

Spokane Neighborhoods Community Assembly

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



Meeting Agenda for Thursday, December 5, 2024
 5:30 to 7:45 p.m., The Hive
 Proposed Agenda Subject to Change



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

Administrative

<u>Agenda Item</u>	<u>Time</u>	<u>Action</u>	<u>Page</u>
1. Introductions (Facilitator)	3 min (5:30)	Intro	-
2. Proposed Agenda (Facilitator)	2 min (5:33)	Approve	1
• Including Core Values, Purpose, Rules of Order			
3. Approve/Amend Minutes (Facilitator).....	5 min (5:35)	Approve	5
4. Admin Committee Action Items (Luke Tolley).....	5 min (5:40)	Oral Report	-

Open Forum

5. Updates/Announcements	10 min (5:45)	Oral Reports	15
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Agenda

6. City Council Update (CP Wilkerson)	10 min (5:55)	Oral Report	-
7. ONS Update (Erin Hut).....	10 min (6:05)	Oral Report	-
8. Admin Committee Update (Luke Tolley)	10 min (6:15)	Oral Report	16
9. Budget Committee Update (Gail Cropper).....	10 min (6:25)	Oral Report	17
10. Building Stronger Neighborhoods Update (Tina Luerssen)	10 min (6:35)	Oral Report	-
11. Communications Committee Update (Krista Anderson).....	10 min (6:45)	Oral Report	-
12. CA/CD Committee Update (Andy Hoye).....	10 min (6:55)	Oral Report	-
13. Land Use Committee Update (Bill Heaton).....	10 min (7:05)	Oral Report	18
14. Liaison Committee Updates (Paul Kropp)	10 min (7:15)	Vote	20
15. Neighborhood Safety Committee Updates (Tyler Tamoush)	10 min (7:25)	Oral Report	-
16. PeTT Committee Updates (Carol Tomsic).....	10 min (7:35)	Oral Report	-
17. Actionable Items Review	5 min (7:45)	Report	-

Other Written Reports

Committee Reports, Agendas, Minutes, etc.

- Administrative Committee22
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- Communications Committee
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- Pedestrian, Traffic, and Transportation Committee (PeTT).....31

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

- Citizens Transportation Advisory Board (CTAB) Liaison Report
- Community Housing and Human Services (CHHS) Liaison Report.....
- Design Review Board Liaison Report
- Plan Commission Liaison Report.....33
- Urban Forestry-Citizen Advisory Committee Representative Report
- Housing Action Subcommittee Liaison Report34
- 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:

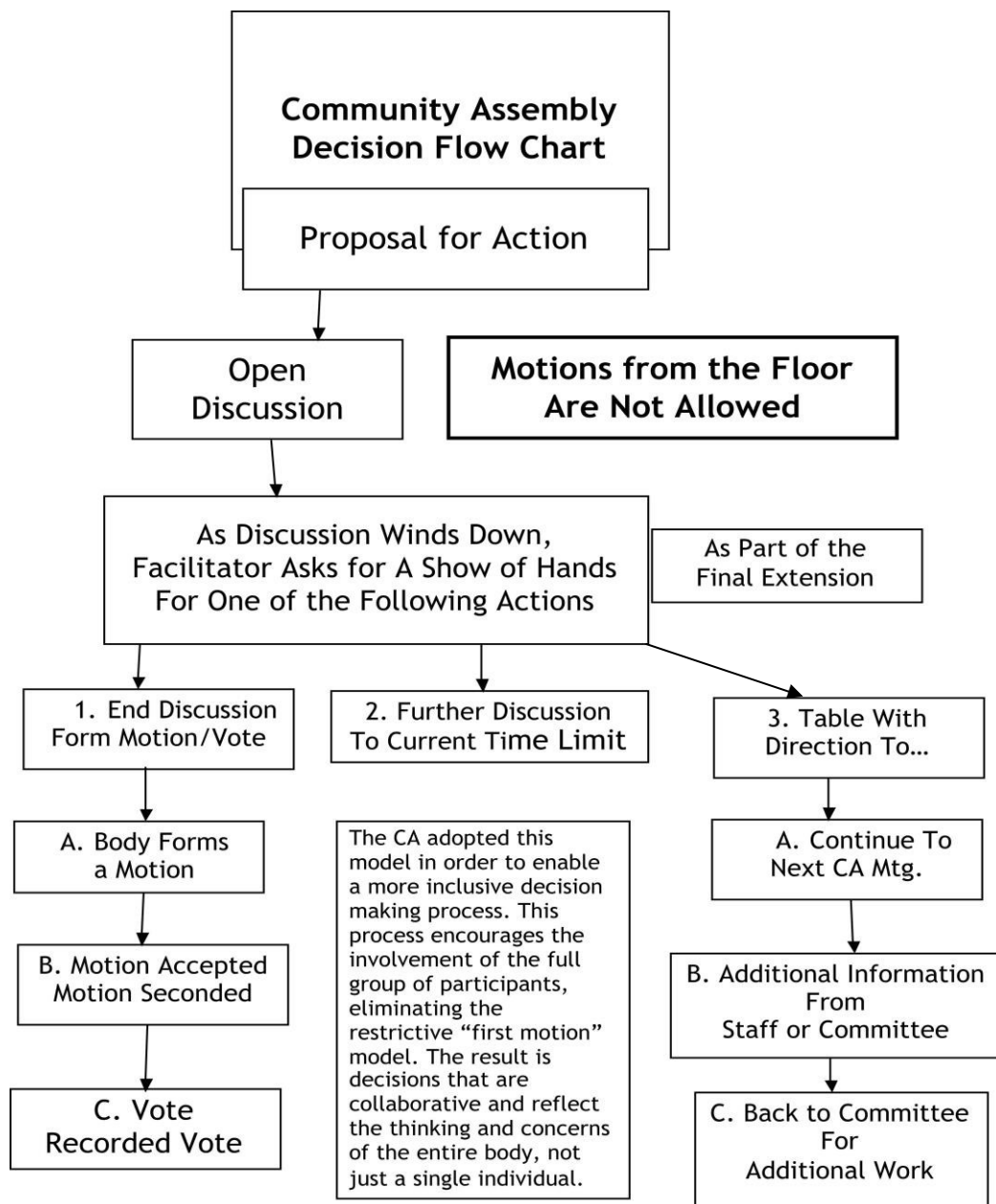
The Community Assembly fulfils its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to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

Prepared by: Office of Neighborhood Services

November 7, 2024, in-person at The Hive

Meeting called to order at 5:31 p.m. by Kelly Cruz

Present: Fran Papenleur-Audubon-Downriver, Luke Tolley-Bemiss, Krista Anderson-Chief Garry Park, Pam Schermerhorn-Cliff-Cannon, Sandy Wicht-Comstock, Patti Marland-Stevens-Emerson-Garfield, Tina Luerssen-Grandview-Thorpe, Laura Johnson-Hillyard, Carol Tomsic-Lincoln Heights, Mary Winkes-Manito/Cannon Hill, Tyler Tamoush-Minnehaha, Dan Knechtel-North Indian Trail, Gail Cropper-Northwest, Kathy Tham-Peaceful Valley, Pia Hallenberg -Riverside, Bill Doley-Rockwood, Jael Stebbins-Shiloh Hills, Andy Hoye- Southgate, Randy McGlenn-West Central, Kathy Hagey-West Hills, and Charles Hansen-Whitman.

Not Present: Balboa/South Indian Trail, Browne's Addition, East Central, Five Mile Prairie, Latah-Hangman, Logan, Nevada Heights, and North Hill.

City Staff Present: Pollyanne Birge, [Office of Neighborhood Services (ONS)], Dawn Kinder [Neighborhood Housing and Human Services (NHHS)], Erin Hut (Communications), City Council President Betsy Wilkerson, Giacobbe Byrd (City Council), and Spencer Gardner (City Planning Department).

Guests: Leslie Hope (CA liaison to CHHS Board and Grandview-Thorpe Alt. Rep.) Paul Kropp (Liaison Committee), Kris Neely (Southgate Alt. Rep. and Urban Forestry Committee), Kelly Cruz (Admin Committee), Sue Anderson (West Hills), and Sean Terjeson (Comms Committee).

ADMINISTRATIVE AGENDA ITEMS:

1. Introductions

2. Approve Agenda: Tyler Tamoush moved, Andy Hoye seconded. Motion passes. 22-approve, 0-abstain, 0-deny.

3. Approve Minutes: Andy Hoye moved, Dan Knechtel seconded. Motion passes. 22-approve, 0-abstain, 0-deny.

3.A. Approve Recording of Meeting for Minutes:

Mary Winkes: move to discuss. Never her understanding that once the meetings are recorded they would be permanent and "on the web" and thought it was for minute taking only. What they are voting for. Doesn't go away.

