

Spokane Neighborhoods Community Assembly

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

Meeting Agenda for October 10, 2014

4:00-6:20 p.m. – COUNCIL BRIEFING CENTER, Basement, City Hall



Proposed Agenda Subject to Change
Please bring the following items:
*Community Assembly Minutes: September 2014



| AGENDA ITEM | Presenter | Time | Action | Page No. |
|---|-----------------------------|-------------|-----------------------|----------|
| Introductions | Facilitator | 3 min–4:00 | | |
| Proposed Agenda (incl. Core Values and Purpose) | Facilitator | 2 min–4:03 | Approve | 1 |
| Approve/Amend Minutes ▪ September 2014 | Facilitator | 5 min–4:05 | Approve | 5 |
| OPEN FORUM | | | | |
| Reports/Updates/Announcements | Please Sign Up to Speak! | 5 min-4:10 | | |
| LEGISLATIVE AGENDA | | | | |
| City Council ▪ Update | City Council | 10 min-4:15 | Oral Report | |
| Administrative ▪ Joint CA/CC - 10/29 | Luke Tolley | 5 min-4:25 | Oral & Written Report | 8 |
| Nominations ▪ Candidates/Awards/December Dinner | Colleen Gardner | 10 min-4:30 | Oral & Written Report | 10 |
| ONS/Code Enforcement ▪ Updates | Heather Trautman | 15 min-4:40 | Oral Report | |
| PeTT ▪ Update | Paul Kropp | 5 min-4:55 | Oral & Written Report | 13 |
| Community Housing & Human Services (CHHS) ▪ Update | Fran Papenleur/Gary Pollard | 5 min-5:00 | Oral & Written Report | 15 |
| Retreat ▪ Content, date & duration | Jay Cousins | 30 min-5:05 | Discussion | 16 |
| PRESENTATIONS/SPECIAL ISSUES | | | | |
| Outreach Plan – Chief Garry Park ▪ Information | Colleen Gardner | 5 min-5:35 | Presentation/ Q&A | 17 |
| City of Spokane Website ▪ Update | Brian Coddington | 20 min-5:40 | Presentation/ Q&A | |
| STA ▪ Moving Forward Implementation Plan | Brandon Rapez-Betty, STA | 20 min-6:00 | Presentation/ Q&A | |
| OTHER WRITTEN REPORTS | | | | |
| Land Use | Teresa Kafentzis | | Written Report | 18 |
| Urban Forestry Liaison | Marilyn Lloyd | | Written Report | 21 |
| CSAC Liaison | Hal Ellis | | Written Report | 22 |
| Plan Commission Liaison | Dave Burnett | | Written Report | 25 |
| Shaping Spokane Update | Boris Borisov | | Written Report | 26 |
| Design Review Board Liaison | Colleen Gardner | | Written Report | 27 |
| Crime Prevention Services | Colleen Gardner | | Written Report | 28 |
| Contact List – CDBG Projects | Colleen Gardner | | Written Report | 29 |
| Pizza Feed | Colleen Gardner | | Written Report | 30 |
| Quotable Quotes | Colleen Gardner | | Written Report | 31 |

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

UPCOMING IMPORTANT MEETING DATES

- *October 14: Public Safety, YMCA Corporate Office, 1126 N Monroe, 4pm*
- *October 14: Pedestrian, Transportation & Traffic (PeTT), Downtown Spokane Library, 906 W Main, 4pm*
 - *October 16: Land Use, West Central Community Center, 1603 N Belt, 5pm*
 - *October 27: Building Stronger Neighborhoods, Fire Station 4, 1515 W. Riverside, 5pm*
- *October 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*
 - *October 29: Joint City Council/CA, South side Senior Center, 3151 E 27th Ave, 5:30pm*
 - *November 7: Community Assembly, Council Briefing Center, City Hall, 4pm*

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.

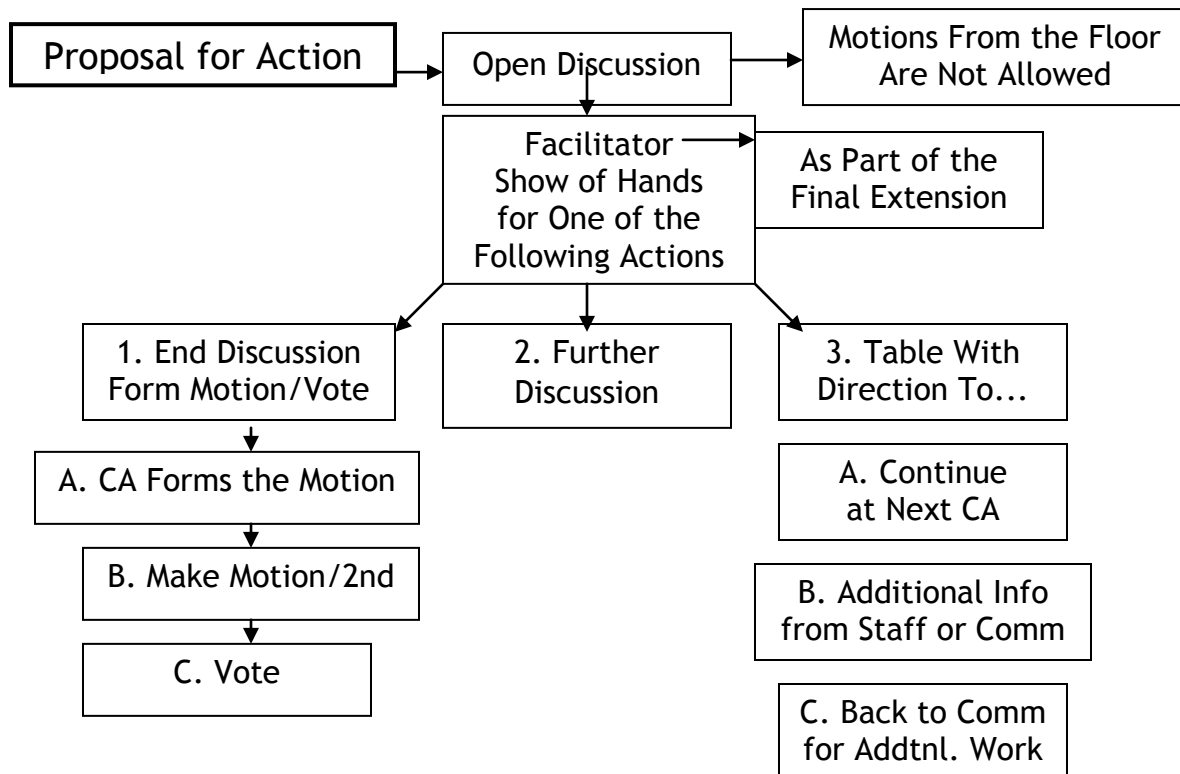
Administrative Committee

COMMUNITY ASSEMBLY LIAISONS (Draft)

