

Community Assembly Draft Meeting Minutes

May 6, 2021 via WebEx web conference

Meeting called to order at 5:30pm by Carly Cortright

Attendance:

- **Neighborhood Councils Present:** Audubon/Downriver, Balboa/South Indian Trail, Bemiss, Browne's Addition, Chief Garry Park, Cliff/Cannon Hill, East Central, Emerson/Garfield, Grandview/Thorpe, Hillyard, Latah/Hangman, Lincoln Heights, Logan, Manito/Cannon Hill, North Hill, North Indian Trail, Northwest, Peaceful Valley, Riverside, Rockwood, Shiloh Hills, Southgate, West Central, West Hills, and Whitman.
- **Neighborhood Councils Absent:** Comstock, Five Mile Prairie, Nevada-Heights, and Minnehaha.
- **City Staff present:** Annie Deasy (Office of Neighborhood Services, ONS), Council Member Burke, Carly Cortright (ONS), Marlene Feist (Public Works), Nick Hamad (Spokane Parks), Lisa Gardner (City Council), Kirstin Davis (Neighborhoods, Housing, and Human Services), and Gabby Ryan (ONS).
- **Visitors:** Juliet Sinnistera (Regional Community Investment Fund), Kris Neely and Toni DePasquele (Urban Forestry Tree Advisory Committee), Luc Jasmin III, 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 (16-approve, 3-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:** Greg Francis moved, Christopher Savage seconded to approve the agenda with the amendment to add the Facilitator Update and Vote after Item 13. Policies and Procedures. Motion passes with 17-approve, 0-deny, and 2-abstain.
3. **April Minutes:** Greg moved, Daniel Zapotocky seconded to approve April minutes with correction of Wiley to Weile. Motion passes with 17-approve, 0-deny, and 4-abstain.
4. **Open Forum:**
 - Luke Tolley, Police Reform Task Force Committee. The Task Force will meet on Monday, May 18. Should have full report at next meeting.
 - Kathryn Alexander, CHHS. CHHS fully funded Better Health Together COVID money. The concerns surrounding outreach and language barriers have been

addressed and the changes are positive. Cupid showed a presentation on affordable housing as a preventative measure instead of catch-up. Email Kathryn if you would like the presentation sent to you.

- Fran Papenleur, the Extreme Team, Diamonds and Dreams, was on the news recently and Clark Park was selected to have two new softball diamonds installed.
- Tina Luerssen, Budget, Building Stronger Neighborhoods (BSN) Committees, and CA/CC updates. The Community Engagement Grant deadline has been extended to Friday, May 21. BSN hold the date, Tuesday, June 29, Clifton Strengths Finder training. CA/CC meeting had a good turnout from both the Neighborhood Councils and City Council.
- Mary Winkes, Planning Director interviews will be taking place next week Wednesday, May 12, (in person).

Legislative Agenda:

5. **City Council Report:** Council Member Burke, kburke@spokanecity.org.

State Legislative Session: Council Member Burke, along with Council Member Mumm and Council President Beggs, met virtually with lobbyists at the state level and City Council to set priorities and give updates. The City Council team is getting well organized and passing legislation.

The City of Spokane received funding for:

- \$2 million affordable housing,
- \$1.3 million for Dr. Martin Luther King, Jr. Center,
- \$1 million for Spokane Public Radio,
- \$1 million for Beacon Hill Public Park,
- \$77,000 for Meadow Glen Park,
- \$1.2 million for Joya Child and Family Development, (formerly the Spokane Guild School),
- \$103,000 for Feast World Kitchen,
- \$400,000 Felts Field Gateway Project,
- \$600,000 Boys and Girls Club,
- Washington State University, a new Health and Science building; Native Project, Youth Behavioral Health Services building; and Eastern Washington University Science building.

