

Spokane Neighborhoods Community Assembly

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



Meeting Agenda for Thursday, June 1, 2023

5:30 to 8:00 p.m., The Hive & Zoom

Proposed Agenda Subject to Change

Please review previous month’s minutes:

*Community Assembly Minutes: May 4, 2023



Administrative

<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	1
• Including Core Values, Purpose, Rules of Order			
3. Approve/Amend Minutes (Facilitator)	5 min (5:35)	Approve	5
4. Facilitator Briefing (Colleen Gardner)	5 min (5:40)	Oral Report	-

Open Forum

5. Reports/Updates/Announcements	10 min (5:45)	Oral Reports	-
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Agenda

6. City Council (Council President Beggs).....	15 min (5:55)	Oral Report	-
7. ONS Update (Patrick Striker).....	5 min (6:10)	Oral Report	-
8. Promoting Summer Events (BSN, Tina Luerssen)	10 min (6:15)	Oral Report	28
9. Admin Committee Updates (Randy McGlenn).....	10 min (6:25)	Oral Report	-
10. Liaison Report from Urban Forestry-CAC (Kris Neely & Toni Sharkey)	15 min (6:35)	Oral Report	32
11. CA Committee Updates (Committee Chairs)	10 min (6:50)	Oral Report	-
Budget Committee, Liaison Committee			
12. Roundtable Discussion	10 min (7:10)	Open Discussion	-

Other Written Reports

Committee Reports, Agendas, Minutes, etc.

- Administrative Committee.....10
- Budget Committee.....12
- Building Stronger Neighborhoods Committee (BSN).....16
- Community Assembly/Community Development Committee (CA/CD)
- Land Use Committee.....18
- Liaison Committee.....19
- 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.....
- Design Review Board Liaison Report
- Plan Commission Liaison Report.....23
- Urban Forestry-Citizen Advisory Committee Representative Report
- Housing Action Subcommittee Liaison Report
- Plan Commission Transportation Subcommittee Liaison Report.....25
- Park Board Development and Volunteer Committee Representative Reports.....

**** 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.”

Office of Neighborhood Services is inviting you to a scheduled Zoom meeting.

Topic: Community Assembly

Join Zoom Meeting

<https://us06web.zoom.us/j/89382526991?pwd=aFhIUml4UGswSm9jV3gyQjZZUU5hUT09>

Meeting ID: 893 8252 6991

Passcode: 99201

One tap mobile

+12532158782,,89382526991#,,,,*99201# US (Tacoma)

+12532050468,,89382526991#,,,,*99201# US

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

Community Assembly Core Values and Purpose

CORE PURPOSE:

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

BHAG (Big Hairy Audacious Goal):

Become an equal partner in local government.

(This will be further expounded upon in the Vivid Description. What does this mean to you?)

CORE VALUES:

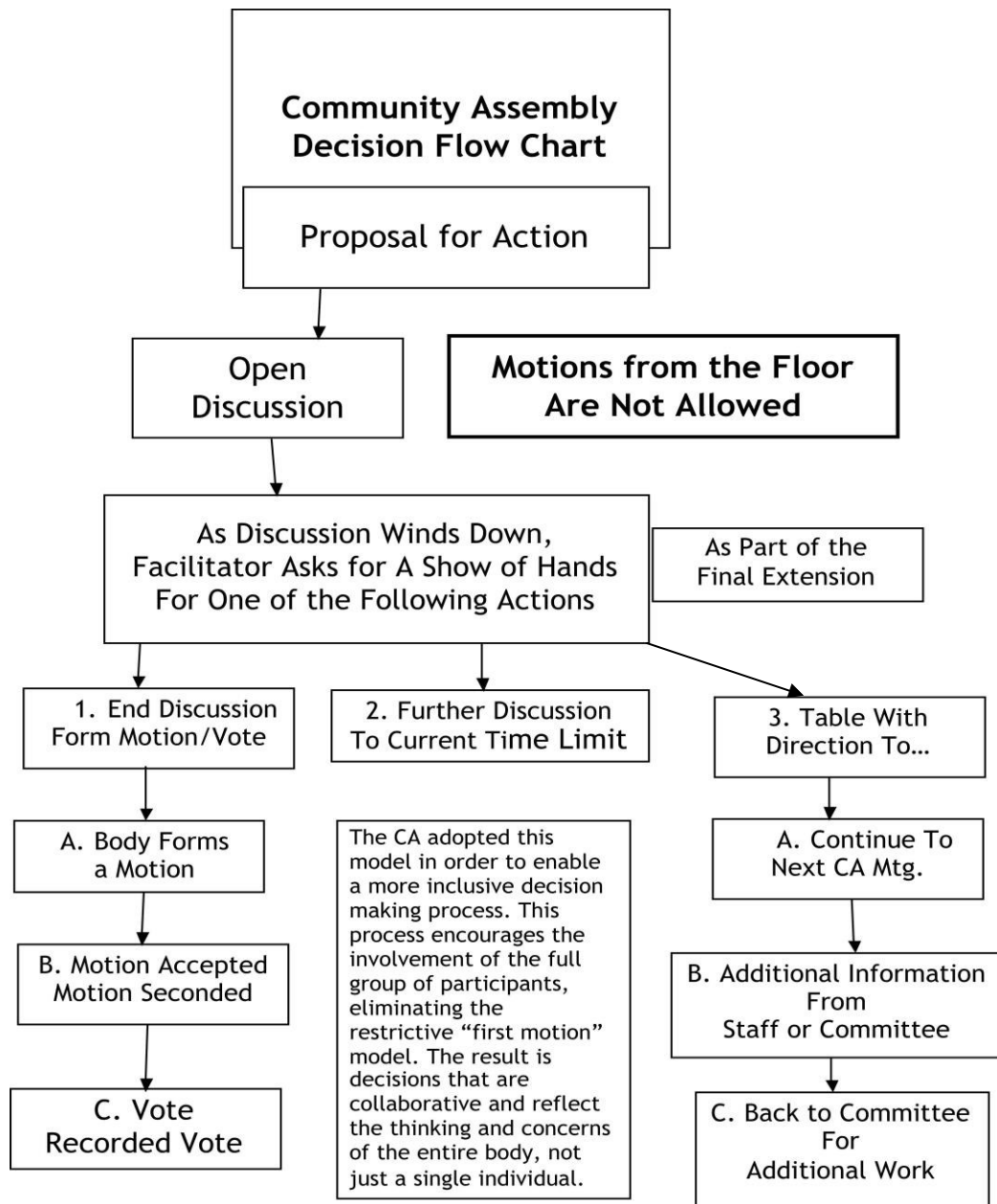
- **Common Good:** Working towards mutual solutions based on diverse and unique perspectives.
- **Alignment:** Bringing together the independent neighborhood councils to act collectively.
- **Initiative:** Being proactive in taking timely, practical action.
- **Balance of Power:** Being a transparent,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

VIVID DESCRIPTION:

The Community Assembly 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 4, 2023 via Hybrid, in-person The Hive and Zoom virtual platform

Meeting called to order at 5:30 p.m. by Colleen Gardner

Attendance:

Neighborhood Councils Present: Audubon-Downriver, Balboa/South Indian Trail, Browne's Addition, Chief Garry Park, East Central, Grandview/Thorpe, Hillyard, Lincoln Heights, Logan, Manito/Cannon Hill, Nevada Heights, North Indian Trail, Northwest, Peaceful Valley, Riverside, Shiloh Hills, Southgate, Whitman, West Central, and West Hills.

