

Spokane Neighborhoods Community Assembly
“Provide a vehicle to empower Neighborhood Councils’ participation in government”



Meeting Agenda for Thursday, November 1, 2018
5:30 to 8:00 pm, West Central Community Center, 1603 N Belt
Proposed Agenda Subject to Change
Please bring the following items:
**Community Assembly Minutes: October*



AGENDA ITEM	PRESENTER	TIME	ACTION	PAGE #
Introductions	Facilitator	3 min - 5:30	Discussion	
Proposed Agenda (Include Core Values, Purpose and Rules of Order)	Facilitator	2 min - 5:33	Approve	3
Approve / Amend Minutes	Facilitator	5 min - 5:35	Approve	5
OPEN FORUM				
Reports / Updates / Announcements	Please sign up to speak!	10 min - 5:40	Oral Report	
LEGISLATIVE AGENDA				
City Council: - Council President Stuckart: Public Safety Staffing	City Council Members	10 min - 5:50	Oral Report	
Administrative Committee - Nominations (10 min) - Awards (5 min) - November 29th CACC meeting (5 min) - Should the CACD committee be Ad Hoc? (10 min) - Should we request a meeting with CHHS to review "Where we've been, where we're at, and where we're going" with CDBG? (5 min)	Tina Luerssen Andy Hoyer Luke Tolley	35 min - 6:00	Discussion & Vote	10
Liaison Committee Report - CHHS Board Position	Paul Kropp	5 min - 6:35	Discussion & Vote	
Plan Commission Liaison Report - Infill	Greg Francis	10 min - 6:40	Oral Report	
NRO Workshops - Placeholder Request	Colleen Gardner	10 min - 6:50	Oral Report & Vote	
Policies and Procedures Committee - Vote on Modification	Kathryn Alexander	10 min - 7:00	Discussion & Vote	12
Building Stronger Neighborhoods - Retreat recap - Resources toolkit update	Tina Luerssen Fran Papenleur	10 min - 7:10	Oral Report & Discussion	38
Neighborhood and Planning Services - Traffic calming year end summary	Heather Trautman	15 min - 7:20	Oral Report	40
Roundtable - Admin Committee election results	Tina Luerssen	10 min - 7:35	Oral Report	
OTHER WRITTEN REPORTS				
Plan Commission materials	https://my.spokanecity.org/bcc/commissions/plan-commission/			
Community Assembly Committee Minutes				53
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Land Use Committee Minutes				57

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

Spokane Neighborhoods Community Assembly
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Plan Commission Liaison Report				61
Exploring the Relationship Between the Community Assembly and Its Liaisons				63
Traffic Calming Workshop				65
Neighborhood Community Development Project Summary				66

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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:

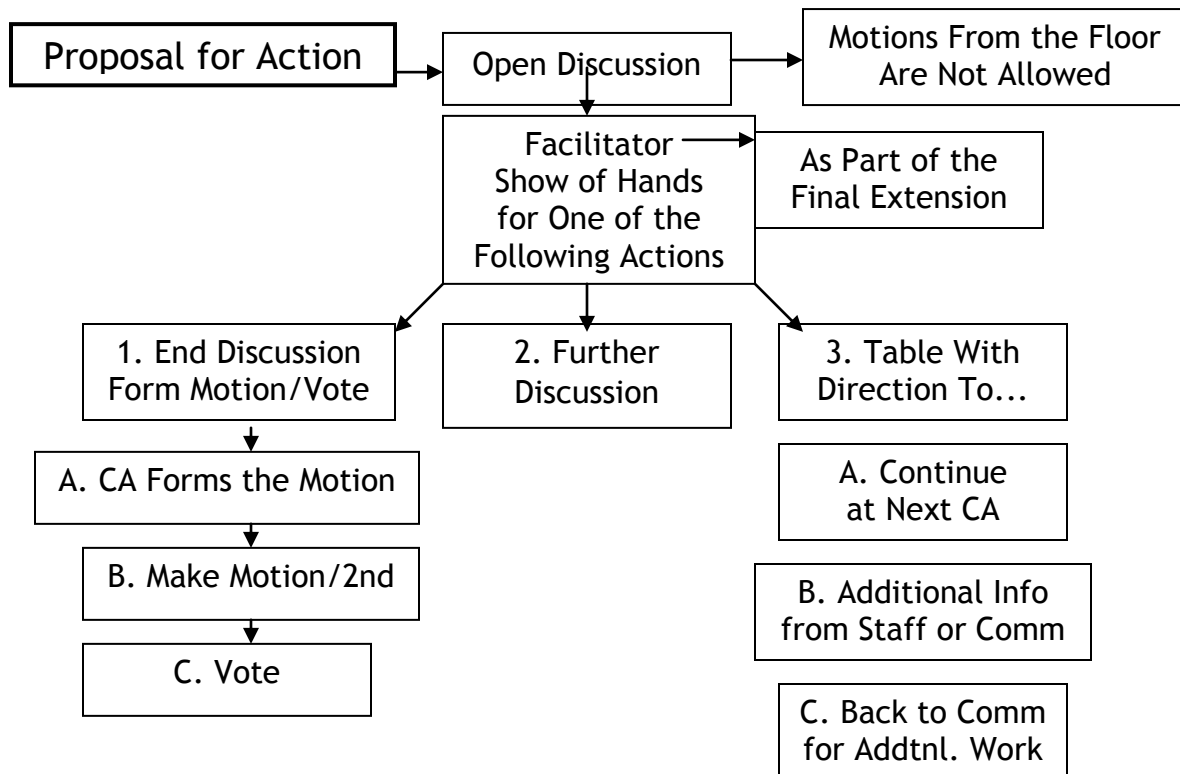
The Community Assembly fulfills its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to 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.

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
Meeting Minutes
October 4, 2018**

1. Proposed Agenda

- a. Introductions
- b. Amend agenda to reflect absences in speakers from Patricia Hansen and Colleen Gardner. Admin will consider Colleen Gardner on the agenda for November CA meeting.
- c. Approved as amended

2. Approve/Amend Meeting Minutes

- a. Approved

3. Reports/Updates/Announcements

- a. Andy Hoyer, Southgate
 - i. Provided corrected Admin Committee minutes.
- b. Tina Luerssen, Grandview/Thorpe
 - i. BSN meeting at South Hill library, 4th Monday of month at 12:00 pm. Next meeting is October 22.
 - ii. Community Assembly Retreat on Monday, October 8.
- c. Sandy Gill, North Hill
 - i. Continuing to provide historical documents to neighborhoods.
- d. Paul Kropp, Liaison Committee
 - i. Committee has received no applications for liaison to CHHS Board. Requesting support from CA representatives for recruitment.
 - ii. Applications due in two weeks on October 19.

4. CA Liaison to Plan Commission Voting Status

- a. Seth Knutson, Cliff/Cannon
 - i. Provided overview of voting on Plan Commission. Currently Liaison to the Plan Commission does not have a vote.
 - ii. Requesting a vote from the CA on a recommendation to make the Liaison to the Plan Commission a voting member on the Commission.
- b. Paul Kropp
 - i. Provided an overview on Q&A for Advisory Board and Committee Positions Allocated to the CA.
- c. CA Discussion
 - i. Question: Are there restrictions on voting member that are not on the voting member?
 - ii. Tina Luerssen shared email from Gregg Francis (Rockwood) regarding CA liaison role on Plan Commission

1. How does the liaison vote? How would the liaison represent the CA if the CA is split?
2. Plan Commissioners are selected for diversity of backgrounds and experience
3. Liaison can still have impact on discussion up until the vote
4. Potential compromise: Liaison could participate in deliberations between public hearing and vote
- iii. Expectations are embedded in City Code. Would need a strong rationale and position statement for a vote
- iv. Concern around ability to express a recommendation that represents the CA.
- v. Could have a Plan Commission liaison and liaison alternate to reduce any conflict of interest.
- d. Heather Trautman, Neighborhood Services & Planning
 - i. Described Plan Commission charter limitations, policies and procedures. Plan Commission is limited to 10 members; must have appearance of fairness with no conflicts of interest.
 - ii. Encourage Admin committee to have conversation about what is important to CA given current tools. CA does have ability to make recommendations directly to City Council independent of any liaison role.
- e. Straw poll conducted to determine if the CA wants to hold vote on making the Plan Commission liaison a voting member.
 - i. Four hands in favor; majority not in favor. Vote did not move forward.

5. City Council

- a. Council Member Candace Mumm, District 3
- b. Discussed budget updates; law enforcement staffing; possible police and fire bond in 2019
- c. Discussed traffic officers for school zones, consider a reimbursement based on officer hours. Still waiting on discussions with Spokane Police Department.

6. Ad-hoc Policies and Procedures Committee

- a. Kathryn Alexander, Bemiss
 - i. Discussed policies and procedures updates. Request to have all committee updates for November CA meeting.
- b. CA Discussion
 - i. On the record to support changing name of Public Safety Committee to Neighborhood Safety Committee without additional "Council" included in name.
 - ii. All P&P should be in main P&P document, as well as on website.
 - iii. Changes to Liaison Committee P&P provided in paper by Paul Kropp.
 - iv. BSN will review committee P&P at October meeting
 - v. Suggest to include the proposed P&P on CA landing page as draft for review.

7. Budget Committee Report

- a. Andy Hoyer
 - i. Discussed application review and approval process. Received great applications from neighborhoods. A little extra funding left over for awards process.
- b. CA Discussion
 - i. Question: How can NCs effectively use Facebook ads?
 - 1. Training on Facebook ads through BSN
 - ii. Budget committee requires a minimum of 3 members. Staffing is currently down to 3 members. Need additional volunteers for Committee in order to keep a quorum.
 - 1. Kelly Lotze, Browne's Addition, expressed interest in potentially joining.

8. Admin Committee Nominations

- a. Tina Luerssen is termed out on Admin Committee. Discussed overview of requirements for Admin Committee.
- b. Passed around a list of eligible representatives to sit on Admin Committee, asked representatives to circle yes or no if desire to sit on Committee.
- c. Option to serve on ad-hoc nominating committee as well, though will not be eligible to serve on Admin committee.
 - i. Need three on ad-hoc nominating committee: Tina, Mark Davies, Angel Meegan.
- d. Vote to approve ad-hoc nominating committee
 - i. Approved unanimously
- e. Current meetings for Admin: noon on Tuesday a week before CA (generally 9 days before the CA meeting)

9. Neighborhood and Planning Services

- a. Maren Murphy, Community Programs Coordinator, mmurphy@spokanecity.org
- b. Clean-up Program Overview PowerPoint presentation
 - i. <https://static.spokanecity.org/documents/neighborhoods/getinvolved/presentations/2018/10/oct-2018-ca-presentation.pdf>
- c. CA Discussion
 - i. Suggestion to include Reprographics and Mail in any discussion on postcard so neighborhood can understand internal process better.
 - ii. Suggestion for more sustainable approaches, utilize recycling principles.
 - 1. Follow up with Solid Waste on disposing of household batteries
 - iii. Suggestion to contact NC chairs as well for sub-committee.
- d. Heather Trautman
 - i. ONS could produce resource guide of how to dispose of items as program offering.
- e. Andy Hoyer – Consider contacting Solid Waste Advisory Committee.

- i. Andy Hoyer will put in request to talk at next CA meeting in November about Solid Waste Advisory Committee.

