

**Proctor District
Neighborhood Planning**

Steering Group Meeting #13

January 11, 2024



GROUP NORMS

Discussion guidelines for our work together:

- **Respect each other's time.** As much as possible, please be on time, attend meetings, and come prepared. Listen to each other for understanding.
- **Take space, make space.** Share your ideas, then step back to actively listen. If you're talkative, remember to step back; if you're quiet, remember to step up.
- **Expect the best.** When someone says something, assume the best intentions; ask clarifying questions. And keep in mind that sometimes impact is different than intent.
- **Be positive and solution oriented.** Keep moving forward. Be aware of what we can and cannot change.
- **Know that you are valued.** You are making a big contribution to the Proctor neighborhood – thank you!



AGENDA

- **Welcome and Icebreaker**
 - *What's your New Years resolution? Or something you are excited about for 2024?*
- **Program Updates**
- **Steering Group Evaluation Recap**
- **Implementation Strategy**
 - Recap December Meeting
 - Future Steering Group Structure
- **Next Steps**



GOALS

Meeting 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

Plan Adoption:

- Planning Commission Review (complete)
- Council Committee Review and Recommendation (complete)
- Council Study Session, Feb 13th

Implementation Updates:

- PDA working on tree planting
- Historic Preservation Incentives Study
- Urban Design Review Program
- Mason United Methodist Project
- Seating Area on N 27th
- Business Improvement Area Study

Evaluation Form Recap

RESULTS: QUESTIONS 1 & 2

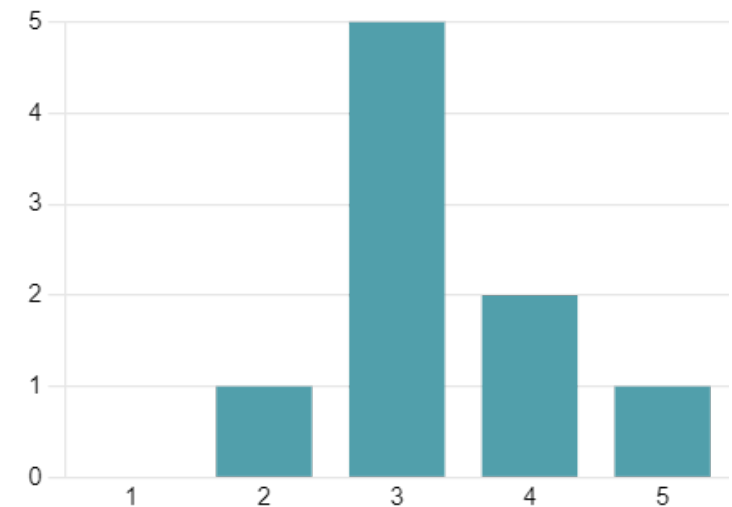
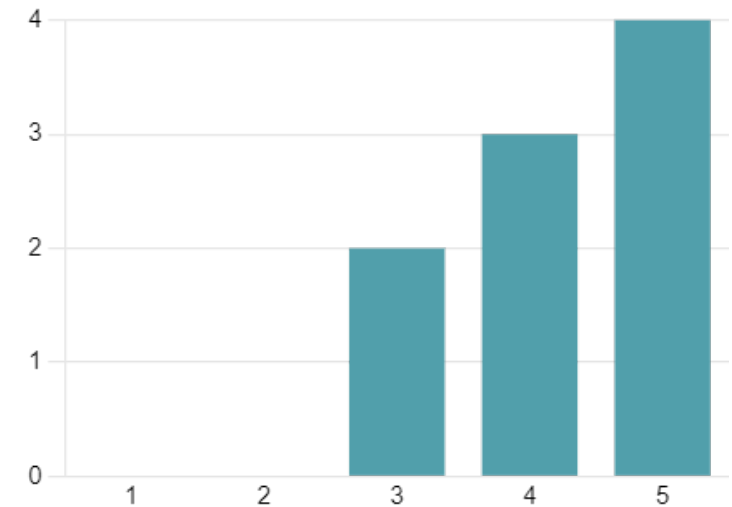
Total responses: 9 Steering Group members

