

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



Meeting Agenda for Thursday, July 10, 2025
5:30 to 7:30 p.m., Liberty Park Library
Proposed Agenda Subject to Change

Please review previous month’s minutes:
*Community Assembly Minutes: June 5, 2025



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	-
• 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	-

Updates/Announcements

5. Up to 3 min per sign-up	15 min (5:45)	Oral Reports	70
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Agenda

6. City Council Update (CP Wilkerson)	20 min (6:00)	Oral Report	-
7. ONS Update (Heather Hamlin)	10 min (6:20)	Oral Report	-
8. Urban Forestry Liaison (Kris Neely w/ Katie Kosanke).....	15 min (6:30)	Presentation	-
9. Policies & Procedures Committee (Paul Kropp).....	15 min (6:45)	Oral Report	15
10. CA Committee Updates (Committee Chairs/Reps)	30 min (7:00)	Oral Report	-
11. Actionable Items Review/Future Considerations/Survey (Luke Tolley).....	5 min (7:30)	Report	-

Other Written Reports

Committee Reports, Agendas, Minutes, etc.

• Administrative Committee	29
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• Communications Committee	
• Community Assembly/Community Development Committee (CA/CD)	
• Land Use Committee	
• Liaison Committee	37
• Neighborhood Safety Committee	38
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• Pedestrian, Traffic, and Transportation Committee (PeTT).....	56

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

• Community Housing and Human Services (CHHS) Liaison Report.....	
• Design Review Board Liaison Report	
• Plan Commission Liaison Report.....	59
• Urban Forestry-Citizen Advisory Committee Representative Report	61
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• Transportation Commission.....	68

** 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:

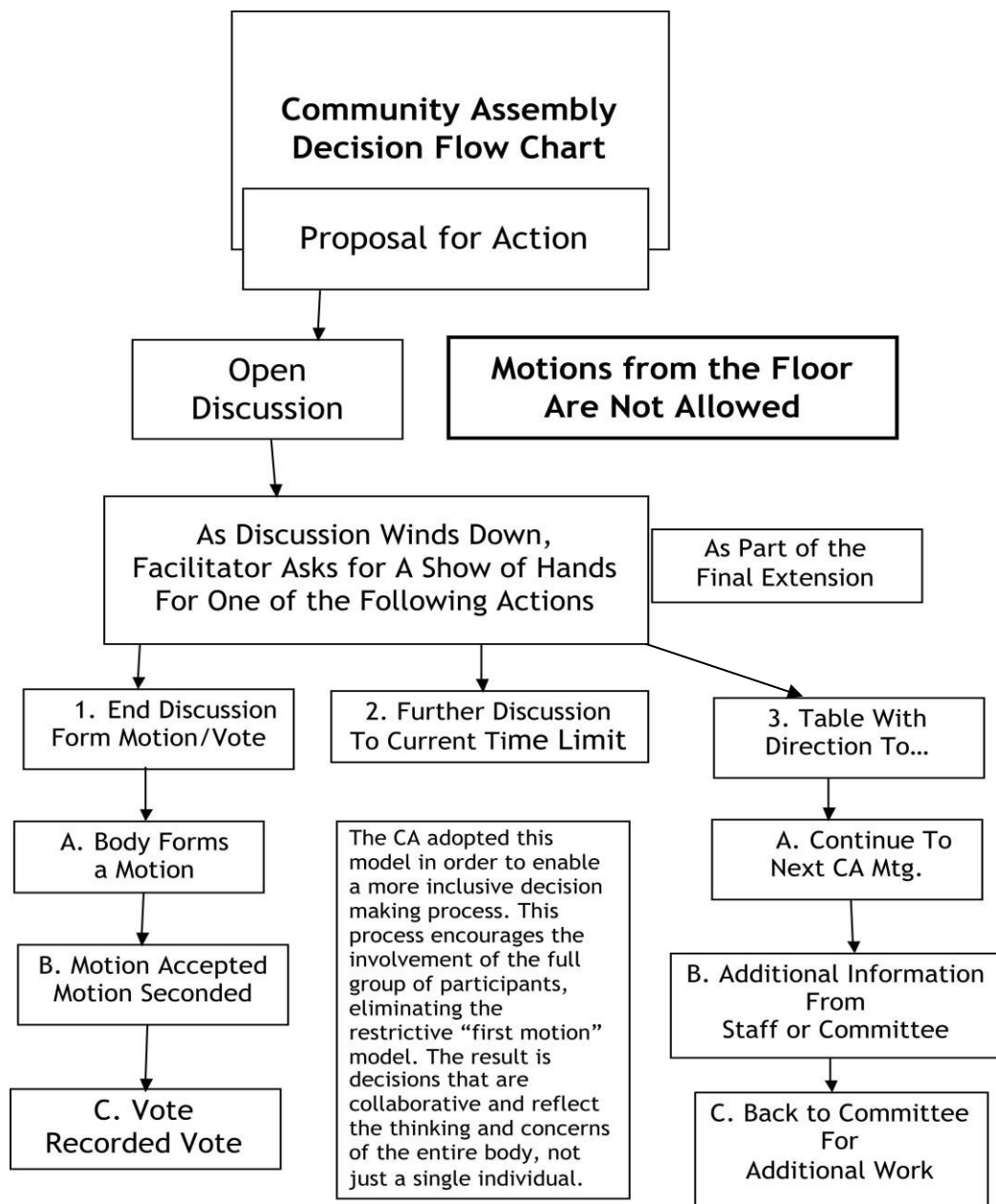
The Community Assembly fulfils its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to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

June 6th, 2025, in-person at Liberty Park

Meeting called to order at 5:30 p.m. by Luke Tolley

Present: Luke Tolley—Bemiss, Ryan Jerman- Browne's Addition, Macayla Leyden—Chief Garry Park, Sandy Wicht--Comstock, Debby Ryan—East Central, Linda Carroll—Emerson-Garfield, Robert Churchill—Five Mile Prairie, Tina Luerssen-Grandview-Thorpe, Laura Johnson—Hillyard, Stephanie Watson--Latah-Handman Carol Tomsic—Lincoln Heights, Mary Winkes—Manito-Cannon Hill, Shannon Benn-Minnehaha, Hilary Michalowicz—Nevada Heights, Laura Newman--North Hill, Dan Knechtel-North Indian Trail, Ann Haggett- Peaceful Valley, Lorna Walsh-Riverside, Toni Sharkey—Rockwood, Angel Troutt—Shiloh Hills, Kris Neeley—Southgate, Christian Koch—West Central, Kathy Hagy—West Hills, and Charles Hansen—Whitman

Not Present: Audubon-Downriver, Balboa South Indian Trail, Cliff/Cannon, Northwest, Logan

City Staff Present: Pollyanne Birge, (ONS), Heather Hamlin (ONS), Erin Hut (Communications Director), Betsy Wilkerson (City Council President), Giacobbe Byrd (City Council), Tirrell Black (Planning), Kevin Freibott (Planning), Chris Wright (City Council Policy Advisor)

Guests: Paul Kropp (Liaison Committee), Sue Arnesen (West Hills), Elizabeth Goldsmith (Comstock), Andy Hoyer (Southgate), Bill Heaton (Land Use Committee), Rhett Redshaw (North Indian Trail), Kelly Cruz (West Central), Laura Newman (North Hill)

ADMINISTRATIVE AGENDA ITEMS:

1. Introductions

1.1 Approve Meeting Recording: Lorna moved; Luke seconded. Motion passes unanimously.

2. Approve Agenda: Tina moved; Dan seconded. Motion passes unanimously.

3. Approve/Amend minutes: Linda moved; Lorna seconded. Motion passes unopposed.

4. Admin Committee Action Items

- Only one on official minutes follow up: invite the Planning Department to talk about the neighborhoods chapter and they are here! Council President will touch upon the follow up on resolutions submitted, etc.

OPEN FORUM:

5. Reports/Updates/Announcements

- Carol: Describes the Lincoln Great Invasive Week Pluck at Lincoln on Saturday, June 7th. You can come learn how to pluck invasive weeds from the [Pacific County Noxious Weed Control Board](#). Learn from Jeff Nesbitt who will give tours, look at birds, and we will also provide coffee/donuts between 8-11am. Jon Snyder at City Stairs, one of his ideas is that there should be a "Stair Hike" in Spokane. In your packet, there is a list of all the City owned and Parks is coming up with their list. If your neighborhood has stairs you want on the list, let us know.
- Mary: Shawn came to Manito to give presentation, but we didn't get flyer, please send. Carol will send.

- Carol: Paul said to add the school districts as well.
- Sandy: Only two neighborhoods have signed up for one on one with the City Council: Grandview and Comstock, so anyone who needs to sign up let her know to get on the roster.
- Kris: [Urban Forestry](#) had busy meeting, we heard a Spokaneopy update. Spring planting for spring is done, 157 trees in 11 neighborhoods. For the city, 2 final projects completed N. Monroe getting major make over—50 dead or missing trees are being replaced. Between N. Nevada tree wells are being addressed for stumps and 250 trees waiting to be removed because they are dead, but the budget for that got hung up. The City is waiting to see how it unfolds. 16 parks have been vetted for major pruning, will begin once the removals will be taking care of. Trying to get interns to work with them to work in Urban Forestry to help expend presence. Trying to get Katie Kosanke to come to CA August meeting.
- Laura: Removal of dead trees does that include downtown? Kris: All I know is what was reported: “The trees are in high occupancy areas that Urban Forestry have received ongoing complaints about” but I get the impression that in Neighborhoods and not downtown, I can check on it.
- Mary: Downtown is a Neighborhood. She is most concerned about the ones by the ones by the Spokesman, they are dead, not sure if it is Cowles or City is responsible for them. If you are looking for interns, SCC has a program focused on flowers/plants. Kris: two instructors from SCC are on the Committee. As long the trees are in the City right of way, it is part of Katie’s purview.
- Lorna: Those trees are terrible—especially around the Chancery build. Downtown has some serious problems and the tree issue seems to get kicked around. I’d be willing to call as well.

AGENDA ITEMS:

6. City Council Update (Council President Wilkerson)

- Council President (CP) Wilkerson shared Season of Celebration, especially graduations. She shared congrats to parents and grandparents who make it happen.
- On June 22nd having [Riverfront Kids Fest](#), all kinds age 12 and under all rides free! Kids fest is a family focused event to celebrate children and support families in Spokane.
- Handed out letter from the Mayor regarding the HOME program, has some myth busting in the letter.
- Gabriel’s Challenge is ending, we have had 50-70 people every Tuesday night, it is a good turnout. One thing she took away was to prepare for the relapse and we need to integrate that into our conversations and planning. Fathers’ day celebration is the end of the challenge.
- Last year we talked about changing our Council Meeting nights to Tuesday nights. We are revisiting this idea again, because so many meeting missed for holidays. Please let me you’re your thoughts on it and will have more community engagement soon. The vote would be in August, and it wouldn’t go into affective until Jan. 1, 2026.
- Passed out the “Numbers you Should Know” flyer.
- Chris Wright: Policy Advisory for City Council discussed two issues: 1) Moratorium in Latah Valley—the City Council passed a moratorium in April for one year, they had a work plan that mainly focused on wildfire issues, made some progress, but would have been good to get more planning done. CC Dillon sent an email to Luke that is the best summary of what’s been done in the last year that includes some funding for planning particularly for the Thorpe tunnels and sub area plans, emergency planning, and the planning of a fire station. The moratorium expired May 20th, there was not the feeling among council members that there wasn’t the basis legally to continue the moratorium. If you read the state and fact sheets on moratoriums you can do them for up to a year if you have a work plan, but it is very difficult legally defend that moratorium even

for 6 months let alone a year and because of that amongst City Council, there was not an appetite to extend it.

- Andy: Heard today, part of the mitigation is to disallow the turn tunnels, yes you can exit, but cannot turn around, is there more information on that? Chris said he remembers reading something about it but doesn't know the details and can follow up.
- Tina: As a resident of the area, I expect that is true because WSDOT will not allow any more traffic on I-95. That is why 16th Ave is made South bound only and you can't access the freeway now on 16th Ave unless you go to the Thorpe J turns. That means it puts this all on the County, which is harder because it puts it within the City limits but on County roads because now you must go to Assembly and go around.
- Kathy: When there is accident on I-90 they refer them to Thorpe, we are suffering safety wise in our area.
- Stephanie: I think there is an argument about being well thought out, when you look at our subarea plan, we are putting growth in an area that is not planned for that level of growth. I know they said they will build a Fire station, but that is not done.
- Kris: If memory serves the firefighting budget by the State was cut by 50% in the latest budget. The clock is still ticking of when a fire might occur, but the reality is we don't have the funding, you don't have the funding--it was on the cover of the newspaper today.
- ***Move to extend discussion by 5 minutes, first extension. Dan motioned; Mary seconded. Motion passes unopposed.***
- Kris: Legally you could let the current one expire and issue a new one 5 mins later?
- Chris: I think that is possible. In the end, you must have a plan during the moratorium, can't put it in place and then do nothing. That is always the challenge that in the interim, what you put in place is legally defensible. With the Latah Valley this is a problem 45 years in the making, so a 6-month plan is not going to accomplish what you need.
- Kris: We understand the limitation of having a moratorium, but the reality is, if we wanted to, we could plan and put that together quickly.
- Chris: We've drafted ordinance that any changes to Title 18, if you're familiar with Title 18 code, that is where a is where a lot of the provisions are, the homelessness protections, any ordinance affects that title, or relates to discrimination would have to go through the Human Rights Commission first. Some chatter that the package of ordinances under consideration related homelessness, siting shelters, etc. did not go through that body, even though it did some wholesale changes to Title 18. So, there will probably be an ordinance addressing that coming soon.
- Giacobbe: Touched on the work the CA neighborhood work group is doing with the Council Office trying to build a better relationship and developing a more consistent process. Apologized for a rocky start when folks came to speak at Urban Experience Committee where the moratorium was discussed. The meeting was three hours long, and didn't get to the testimony to the very end, He is talking to Council Members and Chairs of Committees, about moving the testimony to the start of the meeting. Apologized again for the rocky start and hopes you still engage at the Committee level in the future.
- ***Move to extend discussion by 5 minutes, second extension. Debby motioned; Luke seconded. Motion passes unopposed.***
- Following up with you when you submit resolutions, to the Council Offices. We have been trying to respond in writing, Chris mentioned CC Dillon responded by email about the moratorium. We are also going to bring back these issues to CA and bring the appropriate staff member to dialogue with you. That is the proposed feedback loop. Wanted to address the letter about membership

on Sustainability board, CC Bingle is considering proposing an amendment to potentially provide a full fledged voting membership and wanted me to ask what you'd prefer. Ask that neighborhood workgroup team members can hopefully suss that out and we can work on that at our next meeting in June.

