

# **Community Assembly Meeting Minutes**

**June 6, 2019**

## **1. Introductions (Facilitator)**

**Present:** Fran (ADR), Christopher (B/SIT), Kathryn (Bemiss), Kelly (BA), Colleen (CGP), Seth (CC), Terry (Comstock), Debbie (EC), Tine (GVT), Luke (Hillyard), Carol (LH), Barbara (Logan), Mary (M/CH), Barnetta (Minnehaha), Sandy (NH), Mark (NIT), Melody (NW), Jan (PV), Vickie (Riverside), Ann (Rockwood), Cliff (SH), Andy (Southgate), Ken (WC), Paul (WH), Charles (Whitman)

**Absent:** Emerson/Garfield, Five Mile Prairie, Latah/Hangman Valley, Nevada Heights

## **2. Proposed Agenda (Facilitator)**

- None. Colleen Motioned, Luke Seconded

## **3. Approve/Amend Minutes (Facilitator)**

- Cliff motions, Melodie seconds

## **4. Reports/Updates/Announcements**

Open Forum:

- Colleen Gardner- PAC flier in CA Packet. June 20<sup>th</sup> event with Police Department. Please attend the meeting to discuss things related to police/neighborhood.
- Andy – Budget: 23 neighborhoods applied for CE grant money. Make sure to spend your grant money and properly track the money spent, and planned expenditures! If there are cost changes, and you don't have to spend as much money as initially thought, you can spend the excess money on other things, but must consult Budget Committee first.
- Kelly Lotze – New regional marketing & operations person for Lime! Handed out a resource to CA Reps about Low Income program that reduces rates for income-restricted. If there are any issues related to neighborhoods and Lime scooter concerns, contact Kelly. Link to Lime Access: <https://www.li.me/community-impact>
- Fran – Announcement of ADR/NWNC in the planning process for Shadle Park Planning Process. Go to project page on City Website, please attend community meetings to give input on planning process. Mark noted that the hyperlink in the pdf sent out is broken. <https://my.spokanecity.org/projects/northwest-and-audubon-downriver-neighborhood-planning/>
- Ken – Announced Neighbor Days happening on Friday, June 7<sup>th</sup>. Family friendly event, food, music, activities. 4-7pm.

## **5. City Council (City Councilmember(s))**

- No CM Present.

## **6. NCDP (Formerly CDBG) Timeline (Kelly Keenan)**

- Send PowerPoint presentation with Draft Meeting Minutes.
- Covers key dates for upcoming PY for NCDP.
- 6 Step Timeline Review in PowerPoint presentation

- If neighborhoods or districts have project proposals that they'd like to submit, send to Kelly because they have to be vetted in order to be a part of project menu.

### **7. CA/CD Committee Update (Kathryn Alexander)**

- Determine need for CA/CD Committee
- ECNC is in favor of continuing CA/CD
- Colleen is in favor of keeping committee but adapting its purpose
- Luke is in favor of CHHS staff returning to serve CA/CD in a more educational and helpful manner.
- Kelly read a letter from Karen Sutula, Dist. 1 leadership team chair. Letter is in support that CA/CD committee should be kept in place, cosigned by Dist. 1 leadership.
- Andy agrees that CA/CD committee should remain in existence.
- Mark questioned the accountability of District Leaders in reporting to the CA and CA/CD
- Melody would like to see the committee adapt, offered to be expand CHHS Liaison relationship development
- Fran, Dist. 3 leader, reported that Dist. 3 believes that CA/CD committee should not exist, because they would like to work directly with CHHS.
- Donna Fagan requests that the CA/CD be a conduit for the neighborhoods, and that they are the ones who seek out answers on project progress and that they report necessary info back to neighborhoods. Letter addressed the neighborhoods have been held accountable for vague timelines, and would request that the CA/CD committee be a clear communicator to neighborhoods on program requirements.
- Luke agrees with Donna on the needs of neighborhoods. Worried about follow through of goals for adapted CA/CD. Speaking from experience, worried that CA/CD committee has historically served the interests of the City and not CA/Neighborhoods.
- Colleen questioning if CA/CD needs to be a standing committee or an ad hoc committee.
- Ken worried that the Districts managing the NCDP decisions without any CA input. Worried that community leaders in CA will not be as active in Dist. Groups and that will negatively impact community projects.
- Cliff is wondering how the CA and neighborhoods will work with Dist. Groups to suggest neighborhood projects. Kelly Keenan will follow-up when details are finalized.
- Kathryn encourages people to attend CA/CD meeting next Tuesday, June 11. 5:30-7pm at WCCC.

### **8. Liaison Committee Update/PC Liaison (Paul Kropp)**

- Varied discussion has questioned intentions of people and processes taken.
- Ken has expressed that since this is the first time he's heard of this, he doesn't feel comfortable in voting about this and would like to learn more about the issue.
- Kathryn would like a deeper look into our processes of addressing roles and responsibilities while experiencing health concerns or other personal concerns.
- Colleen is concerned that this liaison role is being held to standards that other liaisons are not being held to.
- Ann agrees that there needs to be processes in place to address absences and lack of role fulfillment in these roles.
- Mary concerned that lack of fulfillment of role will reflect poorly on the role of the liaison and that it delegitimizes the position in the eyes of the Plan Commission.
- Sandy asked about ability to appoint a substitute rep, but Heather responded that the appointee process with the Council and Mayor & ordinance could prevent ease of a quick substitute appointee.
- Seth noted that information regarding PC is being provided through a link in CA Packets

- Melody stated that the expectations and guidelines for liaisons need to be provided.
- No further extensions available. Andy asked what procedures would be followed such as sending back to committee.
- Mary notes that there may be too much info in the packet and up on the website about the PC liaison and it should be taken down
- Discussion moved to Roundtable.

## **9. Neighborhood & Planning Services Update**

- Nate's presentation will be emailed out with minutes draft email.
- Please take this presentation to your NC's and gather public comment on comp plan amendments. End of July is deadline for public comment
- [Spokanecity.org/projects](http://Spokanecity.org/projects)
- Heather's presentation will also be sent with minutes. Updates on Shadle Area planning, U Dist., North River Bank, Grand Ave Study

## **10. Roundtable Discussion**

- Melody would like to accept suggestions on how to be more engaged as a CHHS Liaison in the NCDP process.
- Kathryn inquired about feasibility of moving the meetings to Monday nights to accommodate NC meetings.
- Concerns raised about quality control of what goes into CA packets. Does solution lie in admin committee review or with ONS?
- Kathryn requests that Paul rewrite and submit the adapted policies for roles and responsibilities of liaisons.
- Admin Committee will address concerns related to Plan Commission Liaison and report back in July CA Mtg.