairman</td>
</tr>
<tr>
<td>Mike Fagan</td>
<td>Member, Dist. 1</td>
</tr>
<tr>
<td>Amber Waldref</td>
<td>Member, Dist. 1</td>
</tr>
<tr>
<td>Mike Allen</td>
<td>Member, Dist.2</td>
</tr>
<tr>
<td>Jon Snyder</td>
<td>Member, Dist. 2</td>
</tr>
<tr>
<td>Candace Mumm</td>
<td>Member, Dist. 3</td>
</tr>
<tr>
<td>Karen Stratton</td>
<td>Member, Dist. 3</td>
</tr>
<tr>
<td>Anna Everano</td>
<td>TBD Administrator</td>
</tr>
</tbody>
</table>
TBD Outreach
An ongoing citizen outreach plan is in place designed to enhance the visibility of the TBD fund. The goal is to provide a variety of methods to inform the City of Spokane residents about how the Transportation Benefit District fees are being utilized. The plan identified popular forms of communication that would reach a majority of citizens.

Accomplishments
- The TBD continued a positive working relationship with the Department of Licensing (DOL) and the Department of Revenue (DOR) which has significantly minimized the number of citizens being charged outside of the TBD boundary.
- The TBD had a successful audit by the Washington State Auditor’s Office with no findings.
- Board positions were filled through Sept. 2015 and the current vacancy is being addressed.
- Phone Stats: As of November 23, 2015 the TBD line has received 64 phone calls.
- The CTAB and TBD Governing Board fully supported the TIP (Targeted Investment Project.)

Outreach in 2015
- City Channel 5 produced a video of 2015 completed projects.
- There will be active distribution of Press Releases when new TBD projects are launched, and on-going media notification of projects progress.
- Continue to educate the community of the Transportation Benefit District Projects through social media.
- Require continued placement of signage at TBD project locations.
- Continue to update information on the CTAB/TBD City of Spokane website.
**BUDGET (AS OF NOVEMBER 6, 2015)**
The TBD program budget consists of the vehicle tab revenue stream and interest gained on the interim banking of such funds. Revenues and costs reported within this report reflect account balances as of November 6th, 2015.

**Total Revenue**

<table>
<thead>
<tr>
<th></th>
<th>2011/2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>Total</th>
<th>%</th>
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<tbody>
<tr>
<td>Admin</td>
<td>$2,125.90</td>
<td>$9,191.74</td>
<td>$6,772.60</td>
<td>$10,319.72</td>
<td>$28,409.96</td>
<td>.40%</td>
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<tr>
<td>Grind &amp; Overlay</td>
<td>$960,363.60</td>
<td>$550,748.01</td>
<td>$706,174.39</td>
<td>$580,220.51</td>
<td>$2,797,506.51</td>
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<td>Chip Seal</td>
<td>$597,845.82</td>
<td>$732,175.18</td>
<td>$685,163.92</td>
<td>$94,260.22</td>
<td>$2,109,445.14</td>
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<td>Crack Seal</td>
<td>$212,333.39</td>
<td>$275,385.31</td>
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<td>Sidewalk</td>
<td>$79,878.90</td>
<td>$294,674.38</td>
<td>$365,223.21</td>
<td>$114,147.36</td>
<td>$853,923.85</td>
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<td>Other*</td>
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<td>$51,765.89</td>
<td>$398,441.25</td>
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<tr>
<td>Total:</td>
<td>$1,852,547.61</td>
<td>$1,862,174.62</td>
<td>$2,523,586.51</td>
<td>$1,254,336.95</td>
<td>$7,492,645.69</td>
<td>5.3%</td>
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* "Other" includes the following: Arterial curb ramps from the 2014/2015 allocation, project signs to designate TBD dollars at work, and work addition to the 2014 Grand Blvd project.

**2015 PROGRAM REMAINING OBLIGATIONS**

<table>
<thead>
<tr>
<th></th>
<th>2015 Allocations</th>
<th>2015 Expenditures to Date</th>
<th>2015 Remaining Obligation</th>
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<tbody>
<tr>
<td>1st Ave Project</td>
<td>$759,390.00</td>
<td>$165,800.00</td>
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<td>Grind &amp; Overlay</td>
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**Total Revenue**

<table>
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<tr>
<th>Funds Collected</th>
<th>Funds Spent</th>
<th>Remaining Obligations</th>
<th>Remaining Funds</th>
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<td>$10,708,646.77</td>
<td>$7,492,645.69</td>
<td>$1,999,210.10</td>
<td>$1,216,790.98</td>
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2015 PROGRAM ACCOMPLISHMENTS
The following projects were completed in 2015 as approved in 2014. Photographs for each project have been included in Appendix A.