Citizens Street Advisory Commission (CSAC): Hal Ellis, 838-9778, hellisso@earthlink.net
Citizens Transportation Advisory Board (PeTT): Karen Kearney, 328-4303, kmkearney@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
Mayor's Design Advisory Team (PeTT): Paul Kropp, 448-2291, pkropp@fastmail.fm
Plan Commission: David Burnett, 720-3321, dburnett@spokanecity.org
Single Family Home Rehab Task Force: Sandy Gill, 325-4260, gillflah@comcast.net
Urban Forestry: Marilyn Lloyd, 448-0609, mdlloyd@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 two minutes. 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

September 5th, 2014

Agenda was approved. August Minutes were approved unanimously.

1. Open forum:

- a. Spokane Human Rights Breakfast-Need nominations for the awards
- b. Jim Bakke, North Indian Trail Neighborhood- sciencedaily.com- climate, health, nutrition, etc. study to show benefit of greenspace.

2. City Council Placeholder:

- a. Amber Waldref, City Councilmember District 1
 - i. Abandoned home registry was presented to Plan Commission last week, there will be a plan commission hearing soon, to be determined.
 - ii. Amber is asking for a community assembly member to read the letter of support at the plan commission meeting.
 - iii. On Monday September 8th crosswalk ordinance will be presented to City Council for comment.
 - iv. Community Assembly/City Council discussed numerous topics such as quality of life, infill ordinance, HUD Blight, domestic violence, and proposed changes to centers and corridors design standards.
 - v. Centers and Corridors update-Amber will be asking for input from neighborhoods on how to improve upon the design standards in the Centers and Corridor plan.
 - vi. The new Councilmember is Karen Stratton and she will officially begin September 15th and will be sworn in Friday September 12th.
- b. Jon Snyder, City Councilmember District 2
 - i. Affordable housing-trying to make it easier for affordable housing, with town houses, like Kendall yards.
 - ii. Allows for separation of lots and will be allowed in East Central and West Central –zones that are multifamily only.

3. Administrative Committee:

- a. Luke Tolley, Hillyard Neighborhood:
 - i. Nomination Committee
 1. October meeting for CA is the 10th for religious reasons
 2. Admin is on September 20th-ten days prior
 3. The December Community Assembly meeting consists of a one hour meeting, then a second hour with a potluck. During the potluck the group will recognize people with prizes/gifts.
 4. The Community Assembly is seeking a nominating committee to contact people from the neighborhood or community assembly to nominate for working hard or doing something great for the community or neighborhoods and the committee needs at least three volunteers for the nominating committee and can't also be on admin committee.
 5. Volunteers for nominating Committee-Gene Klozar, Colleen Gardner, Shelly O' Rouke and Lois D'Walt
 - ii. Joint CA/CC Report
 1. The last CA/CC meeting was well attended- Quarterly Meetings
 2. Provide feedback for agenda topics-Let ONS/Luke Tolley know about topics you want to talk about at the meetings.
 3. Next meeting October 29th at 5:30PM with the location to be determined

4. Neighborhood Services & Code Enforcement Update:

- a. Jonathan Mallahan, Community & Neighborhood Services Director
- b. Upcoming Events
 - i. September 7th Spokefest, 7:30AM-2:00PM, Gondola Meadows Riverfront Park.
 - ii. Monday September 22nd Townhall Northeast Community Center, 4001 North Cook at 6:00PM.
 - iii. Reminder, the next Community Assembly meeting will be October 10th (not October 3rd).
 - iv. Seven Neighborhoods applied for 12 grants Greening Spokane.
 - v. Traffic Calming projects going out to bid 9/8 for all but two construction projects.

5. Retreat Committee:

- a. Tina Luerssen, Grandview Thorpe Neighborhood:

- i. Planning a fall retreat, looking into purpose, vision and goals with next steps
- ii. Currently October 11th is the date of the retreat but the committee is considering potentially moving the date because it interferes with Hillyardfest.
- iii. The committee wants feedback on which days would work best for the retreat, potentially a weekday meeting.
- iv. A survey with perspective dates was distributed to the group asking Community Assembly members to check which dates you would or would not be able to attend and email Rod if you need to check your schedule

6. Community Assembly to City Council Presentation:

- a. Colleen Gardner, Chief Garry Neighborhood
 - i. City Council Presentation-Thank everyone for the opportunity-well received, PowerPoint is on page 12 of the [Community Assembly Packet](#).
 - ii. Standing Committees are challenged to use the City Council placeholders to show City Council what the committees have been up to for the last year.
 - iii. Placeholder was created to answer questions for the City Councilmember's as well.

7. Community, Housing and Human Services (CHHS) Board:

- a. Fran Papenleur, Northwest Neighborhood, CA Liaison
 - i. At CHHS Board meeting held September 3, several actions from the Affordable Housing Committee were approved
 - ii. RFP/Evaluation Committee
 - 1. The Funding Notice for the 2015 Consolidated Grant process was released August 26th and 20 applications have been submitted so far.
 - 2. The Committee received a demonstration of Zoom Grants in August and they will receive reviewers' training on September 9th.
 - 3. Committee is looking for reviewers with professional expertise in architecture, engineering, and other professional fields relating to housing and economic development.
 - 4. There will be a public hearing with the CHHS Board October 1 from 6-7:30pm in the City Council Chambers.
- b. Gary Pollard, (Riverside)
 - i. Affordable housing projects are on a point scale
 - ii. City Council has asked Community Housing and Human Services Board to award points for the TIP (Targeted Investment Pilot)-Which is a revitalization program intended to focus funds in certain areas within the city, for example, currently working on East Sprague Area.

