

Spokane Neighborhoods Community Assembly

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



Meeting Agenda for Thursday, April 4, 2024
 5:30 to 7:30 p.m., The Hive
 Proposed Agenda Subject to Change



Please review previous month’s minutes:
 *Community Assembly Minutes: March 7, 2024

Administrative

<u>Agenda Item</u>	<u>Time</u>	<u>Action</u>	<u>Page</u>
1. Introductions (Facilitator)	3 min (5:30)	Intro	-
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	6
4. Admin Committee Action Items (Randy McGlenn).....	5 min (5:40)	Oral Report	-

Open Forum

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

Agenda

6. ONS Update (Patrick Striker).....	5 min (5:55)	Oral Report	-
7. Housing Action Subcommittee Liaison Report (Kathryn Alexander).....	15 min (6:00)	Oral Report	37
8. Building Stronger Neighborhoods Committee Updates (Tina Luerssen)....	10 min (6:15)	Vote	22
9. Communications Committee Updates (Dalín Tipton)	10 min (6:25)	Oral Report	-
10. Neighborhood Safety Committee Updates (Tyler Tamoush)	5 min (6:35)	Oral Report	27
11. Budget Committee Updates (Gail Cropper).....	5 min (6:40)	Oral Report	19
12. Liaison Committee Update (Paul Kropp)	5 min (6:45)	Oral Report	25
13. Admin Committee Updates (Randy McGlenn).....	10 min (6:50)	Oral Report	17
14. PeTT Committee Updates (Randy McGlenn)	10 min (7:00)	Oral Report	31
15. Roundtable Discussion.....	10 min (7:10)	Open Discussion	-
16. Actionable Items Review	5 min (7:20)	Report	-

Other Written Reports

Committee Reports, Agendas, Minutes, etc.

• Administrative Committee	17
• Budget Committee	19
• Building Stronger Neighborhoods Committee (BSN).....	22
• Communications Committee	
• Community Assembly/Community Development Committee (CA/CD)	
• Land Use Committee.....	24
• Liaison Committee	25
• Neighborhood Safety Committee	27
• Policies and Procedures Committee (P&P).....	
• Pedestrian, Traffic, and Transportation Committee (PeTT).....	31

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

• Citizens Transportation Advisory Board (CTAB) Liaison Report	
• Community Housing and Human Services (CHHS) Liaison Report.....	33
• Design Review Board Liaison Report	
• Plan Commission Liaison Report.....	36
• Urban Forestry-Citizen Advisory Committee Representative Report	

Spokane Neighborhoods Community Assembly

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

- Housing Action Subcommittee Liaison Report37
- Plan Commission Transportation Subcommittee Liaison Report.....
- Park Board Development and Volunteer Committee Representative Reports.....

**** 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:

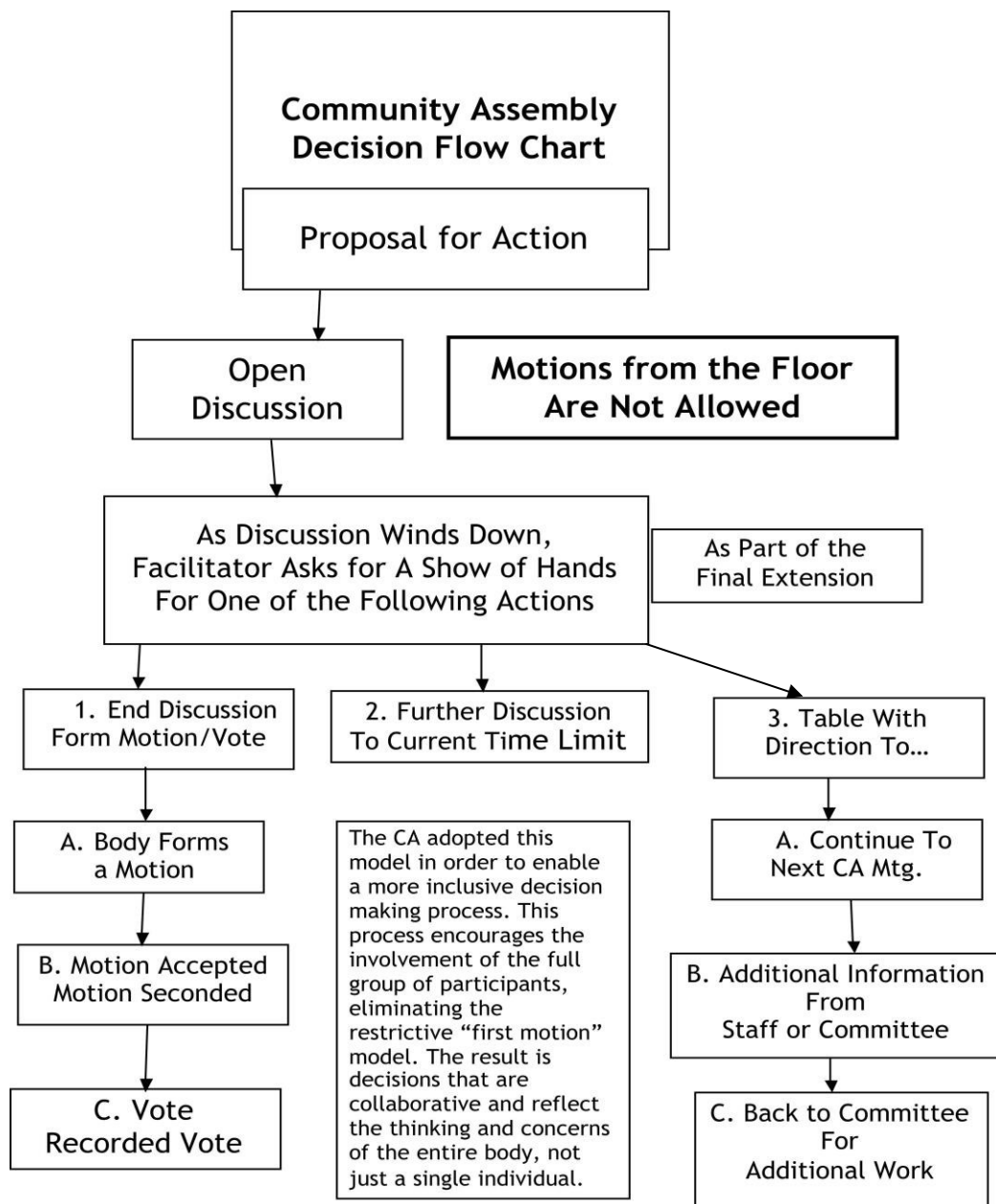
The Community Assembly fulfils its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to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

Presentation and decision-making process:

1. To speak at a meeting, a person must be recognized by the facilitator. Only one person can be recognized at a time. Each speaker has two minutes. When all who wish to speak have been allowed their time, the rotation may begin again.
2. When a proposal for action is made, open discussion shall occur before a motion is formed by the group.
3. Presentation timetable protocol
 - a) When a presenter has one minute left in the time allotted, the facilitator shall raise a yellow card and give a verbal notice.
 - b) Should any representative wish to extend the time of the presentation or comment/question period, they may make a motion to extend the time by five (5) minutes.
 - c) An immediate call shall be made for a show of hands in support of the extension of time. With a simple majority (50% plus 1) concurring, the time shall be reset by the amount of time requested.
 - d) Extensions shall be limited to two (2) or until a request fails to show a simple majority approval.
 - e) When the allotted time has expired, a red card and verbal notice shall be given.
 - f) As part of a final time extension request, the facilitator shall request a show of hands by the representatives to indicate which of the following actions the group wants to take:
 - o End discussion and move into forming the motion and voting,
 - o Further discussion,
 - o Table discussion with direction,
 - o Request time to continue discussion at next CA meeting,
 - o Request additional information from staff or CA committee, or
 - o Send back to the appropriate CA committee for additional work.