- Paul: CA already requested something very specific, just one line, so that is in the record.
- Giacobbe: Bingle is wanting to know if you want to go back to your original.
- Paul: However, I was there and testified at the meeting and I acknowledged Bingle's interest and mentioned there are two flavors of liaison membership and that I am the Liaison committee guy, and I'm the one that has all of this stuff kind of in my head offered so when I offered to work with Chris Wright on figuring out looking at the options that would be in order for the council member to understand that there is options beyond the one that is on the table.
- Giacobbe: will have Chris follow up between now and our next meeting.
- Mary: I know that Parking and the Moratorium were both on that day what has now happened on parking?
- Giacobbe: Not quite ready to respond but can commit to getting back to you.
- Mary: Do we know when the next neighborhood work group meeting is?
- Giacobbe: Wednesday, June 25th at 1pm at City Hall.
- Giacobbe: D2 Town Hall on Monday 9th. Trying to refine and hone and everyone who is signed up can speak.
- Tina: Will there be specific topics for this one?
- Giacobbe: Not organizing by topics. We did a survey of the district neighbors for general interest areas and will have Luis Garcia from Code Enforcement, Heather Sweet from 311, Jon Synder from Transportation and Abbey Martin from Neighborhood Connectivity. Want to continue with the dialogue format for residents to ask questions, make a comment and get a response.

7. Office of Neighborhood Services (ONS) Update (Heather Hamlin)

- Erin: Mobile Speed Feedback Trailers schedule shared tomorrow. Good news we're able to accommodate top two of everyone who applied. Intro for Heather Hamlin.
- Heather: I see a lot of familiar faces, nice to see everyone. Before this I was a [Women Helping Women Fund](#) a nonprofit grant making organization for the last 7 years and saw significant growth, a change of a business model and really went back to grass roots and realized I love that. Before that I was at [Greater Spokane Incorporated](#), dappled in economic development and brought [Small Business Saturday](#) to Spokane. I've touched on many sectors and industries so I think it will come in handy with this group. I've heard great things about the CA and the NCs and look forward to working with you all.

8. Comprehensive Plan Update (Tirell Black and Kevin Freibott)

- Tirrell: Plan Spokane 2046 Every City and County in state of Washington of a certain growth has to participate under the [Growth Management Act](#). Mandated state periodic update every 10 years, next time will be in 2036. We have a new emphasis on climate put into state law as well as an emphasis on housing. The City of Spokane is a little bit ahead in the housing, we have done a lot of middle housing, but still need some additional work. When I came in February we hadn't launched our visioning effort, but we completed that in March. Going to be back out in October again to talk about our growth alternatives, so hopefully we can get back on your agenda then.
- Described the process for outreach: meeting in March, meeting in each district and city wide downtown. Over 300 attendees and have on website [planspokane.org](#) the full summary of the engagement. During our engagement four themes came out:

- Nature: trees, access to nature and parks
 - Community: friendly, human-centered
 - Livable: you all know what livable is and probably had different goals for every person
 - Innovation: growth in sectors, changes in jobs etc.
- As part of state law, all committee planning actions are subject to review by [State Environmental Policy Act \(SEPA\)](#) the biggest action, doing the environmental impact statement, we did the vision/scoping in March, and now working with our consultants on growth alternatives. If you're interested in diving into that it is on the <https://planspokane.org/> website. Be out with the other draft chapters this fall.
- A lot of other parts underway—we did get separate funding for climate planning and folding in in fall with policy work. There is a mapping tool goes down to neighborhood level references vulnerable communities. Forecast new housing prices talking about at planning commission, and racial desperate impacts on planning. The City of Spokane was a redlining community, more about that and where people are at risk of displacement. Please sign up for our newsletter.
- Kevin: From the Planning Dept., I know about ½ of you, and used to facilitate the CA. Wend over quickly about planning commission and chapters. Getting everything up on the Plan Spokane site.
- Chapter review—this is for the non-technical chapters. Looking at minor updates, while working on deep technical issues like climate, etc. Coming later, two goals: streamlining and reducing the text quite a bit. Trying to illuminate single solution policies that don't inform decisions (things we are required by law to do already) we are recommending for removal. Also, terms and verbs in the Comprehensive Plan, they are difficult we are planning for whole community, not just one age group. Much of plan dates from mid 90s, pre internet, pre cell phones—it's a very different world. Pay homage to existing plan but needs to be updated.
- Looking at policy updates, probably the largest legislative load the last 8 years have seen a lot of laws change and we need to address. We are ahead in the middle housing, but there is work to be done on the Housing Allocation by income band, Climate work etc. to conform to state law.
- Big change you'll see, currently the Comprehensive Plan has a vision and value statement in each chapter, that don't seem connected—we are trying to focus on a singular vision value statement in one place in the document. For a preview of where it is now, go to planspokane.org where it talks about new the vision.
- Subcommittee: is a subset of Planning Commission looking at different chapters, grouped them by function.
 - Community Chapter: looks at neighborhoods, local governance and public health that chapter is completed.
 - Environmental Chapter: working on now looks at natural spaces, like parks, should be done in couple weeks.
 - Technical chapters coming much later.
 - Functional chapters don't get a group number because they happen once it's done, like writing an executive summary.
- Just know it's three groupings of chapters and those reviews will be done before August, and then going over the big topic items with the Planning Commission in August and September.
- Created a package for public review in the ¼ quarter of next year, but Climate is going to take a while, it's a very big topic. Technical chapters will also take a while. This is an iterative process which is constantly moving, so be sure to pay attention to the version date.

- You have the current draft of Neighborhoods chapter, which has a couple tweaks from the subcommittee's input. What we've done is given text plus icons of where things are changed. Suggestions, questions, comments: planspokane@spokanecity.org
- Tried to make a clear distinction between "Neighborhood Councils" and "Neighborhoods". One thing we learned is that many folks don't understand the difference, so we are trying to make it very clear: the chapter addresses both: it is the body/community, and it is also where people live. Strengthen connections, between and among the neighborhoods. =
- Were some policies in there that were not about neighborhoods, but they were good policy. If they were about a more general topic like Safe Streets but didn't talk about neighborhoods, we tried to add some language in to make it clear from a neighborhood focus what is the goal? In a few cases we note they will move into another chapter.
- Dan: Mentioned, climate will be significant and there is some funding. Is this State? Federal?
- Tirrell: Yes, State has set aside for the class of 2026, we are asked for our second amount, \$700K. Not federal.
- Mary: Did you send out the version that have the changes made. Kevin: yes—all the language you suggested, yes—that is in there.
- Luke: Wanted to mention those committee meetings are publicly viewable and you can follow online. If you're interested in a section, watch the planning commissions meetings, it is great chance to see how things work.
- Kevin—We absolutely want to hear from you, those meetings don't have public comments, but there will be lots of future chances, but just not at the Planning Commission meetings.
- Tirrell: The Planning Commission *will* have a public meeting about these in the future, so be looking out for that.
- Kris: Did the funding for climate in budget that was just signed? General fund, Ecology?
- Tirrell: Yes, and we also did get some funding for the for periodic update, 325K. It is a state grant administered by Commerce.
- Andy: Wealthy developer if they buy 900 acres of dirt, do they need to comply with the plan or is that something they can ignore?
- Kevin: If you are talking about one person buying one house, that is a building permit. But if you are a large developer coming in, and want to build 900 homes, you are coming into something like the Land Use approval, a plat, where it is platted out, those processes also involve looking at the comprehensive plan and making sure it is consistent.
- Carol: The Lincoln Heights neighborhood is really going to like it—it's clear exactly how it changed—those icons are wonderful.
- Paul: It is worth mentioning that the rhetoric of the growth management act is that the development regulations that control any development at whatever scale are intended to implement the comprehensive plan. So that's the lawful connection. So, it is supposed to be a tight connection and it seems like in the City is. One observation I had is that the staff is really respecting the plan as it is and the neighborhood chapter was just terrific to watch. Thank you.
- Toni: There is the in-between, the wealthy developer—what about in between, like townhomes.
- Kevin: If they must set up the lots for a town home, you have come to us for a plat and that is going to be the connection with the Comp Plan. This is why is it important if we come out and say we are adopting an ordinance for instance that amends this part of the code, it is the most boring thing unless you are a code wonk, but it is important because it is the stage where you can look at that and review if you think it meets that policy. That is the input we are looking for.

9. Budget Committee (Laura Johnson) ROLL CALL VOTE

- Laura: In the past few years and in this year we have had neighborhood ask for “activities” or what I’m going to call “yard games”. We have turned everyone down because of the question of where would they live? So the Budget Committee, instead of saying no we voted on these 7 yard games, and if we could get your approval because one neighborhood couldn’t apply for the CE grant because they didn’t make the mandatory training we are hoping to spend \$450 for these yard games, which would live with the other CE Equipment in the resource closet, so anyone could reserve and use those.
- ROLL CALL VOTE:
- ***Motion to accept the Budget Committee request listed in the packet. Tina moved; Mary seconded. Motion passes 22 yes, 2 abstain.***

10. City Council/Neighborhoods Workgroup (Tina Luerssen) VOTE

- Tina: We talked about last month at Neighborhood Work group. We elevated our prior alternatives into the primary position, and now this month we are bringing it back because we need nomination and volunteers and folks to fill the alternative rep positions. This is the group that meets bi-monthly with City Council it is on the 4th Wednesday at 1pm in the afternoon hybrid at City Hall and on Zoom. We do have our regular attendees: Laura for D1, Mary for D2 and Kathy Tham for D3. We are looking for volunteers to fill alternate rep position. If we have multiple people wanting to do it for each district, we could do a ballot vote. Volunteers who put stepped up: Angle Troutt D1, Andy Hoyer D2, Rhett Redshaw D3.
- Reminder these are one-year terms, when the primary leaves then the alternative moves forward.
- ***Motion to accept new Workgroup Alternates. Luke moved; Lorna seconded. Motion passes unopposed.***

11. CA Committee Updates (Committee Chairs) (Agenda amended to accommodate 30 minutes on this section)

- Building Stronger Neighborhoods:
- Tina: ONS is looking for workshop proposal for the Neighborhood Summit on October 25th. If you have expertise on a topic that you want to share with others, or if you know someone, have them submit a proposal. It can be on a lot of different things, we talked about a CA 101 again, there are a lot of new neighbors who might not understand what this is all about. Also, we are going to label workshops this year as like a level 101, 201, 301, so meeting folks if they are just starting or if they are more advanced. Call for workshops on ONS website. Amber Groe is putting that all together and the deadline to apply is July 10th.
- Community Assembly/Community Development (CA/CD):
- Andy: I think I gave everybody a document that summarizes what passed through CHHS board regarding the CDBG grant money for Parks, please read it. Goes to City Council this month. Speaking for the committee, we did our best to help any neighborhoods put together their applications, but I can say it was not easy to decide because applications were excellent and meaningful. It hasn’t passed through City Council yet.
- Kelly: Park Bond is coming up as well will some of those funds enhance those projects?
- Andy: I can’t answer that.
- Carol: Thank you Andy, without your help, we would have never gotten these parks fixed.
- Liaison Committee:
- Paul: Could you bring up page 28? This is completely out of my lane, but I wanted to throw it in as a sort of follow up. This is the page from 2007 comprehensive plan, in a chapter has to do with

Governance. The Community Assembly has been embedded into the comprehensive plan a quarter of it is way down in the index, you might not ever get there, but there it is. No what is an initial page, and it's got an interesting caveat on it, which I'm not going to go into. Maybe sign up to do this at the workshop. However, moving on to the next page, onto the current Comprehensive Plan, there it is, use Neighborhood Councils as one of many forums for citizens to bring issues and problems to the City of Spokane, for debate to express their preferences, for resolution. That is word for word from the original Comprehensive Plan, so the collaboration part has been kind of chopped down. Then if you move to the next page, this is what Kevin was talking about earlier. They have supplemented 3.2 to say: Such as receiving and recommending policies and plans and assisting in identifying the priority needs of improvement for the neighborhoods. So, there you go. Not only that, but considering what he was talking about, they added the community representation for the necessity for broadening participation within neighborhoods as a policy. This is what is going through the process to be added to the Comprehensive Plan. This is a little corner of the Comp Plan that nobody ever goes to, but folks, it has been there from the beginning. Just wanted you to know, thank you for listening.

- Mary: When I was reviewing the Neighborhood Services chapter, it references neighborhood councils at the beginning but then you don't see the word neighborhood council again but once. I got it inserted a couple times under planning. On the other hand, in the Governance section it is quite clear that we have a role in part of the charter and have specific duties and responsibilities. I don't know if people want to send thing separately or if we want to set up session to make further changes to the newest draft submitted as CA. I would like to see it further strengthen on the section about neighborhood councils. The neighborhood Councils have an active place in the Charter, and they should have an active place in the Neighborhood section of the Comprehensive Plan. It is a little bit better, but I would like to find places to insert the words neighborhood councils more, so look at it, read it over, I think there are some other changes to be made.
- Kelly: So, what I'm hearing you say Mary is maybe a work group?
- Mary: We have until October, so we don't have to do it immediately. They encouraged people to send individually, but I think a real impact would be to send another version that has the backing of the entire CA.
- Kelly: This body represents the 29 neighborhoods, so the voice from this body goes a longer way.

