

Spokane Neighborhoods Community Assembly

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



Meeting Agenda for Thursday, June 3, 2021

5:30 to 8:00 pm, Webex Online Meeting

Proposed Agenda Subject to Change

Please bring the following items:

*Community Assembly Minutes: May 6, 2021



Administrative Agenda

<u>Agenda Item</u>	<u>Time</u>	<u>Action</u>	<u>Page</u>
1. Introductions (Facilitator)	3 min (5:30)	Discussion	-
2. Proposed Agenda (Facilitator).....	2 min (5:33)	Approve	3
• Including Core Values, Purpose, Rules of Order			
3. Approve/Amend May Minutes (Facilitator)	5 min (5:35)	Approve	5

Open Forum

4. Reports/Updates/Announcements	10 min (5:40)	Oral Reports	-
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Legislative Agenda

5. City Council (City Council President Breean Beggs).....	10 min (5:50)	Oral Reports	-
6. Office of the Mayor (Mayor Nadine Woodward and Johnnie Perkins)	15 min (6:00)	Oral Reports	
7. Office of Neighborhood Services Update	10 min (6:15)	Presentation	
(Carly Cortright and Cupid Alexander)			
8. Housing Action Plan Update (Maren Murphy)	20 min (6:25)	Presentation	
9. Six-Year Streets Capital Program Annual Update (Kevin Picanco)	15 min (6:45)	Presentation	
10. Police Reform Update (Luke Tolley).....	10 min (7:00)	Oral Report	
11. Building Stronger Neighborhoods Training Update	10 min (7:10)	Oral Report	
(Tina Luerssen and Gabby Ryan)			
12. Budget Committee Update (Mark Davies).....	10 min (7:20)	Presentation & Vote	
13. Resuming In-Person Meetings (Greg Francis).....	10 min (7:30)	Open Discussion	
14. Roundtable Discussion	10 min (7:40)	Open Discussion	-

Other Written Reports

Plan Commission Agenda Materials See Website at <https://my.spokanecity.org/bcc/commissions/plan-commission/>

Committee Reports, Agendas, Minutes, etc.

- [Administrative Committee](#)..... 11
- [Budget Committee](#)..... 13
- [Building Stronger Neighborhoods Committee \(BSN\)](#)..... 18
- [Pedestrian, Traffic, and Transportation Committee \(PeTT\)](#)..... 21

Liaisons and CA Representation on Outside Boards and Committees Reports (Liaison Committee)

- [Community Housing and Human Services \(CHHS\) Liaison Report](#)..... 34
- [Land Use Commission Liaison Report](#)..... 35
- [Plan Commission Liaison Report](#)..... 36

Join WebEx Meeting [Online](#).

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

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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:

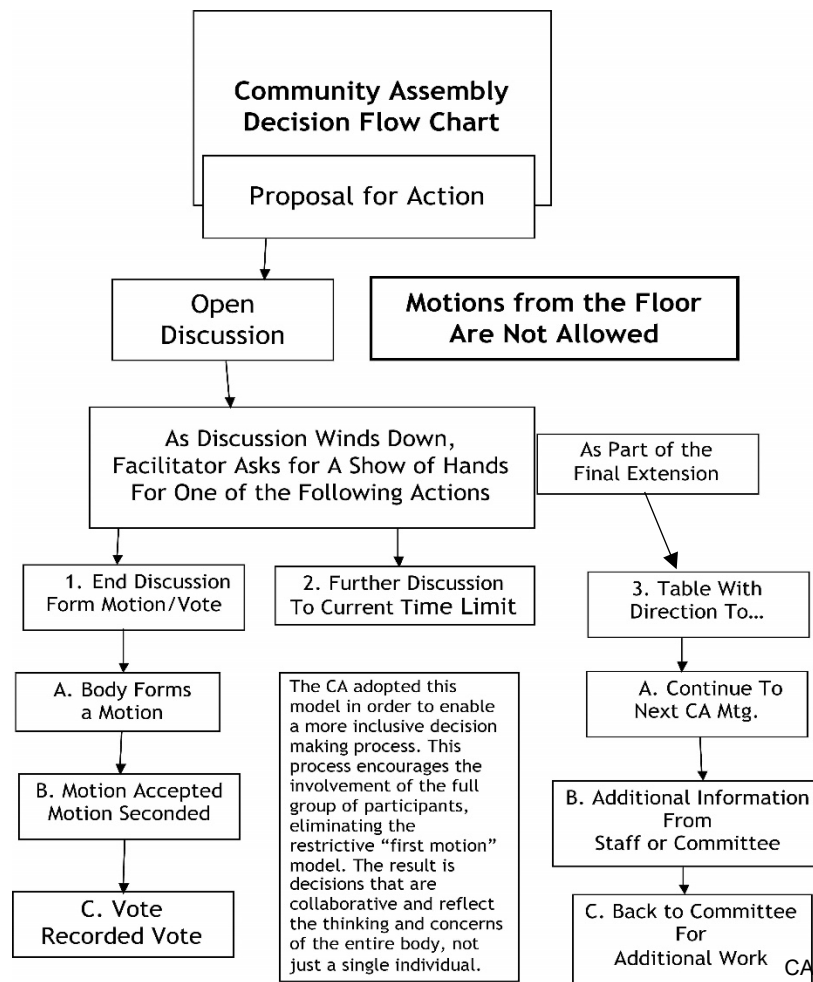
The Community Assembly fulfills its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to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

May 6, 2021 via WebEx web conference

Meeting called to order at 5:30pm by Carly Cortright

Attendance:

- **Neighborhood Councils Present:** Audubon/Downriver, Balboa/South Indian Trail, Bemiss, Browne's Addition, Chief Garry Park, Cliff/Cannon Hill, East Central, Emerson/Garfield, Grandview/Thorpe, Hillyard, Latah/Hangman, Lincoln Heights, Logan, Manito/Cannon Hill, North Hill, North Indian Trail, Northwest, Peaceful Valley, Riverside, Rockwood, Shiloh Hills, Southgate, West Central, West Hills, and Whitman.
- **Neighborhood Councils Absent:** Comstock, Five Mile Prairie, Nevada-Heights, and Minnehaha.
- **City Staff present:** Annie Deasy (Office of Neighborhood Services, ONS), Council Member Burke, Carly Cortright (ONS), Marlene Feist (Public Works), Nick Hamad (Spokane Parks), Lisa Gardner (City Council), Kirstin Davis (Neighborhoods, Housing, and Human Services), and Gabby Ryan (ONS).
- **Visitors:** Juliet Sinnistera (Regional Community Investment Fund), Kris Neely and Toni DePasquele (Urban Forestry Tree Advisory Committee), Luc Jasmin III, and Paul Kropp (Pedestrian, Traffic and Transportation (PeTT) and Liaison Committees).

Administrative Agenda:

1. **Introductions:** The facilitator asked for permission to record the meeting for Annie Deasy (CA Admin Committee Liaison) to provide accurate minutes. This request was approved (16-approve, 3-deny, and 1-abstain). The facilitator asked for all CA Reps to identify themselves and their NC in a poll for attendance.
2. **Proposed Agenda:** Greg Francis moved, Christopher Savage seconded to approve the agenda with the amendment to add the Facilitator Update and Vote after Item 13. Policies and Procedures. Motion passes with 17-approve, 0-deny, and 2-abstain.
3. **April Minutes:** Greg moved, Daniel Zapotocky seconded to approve April minutes with correction of Wiley to Weile. Motion passes with 17-approve, 0-deny, and 4-abstain.
4. **Open Forum:**
 - Luke Tolley, Police Reform Task Force Committee. The Task Force will meet on Monday, May 18. Should have full report at next meeting.
 - Kathryn Alexander, CHHS. CHHS fully funded Better Health Together COVID money. The concerns surrounding outreach and language barriers have been

addressed and the changes are positive. Cupid showed a presentation on affordable housing as a preventative measure instead of catch-up. Email Kathryn if you would like the presentation sent to you.