8. Community Assembly/Community Development (CD)

- a. Colleen Gardner, Chief Garry Neighborhood
 - i. Training was August 27th for CDBG-If neighborhoods were unable to attend then go to ONS website for CDBG program materials-everything you need to fill out the application.
 - ii. Guidebook provides examples of what you can look at for how to spend your CHED money.
 - iii. **Next training will be September 15th 5:30-7:00pm at the West Central Community Center**
 - iv. There are two separate applications one for CHED and one for Sidewalks
 - v. The August 18th minutes from the CA/CD Committee meeting are in the packet.
 - vi. The committee is asking for a set leadership.
 - vii. Jonathan to call the meeting and ask for a chair and vice chair for the committee.

9. Blight Ordinance:

- a. Tara Zeigler, Intern for Office of Neighborhood Services & Code Enforcement
 - i. The Community Assembly will not provide a recommendation at this time.

10. State of Affordable Housing in Spokane:

- a. Cindy Algeo, Spokane Low Income Housing Consortium
 - i. Organization that promotes [affordable housing](#)
 - ii. Jon Snyder to look into more neighborhoods for homeownership-one way to expand affordable housing
 - iii. Local needs of affordable housing, over 1,100 people were homeless on a one day count in January, 3,000 students across Spokane County that are homeless.
 - iv. 4,100 households applied for housing voucher only 2,000 to be accepted-demand is higher than available

- v. Advocate for affordable housing state fund support-contact legislatures
- vi. Encourage city council people to take advantage of local opportunities-offering density bonuses, parking leeway, etc. when low income housing is included in developments.
- vii. Sign up for the Spokane Low Income Consortium [Newsletter](#)

11. Successful Aging in the Northwest:

- a. Ben Cabildo, Community Minded Enterprises
 - i. [Fall Prevention Video](#)- First show aired in June
 - ii. The Next Episode is Money Matters-Comcast Channel 14
 - iii. Recruit volunteers in the show and advisory board
 - iv. Recognize champion seniors
 - v. Any ideas to fund/sustain the show

12. Neighborhood Profile

- a. Jo Anne Wright, Planning
 - i. Neighborhood Profiles provide an opportunity to showcase what makes your neighborhood great, why you want to live there and what makes it unique.
 - ii. September 15th-19th there will be links for feedback to be provided on your neighborhood-written form or an interactive map to say what you love about your neighborhood
 - iii. There will be a month to give input; the input will be due in October.
 - iv. Editing will occur with the staff then the neighborhoods will get to provide feedback in the final form before it is published.
 - v. This will be in the Comprehensive Plan as a display of Spokane's neighborhoods.
 - vi. Individual or a group activity-all individuals in the neighborhood are encouraged to participate by filling out the survey.
 - vii. Watch the video explaining the process at the following link: [Shaping Spokane](#)
 - viii. Also a disk with a PowerPoint from previous CA Meeting is available upon request.

13. Open Forum:

- a. Jonathan- spokanegives.org-opportunity to [nominate philanthropists](#), recognizes philanthropic acts of individuals/organizations
- b. Nominations for the philanthropic awards are needed and particularly for outstanding young people in the community

In attendance:

| | | | | | | |
|-------------------|-----------------|------------------|-----------------|--------------------|-----------|--------------|
| Cliff/Cannon | Comstock | Grandview Thorpe | Logan | North Indian Trail | Riverside | Whitman |
| Browne's Addition | East Central | Hillyard | Minnehaha | Nevada Lidgerwood | Northwest | West Central |
| Chief Garry Park | Lincoln Heights | North Hill | Peaceful Valley | Southgate | Rockwood | |

Not In attendance:

| | | |
|-------------------|---------------|--------------------|
| Balboa/SIT | Bemiss | Emerson Garfield |
| Five Mile Prairie | Latah/Hangman | Manito/Cannon Hill |
| West Hills | | |

Minutes for the meeting of September 30th, 2014

Community Assembly Administrative Committee

Attendees: Committee members Luke Tolley, Jay Cousins, Tina Luerssen, Gene Klozar . (Absent: Steve Spickard). CA and CHHS board representative Fran Papenleur. City Staff Heather Trautman and Rod Minarik. Councilwoman Amber Waldref).

October 10th CA Meeting Agenda:

Open Forum: No feedback has been received about moving the Open Forum to the beginning of the agenda. We will keep it in this space. Request by Karen Kearney for a presentation about Firefighter Rodger Libby's Honor Climb has been declined as a Presentation, and Admin encourages Karen to use the Open Forum for this information.

City Council: Amber will update on Centers & Corridors, and explain the Budget timeline and avenues for feedback by citizens and NCs.

Admin Report: 5 minutes, Luke will remind everyone of the CA/CC meeting coming up on October 29th, and bring up the meeting on non-city holidays discussion for 2015 meeting dates.

Nominations: 10 minutes for Colleen to present the candidates (only 2 candidates agreed to serve for 2015), and will discuss the December holiday party/dinner/awards ceremony.

ONS/Code: 15 minutes, Heather will give an update reminding NCs and committees to get their 2015 calendar dates to ONS by November, and will also discuss the lack of feedback for how to use leftover Cleanup Funds this year.

PeTT: 5 minute request by Paul Kropp to update.

CHHS: 5 minutes, Fran will update the CA on the Board's work.

Retreat Committee: 30 minutes, Jay will draft an email to inform the CA about the discussion around duration, content and date so that reps can come to the CA meeting prepared for a discussion to hopefully reach agreement on these 3 facets of the Retreat.

Outreach Plan: 5 minutes for Colleen to present information on her Outreach efforts that she uses in Chief Garry Park Neighborhood.

City of Spokane Website: 20 minutes for Brian Coddington to update the CA on the website's workings, and to answer questions. Rod will send an email to CA reps asking to compile questions for Brian so he can be prepared with answers.

STA: 20 minutes for Brandon Rapez-Betty to discuss STA's Moving Forward Implementation Plan.

Other business discussed:

- Nominating Committee report: requirement #3 is incorrect, as our P&Ps require that a potential Admin candidate have attended at least 6 CA meetings in the past 2 years, and this draft lists just one year. Rod will bring this to Colleen's attention to revisit any other potential candidates who were ruled out for not meeting this requirement.
- Jay brought up the discussion about CA business being affected by holidays that are not recognized by City Hall. Luke will bring this up in the Admin report for discussion again.
- Further discussion about the Retreat: whether to allocate time to Communications or not. This is an important topic of outreach, especially as we find the CA faced with only 2 potential candidates for the 5 Admin positions for 2015. Amber suggested the Community Café model for increasing neighborhood participation/communication.
- 2015 Meeting Dates: Heather will draft a 2015 calendar with Admin, CA and CA/CC meeting dates based on typical/historical schedules. Admin will finalize the calendar at October meeting.
- Admin Goals: Heather will email the committee 2014 goals so that committee members can come to the October meeting prepared for discussion on whether goals were completed, and to set goals for 2015.
- Next Admin meeting: Tuesday, October 28th.

operating procedures will be set forth. The addendum will be kept up to date by the committee.