1. Thinking back on when the Steering Group launched, do you feel that the description (time commitment, role, etc) was accurate? (1 being inaccurate, 5 being very accurate)

Average Rating: 4.22/5

2. Do you feel like the structure of the Steering Group meetings is productive and time efficient? (1 being not efficient at all, 5 being very efficient)

Average Rating: 3.33/5



RESULTS: QUESTION 3

3. If you would like to elaborate on why you provided any of the scale ratings above, this space is for you:

"Efficiency isn't a measure of success necessarily, as the question implies. However if you mean getting to the results and outcomes that were desired by the City in the first place, and to do so in an efficient way, perhaps the process achieved its goal"

"Some of the meetings were drawn out by members being side-tracked by the Cushman project, and the subsequent time spent redirecting."

"Lauren and Anneka did an excellent job creating the structure and time frame of the meetings. The meetings moved along at a good pace, the agenda was followed and much was accomplished within the set time. My only suggestion would have been to change the format of the monthly meetings from all "zooms" to several in-person meetings - maybe every other month."

RESULTS: QUESTIONS 4 - 6

4. Do you feel comfortable sharing your opinion in Steering Group meetings? (1 being very uncomfortable, 5 being very comfortable).

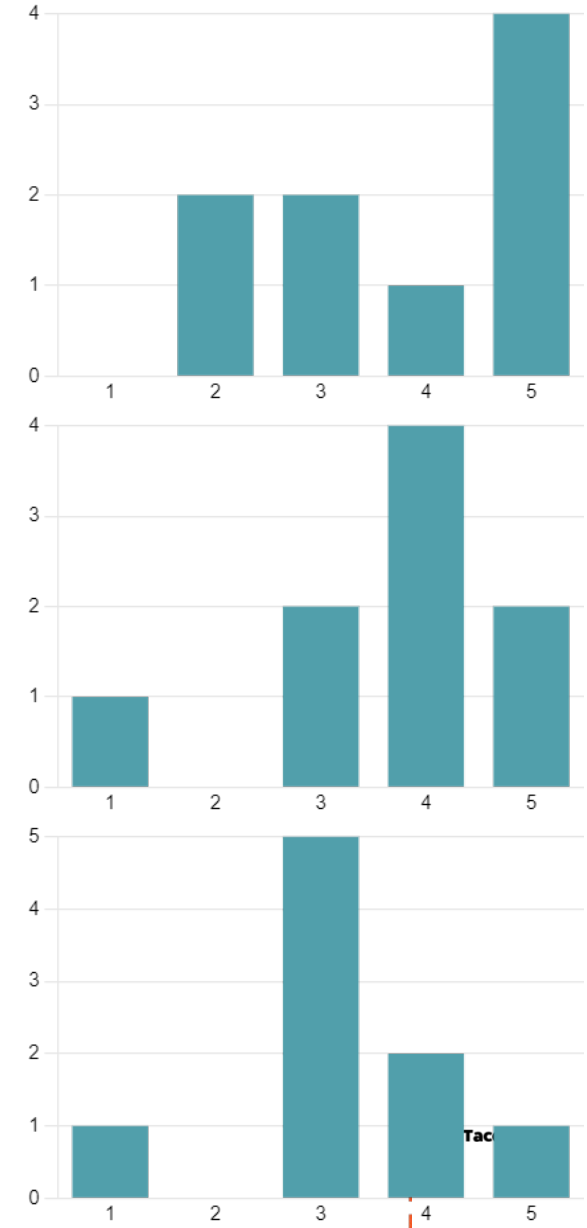
Average Rating: 3.78/5

5. Do you feel like your opinions are taken seriously, even if the Neighborhood Planning Team cannot incorporate all of them into our final product? (1 being not listened to at all, 5 being taken very seriously and listened to)

Average Rating: 3.67/5

6. Are you proud of what the Proctor Steering Group has accomplished so far? (1 being not proud at all, 5 being very proud and excited)

Average Rating: 3.22/5



RESULTS: QUESTION 7

7. If you would like to elaborate on why you provided any of the scale ratings above [about sharing your opinion in meetings or level of pride in the Plan], this space is for you:

"I always feel like the planning team receives my opinions well, but I'm not always comfortable sharing them in front of the group. There are some loud, strong voices, and I don't feel like they are very diplomatic or gentle in hearing other opinions."