**COMPLETED 2015 PROJECTS**

### RESIDENTIAL GRIND & OVERLAY

<table>
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<th>Location</th>
<th>Lane Miles</th>
<th>Maint Area</th>
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<tbody>
<tr>
<td>**1st Av Erie St Altamont St</td>
<td>1.8</td>
<td>18,298</td>
</tr>
<tr>
<td>Dakota St Montgomery Av North Foothill Dr</td>
<td>0.7</td>
<td>8,351</td>
</tr>
<tr>
<td>F St Rosamond Av 6th Av</td>
<td>0.6</td>
<td>5,700</td>
</tr>
<tr>
<td>Hartley St Royal Dr Lyons Av</td>
<td>0.9</td>
<td>9,256</td>
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<tr>
<td><strong>TOTAL RESIDENTIAL GRIND &amp; OVERLAY:</strong></td>
<td>4.0</td>
<td>41,605</td>
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</table>

**Project was split into 2 phases: 1st phase completed in 2015, 2nd phase to be completed in 2016.**

### RESIDENTIAL CHIPSEAL

<table>
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<th>Location</th>
<th>Lane Miles</th>
<th>Maint Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>33rd Thru 36th From Grand to Perry</td>
<td>4.8</td>
<td>42,856</td>
</tr>
<tr>
<td>Elm St From Broadway to Boone Et Al</td>
<td>2.1</td>
<td>21,462</td>
</tr>
<tr>
<td>Regal St From Rowan to Francis Et Al</td>
<td>3.2</td>
<td>32,805</td>
</tr>
<tr>
<td><strong>TOTAL RESIDENTIAL CHIPSEAL:</strong></td>
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<td>97,123</td>
</tr>
</tbody>
</table>

### RESIDENTIAL CRACK SEAL

<table>
<thead>
<tr>
<th>Location</th>
<th>Lane Miles</th>
<th>Maint Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Napa/Rich Lacrosse to Wellesley &amp; Napa to Lacey</td>
<td>1.75</td>
<td>15,728</td>
</tr>
<tr>
<td>42nd Av Et Al</td>
<td>2.04</td>
<td>21,492</td>
</tr>
<tr>
<td>Pittsburg St Et Al</td>
<td>3.02</td>
<td>30,282</td>
</tr>
<tr>
<td>A St Et Al</td>
<td>4.44</td>
<td>48,627</td>
</tr>
<tr>
<td>Adams/Jefferson/ Madison From 4th to Sprague</td>
<td>1.92</td>
<td>28,753</td>
</tr>
<tr>
<td>Regal St Et Al</td>
<td>2.74</td>
<td>26,590</td>
</tr>
<tr>
<td>Jackson Av Ruby St Standard St</td>
<td>0.84</td>
<td>10,080</td>
</tr>
<tr>
<td>Highland Park Dr Et Al</td>
<td>2.20</td>
<td>23,240</td>
</tr>
<tr>
<td>Rockridge Et Al</td>
<td>5.04</td>
<td>51,435</td>
</tr>
<tr>
<td>Bedford Av Et Al</td>
<td>5.61</td>
<td>62,252</td>
</tr>
<tr>
<td>Lamar Av Et Al</td>
<td>1.24</td>
<td>13,208</td>
</tr>
<tr>
<td>Lloyd Et Al</td>
<td>1.23</td>
<td>12,968</td>
</tr>
<tr>
<td>Washington From Garland to Wellesley</td>
<td>1.01</td>
<td>8,883</td>
</tr>
<tr>
<td>Pittsburg/Pinecrest</td>
<td>1.37</td>
<td>16,975</td>
</tr>
<tr>
<td><strong>TOTAL RESIDENTIAL CRACK SEAL:</strong></td>
<td>34.4</td>
<td>370,513</td>
</tr>
</tbody>
</table>
**Completed Sidewalk Projects for 2015**

Sidewalks

Arthur St: 26th to Plateau, and 13th to 11th
Freya St: 20th to 21st
Connect to Transit Hardscape Improvements (ADA ramps)

**Completed 2015 Street Maintenance Residential Projects – Integrated Funds**

<table>
<thead>
<tr>
<th>Location</th>
<th>Lane Miles</th>
<th>Maint Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>32nd Av - Regal to Ray</td>
<td>0.5</td>
<td>4,437</td>
</tr>
<tr>
<td>Marietta Av - Freya to Myrtle</td>
<td>0.6</td>
<td>5,800</td>
</tr>
<tr>
<td><strong>TOTAL RESIDENTIAL GRIND &amp; OVERLAY:</strong></td>
<td><strong>1.1</strong></td>
<td><strong>10,237</strong></td>
</tr>
</tbody>
</table>

**2016 & 2017 Program Recommendations**

TBD funds are recommended to complete six residential street grind and overlay projects (an additional seventh project selected to be done by Street maintenance if scheduling allows), three chip sealing projects, two sidewalk projects, and numerous crack sealing projects in the 2016 construction season.