- Fran Papenleur, the Extreme Team, Diamonds and Dreams, was on the news recently and Clark Park was selected to have two new softball diamonds installed.
- Tina Luerssen, Budget, Building Stronger Neighborhoods (BSN) Committees, and CA/CC updates. The Community Engagement Grant deadline has been extended to Friday, May 21. BSN hold the date, Tuesday, June 29, Clifton Strengths Finder training. CA/CC meeting had a good turnout from both the Neighborhood Councils and City Council.
- Mary Winkes, Planning Director interviews will be taking place next week Wednesday, May 12, (in person).

Legislative Agenda:

5. **City Council Report:** Council Member Burke, kburke@spokanecity.org.

State Legislative Session: Council Member Burke, along with Council Member Mumm and Council President Beggs, met virtually with lobbyists at the state level and City Council to set priorities and give updates. The City Council team is getting well organized and passing legislation.

The City of Spokane received funding for:

- \$2 million affordable housing,
- \$1.3 million for Dr. Martin Luther King, Jr. Center,
- \$1 million for Spokane Public Radio,
- \$1 million for Beacon Hill Public Park,
- \$77,000 for Meadow Glen Park,
- \$1.2 million for Joya Child and Family Development, (formerly the Spokane Guild School),
- \$103,000 for Feast World Kitchen,
- \$400,000 Felts Field Gateway Project,
- \$600,000 Boys and Girls Club,
- Washington State University, a new Health and Science building; Native Project, Youth Behavioral Health Services building; and Eastern Washington University Science building.

Sustainability Action Committee: has drafted a plan to ensure our city is prepared to face future challenges as a result of climate change. Visit the SAS website

<https://my.spokanecity.org/bcc/committees/public-infrastructure-environment-and-sustainability/sustainability-action-subcommittee/>) to learn more about the Sustainability Action Plan, attend an upcoming workshop, and provide your feedback to help shape our City's future.

Spokane Flag Commission: the flag finalist is selected and will be announced on Monday, May 10. More than 1,000 people voted in the flag poll. The flag memorabilia (flags, pins, and patches) will be available, around Flag Day, for purchase at the Spokane Carrousel in Riverfront Park.

There were no questions.

6. **CA Facilitator:** Andy Hoyer moved to discuss CA Facilitator to #6 on Agenda. Daniel seconded. Motion passes with 21- approved, 1-deny, and 1-abstain. The CA formed an adhoc committee to find and hire a facilitator, four people responded to the informal Request for Proposals that ONS sent out. The individuals who responded to the RFP sat ~~in on~~ last month's CA meeting. One respondent, Jennifer Cumbie from Aim and Build, was still interested and had glowing references. The adhoc committee is recommending that we enter an agreement that would terminate on 12/31/2021 for the remainder of the year at \$500 per meeting plus a retainage fee (monthly fee will not be paid if they do ~~not~~ facilitate). ONS would ask for additional money next year to keep her retained as the facilitator if this is successful.

Andy moved, Daniel seconded the motion: Pending final review of references by ONS, the CA approves hiring Jennifer Cumbie, through a contract with her consulting company, Aim and Build, as the facilitator for our meetings through December 2021. If she is unable to facilitate a meeting, that role will be filled by ONS, not a different employee of Aim and Build. Official representatives please choose one of the following. Motion passes 17-approve, 4-deny, and 2-abstain.

7. **Regional Community Investment Fund:** Juliet Sinesterra, Joel Williamson was not in attendance. Juliet showed a presentation on the Regional Community Investment Fund that included background on what a local community investment is; case studies; how to develop a community invest fund; scope and costs to implement planning study; upcoming stakeholders group; and next steps. She went into the many benefits that a community investment can do to support infrastructure and diversifying funds that allows for individual and institutional purchasing and investing at the local level:

- Great for local economic development
- Invests in businesses and projects that meet local needs
- Build community wealth
- Diversify risk with portfolio of investments
- Lays the foundation for a substantial local investment infrastructure, and

- Supports long-term success of local business start-ups.

There were questions and answers.

- 8. Parks Master Plan and National Lands Survey:** Nick Hamad, Spokane Parks, showed a presentation that began with the Spokane Parks and Recreation System that includes more than 100 parks and nearly 2,600 recreation programs. The Master Plan is a six-10 year long range planning tool to determine service gaps, identify opportunities for improvements, build community ownership in parks, and preserving park lands for outdoor recreation. Spokane recreation trends are walking and hiking, and activities around water (rivers, streams, beaches, fishing, and camping). He explained the Master Plan Project Timeline which has four phases: inventory and assessment; creating a needs assessment; concepts and draft plan development; release of the draft plan; and then plan adoption. To date, Parks has held some community focus groups and are continuing to seek community input through the [survey](#), as well as a workshop that will be held in August. The information gathered through the workshops will help draft the plan.

There were questions and answers.

- 9. Clean-Up Program Update:** Marlene Feist, Public Works and Utilities, shared the briefing paper and gave an update on the changes based on the concerns that the CA addressed in the letter. Solid Waste came up a hybrid solution that included:

- Offering 16 events: nine to 10 curbside pickups and six roll offs;
- Disposal passes can be utilized at the same time;
- Mailing disposal passes; and
- Looking for ways to enhance the Clean-up Program for 2022.

She asked the CA for their help in determining what the priorities and criteria for the events should be in selecting neighborhoods and added that City Council offered to help. A decision needs to be made by July and presented to the CA in August.

There were questions and answers.

- 10. Office of Neighborhood Services Update:** Carly Cortright. Cupid Alexander was not present. The City has a new Administrator Johnnie Perkins, who has requested to be on the CA June Agenda. ONS is working with City Council on a **Pedestrian Safety and Traffic Awareness** plan to address speeding in residential neighborhoods. The plan will start with a citizen focus group, Wednesday, May 12, at noon, and then form a larger stakeholder group with City personnel, a representative from each District from the focus group, and agency partners like Spokane Public Schools.

Gonzaga University School Leadership Program update and presentation. Work continues on understanding leadership needs; many interviews have been conducted;

and highlights that include a report that will be distributed in early June. Work has been focused on understanding strengths and needs, and best practices. Initial insights from the interviews show that representatives are interested in getting people engaged; conflict resolution; mentorship; running effective meetings; and engaging diverse populations. Carly encouraged CA representatives to complete a [survey](#) that will be open through Tuesday, May 18.

Locale newsletter has been featuring neighborhoods and highlighting what things the neighborhood are doing. If you have any ideas that you want to share, please let us know. Also, Carly has asked that the CA representatives be added to the distribution list.

There were questions and answers.

11. Urban Forestry Tree Advisory Committee: Kris Neely and Toni DePasquele, Katie Kosanke was not in attendance. Toni and Kris showed a Spring Updates presentation. The presentation highlighted the events they participated in for Earth/Arbor Day that included:

- Earth day drive thru seedling event at On Track and Community School;
- Distributed seedlings to the City of Malden
- Tree plantings in West Central at the Community School and On Track School.

Additionally, they are creating an urban forestry recovery and tree stewardship guide and educational publications that soon will be available at www.spokaneurbanforestry.org.

There were questions and answers.

12. Housing Action Subcommittee Selection: Paul Kropp. Paul gave an update on the Housing Action Subcommittee selection. Kathryn Alexander was the only applicant and she met with the Liaison Committee last week. The Liaison Committee is forwarding her selection as the CA nominee as the Housing Action Subcommittee representative. A motion to approve Kathryn Alexander to serve on the Housing Action Subcommittee was moved by [Greg](#) and seconded by [Daniel](#). Motion passed with 14-approve, 4-deny, and 1-abstain.

13. Memorandum of Understanding (MoU) Update: Luke Tolley. Luke showed the marked up version of the MoU that the adhoc committee has been working on. He stressed that this ~~is just an~~ agreement is between the CA and ONS, not the neighborhood council ~~s~~ and steer things in the CA value and purpose. Please review the MoU and provide feedback to the committee so that they can finalize it. It was opened up to the committee for additional comment. Tina called special attention to the third paragraph that "ONS will support the core purpose and values of the CA".

