

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



Meeting Agenda for Thursday, June 2, 2022  
 5:30 to 8:00 pm, Webex Online Meeting  
 Proposed Agenda Subject to Change

Please bring the following items:  
 \*Community Assembly Minutes: May 5, 2022



### Administrative

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

### Open Forum

4. <a href="#">Reports/Updates/Announcements</a> .....	10 min (5:40)	Oral Reports	33
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### Agenda

5. City Council (Councilmember Cathcart).....	15 min (5:50)	Oral Reports	-
6. <a href="#">Comp Plan Amendment Updates (Kevin Freibott)</a> .....	15 min (6:05)	Presentation	11
7. PNW MOSAIC- Neighborhood Profiles Project.....	15 min (6:20)	Presentation	-
(Dr. Kristine Hoover, Gonzaga Univ.)			
8. <a href="#">Updates/Follow-Up on DVC &amp; DV-CAC Roles (Paul Kropp)</a> .....	5 min (6:35)	Oral Reports	21
9. <a href="#">City Council Placeholder- CA Representation (Colleen Gardner)</a> .....	15 min (6:40)	Vote	13
10. Mighty Networks (Kathryn Alexander) .....	10 min (6:55)	Vote	-
11. Office of Neighborhood Services Update (Carly Cortright) .....	10 min (7:05)	Oral Reports	-
12. Roundtable Discussion .....	10 min (7:15)	Open Discussion	-

### Other Written Reports

Committee Reports, Agendas, Minutes, etc.

• <a href="#">Administrative Committee</a> .....	14
• Budget Committee.....	-
• <a href="#">Building Stronger Neighborhoods Committee (BSN)</a> .....	16
• <a href="#">Land Use Committee</a> .....	20
• <a href="#">Liaison Committee</a> .....	21
• <a href="#">Pedestrian, Traffic, and Transportation Committee (PeTT)</a> .....	28

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

• Community Housing and Human Services (CHHS) Liaison Report.....	-
• Design Review Board Liaison Report .....	-
• <a href="#">Plan Commission Liaison Report</a> .....	31
• Urban Forestry-Citizen Advisory Committee Representative Report .....	-
• Housing Action Subcommittee Liaison Report .....	-
• Plan Commission Transportation Subcommittee Liaison Report .....	-

Join WebEx Meeting [Online](#).

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

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

Tap to join from a mobile device (attendees only)

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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:**

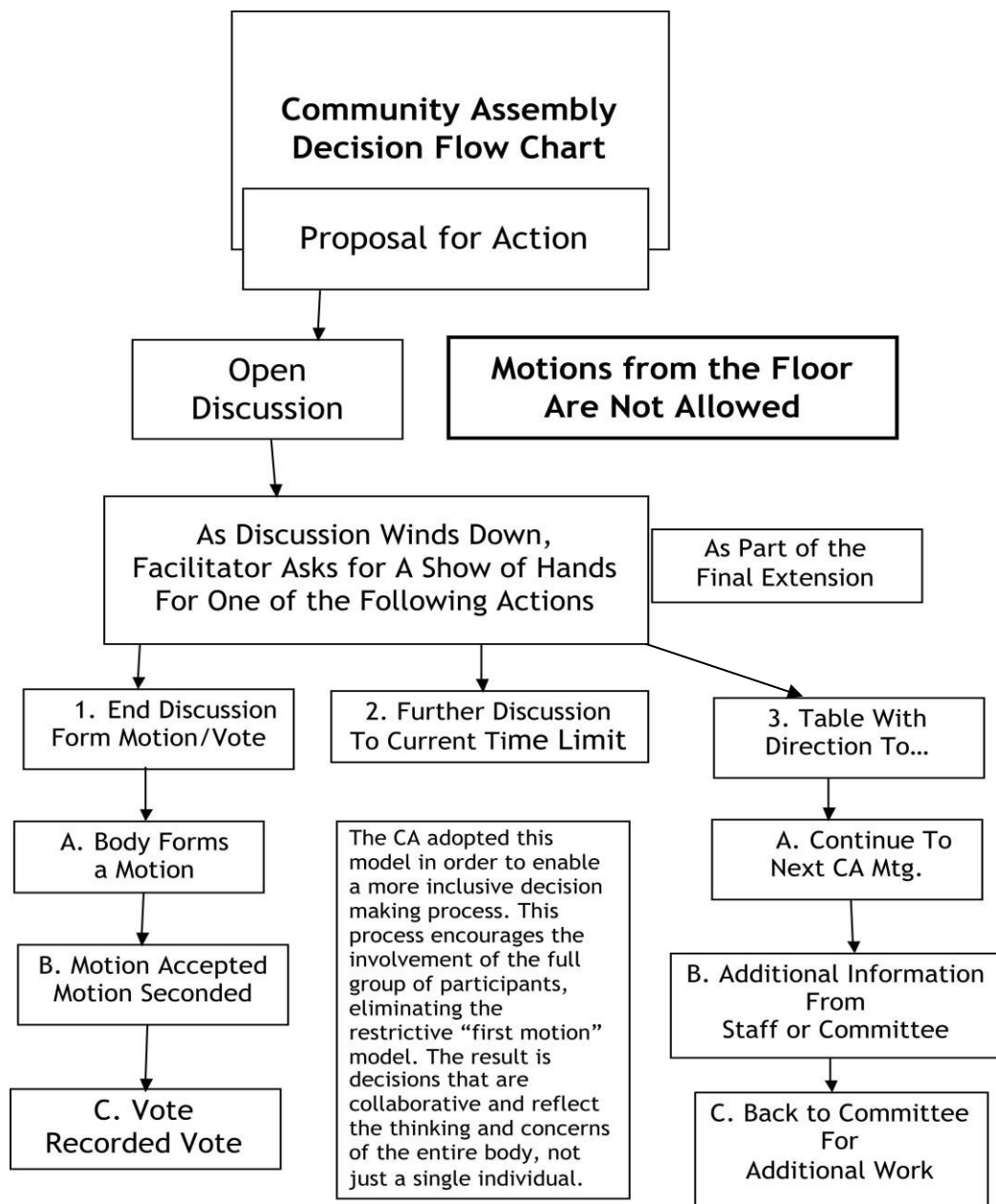
- **Common Good:** Working towards mutual solutions based on diverse and unique perspectives.
- **Alignment:** Bringing together the independent neighborhood councils to act collectively.
- **Initiative:** Being proactive in taking timely, practical action.
- **Balance of Power:** Being a transparent, representative body giving power to citizens' voices.

## **VIVID DESCRIPTION:**

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

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

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



## Community Assembly Draft Meeting Minutes

May 5, 2022 via WebEx web conference

Meeting called to order at 5:30pm by Jennifer Cumbie

### Attendance:

- **Neighborhood Councils Present:** Audubon/Downriver, Balboa/SIT, Bemiss, Browne's Addition, Chief Garry Park, Cliff/Cannon, East Central, Emerson/Garfield, Grandview/Thorpe, 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, Whitman.
- **Neighborhood Councils Absent:** Comstock, Five Mile Prairie, Hillyard, Minnehaha, Nevada Heights
- **City Staff Present:** Carly Cortright (ONS), Gabby Ryan (ONS), Mayor Nadine Woodward, Councilmember Bingle, Spencer Gardner (Planning), Donna deBit (Planning), Nicolette Ocheltree (City Council)
- **Visitors:** Paul Kropp (Liaison Committee), and Jennifer Cumbie (facilitator), Julie Biggerstaff (DVC)

### Administrative:

1. **Introductions:** The facilitator asked for all CA Reps to identify themselves and their NC in a poll for attendance and for permission to record the meeting for Gabby Ryan (CA Admin Committee Liaison) to provide accurate minutes. This request was approved, 17-approve, 4-deny, and 0-abstain.
2. **Propose Agenda:** Mark Davies moved. Kathryn Alexander seconded to approve the agenda. Motion passes with 18-approve, 0-deny, and 1-abstain.
3. **April Minutes:** Mark Davies moved. Greg Francis seconded to approve the April minutes. Motion passes with 16-approve, 0-deny, and 1-abstain.
4. **Open Forum:**
  - **Tina-** Full agenda, please keep in mind while asking questions and approving extensions.
  - **Kathryn-** Forgot to include CA/CD meeting minutes in the packet. Fran, Andy, Kathryn and Carol met. Shared ideas of what the program would look like. Shared idea to include community centers as potential for managing funds. Waiting for current data regarding block grants. Would like to consider ideas for economic development and workforce development as well. CA/CD plan to discuss these ideas with George Dahl. Looking to streamline the RFP process, including seeing if District Groups could be part of vetting the RFPs for projects. Plans to speak to Eric Finch and George Dahl about these ideas. Please share your ideas with District Chairs (Kathryn-Dist 1., Carol- Dist. 2, and Fran- Dist. 3) so that they can take them back to George. Exciting opportunities to reevaluate how the CA/CD plays a role in distribution of Community Development Block Grants, so feedback is encouraged.
  - **Fran-** "Planning Special Events" video available on City site for neighborhoods planning events. Upcoming BSN meeting (Monday, May 23 at 12pm) has hybrid meeting option (Zoom and at Shadle Library classroom). Brian Walker (City of Spokane) will be guest at May meeting to cover working with media and planning special events. BSN is taking a summer break from meetings. Updating CA Handbook and Toolkit are summer goals, but no monthly BSN meetings will be held June-Aug. Meetings will resume in September. Let Fran know if you want to help with Handbook & Toolkit updating.