VII.) Administrative Committee:

- a. Nominations and Elections:
 - i. Nominating Election Time Frame:
 - 1. First month – September – form Nominating Committee
 - 2. Second month – October – bring back a qualified pool of potential candidates
 - 3. Third month – November – vote by CA for Administrative Committee Members
 - ii. Nominating Committee Membership:
 - 1. A minimum of three (3) CA representatives and/or alternates from different neighborhoods
 - 2. Representatives and/or alternates are not eligible to be nominated for the Administrative Committee while serving on the Nominating Committee
 - iii. Assumption of Duties
 - 1. The newly elected Administrative Committee Members will assume office and duties immediately upon election
- b. Qualifications: members of the CA Administrative Committee must
 - i. Be currently serving as a designated CA representative or assigned alternate with maintained voting status
 - ii. Have attended six (6) regular CA meetings within the last 2 years
 - iii. Agree to commitment when contacted by a Nominating Committee Member
 - iv. Be the only designated CA representative or assigned alternate from a neighborhood council serving on the Administrative Committee
- c. Term Limits:
 - i. A maximum of three (3) consecutive one year terms
 - ii. A one year break in service from the Administrative committee will allow qualified candidates to be nominated
- d. Positions: There shall be five positions for a term of one year. An individual may serve only two terms in one position.
 - i. Chairperson: Contact person, spokesperson and signatory for the CA
 - ii. Vice Chairperson: operates in the absence of the chairperson
 - iii. Recorder: records and keeps attendance for administrative committee meetings
 - iv. Two (2) members at large
- e. Duties: The Administrative Committee shall
 - i. Set CA meeting agendas
 - ii. Sign CA communications
 - iii. Notify neighborhood council executive committees of the absences of a CA representative or assigned alternate at regular CA meetings. (see section V, c)

- f. Electronic Voting Authority Granted: In the time between an Admin Committee meeting and the next scheduled CA meeting, the Admin Committee may adjust the draft agenda through an email vote.
- g. Replacement and Removal of Committee members
 - i. Replacement
 - 1. In the case of a vacancy on the Administrative Committee, the CA will elect a replacement at the earliest convenience from a qualified pool of candidates (see section VII, b)
 - 2. If the vacated position is the chairperson of the Administrative Committee, the vice chairperson will assume the chairperson's position and a replacement vice chairperson will be appointed by the Administrative Committee.
 - ii. Removal
 - 1. Automatic: Removal is automatic if a member of the Administrative Committee ceases to be a member of their recognized neighborhood council.
 - 2. Other:
 - a. A petition signed by at least one-third of the CA representatives or assigned alternates of neighborhood councils with maintained voting status may bring the removal of an administrative committee member to a vote of the CA.
 - b. The vote is to be taken at the following regular CA meeting and requires a simple majority based on the total number of neighborhood councils with maintained voting status.
 - c. Notice will be given to the Administrative Committee member at least 15 days prior to the CA meeting at which the petition will be coming to a vote.

VIII.) Representing the Community Assembly:

- a. CA Logo:
 - i. The Community Assembly logo is only to be used under the following circumstances:
 - 1. by the chair of the Administrative Committee for official CA business;
 - 2. by a vote of the CA designating its use; or
 - 3. by ONS, on behalf of the CA, for official CA communications and publications.
 - 4. by CA committee chairs & secretaries for CA committee minutes & agendas
 - ii. Use of the logo by an individual is not allowed without permission of the CA membership or Administrative Committee.

CA Award
Nomination 2014
Recognition for outstanding service

Neighborhood_____

Person/Other Being Nominated_____

Please check all that apply;

1. CA rep
2. Neighborhood Chair/co-chair
3. Neighborhood Executive committee member
4. Member of Neighborhood Council
5. Member of CA standing committee
6. Partner w/neighborhood (local business, non-profit, school, Church etc)

Any additionally comments:_____

Please return to chiefgarryparknc@gmail.com or bring to the CA meeting on Nov 7th, 2014

PeTT Committee meetings 2014:

Second Tuesday of the month

Currently 6:00-7:30pm

West Central Community Center

DOES YOUR NEIGHBORHOOD COUNCIL SELECT A PeTT REPRESENTATIVE?

2014 PeTT Committee Goals:

- **Ensure a strong neighborhood involvement in the Comprehensive Plan transportation chapter update**
- **Seek partnerships for the springtime Traffic Awareness and Safety Week**
- **Consider a traffic management policy for arterial streets in residential areas**
- **Recommend an on-street parking revision policy**

Some recent accomplishments

- **Traffic calming policy**
- **Complete streets priorities for capital project planning**
- **Crosswalk ordinance recommendation**

The PeTT Committee has been given permanent positions on:

- **CSAC – Citizens Street Advisory Committee (2004 street bond, by ordinance)**
- **CTAB – Citizens Transportation Advisory Board (“red light” funds, by city council resolution)**
- **Mayor’s Design Advisory Team (major capital projects, including many street projects)**

Plus the city council is proposing PeTT provide a member to the subcommittee of the Plan Commission responsible for recommending integrated street projects (LINKSpokane) under the streets funding model placed on the November ballot (tax levy and bond retirement).

Pedestrian, Transportation and Traffic Committee (PeTT)

Subcommittee of the Community Assembly

City of Spokane

Mission Statement 2010

The function of the PeTT Committee shall be to evaluate and research transportation related issues, and to report their findings and proposed resolutions to the Community Assembly.

The PeTT Committee focuses on Spokane's transportation related problems and opportunities to create safer, more accessible streets for all users, including pedestrians, cyclists, and public transportation passengers. The PeTT Committee reviews and comments on street standards and advocates for congruency with the city's Comprehensive Plan and implementation of Complete Streets Initiatives.

The scope of the mission includes: the safety, efficiency, ambience, and cost of providing an efficient overall transportation system that meets the needs of pedestrians, cyclists, the disabled, children, and the elderly; as well as the requirements of motor vehicles and public transportation services. It is proactive towards programs that encourage people to walk or bike more, in order to improve their overall health, safety, social capital, vitality, and neighborhood quality of life. The Committee recognizes the need to reduce the hazards, energy consumption, pollution, and its costs, parking needs, and other impacts of motorized transportation.

