

Spokane Neighborhoods Community Assembly

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



Meeting Agenda for Thursday, June 6, 2024
 5:30 to 7:30 p.m., The Hive
 Proposed Agenda Subject to Change



Please review previous month’s minutes:
 *Community Assembly Minutes: May 2, 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	5
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	49
--	---------------	--------------	----

Agenda

6. ONS Update (Patrick Striker).....	5 min (5:55)	Oral Report	-
7. City Council Update (Council President Wilkerson).....	10 min (6:00)	Oral Report	-
8. Plan Commission Transportation Subcommittee (Charles Hansen).....	15 min (6:10)	Oral Report	-
9. Transportation Commission Ad Hoc Committee Update (Mary Winkes)	20 min (6:25)	Vote	11
10. 2024 Strategic Plan Update (Scot Webb)	15 min (6:45)	Vote	16
11. Ad Hoc Policies and Procedures Committee (Paul Kropp)	5 min (7:00)	Oral Report	18
12. City Council/Neighborhoods Workgroup (Tyler Tamoush).....	5 min (7:05)	Oral Report	-
13. CA Committee Updates (Committee Chairs)	10 min (7:10)	Oral Report	-
14. Roundtable Discussion.....	10 min (7:20)	Open Discussion	-
15. Actionable Items Review	5 min (7:30)	Report	-

Other Written Reports

Committee Reports, Agendas, Minutes, etc.

• Administrative Committee	32
• Budget Committee	34
• Building Stronger Neighborhoods Committee (BSN).....	36
• Communications Committee	38
• Community Assembly/Community Development Committee (CA/CD)	
• Land Use Committee.....	41
• Liaison Committee	42
• Neighborhood Safety Committee	43
• Policies and Procedures Committee (P&P).....	18
• Pedestrian, Traffic, and Transportation Committee (PeTT).....	45

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.....	
• Design Review Board Liaison Report	
• Plan Commission Liaison Report.....	47
• Urban Forestry-Citizen Advisory Committee Representative Report	
• Housing Action Subcommittee Liaison Report	48
• 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:

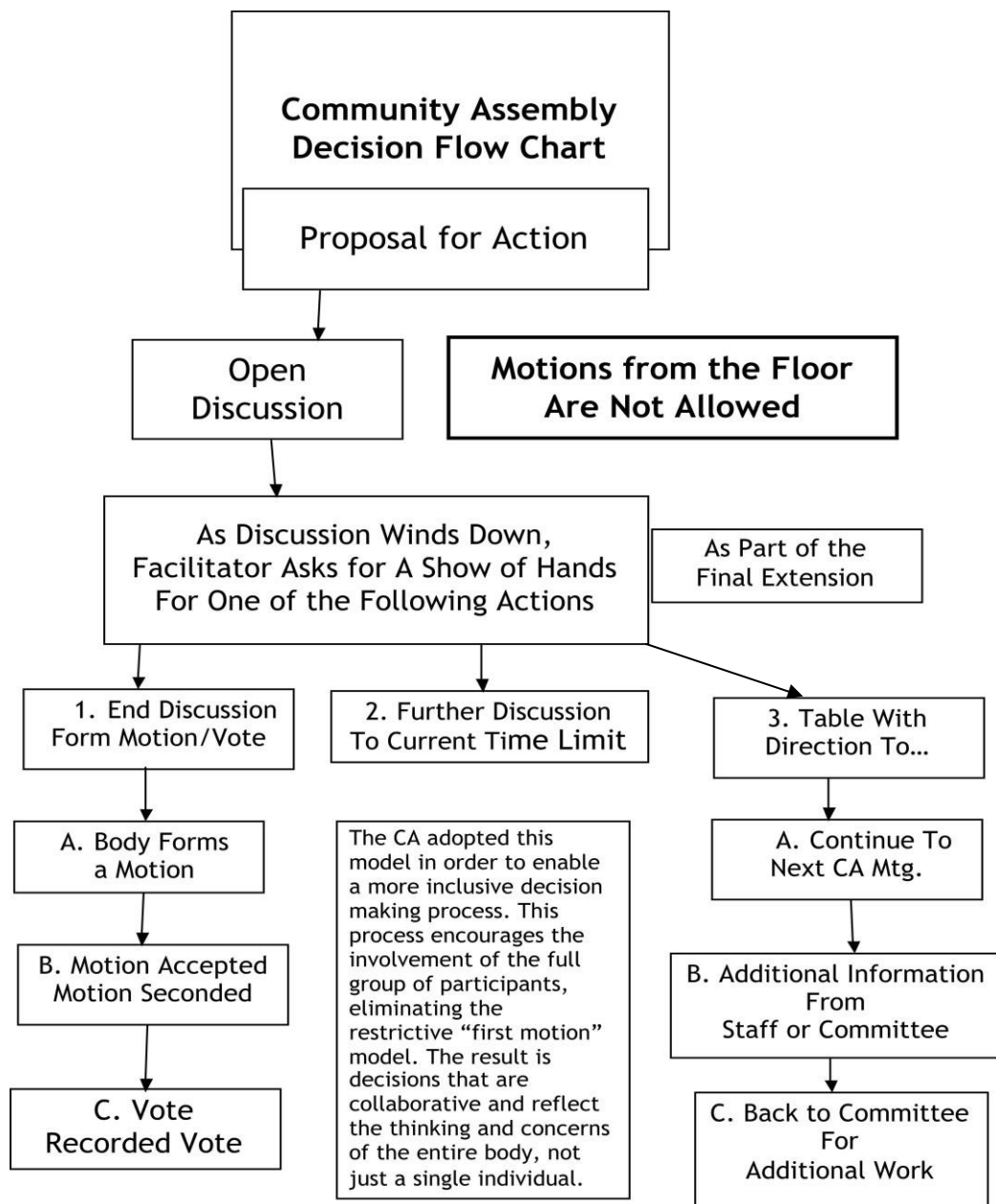
The Community Assembly fulfils its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to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

May 2, 2024, in-person at Liberty Park Library
Meeting called to order at 5:36 p.m. by Kelly Cruz

Present: Fran Papeleur-Audubon-Downriver, Luke Tolley-Bemiss, Krista Anderson- Chief Garry Park, Pam Schermerhorn-Cliff/Cannon, Sandy Wicht-Comstock, Debby Ryan-East Central, Tina Luerssen- Grandview-Thorpe, Laura Johnson- Hillyard, Carol Tomsic- Lincoln Heights, Lindsey Shaw- Logan, Mary Winkes-Manito/Cannon Hill, Tyler Tamoush- Minnehaha, Dalin Tipton- North Hill, Dan Knechtel- North Indian Trail, Gail Cropper-Northwest, Lorna Walsh- Riverside, Bill Doley- Rockwood, Jael Stebbins- Shiloh Hills, Andy Hoye-Southgate, Randy McGlenn- West Central, Mike Gifford- West Hills, and Charles Hansen-Whitman.

Not Present: Balboa/South Indian Trail, Browne's Addition, Emerson-Garfield, Five Mile Prairie, Latah-Hangman, Nevada Heights, Peaceful Valley, and West Hills.

City Staff Present: Gabby Ryan [Office of Neighborhood Services (ONS)], Patrick Striker (ONS), Chris Wright (City Council), Council President Wilkerson (City Council), Giacobbe Byrd (City Council), Colin Quinn-Hurst (Planning), Tim Thompson (Planning), Adam McDaniel (Mayor's Office), Spencer Gardner (Planning), and Dean Gunderson (Planning).

Guests: Kelly Cruz (Facilitator), Paul Kropp (Liaison Committee), Shawn Terjeson (Lincoln Heights), and Sarah Bauer (North Hill).

ADMINISTRATIVE AGENDA ITEMS:

1. Introductions

2. **Approve Proposed Agenda:** Tina Luerssen Moved, Lorna Walsh seconded, motion passes.

3. **Approve Minutes:** Andy Hoye moved, Debby Ryan seconded, motion passes.

4. Admin Committee Action Items:

- Randy McGlenn: Formal reading of the three resolutions from CA, waiting to hear the go-ahead from Neighborhoods 3.0 committee to know next steps.

OPEN FORUM:

5. Reports/Updates/Announcements:

- Fran: RE: Ash Place development next to Drumheller Park. Agency comment period is being extended. Open comment period hasn't started yet. The tribes are currently doing an archeological study on the land.
- Paul: On behalf of Liaison Committee-Wanted to remind folks that there is a Design Review Board (DRB) liaison role available. Dean's presentation will give everyone an idea of what DRB does and what the liaison would participating in. On behalf of Ad Hoc Policies and Procedures Committee-They need a volunteer to help, since Luke is unable to continue on the committee.

AGENDA ITEMS:

6. ONS Update (Patrick Striker)

- **Mobile Speed Feedback:** They will start popping up in neighborhoods soon. If you're curious to when your neighborhood's will be placed, ask Annie Deasy (adeasy@spokanecity.org) for tentative schedule. Be flexible, as any damage or vandalism to the signs will cause delay in schedule.
- **Neighborhood Beautification Projects:** Please make sure your neighborhood is utilizing the \$1,000 extra that each neighborhood has for volunteer-led clean-up projects. Ask Amber Groe (agroe@spokanecity.org) for questions related to beautification clean-up projects.
- **Spokane Neighborhood Summit:** It is back for its second year in November 2024. Please consider sharing best practices from your neighborhood council by presenting a workshop. Workshops can be 45 min., 60 min., or 90 min. More information about workshop sessions can be found [here](#).
- **Disposal passes:** May 3 was the last day to request them for spring. They will return in the fall but they will be distributed through the neighborhood councils as paper passes. Amber Groe sent an email to all neighborhood council chairs, clean-up coordinators, and CA reps and alt reps on April 29. Please review the email and let Amber Groe know if you have any questions. More information can be found on the [neighborhood clean-up webpage](#).
- **Open Public Meetings Act (OPMA) Training:** OPMA training is required of all CA Reps and Alt Reps to comply with state rules. The training can be found online, but ONS will be offering a chance to complete the training on Wednesday, May 22, at 5:00 P.M. in A.M. Cannon Park (1901 W Spofford Ave) on the northeast corner of the park. At 5:00 P.M., ONS staff will set up the inflatable movie screen, for folks interested in learning how it works, we will be showing how to set the screen/projector/generator up (items that are part of the CA inventory closet for events). We'll be showing the OPMA training on the screen for all CA reps and alt reps (it's about 30-40 min of video training).
- **ONS Newsletter:** Make sure you're signed up on this [page](#), on the News You Can Use column.
- **Spokane Arts' Asphalt Art Program:** Keep an eye out for correspondence from Spokane Arts as they process submitted neighborhood applications.
- **Expo 50th Anniversary Tabling:** On May 18 (set-up at 9 a.m., event from 10 a.m. to 4 p.m.) ONS will a table at the Expo event in Riverfront Park and neighborhood councils are welcome to table with us to promote getting involved in neighborhood councils. Contact Patrick Striker (pstriker@spokanecity.org) to let him know if your neighborhood officers would like to join tabling.