12. Actionable Items Review

- Luke: We would like some feedback on how meetings go, how this meeting went, please scan that and I think there might be a link as well, to go directly to the form to submit. We review those in the Admin Committee as they come in and it helps inform how much time we give to speakers, etc. Also, a spot on there for neighborhood wins, things to celebrate. We are hoping if folks have things from the last couple months, please submit those as well.
- Tina: Grandview Thorpe had an evacuation drill that we had last month, that was with the City of Spokane Emergency Management team and Police and Fire and lots of volunteers. It was great participation, got a lot of good information about the bottle neck of cars going out one way, and we just got notice the Fire Dept. will be in our neighborhood next week doing Fire training on the bluff, learning these dead-end routes, etc. As much as we are frustrated by lack of the moratorium continuing, and all the development that is planned in our area, it did but elevate the understanding of the risk and now trainings are happening in our neighborhoods.
- Carol: How long did it take?
- Tina: It was over 30-40 mins. We knew it was coming, lot of good publicity, door to door flyers, so people were aware.

- Mary: I was visiting a friend in the area that it was in wheelchair, but with a real fire, they will not get that warning. They got out alright, but it was with the given advance notice.
- Kathy: Which streets to access?
- Tina: Three points they monitored: 14th and Lindeke, where 300 of the vehicles went, Grandview and Garden Springs, and 2 vehicles when to Thorpe.
- Kathy: When they got to 14th and Lindeke did, they go across the Sunset Highway?
- Tina: Of course. Because otherwise you can only go South on 195
- Kathy: We are boxed in badly in that situation, we want the bridge replaced, that is a big reason it is a very hazardous situation.

Meeting adjourned at 7:01 PM. Next meeting will be held Thursday, July 11th.

CA Vote Tracker

	Approve	Oppose	Abstain
1. Audubon/Downriver			
2. Balboa/SIT			
3. Bemiss	X		
4. Browne's Addition	X		
5. Chief Garry Park	X		
6. Cliff/Cannon			
7. Comstock	X		
8. East Central	X		
9. Emerson/Garfield	X		
10. Five Mile Prairie	X		
11. Grandview/Thorpe	X		
12. Hillyard	X		
13. Latah/Hangman Valley			X
14. Lincoln Heights			X
15. Logan			
16. Manito/Cannon Hill	X		
17. Minnehaha	X		
18. Nevada Heights	X		
19. North Hill	X		
20. North Indian Trail	X		
21. Northwest			
22. Peaceful Valley	X		

23. Riverside	X		
24. Rockwood	X		
25. Shiloh Hills	X		
26. Southgate	X		
27. West Central	X		
28. West Hills	X		
29. Whitman	X		

Date: 5/1/2025

Voting Topic: Approve Budget Committee request to spend \$450 on lawn games.

Ad Hoc P&P Committee Memo
Community Assembly of Spokane Neighborhood Councils
July 7, 2025

The P&P Update Story So Far

2024:

- March – The CA approved moving the X. Liaisons section of its 2022 P&P in table form to the Addendum with no text changes
- July – The CA approved an updated Neighborhood Safety Committee P&P document and an update to the Liaison Committee’s P&P, including the reference to the liaisons table in the Addendum and supplementary language regarding allegations of misconduct by a CA liaison
- October – The CA approved amended hybrid meeting rules, omitting the ban for an individual’s participation in future meetings
- November – The CA approved a decorum policy for its meetings, including providing for the censure of an individual in the case of disruptive behavior over several meetings

2025:

- May – The city council created a Transportation Commission and eliminated the Citizens Transportation Advisory Board (CTAB) and Plan Commission Transportation Subcommittee (PCTS) liaison positions, therefore necessitating amendments to the PeTT Committee’s P&Ps and to the liaisons table in the CA P&P Addendum

Next Steps

- July – After review and evaluation of revision proposals in June, the Ad Hoc P&P Committee recommends the following items be forwarded as drafted for review by the neighborhood councils in preparation for a vote for approval at the August CA meeting. Each is consistent with existing Community Assembly policies and practices.
 - An update to the PeTT Committee’s P&P mainly to reflect elimination of the CTAB and PCTS liaison positions (PeTT Committee proposal: changes only shown)
 - An update to the liaisons table in the Addendum of the CA P&P to reflect elimination of the CTAB and PCTS liaison positions (Liaison Committee proposal: changes and final)
 - A minor update to the Budget Committee’s P&P (Budget Committee proposal: changes only)
 - An Ad-Hoc P&P Committee proposed amendment for CA P&P IV. Meetings, to provide for dismissal of an individual from a CA meeting (added text, see memo)
- August – A Community Assembly vote on the proposals above and distribution of a proposed initial Communications Committee P&Ps for neighborhood council review.

Dan Knechtel North Indian Trail NC
Paul Kropp, Chair Southgate NC
Fran Papenleur Downriver NC

Questions should be addressed
to the chair: pkropp@fastmail.fm

Action:

Upon the recommendation of the Ad Hoc Policies and Procedures Committee, the July meeting packet P&P amendment proposals are commended to the neighborhood councils for their review in preparation for a vote to adopt at the August Community Assembly meeting, which are:

- An update to the PeTT Committee's P&Ps*
- An update to the liaisons table in the Addendum of the CA P&Ps*
- An update to the Budget Committee's P&Ps*
- A proposed amendment to the CA P&Ps in IV. Meetings*

Community Assembly of Spokane Neighborhood Councils
Pedestrian, Transportation and Traffic Committee (PeTT)
Policies and Procedures ~~(October 2021)~~ (Proposed April 2025)

A. Committee Charge:

Support the Community Assembly and neighborhood councils in promoting active, livable neighborhoods with multi-functional streets and a balanced transportation system.

B. Committee Function:

The committee receives the concerns and issues of the neighborhood councils related to streets, traffic safety, active living and transportation issues in general, and works with the Community Assembly, city staff and city council to evolve solutions and make recommendations.

C. Focus Areas:

The committee from time to time may identify, or the Community Assembly may suggest, topics of specific interest for the committee's continuing attention. The committee's focus area topics will be reviewed and restated by the committee in January of each year and may be reduced to four or fewer.

D. Participation and Attendance:

Committee participation is open to any and all individual members of neighborhood councils in good standing with the Community Assembly. The names of individuals attending committee meetings will be recorded according to their neighborhood council and as either self-identified neighborhood council representative, neighborhood council alternate representative, or other.

E. Meetings and Notice:

The committee will establish a monthly meeting schedule to minimize conflicts with neighborhood council monthly meetings. Notice of monthly committee meetings and meeting agendas will be distributed to an email list ~~maintained by~~ with the assistance of Neighborhood Services no later than the day prior to the monthly meeting date, or any day of the prior week if possible. Committee meetings may not convene without there being present neighborhood council representatives or alternates of three different neighborhood councils ~~in good standing with~~ that maintain membership in the Community Assembly.

F. Quorum and Decisions:

A quorum for the purpose of reaching a decision is six (6) neighborhood council representatives or alternates of neighborhood councils that have been represented at three (3) of the past six (6) regular committee meetings. 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. Voting by means of e-mail is not available.

G. 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, ordinarily agreed to toward the end of the calendar year for the succeeding twelve-month period.

~~H. Advisory Positions~~

~~The committee holds membership positions on the Citizens Transportation Advisory Committee (CTAB) and the Plan Commission Transportation Subcommittee (PCTS) per Spokane Municipal Code Chapter 08.16 Transportation Benefit District and City Council Resolution 2014-0078.~~

~~The committee will from time to time nominate individuals to serve in these positions who maintain regular attendance at the PeTT Committee, are members of their respective neighborhood council, agree to regularly report to the committee and Community Assembly, and affirm the statement of responsibilities in Appendix A.~~

~~H. Email Notices and Email Lists~~

~~Neighborhood Services will maintain an email notice list for the committee separate from the general Community Assembly notice list which is composed of the email addresses of individuals who have expressed an ongoing interest in the work of the committee. No regular maintenance to this list is required.~~

APPENDIX A

PeTT Member Responsibilities on Advisory Positions

Statements of the responsibilities of membership:

Citizen Transportation Advisory Board (CTAB)

~~I am aware of the role and responsibilities of the City of Spokane's Citizens Transportation Advisory Board (CTAB) according to the provisions of SMC 08.16, which are:~~

- ~~• to recommend the allocation of Transportation Benefit District revenue for residential street maintenance projects, and~~
- ~~• to provide a timely annual report for the City Council.~~

~~In addition, I am aware~~

- ~~• of the attendance and time commitment required, and~~
- ~~• of the additional requirement to provide a verbal report for the PeTT Committee after each CTAB meeting and a written report for the next Community Assembly meeting after each CTAB meeting.~~

Plan Commission Transportation Subcommittee (PCTS)

~~I am aware of the role and responsibility of the City of Spokane's Plan Commission Transportation Subcommittee (PCTS) according to City Council Resolution 2014-0078, which is:~~

- ~~• to review and prioritize street improvements as part of the Six Year Comprehensive Street Program and other transportation funding for recommendation to the Plan Commission and the City Council.~~

~~In addition, I am aware~~

- ~~• of the attendance and time commitment required, and~~
- ~~• of the additional requirement to provide a verbal report for the PeTT Committee after each PCTS meeting and a written report for the next Community Assembly meeting after each PCTS meeting.~~

CA P&P Addendum

Note: 2024 liaison table adjustments for Transportation Commission enacted in August 2025

XL 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) <u>six (6)</u> 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 parks and recreation board has allocated the Community Assembly two (2) <u>one (1)</u> 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 as may be appropriate 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 • Appointed by: City Council • 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 • Appointed by: City Council • 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 • Appointed by: City Council • Term: Up to two (2) terms of three (3) years each
<u>Transportation Commission (TC)</u>	<ul style="list-style-type: none"> • <u>Liaison (non-voting)</u> • <u>Established by: SMC 04.40.030</u> • <u>Appointed by: City Council</u> • <u>Term: Up to two (2) terms of three (3) years each</u>
Plan Commission Transportation Subcommittee (PCTS)	<ul style="list-style-type: none"> • Member (voting) • Established by: PCTS Rules of Procedure, Rule 2 Membership • Appointed by: Community Assembly • Term: Three (3) year terms, renewable until replaced

<i>Citizen Transportation Advisory Board (CTAB)</i>	<ul style="list-style-type: none"> • Member (voting) • Established by: SMC 04.37 • Appointed by: City Council • Term: Up to two (2) terms of three (3) years each
<i>Housing Action Subcommittee (HAS)</i>	<ul style="list-style-type: none"> • Representative Member (voting) • Established by: City council Resolution 2021-0020 • Appointed by: City Council • Term: One (1) year minimum
<i>Urban Forestry Citizen Advisory Committee (UF-CAC)</i>	<ul style="list-style-type: none"> • <u>Two (2)</u> Representative Members (voting) • Established by: SMC 04.28.060 • Appointed by: Community Assembly • Term: Two (2) memberships of up to two <u>Two (2)</u> terms of four (4) years each
<i>Development and Volunteer Committee (DVC)</i>	<ul style="list-style-type: none"> • Community Member At-Large (voting) • Established by: Spokane Park Board Resolution August 2, 2021 • Appointed by: Parks Director • Term: Two (2) years renewable
<i>Development and Volunteer Citizen Advisory Committee (DV-CAC)</i>	<ul style="list-style-type: none"> • Representative Member (voting) • Established by: Spokane Park Board Resolution August 2, 2021 • Appointed by: Parks Director • Term: Two (2) years renewable
<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~~ four 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, PC and ~~PC~~ TC.*
- *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 UF-CAC are selected by the Liaison Committee for appointment by the Community Assembly.*
- *~~Candidates~~ A candidate for the membership positions on the ~~DVC~~ and the DV-CAC ~~are~~ is selected by the Liaison Committee for consideration by the Community Assembly to nominate for appointment by the director of park and recreation.*
- *The Committee receives and considers ~~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).*~~

Community Assembly Liaison Positions

Community Assembly Liaisons	
<p>The city council has allocated the Community Assembly (CA), in the municipal code and by resolution, membership positions on six (6) city advisory boards, commissions or committees.</p> <p>Also, by resolution the city's parks and recreation board has allocated the Community Assembly one (1) membership position 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 as may be appropriate 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 • Appointed by: City Council • 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 • Appointed by: City Council • 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 • Appointed by: City Council • Term: Up to two (2) terms of three (3) years each
Transportation Commission (TC)	<ul style="list-style-type: none"> • Liaison (non-voting) • Established by: SMC 04.40.030 • Appointed by: City Council • 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 • Appointed by: City Council • Term: One (1) year minimum

Note: Liaisons addendum table adjustments for Transportation Commission enactment in August 2025
CA P&P - Proposed July 10, 2025, to revise the initial addendum version CA approved on March 7, 2024

	<ul style="list-style-type: none"> •
Urban Forestry Citizen Advisory Committee (UF-CAC)	<ul style="list-style-type: none"> • Two (2) Representative Members (voting) • Established by: SMC 04.28.060 • Appointed by: Community Assembly • Term: Up to two (2) terms of four (4) years each
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 • Appointed by: Parks Director • 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 and the board, commission, or committee they serve on. • Inform the CA 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. 	

Note: Liaisons addendum table adjustments for Transportation Commission enactment in August 2025
CA P&P - Proposed July 10, 2025, to revise the initial addendum version CA approved on March 7, 2024

Role of the Liaison Committee
<ul style="list-style-type: none">• 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 four 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, PC, and TC.• Candidates for membership positions on the UF-CAC are selected by the Liaison Committee for appointment by the Community Assembly.• A 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.• A candidate for the membership position on the DV-CAC is selected by the Liaison Committee for consideration by the Community Assembly to nominate for appointment by the director of parks and recreation.• The Liaison Committee receives and considers 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.

Community Assembly Budget Committee Policies and Procedures (April 2023)

Our Mission/Charge: To assist Neighborhood Councils financially through the budget process and by doing so to support and develop themselves to better serve their neighborhoods.

