

Spokane Neighborhoods Community Assembly

“Provide a vehicle to empower Neighborhood Councils’ participation in government”

Meeting Agenda for Thursday June 3, 2016

5:30 to 8:05p.m. – West Central Community Center, 1603 N Belt



Proposed Agenda Subject to Change
Please bring the following items:
*Community Assembly Minutes: May 2016

AGENDA ITEM	Presenter	Time	Action	Page No.
Introductions	Facilitator	3 min–5:30		
Proposed Agenda (incl. Core Values and Purpose)	Facilitator	2 min–5:33	Approve	1
Approve/Amend Minutes ▪ May 2016	Facilitator	5 min–5:35	Approve	5
OPEN FORUM				
Reports/Updates/Announcements	Please Sign Up to Speak!	5 min-5:40		
LEGISLATIVE AGENDA				
City Council ▪ Update	Councilmember	5 min-5:45	Oral Report	
Admin ▪ Update ▪ Fill Vacant Committee Position	Jay Cousins	5 min-5:50	Oral & Written Report	11
ONS/Code Enforcement ▪ Update	Heather Trautman	15 min-5:55	Presentation/ Q&A	
Comp Plan Amendments ▪ Amendments and Process for Engagement	Lisa Key	30 min-6:10	Presentation/ Q&A	
PeTT ▪ Sidewalk Discussion	Paul Kropp	10 min-6:40	Oral & Written Report	13
CA/CD ▪ 2017 Application Packet, Timeline and Allocation	Valena Arguello	15 min-6:50	Oral & Written Report	25
BSN ▪ Recap of Community Minded Enterprises Presentation ▪ Upcoming events	EJ Iannelli	10 min-7:05	Oral & Written Report	42
Liaison ▪ City-established Positions Related to the CA	Paul Kropp	5 min-7:15	Oral & Written Report	44
Budget ▪ Membership	Kathryn Alexander	10 min-7:20	Oral & Written Report/Vote	45
STA ▪ Feedback on Preliminary Fare Increase	Kathleen Weinland	20 min-7:30	Presentation/ Q&A	
CA Roundtable	CA Reps	15 min-7:50	Discussion	
OTHER WRITTEN REPORTS				
Design Review Board Liaison	Colleen Gardner		Written Report	48
Plan Commission Liaison	Greg Francis		Written Report	51

*** IF YOU CAN'T MAKE THE MEETING, PLEASE SEND YOUR ALTERNATE!!!! ***

UPCOMING IMPORTANT MEETING DATES

- *June 3: Liaison, Tom Sawyer Country Coffee, 608 N Maple St, 1pm*
- *June 7: CA/CD, West Central Community Center, 1603 N Belt, 5:30pm*
- *June 13: Town Hall Meeting, West Central Community Ctr, 6pm. Neighborhoods includes: Audubon/Downriver, Balboa/South Indian Trail, Emerson/Garfield, Five Mile Prairie, North Hill, North Indian Trail, Northwest, West Central.*
- *June 14: Public Safety, YMCA Corporate Office, Boone and Monroe, 3:30pm*
- *June 16: Land Use, West Central Community Center, 1603 N Belt, 5pm*
- *June 27: Building Stronger Neighborhoods, Sinto Senior Center, 1124 W Sinto, 12pm*
- *June 28: CA Administrative Committee (agenda item requests due. Please submit all written material to be included in packets two days prior to CA meeting date), ONS Office, 6th Floor, City Hall, 4:45pm*
- *June 28: Pedestrian, Transportation & Traffic (PeTT), West Central Comm. Ctr, 1603 N Belt, 6pm*
- *July 8: Community Assembly, West Central Community Center, 1603 N Belt, 5:30pm*

MEETING TIMETABLE PROTOCOL

In response to a growing concern for time constraints the Administrative Committee has agreed upon the following meeting guidelines as a means of adhering to the Agenda Timetable:

1. When a presenter has one minute left in the time allotted the facilitator will raise a yellow pennant and indicate a verbal notice.
 - a. Should any Neighborhood Representative wish to extend the time of the presentation or comment/question period they may immediately “Move to extend the time by (1) to (5) minutes”.
 - b. An immediate call will be made for a show of hands in support of the extension of time. If a majority of 50% plus 1 is presented the time will be reset by the amount of time requested.
 - c. Extensions will be limited to (2) two or until a request fails to show a majority approval. After (2) two extensions, 1) if a motion is on the table, the facilitator will call for a vote on the open motion to either a) approve or not approve, or b) to table the discussion; 2) if there is no motion on the table, a request may be made to either (1) reschedule presenter to a later meeting, or (2) ask presenter to stay and finish at the end of the agenda.
2. When the allotted time has expired, a red pennant and verbal notice will be issued.

Administrative Committee

COMMUNITY ASSEMBLY LIAISONS & REPS (Draft)

Citizens Transportation Advisory Board (PeTT): Jim Bakke, 466-4285, jfbakke@q.com

Community, Housing, & Human Services Board: Fran Papenleur, 326-2502,

fran_papenleur@waeb.uscourts.gov

Design Review Board: Colleen Gardner, 535-5052, chiefgarryparknc@gmail.com

Plan Commission: Greg Francis, gfrancis1965@yahoo.com

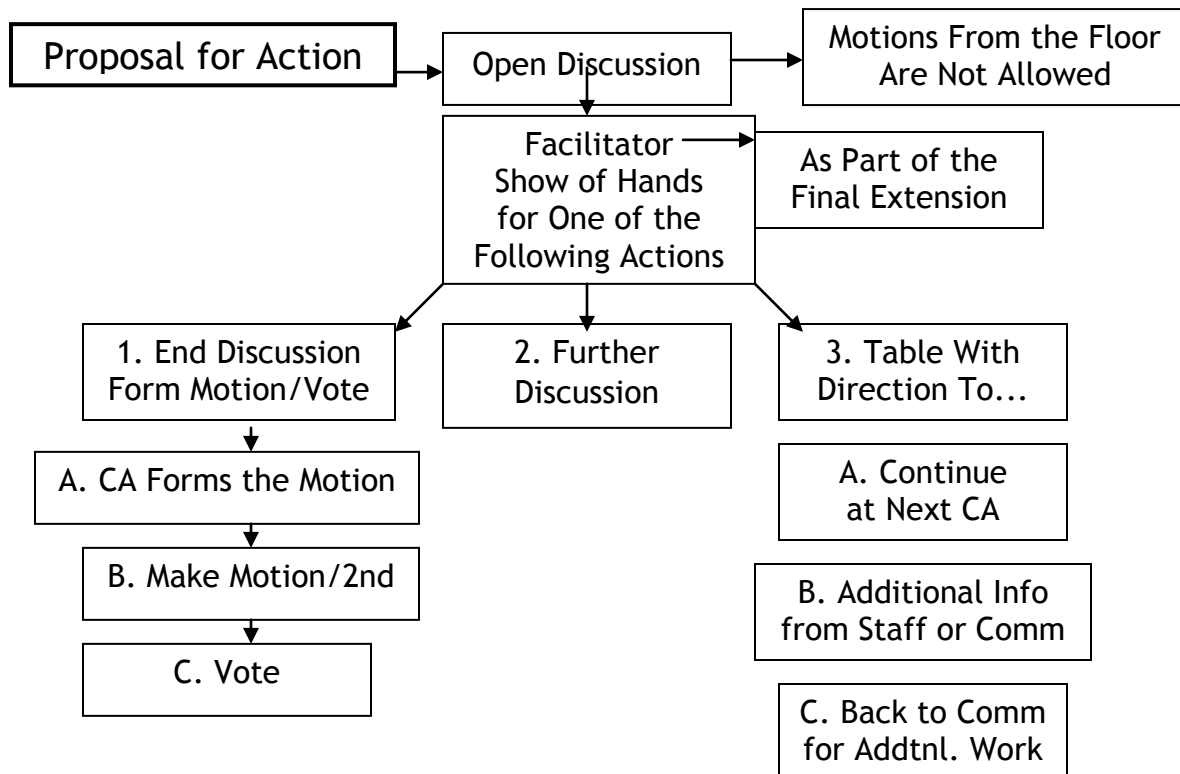
Plan Commission Transportation Advisory Committee (PeTT): Kathy Miotke, 467-2760,

zaromiotke@yahoo.com and Charles Hansen (alternate), 487-8462, charles_hansen@prodigy.net

Urban Forestry: Carol Bryan, 466-1390, cbryan16@comcast.net

a. CA Rules of Order:

- i. To speak at a meeting, a person must be recognized by the facilitator only one person can be recognized at a time. Each speaker has one minute. When all who wish to speak have been allowed their time, the rotation may begin again.
- ii. When a proposal for action is made, open discussion will occur before a motion is formed by the group
- iii. As part of the final time extension request, the Facilitator will request a show of hands by the representatives at the table to indicate which of the following actions the group wants to take.
 1. End discussion and move into forming the motion and voting.
 2. Further Discussion
 3. Table discussion with direction
 - a. Request time to continue discussion at next CA meeting.
 - b. Request additional information from staff or CA Committee
 - c. Send back to CA Committee for additional work



Community Assembly Core Values and Purpose

CORE PURPOSE:

Provide a vehicle to empower neighborhood councils' participation in government.

BHAG:

Become an equal partner in local government.