The committee adheres to the guidelines in the PeTT committee manual, and works in conjunction with, the Community Assembly, the Mayor's office, City staff, and the City Council.

While neighborhoods are invited to send multiple representatives to committee meetings, each neighborhood is allowed one vote on decision-making issues.

Date Adopted
May 11th 2010

Roland Lamarche
Chair, PeTT Committee



| | | |
|--|--|---|
| October 2014 <ul style="list-style-type: none"> Briefing: Targeted Investment Pilot: Briefing: Reinvestment Fund Briefing: Bylaws revisions CoC Project ranking approval Single Family Rehab Program Redesign: Public Comments to Board. Approve RFP/RFQ for Oct 10 release Approve 2014 CP Plan Amendment | November 2014 <i>(consultants here)</i> <ul style="list-style-type: none"> Status Report: Homeless Plan and Analysis of Impediments update, Preliminary Needs for Consolidated Plan; Consultants HSG funding recommendations Adopt Bylaw revisions Nominating Committee -set | December 2014 Business Meeting (4:00 – 5:00) <ul style="list-style-type: none"> Status Report on Plans, staff Funding recommendations for TIP and HOME Single Family Rehab contract approval Elect 2016 Officers Public Hearing (5:15 – 7:15) <ul style="list-style-type: none"> Review of accomplishments Preliminary Needs Assessment Analysis of Impediments Homeless Plan Draft Consolidated Plan Goals, Strategies and Priorities Public Comment |
| January 2015 <ul style="list-style-type: none"> Status Report: Final drafts of Consolidated Plan, Homeless Plan and Analysis of Impediments Approve 2015 PY Annual Action Plan project allocations (neighborhood, CDBG & ESG) <p>**Tentative Study Session with City Council on all plans and prelim feedback on 2016 funding priorities</p> | February 2015 <ul style="list-style-type: none"> Approve final plan documents for public comment period | March 2015 Business Meeting Public Hearing <ul style="list-style-type: none"> 2015 PY Action Plan 2015 – 2020 Consolidated Plan 2015 -- 2020 Homeless Plan Analysis of Fair Housing Impediments update |
| April 2015 <ul style="list-style-type: none"> Adopt: Final drafts of Consolidated Plan, Homeless Plan and Analysis of Impediments HOME Multifamily Program updates/policies. Approve RFP criteria for June release | May 2015 <p>**Tentative Stakeholder Forum</p> <p>**Con Plan, Homeless Plan and AI to City Council for adoption</p> | June 2015 <ul style="list-style-type: none"> Annual Retreat |



10/1/14

To: Community Assembly

From: Jay Cousins, Chair, Retreat Committee

Subject: Retreat Time, Content, Date

The CA Retreat Committee has become stalled on the issue of the retreat content. There are two choices in front of us and we have failed to reach an agreement on which option to move forward. We are bringing this to the CA for discussion and resolution.

The options under discussion are:

Use the retreat time to engage in discussion and create an action plan (with a facilitator) about how the CA will bring action to the Purpose, Goal and Values language that have been developed from the 2013 retreat and the following nine months. This would be the sole topic of the retreat.

Or

Use part of the allocated time to engage in the above, and add a component regarding neighborhood communication.

The Retreat Committee has discussed either a time of 4 hours or 6 hours, with no agreement on either choice.

Please give your consideration to the options in this issue and attend the CA meeting on October 10, 2014 prepared for discussion.

Thank you,

Jay Cousins, Chair, CA Retreat Committee



WELCOME TO (name) NEIGHBORHOOD

We invite you check out the Neighborhood council
(we meet date, time,location)

Our next scheduled meeting is

We held three great events so far in 2014

Include such things as Concerts, Pot lucks, clean-up events, festivals, farmers markets etc.

Add a brief sentence listing an item you are currently working on such as CD funding, traffic calming etc.

Pleas join is helping make good decisions to improve your Neighborhood, attend the council meetings and get involved. You can get additional information by checking out our website:

[Like us on Face book at](#)

[Twitter at](#)

[Our Blog is](#)

Send us your email address to join the distribution list which gives you access to the latest updated information: (list email address) we don't share you email with anyone it is a way to keep you informed



Land Use Committee (LUC)

Minutes for September 18, 2014

Facilitators: Kelly Cruz & Teresa Kafentzis

Secretary: Teresa Kafentzis

Draft

***Executive Committee: Kelly Cruz, Patricia Hansen,
Teresa Kafentzis, Margaret Jones***

I Introductions

Present:

- Teresa Kafentzis – Southgate NC
- Barbara Biles -- Emerson-Garfield NC
- Kelly Cruz – West Central NC
- Dave Burnett – North Indian Trail
- Gene Klozar – Riverside
- Mary?
- Heather Trautman – ONS/Code Enforcement
- Melissa Wittstruck -- ONS/Code Enforcement

II Review and Approve Last Month's Minutes

Defer to next meeting because minutes not available.

Will approve July and September minutes.

No meeting was held in August.

III Old Business: None

IV New Business:

- **Hamilton Corridor Moratorium, CM Waldref**
 - Approved by 5 CC members in April 2014 for 6 months.
 - No new drive-throughs or buildings set back from street
 - Expected new form-based code to be complete by end of 6 months
 - Completing and adopting code taking longer so CC is considering extending the moratorium for another 6 months (less if form-based code completed and adopted)
 - Boris Borislov from Planning is in final stages of completing code and expectation is to adopt by end of 2014 or early 2015

- **Center & Corridor proposed design standard amendments:** CM Waldref
 - C & C design standards have not been updated since completed August 2002
 - Scott Chesney, Planning & Development, is supportive, intention is to collaborate with city planning staff
 - Working with small focus group experienced with C&C outcomes
 - Goal is to correct or clarify standards to be more specific about intentions of standards; avoid “loopholes”
 - Examples: change “should” to “shall” to indicate that something is a requirement, not a suggestion
 - Focus on CC1 and CC2 and pedestrian friendly environments
 - Avoid large, blank walls on street side of buildings
 - No drive-throughs on streets
 - Require sidewalks around and through shopping malls and big box stores
 - Next steps:
 - Amber will email out C&C Standards and power point explaining process for amendments
 - Present at October 2014 Community Assembly meeting
 - Convene a focus group of developers for feedback
 - Present to Plan Commission
 - SEPA review, if necessary
 - Review with legal department
 - Public meeting
 - Ordinance passed by CC
 - Discussion and Recommendations from LUC:
 - LUC member to participate and update LUC (Teresa Kafentzis)
 - Develop process for exceptions and variations
 - Cross reference other city codes to assure they are consistent