### Legislative Agenda:

5. **Mayor Woodward's Report:**

- State of the City video is viewable now. Mayor Woodward covered topics that are main focus of City work:
  - Public Safety, Economic Development, Housing, and Homelessness are the 4 main focuses of work. Two more focus areas were added during the pandemic: Operational Sustainability and Mental Health.
  - Operational Sustainability: Many top level vacancies required filling, and many staff positions were empty. Since January, we've been able to hire CHHS, Planning, Human Resources and Customer Experience Directors. They're working with Civil Service to backfill vacant staffing positions.
  - Mental Health: Established a task force that includes community experts, referral resources, youth partners and other resources. The community has been heavily impacted by the pandemic, including youth. So groups and subcommittees will be formed to address issues regarding mental health in the community.
  - Public Safety: Always an important consideration. Focus on public safety improvements, to improve the quality of life. Working with City Council, Police and Fire to ensure they have the resources they need for public safety.
  - Housing: Housing crisis in Spokane is a huge focus of work. Mayor declared a Housing Emergency in 2021. Included more than 2 dozen priority actions that can be taken administratively to address housing issues. Planning Dept has made great progress in meeting some of those goals, to address our housing crisis and increase sustainable impacts.
  - Homelessness: Challenges addressing the different kinds of sheltering needed to address homelessness. Homelessness Plan 2.0 (an extension of the work announced in July 2020) is underway to address growing issues related to addressing homelessness. Introduced: Increased access to low-barrier shelter space for youth, young adults, and men/women/families; bridge housing programming; streamlined services for providers. Success requires our ability to collaborate with partners to sustainably address homelessness. Partnering with the Court system is crucial to impactful work in addressing homelessness.
  - Each one of these initiatives lends to economic development. Greater regional collaboration is strengthening our ability to recover from the pandemic.
  - "If you want to go fast, go alone. If you want to go far, go together."
- Questions from CA:
  - "If housing is such a concern, why are we allowing the county to raise our property taxes almost 14% since last year?" County is raising the property taxes, but the City has little impact on County decisions such as assessed valuation on homes impacting property taxes. There are tax breaks available for elderly residents; reach out to County regarding those programs.
  - "Because of the recent dramatic increase of shootings in Spokane, had the City considered approaching the U.S. Attorney's office to file federal charges against perpetrators of gun violence like Minneapolis has recently done?" Working with Police Chief to found a Task Force on Violent Crimes. Team consists of 2 sergeants and 5 officers. Currently undergoing training to address violent crimes, many of which are driven by a drug crisis. This task force will be able to focus on investigative work to build strong cases to go after the perpetrators. This team will also be addressing the issues around chronic offenders.
  - "We had investors wanting to build in our neighborhood and now HOC is leaving that uncertain if they will want to invest here. Is there a deadline that HOC has to disclose location of shelter?" Can't speak for Catholic Charities, but City is working with them. Mayor has a priority to de-centralize the services concentrated in Downtown. Having a low barrier shelter

near HOC has created challenges. Catholic Charities is still determining which locations are viable for services they plan to provide; ideally a large property to house a campus not in downtown. City's commitment is to help them secure funding for it.

- "Concern about shootings in West Central, Emerson Garfield and North Hill. Graffiti is also everywhere and there are concerns about beautification on NW Blvd, N Monroe, and Division." They're working to increase staff available for litter crews. Additionally, 50 positions in Police are being underutilized and they're experiencing a workforce shortage crisis. Would definitely like volunteer groups to help with addressing graffiti clean-up.
- **Motion to extend:** Motion passes with 13-approve, 4-deny, and 4-abstain
- "Larry Stone has offered up a building to address homelessness issue around Camp Hope. Any progress?" Working with City Council to work through the processes needed to activate more shelter space. Located building in January, put out RFP process to find Provider. Has to work on zoning since it's in industrial-zoned space on Trent. This will go up for a second vote to City Council in a couple of weeks. 2<sup>nd</sup> round of RFP to find provider went live today. It is a priority for the Mayor to resolve this.
- "Updates on Don Kardong Bridge?" Work on this will start very soon. Price for construction costs increased. 6 month window estimate to complete, moving forward with construction.

#### **6. Councilmember Johnathan Bingle's Report:**

- Attending in place of CM Cathcart.
- Approved \$1.2 million of ARPA funds for mobile medical services intended to service unhoused folks. \$1 million allocated was increased to \$3.5 million for childcare services, includes mental health services for youth. \$6 million for rental assistance. Special events fees schedules have changed too.
- Don Kardong Bridge: \$800k grant received, \$1.4 million from City Council also designated, bid from GARCO was \$1.5 more than anticipated, for a \$3.7 million total cost. Want to make sure that our Parks infrastructure is also receiving funding to improve conditions.
- Homeless shelter on Trent: Emergency ordinances require 5 votes instead of 4 to approve. Now it has to go through regular approval process, which may take some more time. Camp Hope (WADOT property) has grown in population, and has also increased crime and calls for public safety. Working to identify solutions as quickly as possible.
- Spoke with CFO to get a City-owned Zoom account that neighborhoods can access for their meetings, so that it doesn't come out of CA Grant funds.
- Questions from CA:
  - 6 parks are receiving ARPA funds? Fran asked what parks those are. LA Blackwell shared it with Carly to include.
  - Carol wanted to show appreciation for street murals being funded.
  - Concern from Susan about dying trees at High Bridge Park impacting healthy trees. CM Bingle will follow-up.
  - Kathryn would like for City Council to discuss the Zoom account topic with the neighborhoods before making a decision. Mark commented that it would be better to increase the CE Grant allocation to cover Zoom costs. Mary commented logistics would be difficult.

#### **7. Director of Planning Introductions (Spencer Gardner):**

- Housing emergency includes challenges of accommodating people without displacing current residents. Working with community to identify ways to accommodate density and infill development.

- Economic development capacity is housed within Planning, and the issues that businesses are facing are proving a challenge for the Planning office's staffing capacity.
- Planning wants to make sure that Planning decisions are informed by community input, so they are spending more time out in the community gathering public input from as many community groups as possible.
- Questions from CA:
  - Kathryn: "Is Planning willing to consider out-of-the-box ideas regarding housing solutions? Modular homes, 3D printed, manufactured homes could be part of the solution." Most of the housing changes Planning is looking at is lot size requirements, housing locations, and infill. Code has a say over the building types allowed.
  - Fran: Thanked Spencer and welcomed to City. Their neighborhood heard a presentation from Habitat for Humanity and enjoyed learning more about housing rehab.
  - Paul: "Question about economic development and Planning's goals for investing in the work." It's the chance for the city to provide resources so that businesses can thrive and survive in Spokane. Goal is to increase capacity so that they can better serve local businesses. Can the neighborhood councils assist with this? Some NCs overlap with business districts and Public Development Authorities, but some NCs do not overlap with those groups. Multi-Family Tax Exemption program is intended to increase construction of housing, so that addresses housing and economic development, something that Planning wants to figure out how to help Spokane's housing crisis.