Community Assembly Draft Minutes

Prepared by: Office of Neighborhood Services

March 7, 2024, in-person at The Hive

Meeting called to order at 5:30 p.m. by Kelly Cruz

Present: Audubon-Downriver: **Fran Papenleur**, Chief Garry Park: **Krista Anderson**, Cliff/Cannon: **Pam Schermerhorn**, Comstock: **Sandra Wicht**, East Central: **Debbie Ryan**, Emerson-Garfield: **Eileen Kazura**, Grandview-Thorpe: **Tina Luerssen**, Hillyard: **Laura Johnson**, Latah-Hangman: **Ed Bruya**, Lincoln Heights: **Carol Tomsic**, Logan: **Lindsey Shaw**, Manito-Cannon Hill: **Mary Minkes**, Minnehaha: **Tyler Tamoush**, North Hill: **Dalin Tipton**, North Indian Trail: **Mel Neil**, Northwest: **Gail Cropper**, Peaceful Valley: **Kathy Thamm**, Riverside: **Loran Walsh**, Shiloh Hill: **Cliff Winger**, West Central: **Randy McGlenn** and **Kelly Cruz**, West Hills: **Kathy Hagy**, Whitman: **Charles Hansen**

Not Present: Balboa/South Indian Trail, Bemiss, Browne's Addition, Five Mile Prairie, Nevada Heights, Rockwood, Southgate

City Staff Present: **Pollyanne Birge** [Office of Neighborhood Services (ONS)]

Guests: **Kelly Cruz** (Facilitator), **Paul Kropp** (Liaison Committee), **Elaine M. Gibbs**, (Community Member/Stakeholder from Bemiss) **Bob Scarfo** (Memory Garden pilot project) **Sue Arneson** (West Hills)

ADMINISTRATIVE AGENDA ITEMS:

1. Introductions

2. Approve Proposed Agenda:

Randy McGlenn: propose to amend agenda to add 10 mins for: Rebooted Neighborhoods 3.0 process. City Council wants CA to assign 3 volunteers. Put it with admin updates as Agenda item #14a.

- Second Tina Luerssen
- Approved: 22 No: 0 Abstentions: 0

Approve Amended Agenda:

- Moved: Lorna Walsh
- Second: Debby Ryan
- Approved: 22 No: 0 Abstentions: 0

3. Approve Minutes:

- Moved: Tina Luerssen
- Second: Tyler Tamoush
- Approved: 21 No: 0 Abstentions: 1

4. Admin Committee Action Items:

- Randy McGlenn: No report

5. Reports/Updates/Announcements

Presentation: Bob Scarfo Landscape Architect: Memory Garden presentation and how landscape/garden designers can help with autism and elderly residents. Bob is working with Debbie Dodge, Gerontologist

on project and presented at the Land Use committee on March 22nd and will present at the Parks Board Recreational Committee on April 3, the <https://my.spokanecity.org/bcc/boards/spokane-park-board/> Parks Board, April 11. Bob's contact info is: Onememorygarden@gmail.com if you'd like to send a letter of support and send specifics about meetings coming up.

AGENDA ITEMS:

6. ONS Update (Patrick Striker)

No Update

7. CTAB Updates (Randy McGlenn)

RANDY: Citizen's Advisory Transportation Board (CTAB) just finalized their report. Wanted to make sure CA had copy of report and Randy handed out a draft. Abby will send out final copy when ready. Report covers what were projects covered last year, cost, sidewalk project, sidewalks missing (Abby Martin will include later), who is involved and talked about what they do as an Advisory Board. Total revenue from Transportation Benefit Dist. \$36M out of, \$631M to fund street maintenance projects. It sounds like a lot but doesn't go very far considering how much these projects cost. This equates to about 3 projects per district each year, but the list of projects proposed is much longer than the 6-year plan. 10% of those funds are allocated to sidewalk infill. The City will try to find opportunities from grant dollars to match to make dollars go farther.

As the City continues to work on projects, CTAB wants to make sure they are equitable to each district. For example, sidewalks: \$400K on sidewalks, 1 major sidewalk project a year—rotate districts. This year Dist. 1, next year, Dist. 3, and so on. Table for expenditures over time on various projects—running total. 2023: \$33M from the \$669M total. City does contribute some funds through special programs, red light program or other grants to go toward street maintenance, even traffic calming. Strategy to try to double up both categories as it is cheaper to do both at same time for cost savings/maximizing dollars. Note: "Chip Seal" method gives roads a new skin, aggregate to stick it all together so road wears longer. For roads with worse condition—grind and overlay, take off layer and put on new layer. Cheaper than totally replace road, but more involved than a Chip Seal.

Fran: Driscoll Blvd is part of safe streets.

Randy: Yes, and some will go into multiple funds.

Randy: Presented details of the spreadsheet of completed projects and how many lane miles equivalent. Stated that Abby will have that table with completed report and maps where projects are located.

Eileen Kazura: Wondering what nuggets are being pulling out? Anything that jumps out to you?

Randy: Important to communicate that this project exists. Many folks don't know what CTAB is or what they do. Constituents have input in what projects are prioritized. Many streets in terrible shape, get out there and access, but let folks know process to get projects on list. Abby will take any suggestions from neighborhoods. 2 reps per district, reach out to them to make them aware so can make sure they know.

Mel Neil: Since Division is a State Highway, can't get involved in those?

Randy: Yes, only local side streets, not arterials.

Mel: How does one get involved?

Randy: Street dept, Clint Harris.

Mary Winkes: Manito/Cannon Hill entire neighborhood with broken sidewalks and Dist. 2 is up next year. A neighbor walked the street to inventory the sidewalk, and we need to get that list in the hands of someone to get those fixed.

Randy: Yes, Streets has a list and let Abby know.

Mary: Abby might not have it, but Annie might know.

Randy: Kevin Penko, is the point of contact RE: sidewalks.

Carol Tomsic: Do things stay on the list if not addressed during their focus time?

Randy: Yes, stays on list, does not fall off.

Gail Cropper: What about when constituent get a Code Enforcement letter?

Randy: Have a discussion with [https://my.spokanecity.org/neighborhoods/community-assembly/standing-committees/](https://my.spokanecity.org/neighborhoods/community-assembly/standing-committees)PeTT Committee with a policy around that Code Enforcement Letter . Encourage folks to attend at next PeTT meeting to put an ask in with CC Zappone to take project on.

MOTION TO EXTEND TIME:

- Motion: **Tyler**
- Second: **Debby** second
- Approve: 22 No: 0 Abstentions: 0

Tyler: So a chip and seal/grind and overlay—only two fixes?

Randy: Those are the two main ones, Crack and Seal and Grind Overlay for less damaged streets. They do have complete rebuilds, but it is extremely expensive.

Lindsey Shaw: CTAB: when build new schools and bring Streets Dept to plan sidewalks, need to hold them accountable. Good to know Platt Jr. High has structure with students. Budget will be for street fixed in two years.

Paul Kropp: Are there vacancies to the PeTT board if they have a willingness to participate?

Randy: Great point, 3 candidates for District 3 and 2 for Dist. 2. Actively seeking other members, Randy last meeting was yesterday, and now he is termed out. PeTT looking for someone to represent at CTAB. Please, if interested, there are openings.

Mary: Report sidewalk at Planning. Code says the property adjacent is responsible for that. No wiggle room. Beggs tried repeatedly, nothing. Kitty working with state, might become all the city's responsibility. But considering how many, that could make the City bankrupt, it's not a simple fix. City will be broke.

MOTION TO EXTEND TIME:

NO DOCUMENTATION OF WHO MOVED OR SECONDED

- Approve: 22 No: 0 Abstentions: 0

Lindsey: Council Member Klitzke is working on sidewalks to perhaps create a utility district.

Ed Bruya: At the Land Use Town Hall mentioned creating a utility district, but nothing has been decided.

