

CA Administrative Committee Meeting

December 30, 2014

5-6:00 p.m.

City Hall, ONS

CA Reps Present:

Jay Cousins (Emerson-Garfield), Chair
Gary Pollard (Riverside), Vice Chair
Fran Papeleur (Northwest), Secretary
Kathryn Alexander (Bemiss)
Seth Knutson (Cliff-Cannon)

Others Present:

Rod Minarik, City Staff/ONS
Heather Trautman, City Staff/ONS

Not Present - CC:

Jonathan Mallahan, City Staff/CNS Director
Karen Stratton, City Council Liaison

I. Today's Agenda/Items to address:

- Draft Agenda for January Community Assembly meeting
- New Business

II. January CA Agenda

A. Legislative agenda topics, speakers and/or reports were reviewed.

1. City Council – update from Council Member(s)
2. Admin Committee – Jay
3. ONS – Heather
4. Retreat Committee – Jay, Luke or Tina (if back from maternity leave), will announce the date change: January 30 to February 20.
5. PeTT – Paul Kropp is out-going chair, so Rod will follow up on who will announce the two CA reps appointed to the Plan Commission's new sub-committee on upcoming levy projects. [They are Kathy Miotke (Five Mile), and Charles Hansen (Whitman).]
6. BSN – Rod said there was a miscommunication last month with chair EJ Ianelli, so Rod will confirm with EJ on providing a committee update this month. Allotted time will be extended from 5 to 15 minutes.
7. CHHS – Fran said that she received some feedback that her reports were too lengthy. The group concurred that all information is related to the neighborhoods, and recommended adding a standing report from the CA/CD Committee to follow CHHS. Fran will follow up with the Executive Committee's chair (Roland) and vice chair (Luke) about providing a regular update.

B. Guest Speakers

1. Tara Zeigler, ONS Intern, will have an important update on the Short Term Rental ordinance. It will be information to take back to the neighborhood councils for feedback. Allotted time, to include discussion, will be extended from 5 to 15 minutes.

2. A request was received from Hazel Jackson (Logan) to have two speakers from Gonzaga University regarding “Asset-Based Community Development.” They will have 20 minutes.
3. Avista Utilities has requested time on the CA agenda to talk about their energy cost drivers and how customer rates are established. After discussion, the committee chose to decline Avista at this time, as their topic would be more pertinent prior to instituting a rate increase. However, the group felt that the CA would be more interested in receiving information about the Avista Foundation, which provides grants throughout the community. Rod will contact Avista about our decision.
4. Potential Speaker for February: Jennifer Stapleton, City of Spokane Director of Grants Management & Financial Assistance. Jennifer is the interim director of CHHS, and would have valuable information about the City’s revamped management of all contracts, grants management, and compliance.

III. Miscellaneous

A. Committee Contact Information

Jay requested a roster with members’ phone number and e-mail addresses. Fran will draft and distribute.

B. City Council Liaison

Karen Stratton needs to be notified of the CA Admin Committee meeting schedule for 2015. She also needs to establish the 2015 quarterly CC/CA meetings. Rod will follow up with Karen’s Legislative Assistant to make sure these meetings get on her calendar.

IV. Next Meeting – Tuesday, January 27, 5-6 p.m. in City Hall/ONS.