

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



Meeting Agenda for Thursday, June 4, 2020  
 5:30 to 8:00 pm, City Hall, 808 W. Spokane Falls Blvd  
 Proposed Agenda Subject to Change



Please bring the following items:  
 \*Community Assembly Minutes: March 5 and May 7, 2020

As part of the Stay at Home order, this meeting will be held online only via WebEx. The virtual meeting invitation will be sent out as well as linked on the [Community Assembly website](#). Once City Hall reopens, the meeting will also continue to be held online, as well as person.

**Administrative Agenda**

<i>Agenda Item</i>	<i>Time</i>	<i>Action</i>	<i>Page</i>
1. Online Meeting Tips and Procedures (Facilitator).....	3 min (5:30)	Presentation	
2. <a href="#">Agenda Overview (Facilitator)</a> .....	2 min (5:33)	Presentation	2
• Including Core Values, Purpose, Rules of Order			
3. <a href="#">Approve/Amend March and May Minutes (Facilitator)</a> .....	5 min (5:35)	Approve	4

**Legislative Agenda**

4. Council Update (Council Member Cathcart).....	20 mins (5:40)	Discussion	
5. <a href="#">SRTC Division Street Study</a> .....	15 mins (6:00)	Jason Lien	10
6. Special Events in Parks .....	20 mins (6:15)	Fianna Dickson	
7. Comp Plan Amendments Update.....	10 min (6:25)	Kevin Freibott	
8. Current ONS Program Status .....	10 mins (6:35)	ONS Staff	
• Neighborhood Cleanup & Dump Passes			
• Traffic Calming			
• Community Engagement			
9. <a href="#">Update on Letter/Meeting with Mayor for Neighborhood Services</a> .....	15 mins (6:55)	Kathryn Alexander	11

**Other Written Reports**

Plan Commission Agenda Materials See Website at <a href="https://my.spokanecity.org/bcc/commissions/plan-commission/">https://my.spokanecity.org/bcc/commissions/plan-commission/</a>			
Committee Reports, Agendas, Minutes, etc.			
• <a href="#">Administration Committee</a> .....			16
Liaisons and CA Representation on Outside Boards and Committees Reports (Liaison Committee)			
• <a href="#">Plan Commission Liaison Report</a> .....			18

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

# Community Assembly Core Values and Purpose

## **CORE PURPOSE:**

Provide a vehicle to empower neighborhood councils' participation in government.

## **BHAG (Big Hairy Audacious Goal):**

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:**

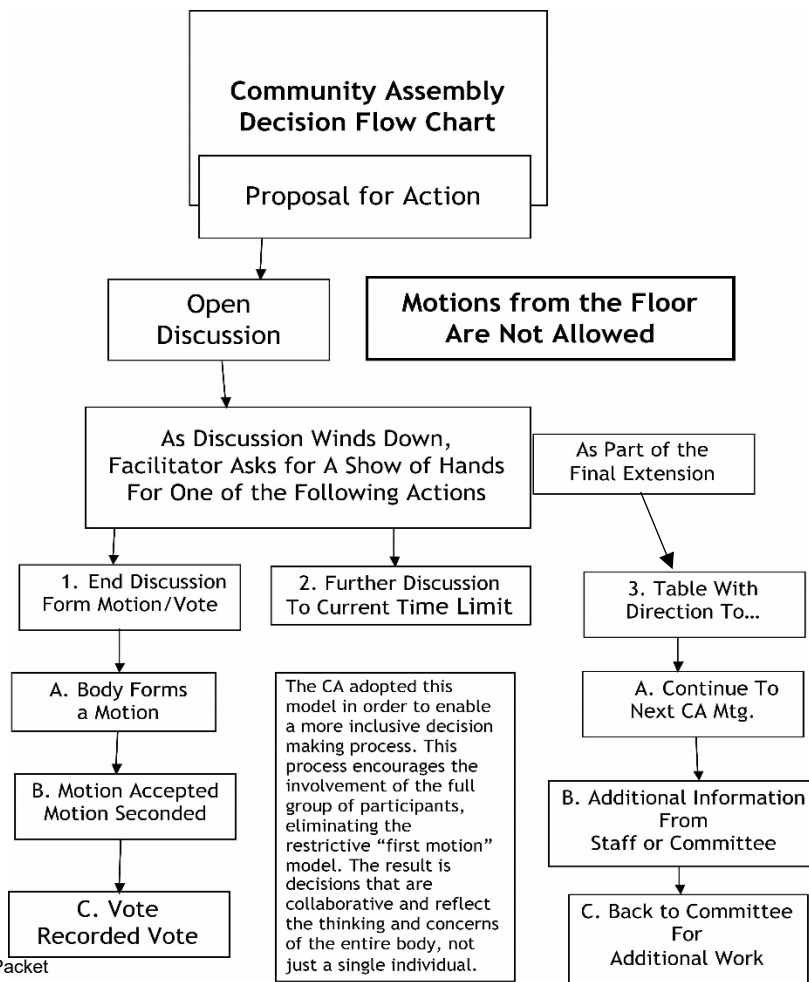
The Community Assembly fulfills its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to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

