

## **Community Assembly Draft Meeting Minutes**

**April 1, 2021 via WebEx web conference**

**Meeting called to order at 5:30pm by Kevin Freibott**

### **Attendance:**

- **Neighborhood Councils Present:** Audubon/Downriver, Balboa/South Indian Trail, Bemiss, Browne's Addition, Chief Garry Park, Cliff/Cannon Hill, East Central, Emerson/Garfield, Five Mile Prairie, Grandview/Thorpe, Hillyard, Latah/Hangman, Lincoln Heights, Manito/Cannon Hill, Minnehaha, North Hill, North Indian Trail, Northwest, Peaceful Valley, Riverside, Rockwood, Shiloh Hills, Southgate, West Hills, and Whitman.
- **Neighborhood Councils Absent:** Comstock, Logan, Nevada-Heights, and West Central.
- **City Staff present:** Annie Deasy (ONS), Council Member Stratton, Kevin Freibott (Planning), Dustin Bender (Solid Waste Collection), Robert Kaatz (Solid Waste Collection), Lisa Gardner (City Council), and Gabby Ryan (ONS).
- **Visitors:** Jason Lien (Spokane Regional Transportation Council), Luc Jasmin III, Gretchen Chomas (Gonzaga), Jenny, Bonnie McInnis, and Paul Kropp (Pedestrian, Traffic and Transportation (PeTT) and Liaison Committees).

### **Administrative Agenda:**

1. **Introductions:** The facilitator asked for permission to record the meeting for Annie Deasy (CA Admin Committee Liaison) to provide accurate minutes. This request was approved (17-approve, 2-deny, and 1-abstain). The facilitator asked for all CA Reps to identify themselves and their NC in a poll for attendance.
2. **Proposed Agenda:** Tina Luerssen moved, Colleen Gardner seconded to approve the agenda. Motion passes with 17-approve, 0-deny, and 1-abstain.
3. **March Minutes:** Greg Francis moved, Mark Davies seconded to approve March minutes. Motion passes with 16-approve, 0-deny, and 1-abstain.
4. **Open Forum:**
  - Mark Davies, Budget Committee. The Community Engagement Grant applications are being reviewed as they come in, to date we have received and approved two. The due date to submit applications Friday, May 14.
  - Fran Papenleur, C.O.P.S. Northwest at Shadle Center is holding two events: Take Back Your Medications Day: April 24, from 10am to 2pm and Shred Day: April 30, from 11am to 2pm. Both are fundraisers and donations will be accepted.

- Paul Kropp, Liaison Committee. May meeting will have Urban Forestry will have a presentation for Arbor Day and how to take care of trees.
- Kathryn Alexander, Community Housing and Human Services (CHHS). CHHS did not meet last month and this month's meeting will be a regular meeting because the retreat day has changed.

#### **Legislative Agenda:**

5. **City Council Report:** Council Member Stratton, [kstratton@spokanecity.org](mailto:kstratton@spokanecity.org).

#### **Neighborhood Updates:**

**Emerson Garfield Neighborhoods:** North Monroe Gateway sign will go out for bid in early April.

**Cannon Park:** the damaged play structure is being replaced.

**Division Street Sidewalk Connectivity:** three projects to install hybrid beacons/HAWK lights will be at Division Street running east-west at the intersections of Everett, Weile, and Long avenues.

**Spokane Parks Aquatic:** pools will reopen to swimming and learn to swim/swim lessons. Splash pads will not reopen this summer.

**Spokane Gives:** takes place the month of April. If you're interested in volunteering please visit <https://www.volunteerspokane.org/spokane-gives/>.

#### **Traffic Calming:**

- The new program transition will be complete by May 1. Notification to NCs will go on the updated process.
- Cycle 8, 9, and 10 to be finalized and constructed in 2021.

**SNAP:** in addition to rental and energy assistance, they now are offering low interest loans for utility line repairs. Visit: <https://www.snapwa.org/index.php>

**Mural Program:** the Office of Neighborhood Services is working to put together a program that will allow neighborhoods to create street murals. Information will be coming out soon.

#### **Spokane Police Department:**

- More traffic patrols are underway around parks and schools.

- Cold case unit will have budget and will possibly utilize retired detectives.

**Federal COVID Funding:** Spokane received \$84 million from the federal government for COVID affected businesses. There is a team reviewing the needs that include: rental payment assistance, community and senior centers, homeless providers, cultural events, hospitality industry, childcare, etc.

**Landlord Tenant Group:** will be looking at COVID funding and how it's best spent; considering affordable housing, including zombie homes that would include purchasing and refurbishing abandoned homes.

**Equity Training:** Council members will soon be completing their 12 hours of training.

**Tribal Liaison:** Council is hiring for this position.

**Popup Shelters:** Council is working with non-profit groups that establish popup shelters so that there are rules in place and neighborhoods are communicated before the shelter is put in place.

There were questions and answers.

6. **Office of Neighborhood Services Update:** Cupid Alexander and Carly Cortright were unable to attend. Annie Deasy read the update that was provided by Carly. Carly apologized for not being attendance and said she would address the items she didn't get to last week first thing on Monday. For ONS updates, the main item is that we have several guests tonight who are observing in order to gauge their interest in being the CA facilitator. She will follow up with them after the CA meeting and bring that to you in May. The Gonzaga leadership development training timeline for the focus groups and interviews was very aggressive, so they have pushed the due date from May to June, but they don't believe this will impact the pilot training being ready by the end of the year. Submit the mobile speed feedback applications through April 12.

There were no questions.