(This will be further expounded upon in the Vivid Description. What does this mean to you?)

CORE VALUES:

Common Good: Working towards mutual solutions based on diverse and unique perspectives.

Alignment: Bringing together the independent neighborhood councils to act collectively.

Initiative: Being proactive in taking timely, practical action.

Balance of Power: Being a transparent, representative body giving power to citizens' voices.

VIVID DESCRIPTION:

The Community Assembly fulfills its purpose, achieves its goals, and stays true to its core values by its members engaging each other and the community with honest communication and having transparent actions in all of its dealings. Community Assembly representatives are knowledgeable and committed to serving their neighborhood and their city as liaisons and leaders.

The Community Assembly initiates and is actively involved early and often in the conception, adoption and implementation of local policy changes and projects. The administration and elected officials bring ideas to the Community Assembly in the forming stages for vetting, input and participation. The Community Assembly is a valuable partner to these officials and neighborhoods in creating quality policy & legislation for the common good.

The Community Assembly stimulates participation in civic life among our residents. Citizens that run for political office will believe in the importance of partnering with the Community Assembly and neighborhood councils. Those candidates' active participation and history with neighborhoods contributes to their success, enhancing successful partnerships between the Community Assembly and local government.

Community Assembly Minutes

May 5, 2016

1. Proposed Agenda

- a. Proposed amendment, (Gerry Rolland – Riverside) Affordable Housing Committee - Report on the home repair program.
 - i. moved – approved

2. Approve/Amend April Minutes

- a. Approved

3. Open Forum

- a. Rick Biggerstaff, Browne's Addition – Art for The Park Event - May 21st.
 - i. Kick off for Corbin Park - raising capital dollars for park improvements.
- b. Fran Papenleur, Audubon/Downriver – Drumheller Springs Park – Dedication ceremony.
 - i. 3 concerts working with Northwest in Audubon Park and 2 at Shadle-coming soon.
 - ii. CHHS Board executive team working w council and mayor
 - 1. Executive CHHS team working with council and mayor to improve coordination and communication around top priorities - June 4th (12-5pm - lunch provided) at SNAP.
- c. Paul Kropp, PeTT Committee - liaison committee started the process about getting a replacement for the Design Review Board (DRB).
 - i. Colleen Gardner- current liaison to the DRB leaving Dec 2016.
 - 1. Need to find person and sit on every meeting year round.
- d. Garry Pollard, Riverside - Affordable housing committee recommendations - home repair program.
 - i. Approved \$100,000 going to the sewer pipe replacement.
 - 1. 4 applications for home repair (disabled families, mental handicap, etc.)
 - 2. One request denied, one unit made for larger families
 - 3. 12 units added all together.

4. Admin Committee

- a. Jay Cousins, Emerson/Garfield – Who is supposed to be at the CA table.
 - i. Questions regarding who is and isn't a CA rep for each Neighborhood?
 - ii. Neighborhood reps to be valid and need notification to ONS before one sit at the table.
 - 1. Need to be appointed by the neighborhood council and not just walk in.
 - 2. Need to check that your name and contact info is on the website by neighborhood, you may not vote if you're not officially the neighborhood representative.
 - 3. North Indian Trail and Latah have new Reps for the CA at the meeting.
 - 4. Make sure ONS has correct info for CA representative, so all can stay properly informed.

5. ONS Code Enforcement Update

- a. Heather Trautman, Director of ONS & Code
 - i. <https://static.spokanecity.org/documents/neighborhoods/getinvolved/agendas/2016/05/community-assembly-agenda-packet-2016-05-05.pdf>

6. Land Use/Planning

- a. Lisa Keys, Director of City Planning – Infill Development Project
 - i. Project Overview:
 - <https://static.spokanecity.org/documents/neighborhoods/getinvolved/agendas/2016/05/community-assembly-agenda-packet-2016-05-05.pdf>
 - 1. New policy adopted - address quality housing and affordable housing.
 - 2. Want to create a dialog to educate the community to build a foundation to understand why it's not working and what the opportunities are.
 - 3. Promote development tools to help meet the density objectives, meet the comp plan policies, and visions that have been adopted by the neighborhood.
 - 4. Project Goals: increase clarity; evaluate further changes to effectively promote what is compatible w neighborhood vision, monitor performance.
 - ii. What is Infill Development:
 - 1. No single technique: detached ADU
 - 2. Detached ADU over Accessory Building
 - 3. Pocket residential
 - 4. Townhouse style units
 - 5. Cottage housing
 - 6. Single family compact zoning small lot
 - 7. Attached dwelling, etc.
 - iii. Public Participation Program:
 - 1. Key elements
 - a. Rep to sit on steering committee,
 - b. Stakeholder focus groups
 - c. Outreach to organizations
 - d. Public notices,
 - e. Project website
 - f. Comment tracking log
 - g. Find common ground
 - h. Where there are solutions and where to balance
 - i. Sort by the issue, sort by geography
 - iv. Project Steering Committee:
 - 1. Plan Commission members
 - 2. City Council Members
 - 3. Finance/real Estate
 - 4. Development (non-profit)

5. Community Organizations/Neighborhoods
- v. Focus Group Meetings/Draft Meetings:
 1. Timeline
 - a. Finance/Real Estate –Tuesday, May 17th
 - b. Architecture/Development (for profit – Tuesday, May 17th/nonprofit – week of May 23rd.
 - c. Tiny Housing – week of May 23rd.
 - d. Workshop 1 – mid June
 - e. Workshop 2 – Early July
 - f. Public open house – mid July
 - g. Recommendation meeting early August
 - h. Full plan commission workshop August 24th
 - i. Plan commission public hearing sept 24th
 - vi. Engaging Neighborhoods:
 1. 2-3 neighborhood council representatives from each City Council District.
 2. Identify the participants by May 19th. May 30-June 1st.
 3. Focus Group Meeting to be held on June 7th.
 - vii. Requested Neighborhood Council Actions
 1. Conduct a “kickoff Conversation” on infill development with your Neighborhood Council or Subcommittee.
 2. Meeting kit includes discussion guide, infill tool description, and public participation plan.
 3. By June 16th, provide summary of your meeting to:
ngwinn@spokanecity.org

Push discussion to the round table at the end.

7. PeTT-Sidewalk Discussion

- a. Paul Kropp, PeTT Committee – Comprehensive Sidewalk Program
 - i. Neighborhood Council Poll
 1. Request to put a question to the neighborhood councils in order to inform the continuing dialog at PeTT’s meeting on May 24th, and to shape a subsequent report to the Community Assembly on June 2nd on this topic.
 2. Neighborhood Council Poll - send comments to Heather and Paul.

8. CA/CD – 2017 Applications and Timeline

- a. Valena Arguello, East Central
 - i. Community Development Block Grant 2017 Application Materials
 1. Goal of the committee is to furthering education to Neighborhood on the program.
 - a. CBBG can be used for so much; further long term goals, creating communication between neighborhoods to enhance program.
 - b. CHHS announcing 2 workshops for CDBG 101- May and June.
 2. Discussed the basic one page application, supplementation application for agencies and non-profits that request funding from neighborhoods

- i.e. -SAM (system of award management, same application that agencies currently fill out for CHHS, menu project and ideas for menu ideas).
- 3. Proposed timeline for 2017 application cycle moves to September 1st through December 31st.
- 4. Beginning of the application cycle in September would include 2 workshops proposed: for training on filling out CDBG application and program overview - open to public and organizations.
- 5. Landlord tenant education: many opportunities that lie within this. Cross collaboration, think big - example: community gardens.
- 6. Menu: request to ask for non-profits to participate in menu development. Can ask CHHS to solicit from proposed non-profits by contacting George Dahl. Deadline in July.
- 7. This year (2016) Sidewalk construction timeline has changed (bumped back) from this summer – 2016 sidewalk - to spring of 2017 to align funding occurring in July of each year and to align with city expenditure of those funds.

9. Budget Committee – Applications and Disbursements

- a. Kathryn Alexander, Bemiss
 - i. CA Budget
 - 1. 18 Neighborhoods submitted and approved, 3 waiting. Report in package coming out next month – creative use of funds.
 - 2. Hard deadline of July 1st to turn in your application.
 - ii. Signage: the current code does not provide for the type of signage neighborhoods would like to request. The sign code is up for evaluation next year, opportunity to possibly make recommendations to change the code.
 - iii. Committees with expenses, (binders, awards, and other expenses)
 - 1. Should we have an application for committees that they can fill out online?
 - 2. Do we set aside \$6000 for the unknown expenses?
 - 3. Calendar: plan in advance - could help cover expected expenses. Need Feedback from Committees.
 - 4. Recommendation: CA not to exceed \$1000 for each standing committee.
 - 5. Motion, to allow the budget committee the approval of requests not to exceed \$1000 for standing committees' usage to use as petty cash.
 - 6. Revisit at next CA meeting

Roll Call Vote: 19 Yes - Audubon/Downriver, Bemiss, Browne's Addition, Cliff/Cannon, Comstock, East Central, Emerson/Garfield, Grandview/Thorpe, Hillyard, Latah/Hangman, Manito/Cannon Hill, Minnehaha, North Hill, Northwest, Rockwood, Southgate, West Central, West Hills, Whitman

2 Abstentions: Nevada/Lidgerwood, Peaceful Valley

10. Retreat

- a. Tina Luerssen - Grandview/Thorpe.
 - i. Report on Training
 - 1. Wanting to increase communication to be more effective.

