

Spokane Neighborhoods Community Assembly

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

Meeting Agenda for Thursday, September 7, 2017

5:30 to 8:05pm – West Central Community Center, 1603 N Belt



Proposed Agenda Subject to Change
Please bring the following items:
*Community Assembly Minutes: August 2017

AGENDA ITEM	Presenter	Time	Action	Page No.
Introductions	Facilitator	3 min–5:30		
Proposed Agenda (incl. Core Values, Purpose and Rules of Order)	Facilitator	2 min–5:33	Approve	1
Approve/Amend Minutes ▪ August 2017	Facilitator	5 min–5:35	Approve	5
OPEN FORUM				
Reports/Updates/Announcements	Please Sign Up to Speak!	10 min-5:40		
LEGISLATIVE AGENDA				
City Council ▪ ‘Ban the Box’	Breean Beggs	10 min-5:50	Oral Report	
CHHS/Community Development ▪ New RFP Process ▪ CDBG Allocations for Next Year	Dawn Kinder & Fran Papenleur	30 min-6:00	Presentation/ Q&A	
Committee Conversation ▪ CA/CD	Fran Papenleur	20 min-6:30	Discussion	
Admin ▪ Joint CA/CC Recap ▪ Form Nominations Committee ▪ October Committee Conversation	Seth Knutson	10 min-6:50	Oral & Written Report	10
Retreat ▪ Fall Retreat – Potential Date/Topics	Kelly Lotze	10 min-7:00	Oral Report	
Liaison ▪ Open Positions	Paul Kropp	10 min-7:10	Oral & Written Report	12
ONS/Code Enforcement ▪ Update on ONS/Code/Parking	Heather Trautman	15 min-7:20	Oral Report	
District 1 Spokane Matters Communication Project ▪ Update	Colleen Gardner	10 min-7:35	Presentation/ Q&A	
CA Roundtable	CA Reps	20 min-7:45	Discussion	
OTHER WRITTEN REPORTS				
Pedestrian, Transportation & Traffic (PeTT)	Paul Kropp		Written Report	14
Plan Commission Liaison	Greg Francis		Written Report	16
Land Use	Teresa Kafentzis		Written Report	18
Building Stronger Neighborhoods (BSN)	Kelly Lotze		Written Report	20
Public Safety	Julie Banks		Written Report	22
Chief Garry Park Neighborhood Day	Colleen Gardner		Written Report	23

*** IF YOU CAN'T MAKE THE MEETING, PLEASE SEND YOUR ALTERNATE!!!! ***

UPCOMING IMPORTANT MEETING DATES

- *September 12: Public Safety, YMCA Corporate Office, Boone and Monroe, 3:30pm*
- *September 21: Land Use, West Central Community Center, 1603 N Belt, 5pm*
- *September 25: Building Stronger Neighborhoods, Vessel Coffee Roasters, 2823 N Monroe, 12pm*
- *September 26: 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*
- *September 26: Pedestrian, Transportation & Traffic (PeTT), West Central Community Ctr, 1603 N Belt, 6pm*
 - *September 28: Budget, Fire Station 4, 1515 W First Ave, 6:30pm*
- *October 5: 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, papenleurf@yahoo.com

Design Review Board: Kathy Lang, klang0132@gmail.com

Plan Commission: Greg Francis, gfrancis1965@yahoo.com

Plan Commission Transportation Advisory Committee (PeTT): Kathy Miotke, 467-2760,