"I felt very comfortable participating, but was aware that a less assertive person could struggle in the group dynamics. I think a member led committee might have been preferable to having staff lead, but some of the initial interactions made that seem incredibly daunting. The plan we developed is a fair reflection of what we heard from the community. I think a different group dynamic (future focused, with a more optimistic outlook and a younger perspective) could have yielded a stronger plan"

"I thought we'd make a bigger impact for pedestrian safety, comfort, reducing throughput, and getting folks out of their cars to utilize the Proctor district and its amenities."

"I think #6 [do you feel proud of what the group has accomplished] is being asked too soon in the process."

RESULTS: QUESTION 8

8. What has gone well at the Proctor Steering Group meetings?

"Folks have been pretty excited to affect change, listen to the community, and see some of the ideas put into motion."

"Staff or consultants have done a good job keeping us on track. I've liked the in-person workgroup meetings, like the one with the big sticky pads we wrote ideas on. I also like that we've managed to keep a core set of people involved the whole time, which is great."

"It was great to learn from a variety of SMEs and hear staff updates. I appreciated the inclusion of different discussion opportunities to engage the steering group members."

"Public outreach efforts were considerable."

RESULTS: QUESTION 9

9. What should staff consider for improving the experience of the Proctor Steering Group going forward?

“Not patronizingly lecturing participants, e.g., the presentations by staff on urban design and equity were the best examples of that.”

“I can't remember if we established group norms at the first meeting, since it was so long ago, but I think doing that and reminding people of them at the start of every meeting would be great. For me the two areas that have been most frustrating are people going off topic and talking for a long time, and people not being kind (sometimes outwardly rude or dismissive) to others with different opinions.....”

“I felt like the group was over represented by white people, and would have liked to see more young-people. I also felt like the denial of redlining maps by some members in the 1st or 2nd meeting was pretty upsetting, and I feel like the trainings provided should have been a MANDATORY and done IN a meeting, with some experts for Q & A.”

RESULTS: QUESTION 10

10. We know some people who initially participated in the Steering Group weren't able to continue their participation through the whole process. What kept you engaged in the process? **Do you have suggestions for how we can improve retention and recruitment of Steering Group members and/or volunteers?**

"I stayed engaged because I really wanted to see all the work we did come to fruition--that's the fun stuff . . . where we see action! I also made a commitment and wanted to honor it, although there are other times I haven't followed through with a commitment. So I think the biggie is implementing the things we've come up with. That's a HUGE motivator!"

"I stayed involved in the process because I want to improve the community in which I live and encourage people to get out of their cars. Retention and recruitment - it would be cool to have some type of swag..."

"Maybe recruit for a specific shorter duration of time / purpose, before inviting them to continue on if they are still interested / willing?..."