Randy McGlenn: They are not being published on the web, but they are part of public record, but can't just go onto the web to find those.

Mary: If someone asks for the record, to make sure it is clear, once this is approved, there is no delete button.

Randy: Any concern with that?

Krista Anderson: When start and when end?

Randy: Start when we approve and end when the meeting ends.

Motion to approve recording of meeting for minutes: Tina Luerssen, motion to approve, Andy Hoye seconded. Motion passes. 17-approve, XX-abstain, 3-deny.

4. Admin Committee Action Items

One item: Letter to Mayor's office and Council President. Position on climate sustainability board. Letter has been received and item will be on the next Public Infrastructure Environment and Sustainability (PIES) meeting agenda.

OPEN FORUM:

5. Reports/Updates/Announcements

- Tyler: Pg. 36: There will be a Safety Committee Panel on Wednesday, Jan. 29. A flyer will be sent out to all CA Representatives and Chairs. ONS will have printed copies to share at neighborhood council meetings. Scan the QR Code to register on Event Bright, seats are limited. Registration will be open to Neighborhood Councils and CA before it is made public for others to register.
- Kris Neely: Urban Forestry met yesterday. Most of the meeting consisted of what is currently going on with Urban Forestry, planting as fast as can before weather—hopefully 1,000 trees can be planted before snow falls. 4 contracts going to finance committee:
 - In September of 2023 Urban Forestry received a \$6 million grant to remove old and plant new trees with a focus on disadvantaged areas.
 - Questions:
 - Krista Anderson: If someone has a damaged tree—who do they contact? Urban Forestry
 - Pia Hallenberg: is Riverside one of those areas? Significant number 27 of the 29, have been eligible. Urban Forestry has complete list.
 - Estimated timeline? The next five years. \$1.2 million per year.
- Paul Kropp:
 - It is my pleasure to introduce Fernando Diaz who was confirmed as a Design Review Board (DRB) Committee member.
- Bill Doley: Expressed concerns about requirements about parking with the recent legislation with no parking mandates. Around 18th and Grand, already hard time to get down hills, weather is coming.

AGENDA ITEMS:

6. City Council Update (Council President (CP) Betsy Wilkerson)

- CP Wilkerson: Thank you for inviting me back! I feel the need to say that the election had folks feeling all kinds of ways and I want to remind others and myself, that we all love America, we all want opportunity, we all want to thrive, and for our families to be safe—that should be our North Star. All politics is local—impact your life on a daily basis and hopefully make our lives safer. Thank you for your volunteering, it is essential for our city.
- We are headed to the Homeless roundtable after this meeting and reminder that it is culminating into the Town Hall meeting on Tuesday, Dec. 10, at 5:30 p.m. at Central Library. Policy team looking at impact, change ordinances to make it better. Conclusion of all three roundtables thus far.
- Thank you for passing the sales tax. The city is committed to and you all are expecting us to deliver on better safety, community policing Neighborhood Resource Officers (NROs), fire trucks/equipment, office of ombuds, part of systems that need to be strong.
- Last week, Council Retreat about Council Rules, how to get potentially moving Council meetings to Tuesday nights. Reason was really because of three-day weekends and canceled meeting due to holidays, etc. Hard some Mondays hit the ground running. More time for engagement.

- Budget, even with the sales tax, still struggling with the budget, Mayor’s proposal looks good. Council is thinking of adding--Code Enforcement, Fire overtime, Neighborhood Services and CA, and making sure we are not decreasing the funds to NCs--\$850. What will that look like. Kate Fairborne new budget Director --427 pages! (Thank you Tyler!) Revenue generating, enterprise funds, most are self-sustaining, other areas directly affect you. Budget hearings throughout the month—tell us what you think. Email us, we really want to hear from you. Council working on delivering balanced budget—a goal is no layoffs, important to us as well. Big challenges, but opportunities ahead. Tax passed, but we won’t hit the budget until April.
- Tyler: C.O.P.S. talk about funding? Council President: Those funds will go out for Request for Proposal (RFP). Allow C.O.P.S as well as others who are interested in providing service.
- Tyler:—Tuesdays are out for Bingle—Tuesdays child care issues. Council President: Hard conversation—All other councilors have childcare considerations. We are hoping with advance notice folks can accommodate their schedules, but we can’t run a whole city around one person. We have been trying really hard to accommodate that. STA, Airport, etc. More to come on that.
- Andy: Engagement grants? Are they on the chopping blocks? Council President: No! Making sure the Community Engagement Grant (CEG) fund is being added—and included in the budget.

7. ONS Update (Dawn Kinder and Erin Hut)

- ONS Update: Dawn: kudos, to Amber and Building Stronger Neighborhoods (BSN) for pulling together a great Summit this weekend, it was awesome! There were 83 people this year and I’ve heard they have already toured new location for next year, so hopefully we could accommodate our wait list. Spokane Neighborhood Leadership Academy (SNLA) registration is open, so get those applications in.
- Mayor’s budget funding for CEG and SNLA included for 2025/2026 those are in the budget that was submitted.
- Preface by saying I don’t have all the answers tonight—staff will be here next month to explain more, but we are bringing back the Community Development Block Grant (CDBG) program. \$400,000 allocation. There will be some changes to be compliant with United States Department of Housing and Urban Development (HUD). Conversation about what the roles will look like—right now reviewing the insurance and 501c3 status is getting squared away. Reminder, we are coming back in December with more details. We are doing two RFPs—a stand-alone RFP for Neighborhoods separately, so not to get confused with the more general one.
- Luke Tolley: You mentioned “like it was before” the last iteration of the program? Yes, very close to the Neighborhood Development program, the 2018 iteration. Big changed CHHS RFP committee will have to evaluate the applications and make sure competitive and non-conflictual. Follow very closely. Note that the eligible neighborhoods list has changed—will have that list in December. Seen neighborhoods some have come off, some have gone on.
- Carol Tomsic: Thank you.
- Fran Papenleu: Years ago—considered by block group LNI—now by neighborhood? No—still by census tracks.
- Andy Hoyer: Southgate is not low income, in 2016 we had a line item to buy stove for senior center, will that kind of thing still go on? Dawn: The challenge with these funds is that they have to be in very competitive RFPs and these will be shovel-ready projects. If you watched the Halloween study session, challenges in the past, pulling down our “CDBG timeliness”. Every May they see how much of the money is sitting in the bank—if it’s too much, they then lower the

award. In the past a lot of the projects were a long time to get off the ground, so get in trouble for timeliness. Now these have to be shovel ready because of the timeline.

- Andy: What is the 1.5 percent time. Dawn: In May, we cannot have \$1.5 million annual allocation sitting in the bank. With covid had waivers, now those waivers are gone but our capital spending hasn't caught up. We have some funding to spend in a timely manner.
- Patti Marland-Stevens: What acronym is CDBG? Dawn: Community Development Block Grant.
- Kelly: Still can see neighborhood through zip code and who is reporting income to HUD. Helps the city, helps your neighborhood especially since we have quite a few rentals like everyone else. Suggest to get as many peoples to report and engaged.
- Dawn: News that ONS will move up to the Mayor's office Communications Team. Erin Hut, Director of Communications will be the interim Director. Super excited, pipeline for marketing and support. In Jan. 2025 ONS Director to be hired.
- Move to extend discussion by 5 minutes, first extension. Fran motioned; Tina seconded. Motion passes: 21-approve, 0-abstain, 1-deny.
- Luke: Make sure people caught it—ONS moving to the 7th floor. Excited since I've worked with neighborhoods that are small or inactive, that this has opportunity for communication to get them reactivated.
- Fran: Erin please intro and vision for ONS.
- Erin:—still planning getting familiarized with all that the Office of Neighborhood Services do, we Mayor heard from neighborhoods want to have better connections. At City Hall—improve our communication channels across the board and more access for community led initiatives.
- Tina: in the interim—who will be leading ONS in the interim? Erin: Dawn until end of December and then Erin and then we are bumping up hiring process for an ONS Director to early 2025. Dept Communications to be the direct.
- Tina: Make a request to please let us be involved with ONS director decision. Dawn: Yes!