- a. Pre and post training questions - feedback was performed at the end: more communication from one neighborhood to the next is Key.
 - ii. Make the retreat committee a standing committee
 - a. Retreat committee should be around to plan future retreats.

11. Policy and Procedures

- a. Valena, East Central
 - i. Edits to Policies and Procedures.
 1. Purpose: who it actually encompasses, added- decision making process, created more clarity.
 2. Remove voting status
 3. Created parallel terms-labeling committees vs sub-committees
 4. Standing committees: new timeline on editing and submitting timeline
 5. Adopt CA decision making process, defined membership requirements, Chair, vice chair specifications and admin.
 - ii. Standing grievance committee: should/shouldn't be a standing committee.
 - iii. Next steps: get feedback, rework and bring back next month. Put on next CA agenda.
 - iv. Take under further discussion on whether or not Non CA rep and CA rep alternative (chair) can vote on behalf of the CA rep.

12. CA Roundtable:

- a. Lisa Keys
 - i. In-fill Development Project:
 1. This is phase one, the intent of this discussion is to look at the future outcomes and challenges.
 - a. Build a strategic plan to move forward
 - b. Create next steps to define the problem
 2. Timeline concerns
 - a. Have a CA rep on the steering committee
 - b. Open houses in near future (mini surveys, quality input).
 - c. Extending schedule for one month

Do you want to have a voting member on the steering committee – straw poll yes

Discussion about choosing a CA representative for the Steering Committee, Patrick Rooks volunteered and the CA voted to appointment him.

Lisa requesting time on June and July agendas for additional public engagement opportunities for the comprehensive plan and comprehensive plan annual amendments.

In Attendance:

24 Representatives present

Audubon/Downriver, Bemiss, Browne's Addition, Cliff/Cannon, Comstock, East Central, Emerson/Garfield, Grandview/Thorpe, Hillyard, Latah/Hangman, Logan, Manito/Cannon Hill, Minnehaha,

Nevada/Lidgerwood, North Hill, North Indian Trail, Northwest, Peaceful Valley, Riverside, Rockwood, Southgate, West Central, West Hills, Whitman.

Not in Attendance:

Five Mile, Balboa/South Indian Trial, Lincoln Heights, Chief Garry Park.

DRAFT

Minutes for the meeting of May 24th, 2016

Community Assembly Administrative Committee

Attendees: Committee members Jay Cousins, Seth Knutson, Tina Luerssen (Absent: Kathryn Alexander).
City Staff Heather Trautman.

June 3rd CA Meeting Agenda:

City Council: 5 minute placeholder

Admin: 5 minutes, discussion on replacement procedure for Melody's vacancy. Suggest appointment rather than elections process. There is nothing in our current P&P to outline a process for mid-term replacement. Also discuss the possibility of a CA BBQ this summer, ask for a volunteer to organize.

ONS/Code: 15 minutes update

Comp Plan Amendments: 30 minutes for Lisa to discuss the 3 active amendments. The affected Neighborhoods should have the opportunity to speak to the CA.

PeTT: 10 minutes for a brief Sidewalk discussion

CA/CD: 15 minutes Application, Allocation and Timeline

BSN: 10 minutes to recap the Community Minded Enterprises presentation, outlined in the packet in BSN minutes. Also upcoming events

Liaison: 5 minutes about liaisons for City established positions

Budget: 10 minutes to discuss replacing Melody's vacancy on the committee

STA: 20 minutes, asking for feedback on preliminary fare increase

Roundtable: 15 minutes

Pushed back to July agenda:

- CA Website

- NUSA report

- Comp Plan Update, opportunities for engagement

- P&P

Other business discussed:

Survey sent out by ONS regarding the new CA meeting location were generally positive. 17 responses were received. The biggest concern was rearranging the room so the facilitator has better visibility. This will be attempted at the next meeting.

Attendance: after notification last month, we saw Latah, Northwest and Whitman in attendance for the May meeting. Balboa/SIT and Five Mile are still not attending. Chief Garry Park has been absent for the past 2 meetings, however Colleen Gardner did email to acknowledge their absence so the NC is aware and will send someone hopefully to the next meeting. No other NCs are due for notification.

Jay discussed Parks fees. Heather informed us that each NC gets 1 free event in a city park, and NCs can “donate” their free event pass to another NC if they do not intend to use it. ONS has started a conversation with Parks about allowing all NC-sponsored events to be free.

Heather discussed an ONS pilot project regarding Community Engagement. They are working to make this more accessible and meaningful to the process, to feed development of projects/policies, rather than coming in after all of the decisions have been made. The Monroe corridor is part of this pilot project.

Next Admin meeting: Tuesday June 28th, 4:30pm at ONS.

Date: Mon, 30 May 2016
From: [Sandy Gill]

Hope you can still use this. Here is what came from the North Hill
nghd mtg where we discussed the sidewalk program.
Sandy

North Hill Response: Citywide Sidewalk Repair Program

*Should the city council & the mayor's admin. commit time & resources
in an attempt to develop a comprehensive sidewalk program ...all with
the understanding that such a program would require additional feeds
or taxes for property owners?*

Thumbs UP -- Continue the investigation

Opinions :

This is important. There are trip hazards throughout the city.
Prioritizing is important.

Where trees cause sidewalk damage, look for solutions that protect the
health of the trees. Don't just cut down a tree or remove an essential
root. Involve someone who knows trees.

Insights :

Doing something throughout the city is better than the current
piecemeal approach. It's currently fragmented & hard to use CDBG funds
to resolve (changing & complicated requirements).

There are problems with homeowner responsibility. Many are not aware
that they're responsible. Should this solely be the responsibility of
the homeowner.

Conditions :

- * Prioritize areas of greatest need - near/to & from schools, parks,
etc. Key pathways in a neighborhood.
- * Should have the same people assessing the whole city with consistent
criteria.
- * Create a strategy that addresses whole areas at the same time (more
cost effective) rather than a fragmented approach that will drive up
the cost.

Sent: Tuesday, April 12, 2016 10:03 AM
To: Neighborhood Council Chairs and Vice Chairs
Community Assembly Representatives and Alternates
CA Committee Chairs
From: Pedestrian, Traffic and Transportation Committee (PeTT)
Request: Neighborhood Council Poll

Subject: Citywide Sidewalk Repair and Gap Program
Support? Yes / No / Challenges?

Based on an extensive discussion at its March meeting among PeTT members and members of the city council, this is a request by the PeTT Committee, endorsed by the Community Assembly this date, to put a question to the neighborhood councils in order to inform the continuing dialogue at PeTT's meeting on May 24th, and to shape a subsequent report to the Community Assembly on June 2nd on this topic.

That question is:

Should the city council and the mayor's administration commit time and resources in an attempt to develop a comprehensive sidewalk program to assure that sidewalks over the entire city are repaired according to deficiencies in their condition, and that sidewalk gaps are filled in -- for example, walking routes to transit stops and key locations within pedestrian priority areas documented by the city's recently adopted pedestrian plan -- all with the understanding that such a program would require additional fees or taxes for property owners.

Feedback on this idea will be taken up at PeTT's meeting on May 24 in the West Central Community Center, 6 PM.

The conversation at PeTT in May will depend on neighborhood council advice provided from neighborhood council meetings in April and May.

So, neighborhood council leaders and CA representatives: Make sure PeTT hears your neighborhood council's opinions and insights. Thumbs up? Thumbs down? Conditions? Provisos? Please report the level of support for continuing an investigation into the opportunities and challenges of a city-wide sidewalk repair and infill program. And, please itemize the concerns and critical provisions your neighborhood council feels such a program would need to address.

Individual neighborhood council reports should be sent by e-mail with a subject line of "All-City Sidewalks" to Heather Trautman at ONS and Paul Kropp, PeTT chair.

htrautman@spokanecity.org

pkropp@fastmail.fm

Request: Neighborhood Council Poll (continued)

PeTT chair comments:

(1) This idea is not meant as a substitute for, or a delay of, the ongoing effort to provide a mechanism using discretionary city resources to support property owners with limited means to repair their sidewalks when subject to a code violation.

(2) In general a citywide program would recognize the shared responsibility of property owners and the city itself for safe sidewalks and equity in pedestrian mobility.

(3) As in previous citywide street improvement projects, such a program would involve in all likelihood a limited term of years and a citizen advisory body to establish priorities and determine the annual sequence of repairs and infill.

Victor Frazier [**Audubon/Downriver NC**]

April 12, 2016 at 10:14 AM

More information is needed.

What is the cost of such a program, and how much of a tax increase is required.

I assume this would be a property tax increase, but that is not clear either.

Also, I'm not in favor of sidewalk installation in outlying areas of the city that were developed in the last 30 years by developers that didn't build in sidewalks.

In the urban core that is dated and older, yes, but not in "new suburbs." That's my immediate two cents on this and any clarification that you could provide to Fran [Papenluer] copied on this for discussion with our neighborhood council would be appreciated.

Our board will discuss Thursday and present to the general membership for discussion next Thursday.