## **8. Shaping Spokane & Short Plat Updates (Spencer Gardner & Donna deBit):**

- Been working on Shaping Spokane work since November 2021.
- Plan Commission public hearing on May 11 to approve 3 sections of code related to housing.
- Weekly updates through City Update newsletter have been sent out with Shaping Spokane updates. Created informational videos about these topics as well.
- They have tried to be as present in the community as possible to gather feedback.
- Documents guiding process: Comprehensive Plan, Housing Action Plan and HAP related documents (City Council Implementation Plan, and Mayor's Housing Emergency proclamation).
- Housing options- Continuum of different housing types. May 11<sup>th</sup> Plan Commission hearing process will review Accessory Dwelling Units (ADUs), lot size transition requirement in RA (Residential Agriculture) and RSF (Residential Single Family) Zones, and short subdivision applications (fees and review period for short plats is going up for review).
- Donna deBit in Development Services Center: In 2015, the Neighborhood Notification Process was established. They're experiencing an influx of calls from neighborhoods asking about notifications. The presentation in the agenda packet walks people through the steps to take to submit comments regarding developments impacting neighborhoods. Neighborhood Councils are considered a part of the Department/Agency Commenting period. Please submit the comments as one voice, coming from the Neighborhood Council. That keeps it labeled as an Agency Comment. Individual comments from residents can still be submitted during the Public Comment period. It's critical to keep neighborhood council contacts on the website updated, because that's who the emails are sent to. The process is explained in the presentation located in the May agenda packet.
- Changes to Notification Process for Short Plat properties. "Application is declared 'Technically Complete' and continues to Public Comment" part of process would be removed. For short plats (9 lots or smaller), mailings would still be sent to adjacent property owners for public comment but signage wouldn't be posted for properties that meet the standard conditions.



- Questions from CA:
  - Julie: How will the City ensure that the ADUs will not become Airbnbs or short-term rental units? The City is hoping to require that property owners would be required to live on-site if there's an ADU on property. But they're aware it makes it unattractive to building ADUs.
  - Mark: Will the changes go up to a public vote? This is going through the usual process. Plan Commission will adopt a recommendation, the recommendation will go up to City Council for a vote.
  - Mary: Concerns about Neighborhood Councils being able to gather the comments from residents within the 15 day period to submit public comments to submit during Agency Commenting period.
- **Motion to extend:** Motion passes with 16-approve, 4-deny, and 1-abstain
  - Paul: Asked about approval process. Changes to shot plat notices would first be considered by Plan Commission before moving on to City Council.
  - Kathryn: REVISIT RECORDING
  - Shae: There is a chance for neighborhoods to publicly testify at Plan Commission on May 11 to oppose changes if they want.
  - Carol: Lincoln Heights would like for undeveloped land to remain natural and not always developed through short plat process.

**9. Parks Development and Volunteer Committee (DVC) and Parks DVC Citizen Advisory Committee (DVC-CAC) (Julie Biggerstaff & Lindsey Shaw):**

- Julie and Lindsey were nominated by Liaison Committee to represent CA on these boards.
- Provide a conduit of info back to neighborhoods from Parks Board and also bring info from neighborhoods to Parks board.
- Inequities among parks-related groups. One that stands out is that "Friends of" Parks groups that are registered 501C3s receive more Park support compared to smaller groups. The naming of parks infrastructure by those who have money is another example. Julie wants to use her role to address these inequities so that all of our parks can receive adequate resources and staffing attention.
- Lindsey got involved to give the Northeast Spokane area a voice in Parks-related work. They're figuring out how to balance the needs of every neighborhood/park who has various needs related to their parks.
- Fran- Thanked them for their work on their boards.
- Kathryn- Equity funding: sometimes the funding put towards projects doesn't cover the full costs, will Parks work with funders more equitably to fund the projects?
- Cliff- Concerned about Northeast Spokane's access to parks. Would like to see more parks around Shiloh Hills and surrounding areas.
- Mark: Meadowglenn Park in N. Indian Trail remains undeveloped for the neighborhood, which is concerning.
- **Motion to extend:** Motion passes with 14-approve, 5-deny, and 1-abstain

**10. Mighty Networks Ad Hoc Committee (Kathryn Alexander):**

- Gave visual walk-thru of features on Mighty Network that included neighborhood services and CA-related features. Kathryn showed how to set up a neighborhood page and explained privacy features and inviting folks to join process.

- Site maintenance: Kris Neeley, Andy Hoyer and Kathryn Alexander would help with initial training of platform, but then neighborhoods are responsible for building and maintaining their respective pages. They talked about piloting a few neighborhoods to show as examples for other neighborhoods during training.
- Tina asked about what happens to content posted if we choose not to fund it after one year? Neighborhoods would have to download content before contract ends, or it would be lost.

#### **11. Office of Neighborhood Services Update (Carly Cortright):**

- Spokane Arts- Poetry in the Neighborhoods: <https://spokanearts.org/in-the-neighborhood/>
- Mobile Speed Feedback trailers will be placed soon. Partnered with C.O.P.S. to help move trailers.
- ONS scope of work continues to expand outside of just supporting CA and neighborhood councils, it includes Special Events, Volunteer Program, in addition to supporting Community Centers.
- Traffic Calming Workshops: Annie will email out the list of workshops planned for the summer (emailed to NC Officers and CA on 5/9). The first round of Traffic Calming workshops will still take place in May.

#### **12. Roundtable Discussion:**

- Dale Walker: Recent kerfuffle about shelter off of Trent. Brought up discussions about neighborhood boundaries; went on City website to view boundaries and realized that the map on City of Spokane website shows CGP boundaries are larger than what they have listed. Looking to see if other neighborhoods are impacted. Comments made about increasing neighbor engagement, and discussing boundaries with ONS and City.
- Gail Cropper: Last Northwest Neighborhood Council will be in May and take a break until September. Wanted to bring up who will be a speaker at the meeting, so if other neighborhoods who want to join, email Gail (nwnccspokane@gmail.com) for meeting link. Guests: Kacey Downing- City Planning, Greg Forsyth- Spokane Public Schools to discuss new middle school. Matthew Henshaw- Flint Middle School, Kyle Merritt- Water Dept., and Shauna Harshman- City Council will be attending.
- **Meeting Adjourned at 8:00pm.**
- Next Community Assembly scheduled for **Thursday, June 2, 2021**



**PLANNING SERVICES**  
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May 31, 2022

Neighborhood Representatives and Alternates  
Spokane Community Assembly

**RE: 2022 Comprehensive Plan Amendments**

Dear Representatives,

The annual public comment period for the Comprehensive Plan Amendments under consideration this year began on May 25, 2022. The City requests any and all public comments on the applications under consideration be submitted by the close of the Public Comment Period on July 25.

In advance of my presentation to you this Thursday evening, I would like to share the salient details of each of the seven proposals under consideration this year. You can find all the materials and information for each proposal here:

<https://my.spokanecity.org/projects/2021-2022-proposed-comprehensive-plan-amendments/>

The proposals under consideration this year are summarized in the following table, though I strongly recommend you review the website above for the details of any applications that interest you.

File #	General Location/Type	Neighborhood	Proposed Change
<a href="#"><u>221-280COMP</u></a>	440 & 516 W Cora Ave	North Hill, adjacent to Emerson/Garfield	Residential 4-10 to Residential 15-30
<a href="#"><u>221-281COMP</u></a>	514 S. Freya Street and Nearby Properties	East Central	Residential 10-20 to General Commercial
<a href="#"><u>221-282COMP</u></a>	2402 & 2502 E 31 <sup>st</sup> Ave	Lincoln Heights	Residential 4-10 to Residential 15-30
<a href="#"><u>221-283COMP</u></a>	2621 & 2623 E 27 <sup>th</sup> Ave and Nearby Properties	Lincoln Heights	Residential 10-20 to Residential 15-30
<a href="#"><u>221-284COMP</u></a>	801 W Francis Ave	North Hill	Residential 4-10 to Office
<a href="#"><u>222-097COMP</u></a>	Bike Network Map Amendments	Citywide	Various Changes
<a href="#"><u>222-098COMP</u></a>	Arterial Network Map	Citywide	Various Changes

We will be holding workshops with the Plan Commission to discuss each proposal During the 60-day public comment period. The *tentative* schedule for the remaining workshops is as follows:

- **June 8, 2:00 PM:** File Z21-280COMP & File Z21-281COMP
- **June 22, 2:00 PM:** File Z21-282COMP & File Z21-283COMP
- **July 13, 2:00 PM:** File Z21-284COMP

The public is encouraged to attend the workshops, but please note that public testimony is not taken during Plan Commission workshops. Those wishing to testify may do so at the eventual Plan Commission hearing, expected sometime in September, or the final City Council hearing sometime in November or December.