8. City Transportation Initiatives Update (Spencer Gardner)

- Spencer: presented slides on the project "27 by 2027".
- Resolution adopted by council on Monday night. Overview of the initiatives to build bike facilities, by targeting the bike network. It's about meeting mobility needs, all nodes. One particular challenge is that the City is doing a great job of building bike facilities opportunistically. When future road project, making sure we are building those facilities when we do—but those aren't decided and developed in a linear fashion. That means they are sometimes not very well connected. Might be a bike lane by my home, but may not be able to connect easily with other parts of the bike facilities infrastructures. Comfort means a lot—folks won't bike or walk if don't feel comfortable to cross the street, etc. Planning asked if there was a way to deliver in a more cost effective way—adaptive designs" idea is get out there starting with more adaptive projects, then over time can observe and if work, put permanent infrastructure in there and worth talking about as a strategy.
- Goal: 27 miles connected, comfortable bike lanes by 2027. Using adaptive design, and building on infrastructure already in place (for ex. Planned Traffic Calming project) could accomplish this with little funding.
- No planning on changing what is already in the pipeline, traffic calming, existing projects, etc. Not proposing taking anything away, but leveraging what already exists. No specific proposal, we know about potential grants, wheel share revenues, others we haven't yet considered. Get the network needs and then figure out final budget, roughly looking at \$6 million.

- Pia: As you do planning, access to grocery stores. Spencer: We looked at schools and parks, but not groceries, not yet prioritized.
- Krista: Useful routes, but some neighborhoods not recognized, continuing after 2027? Spencer: Yes! Complete these 27 miles, then immediately pivot to where to expand? Bike network that can tie into it, of course we would want those to be connected. Excited to figure out what miles 28, 29 and 30 look like? Recognize on map that are not as well served as soon as we hit the target.
- Andy: What is the “Bicycle Boulevard”. Spencer: Familiar with [Cincinnati Green Way](#)—or [Portland’s Bike Boulevard](#). Idea is similar—low traffic street residential streets with the necessary connections to provide mileage of bikeways that don’t need interventions at all since it will already have low traffic. Perhaps island and safety measures at the arterials, etc. Majority of what we are looking to do.
- Charles Hanson: Worked on traffic calming, Illinois—down the river, down a very steep hill. Remember, it’s got to be geographic right. Spencer: It will be a challenge, but I think we have a spot from the Illinois greenway to get down the hill, but still deciding locations.
- Tyler: What is wheel share revenue. Spencer: Things like the Lime scooters—they pay an annual franchise fee every year—can be used for improvements.
- Tyler: How bike lanes be affected by snow plows? Spencer: Since we are leveraging existing routes, those routes will get to all-city plow. Prioritizing some of these routes in the future.
- Bill: How do you take a residential street take away parking? Spencer: No—no infrastructure, no bike lanes. Crossing of arterials, safe way to get across—no impact to parking, leaving street as is—perhaps include signage and way fairing.
- Kathy Hagey: West Hills Finch Arboretum—no stop signs on the fish lake trail—please completed, just need some final lines painted. Spencer: I’ll follow up, that seems like a pretty easy way to add to the network.
- Paul: Comment/observation. What about the term neighborhood greenways? Some opportunities outside of the city, I’d like to highlight on the south hill—62 avenue—wonderful greenway. This gets me to my questions, which is there somewhere origin/destination scheme? More than just an opportunity of particular streets? Spencer: Didn’t study traffic patterns, but did look at schools and parks and figured out how to stitch 27 miles.
- Mary: When Jon Snyder comes on as head of Transportation--moves to his purview? Spencer: Working with Marlene in Public Works—staff side a lot of support from different departments, but Jon Snyder would be for leading the charge.
- Marlene Feist: Jon Snyder will be here the first part of next year. February?
- Randy: 27 by 2027 plan—written and approved?
- Spencer: Written loosely—need to adapt to certain circumstances, so we still have some flexibility. Overall vision supported by Council.
- Randy: Suggest the Transportation committee to focus to plug the neighbors and committee. Set up dialogued? Pedestrian, Transportation, and Traffic (PeTT) committee to take it on, that could be a great opportunity to do that.
- Laura: Dedicated byway. Centennial trail—safety? A lot of bike riders don’t stop for pedestrians. Bike riders going fast—accountability? Spencer: Education is a good one—treating folks walking with respect they deserve. This is focused on streets, not trails.
- Tyler: Safety committee is talking about—press release to education on how bicycles and drivers are behaving on the road. Chief Hall and Law enforcement to work alongside them.
- Fran: Pleased to see Belt Street included, as that was part of ADNC and NW's Shadle Action Plan created in 2019. Thank you! As protected lanes, working with STA on connections? Spencer:

Yes—did not look at bus stops but checked against, and we do come close to bus stops. We have shared with STA and working with them. I know you're close to the West Quadrant TIF—some design work that may be appropriate for the funding, trying to take opportunities to leverage. Fran is on NPAC and can speak to the West Quadrant Tax Increment Financing (TIF).

- Carol: As a walker, I also appreciate the wayfinding signs, etc.

Move to extend discussion by 5 minutes, first extension. Randy motioned; Dan second. Motion passes. 22-approve, 0-abstain, 0-deny. Move to extend discussion by 5 minutes, second extension. Fran motioned; Andy second. Motion passes. 22-approve, 0-abstain, 0-deny.

9. CHHS Report Leslie Hope

- Leslie Hope: CHHS Board report presentation slides.
- News and Opportunity: New CA liaison is needed to CHHS Board: a great opportunity to understand how City works. I want to note that previous admin—no CDBG, Andy and Fran persisted and get the city to reconsider—new admin approved, so this was a good example of community advocacy.
- Paul: Liaison Committee the transition isn't going to happen until January, but we should start recruiting, start pitching to people, that this one is open too. Thank you, Leslie.
- Leslie: You guys have a lot of power—and you can use it. I understand sometimes things don't go the way you thought but let me tell you: this admin listens!
- Move to extend discussion by 5 minutes, first extension. Dan motioned; Ken seconded. Motion passes. 22-approve, 1- abstain, 0-deny.
- Ken: Reginal Homeless Board and who on that board? Leslie: Started about 19 months ago—started by businesspeople, including Larry Stone—get together and take all of our homeless efforts and come together and group our money—go a lot further? Spokane Valley, City and County—each one has a whole admin staff, each have to have consolidated plan, lots of admin stuff and work together so not competing for resources. Work collaboratively, really would be better.
- Ken: so, reps from all community?
- Leslie: Mayors from Cheney, Spokane, Spokane Valley, Dawn and George Dahl, that do these CHHS type of work. Common RFPs for each municipality it will look like the one in the county, etc. Go slow, because these are “other duties as assigned.” Really doing the best they can. Dawn Kinder and George sketched out where some of the funds are going—even call different things, different strings attached--sounds like its easy—don't have tons of people to do it. Eventually I see having a County wide board that does homeless services—but long way to go. In the meantime make sure people are off the street for winter. The City is doing the lions' share for the County, etc.—not particular fair to Mayor Brown who is on the hook to do everything.
- Move to extend discussion by 5 minutes, first extension. Fran motioned; Ken seconded. Motion passes. 22-approve, 0- abstain, 0-deny.
- Kathy: Served as a reader of the RFP—Karen is exceptional. Outstanding. New guy names James Randall, and Dave Edwards from Affordable Housing committee are also good.
- Fran: Kudos to Leslie; position is tremendous amount of work. Filing spot—if anyone is interested in reviewing grants, allocating money—found it invigorating review grants and it's an incredible opportunity. Leslie: Helps if you tell your liaison what you need from them. Think about that.
- Fran: Andy has the credit for birddogging CDBG to keep it on the radar, now is our opportunity can join work with CHHS to provide education to access the money.

- Andy: Just for clarification: CHHS Board is volunteers, CHHS is also the department. If the CHHS Board recommends, the City Council—tend to rubber stamp.
- Laura: What kind of hours? How many does a person have to put in?
- Leslie: Five hours a month, but realistic, probably took 20 hours to get through RFPs, go through cycle in 10 hours.

10. Neighborhoods Workgroup (Fran Papenleur, Tina Luerssen, Tyler Tamoush)

- Fran: reported the CC/Neighborhood Workgroup met on October 30 with Council Members Klitzke, Cathcart and Dillon. Shared the CA decorum, follow up on CA role on the Transportation Commission and resolution sent on sustainability. Talked about how City Council will receive the CA resolutions and there have been some inconsistencies. Promise next year look at code— to get some consistency going.
- Fran: C.O.P.S. Neighborhood Councils can submit their own letters of support. CA entertain a resolution to move forward to also send a letter in support of C.O.P.S.? Budget: SNLA, CE grant ONS staffing, Erin came to the meeting. Council members talk about City Council process, updates. Changes with admin committee and some standing committees, Chris Wright to help, about the resolution process.
- Tyler: C.O.P.S. is on chopping block—fill the chambers on Monday, Nov. 18. If you are interested in speaking on that, that’s when the public comment will show up in support. Like to see him to have more year to see what they will do.
- Tina: Nothing to add—the NROs have been promised to come out of the new sales tax—either the C.O.P.S. program or another?
- Fran: Meet again in December.