4/13/2016 at 4:40 PM

The **Cliff Cannon Neighborhood Council** Executive Committee voted last night to support the question with the following suggested change in red [underline]:

Should the city council and the mayor's administration commit time and resources in an attempt to develop a comprehensive sidewalk program to assure that sidewalks over the entire city are repaired according to deficiencies in their condition, and that sidewalk gaps are filled in -- for example, walking routes to transit stops and key locations within pedestrian priority areas documented by the city's recently adopted pedestrian plan -- all with the understanding that such a program may require a bond or bond measures.

Sincerely,

Judy Gardner, Planning Liaison

Cliff Cannon Neighborhood Council

4/26/2016, 4:29 PM

Hello Heather, Paul, and PeTT Committee members,

The **Northwest Neighborhood Council** discussed all-city sidewalks at our April 20th meeting and by majority vote decided "Yes", we do want the city council and mayor's administration to commit time and resources to attempt a comprehensive sidewalk program.

One person voted in opposition to this vote but was actually in agreement with the majority in as far as there are many unanswered questions that the original question raised. Among those unanswered questions are "How much will it cost?" and that question was asked about several key point: How much will it cost to do the study/studies, if any? How much will it cost in staff resources? How much will the overall costs be pre- & post program development? Are there any estimates at this point in the process?

We are aware this is likely to be a very lengthy process but a comprehensive sidewalk program has been, for now, deemed a worthy pursuit.

J. Douglas Prendergast, Chair, NWNC

5/5/16, 7:12 PM

The **Manito/Cannon Hill Neighborhood Council** discussed the question posed by the PeTT Committee. There were eleven folks present at our meeting (the most since we have "reconstituted" the council), and eight were in favor of pursuing a comprehensive sidewalk program. Three were not. One wanted no new taxes.....for anything.....and two wanted any additional money levied to go to more police to focus on property crime. (That couple has had their house broken into 4 times in the last year.)

So, as a whole, our neighborhood was in favor of pursuing a comprehensive program. We have many, many sidewalks in need of repair, and are ineligible for CDBG dollars, so, at this point, without a more comprehensive look at repairs and gaps, we have no way to "fix" our problem areas. Thanks,

Mary M. Carr, Interim Chair, Manito/Cannon Hill Neighborhood Council

May 5, 2016, at 8:57 PM

I am emailing to say **Nevada Lidgerwood** approved the PeTT committee request to examine the sidewalk issue on a comprehensive basis. I told Paul but did not email as instructed. Please forward this to Paul if you don't have a record of our neighborhoods response to his request in April letter sent to the council. Thanks, Christy Jeffers

5/6/16, 12:35 PM

The topic from the April 7th document titled Citywide Sidewalk Repair and Gap Program was brought up at our NC meetings in April and May, as well as our Executive Committee meeting.

Conversation was lively with comments ranging from, "The city holding property owners responsible for sidewalks is unconstitutional!" to "Everyone likes sidewalks, but not taxes."

Questions were raised such as, "What about enforcing existing ordinances?" to wondering what a "general citywide program recognizing the shared responsibility of property owners and the city itself for safe sidewalks and equity in pedestrian mobility" would look like.

We finally arrived at this statement: The **Rockwood Neighborhood Council** unanimously supports creating accountability with City Council and the Mayor to implement the existing pedestrian plan.

Thank you for bringing this to the neighborhoods for consideration, Julie Banks

5/6/16, 6:23 PM

We do have a rep on the PETT committee but just wanted to make sure you get the info for CGP. At our last meeting we vote over whelming to support the proposal from the PETT Committee

Colleen Gardner, Co-Chair **Chief Garry Park Neighborhood Council**

5/12/2016, 6:47 AM

I wanted to let you know that the **West Central Council** supports PeTT's commitment in having a conversation regarding a comprehensive sidewalk plan.

Just as an aside, I also polled the Neighborhood about this last Fall and they seemed to be amicable to the notion of having such a plan especially in light of the CDBG Committee's request to use more HUD funding to repair sidewalks. We look forward to seeing what the Committee comes up with for a viable and long term solution!

Arielle Anderson

5/12/16, 4:50 PM

This issue was presented and discussed at 2 meetings in Comstock.

...

The response from those attending were in favor of some method to fund sidewalk repair and infill. We discussed briefly three possible methods: raise the tab fees, sidewalk levy, or sidewalk bond. No Preferences were cited but all thought about the possible means to fund our sidewalk situation. We discussed sidewalks at almost every meeting and this was just to reinforce what we had discussed previously. Comstock attendees favored some measure for sidewalk funding.

...

[Our] residents understand that all neighborhoods need sidewalk repair and some neighborhoods (Lower South Hill for example) has even more need then some of the Comstock sidewalks for repair.

...

The bottom line is Yes that Comstock recognizes there is a need for sidewalk funding- several options are there and the city should work on this aspect of infrastructure to benefit everyone.

The consensus for Comstock is to move forward to find a funding source to repair sidewalks first then infill as needed. We understand it is easier to obtain federal funding or state funding for infill then for repair. Choices could be CTAB increase, sidewalk levy, or sidewalk bond. Comstock voiced no preference at this time just find funding to solve the problem.

Elaine Thorne **Comstock Neighborhood Council Chair**

Jim Bakke, **North Indian Trail Neighborhood Council**, 5/16/16, 9:18 AM

There was little interest in the city taking a comprehensive approach such as the proposal envisions, especially if it involved a city-wide fee or tax. No one was in favor of using a higher percentage of the TBD funds or of increasing the present \$30 fee to provide additional sidewalk funding. Also no one was in favor of any increase in any other tax. The only option that was supported was the possibility of using the LID process.

Factors in the lack of support include:

1. The Indian Trail Neighborhood is relatively newly developed compared to much of the city, so that the existing sidewalks are in relatively good condition although there are random locations where some of the sidewalk is damaged.
2. Another factor is that while there are extensive areas developed when sidewalks were not required, the areas developed since approximately the mid 1980s do have sidewalks on at least one side of the street.
3. The street and cul-de-sac layout of our neighborhood does not facilitate short point-to-point sidewalk routes and there are few "destinations", such as schools, churches, and centers.
4. The two sidewalk demand maps show that our neighborhood rates from "very low" to "moderate", so the perception is that we would see little benefit from paying taxes or fees for sidewalk improvements, even when walking in areas where improvements were made.

Paul Kropp, Southgate Neighborhood Council

A poll at the May Southgate meeting unanimously supported the initiative to explore a comprehensive sidewalk repair and infill program that would cover the entire city.

Neighborhood Council Attendance (12 of 28)
May 24, 2016, West Central Community Center

01 Audubon/Downriver**	
02 Balboa/South Indian Trail	
03 Bemiss**	
04 Browne's Addition	<i>Michael Harves</i>
05 Chief Garry Park**	<i>Trudy Lockhart</i>
06 Cliff/Cannon**	<i>Seth Knutson</i>
07 Comstock**	<i>Elaine Thorne</i>
08 East Central	
09 Emerson/Garfield**	<i>Carlie Hoffman</i>
10 Five Mile Prairie**	<i>Kathy Miotke</i>
11 Grandview/Thorpe	
12 Hillyard	
13 Latah/Hangman Valley	
14 Lincoln Heights	
15 Logan	
16 Manito/Cannon Hill**	<i>Mary Carr</i>
17 Minnehaha	<i>Dave Bentz (sub)</i>
18 Nevada/Lidgerwood**	
19 North Hill**	
20 North Indian Trail**	<i>Mark Davies (sub)</i>
21 Northwest**	
22 Peaceful Valley	<i>[Jessie Norris]</i>
23 Riverside	
24 Rockwood**	
25 Southgate**	<i>Paul Kropp</i>
26 West Central**	<i>Jake Miller (sub) [Bonnie McInnis, Ken Cruz]</i>
27 West Hills	
28 Whitman**	<i>Charles Hansen [Don Sundahl]</i>

** [provisional] Neighborhood Council Agenda Item or Discussion in April, May and June (16 of 28)



Sidewalk Funding Proposal

The Problem

A sidewalk inventory conducted in 2008-09 estimated that the City of Spokane has 1,280.75 miles of sidewalk. The poor condition of many sidewalks in the City of Spokane often substantially limits access to crucial public services and goods and creates significant hazards (and thus liability) for trip and fall injuries. While some funding is available for repair through Community Development Block Grant funding, the amount available does not come close to meeting the need for repair: In the past 5 years, the program has allocated \$1.529 million for sidewalk repair.¹ There are also other programs that offer funding for pedestrian improvements, but they don't come close to addressing the actual needs, especially in residential neighborhoods outside the arterials.



The Proposal

Ask voters to approve a sidewalk levy that would raise a fixed amount of money over ten years. The funds would be divided equally among four geographic areas: the downtown core, and Council Districts 1, 2 (excluding the downtown core), and 3.

¹ See second page for sidewalk funding from other programs and sources. The funding amounts listed do not reflect the total amount of city money spent on sidewalks, as integrated street projects include construction of new sidewalks.



The funding would also be divided by purpose: 75% of funds raised via the levy would be used for sidewalk repair, and 25% would be used for the construction of new sidewalks or pedestrian upgrades. The funds could not be used to replace existing plans to repair or install sidewalks via the street levy, CDBG funds, traffic calming funds or TBD funds- thus preserving those existing funding streams, especially the current street levy funds being used to repair and improve sidewalks on arterials.

