

Proctor Neighborhood Planning

Steering Group – Meeting #13

January 13, 2024

5:30 – 7p.m.

Zoom

ATTENDEES (10)

Alayna Linde

Billy Frederick

Felicity Devlin

Georgette Reuter

Jennifer Egenolf

Jodi Cook

John Hines (City Council Member)

Karl Cunningham

Matt Evans

Matt Stevens

Staff:

Lauren Hoogkamer

Anneka Olson

Leander Swan

Madeline (Maddy) Borowski

AGENDA

- **Welcome and Icebreaker** – 5 minutes
 - *New Years Resolution in a few sentences (or if you don't have one, something nice that happened over the holidays)?*

After the icebreaker, Lauren went over the meeting agenda and goals:

- Report back on evaluation form
 - Discuss next steps for open streets pilot
 - Focus on the implementation strategy
 - Discuss the scheduling and structure of future Steering Group meetings and/or committee meetings
- **Program Updates** – 10 minutes
 - Proctor Neighborhood Plan Adoption Progress
 - Plan Updates
 - Implementation Updates:
 - PDA working on tree planting
 - Historic Preservation Incentives Study – consultant being hired
 - Urban Design Review Program – going to council later this year
 - Mason United Methodist Project – still looking for predevelopment funding, but moving forward
 - Seating Area on N 27th – internal conversations on how to accomplish this; some discussion with Bill Evans' family
 - Business Improvement Area Study – identified funding for a study

Lauren announced that the Infrastructure, Planning, and Sustainability Council Committee recommended the Proctor Neighborhood Plan to full Council. Study Session will be on February 13. Lauren also provided an update from Community and Economic Development that they would be able to support a BIA study for Proctor, which will be

coordinated through the business district. **Going Over Steering Group Evaluation Form Thoughts and Results (Results Provided in Slides)**

Lauren went over the slides documenting the Steering Group's feedback on the Steering Group Evaluation Form. Some key highlights included:

- **Improve Steering Group cohesion and group norms**
 - More group interaction/relationship-building
 - Ground rules at the beginning of each meeting
 - In-person opportunities and meetings / lack of availability for some members

- **Balancing voices in Steering Group and committees**
 - Intentional membership, focused on diversity and expertise
 - Focus on retention
 - Using existing Proctor organizations for communications and recruitment

Alayna Linde [in chat]: Thanks for compiling this, helpful to hear how other people responded.

Lauren [After presenting Evaluation results]: So that is the Evaluation, we wove some discussion of that into the later presentation, but is there anything anyone would like to say of that at this point?

Matt Stevens: I missed a bunch of the notifications for some of the early on Steering Group bonding activities, and some people that planned stuff at Peaks N Pints. I thought those were great and I really wish I would've been able to get to those, so I think that would have been very helpful to create that relationship building.

Lauren: Great. And, feel free to email us offline if you don't want to share it at the meeting. I don't see any other hands, so we'll continue along and Anneka will take over to talk about implementation.

- **Implementation**

Anneka: Thanks for sharing your feedback and evaluations... something that does not always feel great—to be self-critical—but it really helps us all, and especially our team.

Anneka gave a quick reminder on what the NPP has been doing for the Open Street Pilot implementation as well as a recap on what the NPP team heard at the last December Steering Group meeting, with a particular focus on the Open Streets Pilot.

Then, Anneka went over the proposed structure and role of the Open Streets committee, which would focus on having a group that is representative of groups that have expertise in street closures, diversity of experience, and might be interested in supporting with implementation.

Lauren: Which of you would like to be in this committee? Put that in the chat or email us if you are interested.

Billy Frederick: Did you say that people on these committees will not be doing planning for permits and set up, Anneka?

Anneka: Yes, I think our committee is more of an advisory group to help set up and say, "these are the types of events we would like" and "these are the types of partners we would like to work with." We do have a small amount of funding to provide funding to some local organizations with a little bit of funding for each event. The committee—we would really like committee members to show up, help with creating and distributing flyers, help at the event, do volunteering, but the committee will not themselves be single-handedly pulling off this four-event series.

Felicity Devlin: Can I just ask a bit more clarification? When the committee meets the Steering Group liaison will be part of brainstorming what kind of events, the content of the event, that kind of thing?

Anneka: Yeah, and I see Jodi's hand up as well.

Jodi Cook: I am a major proponent of the Cushman-Adams process that is coming up second quarter, this spring, and we could really use some funding in order to pull that off. Dealing with that last summer, basically, the City contributed \$8,000—that is the dollar amount I'd say we would be asking for, again. The North End Neighborhood Council would be contributing \$4,000 towards the event, but I need to get that OK-ed with the council. Any of you are welcome to be a part of it, but I think it is a way to chime in with the consultant, OTAK, who is coming on to actually launch the formal public outreach process. Friends of Cushman—I could probably safely say that they would be pretty much a part of this as they were last summer. So, my ask for \$8,000 has to do with the fact that most of the money—so we got \$25,000 going to planting the trees and the Proctor Business District, which is phenomenal—but all the other Open Street events are also within Proctor. We are the Proctor Neighborhood Planning Project, so I would say Cushman is kind of the only neighborhood-oriented project and that's the reason I am asking for the funding. The other thing I'll just mention is that we have to get people lined up very quickly, and so, I would ask that we end up meeting very quickly because—getting vendors set up, getting the streets closed off—we can do all of that because we have done it, but time is kind of the essence.