Fran: In years past RE: sidewalks, if in low/moderate income, CDBG pay for sidewalks, maybe someday can get those dollars? Wish Andy was here—he's the expert.

Tyler: Who knows where money is?

Fran: Community Housing and Human Services (CHHS).

Elaine Gibbs, Bemiss Dist. 1 resident: Where in the county are they funding these large projects? Or State?

Randy: Different process—our jurisdiction is only city of Spokane.

Mel: Talk about bike lanes, there is a 4-foot strip of grass, can we leave that for bike lanes? Why do we need strip of grass?

Randy: Design issue? Don't have the answer for that?

Krista Anderson: Strip of grass prevents any pickup from road for hurting pedestrians.

Laura Johnson: What is the ballpark cost?

Randy: With changing costs, don't know what prices are, because so many factors--only when design is being proposed. Hard to have ballpark but can ask PeTT.

Laura: 50 miles of sidewalk needed.

Kelly Cruz: Let's move this round table discussion for any unfinished thoughts.

8. Ad Hoc Policies and Procedure Committee Update (Paul Kropp):

Paul: Committee received 3 requests for changes from committees and the ad hoc committee is ready to present two. Note, email earlier today included the report as well as the subject documents.

- 1) The Liaison Committee wants to add a reference to the liaison list in CA policies and add a provision to add reporting of liaison misconduct. All city boards and committees have provision for misconduct, but representative of CA needs to be notified as well.
- 2) Also wants to move liaison list to different format, a table easy to edit and make it part of the addendum section, roman numeral 11. Last year's P&P committee suggested the move into addendum.
- 3) Please bring up to Neighborhood Councils for voting on at CA later.

If you have comments, email Paul and he will include in next report.

Ed: What about for folks who are newer?

Mary: Annie sends it out

Paul: Annie sent it out this morning.

Tina: Same info as page 29, just in different format.

Fran: Ed, ad hoc convenes every year.

Ed: Just trying to get caught up to speed.

Fran: Yes, happens every year.

9. Communications Committee Briefing (Dalin Tipton):

Dalin reported they had a productive meeting.

Attended: **Tyer, Krista, Laura, Cory, Patrick.**

Discussed:

- 1) Name change: going to get back to the group.
- 2) Committee Charge: was the primary topic. All agreed community engagement and participation in NCs. Similar to the mission of BSN, providing resources, and recruitment, finding ways to not overlap too much with BSN and ONS, rather have better strategy with all.
- 3) Brought up legitimacy of tracking for CA.
- 4) Who charges us with what/when and how—subject of convo for next meeting. Randy from admin, who is telling us what message to send and how to do that? Still not clear.
- 5) **Tyer** brought up to bring NC in space more actively and effectively to promote their initiatives.
- 6) Focus on giving training and resources around social media literacy, etc.
- 7) Helping to work with Building Stronger Neighborhoods (BSN) and ONS. Liaison was Patrick Striker, now Annie Deasy will be.

- 8) Confirm the infrastructure, email, social media onboarding, ONS newsletter, press releases? Make clear later.
- 9) Tyler mentioned to include equity into conversation and more diverse representation.
- 10) Policies and procedures as well—who holds what positions? What about graphic design? During this meeting the discussion opened up more questions to explore and didn't get through everything.
- 11) Meetings: Second Monday of the month at 5:30p.m. Central Library this month, then Hive moving forward.

Mary: CA is part of the apparatus of the city, has its own website, policy and procedures, need to look at that closely. Not sure what we can do that doesn't go through ONS? Hope that is being explored with Patrick. Inadvertently do something that is out of compliance with the City's rules.

Dalin: Correct, when it comes to scope and representation. This committee would be speaking for CA.

Mary: If this goes through this body, how are things distributed and within the city?

Dalin: This still needs to be fleshed out.

Laura: The next CA Comms meeting at on Neigh Servies site says Hive...

Dalin: Annie distributed form and will be at the Central Library.

10. Neighborhood Safety Committee Updates (Tyler Tamoush):

Notes in CA packet. Finished with the graffiti topic. Sgt. Matt Rose provided link with different types of graffiti, common and gang related. Shelby Allison from Spokane Arts came to present on mural program, her contact in there too. Much of that work is downtown but hope to expand into other neighborhoods—for beautification, but also to deter graffiti. They use a coating where murals are easy to clean graffiti off because coated with protective paint.

Other idea is a neighborhood "Adopt-A-Corner" idea. Dist. 1 still in talks about working in each other's neighborhoods to help on certain days. City has offered equipment like paint/tools for the effort. If Dist. 2 or 3 are interested, the Safety Committee encourages them to get together and help each other to be proactive.

Next topic: Sidewalk and safety. Guests: PeTT Committee, Mike Alredige, Abby Martin, and the Spokane Regional Health District to talk about the walk audits. This gives them ideas of where residents would like to do the walk audits, note to see what work needs to be done and start to cumulate data.

Have also been talking to Maggie Yates and Lisa Edwards, from Mayor Brown's office about involving the Safety Committee as a resource for choosing the new Police and Fire chiefs. Tyler encourages folks to use their tabs to see agree or not? Please look at minutes lots of important stuff there.

MOTION TO EXTEND TIME:

- Motion: **Fran Papenleur**
- Second: **Cliff Winger** second
- Approve: 22 No: 0 Abstentions: 0

Lindsey: Remember the Beautification clean up application. This encourages neighbors to work together to help each other out. Turns 3 people into 12.

Mary: What?

Lindsey: This is an additional application, in addition to our regular clean up budget.

Carrol: Really appreciate the minutes. Councilmember Navarrete was at the meeting and very supportive. She said any resolutions we moved forward; she would sponsor.

Laura: For clarification: the Beautification applications are \$1,000 for special clean-up efforts.

Lindsay: I think it included graffiti.

Laura: Need clarification from Amber.

11. **Budget Committee Updates** (Gail Cropper):

Gail: Our budget meeting was Feb 26th, since then no applications have come in for the Community Engagement grants.

For the CE Grant trainings: 7 NCs did not attend, and their budget liaisons have contacted them. ONS approved an additional Zoom training **March 19th 5:30-7pm** for those who weren't able to attend. If they do not attend, they won't qualify to receive funds. Gabby is working on a Frequently Asked Question (FAQ) sheet with about 20 questions. New MOUs are not quite ready yet. Gabby now has a purchase card instead of being out of organizer's pocket and then reimbursed. ONS has finished the online equipment booklet with descriptions to review and is working on inventory agreement to be more organized for equipment check out. Johnathan Tilley of Nevada Heights has agreed to have inventory housed at Nevawood C.O.P.S Shop—it is at Addison and East Wellesley and will have a door code. Reminder that any leftover funds for 2024 going toward ongoing supplies, food safe cleaner, lightbulbs, etc. Also, a question if neighborhood chooses NOT to apply for funds, should that vote also be noted in their minutes?

12. **Building Stronger Neighborhoods (BSN) Committee Updates** (Tina Luerssen)

ONS Staff sit on quarterly call with nationwide neighborhood services staff and has relayed some cool stuff other places are doing around the US. BSN also talked about how to engage more people get the word out there, especially those who have never heard of NCs and encourage neighbors to be your own advocate. Tina says she always mentions that she is part of Grandview-Thorpe neighborhood and explains what that means. Encourage people who live in the city and have passion and time want to get involved. Reminder that all committees are open to anyone. Also, all of the liaison positions for folks to be active in the neighborhood, not just CA reps. Encourage everyone to be an advocate. Our next meeting **Sat March 16th at 9am at Hive**.

Ken Cruz: Is the Spokane Neighborhood Leadership Academy (SNLA) just once a year?

Tina: Yes. Dan Brown and Luke Tolley are mentors, Sandy and Tyler are participants in the program this year. So, we are getting update from both sides: mentors and participant side.

Tyler: Commissions saw there were advisory board openings. Mayor's office put that out. Emailed the Mayor's office with questions, process? Interview?