The 2017 recommendations scheduled below are approved for design purposes only. Construction funding for these projects will be approved in the next annual report.

The CTAB committee selected projects from each of the three legislative districts taking into account the condition of the street, use, and rating given by the Street Department. They also looked at the location i.e. is it next to a park, hospital, school, and/or shopping center.
## 2016 TBD Program Recommendations

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Work Type</th>
<th>Area</th>
<th>Cost Per Yd</th>
<th>Project Cost</th>
<th>Avg. PCR</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2016 Grind &amp; Overlay Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crestline/Lee/Nora - Mission to Nora</td>
<td>Grind</td>
<td>5,734</td>
<td>$41.20</td>
<td>$236,241</td>
<td>46.0</td>
<td>1 - NE</td>
</tr>
<tr>
<td>Perry St - 2nd to Sprague</td>
<td>Grind</td>
<td>3,157</td>
<td>$41.20</td>
<td>$130,068</td>
<td>39.3</td>
<td>1 - NE</td>
</tr>
<tr>
<td>Arthur St - 39th to 37th</td>
<td>Grind</td>
<td>2,117</td>
<td>$41.20</td>
<td>$87,220</td>
<td>47.5</td>
<td>2 - S</td>
</tr>
<tr>
<td>Garfield Rd - 26th to Rockwood</td>
<td>Grind</td>
<td>4,732</td>
<td>$41.20</td>
<td>$194,958</td>
<td>28.6</td>
<td>2 - S</td>
</tr>
<tr>
<td>Cannon St - Kiernan to Garland</td>
<td>Grind</td>
<td>2,143</td>
<td>$41.20</td>
<td>$88,292</td>
<td>37.0</td>
<td>3 - NW</td>
</tr>
<tr>
<td>Cedar/Madison/Sharp- Boone to Sharp</td>
<td>Grind</td>
<td>5,531</td>
<td>$41.20</td>
<td>$227,877</td>
<td>41.0</td>
<td>3 - NW</td>
</tr>
<tr>
<td><strong>Myrtle – Marietta to Frederick</strong></td>
<td>Grind</td>
<td>5,113</td>
<td>$30.00</td>
<td>$180,390</td>
<td>33.0</td>
<td>1 - NE</td>
</tr>
<tr>
<td><strong>2016 Chip Seal Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rebecca from Upriver to Marietta Et Al</td>
<td>Chip</td>
<td>24,064</td>
<td>$8.24</td>
<td>$198,287</td>
<td>63.2</td>
<td>1 - NE</td>
</tr>
<tr>
<td>Comstock Park Et Al</td>
<td>Chip</td>
<td>26,670</td>
<td>$8.24</td>
<td>$219,761</td>
<td>60.4</td>
<td>2 - S</td>
</tr>
<tr>
<td>Kathleen from Sutherlin to Indian Trail Et Al</td>
<td>Chip</td>
<td>34,366</td>
<td>$8.24</td>
<td>$283,176</td>
<td>73.0</td>
<td>3 - NW</td>
</tr>
</tbody>
</table>

**Additional Contingent Project to be done by Street Maintenance if scheduling allows.

### Pedestrian Program

<table>
<thead>
<tr>
<th>Location</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stone Street – Courtland to Empire</td>
<td>$91,000</td>
</tr>
<tr>
<td>Hartson Avenue – Regal to Thor</td>
<td>$270,000</td>
</tr>
</tbody>
</table>

### Crack Seal Program

<table>
<thead>
<tr>
<th>Location</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Districts</td>
<td>$600,000</td>
</tr>
</tbody>
</table>

## 2016 Street Maintenance Projects – Funded by Integrated Funds

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Work Type</th>
<th>Area</th>
<th>Curb Ramp $</th>
<th>Project Cost</th>
<th>Avg. PCR</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2016 Grind &amp; Overlay Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lyons from Perry to Pittsburg</td>
<td>Grind</td>
<td>4,786</td>
<td>$12,000</td>
<td>$107,720</td>
<td>48.0</td>
<td>1 - NE</td>
</tr>
<tr>
<td>Rutter Pkwy from Fancher to City Limits</td>
<td>Grind</td>
<td>9,221</td>
<td>$0</td>
<td>$184,420</td>
<td>68.0</td>
<td>1 - NE</td>
</tr>
<tr>
<td>Park Blvd – Columbia to Euclid</td>
<td>Grind</td>
<td>5,287</td>
<td>$6,000</td>
<td>$111,740</td>
<td>26.7</td>
<td>3 - NW</td>
</tr>
<tr>
<td>Wellington Pl - Alice to Glass</td>
<td>Grind</td>
<td>2,528</td>
<td>$28,000</td>
<td>$78,560</td>
<td>45.0</td>
<td>3 - NW</td>
</tr>
</tbody>
</table>
2017 TBD PROGRAM RECOMMENDATIONS