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.



# Community Assembly – Draft Minutes

**March 5, 2020**

City Council Briefing Center

Meeting Minutes: Meeting called to order at 5:30 PM by Kevin Freibott

## Attendance:

- Neighborhoods Present: Balboa/South Indian Trail, Bemiss, Browne’s Addition, Chief Garry Park, Cliff/Cannon, East Central, Five Mile Prairie, Grandview/Thorp, Latah/Hangman, Lincoln Heights, Logan, North Hill, North Indian Trail, Peaceful Valley, Riverside, Rockwood, Shiloh Hills, Southgate, West Central, West Hills, Whitman
- Neighborhoods Absent: Audubon/Downriver, Comstock, Emerson-Garfield, Manito/Cannon Hill, Minnehaha, Nevada Heights, Northwest
- Staff Members Present: Kevin Freibott, Gabby Ryan, and Annie Deasy

## Administrative Agenda:

### **1. Introductions (Facilitator)**

- Suggestion/request to record the meeting.
- Limit comments to discussion at hand not to the people. Be respectful.

### **2. Proposed Agenda**

- Greg Francis motioned to approve the Agenda. Mark Davies seconded. Approved unanimously.

### **3. Approve/Amend Minutes (Facilitator)**

- Cliff Winger motioned to approve the Minutes. Mark Davies seconded. Approved unanimously.

## Open Forum:

### **4. Reports/Updates/Announcements**

- Barbara Ann Bonner: Logan NC changed their meetings to the 2<sup>nd</sup> Tuesday of every month at 6pm at Logan Elementary School. A community dinner is held at 5pm at the school that night and the NC is hoping to have increased attendance at their meetings by holding it the same night as the dinner.
- Colleen Gardner:
  - Police Advisory Committee meeting Thursday, March 19, at 5:30pm at West Central Community Center.
  - NRO Workshop, Tuesday, March 31, at 6pm at the Southside Community Center.

## Legislative Agenda:

### **5. City Council (City Councilmember Candice Mumm)**

***Note: A recording of the meeting is on file with Neighborhood Services.***

- CM Mumm just came from a meeting on the Centennial Trail Summit Blvd. Gap from Boone Ave. to Pettet Dr. project. The project in the West Central neighborhood has historical issues, City Council is drafting a resolution they plan on having ready by March 10 with a copy being sent to Design Review Board. Council will be asking them to review the project. Questions and answered ensued.
- The Monday City Council meeting was a largely attended. Council adopted an ordinance to dampen loud protests outside of the Planned Parenthood Spokane Health Center.
- A comment made by a Police Officer at a protest regarding women raised some comments by Council about Police needing some sensitivity training because Chief Meidl's stated that the officer did not violate policy.
- Councilmembers Mumm and Kinnear are working on an ordinance to have political campaigns held in a facility like the Arena that has paid security etc. so the City isn't funding their visit and we recapture lost revenue.
- Council is looking at the percentage charged for Police security at major events like Bloomsday, Hoopfest, Pig Out, etc. Some events are charged very little while others are charged more; even out the percentages by how long the event is and how many are in attendance while still keeping citizens safe and supporting events. Questions and answers ensued.

#### **6. Construction Update (Marlene Feist)**

- Presentation provided.
- Projects with the most traffic impact:
  - Post Street Bridge Replacement will move the sewer line up and under the bridge so it's less visible and maintain the arch.
  - East Sprague from Division to Grant streets.
  - Hamilton St. from North Foothills to Desmet will install new traffic signals at the intersections with protected left turn lights, patch the street the length of the corridor, pave intersections, install ADA curb ramps and some sidewalk patching.
  - Other projects included grind and overlay work, curb ramp replacement, North Spokane Corridor water work, Central City Line coordination.
- Questions asked and answered.