7. City Council Update (Council President Wilkerson)

- Last month, there were questions about 1590 funds (tax for housing): \$11.7 million. Requests for proposals (RFPs) will be going out May 15.
- RE: Neighborhood Ordinance- Neighborhoods 3.0 workgroup will continue to work on community engagement to finetune what the next steps forward will be.
- Starting in June, landlords within City of Spokane limits will be required to give six months notice for rent increases above three percent. Also, landlords will be required to give four months notice for rent increases of three percent or less.
- Colin Quinn-Hurst spoke on the plan to establish a Transportation Commission. Five reps on the commission would be from neighborhoods, three would be experts in the fields of engineering/traffic design/streets, one would be disability advocate with experience in transportation design. This commission provides the chance for these folks to have a wholistic view on streets, arterials, neighborhoods, etc. and give it one room in which all these topics are addressed, compared to the current structure where there are different committees and groups making these decisions in different spaces. The goal is to have one area where these topics are

being addressed, and community members know that there's one commission to approach traffic calming and streets. Council President Wilkerson shared the list of the spaces in which the topic of the commission had been discussed.

- *Why nine members?* Aligns with the current structure of the Plan Commission, this is a reasonable amount of seats to fill, and other commissions in cities around Washington also have nine members.
- *How will the five neighborhood representatives be selected?* Three will be one from each three districts, one will be from Downtown core, and one will be from Bicycle Advisory Board.
 - Concerns brought up about the district representatives not being connected to the neighborhood councils.
 - CP Wilkerson brought up that commission/board vacancies are not being filled, so the hope that having one commission will help increase volunteer capacities and fill the Traffic Commission of nine members. *Comment made about CTAB experiencing an issue with vacancies when the number of folks on the board were increased. Concerns shared about Community Assembly losing their voice as a neighborhood collective on the topic of traffic. Nullifying CA's committees and liaison roles on committees/commissions/boards related to traffic is weakening the voice of residents and damaging the NC & CA trust in the systems they participate in to make a difference. Feelings of being blindsided by this decision to create the commission were expressed as well as worries around the fast tracking of the commission. As a result, the trust between community members and City has been threatened. Folks want time to ask questions, get the bigger picture, and gather feedback on the changes with their neighborhood councils. Additional concerns voiced about vacancies on existing boards/commissions were due to lack of priority from previous administrations and expanding them to include more seats. Charter doesn't distinguish between land use and transportation, so the creation of this commission conflicts with the charter.*
- **Move to extend discussion 5 minutes, Andy Hoyer moved, unclear who seconded. Motion passes.**
 - *What is "fast tracked?" When will it be voted on?* Monday, May 6, was the initial plan. CP Wilkerson asked for a timeframe that the neighborhoods need to collect and gather feedback. Two months was requested. Adam from Mayor's office said that deferring this for two months, it would have a significant impact on CTAB, and other traffic related boards/committees. That's the reason why they fast tracked it, to avoid negative impact on the current committees and boards that struggle to meet quorum.
 - *Can the CA Rep on current traffic-related commissions be voting members to avoid quorum issues?* Colin addressed why that would be difficult.
 - Carol mentioned that this new structure gives neighborhood councils more eyes on their projects that impact them (9 members instead of current 3). She feels this new structure will mean more access for neighborhoods being heard and getting important projects funded that have an impact on the neighborhoods.
- **Move to extend discussion 5 minutes, second and final extension. Randy McGlenn moved, Andy Hoyer seconded. Motion passes.**
 - Randy mentioned what role CTAB maintains regarding tab fees and what projects those funds can be spent on (street maintenance). Concerns about conflict of making sure tab fees are spent on what they're meant to be spent on.
 - Andy mentioned CA needs to give City Council a decision on how they'll move forward.

- Council President said there are a few options she can bring back to City Council: Deferral of vote on ordinance establishing commission, amendment to ordinance, or move forward as is? Mary commented that two months is a good period of time to gather feedback.
- Randy moved that CA formally requests two months to gather feedback, CA members shared their feelings on the motion to gather feedback. Support shown for a voting member from CA on the commission, concerns about not feeling represented by their City Council members shared, question of clarification on how district reps on commission would be selected and what their capacity to understand every neighborhood they represent needs.
- **Move to suspend time rules. Andy moved, Luke seconded. Motion passes.**
 - Colin mentioned that when selecting commissioners there is consideration given to underrepresented groups and areas.
 - Andy moved to ask Council for the 60-day neighborhood engagement extension before it is read for adoption by Council. **Motion passes: 12-approve, 8-deny, 1-abstain.**
 - Council President shared Expo celebration info, in addition to thanking CA members for their volunteerism.

8. CHHS Update (Arielle Anderson)

- Background: Worked for SNAP, doing direct service for homelessness. Pandemic changed their role, spent a lot of time in the field addressing homelessness concerns.
- Spokane Housing Authority was their following role before coming over to Community Housing, and Human Services (CHHS). They're in their fourth week at the City and are continuing to learn more about the City's role in addressing homelessness and providing services. Mass exodus of city staff and providers have created challenges at the City.
- Requested the chance to make quarterly check-ins at CA meetings, also open to connections at the neighborhood council level.
- Regional homelessness authority- They're having continued conversations with other cities within the county to identify ways to expand upon the services they offer and maximize where the resources are going, through a regional collaboration. Working towards tangible solutions with community partnerships.
- City is working on Five Year Plan to End Homelessness, working to solicit community feedback, especially from the neighborhood councils. They'll be working to set up workshops for ways to give feedback.
- CHHS is working to improve their data collection and quality.
- Exploring moving away from congregate shelters and moving towards scattered shelters. The stabilization of these scattered shelters allows for more integrated services in communities. Other cities in county are in support of moving towards this. Questions about how scattered sites will be selected; response included the importance of involving community members and neighborhoods in those discussions and planning/identification of sites.
- Clarification made: Scattered sheltering is more transitional housing, not drop-in shelters.
- Questions asked about future of Community Development Block Grant (CDBG) funds and how CA and neighborhood councils will be a part of the decision-making process of where funds go. Arielle will meet with George Dahl to better understand what changes the process underwent. Questions about how many folks would be placed in the transitional housing per site was not answered clearly, due to factors around level of care needed, but could be close to 10. Further questions asked about the impact of scattered transitional housing on the property values of homes. Arielle

said she was not prepared to answer that, as many factors go into that. The goal of the scattered housing is that wholistic services are provided in that spaces. Comments from CA Rep about need for sober and clean housing for sober folks transitioning out of homelessness. Arielle mentioned that it's important for stable and sober housing with access to wrap-around services is needed; Commerce funds can help with that while HUD funds cannot. In relation to outcomes of programmatic goals, that's what the Five Year Plan to End Homelessness would track and address.

- ***Move to extend discussion 5 minutes, Debby Ryan moved, Dan Knechtel seconded. Motion passes.***
- *How will the scattered shelter model impact emergency shelters and low barrier shelters/housing?* Having a physical location for resources and a robust outreach/street team would address those issues.
- *What will the public engagement process look like if their neighborhoods are selected for scattered housing/shelters?* There will be a thorough public engagement process that includes the neighborhoods.
- The best way to contact Arielle is by emailing her at, Arielleanderson@spokanecity.org.

9. Design Review Board Membership (Dean Gunderson)

- Dean gave presentation that is included in the packet. The version that includes his notes will be emailed out to CA Reps.
- The CA Rep role on Design Review Board (DRB) is vacant. The CA liaison is a full member, with voting rights. The previous CA liaison was the Chair of DRB.
- Presentation includes what the DRB does, who is a part of the board and what their roles are in the community, in addition to what staff support the DRB.
- "Improvements to the public realm"- Everyone is impacted by buildings in public spaces. How can design have a positive impact on people within the vicinity of buildings?
- Shared examples of projects within the city that DRB gave recommendations on and how they were implemented around the city.
- ***Motion to extend discussion, first extension of 5 minutes. Debby Ryan moved, Andy Hoye seconded. Motion passes.***
- DRB doesn't play a role in legislation or code changes to buildings, it's a recommending board. The public cannot demand that a project goes to DRB review, but they can suggest.
- *What attributes is DRB looking for in a CA Liaison?* The Citizen-at-Large- and the CA Liaison do not have to have background in design/architecture/real estate. Understanding how community meetings are run, understanding community input, etc. are valuable skills that can be utilized.

10. Neighborhoods 3.0 Workgroup Updates (CA members in workgroup)

- Fran gave report on April 16 meeting. Fran, Tyler and Tina represented CA; CMs Cathcart, Dillon and Klitzke, Patrick Striker, Chris Wright, and Giacobbe Byrd met with the three CA reps.
- Topics discussed: Neighborhood Ordinance (currently on pause with goals to move forward in more collaborative manner), and Process for Formal Response from City Council on Community-Submitted Resolutions.
- Their meeting covered discussions on neighborhood desires to collaborate on a more effective neighborhood ordinance that supports NC needs. A survey could be effective to measure NC concerns and address barriers to NC participation. Every neighborhood is unique in their challenges to participation. Will explore methods to addressing concerns around participation in NCs and how to effectively engage residents.

- Andy pointed out new CA reps in the room and that it speaks to more volunteers being interested in participating in the neighborhood councils (NC) system, shared that it's truly a big deal to have them participating.
- Mary shared that when it comes to votes and weight of opinion on topics, that the people who show up to NC meetings should hold weight. Also, what is meant by "central staff" in the document shared with CA members on Item B. Patrick responded that it would be whomever is identified as the most relevant staffing group to address the resolution. It could be a City Department or City Council, that will be determined on a case-by-case basis. "Source of Resolution/Committee Assignment" shares a view into what that could look like.
- City Council/Neighborhoods Committee is written into the City Charter, and that committee hasn't existed since former Council Member Amber Waldref, so they will discuss if the Neighborhoods 3.0 group will suffice as this Committee.
- May 14 is the next upcoming meeting for the group.
- ***Motion to extend discussion, first extension of 5 minutes. Unclear who moved, Tina Luerssen seconded. Motion passes.***

11. CA Committee Updates (Committee Chairs)

- Budget Committee: At last CA meeting, \$1,000 limit for equipment for storage room at NevaWood C.O.P.S. location allowed for purchase of items needed. However, some items needed went over the \$1,000 threshold. Request for additional \$50 for popcorn machine cleaner.
 - Motion: Approve \$50 purchase of popcorn machine cleaner supplies. *Lorna Walsh motioned, Debby Ryan seconded. Roll Call vote taken. Motion passes: 20-approve, 0-deny, 1-abstain.*
- Community Assembly/Community Development (CA/CD): Andy will work with Arielle and CHHS to figure out what use of Community Development Block Grant (CDBG) funds will look like.
- Neighborhood Safety Committee: next meeting is May 29. Opioids and drugs use are the next topic of conversation.
- Ad Hoc Policies & Procedures Committee: Need an additional member to join the committee, they're very close to the finish line on their goals, so the work will be minimal. This committee is also tasked with figuring out feasibility of hybrid meetings.