If you have any comments on the above proposals, please don't hesitate to send them to me at [kfreibott@spokanecity.org](mailto:kfreibott@spokanecity.org) or by mail to the address below:

Kevin Freibott  
Department of Planning and Economic Development  
**Spokane City Hall**  
808 W Spokane Falls Blvd  
Spokane, WA 99201-3329

Any written comments received by my office will be made a part of the public record and will be provided to the Plan Commission and City Council prior to any hearings on the proposals. Furthermore, please feel free to contact me if you have any questions on the above proposals or the annual amendment process. Thanks, and I look forward to seeing you all (virtually) on Thursday night!

Sincerely,



Kevin Freibott  
Associate Planner  
City of Spokane  
[kfreibott@spokanecity.org](mailto:kfreibott@spokanecity.org)

KF:kf

Request for use of city council placeholder

Colleen Gardner

CA-June 5<sup>th</sup>, 2022

- Better communication with neighborhoods
- Our directive in the charter under “duties/responsibilities”
  - Heads up on ordinances that will directly impact NC
- Consideration of involvement of NC earlier in process
  - Use neighborhood council as a sounding board
  - More opportunities on boards/commissions
    - No 11<sup>th</sup> hour notification

There are a variety of issues of late that neighborhoods were not aware of therefore had no opportunity to offer input in our capacity as advisors per the charter. This is the case for not just the city council but for department heads/staff.

This is also an issue at the administration level but that is another conversation.

This will be done in a PP that will highlight these items and show how neighborhood councils are a benefit to the city

Respectfully submitted

Colleen Gardner

May 24<sup>th</sup>, 2022

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

**May 24<sup>th</sup>, 2022. 12pm via Zoom web conference**

**Attendees: Committee members:** Seth Knutson (Chair), Tina Luerssen (Secretary), Mark Davies, Christopher Savage (Vice Chair), Cliff Winger. City Staff: Carly Cortright, Gabby Ryan. Guests: Paul Kropp (Liaison Committee), Colleen Gardner (Chief Garry Park).

**Minutes approval:** April 26<sup>th</sup> meeting notes approved by consensus.

**Agenda Requests:**

**Paul Kropp:** requesting 10 minutes on the June CA agenda for Liaison Committee chair to discuss/present on two matters: Additional information and context for the new parks-related "development and volunteer" committee members (Julie Biggerstaff and Lindsey Shaw), their respective committees, and how to contact them. Also: Announce and kick off recruitment for applicants to take the vacated Design Review Board liaison member position as Kathy Lang resigned this month effective immediately on account of moving to Oregon. Liaison committee would like for Dean Gunderson to take 15 minutes for a DRB 101 presentation/recruitment. DRB isn't currently very active; materials can be sent out now regarding the vacancy, and schedule an in-depth presentation in September. Application materials are available on the website. We have had a DRB presentation in recent years. Paul would like to push off DRB until September, and use up to 10 minutes now to remind people about Parks DVC committees and how to contact Julie and Lindsey.

**Cliff Winger:** P&P related to CA Recordings. What should be the process for requesting access to CA meeting recordings? Admin approved Paul to review the recording to ensure minutes were accurate, but Paul is reluctant to submit corrections to the minutes. Robert's Rules calls out minutes as "what was done", not "what was said". In past discussions, CA has requested more detailed meeting notes that include discussion notes beyond "discussion ensued" to help with accurate information being communicated to NCs. Colleen voiced disagreement with allowing anyone access to recordings. Mark is concerned that what was presented by Planning staff at May CA meeting was different than what has been presented on paper. Postpone discussion to July CA meeting.

**Kevin Freibott:** Requesting 15-30 min for Comprehensive Plan Amendments updates (60-day public comment period, applications submitted review and Workshop explanations). Kevin would like to present the amendments that have been submitted and explain how to participate in the public comment period. Information has been disseminated, allow 15 minutes for brief update without specific details.

**Colleen Gardner:** requested to use the CC Placeholder to discuss bringing NCs into discussions earlier. Colleen would like to use the Placeholder in mid-June to remind the CC about the NCs, and provide some "advertising" for the NC program to those who watch CC. Also homelessness discussion: another low-barrier shelter proposed for Chief Garry Park neighborhood. Colleen has been meeting with neighborhood businesses, Johnnie Perkins and NC residents. Hello For Good has put together some good ideas around this issue, and Colleen has talked with them about presenting at CA. Chris Patterson with WA Trust Foundation—was hired to look into what the Foundation can do to help the homeless issue. Tina suggested that 15 minutes could probably be taken up just by the CC Placeholder topic; can we ask Chris to present in July when can commit more agenda time for discussion? There is information

that Colleen can share out to NCs. 15 minutes for Colleen to present a draft Placeholder statement for input and CA vote.

**Kristine Hoover:** GU Pacific Northwest Mosaic storytelling website. 15 minutes for NCs to contribute ideas.

**Proposed Agenda for CA 6/2/22.** Approved by consensus.

Council Update: From our scheduled Councilmember (CM Bingle? Possibly Cathcart). 15 minutes.

Comprehensive Plan Amendments (Kevin Freibott). 15 minutes.

PNW Mosaic Neighborhood Profiles project (Kristine Hoover, GU). 15 minutes.

Update/Follow up on DVC DVC-CAC Roles (Paul Kropp). 5 minutes.

CC Placeholder – CA Representation (Colleen Gardner). 15 minutes with vote.

Neighborhood Services Update (Carly Cortright). 10 minutes.

Roundtable. 10 minutes.

**Topics for next Admin Committee meeting.** Tuesday, June 28<sup>th</sup>, 2022: Discussion of hybrid meetings? June 30<sup>th</sup> next CA/CC meeting (Seth will present in June CA Open Forum). Mighty Networks. Budget Committee update (Tina or Ken will present in June CA Open Forum).

**Proposed Liaison Schedule:** February: CHHS (Kathryn Alexander). March: CTAB (Randy McGlenn). April: PCTS (Charles Hansen). May: DVC (Julie Biggerstaff)/CAC (Lindsey Shaw). September: PC (Mary Winkes). October: DRB (TBD). November: UF-CAC (Toni Sharkey, Kris Neely).

**\*DRAFT\*** Community Assembly Committee: Building Stronger Neighborhoods

5/23/2022 12:00PM virtually on Zoom and at Shadle Library.

Present at Shadle Library: Fran Papenleur (Chair: Audubon-Downriver), Brian Walker (City of Spokane Communications Manager for NHHS), Dave Lucas (Vice Chair: Rockwood). Present on Zoom: Tina Luerssen (Secretary: Grandview/Thorpe), Kathryn Alexander (Bemiss), Charles Hansen (Whitman), Cliff Winger (Shiloh Hills). ONS staff: Gabby Ryan.

1. Committee Housekeeping: April meeting notes approved by consensus.
2. Brian Walker, Communications Manager, Neighborhoods, Housing and Human Services (NHHS) Division presentation. [bbwalker@spokanecity.org](mailto:bbwalker@spokanecity.org), cell phone #509-655-1387.
  - Brian started with the City in September 2021, taking over Kirstin Davis' former position. Carly Cortright is Brian's interim supervisor.
  - NHHS includes Community, Housing & Human Services (CHHS), Office of Neighborhood Services (ONS), and 311/MySpokane.
  - Brian has worked on projects including Spokane Neighborhood Leadership Academy (recruiting, brochures, press releases), Disposal Passes, Bloomsday (blog post re: City events/services), Board Recruitment (CHHS), Neighbors Drive 25, Who to Call graphic (311, Crime Check, 911), State of the City, Point-in-Time Count, Press Releases for CHHS RFPs and Emergency Rent Assistance program, web updates, internal/external communications (311 weather events).
  - Communication channels at the City: ONS updates/videos, Community Update email newsletter, social media, press releases, blogs, profile features and new/unique events pitched to City channels/media, City Reprographics department, City Cable 5 TV.
  - Online Resources: Brian referenced the online Toolkit at [my.spokanecity.org/neighborhoods/resources](http://my.spokanecity.org/neighborhoods/resources). Lots of helpful information about Press Releases, Print Marketing, and Social Media. Brian updated the distribution list for press releases.
  - Media Outreach: How to develop communications/media outreach heading into summer events:
    1. Appoint someone to gather details: the earlier the better. Send information at least a couple weeks in advance of events.
    2. The essentials: 5 Ws and H (Who, What, When, Where, Why, and How).