RESULTS: MEETING FORMAT

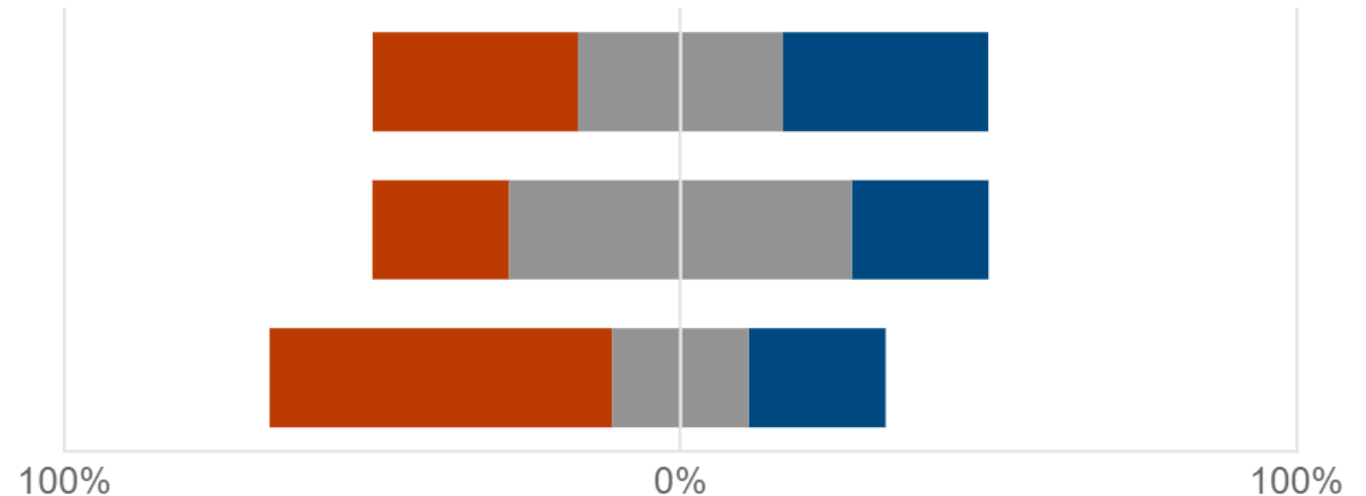
11. Based on the options below, what type of meeting format do you prefer?

■ I don't prefer this meeting type ■ Neutral ■ I prefer this meeting type

In person (location TBD)

Hybrid options (some people attend virtually and some people attend in person)

Completely virtual via Zoom



RESULTS: COMMITTEE STRUCTURE

12. At our December meeting, we talked about forming committees to support implementation. Do you have other thoughts about implementation committees or structure (e.g., what committees may be needed, how to recruit new members, timing/frequency of these meetings, etc.)?

"It depends what issues we're going to end up focusing on...I don't know how much of what's in the plan is up to the community and how much is the responsibility of the City. I think if people want to be on a committee, then committee members should decide what works for them as far as meeting time and frequency..."

"Let folks volunteer for the committees upon which they are interested. I was ok with the 1x monthly meeting frequency. Having someone from the City of Tacoma on each committee would be helpful."

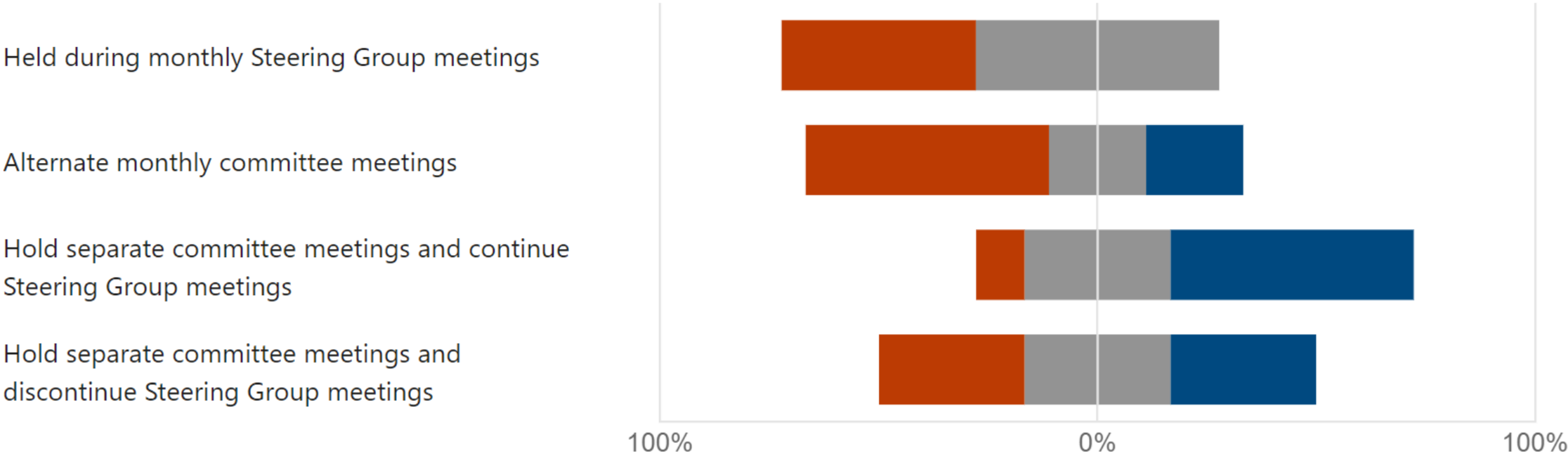
"Depending on frequency of meetings/ number of committees needed, maybe there could be periodic all-steering group meetings for the committees to report out on their interim progress."