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Work Type</th>
<th>Area</th>
<th>Cost Per Yd.</th>
<th>Project Cost</th>
<th>Avg. PCR</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017 Grind &amp; Overlay Projects</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Helena St - Trent to Broadway</td>
<td>Grind</td>
<td>5,067</td>
<td>$42.44</td>
<td>$215,043</td>
<td>23.5</td>
<td>1 - NE</td>
</tr>
<tr>
<td>Garfield Rd - 29th to 26th</td>
<td>Grind</td>
<td>5,038</td>
<td>$42.44</td>
<td>$213,813</td>
<td>46.5</td>
<td>2 - S</td>
</tr>
<tr>
<td>Crown Av - Assembly to Alameda</td>
<td>Grind</td>
<td>6,330</td>
<td>$42.44</td>
<td>$268,645</td>
<td>29.3</td>
<td>3 - NW</td>
</tr>
<tr>
<td>Gordon &amp; Pittsburg</td>
<td>Grind</td>
<td>11,920</td>
<td>$42.44</td>
<td>$505,885</td>
<td>54.7</td>
<td>1 - NE</td>
</tr>
<tr>
<td>2017 Chip Seal Projects</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Broad from Lidgerwood to Nevada</td>
<td>Chip</td>
<td>23,373</td>
<td>$8.49</td>
<td>$198,437</td>
<td>71.5</td>
<td>1 - NE</td>
</tr>
<tr>
<td>D St from 23rd to Grandview Et Al</td>
<td>Chip</td>
<td>52,919</td>
<td>$8.49</td>
<td>$449,282</td>
<td>55.7</td>
<td>2 - S</td>
</tr>
<tr>
<td>Arrowhead from Shawnee to Bedford Et Al</td>
<td>Dbl-Chip</td>
<td>32,596</td>
<td>$12.74</td>
<td>$415,110</td>
<td>70.8</td>
<td>3 - NW</td>
</tr>
</tbody>
</table>

SIDEWALK PROJECTS

Project concepts for the sidewalk program have been selected and prioritized for 2017 and out-years. The City’s Pedestrian Master Plan was utilized in this selection process. This prioritization will facilitate grant applications and thus delivery years are meant to be flexible to meet requirements of grant programs.

<table>
<thead>
<tr>
<th>Location</th>
<th>District</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cincinnati – Mission to Euclid</td>
<td>1</td>
<td>$320,000</td>
</tr>
<tr>
<td>Division St – Cozza to Magnesium</td>
<td>1</td>
<td>$220,000</td>
</tr>
<tr>
<td>North Hilliard – Central to Francis et. al.</td>
<td>1</td>
<td>$450,000</td>
</tr>
<tr>
<td>Arthur St – 30th to 43rd</td>
<td>2</td>
<td>$850,000</td>
</tr>
<tr>
<td>11th Ave (Grant Park) – Arthur to Perry</td>
<td>2</td>
<td>$60,000</td>
</tr>
<tr>
<td>37th Ave – Latawh to Manito</td>
<td>2</td>
<td>$185,000</td>
</tr>
<tr>
<td>Francis Ave – Sutherlin to Assembly</td>
<td>3</td>
<td>$300,000</td>
</tr>
<tr>
<td>Driscoll – Wellesley to Bismark</td>
<td>3</td>
<td>$230,000</td>
</tr>
<tr>
<td>Pettet Dr – Mission to Westpoint</td>
<td>3</td>
<td>$110,000</td>
</tr>
</tbody>
</table>
**2017 STREET MAINTENANCE PROJECTS** – Funded by Integrated Funds

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Work Type</th>
<th>Area</th>
<th>Curb Ramp $</th>
<th>Project Cost</th>
<th>Avg. PCR</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2017 Grind &amp; Overlay Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arthur St - 37th to 29th</td>
<td>Grind</td>
<td>9,143</td>
<td>$62,000</td>
<td>$244,860</td>
<td>20.3</td>
<td>2 - S</td>
</tr>
<tr>
<td>Manito Blvd – 37th to 33rd</td>
<td>Grind</td>
<td>12,704</td>
<td>$21,000</td>
<td>$275,080</td>
<td>38.9</td>
<td>2 - S</td>
</tr>
<tr>
<td>Dalke Av – Addison to Nevada</td>
<td>Grind</td>
<td>6,615</td>
<td>$31,000</td>
<td>$163,300</td>
<td>52.3</td>
<td>3 - NW</td>
</tr>
</tbody>
</table>

**2016 PROGRAM DISTRIBUTION**

The TBD is projected to have approximately $3.0 million available for projects in 2016. This total includes the projected $2.5 million to be generated in 2016 and savings from prior year projects. All of these funds are being used for maintaining the City of Spokane’s street infrastructure, of which a minimum of ten percent (10%) is designated for sidewalk infill and repair. The table below provides the approximate distribution of TBD funds as recommended within this report.