1. Duties

- A. The fundamental responsibility of the Committee is to encourage and assist the Neighborhood Councils in applying to the Office of Neighborhood Services (ONS) for Engagement Grant funds allocated by the City Council for Neighborhood Council use in building capacity and participation in Neighborhood Council activities. Final approval for specific uses of individual neighborhood funds is decided by the ONS. Members of the Committee shall keep in contact with their assigned Neighborhood Council to encourage completing applications and spending their approved allocations.
- B. The Committee encourages independent neighborhood funding, in addition to the ONS grants of all Neighborhood Council activities. However, the Committee shall not be responsible for independently funded programs wholly generated ~~withing~~ within a Neighborhood Council.
- C. Each Neighborhood Council shall be assigned to a Committee member as a liaison. Each Committee member shall be assigned no fewer than five neighborhoods unless the Committee has more than five members. Support shall include monitoring the budget-related activities of each Neighborhood Council. Each Neighborhood Council shall be instructed to assign a single individual as a contact point for all grant communications. ONS may assist in the coordination of Committee decisions and approvals with BSN activities.
- D. The Committee shall design and revise the Application and Budget Calendar as needed.
- E. The Committee shall review and advise on the preparation of the “Neighborhood Council and Community Assembly Grant Program Guidelines,” and provide training as needed. ONS annually may provide the Neighborhood Councils training in the Guidelines.
- F. All applications for funding shall be sent to the ONS. ONS will forward the applications to the Chair for distribution to the Committee before the next monthly meeting. Final and formal approval or rejection or modification of a planned expenditure and all applications shall reside with the ONS.
- G. In November, The Committee shall prepare a set of goals for the following year and share those goals with the CA.

2. Membership and Decision-Making Process

- A. The Committee shall maintain a minimum of three members who are members of different Neighborhood Councils. Membership of committees shall be open to all interested residents and representatives of agencies, businesses, government, institutions and property owners, in addition to Community Assembly Representatives and Alternates. Each member shall have one vote.
- B. If possible, the Committee will have at least five members, each representing a different Neighborhood Council. Proxies are not allowed – Members must be present to vote. Presence at a meeting is defined as either in person or by electronic means. A majority of members will constitute a quorum. Consensus is not required for action in the Committee – a simple majority is sufficient for action.
- C. For actions resulting in a tie with no absence (if only four members are present), the vote of the fifth member shall be solicited by phone. If an abstention or other event (such as a resignation and unfilled position) results in a tie, the unresolved action shall be taken to the next CA meeting for action.
- D. Actions taken between meetings shall be kept to a minimum; however, for actions required to be taken between scheduled meetings, an effort shall be made by the Chair to contact all members and achieve a majority. Any interim actions shall be ratified at the next meeting and included in the minutes.

3. Officers

- A. Two officers shall be determined by vote, consensus or by appointment by the Chair. These shall be the Chair and Secretary.
- B. Duties of the Chair:
 - 1. The Chair shall review and certify all distributions, working closely with the ONS and the assigned Committee liaisons.
 - 2. Additional duties of the Chair consist of sending out the agenda and submitted *draft* minutes for each meeting in a timely manner and managing the meetings and other administrative duties.
- C. Duties of the Secretary:
 - 1. The Secretary shall take notes at meetings and send the minutes to the Chair, so that committee members have them before the next meeting, in time to review.
 - 2. The Secretary shall send a *draft copy* of the minutes to the ONS for inclusion in the next CA meeting packet by the Monday before the next CA meeting.
 - 3. The Secretary shall keep a copy of all meeting minutes.

4. Terms

- A. Elections of officers shall occur annually in November for terms beginning the following year.
- B. The term of office as a member of the Committee shall be two years, with a maximum of two consecutive terms.
- C. Terms shall be staggered which means that two of the five membership terms shall expire one year after the inception of the Committee in January, thereby assuring that at least two members of the previous year are present at the beginning of each year.

5. Meeting Schedule

The Committee shall meet monthly on the 4th Monday, at 7:00pm at an agreed upon location, or as needed, but no fewer than three times per year.

6. Reports

- A. Written reports:
 - 1. The Secretary shall provide to the ONS (as detailed above), and to the members of this Committee, the *draft* minutes from the most recent meeting within one week.
 - 2. The ONS representative shall provide to the Committee the current status of every Neighborhood Council regarding applications and spending at each meeting of the Committee as appropriate or more frequently as needed.
 - 3. A yearly summary of the Budget Committee activities, along with the goals for the coming year will be submitted to the Community Assembly in December.
- B. Oral reports: The Committee shall approve presentations and presenters reporting on behalf of the Committee to the CA or other forums.

7. ONS Staff Support: As Assigned

Ad Hoc P&P Committee Memo

July 7, 2025

Recommendation on a Rule for Dismissal from a Meeting

Because the hybrid meeting rules adopted by the Community Assembly last October already provide for the dismissal of an individual from a meeting ...

... and because the decorum rules for meetings that were adopted by the Community Assembly last November provide for a vote of censure when an individual acts in a disruptive manner over the course of several meetings, then ...

... the provision of a general rule for the dismissal of an individual from a meeting can be achieved by amending the CA's P&P rules at IV. Meetings, item 4., regarding the role of the facilitator.

The text below is an amendment proposal to the policy for the management of meetings by the facilitator in "other" circumstances in CA P&P IV, 4. that adds a phrase to the end of the second sentence.

The Ad Hoc P&P Committee is recommending the amendment.

Note: The muting of a member's virtual connection or ejection from an in person meeting of any member who persists in disruption reflects conventional practice in parliamentary procedure. (An example—on the second page of "Sample Zoom Rules for Membership Meetings" by the folks here in Washington at Jurassic Parliament—can be found at this web address: <https://jurassicparliament.com/zoom-rules-for-disruptive-members/>)

=====

Text from CA P&P v.2022:

IV. Meetings

4. Other questions regarding the conduct of the meeting shall be decided by the facilitator. If someone speaks out of turn or disrupts the meeting, the facilitator shall rule that person out of order. If anyone objects to any decision by the facilitator, that person may challenge the ruling of the facilitator. When this occurs, each representative and the facilitator may speak to the challenge once and for only one minute. Debate is then ended and a vote is taken immediately to either uphold or reject the decision of the facilitator.

4. *Other questions regarding the conduct of the meeting shall be decided by the facilitator. If someone speaks out of turn or disrupts the meeting, the facilitator shall rule that person out of order and, in extreme circumstances, may dismiss the individual from the meeting. If anyone objects to any decision by the facilitator, that person may challenge the ruling of the facilitator. When this occurs, each representative and the facilitator may speak to the challenge once and for only one minute. Debate is then ended and a vote is taken immediately to either uphold or reject the decision of the facilitator.*

=====

Virtual: Sandy Wicht (Comstock – Admin), Luke Tolley (Bemiss – Admin Chair), Bill Doley (Rockwood – Vice Chair), Tina Luerssen (Grandview/Thorpe – Admin Secretary), Lorna Walsh (Riverside – Admin), Heather Hamlin (ONS), **Present in Person:** Gabby Ryan (ONS), Fran Papenleur (Audubon/Downriver – Guest), Paul Kropp (Southgate – CA P&P Cmte Chair).

May 2025 Minutes M/S/P unopposed

July CA Agenda July 10th at Liberty Park Library

City Updates:

Heather Hamlin the new ONS Director outlined her three Phase plan. The First Phase for Days, 1- 45, Learn and Listen. She will reveal Phases 2, 45 – 60 days & Phase 3, 61-90 days as they come. She is happy to meet one on one, coffee etc.

July Agenda:

1. Action Items from June
 - a. None
2. Continued Items for CA
 - a. None
3. New Items for CA Agenda
 - a. Heather Hamlin Introduction
 - b. Paul Kropp
 - i. Formula for establishing standard committees
 - ii. Standing P & P for Comms committee
4. Urban Forestry Kris Neely and Katie Kosanke
5. Work Group Update Time Needed No
6. Land Use Committee?

Admin Committee Business

1. Previous
 - a. Admin Committee Goals M/S/P
 - i. Implement Hybrid Procedures by the end of 2025
 - ii. Work on a system to track resolutions and responses between CA and CC
 - b. Interview Hybrid volunteers

- c. NC Attendance at CA. Tina tracks.
 - i. Sandy spoke to Cliff / Cannon. They are working on it.
 - ii. Fran talked to the Northwest rep. She will back in August.
 - iii. Discussion on how to help Logan.
- d. Retreat Discussion Quarterly, Twice a Year?
 - i. Find time slot that works with ONS
 - ii. All CA 7 Alternate reps
 - iii. CA Committee Chairs
 - iv. All ONS staff
 - v. Potluck? Back to grass roots feel.
- 2. New Business
 - a. Good Neighbor Awards Budget
 - b. Need for CA Historian
 - c. Heather ventured the idea of a CA website to hold records and photos

Future CA Agenda Items

- 1. September Yvonne Trudeau Spokane Parks Foundation
- 2. October Tirrell Black Circle Back on Comp Plan

Approve 7/11/25 CA Agenda M/S/P

Annual CA Calendar Reminder for Nominations Committee in **SEPT**, Committee P & P's due October

Next Admin Committee meeting Tuesday July 22 at City Hall/Zoom 4:00 – 5:30

June 16th, 2025

Budget committee meeting notes:

Location: Nevawood Resource Closet

Attendance:

Co-chair Laura Johnson, **Member** Dan Brown, **Member** Jeff Braunschweig,

ONS Liaison: Gabby Ryan

Absent excused: **Chair** Andy Hoyer, **Notetaker** Jael Stebbins

Although there were absent members a Quorum was still achieved

Meeting was called to order 6:55

Minutes of the last meeting were approved

Updates on the Community Engagement Grants:

Because the meeting was held on the deadline for the receiving of the grants, this took up most of our time. We also acknowledged that because there was still time in the day on the deadline that grants could still be coming in until midnight.

We had quite a few grants come in over the last week and a half. Some were reviewed electronically and voted on because of time constraints.

25 neighborhoods have applied with Latah Hangman, needing a possible extension.

We moved to extend the deadline for Latah Hangman, West Hills, and East Central to Wed. Jeff seconded, and the vote was approved.

Here are the grants gone through for the week of the 6/9 to 6/17

Ca admin Committee: (grant for the Zoom license) approved

Browne's Edition: approved

Chief Garry Park: approved with the knowledge that they need \$175 for Zoom

Northwest: approved

Comstock: approved

Lincoln Heights: approved

North Hill: Approved

Cliff Cannon: approved

Five Mile Prairie: Approved with Gabby reaching out for clarification on “Games and Prizes”

Audubon Downriver: Approved

Grand View Thorpe: approved with some editing on their grant

Minnehaha: approved

West hills: approved with the minutes from their meeting needed

Rockwood: approved with the knowledge that they leave out “yard games”

Emerson Garfield: approved

Nevada Heights: approved

Peaceful Valley: approved

Riverside: approved

Southgate: approved

West Central: approved

Riverside: approved

Three neighborhoods were not eligible for the grants: Balboa/SIT did not attend training that made them ineligible to apply for the grant. Logan and Whitman did not apply or seem to show interest in applying for grants.

P and P and Goals Roundtable:

We discussed some possible changes on what might make up the executive board of the Budget Committee membership and what that could look like. As for the actual P and Ps themselves. We talked about some terminology clarifications in the P and Ps and when would be the best possible time to review P and Ps and goals. We also discussed when they would actually kick in. Some members felt that it could be the outgoing committee’s job to make recommendations, but that it possibly should be the incoming committee’s responsibility or choice on what goals they would like to set forth for the coming year. Because we had some of our board members missing, this was only a soft discussion; nothing was decided upon at this time.

Deadlines for the grants will continue to be on the third Monday of June. With a possible week for review and editing.

Meeting adjourned

Community Assembly Committee: Building Stronger Neighborhoods

Meeting Minutes

Saturday, June 21st 2025 9:00-10:30 AM

Hybrid on Zoom and The Hive

1. Welcome/Introductions and Committee Business
 - a. In attendance: Tina Luerssen (Grandview-Thorpe), Dan Brown (North Hill), Sandy Wicht (Comstock), Fran Papenleur (Audubon), Luke Tolley (Bemiss), Laura Johnson (Hillyard), Jeff Johnson (Hillyard), and Dave Lucas (Rockwood).
City Staff: Amber Groe
 - b. Approve April 2025 Meeting Notes: Moved, seconded and approved unopposed.
 - c. Good Neighbor/CA Awards Budget Request (\$250/\$600 in 2024) - keeping it on our radar and then will request after all the deadlines have passed.
2. ONS Report (Amber)
 - a. Department Staffing Update:
 - i. New ONS Director Heather Hamlin started June 1. She will share her strategy at the next CA meeting.
 - b. Spokane Neighborhood Summit Planning:
 - i. Just before the deadline, July 10 - one submitted so far. (Jael S from Shiloh Hills RE Language Access). She's reaching out for subjects such as youth engagement, de-escalation, working with city government (like year one).
 - ii. After the deadline, she'll send out for us to vote on all the options proposed.
 - iii. We proposed a lot of presentation ideas including bylaws, CA Committee work, CA 101/how to get involved/
 - iv. Keynote Conversation: BOB (Burst of Brilliance) Talks instead of one long one. These can be really inspiring and help our folks be willing to try new things. The group really liked this idea.
 - v. Resource Fair: Amber led us through a list of potential participants and we discussed what could/should be added or removed.
 - vi. Attendance: It's been 85 in the past at the Fire Training Center, now it's 120. Do we want to extend the invite to people from around the PNW region? We thought it was a good idea.
 - vii. Amber shared the swag the participants will be getting.
3. Communications Committee Update (Sandy)
 - a. Spokane Public Schools/Peachjar/PTG - they'll circle back to this in the fall when school's back in.
 - b. Committee Work: They are going to take the whole tool-kit down and then replace and republish them as they get updated. Tina suggested we be retain access to info for Summer events.
4. Spring Learning Series/BSN Trainings (Tina)
 - a. Recap CA Inventory Workshop - It was well attended and really good for folks to be able to get hands on with the equipment. We do wish there would have been

more time spent on the more challenging things and less on the things that are easier to figure out. We thought doing this yearly would be a great idea.