#### **7. Centennial Trail Extension in West Central (Ken Cruz)**

- Letter to Mayor, City Council, and City employees from Liz Martin, Chair of West Central, was shared with CA.
- Vote about CA supporting the neighborhood and having the Admin Chair draft a letter to Mayor requesting that future project planning and implementation include collaboration with the NC and neighborhood. Yay: 24, Nay: 0, Abstain: 1 (West Hills)

#### **8. Budget Committee (Mark Davies)**

- May 4 is the deadline for the Community Engagement grant applications. The Budget Committee has received 3 applications and they were perfect. There are no fees or restrictions to the number of events for the NC to hold in City Parks unless there is a conflicting paid event.

#### **9. CA/CD (Kathryn Alexander)**

***Note: A recording of the meeting is on file with Neighborhood Services.***

- CHHS gave a presentation on the Section 108 Loan Guarantee Program which can be found at: <https://static.spokanecity.org/documents/chhs/plans-reports/planning/public-hearing-presentation-section-108.pdf>. Email George Dahl at [gdahl@spokanecity.org](mailto:gdahl@spokanecity.org) with comments or questions.
- The Neighborhood Community Development Program (NCDP) applications can be found at <https://my.spokanecity.org/chhs/funding-opportunities/neighborhood/> Deadline is by 5pm on Friday, April 3. NC should submit to their District leaders a copy of the application (new project, sidewalk, or project menu), signed conflict of interest certification form, and meeting minutes.

#### **10. PeTT Annual Goals (Paul Kropp)**

- Adopt 1 goal, others to be determined. Unanimous vote to pass.

#### **11. Policies and Procedures (Kathryn Alexander)**

- Page 9 had 4 major changes that were made:
  - Section 4C at majority approval of CA at a meeting is a requirement to record meetings.
  - Section 11C removed ‘in good standing with CA’ from the requirements for liaisons.
  - Section 11E2 verify terminology for recommending nominating—appointing.
  - Change ONS staff support for all committees to ‘as assigned.’
- Kathryn Alexander moved to vote to approve Policies and Procedures with the 4 changes: in favor: 24, opposed: 0, abstention: 1
- Greg Francis will add today’s date before turning the document in.
- Tina Luersson would like to have uploaded to the website as soon as possible.

#### **12. Neighborhood and Planning Services Update**

- Gabby Ryan: Reminded CA about deadlines for upcoming grants and applications.
- Kevin Freibott: City Council passed a Resolution setting work program for Comp Plan Amendments all 9 applications were approved.

#### **13. Roundtable Discussion**

- Paul Kropp: bigger things that PeTT looks at and study sessions: bridges, traffic circles, greenways. Anyone from any neighborhood council can attend a PeTT committee (Pedestrian Transportation and Traffic Committee).
- Kathy Lang: Design Review is seeking input on new guidelines for PUDs and things like that there is a survey online at <https://my.spokanecity.org/projects/new-design-guidelines/>

#### **Meeting Adjourned**

Next Community Assembly scheduled for **Thursday, April 2, 2020, at West Central Community Center, Newton Room.**

***Note: A recording of the meeting is on file with Neighborhood Services.***

# Community Assembly – Draft Minutes

**May 7, 2020**

Virtual WebEx Meeting

Meeting Minutes: Meeting called to order at 5:30 PM by Kevin Freibott

## **Attendance:**

- Neighborhoods Present: Audubon/Downriver, Balboa/South Indian Trail, Bemiss, Browne’s Addition, Chief Garry Park, Cliff/Cannon, Comstock, East Central, Five Mile Prairie, Grandview/Thorpe, Latah/Hangman, Lincoln Heights, Logan, Manito/Cannon Hill, North Hill, North Indian Trail, Northwest, Peaceful Valley, Riverside, Rockwood, Shiloh Hills, Southgate, West Hills, and Whitman.
- Neighborhoods Absent: Emerson/Garfield, Hillyard, Latah/Hangman, Nevada Heights, Minnehaha, and West Central.
- Staff Members Present: Kevin Freibott, Gabby Ryan, Annie Deasy, Annica Eagle, Carly Cortright, Louis Meuler, and Council President Beggs.