Neighborhood Councils Absent: Bemiss, Cliff/Cannon, Comstock, Emerson-Garfield, Five Mile Prairie, Latah/Hangman, Minnehaha, North Hill, and Rockwood.

CA Committee Reps Present: Paul Kropp (Liaison Committee) and Randy McGlenn (Admin, Pedestrian, Traffic and Transportation [PeTT] Committees, Citizen Transportation Advisory Board [CTAB])

City Staff Present: Kim McCollum (Neighborhood, Housing and Human Services [NHHS]), Patrick Striker (Office of Neighborhood Services [ONS]), Christy Jeffers (Community Housing and Human Services [CHHS]), Annie Deasy (ONS), Kelly Burnett (CHHS), and Council Member Stratton (City Council).

Visitors: Kathryn Alexander (Housing Action Subcommittee)

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 ONS Staff to provide accurate minutes. Andy moved. Seconded by Dave. This request was approved, 19-approve, 1-deny, and 0-abstain.
- 2. Propose Agenda:** Andy moved. Mark seconded to approve the agenda. Motion passes with 20-approve, 0-deny, and 0-abstain.
- 3. April Minutes:** Andy moved. Mark seconded to approve the April minutes. Motion passes with 17-approve, 2-deny, and 1-abstain.
- 4. Open Forum:**
 - **Andy Hoyer-** Andy introduced Christy, to give a brief update on the money that is unspent from 2022, 2021, and 2020, that is still there. Christy Jeffreys, former representative of Nevada Heights and now works in NHHS as new Community Housing and Program Manager. NHHS has the 2023 Annual Action Plan that is consistent with the consolidated plan from 2020. The 2023 Action Plan did not have funding set aside because there are seven past projects (from 2020) that have funding set aside and those projects, due to administrative burden and lack of staff, have never hit the ground. So, NHHS's top priority is to get new budgets for those projects and make sure the placeholders of past funds is enough to make those projects whole. Staff didn't want to compound the situation.
 - Public Comments for Annual Action Plan: The public may provide comment to the CHHS Department at 509-625-6325, or Spokanechhs@spokanecity.org. A copy of the plan may be obtained at <https://my.spokanecity.org/chhs/documents>. The comment period will be open through May 5, 2023.
 - **Fran-**Announced the third annual First Responders Luncheon at the West Central Community Center (information is on the last page in the CA Packet). Wednesday, May 17, from 11:30 a.m. to 1 p.m.

Honoring local First Responders. Tickets are \$25 for lunch if you attend or spend \$25 and buy a First Responder's lunch.

- **Kathryn-** CHHS committee update from the April meeting. The update was mostly on reforming looked at what City Council wanted and work that had been done, particularly in the Equity Subcommittee that produced an assessment the committee is trying to introduce to CHHS, well as a set of Bylaws. The Bylaws create a structured organization with a defined relationship with rules and regulations around how they work with each other and will review in May. The minutes from both meetings will be included in the June CA Packet.
- **Carol-**gave her time over to Christy to finish her update. Christy said that rather than add another placeholder the department's goal is to improve the coordination between neighborhood councils and Christy would like the CA's input on how to do that by develop a participation plan that creates a viable program to get money to organizations or entities that neighborhoods feel would most benefit.

Legislative Agenda:

5. Council Member Stratton's Report:

- On April 24, there was a regional meeting on homelessness. Members from City Council met with the members from Spokane Valley and County regarding the homelessness collaboration effort and learned about putting processes together within 90 days (just finished first 30 days). There will be more updates.
- \$2.3 million approved for rental assistance. This will be the last of the rental assistance.
- \$2.9 million additional funding requested for the TRAC shelter, including \$1.45 million to install bathrooms. City Council is still discussing spending that much money improving a facility that they are just renting. This item will be on an upcoming City Council Agenda.
- Cannon St. Shelter is closed. The shelter was closed early. Council has approved a resolution that would turn that shelter into a respite shelter that includes homeless individuals that have been hospitalized and have nowhere to go.
- Final vote on the drug use ordinance. State could not get the ordinance on public drug use passed. There is a state/senate version that is a compromise of one ordinance between Mayor and the City Council members that will be discussed, and a final vote will be taken on Monday, May 8, that states it is unlawful for a person to knowingly use a controlled or counterfeit substance or alleged drug in a public place unless it is for medical use and they can prove it. Any violation would be subject to punishment as a misdemeanor. Patrol officers may cease all related substances. An alternative to arrest would be substance treatment. City Council is unsure what the state legislation will pass.
- Council Member Stratton, Bingle and Cathcart have been working SPD on proposing and ordinance for trespassing rules, making it illegal to be in a public park between 10 p.m. and 5 a.m. The ordinance would give officers tools to arrest individuals in parks because there are a number of violent activities, shootings, and partying going on in parks, especially Franklin Park and Dutch Jakes. Ken Cruz asked if the neighborhood events that end at 10:15, no later than 10:30 p.m. will have an issue with the trespassing ordinance. Council Member Stratton that they have been working with Garret Jones, Parks Director, to make sure neighborhood events that are approved to be held in parks are exempt in the ordinance and not at risk, and there is an allowance made for people walking their dogs or jogging early in the morning.
- The North Hill and Emerson-Garfield gateway sign (can be seen behind us) is being produced by two artists and will be installed on North Monroe Hill hopefully sometime in May.

- Susan asked if the ordinance would also apply to High Bridge and down throughout the Latah corridor because fire season will be upon us and West Hills is inundated with fires (man-made) and there are about 150 campers in the area. Council Member Stratton said that she would check with Garrett Jones to see if those areas are included in the ordinance. Susan added that she lives off of Government Way and sees individuals tripping on drugs (heroin) and would like to see some control so they are not pushed her way. Council Member Stratton said that would fit under the drugs in open spaces ordinance. Susan said either would be great.
- Move to extend by Mark. Seconded by Fran. Motion passes. 20-approve, 0-deny, 0-abstain.
- Fran added that not only West Hills, that any of the neighborhoods that have the river running through them are at risk, like Northwest, Audubon-Downriver, Logan. Council Member Stratton said right now they are just City parks, and that is a good suggestion to look into the possibility of expanding the ordinance.

6. ONS Update (Patrick Striker):

- Housekeeping items: the room that we are in today will not be our normal meeting room. Good to see you in person.
- Community Engagement Grant applications are due June 16.
- ONS has six O.W.L.S. available for the neighborhoods to use for hybrid meetings.
- Traffic calming workshops are coming up May 16, 17 and 18. Flyers are on the table. Tina wondered if there are other options to provide input on the projects outside of the workshop. It is strongly encouraged that residents attend the workshops and staff is looking at the possibility of a survey monkey after the workshops take place.
- Mobile speed feedback trailers were deployed May 1. Apologies upfront if your end of year mobile speed feedback trailer report is missing a location. The trailers were vandalized last year and one was totaled so if data is missing that means that a trailer was out of service. The dates have been selected, but we are still nailing down a few things with the C.O.P.S. shops as their volunteers are assisting ONS move the trailers around.