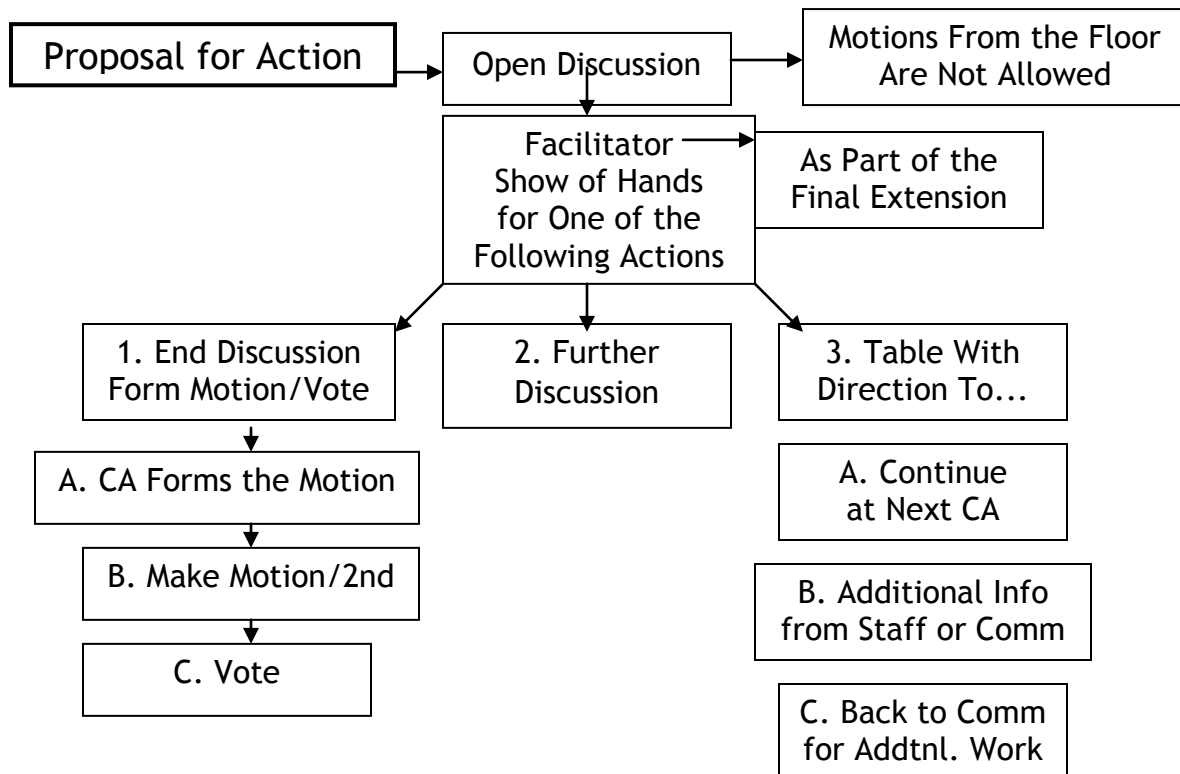
zaromiotke@yahoo.com and Charles Hansen (alternate), 487-8462, charles_hansen@prodigy.net

Urban Forestry: Carol Bryan, 466-1390, cbryan16@comcast.net, Karen Carlberg, 624-6989,

karencarlberg@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 fulfills 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 Meeting Minutes

August 3, 2017

1. Proposed Agenda
 - a. Approve as Amended
 - i. Amend: HR City of Spokane made brief announcement on Police recruitment occurring around the City of Spokane
 - ii. Rod Minarik, ONS, facilitates for BartLogue
 - iii. BSN time adjustment
2. Approve/Amend Minutes
 - a. Approved
3. Open Forum
 - a. Luke Tolley, Hillyard, distributed document regarding Sign Code work group: <https://my.spokanecity.org/projects/sign-code-update>
 - b. Colleen Gardner, Chief Garry Park, neighborhood is co-hosting “Coffee with a Cop” at Cassono’s on August 15th; Neighborhood Day September 9th
 - c. Barbara Ann Bonner, Logan, Unity in the Community on August 19th
 - d. Paul Kropp, Liaison Committee chair, will relinquish chairmanship of Liaison committee, asks for CA representative to take over
4. City Council Update
 - a. Council President, Ben Stuckart
 - i. Updates:
 1. Fair chance hiring policy: Sometimes called Ban the Box policy- would not eliminate applicants having a background check; wants to present at Admin.
 2. Existing Commercial Structures in Residential Zones: 90 structures in City right now that aren’t active- asks to take a formal stance of support
 3. Passed Utility Rates at 2.9%
 4. Colleen Gardner, Chief Garry Park, makes

Motion: CA recommends approval of Existing Commercial Structures in Residential Zones proposal to the City Council and that the Admin send a letter to the City Council prior to their meeting August 21st.

19 yes, 0 opposed, 1 abstention

5. Admin.
 - a. Tina Luerksen, Grandview-Thorpe
 - i. WSDOT wanted to speak at Community Assembly and Admin thought it was better suited to the neighborhoods, see link and contact information

in the packet <http://www.wsdot.wa.gov/planning/studies/i-90-four-lakes-idaho-operational-study>

- ii. Paul Kropp, PeTT Committee chair, said that they could come to PeTT as well for August
- iii. Admin meeting will be August 22nd, items need to be in
- iv. CA/CC Thursday, August 31st at West Central