"Could you tell us how the implementation and structure of committees worked for the McKinley Neighborhood Plan? Do the committees report back to Lauren and Anneka on a regular basis?"

RESULTS: COMMITTEE STRUCTURE

13. Do you have thoughts about how we should schedule Steering Group meetings as we start to hold committee meetings going forward?

■ I don't prefer this ■ Neutral ■ I prefer this




WHAT WE HEARD - KEY EVALUATION TAKEAWAYS

- **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

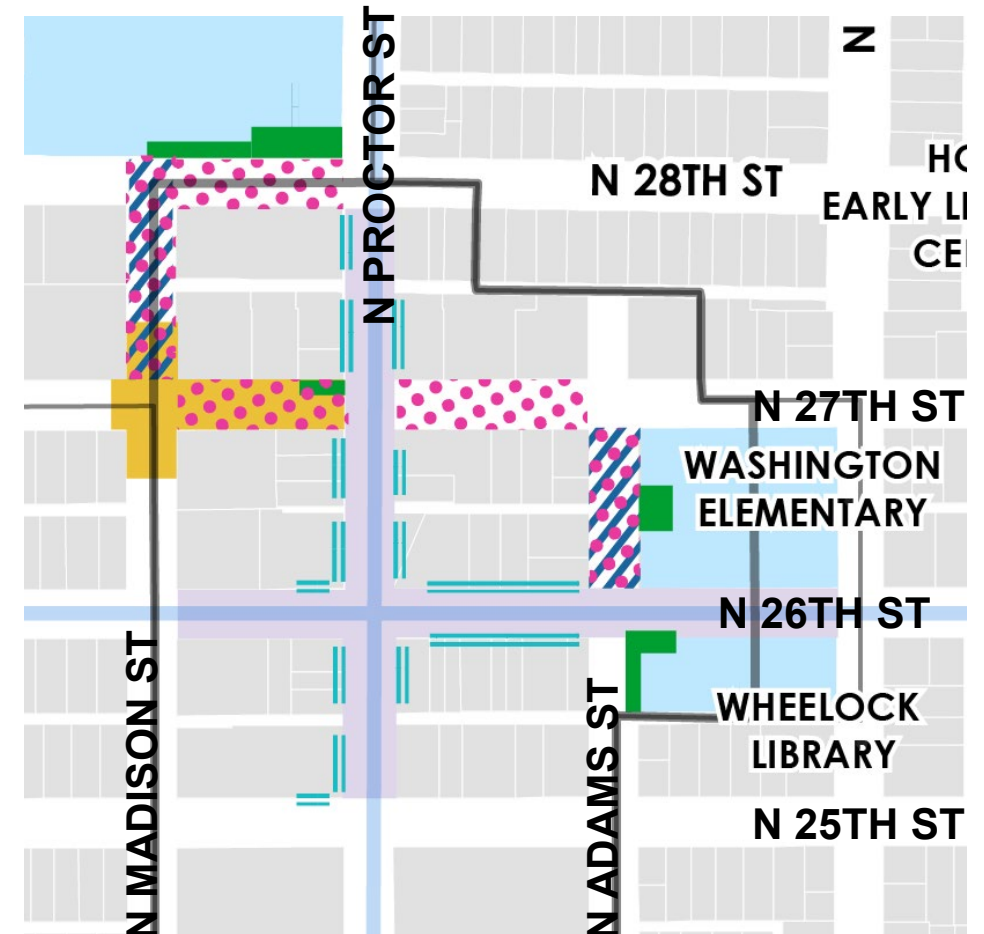
Booster Grant Funding

Open Streets Pilot

 **Test locations for regular, temporary closures with activation (e.g., Friday evenings, with stage, food trucks, and seating).** Location selected include these features:

- Close to active streets
- No impact on transit
- Space for seating
- Makes use of schools' public space

Can be used to inform future festival street and/or woonerf improvements



OPEN STREETS PILOT – DECEMBER RECAP

- **Budget:** \$25,000 – for 3-5 events
- **Locations:** Top 5
- **Timing:** Spring/Summer events
- **Early program ideas/partners:**
 - Proctor District Association – fashion night
 - Mason UMC / Greentrike – youth activation
 - Puyallup Tribe / La Paloma - tribal arts market
 - NENC / Friends of Cushman - Cushman event
- **“Toolkit” to document what we learn**
- **Committee/guidance/next steps**

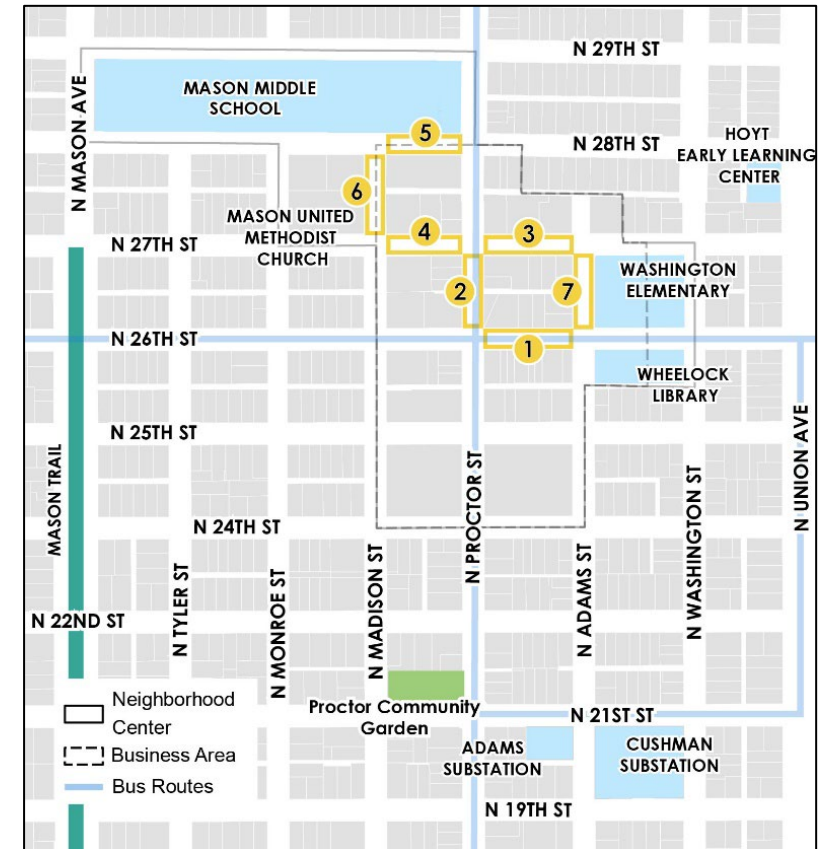


OPEN STREETS PILOT LOCATIONS

5 non-arterial locations identified:

- **N 27th St** between N Proctor St and N Madison St
- **N 27th St** between N Proctor St and N Adams St (Farmers' Market location)**
- **N 28th St** between N Proctor St and N Madison St**
- **N Madison St** between N 27th St and N 28th St
- **N Adams St** between N 26th St and N 27th St

**top location to test, per analysis



DECEMBER MEETING RECAP – BOOSTER GRANT

■ Open streets project ideas:

- Performance/theater/music – coordination with UPS or local schools
- Bike rodeo
- Food trucks (need to confirm this doesn't impact local restaurants); outdoor seating/tables
- Some events that are more open/less programmed

■ Other thoughts:

- Create a committee, with guidance from staff and steering group
- Test out different days of the week? Or create 'program' that's at the same time each month?
- Summer events could help bring in people for local businesses
- Look at what other communities are doing