12. Roundtable Discussion

- N/A

13. Actionable Items Review

- N/A

Motion to adjourn the meeting. Dalin Tipton motioned, unclear who seconded. Motion passes.

Meeting adjourned at 7:45 p.m. Next meeting will be held Thursday, June 6, at 5:30 p.m. at The Hive.

Draft 06/03/2024

To: Spokane City Council

From: Community Assembly

Date: June 6, 2024

RE: Concerns re: the proposed Transportation Commission

Thank you for honoring the Community Assembly's request to delay consideration of the proposed Transportation Commission ordinance to allow for additional input and possible changes to the text.

The Community Assembly expects that you will consider these suggestions and concerns with the spirit in which they are offered. Like you, the Community Assembly wants a Traffic Commission that works well with the Plan Commission, the City Council and Administration using an inclusive process that considers the input from all parts of the city, including our neighborhood councils.

What follows is the Community Assembly's input to that process (in no particular order):

- 1) The proposed Transportation Commission purpose statement is a single sentence. It should be expanded to include, at least, how it relates to the Plan Commission and comprehensive planning. For example, the annual review and recommendation of comprehensive plan amendments that may have a transportation element are not listed in the duties and responsibilities of the proposed commission (04.40.080).

- 2) The CA is happy to see that the City Council is considering that the CA representative would be a voting member. The liaison role, however, between the CA and the proposed Commission should be specified similarly to that of the CA's liaison member of the CHHS Board and the Design Review Board. The CA should select the representative who not only represents the CA and neighborhood councils on the Commission, but someone, who in turn has the responsibility to report back to the CA.

- 3) The neighborhood councils/CA input and meaningful participation in traffic calming and transportation planning needs to be factored into the Commission's work. The Neighborhood Traffic Calming Program should not

be abandoned, as it is in this draft. One liaison/representative on the proposed commission does not take the place of input on traffic calming infrastructure of all kinds from all 29 neighborhoods.

4) The Parking Advisory Committee (SMC 04.38) should not be included in the proposal since it relates only to parking fees and parking structures in the downtown and near downtown areas. This committee needs to continue separately. To the extent that this committee needs to be restructured/reformatted, this is a separate issue because its function is specific to the downtown area and does not relate to numbers and locations of parking spaces. Parking throughout the city, on the other hand, is land use and should be considered in a broader context with the Plan Commission.

5) The proposed commission should include private, non-profit stakeholders who are currently included as members/stakeholders of the Plan Commission Transportation Subcommittee. These stakeholders are the professionals whose input is vital.

6) The proposed duties and responsibilities of the proposed commission should mirror those listed in the Bellevue Transportation Commission: <https://bellevuewa.gov/city-government/departments/transportation/planning/transportation-commission>. That list includes significant coordination with its Planning Commission and the ability of members to shape the agendas and consider new matters, both of which are vital to the newly proposed Transportation Commission's success. (See attachment.)

7) The CA is concerned that the draft ordinance in no way recognizes the complexity of the Citizens' Transportation Advisory Board (SMC 04.37) duties which this ordinance proposes to replace. Charged with responsibility of local access street maintenance, the CTAB board members were charged with physical review of the street conditions and the collection of community input. How would this occur in the proposed Transportation Commission which only meets monthly?

8) The representatives from the city's three districts have no relationship with the neighborhood councils. There should be a relationship to the city's neighborhood councils, for reporting purposes and to gather input.

9) The City Council should not approve this proposed ordinance, even if modified, until and unless the Planning Department develops and the City Council reviews a model work plan for the newly proposed Transportation Commission, as initially requested by Council Member Zappone.

10) The proposed ordinance needs to be reviewed in total because of ambiguities with the words "shall" and "may" throughout. The duties and

responsibilities as outlined in 04.40.080 of the proposal should include a “shall” section, and a “may” section, as modeled in the Bellevue Transportation Commission duties and responsibilities noted above. As it stands now, in the main, the “may” wording refers to the proposed commission and the “shall” wording refers to the administrative staff. We suggest that the wording needs to be reversed.

11) It is not wise to hard wire current staffing into this ordinance because staffing, city councils, and administrations change. A simple, generalized statement that staffing may provide support to the commission as needed is all that is required, and greatly simplifies the ordinance wording. Perhaps this topic is already covered fully in section 04.40.070 of the proposed ordinance?

12) Finally, based on 1-11 above, the CA challenges the notion that the current version of the proposed ordinance, as asserted in the second Whereas, “improves and elevates” citizen input. How?

Thank you again for the time given us and your consideration. It is much appreciated.

Chapter 3.63 TRANSPORTATION COMMISSION

3.63.070 Power and duties.

The commission shall act in a policy advisory capacity to the city council. The commission may hold public hearings and shall conduct studies, perform analyses, and prepare reports as required by the traffic standards code or requested by the city council. The commission shall review, advise, and make recommendations to the council as needed regarding:

- A. The preparation of transportation facilities plans as provided in BCC 14.10.030(A) and 22.16.050;
- B. The progress of transportation facilities plans and corrective actions;
- C. Review of updated concurrency reports and recommendations on transportation capacity projects needed to meet level-of-service standards city-wide;
- D. Adopted level-of-service standards or transportation concurrency methodology specified in the traffic standards code;
- E. Long-range and short-range funding programs for transportation facilities or projects;
- F. Short-term planning studies and implementation programs, such as transportation demand management;
- G. Capital improvement program (CIP) and six-year transportation improvement program (TIP) project prioritization;
- H. Multi-modal system planning;
- I. Long-range transportation planning, including participation with the planning commission in preparing, reviewing and recommending comprehensive plan updates and subarea transportation plans; provided, that the planning commission shall review and make final recommendations to the city council on all matters which will be adopted by the city council as part of the comprehensive plan; and
- J. Technical advice and make recommendations on: public transit plans, facilities and services; state of mobility evaluation and reporting; travel demand management programs, and specific transportation improvement projects.

In addition, the commission:

- K. May participate in community outreach activities as assigned by council;

- L. May provide the public with opportunities for involvement in the commission's activities;
- M. May recommend particular concepts for inclusion in the city's vision, subject to approval by council;
- N. May provide suggestions regarding new matters or initiatives that council might consider;
- O. Shall provide at least quarterly communications to the council, highlighting major activities, future work plans, changes in work plans, and any policy direction requested;
- P. Shall cooperate and coordinate duties with other council-appointed boards, commissions, committees, and task forces as appropriate; and
- Q. Shall perform other duties as may be directed by the city council. (Ord. 6243 § 2, 2015.)

The Bellevue City Code is current through Ordinance 6778, passed February 26, 2024.

1. Increase participation by Neighborhood councils in the community assembly

Increase participation in the Community Assembly by all twenty-nine Neighborhood Councils. This will be accomplished by the Admin committee reaching out to absent Neighborhood Councils. Assistance will also be provided by Building Stronger Neighborhoods, Office of Neighborhood Services (ONS), Budget Committee, etc. There is no timeline for this goal, it is an ongoing goal until all Neighborhoods are regularly present.

Action Items:

- Admin Committee, other committee chairs, or Office of Neighborhood Services Liaison will reach out to absent Neighborhood Councils to follow up on missing attendance.
- Discuss with Neighborhood Councils on reasons for absences and will help, if needed, to get over barriers of participation.
- Committees or ONS Liaison will work directly with absent Neighborhood Councils to overcome barriers of participation. This will be specialized to each Neighborhood Council as needed. Can include trainings, guidance, etc.

2. Improve the Community Assembly's standing, credibility, and relationships with the City Council, City administration, and community partners. Community Assembly will accomplish this by adhering to and following the "Core Values and Purpose" defined in the CA Handbook. Members of the City Council Workgroup (CCW) will review and discuss the ongoing relationships by end of year 2024.

Action Items:

- City Council Workgroup will meet "regularly" throughout the year.
- There will be ongoing discussion, communication, collaboration, and effectiveness between members of Office of Neighborhood Services, City Council, and Community Assembly.
- The CA members will discuss ongoing issues related to Community Assembly, Neighborhood Councils, and Committees.
- The CA members of the CCW will report updates from the workgroup in the CA meetings and solicit feedback on how to respond to ongoing concerns and issues.

~~3. Fulfill our duty as outlined in the City Charter:~~

~~Advise City Council regarding policy and legislative issues and make recommendations on important issues to the Community Assembly body.~~

Community Assembly will participate in the conception, adoption, and implementation of local policy changes and projects, and will make a unified recommendation to City Council. Community Assembly will track any and all recommendations made to City Council along the

legislative process. The recommending Committee Chair or individual will report to Community Assembly on the consideration of the proposed recommendation(s) by City Council and impact on that legislation. The Community Assembly will review the previous years impacts and determine how often City Council considered the recommendations by the end of the calendar year.

- Community Assembly will discuss any proposed legislation, policy changes, projects, etc. and develop a unified recommendation.
- The Admin Committee Chair will forward the approved recommendations, resolutions, opinions to City Council, Administration, or other appropriate recipients.
- The Admin Committee will receive any feedback from recipient and report back to the Community Assembly.

June 1, 2024

To: Community Assembly Representatives and Alternates

From: 2024 Ad Hoc Policies and Procedures Committee
Paul Kropp, Chair

Re: 2024 P&P Amendment Submissions
Packet materials for June 6 Community Assembly meeting

Three amendment submissions by Community Assembly standing committees are hereby forwarded to the neighborhood councils for their review this month prior to consideration for approval at the Community Assembly's July 11 meeting.

The 2024 Ad Hoc P&P Committee has reviewed each of them and has determined their provisions are consistent with established Community Assembly's policy regulations.

