

**Standing Committee Minutes**

**City of Spokane**

**Community Assembly**

**June 7th, 2013**

**Community Assembly Representatives Present: (19)**

|                          |                           |
|--------------------------|---------------------------|
| <b>Balboa/SIT</b>        | <b>North Hill</b>         |
| <b>Chief Garry Park</b>  | <b>North Indian Trail</b> |
| <b>Cliff/Cannon</b>      | <b>Northwest</b>          |
| <b>East Central</b>      | <b>Peaceful Valley</b>    |
| <b>Five Mile Prairie</b> | <b>Riverside</b>          |
| <b>Grandview Thorpe</b>  | <b>Rockwood</b>           |
| <b>Hillyard</b>          | <b>Southgate</b>          |
| <b>Lincoln Heights</b>   | <b>West Central</b>       |
| <b>Logan</b>             | <b>Whitman</b>            |
| <b>Minnehaha</b>         |                           |

**Community Assembly Representatives Not Present: (8)**

|                          |                             |
|--------------------------|-----------------------------|
| <b>Bemiss</b>            | <b>Latah/Hangman Valley</b> |
| <b>Browne's Addition</b> | <b>Manito/Cannon Hill</b>   |
| <b>Comstock</b>          | <b>Nevada/Lidgerwood</b>    |
| <b>Emerson/Garfield</b>  | <b>West Hills</b>           |

Facilitator Rod Minarick opened the meeting at 4:00pm with introductions around the table and in the audience. The agenda for the June 7<sup>th</sup>, 2013 meeting was approved as written by a vote of all 15 - yes, and 0 - no. The minutes for the May 3<sup>rd</sup>, 2013 Community Assembly meeting were approved as presented by a vote 15- yes, 0 - no.

## Legislative Agenda:

- **City Council Update-Amber Waldref**

Amber updated on the Red Light Camera contract that is up this fall and how City Council can work with the community assembly regarding future photo red funding which is currently used for the Neighborhood Traffic Calming program. She stated that the PeTT committee would take on the filterer of data and bring that back to the CA, as the council is having decision making steps and there are options for funding opportunities so that feedback can be taken. She mentioned that Teresa Fuller is going to attending June PeTT Committee meeting to present on the Photo Red program. City Council is currently recommending administrative changes to the program. The contract ends November 2013, City Council has to have the actual contract by September 2013, but they are actively working on where the revenue will be used in the future. Her goal is that the council can come up with some options on how to use the money. The council has three months to decide where the revenue from the Red Light Cameras will go.

- **Admin Committee Update- Colleen Gardner**

Colleen requested that mission statements from the standing committees be sent to ONS by the July Community Assembly meeting. She also requested that standing committees do a summary of goals and how they are doing on accomplishing their goals and that they will be added to the CA July Packet.

Colleen made a motion to establish an ad hoc sub-committee to research the need for, and if necessary develop a policy with respect to the electronic recording of meetings (excluding minutes) to be brought back for a vote by the CA. The motion passed with 14 - yes, 2 - no, abstention - 1. The committee will be made up of Jay Cousins, Luke Tolley and Bonny McInnis.

Colleen made a motion to activate the Policy and Procedure Committee to review the current documents to make changes as necessary and add any new Policies and Procedures as directed by the CA. The motion passed by a vote of yes-14, opposed-0, abstention-1. The committee will be made up of Jeanette Harras, Jay Cousins and Tina Lueressen (Jeanette will act as the interim chair.)

Colleen requested that if anyone wants to review and make comments the current Policy and Procedures please have comments to Jeanette Harras by Monday, June 17<sup>th</sup>, 2013 (10 days from CA meeting).

- **Neighborhood Services & Code Enforcement- Heather Trautman**

Heather introduced the new Office of Neighborhood Services interns, Zam Deshields, Levi Basinger, and Alicia Bemis-Powell. Heather let the CA know of the upcoming events going on in the different neighborhoods; June 11<sup>th</sup> Town Hall Meeting at West Central Community Center, June 16<sup>th</sup> Father's Day at the Dodd House, June 19<sup>th</sup>, Short Course on Planning held in City Hall in the City Council Chambers; June 19<sup>th</sup> in the and Summer

Parkway Event in Manito/Comstock Neighborhoods, June 24<sup>th</sup> Neighborhood Training-Social Media & Blogs at Tincan. Please contact Boris to register, seating is limited to 21: [bboris@spokanecity.org](mailto:bboris@spokanecity.org).

Heather gave a reminder that ONS is requesting 2012 minutes as well as for January-May 2013 to be emailed to [neighborhoodagendas@spokanecity.org](mailto:neighborhoodagendas@spokanecity.org).

Heather gave an update on the Traffic Calming 2012 Projects stating that ONS and an engineering staff member will be going out to the neighborhood councils with designs for the projects that will be built in 2013. Projects that are still in the stage of being studied will be updated later this summer and those neighborhoods have been notified. The next step for the 2012 projects will be the projects going out to bid at the end of June.