There were questions and answers.

- 14. Policies and Procedures (P&P) Adoption:** Greg Francis. Greg said this is the final version of the P&P. The approval will include Item 2 and once the CA votes on item 2 and then vote on the actual P&P. Ignore Item 1 and 3. Greg asked the CA to vote on Item 2: Allows CA Admin committee to take action in between regular CA meeting if time constraints don't allow for delaying the vote until the next CA meeting. It states that voting at a regular CA meeting is the preferred option, then remote voting of the full CA if time allows, and then finally a decision by the CA Admin committee itself. All "emergency" actions shall be documented in the next regular CA packet and a confirmation vote taken. The vote passes with 18-approve, 4-deny, and 0-abstain. Next, a final vote was taken to: Adopt the 2021 proposed changes to the Policies and Procedures excluding those sections that failed to achieve a majority vote. Vote passes with 20-approve, 2-deny, and 0-abstain.

There were no questions.

- 15. Round Table:** Tina wanted more detail included the CA minutes. Specifically when there is a discussion. She would like the minutes to include excerpts of the discussion be included instead of discussion ensued. Fran agreed with Tina. Carly said that a verbatim discussion is not a standard the City uses when taking minutes and that discussion ensued is standard practice. Daniel suggested that after a topic with a long discussion to make a motion to include more detail in the minutes, or ask that something more descriptive be included in the minutes. The MoU adhoc committee will discuss this topic. ~~Carly said that a verbatim discussion is not a standard the City uses when taking minutes and that discussion ensued is standard practice.~~

Meeting Adjourned.

Next Community Assembly scheduled for **Thursday, June 3, 2021.**

***DRAFT* Meeting Notes for the Community Assembly Administrative Committee.**

May 25th, 2021. 12pm via WebEx web conference

Attendees: Committee members: Greg Francis (Chair), Tina Luerssen (Secretary), Christopher Savage, Kelly Blyth. City Staff: Annie Deasy, Carly Cortright. Guests: Paul Kropp (Liaison and PeTT Committees). Absent committee member: Kelly Lotze (Vice Chair)

April meeting notes approved by consensus.

Agenda requests:

Mayor Woodward and Johnnie Perkins, 15 minutes for an introduction and update.

Housing Action Plan 15-20 minutes, Maren Murphy

6-year Streets Capital Program Annual Update, 15 minutes, Kevin Picano

Police Reform Update

BSN Training Update, 10 minutes, Tina

Budget Committee Update, 10 minutes.

~~MOU Committee~~, doesn't meet until tomorrow. This could be an Open Forum update or agenda amendment if needed.

ONS and CHHS Update, 10 minutes. Carly doesn't have much to update, but Cupid is planning to attend.

Proposed Agenda for CA 6/3/21. Approved by consensus.

Council Update: From our scheduled Council President (Breann Beggs). 10 minutes.

Mayor and City Administrator: Introduction and Update. 15 minutes.

CHHS & ONS Update: Cupid Alexander and Carly Cortright. 10 minutes.

Housing Action Plan: Maren Murphy presentation and Q&A. 20 minutes.

6-Year Streets Capital Program Annual Update: Kevin Picano and Q&A. 15 minutes.

Police Reform Committee: Luke Tolley update and Q&A. 10 minutes.

BSN Committee: Tina Luerssen & Gabby Ryan, update on Training. 10 minutes.

Budget Committee: Mark Davies, update and discussion with roll-call vote. 10 minutes.

Admin Committee: Greg Francis, discussion and straw poll on in-person meetings. 10 minutes.

Roundtable. 10 minutes.

Other Discussion:

Paul asked about the MOU Committee. He's had issues with ONS Liaisons changing the timing and content of committee meeting notices. Paul has spoken with Carly about this, so she is knowledgeable to have the conversation at the committee meeting tomorrow.

Resuming in-person meetings. West Central Community Center is available for in-person meetings up to 32 people in the Newton Lounge, and 40 people in the Mason Room during Phase 3. Hybrid meetings are very challenging for a large group. Jennifer should be in place as the Facilitator by the July meeting, so this might free up Carly for the technical part of a hybrid meeting. Perhaps plan to start in-person meetings in the Fall, to give everyone time to prepare? Tina suggested that although it's difficult to run a hybrid meeting with voting, what if we just stream the meetings so that people can watch the meeting virtually, without being able to vote? Can we be on Channel 5?

Topics for next Admin Committee meeting. Tuesday, June 22nd, 2021: July 29th is next CA/CC 5th Thursday. Resume discussion on in-person meetings. MOU update.

***DRAFT* Community Assembly Committee Meeting Notes: Budget Committee**
5/24/2021 6:30pm, virtual via WebEx

Members virtually present: Ken Cruz (West Central), Mark Davies (Chair: North Indian Trail), Tina Luerksen (Secretary: Grandview-Thorpe), Scot Webb (North Hill). City staff: Annie Deasy. Guests: Gail Cropper (Northwest). Absent committee member: Kelly Lotze (Vice Chair: Browne's Addition),

Agenda:

1. Meeting notes from 4/26/21 approved by consensus.
2. Submitted Applications: Audubon-Downriver, Balboa/South Indian Trail, Bemiss, Browne's Addition, Chief Garry Park, Cliff-Cannon, Comstock, East Central, Emerson-Garfield, Five Mile Prairie, Grandview-Thorpe, Latah/Hangman, Lincoln Heights, Manito/Cannon Hill, North Hill, North Indian Trail, Northwest, Peaceful Valley, Riverside, Rockwood, Shiloh Hills, Southgate, West Central, West Hills. 25 out of 29 NCs applied this year, a new record!
 - a. Balboa/South Indian Trail application: They purchased their Zoom account before the application was approved. April 15th is when Zoom was purchased, and application wasn't submitted until May 21st. Because they didn't have a Zoom account prior, committee votes unanimously to approve the prior expense, contingent upon receiving one more NC approval vote.
 - b. Southgate submitted their application late, today. They are applying just for decal stickers to edit their meeting signs, which should be far less than the \$800 grant amount (likely under \$50). The application is incomplete, without metrics provided for last year's D&O Insurance which was purchased with CE Grant funds. Committee votes to approve, contingent on having metrics submitted no later than this Friday May 28th.
 - c. Latah/Hangman hasn't submitted approval minutes/email yet, their application is contingent on having that approval submitted no later than Friday May 28th.
3. Missing Applications: Hillyard, Minnehaha, Nevada Heights, Whitman. Minnehaha did let Annie know that they didn't have time to get the application in, but sounded like they were working on it. Nothing has been received as of today. Hillyard, Nevada Heights and Whitman were all non-responsive to emails regarding the Grant.
4. Committee Business: Kelly Lotze was unavailable for application approvals last week, and unable to attend tonight's meeting. Gail Cropper has been attending, and is interested in being a member of this committee. Our committee P&P states that we have 5 committee members, but Ken suggested that we have Gail as an Alternate if any committee member is absent. Also, Mark will term out of this committee at the end of 2021, so this gives Gail an opportunity to learn how the committee works before becoming a "full" committee member. Unanimous approval by committee members to add Gail as a 6th "Alternate" Budget Committee Member.
5. Spreadsheet discussion: Tina requested that there be a "committee approval date" added to the spreadsheet, since there isn't anywhere showing actual

approval. The total application amount is just over \$19,000, leaving over \$5000 still available.