10. CA/CD

- a. Kathryn Alexander
 - i. Discussed overview of CA/CD meetings. Need more NC people attending meetings to understand how program works, timelines, etc. Need District 2 representatives in particular. Need a secretary for committee.
- b. Upcoming CDBG workshops
 - i. Workshop #1 - Tuesday, October 9, 2018, 11:30 am – 12:30 pm, City Council Briefing Center
 - ii. Workshop #2 - Friday, October 12, 2018, 12:00 pm – 1:00 pm, City Council Briefing Center
 - iii. Workshop #3 - Monday, October 15, 2018, 4:30 pm – 5:30 pm, City Council Briefing Center
 - iv. Workshop #4 - Wednesday, October 17, 2018, 8:00 am – 9:00 am, City Council Briefing Center
- c. CA/CD updated meeting time:
 - i. Next meeting: October 9 at 5:30 pm, West Central Community Center
- d. Request to send out status of projects to CA

11. Roundtable

- a. Andy Hoyer
 - i. Awards committee suggests duplication process from 2017 awards. Provided paper handout for awards.
 - ii. 2018 Awards:
 - 1. Spirit of Committee Award
 - 2. Neighbor Award
 - 3. Jeanette Harras Volunteer Award
 - 4. Lifetime Achievement Award
 - iii. Send digital copy of award outline to CA
- b. Paul Kropp
 - i. Acknowledgement of early contributions on Plan Commission Liaison
- c. Tina Luerssen
 - i. The Building Stronger Neighborhoods (BSN) committee is seeking to meet with all new CA reps to receive a Community Assembly Handbook training. Please contact Tina Luerssen to schedule a time to receive the training if you have not already done so. To schedule your training please reach out to Tina Luerssen, macluerssen@gmail.com.
- d. Fran Papenleur, Audubon/Downriver
 - i. Provided final reminder for CA Retreat on Monday, October 8
- e. Heather Trautman

- i. Provided a recap of the CFTC event on September 29. Removed 55,000 pounds over 5.5 hours.
 - ii. Fran Papenleur provided shout out to City for partnerships and collaboration.
- f. Kelly Lutze
 - i. Building Stronger Neighborhoods is now on Facebook: <https://www.facebook.com/Building-Stronger-Neighborhoods-Spokane-323067201491663/>
- g. Kathryn Alexander
 - i. Discussed NC special events in parks, and how to determine free neighborhood event vs. regular special events. Discussed funding challenge with Parks wanting to do a reimbursement process, but NCs prefer waiver due to funding structure.
 - ii. Heather Trautman – Has asked Parks to provide summary of events in 2018
 - 1. Parks is working on a permit guide.

Representatives Present

In Attendance:

Audubon/Downriver
 Bemiss
 Browne's Addition
 Cliff/Cannon
 East Central
 Emerson-Garfield
 Grandview/Thorpe

Hillyard
 Lincoln Heights
 Logan
 North Hill
 North Indian Trail
 Peaceful Valley
 Riverside

Rockwood
 Shiloh Hills
 Southgate
 West Central
 West Hills
 Whitman

Not in Attendance:

Balboa/South Indian Trail
 Chief Garry Park
 Comstock
 Five Mile Prairie
 Latah/Hangman
 Manito/Cannon Hill
 Minnehaha
 Nevada Heights
 Northwest

2018 Community Assembly Awards

The Awards Committee met and decided to duplicate the awards from last year. Please nominate individuals from the CA and/or from your neighborhoods for the four awards we have used in the past:

Jeannette Harras Volunteer Award – Uncommon dedication to the CA

Spirit of the CA Award – CA Committee Members

Good Neighbor Award – Neighborhood Contributor

Lifetime Achievement Award – For a long period of service, usually presented near, at or shortly after the end of the term of service

They are described in more detail on the attached page.

In your nomination please list:

Award Type

Nominee Name

Position(s) held by the person

Reason(s) why this person should receive the award

Please email them to me, Andy Hoyer at ahoyer@comcast.net on or before November 15. You do not need to use this form, but please include all four items. The Committee will meet, review the nominations and order/prepare the awards for presentation at the December meeting.

Spirit of the CA Award

The Spirit of the CA award recognizes *CA committee members* who exemplify the Community Assembly's purpose and values. Nominees for this award should have demonstrated exceptional commitment to their duties as committee members.

Good Neighbor Award

The Good Neighbor Award celebrates individuals from neighborhood councils who deserve special recognition for their work in their supporting their neighborhood and the neighborhood council.

Jeanette Harras Volunteer Award



Jeanette came to the Community Assembly in 1999. Her dedication was extraordinary.

In her 15 years of involvement, she is said to have attended all meetings connected with both the Community Assembly and the Logan Neighborhood Council, which she chaired.

She is reputed to have sat on every committee including the Retreat, Admin, Public safety, CA/CD, Building Stronger Neighborhoods, PeTT, and Land Use. She chaired the following committees: Nominations, Liaison, and Policy & Procedures committees. After developing the Liaison Committee, she performed the interviews for every Liaison position.

Jeanette volunteered for KSPS, arranged for the exercise equipment for seniors that now reside in Mission Park, and she is responsible for the crosswalk at Mission and Superior. Also, she worked eight hours a day at her family's business, Sun Puff Concessions. Sadly, Jeanette fell ill in May 2014 and passed away the following January.

This award is to celebrate and recognize others who follow in her exemplary footsteps. It will be awarded to the CA representative, alternate, or liaison who receives the most nominations for this award.

Lifetime Achievement Award

This award is presented to an individual who has devoted an extraordinary period of time to the CA over many years, marked by consistent high-quality work. It is generally presented at or near the end of the term of service.



Community Assembly
Policies and Procedures

Revised Aug 2018

I. Purpose: The Community Assembly (CA) is a mandated coalition of recognized independent neighborhood council representatives or designated alternates (hereinafter referred to as “representatives”), recognized in Article VIII, Section 75 of the City Charter, and serves as a forum for the discussion of issues of broad interest to the neighborhoods and City.

II. Duties and Responsibilities: As outlined in the City Charter, the CA shall:

- A. Review and recommend an action, policy or plan to the City Council, neighborhood committees, the mayor, and any City agency, commission, or board on any matter affecting the City;
- B. Support and promote citizen participation and neighborhood enhancement;
- C. Promote and facilitate open communication between the City and neighborhood councils and provide a primary means of communication between individual neighborhood councils;
- D. Take action on items when member neighborhood councils request assistance with specific problems, or if the membership feels that a common problem requires common action;
- E. Consider all sides of issues before the Community Assembly and engage in thoughtful dialogue.

III. Membership:

- A. Membership in the Community Assembly is available to neighborhood councils, as recognized in Article VIII, Section 73 of the City Charter.
- B. Each neighborhood council shall have one representative and an assigned alternate to operate in the absence of the representative.

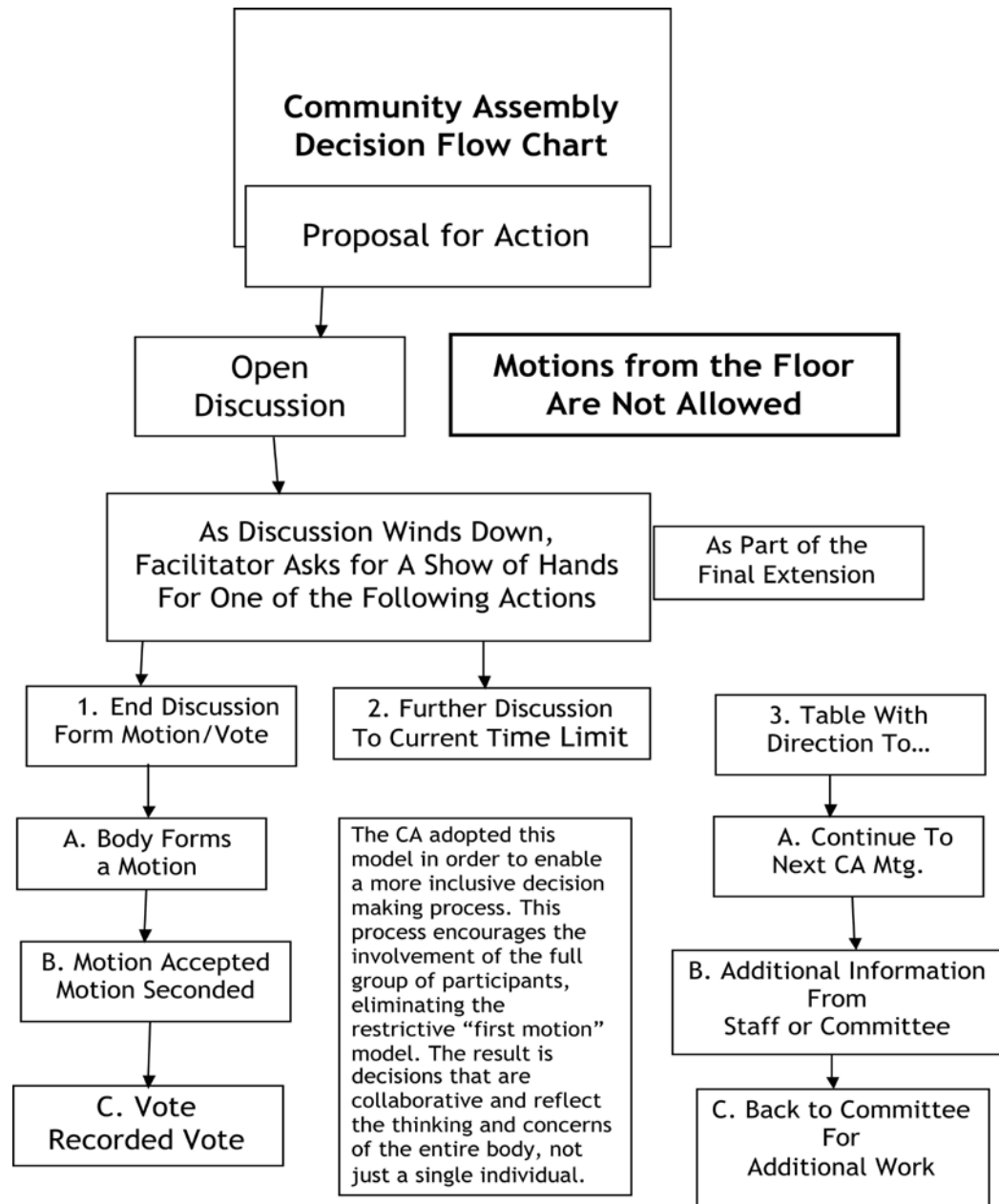
- C. Each neighborhood council must submit in writing or by email, the names of their representative to the Office of Neighborhood Services as changes occur.
- D. Each neighborhood council representative has one vote.
- E. A representative may only vote on behalf of one neighborhood at a CA meeting.

IV. Meetings:

- A. A minimum of ten regular meetings shall be held annually.
- B. Meetings with the City Council shall be held a minimum of three times annually.
- C. Electronic recording of Community Assembly and Community Assembly committee meetings shall be allowed. If a recording is to take place, it shall be disclosed by the recorder, including members of the media, and announced by the meeting facilitator prior to the beginning of that meeting's business.
- D. Decision-making process: (See figure below for a graphical depiction of what follows.)
 - 1. An independent facilitator shall preside at CA meetings. In the absence of a facilitator, an Office of Neighborhood Services representative may preside. The facilitator shall act in accordance with the procedures outlined herein.
 - 2. To speak at a meeting, a person must be recognized by the facilitator and only one person can be recognized at a time. Each speaker has two minutes. When all who wish to speak have been allowed their time, the rotation may begin again.
 - 3. When a proposal for action is made, open discussion shall occur before a motion is formed by the group.