Lauren: That was definitely on the ideas list and I think we're not going to decide today about who gets funding or what happens. We'll pull together this committee of people who want to work on this project, then they are going to look at all of the ideas and then make some of those decisions and reach out to the right groups. I definitely think Cushman should be one of them, I'd like to see that, but we'll get to that stuff when we got the group, so we aren't programming right now. I think our main questions now are just: does this plan of attack look good to you all (so not what the events are but just forming the committee and who wants to be one that committee)?

Steering Group members who volunteered to be part of the Open Streets committee:

- Jodi Cook
- Jennifer Egenolf
- Matt Stevens
- Karl Cunningham
- Matt Evans
- Georgette Reuter (Cushman event only)

Lauren: This steering committee will be helping for all of the events. Once we decide what all the events are, we will be working with that organization more. It's not the only chance for input. So, if we decide to work with Friends of Cushman, then we would be working with Friends of Cushman and the North End to pull off that event. If we decide to do an event with the business district, then we would be working with the business district. This is not the only chance, this is just the Steering Group committee from this side of things.

Alayna Linde: If we don't volunteer or we are not assigned as a Steering Group Liaison, there'll still be updates from this group to our regular Steering Group so that if there are like volunteer things or more help needed, right? I am really interested in this, but I don't think I need to be, as it sounds like there are already a lot of people involved so I am happy to contribute if there's big call for volunteering or support.

Lauren: Yes! There will definitely be other opportunities. We also heard that people want more in-person activities. These are the in-person activities: come out to the event that day, help with the event, help table, help set up—so there is lots of room for different levels of participation.

Karl Cunningham: Is the idea with these events that we would do them once, and then that is it. Or if it is successful, we would want to do it year after year? Or is it both?

Lauren: I think it's up to the community. We've got this one-time funding right now to test out a few varieties of events, and if the community wants to keep doing that, then they can. We are trying to help the community build the capacity—like how do you get the funding? How do you get the permits? How do we make it easy for you do it again?

The City does have grants for different types of events that you could access and then the Business District does have some capacity. I think we will find out.

Anneka: Yeah, we won't have funding—I know \$25,000 is a lot, and also not a lot. We will be stretched on budget, and we know that will be a challenge for future times when there is not a Neighborhood Planning booster grant that's providing funding—but that is where we will want to do that documentation, as Lauren said.

Jennifer Egenolf: Hey, I just wanted to say that I like how you have it set up with potentially a test of an open event vs one that is more programmed. I think it will be really interesting to see the responses and hopefully it can be a pretty even test to see what happens. I like how you have it lined up, looks good to me.

Matt Evans: Yeah, just make sure that I understand, was a real key part of being successful of this is to find another partner that will do a lot of the heavy lifting? Is that?

Lauren: Yes, they will do the programming.

Matt Evans: Okay, yeah, so it's really a key element to make sure that we find a partner that as interesting as we are or the community is in doing anything like this so that really they with our help can pull it off.

Lauren: Yep, exactly.

Anneka: One example is that we have had some causal conversations with Greentrike about how they are really interested in doing some pop-up activities —Greentrike, for those that don't know, is the organization that runs the Children's Museum, and they also manage Hoyt, the early learning center at Hoyt. They'd be interested in bringing some things out to activate the street for young people, for kids and families. We would work with them and probably, if we have budget, provide funding for them.

Anneka wrapped up the discussion and told the group that staff will send out invitations to the meeting, as well as a doodle poll. Anneka moved on to discussing more of a recap of the Plan implementation, and reminded the Steering Group on what was discussed in break-out groups in the last December Steering Group meeting.

Anneka mentioned that the Steering Group Evaluation results showed that though many preferred in person meetings, many also mentioned that virtual meetings were completely necessary for their attendance, thus the staff seeks to keep meetings online so that as many can attend as possible with some opportunities for in-person events.

Anneka presented the proposed implementation phasing from January into February for the Steering Group compared to the staff.

Anneka: A couple of people did mention that virtual meetings were the only possibility for them to participate, even though we know that in general folks are really wanting to meet in person. We want to make more opportunity for in-person gathering, while also making sure that folks can still participate if they are participating virtually, so we are thinking about that. We also heard from folks that you'd like staff to support committees and to help track actions and some question for who is responsible for what and where are those resources, and staff can provide that information window into what is happening at the City. There was also an overall preference for continuing these Steering Group meetings while also creating separate committee meetings.

There was a question that folks posed about the McKinley committee structure and how that worked. In McKinley, we kept meeting quarterly for the Steering Group and then we launched these project committees—I think we launched about three over the series of months, and we found that it was a lot of the same folks coming in instead of one meeting every month coming to three meetings every month and required a lot more coordination for staff and community. So, we just wanted to bring that up as a capacity question and thinking about how we can best serve implementation, whether it's having multiple committees or trying to condense it.