Criteria for project funding would be similar to what is used in the Pedestrian Plan, with projects in high pedestrian traffic and critical mobility areas (schools, parks, bus routes, libraries, etc.) receiving priority.

Integrated Capital Management reports that they could substantially leverage the levy funds to double or potentially even triple the dollars available for repairs over the life of the levy.

The Cost (Estimated)

The cost of the overall initiative would depend on the political will of the stakeholders but would likely range from \$5 million to \$10 million per year at an estimated corresponding cost of \$50-\$100/\$100,000 of assessed property value. Assuming a current median home value of \$150,000, a typical assessment would range from \$75 to \$150 per year. At the end of ten years, there would still be more work to accomplish and the voters could renew the program at a scale of accomplishment and taxation that seems appropriate.

Next Steps

If sufficient key stakeholders agree to pursue the sidewalk levy option, staff would be asked to propose an initial high level scope of work for a low, medium and higher spending plan (\$50-\$100 million over ten years in addition to grant funding). Council and staff would then work with stakeholders to propose a specific levy amount for consideration on the November 2017 ballot.



Appendix - Past Sidewalk Funding

Traffic Calming Fund²

Year	Funding Amount
2010	\$153,146.14
2012	\$55,370
2013	\$328,055
2014	\$179,700
2015 ³	\$186,900
Total	\$903,171.14

CDBG Funds

Year	Funding Amount
2011	\$132,224
2012	\$250,000
2013	\$240,537
2014	\$454,736
2015	\$451,830
Total	\$1,529,327

TBD Funds

Year	Funding Amount
2012	\$79,878
2013	\$294,674
2014	\$365,223
2015	\$114,147
Total	\$853,922

² Traffic Calming Funds are generally used for infill or construction of new sidewalks.

³ No applications were accepted in 2011 for traffic calming funds.

Date: April 7, 2016
To: Neighborhood Council Leadership
Community Assembly Representatives
CA Committee Chairs
From: Pedestrian, Traffic and Transportation Committee (PeTT)
Request: Neighborhood Council Poll
Subject: Citywide Sidewalk Repair and Gap Program
Support? Yes / No / Challenges?

Based on an extensive discussion at its March meeting among PeTT members and members of the city council, this is a request by the PeTT Committee, endorsed by the Community Assembly this date, to put a question to the neighborhood councils in order to inform the continuing dialogue at PeTT's meeting on May 24th, and to shape a subsequent report to the Community Assembly on June 2nd on this topic.

That question is:

Should the city council and the mayor's administration commit time and resources in an attempt to develop a comprehensive sidewalk program to assure that sidewalks over the entire city are repaired according to deficiencies in their condition, and that sidewalk gaps are filled in -- for example, walking routes to transit stops and key locations within pedestrian priority areas documented by the city's recently adopted pedestrian plan -- all with the understanding that such a program would require additional fees or taxes for property owners.

Feedback on this idea will be taken up at PeTT's meeting on May 24 in the West Central Community Center, 6 PM.

The conversation at PeTT in May will depend on neighborhood council advice provided from neighborhood council meetings in April and May.

So, neighborhood council leaders and CA representatives: Make sure PeTT hears your neighborhood council's opinions and insights. Thumbs up? Thumbs down? Conditions? Provisos? Please report the level of support for continuing an investigation into the opportunities and challenges of a city-wide sidewalk repair and infill program. And, please itemize the concerns and critical provisions your neighborhood council feels such a program would need to address..

Individual neighborhood council reports should be sent by e-mail with a subject line of "All-City Sidewalks" to Heather Trautman at ONS and Paul Kropp, PeTT chair.

htrautman@spokanecity.org

pkropp@fastmail.fm

PeTT chair comments:

- (1) This idea is not meant as a substitute for, or a delay of, the ongoing effort to provide a mechanism using discretionary city resources to support property owners with limited means to repair their sidewalks when subject to a code violation.
- (2) In general a citywide program would recognize the shared responsibility of property owners and the city itself for safe sidewalks and equity in pedestrian mobility.
- (3) As in previous citywide street improvement projects, such a program would involve in all likelihood a limited term of years and a citizen advisory body to establish priorities and determine the annual sequence of repairs and infill.



2017 Community Development Block Grant (CDBG)

NEIGHBORHOOD APPLICATION

Application **Due**: Friday, December 30, 2016 at 5:00pm



Neighborhood Council: _____

➤ Date application was approved by neighborhood council: _____

NEIGHBORHOOD CHAIR CONTACT INFORMATION

➤ Name: _____ Phone: _____

➤ Address: _____

➤ Email: _____

Applicant Information:

➤ Agency Name: _____

➤ Mission Statement: _____

➤ Describe how this proposal aligns with the above Mission Statement: _____

➤ Describe the role of your organizations Board/Governing Body: _____

➤ Describe the Board's contribution to this proposal: _____

➤ TIN/EIN #: _____ DUNS #: _____

➤ SAM Registration (please attach a screenshot): ☐ Yes ☐ No Expiration Date: ____/____/____

➤ Experience managing public funds/grants: ☐ Yes ☐ No

Explain: _____

➤ **Changes in key organizational staff (executive, finance, program, etc.) in the past 12 months:** ☐ Yes ☐ No

If yes, Explain:

➤ **Policies and procedures for the following:**

○ Procurement: ☐ Yes ☐ No

▪ *Explain:*

○ Drug Free Workplace: ☐ Yes ☐ No

▪ *Explain:*

○ Conflict of Interest: ☐ Yes ☐ No

▪ *Explain:*

○ Financial Management: ☐ Yes ☐ No

▪ *Explain:*

○ Property/Equipment Management and Disposition: ☐ Yes ☐ No

▪ *Explain:*

○ Record Retention: ☐ Yes ☐ No

▪ *Explain:*

○ Equal/Civil Rights: ☐ Yes ☐ No

▪ *Explain:*

➤ **Organization/agency expended >\$750,000.00 in federal grants funds over the past 12 months:** ☐ Yes ☐ No

Explain:

- Has your organization/agency had an audit in the past 12 months: ☐ Yes ☐ No – Findings? ☐ Yes ☐ No

Explain: _____

- When was your agency last monitored by the City of Spokane CHHS Department: ____/____/____

**Please attach a copy of most recent monitoring summary letter*

- Does your agency have an existing accounting system to segregate expenditures by funding source: ☐ Yes ☐ No

If Yes, what type of system:

- Does the accounting system produce a budget vs. expenditure report: ☐ Yes ☐ No

- Does your agency maintain central files for grants, loans, or other types of financial assistance: ☐ Yes ☐ No

- Does your agency have a system for tracking employee time and effort distributions specifically by cost objective/activity: ☐ Yes ☐ No

- Has your agency been awarded other grants, loans, or other types of financial assistance during the past 12 months: ☐ Yes ☐ No

If yes, identify awarding entity and award amount:

Project Scope (work to be performed):

- Project Name: _____

- Project Location(s): _____

- Who holds the title for this property: _____

- What actions have been taken to secure site control:

- Requested Amount (\$): _____

Scope of Work to be Performed:

Consolidated Plan (local) Needs and Goals:

➤ Local Needs and Goals:

1. Safe Affordable Housing Choice ☐
 - a. Preserve and expand quality, safe, affordable housing choices ☐
2. Need to reduce homelessness and provide for basic needs ☐
 - a. Prevent and reduce homelessness ☐
 - b. Provide opportunities to improve quality of life ☐
3. Need for Community Development, Infrastructure and Economic Opportunities ☐
 - a. Support vibrant neighborhoods ☐
 - b. Expand economic opportunities ☐

Community Development Block Grant: National Objective and Eligible Activity

Matrix Code	Activity	National Objective				
		LMA	LMC	LMH	LMJ	SBS
01	Acquisition of Real Property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03A	Senior Centers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03B	Handicapped Centers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03C	Homeless Facilities (not operating costs)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03D	Youth Centers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03E	Neighborhood Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03F	Parks, Recreational Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03I	Flood Drainage Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03J	Water/Sewer Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03K	Street Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03L	Sidewalks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03M	Child Care Centers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03P	Health Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03Q	Facilities for Abused and Neglected Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03S	Facilities for AIDS Patients (not operating costs)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03	Other Public Facilities and Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
04	Clearance and Demolition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14A	Rehab: Single-Unit Residential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14B	Rehab: Multi-Unit Residential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

National Objective Key: Low and Moderate Income Area Benefit (**LMA**): 24 CFR 570.208(a)(1), Low and Moderate Income Limited Clientele (**LMC**): 24 CFR 570.208(a)(2), Low and Moderate Income Housing (**LMH**): 24 CFR 570.208(a)(3), Low and Moderate Income Job Creation or Retention (**LMJ**): 24 CFR 570.208(a)(4), Slum and Blight Spot (**SBS**): 24 CFR 570.208(b)(2)

HUD (federal) Goal Outcome Indicators:

Goal Outcome Indicator	Unit of Measure	Total
Public Facility or Infrastructure Activities other than Low/Mod Income Housing Benefit	# of Persons Assisted	
Public Facility or Infrastructure Activities for Low/Mod Income Housing Benefit	# of Households Assisted	
Rental Units Rehabilitated	# of Household Housing Units	
Homeowner Housing Rehabilitated	# of Household Housing Units	
Homeless Person Overnight Shelter	# of Persons Assisted	
Overnight/Emergency Shelter/Transitional Housing Beds Added	# of Beds	
Jobs Created/Retained	# of Jobs	
Housing for Homeless Added	# of Household Housing Units	
Housing for People with HIV/AIDS Added	# of Household Housing Units	
Buildings Demolished	# of Buildings	