11. Meeting Decorum P&P (Paul Kropp)

- Paul: Decorum Rules and procedures last time. Discuss and considers them to put them into our procedures.
- Tina: Thanks, good policy, good expectations. Should be common sense, but not always.
- Fran: Thank you to Paul, Randy and Dan. You put some time into this.
- Andy: Great job, thank you. What’s sad is no one has the ability to say “Sir—you need to leave the meeting!” you’re in violation of this.
- Paul: Customary in Western world of parliamentary that has a set of rules, actually has the right a dismiss a member who is acting up let’s just “put it that way”. We are thinking of putting it back.
- Tyler: Where do neighborhood council chairs fit in? Should chairs be representative?
- Randy: Chairs are copied on letter of reprimand, that is the mechanism for accountability.
- Carol: The last council, their Chair never knew.
- Tina motioned to accept the Decorum Rules and put them into the Policy and Procedure documents; Andy seconded. Motion passes: 22-approve, 0- abstain, 0-deny.

12. Remaining CE Grant Funds (Gail Cropper)

- Gail: When we last met, go back Oct.
- Item dollars: Working on where we last met—\$9,167.05. Tuesday, Nov. 5, email from Gabby \$9,222.55. Along with email—end of year expenditures. (See details of expenditures.)

- With those extra \$50, propose label maker and tags to help with organizing inventory of equipment.
- Tina: I have detailed info for next year Neighborhood Summit, each year Amber begs and pleads with potential sponsors, this year from ICCU and SCCU. That makes our venues limited to free, like at the Fire Training center, grateful to have it, but the lighting is terrible. Proposal to encumber these funds this year so can be funded for next year. Toured the NEW Tech Skills Center location. The funding request is based on NEW ESD. New Tech skills center, significantly less expensive. We will want to put the big things/contracts in place before 2025. Like a venue for, up to 120 people and to feed those people. Purchase more notepads, flash drives, etc. In the past we were just relying on donations, it would be great to invest in this important conference.
- Andy: Label making machine—we are all in favor.
- Pia: Possible to use the NE community center for free. Break out rooms, bathrooms, etc.
- Motion to approve: Tina move to approve as presented, including the label maker; Ken seconded. Motion passes. 22-approve, 0- abstain, 0-deny.
- Andy: Do we need to decide the location? Tina: We can decide later, the Summit is Saturday, Oct 25, 2025.
- Roll Call Vote: Motion passes. 21-approve, 1-abstain, 0-deny.
- Gail Cropper: Membership for budget: Meeting again Monday, Nov. 25: letting folks now interested in joining the budget committee: Laura and Andy will remain on the committee, but we need some other folks to serve.

13. Admin Committee Elections (Randy McGlenn)

- Randy: Admin elections five remain on the Admin committee. Bill Doley, Sandy Wicht, Tina Luerssen, Luke Tolley, Lorna Walsh. Decide to remain the five people listed here. Move to extend discussion by 5 minutes, first extension. Randy motioned; Ken seconded. Motion passes. 22-approve, 0- abstain, 0-deny.
- Congratulations!
- Term starts at next meeting on Tuesday, Nov. 26, at 4 p.m.
- Andy: Thank you outgoing committee members.
- Fran: Randy has brought a level of professionalism and leadership, which improved our meetings immensely, written all the resolutions. Not to mention introducing us to the OWL camera!

14. CA Committee Updates (Committee Chairs)

- Gail/Budget: Budget Committee needs a Chair and Secretary.
- Tina/Building Stronger Neighborhoods (BSN): Good Neighborhood awards need to be submitted by Friday, Nov. 15. Go to [ONS website](#)—on the banner as well. Only nine (about 1/3) of neighborhoods submitted thus far. Couple of the organizations in there as well.
- Fran: In the past there were PDF in a packet that were sent out.
- Tina: Final call for nominations have been communicated and a reminder went out on Monday.
- Tina: The Summit was great, 27 NCs represented. Survey respondents agreed/strongly agreed it was a good use of time. Thanks to ONS staff! Amber!!
- Question: Access to the slides of the summit? Tina: Yes—they are on the flash drive in your bag! They will also be posted on the ONS website eventually.
- Laura: Just wanted to comment that the food—we might need more options. Rice was a big component, and diabetic folks can't have rice.

- Paul/Liaison: One application for Citizen Advisory, second submission. Housing action subcommittee, left over from prior's City Council's, vacant and supported by City Council resolution. Current admin trying to figure it going to keep it or not. Another one of course is the CHHS board—you heard the pitch tonight. Now it might take some time to get oriented, but after the liaison committee meeting next Tuesday, quickly as we can put up the materials and will establish a deadline, not officially open until the first of January. Did tell the committee I was going to defer my step down as chair, because I wanted to get these vacancies settled, so to be determined. Questions?
- Paul/Policy and Procedures: The City attorney's opinion about dismissals was "your membership doesn't count" for us. What is always possible is for a meeting to be able to control itself. That is what we will try to put back in there as soon as we can.
- Tyler/Safety: The reason is why I'm not taking the Transportation role is because I will be a member of the Plan Commission—filling the vacant spot. City Council voted on it, I passed through. Yes, it is a voting position. "I am everybody's voice on there."
- Randy: This is the forum to bring up questions around our questions about parking. Bill: Every month someone brings it up. Randy: I would hate to not have an opportunity to bring something up around neighborhood concerns. Let's take this up with the Pedestrian, Traffic and Transportation (PeTT) committee and ask the City questions about it. Really think we need to be more engaged and active, especially if multiple neighborhoods are impacted.
- Andy: A lot of people are upset by the recent parking legislation and as you may recall, I brought it up with City Council Dillion a couple meetings ago—I do *not* think we should let this conversation die.
- Tyler: Was the vote unanimous? No—two council members voted no.
- Mary: May be good to go back to neighborhoods and see because Land Use is working on something similar as well and it hasn't moved very far yet. Bill was going to Cathcart because he was one of the ones who voted no. Parking specifically, emergency on 17th, can't get out when there is an emergency. I think we need a long list we can present.
- Fran: The North Hill folks aren't present tonight, but I know there is a lot of people who have this same issue.
- Luke: I think since it is a complicated issue, might make more sense for Land Use and PeTT get together to discuss.
- Sandy: Snow plows can't get past some of the streets on the South Hill.
- Randy: Can CA task PeTT to investigate the issues and appropriate departments to discuss.
- Carol: We will try for Dec, but it agenda might be based on schedule.
- Mary: If NCs want to meet at schools, some updates: the insurance is now waived and you can apply use the reservation system and apply by which neighborhood council you're with. When it says to go to "pay" part, you click "mail my bill" and you can confirm that way and they waive that reservation fee. But it's done so now we can go back to schools.
- Ken: Talks about C.O.P.S. programs, etc.
- Fran: I want to make a motion to have the outgoing Admin person draft a resolution in support of the C.O.P.S. program. Randy: I can draft it. Ken: someone should show up the night of the 18th. They have to keep that record with that letter.
- Tina: Going to abstain from a vote since I don't know what my neighborhood thinks and we don't have a C.O.P.S. shop providing any services to us.
- Suggestion to come back in December, but won't that be too late? Would it be more impactful to have it that same night?

- Randy: I can present it to Admin committee who has the ability to emergency vote or can email all of the CA reps for an email type vote to make sure it's done timely.
- Luke: As much as I'm a supporter of C.O.P.S., it seems like pre Covid had more services offered. The CA is always being accused of not getting both sides of anything, I would have a hard time to support this if I don't know what my neighbors would support this. Don't want us to rush into something. Appreciate for those neighborhoods that are impacted by the program and want to support those, but I think this body should be a bit hesitant.
- Fran: Audubon-Downriver NC has already sent a letter of support. CM Klitzke recently visited the Shadle COPS NW office and was very impressed. COPS facilities support the SPD for a place to take a break, write reports, etc.
- Pia: I've been trying to connect with C.O.P.S. shop for the last 6 years and have zero action with the shop downtown.
- Four members left the meeting. Luke: Do we still have a quorum? Ken: Yes.