V *Reports:*

- **Plan Commission – Liaison, Dave Burnett (North Indian Trail)**
 - CA supported definition of “blight” with slight modifications
 - Plan of Spokane work continues
 - Shaping Spokane – method to solicit citizen input about their neighborhoods
 - Planning & Development will be emailing out information to NC Chairs
 - Transportation Chapter of Comp Plan work still in progress
 - Two new PC members should be approved by CC in next month

- **PeTT Committee – Paul Kropp (Southgate) not present**
 - Kelly Cruz reported that WSDOT is soliciting input from citizens regarding various methods to fund transportation via on-line survey.
- **Building Stronger Neighborhoods** (defer this month)
- **Community Development** (defer this month)

VI Good of the Order:

- **Neighborhood planning funds** (JoAnne Wright): Planning has requested this be deferred until the 2015 planning cycle. The neighborhoods involved still need to be contacted first and Planning has a heavy workload right now.

IX Next Agendas:

October 16:

- STA to review updates including rapid transit potential (Kelly Cruz to contact)
- Scott Chesney, Planning & Development Quarterly update to LUC (Melissa to contact)
- **November 20:**
 - Review progress on 2014 LUC Goals for CA
 - Develop 2015 LUC Goals

X Adjourned at 6:25 pm

Citizens Advisory Committee to the Urban Forestry Tree Committee
September 30, 2-14
Liaisons – Marilyn Lloyd

Guy Gifford, Committee Chair has brought up the following course of action for the Citizens Advisory Committee. Our membership is a diverse group of people representing different groups and views on urban trees. One of our roles is to give **advice** to the UFTC on issues we hear about or see, the following is where we can give more feedback to the UFTC.

The question after a topic is brought to the group is what we do next.

- 1) Have a discussion; this may take more than one meeting.
- 2) Decide a course of action, this could be do nothing, or take an action.
- 3) Vote on the action.
- 4) Let the UFTC know of the vote.
- 5) No matter what the vote is, yes, no or divided letting the UFTC know that is important. The most important item to let the UFTC know is why we voted yes, no or divided.

A quorum was not present and this will be discussed at the next meeting.

To: Community Assembly Delegates

From: Hal Ellis

Subject: CSAC Liaison Report

Date: October 10, 2014

Attached are the Minutes of the September CSAC meeting and the Agenda for the October meeting. If you have any questions or would like any additional information please contact me via email hellisso@earthlink.net .

The construction season is winding down and should end by early November. The 2015 construction season will complete the 2004 Bond projects. This November, Spokane City voters will have an opportunity to approve a new funding source for repair and maintenance of the City's Street Utility. I urge all Neighborhood Councils their members and friends to support this ballot initiative. If you have any questions regarding this ballot measure please contact Dallas Hawkins who may be reached at Email dhawkins@spokanecity.org or phone 509-625-6972 or myself immediately.

Again thank you for your continued support.

Hal Ellis
CA CSAC Liaison

Citizen Streets Advisory Commission

September 2, 2014

1:00 p.m. to 3:00 p.m.

Street Department Conference Room, 901 North Nelson Street

Commission Members present:

Donna Jilbert
Robert Stevens
Phil Barto
Hal Ellis
Kathy Miotke
Max Kuney

Staff present:

Mark Serbousek, Street Department
Dan Buller, Engineering Department
Dallas Hawkins, Engineering Department

Not present:

Stan Stirling

Guest:

Paul Kropp

1. Introductions

Meeting was called to order at 1:03 p.m., a quorum is present.

2. Review & Approval of Agenda and July 1, 2014 Minutes

- Moved to approve the minutes from the July meeting. M/S and unanimously approved.

3. Cook & Broadway – LID Match – Dan Buller

- Power Point presentation shown
- Questions asked and answered

- Hal Ellis would like to make a motion to accept the requested amount that was discussed today. M/S by Robert Stevens and unanimously approved.

4. 5th Ave., Lincoln St to Monroe St. – Utility Match – Dan Buller

- Power Point presentation shown
- Questions asked and answered

- Kathy Miotke made a motion to approve the request \$25,000 funds requested. M/S and unanimously approved.

5. Other Business

- CSAC will be active until the end of 2015 construction season unless there are still funds available. Therefore, we will continue to meet on any upcoming projects.

Next meeting will be October 7, 2014

6. Adjournment The meeting adjourned at 1:49 p.m.



Citizen Streets Advisory Commission

Tuesday, October 7, 2014

1:00 to 3:00 p.m.

Street Department Conference Room, 901 North Nelson

AGENDA

1. Introductions 5 min
2. Review & Approval of September Minutes..... 5 min
3. Panorama Drive Pipe Replacement..... 30 min
4. Other Business 10 min

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may contact Chris Cavanaugh 48 hours before the meeting date at (509) 625-6383, 808 W. Spokane Falls Blvd., Spokane WA, 99201, or ccavanaugh@spokanecity.org. Persons who are deaf or hard of hearing may contact Ms. Cavanaugh at (509) 625-6383 through the Washington Relay Service at 7-1-1.

**Community Assembly
Spokane City Plan Commission
Liaison Report
October 3, 2014**

- 1) Blight Definition:** The hearing on the Redevelopment Eligibility – Blight Definition took place on September 24th at 4:00 pm. No members of the public appeared at the hearing. After lengthy discussion centered on application of the proposed definition to areas versus specific property sites and on whether the proposed definition expanded the city’s power to exercise eminent domain on purely economic grounds, the definition was referred back to staff with a request to re-craft the language so that it only refers to specific sites rather than entire areas. Planning Director Scott Chesney informed the Commission that state law and the Supreme Court decision in the *Kelo* case have already given the city the power to identify entire areas as blighted, should it need to do so in order to obtain redevelopment funding, as well as to exercise eminent domain over particular sites on economic grounds (hence, the proposed blight definition does not add any legal authorities not already possessed by the city). The revised definition will be resubmitted to the Plan Commission for consideration on October 8.