- A. This Liaison Committee proposal ("rev 4 2-23-24") amends its policies and procedures document with a clarifying insertion of text to connect the liaison members list in the CA's P&P document to the committee, and adds new language in case an allegation of liaison misconduct is reported.
- B. This Liaison Committee proposal ("rev. v4 - 12/12") reformats the Community Assembly liaisons section of the CA's P&P (Article XI "Community Assembly Liaisons") into table form and adds clarifying language regarding roles and responsibilities for nomination and appointment.

In addition, the 2024 Ad Hoc P&P Committee recommends the amended and reformatted Article XI of the 2022 CA P&P be moved to the Addendum section, which is a suggestion of the 2023 Ad Hoc P&P Committee.
- C. This Neighborhood Safety Committee proposal ("May 29, 2024") amends its 2018 P&Ps to bring them in line with current practice and standards, and to reflect the preferences of the members of the newly revived Neighborhood Safety Committee.

NOTE:

Proposals A, B, and C follow below in sequence, each in two forms: first the original text showing changes in underline/~~strikeout~~ format and then the "clean" text as proposed for adoption.

**Community Assembly of Spokane Neighborhood Councils
Liaison Committee**

Policies and Procedures 1-12-2021 [Liaison Committee proposed update rev 4 2-13-24]

A. Committee Charge

Maintain the city-established positions on advisory boards and commissions related to the Community Assembly as enumerated in the “Community Assembly Liaisons” addendum to the Community Assembly’s Policies and Procedures Title XI.

B. Functions

The committee will (1) prepare, revise and retain a profile of basic information for each liaison and representative board and commission membership position related to the Community Assembly, including a position-specific statement of duties and responsibilities; (2) manage and recommend as necessary liaison and representative member appointments and reappointments according to term limit provisions; (3) engage in periodic evaluations of liaison and representative activities; and (4) monitor their timely reporting to the Community Assembly.

C. Membership

The committee operates with a minimum of three individuals who are members of different neighborhood councils. The roster of members is included in committee reports to the Community Assembly.

D. Meetings

The committee meets monthly or as needed to accomplish its functions at the call of the chair, of two of its members, or at the direction of the Community Assembly Administrative Committee by its chair. Upon the convening of a meeting, a quorum for the conduct of business is the attendance of members from at least three neighborhood councils and a majority of members.

E. Officers and Terms

The committee will operate with a chair and secretary or, in the absence of a secretary, with a chair who agrees to prepare agendas, provide meeting notices and submit a meeting report to the Community Assembly after every committee meeting. The committee does not operate unless one member agrees to the duties of committee chair. The chair and secretary responsibilities are calendar-year commitments. Election of officers occurs toward the end of the calendar year for the succeeding twelve-month period.

F. Decisions

For matters requiring a decision at a meeting convened with notice and a quorum being present, the committee will make its determination by the consensus of members or by agreement without objection.

Unanimity on the matter not being apparent, a motion shall be brought before the committee, seconded and a vote shall be conducted with each member having one vote.

Members absent from the meeting shall be polled by the chair with an immediate phone call or by email posted on the day of the meeting by the chair or her/his designee. All votes are tallied by the chair five days after the date of the meeting at which a motion is submitted for a vote. If there are more “ayes” than “nays” the motion is passed.

G. Selection Standards

Selections for nomination by the Community Assembly to liaison and membership positions allocated to the Community Assembly by city code will be neighborhood council members who are qualified for the positions and acknowledge the responsibilities the positions entail.

H. Records and Reporting

The committee keeps continuous, twelve-month liaison attendance records.

The committee keeps separate records of liaison interviews and report in the minutes the matters discussed only in general and without personal details.

The committee’s liaison attendance and interview records may be used to support a recommendation to the Community Assembly for the withdrawal of the nomination of a liaison to their position.

I. Withdrawal of Nomination

The committee may from time to time recommend the Community Assembly withdraw the nomination of a liaison for cause.

Examples of grounds for removal are demonstrated non-fulfillment of the terms of the liaison’s Affirmation of Responsibilities, absence from Community Assembly or board/commission meetings for three (3) consecutive meetings or six (6) regularly scheduled meetings in any twelve-month period without being excused, unresolved conflicts of interest, or other inappropriate actions as determined by the Community Assembly.

Should any person, city-affiliated or otherwise, become concerned about the behavior or participation of a Community Assembly liaison member serving on a city advisory board, commission, or committee, they should make pertinent information known at the same time both (a) to the chair of said board, commission, or committee pursuant to that body’s rules, and (b) to the chair of the Liaison Committee.

The Liaison Committee chair shall, upon receipt of any report of alleged Community Assembly liaison misconduct, schedule a special committee meeting within ten (10) days to consider the matter and its documentation.

**Community Assembly of Spokane Neighborhood Councils
Liaison Committee**

Policies and Procedures 1-12-2021 [Liaison Committee proposed update rev 4 2-13-24]

A. Committee Charge

Maintain the city-established positions on advisory boards and commissions related to the Community Assembly as enumerated in the “Community Assembly Liaisons” addendum to the Community Assembly’s Policies and Procedures.

B. Functions

The committee will (1) prepare, revise and retain a profile of basic information for each liaison and representative board and commission membership position related to the Community Assembly, including a position-specific statement of duties and responsibilities; (2) manage and recommend as necessary liaison and representative member appointments and reappointments according to term limit provisions; (3) engage in periodic evaluations of liaison and representative activities; and (4) monitor their timely reporting to the Community Assembly.

C. Membership

The committee operates with a minimum of three individuals who are members of different neighborhood councils. The roster of members is included in committee reports to the Community Assembly.

D. Meetings

The committee meets monthly or as needed to accomplish its functions at the call of the chair, of two of its members, or at the direction of the Community Assembly Administrative Committee by its chair. Upon the convening of a meeting, a quorum for the conduct of business is the attendance of members from at least three neighborhood councils and a majority of members.

E. Officers and Terms

The committee will operate with a chair and secretary or, in the absence of a secretary, with a chair who agrees to prepare agendas, provide meeting notices and submit a meeting report to the Community Assembly after every committee meeting. The committee does not operate unless one member agrees to the duties of committee chair. The chair and secretary responsibilities are calendar-year commitments. Election of officers occurs toward the end of the calendar year for the succeeding twelve-month period.

F. Decisions

For matters requiring a decision at a meeting convened with notice and a quorum being present, the committee will make its determination by the consensus of members or by agreement without objection.

Unanimity on the matter not being apparent, a motion shall be brought before the committee, seconded and a vote shall be conducted with each member having one vote.

Members absent from the meeting shall be polled by the chair with an immediate phone call or by email posted on the day of the meeting by the chair or her/his designee. All votes are tallied by the chair five days after the date of the meeting at which a motion is submitted for a vote. If there are more “ayes” than “nays” the motion is passed.

G. Selection Standards

Selections for nomination by the Community Assembly to liaison and membership positions allocated to the Community Assembly by city code will be neighborhood council members who are qualified for the positions and acknowledge the responsibilities the positions entail.

H. Records and Reporting

The committee keeps continuous, twelve-month liaison attendance records.

The committee keeps separate records of liaison interviews and report in the minutes the matters discussed only in general and without personal details.

The committee’s liaison attendance and interview records may be used to support a recommendation to the Community Assembly for the withdrawal of the nomination of a liaison to their position.

I. Withdrawal of Nomination

The committee may from time to time recommend the Community Assembly withdraw the nomination of a liaison for cause.

Examples of grounds for removal are demonstrated non-fulfillment of the terms of the liaison’s Affirmation of Responsibilities, absence from Community Assembly or board/commission meetings for three (3) consecutive meetings or six (6) regularly scheduled meetings in any twelve-month period without being excused, unresolved conflicts of interest, or other inappropriate actions as determined by the Community Assembly.

Should any person, city-affiliated or otherwise, become concerned about the behavior or participation of a Community Assembly liaison member serving on a city advisory board, commission, or committee, they should make pertinent information known at the same time both (a) to the chair of said board, commission, or committee pursuant to that body’s rules, and (b) to the chair of the Liaison Committee.

The Liaison Committee chair shall, upon receipt of any report of alleged Community Assembly liaison misconduct, schedule a special committee meeting within ten (10) days to consider the matter and its documentation.

Note: The liaison table entries add the appointing authority for each position; no text change otherwise.

XI. Community Assembly Liaisons	
<p>The city council has allocated the Community Assembly (CA), in the municipal code and by resolution, membership positions on five (5) city advisory boards, commissions or committees, and two (2) to the Community Assembly’s Pedestrian, Traffic and Transportation (PeTT) Committee.</p> <p>Also, by resolution the city’s park board <u>parks and recreation board</u> has allocated the Community Assembly two (2) membership positions in its committee structure.</p> <p>These positions are considered collectively as Community Assembly liaisons. The holders of these memberships are expected to serve as communication links between their advisory panel and the Community Assembly, including <u>as may be appropriate</u> the neighborhood councils affected.</p>	
Liaison List	
Community Housing and Human Services Board (CHHS)	<ul style="list-style-type: none"> • Liaison Member (voting) • Established by: SMC 04.34A.030C • <u>Appointed by: City Council</u> • Term: Up to two (2) terms of three (3) years each
Design Review Board (DRB)	<ul style="list-style-type: none"> • Member (voting) • Established by: SMC 04.13.025 • <u>Appointed by: City Council</u> • Term: Up to two (2) terms of three (3) years each
Plan Commission (PC)	<ul style="list-style-type: none"> • Liaison (non-voting) • Established by: SMC 04.12.040 • <u>Appointed by: City Council</u> • Term: Up to two (2) terms of three (3) years each
Plan Commission Transportation Subcommittee (PCTS)	<ul style="list-style-type: none"> • Member (voting) • Established by: PCTS Rules of Procedure, Rule 2 Membership • <u>Appointed by: Community Assembly</u> • Term: Three (3) year terms, renewable until replaced
Citizen Transportation Advisory Board (CTAB)	<ul style="list-style-type: none"> • Member (voting) • Established by: SMC 04.37 • <u>Appointed by: City Council</u> • Term: Up to two (2) terms of three (3) years each

Housing Action Subcommittee (HAS)	<ul style="list-style-type: none"> • Representative Member (voting) • Established by: City council Resolution 2021-0020 • <u>Appointed by: City Council</u> • Term: One (1) year minimum
Urban Forestry Citizen Advisory Committee (UF-CAC)	<ul style="list-style-type: none"> • Representative Member (voting) • Established by: SMC 04.28.060 • <u>Appointed by: Community Assembly</u> • Term: Two (2) memberships of up to two (2) terms of four (4) years each
Development and Volunteer Committee (DVC)	<ul style="list-style-type: none"> • Community Member At-Large (voting) • Established by: Spokane Park Board Resolution August 2, 2021 • <u>Appointed by: Parks Director</u> • Term: Two (2) years renewable
Development and Volunteer Citizen Advisory Committee (DV-CAC)	<ul style="list-style-type: none"> • Representative Member (voting) • Established by: Spokane Park Board Resolution August 2, 2021 • <u>Appointed by: Parks Director</u> • Term: Two (2) years renewable
Liaison Responsibilities	
<p>Liaisons shall be members of a recognized neighborhood council.</p> <p>Liaisons shall perform the following basic responsibilities to the best of their abilities:</p> <ul style="list-style-type: none"> • Represent the neighborhoods and the Community Assembly. • Provide a conduit for two-way communication between the CA (or PeTT Committee) and the board, commission, or committee they serve on. • Inform the CA (or PeTT Committee) of specific issues on which it may want to consider taking action. • Make an in-person annual report at a CA meeting and monthly provide information for inclusion in the CA agenda packet. • Any additional responsibilities are detailed in specific liaison position descriptions or profiles maintained by the Liaison Committee. 	