Heather reminded neighborhood councils that they needed to get their pedestrian counts in by June 15<sup>th</sup> for 2013 Traffic Calming Applications.

Heather reviewed the progress on the 2013 Neighborhood Services Communication Plan which includes:

- Expanding feedback opportunities beyond the physical monthly or quarterly meetings, install feedback option on ONS website and Friday Update, develop methods of engaging citizens without meetings, develop polling/survey tool for neighborhood councils.
- Building awareness of neighborhood services and neighborhood councils which includes creating brochure, talking points, message and provide information on website to promote neighborhood council program, enhancing the Friday Update, place neighborhood council meeting information in community newsletters, air public service announcement on Cable 5.
- Integrate relationships between organization and businesses located in neighborhoods, work with Neighborhood Business Associations and Neighborhood Councils on common goals and issues. Work with NBC and NC on identifying funding and project implementation i.e. traffic calming and complete streets.
- Provide neighborhoods and volunteers with training to become more effective at communication. Provide training opportunities that reach out including other organization and engages citizens in all age groups and cultures in our community.
  - Training Schedule Includes:
    - June 24<sup>th</sup> Blog and Social Media Training
    - July 22<sup>nd</sup> Organizational Success: how to engage the community
    - September-TBD- Volunteer Outreach
    - October-TBD-Event planning
    - November-TBD-Succession Planning

Heather mentioned that as part of the 2013 Communication Plan goal is to increase membership from diverse groups and age in Neighborhood Councils. The pilot project to integrate the School District 81 students into the Neighborhood Council program was going

well with students pairing effectively with three neighborhoods so far including Lincoln Heights. The School District is proposing an additional to this program; they are drafting a proposal to integrate students in the Neighborhood Council through a student/youth position.

- **Paul Kropp-PeTT Committee**

Paul is asking that the CA reps encourage PeTT members from the neighborhoods to come to the PeTT Committee meeting on June 11<sup>th</sup> because Teresa Fuller will be giving a presentation on the Photo Red Light Program. Paul would like the City Council to give a list of options for where the money from Photo Red would go in the future. Paul would like to get the Neighborhood Councils to be a part of the conversation in June and July.

The PeTT Committee chair, Paul Kropp, asked the CA reps to encourage their neighborhood councils to send representatives to the PeTT Committee meeting on June 11<sup>th</sup> because police officer Teresa Fuller will be giving a presentation on the “Photo-Red” intersection safety camera program. PeTT will be asking for a report from the city council subcommittee responsible for making recommendations to continue the program and to potentially modify the allocation of its revenue at its meeting in July 9<sup>th</sup>, which is before the next CA meeting on July 12<sup>th</sup>.

- **CA-NPAC-Luke Tolley**

Luke asked to move CANPAC back into the Land Use Committee. Motion: Due to the intermittent nature of the work of the Community Assembly Neighborhood Planning Action Committee (CANPAC) and in order to unify the Community Assembly’s voice on all matters planning and land use; Be it resolved that the CANPAC’s duties be incorporated into the Land Use Committees scope of work. In favor-19, unanimous, opposed- 0, abstention-0.

- **Public Safety-Karen Kearny**

Karen talked about the Fire Department’s “Hands-Only CPR” class. She wanted to announce to the CA that the city council will be doing the “Hands-Only” class at the June 17<sup>th</sup> City Council Meeting. She wanted to let neighborhoods know that they can set up this class for their councils with their nearby fire station.

- **Land Use-Kelly Cruz**

Kelly Cruz mentioned that there were currently four comprehensive plan amendments in this current cycle and that there was a plan commission workshop on June 12<sup>th</sup>. One of the proposals is a map change and a text change for Cancer Care Northwest. Issues with the text are “and to or”, as a developer you only have to meet one *or* the other requirements, with *and* you have to meet both. Kelley brought up current criteria for meeting one or the other. The conclusions were that the specific project is for one area and stated impacts

would affect the entire city, and would open up the expansion of office designation throughout the city.

The workshop for this is on June 12<sup>th</sup>, 2:00pm to discuss the changes, Kelly advised that if a potential office is happening in your neighborhood to come to the meeting. Kelly is asking for acknowledgment of the white paper and an endorsement to take the white paper to the plan commission to discuss the following amendments to the comprehensive plan. The CA is an advisory committee and needs to vote to bring the paper to the Plan Commission.

Motion to vote in favor to forward the white paper to the plan commission and make a presentation. In favor: 16, abstentions: 3.

### **Presentations/Special Issues:**

- **2014 City Budget- Jonathan Mallahan**

Jonathan Mallahan gave a presentation regarding the 2013 Budget. He stated that the focus for the 2013 Budget is accountability, affordability and alignment. The total expenses in 2012 are at the same level as 2013. The utility and garbage rates are to increase in 2013 at no greater than inflation/CPI. The City has overcome a \$10 million shortfall in 2013.

For the 2014 budget Jonathan said the City anticipates a \$4 million dollar shortfall in 2014 budget. In making cuts to address the shortfall the City will maintain past years' budget principles (adopted by Mayor and Council). The principles are: don't spend more than you take in, don't pay for ongoing expenses with one-time money, maintain prudent budget reserves, maintain strict controls on hiring and spending, and fund the highest priority City services first.