- 2) City-wide Capital Improvements Program Workshop:** The Commission received a briefing on September 24th from the Police and Fire Departments, Libraries, the Parks Department, and City Asset Management staff on anticipated capital improvement needs over the 2015-2020 capital improvements cycle. This is the first time that all of the relevant city agencies presented their assessments in a coordinated, cross-referenced report to the Commission. Katherine Miller and the Capital Programs staff deserve kudos for successfully managing one of those “why didn’t we do this earlier?” efforts.

- 3) Upcoming issues:** The Commission will be briefed by Utilities Director Rick Romero on October 8th on the Spokane Water System Plan and how it fits with the coordinated CIP effort mentioned above. The Commission will also have a follow-up workshop by city staff on a proposed registry for abandoned homes.

David R. Burnett
dburnett@spokanecity.org



To: Community Assembly

From: Planning & Development Services

Date: October 10, 2014

Re: Update on Shaping Spokane Neighborhood Profiles

Following the initial September 12th launch, the Shaping Spokane website has seen strong but tapering activity. As of October 6, 2014, ten of the 27 neighborhoods have less than five points of interest identified by icons on the Shaping Spokane map and five of the 27 neighborhoods have more than 15 points -meaning most neighborhoods fall between 5-10 total places identified on the neighborhood interactive map.

271 total places of interest have been added to the website and 241 of those fall within a Spokane neighborhood (the other 30 icons were placed outside of the City limits). The site saw its greatest amount of activity the week of Sept. 21st – 27th after a media push by the City's Communication Department. The workweek saw an average of 26 points posted per day. The following workweek (29 Nov. – 3 Oct.) saw strong but slightly smaller figures at an average of 21 points posted per day. Weekend activity drops off to a single post or none.

Currently, only 8 long-form profiles have been submitted online and slightly more paper forms have been received. Comments have generally been positive. Map comments are typically brief and begin with "Great place to..." whereas the long-form submissions tend to give a more in-depth description of the character of each neighborhood and provide much richer content for building neighborhood profiles.

To allow for more submissions and to generate more content for a better product to the neighborhoods, the deadline for submitting comments on the Shaping Spokane website has been extended to the end of October. A second media push is planned for the upcoming week and City staff is being encouraged to use their networks to promote more community participation.





October 2014

DRB report

Colleen Gardner

Wellesley Avenue & Valley Springs Road Realignment and Improvements

2-Recommendation Meeting

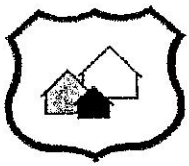
At the September 10, 2014 Recommendation Meeting, a quorum of the Design Review Board unanimously passed the following motion.

The DRB recommends approval of the project as presented with the understanding that the applicant has accepted the board's recommendations made during the May 14, 2014 Collaborative Workshop along with the following recommendation

The applicant constructs infiltration swales and restores disturbed areas to be graded and planted in such a way to achieve a natural appearance.

We have a tentative review scheduled for October 24th but have not as yet received details.

Questions on any review or on any information your NC receives on and upcoming reviews please let me know. If you need me to give comment at a review please notify me a least a week ahead of time.



CRIME PREVENTION SERVICES



| | |
|--|-----------------|
| EMERGENCY ONLY...Crimes in Progress, Suspicious Activity or Medical Emergencies | 9-1-1 |
| CRIME CHECK | 456-2233 |
| Abandoned Vehicles (or call your *C.O.P.S. substation) | 625-4246 |
| Avista Lighting | 489-6104 |
| *BLOCK WATCH (city program) – located at your nearest C.O.P.S. substation | |
| Neighborhood Watch (county program) – located at your nearest S.C.O.P.E. substation | 477-2592 |
| Better Business Bureau | 455-4200 |
| Code Enforcement | 625-6083 |
| Crime Free Multi-Housing | 835-4572 |
| Graffiti Hotline | 625-4180 |
| Hazardous Waste | 625-6800 |
| Home Security Checks (Spokane Police Senior Volunteers) | 363-8283 |
| Inland Mediation Center – free services for neighborhood disputes | 456-0103 |
| Law Enforcement Hotline | 477-5980 |
| Mental Health First, Call for Help | 838-4651 |
| Neighborhood Councils | 625-6730 |
| Property Pickup – Senior Volunteers | 835-4507 |
| Prosecutor's Office Liaison | 477-3662 |
| Rape Crisis (24 hours a day) | 624-7273 |
| Safe Streets – call your local substation for information | |
| Police Department – Front Desk | 625-4100 |
| Sheriff's Department – Front Desk | 477-3300 |
| Signs and Markings Department | 232-8800 |
| Drug Activity | 363-8210 |
| Gang Activity | 625-GANG |
| Spokane C.O.P.S. (Community Oriented Policing Services) | 835-4592 |

Spokane C.O.P.S. Substations (in the City)

| | |
|---|----------|
| Greater Spokane C.O.P.S. | |
| 120 N Stevens, 99201 | 755-2677 |
| East Central, 2116 E. 1 st , 99202 | 625-3330 |
| Lewis & Clark High School, 99201 | 354-6941 |
| Logan, 802 E Sharp, 99202 | 625-3333 |
| Neva-Wood, 4705 N Addison, 99207 | 625-3353 |
| North Central, 630 W Shannon, 99205 | 625-3348 |
| Northeast, 5208 N Market, 99207 | 625-3343 |
| North Hill, Mobil Unit | 625-3346 |
| Northwest, 2215 W Wellesley, Suite D, 99205 | 625-3336 |
| Southeast, 2809 E 29 th , 99203 | 625-3326 |
| West, 1901 W Boone, 99201 | 625-3340 |

S.C.O.P.E. Substations (in the County)

| | | | |
|----------------|----------|----------------|----------|
| Central Valley | 928-3807 | Mounted Patrol | 951-9225 |
| Cheney/EWU | 359-2677 | Newman Lake | 226-4357 |
| Deer Park | 276-7848 | Nine Mile | 232-5882 |
| East | 922-3150 | North | 477-6377 |
| Edgedcliff | 477-6345 | Spring Hill | 796-3646 |
| Elk | 292-5174 | Southeast | 283-4107 |
| Fairchild | 247-8924 | Trentwood | 927-9490 |
| Fairfield | 283-4107 | University | 477-2582 |
| Liberty Lake | 755-1143 | West Valley | 477-0629 |
| Medical Lake | 299-7525 | | |

| | |
|---|----------|
| Spokane Juvenile Probation Services | 477-4742 |
| Spokane Police TIPS Hotline | 242-TIPS |
| SpokAnimal | 534-8133 |
| Street Lighting | 625-6480 |
| Traffic Hotline – Spokane Police Department | 625-4150 |
| Vacation House Check – Police Senior Volunteers | 622-5885 |