7. Facilitator Contract (Patrick Striker):

- Patrick has been connecting with people and agencies trying to find a facilitator and has not had luck. Part of the reason maybe in part to some behavior that takes place at the CA meetings; lack of purpose at the meetings (the CA used to help set policy); and meetings run long/over. Patrick then reached out to Colleen Gardner. Colleen has the background of the CA; knows the policies and procedures, the history, and most of the participants; can help get things back on track; and is willing to serve as the facilitator until the end of 2023. Luke expressed frustration about how the CA used to be supported by ONS and that over the last 10 years, support has been systemically taken away or there is a lack of understanding of the support that is needed by City staff. A collective conversation needs to happen to make things better.
- **Motion: Move to extend discussion by 5 minutes, first extension.** Dave motioned; Mark seconded. Motion passes: 20-approve, 0- deny, 0- abstain.
- Discussion continued. Tina expressed frustration with the amount of time taken discussing the facilitator vote.
- **Dave made a motion to have Colleen Gardner serve as facilitator through 2023.** Seconded by Mark. Roll Call Vote was taken. Approve: Audubon-Downriver, Browne's Addition, Chief Garry Park, East Central, Grandview-Thorpe, Hillyard, Logan, Manito-Cannon Hill, Nevada Heights, North Indian Trail,

Northwest, Peaceful Valley, Riverside, Shiloh Hills, Southgate, West Hills, and Whitman. Deny: 0. Abstain: Balboa-South Indian Trail, Lincoln Heights, Peaceful Valley, and West Central. Motion passes: 16-approved, 0-deny, 4-abstain.

8. Strategic Plan Next Steps (Strategic Plan Committee):

- The draft Strategic Plan document is on page 10 of the May Agenda Packet.
- Mary shared the working draft of the Community Assembly Strategic Plan: and went over the Executive Summary/Introduction through the SWOT Analysis.
- Randy went over the Goals 2023.
- Then Mary touched on the Operations Plan Activities and made live changes to document as part of the discussion.
- Tina suggested a motion by made to schedule a special meeting for implementation of the Strategic focusing ownership and timeline.
- Tina said the meeting would need at least 3 hours and the responsibility should be assigned to Admin Committee.
- Dave suggested to amend the motion to include Admin Committee schedule meeting as facilitator, seconded by Debby. Motion passes: 20-approve, 0- deny 0-abstain
- **Motion to have the Admin Committee schedule a special meeting for 3 hours on the implementation of the strategic plan, focusing on ownership and timeline.** First by Tina, Mark seconded. Motion passes: 20-approve, 0-deny, 0-abstain.
- **Move to extend discussion by 5 minutes, first extension.** Dave motioned; Luke seconded. Motion passes: 20-approve, 0- deny, 0- abstain.

9. Neighborhoods 3.0 Committee Nominations (CA Committee):

- Randy gave an update on the hiccups on some things that came up and to have a plan in place for the CA to get members in place before going out to neighborhoods. Discussion ensued.
- Fran said that City Council is ready to go at moment's notice so the CA needs to have reps identified.
- The commitment is six monthly meetings at two hours each who are interested in collaboration.
- Tina, Luke, Dave, Mark, and Randy were nominated. Motion made by Andy and seconded by Carol. Motion passes: 18-approve, 0-deny, 0-abstain.

10. Police Reform Task Force Updates (Luke Tolley):

- <https://drive.google.com/drive/folders/1zt8muWxoVE0Lhb-EGsoBbHMq3KFaeYZq>
- Reviewed the timeline of the Police Reform meetings (meeting cancellations and challenges) and brief description of what was discussed at each meeting. Remove references to Police reform as that is a political statement Suggest maybe use citizen task force
- Shared PowerPoint regarding the process of the group convening is laid out by dates and actions taken on each date. Stakeholders of the convening group are listed in the PowerPoint.
- Outcomes of process produced two documents:
 - Evolution of Community Safety.
 - Outline for Joint Statement/Plan for Police Reform.
- Susan invited the CA to attend the quarterly PAC meetings that have an open forum to come and personally talk with the Police Chief. Luke said that was fair but did not think this was the mission of the task force. Luke's biggest concern was that the community groups interrupted the process.

- Action proposal is to reconvene the CA Neighborhood Safety Committee and ask them to engage with Council President Beggs to pursue his proposal as submitted to the task force.
 - Need 3 NCs to volunteer and an acting chair.
 - Review committee policies and procedures and suggest changes if needed.
- Susan commented and thanked Luke for his time and effort and also feels that it needs to go back to the neighborhoods, and that a law enforcement officer that knows about policing and action should be involved. It is really easy to be a backseat driver about how policing should look versus actually being involved it.
- Discussion ensued about next steps for the CA and taking this out to neighborhoods so that citizens can weigh in. Luke mentioned that when sharing with neighborhoods, other than what is listed in the PowerPoint, to give other examples of when public participation requirements and efforts have failed.
- **Move to extend discussion by 5 minutes, first extension.** Fran motioned, Mark seconded. Motion passes: 18- approve, 0- deny, 0- abstain.

11. CA Committee Updates (Committee Chairs):

- CA/CD Committee Update (Fran): there is some money that is set aside but is most likely going to cost overruns. The CA/CD Committee needs to be revived to wrap up what funds are left and the committee will address that next week.
- BSN Committee Update (Tina): The next meeting is Saturday, May 20, at the Peaceful Valley community center and they are working on marketing and outreach. BSN would like time on the June agenda.
- Policy and Procedure (P&P) Committee Update (Tina): Working on updates and actual physical formatting of the document. And asked do we need procedures for hybrid meetings? Or leave it as-is? Dave and Colleen felt it should be left alone because hybrid meetings are hard to manage and capture everything. Do we need to write out a grievance procedure or is it covered in our Core Values? Randy suggested having a process, hoping that you never have to use it, but it's good to have and it gives people guidance on to approach an issue if it comes up and what the outcomes are without surprises. Fran suggested putting section 9 or 11, can we just refresh that and put it back in the P&P.
- Liaison Committee Update (Paul): Please see attached written report regarding the appointment of Leslie Hope to CHHS and the indefinite deferral of Kris Hansen to the Design Review Board by the City Council.
- **Move to extend discussion by 5 minutes, first extension.** Luke motioned, Andy seconded. Motion passes: 20- approve, 0- deny, 0- abstain.

12. Roundtable Discussion:

- Tina: Strategic Plan meeting should be scheduled on a fifth Tuesday or Wednesday so it does not conflict with other meetings. There is one in May or June from 5 to 8 p.m.
- Susan: Ascenda is having an Extreme Makeover this Saturday if you want to help. The Fish Lake Trail Clean-up is coming up on Saturday, June 3, if you want to help.
- Luke: thank you to Randy for the use of the O.W.L.
- Colleen: thank you for putting up me tonight and juggling everything.
- **Meeting Adjourned at 8:16 p.m.**
- Next Community Assembly scheduled for **Thursday, June 1, 2023**



Administrative Committee Meeting

Tuesday May 23, 2023, 4:30pm

Spokane City Hall, Tribal Conference Room and via Zoom

Members Present:

IN PERSON: Randy McGlenn, Chair (West Central); Fran Papenleur, Vice-Chair (Audubon-Downriver); Gail Cropper, Secretary (Northwest). On ZOOM: Lindsey Shaw (Logan), Dale Walker (Chief Garry Park).

City Staff Present:

IN PERSON: Patrick Striker, ONS Director; Gabby Ryan, ONS Staff Support.

On-Line Guests:

Colleen Gardner, CA Facilitator; Dave Williams (Browne's Addition); Paul Kropp, CA Liaison Committee Chair.

Approve Previous Minutes

CA Admin Committee minutes of April 25, 2023 were approved by unanimous vote.