Jonathan addressed a common question of, "why is the city still projecting a shortfall when the economy is getting better every day?" The sales tax revenue is up in 2013 by approximately 8% year-over-year and this rate of growth is not projected to be sustainable throughout the year. Sales tax revenues are 20% of overall City GF revenue (approximately \$32 million) but other revenues are declining. Jonathan said that sales tax revenues would have to grow by 12.5% in 2014 to make up \$4 million budget shortfall assuming no other changes in the revenue.

He showed a graph depicting the Top 10 general fund revenues in 2012. Property, sales and utility taxes account for more than 78% of the General Fund revenues.

Jonathan mentioned that there needs to be participation from the public. The first time to engage is the TelleTown Hall will be at 6pm at 1-888-409-5380. This will allow citizens to interact with the mayor/Cabinet members. Myspokanebudget.org-interactive budget website launched August 1<sup>st</sup>. Mayor/cabinet members to attend community meetings if

interested email [jmallahan@spokanecity.org](mailto:jmallahan@spokanecity.org). 3-4 neighborhood town hall meetings in August and September. Line time budget presented in Oct. 7<sup>th</sup>,

- **Food Vendor Ordinance-Andrew Worlock**

Update on the Food Vendor Ordinance Project, mission of project was to look at the rules on mobile food vendors to create an easier, more predictable system for such entrepreneurs.

Andrew Worlock came to give a presentation of the new mobile food vendor licensing SMC Title 10-Division II regulation of activities-licensing. Andrew described that new mobile food vendors will no longer fall under “itinerant vendor” permit. There will be new license type for mobile food vendors to include four categories of vendor type. A vendor may be a combination of vendor types. Vending would be allowed in all retail, commercial and industrial zones, including Centers and Corridors and Downtown.

The new basic license would be a new type of license type, replacing the “itinerant vendor” license for mobile food vendors. All vendors would have at least the basic license. This would allow vendors to operate at unlimited number of special events in the City but not as a “fixed location” based vendor without a supplemental, fixed location permits, which is something the vendor can add at the initial license issuance or any time during the year.

For vendors operating on public sidewalk/plaza consent would be required from adjoining property/business owner and compliance with sidewalk clearance standards. There will also be spacing requirements from existing restaurants, which can be waived by restaurant owner. A licensee may be approved for multiple locations.

For a mobile food vendor located entirely on a private parcel already developed with a primary use and where all mobile food vending activity takes place on private property, making use of existing improvements such as parking lot and restroom facilities such that no additional improvements are needed.

For vending in or adjacent to City Parks, approval from the Parks department will be required. There will also be exemptions provided for special circumstances such as mobile vendors attending a block party or other similar events.

Andrew will be taking this to the Plan Commission on July 10<sup>th</sup> City Council Chambers 4:00pm for more testimony. Revisions to Title 10, division II license code for mobile vendors to follow parallel track to City Council.

- **Summer Kid’s Program-Kevin Trim**

East Central Community Center Athletics/Activities Director, Kevin gave a presentation regarding the new programs at East Central Community Center, such as tennis and family

judo program kicked off on May 4<sup>th</sup>. Summer program is a day camp where they meet 5 times a week (due to no staff on Saturdays) and 4 days a week of computer labs.

The Summer Camps are Basketball, Tennis, Volleyball and Soccer which will be at Grant Elementary. Equipment is provided. Creative art programs to offer to kids who may not be interested in sports. The program is helping to connect kids with greater opportunities. The programs will be offered through the summer, for exact times/days please check the website or call Kevin Trim. The website is [eastcentralcommunitycenter.org](http://eastcentralcommunitycenter.org) more information can be found on the programs.

- **Huntington Park-Speed Fitzhugh, Avista**

Speed Fitzhugh gave a presentation on the Huntington Park which is connecting the falls to Riverfront Park. The project is intended to make the existing park it into a more friendly and safe park. The goal is to provide an interface to connect upper falls with the lower falls area and into Riverfront Park. There will be new overlooks behind the Avista building as well as ADA access with an overlook.

Speedy clarified that the City owns the property but Avista owns the park proper. Gary Pollard-Speedy is making a presentation at the Riverside Neighborhood Meeting Tuesday June 11<sup>th</sup>, 1b 5-7pm.

### **Open Forum:**

Barbara-Human Rights Commission-has openings on the board, it is on the Cities website Community Housing board met, commission for the subcommittee, continue of care and review. Applications will be posted on the website, and encourage people to apply.

Fran Papenleur reminded the group of the Spokane Jazz orchestra in Audubon Park Concert. She stated all the great sponsors that help to put the concerts on.

Colleen-Thanked the CA for working with the Admin Committee. Thanked Tina for the snacks.

Karen-wants to thank Heather for coming to her meeting in Balboa/SIT

Rod mentioned there was additional information in the packet and to take a look at the material.

**Meeting adjourned 6:12pm**