## **Administrative Agenda:**

- 1. Online Meeting Tips and Procedures (Facilitator)**
  - Brief overview on virtual meeting etiquette.
  - Ask comments in the chat window.
- 2. Agenda Overview**
- 3. Approve/Amend Minutes (Facilitator)**
  - Minutes for March will be approved at the next meeting.

## **Legislative Agenda:**

- 4. City Council (City Council President Beggs)**
  - CP Beggs said he is frequently asked for a timeline for the new normal and going back to work—he mentioned that he does not have the power to change the Stay Home, Stay Safe order, and City Council and the Mayor asked Governor Inslee to consider Spokane on its own merits over the next two weeks to see about reopening Spokane sooner.
    - Spokane needs more testing and kits for surveillance testing, personal protection equipment.
    - Doctors and nurses are covered.
    - Small restaurants will soon be opening, Plexiglas, table spacing.
    - Childcare system—more staff, health insurance.
  - Noted that unemployment will be retroactive and in place until the economy is better.
  - Homeless shelter seasonal contracts are ending and they are looking at an alternative location.
  - Crews are taking advantage of street closures and doing construction work downtown now.

***Note: A recording of the meeting is on file with Neighborhood Services.***

- Red light cameras are off right now and uncertain how funding will be in regard to Traffic Calming.
- City Council now is holding the Legislative Session with the 3:30pm Briefing Session and it is aired on City Cable 5.

#### 5. Guidance for Meetings During “Stay at Home”

- The meeting needs to be COVID-related or necessary and routine.
- Asking Legal for determination if CA and CA committees need to follow the Open Public Meeting Act.
- Informal meetings may be held on Zoom or WebEx or other virtual platform. There are time limitations; Zoom is 40 minutes and WebEx allows more time.
- Once the City starts reopening, Phase 3, and can have five people in a meeting together, we can host in the Council Chambers and air on City Cable 5 to accommodate those who do not have internet.
- The City will look at ways to continue offering virtual meetings once the city has reopened to assist citizens that are busy and computer savvy but not necessarily able to meet in person; just adding another option.
- Slack is being used by the Budget Committee to approve applications and may be an option for neighborhoods to use or freeconference.com.

#### 6. Current ONS Program Status

- Mobile Feedback Signs: same deadline and schedule for summer. The schedule will be sent out in May.
- Traffic Calming: deadline has been extended to June 21 at 11pm. The meeting minutes are being waived. Questions on Mobile Feedback or Traffic Calming should be directed to Annica, [aeagle@spokanecity.org](mailto:aeagle@spokanecity.org).
- Community Engagement: deadline has been extended to June 21 at 11pm. The meeting minutes or board email vote need to be included with application as well as the 2019 Performance Report. Questions should be directed to Annie, [adeasy@spokanecity.org](mailto:adeasy@spokanecity.org).
- Neighborhood Cleanup: dump passes will be the only option this year. They will be distributed to lowest income areas first. A certain number of passes will be distributed weekly. Postcards will also promote getting involved with NC. Questions should be directed to Gabby, [gryan@spokanecity.org](mailto:gryan@spokanecity.org).
- Letter to Mayor, City Council, and City employees from Liz Martin, Chair of West Central, was shared with CA.

#### 7. NCDP Update and Participation

- CHHS update: menu for funds in the only option.
- Kathryn Alexander (Bemiss) asked CA to authorize a letter to Mayor asking for a director of ONS to allow for direct leadership to CA and Neighborhood Council. Colleen Gardner asked to have CA review the letter before it is sent. Greg asked that a specific person not be named. Admin will create the letter to the Mayor and CA will review via email. Doug Engle will join Kathryn when she meets with the Mayor.

***Note: A recording of the meeting is on file with Neighborhood Services.***



- Authorize Admin Committee to draft a letter to the Mayor asking for the designation of a director or someone of similar position to be in charge of ONS operations and their services to the CA and Neighborhood Councils. No specific names are to be forwarded to the Mayor.
- Vote: Yay: 15, Nay: 1, Abstain: 6

#### **8. Future Meetings**

- May need to be combination of in-person and virtual until the City is reopened. Council Chambers with up to 5 people in-person and WebEx.