3. Consider your audience: your NC or City-wide.
  4. What do you want to achieve: calendar listing, press release, advance coverage or event coverage.
  5. Offer a timeframe window for reporters to come (peak times).
  6. Choose who to send it to: TV/Radio/Print...when in doubt, send to all outlets.
  7. Name, title and contact information for media to contact, both on the release and after reporters arrive.
  8. Look for news “hooks”—new events, personality profiles, unique activities. Run them by the City and media.
  9. Quotes liven the media release.
  10. Include any costs to attend/participate.
  11. Anticipate questions; jot down a few talking points to emphasize.
  12. Just the highlights for reporters: don’t worry about going in-depth to start.
  13. Build relationships: thank reporters for coming, offer feedback on their stories.
  14. Brian is available to help edit or offer feedback on your notice or news release and/or include your information in City communications.
    - Kathryn asked about working with The Voice section of the newspaper. Brian will look into this publication, and the best way for NCs to get information included.
3. Leadership Training update: Kathryn updated, last Saturday the group discussed Inclusion and had great conversation. The NCs have a reputation of being less-inclusive; the group had discussion about how to reach out to different groups and be more inclusive. Many cultures work with a more personal approach, where folks “stop by” and have conversation before inviting people into the NC. This is not how most NC communications work, as we rely heavily on postal mail or email. This requires becoming involved in organizations/groups that other cultures are involved in, and building that relationship from inside their “circle”. The final Training group is June 4<sup>th</sup>, with a party afterwards. This committee has been invited to join the event and get to know the Leadership students. 10:30am on June 4<sup>th</sup> at Northeast Community Center, we’ve been invited to give an introduction to the students regarding this committee and the CA. This is a great opportunity for us to hear feedback from the students as well. Kathryn suggested that we think about

how to become a part of the next Leadership Training program; possibly send a letter to GU/ONS asking to be involved in the planning.

4. Neighborhood Services update: Gabby is looking into expanding outreach for NC events, thinking about ways to support those NCs and market those events. For the Google Calendar, events should be sent to [neigh.svcs@spokanecity.org](mailto:neigh.svcs@spokanecity.org).
5. Committee Work Plan:
  - Fran got on Slack and invited BSN committee members, and added a Handbook “channel” which she loaded the document to.
  - Online Toolkit: Brian Walker will look at this for possible updates.
  - Summer gatherings: discussion regarding outreach to NCs to gather socially over the summer.
6. Neighborhood updates: Audubon/Downriver is not hosting concerts in the park this year, but will be holding an event at Shadle sponsored by COPS on 6/30. A/D and Northwest NCs will have a table there. Fran is hoping to have NCDP updates to help gather District 3 NC leadership. Tina spoke about Citizen Action for Latah Valley (CALV) and gathering Grandview-Thorpe, West Hills and Latah/Hangman NCs together. Kathryn spoke about gathering District 1 with Edible Landscapes. Tina suggested that the Traffic Calming workshops would be a great opportunity to ‘recruit’ for NC involvement as well. Cliff sent a letter from Shiloh Hills to the Parks Department, 1.6acre lot owned by the Library that they’re hoping to turn into a dog park. Charles spoke about Whitman—a neighbor is working on the Edible Landscapes program. Charles applied for SRTC Transportation Advisory Committee position and has his first meeting this week, discussing high-performance transit corridor in Spokane Valley. Dave asked Gabby about the Traffic Calming kick-off meetings: can folks attend one outside of their district? The goal of these district meetings is to get big-picture issues, and the summer workgroups are for more detailed plans. It would be fine to attend a district meeting outside of your own location to get the background/process information.
7. CA Zoom account: BSN submitted the Community Engagement Grant application in 2021 to purchase the CA Committees Zoom account. This account is about to expire on 6/15/22 and should be renewed. Dave motioned, Cliff seconded, unanimous approval to submit CE Grant application for Zoom account renewal for Community Assembly. Tina will prepare this grant application.

No BSN meetings in June, July or August. Fran, Dave and Tina will be working to keep committee work rolling using Slack and email.

**Next meeting:** Next regular meeting will be at 12:00 on Monday, September 26<sup>th</sup>, 2022. Location: Virtually on Zoom, and in-person at Shadle Library as well. BSN will not meet in June, July or August.

## Draft Minutes: 5/19/22 CA Land Use Committee

LUC Members Present: Toni Sharkey (Rockwood), Chuck Milani (Lincoln Heights), Bill Heaton (Emerson-Garfield), Tiffany Picotte (Browne's Addition), Greg Francis (Rockwood), Mary Winkes (Manito/Cannon Hill), Carol Tomsic (Lincoln Heights), Pam Schermerhorn (Cliff-Cannon), Sterling Leibenguth (Rockwood)  
City Staff Present: Dean Gunderson (city liaison), Spencer Gardner (planning director)

Meeting Chair: Toni Sharkey

Meeting Note Taker: Greg Francis

### Introductions

One Presentation:

### **Spencer Gardner, Planning Director – Meet and Greet**

Started in February 2022; private sector prior to this position

Planning Department has lots of work to be to do

Multiple unfilled positions (more than 200 vacancies city-wide)

Challenge of housing crisis

- Housing around transit lines is a focus area

- Discussed Shaping Spokane projects (<https://my.spokanecity.org/projects/shaping-spokane-housing/>)

  - First round of code amendments approved by Plan Commission at 5/11 hearing

    - ADUs, lot size transitions, short plat notifications

    - Tentatively going to city council on June 20th for final hearing and approval

  - Next round will be townhouses, duplexes, short term rentals, and SEPA thresholds

  - Pressure for new growth partly due to increasing housing prices

  - Keeping level of service for water, sewer, electricity, etc challenging due to cost

Wants to do better localized planning (neighborhoods and subarea plans) as staffing permits

2026 periodic update to the Comprehensive Plan is coming up

Quote: "No neighborhood should be subject to cataclysmic change but no neighborhood should be exempt from change either"

### Discussion with Spencer

- How do we improve downtown housing growth and protect city's greenery

  - Lots of causes for lack of residential downtown; we can incentivize but cannot not require development

- Discussion of long plats vs short plats; talked a lot about short plat notification process

  - Neighborhood councils will still get notified as part of the agency process; reduced time for some short plats

  - Spencer suggested NCs contact city council with concerns prior to June 20th CC hearing on short plats if they have concerns regarding the notification changes**

  - Discussion about rear setbacks (there are no changes occurring to setbacks; just a discussion item)

Spencer said that if something is allowed by code, then the city cannot deny that development from occurring although there can be some interpretation of the code issues that can change the result of development

Adjourned: 6:35pm

LUC is currently trying out one hour meetings (from 1.5 hrs) due to city staffing limit of one hour

LUC is tentatively not meeting in June with plans to meet again in July or maybe August

## CA Park Board Committee Representatives

### Follow-Up Information

#### For Community Assembly Representatives and Others

Here is the contact information for each of your two Park Board committee members who started on the job this year.

Please contact either or both of them with any of your concerns or questions about – especially – neighborhood parks.

#### Julie Biggerstaff

- Email at [rbiggerstaff@comcast.net](mailto:rbiggerstaff@comcast.net)
- Julie serves on the Park Board's new standing committee, the Development and Volunteer Committee (DVC)
- The role of the DVC is to vet and recommend to the Park Board support programs – financial and otherwise – for the city's parks by the private sector and local volunteer organizations.
- Julie is a member of the Browne's Addition Neighborhood Council and resides close to Coeur d'Alene Park.

#### Lindsey Shaw

- Email at [loganspokanechair@gmail.com](mailto:loganspokanechair@gmail.com)
- Lindsey serves on the DVC's citizen advisory committee (DV-CAC)
- The role of the DV-CAC is to garner the experience and expertise of existing volunteer organizations that already partner with the parks department in a variety of ways and then to help start new volunteer support groups focused on other local parks.
- Lindsey lives in the Logan neighborhood, home of Mission Park, and serves as the chair of the Logan Neighborhood Council.

#### Other attached information:

The May 29 Spokesman-Review article on the new draft parks master plan. The reporter highlights the plan's major theme of a focus on neighborhood parks and the many identified actions over time that will involve. There is also a map of parks per city council district.

Here is the web link for the new draft parks master plan information pages:

<https://my.spokanecity.org/parksrec/master-plan/draft-plan/>

Note: The Park Board will not be approving the plan this month. There will be additional public review and comment.

## **PARKS WITH A PLAN**

### **Draft master plan includes long-term strategies for new amenities, upgrades**

**By Greg Mason**

THE SPOKESMAN-REVIEW

A new community park in the North Indian Trail neighborhood.