Role of the Liaison Committee

- The Liaison Committee supports and evaluates the ~~five (5)~~ Community Assembly liaisons serving on city advisory boards, commissions, or committees. See the Liaison Committee's policies and procedures.
- ~~Candidates to fill for the three liaison positions subject to nomination by the Community Assembly jointly with the mayor for appointment by the city council are recommended selected by the Liaison Committee for selection consideration by the Community Assembly for nomination by the mayor and appointment by the city council.~~ These positions are CHHS, DRB, and PC.
- The candidate for the HAS member position is selected by the Liaison Committee for consideration by the Community Assembly to nominate for appointment by the city council.
- Candidates for membership positions on the DVC and the DV-CAC are selected by the Liaison Committee for consideration by the Community Assembly to nominate for appointment by the director of park and recreation.
- Candidates for membership positions on the UF-CAC are selected by the Liaison Committee for appointment by the Community Assembly.
- Receive and consider misconduct reports from any person, city-affiliated or otherwise, concerned about the behavior or participation of a Community Assembly liaison member serving on a city advisory board, commission, or committee.
- The Liaison Committee also, upon due and timely consideration of facts and circumstances, may recommend the Community Assembly withdraw the nomination of a community assembly liaison.

Role of the PeTT Committee

- The Pedestrian, Traffic and Transportation Committee (PeTT) selects ~~appointees~~ nominees to the two (2) board and committee memberships established in city code and by city council resolution from its own regularly attending members who ~~are also members~~ maintain membership in good standing of their neighborhood council. See the PeTT Committee's policies and procedures.
- PeTT selects one of its members to nominate for appointment by the city council to the Citizen Transportation Advisory Board (CTAB).
- PeTT selects one of its members to nominate for appointment by the Community Assembly to the Plan Commission Transportation Subcommittee (PCTS).

Note: The liaison table entries add the appointing authority for each position; no text change otherwise.

XI. Community Assembly Liaisons	
<p><i>The city council has allocated the Community Assembly (CA), in the municipal code and by resolution, membership positions on five (5) city advisory boards, commissions or committees, and two (2) to the Community Assembly’s Pedestrian, Traffic and Transportation (PeTT) Committee.</i></p> <p><i>Also, by resolution the city’s parks and recreation board has allocated the Community Assembly two (2) membership positions in its committee structure.</i></p> <p><i>These positions are considered collectively as Community Assembly liaisons. The holders of these memberships are expected to serve as communication links between their advisory panel and the Community Assembly, including as may be appropriate the neighborhood councils affected.</i></p>	
Liaison List	
<i>Community Housing and Human Services Board (CHHS)</i>	<ul style="list-style-type: none"> • <i>Liaison Member (voting)</i> • <i>Established by: SMC 04.34A.030C</i> • <i>Appointed by: City Council</i> • <i>Term: Up to two (2) terms of three (3) years each</i>
<i>Design Review Board (DRB)</i>	<ul style="list-style-type: none"> • <i>Member (voting)</i> • <i>Established by: SMC 04.13.025</i> • <i>Appointed by: City Council</i> • <i>Term: Up to two (2) terms of three (3) years each</i>
<i>Plan Commission (PC)</i>	<ul style="list-style-type: none"> • <i>Liaison (non-voting)</i> • <i>Established by: SMC 04.12.040</i> • <i>Appointed by: City Council</i> • <i>Term: Up to two (2) terms of three (3) years each</i>
<i>Plan Commission Transportation Subcommittee (PCTS)</i>	<ul style="list-style-type: none"> • <i>Member (voting)</i> • <i>Established by: PCTS Rules of Procedure, Rule 2 Membership</i> • <i>Appointed by: Community Assembly</i> • <i>Term: Three (3) year terms, renewable until replaced</i>
<i>Citizen Transportation Advisory Board (CTAB)</i>	<ul style="list-style-type: none"> • <i>Member (voting)</i> • <i>Established by: SMC 04.37</i> • <i>Appointed by: City Council</i> • <i>Term: Up to two (2) terms of three (3) years each</i>

<i>Housing Action Subcommittee (HAS)</i>	<ul style="list-style-type: none"> • <i>Representative Member (voting)</i> • <i>Established by: City council Resolution 2021-0020</i> • <i>Appointed by: City Council</i> • <i>Term: One (1) year minimum</i>
<i>Urban Forestry Citizen Advisory Committee (UF-CAC)</i>	<ul style="list-style-type: none"> • <i>Representative Member (voting)</i> • <i>Established by: SMC 04.28.060</i> • <i>Appointed by: Community Assembly</i> • <i>Term: Two (2) memberships of up to two (2) terms of four (4) years each</i>
<i>Development and Volunteer Committee (DVC)</i>	<ul style="list-style-type: none"> • <i>Community Member At-Large (voting)</i> • <i>Established by: Spokane Park Board Resolution August 2, 2021</i> • <i>Appointed by: Parks Director</i> • <i>Term: Two (2) years renewable</i>
<i>Development and Volunteer Citizen Advisory Committee (DV-CAC)</i>	<ul style="list-style-type: none"> • <i>Representative Member (voting)</i> • <i>Established by: Spokane Park Board Resolution August 2, 2021</i> • <i>Appointed by: Parks Director</i> • <i>Term: Two (2) years renewable</i>
<i>Liaison Responsibilities</i>	
<p><i>Liaisons shall be members of a recognized neighborhood council.</i></p> <p><i>Liaisons shall perform the following basic responsibilities to the best of their abilities:</i></p> <ul style="list-style-type: none"> • <i>Represent the neighborhoods and the Community Assembly.</i> • <i>Provide a conduit for two-way communication between the CA (or PeTT Committee) and the board, commission, or committee they serve on.</i> • <i>Inform the CA (or PeTT Committee) of specific issues on which it may want to consider taking action.</i> • <i>Make an in-person annual report at a CA meeting and monthly provide information for inclusion in the CA agenda packet.</i> • <i>Any additional responsibilities are detailed in specific liaison position descriptions or profiles maintained by the Liaison Committee.</i> 	

Role of the Liaison Committee

- *The Liaison Committee supports and evaluates the Community Assembly liaisons serving on city advisory boards, commissions, or committees. See the Liaison Committee's policies and procedures.*
- *Candidates for the three liaison positions subject to nomination by the Community Assembly jointly with the mayor for appointment by the city council are selected by the Liaison Committee for consideration by the Community Assembly. These positions are CHHS, DRB, and PC.*
- *The candidate for the HAS member position is selected by the Liaison Committee for consideration by the Community Assembly to nominate for appointment by the city council.*
- *Candidates for membership positions on the DVC and the DV-CAC are selected by the Liaison Committee for consideration by the Community Assembly to nominate for appointment by the director of park and recreation.*
- *Candidates for membership positions on the UF-CAC are selected by the Liaison Committee for appointment by the Community Assembly.*
- *Receive and consider misconduct reports from any person, city-affiliated or otherwise, concerned about the behavior or participation of a Community Assembly liaison member serving on a city advisory board, commission, or committee.*
- *The Liaison Committee also, upon due and timely consideration of facts and circumstances, may recommend the Community Assembly withdraw the nomination of a community assembly liaison.*

Role of the PeTT Committee

- *The Pedestrian, Traffic and Transportation Committee (PeTT) selects nominees to the two (2) board and committee memberships established in city code and by city council resolution from its own regularly attending members who also maintain membership in their neighborhood council. See the PeTT Committee's policies and procedures.*
- *PeTT selects one of its members to nominate for appointment by the city council to the Citizen Transportation Advisory Board (CTAB).*
- *PeTT selects one of its members to nominate for appointment by the Community Assembly to the Plan Commission Transportation Subcommittee (PCTS).*

NEIGHBORHOOD SAFETY COMMITTEE POLICY AND PROCEDURES

NOVEMBER 2018 [month] 2024

Mission / Purpose Statement: The Community Assembly Neighborhood Safety Committee will research issues involving neighborhood safety as directed by the Community Assembly ~~as and~~ requested by ~~City Departments~~ city departments or ~~Committee Members~~ committee members, and provide recommendations and resources on these issues to the Community Assembly, the neighborhood councils and the community.

Membership: Committee participation is open to ~~any and all individual~~ members of neighborhood councils in good standing with the Community Assembly as well as interested community residents, property owners, and representatives of government agencies, businesses, and private organizations .

Meeting attendance will be taken and in meeting records the ~~The~~ names of individuals attending committee meetings will be recorded according to their city neighborhood council area and as either self-identified neighborhood council representative or neighborhood council alternate representative, or other.

Voting and Quorum: ~~At minimum,~~ A minimum representation from three separate ~~Neighborhood Councils~~ neighborhood councils will constitute a quorum for voting purposes.

A quorum being present, the text for an official committee action, position statement or recommendation to the Community Assembly will be formulated and agreed to by a majority consensus of all those attending a meeting before the chair proceeds to a vote.

Once the text for an action, statement or recommendation to the Community Assembly is determined, it is then put to a vote of those individuals in attendance. A majority vote passes the recommendation; a tie vote fails. The number of yeas and nays will be included with the text that is passed.

~~When there is no consensus, the committee members present will vote, and a majority vote is needed to pass a recommendation on to the Community Assembly.~~

Officers and Terms: The committee ~~will~~ may have up to two officers in addition to an elected Chair: Chairperson Vice-Chair and Secretary. Elections will be in ~~December~~ October for a term of one year beginning at the end of the meeting at which the election is held.