#### **9. Other Written Reports**

- Committee Reports, Agendas, Minutes, etc.
  - Administration Committee
- Liaisons and CA Representation on Outside Boards and Committee Report
  - Plan Commission Liaison Report

#### **Meeting Adjourned**

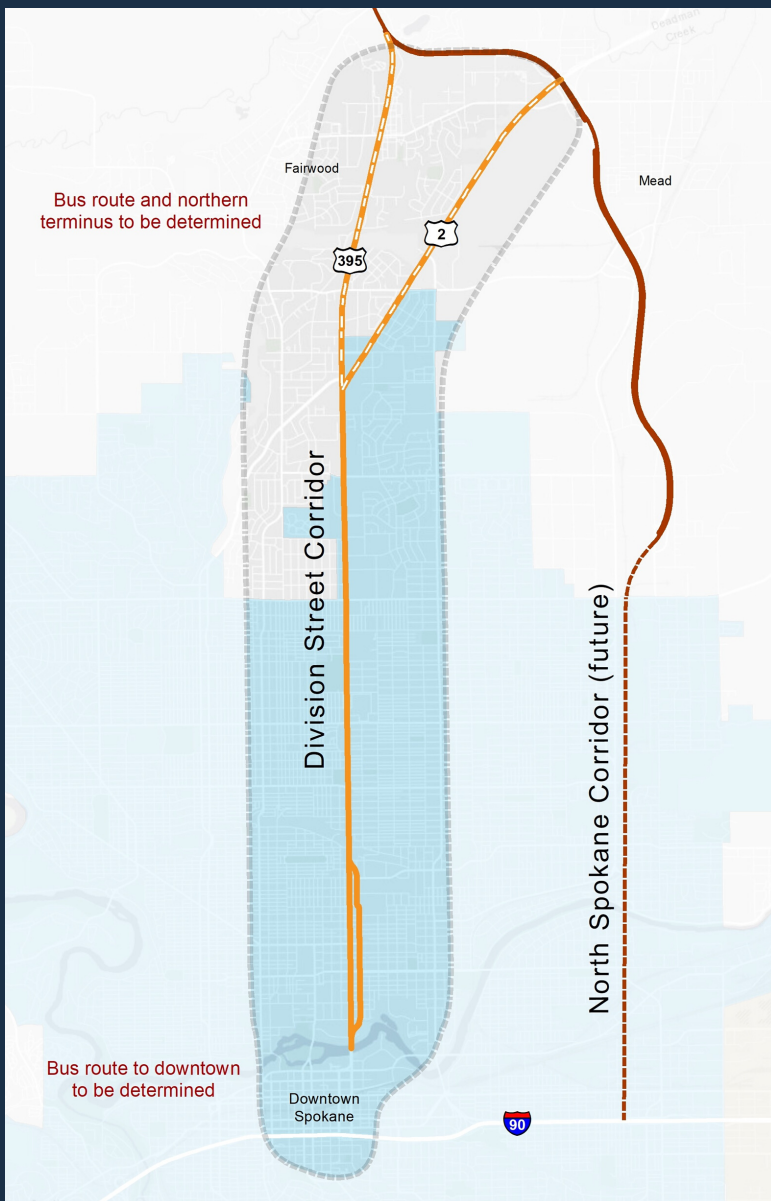
Next Community Assembly scheduled for **Thursday, June 4, 2020. Location TBD.**

***Note: A recording of the meeting is on file with Neighborhood Services.***



# DIVISION CONNECTS

PEOPLE. PLACES. PROGRESS.



## DIVISION STREET STUDY

### *Why Division? Why Now?*

*DivisionConnects* is a collaborative two-year transportation and land use study, led by Spokane Regional Transportation Council (SRTC) and Spokane Transit Authority (STA), in partnership with the City of Spokane, Spokane County and WSDOT. The study will focus on opportunities and challenges that come with the planned completion of the North Spokane Corridor (NSC), which will offer a more desirable highway route for through-traffic that use Division Street today, and implementation of bus rapid transit (BRT) along Division by STA. With these significant system investments, it is essential to plan for the future and understand potential options for all modes of transportation. *DivisionConnects* will open a community conversation about what the future may look like for the Division corridor.

Division Street is a vital regional corridor that is anticipated to transform over the next decade with continued economic growth and the completion of the NSC. The Division bus route #25 has historically been one of the top performing lines in the STA system, and providing greater bus frequency along Division with enhanced, easy-to-use service and improved passenger amenities contributes to sustainable growth in the region.

