

## Community Assembly

### Meeting Minutes

November 7, 2019

#### 1. Introductions

#### 2. Proposed Agenda

- Approved

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

- Approved

#### 4. Reports/Updates/Announcements

##### Open Forum:

- Colleen: Flier in the CA Packet, please review. Related to LEO
- Kathryn: District 1 news- Dist. 1 work group will take over ONES nonprofit, which will allow them to do fundraising, grant writing, etc. Neighborhood Councils can apply to be on their board.
- Greg: Strong Towns event sponsorship included books. There are 3 books available to CA (1 at Land Use, 2 at CA). Paul also has an addtl. two books.

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

##### CM Stratton:

- 3-4 months ago, a couple of elderly residents in NW Spokane were injured due to poor condition sidewalks. AGC Pre-apprenticeship program could work with us on a pilot program, partnering with the city to get the sidewalks repaired. One of the homes is currently being repaired, with the pre-apprentice program leading that work. Hope is that we can continue that partnership to address repairs needed on sidewalks around the community. Asks for CA to brainstorm ideas for identifying more projects that can be worked on, emphasis on safety and mobility with high need communities.
- City shelter: came to an agreement with a shelter space, found funding. 60 adult beds, 24/7. Work happening to identify adequate restrooms and storage. Rising Strong shelter will accommodate overflow from Family Promise. Hope House will extend hours for women, so will Women's Hearth. Truth Ministries expanding capacity to 50 addtl. beds for men. Cannon Shelter-Nov. 22 opening goal.
- Illegal camping pod- worked to respond to camping complaints. 150 camps were cleaned up. 80k pounds of waste removed. Response time went from 13 days to 5 days to addressing camp complaints.
- Abandoned vehicle complaints have risen, so Code Enforcement is hiring PT employees to address those complaints.

#### 6. Census Complete Count

- Contact Rachelle or Alex for info regarding the open house is coming up in the Valley in December.
- Attach powerpoint to email, incl. contact info of Alex.

#### 7. Engagement Grants, Final Allocations, Awards

- Update on 2<sup>nd</sup> round of CE Grant:
  - CA tents have warranties on them in case they're in need of repairs.
  - Tables and chairs are the most requested.
- Ideas on spending the extra money: keeping the Jeanette Harris award, but the money being spent on tables and chairs for the CA check-out closet. If all reallocated costs are spent, and we're left with only \$23, Andy will donate up to \$100 for the costs of the awards. Recognition of volunteers and engaged community members is important, so they feel something should remain in place for recognition of efforts from community members.
- **VOTE:** Volunteers for the Awards Committee: Barbara Ann (Logan NC), Charles (Whitman NC), and Melody (NW NC). Motion passes.
  - Creation of Awards Committee: Andy (Chair), Barbara Ann, Charles, Melody

- Preservation of Jeanette Harris award
  - 22 in favor, no opposed, no abstentions. Unanimously passes.
- Nov. 15<sup>th</sup>- Jeanette Harris nominations due to Andy, via email by 11:59 p.m.
- Secondary awards will not happen this year, but will be revisited next year.
- Feb 10<sup>th</sup> training for CE Grant 2020, at WCCC.
- New CE Grant Chair needed, Andy is termed out.
- **VOTE:** Priority of excess funding: Award, chairs, tables. Motion passes.
  - Priority of funding with excess CE Grant Funds (all expenditures must be approved by Budget Committee):
  - Award
  - Chairs
  - Tables
  - 24 in favor, 1 abstention

#### 8. DRB Liaison Report

- Powerpoint will be shared with minutes. Paper copies were brought to CA Meeting.
- Correct dates of DRB meetings are in the powerpoint, not on the agenda
- Concerns about ADR not being contacted about Glover and Shadle ctr., has EC been contacted about library plans?