- b. We really liked the idea of doing Jan-May monthly small trainings after the BSN meetings.
 - c. Recap CliftonStrengths Workshop - The committee expectations, the ONS responsibilities and the GU responsibilities were not on the same page. A lot of the pre-work (ordering things, sending out the codes, advertising, etc.) was not done smoothly, but the actual workshop was pretty good. Amber will follow up with Gabby to find out how many licenses we still have left.
5. Neighborhood Updates and Topics for Next Meeting
- a. Saturday is the first ever Summer BBQ kick off in Audubon/Downriver. They also have Music Under the Pines coming up, 10th/17th/24th of July in Audubon Park.
 - b. Rockwood moved their summer party to September. They're starting a new event committee to put on and promote more activities. They take the summer off so it will be quiet. They have a huge traffic calming project starting soon fixing up the messy intersection south of Sacred Heart Hospital.
 - c. Grandview/Thorpe is doing a summer block party in September. They decided to stop their movie night because of dwindling participation. Their last meeting had 25 people which was monumental for them. They are working to update their governance and officially change their name from Association to Council.
 - d. North Hill is working on getting a new logo. The creative district is really moving forward. They're planning a second Saturday event every month. They're having a neighborhood picnic Aug 14th in Ruth Park. Biggest thing right now is the business folks were taken by surprise by the Jesus Fest that was put on in response to Pride month. It seems that the permit might have been falsified to say the neighborhood businesses and churches were on board and that doesn't appear to be the case.
 - e. Hillyard had their first 3rd Thursday Art Walk this past Thursday. It was a very cool event hosted by the budding Hillyard Creative District. Hillyard Farmers Market is every Monday afternoon until October 22nd, 3-6 at the Community Center. Once per month they do "boosted" markets they call street fairs, 7/28, 8/25, 9/22. Laura applied for \$300,000 from CDBG funding to improve Harmon Park and was awarded. August 2nd will be the Hillyard Fest parade and vendor fair in Historic Hillyard.
 - f. Bemiss has Music Under the Oaks on July 18th and July 25th in Hays Park. Chris Bovey is doing the intersection street mural in August.
 - g. Future Agendas July 19
 - i. Neighborhood Summit
 - ii. Comms Committee

6. Adjourn.

Next Meeting, July 19, 2025, 9am at The Hive

2025 BSN Committee Officers:

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

BSN Committee Mission Statement:

"Build stronger neighborhoods by promoting the growth of Neighborhood Councils through training, education, and engagement opportunities, with input from the Neighborhood Councils."

CA Liaison Committee – Draft Notes – June 10, 2025 – 2:00PM – South Hill Library + Zoom

Present: Paul Kropp, Southgate, Chair; Andy Hoye, Southgate, Recorder; Lorna Walsh, Riverside; Fernando Diaz and Linda Carroll, Guests via Zoom; Cliff Winger, Shilo Hills; Bonnie McInnis, excused absence

Quorum established and May minutes approved.

The “brochure” which will be used to share a summary of the CA Liaisons activities, their relationship to the CA, neighborhoods and the Liaison Committee is with the graphics designer – it may need adjustments to its appearance on the City webpages.

On the phone during this meeting, Katherine Alexander acknowledged that she owed us two reports from the Housing Action Subcommittee.

We reviewed the attendance grid and the new “packet report” grid

We discussed with Cliff Winger his attendance at and observations of the Transportation Commission – he felt that he was an outsider. Paul will draft a recommendation to the CA that the CA requests that our liaison have a seat at the table and a slot on the Agenda – more like the Plan Commission. Paul said he would send a draft of that memo to us.

We reviewed how the CA liaison to the Climate Resilience and Sustainability Board could be implemented – voting or non-voting. We recognize the CA will need need to wait for the City Council to decide on the form.

We noted again that Mary Winkes’ term as the liaison to the Plan Commission expires on 12-31-25. We agreed not to meet in July but will meet in August.

Meeting adjourned at 2:55 PM.

Draft Notes submitted by Andy Hoye
Edited by Paul Kropp

Community Assembly Safety Committee Meeting Minutes for
June 25, 2025 at 6 PM at
The Hive, 2904 E Sprague Ave. Room C
Topic: Update on City Services for homelessness and other

Members Present: Tyler Tamoush , Minnehaha, Chair; Olivia Waldron, Cliff/ Cannon, Vice Chair; Debra Howard, Manito/Cannon Hill, Secretary; Ted Stevens, Emerson/Garfield; Ron Davenport, Emerson/Garfield; Charles Hansen, Whitman; Doug Trudeau, East Central; Christopher Savage, Balboa/South Indian Trail; Chris Hansen, Cliff/Cannon; Laura Johnson, Hillyard; Jeffery Braunschweig, Hillyard.

Others Present: Amber Groe, City of Spokane, Office of Neighborhood Services; Arielle Anderson, City of Spokane, Director of Community Housing and Human Services; Anna Robinson, Rayce Rudeen Foundation.

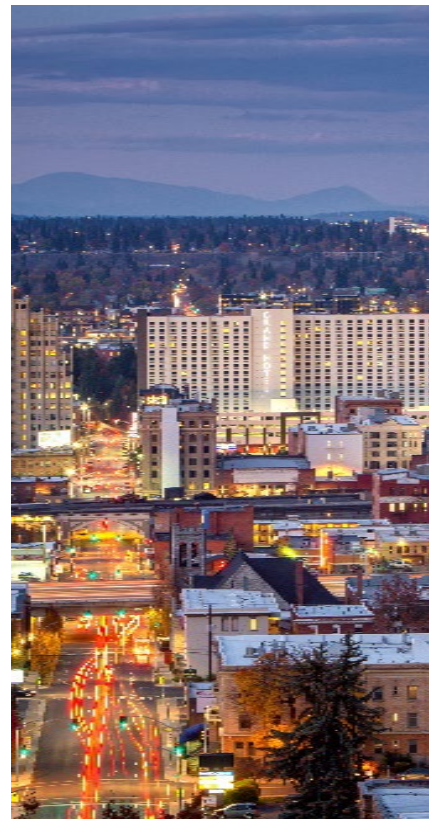
1. Introductions
2. The agenda for the meeting was approved.
3. Arielle Anderson gave an update about the Community Housing Human Services quarterly report. She noted that the report can be viewed in total on the website. All grants that the City awards for homeless services must meet certain performance levels. The data collected allows the City to allocate money to providers in a more directed manner. The largest group of homeless persons are males from 25 to 54 years of age. The second largest group are males, 65 years of age and older. The Canon Street Shelter will be reconfigured to become a drop-in center serving males. They will be able to get case management, showers, meals, referrals for housing, sobering beds, family reunification. Beds will be removed from the shelter as it becomes a drop in place. Arielle reports that our data collected agrees with state data that show that bridge housing rather than street to housing results in more long-term success for clients. From 10/23 to 12/24, 7,000 persons were served. This does not include domestic violence escapees managed by the YWCA.
4. Anna Robinson from the Rayce Rudeen Foundation (raycerudeen.org) stated that the foundation founded in 2016, has the goals of ending stigma around addiction, dissolving the silos between groups that work on the issue of addiction and providing education and prevention about fentanyl. They do presentations to any group that will have them. Also, they hold a youth summit some years, have a youth advisory panel and will hold a Fall Festival, hopefully in October of this year. She reminded us that we can receive Narcan, one dose for free, each month from stopoverdose.org.
5. Chris Hanen from Cliff/Cannon wanted to call our attention to a proposed city ordinance that will address code enforcement issues such as abandoned cars, weeds, garbage in yards, and properties that are not maintained. She is concerned that it does not provide enough specifics to address these problems. The ordinance is scheduled for a final reading at the 6/30/25 council meeting. She feels that her neighborhood has been sorely overlooked by the city regarding these issues.

6. Tyler suggested and members agree to have a panel, probably in November, that will include de-escalation training.
The goal would be that activists attending protests and other large crowd events would understand police response and procedures so that these events can be safer for ALL who attend.

Our Next meeting will be held on July 30th, 6 PM, at The Hive, in studio E.



2024 Longitudinal Systems Analysis (LSA)



Introduction

- The Longitudinal Systems Analysis (LSA) is an annual federally mandated report looking at the data within the Homeless Management Information System (HMIS) of those who were served in the following project types throughout the year:
 - Emergency Shelter
 - Transitional Housing
 - Rapid Rehousing
 - Permanent Supportive Housing (disability required for entry)
 - Permanent Housing with Services (no disability required for entry)
 - Permanent Housing Only (no services)
- Note: Any data entered in Comparable Databases is not included in this report. If a project does not participate in HMIS, its data is not included within the report.

Introduction

- It provides information on:
 - Demographics
 - Patterns of system usage
 - Length of time homeless
 - Needs of specific populations
 - Exit destinations
 - Retention of Permanent Housing
- Reporting Period: October 1st, 2023, to September 30th, 2024

Takeaways

- Transitional Housing interventions have improved long term outcomes for permanent housing placement and retention.
- Those being placed into permanent housing in Spokane have a 93% retention rate.
- In our projects with actual beds attached (i.e. not eviction prevention) served over 7,000 individuals in 2024 and this is a fraction of those we serve.
 - With only 7% of those served returning to the homeless system for services.



System Performance Overview

 **5,771**
HOUSEHOLDS

 **7,221**
PEOPLE

99 

Days Homeless

Average cumulative days homeless

[VIEW DETAILS](#)

22% 

Exits

Exits to permanent destinations

[VIEW DETAILS](#)