Meeting Schedule: The committee meets the ~~2nd Tuesday~~ last Wednesday of each month, unless otherwise notified. Additional meetings may be called as necessary.

Reports: ~~Community Assembly Policy and Procedures require a report from standing committee~~ The committee's chair will report once per quarter, or more often if requested, by to the Community Assembly.

Committee P&P text as the 2018 version is modified:

Mission / Purpose Statement: *The Community Assembly Neighborhood Safety Committee will research issues involving neighborhood safety as directed by the Community Assembly and requested by city departments or committee members, and provide recommendations and resources on these issues to the Community Assembly, the neighborhood councils and the community.*

Membership: *Committee participation is open to members of neighborhood councils in good standing with the Community Assembly, as well as interested community residents, property owners, and representatives of government agencies, businesses, and private organizations.*

Meeting attendance will be taken and in meeting records the names of individuals attending committee meetings will be recorded according to their city neighborhood council area and as either self-identified neighborhood council representative or alternate, or other.

Voting and Quorum: *A minimum representation from three separate neighborhood councils will constitute a quorum for voting purposes.*

A quorum being present, the text for an official committee action, position statement or recommendation to the Community Assembly will be formulated and agreed to by a majority consensus of all those attending a meeting before the chair proceeds to a vote.

Once the text for an action, statement or recommendation to the Community Assembly is determined, it is then put to a vote of those individuals in attendance who are neighborhood council members. A majority vote passes the recommendation; a tie vote fails. The number of yeas and nays will be included with the text that is passed.

Officers and Terms: *The committee may have up to two officers in addition to an elected Chair: Vice-Chair and Secretary. Elections will be in October for a term of one year beginning at the end of the meeting at which the election is held.*

Meeting Schedule: *The committee meets the last Wednesday of each month, unless otherwise notified. Additional meetings may be called as necessary.*

Reports: *The committee's chair will report once per quarter, or more often, to the Community Assembly.*

Neighborhood Safety Committee P&P text as the 2018 version is modified and updated: May 29, 2024.

Mission / Purpose Statement: *The Community Assembly Neighborhood Safety Committee will research issues involving neighborhood safety as directed by the Community Assembly and requested by city departments or committee members, and provide recommendations and resources on these issues to the Community Assembly, the neighborhood councils and the community.*

Membership: *Committee participation is open to members of neighborhood councils in good standing with the Community Assembly, as well as interested community residents, property owners, and representatives of government agencies, businesses, and private organizations.*

Meeting attendance will be taken and in meeting records the names of individuals attending committee meetings will be recorded according to their city neighborhood council area and as either self-identified neighborhood council representative or alternate, or other.

Voting and Quorum: *A minimum representation from three separate neighborhood councils will constitute a quorum for voting purposes.*

A quorum being present, the text for an official committee action, position statement or recommendation to the Community Assembly will be formulated and agreed to by a majority consensus of all those attending a meeting before the chair proceeds to a vote.

Once the text for an action, statement or recommendation to the Community Assembly is determined, it is then put to a vote of those individuals in attendance who are neighborhood council members. A majority vote passes the recommendation; a tie vote fails. The number of yeas and nays will be included with the text that is passed.

Officers and Terms: *The committee may have up to two officers in addition to an elected Chair: Vice-Chair and Secretary. Elections will be in October for a term of one year beginning at the end of the meeting at which the election is held.*

Meeting Schedule: *The committee meets the last Wednesday of each month, unless otherwise notified. Additional meetings may be called as necessary.*

Reports: *The committee's chair will report once per quarter, or more often, to the Community Assembly.*



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

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

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

Welcome

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

Continued Items

1) Transportation Issues

- a. New Commission Ordinance – Randy sent a letter last month to CP Wilkerson requesting adequate opportunity for the Community Assembly and the neighborhood councils to review and discuss the implications of this proposal. An ad hoc committee has since been formed from Plan Commission Transportation Subcommittee, PeTT committee members and other interested NC leaders, and will be working on a resolution based on received feedback.
- b. Safe Streets Now Ordinance – CM Zappone has put forward this draft which proposes to use Traffic Calming funds on less expensive, “quick fix” projects, utilizing “adaptive design strategies.” It was suggested these topics be discussed with CP Wilkerson at the CA meeting. Also suggested was scheduling a special meeting focusing on the above issues. Randy will send a letter to CC Office Director with suggested dates.

2) CA Strategic Plan Goals – Scot and Tina have submitted a draft of the SP, using the SMART Goal format. The document (see attached) expounds on the three goals, and includes action items with identified responsible parties, as well as time lines. The committee reviewed, and approved to include in the CA packet for the body to vote to ratify.

3) CA Policy & Procedures – Paul Kropp, Chair of the ad hoc committee, indicated he will submit three amendment proposals for CA/NCs consideration, then ask for vote to approve at July CA meeting. Hybrid meeting and Decorum rules still pending.

Admin Follow Up

1) City Council – *City Council/Neighborhoods Workgroup* met May 14. The group decided to set aside the draft neighborhood ordinance and move into a more collaborative methodology; possibly to resurrect the MOU created in 2021. A new [draft] document outlining a process for resolutions submitted to CC was reviewed. NC feedback will be requested, then provided back to CC. Neighborhood leaders are also encouraged to

work directly with their respective City Council district reps on issues needing timely response. Other discussion items included assisting NCs with by-laws and building capacity. This group will continue to meet on a monthly basis.

- 2) ONS – Patrick said all CA equipment is now stored at the Neva-Wood COPS location (4705 N Addison), with a locking digital pad. Items will be easily accessible at all times for neighborhood councils.
 - Patrick announced his resignation as ONS director, effective June 21. He was wished well in his new endeavors (no more evening meetings!)

June CA Agenda - DRAFT

- City Council Update – CC President Wilkerson
- Plan Transportation Commission Ad Hoc Sub-Committee (Mary Winkes)
- Liaison Report – Plan Commission Transportation Subcommittee (Charles Hansen)
- 2024 CA Strategic Plan (Scot Webb) - vote
- Policy & Procedures Update (Paul Kropp)
- CC Neighborhoods Workgroup Update (Tyler, Tina, Fran)
- ONS Report (Patrick)
- Standing Committees' Updates – chairs wishing to give brief updates can sign up prior to meeting, and will be allotted 5-10 minutes on the agenda, unless otherwise requested.
- Roundtable

July CA Agenda Items

- Liaison Report – Urban Forestry CAC (Toni Sharkey, Kris Neely)

Adjournment

Meeting adjourned 5:20 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, May 20th, 2024

Location: West Central Community Center and Virtual via Zoom

Time: 7:00pm

Those in attendance: In-person - Gail Cropper (Chair), Gabby Ryan (ONS).

Virtual - Andy Hoye (Vice Chair), Tyler Tamoush (Secretary), Amy Marsh (Member), Laura Johnson (Member)

Meeting called to order at 7:04pm

Quorum? Yes

Welcome: Gail called meeting to order and asked for approval of the agenda.

Approval of the Agenda: Andy motioned. Tyler seconded. Approved.

Approval of the previous month's minutes: Andy motioned. Amy seconded. Approved.

Old Business: 7:10pm

- Discussed possible waivers from city legal for liability for handling when checking out equipment. Determined none is needed.
- Patrick installed door lock at NevaWood C.O.P.S.
- Thursday all items will be transferred to NevaWood.
- Gabby plans on purchasing popcorn machine cleaner this evening and will have receipt for that item.

New Business 7:20pm

- Discussed question from Comstock Neighborhood Council about buying group tickets to Spokane Indians game with CE Grant funding. As a committee we determined, unfortunately, this does not qualify.
- Discussed Northwest Neighborhood Council not having anything to spend CE Grant funds on. Northwest Neighborhood Council executive board is asking if they can make the executive decision on voting for a Zoom license for their council for more community accessibility for their meetings. According to their by-laws, this is allowed.
- **Chief Garry Park CE Grant Application**
 1. Zoom License Account – **up to \$175.**
 2. Marketing Materials – **up to \$575.**
 3. Food for Summer BBQ – **up to \$100.**
- Andy motioned for approval. Laura seconded. Approved unanimously.

ONS Report 7:30pm

- As more CE Grant Applications come in, we will continue to stay on top of them via email or during committee meeting sessions. Prepare for the influx of applications so that we can get them approved or revised in a timely manner.

Next Meeting Monday, June 24th, 2024, via Zoom

7:40pm Gail motioned to adjourn. Tyler seconded. Adjourned.

Community Assembly Committee: Building Stronger Neighborhoods
Saturday, 5/18/24, 9am Northeast Community Center

- I. Welcome
 - a. Attendance: Tina Luerssen (BSN Chair: Grandview Thorpe), Dan Brown (North Hill), Dave Lucas (BSN Vice: Rockwood), Jonathan Tilley (Nevada Heights), Luke Tolley (Bemiss), Crystal Glanz-Kreutz (Emerson-Garfield), Charles Hansen (Whitman)
 - i. City Staff: Amber Groe
 - b. April Minutes: Moved, seconded, and passed unopposed.
- II. ONS Report
 - a. Neighborhood Summit
 - i. Sponsors: still working on it, but Amber recently spoke with an NC member about some promising opportunities.
 - ii. Goal is to raise \$6,000.
 - iii. Reverend Sandy from Comstock offered up the Manito Methodist Church as a venue. It's a big space to potentially use. The Fire Training Center is reserved and we're still exploring schools and such.
 - iv. Workshops: One application so far – Eric Lowe about transportation.
 - v. Keynote: ONS reached out to Molly Myers and are hoping to invite Rod Minarick as well. Both would be a throw back to the origins of ONS.
 - b. 2025 is the 25th Anniversary of the Office of Neighborhood Services
 - i. There is no special budget, but can still celebrate. Amber and Polly Anne are working on it. Reaching out to other city departments. Have figured out 3 different bike tours through historic neighborhoods, neighborhood trivia night, storytelling and potentially City Cable Channel 5 docu-series, basic civic engagement Zine, block party kits, etc., generally to help with education and recruitment.
 - ii. Comms Committee is taking on updating neighborhood profiles on City website.
 - iii. Could evolve the Good Neighbor and CA awards that year. Could recognize organizations.
 - iv. Dave suggested the Spokane Preservation Associates might be willing to donate as well or at least participate.
 - v. Luke suggested digging through the ONS archives for 2009 Neighborhoods USA Conference throw back information.
- III. Good Neighbor and Community Assembly Awards:
 - a. Budget Needs: Tina received an accounting of last year's expenses for trophies, food, and paper goods. Amber will inventory the certificate holders we have in stock.
 - b. Limits: Should we implement a limit neighborhood submissions? Last year we had some neighborhoods with many submissions and many neighborhoods had none. We had a total of about 40 awards and it took quite a bit of time. NCs could recognize on their own as well.
 - c. Recognize Organizations: Limit also? The committee could do the limiting based on the number of submissions.
 - d. What kind of awards:
 - i. Are certificates and plaques passe? Amber suggested maybe RFP would donate something add like skate ribbon, other Spokane things would be cool.
 - ii. Something more practical like pins or coins, tote bags, homemade plaque, experiences would be great.
- IV. CA Comms Committee Update: No one in attendance was able to report.
- V. Neighborhood Updates & Topics for June Meeting
 - a. What are NCs spending their CE funds on?
 - i. Nevada Heights is looking at movie nights if they could pull it off
 - ii. Latah had some luck with printing decals with qr codes, could do asphalt art design?
 - iii. Rockwood – Dave: going to use the Comstock Pool, BBQ, Zoom again, historical street sign markers,
 - iv. Grandview Thorpe – they're contracting with Fun Flicks (\$500) to put on the movie

- v. Dan – North Hill, leaning towards a picnic, it's been good for engagement in the past.
- vi. EGNC – They're working on beautification projects, updating roles, clean up today and printed fliers, June 7th farmer's market.