<table>
<thead>
<tr>
<th>Program Element</th>
<th>Funding%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Grind &amp; Overlay</td>
<td>38%</td>
</tr>
<tr>
<td>Residential Chip Seal</td>
<td>23%</td>
</tr>
<tr>
<td>Residential Crack Seal</td>
<td>20%</td>
</tr>
<tr>
<td>Pedestrian Program</td>
<td>12%</td>
</tr>
<tr>
<td>Contingency Dollars</td>
<td>6%</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**SUMMARY**

The Citizens Transportation Advisory Board recommends that the Transportation Benefit District Board adopt the projects program described herein.
Plan Commission Liaison Report  
October 6, 2016  
Greg Francis – gfrancis1965@yahoo.com

The Plan Commission provides advice and makes recommendations on broad planning goals, policies, and other matters as requested by the City Council. It meets the second and fourth Wednesday of each month at 2pm in the Council Briefing Center in city hall with hearings typically starting at 4pm if there are any scheduled for that session. All Plan Commission meetings are open to the public.

Hearings

The three Comprehensive Plan Amendments for 2015/2016 went through their hearings and deliberation in September. Hearings, including public testimony, for QueenB (in Southgate neighborhood) and Avista (in Logan neighborhood) amendments were on 9/14/16 with a special hearing held for the Morningside (North Indian Trail neighborhood) amendment on 9/21/16 due to the expected volume of public testimony. Deliberation for all three amendments was done on 9/28/16 with the following results.

QueenB – Recommendation to Approve with a vote of 9-0  
Avista – Recommendation to Approve with a vote of 9-0  
Morningside – Recommendation to Deny with a vote of 4-3-1*

*John Dietzman had to recuse himself from the Morningside process since he lives in North Indian Trail and has been an active participant in their neighborhood council.

Neighborhood support and/or opposition of the amendments had a definite influence on the Plan Commission votes and several commission members commended both QueenB (KXLY) and Avista for their engagement with the local neighborhoods.

Both Jay Cousins and Patrick Rooks testified on behalf of the Community Assembly during the public testimony for the proposed Morningside amendment. Community Assembly had voted to support NIT, Five Mile, and Balboa/SIT in their opposition to the Morningside amendment at the July CA meeting.

Details on all three amendments are available at https://my.spokanecity.org/projects/comprehensive-plan-amendment-cycle-2015-2016/.

Workshops

Capital Improvement Program Consistency Review – Two additional city departments (Public Works and Parks and Recreation) presented new additions to their capital programs. Significant items included the continued migration of waste collection trucks from diesel to natural gas, water main and storm water improvements, and improvements
to sidewalks at parks. Plan Commission has received a briefing from all departments at this time and will have a hearing on this aspect of the budget in the near future.

**LINK Update** – LINK is the update to the transportation chapter of the Comprehensive Plan. This is the only chapter that is being completely rewritten as part of the June 2017 comp plan update. Key elements of the update are to condense the goals and policies of the chapter while preserving the key elements of the old goals and policies, integrating street work with infrastructure improvements (e.g., upgrade sewer and water under roadway when streets are being repaved to reduce likelihood of cutting into newly paved streets), and provide more emphasis on multi-modal transportation. More details are available at [https://my.spokanecity.org/projects/link-spokane/](https://my.spokanecity.org/projects/link-spokane/).

**Infill Development Project** – The Infill steering committee has concluded their work and the full Plan Commission received their first look at the Infill Development Project Report developed over the past six months with input from many different constituencies, including neighborhoods. The report identifies the findings of the infill steering committee along with recommendations for further actions. As such, there are no immediate changes (e.g., code changes) coming as a result of the report. Project details are available at [https://my.spokanecity.org/projects/infill-housing-strategies-infill-development/](https://my.spokanecity.org/projects/infill-housing-strategies-infill-development/). The most recent draft version of the report is not currently on the web page.

**Countywide Addressing Ordinance** – Multiple jurisdictions within the county have been working on updates to the street naming and addressing standards throughout the county because there are no common standards across all jurisdictions. This has created issues with emergency dispatch systems within the county as they become more integrated and automated. While the revisions to the standards will be primarily focused on future street names and address schemes, it may result in changes to existing street names and addresses in some situations as there are thousands of addressing issues (both major and minor) within the county. Details are available at [https://my.spokanecity.org/projects/countywide-addressing-standards/](https://my.spokanecity.org/projects/countywide-addressing-standards/).