ONS Report – Patrick Striker

TRAFFIC CALMING WORKSHOPS were held for the 3 Districts from May 16 – 18. Feedback was all over the spectrum, as was participation. Fran suggested that since there were not post-meeting evaluation forms, that a Survey monkey for feedback be emailed to all attendees that signed in and provided emails. Patrick will work with Abby Martin about drafting a questionnaire. Randy commented that there is only \$6M of traffic calming funds available, and \$71M was the estimate for proposed projects. Lindsay said a person at the workshop she attended claimed that all projects presented on the table can be done. Patrick said the ATS program [cameras/citations] is funding the current \$6M. Need to update contract for City Council to increase revenue. More cameras hope to have more funds. CP Breen Beggs says that “neighborhood equity” is based on traffic volumes. Lindsey hopes that Safe Routes to School funds can be used for sidewalks. Randy said this can be discussed at PeTT Committee.

CA Meeting Debrief & Discussion - Facilitator Colleen Gardner

Colleen indicated that there were some challenges at the first meeting she facilitated. She reminded the group that the CA Admin Committee roles and responsibilities are outlined in the P&P: to set the agenda, set the mood. When crafting the agenda, extensions should be “built in” the allotted time slot to allow for any questions and clarifications. Otherwise, topic to turn back to the committee to work on. Time for agenda items should not be more than 15/20 minutes, and should be scaled back to 10/15 minutes. If the speaker has the floor for 15 minutes, then a 5-minute extension may be added if requested. She recommends to allow for only one extension, not two.

CA does not vet an issue, but rather returns to presenter or committee. The goal is to challenge groups to “put forth an ASK and/or ACTION” from CA. CA should assign a date and time, then end the discussion. If someone takes on a task, such as writing a letter, it

should be sent to the CA Admin Committee to be included in the packet. Any action items (e.g., referred to committee) needs to be documented in the minutes.

Randy thanked Colleen for being helpful in reminding us of and reaffirming our authority to set the agenda and the parameters. Lindsay asked about the Best Practices Meeting Agreement. Colleen found in the meeting packet, page 3, Core Values & Purpose.

Dale noted that Colleen needs a timekeeper and a vote counter during the meetings. Randy will volunteer at each meeting (unless absent), and Dale will assist Randy. ONS responsibility is only to take meeting notes; they should not need to stay overtime to put away tables and chairs, clean and remove trash, when the CA meetings go over scheduled time. She emphasized that the facilitator contract is strictly for 2.0 hours only.

Randy proposed creating a form (manual or electronically fillable) for CA meeting agenda requests. It will include information to be documented such as Vote, Resolution, Letter. CA reps can provide written reports. Colleen reminded us that oral reports are quarterly. Any committee or “outsiders” can provide a written report, and Action Proposed can be embedded within the report. Liaisons report once per year. The goal is to keep CA reps up to date on the programs (i.e., Urban Forestry).

Items for June CA Agenda

- Add #4 – Colleen Gardner, Facilitator Briefing, 5 minutes
- #6 – City Council President Beggs, 15 minutes
- #7 - ONS Update – Patrick Striker, Oral Report, 5 minutes
- #8 - Promoting Summer Events, Tina Luerssen, Chair, BSN Committee, Oral Report, 10 minutes
- #9 - Randy, Chair, Admin Committee – ACTION item: Strategic Planning Meeting Date/Time, 10 minutes
- #10 – CA Liaison Report from Urban Forestry, Oral Report, 15 minutes
- #11 - CA Committee Updates:
 - Budget Committee, Gail Cropper, Oral Report, 5 minutes
 - Liaison Committee, Paul Kropp, Oral Report, 5 minutes

The CA Agenda for June 1, 2023 was approved by consensus.

Housekeeping

Randy made a motion to move the CA Admin Committee meetings from the Tribal Conference Room to the Lilac Conference Room [also in City Hall] for better technology. (We lost connections to Zoom several times and had to reenter the password.) Motion was seconded and passed unanimously. Gabby to check availability for future meetings.

Adjourned 5:34 pm. The next CA Admin Committee meeting is Tuesday, June 27, 2023.

DRAFT MINUTES**CA BUDGET COMMITTEE Minutes - Monday, May 22, 2023**

Location: West Central Community Center, 1603 N. Belt, Don Kelly Conference Room

Time: 7:00pm (Hybrid/Zoom)

WELCOME – Meeting Start time. 7:05 pm called to order.

QUORUM – We have a quorum – Gail Cropper, Mark Davies, Mary Winkes, Ken Cruz, Ginnee McNeel present in person. Gabby Ryan, ONS present. Guest Rebekah from Riverside group on Zoom.

APPROVAL OF AGENDA - Moved and 2nd, unanimous vote to approve, no abstentions.

APPROVAL OF PREVIOUS MEETING MINUTES - Moved and 2nd, unanimous vote to approve, no abstentions.

OLD BUSINESS

~ Slack Status – There was no discussion or visible proof that SLACK is okay to use. This will be posed again to Patrick Striker for consideration. The Budget Committee continues to communicate through personal email. Tuesday (5/30) is the next time Gabby will be back to possibly having an answer regarding SLACK. She may use SharePoint to upload and share Grant applications as they come in with Budget Committee members.

~ Neighborhoods that attended the Community Engagement (CE) Grant training

2023 CE Grant Program		
Neighborhood/Committee	Attended Training	Notes
Audubon-Downriver	Yes	
Balboa/S. Indian Trail	Yes	
Bemiss	No	*
Browne's Edition	No	
Chief Garry Park	Yes	
Cliff/Cannon	No	
Comstock	No	
East Central	No	
Emerson-Garfield	Yes	App to be turned in soon
Five Mile Prarie	No	
Grandview Thorpe	Yes	
Hillyard	Yes	*
Latah/Hangman	No	Not currently recognized
Lincoln Heights	Yes	Marilyn getting docs together
Logan	No	

Manito/Cannon Hill	No	Soon
Minnehaha	No	*
Nevada Heights	Yes	
North Hill	No	
North Indian Trail	Yes	Application Approved
Northwest	Yes	
Peaceful Valley	Yes	
Rockwood	Yes	Application Submitted
Shiloh Hills	No	Application Approved
Southgate	No	
West Central	Yes	
West Hills	No	Soon (Amber, not Gabby)
Whitman	Yes	*
Building Stronger Neighborhoods	Yes	
*Neighborhoods combining with each other		

NEW BUSINESS

~ CE Grant Applications – New Submissions to ONS since April 24th

- 1. Rockwood – Not approved for two reasons. They are planning a block party and have submitted a Special Event's permit. Unanimous vote to send back for rework.**

~ Asking for equipment (Speaker and Microphone) purchase which is on the list of prohibited items. – Suggestion is that a portable microphone can be purchased (not with CE Grant funds) from Big 5 for \$20-25. There is also the inventory list from BSN including equipment that could be checked out from the City if needed for the block party.

~ Asking for money to purchase metal signs with the intention of raffling off half of them to for their street pick. Can not use CE grant money in that way. How does the metal signs bring more people to their Neighborhood Council Meetings? Needs clarification. They are legally allowed to do raffles as a 501C3, but not with city funds. Asking for city funds to turn around and sell something to make more money for them is not allowed.

~ Rockwood neighborhood has certain traits meeting national requirements to be listed as a historic district, but are not recognized by the City because they have not gone through the City process for it.

~ Amend application to get a-frame signs.

~ Zoom account license approved.