Adjourn for SNLA Project Presentations and Graduation at 9:45

Next Meeting – Sat. June 15th 2024, 9am at The Hive & on Zoom

2024 BSN Committee Goals:

1. Coordinate with Gonzaga for continued Neighborhood Leadership Academy work.
2. Continue NC outreach, helping Neighborhoods to build capacity.
3. Increase advertising of NC events and activities.
4. Coordinate with ONS for Neighborhood Training activities.
5. Propose end-of-year Community Engagement Grant fund usage.
6. Share NC “best practices” with Spokane NC leaders.
7. Update Online Toolkit.

Committee Chair: Tina Luerssen, Grandview-Thorpe. MacLuerssen@gmail.com .

ONS Committee Support: Amber Groe, AGroe@spokanecity.org. (509) 625-6156.

Committee Vice-Chair: Dave Lucas, Rockwood

Committee Secretary: Luke Tolley, Bemiss

Minutes Submitted by Luke Tolley

BASIC DRAFT TEMPLATE: MINUTES

Date: May 13, 2024

Committee: Communications committee

Attendees: Shawn Terjeson, Krista Anderson, Tyler Tamoush, Dalin Tipton, Annie Deasy (ONS liaison)

Time of call to order: 5:40pm

Prior minutes:

Reports from subcomms: n/a

General matters:

1. Photographer – Kay Gonzalez, @okaygonzales on Instagram
<https://www.instagram.com/okaygonzales/>
 - a. Still need to reach out, ask for interest/recommendations for possible volunteers
2. Reachout to neighborhoods for ideas
 - a. Receiving some pushback on digital v physical media
3. Discussion: engagement, defining it, and different uses across the city
 - a. Blogs – highlighting neighborhood council people, new/old/recent/etc
 - i. Why get involved?
 - ii. What is rewarding for you?
 - iii. Moments of history
 - iv. Example: Rockwood trolley park as a feature
 - b. Neighborhoods 3.0 discussion
 - i. What is the definition of “active” and “engagement”?
 1. Eg. Minnehaha – 20-25 regulars in person, hot topics get ca. 50 people. Still, relative to neighborhood population, not many.
 2. Compare with other neighborhoods with quarterly meetings, or with under 10 people, or a history of high activity and current low in-person attendance
 3. What is the definition?
 4. What is the goal?
 5. How much weight
 - c. Center and Corridor meeting discussion
 - i. Developers – Claim Neighborhood Councils are “voice of a neighborhood” but have low numbers

- ii. Barriers to participation – meeting attendance requirements
 - iii. City planners and council receive many emails but are they counted as in the neighborhood?
 - d. What about CA Admin Committee?
 - i. What is the desire and what is the goal?
 - ii. How is it measured?
 - 4. CA Engagement with individual neighborhood councils
 - a. How do individual CA Reps report and communicate with their neighborhoods?
 - i. Examples from around the table
 - 5. How does this committee want to introduce ourselves to the neighborhoods?
 - a. Brief presentation, 2 people (presenter/note taker)
 - b. Ask for self-definition of engagement for that neighborhood
 - c. Show what platforms we intend to use & how (“content pillars”)
 - d. Show what our goals are
 - e. Ask for neighborhood-specific promotional materials, stories, photos
 - f. Ask for highlighting events, members
 - g. Demonstrate how we might help promote resolutions, etc from CA
 - h. Timeline: Reach each of 29 neighborhoods in next 2 months (by end of July)
 - 6. Next steps:
 - a. Share committee Policies and Procedures with ONS via Annie Deasy
 - b. BSN-identified priorities
 - i. How-to guide, OWL devices
 - ii. Equipment guides, locations, where to check things out
 - iii. Equipment manuals
 - iv. Brochures, doorhangers, etc. Examples, guides, etc.
 - v. Easy to print templates for general documents that print well using the Spokane Public Library print allotments
 - vi. CANVA specifically identified, examples of what it can do, how-to
 - 1. Not manageable for us to provide training directly
 - vii. Social media guide update
 - 1. Instagram
 - 2. Facebook
 - 3. NextDoor
 - 4. Youtube
 - 5. TikTok
 - c. ONS and BSN identified: updating documents on ONS Participation Toolkit page

- i. <https://my.spokanecity.org/neighborhoods/resources/>
 - d. Brand kit – colors, font, style guide; CA informal approval
 - e. Comms Comm recovery email using a city address if possible
 - i. Ask Tina Luerssen for assistance
 - f. After brand kit and recovery email setup: Creating dormant Comms Comm social media accounts on identified platforms
- 7. Update on action items from last month:
 - a. DEI group: working on a working definition of “equity”
 - b. Highlight/Lowligh questions:
 - i. What’s your latest, greatest victory?
 - ii. Why do you, personally, do this? (Engage in neighborhood/community assembly)
 - iii. What’s your favorite thing about your neighborhood?
 - iv. What local history do you love?
 - v. Who are your neighborhood celebrities?
 - vi. What’s your local icon?
 - vii. What delights and surprises you in your neighborhood?
 - viii. What is your secret neighborhood symbol?
 - ix. What landmarks make your neighborhood?

Proposals and resolutions with motions, seconds, votes: n/a

Time adjourned: 6:44pm

• Type of meeting (executive, committee, etc.) • Date, Time, and Place • List of attendees and those absent • Time of Call to Order • Approval and/or amendments to previous meeting minutes • Record of reports from standing and special committees • General matters • Record of proposals, resolutions, motions, seconding and final disposition, and a summary of the discussion as well as a record of the vote • Time of adjournment

Draft Minutes: 05/23/2024 Land Use Committee

LUC Members Present: Doug Tompkins (Logan/Exec), Amber Groe (ONS), Chuck Milani (Lincoln Heights/Exec), Charles Hansen (Whitman), Mary Winkes (Manito-Cannon Hill), Pat Nault (Latah-Hangman), Ed Bruya (Latah-Hangman), Pam Schermerhorn (Cliff/Cannon), Carol Tomsic (Lincoln Heights), Kelly Lotze (Logan), Larry Dow (North Indian Trail), Molly Marshall (Grandview-Thorpe), Mike Peterson (Ponderosa), Sara Rose (Northwest), Claudine (Grandview-Thorpe), Amanda Maule (West Central), Kitty Klitzke (District 3 City Council Member)

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

Meeting called to order at 5:29PM

Meeting Chair: Doug Tompkins

Note Taker: Chuck Milani

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

Minutes from April were also approved.

Council Member Kitty Klitzke led a discussion about wildland urban interface (WUI). The one-year building moratorium at Latah-Hangman will not solve the issues there but should give some time to resolve the issues – Capital improvements such as fire stations, schools, and public spaces.

The issue of being able to safely evacuate because of a fire was discussed. To do this, three things need to be completed. First good maps need to be developed for each area showing the best evacuation routes as this would vary depending on the fire. It would be best if neighborhoods in each area helped develop these as they would have the best knowledge and updated information. Second, a model should be developed to see the results of each fire scenario. The question is who should do this. Modeling ability is available in the area. Third – Can a fire drill be done before a real fire occurs? This would be a large undertaking and there would be difficulties getting this done.

The discussion on who is responsible for leading the effort as both the city and county are involved. Both need to work together. The city has created an Emergency Management Position that should be part of this, however, the position has not been filled yet.

Thank you, Council Member Kitty, for your time.

Doug Tompkins led a discussion on his neighborhood experience with the Logan Transit Oriented Development (TOD) project. The discussion centered on the changes being made in the Logan neighborhood. Doug expressed concerns that were shared by the neighborhood council were not reflected in the final draft of the project plan. Increasing the building height requirement was one of the important issues discussed. The Plan Commission hearing on the issue will be held on June 26th.

Meeting Closed at 7:00. Next meeting will be June 27th.

May 14, 2024

The Community Assembly's Liaison Committee did not convene today for its regular monthly meeting due to the lack of a quorum.

The committee's next scheduled monthly meeting is June 11.

Paul Kropp, Chair

CA Neighborhood Safety Committee Minutes

When: Wednesday, May 29th, 2024 – 6:00pm – 7:00pm

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

Those in Attendance:

- Tyler Tamoush – Chair (Minnehaha)
- Laura Johnson – Vice Chair (Hillyard)
- Jessra Johnson – Secretary (Grandview/Thorpe)
- Patrick Striker – ONS
- Vic Pestrin (Latah Hangman)
- Jeff Braunschweig (Hillyard)
- Jael Stebbins (Shiloh Hills)
- Thomas Bender (Minnehaha)
- Debra Howard (Manito/Cannon Hill)
- Ted Stevens (Emerson/Garfield)
- Jeff Johnson (Spokane C.O.P.S.)
- Lili Navarette (City Council Member District 2/East Central)
- Andres Grageda (Legislative Assistant to Lili Navarette)
- Olivia Generao Waldron (Cliff Cannon)
- Bill Doley (Rockwood)
- Paul Kropp (Southgate)

Meeting Minutes

6:00pm – Introductions

6:05pm – Discussed P&Ps and voted on final draft – (Paul Kropp)

6:10pm – Guest Speakers Linda Thomson (GSSAC), Sheen Hargrave (GSSAC), and Tammy Meyers (SRHD).