4. As part of the final time extension request, the facilitator shall request a show of hands by the representatives to indicate which of the following actions the group wants to take:

- a. End discussion and move into forming the motion and voting,
- b. Further discussion,
- c. Table discussion with direction,
- d. Request time to continue discussion at next CA meeting,
- e. Request additional information from staff or CA committee,
or
- f. Send back to the appropriate CA committee for additional work.



5. All other questions regarding the running of the meeting shall be decided by the facilitator. If someone speaks out of turn or disrupts the meeting, the facilitator can rule that person out of order. If anyone objects to any decision by the facilitator, that person can challenge the ruling of the facilitator. When this occurs, each representative and the facilitator, can speak to the challenge once

and for only one minute. Then debate is ended and a vote is taken immediately to either uphold or reject the decision of the facilitator.

6. Meeting timetable protocol:

- a. When a presenter has one minute left in the time allotted, the facilitator shall raise a yellow card and indicate a verbal notice.
- b. Should any representative wish to extend the time of the presentation or comment/question period, they may make a motion to extend the time by five (5) minutes.
- c. An immediate call shall be made for a show of hands in support of the extension of time. With a simple majority (50% plus 1) concurring, the time shall be reset by the amount of time requested.
- d. Extensions shall be limited to two (2) or until a request fails to show a simple majority approval.
- e. After two (2) extensions, if a motion is on the table, the facilitator shall call for a vote on the motion. The CA can approve, not approve, or table the discussion.
- f. If there is no motion on the table, a request may be made to either reschedule the presenter to a later meeting, or ask the presenter to stay and finish at the end of the agenda.
- g. When the allotted time has expired, a red card and verbal notice shall be given.

7. 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. An abstention records a member's attendance but neither a "yes" or a "no" vote.

c. 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.)

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

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

V. CA Committees

A. The function of CA committees shall be to research issues that may impact neighborhoods or those designated by the CA and report their findings and proposed recommendations to the CA for appropriate action.

B. All committees must include a minimum of three (3) assigned representatives in order to have standing.

C. When a committee is initially established by the CA, one of the representatives shall be appointed the interim chairperson by the CA. At the first committee meeting, there must be an election of officers.

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.

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. Neighborhood Safety
9. Retreat

F. Membership and Officers/Terms

1. In addition to the CA representative, committee membership shall be open to all interested Spokane residents and representatives of agencies, businesses, government, organizations and property owners.
2. Each committee shall have a minimum of two (2) elected officers. These officers shall be a chairperson and secretary.
3. Officers shall be elected at the first meeting of the committee and as determined by the committee thereafter.
4. Each officer of the committees must be a member of a neighborhood council.

G. Committees shall follow the CA's decision-making process. (See Section IV. D.)

H. Committees shall present a report to the CA on a quarterly basis or more often if requested by the CA. Each standing committee shall be encouraged to present a report in person to the CA at least once a year.

I. Recommendations from a committee shall be presented to the CA for the CA to determine appropriate action.

J. Standing Committee Policies and Procedures:

1. Each committee will complete/review/modify a Policy and Procedures Committee document in accordance with the Committee Policies and Procedures Template prior to the November CA meeting **and submit the revised document to the *ad hoc* Policies and Procedures Committee for inclusion in the main document.**
2. The document shall include its charge, goals, membership, meeting times, officers and terms, reporting, decision-making process and calendar. (See Section XI.)

VI. Administrative Committee:

A. Duties: The Administrative Committee shall:

1. Set CA meeting agendas. In the time between an Administrative Committee meeting and the next scheduled CA meeting, the Administrative Committee may adjust the draft agenda through **email discussion and vote.**
2. Sign CA communications.
3. Notify neighborhood council executive committees of the absences of a representative at regular CA meetings. (See Section IV.D. 7. b.)
4. Keep and maintain a yearly calendar of recurring CA business and events.
5. Manage the use of the City Council placeholder position.

B. Positions

1. There shall be five positions. An individual may serve only two terms in any one position.
2. The Chairperson shall serve as the contact person, spokesperson and signatory for the CA.
3. The Vice Chairperson shall act as the Chairperson in the absence of the chairperson.

4. The Secretary shall record minutes and keep attendance for both administrative committee meetings.

C. Qualifications: Members of the CA Administrative Committee must:

1. Be a currently serving CA representative
2. Have attended at least six (6) regular CA meetings within the last two (2) year.
3. Agree to serving at least one full term.

D. Nominations and Elections:

1. Nominating Committee shall be composed of three (3) representatives selected by the CA.
2. Representatives are not eligible to be nominated for the Administrative Committee while serving on the Nominating Committee.
3. Assumption of duties: The newly elected Administrative Committee members will assume office and duties immediately upon election.
4. Nominating Election Time Frame:
 - a. First month – September – form Nominating Committee.
 - b. Second month – October – bring back a qualified pool of potential candidates
 - c. Third month – November – vote by CA for Administrative Committee members.

E. Term Limits:

1. An Administrative Committee member may serve for a maximum of three (3) consecutive one-year terms.
2. A one-year break in service from the Administrative committee will allow qualified candidates to be nominated.

F. Replacement of Administrative Committee members:

1. In the case of a vacancy, the CA shall elect a replacement at the earliest convenience from a qualified pool of candidates. (See Section VI. D.)
2. If the vacated position is the chairperson, the vice chairperson shall assume the chairperson's position and a replacement vice chairperson will be appointed by the Administrative Committee.

VII. Logo:

A. The Community Assembly logo is only to be used under the following circumstances:

1. By the chair of the Administrative Committee for official CA business,
2. By a vote of the CA,
3. By Office of Neighborhood Services, on behalf of the CA, for official CA communications and publication, or
4. By CA committee chairs and secretaries for CA committee minutes and agendas.

B. Committee proposals not yet approved by the CA may use the logo accompanied by a "DRAFT" watermark on the document.

C. Use of the logo otherwise is not allowed without permission of the CA membership or Administrative Committee.

VIII. CA Placeholder on the City Council agenda

A. The Community Assembly placeholder on the City Council agenda shall be used for reports and statements that have received majority approval of the CA.

B. Any committee or group of neighborhoods who has prepared a position paper on behalf of the CA, may request of the Administrative Committee time on the CA agenda in order to present the paper, seeking feedback and approval. Once approved, the committee or group may represent the CA at a City Council meeting, when appropriate.

C. The Administrative Committee will notify the City Council of the use of the placeholder.

D. In the case of time-sensitive issues, the Administrative Committee may approve a position paper/report by four (4) affirmative votes and allow the use of the placeholder position at a City Council meeting. In this instance, the report will not be considered to be representative of the entire CA, and such will be stated to the City Council. This action will be reported at the next CA meeting.

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.

X. Amendments

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 for Template.)

Addendum--Template

I. Charge:

II. Goals:

III. Membership:

IV. Meeting Times:

V. Officers and Terms:

VI. Reporting:

VII. Decision-Making Process: Refer to the CA Policies and Procedures.

VIII. Calendar:

Addendum – Standing Committees Policies and Procedures

Administration – no Policies and Procedures

A. Budget Committee Policy and Procedures - December 2015

a. **Our Mission:** To assist Neighborhood councils financially to support and develop themselves to better serve their neighborhoods.

b. **Duties:**

- i. Establish and maintain publicly-sourced budget fund accounts for each neighborhood. This duty and these accounts shall be limited to review of proposals, receipt, management and distribution of funds received from formal public sources such as the Spokane Office of Neighborhood Services, or another public entity that have specific spending guidelines.
- ii. Encourage independent neighborhood funding of all Neighborhood Council activities. However, the Budget Committee

shall not be responsible for independently funded programs wholly generated within a neighborhood.

- iii. The Committee shall research, plan and write grants for continued and future funding from any and all sources, and shall review this effort at every meeting.
- iv. Each neighborhood shall be assigned to a Committee member for direct oversight. Each Committee member shall be assigned no fewer than five neighborhoods. Oversight shall include monitoring the budget-related activities of each neighborhood. Every neighborhood shall be discussed briefly, or reported on by absent committee members, at each meeting.
- v. The Committee can counsel neighborhoods, but final approval or rejection of all proposals for funding shall reside with the funding source or agency, not with the Committee.

c. **Membership:**

(From the CA Policies & Procedures for Standing Committees) The Committee shall maintain a minimum of three members who are members of different Neighborhood Councils with maintained voting status on the Community Assembly. Membership of committees shall be open to all interested citizens and representatives of agencies, businesses, government, institutions and property owners, in addition to Community Assembly Representatives and Alternates.

Operationally, the Committee will have five members, each representing a different neighborhood, and each of the five members shall have one vote. Proxies are not allowed -- members must be present to vote. Three members shall constitute a quorum.

Consensus is not required for action in the Committee – a simple majority is sufficient for action. For actions resulting in a tie with no abstentions (if only four members are present), the vote of the fifth member shall be solicited by phone. If an abstention or other event (such as a resignation and unfilled position) results in a tie, the unresolved action shall be taken to the next CA meeting for action.

Actions taken between meetings shall be avoided; however, for actions required to be taken between scheduled meetings, an effort shall be made by the Chair to contact all members and achieve a majority. Any interim actions shall be ratified at the next meeting and included in the minutes.

d. **Officers and Terms:**

Three officers shall be determined by vote or consensus or appointment by the Chair. These shall be Chair, Secretary and Treasurer. Duties of the Treasurer shall be to review and certify all distributions, working closely with the ONS and the assigned oversight committee member. Duties of the Secretary shall be to take notes at meetings and prepare the minutes so that committee members have them *before* the next meeting, in time to review. Approved minutes are to be submitted to ONS for inclusion in the Budget Committee binder. The Secretary also submits the sign in sheet and the agenda with the minutes. The duties of the Chair consist of sending out the agenda for each meeting in a timely manner. They can be submitted by email to NeighborhoodAgendas@spokanecity.org. Elections of officers shall occur annually in December for terms beginning the following year.

The term of office as a member of the Committee shall be two years, with a maximum of two consecutive terms. Terms shall be staggered which means that two of the five membership terms shall expire one year after the inception of the Committee in January, 2016, thereby assuring that at least two members from the previous year are present at the beginning of each year.

Meeting Schedule: The Committee shall meet monthly, or as needed, but no fewer than three times per year, including one January meeting to elect officers.

e. **Reports:**

Written reports: The Secretary shall provide to the ONS (as detailed above), and to the members of this Committee, the minutes from the most recent meeting within one week.

A report limited to the account status of each individual neighborhood will be sent to the Chair of that neighborhood, monthly by the committee member having oversight for that neighborhood.

A yearly summary of the budget committee activities, along with the goals for the coming year will be submitted to the Community Assembly in December.

Oral reports: The Committee shall approve presentations and presenters reporting on behalf of the Committee to the CA or other forum.

ONS Staff Support: TBD

B. Building Stronger Neighborhoods - Revised 1/28/2013

- a. **Mission Statement:** “Build stronger neighborhoods by promoting the growth of Neighborhood Councils through training, education, and opportunities, with input from the Neighborhood Councils.”
- b. **Membership Note:** Same for all standing committees – see Section D-Community Assembly Committees
 - I. Committees shall maintain a minimum of three members who are members of separate Neighborhood Councils with maintained voting status on the Community Assembly.
 - II. Membership on committees shall be open to all interested citizens and representatives of agencies, businesses, government, institutions, and property owners, in addition to Community Assembly Reps and alternates.
- c. **Voting & Quorum:** At minimum representation from 3 separate Neighborhood Councils and 2/3 of the executive team (members or

which can also count toward the representative of the three separate Neighborhood Councils required) will constitute a quorum for voting purposes. When there is no consensus, the committee members present will vote and a 2/3 majority vote is needed to pass a recommendation on to the Community Assembly.