~Budget Committee Liaisons

1. Any inquiries to liaisons from assigned neighborhoods?

~Ginnee reported a response from the Rockwood Neighborhood Council Chair on sending out a blanket email to the neighborhoods assigned to her.

2. Suggest we contact (re-contact) each Neighborhood Council (NC) chair about the status of outstanding CE grant applications. All NCs have met in May, per the neighborhood meeting calendar. Ginnee has sent a letter to all the Chairs of the Neighborhood Councils assigned to her and has received a response from only Rockwood, which we are discussing tonight. Mark has taken the letter and reframed to send to his assigned neighborhoods as well. Mary plans on using this format and adjusting it to send correspondence to her assigned neighborhoods.
3. Extension date of the grant application deadline, as done in the past? We will discuss this topic at our next special meeting. We have extended the deadline in the past as well.

Concern here because some neighborhoods only meet quarterly, which does not allow for a lot of time to discuss and plan CE Grants.

~Timeframes of Correspondence between ONS and CA Budget Committee members.

1. Any new CE Grant Application submissions and/or correspondence to ONS (needing committee votes), after the May 22nd meeting, until the deadline date, June 16th, or a later date, if extended.

GOAL (Gabby) Neighborhoods need to submit by June 16th – If sending the CE Grant Application back for rework, each neighborhood will have 5 business days to revise/reapply.

Any new applications that come in from today's meeting to our next meeting to review (June 12) – TBD

2. All committee members respond (using "reply all" in email) in a timely manner with a Yea/Nea/Abstention.
3. Budget Committee reply time:

3 business days not including weekend/holidays to reply.

~ June 26th meeting: We will discuss ideas for any left over grant monies.

What is appropriate?

Amber Groe (ONS and BSN) brought up – BSN is trying to get a Spokane Neighborhood Summit

What sessions do you want to see?

This will benefit all neighborhood councils.

ONS/GABBY

~ Inquiries from NCs about problems completing the CE online forms, that may need to be updated by November 2023? – None Reported

~ Information that is of interest to the CA Budget Committee Members

~ Receipts for Grant money spending need to be in by end of year. CE Grant Logs include tracking of funds. Accounting needs everything by Dec 31st

~The city is not going to be funding Zoom Licenses at this time for Neighborhood Councils.

~Encourage neighborhoods to use the entire \$100 for allotted for food. This is a PILOT program. Use it or lose it.

~Special events permit application need to be submitted within 30 days of the event.

ONS House Keeping:

Amber and Gabby are out of office Wed and Friday. Gabby will be unavailable through the Memorial Day weekend.

OTHER:

1st Thursday of month – June 1st - Next CA meeting. Open Forum. 2 minutes-

Mark will be unavailable as he will be in Seattle from June 6-8 and unreachable.

Information pertinent OWLS cameras. Purchased 4 of them.

CLOSE: 8:15 moved and seconded, unanimous approval

NEXT MEETING: Special meeting regarding only CE grant Applications June 12, 2023 6pm, tentatively at Spokane House. Gail may have a conflict with a presentation to City Hall on the same day.

Next Regular meeting Scheduled Monday, June 26th, 2023 7:00 PM, WCCC Don Kelly Room



Building Stronger Neighborhoods (BSN) Committee
Mission Statement: "Build stronger neighborhoods by promoting the growth of Neighborhood Councils through training, education, and engagement opportunities, with input from the Neighborhood Councils."

Meeting Minutes

Saturday, May 20th, 2023

9:00-10:00 a.m.

Peaceful Valley Community Center (214 N Cedar St.)/Zoom

Present: Tina Luerssen, Chair (Grandview/Thorpe), Fran Papenleur (Audubon-Downriver), Christine Quinn (West Hills), Nolan Steiner (West Hills), Dan Brown (North Hill), Marc Whitman (Peaceful Valley). **Present on Zoom:** Charles Hansen (Whitman), Jonathan Tilley, (Nevada Heights), **Absent:** Gail Cropper, Secretary (Northwest), Dave Lucas, Vice Chair (Rockwood). **City Staff:** Amber Groe (ONS).

1. Tina **Welcomed and Introductions** were made.
2. Committee minutes of April 15, 2023 were reviewed. Motion made, seconded, and approved. Meeting agenda approved.
3. Discussion regarding **Meeting Locations:**
 - June – West Central Community Center
 - July – Knox Presbyterian Church - Ginnee McNeel (Emerson-Garfield) to follow up.
 - August – (outdoors) - Indian Canyon Golf Course Club House. Christine to follow up.
 - September – Northeast Community Center
 - October – Finch Arboretum
4. **Neighborhood Council Best Practices**
 - a. What's being done in other places? Goal is for committee members to research and share monthly. Christine will present in June; Ginnee will provide information at our July meeting.
 - b. Amber said that ONS participates in a quarterly conference call with a neighborhood service professionals from across the country regarding Community Engagement best practices. She shared photos of a Block Party trailer, which holds supplies for neighborhood events. Maybe Spokane could do that, once purchased, and ideas for storage and parking were suggested (Nelson Facility/Fleet Services, Water Department on North Foothills Drive). One large municipality holds a [Neighborhood "Shared Event" Day](#), where all NCs hold their events on the same day! This is similar to Spokane's *Night Out Against Crime* events, sponsored by COPS, held on the first Tuesday in August.
5. **Spokane Neighborhood Summit Update** – Amber
 - Amber reviewed the results from the recent questionnaire – 44 responses were received (see attachment). She noted the top three rated topics:

- collaborating across neighborhoods
- leveraging a Hot Topic: retaining membership after increased attendance
- practices for creating a more inclusive NC meeting

Recent draft schedule and topics was distributed and reviewed. Discussion ensured including suggestions of recognized neighborhood leaders that could share their best practices, as well as potential keynote/guest speakers (e.g., Jim Sheehan (author of “Community Revitalization - One Block Revolution”), Jim Diers of *NeighborPower.org*, and other local/statewide leaders.

The event could be preceded by a resource fair (e.g., Parks Dept, Parks Foundation, etc.). Amber said that ONS is working on a new Community Resource Guide for NCs. She will look at other resource guides for information. An org chart of city administration would be also be helpful. Participants should walk out with tools! The event will be recorded (but it will not be hybrid). Highest priority is to secure a location with breakout rooms. They are looking into Northeast Community Center, Martin Luther King Jr Community Center, and Gonzaga). Also need to confirm a date! Will be soliciting for donations for food/beverages.

6. Other Topics

- Advertising Events – many NCs holding during the summer. Amber looking forward to checking out Cliff-Cannon’s September Block Party. Fran said COPS NW is sponsoring concerts at Shadle in July; will have flyer in CA packet. *All NCs should add their events to ONS google calendar.* Amber noted they are looking into a better electronic calendar for events. ONS was testing a software called “Talktify,” but it was determined that it was not the right fit. So, we will continue to use the Google calendar for now. Tina will highlight the topic of advertising NC events in the BSN Committee report at upcoming CA meeting.
- Recent traffic calming workshops were unfavorably mentioned. Many NCs unhappy about downtown meeting location and time. It was noted that meeting evaluation forms were not made available after the workshops. This issue may come up at CA Admin Committee.

