

Community Assembly Meeting Minutes

January 3, 2019

1. Agenda

- a. Amend agenda to add Paul Kropp, 5 minutes for Liaison Committee update.
 - i. Approved as amended.

2. Approve/Amend December Meeting Minutes

- a. Approve with below amendments to the CA Awards section.
 - i. Correction on list of Awards:
 - Pilgrim Lutheran Church: Good Neighbor Award.
 - Gretchen Chomas: Retreat Award.
 - ii. Meeting minutes approved as amended.

3. Reports/Updates/Announcements

- a. Cliff Winger, Shiloh Hills
 - i. Cliff's is recommending a book, How to Kill a City. This book can be rented from the public library or purchased online.
- b. Andy Hoye, Budget Committee
 - i. A total of \$18,600 was spent in 2018. Maren Murphy in ONS will be working with the committee going forward.

4. Liaison Committee

- a. Paul Kropp, Liaison Committee Update
- b. One of the two Community Assembly positions on the Urban Forestry Citizen Advisory Committee is now open. This position offers the opportunity to support the city's urban forest and the importance of trees to the health of our neighborhoods. Please promote this opportunity and actively recruit for applicants for this position at your neighborhood council meetings this month and in February. The application deadline is March 15. The Liaison Committee will distribute the information and application material about this position to the neighborhood councils tomorrow and make the information about this position and the application form available on the CA's main page, here:
<https://my.spokanecity.org/neighborhoods/community-assembly/>

5. City Council

- a. No Council member present

6. Policies and Procedures Committee

- a. Kathryn Alexander, Policy & Procedures Committee

Motion to approve the CA Policy and Procedures listed in the [January 2019 CA packet](#):

Approve: 19

Oppose: 0

Abstention: 0

7. Administrative Committee

- a. Kelly Lotze, Administrative Committee
 - i. Committee goals review and approval - all committee goals that are being voted on can be found in the [January 2019 CA packet](#).

- **Budget Committee 2019 Goals**

Motion to approve 2019 budget committee goals

Approve: Unanimous

- **PeTT 2019 Goals**

Motion to approve 2019 PeTT Committee Goals/focus areas

Approve: Unanimous

- **BSN Committee 2019 Goals**

Motion to approve BSN 2019 committee goals

Discussion: if CA decides to send reps to 2019 NUSA it is recommended that the ad-hoc committee that selects attendees to have a rep from each district. Remove the 2nd sentence from the 2nd bullet on #3 NUSA 2019, also strike the first bullet as well.

Reword #3 under BSN goals to:

Remove two current bullets on #3 and reword to:

New bullet: NUSA 2019 Budget request

New bullet: For funding three attendees, one from each district.

Approve as amended: Unanimous

- **Liaison Committee 2019 Goals**

Motion to approve Liaison Committee 2019 Goals

Approve: Unanimous

- **Neighborhood Safety Committee 2019 Goals**

First reading of these goals. They cannot be voted on until next month. Will the committee look into adding language of working with NRO's?

- i. CA Spring Retreat Discussion

Discussion: does the CA want to do a spring and fall retreat in 2019? Will NUSA attendees be planning the fall retreat? Who is currently on the retreat committee?

Motion to form a retreat committee to explore a spring retreat.

Approve: 13

Oppose: 4

Abstention: 1

Ken Kruz, Andy Hoye, and Melody Dunn volunteer to sit on this committee (Andy volunteers to be committee chair).

8. Role of CA/CD moving forward

- a. Kathryn Alexander, Bemiss and Andy Hoye, Southgate

Open Discussion Notes: Once this goes to a district level will Council be hosting meetings on this? This committee could potentially operate like the CA P&P committee? A committee is never going to fulfill the roll of a HUD expert. How do we hold the committee accountable to provide accurate information? City Council does have a legal and official role in this process but has not historically stepped in and taking roles in how neighborhoods choose to spend funding. CHHS has committed to continuously providing reports and updates on CA/CD funding and projects. Education needs to be provided by CHHS and not the committee. Because of the federal guidelines it is imperative that a subject matter expert is available for this program. A standing committee will allow the same folks to interact and pass down information to new standing committee members. There are challenges to having a committee meeting “as needed” – this could cause a lack of transparency and accountability. Let each district figure this out on their own and spend less time focusing on policy and procedures – then determine if a committee is needed and focus on the transition to the district model? Stay a standing committee and meet quarterly or as needed?

Motion: CA/CD committee to continue to refine the purpose and other elements and bring back to the CA by the February CA meeting for a discussion and a vote.

Approve: 17

Oppose: 0

Abstention: 2

9. Neighborhood & Planning Services Update

- a. Heather Trautman, Director
 - i. To review this presentation please go to [page 37 in the CA January Packet.](#)

10. Roundtable

- a. CA meeting location
 - i. Open discussion on moving the CA meeting to City Hall. There will be parking passes available to CA reps.

Motion: To relocate the CA meeting to City Hall pending meeting room and parking as well as timing of construction projects.

Approve: 13

Opposed: 4

Abstention: 1

19 Reps Present

In Attendance: Rockwood, Audubon/Downriver, Lincoln Heights, West Central, Northwest, Logan, Browne's Addition, East Central, Shiloh Hills, North Indian Trail, Bemiss, Southgate, Nevada Heights, Riverside, Emerson/Garfield, Manito/Cannon Hill, North Hill, Whitman, Hillyard.

Not in Attendance: Balboa/SIT, Chief Garry Park, Cliff/Cannon, Comstock, Five Mile, Grandview Thorpe, Latah/Hangman Valley, Minnehaha, Peaceful Valley, West Hills.