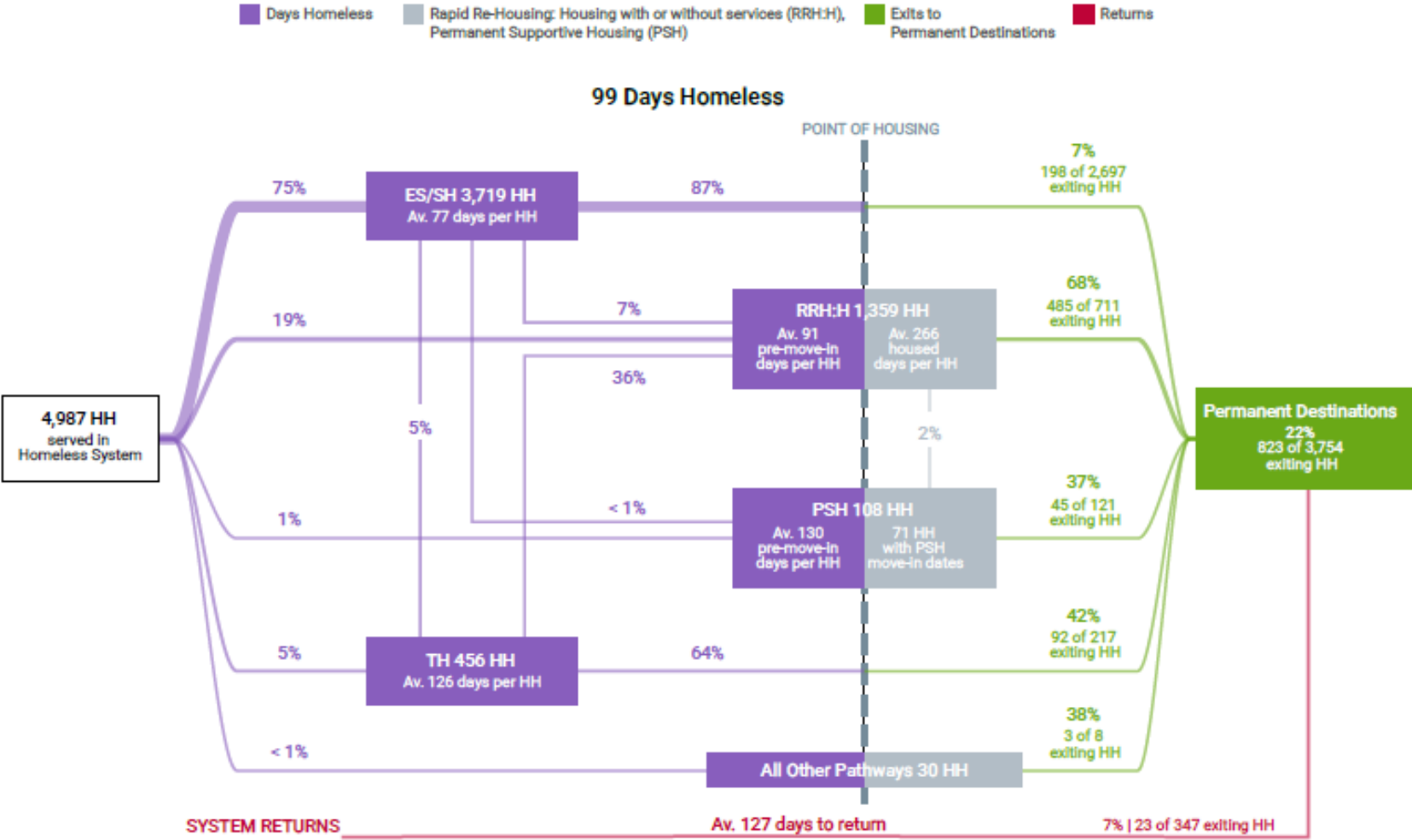
7% 

Returns

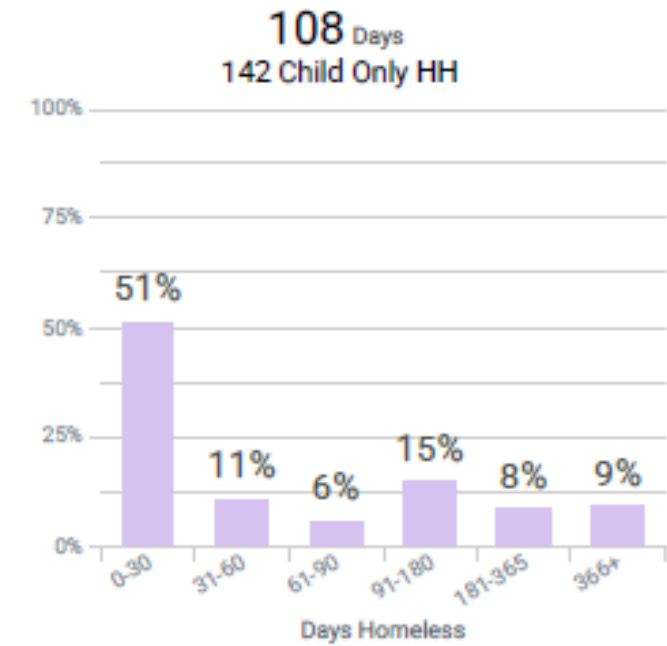
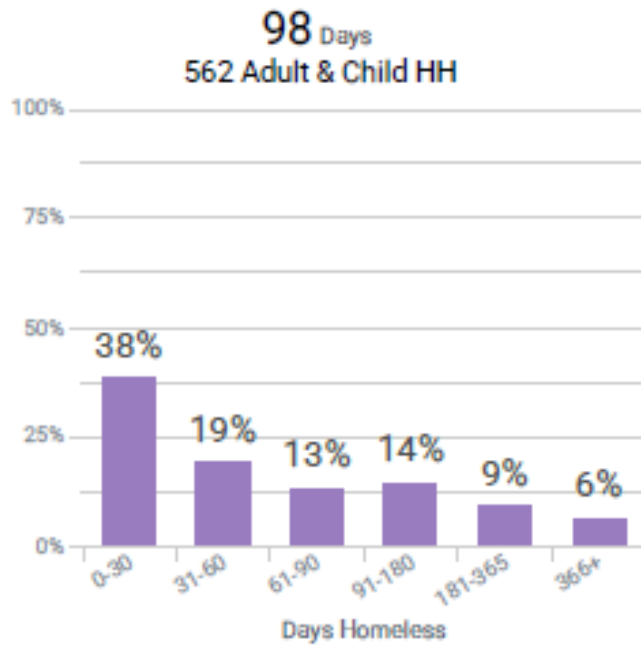
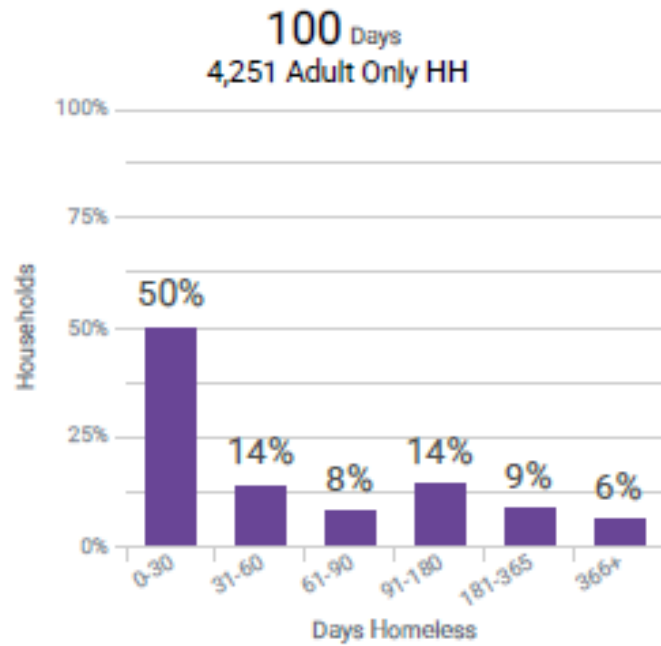
Returns after exits to permanent destinations

[VIEW DETAILS](#)