6. Parks

- a. Jason Conley, Deputy Director, Parks
- b. Updates:
 - i. Busy season- notable change this season is with Riverfront Park due to the construction and changes and closure of the structures there
 - ii. Ice Ribbon will open in Fall 2017 (will be summer sport area too); February 2018, Louff Carousel will open with a boardwalk on the northside; South Howard bridge will reopen around Spring 2018
 - iii. Pavilion and its cover is a hot topic; Park Board hasn't made a decision yet
 - iv. Upcoming events: <https://my.spokanecity.org/parksrec/news/this-year/>
 - v. Still looking at restroom issue and challenges with winterizing them, maintaining them, and cleaning up from vandalism,
- c. Citizen interaction and structure of Parks Department:
 - i. City Charter defines governance by 10 volunteers on Park Board, 11th member is appointed by Council President to board (currently Council Member Fagan, District 1)
 - ii. Criteria for service: interest in Parks and live within City limits
 - iii. Process works by requesting app from Mayor's office when there's a vacancy, vetting process, preferred candidate goes before City Council for confirmation
 - iv. Board has two responsibilities- financial (8% of general fund from prior year; rest through programs and fees; roughly \$20million/year)
 - v. Park Board made up of subcommittees- Land, Riverfront Park, Finance, Recreation, Urban Forestry, Golf
 - vi. Park Board meets monthly at 1:30pm on Thursday at City Hall: <https://my.spokanecity.org/bcc/boards/spokane-park-board/>
 - vii. Subcommittees are comprised of Park Board members and City staff liaises to them, with the exception of the Urban Forestry committee which is more specialized
 - viii. Parks Department recommends contacting them directly to have them come to you, your Neighborhood Council meeting, etc.
 - ix. Hope to get to "visioning work" in 2018- currently challenging because of capacity with Riverfront Park
 - x. Park Board meetings on Channel 5

- d. Question about Grant Park

<https://static.spokanecity.org/documents/spokanematters/district-2/spokane-matters-district-2-grant-park-parking-solutions.pdf>

7. CHHS

- a. Fran Papenleur, Audubon-Downriver, update on RFP process and CHHS



RFP Presentation for
Aug CA.pdf

8. ONS/Code Enforcement/Parking

- a. Heather Trautman, Director

1. Introduction of new Code Enforcement Supervisor, Luis Garcia, and he will also be liaising to neighborhoods and committees
2. Online complaint form by end 2017- currently a graffiti online complaint system, this would expand content and it would automatically create a case- last year 8,100 complaints versus 3,400 in 2014
3. Traffic Calming update- 33 applications this year as opposed to 21 last year, Katie Myers (ONS) will get back to everyone regarding their applications in the coming weeks
4. Cleaning from the Corridor Fall 2017 in Bemiss: October 7, 2017, 9am-noon

9. Building Stronger Neighborhoods

- a. Kelly Lotze, Browne's Addition:

1. BSN will help with Cleaning From The Corridor (CFTC) promotion
2. Inlander's Annual Manual will go out September 5th - look for ad to promote Neighborhood Council system (will also push out ad electronically to this group)
3. Hoping for either/both Drive Time ad for \$729/ad in Give Guide (Community section) for \$795
4. BSN will forward language to Neighborhood Councils so they can be assisting with the tracking for accountability in grant allocation/use of funds

Motion: Authorize \$795 in the Inlander Give Guide

Approve: Browne's Addition, Cliff/Cannon, Minnehaha, Emerson/Garfield, Grandview/Thorpe, Southgate, East Central

Oppose: Manito/Cannon Hill, Rockwood, Audubon/Downriver, Whitman, North Hill, West Hills, Logan, Chief Garry Park, North Indian Trail, West Central

Abstentions: Lincoln Heights, Peaceful Valley

Failed

Motion: Authorize \$728 for Spokane Public Radio campaign

Approve: Peaceful Valley, Rockwood, West Central, Southgate, North Indian Trail, East Central, Chief Garry Park, Grandview Thorpe, Emerson/Garfield, Minnehaha, Cliff/Cannon, Logan, Browne's Addition, West Hills, North Hill, Whitman, Audubon/Downriver, Manito/Cannon Hill

Abstentions: Lincoln Heights

Approved

10. Awards Committee

- a. Tina Luerssen, Grandview/Thorpe
 - i. Andy Hoyer, Southgate, will serve
 - ii. Patrick Rooks, West Hills, will serve and chair
 - iii. Mark Davies, North Indian Trail, will serve
 - iv. Discussion about how to structure, how/who to recognize, ad-hoc committee will take up details

11. Committee Conversation- Budget

- a. Andy Hoyer
 - i. Page 16 of Packet
<https://static.spokanecity.org/documents/neighborhoods/getinvolved/agendas/2017/08/community-assembly-agenda-packet-2017-08-03.pdf>
 - ii. September 15th is first round deadline for invoices/expenditures to Abbey Martin, ONS: amartin@spokanecity.org (applications were due May 15th)
 - iii. Will discuss possible CA approved expenditures at next Budget meeting September 28th