- Describe the method that will be used to track (*unduplicated*) project performance based on the appropriate unit of measure identified above:

Project Timeline:

- Anticipate Completion Date (*attach copy of project timeline*):

- Project Milestones (7/1/2017 – 12/31/2018):

- Identify lead staff person(s) and their experience managing a project of this scope:

Project Budget Narrative:

- How was the project budget developed? Identify individuals (by title) involved in the budget development:

- **What contingencies have been built into this budget:**

- **Identify other funding sources that will be used as leverage to support this project:**

- **What arrangements have been made to sustain/maintain this project once complete:**

- **What arrangements have been made to address costs that exceed the proposed budget:**

- **Funds are awarded on a reimbursement basis, how will this proposal address potential delays in the reimbursement process:**

- **Describe your agencies financial plan if this application is funded in part, or not at all:**

Line Item Budget:

Project Activity	CDBG Funds (request)	Matching Funds/Leverage	Total
Capital Improvements	\$.00	\$.00	\$.00
Public Facilities	\$.00	\$.00	\$.00
Demolition	\$.00	\$.00	\$.00
Total Project Activity	\$.00	\$.00	\$.00

Project Delivery	CDBG Funds (request)	Matching Funds/Leverage	Total
Salaries	\$.00	\$.00	\$.00
Staff A	\$.00	\$.00	\$.00
Staff B	\$.00	\$.00	\$.00
Staff C	\$.00	\$.00	\$.00
Other:	\$.00	\$.00	\$.00
Total Project Delivery	\$.00	\$.00	\$.00

*Professional Services	CDBG Funds (request)	Matching Funds/Leverage	Total
Architectural	\$.00	\$.00	\$.00
Engineering	\$.00	\$.00	\$.00
Legal	\$.00	\$.00	\$.00
Accounting	\$.00	\$.00	\$.00
Construction Management	\$.00	\$.00	\$.00
Other:	\$.00	\$.00	\$.00
Total Professional Services	\$.00	\$.00	\$.00

Total Project Budget (Project Activity + Project Delivery + Professional Services)	\$.00	\$.00	\$.00
----------------------------------------------------------------------------------------------	--------	--------	--------

**Professional services are subject to federal procurement standards 2 CFR 200 (Subpart D)*

Required Attachments:

- ☐ Project Budget
- ☐ Project Timeline
- ☐ Organization Policies and Procedures
- ☐ Current Board of Directors listing (include affiliations with other agencies or organizations)
- ☐ Copy of most recent organization audit
- ☐ Copy of most recently approved (Board) agency budget
- ☐ Organization Chart
- ☐ Articles of Incorporation/Bylaws
- ☐ IRS Tax Exemption Determination Letter
- ☐ Washington Secretary of State letter certifying charitable organization status
- ☐ Federal Tax Form 990
- ☐ Conflict of Interest Certification
- ☐ Copy of lease agreement (if applicable), or plan to obtain site control



2017 Community Development Block Grant (CDBG)

NEIGHBORHOOD **PRE**-APPLICATION



This pre-application is not sufficient to determine final CDBG allocations. Neighborhoods pursuing a new project will be required to submit an approved final application to make their final CDBG allocations.

Neighborhood Council: _____

NEIGHBORHOOD CHAIR CONTACT INFORMATION

Name: _____ Phone: _____

Address: _____

Email: _____

SCOPE (in coordination with implementing department/agency)

➤ Agency Name: _____

➤ Mission Statement: _____

➤ TIN/EIN #: _____ DUNS #: _____

➤ SAM Registration: ☐ Yes ☐ No Expiration Date: ____ / ____ / ____

➤ Project Name: _____

➤ Project Location(s): _____

➤ Requested Amount (\$): _____

➤ Other Funding Sources (leverage): _____

➤ Describe the scope of this project and how it will benefit low/mod income individuals in our community? _____

7/1/2017 - 6/30/2018 CDBG Program Year	
Neighborhood	PY 2017 Estimates
Audubon/Downriver	\$ 11,000.00
Bemiss	\$ 45,000.00
Browne's Addition	\$ 3,000.00
Chief Garry Park	\$ 48,000.00
Cliff\Cannon	\$ 39,000.00
East Central	\$ 77,000.00
Emerson\Garfield	\$ 56,000.00
Hillyard	\$ 56,000.00
Latah/Hangman Valley	\$ 10,000.00
Lincoln Heights	\$ 26,000.00
Logan	\$ 37,000.00
Minnehaha	\$ 14,000.00
Nevada North	\$ 52,000.00
Nevada South	\$ 61,000.00
North Hill	\$ 28,000.00
Northwest	\$ 10,000.00
Peaceful Valley	\$ 9,000.00
Riverside	\$ 17,000.00
Rockwood	\$ 12,000.00
Southgate	\$ 2,000.00
West Central	\$ 64,000.00
West Hills	\$ 9,000.00
Whitman	\$ 11,000.00

All totals are estimates and subject to change depending on final CDBG allocation from HUD.



2017 Community Development Block Grant (CDBG)

NEIGHBORHOOD PROJECT MENU

Application **Due**: Friday, December 30, 2016 at 5:00pm



Neighborhood Council: _____

➤ Date application was approved by neighborhood council: _____

NEIGHBORHOOD CHAIR CONTACT INFORMATION

Name: _____ Phone: _____

Address: _____

Email: _____

Please identify the project(s) your Neighborhood Council wishes to support with their CDBG allocation. Place a checkmark next to the project and identify the total amount of funds your Neighborhood wishes to allocate to that project(s). *Remember, the minimum allocation to any project is \$10,000.* Questions regarding how to complete the Neighborhood Project Menu should be directed to George Dahl (gdahl@spokanecity.org or 625-6036) in the Community, Housing and Human Services Department.

(01) ACQUISITION OF REAL PROPERTY: Acquisition of real property that will be developed for a public purpose

Zone project in NE Spokane to acquire property and use youth to rehab and then sell for next house acquisition

Tribal Salish School acquisition of site/building

(03A) SENIOR CENTERS: Acquisition, construction, or rehabilitation of facilities (except permanent housing) for seniors

(03B) HANDICAPPED CENTERS: Acquisition, construction, or rehabilitation of centers, group homes, and other facilities (except permanent housing) for the handicapped

(03C) **HOMELESS FACILITIES** (not operating costs): Acquisition, construction, or rehabilitation of temporary shelters and transitional housing for the homeless, including battered spouses, disaster victims, runaway children, drug offenders, and parolees

(03D) **YOUTH CENTERS**: Acquisition, construction, or rehabilitation of facilities intended primarily for young people age 13 to 19. These include playground and recreational facilities that are part of a youth center

Northeast youth center

(03E) **NEIGHBORHOOD FACILITIES**: Acquisition, construction, or rehabilitation of facilities that are principally designed to serve a neighborhood and that will be used for social services or for multiple purposes (including recreation). Such facilities may include libraries and community centers

(03F) **PARKS, RECREATION FACILITIES**: Development of open space areas or facilities intended primarily for recreational use

Park and trail projects – i.e. PV trail or south gorge trail

13? eligible parks

(03K) **STREET IMPROVEMENTS**: Installation or repair of streets, street drains, storm drains, curbs and gutters, tunnels, bridges, and traffic lights/signs

(03L) **SIDEWALKS**: Improvements to sidewalks

Safe routes to school sidewalk projects

Safe routes sidewalks for the walking school bus

Sidewalks next to el. Parks

ADA ramps

(03M) **CHILD CARE CENTERS:** Acquisition, construction, or rehabilitation of facilities intended primarily for children age 12 and under. Examples are daycare centers and Head Start preschool centers

For each neighborhood potential projects

(03P) **HEALTH FACILITIES:** Acquisition, construction, or rehabilitation of physical or mental health facilities. Examples of such facilities include neighborhood clinics, hospitals, nursing homes, and convalescent homes

(03Q) **FACILITIES FOR ABUSED AND NEGLECTED CHILDREN:** Acquisition, construction, or rehabilitation of daycare centers, treatment facilities, or temporary housing for abused and neglected children

(04) **CLEARANCE AND DEMOLITION:** Clearance or demolition of buildings/improvements

(14A) **REHAB/SINGLE-UNIT RESIDENTIAL:** Rehabilitation of privately owned, single-unit homes

Rebuilding Together

List of organizations that provide these types of services/projects

(14B) **REHAB/MULTI-UNIT RESIDENTIAL:** Rehabilitation of privately owned buildings with two or more permanent residential units

List of organizations that provide these types of service/projects

Add Façade improvement program?