Mary: Applications on website, send it in. Normally apply and then interview by Mayor—it's up to the Mayor to decide who. Takes a while.

Paul: Any resident can apply for participate on any boards. Liaison role is a little different.

MOTION TO EXTEND TIME:

- Motion: **Gail Cropper**
- Second: **Laura Johnson** second
- Approve: 22 No: 0 Abstentions: 0

Paul: Some of those groups are elevated to certain constituency. Sometime missing lists or missing links to relevant board. Public who doesn't understand the strange website and we need to give them as much help as we can.

Laura: Relaying an experience at SNLA--how some neighborhoods don't feel heard. Someone from Emerson-Garfield (EG) went to their NC council meeting and got upset and felt shunned. NC member had just said that and EJ from EG just got there, and he didn't hear her part, wasn't there when she said it. Afterwards the person who had bad experience at EG council EJ was told about it and he put her on the next calendar meeting. This was a good example of a good outcome—felt burned and then felt heard. EJ came back to her to make her feel welcomed.

Tina: Some people feel slighted, then never hear back –so this was a great example of what could happen with a good outcome.

Laura: EG always felt open and warm, so she was able to point her in the right direction.

Kelly: Note, when applying for a board, get a letter of support from NC or Council member. Goes a long way.

13. Liaison Committee Update (Paul Kropp)

Paul: Might have candidate for Design Review board, which came today. On page 28, committee notices campaigning to add liaison positions. Talks to pass discussion but Lorna was ill and unable to be present. Committee felt like permission from CA to make further inquiries about this. Specifically, Parks, Human Right and Police Advisory committee. Should we, could we go ahead?

Mary: Don't we have a park board already?

Paul: Interesting one because Park Board is charter.

Lindsay: Parks committee board

From Liaison Committee Meeting Minutes in March Packet:

"The Liaison Committee has reviewed various City Boards, Committees and Commissions and requests that the CA delegate to this committee the responsibility for proposing liaison memberships on the Park Board, the Human Rights Commission and the Police Advisory Committee."

Tina: Motion to add 3 members to Liaison Committee, for liaison roles to committees noted above.

Mary: Second.

Approved: 20 **No:** 2 **Abstentions:** 0

14. Admin Committee Updates (Randy McGlenn):

Randy: CA/CC joint meeting last week. Very fortunate to have all City Council (CC) members attend. Discussed traffic calming, Council President said we are in cycles 10/11, \$2M for 2025. Quick fixes get more cheaper projects done.

Resolutions: CC is working on best way to review and respond to resolutions that come from CA/NCs and may have committee to discuss and decide. City Council removed specific timeslot on agenda, but CA can ask to be on the agenda and moving forward, work with CA to make sure proper format consistently across the board for resolutions.

Neighborhood Ordinance: —not currently in queue but may show up at Urban Experience committee in March. What specific things could make successful? Agreeing to bring back the Neighborhoods 3.0 committee and put names forward to serve on that committee.

Ed: What is Neighborhoods 3.0?

Randy: It's a catchphrase, but to revamp and refine how NCs/CA and CC work together.

Ed: When did it start?

Fran: Jan 2023, with Council President Beggs

Randy: When Beggs departed, the project stalled out. There was miscommunication about where we are, where that went. Council is willing to work with us on solution to restart that process.

Ken: Any discussion about attending the CA meetings?

Tina: Wilkerson said she would take on that role but hasn't attended one yet. How do we reflect that? Getting a report to City Council—no rep from CC at CA meeting? How many meetings? She or one of her staff members, like saying I'll take it on, but no one is doing it.

Randy: We would use the time slot when official presenting something, not at every meeting.

Kathy: Didn't know we have time slot.

Fran: Had a place holder for many years, since Colleen Gardner.

Randy: Put in a request to CC, then put in on agenda.

CROSS TALK, SO COULD NOT SEE/HEAR WHO SAID: What is hold up?

Randy: Council President said CC is not used to getting these.

Fran: Resolutions? Or?

Kathy: The resolutions.

Randy: There are legalities around responses, need to put process in place.

Mary: Talked to Betsy specifically--heard nothing back. Could be true, there has been a lot of turnover. Need a process--maybe include them in the CC member packet, so they all get a copy. But of course, these also need to have been passed by CA. Betsey said she is working on that process.

Tyler: Behoove CA to attend and present at to CC at Monday legislative session. Get on camera so official?

Randy: This is something we will take on.

MOTION TO EXTEND TIME:

- Motion: **Tyler Tamoush**
- Second: **Laura Johnson** second
- Approve: 22 No: 0 Abstentions: 0

Laura: Should we come en masse? A lot of us coming in, more people, more voices, they hear you more.

Mary: I know we passed several recently, I think we should go back and read them at city council. Nothing wrong with that. Things are still important. Let's get them read.

Ed: Motion--I don't think we should come en masse. One person showing up should be enough. Ask them to respond.

Randy: That responsibility relies with Administrative Committee, I will come at the very least will read and make sure to include. I'm not able to communicate from CA without strict approval.

Fran: Resolutions should be on 3.0 meeting?

Kelly: Ed—did you have a motion? Did you want to withdraw?

Ed: Yes

Ken: Please let us know because we want to come and answer questions.

Kathy: Motion on what Mary is suggestion?

Mary: I so moved.

Ken: Ed proposed.

Mary: He didn't get a second.

Debby: If Randy has permission from CA how do they know and how. And attendees can't stand up?

Mary: You can.

Debby: What/how do we do that?

Randy: Introduce CA members who are present. Stand up when intro.

MOTION TO EXTEND TIME:

- Motion: **Tyler Tamoush**
- Second: **Lorna Walsh** second
- Approve: 22 No: 0 Abstentions: 0

Ed: Read the resolution and dates when submitted, and then get a response with a timeline: 20 days, 30 days?

Tina: Placeholder rules, any committee or may request time on CA agenda, doesn't have to be chair of admin, but could be from neighborhood it came from.

Ed: Clear as mud for process. Use 5 minutes at city council for these resolutions.

Randy: Great opportunity looking for consensus, Randy as Admin Chair would present previously passed resolutions.

Mary: All of them?

Randy: Not all, just the last 3.

Tina: Do one at a time, starting with first one submitted and be come from neighborhood it came from.

Kathy: Confused, not just because of new leaders? Important for all neighborhoods.

Mary: Came out of PeTT committee.

Paul: Rules do not mandate the Chair of Admin Committee present, that is your interpretation. May be better to have the originator.

Randy: It IS in our policies and procedures to all committees have to come through the Admin Chair. That is what is says in the policies in procedures.

Pam: For this one time have three to talk about.

MOTION TO EXTEND TIME:

- Motion: **Tina Luerssen**
- Second: **Debbie Ryan** second
- Approve: 22 No: 0 Abstentions: 0

From CA/CC Recap, Strategic Plan Goals and City Council president is requesting 3 names for Neighborhood 3.0 to discuss many things: the Neighborhood Ordinance and improve to improve the NC and CA program. Volunteers? No specifics yet—date/times/etc.

Lindsey: 3 names, but what about alternates?

Laura: 1 for each district, one alternative.

Tina: My suggestion as well: one from each district. Hopeful we will have 3 or 4 people to do this?

Mary: Everyone voting to be voted on by their own district? This is getting complicated.

Laura: One person and one alternate from each district?

Randy: Sure, that would be acceptable.

Kelly: Primary person and alternate.

Carol: Decision about ordinance decided by 3.0 Or come back to larger CA committee?

Mary: It will show up back up at CA for discussion.

Tina: Who is interested?

Mary: Do we have to do that at the meeting?

Randy: Should we decide 1 and alternate?

LOTS OF CROSS-TALK, HARD TO HEAR DISCUSSION.

District 1: Tyler and Laura

District 2: Tina and Mary

District 3: Fran and Kathy

MOTION: Debby Ryan: Move forward these 6 names. **Kathy Thamm** seconds.