12. CA Roundtable

- a. Colleen Gardner, Chief Garry Park
 - i. Compiling feedback on Development, goal to have out by October 2017 in an FAQ form
 - ii. Workshop will happen in Spring
 - iii. Spokane Matters District 1 project next month

- b. Tina Luerssen, Grandview/Thorpe
 - i. Make sure web info. is correct!
 - ii. Handbook training for BSN is tentatively Monday, October 2nd- looking for space for future trainings
- c. Rod Minarik, ONS, Full revised comprehensive plan perhaps tomorrow, definitely nextweek
- d. Rockwood is showing *Moana* movie for their neighborhood film night on August 19th at Hutton Elementary, utilizing their Budget grant
- e. Browne's Addition has three weeks left of their Summer Concert Series
- f. North Hill: Garland Street Fair next week
- g. Parks pilot program is up- contact Parks by usual process and they'll CCONS
- h. Emerson-Garfield market on the 11th, Summer concert w/ Buffalo Jones on the 9th

19 Reps Present

In Attendance: Audubon-Downriver, Bemiss, Browne's Addition, Chief Garry Park, Cliff/Cannon, East Central, Emerson-Garfield, Grandview/Thorpe, Hillyard, Lincoln Heights, Logan, Manito/Cannon Hill, Minnehaha, North Hill, North Indian Trail, Peaceful Valley, Rockwood, Southgate, West Central, West Hills, Whitman

Not in Attendance: Balboa/South Indian Trail, Comstock, Five Mile Prairie, Latah/Hangman, Nevada Heights, Northwest, Riverside, Shiloh Hills

Minutes for the meeting of August 22nd, 2017

Community Assembly Administrative Committee.

Attendees: Committee members Tina Luerssen (Secretary), Kelly Lotze, Andy Hoyer (Vice Chair), Patrick Rooks. Guest Fran Papenleu. City Staff Abbey Martin. Absent: Seth Knutson (Chair).

September 7th CA Meeting Agenda: Rod will be facilitating, as Bart is unavailable.

City Council: 10 minutes for Ben Stuckart to discuss “Ban the Box”.

CHHS/CD: 30 minutes for Dawn Kinder & Fran Papenleu to address how the new RFP process will affect NCs, and answer questions regarding CDBG allocations for next year. Fran will meet with Dawn prior to CA to ask her to remain on-topic and not bring an “agenda” of discussion points off-topic (as Parks did last month).

Committee Conversation—CA/CD: 20 minutes. Fran will lead the discussion for the CA/CD Committee.

Admin: 10 minutes for Seth to recap the Joint CA/CC meeting (8/31), and form Nominations Committee for 2018 Admin Committee, and request a committee for October Committee Conversation.

Retreat Committee: 10 minutes for Kelly Lotze to lead discussion on potential date/topics for the CA Fall Retreat.

Liaison: 10 minutes for Paul Kropp to discuss open positions. PeTT Committee has an opening for CTAB Liaison. CHHS Board Liaison will term out in 2018. Liaison Committee needs a new Chair.

Planning: 20 minutes for an update on Sign Code from Amy Mullerleile. Includes Temporary & Commercial Signage.

ONS/Code: 15 minutes for Heather to update on the 3 arms of ONS/Code/Parking, and what they’re working on currently.

District 1 Spokane Matters Communication Project: 10 minutes for Colleen Gardner to report on the team’s project.

Roundtable: 20 minutes.

Joint CA/CC Meeting Agenda: Thursday August 31st, 5pm at WCCC. Fran has offered to write up a “summary” of the meeting.

Discussion: How can City Councilmembers help Neighborhood Councils to implement their Neighborhood Plans?

CC Ordinance on Neighborhood Commercial Structures in Residential Zones.

Topics for Admin follow-up: Retreat Committee; Nominations; Awards; Committee Conversation for Land Use, Public Safety, Liaison, Admin; Land Use-Watershed discussion request.

Next Admin meeting: Tuesday September 26th, 4:30pm at ONS.

CA Liaison Committee Meeting Report August 18, 2017

Committee Roster

Susan Burns - Peaceful Valley NC
susaniburns@comcast.net / 509.701.0888
Paul Kropp, chair - Southgate NC
pkropp@fastmail.fm / 509.638.5854
Bonnie McInnis - West Central NC
bonniemci@comcast.net / 509.327.0369

Neighborhood Services Support

Jason Ruffing - Neighborhood and Housing Specialist
jruffing@spokanecity.org / 509.625.6529

Work Program For Fall 2017

The committee convened at Central Food for lunch to get acquainted with our new Neighborhood Services support staff, Jason Ruffing; to review the committee's goals; and to discuss its work plan for the remainder of 2017.