Motion for Admin Committee (Randy) to write a resolution of support for C.O.P.S. program.
Amendment passes. 12-approve, 2-abstain, 4-deny.

14. Roundtable Discussion

15. Actionable Items Review

- Randy will write the resolution in support of C.O.P.S. for review.

Meeting adjourned at 8:01 p.m. Next meeting will be held Thursday, Dec. 5, at 5:30 p.m.

1ST ANNUAL
MINNEHAHA
NEIGHBORHOOD

Season's Greetings

FREE PROFESSIONAL
FAMILY PHOTO

FREE HOT CHOCOLATE
+ CANDY CANES

DONATIONS APPRECIATED TO SUPPORT
MINNEHAHA NEIGHBORHOOD COUNCIL

MINNEHAHA PARK
HISTORIC BUILDING
4001 E. EUCLID AVE.

DECEMBER 7, 2024
1-3PM

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SPECIAL THANKS TO THE SPOKANE PARKS FOUNDATION



Community Assembly Meetings Calendar

2025

Jan 2025						
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Feb 2025						
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Dec 2025						
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Key:

- Monthly Administrative Committee Meeting. CA Agenda Requests Due.
 - July & December: 5th Tuesday due to calendar
- Monthly Community Assembly Meeting: Liberty Park Library, 402.S. Pittsburg St.
 - July: 2nd Thursday due to holiday
- Monthly Community Assembly Meeting: Shadle Park Library, 2111 W. Wellesley Ave.
 - January: 2nd Thursday due to holiday

CA Budget Committee – 2024 Activities Summary

The Budget Committee meetings were held monthly from January 2024 – November 2024. We began meeting in-person and by hybrid methods at the West Central Community Center, but eventually agreed to switch to fully virtual via Zoom halfway through the 2024 year which was successful.

At the beginning of the year, we established roles within the committee. Gail Cropper (Chair), Andy Hoyer (Vice Chair), Tyler Tamoush (Secretary), Amy Marsh (Member), and Laura Johnson (Member). Each member was assigned 5-6 neighborhoods to be liaisons to for CE Grant training, application follow-up, or any other questions or concerns.

CE Grant training for neighborhood representatives was made mandatory to apply for the CE Grant. Originally, four trainings were held. Three in-person and one virtual. One more virtual make-up training was added to make sure we had increased participation. All neighborhoods participated in the training. Six neighborhoods did not apply for funding in 2024.

CA Budget Committee P&Ps were updated and unanimously approved.

Several items were purchased to update the CA inventory closet prior to the move from Northeast Community Center to the Nevawood C.O.P.S. location. The Community Assembly approved up to \$1000 dollars for this equipment of which \$995.35 was spent.

BSN requested \$500 dollars of excess funding for refreshments for the 2024 Neighborhood Summit and was approved by the Budget Committee.

By September it was determined that Gail will have been termed out as Chair and that Tyler and Amy will not be seeking to remain on the committee for 2025.

During the October meeting, it was determined that all excess funding left over (\$9,167.50) would be spent on more CA Inventory closet items, StrengthsFinder Training for neighborhoods, as well as fully funding the 2025 Neighborhood Summit which was later approved by the Community Assembly.

This document includes the Land Use Goals as stated in January 2024, and in italics/bold our progress on that. – Bill Heaton (2024 LUC Chair)

Spokane CA Land Use Committee Goals for 2024

I. Review, Present and Comment on final version of Comprehensive Plan Amendments of

2023/2024. Present to CA June 2024. ***We had presentations and discussions of the 6 Comprehensive Plan amendments for the year, with Kevin Freibott, and presented our own six-month update thereafter.***

II. Assess new single-and multi-family residences and associated businesses and recreation facilities, with respect to adequate supporting infrastructure as required by respective statutes.

Statutes include but are not limited to public works, aesthetics, and urban green spaces.

Present to CA through the Year. ***We sponsored a CA presentation for a memory garden in Spokane, as designed and promoted by Bob Scarfo, architect. Three updates with progress followed. Presentations and discussions included discussion of 2-acre rule as applied in 5-Mile; Current Parking rules and regs. and requirements (before August 2024); Presentation on Reimagine Spokane as led by Aaron Crandall.***

III. Develop partnership with Spokane City Planning Department to identify new developments, proposed changes or effectively variances to zoning. Present to CA through the year. ***I met with Spencer Gardner in early Spring to discuss avenues of redressing ordinances and revised Codes.***

IV. Grow partnership with all neighborhood councils. First, promoting new representation to Land Use committee. Secondly, encourage updating neighborhood action plans (NAP) in general and specifically land use. Finally, assist Councils with pertinent information from Land Use regarding respective Sub-Area Plans (SAP). Input from reps presented to CA through the year. ***Determination of which of the 29 neighborhood councils meeting monthly or quarterly including January need a Land Use Representative. Three new members were brought into the fold through this. Also, we hosted a Town Hall on Land Use and transportation. The Logan Neighborhood rep. gave a presentation of that neighborhood with proposed changes in demographics, marking and The City Line.***

V. Education for all regarding the basics of our documents, WA legislative bills, workings of city government, and progress with our work. Provide input from Planners and experts on these matters and how similar cities have successfully dealt with these matters before. As led, generate our own proposals for action on behalf of our city residents. Present to our members and all interested partners through the year. ***With each topic, research was conducted of providing our audience with pertinent Codes, Amendments, documents, ordinances, and city personnel, including Council members, Spencer Gardner and Greg Francis on history of Land Use and Ideas for progress.***

Other:

CA LU execs. were encouraged to use our mass transit and first-hand insight was gathered on this.

Executive Team met independently for development and visited different neighborhood councils to help public relations.

Executive Team is formulating opinion on issues related to Minimum Parking, C36405

**Community Assembly of Spokane Neighborhood Councils
Liaison Committee
Policies and Procedures 7-11-2024**

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.



Administrative Committee Meeting

Tuesday, 26 November 2024, 4:00-5:15pm
City Hall, Sister Cities Room and via Zoom

Present: Randy McGlenn, Chair (West Central); Luke Tolley, Vice Chair (Bemiss); Fran Papeleur, Secretary (Audubon-Downriver); Tina Luerssen, CA Admin (Grandview/Thorpe); Scot Webb, CA Admin (North Hill); Sandi Wicht (Comstock); Bill Doley (Rockwood).
Absent: Lorna Walsh (Riverside).

On Zoom: Guest Krista Anderson (Chief Garry Park), Communications Committee Chair.

City Staff Present: Dawn Kinder, NHHS Director; Gabby Ryan, ONS Staff Support.

Welcome

The CA Admin Chair Randy McGlenn opened the meeting; all present were introduced. October committee meeting minutes approved. Minor amendments to today's agenda approved (one deletion, two additions).

Officer Elections

The new slate of officers for CA Admin Committee is as follows:

Chair: Luke Tolley; Vice-Chair: Bill Doley; Secretary: Tina Luerssen. New at-large members are Sandi Wicht and Lorna Walsh. Scot Webb was thanked for his service on the committee this past year.

City Updates

- 1) The Office of Neighborhood Services (ONS) will be moved out of the current Neighborhoods, Housing, and Human Services (NHHS) division and into the Communications Division under Director Erin Hut in the Mayor's office after the first of the year. Gabby reported Mayor's office has been in 2-way communication with ONS staff about department needs and requests, and workers are measuring for cubicle reconfiguration to their new area on the 7th floor.
- 2) Dawn requested the CHHS presentation [by Heather Page] regarding the Community Development Block Grant (CDBG) program for neighborhood councils be moved from December CA meeting to January, as more information is coming from HUD. This will allow Heather to adequately prepare. Dawn noted that CA/CD Committee Chair Andy Hoye has been in contact with Heather.
- 3) Concern regarding CA Inventory, currently stored at the NevaWood COPS building (owners unknown). Fran noted that City Council has granted a 4-month extension to the COPS program, while an RFP is developed.
- 4) CC/Neighborhoods Workgroup – Fran and Tina concurred that it is unlikely that the Workgroup will be meeting in December, due to City Council's work on the Budget, and Christmas vacations. Topic for January to include discussion regarding 2025 Town Halls, CA/CC meetings, and/or quarterly public safety meetings. Fran will follow up with Giacobbe.

Continued Business

Krista Anderson, Chair of CA Communications Committee, joined meeting to discuss her committee's role in implementing the new Hybrid Meeting policy. Randy clarified they were tasked to examine and select an appropriately usable platform, e.g., Zoom, Teams, etc. and possibly assist with drafting How-To instructions.