**Mayor’s Quality Housing Report** – A brief introduction of this report was given to the Plan Commission. Staff working on this report is collaborating with staff working on the Infill Development report as there is some crossover between the two projects. The MQH report can be viewed at [https://my.spokanecity.org/projects/mayors-housing-quality-task-force/](https://my.spokanecity.org/projects/mayors-housing-quality-task-force/).

**Upcoming Hearings (Known)**

Hearings begin at 4pm in the City Council chambers. October hearings are:

October 12th:

Infill Development Report and Recommendations
Citywide Capital Improvement Program

October 26th:

Countywide Addressing Ordinance

Other

Comprehensive Plan Chapter Updates – The four physical open houses for the chapter chapters are completed. The virtual open house is still open and comments can be submitted until 10/7/16. If you haven’t done so, I encourage you to view the open house contents and submit your comments at https://my.spokanecity.org/shapingspokane/.
The review on September 14th was for the Carousel Building in River front Park
the recommendation is as follows:

Based on review of the materials submitted by the applicant and discussion
during the September 14, 2016 Recommendation Meeting the Design Review
Board recommends the applicant consider opportunities for traditional seating
along the boardwalk area.
The Design Review Board has reviewed the decision criteria and would recommend the
following with regard to the following code requirements:

Section 17C.124.510 Windows – Building Design
Section 17C.124.550 Ground Level Details – Building Design.

The board recommends approval of the design departure for Section 17C.124.510
Windows – Building Design, and based on the information provided, we
understand the design to be in compliance with Section 17C.124.550 Ground Level
Details – Building Design provided additional information about the four elements
listed is provided at the time of permit application (projecting sills, large windows,
pedestrian scale signs and canopy).

The review on Sept 28th was for the Macy's renovation and the Sprague Ave/Sherman
Street Plaza at the time I prepared this report had not received the review motion so will
have it sent out as soon as I receive.

Next DRB Oct 12th, 2016
Based on review of the materials submitted by the applicant and discussion during the September 28, 2016 workshop, the Design Review Board recommends the following:

- Continue development considering the comments that were raised in the staff report.

**NEIGHBORHOOD**
- The board finds the slope and profile of the skywalk as presented acceptable, provided that it meets ADA requirements. We encourage the applicant to look at the location and the interaction with the Bennett Block and Macy’s Building to minimize impacts on historic facades (per DT Design Guideline D-3) and pursue a design that is as transparent as possible.

**SITE**
- Applicant to clarify how the intent of D-7 design for personal safety and security will be achieved along the alley.

**BUILDING**
- We encourage the applicant to strive to meet the intent of the glazing requirements under 17C.124.510 and better clarify the percentages of display and clear vision glass.
- Continue development of the street level facades to reinforce attributes of the immediate area per B-3 and to provide active facades per C-3.

Austin Dickey, Chair, Design Review Board

Note: Supplementary information, audio tape and meeting summary are on file with City of Spokane Design Review Board.
Sprague Avenue and Sherman Street Plaza and Intersection Improvements
1 - Program Review/Collaborative Workshop

September 28, 2016

Based on review of the materials submitted by the applicant and discussion during the September 28, 2016 Collaborative Workshop the Design Review Board recommends the applicant:

Applicant shall identify locations for public art installations and clarify how these pieces could be incorporated into the Sprague Avenue and Sherman Street Plaza and Intersection Improvements and the pedestrian bridge.

Applicant shall consider widening the multi-modal connection between Riverside Ave. and Sprague Ave. and clarify how pedestrians, bikes, and shuttles move within the space. Delineate pedestrian, bike and transit movements along the corridor with lighting treatments and/or hardscape contrasts.

Applicant shall consider opportunities to maintain the view corridor between Sprague Ave and the pedestrian bridge.

The applicant shall identify landscape methods that address the adjacent gravel lots, to include the necessary topsoil, living plant material, and temporary irrigation.

Austin Dickey, Chair, Design Review Board

Note: Supplementary information, audio tape and meeting summary are on file with City of Spokane Design Review Board.
Chief Garry Park is pleased to present
Meet/Eat with
Senator Andy Billig
Oct 25th, 2016
5:30-7pm
Cassano’s
Door Prizes
Please join us
Chief Garry Park NC
Is Please to Present
3rd Annual Pizza Feed Fund Raiser
Pizza/beverage $6 per person, under 6 free,
Door Prizes, treats, costume prizes, and fun galore

Cassano's 6 pm-8 pm Oct 29th
E. Mission/Napa
Great Family Night Event
Please join us
2016 Candidate Forum
Dist.1 County Commissioner Race
Candace Mumm & Josh Kerns

Tues., October 18\textsuperscript{th}, 7 PM
Brown Elementary School Auditorium
5102 N. Driscoll Blvd

This event is a moderated forum with questions accepted from the audience. Candidates will be available after the forum for you to meet and ask questions. The moderators are Steve Corker and Victor Frazier.