7. **Clean-Up Program Update:** Dustin Bender and Robert Kaatz, Solid Waste Collection, shared a presentation on the 2021 Cleanup Program. Mr. Bender explained the issues around being responsive and responsible during the pandemic. The Cleanup Program will remain a dump pass program. Solid Waste has made some changes to the program to drive better usage and bigger impact to dump passes because this year's program will be dump pass only that include:
  - Increasing the value from \$20 to \$25, so the tipping fee increase at the Waste-to-Energy station isn't passed on to the neighborhoods;
  - Extended time frame for redemption from two to four weeks;
  - Program now runs through November;

- Finally, the program is moving to a digitalization program with requests made through 311/myspokane instead of a printed program, creating a \$19,000 savings. Staff is looking into ways for requests to be submitted by those who are unable to go online. Materials will soon be provided to neighborhoods to announce that passes are available and how to request them.

There were questions and answers. Discussion was continued during the roundtable (item 13) later in the meeting.

8. **DivisionConnects Update:** Jason Lien, Spokane Regional Transportation Council (SRTC), [jlien@srtc.org](mailto:jlien@srtc.org), Karl Otterstrom was not in attendance. Jason gave a presentation on the DivisionConnects project updates and status. The study is co-managed by a Steering Committee that serves as an advisory body with board members from STA and SRTC; Project Management which has members from STA and SRTC; Agency Partners which has members from the City of Spokane, Washington State Department of Transportation and others, and Consultant Team led by Parametrix. Jason also mentioned that there is ongoing public outreach in the process during which neighborhoods are able to participate.

There are two phases of the study on the future multi-modal use of Division Street Corridor. They are ending Phase I of the study which is focused on finding a preferred alternative and entering Phase II which will focus on land-use opportunities for the long-term including further refining concepts from Phase I.

Jason explained the study process and how they went about narrowing alternatives to four alternatives: Center Running (CR), Side Running (SR)-A, SR-B, and SR-C and the details including benefits and complications for each alternative. He shared detail on the preliminary evaluation draft study that went into transit performance and user benefit; corridor mobility; equitable and inclusive access to transit; responsiveness to community goals; implementation feasibility and costs; capital and operating costs; and funding competitiveness. Based on all the items considered—technical findings, public feedback and the steering committee report—the study indicated that Side Running C was the recommended alternative.

Side Running C has various recommended components and station locations as well as bike facilities. Jason went into detail on the lane configurations along the corridor.

Process Steps:

- Locally preferred alternative: presentations to jurisdictions and stakeholders, STA Board action, and seeking City of Spokane concurrence.
- Corridor development plan: documentation of Phase I, road map implementation, seeking STA board approval.

- Division best routes and Northeast development scoping: procure planning and preliminary engineering phases, seeking federal funding of small starts.
- Phase II: land use vision and actions, and multimodal refinements.

There were questions and answers.

- 9. Housing Action Subcommittee Member:** Paul Kropp and Greg Francis. Paul presented the Housing Action Subcommittee application packet and the application review process. He also gave a brief summary, the time commitment, and how the subcommittee member is to represent to the CA perspective at meetings. Greg explained what the Housing Action Subcommittee group is doing and what the eligibility is to serve on the subcommittee. Greg asked the CA what the criteria for serving in this role should be (i.e. should it only be open to member representatives of the CA)? A straw poll was taken on if the representative to the Housing Action Subcommittee should be a full member representative of the Community Assembly: 13-deny, 7-approved, 1-abstain. Paul asked if CA want to see a pool of applicants and select one, or have the Liaison Committee review and select one candidate to bring back to the CA to approve. It was decided to continue with the regular process that the CA has in place for subcommittee selection. Deadline to apply is April 26.

Discussion ensued.

- 10. Shared Zoom Meeting Account:** Tina Luerksen. Tina brought the idea for CA to share a standard Zoom account that the CA Committees can use for their meetings. This would also allow CA to maintain autonomy from the City of Spokane instead of relying on ONS staff to set up virtual meetings. She said there would need to be a designated representative to manage the account and that all chairs could have the email address and password, but Admin or BSN would be the logical place to house the account. It was decided to have BSN put together a proposal to send to Budget to approve.

There were questions and answers.

- 11. Policies and Procedures (P&P) Update:** Greg Francis. Greg said the P&P adhoc committee had made the recommended changes to the current CA P&P, specifically on page 28. There are no changes from last month except the straw poll that was taken to keep the old language. A straw poll on item VI G Emergency Actions was taken: 10-option one to leave it as is; 8-option two to drop 3 and 4 and revise 2 for tie-breaking and quorum, 2-abstain. A vote to approve the P&P, including this change, will be taken next month.

Discussion ensued.

**12. Administrative Committee Announcements:** Greg Francis. Greg announced the CA/CC meeting will be on April 29, at 5:30pm. CA is asking that any agenda items be emailed to CA Admin Committee to be included in the agenda packet or post in chat.

There were no questions.

**13. Round Table:** Fran Papenleur suggested that a letter be drafted to Dustin and Robert from Solid Waste Collection expressing their concerns on how the Clean-Up Program has been run the last two years and how CAs wishes have not been adequately communicated to Solid Waste. Motion was formed by the group to ask Mary Winkes, Fran Papenleur, and Colleen Gardner to serve as an ad-hoc committee to formulate a letter and submit it via the Admin Committee to Dustin Bender and Robert Kaatz regarding the CA's feelings on the Clean-Up Program. Tina moved, Andy Hoye seconded the motion. Motion passed with 16-approve, 1-deny, and 1-abstain.

Fran also announced that BSN would be participating in focus group for the Gonzaga Leadership program at their April BSN meeting. Everyone is welcome and please let BSN is you want to participate.

**Meeting Adjourned.**

Next Community Assembly scheduled for **Thursday, May 6, 2021.**