At least one dog park and pickleball or multi-use court in each of the city's three city council districts.

Addressing the role of city parks with homelessness issues.

Those are some of the proposals included in the latest draft of the Spokane Parks and Recreation's Parks and Natural Lands Master Plan, a document designed to guide investments and development for the city's approximately 3,800 acres of parks and natural lands over at least the next six years.

Parks and Recreation released the draft last week with the Spokane Park Board set to vote on the document June 9. The ideas within were derived from months of surveys, meetings, workshops and other events "Now, we're at a stage where we listened to the public, who gave us great feedback. We drafted a plan," said Parks Director Garrett Jones. "Now, let us know how we did."

Park bond initiatives in the past have supported parks improvement projects. Whether the city could take the same route here is a strategy the department will look at in the near future, Jones said.

Parks staff worked with consulting firm Design Workshop to put the draft together. It's designed as a living document, one that could be updated as funding opportunities, trends and desires change over time.

"There's a lot of transparency in this plan about what is going to be done, with how and when, that you don't always get in a plan like this," said Anna Laybourn of Design Workshop, who headed the consultant team for Spokane's master plan document. "The city

See **PARKS, 11**



**Minnehaha Park’s sign is photographed Thursday defaced with graffiti in Spokane. Upgrades to the park are being considered.**

**TYLER TJOMSLAND/ THE SPOKESMAN-REVIEW**

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## **PARKS**

Continued from 1

wants to make sure how they’re getting to this overall vision.”

Spokane Parks’ most recent systemwide master plan dates back to 2010. Washington state requires Spokane Parks to have an updated plan for grant funding eligibility through agencies like the Recreation and Conservation Office.

Whereas previous master plans were typically built around input from staff and city officials, Jones said Spokane Parks wanted this iteration to be “a public-facing plan driven by the community.” As such, Parks and Recreation collected more than 5,000 responses through various means, around five times more than what was collected back in 2010.

The level of public input to formulate Spokane’s draft plan exceeded Design Workshop’s expectations as compared to plans the firm has done with similar-sized cities, Laybourn said. She said the consultant was particularly impressed by the city’s modes of outreach, such as conducting workshops at schools to collect student feedback or recruiting volunteer ambassadors – including those in the homeless community.

“From youth to low-income to every sector of the city being represented, we had a number of ways to measure if we were on track for receiving the type of input we needed to be broad and inclusive,” Laybourn

said.

Parks and Recreation – aligned with the thinking of a 1913 plan created by the Olmsted Brothers, a prominent landscape architecture firm – sought to address gaps in areas where parks and other amenities are either unavailable or not easily accessible.

“The biggest theme from this plan is a focus from the community on neighborhood and community parks,” Jones said. “We really haven’t had those major investments in our neighborhood parks since the 1999 bond, and that really only hit a certain percentage of those neighborhood parks.”

Actions proposed to this end include concept plans for revamped versions of Minnehaha and Cowley parks as well as an idealization of what a new park might look like in the North Indian Trail neighborhood.

Currently, Meadowglen Park is a vacant and undeveloped city-owned property located at Indian Trail Road and Bedford Avenue. The city has owned the property since 1986, according to the draft plan.

Compared to the city’s other neighborhoods, North Indian Trail has the highest percentage of residents who live outside of a 10-minute walk to a park, according to the draft plan.

Minnehaha Park is home to overgrown tennis courts, a historic building and a small, aging playground. Meanwhile, Cowley – described as underused, with a reputation marred by past negative activity and vandalism, Jones said – is located next to Providence Sacred Heart Medical Center.

The Minnehaha, Cowley and Meadowglen plans are classified as “first-tier” priorities in the draft document, recommended for implementation sometime over the next decade.

Other first-tier proposals include acquiring property east of South Ray Street in the East Central Neighborhood for the development of a future pocket park as well as land in the Shiloh Hills neighborhood, east of North Nevada Street, for a community or neighborhood park.

Like Meadowglen, the draft also calls for prioritized development of three other vacant park properties in each city district: Wildhorse, Skeet-somish and Sterling Heights.

With dog parks, the plan recommends a study to locate up to 10 potential sites for off-leash dog parks citywide. The city presently has only two off-leash public dog parks, both within the city council district that represents south Spokane: The Downtown Spokane Dog Park on Riverside Avenue and the SpokAnimal Dog Park in High Bridge Park.

Beyond the new additions, the plan places an emphasis on restoring parks like Minnehaha that are in failing or poor conditions – namely, Courtland Park, Liberty Park, Grant Park, Summit Boulevard Parkway, North Maple Street Parkway and Logan Peace Park.

Another objective identified in the plan, as driven by community feedback, is updating and adding new parks facilities, such as restrooms, trails, trailheads, fishing areas and bike-skate parks within the northeast city council district and water access for kayaking, fishing and other activities.

In determining where to locate new parks and restore existing ones, the draft plan looked at equity gaps and underserved areas and populations that “don’t benefit as much” from the parks system as other parts of Spokane, Laybourn said.

“The city has really invested in some of its incredible signature parks in the past,” Laybourn said. “What we’ve learned from the community is the desire to upgrade the older or overlooked parks that are a focus of



everyday life, and that's going to require some additional funding the city doesn't have."

Like other plan elements, a focus on homelessness within the plan was driven by community feedback while the issue has been at the local and national forefront for some time, Jones said.

One of the master plan's goals is to address the role and the policies of Parks and Recreation in working in partnership with other city departments and agencies with addressing homelessness concerns. According to the draft plan, parks departments nationwide vary in addressing homelessness. Some, for instance, partner with organizations serving the homeless, and others sanction encampments.

As Parks employees often interact with homeless individuals, one of the plan's proposed strategies to this end include trauma- informed training for frontline staff members.

People who experience homelessness depend on park spaces for their survival, Laybourn said.

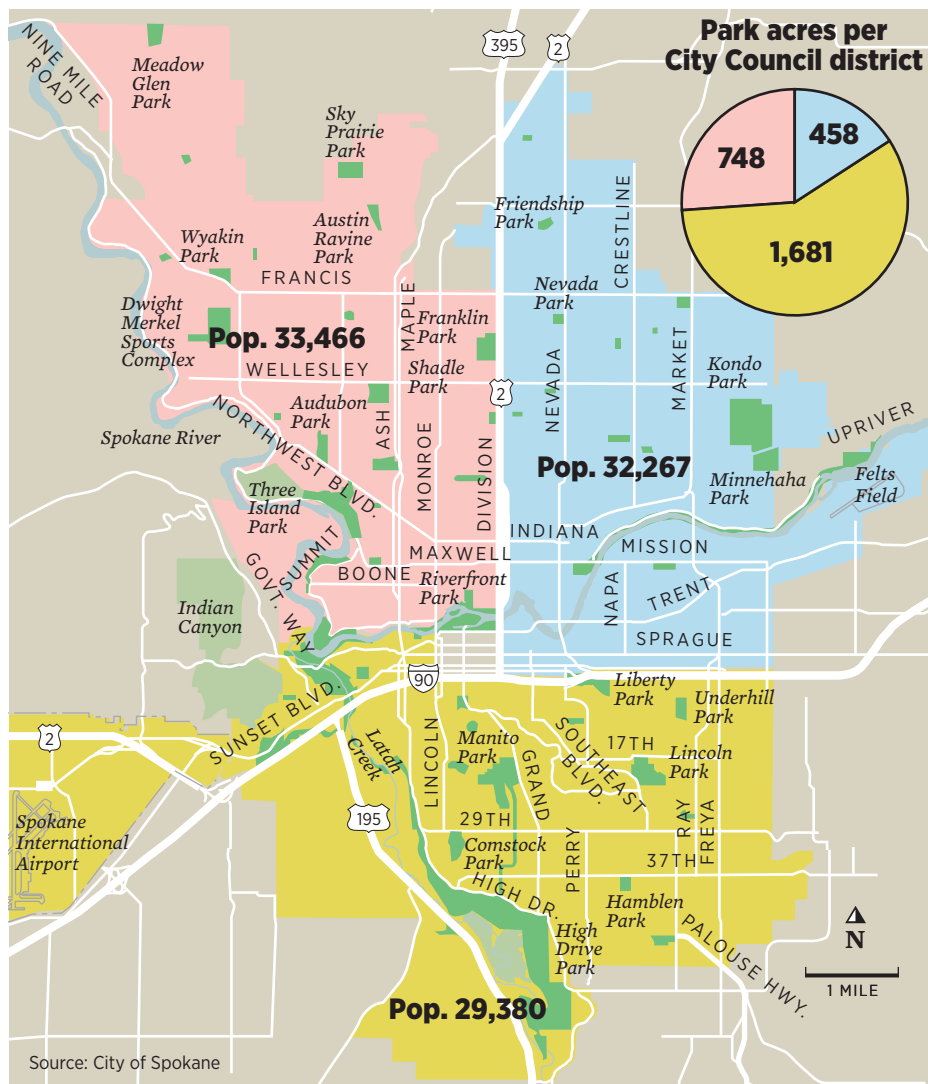
"I really would love to see Spokane be smarter than a lot of other cities in getting ahead of understanding how to strike that balance between the rights of all people to exist in public space while maintaining a welcoming atmosphere for all park users," she said. "We gave some strategies and action items within this plan to help the city get ahead of where some other cities are struggling today in helping to create that balance and show a compassionate and effective response." *Greg Mason can be reached at (509) 459-5047 or [gregm@spokesman.com](mailto:gregm@spokesman.com).*