For questions or comments related to this Candidate Forum contact:
Victor Frazier  (509) 326-4200  victor.frazier@comcast.net

Presented by:

\textit{Five Mile Prairie Neighborhood Association}

\textit{* This is not a Spokane Public Schools sanctioned or sponsored event}
List of Changes to the CA Policies & Procedures

1) We removed the confusing quorum language and made a new section titled “Quorum & Attendance.”

Quorum and attendance:

a. A quorum is defined as a simple majority (50 percent + 1) of those neighborhood representatives that have attended regularly. If the neighborhood representative has been absent for two or more consecutive meetings, they are not counted in the quorum. Once the representative attends again, he/she is added to the number on which a quorum is established.

b. If the representative is absent for two consecutive meetings, the Administrative Committee shall notify the Neighborhood Council of his/her absence. (See Section VI.3.)

c. Attendance is defined as the representative or designated alternative’s presence for the duration of the agenda.

d. Absent neighborhood council representatives shall be noted in the CA minutes.

2) Added the Decision-making graphic

3) Removed “sub-committee” language as it was unclear/confusing.

D. Types of committees:

1. Standing committees are established by the CA for ongoing work to address citywide neighborhood issues.

2. Ad hoc committees are established by the CA to address specific issues that do not fit within the charge of any standing committee. An ad hoc committee, e.g. a grievance committee, shall sunset after its work has been completed.

E. Standing Committees

1. Administration
2. Budget
3. Building Stronger Neighborhoods
4. Community Assembly/Community Development (CA/CD)
5. Land Use
6. Liaison
7. Pedestrian, Traffic and Transportation (PeTT)
8. Public Safety
9. Retreat

4) Reorganized sections for better flow

5) Created a new heading for Logo information.

VII. Logo:

6) Created a new heading for this information.

VIII. CA Placeholder on the City Council agenda

7) REMOVED THE SECTION PERTAINING TO GRIEVANCES—this is discussed in both the “Ad Hoc” and “Administrative Committee” sections.

IX. Boundary Changes: The affected neighborhoods shall reach a mutually agreeable resolution to any proposed boundary change(s). No recommendation shall be presented to the CA without an agreement between or among the respective neighborhoods.

8) Everything beyond “Amendments” is newly added in this version.

A. Establish an ad hoc CA Policies and Procedures Review Committee in November of each year.

B. Present a written report including any amendments to the approved policies and procedures to the CA in February of each year.

C. A vote to approve any amendments will occur at the following regularly scheduled meeting.
D. Amendments require a 2/3 affirmative vote.

E. The formal amendment process described herein does not apply to the Committee Policies and Procedures documents.

XI. Committee Policies and Procedures document

A. The document shall include its charge, goals, membership, meeting times, officers and terms, reporting, decision-making process and calendar. (See Addendum A. for Template.)

XII. Open Meeting Act: The CA is subject to the Washington State Open Public Meetings Act.

Addenda

A. Template

b. Master Calendar
Community Assembly

October 6, 2016
Guest Login

- Wi-Fi Options: WiFi3 or Mason
- Password: wcccguest1603
Upcoming Events

www.spokaneneighborhoods.org
select “Meetings and Events” tile to view Google Calendar

New: Events Added to ONS website! Do you have an event you want let the community know about?
 www.spokaneneighborhoods.org
Parking Services Program

- Manages the customer service of the parking system in the downtown, residential, and commercials areas with City limits

- Enhances vehicle and pedestrian safety through the use of education, enforcement, innovation, installation, and maintenance of the parking system and its assets
Parking Services

Director:
• Heather Trautman, AICP & CCEO

Supervisors:
• John Ashwood
  Foreman
• Gerry Halladay
  Maintenance Supervisor
• Justin Harding
  Patrol Supervisor
• Rick McCord
  Neighborhood Supervisor

Parking Advisory Committee
• A 13-member committee appointed by the City Council to advise the City on investments, policy, and rate setting in the parking environment
Parking System

History and Purpose

• The Parking System Fund was created in June 2013 by Ordinance C34989 to pay for operations and maintenance in the public right of way where parking revenue is generated by the City.