- Linda Thompson gave a PowerPoint presentation on the impact of fentanyl and other opioids and its impacts on the community. If you'd like to view that PowerPoint, please send me an email and I can get that to you.
- **Key Takeaways –**
 1. Their organization is supported through federal funding from the Office of National Drug Control Policy (ONDCP) under the Northwest High Intensity Drug Trafficking Area (HIDTA) Program.
 2. Illicitly manufactured fentanyl contributes to roughly 100,000 overdose deaths in a 12-month period.
 3. Among 6th graders, 39% believe laws and norms are favorable to drug use – 4% increase from 2010. Among 8th graders, 30% have favorable attitudes towards drug use – 3% increase from 2010. And 41% of 10th graders were at risk for favorable attitudes towards drugs.
 4. If you'd like more information on what GSSAC does contact Linda Thomson at Lthompson@gssac.org. Visit their website at www.gssac.org.

6:40pm - Roundtable Discussion & Feedback

- How do we get more people into treatment, especially the individuals who don't want it.
- Need more accountability when it comes to how we deal with facilitating treatment.
- Legislation for state and local is a big contributing factor to how we got to this point and will be the biggest solution to this epidemic.

7:00pm – Adjourn Next Meeting will be Wednesday, June 26th, 2024 @ The Hive.

Pedestrian, Traffic and Transportation (PeTT) CA Meeting

5/28/24 6:00pm on Zoom

Attendance: Carol Tomsic-chair, Lincoln Heights, Mary Winkes-Manito/Cannon Hills, Steve Cox-Audubon-Downriver, Donna Elkins-Riverside, Pam Schemerhorn-Cliff/Cannon, Bill Meeks-Grandview/Thorpe, Chuck Carter-Manito/Cannon Hill, Charles Hansen-Whitman, Carlie Hoffman-Emmerson/Garfield, Anna V-Chief Garry, Rita Connors-Southgate, Cathy Gunderson-Chief Garry, Charles Hansen-Whitman, Abbey Martin-City of Spokane, Eve McMenamy-Deputy Executive Director-Spokane Regional Transportation Council, Drew Redmond-STA and Annie Deasy, Community Programs Coordinator.

The meeting is called to order by Carol Tomsic.

Carol introduced Eve McMenamy-Deputy Executive Director who presented an introduction of the Spokane Regional Transportation Council. Metropolitan Planning Organizations or MPO's started with the Federal Highway Act of 1962 for regional transportation planning expenditures and are responsible for the continuing, cooperative, and comprehensive transportation process for their urbanized areas. MPO's were created to provide local officials input into the planning and implementation of federal transportation funds. Council President Wilkerson and Councilmember Klitzke are on the 2024 STRC Board of Directors. Spokane is both a Regional Transportation Planning Organization and a MPO. Currently working 20 years in the future with Horizon 2024 Transportation Improvement Program. The role of the RTPO was created in the legislature in 1990 to address transportation issues that cross jurisdictional boundaries and transportation and land use relationships. Required activities include a metropolitan transportation plan, traffic improvement plans, a unified planning work program and congestion management processes. Optional activities include corridor plans and studies, demographic and equity research, strengthening community partnerships, data collection, grant development and safety awareness. Including local partners such as regional airport and chamber of commerce along with grants from Avista including 50 new charging centers. Guiding principles include cooperation and leadership to quality of life, economic vitality, safety, stewardship, operations maintenance preservation and equity responding to community needs. A unified list of regional transportation priorities required planning factors - FHWA. Supporting economic vitality and global competitiveness, safety and security, accessibility and mobility, the environment and improving quality of life, enhance integration and connectivity of the transportation system, an efficient system of management and operations, improving the resiliency and reliability of transpiration and to enhance tourism. Current projects include identifying locations in a high injury network, smart mobility plans leveraging technology including drone deliveries and converting buses to electricity, congestion management with ramp metering and car and van pooling.

Abbey Martin – City Council Manager of Network Connectivity Initiatives. The new administration wants to improve connectivity with neighborhoods regarding transportation issues. Now has four years of traffic calming projects on the city website. We can move around projects in order of priority. The Planning and Public Works are involved and the Transportation Commission. It is cohesive, collaborative work with feedback from the neighborhood councils. Several council members are focused on sidewalk repair and improvement using American Rescue Plan grant money. The projects must be decided by the end of 2024 and completed by the end of 2026. A

traffic calming adaptive projects to be completed this summer is the Howard Street improvement north of Riverfront Park with planter boxes. Carol recommended that sidewalk repair projects in neighborhoods should be discussed with Councilmember Klitzke, and she will invite her to one of our upcoming meetings.

Drew Redmond-Associate Transit Planner at STA. Announced the STA planning department has 6- and 10-year plans and a 3 year service development plan. Working on new and expanded routes, improving stops with ADA pads and development of service areas. They are advocates for sidewalks and van service and stops. Improved pedestrian environments. New Five Mile Park and Ride kiosk with the library through a SRTC grant. Also bike share, lime scooters in their comprehensive study. Considering system wide service improvements and routing changes. New routes coming to Minnehaha to Upriver to Ledgerwood. He suggests any feedback on projects to STA customer service to be routed to the right department. Carol asked about more library kiosks and Charles commented that the plan is to have one in each district. Also, that they are partnering with Gonzaga for possible up zoning along the new city line.

Charles Hansen-PCTS. Reported on the May 7th meeting. West Central/Emmerson Garfield in the project available but not decided. Also, a TIF-Transportation Improvement project in Kendall Yards.

Roundtable-Regarding the Transportation Commission the CA is pressing to be a voting member. Steve Cox said the traffic commission will provide endorsements to the City Council for projects. Mary said that several of the CA want to have a larger voice on the Transportation Commission. This decision was moving forward to the City Council for first reading but Council President Wilkerson asked for a two month pause for further input. This will go to the Community Assembly 6/6/24 for recommendations to the City Council.

Plan Commission (PC) Liaison Report

Community Assembly Report, June 6, 2024

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

PC Transportation Subcommittee, May 7, 2024, 9:00 a.m.— in person and via Microsoft Teams

1. West Central Infrastructure Project

<https://static.spokanecity.org/documents/bcc/commissions/plan-commission/transportation-subcommittee/agendas/2024/05/pcts-agenda-2024-05-07.pdf>

2. Transportation Commission (proposed)—discussion

PC Housing Work Group, May 8 and 24, 2024, 1:00 p.m.—canceled

Plan Commission, May 8, 2024, 2:00 p.m. in person and via Microsoft Teams

1. BOH Follow Up/Lessons Learned
2. South Logan TOD Implementation Drafts (SMC 17A.20.160, 17C.111.205, 17C.111.230, 17C.111.420, 17C.120.220, 17C.122, 17C.122T, 17C.123, 17C.230, 17C.300, 17C.415)

Plan Commission, May 22, 2024, 2:00 p.m. in person and via Microsoft Teams

1. South Logan TOD Implementation Drafts (SMC 17A.20.160, 17C.111.205, 17C.111.230, 17C.111.420, 17C.120.220, 17C.122, 17C.122T, 17C.123, 17C.230, 17C.300, 17C.415) BOH Follow Up/Lessons Learned
2. Introduction to 2024 Comprehensive Plan Amendment Docket
3. Introduction, Update to 17D.075, Transportation Impact Fees

Plan Commission Hearing, May 22, 2024, 4:00 p.m. in person and via Microsoft Teams

Six Year Street Plan Update

<https://my.spokanecity.org/projects/six-year-comprehensive-street-program-2025-2030/>

Recommended to the City Council. Will appear on the City Council agenda on 6/24/2024.

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

Housing Action Subcommittee Report

May 16, 2024

Submitted by Kathryn Alexander, CA Liaison

The session was attended by about 20 people.

CHHS RFP Evaluation

There was general disappointment that the CHHS RFPs were not brought to HAS for review. There were several questions/concerns raised:

- It appeared that services were not part of these RFPs – will they be in separate requests or?
- Nothing contained or addressed land acquisition.
- HAS wanted specific all out of underrepresented populations.
- How was equity addressed?
- City Council priorities did not seem to be addressed.
- No or little support for small and BIPOC developers
- HAS wanted more clarity on loans.

Comment Suggestions

City Council Member Bingle suggested that members of HAS submit comments to CHHS, so these issues could be addressed. He also suggested that emails be sent to both the CHHS board and City Council.

Out Next Meeting is: June 20 at 9:30 am in the Tribal Meeting room.



2024



Audubon Park

Concerts

Thursday Evenings 6:30-8:30pm

July 11 Lilac City Community Band

July 18 Shawanna Nicholson

July 25 The Moops

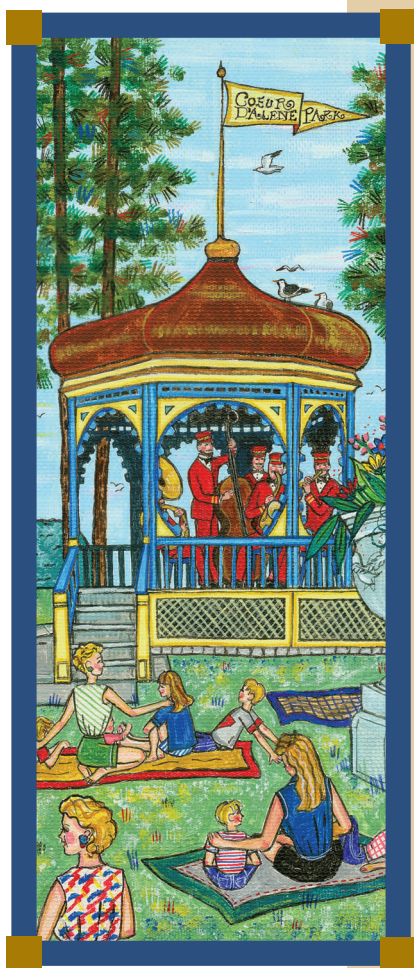
These concerts are organized by C.O.P.S. Northwest at Shadle Center (Spokane Community Oriented Policing Services) Financial Support comes from local businesses & donations which helps make these free to the public.

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

2024 27TH ANNUAL BROWNE'S ADDITION

SUMMER CONCERT SERIES

THURSDAYS ■ 6 PM ■ HISTORIC COEUR D'ALENE PARK
FREE ADMISSION



JUNE 20

MARDI GRAS GROWLERS

JUNE 27

TIME BABY

JULY 1

VILLA BLUES 'N JAZZ

JULY 18

FREE WHISKEY

JULY 25

SOUL PROPRIETOR

AUG. 1

FRONT PORCH ROCKERS

AUG. 8

LUCKY LOSERS

AUG. 15

NU JACK CITY

MAJOR SPONSORS



PRODUCED BY THE
Browne's Addition Neighborhood Council ■ Follow Us on Facebook & Nextdoor