## Draft master plan includes long-term strategies for new amenities,

## CITY OF SPOKANE PARKS BY COUNCIL DISTRICT

By Greg Mas

THE SPOKESMAN-REVIEW



MOLLY QUINN/THE SPOKESMAN-REVIEW

A new community park in Trail neighborhood.

At least one dog park, multi-use court in each of the council districts.

Addressing the role of homelessness issues.

Those are some of the points in the latest draft of the Spokane Recreation's Parks and Natural Plan, a document designed to guide investments and development for approximately 3,800 acres of parks over at least the next six years.

Parks and Recreation released the plan last week with the Spokane Park Board on the document June 9. The plan was derived from months of public meetings, workshops and other outreach.

"Now, we're at a stage where we're asking the public, who gave us the plan, to draft a plan," said Parks and Recreation Director Jones. "Now, let us know how you feel about it."

Park bond initiatives in the plan supported parks improvement projects. Jones said the city could take the strategy the department has been working on in the near future, Jones said.

Parks staff worked with the City of Spokane Design Workshop to put the plan together. It's designed as a living document that could be updated as funding and community trends and desires change.

"There's a lot of transparency about what is going to be done, and when, that you don't always get in a public shop, who headed the commission. Spokane's master plan document," Jones said.

See **PARKS,**

## JIM KERSHNER'S 100 YEARS AGO TODAY

A "couple of drinks" caused mayhem and panic on the Division Street bridge.

A gasoline tanker truck driven by George Deal was southbound on the bridge when Deal "turned directly in front of the northbound Astor streetcar."

The streetcar slammed into the side of the truck, shoving it 40 feet.

"Almost immediately the (gasoline) truck burst into flames," The Spokesman-Review wrote. "... The flames spread rapidly and in a few seconds the front of the streetcar was ablaze."

The streetcar passengers were un-

derstandably panicked, but the mortorman, "with admirable coolness," ushered them to safety through the emergency door. No passengers were injured or burned.

A passenger in the truck was not so lucky. He was tangled in the wreckage, badly injured and threatened by the spreading flames. Fortunately, the tanker was empty at the time, and the flames were fed only by its own gas tank. The passenger was extricated, although his leg was amputated at the hospital.

The driver suffered minor injuries. "See what a couple of drinks will

do?" he said to the officers while awaiting treatment.

**From the movie beat:** Movie star Louise Lovely (yes, that was her stage name) was in Spokane to make an appearance at the Liberty Theater.

She was also going to give several girls in the audience a chance to become movie actresses themselves.

An ad declared that she would select several young ladies to "assist her in the making of a fairy story," which would be filmed and shown on screen the next week.

"Here's your chance, girls!" the ad said.

## **CA Liaison Committee Meeting Draft Notes–**

### **May 10, 2022 – Hybrid Meeting – Zoom and In-Person**

Present: Paul Kropp, Southgate, Chair; Andy Hoye, Southgate, Recorder; Bonnie McInnis, West Central; Susan Burns, Peaceful Valley; Fran Papenleur, Audubon-Downriver, guest; Randy McGlenn, East Central, Guest; Annie Deasy, ONS; Kathryn Alexander, Bemiss, Guest

Meeting Called to order at 2:02PM

We had a brief check-in with Kathryn Alexander, the CA's member of the Housing Action Subcommittee (HAS) of the City Council's Public Infrastructure, Environment, and Sustainability Committee. The HAS interim chair is Brian McClatchey. Clear direction and sense of purpose appears to be missing. This committee is divided into several subcommittees, some of which are meeting. One "Equity Team" subcommittee produced a 13-page white paper on racial equity in housing. Kathryn attempts to connect the HAS with CHHS with only modest success. One initiative of the "Preserve Housing" subcommittee is charged with preparing a list of rental properties and plans to request that the CC draft an ordinance that requires landlords to notify tenants if a property is being sold. The Liaison Committee, and presumably also the HAS, is unclear as to the "term of service" of our liaison member. We are working on our "position profile" for this liaison but need more input from the HAS. We did note that Kathryn has attended all of the HAS meetings, and thanked her for her service.

There was a discussion of the two members on the Park Board's new development and volunteer committees. We noted that Lindsay Shaw planned to take her committee chair to Minnehaha Park. The Park Board is finalizing a long-range parks plan. New focus will now be on neighborhood parks, after the major remodel of Riverfront Park. Paul will ask for 5 minutes at the June CA meeting to review roles of these two liaisons.

We noted with sadness the resignation of Kathy Lang as our liaison to the Design Review Board and will request that the Admin Committee recognize her service with a "Good Neighbor" award or similar recognition. Paul will review the form(s) of recognition with the DRB.

We discussed some confusion by the two Urban Forestry CAC members (Kris Neely and Toni Sharkey) involving 1) the requirement to provide a monthly report for the CA in sufficient time to be included in the agenda packet and 2) to be kept abreast of changes in the monthly virtual meeting notices (apparently, they were interpreted as cancellations). Kris has volunteered to chair this committee. They will be rotating in their attendance. For reporting, we suggested that the previous month's minutes and current month's agenda might suffice. Paul will send a note to them.

We discussed posting "Vacant" for the DRB position held by Kathy Lang. We discussed City CHHS departmental staffing challenges that adversely impact distribution of Federal money.

We approved the minutes of the April meeting as revised. Paul will be proposing a folder structure for the OneDrive storage area.

Respectfully submitted, Andy Hoye, Recorder

Community Assembly  
Pedestrian Transportation and Traffic Committee (PeTT)  
Draft Minutes  
May 24, 2022

## **Attendance**

Mary Winkes (Manito/Cannon Hill), Charles Hansen (Whitman), Pam Schermerhorn (Cliff/Cannon), Raychel Callary, Carlie Hoffman (Emerson/Garfield), Annie Deasy (Office of Neighborhood Services), Carol Tomsic (Lincoln Heights), Susan Mensching (West Hills).

## **Welcome Introductions**

At 6:08 pm, the secretary, Carol Tomsic, started the meeting because the chair, Randy McGlenn had not started the meeting yet. She let everyone into the meeting and let them know that Randy was not present yet.

While the group waited for Randy to enter the meeting, Carol asked Annie to advise on the next step. It was decided that since Carol was part of the executive board, she should start the meeting and then let Randy take over when he entered the meeting.

The meeting was called to order by the secretary, Carol Tomsic.

Attendees introduced themselves.

Annie Deasy reminded everyone that the Traffic Calming Kick-Off meetings started Wednesday. District 1 kick-off is May 25<sup>th</sup> at Northeast Community Center. District 2 kick-off is May 26 at Dr. Martin Luther King Jr. Outreach Center at East Central Community Center. District 3 kick-off is May 31 at West Central Community Center. All meetings start at 5:30.

## **Reports**

Plan Commission Transportation Subcommittee (PCTS) - Charles Hansen

Charles said the PCTS discussed the TIB Complete Streets Grant RRFB Program. The city received \$300,000 for use on RRFB (Rectangular Rapid Flashing Beacons) crosswalks. He said the city is trying to decide the criteria and there should be enough funds to do one RRFB in each district. Equity issues will be prioritized as well as health and low-income. Charles said the PCTS meets on the first Tuesday of each month at 9 am. The public can comment at the meeting. Charles also mentioned there will be three RRFB's installed on Division at Longfellow, Everett and north of Lyons.