Anneka moved on to implementation phasing, with the proposal that we will discuss the scoping for different committee projects more at the February meeting. We will be launching the open streets committee now.

Lauren: I wanted to reiterate that next month we will be talking about lots of the other projects and whether they will need a committee to work on themselves or one committee to work on a few projects. The projects that we have heard so far were residential tree support. Also, the red curb painting, which could be a one-time event, since we need to organize a painting party and that might not need a whole committee. In February I think we might want to think about how we want to tackle these other projects. I also just saw Council Member Hines join – do you have any thoughts about implementation in Proctor?

Council Member Hines: Thank you, Lauren. I am just in between basketball practice and a couple other meetings, not for me but for my son—just listening right now, but happy to chat, answer questions—I am very impressed by what the team has put together and what the Steering Committee has been responsible for.

Lauren: Okay, thank you. So does anyone have any thoughts on the proposed implementation approach, for now?

Georgette [in chat]: Will this PowerPoint presentation be sent to us so that we can review it later?

Felicity Devlin [in chat]: What Georgette said! There's a lot of useful info in this presentation. Would be great to have a copy.

Lauren: Yes, we can share it.

Matt Stevens: If you are asking for opinions, the red curb painting, I think you are probably right, starting it next month is too soon because we are probably going to do the painting in June or July so maybe whoever is interested in that they start May and June and then we do painting in July and then maybe we figure out if we need to meet after that. Maybe you were already doing that. The only other thing about the bike parking is whenever that does start, we should reach out to Liz Kaster to make that be successful. Again, I think doing a walk for that and getting that in person and wandering around the neighborhood would be really great as well.

Lauren: Absolutely. For those two we are going to need people to help us recruit property owners who want to put bike parking out front and then have people for an actual painting part as well. And yeah, we will need to wait for the non-rainy months for any painting.

Jodi Cook: I just wanted to clarify that the Cushman Engagement Process is happening in the end of second quarter? May-June?

Lauren: Yes

Jodi: I heard you say residential trees, are you suggesting that there will be residential tree plantings?

Lauren: Yes, we heard that desire through feedback from the Steering Group and community.

Jodi: Okay, I feel like I had not seen that so thank you!

Lauren: Yeah, we should talk about how to do that advocacy with the Tree Foundation and the "TUFF" group.

Jodi: Yeah, Georgette, Felicity, and I are all on that group so I would want to participate in that group too.

Georgette, Jodi, and Felicity all expressed interest in participating in future committee efforts for residential trees and historic nominations.

Anneka: I want to add that residential tree planting is definitely a major action that is called out in the Plan and something that we know folks care about. It is not necessarily something where we have a lot of additional resources beyond what the City already provides in terms of services to neighborhoods. But part of what that group could talk about is: are there opportunities for the community to organize more tree planting? How do we get more tree captains and/or tree stewards involved? Can we plug people in to where there are resources, or are there groups or other resources that we can connect with? It's not super clearly scoped yet, and I think that is where we want to talk about it at the February meeting.

Felicity Devlin: What is the incentive study for human scale design?

Anneka: The incentive study is recognizing that there is a mismatch between desire for property owners to landmark their property and the financial incentives to landmark a property. Sometimes not landmarking a property will outweigh the financial benefits of landmarking a property. So essentially the incentive study is "what are tools or incentives that public entities like the City of Tacoma or State could leverage to make landmarking more desirable and be able to preserve more important landmark buildings that community identify?" It is a citywide effort that is not Proctor-specific, but the outcome of that work would nonetheless be highly relevant to Proctor properties.

Lauren: And it would encourage adaptive reuse. Two things in this plan were encouraging historical nominations of key properties and adaptive reuse and so this study looks at the things like the tax incentives, other types of incentives, to encourage that action.

Felicity Devlin: Okay, thank you. I missed that that was for the historic nominations. That makes much more sense, thank you.

Anneka: Any other questions?

Karl Cunningham volunteered to be on pedestrian safety in chat.

Lauren: I see people signing up in the chat. Just to reiterate, the first group launching is the Open Streets. We are going to start scheduling that and then we are going to come back in February to discuss the potential for other groups and what that looks like. We are not launching those other groups yet because as Matt Stevens just said, some of those groups don't have action until later in the year, but we will mark you down for interest.

Lauren: There was interest in adding diversity to the group, does anyone have any ideas on who should be recruited or other people you know who want to be involved?

Felicity Devlin: This is an unrelated question to that, but as far as invited people to be on committees, are you going to send out all the folks who were on the wider email list who did not end up being in the Steering Group?

Lauren: Yes, we will.

Anneka: The Steering Group has been really involved and has a lot of information and knowledge at this point around some of the actions and constraints for those actions that are in the final Plan. So, that is why we want to talk with you about what the scope is for each of these actions, and then we can collectively go on to identify how to get more folks involved.

Lauren: Think of the committees as a task force.

Lauren: Any other thoughts? Comments? People seem pretty excited!

- **Next Steps – 15 minutes**

Anneka presented the next steps for the Steering Group and Proctor Neighborhood Plan.

<Meeting end>