For more information and to join the conversation about the *DivisionConnects* study please visit the project web page:

[Divisionconnects.org](http://Divisionconnects.org)

or

Contact Project Manager Jason Lien:

Email: [divisionconnects@srtc.org](mailto:divisionconnects@srtc.org)

Phone: 509.343.6385



May 12, 2020

The Honorable Nadine Woodward  
Mayor of the City of Spokane  
808 W Spokane Falls Blvd  
Spokane, WA 99201

Dear Mayor Woodward,

I am writing on behalf of Community Assembly. At our May meeting, a motion was made and passed by a vote of 15-1 (with six abstentions) to ask for the recreation of the Director of Neighborhood Services position, a position that was effectively eliminated during a reorganization of several departments in March 2018.

In March 2018, the Office of Neighborhood Services and Code Enforcement was restructured along with the Development Services and Planning Departments, with neighborhood services falling under the new department of Neighborhood Services & Planning headed by Heather Trautman, the former Director of Neighborhood Services and Code Enforcement. While this was somewhat disruptive to the program, it continued to work for Community Assembly and the neighborhood councils because Heather Trautman had a twenty-year history of working with the neighborhoods.

In November 2019, Heather Trautman left the City of Spokane. With her departure and a number of other long-term employees also leaving neighborhood services in 2019, the city has become deficient in its service to the neighborhoods. Most of the current staff in Neighborhood and Planning Services are either planners or are relatively inexperienced. While there are some great employees in Neighborhood and Planning Services and we appreciate the work they do, the department lacks leadership with regards to working with the neighborhoods. This situation could be further worsened when a permanent Director of Neighborhood and Planning Services is hired as the priority for hiring will likely be on their planning experience rather than their neighborhood services experience.

Article VIII of the City of Spokane Charter establishes both the neighborhood council program and the office of neighborhood services. It is also codified in Chapter 04.27 of the Spokane Municipal Code. In Article VIII, Section 72, Paragraph C of the city charter, it states:

The office of neighborhood services shall act as the staff support for the neighborhood councils program and as the liaison between the neighborhood councils, the community assembly, the city council, the mayor, and the various city departments. The office of neighborhood services falls under the administrative branch of the mayor *and shall report to the mayor.* (emphasis mine)

The establishment of both the neighborhood council program and the office of neighborhood services in the city charter makes it clear that both are intended to play an important role in the operation of the city. Furthermore, the phrase “and shall report to the mayor” gives it even further weight that the office of neighborhood services is an important department of the city.

Community Assembly requests that your administration work to reestablish the role of Director of Neighborhood Services (or equivalent) and elevate the department to its former status as an independent department.

Finally, Community Assembly would like to make it clear that we are not advocating for any specific individual to fill the role. Our interest is forging a department with strong leadership that is focused on the support of the neighborhood councils and Community Assembly. In addition, we would be honored and greatly appreciate the opportunity to participate in the selection process of the new director.

Together, we can make Spokane a better place for everyone.

Respectfully,

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Greg Francis  
Chair, Administrative Committee  
Community Assembly

Enclosures: Community Assembly resolution dated 5/7/20  
City of Spokane Charter – Article VIII, Sections 71 and 72  
Spokane Municipal Code – Section 04.27.040

CC: Breean Beggs, City Council President

## **Community Assembly – May 7, 2020**

### **Motion and Vote**

Authorize the Admin Committee to draft a letter to the mayor asking for the designation of a director or similar position to be in charge of ONS operations and their services to the CA and the NCs. No specific names are to be forwarded to the mayor.

Yes: 15

No: 1

Abstain: 6

## City of Spokane Charter (appropriate sections)

### Section 71: Neighborhood Councils Program – Creation

A neighborhood councils program is hereby created which shall consist of the following bodies: Neighborhood councils, the community assembly and the office of neighborhood services which shall be established in accordance with the rules and procedures designated in the following sections.

Effective Date: November 2000  
Ordinance C32687 Section 1

### Section 72: Neighborhood Councils Program – Organization

- A. The neighborhood councils and community assembly shall have the power to make bylaws and rules for the conduct of their business.
- B. The neighborhood councils and community assembly shall act as advisors to the city council and the mayor.
- C. The office of neighborhood services shall act as the staff support for the neighborhood councils program and as the liaison between the neighborhood councils, the community assembly, the city council, the mayor, and the various city departments. The office of neighborhood services falls under the administrative branch of the mayor and shall report to the mayor.
- D. The neighborhood councils program shall operate within the management structure of the Spokane City government as a separate department.
- E. There shall be established a position within the office of neighborhood services designated as the director of neighborhood services.