Complete Essential Documentation

The committee's goals were established at the beginning of 2016, as follows:

- *"Revise mission/purpose statement to reflect current practice."*
- *"Ensure information for each liaison and representative position is complete and current and maintained in easily accessible form, both as hard copy and on the CA web page."*

The first goal was accomplished with our finalizing the committee's policies and procedures document (attached). The second goal deserves completion and, with Jason's help, we will aim to do that by the end of this year.

Positions for Replacement or Renewal

Two CA-related positions are on the horizon for replacement or renewal .

- The **CTAB member** (PeTT appointment) - In June Jim Bakke informed the PeTT Committee he would not seek a second term on the Citizens Transportation Advisory Board (CTAB) that works with street department staff to advise the Transportation Benefit District (TBD) board on project selection funded by the \$20 car tab fee for street and sidewalk improvements. His term expires in November and PeTT will start recruiting his replacement at its August meeting. Individuals interested in joining PeTT and applying for this position can get further information on these city web pages:
<https://my.spokanecity.org/bcc/boards/citizens-transportation-advisory-board/>
<https://my.spokanecity.org/streets/maintenance/transportation-benefit-district/>
- The **CHHS member** (CA appointment) - The term of the Community Assembly's representative on the city's Community, Housing, and Human Services Board expires at the end of October next year. Next fall the Liaison Committee will prepare information and application material for the CHHS position, conduct recruitment among the neighborhood council memberships, and recommend a selection to the Community Assembly as was done for the Design Review Board and the Urban Forestry Citizen Advisory Committee this year.

2018 Committee Leadership

Paul Kropp has suggested he will not serve as committee chair next year but will not leave the committee. The committee respectfully requests the Community Assembly identify before the end of this year a CA representative to take over the chair in January.

Next Meeting

At the call of the chair. Committee meetings typically occur on a Friday.

CA Liaison Committee Meeting Notes

August 18, 2017

Paul Kropp, Chair

Committee Roster

Susan Burns - Peaceful Valley NC
susaniburns@comcast.net / 509.701.0888
Paul Kropp - Southgate NC
pkropp@fastmail.fm / 509.638.5854
Bonnie McInnis - West Central NC
bonniemci@comcast.net / 509.327.0369

Neighborhood Services Support

Jason Ruffing - Neighborhood and Housing Specialist
jruffing@spokanecity.org / 509.625.6529

The committee began discussing two liaison positions with upcoming vacancies, the CHHS board position and the CTAB (PeTT) position.

Community Assembly Community Development Committee (CHHS Board position)

- The "Purpose" section from the June 2014 CA/CD Policies and Procedures states:
"The CA Community Development Standing Committee will provide a forum for educating neighborhoods regarding CDBG finding and make policy and other recommendations in regard to neighborhood funding, through the Community Assembly, to the CHHS board."
- This may be a good time for the Community Assembly to reset the relationship with the CHHS board due to the changes with Housing and Urban Development funding.

Citizens Transportation Advisory Board (PeTT)

- The CTAB position will be open soon. Jim Bakke has said that he does not wish to remain in this position when his term expires in November. This position is a designation through the Pedestrian Transportation and Traffic Committee.

Discussion

- The committee discussed completing the table of current liaison position, contacts, terms, etc. that was started last year. There was discussion about re-organizing the committee binder or starting a new binder and organizing by liaison position. There should be a section included for the Liaison committee itself to include, meeting notes, position terms, etc.
- Paul discussed the Inland Northwest Trails Coalition and their current Latah/Hangman Nature Trail project.

Next Meeting

(to be determined later)

Submitted by Jason Ruffing
8/1/2017



PEDESTRIAN, TRAFFIC AND TRANSPORTATION (PeTT) COMMITTEE

* A Committee of the Community Assembly of Spokane Neighborhood Councils *

MEETING NOTES:

August 22, 2017 - 6:00 – 7:30 PM

West Central Community Center – 1603 N. Belt Street

CALL TO ORDER AND INTRODUCTIONS

- 12 neighborhood councils represented
- 2 city staff and 2 WSDOT staff in attendance

PRESENTATION: I-90 "Operational" Considerations in Reducing Crashes

I-90 - Four Lakes to Idaho - Operational Study (see this link)

<http://www.wsdot.wa.gov/planning/studies/i-90-four-lakes-idaho-operational-study>

WSDOT Eastern Region Staff, Mike Bjordahl and Larry Frostad, presented the study and discussed with the committee the six operational strategies identified for further investigation to implement with a roughly \$4.4 million budget. The focus of the strategies is generally between the Maple-Walnut and Altamont entrance/exits.