OPEN STREETS PILOT - COMMITTEE

Open Streets Committee – proposed membership:

- Steering Group liaisons
- People with expertise with open streets/street closures/events:
 - Proctor District Association / local businesses
 - Farmers' Market
- Possible implementation partners/Diversity:
 - Mason United Methodist
 - Friends of Cushman
 - Puyallup Tribe
 - La Paloma market
 - UPS
 - North End Neighborhood Council
 - Greentrike
 - Food truck or music vendors

Open Streets Committee tasks:

- Event ideas
- Partner organization identification and coordination
- Community organizing and communications
- Volunteering at events

Timeline:

- January: Send committee invites
- February: First meeting
- March-May: Plan, program, partner for events
- Summer: Hold events

Implementation Discussion

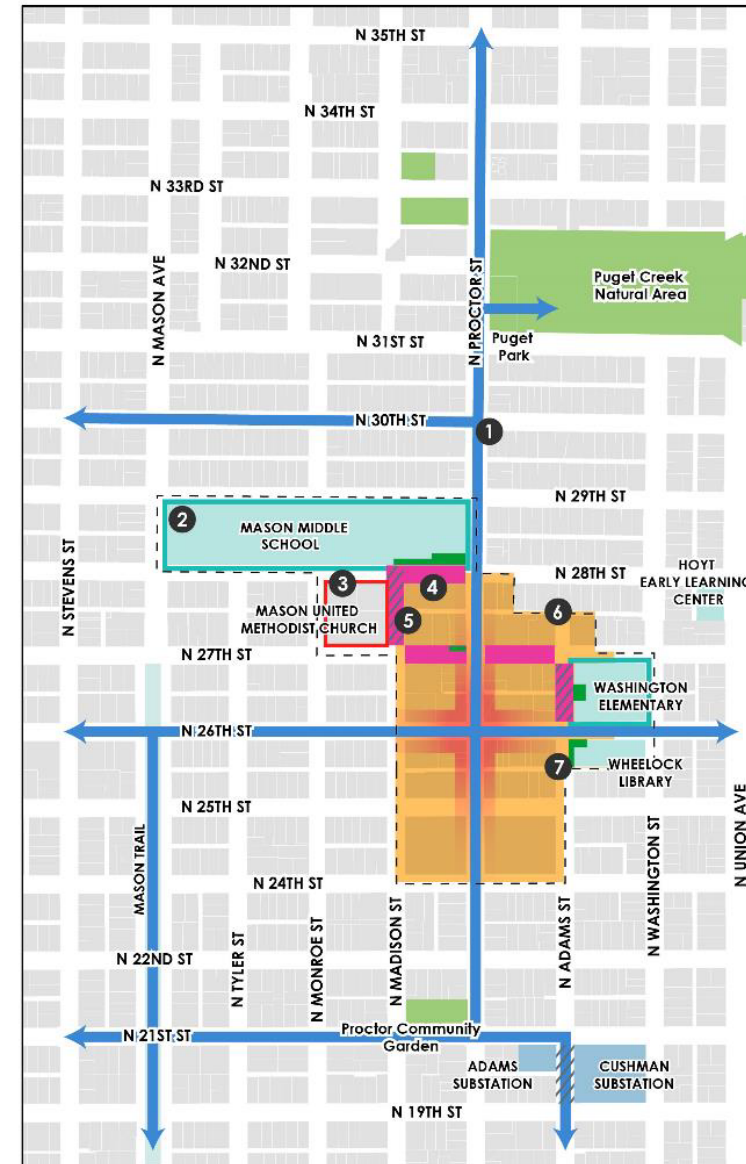
PLAN GOALS

Goal areas:

- Pedestrian Safety and Comfort
- Human-Scale Design
- Community Space
- Sustainability and Climate Adaptation
- Commercial and Residential Affordability

MAJOR IDEAS SUMMARY

1. Active transportation **connections and crossings**
2. Coordinate with **schools** to improve safety
3. Implement affordability and public space goals with **new development**
4. Activate streets with **open streets** pilot
5. Explore **woonerf** opportunities
6. Expand **business district capacity** support
7. Enhance **outdoor seating** spaces
8. Promote **tree planting**
9. **Calm traffic** on neighborhood streets
10. Maintain and expand **affordable housing**
11. Support **design review**
12. **Historic nomination** for key properties