Approve: 21 **Abstention:** 1

15. Roundtable Discussion

Laura: CA/CC made amend to table the next meeting? Why tabled?

Tina: One of the topics was to discuss future CA/CC meetings. It was an issue of time so we could get to talking about other items at 3.2 committee, so Tina suggested to table because up to CP and CA to have more.

Fran: NC housing development issues—Drumheller springs is a special park and developers are proposing using a piece of property on the hill to put 22 townhouses above it. There have been neighborhood meetings to talk about development. NC working with Melissa Owen from Planning and Mary and Cliff from Planning committee, the agency comment has now expired. Now public comment open. Concerns: They are proposing on placing it on a piece of basalt rock, with streams next to surface, wetland next to park and it is a sacred place for Spokane tribe. Now looking at possible geological, archaeological issues, things like if indigenous peoples' burial sites are present. Other issues, traffic on North Hill and in the EG neighborhood, going onto Garland, Maple and Ash. Neighborhood meetings coming up, NC will eventually be taking a position on it. Sentiment is that folks are not against development, realizing there is a housing crisis. May try to do what North Hill did, West Cora, bottom of Post Street hill to lower height. NC might be looking to lower the number of houses. Planning dept. has been really good. Waiting for info to come in.

Carol: Who is the developer?

Fran: Don't even know what the designs are, don't have the developer's name.

Carol: Not part of comp plan?

Fran: I don't think so? Haven't been involved at that level.

Mary: Wonder if needed change to comp plan.

Elieen: Grove Road, is developer?

Fran: For more information, click here: [Ash Place development](#).

LOTS OF CROSS-TALK, HARD TO HEAR DISCUSSION

Presenting CA Resolutions to City Council:

Kelly: Send info to Randy get out info.

Tina: Great that you're involved. We were asked to do something and get caught up on the minutes.

Kathy: Open forum slots for only 15 people. One gets up and then gesture to all in group.

Lindsay: CA can get up and show up and be seen.

Ed: Randy goes and read the three resolutions. List of the date when submitted and pin them down when give expected timeline to approve. Something like, resolutions that were brought forth to the City Council and get response within 30 days.

MOTION TO EXTEND TIME:

Motion: **Ed Bruya**

Second: **Tina Luerssen** second

Approve: 22 No: 0 Abstentions: 0

Mary: We can present but they will not do it back and forth.

Kelly: Randy to present the resolutions?

Mary: You can't say you can't let them off the hook.

Ed: Ok

Laura: All resolution at a time, not all at once.

MOTION:

Approve Randy to present the 3 CA Resolutions to City Council:

Approve: 20 No: 2 Abstentions: 0

Kelly: Randy will let them know when.

16. Actionable Items Review

Randy: present three previous resolutions to CC and placeholder timeslot and follow up with Abby Martin regarding sidewalk list for dist. 2.

Lindsay: Anyone starting a business or working with their business district in their neighborhoods?

Meeting adjourned at 7:38 p.m. Next meeting will be held Thursday, April 4, at 5:30 p.m.



Present: Fran Papenleur, Secretary (Audubon-Downriver); Tina Luerssen, CA Admin (Grandview/Thorpe). **Excused:** Scot Webb, CA Admin (North Hill); Luke Tolley, Vice Chair (Bemiss).

On Zoom: Randy McGlenn, Chair (West Central); Paul Kropp, Liaison Committee.

City Staff Present: Patrick Striker, ONS Director; Gabby Ryan, ONS Staff Support.

Welcome

The CA Admin Chair opened the meeting; all present were introduced. February committee meeting minutes approved.

Continued Items

- 1) CA Strategic Plan Goals – It was earlier decided that the Admin Committee will absorb the work done by the ad hoc SP committee. Scot Webb recommended using the SMART Goal format (Specific, Measurable, Achievable, Relevant, Time-Bound). Tina and Scot will begin work on this and bring back to Admin Committee.
- 2) CA Policy and Procedures – No update; the ad hoc committee has not met.

Admin Follow Up

- 1) City Council – No update regarding Neighborhoods 3.0 meeting. Randy sent an email to Council President Wilkerson and Giacobbe Byrd on reserving time slots at future City Council meetings to read the three CA ordinances passed in 2023. He will keep us informed.
- 2) April Agenda Items
 - a. Standing Committees' reports are allotted 10 minutes on the agenda, unless otherwise requested. Paul Kropp indicated Liaison update only needed 5 minutes. We are looking forward to hearing an update from the new Communications Committee!
 - PeTT Committee is struggling with leadership terming out and participation. The group noted the irony that traffic safety is the Number One issue for neighborhoods. It was suggested that consideration should be given to changing the name of the committee to reflect its focus (e.g., Traffic & Transportation, or Pedestrian & Transportation?). Randy will draw attention to PeTT at CA.
 - Gabby reported that Budget Committee discussed the City covering NCS' cost of Zoom accounts, rather than using CE Grant funds. Patrick and Randy will follow up with IT and Finance.

- b. A request was received from STA to present on their 10-year Strategic Plan. They will be referred to the PeTT Committee, as well as neighborhood councils.

ONS Update

- 1) Website – it has been noted that the “Redirect” function in *spokaneneighborhoods.org* has been inconsistent, frequently giving error messages. Patrick and Randy will follow up with IT.
- 2) OPMA – Patrick said he has been in contact with City Attorney Mike Piccolo regarding OPMA training required for CA reps. Gabby shared the State’s website. The course can be taken virtually and self-driven. Our requirement would be Modules 1-3; estimated time is 60 minutes. Patrick will follow up with City Clerk Terri Pfister. Additional information will be coming.

April CA Agenda - DRAFT

- ONS Report (Patrick)
- Special Liaison Report – Housing Action Sub-Committee (Kathryn Alexander)
- Admin Report (Randy)
- Standing Committees’ Updates – will be listed separately, with time limits.
- Roundtable

Adjournment

Meeting adjourned 5:10 pm. *NOTE: Admin Committee meeting time is now 4:00 – 5:30 pm, and location will be Central Library.*

CA Budget Committee Minutes

Date: Monday, March 25, 2024

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

Time: 7:00pm (Hybrid)

Those in attendance (in person): Gail Cropper (Chair), Tyler Tamoush (Secretary), Laura Johnson (Member), Gabby Ryan (ONS) **Zoom:** Andy Hoyer (Vice Chair), Amy Marsh (Member)

Meeting called to order at 7:06pm

Quorum? Yes

Welcome – Gail welcomed all to the meeting and asked for a motion to approve the agenda.

Approval of the Agenda – Tyler moved. Andy second. Approved unanimously.

Approval of the previous month's minutes – Gail asked for a motion. Andy moved. Laura second. Approved unanimously.

Old Business 7:10pm – Budget Committee Policies & Procedures – Review proposed amendments.

- We combed through all the proposed changes.
- We made a few more changes to which Gail asked for a **motion to approve** within the committee.
- Andy moved. Laura Second. P&P changes/additions were approved unanimously.

Action for Old Business: Gail will retype changes to P&P's and send revised copy to the P&P Committee along with the minutes.

New Business 7:32pm: CE Grant Purchase List from BSN Committee

- We looked through the list sent to us by Tina and the BSN Committee, and the approximate total of funds put together by Gabby for all the new equipment.
- Tyler brought up the need for a keypad lock that BSN Committee had spoken about at their previous meeting. This keypad lock would be for the door to get into the inventory closet at the Nevawood C.O.P.S. location.
- Gabby looked up a few options for the keypad lock and was estimated between \$150-\$200 dollars depending on the type that is requested.
- Laura suggested 2-way walkie talkies be added to the list of inventory needs. That request, along with the keypad entry, will be discussed with BSN Committee before making final Budget Committee vote to then be brought before the Community Assembly.
- **Motion: Budget Committee recommends CA inventory list, with amendments (e.g. Keypad Entry, Walkie Talkies, CA Zoom License), be discussed with BSN Committee before final Budget Committee vote. Andy moved. Laura second. Unanimously approved.**
- From the Budget Committee Meeting on 4/24/23, we discussed the possibility of the city funding Zoom licenses for Neighborhoods independent from the CE Grant distribution. This was meant for more accessibility for Neighborhood Councils in lieu of the city paying for the Neighborhood Council websites in which most are rarely used.
- We decided to table this topic pending further information.