#### 9. DRB Liaison Recommendation

- **VOTE:** Recommendation of extension of Kathy Lang's nomination. Motion to retain Kathy as liaison passes.
  - Items a and b on pg 13 of the Nov CA Packet, "Design Review Board Liaison- The Liaison Committee recommends the Community Assembly to (a) continue the nomination of Kathy Lang (West Hills Neighborhood Council) for an additional term of three years to the liaison member position on the Design Review Board (DRB) provided in the Spokane Municipal Code at 04.13.025, and to (b) direct the Administration Committee to inform the offices of the mayor and city council of this continued nomination and its term in an appropriate manner;"
  - Vote recommending extension of Kathy Lang's DRB position: 24 in favor, 1 abstention. Motion Passes, Kathy remains liaison.

#### 10. PC Liaison Status (Paul Kropp)

- Mary's application is in the packet for review.
- Make note of the term: 3 years
- **VOTE:** Motion passes, Mary Winkes is PC Liaison.
  - Items a and b on pg 13 of the Nov CA Packet, Plan Commission Liaison- "The Liaison Committee recommends the Community Assembly to (a) nominate Mary Winkes (Manito-Cannon Hill Neighborhood Council) for a term of three years to the liaison member position on the Plan Commission provided in the Spokane Municipal Code at 04.12.040, and to (b) direct the Administration Committee to inform the offices of the mayor and city council of this nomination and of its term in an appropriate manner along with its accompanying application material."
  - Vote recommending Mary Winkes as Plan Commission Liaison for three years: 25 in favor. Motion passes unanimously.

#### 11. Admin Committee Reports

- Voting for Admin Committee, 5 seats available. 25 ballots submitted. 2020 Admin Committee will be comprised of the 5 candidates who were interested. Next meeting will be moved in December so that it's not on Christmas Eve.
- Ad Hoc committee to review Policies and Procedures for Community Assembly suggested by Admin Committee. Kathryn Alexander will serve as Chair. Mary Winkes, Greg Francis and Barbara Ann will serve on the committee as well. 21 votes approved, passes.

- All CA Subcommittees need to turn in their Policies and Procedures to the Admin Committee by the January Admin Committee meeting (January 28<sup>th</sup> meeting). Those P&Ps will be included in the February CA Packet. Motion passes.

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

- Introduced Annie Deasy as new CPC, will be managing the CE Grant.
- Introduced Dean Gunderson, Senior Urban Designer.
- Introduced Kara Mowery as well.
- Heather announced resignation.
- Send Gabby suggestions on Leadership Development curriculum topics that are important to NC's.
- Requests for accessible workshop times and dates. Suggestions put forth to use different dissemination methods of trainings (digitize recordings, multiple sessions, etc.)
- CA Meeting Location for 2020- Booked at WCCC from Feb. 2020-Dec. 2020.
- Comp Plan Amendment Applications for 2020
  - Send all questions to Kevin Friebott.
  - Two text amendments, three map amendments to 2018 comp plan
  - 2019 apps received so far include 6 private comp plan amendment applications; one was carried over from 2018. These haven't been accepted, the applications have just been submitted to consideration.

## **13. Roundtable Discussion**

- Colleen- Go back to NC's and ask them what they need, what info is needed, what events are desired to strengthen relationships between Law Enforcement and the Neighborhoods.
- Andy- Email Jeanette Harris Award nominations to Andy!!! Colleen will look for document that lists qualifications/qualities looked for in nominee.
- Tina- Building Stronger Neighborhoods CA Handbook trainings have been requested. Email Tina for addt'l. resources or clarification.
- Kathryn- December CA party? Sign Up Genius, Tina will establish one. Mindy offered to help with organizing.
- Fran- Acknowledged & introduced Five Mile Prairie CA attendee, Kelly.

## **Community Assembly Representatives Roll Call:**

**In Attendance:** Audubon/Downriver, Balboa/SIT, Bemiss, Browne's Addition, Chief Garry Park, Cliff/Cannon, East Central, Emerson/Garfield, Five Mile Prairie, Grandview/Thorpe, Lincoln Heights, Logan, Manito/Cannon Hill, Minnehaha, Nevada Heights, North Hill, North Indian Trail, Northwest, Riverside, Rockwood, Shiloh Hills, Southgate, West Central, West Hills, Whitman

**Absent:** Comstock, Hillyard, Latah/Hangman Valley, Peaceful Valley