Traffic Incident Management: <ul style="list-style-type: none"> ▪ Focus on clearing incidents within 15 minutes to reduce secondary crashes ▪ Third response vehicle now on duty 	Work Zone Management: <ul style="list-style-type: none"> ▪ Improve work zone policy and ITS deployment for improved traveler information
Ramp Metering: <ul style="list-style-type: none"> ▪ 36% reduction in crashes ▪ Evaluated for AM, PM Peak 	Wrong Way Driver Notification: <ul style="list-style-type: none"> ▪ Estimated 30% reduction in ▪ wrong-way crashes
Active Traffic Management Signage: <ul style="list-style-type: none"> ▪ Overhead LED signs such as Variable Speed Limits can reduce crashes by 8% and Queue Warning can reduce injury crashes by 16% to 44%, each targeting rear-end crashes. ▪ High cost alternative \$20m - \$30m 	Potential Ramp Closure: Walnut EB On-Ramp <ul style="list-style-type: none"> ▪ Walnut: 98 rear end and/or merging ▪ crashes in 5-year period ▪ Monroe: 13 similar crashes in same 5-year period (none recorded in the past 18 months)

TOPIC: Information Update on Snow Plowing, Winter Parking, and Sidewalk Clearing

Abbey Martin, Neighborhood Services, updated the committee on some of the changes in city policies and operations being discussed by staff and city council in preparation for the coming winter season. There will be a more comprehensive update at the October meeting.

CTAB RECRUITMENT

Jim Bakke has told the committee he will not serve a second term on the Citizens Transportation Advisory Committee (CTAB). PeTT, then, needs to select a new member by November or until CTAB reconvenes in early 2018. CTAB works with street department staff to advise the Transportation Benefit District (TBD) board on the use of \$20 car tab revenues for street and pedestrian improvements.

See this web page:

<https://my.spokanecity.org/bcc/boards/citizens-transportation-advisory-board/>

Any neighborhood council member willing to join PeTT and serve on this "hands on" advisory board should attend the September meeting and talk to Jim Bakke.

NEXT MEETING -- September 26, 2017

Agenda TBD

POTENTIAL FUTURE AGENDA ITEMS

Comprehensive plan update: Chapter 2 Implementation for Chapter 4 Transportation
Street standards revision process
Crosswalk policies
ADA implementation
School sidewalk priority
All-city sidewalk repair and infill program
Trail projects: Centennial Trail to Fish Lake Trail, Latah-Handman Valley Trail

Plan Commission Liaison Report

September 7, 2017

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. All agendas and materials are available at <https://my.spokanecity.org/bcc/commissions/plan-commission/>.

Hearings

Parklets/Streeteries – A couple of changes were made both prior to and during the hearing for the new parklets/streeteries ordinance. One change was to require the approval of both the building owner and the tenant where the parklet or streaterie would be located (previously it was one or the other). The second change was to limit the number of parklets/streeteries to one on each side of a block (there was no limit in the draft ordinance). With these changes in place, the Plan Commission recommended that the City Council approve the ordinance by a vote of 7-0. See <https://my.spokanecity.org/projects/parklets/> for an explanation of what parklets and streateries are, their design requirements, and the draft ordinance itself.

Workshops

Spokane Falls Blvd Building Height Restrictions Report – The Plan Commission received a presentation on the final draft of the report from the Spokane Falls Blvd Building Review subcommittee. The primary outcome of the report was a recommendation that the building height limit of 100' along Spokane Falls Blvd should be raised if the volume above the 100' (or equivalent volume below 100') was dedicated to residential development. This is more restrictive than what the Downtown Spokane Partnership was proposing, which is to have no specific use requirements and no height restrictions. The report itself doesn't actually change the code but lays the groundwork for the change by recommending the change to the Plan Commission and City Council. More substantial changes would require a change to the Downtown Spokane Plan, which is already scheduled for an update review beginning in 2018. The Plan Commission approved the report from the subcommittee by a 7-0 vote. All documentation related to the report as well as the report itself is available at <https://my.spokanecity.org/projects/building-heights-on-spokane-falls-boulevard/>.

Citywide Capital Improvement Program Update – The Plan Commission does a consistency review of the annual update to the Capital Improvement Program, which documents all major projects for the city. This year's update tentatively includes information on eighty-one new projects at a cost of \$65 million. The workshop went over the draft template for the documentation of each project. We will have an actual review of at least some of the projects in September. Last year's CIP update is available at

<https://static.spokanecity.org/documents/city/2017-2022-citywide-capital-improvement-plan-2016-12-20.pdf>. Note: This document is more the 1000 pages long.