6. What do we want to propose with the remaining funds? We had discussed a utility mailer highlighting the Neighborhoods program, which was around \$3000. We would need to find out what months are available to do this, Tina suggested that a Fall (August/September/October) mailing might be most effective, as families are getting into new routines and NCs are reorganizing and holding elections. This could also be digital on the MySpokane website, to reach customers who don't get a bill in the mail. Mark suggested that we ask the CA for approval to prepare this insert. Unanimous approval. Tina will ask Admin for 5 minutes at CA to vote on this. Annie will ask which months are available for an insert, and will bring info to our next meeting to help begin design.
 - a. Ken asked about advertising on Channel 5 as well, or possibly purchasing inflatable movie screens. Movie rights for what West Central has done are \$375, and then they pay a local projectionist who runs the movie. Mark asked about storage requirements for these screens, Ken will check with Rosel at Northeast Community Center about this.
 - b. ONS is filming small 60-90 second video clips highlighting a District every 2 weeks, published via social media (NextDoor, etc) with information about how to contact your Neighborhood Council. The YouTube links are also being sent out to the appropriate Neighborhood Council to share.
7. Next Budget Committee meeting is scheduled for Monday, June 28th, 2021 at 6:30pm. We can begin design on the utility insert at this meeting, and discuss any other ideas for use of leftover funds.
8. Meeting adjourned at 7:31pm.

Neighborhood	Total Amount Paid Out	Total Amount Requested	Difference	Original Budgeted Amount	Original Amount Requested	Option 2 Amount	Option 2 Requested	Reimburse- ments Submitted
Audubon/Downriver	\$ -	\$ 800.00		\$ 800.00			\$ -	\$ 800.00
Balboa/S. Indian Trail	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Bemiss	\$ -	\$ 800.00		\$ 800.00	\$ 800.00			\$ 800.00
Browne's Addition	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Chief Garry Park	\$ 88.47	\$ 799.95	\$ 711.48	\$ 800.00	\$ 799.95			\$ 799.95
Cliff Cannon	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Comstock	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
East Central	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Emerson-Garfield	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Five Mile	\$ -	\$ 800.00		\$ 800.00	\$ 800.00			\$ 800.00
Grandview/Thorpe	\$ -	\$ 800.00		\$ 800.00	\$ 800.00			\$ 800.00
Hillyard	\$ -	\$ -		\$ 800.00				\$ -
Latah/Hangman	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Lincoln Heights	\$ -	\$ 764.24		\$ 800.00	\$ 764.24			\$ 764.24
Logan	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Manito/Cannon Hill	\$ -	\$ 800.00		\$ 800.00	\$ 800.00			\$ 800.00
Minnehaha	\$ -	\$ -		\$ 800.00				\$ -
Nevada-Heights	\$ -	\$ -		\$ 800.00				\$ -
North Hill	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
North Indian Trail	\$ -	\$ 800.00		\$ 800.00	\$ 800.00			\$ 800.00
Northwest	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Peaceful Valley	\$ -	\$ 766.00		\$ 800.00				\$ 766.00
Riverside	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Rockwood	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Shiloh Hills	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
Southgate	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
West Central	\$ -	\$ 800.00		\$ 800.00				\$ 800.00
West Hills	\$ -	\$ 759.00		\$ 800.00				\$ 759.00
Whitman	\$ -	\$ -		\$ 800.00				\$ -
Committees	\$ -	\$ 163.24		\$800	\$163.24			
Total	\$ 88.47	\$ 19,889.19	\$ 711.48	\$ 24,000.00	\$ 5,564.19			\$ 19,889.19

Enter the amount submitted for reimbursement or estimated bill from Repro

Neighborhood	Total Amount	Item 1 Cost	Item 1 Description	Date Submitted	Item 2 Cost	Item 2 Description	Date Submitted	Item 3 Cost	Item 3 Description	Date Submitted	Item 4 Cost	Item 4 Description	Date Submitted	Item 5 Cost	Item 5 Description	Date Submitted
Audubon/Downriver	\$ 800.00	\$800.00	Neighbor Day Event	5/21/2021	\$800.00	Special mailing										
Balboa/S. Indian Trail	\$ 800.00	\$165.00	zoom	5/21/2021	\$635.00	neighborhood outreach										
Bemiss	\$ 800.00	\$100.00	Band	3/22/2021	\$ 90.00	Banner		\$163.24	Zoom		\$145.00	banner pole kits		\$ 95.00	4x6 postcards & brochures	
Browne's Addition	\$ 800.00	\$585.20	Band	5/7/2021	\$201.00	color copies 8x11		\$ 13.80	color copies 11x17							
Chief Garry Park	\$ 799.95	\$465.00	Fun flicks	4/21/2021	\$164.00	Zoom		\$ 32.12	magnets!	5/4/2021	\$ 56.35	copies: color, b&w!	4/21/2021	\$ 46.00	A frame sign insert	
Cliff Cannon	\$ 800.00	\$800.00	banners	5/20/2021												
Comstock	\$ 800.00	\$800.00	banners	5/20/2021												
East Central	\$ 800.00	\$164.24	zoom	5/11/2021	\$635.00	virtual community celebration										
Emerson-Garfield	\$ 800.00	\$165.00	zoom	5/20/2021	\$635.00	stickers & decals										
Five Mile	\$ 800.00	\$165.00	Zoom	5/18/2021	\$275.00	A-Frame Signs		\$165.00	sign inserts							
Grandview/Thorpe	\$ 800.00	\$500.00	Fun flicks	4/12/2021	\$300.00	Bulletin board at park										
Hillyard	\$ -															
Latah/Hangman	\$ 800.00	\$165.00	zoom	5/20/2021	\$635	postcards & bulk mail postage										
Lincoln Heights	\$ 764.24	\$164.24	Zoom	5/18/2021	\$250.00	disposal passes		\$350.00	logo							
Logan	\$ 800.00	\$164.24	Zoom	5/19/2021	\$350.00	logo		\$285.00	repair sign							
Manito/Cannon Hill	\$ 800.00	\$165.00	Zoom	4/12/2021	\$ 50.00	barricades		\$550.00	band		\$ 35.00	flyers to promote the NC				
Minnehaha	\$ -															
Nevada-Heights	\$ -															
North Hill	\$ 800.00	\$165.00	zoom	5/21/2021	\$100.00	A-Frame Signs		\$185.00	magnets		\$350.00	welcome bags				
North Indian Trail	\$ 800.00	\$164.00	zoom	4/11/2021	\$636.00	band										
Northwest	\$ 800.00	\$165.00	zoom	5/21/2021	\$635.00	postcards & bulk mail postage										
Peaceful Valley	\$ 765.00	\$500.00	music	5/21/2021	\$240.00	A-Frame Signs		\$ 26.00	post cards							
Riverside	\$ 800.00	\$650.00	post cards	5/11/2021	\$120.00	poster 8.5 x 11 color										
Rockwood	\$ 800.00	\$500.00	band	5/13/2021	\$144.00	zoom		\$50.75	yard signs		tdb	disposal passes				
Shiloh Hills	\$ 800.00		post cards	3/24/2021		bulk rate postage	3/24/2021									
Southgate	\$ 800.00		magnets	5/24/2021												
West Central	\$ 800.00	\$375.00	movie night	5/20/2021	\$250.00	projectionist/equip		\$175.00	banners 35 x 23.5							
West Hills	\$ 759.00	\$743.00	2 sided color brochures		\$ 16.00	black & white single side										
Whitman	\$ -															
Committees	\$ 165.00	\$164.24	zoom	4/26/2021												
Total	\$19,889.19															

Neighborhood	Amount Paid	Date Updated	<i>On a monthly basis, enter the amount paid out</i>
Audubon/Downriver			
Balboa/S. Indian Trail			
Bemiss			
Browne's Addition			
Chief Garry Park	\$ 88.47	5/11/2021	cost from repro for flyers was \$56.35, magnets \$32.12
Cliff Cannon			
Comstock			
East Central			
Emerson-Garfield			
Five Mile			
Grandview/Thorpe			
Hillyard			
Latah/Hangman			
Lincoln Heights			
Logan			
Manito/Cannon Hill			
Minnehaha			
Nevada-Heights			
North Hill			
North Indian Trail			
Northwest			
Peaceful Valley			
Riverside			
Rockwood			
Shiloh Hills			
Southgate			
West Central			
West Hills			
Whitman			
Committees			
Total	\$ 88.47		

DRAFT Community Assembly Committee: Building Stronger Neighborhoods
5/24/2021 12:00PM virtually on Zoom and at Forza Coffee on Hamilton.