Action for New Business: Email BSN Committee with proposed inventory list amendments.

ONS – Gabby Ryan

- **CE Grant Training Status** – Every Neighborhood Council except Shiloh Hills has attended the training.
- **CE Grant Applications** – Hillyard, Bemiss, North Indian Trail
 - **North Indian Trail:** Concert Event. \$850 goes to paying for the band for their concert event. They provided metrics for their last event. **Motion to approve application – Laura moved. Tyler second. Approved unanimously.**
 - **Hillyard: Primary** – Hobo Park Farmer’s Market. Tabling and booth fees (\$400), Marketing materials (\$350), Food and beverages (\$100). **Alternate Event** – Night Out Against Crime Event. Up to - (\$400), Marketing (\$350) Food and beverages (\$100). **Motion to approve application – Andy moved. Amy second. Unanimous approval.**
 - **Bemiss:** Music Under the Oaks Concert Event. Payment for two bands (\$300 each, totals to \$600), Marketing (\$150), Food and beverages (\$100). **Motion to approve application – Andy moved. Amy second. Approves unanimously.**
- Gabby put forth a recommendation that all Neighborhood Councils document their CE Grant events with pictures to show City Council that our funds are being well utilized. Tyler will bring this subject up with the Communications Committee for further discussion for getting information out.

Motion to adjourn 8:25pm

- Tyler moved. Laura second. Unanimous.

**CA BSN Committee 3/16/24, The Hive and Zoom
Draft Minutes**

Present: Sandy Wicht (Comstock), Dan Brown (North Hill), Tina Luerssen (Chair: Grandview-Thorpe), Jonathan Tilley (Nevada Heights), Charles Hansen (Whitman), Tyler Tamoush (Minnehaha), Amber Groe (ONS), Krista Anderson (Chief Garry – virtual), Crystal Glanz-Kruetz (Emerson-Garfield – virtual)

February meeting minutes approved by consensus.

Amber: Neighborhood Summit Planning and ONS Updates

Gonzaga is a possibility for location.

FEAST for catering.

NWESD – education service district. Said they would charge.

Amber applied for Innovia grant \$6,000 to host.

Potential tracks –

Diversity, Equity, Inclusion

Technical Training and Assistance

Safe and Beautiful Neighborhoods

Community and Civic Engagement

Empowered Neighbors and Neighborhoods

Tina will look into the INSHRM (Inland Northwest Society for Human Resource Management) speakers for potential crossover. Amber is looking for speakers on all topics, please think about who you know that might be a great resource!

November for Summit date – agreement that 11/2/24 could be good.

Crystal – Branding suggestion – NC been engaged with SIMBA asking for ways to support their council. Maintaining what's already established.

Krista – Outside entities other than NC speakers

Tyler – Spokane Arts, Parks for speakers. What is the technical track? Website and NC workshop.

Suggested Equity subcommittee for outside speaker.

Amber shared West Central NC's proposed budget for annual expenses. These funds were from a grant received a few years ago.

Neighborhood Clean-Up Beautification program – each NC has \$1,000 to facilitate clean ups in their neighborhood. Will share application with me for the notes. Caveat *for this year only*

Staffing – Arielle Anderson as the new CHHS Director, Mayor is recommending to Council on April 8th.

Tina asked about choices on clean-up dates. Most likely no Fall event if a NC has a Spring event also.

Amber - Cost of labor and disposal has gone up. \$188,000 covers one clean-up for each NC and about 4,000 disposal passes. Survey to neighborhood leaders want disposal passes and clean-up events.

Gabby created a resource for all CA items available for NCs to check out.

SNLA Update

Dan – moving along smoothly. Mentor meetings tend to be very interactive and longer than expected, which is good.

Sandy – Luc Jasmin is her mentor. Two of the people in her group are doing the project together and were able to talk about it. CE is the project for them. Sandy is a beautification project. Amber suggested Parks Foundation grant to possibly support Sandy's project.

Tyler – Shared about his experience.

Krista: Communications Committee Update

Serving the neighborhoods directly, being cautious to not speak for neighborhoods or CA

What parts of BSN would Comms help be more effective?

Tina – documentation of what the CA has done and help create a resume for the CA over the years.

Getting word out about resolutions that CA approves for “traffic calming” and other issues.

Tina – social media – creating posts that other NCs could share on their pages. Safety Committee for NCs to post.

Specific ways – social media template. Brief updates like what budget does, online updates.

Storytelling platform. Sharing the good stuff.

Krista – overlap of communities and overcommunication. Highlighting actions. Moments of neighborhood joy.

Tina: New committee business –

Good Neighbor Award and budget funds overall.

CA inventory – shelving, ladder, cleaning products, dolly, storage bins, hands truck dolly, ramp requested by Budget Committee for BSN to apply for. \$914 and requires approval of the whole CA.

Approved budget request: Motion – Tina will complete application for supplies by the budget committee.

Pending ONS confirmation on punch in code and budget for supplies up to \$200 additional.

First: Sandy. Second: Charles. Unanimous passed.

Nevawood COPS shop for storage, pay for key punch?

Good Neighbor Awards and Party– Suggestions

Tina – nominees ask for 2 people per neighborhood and one organization limit.

Tina – requests to recognize organizations should be a category for this year.

Location discussion, somewhere larger than The Hive? Hope to not put restriction on Capacity.

Krista suggested Central Library for location – parking is issue.

Saturday Dec. 14th is possible for date.

Possibly look at Fire Training Center for venue.

September talk with neighborhoods for nominations and submit by November.

Request up to \$300 dollars for the event.

Krista suggested “rolling kudos” throughout the year. Lower level shoutouts for programs and committees. ONS can assist in that.

Tina will bring the topic up at April CA meeting and ask for input.

Other Updates

Sandy suggests creating literature to get word out on NCs, for tabling at volunteer fairs, etc.

Charles was interviewed for GU Children of the Sun Trail, talked about Neighborhood history.

Charles got email from mayor’s office April 8th and 11th. Maggie Yates got an email for police chief and fire chief for NC meeting.

Meeting adjourned at 10:30am. Next meeting Saturday 4/20/24 9-10:30am Hybrid The Hive/Zoom.

Draft Minutes: 03/28/2024 Land Use Committee

LUC Members Present: Doug Tompkins (Logan/Exec), Amber Groe (ONS), Chuck Milani (Lincoln Heights/Exec), Bill Heaton (E-G Neighborhood/Exec), Charles Hansen (Whitman), Mary Winkes (Manito-Cannon Hill), Bob Scarfo (Manito-Cannon Hill), Jill Yotz (West Central), Pat Nault (Latah-Hangman), Carol Tomsic (Lincoln Heights), Mike Peterson (Ponderosa), Sara Rose (Northwest)

Hybrid format with in-person attendees at West Central Community Center.

Meeting called to order at 5:30PM

Meeting Chair Bill Heaton

Note Taker: Chuck Milani

Introductions were completed and the current agenda for this meeting was approved.

Minutes from the prior meeting were approved with the following corrections. Pat Nault was added as an attendee, The date on the minutes should have been 02/22/2024 instead of 01/24/2024. And a wording change from “Existing city gardens” to Existing city parks”.

Kevin Freibott, Spokane City Senior Planner gave an update on the 6 Comprehensive Plan Amendments. Details of each change can be found at: [2023/2024 Proposed Comprehensive Plan Amendments - City of Spokane, Washington \(spokanecity.org\)](https://spokanecity.org/2023/2024-Proposed-Comprehensive-Plan-Amendments).