Quality Housing Standards and Definitions – This workshop was an update on one of the projects that came about as a result of the Mayor's Housing Quality Task Force. The work being done is to establish housing standards for both owner-occupied and rental properties within the city and is based on standards from HUD, the International Property Maintenance Code, the National Healthy Housing Standard, and other sources. It will tentatively come to a Plan Commission hearing sometime in November. I didn't find a project page for this project but I did find some info at **<https://my.spokanecity.org/news/stories/2017/06/06/housing-quality-definitions-standards-community-forum/>**.

Docketing Process for Comp Plan Amendments and Unified Development Code – The Plan Commission voted 6-2 against the proposed changes to the Comprehensive Plan amendment process at their hearing on 6/14/17. At the 7/13/17 joint meeting of the City Council and the Plan Commission, a discussion regarding how to gain Plan Commission support was had. As a result, several council members worked on some revisions to the proposed code changes. These changes were presented to the Plan Commission as a courtesy since the Plan Commission had already made their vote. There were two substantial changes made. One was the inclusion of an ad hoc committee comprised of both City Council and Plan Commission members (three each) to review applications and set the draft docket. The other was an addition of a requirement for applicants proposing Comp Plan map changes to make an attempt to work with impacted neighborhoods prior to the docket being set to identify concerns that the neighborhoods might have. The City Council subsequently approved the code changes at their August 21st council session. More info is available at **<https://my.spokanecity.org/projects/changes-to-the-annual-comp-plan-amendment-process/>**.

Upcoming Hearings (Tentative)

9/27 – Sign Code Amendment

Land Use Committee Meeting

August 17, 2017

Facilitator: Patrick Rooks
Secretary: Teresa Kafentzis

- Patrick Rooks – West Hills
- Robynn Sleep – Cliff Canyon
- Barbara Biles – Emerson Garfield
- Margaret Jones – Rockwood
- Teresa Kafentzis – Southgate
- Sylvia St. Clair – West Central
- Melissa Wittstruck – City of Spokane

Introductions

Review and Approve Minutes

- June minutes approved with modification from Robynn Sleep
- No quorum in July, no actions taken, notes approved

Old Business:

- **LUC Survey**
 - Teresa will attempt to send out an electronic copy for Melissa to distribute to mailing list
 - Discuss at September meeting; approve
 - Distribute in October (after start of school and before holidays)
- **Urban Densification – Robynn Sleep**
 - Discussion regarding Value of Ecosystems Services when looking at land use. What does the natural environment (trees, open spaces) do for the city? What do we lose when land use is changed from open areas to other uses? Assuring that a healthy green infrastructure is maintained with no net loss.
 - Robynn will send out the informational document including links to distribute to mailing list.
 - No action requested in July.
 - District 2 meeting on August 29 regarding park proposals for parking on part of Grant Park.
 - Suggest ad hoc committee to study open areas, parks, parking in walkable neighborhoods and for parks to ensure that the environment. If there isn't a specific project to be addressed, how would this work for LUC?
 - Discussion: There are requirements for public input for environmental concerns and impacts for projects and changes to land use. There are review processes in place but are they adequate, could they be strengthened? There is not a "parks" land use designation. Could

there be an environmental reason that a project shouldn't be approved.
Multiple parts involved in all projects.

- For example, using Grant Park for extra parking in Perry District
- Defer until September when more members are available and after the District 2 meeting and more information is available.
- **Urban Infill** – repurposing commercial properties

New Business: – none presented

Reports

- Plan Commission – Liaison, Greg Francis (Rockwood)
- PeTT Committee – Paul Kropp (Southgate)
- Transportation Chapter – Margaret Jones (Rockwood)
- Public Safety – Julie Banks (Rockwood)

Elected Representatives – Councilwoman Waldref (as needed)

Good of the Order

- Taylor Phillips has resigned from Executive Committee due to work conflicts.

Next Month's Meeting: September 21, 2017

- Margaret Jones -- Facilitator
- LUC Survey – review, approve and plan for distribution
- Urban Densification – Environmental Ad hoc committee
- Revision of sign code – Amy Mullerleile, report on progress of task force (20 minutes)

October Meeting

- Nate Gwinn, Infill Housing? (20 minutes)
- Quarterly report from Planning Director, Lisa Key (40 minutes)
- Revision of sign code – Amy Mullerleile, report on progress of task force
-

Adjourned at 6:30 pm

Community Assembly Committee: Building Stronger Neighborhoods
8/28/17 12:00PM Vessel Coffee, 2823 N Monroe

Members Present: Chris Flanagan (Manito/Cannon/Hill), Seth Knutson (Cliff/Cannon), Kelly Lotze (Chair: Browne's Addition), Dave (Rockwood), EJ (Emerson/Garfield).
ONS staff liaison: Katie Myers