Present at Forza: Tina Luerksen (Secretary: Grandview/Thorpe), Christopher Savage (Balboa/South Indian Trail), Fran Papenleur (Audubon/Downriver), Anne Luttrull (Emerson-Garfield).

Present on Zoom: Rita Conner (Southgate), Cliff Winger (Shiloh Hills), Gail Cropper (Northwest), Charles Hansen (Whitman).

City staff: Gabby Ryan (ONS).

1. Committee Housekeeping
 - April meeting notes approved by consensus.
2. Committee Business
 - Clifton Strengths Finder Training: planned for Tuesday, June 29th at 6pm. Gabby will lead this training, and will request participants take the Strengths Finder Test beforehand. Assessment will give you a Top 5 for your strengths. One activity that Gabby will lead will focus on “first impressions” of your results. She will prompt attendees to think of ways to utilize their strengths in Neighborhood leadership roles and in their daily life. This training will be most effective if attendees take the test beforehand and do a little “homework” (60-90 minutes) before the training.
 1. Distributing books: Libraries might be able to help. 1st and 3rd floors of City Hall are open. Tina suggested bringing this topic to the CA Agenda for information about the training and book distribution. Tina will request 10 minutes on the CA agenda for BSN.
 2. Gabby will create an informative flyer to show at CA and send out to NCs to get names for participation. This could potentially be a monthly or quarterly series, with further trainings focusing on other strengths.
 3. Two books were ordered per NC. This is open to current NC leadership, and any other active NC members who may be interested in leadership.
 - GU Leadership Training Update.
 1. Fran is requesting more in-depth training on working with the City/Developers.
 2. Gabby reported that the data collection has been completed, and the team will be meeting for a full day on June 5th to organize the data. The team will determine what trainings can be offered through City staff now, and what we need GU’s resources to develop. With this timing, we’d like to see a report at the July CA meeting.
 - Zoom account. Budget Committee approved our application. Kelly will be setting up the Community Assembly Committees account soon.
 - Neighborhood Outreach/Updates
 1. Rita reported on Southgate, they have been meeting consistently on Zoom every month, and intend to meet in-person in June at the ESD building. Participation typically increases when there are development issues, so at the moment

not much is going on. Rita is very interested in leadership training, as she was kind of dropped into the Chair role without much direction.

2. Gail reported on Northwest, she is the new NC Chair along with a handful of other new executive board members. Gail posted on the NW Facebook page asking for participation and got a new member to serve as Secretary. Fran offered assistance from herself or the Audubon-Downriver Secretary for this new officer.
3. Anne reported on Emerson-Garfield. They have a new Chair, Mark Carlos (Betsy Wilkerson's legislative aide). SPD has been cracking down on Division street racing, and there have been issues with the homeless shelter on Mission. E-G Farmer's Market starts June 4th.
4. Fran reported on Audubon-Downriver, they will be trying a meeting at Audubon Park for their June meeting. CSO tank at the top of TJ Meenach has a pipe line that will be installed all the way down to the golf and disc golf course this summer. The NC had a little cleanup on the bluff last weekend. The CE Grant will pay for a mailing to the neighborhood residents with information about a tree planting event with the Parks Department in the fall. A-D will be reporting to City Council on June 14th.
5. Christopher reported on BSIT. There was a fatal accident in the neighborhood on Indian Trail, and the NC has formed a traffic committee to work on speeding issues. There has been some vehicle prowling, but otherwise things are pretty quiet.
6. Fran also reported on West Central, they are having Neighbor Days in June. Anne reported that West Central is also starting a small farmer's market.
7. Cliff updated for Shiloh Hills. They met with Michael Cathcart and Shauna Harshman, there have been a couple of new 25mph and 20mph speed signs installed in the neighborhood which the NC had been working for. The NC will have a picnic in Friendship Park in August.
8. Charles reported on Whitman. They will be having a meeting in the park in August, but not much going on.
9. Tina reported that Grandview-Thorpe was notified about an application for a street vacation in the Neighborhood, which noted that it would cut off local access to the Trolley Trail. Tina, along with the NC Chair and Treasurer, met with the property owner who showed them around the property and talked about his plans to build a home and a small orchard. The trail access is not currently used, and is very steep and nearly unusable for humans. They have no issues with the proposed street vacation. Tina will be reaching out to CDB Construction, the big developer who's building dozens of homes in the Neighborhood, with hopes that the Executive Committee can meet with the developer to establish a relationship and learn about his plans. Tina is also working on getting a gateway

mural installed on the 16th Ave underpass of the Fish Lake Trail, just west of SR 195. There is a mural artist living in the neighborhood who is helping with this project, and estimates that it may cost up to \$50,000 because the street will have to be closed during painting. They have applied for part of the CE Grant, plus \$3000 from Associated Garden Clubs grant to pay for planning and outreach. Planning to apply for Parks Foundation grant when the cycle opens in the fall, and other grants to hopefully have this project completed in 2022. Anne suggested reaching out to Carly Hoffman in E-G, as they have a lot of murals and a gateway sign with North Hill on Monroe.

3. Announcements & Upcoming Events:

- ONS Update. Nothing to update at this time, there is a bi-weekly report sent to NC Chairs. Fran asked whether meetings will be held on the 1st floor of City Hall yet, Gabby is unsure at this time.
- Fran made a request for Admin to consider CA meeting evaluations. Focusing on where/how NCs fit into presentations. Tina expressed frustration about presentations that are requested; Admin approves them expecting that they will focus on Neighborhood impacts, and then get frustrated when the presentation doesn't end up being what was expected.
- Tina reported on CE Grant applications. Budget committee had at least 15 applications come through on Thursday and Friday last week, right before the deadline. Budget meets tonight and should have an update for CA next week.
- Gabby reported that about 400 disposal passes have been requested so far, plus Gabby has printed about 200 paper passes for the COPS shops.

4. Topics for June 28th meeting:

- Neighborhood outreach.
- BSN Training: Strengths Finder Training Tuesday June 29th 6pm.
- GU Leadership Training update.
- Neighborhood Services Department update.

Next meeting: Next regular meeting will be noon on Monday, June 28th, 2021.

Location: Forza Coffee on Hamilton (if able) and virtually on Zoom.

Community Assembly
PeTT Committee Meeting
May 25, 2021 – 6 PM via WebEx
Meeting Notes *DRAFT*

Neighborhoods and Attendance

Neighborhoods represented: Browne's Addition, Cliff-Cannon, Comstock, East Central, Emerson-Garfield, Lincoln Heights, Logan, Southgate, Whitman

Staff: Shauna Harshman, City Council Connectivity Mgr., Annica Eagle, Neighborhood Services, Colin Quinn-Hurst, Bicycle Advisory Board Planning Liaison

How The Comprehensive Plan Sets the Framework for Project Ranking and Prioritization

The chair presented the seven goals of the city's comprehensive plan found in its Chapter 4 Transportation. Every street project that is included in the city's yearly construction program and funded by local and grant funds must "fit" under and promote one or many of these goals. The comp plan goal values are the basis for street project ratings and ultimately project selection (see the attached diagram). The central value is "Sense of Place," that is, projects - in plain language - should make the places they are done better for peoples' use, plus also provide and/or supplement these values:

Maximize Public Benefits and Fiscal Responsibility

Enhance Public Health and Safety

Provide Transpiration Choices

Promote a Sense of Place

Respect Natural and Community Assets

***Accommodate Access to Daily
Needs and Regional Destinations***

Promote Economic Opportunity

Three examples were presented. First, the chair showed an example from a residential street project evaluation rating system based on comp plan categories outlined by the former Citizen Transportation Advisory Board (CTAB) chair, John Dietzman (attached). Second, Colin Quinn-Hurst presented a preliminary approach to bike route evaluation to be discussed by the Bicycle Advisory Board. Finally, the chair reviewed the Integrated "Streets Matrix Scoring Summary" that was developed and based on Chapter 4 Transportation goals in concert with the Plan Commission Transportation Subcommittee (PCTS) to rate arterial projects for selection into the city's 6-year transportation plan.