An update on Memory Gardens was given by Bob Scarfo. A meeting with the sub land committee of the park board will be held next week to discuss the placement of Memory Garden at the old zoo site at Manito park.

At the next meeting, there will be a discussion on Parking changes/availability in the City of Spokane. The next meeting will be on April 25, 2024.

The meeting was adjourned at 6:39PM.

Draft Notes – Liaison Committee Meeting – 03-12-2024 – South Hill Library – 2:00 PM

Present: Paul Kropp, Southgate, Chair; Andy Hoye, Southgate, Recorder; Bonnie McInnis, West Central; Lorna Walsh, Riverside; Annie Deasy, ONS

Mr. Kirschner, who had shown interest in the DRB Liaison position did not appear although he had said he would come to the meeting.

We approved the minutes from the February meeting.

We reviewed the attendance sheets – very good attendance in general. However, Paul will check with Mary re the February PC meetings – there were no notes for the CA packet.

Kathryn Alexander is on the CA's schedule in April for a liaison report (Housing Action Subcommittee.) The HAS Committee is being revived. We briefly noted that the state of Washington has authorized local jurisdictions to levy a 0.1% property tax to assist with low-income housing.

We will have their annual in-person "check-in" with Kris Neely and Toni Sharkey (Urban Forestry Citizen Advisory Committee) at our April Meeting.

Paul will contact Toni Sharkey about arranging attendance. Andy will speak to Kris Neely.

We briefly visited the discussion about "who speaks for the CA" (not everybody.)

Andy will contact James Richman regarding how to approach the Park Board for a liaison relationship (not membership) – there is precedence for other agencies. Two- or three-year term?

Lorna will talk to Chris Wright (city council policy advisor) re the Human Rights Commission possible position, wording to come from Paul for possible amendment to the existing ordinance. A city council member would need to okay Chris to work with Lorna on a proposed city code change.

We noted that Susan Mensching (West Hills) is a member of the Police Advisory Committee – Paul will prepare "an overture" to the CA to initiate a relationship with the PAC.

We decided to return to a hybrid meeting format using Zoom and OWL cameras starting with the next meeting.

Annie will get the hybrid meeting attendance link back in the committee's monthly meeting notice.

Submitted by Andy Hoye

Supplemented by Paul Kropp

CA Neighborhood Safety Committee Minutes

When: Wednesday, March 27th, 2024 – 6:00pm – 7:00pm

Where: 2904 E Sprague, The Hive – Events Room C

Those in Attendance:

- Chair – Tyler Tamoush (Minnehaha)
- Vice Chair – Laura Johnson (Hillyard)
- Secretary – Jessra Johnson (Grandview/Thorpe)
- Patrick Striker – (ONS)
- Lili Navarrete – (East Central Spokane City Council Member, District 2)
- Mike Ulrich – (SRTC – South Perry)
- Samantha Hennessy – (SRHD)
- Debra Howard – (Manito/Cannon Hill)
- Ben Kloskey – (SRTC – Liberty Lake)
- Amy Marsh – (Minnehaha)
- Santiago Rodriguez – (Chief Garry Park)
- Charles Hansen (Whitman)
- Lorna Walsh – (Downtown/Riverside)
- Maximillian Martinet – (North Hill)
- Thomas Bender – (Minnehaha)
- Jeff Johnson – (Spokane C.O.P.S.)
- Peter Taves – (Hillyard)

Meeting Minutes

6:00pm – Introductions and Overview

6:05pm – Samantha Hennessy – Spokane Regional Health “Walk Audits” presentation. See attached form for neighborhood walk audits. Walk audits projected to begin in May or June. Deadline for walk audit form submission is April 30th. More info at srhd.org. Contact for Samantha Hennessy, shennessy@srhd.org.

6:15pm – Mike Ulrich – Presentation from Spokane Regional Transportation Council. Goals of this council is for transportation planning on making streets safer and more accessible as well as reducing the percentage of fatal crashes and serious injuries.

- In 2023, there was an increase of 66% more fatal crashes between vehicle vs. vehicle, vehicle vs. motorcycle, vehicle vs. pedestrian, etc.
- 24% of motorcyclist kills are under of ages 20 and under.
- 51% of pedestrian crashes happen at night.
- Any questions or wanting information you can go to www.srtc.org for more statistics.

You can also reach out to Mike Ulrich, mulrich@srtc.org or by phone at 509-343-6384.

6:50pm – Open Discussion

- **Patrick Striker (ONS)** - Dates, times, locations on Police and Fire Chief Community Feedback Meetings.

1. District 3 - April 9th, 5:30pm, West Central Community Center.
2. District 1 - April 11th 6:00pm, Northeast Community Center.
3. District 2 - April 16th 6:00pm, Liberty Park Library
4. Citywide virtual via Zoom – 5:30pm, (Safety Committee will meet at The Hive and tune in for that together. All are welcome to attend)

7:00pm Adjourn – Next Meeting April 24th Events Room A at The Hive. 6pm – 7pm.

Walk Audit Request Form

1. What do you hope is accomplished by this walk audit? What change do you want to see?

2. As we look at defining our goal, which option best describes your core goal? (select all that apply):

- Engage community members and educate them about walkability and street safety.
- Determine which route to school or another location to include as a recommended route to walk.
- Perform a technical evaluation of a specific set of streets to plan for funding or improvements.
- Get decision makers involved and activated for change.

3. We'll be gathering data during the walk audit. Is there a place you'd like to see the information after?

4. Based on your goal for this walk audit, who do you think should be invited to participate? (You can list names, organizations, professions, or offices)

5. Please describe a route (.5-1 mile) or area that you'd like to request a walk audit:

- a. Use the grid on the back to draw the route if possible.
- b. Provide as much detail as possible about the location (street names, any key features such as stores or schools, etc.)

Pedestrian, Traffic and Transportation (PeTT) CA Meeting

3/26/24 6:00pm on Zoom

Attendance: Randy McGlenn-chairman, Carol Tomsic-Lincoln Heights, Rod Moore-Riverside/Downtown, Pam Schemerhorn-Cliff/Cannon, William Meeks-Grandview/Thorpe, Charles Hansen-Whitman, Chuck Carter-Manito/Cannon Hill, Rita Conner-Southgate, Cathy Gunderson-Chief Garry, Annie Deasy, Office of Neighborhood Services.

The meeting is called to order by Randy McGlenn. Randy announced that he is stepping down as chairman of the PeTT committee effective this meeting. Randy has taken on more responsibilities and needs to free up some time. Additionally, Councilman Zappone could not make it to this meeting as planned.

Carol Tomsic volunteered to assume the chair role on an interim basis. Chuck Carter volunteered to be the interim secretary taking Carol's current position. All voted in favor of the leadership changes.

Annie announced that the 2025 Traffic Calming has been selected.

Rod brought up the five-way intersection at Monroe, Riverside, Spokane Falls Blvd and Main needs a stoplight. He said this is one of the most dangerous intersections. Randy said he reached out to Clint Harris in the Streets Departments and has not heard back. He will re-address with the Streets Department. He provided an email as ceharris@spokanecity.org. It was decided that Rod will contract him and report back.

Pam discussed crosswalk repainting and if we can influence the priorities and needs in her neighborhood. Carol said to let Clint Harris know. It was stated they are done each year and may be already on the list to be painted. The NC might be able to influence these decisions.

Carol brought up self-detours as a problem for neighborhood construction zones. The construction company generally decides detour routes. She said the city construction relations manager can be contacted at 509-625-6102 and can assist with concerns, questions, and project timelines. They can come to Neighborhood Council Meetings and discuss projects.