New Business

- 1) 2025 CA Meeting Schedule and Location(s) – See Draft Calendar
Gabby reported that the HIVE is largely unavailable next year, due to library programming priorities. She is able to schedule almost all 2025 meetings at the Liberty Park Library, with the exception of January and March, which may be booked at Shadle Library.
- 2) Tina ran through 2025 dates for CA meetings, and Admin Committee Meetings. Some adjustments need to be made due to holidays. Most importantly, the January CA meeting to be moved from January 2 to January 9 (which, unfortunately, coincides with several NC meetings). The July 3 meeting will be moved to July 10. Also noted that October 2 falls on Yom Kippur. Tina will draft a color-coded calendar for the CA to review. City Council meetings will need to be added later (see item #4 above).
- 3) Extensive discussion around standing committee reports; noted that several committees are wrapping up and/or planning important work. The group decided to devote the December CA meeting to committee updates. *See bullet #2 below.*

December CA Agenda - DRAFT

- City Council Update – Council President Betsy Wilkerson
- Special Committees Updates: *All chairs will be asked to give brief updates on their respective committee's work, and will be allotted up to 10 minutes on the agenda. Luke will send out a memo regarding this request.*
- CA Liaison Report – none this month. Vote to approve CA appointment to the Park Department's Urban Forestry Citizen Advisory Committee to be included in Liaison Committee's time slot.
- *Note: Roundtable will be deferred and added back into the agenda next month.*

Future Agenda Items

- 1) January: CHHS presentation re: Community Development Block Grant (CDBG) program for neighborhood councils – Heather Page
- 2) Liaison Reports:
 - January - Park Board Development & Volunteer Committee Member - Lindsey Shaw
 - February - Plan Commission Liaison - Mary Winkes
- 3) Request from Planning Department (Tirrell Black, Maren Murphy) to provide program/project updates will be deferred to February. Luke will follow up with Tirrell.

Adjournment - Meeting adjourned 5:13 pm.

NOTE: Next Admin Committee meeting is scheduled one week earlier, to Tuesday, December 17, due to the holidays. Meeting time is 4:00 – 5:15 pm, location City Hall, Sister Cities Room.

CA Budget Committee Minutes

Date: Monday, November 25th, 2024

Location: Virtual via Zoom

Time: 7:00pm

Those in Attendance: Gail Cropper (Chair), Andy Hoye (Vice Chair),

Tyler Tamoush (Secretary), Amy Marsh (Member), Laura Johnson (Member), Gabby Ryan

(ONS), Jael Stebbins (Shiloh Hills), Jeff Braunschweig (Hillyard)

Meeting called to order at 7:03pm

Quorum? Yes

Welcome: Gail called meeting to order. Asked for approval of agenda.

Approval of agenda: Andy moved. Laura Second. Approved.

Approval of Meeting Minutes for October: Andy moved. Amy Second. Approved.

Old Business:

- Tyler will write Summary for the 2024 Budget Committee Activities
- Nominations for new Budget Committee 2025 are as follows...
 1. Andy Hoye (Chair)
 2. Laura Johnson (Co-Chair)
 3. Jael Stebbins (Secretary)
 4. Jeff Braunschweig (Member)
 5. Dan Brown (Member)
 6. Fran Papenleur (Possible member?)

- New committee will review dates and times of meetings for 2025 and new official committee will be announced at next CA meeting.
- **Andy motioned to not have a December meeting. Laura second. Approved.**

Gabby Ryan – ONS

- Remaining CE Grant funding went to BSN and the Neighborhood Summit 2025
- Discussed CA Budget Committee Goals for 2025 and new committee will establish these at January 2025 meeting. **Andy motioned this. Jael second. Approved.**
- The city may be changing the way funds are rolled out for CE Grant program. Gabby will have his information by January 30th.
- Motion to raise CE Grant food and beverage expense limit to \$300. **Gail motioned. Tyler second. Approved.**

Motion to adjourn by Gail. Tyler second. Approved. Adjourned at 8:00pm

Community Assembly Committee: Building Stronger Neighborhoods

Saturday, 11/16/24, 9am-10:30am, The Hive/Zoom.

1. Introductions:
 - a. Attendance: Dan Brown (North Hill), Charles Hansen (Whitman), Jael Stebbins (Shiloh Hills), Clay Elliot (Emerson-Garfield), Sandy Wicht (Comstock), Luke Tolley (Bemiss), Tina Luerssen (Grandview-Thorpe), Dave Lucas (Rockwood), Laura Johnson (Hillyard)
 - i. Amber Groe - City of Spokane, Office of Neighborhood Services
 - b. October Meeting Minutes: It was moved, seconded and approved to accept the October meeting minutes as written.
2. ONS Report (Amber Groe)
 - a. Spokane Neighborhood Summit Recap
 - i. Amber wanted to say, "Thank you!" It was a group effort. The committee thanks Amber and the ONS crew for all their wonderful work.
 - ii. Feedback was really positive. Amber distributed some of the specific feedback to reflect on.
 1. [2024 Summit – Full Event Survey Summary](#)
 2. [2024 Summit Full Event Survey, Key Takeaways](#)
 3. [BSN Committee- After Action Review Summary](#)
 - iii. After-Action Report to be done individually: What did we intend to happen? What actually happened? What should we sustain about what happened? What can we improve about what happened? Amber will bring back the aggregation of the submissions.
 - iv. Next Year, 10/25/25:
 1. We have funding for 2025's Neighborhood Summit.
 2. Amber and Tina are touring potential venues now: NewTech Skills Center, GU's Jensen Building. They don't think NECC would work because of the way rooms are set up. Other suggestions: The Lair at SCC and Mukogawa. Laura has a connection at SCC, they want to reach out into the community more. Please send Amber any other ideas you might have
 - v. Amber's Additional Questions:
 1. Have the keynotes been fulfilling? Yes! Loved the two ladies this year.
 2. Would we like to pay someone to speak? We don't think it's needed.
 3. Amber showed the committee the new Neighborhood Services table runner. She asked if we thought we should limit the number of individuals from a neighborhood or what if we took a cue from Orlando and encourage attendance by offering table runners to any neighborhood who brings 4 or more. Feedback was that a specific number of people may not be fair and many neighborhoods might not use the table runner.
3. CA Communications Committee Update (Sandy & Laura)
 - a. Next week they will finalize their mission statement and then they want to update the event communications section of the BSN toolkit online. They're going to review it one section at a time, together and bring in subject matter experts as needed. Event How-To is the biggest section and PollyAnne Birge is the subject matter expert. Next month will be social media with Pia Hallenberg from Riverside and Organizations of Northeast Spokane.
 - i. Fran - wasn't the communications committee going to be in charge of implementing the hybrid meeting. Laura explained that there was a leadership challenge that required them to reset and the P&P committee likely has moved it forward. Luke suggested Admin will need to take this up and figure out what to do with it?

- b. New leadership: Krista from CGP is chair, Laura is Vice, and Sandy is Secretary.
- 4. Dec 14th. Neighborhoods Celebration at The Hive (Tina)
 - a. Review Nominations:
 - i. 18 Neighborhoods submitted nominees. Total nominations: 50 submitted.
 - ii. Four Neighborhoods had more than 3 nominations
 - 1. North Hill: Garland Theater Group, Mike/Sandy Household, Dan Brown
 - 2. Hillyard: Greens Fresh Market, Bobby/Sandra, Laura/Jeff,
 - 3. Bemiss: The Rapps, NECC, Luke
 - 4. Minnehaha: Tyler, Kern Family, Mallory Paint Store, Tom Bender, Ralene Ganette. See motion below.
 - iii. What if for businesses/orgs that win, we take them the awards. We decided to make that an option.
 - iv. It was moved and seconded that we stick to our established rules and push neighborhood Good Neighborhood Award nominations with more than 3 back to their neighborhoods to narrow it down. The motion was amended to send the nomination back to the nominator. The motion passed.
 - 1. Tina will email Tyler to narrow down his
 - v. By Awards:
 - 1. Good Neighbor - tabled for lack of time.
 - 2. Spirit of the CA - tabled for lack of time.
 - 3. Janette Harris
 - a. Finalists: EJ Iannelli, Dan Brown, Luke Tolley, Mike & Mary Ann Rapp, Luc Jasmine, Cliff Winger,
 - 4. Lifetime Achievement
 - a. Finalists:
 - i. Charles Hansen
 - ii. Mike & Mary Ann Rapp
 - b. Also nominated: Paul Kropp, Andy Hoyer, Dave Lucas
 - vi. Tina and Amber will follow up with a web ballot to decide the Janette Harris and Lifetime Achievement Award winners by vote of the BSN committee.
 - b. Next Year:
 - i. Separate category for organizations/businesses.
 - c. Day-of-Logistics - Tina and Sandy will distribute this via email
- 5. Spring Learning Series Conversation (Tina)
 - a. Dan in Feb for Parliamentary Procedures
 - b. March Toastmasters
 - c. April CA CE Equipment training
- 6. Neighborhood Updates & Topics for November Meeting (1/18/25)
 - a. Jan meeting we need to do elections.
 - b. Jael suggested we work on how we can provide support for neighborhood folks that are getting, "beat up." We need to promote de-escalation, welcoming and conflict resolution.
- 7. Meeting closed 10:39 AM

Next BSN Meeting – No regular meeting in Dec, Good Neighborhood Award Celebration
Location - The Hive

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.