- d. **Officers and Terms:** Calendar year term with elections in December.
- e. **Meeting Schedule:** 4th Monday of each month at 5:00-6:00pm at Fire Station 4, 1515 W. Riverside Ave.
- f. **Reports:** Committee procedures require minimum of once per quarter or more often if requested by the Community Assembly; written minutes to be included in CA packets each month.

ONS Staff: Support: TBD

C. Community Assembly Community Development Committee Policies & Procedures - Revised January 2018

Purpose: The CA Community Development Standing Committee will provide a forum for educating neighborhoods regarding CDBG funding and make policy and other recommendations in regard to neighborhood funding, through the Community Assembly, to the CHHS Board.

Membership: Same as Community Assembly Policies & Procedures for Standing Committees, which are as follows:

1. Committee shall maintain a minimum of three members who are members of separate Neighborhood Councils with maintained voting status on the Community Assembly.
2. Membership on committees shall be open to all interested citizens and representatives of agencies, businesses, government, institutions in addition to Community Assembly Representatives and Alternates. CA-CHHS Liaison

Voting: One vote for each Neighborhood Council in attendance.

Quorum: At minimum, representatives from three separate Neighborhood Councils and 2/3 of the committee's executive team (members of which also count toward the representation of the three separate Neighborhood Councils required), will constitute a quorum for voting purposes.

Email Polling Procedure: To facilitate the work of the committee that needs to be completed between meetings

1. In order to qualify for email polling a matter must have been discussed at a regular meeting of the committee
2. The committee must agree to the poll being used.
3. A quorum must respond to the survey and approve the action
4. The action taken will be noted in the minutes of the next regular committee meeting.

Officers and Terms: Terms are one year in length and voting representatives may serve in any one position no more than two consecutive terms.

There will be a minimum of three and up to 5 voting representatives serving on the Executive Team.

Chair: The Chair is responsible for communicating with the committee, setting the agenda with the approval of the Executive Team and facilitating Committee meetings unless another team member or independent facilitator is designated. The Chair may also call Executive meetings.

Vice Chair: The Vice Chair is responsible for acting as Chair when the Chair is not available. This individual will also ensure that the sign-in sheet is available and that attendees are signed in for voting purposes. During votes, this individual is responsible for counting and identifying official votes.

Recorder: The Recorder is responsible for taking official minutes for Committee meetings and Executive Team meetings. The Executive Team may request a ONS/CE or CHHS staff member to take minutes at a regular committee meeting. The minutes will be submitted to the Chair for approval. Approved minutes will be sent ONS/CHHS support staff to be sent to the committee members in advance of the scheduled meetings, as well as a copy for the Community Assembly monthly meeting packet and the committee's record book located in the ONS/CE office.

Reports: The chair will prepare and deliver in person a report to the Community Assembly at least twice a year or more often if needed. Ideally all minutes will be forwarded to ONS for inclusion in the CA packet

Elections: Elections for the executive team will be held annually in the month of December. The Executive Team and officers take office immediately upon election.

City Liasons: Support will be offered by CHHS for HUD content and expertise, and by ONS for city department and policy expertise.

D. Land Use Committee Policies and Procedures

a. Mission Statement

A standing Committee of the Community Assembly (CA), the Land Use Committee (LUC) seeks opportunities to interact with Neighborhood Councils (NC), citizen groups and individuals within the boundaries of the City of Spokane to serve as a resource for land use resolutions: to propose changes to policies, regulations, actions and plans to the Community Assembly.

b. Purpose

The LUC provides education, information and resources by our outreach to City Departments including the Office of Neighborhood

Services (ONS), Code Enforcement (CE), Planning Services Department (PSD) and the collected wisdom of our Neighborhood Councils. The CA-LUC will take on inquiries as directed by the City and/or assigned by the CA and/or from other Committees and/or Subcommittees in addition to Neighborhood Councils.

c. Membership

As per CA Policies & Procedures for standing committees, LUC membership is defined as follows:

- I. The LUC shall maintain a minimum of three {B} members who are members of separate NC's with maintained voting status on the Community Assembly, which represents a quorum.
- II. Membership on the LUC shall be open to all interested citizens and representatives of agencies, businesses, government, institutions and property owners, in addition to CA Representatives and Alternates.

d. Voting

Voting members of the CA-LUC are defined as follows:

A single Official representative or alternate from each NC may vote as long as the neighborhood has been represented at the previous two consecutive CA—LUC meetings.

Anyone attending the meeting may vote and have standing to discuss the issue/motion on the table. However, the official vote shall be represented and recorded by the NC representatives with standing only.

e. Emergency Votes

In case of emergency, the Chair may call a vote between meetings of the CA-LUC. The pending question or vote will be sent via email format to Executive Board members. Qualified members are required to vote via email.

f. Leadership

An Executive Board serves as the leadership of the CA-LUC and is defined as follows:

- I. Terms of one (1) year in length and qualified individuals may serve in any one (1) position for no more than two (2) terms.
- II. There may be up to five (5) members serving on the Executive Board. The Board members will determine which members will serve in the various defined positions or the Board may choose to rotate leadership positions as it sees fit.

g. Chair. The Chair is responsible for communicating with the LUC, setting the agenda with the approval of the Executive Board, facilitating LUC meetings and reporting to the Community Assembly after such report is approved by the LUC. The Chair may also call Executive Board meetings and serves as facilitator as well.

h. Vice Chair. The Vice Chair is responsible for acting as Chair when the Chair is not available. This individual will also ensure that the sign-in sheet is available and that attendees are signed in for voting purposes. During votes, this individual is responsible for counting and identifying official votes.

i. Recorder. The Recorder is responsible for taking official minutes for all LUC and Executive Board meetings. This individual will forward the minutes to the Office of Neighborhood Services (ONS) to distribute to LUC members one (1) week in advance of the regularly scheduled LUC meetings.

j. Other Executive Board positions may be appointed by the Chair and by vote of the Executive Board.

k. Elections

Elections for LUC Executive Board leadership will take place once a year in December. A review of eligible members who are qualified voting members shall be reviewed each November prior to elections.

ONS Staff Support: TBD

E. Community Assembly of Spokane Neighborhood Councils Liaison Committee

Policies and Procedures (DRAFT September, 2017)

A. Committee Charge

Maintain the city-established positions on advisory boards and commissions related to the Community Assembly.

B. Functions

The committee will (1) keep up to date a profile of basic information for each liaison and representative board and commission membership position related to the Community Assembly, including a position-specific statement of duties and responsibilities; (2) manage and recommend as necessary liaison and representative member appointments and reappointments according to term limit provisions; (3) engage in periodic evaluations of liaison and representative activities; and (4) monitor their timely reporting to the Community Assembly.

C. Membership

The committee operates with a minimum of three individuals who are members of different neighborhood councils.

D. Meetings [amendment]

The committee meets ~~monthly~~ or as needed to accomplish its functions at the call of the chair or of two members. For the convening of a meeting, a quorum is a majority of members. ~~The committee annually will agree a day of the month~~

~~regular meeting date and report it to the Community Assembly for the master calendar. The committee's meeting date in 2016 is the second Friday of the month, or the Friday after the monthly Community Assembly meeting.~~

D. Officers and Terms

The committee will operate with a chair and secretary or, in the absence of a secretary, with a chair who agrees to prepare agendas, provide meeting notices and submit a meeting report to the Community Assembly after every committee meeting. The committee does not operate unless one member agrees to the duties of committee chair. The chair and secretary responsibilities are calendar year commitments, ordinarily agreed to toward the end of the calendar year for the succeeding twelve-month period.

E. Decisions

For matters requiring a decision at a meeting convened with notice and a quorum being present, the committee will make its determination by the consensus of members or by agreement without objection. An affirmative vote on a matter submitted to all committee members by e-mail requires unanimous consent to the text of a resolution.

F. Selection Standards [added section]

Selections for nomination by the Community Assembly to liaison and membership positions allocated to the Community Assembly by city code will be neighborhood council members in good standing who are qualified for the positions and acknowledge the responsibilities the positions entail.

ONS Staff Support: TBD

F. Community Assembly of Spokane Neighborhood Councils Pedestrian, Transportation and Traffic Committee (PeTT)

Policies and Procedures (January, 2017)

A. Committee Charge:

Support the Community Assembly and neighborhood councils in promoting active, livable neighborhoods with multi-functional streets and a balanced transportation system.

B. Committee Function:

The committee receives the concerns and issues of the neighborhood councils related to streets, traffic safety, active living and transportation issues in general, and works with the Community Assembly, city staff and city council to evolve solutions and make recommendations.

C. Focus Areas:

The committee from time to time may identify, or the Community Assembly may suggest, topics of specific interest for the committee's continuing attention. The committee's focus area topics will be reviewed and restated by the committee in January of each year and may be reduced to four or fewer.

D. Participation and Attendance:

Committee participation is open to any and all individual members of neighborhood councils in good standing with the Community Assembly. The names of individuals attending committee meetings will be recorded according to their neighborhood council and as either self-identified neighborhood council representative, neighborhood council alternate representative, or other.

E. Meetings and Notice:

The committee will establish a monthly meeting schedule to minimize conflicts with neighborhood council monthly meetings. Notice of monthly committee meetings and meeting agendas will be distributed to an email list maintained by Neighborhood Services no later than the day prior to the monthly meeting date, or any day of the prior week if possible. Committee meetings may not convene without there being present neighborhood council representatives or alternates of three different neighborhood councils in good standing with the Community Assembly.

F. Quorum and Decisions:

A quorum for the purpose of reaching a decision is six (6) neighborhood council representatives or alternates of neighborhood councils that have been represented at three (3) of the past six (6) regular committee meetings. For matters requiring a decision at a meeting convened with notice and a quorum being present, the committee will make its determination by the consensus of members or by agreement without objection. Voting by means of e-mail is not available.

G. Officers and Terms:

The committee will operate with a chair and secretary or, in the absence of a secretary, with a chair who agrees to prepare agendas, provide meeting notices and submit a meeting report to the Community Assembly after every committee meeting. The committee does not operate unless one member agrees to the duties of committee chair. The chair and secretary responsibilities are calendar year commitments, ordinarily agreed to toward the end of the calendar year for the succeeding twelve-month period.

H. Advisory Position Selection

The committee holds membership positions on the Citizens Transportation Advisory Committee (CTAB) and the Plan Commission Transportation Subcommittee (PCTS) per respectively Transportation Benefit District Resolution 2010-02 and City Council Resolution 2014-0078. The committee will work in conjunction with the Liaison Committee as from time to time may become necessary to nominate individuals to occupy these positions who are members of neighborhood councils in good standing and who agree to regularly report to the committee and the Community Assembly.

G. NEIGHBORHOOD SAFETY COMMITTEE POLICY AND PROCEDURES

August 2010

Mission / Purpose Statement: The Community Assembly Public Safety Committee will research issues involving public safety as directed by the Community Assembly, as requested by City Departments or Committee Members and provide recommendations on these issues to the Community Assembly.