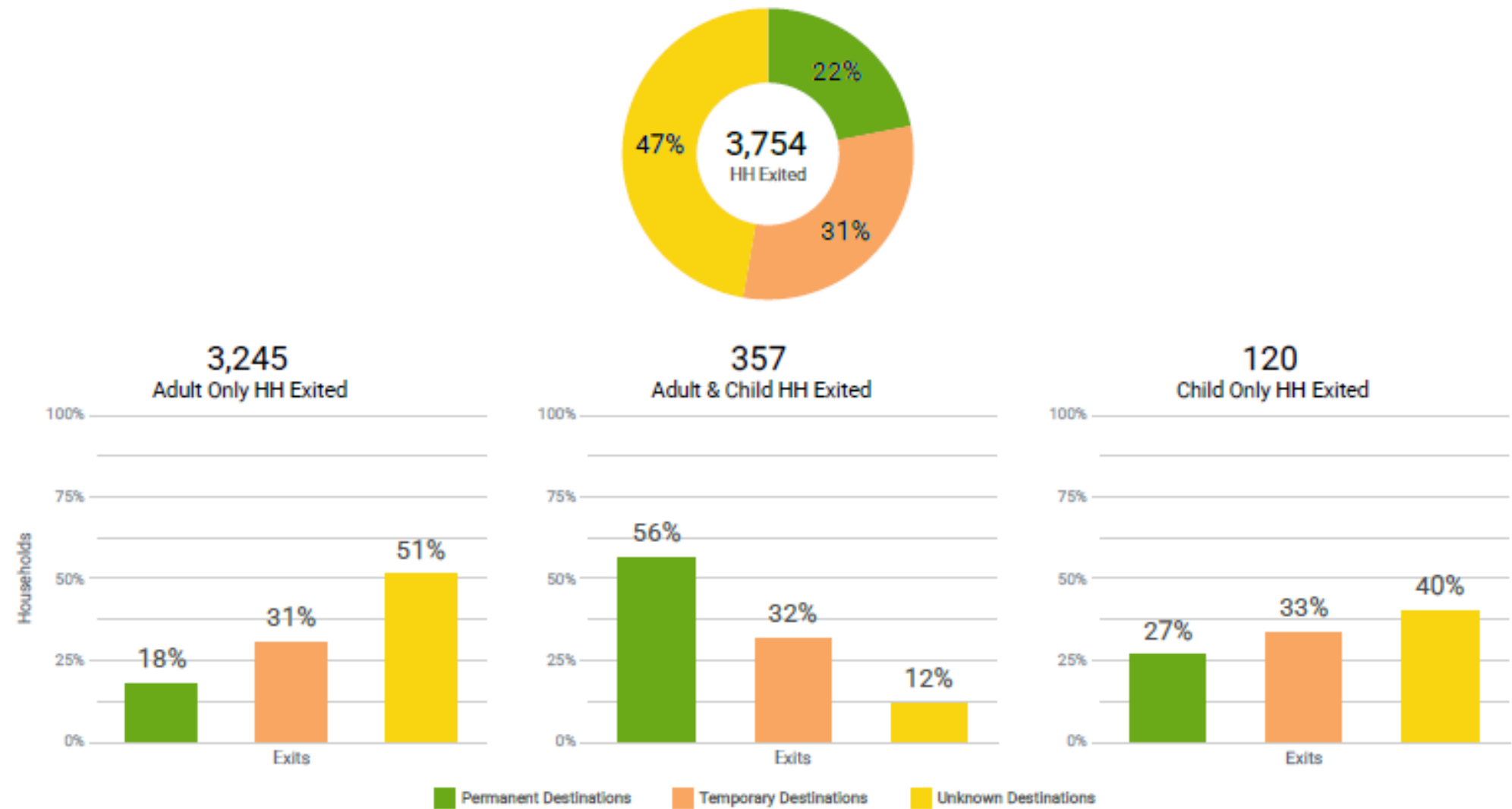
System Performance Map



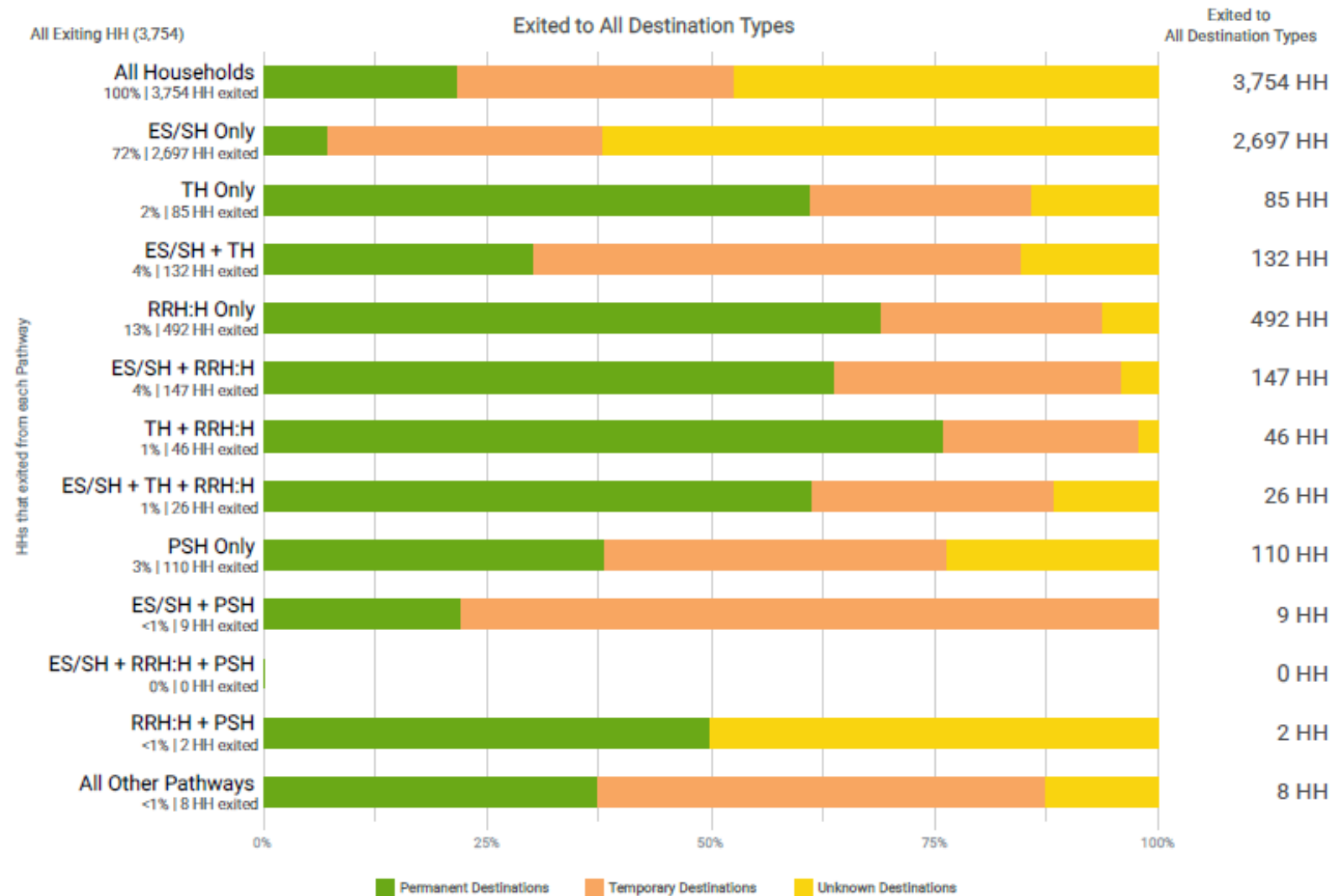
Length of Time Homeless



Exits by Destination Type

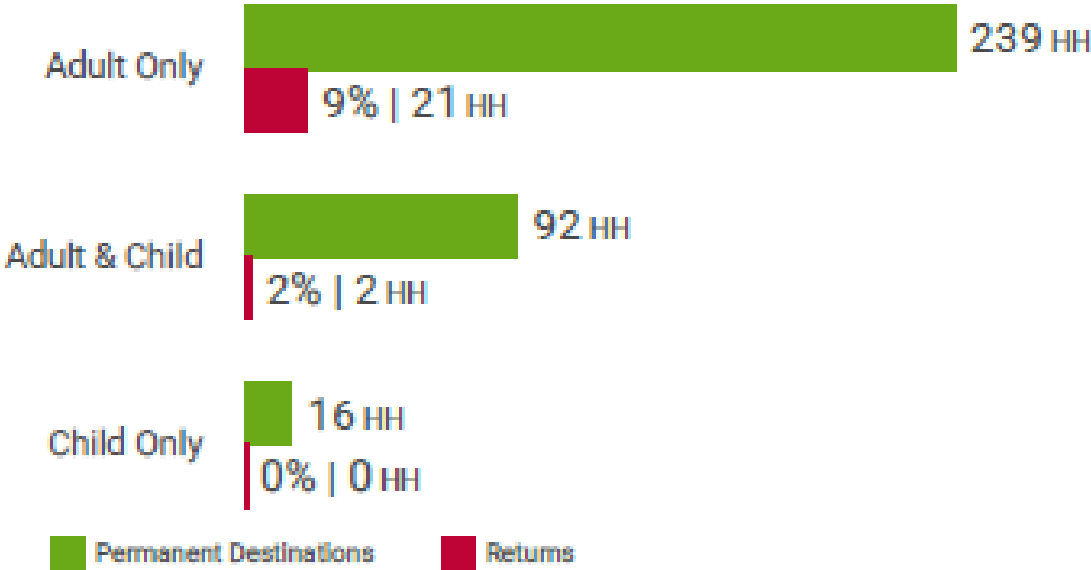


Exits by Pathway

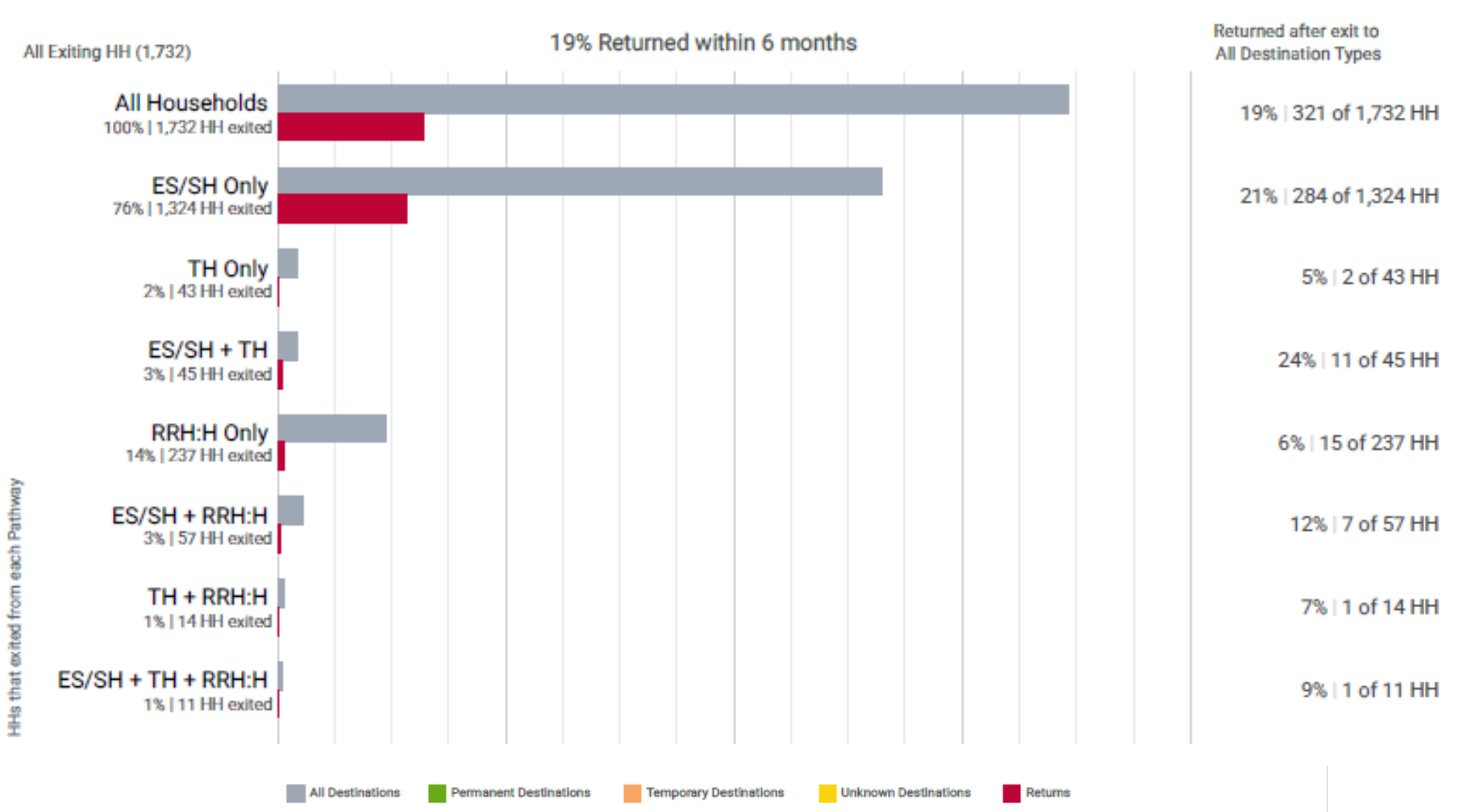


Returns to the Homeless System

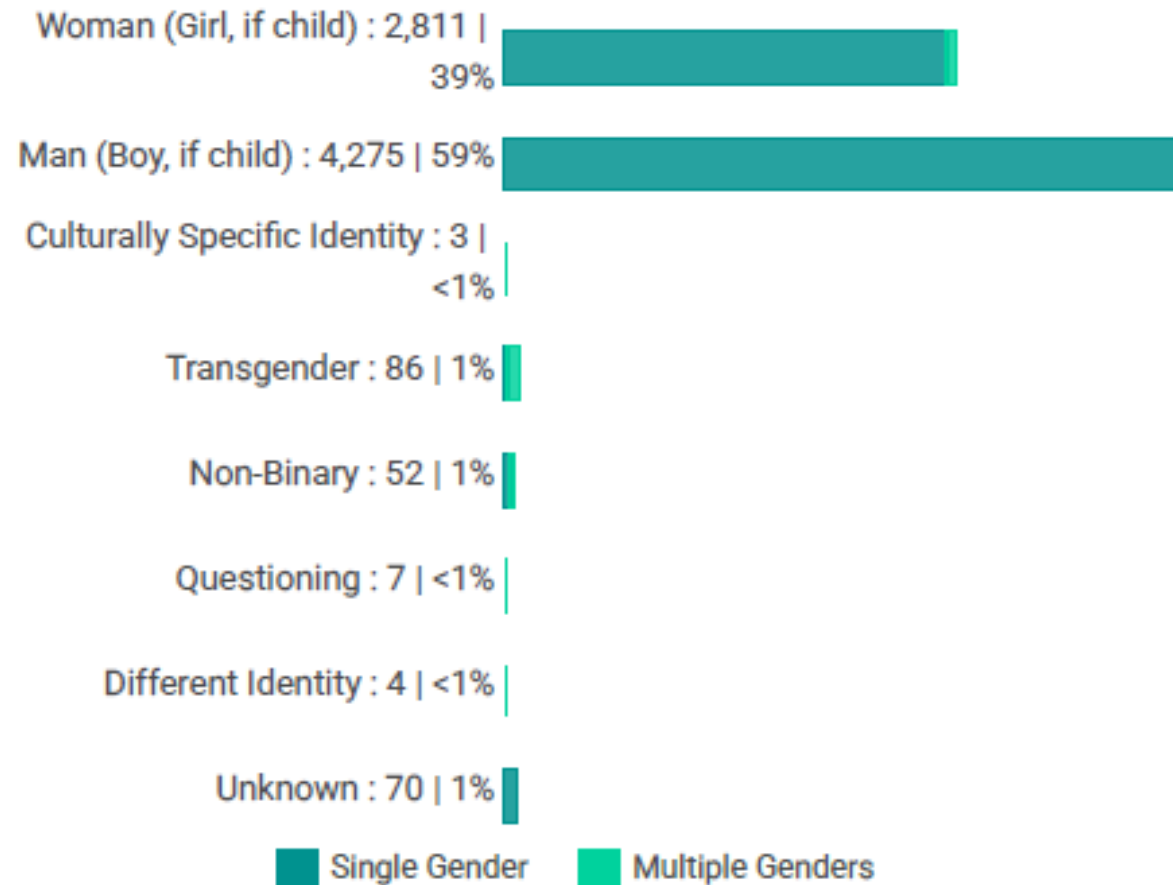
7%
RETURNS
23 of 347 HH



Returns by Pathway



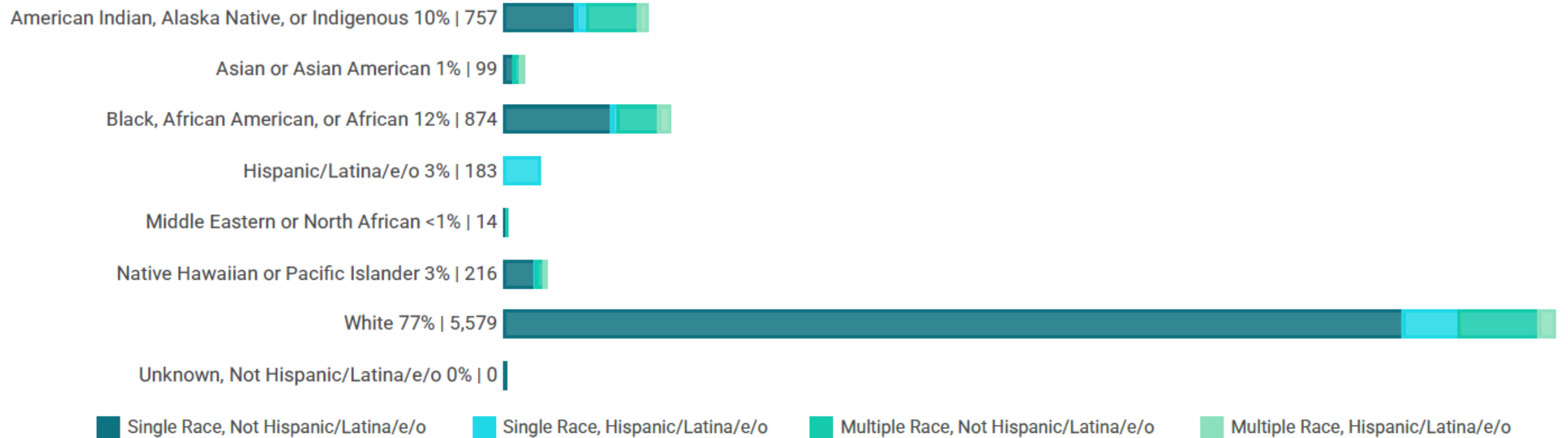
Demographics: Gender



Demographics: Age



Demographics: Race



Demographics: Household Composition



Resources

- Spokane HMIS: <https://my.spokanecity.org/chhs/hmis/>
- Spokane HMIS Reports:
<https://my.spokanecity.org/chhs/hmis/reports/>
- 2024 LSA Report:
<https://static.spokanecity.org/documents/chhs/hmis/reports/2024-lsa-report.pdf>

Pedestrian Traffic, and Transportation (PeTT) Meeting Draft Minutes
6/24/25 at 6 pm on Zoom

Attendance

Cliff Winger-Shiloh Hills, David Eagle-Chief Garry Park, Drew Redmond-STA, Kris Hansen-Cliff/Cannon, Bill Meeks-Grand View Thorpe, Rod Moore-Riverside, Carol Tomsic-Lincoln Heights, Rita Conner-Southgate, Tyler Kimbrel-Audubon/Downriver, Bicycle Advisory Board, Charles Hansen-Whitman, Mary Winkes-Manito-Cannon Hill

Introductions

The meeting was called to order by chair, Carol Tomsic, at 6 pm

Attendees introduced themselves and their neighborhood connections

Tyler Kimbrell, City Planning, Brief Overview of Bicycle Advisory Board (BAB)

Tyler introduced himself. He said to read the 2024 Bicycle Advisory Board Year End report. <https://static.spokanecity.org/documents/bcc/boards/bicycle-advisory-board/general-documents/2024-bab-year-end-report.pdf> The 2024 report will let us know everything the board has done last year. The report is data-based. He also gave the link to the BAB webpage. <https://my.spokanecity.org/bcc/boards/bicycle-advisory-board/> He talked about the Bicycle Master Plan, 27 by 27 Urban Mobility Network, The West Central Neighborhood Shadle High School on Belt protected cycle tracks, Pothole reporting by bicyclist, The city being awarded the silver level bicycle friendly award by the League of American Cyclists. The city was bronze level. He said the nation is trending to be more bicycle friendly. He said the BAB advises the city staff on projects. He said they have a youth member on the BAB. He said they have a liaison on the Transportation Commission, Lauren Pangborn. He answered questions. It was noted to be quite an accomplishment to have a youth member. He said repairs to bike lanes can be added to the street department's six-year plan. He was unsure if there would be an opportunity for a comp plan amendment for bicycle lanes. A bikeway design manual was discussed. The city's bicycle lane snowplow was discussed in a conversation on unplowed snow on the Hamilton Overpass. He said residents can report potholes and specific road issues to 311 or Jon Snyder. He also said there were still free bike racks. <https://my.spokanecity.org/projects/bike-rack-program/>

Division Street Transit Oriented Development Project

Deferred to a future meeting.

Drew Redmon, STA Associate Planner, Agency Update

Drew said the West Plains Transit Center was still under construction but in use. He said there will be Hoopfest Shuttles at Jefferson and the U District. He said the Fourth of July service would

be Saturday level. He discussed the criteria for shelters, including right of way and high demand. He answered questions. He said STA is considering shelter options on the north side of Sprague. He said 40 shelters have been ordered and will be installed in the summer and fall, including on Sprague and Indiana, near the Valley Mall. He shared a link for detour and closure information due to city-wide construction. <https://www.spokanetransit.com/alerts/>

Cliff Winger, Community Assembly (CA) Liaison to Transportation Commission, Agency Update

Cliff said the Transportation Commission allows citizens to make a three-minute comment prior to the meeting. Mary added the comment must not concern items on the agenda. He also told everyone they can send an email to him. cwinger@spokanecity.org Cliff said citizen feedback he has shared with the Transportation Commission include replacement of unsafe ADA ramps, the use of Portland cement on sidewalks and the safety of pedestrian and bicycle access on Division Street with the ongoing Division Street TDD. Permeable pavement installed at Lidgerwood and Cincinnati was discussed. Cliff said to contact our Transportation Commission district reps to request streets be repaired with funds by the Transportation Benefit District, money collected with car tabs. He discussed proper lane widths and traffic calming. Rita asked him to expand on the Portland cement. David volunteered to answer Rita's question and discussed the benefits of using sustainability products instead of Portland cement. A contact with the city was shared by Cliff on the cement issue, Tray George, jgeorge@spokanecity.org Vacating streets was discussed.

Mary Winkes, the CA liaison to the Plan Commission, said the Comprehensive Plan update was underway. She said the first draft of the Neighborhood Chapter was shared with the CA. She discussed the importance of making comments on the Comprehensive Plan updates through the CA. She said the Transportation and Land Use chapters have not been touched yet.

The no minimal parking residential ordinance and its effects on neighborhoods was discussed.

Roundtable

Carol gave an update on the Stair Hike and said she was still waiting for the Park's list on stairs and still needs to reach out to the school district for their lists of the stairs. She asked everyone to let her know their ideas and thoughts on a city Stair Hike.

Kris Hansen asked to speak on the recent Cliff/Cannon traffic calming project that blocked South Cedar Street to traffic. She said the closure of Cedar Street negatively affected northbound buses, traffic, and pedestrians making 1000 trips a day to the hospitals. She said there was a lack of transparency. She said it was a negative to the entire neighborhood. She said the city pushed aside priorities. She said the project was not listed and it had nothing to do with what their council had asked for. Integrated Capital Management was discussed.

Carol said she would follow up on the project and let her know what she finds out and bring in a speaker on the subject. Cliff suggested Kris request a meeting with Councilmember Paul Dillon, Jon Snyder, Director of Transportation and Sustainability, and Marcia Davis, Director of Public

Works.