Next Meeting – Saturday, June 17th 9:00AM
Location - West Central Community Center (Zoom option)

2023 GOALS

1. Coordinate with Gonzaga for continued Neighborhood Leadership Academy work.
 2. Continue Neighborhood Council outreach, helping neighborhoods to build capacity.
 3. Increase advertising of NC events and activities.
 4. Coordinate with ONS for Neighborhood Training activities.
 5. Propose 2024 training-related expenses or end-of-year Community Engagement Grant fund usage.
 6. Research national NC "best practices" to share with Spokane NC leaders.
 7. Update Online Toolkit.
-

CA Land Use Committee May 3 2023 Minutes

Recorder: Bill Heaton

Moderator: Doug Tompkins

ONS Liaison: Amber Groe, City of Spokane

Meeting called: 5:35 PM

Present: Tompkins, Heaton, Groe. Colleen Gardner, Chief Garry Neighborhood; Pam S, Cliff Cannon Neighborhood; Molly Marshall, Grandview-Thorpe neighborhood; Bill Heaton, Emerson-Garfield and West Hills (resident) neighborhoods; Carol Tomsic, Lincoln Heights Chair; Steve Ogden, North Hill neighborhood; Mary Winkes, Manito/Cannon neighborhood; Peter Cooper, Browne's Addition; Doug Tomkins, Logan neighborhood.

Absent/Excused: Toni Sharkey; Chuck Milani

I. Agenda approved as written, first and second motion; Colleen Gardner abstained.

II. Last Meeting Minutes-3 present had attended, all approved.

III. Attention is drawn to Winke's summary of Transportation Subcommittee and Amber's recommendation of discussion of a future desired topic (see Amber's email of 5/02/2023)

IV. June Speakers Amanda Beck and KayCee Downey (City Planning) changed from June to hopefully August

V. Scheduled topic/Speaker: B. Beggs regarding Landlord and Tenant Rights cancelled due to speaker not available. Possibly Reschedule (this is 2 months in a row of last-minute cancellation)

VI. Land Use Brochure: Motion to discuss updated Land Use brochure 1st and seconded and 5 of 5 reps unanimously support a new brochure. Bill Heaton volunteered to do that after it is discussed by executives and funding requested. (see Amanda's prior email)

VII. New Business: Highway 195 access improvements requested as a topic for June, presented by Molly Marshall of Grandview-Thorpe neighborhood. WADOT stated plans to limit access across 195 by 16th, Meadowlane, Thorpe and Hatch if proposed development does not support and perform needed access for new housing.

Meeting adjourned 6:26 PM by 1st, second and unanimous vote.

Next Meeting: Wednesday June 7, 5:30 PM (No July meeting)

Draft Notes – CA Liaison Committee Meeting – In Person

May 9, 2023-Liberty Park Library

Call to order 2:05 PM

Present: Paul Kropp, Southgate, Chair; Andy Hoyer, Southgate, Recorder; Bonnie McInnis, West Central, Lorna Walsh, Riverside; Susan Burns, Peaceful Valley by phone

There was no promised Owl to Zoom, hence no participation from ONS.

We approved the minutes/notes from the April 11 meeting. We noted that the Park Board's DV Committee met in April but was not reported by Julie Biggerstaff.

Liaison attendance for the April monthly period was not captured.

We reviewed the presence/absence of reports in the CA Packet: DVC and DVCAC – no report; CTAB – no report; HAS – yes verbal; PCTS – yes; PC – yes; DRB – no meeting; CHHS – yes; UF-CAC – no.

We spent much of the meeting briefing new member Lorna Walsh and reminding ourselves about the various committees and boards on which the CA has liaisons and also our table document showing the details of each position, including term, appointment method, legislative authority, etc.

We discussed the HAS a bit – noting we foresee more activity noting its emphasis on diversity and inclusion.

We noted the situation with the PeTT Committee nominating a member to the PCTS that is not within the purview and responsibility of the Liaison Committee.

We assigned individual monitoring responsibilities: Andy: CHHS and the two UF positions; Lorna: The DVCAC, the DVC and the HAS; Bonnie: DRB and PC; Paul: CTAB. LC members will monitor the reports submitted for inclusion in the CA agenda packet and remind the liaisons in advance of the submission deadline. We agreed to check in with our assigned liaisons and be sure they know their responsibilities.

We reviewed the rejection (“indefinite postponement”) by the City Council of the CA's nomination of Kris Hansen to the DRB.

Meeting adjourned at 3:15 PM

Submitted by Andy Hoyer

Edited by Paul Krop

**Draft Notes - CA Liaison Committee Meeting – April 11, 2023 – via Zoom and In-Person
@ Liberty Park Library**

Present: Paul Kropp, Southgate, Chair; Andy Hoyer, Southgate, Recorder; Bonnie McInnis, West Central, Lorna Walsh, Riverside; visitors: Annie Deasy, ONS, Randy McGlenn, East Central; Kris Neely, Southgate; Patrick Striker, ONS.

Susan Burns was unable to attend due to a visit to the doctor. She will be departing the committee for health reasons.

The committee approved the draft notes for the March meeting.

The chair announced the committee needs to update some entries in the CA P&P regarding those positions under the purview of our committee that were added in 2022. The chair will be preparing a second version of a revision proposal.

We reviewed the participation and report submissions by the liaisons, noting that most did submit a report, but that Kathryn Alexander missed the notification for the HAS meeting, and there was no report from the Urban Forestry committees. We noted that they could simply say “no meeting,” but that we did need to hear from them. We also noted no report from Lindsay Shaw from the Park Board DV-CAC, although she did attend.

Later in the meeting we discussed “assigning” three liaisons each to members Hoyer, McInnis and Walsh to assist the liaisons in remembering their responsibilities. That topic will be reviewed at the next committee meeting. Annie reminded us of the early email notice to all parties regarding the deadline for “Packet” submissions.

The general topic of the time required to get formal liaison approval by both the Mayor and CC was reviewed with Patrick Striker of Neighborhood Services. He committed to speaking with the Mayor’s office. (No one from the mayor’s office appeared at this meeting, although that was anticipated.) We reviewed the City Charter wording about this process, only city code has the specific mention of designated CA liaisons to boards and commissions.

Paul confirmed that board and committee attendance by the liaisons, with the exception of Kathryn Alexander noted above, was as expected.

Significant concern of the possible redistribution of 2019 CHHS-HUD money previously assigned to specific neighborhood-approved projects to homelessness was expressed. Andy will pursue this.

Respectfully submitted – Andy Hoyer / Edited – Paul Kropp

Community Assembly
Pedestrian Traffic and Transportation Committee (PeTT) Meeting - draft minutes
May 23, 2023, 6 pm, Zoom.

Attendance

Charles Hansen (Whitman), Mary Winkes (Manito/Cannon Hill, Rita Conner (Southgate) Pam Schermerhorn (Cliff Cannon), Randy McGlenn (West Central), Carol Tomsic (Lincoln Heights), Charlie Hoffman (Emerson-Garfield)

Introductions

The meeting was called to order at 6:06 by Chair, Randy McGlenn.
Attendees introduced themselves and their neighborhood connections.