- Committee Housekeeping
 - July Meeting minutes approved.
- Committee Business
 - Ann Torigoe-Hawkins with Spokane Public Radio (SPR): SPR is a nonprofit that started in the 1970's. KPBX (55,000 listeners) KSFC (15,000 reaches), KPBZ (a remix of recycled stories).
Ann presented three proposals to the group:
 1. Option 1: KPBX Special Events schedule, spots must be consecutive days, 3x per day for 12 weekdays \$21 per spot/35 spots, \$725.00.
 2. Option 2: KPBX News (either ME or ATC), 2 spots per week (3 months), \$28 per spot/ 26 spots, \$725.00.
 3. Option 3: KSFC News and Public Affairs (ME, OP, BBC, ATC, MP), 3 spots per week (3 months), \$15 per spot/ 30 spots, \$725.00.After discussion the committee decided that option 2 was most in line with what the CA approved for this ad. These ads must meet the FCC requirements - 10 seconds in length and must be factual. The ad needs to start with the name of the organization, per FCC requirements this must be the name of who the check comes from for payment; for example: this ad was brought to you by, 'the city of Spokane.' Ann will create some examples and share them with the group. Katie will check with the City to see if the use of BSN for the ad intro rather than the City of Spokane is possible.
 - BSN Facebook: Katie has reached out to the City legal department is it is ok for the BSN committee to create a Facebook page, but the page needs to clearly state this is not a City affiliated page and is completely independent of the City of Spokane. ONS and other City staff cannot have any involvement in this Facebook account. Kelly will take the lead on creating this account and maintain the page.
 - Fall budget application: Marketing money remaining - \$1572. BSN thought the most effective advertising was first the Annual Manual, then Spokane Public Radio and last KXLY. Next steps: bring this back to the table at the September BNS meeting for more discussion.
- Education & Outreach
 - Neighborhood Communication's Toolkit: training went really well, how do we have more interaction opportunities with other neighborhoods? Possibly a discussion item for the September BSN meeting.
 - Fall CFTC: October 7, 2017 in the Bemiss neighborhood. BSN members can send folks to this link to sign up to volunteer: VolunteerSpokane.org. More updates on this at next meeting.
 - Handbook training: October 2nd, find a location that has free wifi. The Corbin Senior Center is also a good location. Check with Tina to make sure this location still works. EJ will see if the Center has room availability.

- 2 Hour Free Parking: Several locations in the downtown core are offering free 2 hour parking through the major construction. Kelley will post this to the BSN Facebook Page once it is created.
- Announcements & Updates
 - Next Meeting: Next regular meeting will be on Monday, September 25, 2017 at Vessel Coffee, 2823 N Monroe St.



Public Safety Committee of the Community Assembly
Minutes August 15th, 2017-3:30 pm to 5:00 pm
YMCA Corporate Office, 1126 N Monroe
Chair: Julie Banks

Present: Julie Banks, Bruce Higgins, Charles Hansen, Mella Harmon, Sarah Tosch, Mary Ann Rapp

- **Greetings & Welcome**
- **Approval of July Minutes**
 - Motion: Bruce Higgins motion Approve the June minutes. Charles Hansen seconds the motion
- **Update on including vehicle storage amendment in Nuisance Ordinance**
 - Mary Ann Rapp had questions about on street parking and the vehicle storage ordinance.
 - Edited draft has been completed and will be sent to Code Enforcement for comments.
- **Chronic Nuisance “Observation” Discussion**
 - Bruce Higgins discussed this with the Bemiss Neighborhood Council.
 - Hoping to get additional comments from Spokane Police and possibly legal department prior to bringing back to the Public Safety Committee.
 - Mella Harmon motions for Bruce to continue working on this ordinance, Charles Hansen seconds the motion.
- **FAQ’s Resource**
 - Majority of the next meeting will be spent discussing FAQ and website ideas and issues.
 - The goal is to have a list of suggestions for an FAQ or webpage to present to the Community Assembly.

NEIGHBORHOOD



Balloon
Toss

DAY

Chief Garry



at the Park

Blood
pressure
Glucose
screening

Join us Sept
9th, 2017

11:30-2:30

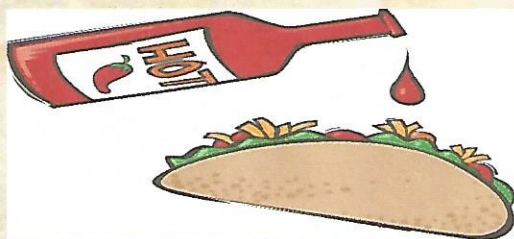
Games

Hula Hoop
contest

Raffles

Bouncy Castle

Bike Registration



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