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

Committee Vice-Chair: Dave Lucas, Rockwood.

Committee Secretary: Luke Tolley, Bemiss.

Draft Notes - CA Liaison Committee Meeting 11-12-2024 – S Hill Library – Not Virtual

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

We approved the minutes for October 8. We noted text changes to the Transportation Commission ordinance by the CC. We decided to extend indefinitely the application deadline for the TC liaison position.

We interviewed Kathryn Alexander for the vacant position on the Urban Forestry CAC – her work with “Soil Smart / Soil Wise” and previous experience in the CA left us with a favorable impression and we unanimously agreed to forward her application to the entire CA for approval.

Kathryn reviewed the work of the CC Housing Action Subcommittee – they are still struggling with structure, by-laws and mission. Nicolette Ocheltree, CC staff is heading this group. They want control over 1590 money which still falls to the CHHS Department. Kathryn is a member of the Climate and Sustainability Board, which will assist the City in preparation of the 2026 Comprehensive Plan.

We agreed to review the status of the liaison reports in CA packets and attendance at the next meeting.

We discussed the fact that Leslie Hope is resigning as the CA liaison to the CHHS Board – thus the CA will need to nominate a replacement – we will ask the Admin Committee for 15 minutes at the next Admin Committee meeting to emphasize recruitment for open position. The committee may consider a pause in seeking other liaison positions until the current open positions are filled. We asked Annie to update the CA web page with the new application materials for vacant slots.

Paul will contact Lindsay Shaw for a new meeting time for our annual “check-in.” We reviewed the 2024 and a partial 2025 calendar for the Liaison presentations to the CA and also check-ins. January CA reports will be Lindsey Shaw (Parks DVC) and February, Mary Winkes (PC).

Submitted by Andy Hoye
Edited by Paul Kropp

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Liaison Committee Recommendation

OPEN POSITION – Urban Forestry Citizen Advisory Committee (UF-CAC)

For the Consideration of the Community Assembly:

The Liaison Committee has selected Kathryn Alexander of the Bemiss Neighborhood Council for nomination to the Community Assembly’s open position (the second of two) on the Citizen Advisory Committee to the Park Board’s Tree Committee.

The Liaison Committee suggests the Community Assembly consider:

- (A) *Accepting the Liaison Committee’s selection of Kathryn Alexander for the open position on the Urban Forestry Citizen Advisory Committee (UF-CAC), and*
- (B) *Directing the Administrative Committee to inform the city’s Parks Director of the CA’s selection of Kathryn Alexander for its open position on the UF-CAC for acknowledgement of the appointment.*

COMMUNITY ASSEMBLY NEIGHBORHOOD SAFETY

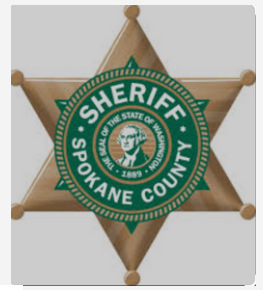
COMMITTEE

PUBLIC SAFETY PANEL

Come and engage in a Q&A session with your public safety leaders, judicial experts, and city legislative leadership. We will cover topics such as general public safety, crime, policy, and our judicial system. Come with questions! This is a **volunteer-led event.**

Panel Information:

- Chief Kevin Hall
- Sheriff John Nowels
- Chief Julie O'Berg
- Preston McCollam - Chief
County Prosecutor
- Brandon Casey - Casey Law
Offices
- Spokane City Council President
and Members
- Jeff Johnson - Spokane C.O.P.S.



YOU MUST REGISTER TO ATTEND.

SCAN QR CODE OR CLICK HERE TO REGISTER

ONLY 100 SEATS AVAILABLE

ANYONE IS WELCOME AND ENCOURAGED TO ATTEND

WEDNESDAY, JANUARY 29TH, 2025

@ The Hive - 2904 E Sprague Events Rooms B & C

5:30pm - 7:00pm

**EMAIL ANY QUESTIONS TO
COMMUNITYSAFETY.NSC@GMAIL.COM**

Pedestrian, Traffic and Transportation (PeTT) CA Meeting

11/26/24 at 6:00pm on Zoom

Attendance: Carol Tomsic-chair, Lincoln Heights, Pam Schermerhorn-Cliff/Cannon, Rod Moore-Riverside, Carlie Hoffman-Emmerson Garfield, Mary Wikes, Manito/Cannon Hill, Chuck Carter-Manito/Cannon Hill, Charles Hansen-Whitman, Cathy Gunderson-Chief Garry, Marilyn Lloyd-Lincoln Heights, Kevin Picanco-Division of Public Works, Ryan Shea-City Planner, Drew Redmond-STA, Bill Heaton-Land Use Committee/Emerson Garfield, and Annie Deasy-Office of Neighborhood Services Staff Liaison.

The meeting is called to order by Carol Tomsic.

Carol introduced Kevin Picanco-Principal Engineer, Integrated Capital Management-Division of Public Works to discuss the Sidewalk Resolution Study. The presentation agenda includes sidewalk statistics, pilot elements, and proposed pilot workplan. The statistics were divided into existing sidewalks, missing sidewalks and ADA curb ramps. The need and purpose are to improve pedestrian accessibility, reduce tripping hazards, ADA compliance, and encourage and promote pedestrian and transit modes. Said they have raw data that is reasonably accurate and that their data doesn't show where sidewalks aren't necessarily needed. He discussed elements to consider during pilot and potential pilot approaches. Grant money is more available for higher class arterials versus lower class arterials in neighborhoods and local streets. The workplan and recommended approach would include program design and data collection. The next steps start now with a sidewalk presence scan, hiring an intern, program design and data procurement. This spring will be to hire summer interns, design and prioritization, and plan for summer data collection. This summer work will include collecting sidewalk condition field data, data processing and draft sidewalk program design. Once the analysis is complete, he will know more about pricing and future planning.

Carol introduced the next presenter Ryan Shea, City Planner, to discuss the Bicycle Advisory Board (BSB) and WheelShare update. A presentation on the 27 in 2027 project was previously given to the Community Assembly. The overview included BAB purpose and membership, current BAB projects and a Wheelshare update on Lime rentals. The BAB provides advice to the mayor, city council and city departments on matters related to bicycling and to raise public awareness of bicycling issues. Its membership is 10 regular members (currently four vacancies) and 1 youth member (16-22 years old) which is also vacant. He explained the Accelerated Mobility Playbook (AMP) as a roadmap to achieve bold mobility goals in 24 to 36 months by building coalitions of support, mobilizing people to act and accelerating mobility project delivery. Ryan discussed the components of the AMP and the 27 by 2027 which includes 27 miles of new fully connected network by 2027 with a focus on quick build projects. He noted the Spokane Falls Boulevard work as an example of this concept. Outreach includes bike education and bike everywhere during May, scheduling more mobile meetings to experience not just fair weather but to see different seasons and how extreme weather affects commuters, the bike to workday energizer station, and the Spokane Bike Swap. Wheelshare is designed for car trip reduction, more efficient for shorter trips, connects transit users to the first and last parts of their trips and is an efficient use of space. Starting in 2022, Wheelshare had 369k trips in 2022, 557k trips in 2023 and 365k trips in 2024 (started 3 months late). It has a yearly revenue of \$100k to \$200k and over 10,000 unique riders. The new contract focuses on increased emphasis on proper parking, some scooters are equipped with ride detection technology to reduce sidewalk riding, a water retrieval process, equity requirements including seated scooters. Ryan said

to contact him for improperly parked scooters rshea@spokanecity.org. Please include location and device number.