Citizen Transportation Advisory Board (CTAB) update

Randy presented the 2023-2024 Project Plan. He said the projects were locked in. He said the City Council had approved the 2023 projects and will soon approve the 2024 projects. He said even though the 2024 projects were not approved by the City Council yet, it would be difficult to make any changes. The projects approved for 2023 were chip-Cleveland/Rebecca Et Al, grind-Glass/Courtland/Morton Et Al, chip-Tekoa Et Al, grind- Fiske/17th to 15th, grind- High to Lincoln, chip- Normandie from Montgomery to Buckeye Et Al. The projects approved for 2024 were chip-Buckeye from Crestline to Market Et Al, grind- 1st/Freya to Rebecca, chip, Hartson from Magnolia to Altamont Et Al, grind-Adams/14th to 6th, chip- Kensington/Chaucer Et Al, grind-Washington to Division, grind- Carlisle/Belt to Ash. Randy said streets get chosen based on a master list of all roads that get flagged. He said if a road condition degrades faster, it can be bumped up the list. The city wants to avoid bigger repairs. CTAB reviews based on bike routes, school routes and whether very few cars drive on a road. He invited everyone to the next CTAB meeting on 6/7/23, the first Wednesday of each month. He can send anyone interested a Zoom invite. The 2025 projects will be discussed at the next meeting.

Policy and Procedures Update

Randy said he researched the PeTT representative on CTAB. The CTAB policies and procedures and a city council agenda sheet with an ordinance modifying the CTAB policies and procedures (passed 6/28/21) were discussed. It was noted the PeTT representative on CTAB was updated in the city council ordinance to say, one member from PeTT, as recommended by the Community Assembly. A discussion ensued, including the necessity to review policies and procedures and a petition to update the CTAB ordinance. It was decided that Randy will modify Paul's statement to add term dates.

Round Table and Wrap Up

Randy asked for subjects to discuss at the next meeting for the June meeting agenda. A wrap of the workshops with a list of projects from each neighborhood was suggested. A list of projects and their expected completion dates from the 2020 traffic calming applications was suggested. A list of the locations of all the mobile speed sign placements was suggested. A clarification as whether new neighborhood priorities could be added to the proposed three-year project list was discussed (the fall workshops had mentioned the three-year project list could be revised). An annual or mid-point review was suggested. All the suggestions were added to the agenda. Traffic Workshop experiences were discussed.

The meeting was adjourned.

Next Meeting is 6/27/23 at 6 pm

Plan Commission (PC) Liaison Report

Community Assembly Report, June 2023

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

Plan Commission Transportation Sub-Committee, May 2, 2023, 9:00 a.m., in person and via WebEx

Discussion re: Safe Streets and Roads for All

<https://www.transportation.gov/grants/SS4A>

Plan Commission Housing Work Group, May 10, 2023, 1:00 p.m.

Cancelled.

Plan Commission Meeting, May 10, 2023, 2:00 p.m. in person and via WebEx

Workshops:

1. South Logan TOD

<https://my.spokanecity.org/projects/south-logan-transit-oriented-development-project/>

City Line will launch on July 18

2. Building Opportunities for Housing

<https://my.spokanecity.org/projects/shaping-spokane-housing/building-opportunity-for-housing/2023-comprehensive-plan-amendment/>

Hearing:

Short Term Rental Code Update

<https://my.spokanecity.org/projects/short-term-rentals/>

Plan Commission Housing Work Group, May 24, 2023, 9:00 a.m., in person and via WebEx

**Department of Commerce Summary of Housing-Related Legislative Changes presented by Joe Tovar,
Department of Commerce**

Plan Commission Meeting, May 24, 2023, 2:00 p.m., in person and via WebEx

1. 2022 Year in Review

<https://static.spokanecity.org/documents/bcc/commissions/plan-commission/general-documents/pc-2022-year-in-review-2023-05-22.pdf>

Well worth taking the time to read!

2. Building Opportunity in Housing

The review by the Plan Commission continued. See link above.

The first phase of the Building Opportunity for Housing project is available for public comment. The public comment period began May 8 and ends June 7.

For more information on the processing of this proposed Comprehensive Plan Amendment, the public is encouraged to visit the [project page for Building Opportunity for Housing Phase I](#).

For a complete listing of all documents related to the Plan Commission see:

<https://my.spokanecity.org/bcc/commissions/plan-commission/>

HAS Report April 20, 2023 Meeting

Submitted by Kathryn Alexander, CA Liaison

This hybrid meeting was the first pass at reforming the committee.

We looked at the bylaws of the Equity Subcommittee, and will consider them for adoption with some adaptation. By making us a more formal group, with membership requirements, the hope is that the membership will become stable enough for us to get more done.

We revisited the priorities of the City Council, The Racial Equity Impact Assessment, the use of 1590 money, and the CHHS NOFA Committee Scoring Tool. The intent is to reconnect HAS with other City departments and committees that are doing the same work.

We had a lengthy discussion on how to integrate our work with the rest of the city.

Our next meeting is May 18, 9:30-11:00 am

Housing Action Subcommittee May 18, 2023 Meeting Notes

Submitted by Kathryn Alexander, Community Assembly Liaison

Most of the meeting was a presentation by Amanda Beck AICP Planner 11, from Planning on the subject of short-term rentals. She showed a map showing where most of the short-term rentals were happening (downtown) and explained the move to make these legal, as they are currently outside of the current code. Most short-term rentals are currently allowed only in residential areas. There are 219 current permits, with only 44 active. At the same time there are 648 active listings for rentals. She acknowledged that short-term rentals are having an impact on the availability of affordable housing, but there are no specific figures, at this time. She also acknowledged the issue of out of state ownership and investment, but did not offer any solutions or current action.

We are still in the process of creating the bylaws and membership requirements of the committee.



2023



4 Neighborhood Park Concerts

Thursday Evenings 6:30-8:30pm

In Shadle Park

June 29 Lilac City Community Band

July 6 Sammy Eubanks!

July 13 Audubon Park- Shawna Nicholson

July 20 Sean Owsley & The Rising

Summer park concerts are sponsored by C.O.P.S.
(Spokane Community Oriented Policing Services)
C.O.P.S. Northwest, local businesses, & donations
FREE to the public - Donations gladly accepted.

Questions, call 509-625-3336 or email
copsnw@spokanecops.org

PROMOTING SUMMER NEIGHBORHOOD EVENTS

TIPS FROM THE BUILDING STRONGER NEIGHBORHOODS COMMITTEE



ADD IT TO THE ONS CALENDAR!

- **EMAIL YOUR ONS LIAISON THE DETAILS OF YOUR EVENT SO THAT IT CAN BE ADDED TO THE GOOGLE CALENDAR. THIS CALENDAR IS FOUND ON THE ONS WEBSITE: SPOKANENEIGHBORHOODS.ORG OR MY.SPOKANECITY.ORG/NEIGHBORHOODS**
- **ALSO INCLUDE BRIAN WALKER, CITY COMMUNICATIONS MANAGER: BBWALKER@SPOKANECITY.ORG TO INCLUDE IN CITY E-NEWSLETTER**

UTILIZE THE ONLINE TOOLKIT

- **MY.SPOKANECITY.ORG/NEIGHBORHOODS/RESOURCES**
- **CA EQUIPMENT INVENTORY LIST – CHECK OUT TABLES, CHAIRS, POPCORN MACHINE, ETC**
- **PRESS RELEASES:**
 - **MEDIA ADVISORY TEMPLATE TO CREATE A PRESS RELEASE**
 - **MEDIA CONTACT LIST TO DISTRIBUTE THAT INFORMATION**
- **EVENT HOW-TO'S:**
 - **HOSTING A CONCERT IN YOUR NEIGHBORHOOD PARK**
 - **HOSTING AN OUTDOOR MOVIE NIGHT**
 - **NATIONAL NIGHT OUT AGAINST CRIME EVENTS**