It was clarified the TIB Complete Streets Grant RRFB program was different than the red-light speed cameras around hospitals and school program.

Citizen Transportation Advisory Board (CTAB) – Randy McGlenn - not present

## Spokane Regional Transportation Council (SRTC) – Carlie Hoffman

Carlie said there were presentation that talked about toll credits and stewardships. She said toll credits are state-wide. Stewardships did a deep dive on different values. She said a survey just recently closed on how SRTC should spend/plan funding. Carlie also said she scored current projects up for grant funding. She said an underpass addition at an interchange at Pines Road scored high. She also scored a traffic study on Upriver and Argonne and a traffic study at the Millwood Exit.

Charles said the SRTC Transportation Advisory Committee (TAC) discussed a Valley High-Performance Transit. Charles also said a light-rail from Coeur d'Alene to the airport has been discussed.

Bicycle Advisory Board (BAB) - not present

Others – not present

## **Project Review**

Randy was still not present so there were no projects to review

## **Roundtable**

Randy was still not present to discuss next month's agenda items and projects to review so the group discussed the projects/concerns they wanted to bring up at the traffic calming meetings.

Charles – He mentioned Rowan/Crestline had a high number of wrecks. He said Rowan has no traffic and Crestline has traffic because the neighborhood knows not to use Rowan. He also said the Whitman Elementary School has few sidewalks. He has added sidewalks west of the school last year and north of the school next year. Those are the top two projects.

Carlie – Crosswalks/Pedestrians were a concern. She said there should be an alternative way to cross Mission at Division and Washington because of the Way-Out Shelter and new apartments. She also expressed concern at NW Blvd by the Montessori School. She said Maple and Ash at Garland and NW Blvd are car-friendly and there are not a lot of places to cross as pedestrians. Carlie said there is cut-through traffic that avoids lights by using side-streets.

Annie said there will be consultant engineers at the workshops that will come up with solutions. Traffic problems will be ranked in order by small groups.

Mary said she has a long list. She wants to see the Grand Blvd traffic study expanded down to 14<sup>th</sup>, down around the hospital. She said the area is not bike or pedestrian friendly. She has also added to her list problems that are not in her neighborhood, including 14<sup>th</sup> to Cedar to Bernard. Mary said it was in bad condition. She has a map of potholes. She said sidewalks are need of repair due to trees the city planted. She added she will send her list to Shauna.

Pam – She said she would take 14<sup>th</sup> to Cedar to Bernard from Mary's list because it was in her neighborhood. Pam said the street was currently under construction. Sidewalks would be added first then the street would be repaired. Pam also said traffic drives too fast on 14<sup>th</sup> at Roosevelt Elementary. She said traffic is bad at the hospital on Lincoln and Monroe. Pam said there is drag racing near Woldson Park. She said the mobile speed feedback trailer was put in the wrong spot. She was also concerned the sign would not capture speeders or encourage racers to speed more.

Annie clarified the mobile speed feedback trailer program. She said the feedback was not used by engineers but rather as educational because it was not 100 percent accurate. The signs will know the average speed of a driver. She doesn't want false expectations because the program is basically educational. Annie said neighborhood councils only had to get a resident's permission if the sign is in a yard. If the sign is in the public right-a-way, permission is not necessary. She said the 85 percentile is more of a narrative and she will make the language clearer in the final report.

Susan – She said Government Way will have 400 new neighbors due to development which will affect traffic. She said a single lane with a center lane on Government Way has helped. She said there is a deadly curve with a brick wall where a motorcyclist died up Riverside, heading south, which needs a curve-sign and reflectors. She said the Fishlake Trail expansion will also affect traffic. Susan also said there are no handicap sidewalks. There are also dirt roads.

Raychel – She said we needed to be careful with street murals and painted crosswalks. She said high contrast paints can affect the level of vision. She said we need to consider bold stripes and avoid visual clutter. She said murals and painted crosswalks were great enhancements if they are not adversary. Raychel said some accessible ped signals are too far back and are challenging for most of the people they benefit. She is concerned about mid-block hybrid lighting and vision loss. She said streets with high-speed should have lights that flash red. She said a Hawk light is flashing red and an RRFB is flashing yellow.

The proposed elimination of resident notification in the Short Plat Process was discussed after no one objected to the subject being brought up because the issue affects all neighborhoods present. Mary presented. She said originally only a two-lot short plat was included but now it is up to nine-lots. The city only wants to notify the neighborhood councils and not the affected residents. Mary said people need to attend the City Council hearing in June to voice their objections to the change. She said public notification is a requirement in the RCW. Mary said put her email in the chat and said anyone could contact her. Carol said to google Shaping Spokane for more details. Carlie said Gene Brake would be interested and Mary said to have him contact her.

Mary thanked Annie for getting out the PeTT agenda early.

**The meeting was adjourned at 7:27 pm**  
**The next meeting is 6/28/22 at 6 pm on Zoom**

## **Plan Commission (PC) Liaison Report**

### **Community Assembly Report, June 2, 2022**

**Filed by Mary M. Winkes, CA Liaison to the Plan Commission and Vice-Chair, PC Transportation Subcommittee**

#### **May 3, 2022 PC Transportation Subcommittee (PCTS) Meeting via WebEx**

Workshops:

TIB Complete Street Grant: <https://static.spokanecity.org/documents/bcc/commissions/plan-commission/transportation-subcommittee/agendas/2022/05/pcts-agenda-2022-05-03.pdf>

Shared-Use Path Considerations in High Volume Locations

#### **May 11, 2022 PC Meeting and Hearing in Person and via WebEx**

Workshops:

1. 2021/2022 Comprehensive Plan Amendment Overview – <https://my.spokanecity.org/projects/2021-2022-proposed-comprehensive-plan-amendments/>
2. South Logan Transit Oriented Development
3. Looking ahead at future development code work including discussion of a resolution to create a Plan Commission Housing Subcommittee. A draft resolution was reviewed and a second draft will come before the Plan Commission at its May 25 meeting.

Hearing:

1. 2023-2028 Six-Year Comprehensive Street Program
2. Phase I – Residential Development Code

- Accessory Dwelling Units

<https://www.cdaid.org/files/Administration/ADU-Proposed-Code-Changes-2019.pdf>

- Lot Size

<https://www.youtube.com/watch?v=kbnCBd2mEGk>

- Short Plat Notification

<https://www.youtube.com/watch?v=k1QL20ATE1c>

The following motions passed unanimously during the hearing:

I move to recommend that city council adopt the 2023-2028 Six-Year Comprehensive Street Program as written and presented

I move to recommend that city council adopt the changes to the Accessory Dwelling Unit code in SMC chapters 17C.110 and 17C.300 and associated tables as written and presented

I move to recommend that city council adopt the changes to the Lot Size Transitions code in SMC section 17C.110.200 as written and presented

I move to recommend that city council adopt the changes to the Short Plat Notification process in SMC chapters 17G.060 and 17G.080 as written and presented

I move to recommend that plan commission incorporate the May 4th staff report regarding ADUs, lot size transitions, and short plats into its facts and findings in recognition of the staff report's role in the plan commission's recommendations.

### **May 25, 2022, PC Meeting Hybrid (In person and WebEx)**

Workshops:

#### **1. Bike Map Amendments – File Z22-097COMP**

<https://my.spokanecity.org/projects/2021-2022-proposed-comprehensive-plan-amendments/map-tr-5/>

#### **2.Arterial Street Map Amendments – File Z21-098COMP**

<https://my.spokanecity.org/projects/2021-2022-proposed-comprehensive-plan-amendments/>

#### **3. Resolution to create Housing Work Group Subcommittee**

A resolution to create a Housing Work Group Subcommittee was passed. It's purpose "shall be created for the study and advancement of proposals to modify SMC 17 focused especially on the creation and rehabilitation of housing in the City of Spokane. Such group shall meet pursuant to the requirements for open and public meetings established in 42.30 RCW on the second and fourth Wednesday of each month at 1:00 pm in the Council Briefing Center at City Hall."

Five or more members of the Plan Committee will be on the Subcommittee.

#### **4. Joint Special Meeting of Plan Commission – Design Review Board discussion will take place soon.**





Community Oriented Policing Services

# Summer Safety Kickoff Concert

Lilac City Community Band

(50 Piece Orchestra)

In Shadle Park

Thursday June 30<sup>th</sup>

6:30pm – 8:30pm

This concert is free and for your enjoyment.  
Come with friends and family, bring some  
food to enjoy and have fun in the park.