Proposed Restructure for CTAB (Citizens Transportation Advisory Committee)

The chair reviewed with the committee two proposed revisions to city code pertaining to the city's transportation benefit district (TBD) at SMC 08.16 and the Citizens Transportation Advisory Committee (CTAB) at SMC 04.37. Both are attached to these notes. Under this proposal the PeTT member of the CTAB will be selected by the Community Assembly upon nomination by the PeTT Committee. Various features of the new code provisions were discussed at the CTAB meeting earlier this month, and the chair noted some revision suggestions he might make.

Next Meeting

Tuesday, June 22, 2021 -- 6 PM via WebEx

Topics: CTAB (Citizens Transportation Advisory Committee) in depth – Randy McGlenn
Statement of responsibilities for PeTT's CTAB and PCTS members

(Notes prepared by the chair, Paul Kropp)



Figure TR 6. City of Spokane Transportation Chapter Goals

TR GOAL A: PROMOTE A SENSE OF PLACE

Promote a sense of community and identity through the provision of context-sensitive transportation choices and transportation design features, recognizing that both profoundly affect the way people interact and experience the city.

Street Program Arterial and Residential Evaluation Matrices					
Chapter 4	Transportation Goals	Arterial Rebuild Project Evaluation Matrix	Metric		
TR Goal B	Provide Transportation Choices	Person Capacity	ADT & HPTN?		
		Network Connectivity	# Modes Added		
TR Goal C	Accommodate Access To	Neighborhood Accessibility	Accessibility score		
	Daily needs and Priority Destinations	Regional Accessibility	# Regional Dest Near		
		Disadvantaged Accessibility	% at Poverty level		
TR Goal D	Promote Economic Opportunity	Freight/Goods Movement	Freight corridor rank		
		Development & Redev. Potential	Development proximity		
TR Goal E	Respect Natural and Community Assets	Air Quality	Impact on VTM		
		Water Quality	Impact on treatment		
		Neighborhood/District Impact	Comply with local plan?		
TR Goal F	Enhance Public Health & Safety	Vehicle Safety	Improve or fix problem		
		Bike Safety	Lane?Separated Path?		
		Ped Plan Priority Area	In/Near Priority Area		
		Ped Safety	Ramp?Sidewalk?Xing?		
TR Goal G	Maximize Public Benefit & Fiscal	CSO Integration	CSO Priority zone rank		
	Responsibility With Integration	Water Integration	Age of water lines		
		Maint & Facility Condition	PCI		
		Leveraged Financing (exclude Levy)	impact fee?grant %?		
TR Goal A	Promote A Sense of Place				

LINK Spokane Project Selection Criteria

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Transportation Choices

Person Capacity

- 1 pt - < 5k ADT
- 2 pts – < 5k ADT + HPTN *or* 5k-10k ADT
- 3 pts – 5k-10k ADT + HPTN *or* 10k-20k ADT
- 4 pts – 10k-20k ADT + HPTN *or* > 20k ADT
- 5 pts – > 20k ADT+ HPTN



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Comp Plan Ch 4 Evaluation Categories

- Transportation Choices - Goal B
- Access to Daily Needs - Goal C
- Economic Opportunity - Goal D
- Natural & Neighborhood Assets - Goal E
- Enhance Public Health & Safety - Goal F
- Fiscal Responsibility - Goal G

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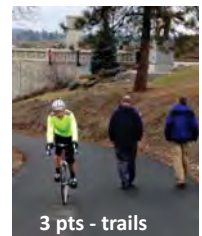
Transportation Choices

Network Connectivity

- 0 pts - none
- 2 pt – adds one mode
- 3 pts – adds two modes
- 4 pts – adds three modes
- 5 pts – adds four modes



5 pts – MLK extension



3 pts - trails

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Access to daily needs Neighborhood Accessibility

- 1 pts – score 1-5
- 2 pts – score 6 -10
- 3 pts – score 11 - 15
- 4 pts – score 16-20
- 5 pts – score 21-25

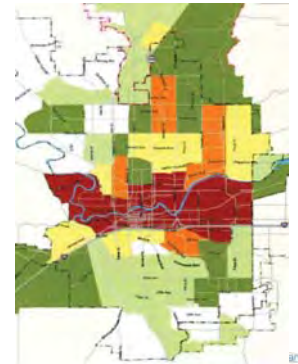


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Access to daily needs Disadvantaged Accessibility

- 0 pts - 0% - 6.92%
- 1 pts – 6.93% - 11.43%
- 2 pts – 11.43% - 19.36%
- 3 pts – 19.37% - 26.4%
- 4 pts – 26.45% - 32.9%
- 5 pts – 32.91%



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Access to daily needs Regional Accessibility

- 0 pts - none
- 2 pt – 1-2 destinations near project limits
- 3 pts – 3-4 destinations near project limits
- 4 pts – 5-6 destinations near project limits
- 5 pts – downtown core

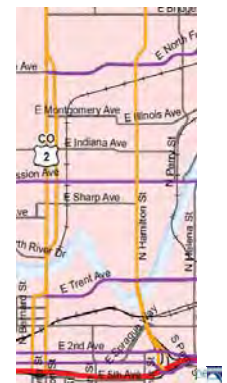


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Economic Opportunity Freight & Goods Movement

- 0 pts - not classified
- 1 pt – T5 (20-100 tons)
- 2 pts - T4 (100-300 tons)
- 3 pts - T3 (300-4,000 tons)
- 4 pts - T2 (4,000-10,000 tons)
- 5 pts - T1 (over 10,000 tons)



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Economic Opportunity

Development/Redevelopment Potential

- 0 pts - none
- 1 pt - within ½ mile
- 3 pts - within ¼ mile
- 5 pts - within project limits



Target Areas



Centers and Corridors



The YARD



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Natural & Neighborhood Assets

Water Quality

- 0 pts - negative
- 2 pts - neutral
- 5 pts - includes new or updated stormwater facilities



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Natural & Neighborhood Assets

Air Quality

- 0 pts - adds VMT
- 2 pt - neutral
- 3 pts - decreases idling
- 5 pts - reduces VMT



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Natural & Neighborhood Assets

Neighborhood/District Impact

- 0 pts - not in neighborhood plan
- 2 pt - consistent with plan concepts
- 5 pts - project listed in neighborhood plan



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Enhance Public Health & Safety

Vehicle Safety

- 0 pts - none
- 3 pts – clear safety benefit
- 5 pts – corrects documented collision pattern



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Enhance Public Health & Safety

Pedestrian Priority Area

- 0 pts – none
- 2 pts – vicinity of ped priority area
- 5 pts – in ped priority area



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Enhance Public Health & Safety

Bike Safety

- 0 pts - none
- 2 pts – signing, marking
- 3 pts – bike lane
- 4 pts – buffered lane, greenway, controlled xing
- 5 pts - separated path, grade separated xing



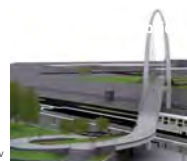
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Enhance Public Health & Safety

Pedestrian Safety

- 0 pts - none
- 2 pt – sidewalk ramps or leveling
- 3 pts – adds sidewalk or crosswalk
- 4 pts – adds controlled crossing
- 5 pts – adds separated path or xing



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Fiscal Responsibility

CSO Integration

- 0 pts - none
- 1 pts – Low Priority
- 3 pts – Medium Priority
- 5 pts – High Priority



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Fiscal Responsibility

Maintenance and Facility Condition

- 0 pts - PCI 80-100
- 2 pts – PCI 60-80
- 3 pts – PCI 40-60
- 4 pts – PCI 20-40
- 5 pts – PCI 0-20



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Fiscal Responsibility

Water Integration

- 0 pts - none
- 1 pts – 1995 – present
- 2 pts – 1975 - 1994
- 3 pts – 1956 - 1974
- 4 pts – 1931-1955
- 5 pts – 1850-1930



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Fiscal Responsibility

Leveraged Financing

- 0 pts - limited
- 1 pt – grant eligible
- 2 pts – on impact fee list
- 4 pts – <50% funded
- 5 pts - >50% funded

(excludes levy funds)



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ORDINANCE NO. C-_____

An ordinance modifying the functions and transportation improvements of the Transportation Benefit District and codifying the Citizens Transportation Advisory Board; adopting a new chapter 04.37; and amending sections 08.16.010, 08.16.040, 08.16.060 and 08.16.070 of the Spokane Municipal Code.