PRESS RELEASE TIPS

- **WHO: “HOSTED BY GRANDVIEW-THORPE NEIGHBORHOOD COUNCIL, OPEN TO THE PUBLIC”**
- **WHAT: “FREE OUTDOOR MOVIE NIGHT – SHOWING THE FAMILY-FRIENDLY MOVIE E.T.”**
- **WHEN: THURSDAY, AUGUST 17TH, 2023. MOVIE BEGINS AT SUNSET, AROUND 8:00PM**
- **WHERE: IN THE FIELD ON THE WEST SIDE OF GRANDVIEW PARK, 3203 WEST 17TH AVE.**
- **WHY: ENJOY THIS OPPORTUNITY TO MEET WITH FRIENDS AND NEIGHBORS AND ENJOY OUR NEIGHBORHOOD PARK**
- **HOW: BRING LAWN CHAIRS OR BLANKETS TO SIT ON. SOME SNACKS AND BEVERAGES WILL BE AVAILABLE AT NO COST, PROVIDED BY THE CITY’S COMMUNITY ENGAGEMENT GRANT.**
- **CONTACT: QUESTIONS CAN BE SENT TO GRANDVIEWTHORPE@HOTMAIL.COM, OR CALL TINA LUERSSEN (509) 844-3299. FOLLOW “GRANDVIEW-THORPE NEIGHBORHOOD ASSOCIATION” ON FACEBOOK FOR OTHER EVENTS.**



Who & What is the Spokane Urban Forestry Citizens Advisory Committee -- and What Do They Do?

Kris Neely
Toni Sharkey

June 2023



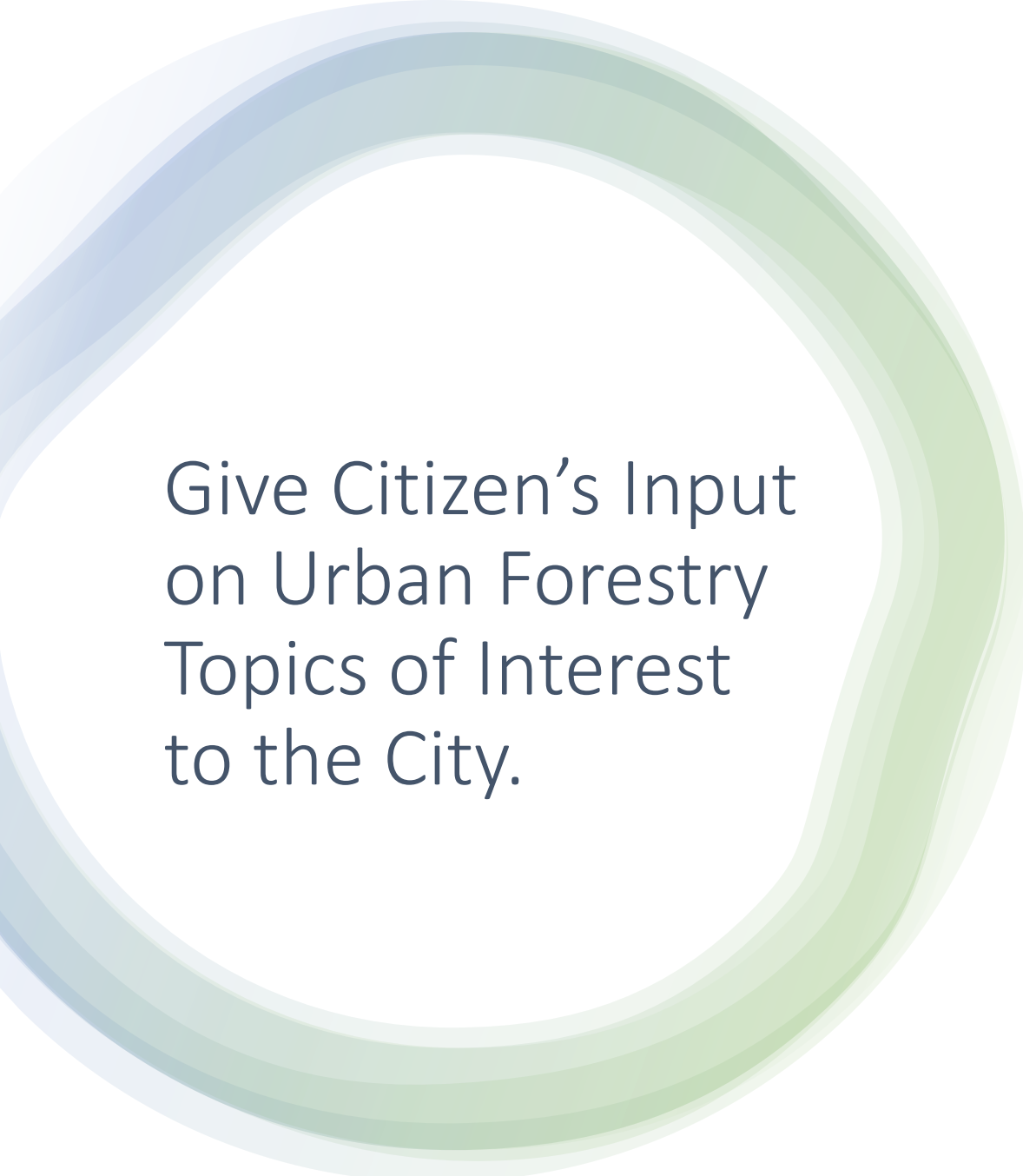
Urban Forestry Citizen Advisory Committee (CAC)

- Interfaces to Spokane's Urban Forestry Tree Committee (UFTC)
- Supplies tree professions and interested lay citizens with a keen interest in trees.
- Advises /makes recommendations to the UFTC regarding...
 - conservation
 - management
 - enhancement
- ...of trees located in city street rights-of-way & in parks / public areas.
- Meet @ 3:00 PM -- on the Tuesday the week prior to the regular Park Board meeting.



Urban Forestry Citizens Advisory Committee

2023 Focus Areas



Give Citizen's Input
on Urban Forestry
Topics of Interest
to the City.

- The City's UF-- 2023 **Annual Work Plan**
- The City's "**Fuels Reduction**" activities
- Spokane's **Arbor Day** planning
- **SpoCanopy** 2023 planning
- **Downtown Educational** Program update
- **Field Trip** to Friendship Park
- 2022 Spokane Urban Forestry **Year-in-Review**



City of Spokane Arboricultural Specifications and Standards Document Review

- CAC reviewed the latest update to this document which addresses horticultural specifications and standards for tree professionals working in the right-of-way.
- Used in a variety of departments in the City of Spokane



Spokane Tree Watering Quick Guide

- UFCAC formed a subcommittee to draft new doc, the “Spokane Tree Watering Quick Guide”
- In simple terms and real-world examples, teaches Spokane residents *why, how, when* and *by what means* to correctly and efficiently water their trees year-round.
- Benefitted from resident expertise on this committee, specifically:
 - **Tim Kohlhauff** – a UFCAC member, the Horticulture Coordinator at Washington State University, and an instructor at Spokane County Extension.
 - **Cindy Deffe** -- a UFCAC member, and a Professor in the Agriculture department at Spokane Community College.
- Published early 2023!



Keeping the Committee Staffed

- This year we have had multiple citizens apply for net NEW membership on the UFCAC. These three are now onboard:
- **Matt Stewart** for the committee's Historic Preservation Representative seat
- **Ben Kappen** for the Utilities Representative seat
- **Justyce Brant** for a Member-at-Large seat
- We'd love to have a backlog of members so please keep us in mind if you love trees!



Thank You!