Carol introduced Drew Redmond-Associate Transit Planner- STA for updates at Spokane Transit Authority. Drew discussed the STA survey and encouraged everyone to complete it. <https://www.spokanetransit.com/survey/survey-2025-service-revisions/>. Update on West Central neighborhood to include efficiency with access, identifying and consolidation of stops, and lighting shelter areas. He reminded us to be aware of snow detours in the next months.

Carol introduced Bill Heaton – williamheaton@comcast.net. who discussed the elimination of minimum parking requirements for residential development. Bill is the chair of the Community Assembly Land Use Committee. Bill spoke of the City Council decision 4-1 to eliminate parking for new Spokane multi-family housing construction. He said it is too soon to see how this will affect current construction. He encouraged the PeTTs community to provide him with specific examples of construction projects and parking issues with residents but said he is not taking a stand one way or another and said more information is needed. We have a need for new housing and a support of our transit system. Annie said to copy Amber Groe at agrow@spokanecity.org.

Carol reminded us that there is no meeting in December and to be thinking about the election of officers for 2025.

Plan Commission (PC) Liaison Report

Community Assembly Report, December 5, 2024

Filed by Mary M. Winkes, CA Liaison to the PC

Plan Commission, November 13, 2024, 2:00 p.m., in person and via Microsoft Teams

1. Selection of Transportation Commission Liaison

Ryan Patterson expressed interest in the position and was appointed. As the liaison she is to report items of interest at each Plan Commission meeting.

2. Consideration of Resolution in Support of 27 by 2027 Urban Mobility Network Proposal

Resolution was approved, in support of 27 by 27.

3. Presentation from Co-Author of Escaping the Housing Trap, Daniel Herriges

https://www.google.com/search?gs_ssp=eJzj4tVP1zc0LM7KySgvT8o1YPSSTC1OTizIzEtXKMIIVcjlLy0Gs4sSCwAyfg7g&q=escaping+the+housing+trap&oq=escaping+the+housing+trap&gs_lcrp=EgZjaHJvbWUqBwgBEC4YgAQyCggAEAAAY4wlYgAQyBwgBEC4YgAQyBwgCEAAAYgAQyBwgDEAAAYgAQyBwgEEAAAYgAQyCAGFEAAAYFhgeMggIBhAAGBYHjllCAcQABgWGB4yCAGIEAAAYFhgeMg0ICRAAGIYDGIAGl0F0gEKMTEzMzZqMGoxNagCCLACAQ&sourceid=chrome&ie=UTF-8

Hearing, November 13, 2024, 4:00 p.m., in person and via Microsoft Teams

1. BOH follow-up (amending the following SMC sections: 17A.020.060 17C.111.205, 210, 220, 235, 310, 315, 320, 325, 335, 420, 450 17C.230.020, 100, 110, 120, 130, 140 17G.080.040, 065)

These items were recommended to City Council with several amendments. As of this date the amendments, which were somewhat involved, have not been published on the Plan Commission website. (See link below.) I am certain the recommendation including the amended language will be published soon. Look for the recommendation, complete with amendments, in the November 13 minutes.

The November 27 meeting of the Plan Commission was canceled due to the Thanksgiving holiday.

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

Housing Action Subcommittee Report

November 21, 2024

Submitted by Kathryn Alexander, CA Liaison

Attended: 15 and 2 staff

Point in Time Report: Melissa Morrison, Jon Klapp

January 23, 2025 is the date, Volunteers are being requested.

Working with HAS:

- Planning meetings
- Defining locations
- Getting feedback on the Questions

They are recommending not using the observational count as that can lead to double counting.

1590 Report: Nicolette

We have completed \$5 million of the \$10 million in projects. No money was left over.

We have some projects with 40 units affordable for 40 years and 20 units affordable for 20 years. The number of years depends upon the kind of funding. Federal money has longer times, up to 50 years.

About 2/3 of these funds went for hard expenses (building etc.) with 1/3 for services.

Lessons Learned

- We need to sync with other funders and programs
- We had cycles too close together
- We need better communication with council

Loans = more city oversight, Grants are good for smaller projects and smaller amounts. Concerns were expressed about equity, and the number of years of affordability. CHHS is willing to work on equity and is in talks with Alex from the equity working group.

Changes

- One cycle
- Expanding the application time
- Align with the other cycles

CHHS Report: Ariel Anderson

Future RFPs \$3,995,000, with be for acquisition and new construction.

CHHS will begin to monitor home that are sold as affordable to ensure any sales meet the established requirements. We are in talks with Alex around equity and are working to include the council priorities are included in the scoring. Federal tax requires 50 years of affordability, which mean building for the long-term. That may require recapitalization. Funding for services will require stakeholder engagement.

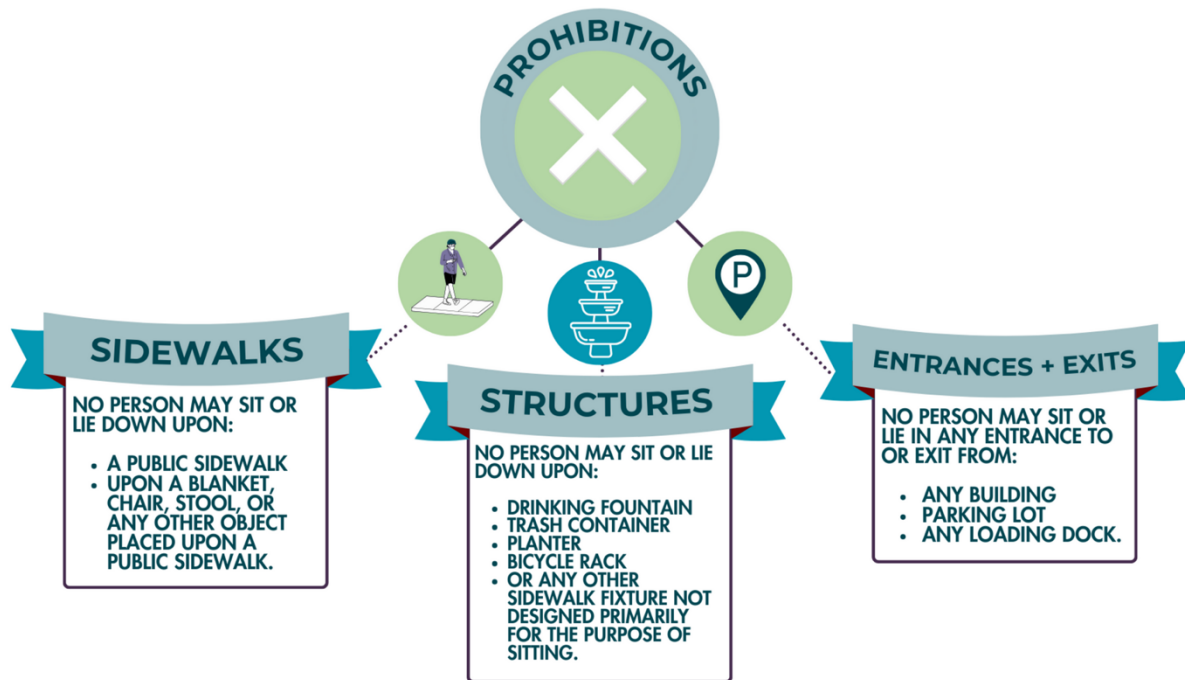
Deep appreciation was expressed to Ariel for her openness and transparency.

Inclement Weather funding

\$800,000 of 1590 funds are set aside for inclement weather funding. There was a discussion about counting beds (number of beds available on a night) or nights (number of beds available on set number of nights). The recommendation is for nights. Research was done to discover the amount of need in both hot and cold weather, and the damage done in cold weather far outweighs that done in hot as most deaths in hot weather are housed folks.

Sit/Lie vs. Pedestrian Interference

Police are having difficulty enforcing Sit and Lie because it is tied to knowing that there are enough beds available. We do not have a reliable way to determine that, especially within the quick response times needed to be effective. Pedestrian Interference is a much clearer standard and on that the police are much more comfortable enforcing. The City is moving to Pedestrian Interference as the standard.



Town Hall Meetings

THE NEXT, AND LAST TOWN HALL IS DECEMBER 10 IN COUNCIL CHAMBERS, 6:30 pm

Recommendations and changes to all of the Town Hall responses will be shared.



These are the issues discussed at each Town Hall.

Neighborhoods should respond with their agreement/concerns/changes at the December 10th, meeting.

Out Next Meeting: January 16 at 9:30 am in the Tribal Meeting room.