Add Community Gardens free to community as well as greenhouse

Reach out to include project hope for potential projects

Contact neighborhoods about the change in sidewalk construction so affected blocks will know

Supplemental application discuss lease vs ownership

List of non-profits for NC to reach out to

Eligible Activities

CDBG funds may be used for activities which include, but are not limited to:

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities

Each activity must meet one of the following national objectives for the program:

1. benefit low- and moderate-income persons,
2. prevention or elimination of slums or blight, or
3. address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

Guide to National Objectives and Eligible Activities for CDBG Entitlement Communities

<https://www.hudexchange.info/resource/89/community-development-block-grant-program-cdbg-guide-to-national-objectives-and-eligible-activities-for-entitlement-communities/>

FY 2017 CDBG Neighborhood Sidewalk Application: Example

July 1, 2017 - December 31, 2018

Tract	Block Group	% LMI	Address	Existing		Description	Length of		Obstacles
				Condition			Repair		
30	1	81.2%	1234 E. Somewhere Ave.	Dangerous		2" lift in sidewalk caused by tree	25'		Tree, Fence, Storm Drain & Stop Sign
19	2	64.2%	1234 W. Sidewalk St.	Poor		Surface of concrete deteriorating	10'		None
15	5	75.4%	1234 N. Hazard Ave.	Dangerous		Sidewalk heaved and broken by tree roots	15'		Fence & Tree
40	4	63.9%	1234 S. Trip St.	Poor		Sidewalk broken/cracked in multiple places, no heave	8'		None

FY 2017 CDBG Neighborhood Application Timeline

September 1, 2016 - December 31, 2016

	September				October				November					December				
	1 - 10	11 - 17	18 - 24	25 - 30	1 - 8	9 - 15	16 - 22	23 - 31	1 - 5	6 - 12	13 - 19	20 - 26	27 - 30	1 - 3	4 - 10	11 - 17	18 - 24	25 - 31
CDBG Neighborhood Application																		
Neighborhood District Workshops																		
Materials Posted (9/23)																		
Agency/Neighborhood District Workshops																		
Neighborhood RFP Opens (9/23)																		
Application Period																		
Neighborhood RFP Closes																		
Neighborhoods Review																		
Make Funding Recommendations																		
Submit Application Materials to CHHS (12/31)																		

Building Stronger Neighborhoods

5/23/2016 12:00PM

Sinto Senior Center

Members present: EJ Iannelli (Emerson/Garfield), Elaine Thorne (Comstock), Tina Luerksen (Grandview/Thorpe), Mary Carr (Manito/Cannon Hill)

ONS staff liaison: Katie Myers

Guests: Ben Cabildo, Ray White: Community Minded Enterprises

- Housekeeping
 - Minutes were approved unanimously
- Committee Business
 - Katie Myers is our ONS Liaison for this committee. Katie introduced herself with some background; her title is Community Programs Coordinator. She is handling the Traffic Calming program, and sees this and the Clean-Up program as good opportunities for NC outreach and involvement.
- Education & Outreach
 - Guest Speakers:
 - Ray spoke about the Community Living Connections program through CME. This is a helpline for aging and disabled citizens in Spokane County, helping to keep people in their homes. The call center refers people to resources and will follow-up with phone calls. They also do some home visits to assist people. The website is spokanehelpline.org, which is often used by family members who are trying to help keep their parents in their homes.
 - Ben spoke about Community Media Center and television broadcasting on Comcast channel 14. There is a \$10 charge to broadcast your group's video on Channel 14. CME can help with video development, including recording/editing/creating DVDs. There is no charge to use their high-quality video equipment, but there is a technician charge for \$100/hr to video/edit. However, they provide training to CME members (\$350/year for nonprofit organization, \$75/year for individuals) for video recording and editing. With membership, you can take advantage of free training and also get 3 free PSAs on Channel 14. Many businesses will sponsor a membership, to get their logo on the video. CME holds "Say What? Spokane", held every 2nd & 4th Thursday from noon-2pm at the CMTV14 Studio, 25 W Main Ave, Ste 310. This is a free open mic TV program where anybody can speak about any issues. The show is broadcast on Channel 14, 7 times throughout the week. Ben also produces the TV show Successful Aging in the Northwest, focusing on education and information for ages 55+.

- Anybody interested in further information about either of these programs can contact Ben Cabildo at 509-209-2634, benc@community-minded.org.
 - Summer Parkways, Tues June 21st 6-9pm. Manito/Cannon Hill and Comstock Neighborhoods.
 - Manito/Cannon Hill and Comstock NCs both will have booths at the event. ONS will provide the big map outlining the Spokane Neighborhoods. Tina offered to help out at the Comstock booth and share information about the CA and Neighborhoods program
 - Next ONS/BSN Neighborhood Training
 - Social Media. EJ will help lead this training on using Facebook, Twitter and NextDoor. Shoot for end of September to hold this training.
 - Decided against holding a Postcard training; Elaine has volunteered to help any NCs which are struggling with a Postcard. She has a template they can use.
- Announcements & Upcoming Events
 - July 16th: Perry Street Fair. No interest in this committee to hold a generic booth.
 - BSN Chair absence: EJ will not be in town on the day of the next scheduled BSN meeting. The group voted to not meet in June, and reconvene in July for our regular meeting on July 25th.

Next meeting: JUNE MEETING IS CANCELLED. Next regular meeting will be on Monday, July 25th. 12pm at Sinto Senior Center

CA Liaison Committee Meeting Notes

May 13, 2016

Paul Kropp, Chair

Committee Roster

Susan Burns - Peaceful Valley NC
susaniburns@comcast.net / 509.701.0888
Paul Kropp - Southgate NC
pkropp@fastmail.fm / 509.638.5854
Bonnie McInnis - West Central NC
bonniemci@comcast.net / 509.327.0369

Neighborhood Services Support

Charlie Kline - Neighborhood and Housing Specialist
ckline@spokanecity.org / 509.625.6858

ONS

Charlie Kline let us know he is now the committee's single ONS staffer. He will be attending all our regular monthly meetings.

City-established Positions Related to the Community Assembly

The group spent the entire session reviewing the basis for each of the positions related to the Community Assembly in the city's code established by ordinance and otherwise by city council resolution. Here is the entire list:

Membership positions for the Community Assembly established by city ordinance:

- Community Housing and Human Services Board / SMC 04.34
1 voting member
- Design Review Board / SMC 04.13
1 voting member (termed "liaison")
- Urban Forestry Citizen Tree Advisory Committee / SMC 04.28
2 voting members

Liaison position for the Community Assembly established by city ordinance:

- Plan Commission / SMC 04.12
1 liaison (with voice but not vote)

Membership position for the CA PeTT Committee established by Transportation Benefit

District resolution:

- Citizens Transportation Advisory Board (CTAB) / TBD Res. 2010-0002
1 voting member

Membership position for the CA PeTT Committee established by City Council resolution:

- Plan Commission Transportation Subcommittee / CC Res. 2014-0078
1 voting member

Next Meeting

The group will work to complete its review of the committee's meeting rules and liaison/representative support procedures at its next meeting.

June Meeting Date, Time and Place

Friday, June 13, 1 PM, Tom Sawyer Country Coffee, 608 N Maple St.

CA Budget Committee Meeting

March 15, 2016

5:00 PM – 6:00 PM

City Hall ONS

Minutes submitted by Kathryn Alexander

Present Neighborhoods:

Kathryn Alexander, Chair (Bemiss)

Andrew Hoyer (Southgate)

Tim Finneran (Brown's Addition)

Present City Staff:

Heather Trautman

Absent Neighborhoods:

Melody Dunn-Huston (North Indian Trail)

Arielle Anderson (West Central)

Application Process:

We received two applications, one from North Indian Trail and one from Chief Garry Park.

The North Indian Trail application was approved, but with changes. We granted them \$350 in printing costs, and \$150 in temporary signage. We suggest that they look at the cost of print cartridges and paper as a better use of the money. Getting estimates (call Jackie Caro or Heather Trautman) will give a more precise estimate. This way there may be other uses the saved money can be put to.

Arielle was charged with calling them to explain the changes. They are welcome to resubmit their application, if they wish to do something else.

The Chief Garry Park application was also approved. Kathryn was charged with explaining that receipts will need to be submitted to the city to get reimbursed for door prizes.

Heather shared that another neighborhood is contemplating doing outdoor movie nights. Facility rental was another suggestion we heard about. We were excited about this creative thinking!

The April deadline is a 'soft' deadline, but July 1 will be a 'hard' deadline, so that we have time to create another project to ensure all the money is used well.

Heather will send out a reminder to the neighborhoods about the deadline.

Everyone agreed to call each of their neighborhoods to encourage submitting their application, answer questions, etc.

Tim suggested we make a change to the application instructing applicants about where to submit the completed application. Adding a donation option will also be done.

The 'straw survey' with the CA was inconclusive. More discussion will be needed.

Concerns were shared about Melody's continued absence.

Next CA Budget Meeting April 19, 2016

CA Budget Committee Meeting

April 19, 2016
5:00 PM – 6:00 PM
City Hall ONS

Present Neighborhoods:

Kathryn Alexander, Chair (Bemiss)
Andrew Hoyer (Southgate)
Tim Finneran (Brown's Addition)
Melody Dunn-Huston (North Indian Trail)

Present City Staff:

Heather Trautman

Absent Neighborhoods:

Arielle Anderson (West Central)

Application Process:

North Indian Trail, Chief Garry Park, Bemiss, Audubon Downriver, and Northwest have been submitted and approved. Comstock, Manito/Cannon Hill are still in process. We will continue to approve the applications as they come in by email. Liaisons are encouraged to call their neighborhoods to facilitate timely application.

Because Melody has moved she traded her current neighborhood (Northwest) to Andy Hoyt for Brown's Addition, and Andy agreed to work with Northwest.