Carol discussed ideas she would like to accomplish with the PeTT committee. She would like to try to have speakers at all meetings, address traffic calming funds and projects, be proactive with ordinances coming up to City Council so we can weigh in, find ways for neighborhood councils to influence transportation improvements and not just the four-year list. To bring neighborhoods to the meeting.

Randy discussed applications for grant writing so the City can have more funding for transportation. Neighborhood services may help to find someone in City to help with this. Annie said they have normally discouraged this as a city responsibility but suggested a mini-grant writing session as part of the Spokane Neighborhood Leadership Academy. There is money out there if the neighborhoods are 501C3 and can advocate for themselves. She said to reach out to Paul and see if he can come to a meeting.

Carol identified a grind and overlay that will start soon on 29th Avenue.

It was suggested that Abbey can come to a meeting to discuss traffic calming.

Randy told us he could help us with resolution writing. Bill asked about new development projects and Traffic Impact Statements including walking, biking, and hiking. There is a Center and Corridor study including pedestrian streets and pedestrian access. The city's comprehensive plans will be updated (in 2026) and will need to be monitored for any proposed changes.

Randy suggested we invite Councilman Zappone to the next meeting regarding pedestrian traffic and traffic calming. Randy said it is important that all Neighborhood Councils are funneling their projects through the CA for engagement,

Annie reported the next CA Safety Committee meeting will discuss sidewalks and street safety. The Neighborhood Safety Committee meets tomorrow at 6-7pm at the Hive.

Carol closed by saying let her know if we have any ideas for future meetings.

Next meeting is the April 23, 2004.

CHHS Report for March 2024
Submitted by
Leslie Hope CHHS Liaison to CA
LHope@SpokaneCity.Org

March board education was presented by Marley Hochendoner from Northwest Fair Housing Alliance. The alliance is contracted by the city to assess and report on impediments to fair housing. Their mission requires an analysis of huge amounts of demographic information about Spokane. This is to address HUD requirements and monitor complaints. The website is a plethora of information and can be found at NWFairhouse.org. One of the facts I found very interesting is that 15% of the population of Spokane is living at, or below, the poverty level.

The director's report brought several updates this month beginning with HHOS. The HHOS funding RFP were collected and evaluated several months ago. It was determined that the way the process was handled there were some very important areas that were left unfunded, for example permanent supportive housing (PSH). The challenge was primarily due to new staff managing very complicated funding streams and some new software being used. The city asked the board to renew their recommendations after some additional information is provided by the applicants to clarify confusion. That is being done now and the RFP committee will meet at the end of March and in April to assess the information and make new recommendations.

The commerce department returned Spokane's submission for ROW and has requested additional information. The submission is being resubmitted.

The mayor's has hired Sara Clements Sampson to provide a shelter audit and recommendation. This will be used to formulate a plan for sheltering in Spokane going forward. In the meantime, TRAC has been descoped to 250 beds. Jewels Helping Hands continues to support the church warming program. The city has received approximately six million dollars from the current state legislative session as well as federal funding to support the sheltering effort.

HOME funding RFPs are being prepared and should be ready sometime in early April. A description of HOME funds can be found on the HUD website, HUD.gov. The hope is to have the award letters ready to go sometime in late spring or early summer.

There will be several new people starting in the CHHS department within the next several weeks. At least 5 positions are in various steps of hiring. A new CHHS Director, Arielle Anderson, starts on April 8, 2024.

A big thank you was given to Adriane Leithauser for her 8 years of service to the CHHS Board. Her dedication to the mission of this board has been critical and is very much appreciated. She continues to participate in the affordable housing committee as the new chair, David Edwards, settles in and becomes familiar with the duties in his new role.

The board authorized executive action to address critical efforts that come up in between board meetings. This is an annual event.

Two new RFP committee members we nominated and approved, Kris Neeley and Christobel Agyei.

Five board candidate nominations were approved and sent to the mayor, the next step in the approval process. Once the mayor makes decisions on the candidates they will be forwarded to the city council for review and concurrence.

The HOME ARP is ready for submission to HUD but due to an administration change the new signature authority must be approved by HUD first. This is a normal administrative process and the HOME ARP will be submitted immediately upon HUD approval.

Lili Navarrete has been selected, along with Paul Dillion, to be the city council representatives on the CHHS Board. They are replacing outgoing Karen Straten and Betsy Wilkerson. We thank them for their service and look forward to working with our new participants.

There will be a March 21st service provider community meeting to discuss shelter operations and the decommissioning of TRAC.

Gonzaga hosting an Affordable Housing Panel at 6:00 p.m. on March 27th.

Updates from Carlos Plascencia on 2020 CDBG projects are as follows,

- Family Promise – Parking lot Safety and Beautification Project – Helped finalized RFP draft and provided list from MRSC roster with contractors. RFP going out for Bid. Also, subrecipient has requested extension through summer to give contractors enough time to finish project.
- NECC – Security and Safety Improvements – Received final invoice, project has been completed.
- Transitions – EduCare roof and Women’s Hearth Building Improvements – I went to pre-bid conference for Women’s Hearth Building improvements held on 3/8. Bid submissions due by 3/18.
- WCCC – Heat Pump and Water Replacement – AC unit replacement completed. Waiting on update regarding the doors. WCCC will also be replacing 20yr old water heater that is linking, working on RFP with subrecipient.
- ECCC – Window and Sign replacement - Meeting with subrecipient on 3/22 for introduction and project updates. Point of contact had been out of office the last two months due to a broken ankle. I will email you as soon as I get more information.
- SNAP Alexandria Apartments - Received email in mid-February subrecipient finalizing RFP. RFP will be going live the week of March 25th.

- NEYC – Waiting to hear back if they can complete the project with the funds that have been awarded to them. **No update to this**

Plan Commission (PC) Liaison Report

Community Assembly Report, April 4, 2024

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

March 5, 2024--PC Transportation Subcommittee Meeting, 1:00 via WebEx and in-person

1. 2025-2030 Six-Year Comprehensive Street Program Consistency Matrix Scoring
2025-2030 Six-year Comprehensive Street Program – Program Update Kick-off and Programming Consistency
2. Streets Maintenance Program Overview

March 13, 2024—PC Housing Work Group, 1:00 p.m.—canceled

March 13, 2024—PC Meeting, 2:00 p.m. via WebEx and in-person

1. Plan Commission Rules of Procedure—2nd draft review
2. South Logan TOD Implementation Review

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

3. DivisionConnects/STA 2035 Plan

<https://www.spokanetransit.com/projects/division-connects/>

<https://staconnect2035.com/>

March 27, 2024—Special Mobile Meeting—presentation in person and via WebEx; tour in person

Hillyard Subarea Plan Presentation and tour

For Plan Commission complete information, including agendas, minutes and other documents see <https://my.spokanecity.org/bcc/commissions/plan-commission/>

Housing Action Subcommittee Report

March 21, 2024

Submitted by Kathryn Alexander, CA Liaison

The session was attended by about 15 people.

HAS Business

All grandfathered members (including your truly) will be approved by the City Council April 22. We will all be required to take training on the Open Meeting Act.

Our focus is on the allocation of 1590 funds, and Nicolette share a PowerPoint that detailed our history with those funds.

Concerns

There is no participation from CHHS. They currently have about 14.5 million in funds that need to be utilized.

We need more BIPOC developers, currently we are working with just one such firm.

It is important for the city to get ahead RFPs enough so that we are able to match them with gap funding – the original purpose of 1590 funds. We also need to develop a process so that we can evaluate the process and improve it as it grows.

Issues to Maintain Awareness About

Many parts of the 1590 ordinance have not been implemented. Nicolette was charged with drafting a letter to the administration about this and sending it on after our input.

HB2003 about tax deductions for State lands that are used for affordable housing.

Needed changes in the code so that remodelers creating apartments in older homes must be on the rental registry.

Homework

Read Chapter 6 I the Comp Plan to see how HAS fits in and suggest changes.

Out Next Meeting is: April 18 at 9:30 am in the Tribal Meeting room.