WHEREAS, _____; and

WHEREAS, _____.

NOW THEREFORE, the City of Spokane does ordain:

[Item] 1. That section 08.16.010 of the Spokane Municipal Code is amended to read as follows:

Section 08.16.010 Purpose

[Redundant as to programs, improvements, and continuation that are rightly in 060 and 070.]

The purpose of this chapter is to establish a transportation benefit district pursuant to and consistent with RCW 35.21.225 and chapter 36.73 RCW, as the city council finds it is in the public interest to provide adequate levels of funding for the purposes of implementing and funding the transportation programs and improvements set forth in this chapter. The transportation programs and improvements shall include ongoing transportation improvements of the City as set forth in the most recently adopted versions of the following City of Spokane transportation plans: ((six-year pavement maintenance program of)) the((2018-2023)) Six-Year Comprehensive Street Program, the Six-Year Pavement Maintenance Program, and the Pedestrian Master Plan; including the allocation of a minimum of ten percent of revenue generated pursuant to chapter 08.16 SMC to implement the pedestrian program of the City's ((2018-2023)) six-year comprehensive street program. The transportation programs and improvements set forth in this chapter shall **continue** ((for a six-year period (2018 through 2023)) as reflected in the annual adoption by the City Council of the City's six-year comprehensive street program, and six-year pavement maintenance program until such time as the City obtains an average system wide pavement condition index rating of 80, with no street rating below 25, within the City's residential street system.

((The transportation programs and improvements established in the 2012-2017 six-year comprehensive street program as set forth in ordinances nos. C-34648, C-34783 and C-34690 and approved for implementation by the TBD Governing Board during 2017 shall continue to be implemented through December 31, 2017)).

[Item] 2. *That section 08.16.040 of the Spokane Municipal Code is amended to read as follows:*

Section 08.16.040 Transportation Benefit District Governance

[At B., #3 should be first because it is in time (February), followed by #1 (March).]

- A. Pursuant to Chapter 36.74 RCW, the City of Spokane assumes the rights, powers, functions and obligations of the City of Spokane Transportation Benefit District (TBD). The City shall have the authority to exercise the statutory powers set forth in chapter 36.73 RCW. The City Council shall assume the rights, powers, functions and obligations of the TBD previously held by the TBD Governing Board.
- B. The City Council adopts by reference the following resolutions established by the TBD Governing Board
 - 1. TBD-RES ((2011-02)) 2011-0002 (adopted March 21, 2011) ((regarding)) adopting a material change policy pursuant to RCW 36.73.020(3) to address major plan changes that affect project delivery or the ability to finance the plan; and
 - 2. ((TBD-RES 2013-0001 regarding the establishment of the Citizens Transportation Advisory Board; and))
 - 3. TBD-RES 2011-0001 (adopted Feb. 14, 2011) ((regarding the establishment of)) establishing a twenty-dollar annual vehicle fee pursuant to RCW 36.73.065 and RCW 82.80.140.
- C. Consistent with RCW 36.73.020(4), the city treasurer shall be the *ex officio* treasurer of the TBD.

[Item] 3. *That section 08.16.060 of the Spokane Municipal Code is amended to read as follows:*

Section 08.16.060 Transportation Improvements Funded

- A. The funds generated by the TBD may be used for any purpose allowed by law including to operate the TBD and to make transportation improvements that are consistent with existing state, regional, and local transportation plans and necessitated by existing or reasonably foreseeable congestion levels pursuant to chapter 36.73 RCW. The funds shall be used ((specifically)) for improvements to the ((for the operation, preservation, and maintenance of the City's existing transportation improvements;)) facilities, functions, activities, and programs set forth in the most recently adopted versions of the following City of Spokane transportation plans: Six-Year Comprehensive Street Program, Six-Year Pavement Maintenance Program ((element of the City's 2018-2023)) ((a copy of which is attached and)), and the Pedestrian Master Plan; including ((to include)) the allocation of at least ten percent of revenue generated pursuant to chapter 08.16 SMC to implement the pedestrian program of the City's ((2018-2023)) six-year comprehensive street program.

- B. The transportation improvements funded by the TBD shall be made ~~((in))~~ with consideration of the most recent guidance for selecting transportation improvements in RCW 36.73.020, including an effort to reduce risk of transportation facility failure and improve safety, ((decrease)) improve travel time, improve air quality, increase daily and peak period trip capacity, improve modal connectivity, improve freight mobility, improve accessibility for, or other benefits to, persons with special transportation needs as defined in RCW 47.06B.012, and preserve and maintain optimal performance of the infrastructure over time to avoid expensive infrastructure replacement in the future.
- C. The transportation improvements funded by the district shall be made on an annual basis ~~((not to exceed the six-year time period of the 2018-2023 six-year comprehensive street program. Transportation improvement projects shall be completed on an annual basis))~~ as funding is made available.
- D. The district shall not be obligated to continue the operation and existence of the district ~~((for the full six years))~~ if the City Council elects to dissolve the district pursuant to chapter 36.73 RCW.
- E. The TBD projects may be amended in accordance with the material change policy described in 1 and in accordance with the notice, hearing and other procedures described in chapter 36.73 RCW, including RCW 36.73.050(2)(b), as the same may be amended from time to time.

[Item] 4. *That section 08.16.070 of the Spokane Municipal Code is amended to read as follows:*

Section 08.16.070 Dissolution of District

- A. The TBD shall be dissolved when ~~((all transportation improvements associated with the operation, preservation, and maintenance of the City's existing transportation improvements, facilities, functions, activities, and programs set forth in the six-year pavement maintenance program and the pedestrian program of the City's 2018-2023 Six-Year Comprehensive Street Program have been completed;))~~ the City obtains an average system wide pavement condition index rating of 80, with no street receiving a rating of less than 25, within the City's residential street system; all indebtedness of the district created to accomplish the improvements has been retired and when all of the TBD's anticipated responsibilities have been satisfied.
- B. In addition to the automatic dissolution of the district as set forth above in subsection A, the City Council reserves the right, as set forth in chapter 36.73 RCW, to cause the dissolution of the district for any legal reason. ~~((including if a regional transportation district with a funding mechanism is formed pursuant to an interlocal agreement as permitted in RCW 36.73.020)).~~

[Item] 5. *That there is enacted a new chapter 04.37 of the Spokane Municipal Code to read as follows:*

Chapter 04.37 Citizens Transportation Advisory Board

Section 04.37.005 Definitions

Section 04.37.010 Membership and Terms

A. Voting Members

1. The Citizens Transportation Advisory Board (CTAB) shall consist of eleven members, who are City residents, appointed by the City Council. Membership shall consist of:
 - i. One member selected by each city council member from among the residents of the selecting city council member's district;
 - ii. One member from the Plan Commission's Transportation Sub-Committee (PCTS), as recommended by the Plan Commission;
 - iii. One member from the Pedestrian, Traffic & Transportation Committee (PeTT) of the Community Assembly, as recommended by the Community Assembly;
 - iv. One member from the Bicycle Advisory Board (BAB), as recommended by the BAB;
 - v. One member from the Spokane Human Rights Commission, as recommended by the Human Rights Commission.
 - vi. One member selected by the City Council President.