Sustainability Action Committee: has drafted a plan to ensure our city is prepared to face future challenges as a result of climate change. Visit the SAS website

<https://my.spokanecity.org/bcc/committees/public-infrastructure-environment-and-sustainability/sustainability-action-subcommittee/>) to learn more about the Sustainability Action Plan, attend an upcoming workshop, and provide your feedback to help shape our City's future.

Spokane Flag Commission: the flag finalist is selected and will be announced on Monday, May 10. More than 1,000 people voted in the flag poll. The flag memorabilia (flags, pins, and patches) will be available, around Flag Day, for purchase at the Spokane Carrousel in Riverfront Park.

There were no questions.

6. **CA Facilitator:** Andy Hoyer moved to discuss CA Facilitator to #6 on Agenda. Daniel seconded. Motion passes with 21- approved, 1-deny, and 1-abstain. The CA formed an adhoc committee to find and hire a facilitator, four people responded to the informal Request for Proposals that ONS sent out. The individuals who responded to the RFP sat in last month's CA meeting. One respondent, Jennifer Cumbie from Aim and Build, was still interested and had glowing references. The adhoc committee is recommending that we enter an agreement that would terminate on 12/31/2021 for the remainder of the year at \$500 per meeting plus a retainage fee (monthly fee will not be paid if they do facilitate). ONS would ask for additional money next year to keep her retained as the facilitator if this is successful.

Andy moved, Daniel seconded the motion: Pending final review of references by ONS, the CA approves hiring Jennifer Cumbie, through a contract with her consulting company, Aim and Build, as the facilitator for our meetings through December 2021. If she is unable to facilitate a meeting, that role will be filled by ONS, not a different employee of Aim and Build. Official representatives please choose one of the following. Motion passes 17-approve, 4-deny, and 2-abstain.

7. **Regional Community Investment Fund:** Juliet Sinesterra, Joel Williamson was not in attendance. Juliet showed a presentation on the Regional Community Investment Fund that included background on what a local community investment is; case studies; how to develop a community invest fund; scope and costs to implement planning study; upcoming stakeholders group; and next steps. She went into the many benefits that a community investment can do to support infrastructure and diversifying funds that allows for individual and institutional purchasing and investing at the local level:

- Great for local economic development
- Invests in businesses and projects that meet local needs
- Build community wealth
- Diversify risk with portfolio of investments
- Lays the foundation for a substantial local investment infrastructure, and

- Supports long-term success of local business start-ups.

There were questions and answers.

- 8. Parks Master Plan and National Lands Survey:** Nick Hamad, Spokane Parks, showed a presentation that began with the Spokane Parks and Recreation System that includes more than 100 parks and nearly 2,600 recreation programs. The Master Plan is a six-10 year long range planning tool to determine service gaps, identify opportunities for improvements, build community ownership in parks, and preserving park lands for outdoor recreation. Spokane recreation trends are walking and hiking, and activities around water (rivers, streams, beaches, fishing, and camping). He explained the Master Plan Project Timeline which has four phases: inventory and assessment; creating a needs assessment; concepts and draft plan development; release of the draft plan; and then plan adoption. To date, Parks has held some community focus groups and are continuing to seek community input through the [survey](#), as well as a workshop that will be held in August. The information gathered through the workshops will help draft the plan.

There were questions and answers.

- 9. Clean-Up Program Update:** Marlene Feist, Public Works and Utilities, shared the briefing paper and gave an update on the changes based on the concerns that the CA addressed in the letter. Solid Waste came up a hybrid solution that included:

- Offering 16 events: nine to 10 curbside pickups and six roll offs;
- Disposal passes can be utilized at the same time;
- Mailing disposal passes; and
- Looking for ways to enhance the Clean-up Program for 2022.

She asked the CA for their help in determining what the priorities and criteria for the events should be in selecting neighborhoods and added that City Council offered to help. A decision needs to be made by July and presented to the CA in August.

There were questions and answers.

