



Emerson-Garfield Neighborhood Council

Agenda for Wednesday, February 10, 2016 at Corbin Senior Center

Neighborhood Council

- Call to order — meeting begins at 6pm with meeting to follow
- Quorum verification
- Approval of December minutes
- Additions or changes to agenda

Guest Speakers

- Jonathan Mallahan (City of Spokane) RE: City Hall reorganization
- Patrick Stryker (Spokane COPS) & Kathy Armstrong (Spokane Police Department) RE: COPS Shops

Action Items

- None

Discussion Items

- Emerson-Garfield Farmers' Market: 2016 season
- Neighborhood Notification trainings
- Revision of EGNC bylaws
- EGNC executive job descriptions
- Traffic-calming requests due in March

Reports

- Corbin Senior Center (Laura Schlangen)
- Community Assembly (Jay Cousins)
- CA Community Development (Tim Musser)
- Land Use Committee (Barb Biles)
- Rental Housing Stakeholders Group (Jonathan Martinez)
- Pedestrian, Traffic & Transportation (PeTT) Committee (Carlie Hoffman)

ANNOUNCEMENTS

- None

The neighborhood council next meets on Wednesday, March 9.

The chair of the Emerson-Garfield Neighborhood Council (EGNC) is a nonpartisan, volunteer position. Upon being elected by an annual majority vote of the EGNC, the chairperson is expected to:

General

- Liaise with City officials and departments, City Council members, community leaders, businesspeople, residents, nonprofits, members of other neighborhood councils, and other relevant parties to advocate on behalf of Emerson-Garfield and remain informed about citywide and neighborhood-related issues.
- Represent Emerson-Garfield at community stakeholder meetings when a dedicated representative is unavailable. Such meetings can include but are not limited to:
 - Community Assembly and its subcommittees
 - Transportation or public safety task forces
 - Business improvement and targeted investment groups
- Adhere to the ideals of inclusivity, openness and fairness in all matters, taking active steps to ensure broad participation in the EGNC so that the makeup of the council reflects the neighborhood it serves.
- Observe the EGNC bylaws and update them accordingly.
- Initiate strategic planning and budgeting efforts where necessary.
- Follow both the specifics and spirit of the Neighborhood Plan (ratified July 2014) with the goal of the long-term greater good of Emerson-Garfield as a whole.
- Deal proactively, reliably and responsibly with the following areas:

Collaborations

- Actively solicit, establish and maintain mutually beneficial partnerships with other entities within and germane to the neighborhood. Such entities include but are not limited to:
 - Churches (e.g., Christ Our Hope, Faith Bible Church, Knox Presbyterian, Seventh Day Adventist)
 - Businesses (e.g., along North Monroe, Indiana, NW Boulevard, the west side of North Division)
 - Nonprofits (e.g., COPS, West Central Community Center, Women & Children's Free Restaurant, Fulcrum)
 - Schools (e.g., Audubon, Garfield, North Central, Spokane Public Montessori, Trinity Catholic)
- Act as an intermediary to bring about fruitful collaborations between neighborhood entities.

Communications

- Disseminate news and information of interest to those in Emerson-Garfield in a timely manner. These and other communication efforts can be carried out with the assistance of a dedicated team or subcommittee.
- Raise wider awareness about the EGNC, its mission, its remit, and its role within city governance.
- Operate a diverse, regular and consistent public communications platform that includes both new and traditional media. Such media include but are not limited to:
 - Direct-mail postcards
 - Flyers, handbills and brochures
 - Blog (i.e., emersongarfield.org)
 - Social media (e.g., Twitter: @EmersonGarfield, Facebook: EmersonGarfieldSpokane)
 - Monthly e-newsletters (via, e.g., MailChimp)
- Advertise EGNC meetings and activities with sufficient forewarning, distribute meeting materials (e.g., minutes,

agendas) in digital formats, and provide public summaries of important meeting highlights and outcomes. Technically this falls within the remit of the EGNC secretary, but it is ultimately the chair's responsibility to guarantee that it is being carried out without fail.

- Promptly circulate news on development, land use, permit applications, and so forth as dictated by the Neighborhood Notification program. This can be carried out in conjunction with other Neighborhood Notification delegates (see below).

Community Development Block Grants (CDBG)

- Remain informed of the state of CDBG funding available to Emerson-Garfield and any relevant changes to the CDBG program.
- Organize and hold timely votes among the neighborhood council to determine potential CDBG projects and allocate (or reallocate) funds accordingly.
- Advocate for the needs and interests of Emerson-Garfield within the local CDBG program.

Delegation

- See that Emerson-Garfield is well represented among the various citywide stakeholder groups by capable members of the EGNC who are elected or appointed with the consent of the neighborhood council. These groups can include but are not limited to:
 - Community Assembly and its subcommittees
 - Permanent or ad hoc commissions, task forces, boards and panels (e.g., art, transportation, mayoral)
 - BID, LID, TIP or TIF (i.e., business and development) initiatives
- See that Emerson-Garfield is adequately represented at suitable training sessions and workshops, and that the information gleaned therein is accurately relayed back to the neighborhood council.
- Form a dedicated group of EGNC members responsible for carrying out the respective duties of the Neighborhood Notification process.
- Monitor the performance of the other EGNC executive committee members (e.g., co-chair, vice chair, secretary), making certain that they have the information and resources to carry out the duties required by their roles and to deputize in the chair's absence.
- Create—always with the consent of the EGNC—and supervise various teams and subcommittees necessary to address and realize the ambitions of the neighborhood council.

Events

- Hold and preside over monthly meetings of the EGNC.
- Ensure that varied and inclusive neighborhood events are scheduled on a regular basis, suitably funded, and that a reliable party is appointed to oversee them. Such events include but are not limited to:
 - Spring and Fall Cleanups
 - Emerson-Garfield Farmers' Market
 - Concerts in the Park
 - Summer and Winter Potlucks