Membership: Same as Community Assembly Policies & Procedures for standing committees which are as follows

1. Committees shall maintain a minimum of three members who are members of separate Neighborhood Councils with maintained voting status on the Community Assembly. 2. Membership on committees shall be open to all interested citizens and representatives of agencies, businesses, government, institutions, and property owners, in addition to Community Assembly Representatives and Alternates.

Voting and Quorum: At minimum, representation from three separate Neighborhood Councils and 2/3 of the executive team (members of which can also count toward the representation of the three separate Neighborhood Councils required) will constitute a quorum for voting purposes. When there is no consensus, the committee members present will vote and a 2/3 majority vote is needed to pass a recommendation on to the Community Assembly.

Officers and Terms: The committee will have a minimum of three officers. Chairperson, Vice-Chairperson and Secretary. Elections will be in November for a term of one year.

Meeting Schedule: The committee meets the 4th Tuesday of each month, January through November. Additional meetings may be called as necessary.

Reports: Community Assembly Policy and Procedures require a report from standing committee once per quarter or more often if requested by the Community Assembly.

H. Retreat – No Policies and Procedures



DATE: November 1, 2018

RE: 2018 Community Assembly Fall Retreat/Workshop

FROM: *Neighborhoods USA (NUSA) 2018 Attendees:* Tina Luerrsen (Grandview-Thorpe); Gretchen Chomas (Bemiss); Karen Sutela (East Central); Fran Papenleur (Audubon-Downriver)

This workshop was held on Monday October 8th from 9 am to 1 pm, and the theme was *Neighborhoods Building Community through Connections, Collaboration, & Events*. We divided the workshop into two 2-hour panels. The first was a Service-oriented panel. The panelists included PJ Watters of Innovia Foundation; Amber Waldref of The ZONE Project; and Chris & Teresa Venne of Kiwanis and ECCO.

The second, a Public-oriented panel, included panelists Andrew Chanse of Spokane Public Libraries; Nicole Rosenkrantz of Spokane Public Schools; and Mariah McKay of U-District and Spokane Independent Metro Business Alliance. Aaron McMurray of Innovia was moderator. After all panel participants had given their presentation, extended time was allowed for Q&A.

There were almost 40 neighborhood/community leaders in attendance. Below is a summary of the [25] evaluation forms received.

- On a scale of 1-10 with 10 being highest, participants rated their knowledge:
Before workshop (Avg): 4.82; After workshop (Avg) 7.68
 - On a scale of 1-4 with 4 being highest, participants rated the extent to which the objectives below were achieved – this average was 3.23.
 - Ratings of the presenters and the presentations ratings averaged 3.3. Two items which fell slightly below 3.0 were ‘use of audio/visuals,’ and ‘incorporating exercises.’
 - The Comment section offered three ratings: Most Valuable, Least Valuable, and Improvement Recommendations. Positive comments received: 23; “negative” comments: 6.
Recommendations included the following:
How to organize a Neighborhood Business Organization; How to become a 503(c)3.
More focus on practical application with less history of the organizations on introductions;
More Power Points(!); More interaction/information sharing among the attendees; Next retreat have more specific goals to be addressed; Grant-writing; More on how to partner with Spokane Public Schools; Have a series of seminars instead of a half-day.
-

Thank you for taking the time to attend the Community Assembly Retreat/Workshop on October 8th, 2018 about Creating Community Connections! We appreciate your dedication to our City and to our Neighborhoods, and hope that the Retreat was educational and inspiring.

Here is a list of contacts for our Panelists. Please reach out to them if you've got a project that you think they may be able to help with!

Amber Waldref Director, The Zone Project. (509)487-1603. awaldref@necommunitycenter.net

PJ Watters Director of Gift Planning, Innovia Foundation.

(509) 624-2606. pjwatters@innovia.org

Aaron McMurray Chief Strategy Officer, Innovia Foundation.

(509) 624-2606. amcmurray@innovia.org

Nicole Jenkins-Rosenkrantz Manager Community Partnerships, Spokane Public Schools.

(509)354-5920. nicolero@spokaneschools.org

Mariah McKay Executive Director, Spokane Independent Metro Business Alliance (SIMBA).

(509)939-0015. mariah@spokaneindependent.org

Andrew Chanse Director, Spokane Public Libraries. achanse@spokanelibrary.org

Chris Venne East Central Community Organization (ECCO).

www.facebook.com/ecspokane.org

Teresa Venne East Spokane Kiwanis. www.eskiwanis.com

Next Steps: What Can I Do Now?

Hopefully the Retreat made you think about opportunities for collaboration within your own Neighborhood. Here's some suggestions from the Retreat Planning Committee on what to do next!

- * Talk with your Neighborhood Council about opportunities and assets within your neighborhood (visit <https://my.spokanecity.org/neighborhoods/> if you're unsure which Neighborhood you live in, or when they meet!).

- * Connect with organizations in your Neighborhood (churches, schools, non-profits, businesses) and invite them to your Neighborhood Council meetings/events.

- * Invite other residents in Spokane to attend their Neighborhood Council meetings and/or committee meetings.

- * Participate in Spokane Matters district planning efforts

(visit <https://my.spokanecity.org/spokanematters/>).

- * Submit applications for Community Development Block Grant funds through the Community Assembly CA/CD Committee (<https://my.spokanecity.org/neighborhoods/community-assembly/standing-committees/>).

- * Brainstorm ideas for utilizing Community Engagement Grant funds from the Community Assembly in 2019 (<https://my.spokanecity.org/neighborhoods/programs/community-engagement-grant/>).

- * Subscribe to the Office of Neighborhood Service's weekly e-newsletter "The Friday Update" by sending an email to kmyers@spokanecity.org. This will keep you up-to-date on things happening in our Neighborhoods, as well as Community Assembly Committee meetings and future training opportunities!

Thank you, and Happy Collaborating! Please reach out to a Retreat Planning Committee member if you have questions:

Tina Luerssen, Grandview-Thorpe Neighborhood (macluerssen@gmail.com)

Gretchen Chomas, Bemiss Neighborhood (gchomas@srhd.org)

Karen Sutula, East Central Neighborhood (karen.sutula@gmail.com)

Fran Papenleuf, Audubon-Downriver Neighborhood (papenleurf@yahoo.com)

Katie Myers, City of Spokane Office of Neighborhood Services (kmyers@spokanecity.org)

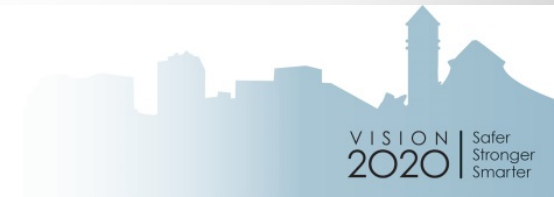
Community Assembly

Neighborhood and Planning Services

November 1, 2018



Building the
City of Choice

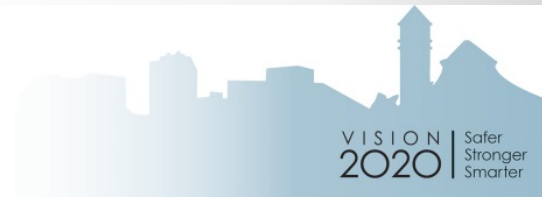
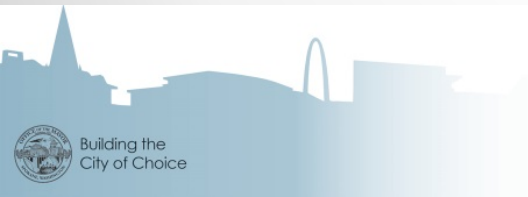


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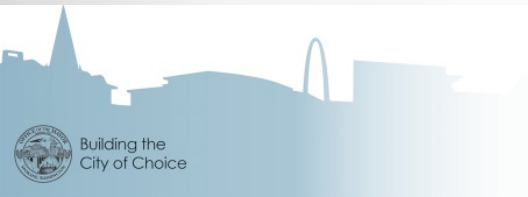
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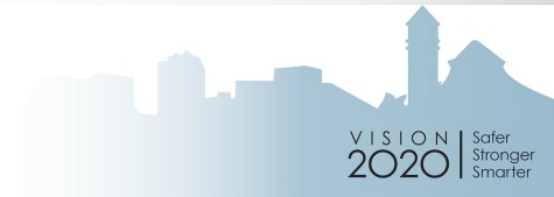


Traffic Calming Program & School Safety Program

2018 Updates



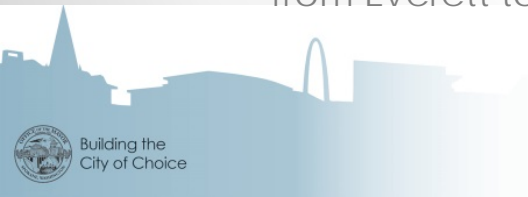
Building the
City of Choice



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District 1 Applications Received – Not yet selected for funding

- **Chief Garry Park**
 - Residential Application: West end of Chief Garry Park - Wandering sidewalks on the West end of Park.
 - Arterial Application: Infill Sidewalks on Cook St. from Mission Ave. to Nora Ave.
- **Logan**
 - Arterial Application: Hawk light at Carlisle & Hamilton
- **Minnehaha**
 - Arterial Application: Eastbound on Frederick & Freya – right lane to be right turn only.
- **Nevada Heights**
 - Arterial Application: Install Hawk light on Nevada in the area of Queen and Everett.
 - Minor Arterial/Residential Application: Perry/Empire to Wellesley – Infill sidewalk.
- **Shiloh Hills**
 - Residential Application: Dakota/Lidgerwood: neighborhood requested staff to provide solutions to increase safety in this area.
- **Whitman**
 - Residential Application: Pittsburg between Everett & Queen - Sidewalks on Pittsburg from Everett to Queen including ADA ramps at Crown & Queen.

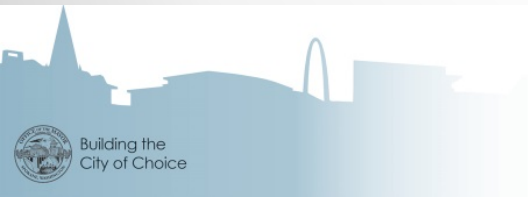


District 2 Applications Received – Not yet selected for funding

- **Browne's Addition**
 - Arterial Application: W. 2nd Ave between S Cannon St. and W Sunset Blvd. - Crosswalk, and two traffic circles.
- **Cliff Cannon**
 - Arterial Application: Pedestrian Safety improvements at 14th and Cedar, install Refuge Island on the Southside of Cedar
 - Residential Application: Maple Blvd. from 16th to Cedar St., Remove stop signs along Maple Blvd. & install traffic circle.
- **Comstock**
 - Arterial Application: Bernard, East side of St. from 37th to High Drive - Sidewalk Infill on east side of Bernard St. (37th to High Dr.)
 - Residential Application: 32nd & Grand – modify or reconstruct ADA ramp.
- **Grandview Thorpe**
 - Residential Application: S. Milton St between W. 14th Ave and W. 16th Ave. on the east side of St. - Infill Sidewalk.
- **Lincoln Heights**
 - Residential Application/School Related: Crestline St. between 34th Ave & 37th Ave. - In Fill Sidewalk on Crestline St. from 34th to 37th
 - Arterial Application/School Related: Freya St. Between 13th & 18th – In Fill Sidewalk.
- **Manito Cannon Hill**
 - Arterial Application: Bernard & 25th – Part two of the traffic calming project from 2017. bulbout curb extension & marked crosswalk.
- **Rockwood**
 - Arterial Application: 40K to be dedicated to traffic study of 9th Ave. to 29th Ave. on Grand Blvd.
 - Residential Application/ School Related: Garfield St. between 28th & Rockwood - Install two speed humps on Garfield between 28th & Rockwood at locations to be determined by City Staff. Pilot program and will assess to see success.
- **Southgate**
 - Arterial Application: Southbound on Regal & 44th – right lane to be right turn only.