Location-Specific Actions

- 1 Improve active transportation connections to the Business District and enhance pedestrian crossings on arterials (➡)
- 2 Coordinate with schools to improve safety and connections (🏫)
- 3 Pursue opportunities to implement Plan public space and affordability goals with future development (🏠)
- 4 Activate streets by testing "Open Streets" locations for future festival streets (🎉)
- 5 Explore woonerf (neighborhood shared streets) opportunities (///)
- 6 Support small businesses and explore Business District capacity support (🏪)
- 7 Coordinate with partners to enhance outdoor gathering spaces and seating areas (🪴)

Neighborhood-Wide Actions

- 8 Promote tree planting and maintenance
- 9 Calm traffic on neighborhood streets through citywide programs and projects
- 10 Maintain and expand affordable housing
- 11 Support City efforts for design review
- 12 Support historic nomination for key properties

IMPLEMENTATION STRATEGY



- **Quick Win.** Indicates project that can be completed in the next 1-2 years with existing funding and/or capacity
- **Small Investments.** Projects that can be funded at a low cost and implemented within the next few years
- **Community Priority.** Ranked through “Draft Actions” community survey to be a top community priority for this goal area
- **Booster Project.** Winning community booster projects—will be funded and supported by Proctor Neighborhood Plan through implementation
- **Phasing; Interrelated Capacity; Resources; and Tracking/Stewardship**

Implementation Strategy

Interrelated Actions and Timing

- **Start with a BIA:** community events, outdoor seating, trees/landscaping, business support, and parking management
- **Open streets pilot:** connections to festival street, outdoor seating, and woonerf
- **Parking, transit, and biking connections:** Parking management strategy, bike infrastructure, crossing improvements

Actions Dependent on Outside Processes

- Mason United Methodist Church: affordable housing, woonerf, indoor space, parking
- Cushman/Adams Substation

DECEMBER MEETING RECAP - IMPLEMENTATION

TOP PRIORITIES FOR SG:

Group 1:

- Open Streets
- Crossing design, red curb painting
- Tree canopy

Group 2:

- Community spaces (open streets, streateries, seating)
- Historic nominations
- Ped safety (red curb painting, crossings)

Group 3:

- Open streets
- Historic nominations
- Red curb painting
- Bike parking
- Signage/landscaping/murals

EVALUATION RESULTS - COMMITTEE STRUCTURE

"I'm glad that the meetings have remained virtual. Otherwise, I would have a hard time participating."

"In-person meetings would need to be during the day (or very early evening) for me to participate."

- **Most Steering Group members would prefer in-person, but there are some who would not be able to attend altogether if meetings are not online**
 - Opportunity for more in-person events
- **Staff support each committee meeting to track actions and share implementation details**
- **Preference for ongoing Steering Group meetings and separate committee meetings**
 - Capacity questions (community and staff) for how often and when we meet

PROPOSED IMPLEMENTATION PHASING

Steering Group:

- January: Invite Open Streets Committee (first meeting in February: in-person?)
- February: Discuss other project implementation and committee structure
 - Sustainability (trees)
 - Ped Safety (red curb painting, bike parking)
- Other priority actions to follow in phasing, pending resources
 - Human-scale design (nominations to follow incentive study happening now)
 - Community Space (future festival street or woonerf opportunities follow open streets pilot)

Staff:

- Continue internal actions:
 - Business improvement area study
 - Mason United Methodist Church project coordination
 - Streatery/seating area outreach
 - Other policy efforts led by other programs (incentives, design review)
- Identify resources, such as grants

Next Steps

NEXT STEPS

Steering Group

- February meeting with new structures
- Open Streets planning begins
- Scope other Committees

Proctor Neighborhood Plan

- Finalize plan for Council adoption (Winter 2024)
- Begin quick wins implementation that were discussed in December Meeting

Thank you!

We look forward to working together.

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