B. Liaison Members:

1. The CTAB shall include up to five (5) liaison members representing organizations including, without limitation:
 - i. Spokane Regional Health District;
 - ii. Spokane Public Schools; and
 - iii. Disability Community
2. The liaison members shall be non-voting members of the CTAB.
3. Liaison members shall be appointed by the city council after written notice provided by the respective organizations.

C. Chair

The CTAB Chair shall be selected annually by the members of the CTAB during their first meeting of each year, or at the first meeting after a vacancy occurs. No member shall serve more than three consecutive years as Chair.

D. Terms

1. The terms of all current CTAB members on the effective date of this ordinance shall be transferred to current CTAB memberships.
2. The term of each voting member shall be three years from the date of appointment. Members may be appointed to an initial term of less than three years in order to stagger membership terms. A term of less than half of the full three-year term shall not constitute a full term.

3. No voting member shall be appointed for more than two three-year terms in total as a voting member, or six years total, regardless of what position they fill.
 4. Terms for members appointed from the PCTS, PeTT, BAB and the Human Rights Commission shall not extend beyond the expiration of their membership on their respective boards.
- E. No elected official or city employee shall be appointed as a voting member of the CTAB.
- F. CTAB members may be removed from office by the city council before the expiration of their terms due to a disqualifying change of residence or for cause based upon a determination of incapacity, incompetence, the presence of irreconcilable conflicts of interest, neglect of duty (including three or more consecutive unexcused absences), or malfeasance.
- G. No CTAB member shall be affiliated with any contractor performing work or seeking the award of work for projects financed, in whole or in part, by a Spokane TBD project in any way. CTAB members shall be required to comply with the City of Spokane Code of Ethics (Chapter 04.32, SMC) during their CTAB service, including avoiding conflicts of interest, such as having a direct pecuniary or financial gain.

Section 04.37.020 Duties and Functions

- A. The CTAB makes annual recommendations to City Council regarding the allocation of TBD program funds, including the funds allocated by the Street Department for residential street maintenance. Recommendations may include but are not limited to:
1. pavement maintenance and reconstruction;
 2. paving unpaved streets;
 3. sidewalk infill and maintenance;
 4. ADA accessibility improvements;
 5. multimodal connectivity; and
 6. other transportation projects allowed pursuant to chapter 36.73 RCW. City Council maintains final approval over project funding.
- B. The CTAB shall annually provide a transportation improvement report on progress made in carrying out its responsibilities. This report should be provided in writing and by appearance and presentation before the City Council by the Chair or their designee. Additional reports may be submitted when deemed appropriate by the CTAB or when requested by the city council. Pursuant to RCW 36.73.160(2), the report must be distributed to the public and newspapers of record in the district. The report should include, at a minimum:
1. A summary of the work done by the CTAB and projects that were completed within the previous calendar year or since the last report, whichever is longer including the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules.
 2. The CTAB's expected work plan for the coming year.

CHHS Liaison Report May 5, 2021 Meeting

Funded: Better Health Together

- Focused on direct outreach vs. online

- Administrative costs will be distributed across partners

- Addressing language, access, and feedback issues that came up in the surveys

- Partnering with the BIPOC community

- Train staff to access additional COVID funds

- CHHS will be involved in the budgeting

- New approach by CHHS to better include smaller non-profits

Discussion of the Board's Purpose

Three people are term limited next year, so recruiting now is key to having those positions filled in time.

Responses to the Audit:

- Staff is being assigned to specific areas and these assignments will be published for better accountability

- Staff is being trained on ethics and whistleblowing policies

Directors Report:

Cupid Alexander shared his strategy for addressing the need to increase housing in Spokane. He laid out the process by which people become homeless and strategies that Spokane could use to be more pro-active to ensure we are able to get ahead of the current crisis. This included a zero-interest loan fund to help renters.

Affordable Housing Committee

The rental repair program for multi-family units, run by SNAP is being reworked and rethought to generate better results.

Submitted by Kathryn Alexander

Draft Minutes: May 20th CA Land Use Committee

LUC Members Present: Toni Sharkey (Rockwood), Chuck Milani (Lincoln Heights), Bill Heaton (Emerson-Garfield), Tiffany Picotte (Browne's Addition), Molly Marshal (Grandview-Thorpe), Greg Francis (Rockwood)
City Staff Present: Dean Gunderson, Tirrell Black, Nathan Gwinn, Kevin Freibott

Meeting Chair: Toni Sharkey

Meeting Note Taker: Greg Francis

Approved March minutes (no meeting in April)

Three Presentations:

Spokane Housing Action Plan - Tirrell Black

Draft plan released earlier in May

Housing diversity and opportunity for all incomes

More than a thousand responses to surveys conducted

Recommended actions with narrative for each

Going to plan commission hearing on May 26th

Housing Needs Assessment quantifies potential housing needs

Did displacement risk analysis (i.e., gentrification analysis)

Four main priorities with a lot of potential actions under each priority

Report focuses on city but other housing needs reports are more regional in scope

Provides guidance for future actions; no code changes in the plan itself

No date yet for city council hearing

Video on website (good video to watch)

State encourages cities to act but things are primarily "should" rather than "shall"

Website: <https://my.spokanecity.org/housing/spokane-housing-action-plan/>

Downtown Plan Update - Nathan Gwinn

Draft is posted online

This will update and replace the current 2008 plan

Plan commission hearing is already done with two amendments added by the PC

Has measures for success within the plan

Tentative city council hearing date is June 21st

Website: <https://my.spokanecity.org/projects/downtown-plan-update/>

Comprehensive Amendment Update - Kevin Freibott

In the agency comment period right now

Public comment period (60 days in length) beginning soon; will coincide with plan commission workshops

Five private applications and one city sponsored application (several proposed private applications were dropped for consideration by city council)

Website: <https://my.spokanecity.org/projects/2020-2021-proposed-comprehensive-plan-amendments/>

Future Meetings Discussion:

Sustainability Action Plan presentation (Kara Odegard?)

Housing Action Subcommittee presentation (understanding the role of the HAS)

Updates from LUC attendees on what's happening in their neighborhoods

Housing Action Plan status update

Adjourned: 7:12pm

Plan Commission (PC) Liaison Report

Community Assembly Report, June 3, 2021

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

May 12, 2021 PC Meeting via WebEx

Briefing Session:

I reported that I had participated in the stakeholder interviews of two Planning Director candidates.

Workshops:

1. Joint City Council-Plan Commission Workshop on Work Program

<https://static.spokanecity.org/documents/bcc/commissions/plan-commission/agendas/2021/05/plan-agenda-2021-05-12.pdf>

2. Draft Housing Action Plan Overview

<https://my.spokanecity.org/news/releases/2021/05/12/city-housing-action-plan-draft-ready-for-review/>

There will be a special session of the Plan Commission to be held on May 19, 2021.

May 19, 2021 PC Meeting via WebEx

Workshop:

1. New Plan Commission Member Introductions

Jesse Bank and Tim Williams

2. Housing Action Plan Workshop

<https://my.spokanecity.org/housing/spokane-housing-action-plan/>

May 26, 2021 PC Meeting via WebEx

A hearing was held on the Housing Action Plan Workshop

<https://my.spokanecity.org/housing/spokane-housing-action-plan/>

After testimony concluded, findings of fact and amendments were proposed. Simple corrections to the plan (typos, etc.) were also addressed and will be made. The Plan Commission decided to continue the hearing at the next regularly scheduled Plan Commission meeting to be held on June 9. At that time the findings of fact will be reviewed and finalized by the Plan Commission.

Spokane Plan Commission documents, including agendas, minutes and related resources can be found at: <https://my.spokanecity.org/bcc/commissions/plan-commission/>