The meeting was adjourned at 7:10 pm

The next meeting is on 7/22/25 at 6 pm on Zoom

Plan Commission (PC) Liaison Report

Community Assembly Report, July 10, 2025

Filed by Mary M. Winkes, CA Liaison to the Plan Commission

Plan Commission, June 11, 2025, 2:00 p.m., in person and via Microsoft Teams

1. PlanSpokane 2046: Update. For the latest in comprehensive planning for 2046, see <https://my.spokanecity.org/planspokane/>
2. Addressing Code Revisions: SMC 17D.050A.050, 17D.050A.100, 17D.050A.160

How to address new residences that are built as infill projects, so that numbering continues to be sequential.
3. Division Transit Oriented Development
<https://my.spokanecity.org/projects/division-street-transit-oriented-development/>
4. East Central/5th Avenue Subarea Plan Update

<https://citizenportal.ai/articles/3787286/Spokane/Spokane-County/Washington/Mara-Murphy-presents-East-Central-Fifth-Avenue-sub-area-plan-using-Minecraft>

<https://my.spokanecity.org/projects/fifth-avenue-plan/>

Hearing, June 11, 2025, 4:00 p.m., in person and via Microsoft Teams

1. *Complete Streets Ordinance

<https://static.spokanecity.org/documents/bcc/commissions/plan-commission/recommendations/2025/pc-findings-of-fact-conclusions-and-recommendations-complete-streets-ordinance.pdf>

Plan Commission, June 25, 2025, 2:00 p.m., in person and via Microsoft Teams

1. Climate Planning Phase 1 Wrap-Up. See link:

[Climate Planning - City of Spokane, Washington](#)
2. *Addressing Code Revisions, Request for Hearing: SMC 17D.050A.040, SMC 17D.050A.050, SMC 17D.050A.100, SMC 17D.050A.160
3. Streets, Alleys, and Driveways Adjustments: SMC 17A.020.030, SMC 17A.020.040, SMC 17A.020.120, SMC 17A.020.160, SMC 17G.010.130, SMC 17H.010.015, SMC 17H.010.090
4. PlanSpokane 2046: Chapter Review Update

The first two subcommittees have completed their work, and the work of the third subcommittee is beginning. The most recent drafts of the chapters of the 2046 comprehensive plan can be found on the planspokane website. See web address below

For Plan Commission complete information, including agendas, minutes and other documents see:

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

For complete information regarding the city's progress toward the development of the 2026 Comprehensive Plan see:

<https://my.spokanecity.org/planspokane/about/>

The current comprehensive plan can be found at:

<https://my.spokanecity.org/shapingspokane/comprehensive-plan/>

Tree Advisory for the Park Board Meeting Report

March 4, 2025

Kathryn Alexander, CA Liaison

Urban Tree Minutes for March:

Planting season is wrapping up. They've been working with golf courses and Girl Scout troops on the Susie Forrest tree planting project at Rogers High School.

The willow project is progressing, which involves replacing the willow tree that died on Finch Arboretum grounds. They are creating a project that reflects the results of surveys they've conducted with the community, and they're very pleased with the way that's going.

They nominated Nancy McCarroll of the Susie Forrest for an award from the Washington Recreation and Parks Association.

Urban Forestry will be planting trees at the On Track Academy for their outdoor forest, which will be part of the curriculum for the school. They are transitioning back to dead tree removal, and they have new seasonal workers who are in the process of being trained.

Tree Advisory for the Park Board Meeting Report

Special Meeting of the Citizen Advisory Committee to the Spokane Urban Forestry Tree Committee and Park Board Urban Forestry Tree Committee Joint Field Trip/Meeting to the Spokane Conservation District Quarry

April 29, 2025

Kathryn Alexander, CA Liaison

Urban forestry Report:

- 84 trees will have been planted this Spring by 5/2/25 by 3 contractors
- 15 trees to be planted with volunteers in the Emerson Garfield neighborhood on 5/2/25 and Mayor Lisa Brown will be there to give the Arbor Day Proclamation
- There may be a possibility for a small number of plantings for the spring season depending on available sign-up locations
- Total project planted trees is 262 - between fall 24' and spring 25'
- New yard signs with QR codes for free trees are being installed at high visibility locations, to further spread word about the opportunity

A visit to the Spokane Conservation District: The conservation tour was led by Matt Stewart, who gave us an overview of the core, including the history. There's a total of 50 acres for the site. We toured the building and the new scale house market, which is really exciting and now open for business. We looked at tenant spaces.

There was a pool renovation, and when he talked about trees, he mentioned a tree sale in which more than 100,000 trees were sold in 2025. They have 1,000 landscape-sized trees stored at the quarry. They're working with SpoCanopy and SCD's grant program, Cool Canopy, to provide trees. They're also collaborating with the Apple Way Trail to replace damaged trees and are working with wildlife biologist and historian Jack Nisbet, who offers tours on the site. They have increased wildlife species and habitats and are very pleased.

A portion of the quarry site contains an "asphalt mountain," a very large pile of asphalt and concrete created from years of dumping. Miraculously, many plant species, such as mock orange, are growing out of it, making it difficult to tell it was there. They are working on forest health issues, planting trees including ponderosa pine, Douglas fir, and larch. They do not use chemicals on-site for weeds.

They have a new greenhouse and a geology focus because a lot of the Ice Age flood stories can be seen from their site. It has a rich geological value with basalt outcroppings, cliffs,

and different formations. They found fossils of trees that are over 17 million years old. The property also includes wetlands and a small pond.

It was a very exciting and informative trip. It was a wonderful thing to do.

Housing Action Subcommittee Report

April 16, 2025

Submitted by Kathryn Alexander, CA Liaison

The agenda included reports on the Spokane City County Five-Year Strategic Plan to Prevent and End Homelessness from 2025 to 2030 and a report on the Affordable Housing Development and Tenant-based Rental Assistance RFP process.

Spokane City County Five-Year Strategic Plan

The regional continuum of care is looking at finding money outside of the federal system, a regional integration to try and think about connecting with the city of Spokane Valley and Spokane County.

They are thinking more deeply about seniors and the changes that Medicare requirements will have on people in affordable housing. It's a whole different population with different requirements.

They are intending to be data-driven, so collecting data and sharing that becomes a prime focus.

Areas of Focus

Coordination, looking for funding sources, street outreach, and staff training are key in this five-year plan. There's also a strong focus on eviction prevention, which I think is fairly new.

Affordable Housing Development and Tenant-based Rental Assistance

As far as homelessness goes, the basics of performance measurement have several areas: length of time, the amount of time people return to homelessness, being first-time homeless, successful permanent housing outcomes will be measured, employment and income growth for homeless people, criminal justice involvement of people experiencing homelessness, and homelessness prevention and housing stabilization are becoming measures.

They are clarifying their night-by-night emergency shelter performance measures, continuous stay emergency shelter project performance measures, homeless diversion projects performance measures, street outreach project performance measures, and homeless prevention projects performance measures.

They have set up criteria for traditional housing project performance measures, rapid rehousing performance measures, and coordinated entry performance measures. There's a list of funding sources and estimated amounts, with an allocation schedule.

Housing Action Subcommittee Report

May 14, 2025

Submitted by Kathryn Alexander, CA Liaison

The May meeting for May 15th was very short because the city council was attending the Jurassic Parliament workshop. It was just a quick briefing. We looked at the Home Starts Here initiative and homeless ordinances.

It was just a very brief outline and description of what's in those ordinances. It's a very short meeting.

The goal of the Home Starts Here program is to reduce the number of Spokane residents who are housing cost-burdened, to grow the median household income to increase financial stability, to add new units to the city's housing supply, to expand the city's home ownership, and to increase the percentage of the city's population who have health insurance.

Housing Action Subcommittee Report

June 19, 2025

Submitted by Kathryn Alexander, CA Liaison

The June H-A-S meeting was canceled because it falls on Juneteenth.

Transportation Commission (TC) Report June 2025 by Cliff Winger <cwinger@spokanecity.org>

The short link to Transportation Commission's web page is here: <<https://easyurl.net/SPK.TranCom>>

Note: Contact Cliff Winger at email above for any questions, suggestions, comments about the City of Spokane Transportation. These notes for the CA will attempt to give brief descriptions and links to information in the TC agenda and project pages.

TC May Agenda <<https://static.spokanecity.org/documents/bcc/commissions/transportation-commission/agendas/2025/06/transport-agenda-2025-06-18.pdf>>

Your TC representative: District 1: Joni Harris - joniharris@spokanecity.org; District 2: Grant Shipley, President gshipley@spokanecity.org; District 3: Kaylee Jackman kjackman@spokanecity.org.

Neighborhood and CA Communications to the TC:

Director Jon Snyder stated that the TC liaisons can present matters to the commission either in person or in writing. The CA Liaison presented three items:

- 1) How do neighborhoods get ADA ramps when not part of a road project that mandates these upgrades?
- 2) Division St is not safe for pedestrians & micromobility. How can the TOD and BRT bring this corridor up to a safe street for all standard?
- 3) A neighbor commented that Portland cement concrete is environmentally unsound. Does Spokane take into consideration the environmental impact of its road surface materials?
 - You are also free to contact the TC Commissioners directly. Citizens have three minutes at the beginning of the TC meetings for public statements.
 - Please contact your CA liaison or your PeTT committee to communicate neighborhood traffic concerns to the TC.

Sharp Avenue Permeable Pavement Initiative: In 2018, Ecology financed this project extending from Lidgerwood to Cincinnati, close to GU. The findings indicated a reduction in certain pollutants, while an increase in some metal ions was observed. The pavement deteriorates more quickly than standard road surfaces and incurs significantly higher costs to preserve its permeability. See Agenda for slide presentation. Contact Trey George jgeorge@spokanecity.org

TBD (monies from car license tabs) Residential Streets 2026 Project List - pavement condition are listed in the agenda linked above. The PCI index rates a new road surface at 100. The Streets Department tries to keep streets in the best conditions as long as possible (preventative maintenance) and to use limited funds as efficiently as possible. (1 mi with chip seal is same cost as 1/4 mi of grind and overlay)

TC teams are to visit each district's work 2026 schedule as in agenda page 22. This will be on the August TC agenda contact your District commissioner (listed above) for questions/concerns.

2025 Adaptive Projects & Safe Streets for Spokane Project List (Contact Cliff Winger above for Inga Note's presentation which was not in the agenda package.)

Cycle 13 Traffic Calming

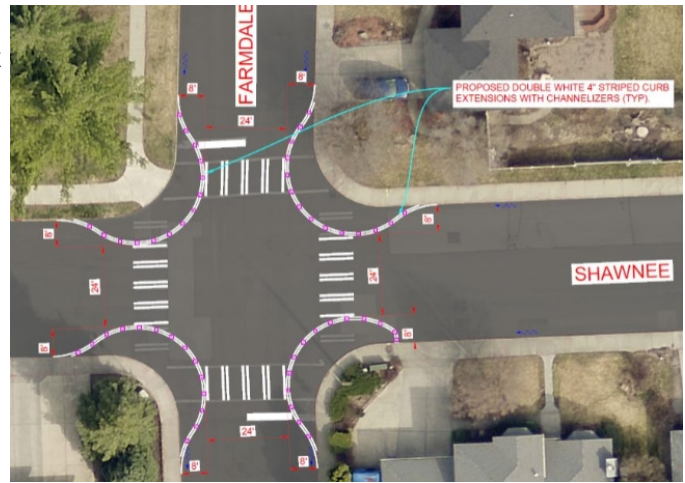
Bemiss Neighborhood will be getting bump outs at Regal/Rich

East Central will have painted bump outs on 9th Avenue (Helena & Pittsburg) with 11 ft lanes. The NACTO (National Association of City Traffic Officials) states "Lane width should be considered within the overall assemblage of the street. **Travel lane widths of 10 feet generally provide adequate safety** in urban settings while discouraging speeding."

Manito Cannon-Hill Bernard Street painted bump outs (19th, 20th, 27th and Shoshone Avenues) 11.5 ft lanes.

North Indian Trail Shawnee/Farmdale and Barnes painted bump outs. 24 ft between bump outs! No center striping.

Added to Cycle 13 funding Resolution \$150,000 for **innovative bicycle enhancements** such as:



Frequent Flex Posts – City of Toronto, ON
Source: Layout - Bicycle lane - bike lane - cycle track - multi-use path flexible bollard - delineator - post



Planters
Source: Bike Lanes & Crosswalk Applications | Sybertech Waste



Armadillo Lane Segregators
Credit: Tactical Urbanism Materials and Design Guide



Narrow or Wide Concrete Curbs
Image source: Portland's latest protected bikeway goes through an industrial zone on city's northern edge – BikePortland

Also Zicla Zebra or “armadillo”, Zicla Zipper, precast or cast-in-place curbs.

Possible locations: Replace delineators on Riverside downtown, Strong Road, Belt after G&O from Garland to Longfellow, Riverside/Maple St Bridge on-ramp, Sunset (Latah) Bridge, Addison approaching Wellesley, Crestline, Main by Parkade ramp.

Also mentioned is the Chestnut-Elm green-way. Contact Inga Note inote@spokanecity.org.

Bicycle Master Plan – Amendments: With major transportation infrastructure investments in the final stages of design, several timely adjustments to Comprehensive Plan Map TR 5 have come to the forefront, including the addition of a shared-use path along 3rd Avenue from Perry Street to Havana Street and related connections into the adjoining neighborhood street and active transportation networks. May be amended out of cycle depending on TC and Planning Department. See Agenda linked above. Contact Colin Quinn-Hurst cquinnhurst@spokanecity.org.

Vacating Streets, Alleys and Other Public Right-of-Ways “Vacating” is the City selling the property of its alley and street to adjacent private land owners who must pay the prevailing price of the land. Application is in the agenda linked above. Contact Eldon Brown ebrown@spokanecity.org

No Transportation Commission meeting in July 2025

Celebrate summer Join us for these **FREE** neighborhood

POOL PARTIES!

FREE
FOOD & FUN
FOR ALL!

Wednesday, July 9 • 6:30 - 8 pm • AM Cannon Aquatics Center 1511 N. Elm Street
Wednesday, July 23 • 6:30 - 8 pm • Hillyard Aquatics Center 5718 N. Haven Street
Thursday, August 7 • 6:30 - 8 pm • Liberty Aquatics Center 503 S. Pittsburg Street

Brought to you by:



Due to pool capacity restrictions, entrance is limited to 299 maximum attendees.



AUDUBON
DOWNRIVER
NEIGHBORHOOD COUNCIL

Concerts Under the Pines

-Audubon Park-

Lilac City Community Band

10 July 6:30-8pm

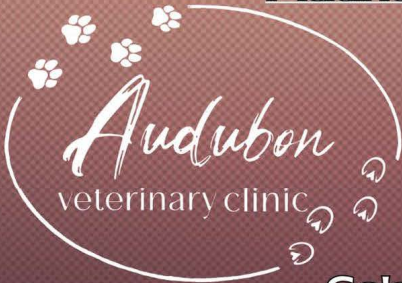
John Wayne Williams & Art Baker

17 July 6:30-8:30

Gil Rivas

24 July 6:30-8:30pm

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