- 10. Office of Neighborhood Services Update:** Carly Cortright. Cupid Alexander was not present. The City has a new Administrator Johnnie Perkins, who has requested to be on the CA June Agenda. ONS is working with City Council on a **Pedestrian Safety and Traffic Awareness** plan to address speeding in residential neighborhoods. The plan will start with a citizen focus group, Wednesday, May 12, at noon, and then form a larger stakeholder group with City personnel, a representative from each District from the focus group, and agency partners like Spokane Public Schools.

Gonzaga University School Leadership Program update and presentation. Work continues on understanding leadership needs; many interviews have been conducted;

and highlights that include a report that will be distributed in early June. Work has been focused on understanding strengths and needs, and best practices. Initial insights from the interviews show that representatives are interested in getting people engaged; conflict resolution; mentorship; running effective meetings; and engaging diverse populations. Carly encouraged CA representatives to complete a [survey](#) that will be open through Tuesday, May 18.

Locale newsletter has been featuring neighborhoods and highlighting what things the neighborhood are doing. If you have any ideas that you want to share, please let us know. Also, Carly has asked that the CA representatives be added to the distribution list.

There were questions and answers.

11. Urban Forestry Tree Advisory Committee: Kris Neely and Toni DePasquele, Katie Kosanke was not in attendance. Toni and Kris showed a Spring Updates presentation. The presentation highlighted the events they participated in for Earth/Arbor Day that included:

- Earth day drive thru seedling event at On Track and Community School;
- Distributed seedlings to the City of Malden
- Tree plantings in West Central at the Community School and On Track School.

Additionally, they are creating an urban forestry recovery and tree stewardship guide and educational publications that soon will be available at www.spokaneurbanforestry.org.

There were questions and answers.

12. Housing Action Subcommittee Selection: Paul Kropp. Paul gave an update on the Housing Action Subcommittee selection. Kathryn Alexander was the only applicant and she met with the Liaison Committee last week. The Liaison Committee is forwarding her selection as the CA nominee as the Housing Action Subcommittee representative. A motion to approve Kathryn Alexander to serve on the Housing Action Subcommittee was moved by and seconded by. Motion passed with 14-approve, 4-deny, and 1-abstain.

13. Memorandum of Understanding (MoU) Update: Luke Tolley. Luke showed the marked up version of the MoU that the adhoc committee has been working on. He stressed that this is just an agreement between the CA and ONS, not the neighborhood councils and steer things in the CA value and purpose. Please review the MoU and provide feedback to the committee so that they can finalize it. It was opened up to the committee for additional comment. Tina called special attention to the third paragraph that “ONS will support the core purpose and values of the CA”.

There were questions and answers.

14. Policies and Procedures (P&P) Adoption: Greg Francis. Greg said this is the final version of the P&P. The approval will include Item 2 and once the CA votes on item 2 and then vote on the actual P&P. Ignore Item 1 and 3. Greg asked the CA to vote on Item 2: Allows CA Admin committee to take action in between regular CA meeting if time constraints don't allow for delaying the vote until the next CA meeting. It states that voting at a regular CA meeting is the preferred option, then remote voting of the full CA if time allows, and then finally a decision by the CA Admin committee itself. All "emergency" actions shall be documented in the next regular CA packet and a confirmation vote taken. The vote passes with 18-approve, 4-deny, and 0-abstain. Next, a final vote was taken to: Adopt the 2021 proposed changes to the Policies and Procedures excluding those sections that failed to achieve a majority vote. Vote passes with 20-approve, 2-deny, and 0-abstain.

There were no questions.

15. Round Table: Tina wanted more detail included the CA minutes. Specifically when there is a discussion. She would like the minutes to include excerpts of the discussion be included instead of discussion ensued. Fran agreed with Tina. Carly said that a verbatim discussion is not a standard the City uses when taking minutes and that discussion ensued is standard practice.

Meeting Adjourned.

Next Community Assembly scheduled for **Thursday, June 3, 2021.**