Effective Date: August 31, 2011  
Ordinance C34629 Section 1

## Section 04.27.040 Neighborhood Council Program

- A. The department of neighborhood services and code enforcement shall provide staff support for the neighborhood councils and the community assembly in the following manner:
1. Specific needs and program support required will be identified through annual consultation by the office with the individual councils and community assembly. This process should be completed prior to September of each calendar year to allow consideration of these needs and required support in the budget process.
  2. The specific nature of the staff support required may be reduced to a memorandum of understanding between the City and the individual councils and community assembly subject to approval of the city council. If such a memorandum is reached it should be reviewed annually within the time frame set forth above. The memorandum of understanding may, if appropriate, include those programs and procedures set forth in subsection (B) of this section.
  3. In addition to those tasks identified above, the department of neighborhood services and code enforcement shall:
    - a. provide to the community assembly, the neighborhood councils and the general public instruction on organizational development and procedures to effectively work with City government;
    - b. assist City officials and staff in developing effective ways of working with the community assembly and the neighborhood councils;
    - c. assist the neighborhood councils and the community assembly in organizing and facilitating meetings and specific programs developed by these entities.
- B. The department of neighborhood services and code enforcement shall serve as the liaison between the legislative and executive branches of the City, the neighborhood councils and the community assembly in the following manner:
1. Implement programs and procedures that enhance neighborhood residents' knowledge of and involvement with government operations.
  2. Implement programs and procedures that enhance both the City's elected officials' and employees' understanding of the needs and perspectives of neighborhood residents.
  3. Implement programs and procedures that facilitate communication between the City and neighborhood residents. It is the responsibility of the department to timely respond to inquiries and disseminate pertinent information to the neighborhood councils, the community assembly and the general public.

Date Passed: Monday, November 26, 2007

Effective Date: Tuesday, January 1, 2008

ORD C34139 Section 6

**\*DRAFT\* Minutes for Meeting of the Community Assembly Administrative Committee.**

**May 26, 2020. 12pm via Zoom web conference**

**Attendees: Committee members:** Greg Francis (Chair), Tina Luerssen (Secretary), Seth Knutson, Mindy Muglia (Vice Chair). **City Staff:** Annie Deasy (Neighborhood Services). **Absent:** Kathryn Alexander.

**Discussion Items**

Meeting with Greg, Kathryn & Mayor Woodward went fine. No names were discussed during the meeting, the CA letter was discussed along with desire to have someone who was very familiar with the City and the Neighborhoods program. The letter has been sent to the Council; CP Beggs forwarded it to all Councilmembers upon receipt.

**Agenda Discussion**

One agenda request was forwarded from Annie. SRTC requested agenda time to discuss the Division connects study/project, regarding the North-South Corridor.

Admin hasn't heard from any committees. It would be good for committees to meet virtually at least once before "summer hiatus". Budget committee will be meeting in June and has been receiving a few applications which the committee has reviewed online. NCs are having a hard time trying to plan events, not knowing what the next few months will bring for allowable activities.

Land Use committee doesn't have any work to do, since the City Planning Department isn't producing anything.

Have Dump Passes been started for this year's Cleanup program? Waste to Energy plant has started accepting Clean Green waste again, is this part of the program? Annie doesn't know if this is specified on the postcards, but she will find out and get back to Admin later this week.

Not sure who our scheduled City Councilmember would be at the June meeting.

The City is working on guidelines for Phases 3 and 4, and Annie has been asked by Louis to put together a tip sheet for virtual meetings.

Annie believes that Kevin will be in the Council Chambers at City Hall, open for a few folks to attend CA meeting in-person there.

**Proposed Agenda** Times will be flexible, since it's difficult to manage discussion during a virtual meeting.

No Open Forum or Roundtable. Set up Polls to vote on March and May CA minutes.

COVID-19 Update: From CP Beggs again, or Mayor Woodward? 20 minutes

SRTC: Presentation regarding the North-South Corridor planning. 15 minutes

Parks/311 Update: Events and Parks restrictions and guidelines. 20 minutes



Current ONS Program Status (Neighborhood Cleanup, Traffic Calming, CE Grant). 10 minutes for ONS staff to present.