We discussed asking the CA for clarification and approval of a 'process' for allocating CA budget funds to CA committees directly. The Retreat Committee has already had an expense for binders used in the trainings. It is likely that other committees will have similar and even unplanned expenses (Awards, Holiday Celebration, etc.) so having a process in place is necessary. Kathryn will put this in to the Admin committee for the May agenda.

CA 2017 Budget:

Mike Fagan suggested that our budget request to the City Council should have been submitted last Friday. As this is the first notice we have had, Kathryn has composed a letter of request that will be sent to all City Council members with corrections and additions from this committee. The letter will be sent by Monday.

Next CA Budget Meeting May 26, 2016



DRB report
Report 6/2/2016
Colleen Gardner

You will find attached the motions for the two reviews held since the last CA meeting.

1. Franklin Park School
2. Larry H Miller downtown

The review scheduled for May 25th, the 1400 Tower has been moved too June 8th. There were not reviews held on May 25th.

As always I am available to do a DRB presentation at your NC meeting or to meet with representatives of the NC prior to any review scheduled that impacts your Neighborhood.

Any question on the reviews mentioned please let me know

FRANKLIN ELEMENTARY SCHOOL**1 - Program Review/Collaborative Workshop**

May 11, 2016



From :
Design Review Board
Austin Dickey, Chair

c/o Omar Akkari
Urban Designer
Planning & Development
808 W. Spokane Falls Blvd.
Spokane, WA 99201

To :
Consultant: ALSC Architects, Jodi
Kittel

Owner: Spokane Public Schools, Greg
Forsyth

CC :
Julie Neff, DRB Secretary
Lisa Key, Planning Director
Tami Palmquist, Associate Planner

Based on review of the materials submitted by the applicant and discussion during the May 11, 2016 Collaborative Workshop the Design Review Board recommends the following:

1. Applicant shall consider additional articulation of the façade to better define the base middle top concept on the south side of the building and investigate means of detailing, additional materials, colors etc. to better celebrate the historic character of the existing 1909 school.
2. Applicant shall consider mitigating the bulk of the building's new addition through architectural treatments.

Austin Dickey, Chair, Design Review Board

Note: Supplementary information, audio tape and meeting summary are on file with City of Spokane Design Review Board.

DESIGN REVIEW BOARD

Larry H. Miller Downtown Honda

2 - Recommendation Meeting

May 13, 2016



From :
Design Review Board
 Austin Dickey, Chair

c/o Julie Neff, DRB Secretary
 Planning & Development
 808 W. Spokane Falls Blvd.
 Spokane, WA 99201

To :
 Miller Family Real Estate
 9350 S. 150 E., Suite 1000
 Sandy, UT 84070

c/o Jennifer Smithey
 John Mahoney Architect, LLC
 850 W. Elliot Rd., Suite 108
 Tempe, AZ 85284

CC :
 Nathan Gwinn, Assistant Planner
 Tami Palmquist, Associate Planner
 Lisa Key, Planning Director

Based on review of the materials submitted by the applicant and discussion during the May 11, 2016 Recommendation Meeting, the Design Review Board recommends approval of the project, conditional on the following recommendations:

1. Applicant to further develop the façade of the carwash to provide decorative lighting and use green screen along the north or west elevations as used in other areas of the project to create a more pedestrian friendly environment.
2. Applicant to create a bolder visual statement at the corner of Adams and 3rd, reflecting the historic nature of the district and the relationship of the site to the West Downtown Historic Transportation Corridor National Historic District.

Austin Dickey, Chair, Design Review Board

Note: Supplementary information, audio tape and meeting summary are on file with City of Spokane Design Review Board.

Plan Commission Liaison Report

June 2, 2016

Greg Francis – gfrancis1965@yahoo.com

The Plan Commission provides advice and makes recommendations on broad planning goals, policies, and other matters as requested by the City Council. It meets the second and fourth Wednesday of each month at 2pm in the Council Briefing Center in city hall with hearings typically starting at 4pm if there are any scheduled for that session. All Plan Commission meetings are open to the public.

Hearings

Six Year Transportation Program Update Consistency Review – This is a review to ensure that the updated Six Year Transportation Program is consistent with the transportation goals in city's Comprehensive Plan. The update was recommended for approval by a unanimous vote at the 5/25/16 Plan Commission Hearing.

Workshops

West Hills Neighborhood Plan – The West Hills neighborhood voted to combine their planning efforts with STA and SFCC and focus on the neighborhood center near SFCC. Some ideas in the plan including traffic calming and streetscape improvements on Fort George Wright, creating a transit station on the SFCC campus, and encouraging mixed-use retail development in the area. An additional factor in the planning is that Catholic Charities is planning to develop housing for 300 low-income and seniors on the Holy Names property.

STA Central City Line Strategic Overlay Plan – This workshop was focused on land use, economic and housing development, and transportation strategies on and near the proposed path for the future Central City Line corridor that will tentatively run from Browne's Addition to SCC. The plan is to encourage economic development around the transit area while also maintaining the existing quantity of affordable housing in the area.

Comprehensive Plan Amendment – Queen B Radio/South Regal – The public comment period for this update is open from 5/10/16 to 7/11/16. There were no substantive comments during the department/agency review period. This proposed update would convert the land near the intersection of Regal and the Palouse Highway from RSF to CC2 zoning. The land is currently owned by the city but would be purchased by Queen B Radio if the zone change occurs, adding it to the existing property that KXLY owns just to the south. The conceptual master plan shows both retail and parking, with the parking supporting both the retail and the sports complex next to it. It's important to remember that the conceptual master plan is non-binding and is not part of the amendment.

Comprehensive Plan Amendment – Avista – The public comment period for this update is open from 5/10/16 to 7/11/16. There were no substantive comments during the department/agency review period. This proposed amendment would convert fourteen lots

owned by Avista just northeast of their main offices in the Logan Neighborhood from RMF to LI (light industrial). All homes have already been removed from the lots. The intended purpose is to expand Avista's existing outdoor storage facilities. Avista has been working with the adjoining Riverview Retirement Community to make the change beneficial to both parties, including a land swap that would allow a proposed new road to separate the Avista property from the adjoining retirement community.

2017 Comprehensive Plan Updates – Neighborhood Chapter and Neighborhood Profiles – In 2014, a Shaping Spokane project began the review of the Neighborhood chapter of the Comprehensive Plan and included a focus group comprised of neighborhood representatives. The result was a draft update to the chapter that simplified it, resulting in a reduction from nineteen pages down to about twelve pages. The draft changes will be available soon at <https://my.spokanecity.org/shapingspokane/> and they will be taking comments at shapingspokane@spokanecity.org. All neighborhood profiles are on the web site as well. The hearing for these updates won't be until January 2017 and there will be an open house between now and then.

Upcoming Hearings (Known)

STA Central City Line Strategic Overlay Plan – This hearing is tentatively scheduled for July 13th at 4pm

Comprehensive Plan Amendments – The three 2015/2016 Comprehensive Plan amendments will have hearings on 8/24/16 and 9/14/16. The hearings are being split between these two dates in anticipation of substantial public comment at the hearings.

Other

Comprehensive Plan Amendment – Morningside Workshop – The first workshop for this proposed comp plan amendment is scheduled for June 8th. Workshops begin at 2pm and no public comment is allowed during the workshop. For the other two proposed comp plan amendments, a representative from the developer requesting the amendment provided information to the Plan Commission on their tentative land use plans, so I anticipate that someone representing Morningside will be at this workshop.

Planning Conference – I will be attending a planning conference on June 2nd and 3rd so I will be unable to attend the Community Assembly meeting on June 2nd.

Infill Development Project

The Plan Commission has not worked directly with infill housing in the past month but there have been four focus groups that city staff hosted and both the Infill Development Steering Committee members and Plan Commission members were invited to attend. The four focus groups were focused on Finance and Real Estate, Architects and For-Profit

Developers, Non-Profit Developers, and Tiny Homes. I have attended all four of these focus group sessions and have compiled a list of comments independently from city staff.

Two additional focus groups remain to be done: they are Community Organizations on 6/7/16 from 4-6pm and Neighborhood Council Representatives on 6/30/16 from 5:30-7:30pm. Both focus group sessions will be in the City Council Briefing Chambers. Each neighborhood council may identify a single representative to participate in the focus group on June 30th. The focus group is open to the public and there will be a public comment period if anyone else would like to say anything during the focus group meeting.

In addition to the neighborhood focus group meeting on June 30th, neighborhood councils are encouraged to discuss infill development at neighborhood council meetings and submit any resulting comments/concerns to Nathan Gwinn at **ngwinn@spokanecity.org** no later than 7/14/16. It is requested that a single set of comments be submitted by each neighborhood. Please include both Patrick Rooks at **prooks12@gmail.com** and Greg Francis at **gfrancis1965@yahoo.com** when submitting neighborhood comments so we can more effectively represent all neighborhoods as members of the Infill Development Steering Committee.

The project timeline was extended by a month to give neighborhoods more time to provide feedback to both city staff and the Infill Development Steering Committee. I would like to encourage all neighborhoods to take advantage of this timeline extension and provide both their positive thoughts as well as their concerns about infill development in in your local neighborhood as well as the city in general.

See **<https://my.spokanecity.org/projects/infill-housing-strategies-infill-development/>** for all project documentation.