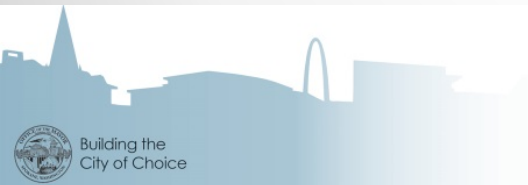
District 3 Applications Received – Not yet selected for funding

- **Balboa/SIT**
 - Arterial Application/School related: Assumption Elementary improvements
- **Emerson/Garfield**
 - Arterial Application: N. Post St. Between W. Waverly Place & W. Cleveland Ave. - Flashing crosswalk on Post mid-block between W. Waverly & W. Cleveland with ADA Ramps.
- **Five Mile**
 - Councilmember Proposal: Installation of a sidewalk connecting the Five Mile Rd. and Strong Rd Roundabout project – sidewalk on the southeast corner of the multi-use path approximately 540' east of Five Mile Rd along the south side of Strong Rd.
- **North Hill**
 - Arterial Application: Post Street and Gordon Ave– Infill Sidewalks & ADA ramps.
- **Northwest**
 - Arterial Application: Assembly St. along Joe Albi Stadium/Markel Sports Complex between Winston Dr. & Everett Ave. - Speed Feedback Signs on Assembly St. with a sign near Winston Dr. at the N. end of the Sports Complex for SB traffic & another sign near Everett Ave. near the south end of Joe Albi for NB traffic.
 - Residential Application: Loma Vista Park, along Central Ave. between Alberta St. & Nettleton St. - Sidewalk along Central Ave. from Alberta St. to Nettleton St. along the park side of the St. and possibly sidewalk along Columbia Ave. along the park from Alberta St. to Cochran St - if funds available.



New School Safety Program – Neighborhood Council Applications Received in 2018

- **Bemiss**
 - School Safety Application: Rogers High School - Replace 20 MPH 7:30-3:30 signs with 20 When Flashing
- **Shiloh Hills**
 - School Safety Application: Lincoln Rd. from Division to East Crestline - 1. Reduce to 3 lanes, 2. Speed Feedback Signs 3. Narrowed Lanes, 4. Bulb out/Curb Extension, 5. Bike Lanes, 6. Crosswalk, 7. Reduce Speed Limit to 30 mph (Lincoln Rd.).
- **North Hill**
 - School Safety Application: Madison Elementary School - Construct 1 block of missing sidewalks on the north side of Rowan between Howard & Stevens because Rowan at Wall is a key crossing for children going to and from Madison Elementary School (North side of Rowan Ave. between Stevens and Howard St).
 - School Safety Application: Phase 1: This proposal would include installing sidewalks in Frankly Park (meandering). Sidewalks in Franklin Park will go from Normandy to Whitehouse and then Queen to Madison school. This is on a preferred route to school. This proposal would also include moving the crossing from the west side of Whitehouse and Queen to the east side of Whitehouse and Queen.
- **North Indian Trail**
 - School Safety Application Barnes Rd. – requesting walkway from Woodridge Elementary & NIT library.



Dist. 1, Whitman

Sanson Sidewalk Project (Cycle 5)



District 2, Cliff/Cannon

Lewis & Clark 20 When Flashing(Cycle 6)



Dist. 3, West Central

Mission Maxwell Project (Cycle 5)



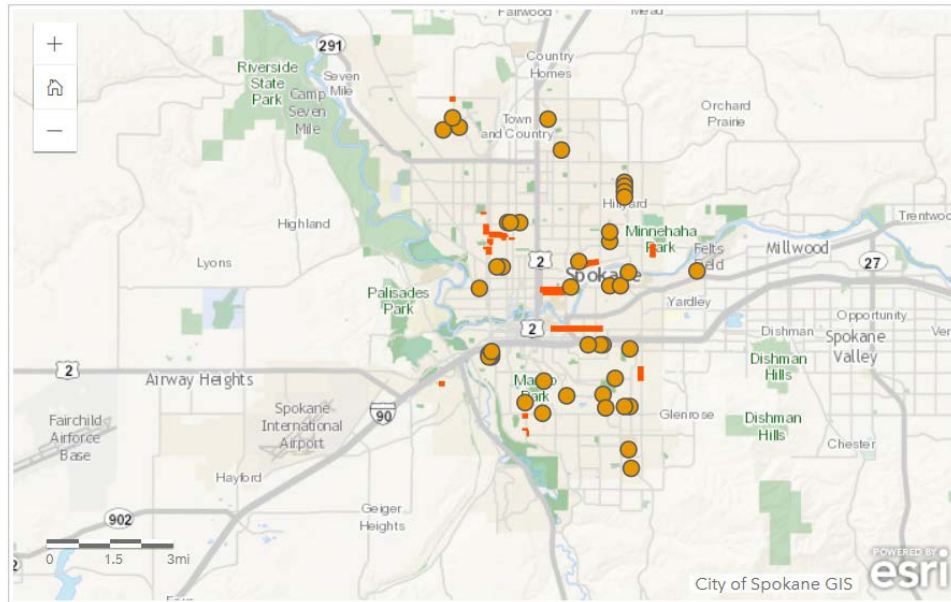
Mapping Tool of Past Projects

- Map shows projects that have been completed.
- <https://my.spokanecity.org/neighborhoods/programs/traffic-calming/>

Traffic Calming Program

The Traffic Calming Program began in 2010, with funding coming from Photo Red Light Camera tickets. The cameras were installed in 2008, now 10 are installed with the ticket money going to the Traffic Calming Program.

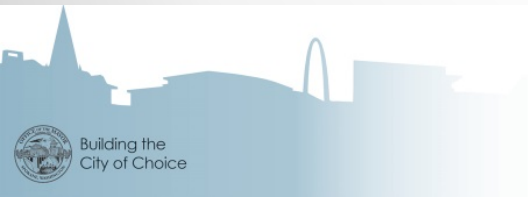
Traffic Calming Map



The Traffic Calming map displays all the projects that have been completed through the Traffic Calming Program. When you click on circles or the lines on the map information about the project type, construction year, neighborhood and City Council District will show up. Have fun exploring the variety of traffic calming projects that have been built by application from the neighborhood councils.

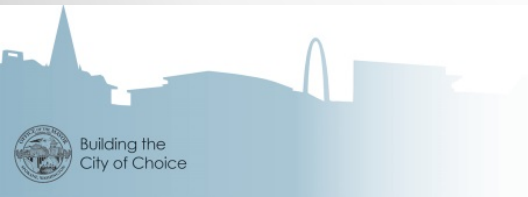
Next Steps

- **October 31, 2018:** City Staff will brief the Council Traffic Calming Subcommittee on all received school safety applications, including applications received from Neighborhood Councils and Spokane Public Schools.
- **November/December 2018:** City Staff will take all Cycle 8 (2018) Traffic Calming applications and School Safety applications to full City Council for a vote.
- **December/January:** Katie will conduct outreach to all neighborhoods on what projects have been selected for funding.



Traffic Calming & School Safety Programs 2019

- A training for both programs will be scheduled for January. **All neighborhoods are encouraged to send a representative to this training.** Please keep your eye out on email and the Friday Update for training details coming soon.
- Questions? Please reach out to Katie Myers at kmyers@spokanecity.org.



Community Assembly Committee: Building Stronger Neighborhoods
10/22/2018 12:00PM South Hill Library

Members present: Kelly Lotze (Chair: Browne's Addition), Tina Luerssen (Secretary: Grandview/Thorpe), Fran Papenleur (Audubon-Downriver), Anne Luttrell (Emerson-Garfield), Chris Flanagan (Manito-Cannon Hill), Dave Lucas (Rockwood), Anna Vamvakias (Chief Garry Park), Aruna Buta (Comstock-guest).
City staff: Katie Myers (ONS)

- Committee Housekeeping
 - September 24th meeting minutes approved.
- Committee Business
 - CA Retreat recap:
 - Roughly 40 attendees, many not from the Neighborhoods/CA group.
 - Feedback from 25 Meeting Evaluation forms was overwhelmingly positive.
 - "Next Steps" email coming out this week for attendees and CA reps, encouraging involvement in NC, CA Committees, Planning efforts, etc.
 - Handbook Training: Last week, Tina held a Handbook Training at Forza Coffee on Hamilton with two attendees (Anne from Emerson-Garfield and Cliff from Shiloh Hills). There is another Training planned for next Monday 10/29, also at Forza Coffee on Hamilton, with Vickie from Riverside, Anna from Chief Garry Park, and hopefully also the new Latah/Hangman CA Rep.
 - Tina requested help from other committee members, so that she is not the only one responsible for holding these Trainings. Fran volunteered to meet one-on-one with people as needed.
 - Cleaning From The Corridor Recap
 - Removed about 27 tons of trash from the Audubon-Downriver Neighborhood.
 - Lessons learned: traffic control for dumpsters.
 - 37 homes pre-registered for help to move items off their property.
 - Great cross-department cooperation from the City/Fire/COPS.
 - 2019 Committee Goals proposal:
 - Handbook Trainings one-on-one: continue this but be more proactive to reach out to new CA Reps and new neighborhood members.
 - Utilize CA Committee Chairs to refer new attendees.
 - Toolkit: keep it updated, publicize/promote to NCs.
 - Toolkit training? Separate meeting or possibly at CA meeting.
 - End-of-year survey on Toolkit to determine how much it was used/effectiveness.
 - NUSA 2019 budget request.
 - Possibly directly funded by City Councilmembers for District attendees?
 - CA Retreat: budget request for Marketing?