• The Parking Services Program was created to operate, maintain, and enhance on-street parking in the City of Spokane, allowing the City to:

  - Plan
  - Design
  - Locate
  - Acquire
  - Hold
  - Construct
  - Improve
  - Maintain
  - Enhance
  - Operate
  - Own

Items to be devoted to the parking of vehicles of any kind in the public right of way.

• The Downtown Metered Area works with a 13-member Advisory Committee, appointed by the Mayor and City Council to serve without compensation for staggered terms of 3 years to advise on rates and capital expenditures above operational expenses.
The Parking System presently consists of ~3,500 spaces of on-street metered parking in the City of Spokane.
Parking System – Other Uses

- Additional permits are issued for use of residential parking in the metered area, commercial loading zone use, special events and daily reservations for meters.
Parking System Improvements

Pursuant to SMC, 07.08.130 funds are set aside annually for capital investment in the downtown metered area for the enhancement of the parking environment.
Parking System

Pursuant SMC 07.08.130, Parking Services staff collects revenues from and installs and maintains the meters.

A portion of meter revenue is pledged, on an annual basis, to the River Park Square bond.
Parking Enforcement

Responsible for enforcement of on-street parking violations on all PUBLIC streets within City limits including these common complaints:

- Facing The Wrong Way (against the flow of traffic)
- No Parking Signs
- Blocking or Parking too close to a Cross Walk, Driveway, Intersection, Stop Sign or Fire Hydrant
- Handicap Parking
- Parking on a Sidewalk
- Overtime Parking (24 hours)
- Recreational (4) and Commercial Vehicles (Residential Streets)
Proposed Residential Parking Programs

- **Residential Parking Emphasis Pilot**
  - Working with neighborhoods and residents to do ‘target area’ enforcement of parking through education and compliance to address localized parking issues

- **Residential Parking Permit Program (outside downtown)**
  - Working in conjunction with neighborhoods which are experiencing parking congestion or conflict directly attributed to commuters and other non-residents who saturate residential neighborhoods with their parked vehicles

- **Residential Parking Options**
  - Menu of options to change the parking environment to reduce parking conflicts for residents and on-street parking users
Proposed Residential Parking Emphasis Pilot

- **Residential Parking Emphasis Pilot:**
  - A neighborhood council or business association can request for a Residential Parking Emphasis through contacting the Office of Neighborhood Services. This pilot would include the elements of: education for residential and parking system users about safe parking practices and city laws regarding parking followed by warning and enforcement stage. The request would include a description of each of the following:
    - Parking Problem
    - Probable cause of the problem
    - Proposed boundaries of targeted emphasis
    - Neighborhood or Business Associations proposed participation and methods of encouraging best parking practices

The ONS and Parking Services team will work with the neighborhood or business association to identify the project parameters including location, training for volunteers, resources and time period of the pilot.

- **Benefits:**
  - Targeted to transient or seasonal conflicts with parking
  - Increased access to parking for area residents and businesses
  - Reduced traffic congestion
  - Increased traffic/pedestrian safety
  - Works with on-street parking opportunities
  - Incorporates education and parking options
Proposed Residential Parking Permits

**Residential Permit Parking Program Designation Process:**

- A resident or neighborhood council can petition for a Residential Permit Parking designation and a permit program through a community-initiated petition with signatures representing the affected addresses, neighborhood council and the business district. The petition would include a description of each of the following:
  - Parking Problem - forced parking at a distance or unsafe areas due to parking congestion
  - Probable cause of the problem – directly attributed to commuters or other non-residents parking
  - Proposed boundaries of the congested area
  - Number of individual addresses in the congested area

The city staff would conduct and analyze all neighborhood parking petition for those neighborhoods, which want to be designated as a Residential Permit Parking area. The Parking Services Program in conjunction with the Streets Department would be responsible for preliminary planning and for initiating the Residential Permit Parking Program in a neighborhood and any signage or markings.

**Benefits:**

- Increased access to area parking for residents and businesses
- Reduced traffic congestion
- Increased traffic/pedestrian safety
- Work in conjunction with public transportation and on-street parking
- Consider impact of non-resident parking and provides options to balance on-street parking needs
Proposed Residential Parking Options

• **Residential Parking Options:**
  - Menu of low cost options that changes the physical on-street parking environment including but not limited to:
    - Parking stall markings on pavement
    - Driveway setback markings on pavement or signage
    - Crosswalk/intersection setback markings on pavement or signage
    - Directional/wayfinding signs for off-street parking (P) free to the public
    - No Parking signage in specific locations where on-street parking creates a safety hazard for pedestrians or bicycles
    - Parking time limitation signage to increase turn over in parking

• **Benefits:**
  - Decrease in parking conflicts for residents and businesses
  - Increased traffic/pedestrian safety
  - Increase in opportunities for parking non-residential users