Neighborhood & Planning Services Update: Placeholder. Nothing has been requested at this time. Admin has asked to have proposed topics before Admin meetings so that we're not approving a blank placeholder. 20 minutes.

CA letter re: Neighborhood Services Director position. Update on Kathryn & Greg's meeting with the mayor. 15 minutes for Kathryn (or Greg) to present.

**Topics for next Admin Committee meeting.** Tuesday, June 23<sup>rd</sup>, 2020

ONS program status updates. Future CA and Committee meetings. NCDP update and engagement with NCs.

## **Plan Commission Liaison Report**

### **Community Assembly Report**

**June 4, 2020**

**Filed by Mary M. Winkes, CA Liaison to the Plan Commission**

#### **May 13 Plan Commission meeting**

The Plan Commission met on May 13 at 3:30 PM, a half-hour in advance of the public hearing on the draft Six Year Streets Program, 2021-2026. During the ½ hour briefing session, prior to the hearing, City Council Liaison Candace Mumm said that the City Council was looking at additional input from the neighborhoods regarding the streets program and asked the any decisions by the Plan Commission be deferred, suggesting that additional input from the city council would be forthcoming to the Commission before the May 27 meeting.

The draft plan was reviewed particularly as it related to consistency with the comprehensive plan.

Paul Kropp from the Transportation Subcommittee of the Commission was the only one to testify. He said that the Transportation Subcommittee had done due diligence when reviewing the proposed projects that were listed for the Commission.

The Plan Commission voted to defer to May 27 at which time the additional City Council input would be available.

The draft plan can be found at: <https://my.spokanecity.org/projects/six-year-comprehensive-street-program-2021-2026/>

#### **May 27 Plan Commission meeting**

The purpose of this meeting was to continue the hearing regarding the Six Year Streets Program, 2021-2016. The meeting began at 3:30 with the hearing scheduled for 4 p.m. There was no public input. Following the hearing, the Commission passed the following amended resolution made by Greg Francis: I would like to amend the original motion such that the Plan Commission recognize the draft resolution submitted to the Plan Commission yesterday by the City Council and the list of projects set forth in the addendum to said resolution, and recommend, pursuant to City Council Resolution 2014-0078, that the City Council ask the Transportation Subcommittee of the Plan Commission to review the project list and make a recommendation to the entire Plan Commission regarding the consistency of said projects with the City's Comprehensive Plan after which the full Plan Commission should conduct a public hearing and forward a recommendation to the City Council.

The additional projects in the City Council draft resolution are as follows:

The following arterial street projects and funding modifications, organized by City Council District and identified by project type, are nominated by the Spokane City Council to be considered by the Streets Department for the 2021 – 2026 Six Year Comprehensive Street Program:

#### **District 1**

- E. Empire Avenue (N. Market to N. Pittsburgh)
  - Maintenance and repair
- N. Perry Street (E. Illinois to E. Wellesley)
  - Maintenance and repair

- E. Illinois Avenue (N. Market to N. Hamilton)
  - Installation of physically-designated, protected bike lane in both directions

**District 2**

- E. 37<sup>th</sup> Avenue (S. Perry to S. Mt. Vernon)
  - Maintenance and repair
- E. 44<sup>th</sup> Avenue (S. Regal to S. Napa)
  - Paving unpaved section between S. Napa and S. Crestline and making sure it is a seamless arterial for east-west traffic from S. Regal to S. Crestline
- W. Riverside Avenue (N. Monroe to N. Division)
  - Installation of physically-designated, protected bike lane in both directions

**District 3**

- W. Boone Avenue (N. Howard to N. Ruby)
  - Installation of physically-designated, protected bike lane in both directions to occur in 2022 with local arterial levy funds
- W. Garland Avenue (W. Northwest Blvd to N. Stevens)
  - Grind and overlay where needed in 2023
- W. Strong Road (N. 5-Mile to N. Austin)
  - Full rebuild of Strong Road in 2026

**City-Wide**

- Restore \$700,000 per year funding each year for paving unpaved streets

In other words, the Commission approved the original draft of the six-year plan and asked that the additional projects sent forth from the City Council (above) undergo the same review for consistency with the comprehensive plan. That work will be taken up by the Transportation Sub-Committee when possible given the re-opening plan. These projects may be added to the 2021-2026 plan by virtue of an amendment at a later date this year.