2015 CDBG Neighborhood Application

City of Spokane Implementing Department Contact List

Street or Public Improvement Projects:

Brandon Blankenagel

City Public Works Department

bblankenagel@spokanecity.org

509.625.6419

Bob Turner

City Transportation Department

bturner@SpokaneCity.org

509.232.8812

Sidewalk Projects:

Joel Graff

City Engineering

jgraff@spokanecity.org

509.625.7757

Parks & Recreation Projects:

Garrett Jones

City Parks and Recreation Department

gjones@spokanecity.org

509.363.5462


Street Tree Projects:






Angel Spell

City Urban Forester

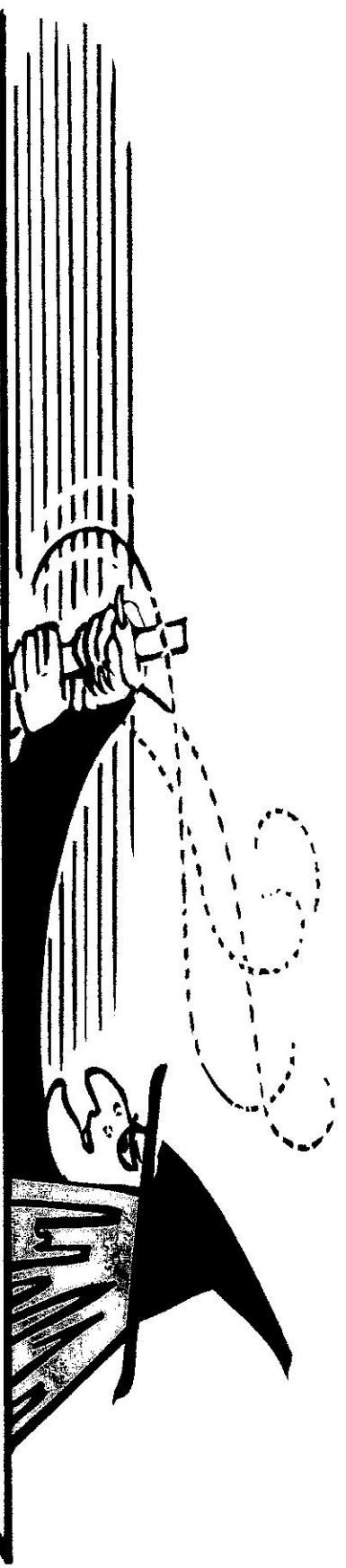
aspell@spokanecity.org

509.363.5495

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PIZZA FEED

October 25th, 2014

Cassano's 4:30-6:30

\$6 per person (includes beverage)

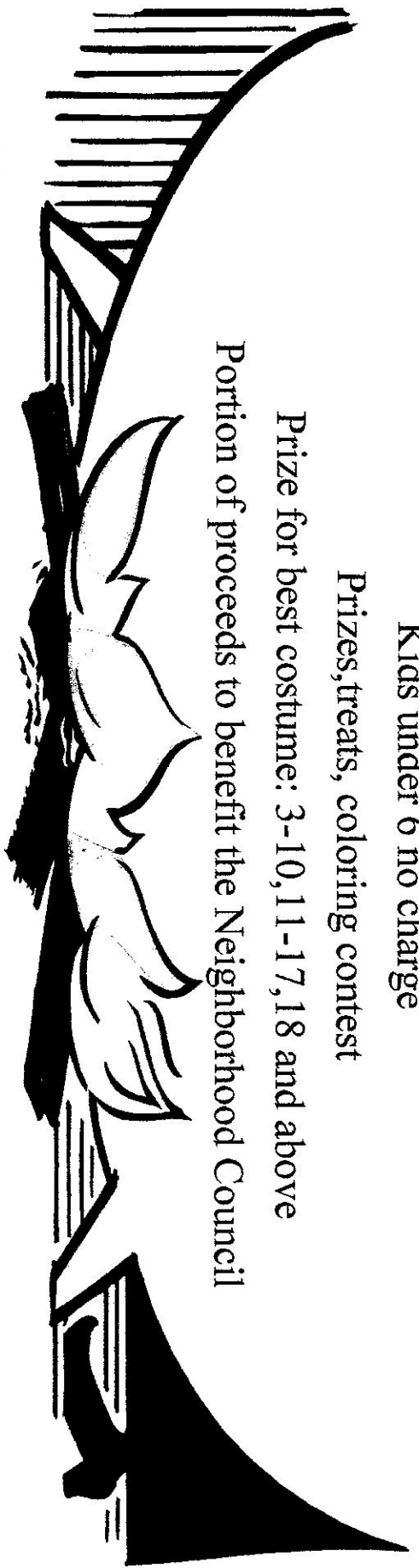
Purchase tickets at the door

Kids under 6 no charge

Prizes, treats, coloring contest

Prize for best costume: 3-10, 11-17, 18 and above

Portion of proceeds to benefit the Neighborhood Council



QUOTABLE QUOTES FOR THE COMMUNITY ASSEMBLY
March 02, 2007



THE FUTURE

"We are beginning to see that it is only through the healthy functioning of neighborhoods that cities function at all."

Ada Louis Huxtable

"In life, as in football, you won't go far unless you know where the goal posts are."

Arnold Glasgow

"Would you tell me please, which way I ought to go from here?" asked Alice.

"That depends a good deal on where you want to get to," the Chesire Cat answered.

Lewis Carroll (Alice in Wonderland)

"We should all be concerned about the future, because we will have to spend the rest of our lives there."

Charles Franklin Kettering

"Nothing is permanent but change."

Heraclitus

"Destiny is not a matter of chance, it is a matter of choice, it is not a thing to be waited for, it is a thing to be achieved."

William Jennings Bryan

"The dogmas of the quiet past are inadequate to the stormy present....As our case is new, so must we think and act anew."

Abraham Lincoln

"VISION: Vision is not seeing things as they are, but as they will be.

Unknown

"Come my friends, 'Tis not too late to see a newer world."

Alfred Tennyson

"This time, like all times, is a very good one, if we but know what to do with it."

Ralph Waldo Emerson