- Update CA Handbook, including Acronyms page and P&P pages once approved by CA.
 - Create a CA/Committees brochure, and update Neighborhood Programs brochure with better design.
- BSN P&P Update:
 - Mission Statement: Build stronger neighborhoods by increasing the awareness and capacity of Neighborhood Councils and Community Assembly through training and education.
 - Voting & Quorum: no change, except “Maintained voting status”.
 - Officers and Terms: Chair, Vice Chair and Secretary elected annually at the first meeting of each calendar year.
 - Meeting Schedule: 4th Monday of each month except for December, 12:00noon to 1pm.
 - Reports: no change.
- Education & Outreach
 - Marketing Toolkit: Katie edited all of the documents for consistency of font/format. She turned many How-To documents into step-by-step Powerpoints.
 - We don’t have information on Hosting a Neighborhood Yard Sale or Neighborhood Walking Tours. Fran is working on her info for Talking to the Media.
 - We’re ready to get it online! Hopefully by next meeting we’ll be on the website. Tina will talk to Admin about when we may have 15 minutes at CA to showcase our work.
 - Title better than “Toolkit”? “Resources for Building Stronger Neighborhoods”.
- Announcements & Upcoming Events:
 - Planning on continuing to meet at South Hill Library for the foreseeable future.
- Topics for next meeting:
 - Marketing Toolkit
 - Budget options at the end of the year: compile a list of low-cost expenses for any remaining funds. New popcorn machine is one possible item.
- Next meeting: Next regular meeting will be on Monday, November 26th 2018. 12pm at **South Hill Library meeting room.**



Citizen Advisory Committee

To the Spokane Urban Forestry Tree Committee

**Riverfront Park Holiday Spruce tree
Between Rotary Fountain and Ice Ribbon near
Spokane Falls Blvd.**

November 2018 meeting Oct 30, 2018, at 3 PM

MEETING AGENDA

Field Trip to the trees of Riverfront Park

We will be joined by the UFTC (Urban Forestry Tree Committee)



ADJOURNMENT

Tree of the month: Rocky Mountain Glow maple *Acer grandidentatum*

**Class 1 street tree: planting strips under 5 wide or
under power lines**

Tree Facts

- 25' tall by 15' wide at maturity
- Moderate irrigation requirements
- Prefers sun, tolerates partly shady sites
- Tolerates most soil conditions
- Great fall color yellow, orange, and/or red,
- Few serious pests
- Maples make up much of our urban canopy, select with caution



Location – City Hall First Floor

Present: Tina Luerssen, Chair, Grandview-Thorpe; Fran Papenleur, visitor, Audubon-Downriver; Andy Hoyer, Secretary, Southgate, Luke Tolley, Hillyard; Kelly Lotze, Browne's Addition

Call to Order: 12:05 PM

We discussed all of the items on the Agenda, below. Of particular interest were the topics in the Admin time-block. There was a long discussion of the function, operation, purpose and effectiveness of the CA/CD Committee and we wished to bring that broader topic up to the entire CA, divided into two sections: changing the Committee to an Ad-Hoc committee and securing a review from CHHS to review the recent history of allocations. The Chair, Kathryn Alexander has been notified of this agenda item. We will vote on an amount not to be exceeded for awards...approximately \$350.

We received eight accepted nominations for the Admin Committee (thank you) and will vote on them at this meeting to narrow the group to five.

We will ask Paul Kropp to review the CHHS liaison position – the deadline for nominations has been extended.

Patricia Hansen is incapacitated and Greg Francis will fill in temporarily.

The purchase of a new popcorn machine was mentioned and will perhaps appear as an agenda item for December along with a final review of the Engagement Grant / Budget Committee activities.

The snowplow plan item will be deferred in that it is being brought to the Neighborhood Council Meetings.

Land Use Committee Minutes – Draft

Meeting: 9/20/18

Attendance: Sylvia St Clair (WC), Gene Brake (EG), Nicola Payette (CC), Toni Sharkey (RW), Laura (CC), Greg Francis (RW), Tirrell Black (Staff), Nathan Gwinn (Staff)

Facilitator: Toni Sharkey

Note Taker: Greg Francis

Meeting started at 5:30pm

August minutes approved as submitted in packet

Vote on new Executive Team members: Toni Sharkey and Gene Brake approved unanimously

The group discussed whether or not to request a second round of funding from Community Assembly for the printing to the LUC Developer FAQ. The consensus was that the document can be distributed electronic so there was no need to pursue additional funding from Community Assembly.

The newly printed “Intro to Land Use” brochures were made available to members. Greg indicated that he had provided a brochure to all attendees at the September CA meeting. Members each took a quantity of brochures in preparation for the start of outreach to those neighborhoods that don’t currently attend LUC. The plan is for LUC members to attend neighborhood meetings in the next couple of months to promote LUC and encourage the neighborhood to send a representative. Brochures would be distributed to those individuals at the NC meetings that may be interested in attending. Sylvia took the box of brochures that weren’t distributed for safekeeping. Greg volunteered to get all of the NC meeting times to distribute to LUC so individuals could begin identifying which NCs each would contact and setup a presentation.

Discussion by Nathan Gwinn on Infill Development (6pm-7:15pm)

General discussion

Affordability, preservation of historic homes and tree canopy were all expressed as concerns
Toni asked why infill priority isn’t being placed on downtown area (Tirrell said that the code downtown already allows for infill)

Mentioned that developers can willfully violate the rules then accept the fine (cut down trees, etc)

What suggestions are there to resolve this issue? (code changes, etc?)

Concerns were expressed about parking requirements since the current parking requirements already seem to lax

Idea suggested for increasing the penalty for removal of trees that are wrongfully removed

Nathan’s presentation on infill development begins

Nathan passed out handouts

RTF and RHD account for 2% of city, RMF is 4% - these proposed changes apply to these zones

Current record low vacancy rates

Nathan went over zone map for city showing where denser zones are location

Brief discussion occurred about taxation policy on surface parking lots downtown

Townhomes – In RTF, up to eight can be attached; no limit in RMF or RHD

Owner-occupied versus rentals; how to increase ownership

- Fee simple ownership

- No mandate for ownership versus rental

- Incentives for low income people purchasing

How do you assure affordable housing?

Nathan – some jurisdictions have inclusionary zoning for x% affordable

- None of that in Spokane although it is used on the west side of the state

- Increased density can improve affordability

Concern was expressed about demoing existing affordable housing to build denser townhomes at higher yield

Infill will have its Plan Commission hearing on November 14th (continuation of July hearing)

Max building height – 35' wall height and 50' for pitched roof (new possibility)

- Height bonus if basement parking is included (3' bonus)

- Transition setback when adjacent to RSF or RTF

- 10' setback gives 35', every 5' setback gives +5' height

Max side of 1.5 acres before PUD has to be used; HOA requirement

Minimum lot size w/FAR 1.0 (100% lot coverage by building)

- Gene was against FAR 1.0; maintain landscape/greenspace

Stormwater treatment is still required, which means that you can't actually achieve FAR of 1.0

Gene – can't give developers carte blanche; balance with needs of residents

Parking requirements

- Less parking required for smaller units within 1/4 mile of centers and corridors

- Modest decrease in option one – ratio of one parking spot per 1000 sq ft

- Option two in RMF/RHD is to reduce parking for six units to zero

- Thus, six units at three bedrooms would require zero parking spaces

- Lots of concerns about further reducing parking requirements

Social media outreach is pending

Question about Design Review Board (DRB) and infill; answer – would rarely apply to these except with design departure, PUD, etc

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Discussion ensued on whether or not to make any recommendations on infill to CA. It was felt that there wasn't sufficient consensus or the time to full understand the content to make a recommendation at this time.

Meeting adjourned at 7:30pm

Neighborhood Safety Committee
Meeting Minutes
October 9, 2018
3:30 pm to 5:00 pm

Present: Julie Banks (Chair), Bruce Higgins, Mella Harmon, Maren Murphy (City of Spokane)

Absent: Charles Hansen, Tyler Henthorne

Chairperson Banks called the meeting to order at 3:40 pm

Old Business

- Review resource list

The committee went through the resource list put together by Julie Banks and Mella Harmon. Bruce Higgins recommended the name of the list be changed to "Neighborhood Concerns and Resource List." Each link was tested and discussed. There was general discussion about the location of the list. It will go under "Items of Interest" on the Neighborhoods page of the City's website. It will be a single link leading to a searchable PDF document. Tyler Henthorne had voiced his approval of the list via email.

- Website recommendations

Maren Murphy stated that the CPTED link should be to a government site rather than a private one. A better link will be sought. Julie Banks suggested that a link to the SRTC current construction map be included on the resource list.

Once the final changes are made, Chairperson Banks will submit the list to Maren for formatting, etc. The final version will be approved at the next meeting and then will be submitted to the Community Assembly for approval.

New Business

- Committee "new" name is official

Chairperson Banks reported that Katherine Alexander notified her that the Community Assembly had approved the committee's name change from Public Safety to Neighborhood Safety Committee.

- Review Policies and Procedures

The committee reviewed the current Policy and Procedures document dated August 2010. Recommendations for changes include changing the name of the committee throughout the document and revisiting the membership language. Maren Murphy will send examples of membership and voting from other CA subcommittees to Chairperson Banks for consideration, in particular the PETT Committee. The committee recommended to change the number of officers from three to two: a chairperson and secretary and change the meeting schedule to the second Tuesday of each month unless otherwise notified.

Bruce's email

- Committee goals for 2019

Continued to the November meeting

Chairperson Banks adjourned the meeting at 5:06 pm.

Next Meeting: Tuesday, November 13, 2018, 3:30 pm – 5:00 pm

Plan Commission Liaison Report

November 1, 2018

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/>. Public comment can be submitted to the Plan Commission at plancommission@spokanecity.org.

Note: Greg Francis is filling in for Patricia Hansen while Patricia is recovering from a fall.

Hearings

Annual Proposed Comp Plan Amendments – Four proposed map changes (rezones) and one proposed text change to the Comprehensive Plan came to hearing before the Plan Commission in September. The text change was to reference the Strategic Plan in the Comp Plan and was unanimously recommended for approval by the Plan Commission. Two of the proposed map changes (Z2017-630 and Z2017-623) resolved parcels that were split zones and were recommended unanimously. The proposed U-Haul rezone (Z2017-624) from Office (OR-70) to General Commercial (GC-70) along Sunset Highway was recommended with a vote of 9-1. The proposed rezone at 6th and Stevens (Z2017-621) from Office (OR-150) to Community Business (CB-150) was also recommended with a vote of 9-1. All five proposed amendments will go before the City Council for final consideration on 11/5/18. Details on proposed amendments can be found at <https://my.spokanecity.org/projects/2017-2018-proposed-comprehensive-plan-amendments/>.

Citywide Capital Improvement Program – The city's Capital Improvement Program is the six-year plan for capital expenditures and is updated annually. There are a total of 493 projects listed in the plan at an estimated cost of \$759 million. This year's update adds 116 new projects for a total of \$147 million. Projects can come from variety of departments including police, fire, IT, waste water, solid waste, waste treatment, and water. Road projects are identified in a different plan. The Plan Commission recommended the approval of this year's CIP update by a vote of 10-0. The full draft CIP (2019-2024) can be viewed at <https://my.spokanecity.org/projects/capital-programs/>.

Workshops

Infill Development, Phase II – Phase two of the Infill Development project approaches completion with a final hearing planned for November 14th. The original hearing in July was continued when public testimony was entered that warranted further consideration. Over the past three months, the Plan Commission has had numerous workshops focusing on providing better development conditions focused primarily on attached housing (e.g.,

townhomes) in denser residential zones (RTF, RMF, RHD). Changes being considered include the following: 1) Increasing the wall height for multifamily dwellings to 35' with a maximum sloped roof height of 50' to make it easier to add a third story, 2) Providing an extra 3' of wall height if parking is included under the building, 3) Reducing the parking requirements for attached housing by 50% if within 1/4 mile of centers and corridors or by 30% in other RMF/RHD areas, 4) Reducing the minimum lot size in RTF/RMF/RHD zones for attached housing to increase density, 5) Reviewing maximum lot coverage rules, and 6) Changing design standards for attached housing and pocket residential developments to use RMF/RHD rules.

In my view, there are two primary goals of these proposed changes: 1) Increase the density of residential development where it's already zoned to be denser to reduce sprawl, and 2) Increase ownership in more dense residential zones by increasing the likelihood of development of attached housing on their own lots rather than apartments.

This is a significant number of potential changes in denser residential zones, which are frequently located in older neighborhoods, near centers and corridors, and along arterials. I strongly encourage those that are interested or concerned about increased density in these areas to review the project page and consider submitting comments or testifying at the November 14th Plan Commission hearing. Additional info is available on the project page at <https://my.spokanecity.org/projects/infill-housing-strategies-infill-development/>.

Downtown Plan Update – The Downtown Plan Update is being split into two phases. One phase will focus on the North Bank as well as a temporary solution for Main in preparation for the Central City Line; this phase is expected to be completed Q2 2019. The second phase is more complex and will involve a partnership with DSP (Downtown Spokane Partnership) and will take a more detailed look at the other parts of the current downtown plan. Some additional information is available at <https://my.spokanecity.org/downtowncentral/>.

Upcoming Hearings

11/14 – Infill Development, Phase II

Other

Joint Plan Commission/Design Review Board Committee – The Plan Commission met with the Design Review Board in early September to discuss how the two groups can better work together since the Plan Commission frequently helps create the rules that the Design Review Board gets to interpret. An outcome of this meeting was the creation of a joint committee with three representatives from each group plus both CA liaisons and the City Council liaison to the PC. An initial meeting of this new committee has not yet occurred.

Property Maintenance Code – The new proposed property maintenance code that has been in the works for more than a year will not come before the Plan Commission again until sometime in 2019. Parts of the code are being reassessed.

Exploring the Relationship Between the Community Assembly and Its Liaisons.

City Charter created the Community Assembly as an advisory board to the City Council. This established the neighborhood councils as the first level of city governance with a direct line of communication to City Council. Representatives to the Community Assembly are in the unique position of being able to sit on key city committees, and in some cases actually vote. This gives the neighborhoods a heads up on what is happening in time for us, as a body, to have input and even impact.

This opportunity affords us the unique chance to gain a depth of knowledge about how the city works that gives us the ability to directly impact what our city looks like and how it is run. As active citizens we become resources for others as we strive to make Spokane a wonderful place to call home.

Committee liaisons serve the CA and the neighborhoods in tremendously important ways. They are our eyes and ears into the inner workings of city policy making. They are the ones who keep all of us aware of issues and new developments that will have an impact on our life, here in Spokane.

Our Community Assembly Liaisons

- Citizens Transportation Advisory Board (PeTT): Randy McGlenn
- Community, Housing & Human Services (CHHS): Open
- Design Review Board: Kathy Lang
- Plan Commission: Patricia Hansen
- Urban Forestry Citizens Advisory Committee: Carol Bryan, Karen Carlberg
- Plan Commission Transportation Advisory Committee (PeTT): Charles Hansen

These people keep us informed on transportation (STA), streets, downtown building, zoning, building codes and ordinances, our living forest of trees, and – if filled, our affordable housing and CDBG investments.

We, at the CA, need to make much better use of these resources.

Like our standing committees these experts can add a vast level of knowledge and insight into issues that affect all of the neighborhoods. We have been talking about how the CA, as a whole, works with its standing committees, we should have that same conversation about our liaisons as well.



PEDESTRIAN, TRAFFIC AND TRANSPORTATION (PeTT) COMMITTEE

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

Special Announcement

Traffic Calming Policy Workshop

PeTT Committee

Tuesday, November 28, 2018, 6:00 – 7:30 PM

West Central Community Center – 1603 N. Belt Street

Revising the Original 2011 Policy:

What's should be removed?

What should be changed?

What could be added?

Every neighborhood council with a stake in the operation of the traffic calming program funded by the City Council and managed by Neighborhood Services should be represented and ready to weigh in.

Some Key Questions:

Should the 50+1 petition requirement be scrapped?

Should “traffic calming” (for local streets) and “traffic management” (for arterials) be clearly distinguished and potentially made separate?

What about situations when a neighborhood council isn't active or engaged enough to generate project proposals but an area need is clear?

Program Year 2016 7/1/15 - 6/30/18				Program Year 2017 7/1/16 - 6/30/18			Program Year 2018 7/1/18 - 6/30/19		
Neighborhood Council	Project	Allocation	Status	Project	Allocation	Status	Project	Allocation	Status
Audubon/Downriver	NA	-	-	Transitions Growing Hope Garden	\$ 10,200.00	Partially Complete	WCCC - Security Improvements	\$ 10,000.00	Complete
Balboa/South Indian Trail	No allocation	-	-	No Allocation	-	-	No Allocation	-	-
Bemiss	Hays Park	\$ 53,646.00	Partially Complete	Hays Park	\$ 28,000.00	Partially Complete	Courtland Park	\$ 30,000.00	Project design is complete and ready for bid
				Rochester Park	\$ 18,000.00	Complete			
Browne's Addition	CDA Park	\$ 2,933.42	Complete	CDA Park	\$ 2,700.00	Complete	No Application Received	-	-
Chief Garry Park	Single Family Rehab	\$ 20,000.00	Complete	Sidewalks	\$ 13,000.00	Summer 2019	CC - O'Malley Windows	\$ 12,000.00	Not enough funding to complete project – reallocation to other neighborhood projects
	Sidewalks	\$ 15,000.00	Complete	LCSNW Security Improvements	\$ 16,000.00	Complete	SNAP - Pacific Apt. Play Equip.	\$ 12,000.00	Complete
	Ash St. Station	\$ 10,000.00	Complete	Rochester Park	\$ 15,000.00	Complete	TLC - Flooring Improvements	\$ 11,000.00	Environmental Review/Contracting
	Hays Park	\$ 7,000.00	Partially Complete						
Cliff-Cannon	Cowley Park	\$ 7,080.00	Complete	Sidewalks	\$ 35,700.00	Summer 2019	Polly Judd Park	\$ 25,000.00	Spring/Summer 2019
	Sidewalks	\$ 33,310.99	Complete						
Comstock	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
East Central	Southeast Daycare	\$ 35,000.00	Complete	Sidewalks	\$ 5,000.00	Summer 2019	CC - St. Anne's Roof	\$ 14,000.00	Complete
	SPEAR	\$ 29,900.00	Complete	MLK Family Outreach Center	\$ 40,000.00	Bidding	Napa Street Gateway	\$ 14,000.00	Not enough funding to complete project – reallocation to other neighborhood projects
	Fresh Soul	\$ 15,000.00	Complete	Rochester Park	\$ 5,100.00	Complete	Pacific Apt Play Equipment	\$ 22,000.00	Complete
				ECCEC Flooring	\$ 20,000.00	Bidding			
Emerson\Garfield	Emerson Park	\$ 22,100.00	Design complete awaiting issuance to bid	N. Monroe Gateway Sign	\$ 32,154.00	Winter/spring 2018/19	N. Spokane Dental Clinic	\$ 10,000.00	Summer 2019
	Ash St. Station		Complete	HOC Respite Beds	\$ 3,800.00	Complete	WCFR - HVAC Improvements	\$ 20,000.00	Bidding complete – construction this fall/winter
	WCCC Garage		Complete	24/7 WCCC Library Kiosk	\$ 7,000.00	Complete			
	N. Monroe Gateway Sign		Winter/spring 2018/19	WCFR Demonstration Kitchen	\$ 7,000.00	Complete			
				WCCC ADA Ramp	\$ 7,000.00	Under construction			
Five Mile Prairie	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
Grandview/Thorpe	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
Hillyard	Rochester Park	\$ 20,000.00	Complete	NEYC Entry Vestibule	\$ 22,000.00	Complete	NECC - Senior Center Renovation	\$ 40,000.00	Bidding complete – construction this fall/winter
	Sidewalks	\$ 38,104.00	Complete	Rochester Park	\$ 10,000.00	Complete			
				Hillyard Senior Center	\$ 18,300.00	Complete			
Latah/Hangman	No Allocation	-	-	MLK Family Outreach Center	\$ 9,600.00	Bidding	No Allocation	-	-
Lincoln Heights	Altamont St.	\$ 27,077.76	Complete	24/7 WCCC Library Kiosk	\$ 23,600.00	Complete	N. Spokane Dental Clinic	\$ 20,000.00	Summer 2019
Logan	Mission Park	\$ 38,472.00	Complete	Mission Park	\$ 33,800.00	Complete	CC - O'Malley Windows	\$ 12,400.00	Not enough funding to complete project – reallocation to other neighborhood projects
							Sidewalks	\$ 12,600.00	Summer 2019
Manito/Cannon Hill	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
Minnehaha	NECC	\$ 14,103.00	Complete	No Application Received	-	-	NECC - Senior Center Renovation	\$ 10,000.00	Bidding complete – construction this fall/winter
Nevada Heights	NECC	\$ 20,000.00	Complete	24/7 WCCC Library Kiosk	\$ 15,000.00	Complete	St. Anne's Roof	\$ 45,000.00	Complete
	Lighthouse for the Blind	\$ 30,000.00	Complete	Glass Park	\$ 15,000.00	Design complete awaiting issuance to bid			
	Single Family Rehab	\$ 20,000.00	Complete	Women's Hearth	\$ 10,000.00	Complete			
	Next Gen. Zone	\$ 10,000.00	Complete	HOC Respite Beds	\$ 10,000.00	Complete			
	Ash St. Station	\$ 25,000.00	Complete	WCFR Demonstration Kitchen	\$ 11,000.00	Complete			
	Sidewalks	\$ 29,895.00	Complete	SNAP Alexandria Apartments	\$ 10,000.00	Complete			
North Hill	N. Monroe Gateway Sign	\$ 32,154.00	Winter/spring 2018/19	N. Monroe Gateway Sign	\$ 25,500.00	Winter/spring 2018/19	Gathering House	\$ 10,000.00	Environmental Review/Contracting
							N. Monroe Gateway	\$ 10,000.00	Winter/spring 2018/19
North Indian Trail	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
Northwest	Shadle Park Amphitheater Demolition	\$ 23,693.04	Complete	Sinto Senior Center	\$ 9,600.00	Complete	Women's Hearth Facility Improvements	\$ 10,000.00	Contracting
Peaceful Valley	Riverwalk Park Lighting	\$ 10,154.00	Complete	HOC Respite Beds	\$ 8,300.00	Complete	N. Spokane Dental Clinic	\$ 10,000.00	Summer 2019
Riverside	Shalom Ministries	\$ 17,149.25	Complete	LCSNW Security Improvements	\$ 5,300.00	Complete	SNAP - Pacific Apt. Play Equip.	\$ 10,000.00	Complete
				Women's Hearth	\$ 10,000.00	Complete			
Rockwood	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
Shiloh Hills	NA	-	-	WCCC ADA Ramp	\$ 30,960.00	Under Construction	Excelsior Roof Replacement	\$ 10,000.00	Complete
							Excelsior Fence	\$ 10,000.00	Reallocated to Roof
							N. Spokane Dental Clinic	\$ 10,960.00	Summer 2019
Southgate	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
West Central	WCCC Garage	\$ 25,000.00	Complete	WCFR Demonstration Kitchen	\$ 10,000.00	Complete	Dutch Jake's Park	\$ 45,000.00	In design bidding in September 2018 construction fall 2018-Spring 19
	Sinto Senior Center	\$ 10,000.00	Complete	WCCC ADA Ramp	\$ 10,000.00	Under Construction			
	Ash St. Station	\$ 12,600.00	Complete	WCCC Newton Room	\$ 10,000.00	Complete			
	Dutch Jake's Park	\$ 15,000.00	In design bidding in September 2018 construction fall 2018-Spring 19	WCCC 24/7 Library Kiosk	\$ 10,000.00	Complete			
	Sidewalks	\$ 5,545.00	Complete	Sinto Senior Center	\$ 15,000.00	Complete			
				Sidewalks	\$ 3,600.00	Summer 2019			
West Hills	No Allocation	-	-	No Allocation	-	-	No Allocation	-	-
Whitman	Rochester Park	\$ 13,538.00	Complete	Rochester Park	\$ 10,200.00	Complete	Rochester Park	\$ 10,000.00	Complete