



**City of Bellingham  
Mayor's Neighborhood  
Advisory Commission**

July 9, 2008

The Mayor's Neighborhood Advisory Commission meeting was called to order by Linda Stewart, Neighborhood Services Coordinator, at 6:30 p.m.

**APPROVED MINUTES**

	<p><b>Attendance: Unless noted below, all were in attendance:</b>  <b>Absent: Birchwood (Kurt Baumgarten); Guide Meridian/ Cordata (Vacant); Mt. Baker (Robin Hitz); South Hill (Cathy Cameron); Sunnyland (Patrick McKee); Whatcom Falls (Vacant)</b>  <b>Substitutions: Roosevelt (David Dopps); Silver Beach (Kate Grinde); WWU (Sarah Ishmael)</b></p>
	<p><b>Linda Stewart, Neighborhood Services Coordinator – Welcome</b>  Ann McCartney, Ph. D. in attendance to observe meeting facilitation. The City's desire is to assist with enhancing neighborhood associations' capacity for effective management, meeting facilitation, etc., and we want to model those skills at MNAC.  Linda discussed her responsibilities as facilitator and how some meeting process steps will be more efficient, i.e.</p> <ol style="list-style-type: none"> <li>1. Decisions are by unanimous consent whenever possible.</li> <li>2. If someone has already spoken on an issue, priority will be given to those who have not yet had an opportunity to speak.</li> <li>3. Non-MNAC reps will be provided maximum of 3 minutes of speaking time, if the group agrees they may do so.</li> </ol>
	<p>Minutes from June meeting were approved as amended</p>
	<p><b>Liz Jennings, Whatcom Coalition for Healthy Communities (added agenda item)</b>  Discussed mission of WCHC.  Partnership w/ City &amp; KMRE to highlight what's going on in neighborhoods.  <a href="http://www.whatcomcounts.org">www.whatcomcounts.org</a> contains info on community health, needs assessments, data, local resources.  Invites neighborhood associations to contribute article to website to coincide w/ neighborhood interview running on KMRE.  Submit article (700-900 words) by Sept 26<sup>th</sup> directly to WCHC.</p> <p>Whatcom Coalition will also be presenting to MNAC in September on civil dialogue – as an introduction to Leadership Whatcom's Productive Public Conversations.</p>
	<p><b>Sister City 50<sup>th</sup> Anniversary – Tateyama, Japan - Jim McCabe (added agenda item)</b>  Events for week of July 20-26; Gala Banquet on July 24<sup>th</sup>. Volunteers are welcome – contact Kristi Bowker in Mayor's Office (778-8100 or <a href="mailto:kbowker@cob.org">kbowker@cob.org</a>) with any questions.</p>
	<p><b>Bylaws Refresher Course Update, Ann McCartney &amp; participants</b>  Held course on June 28<sup>th</sup>. 9 neighborhoods participated. MNAC reps and presidents received e-copies of all documents from course. Will provide training again in the fall, Attendance will be a requirement in 2009, as a prerequisite for Neighborhood Support Services funding.  Discussion of lessons learned.</p>

	<p>Linda – City requires non-profit status registered w/ state; registering w/ IRS is a separate option, at the neighborhood’s discretion. Linda is reviewing bylaws and articles of incorporation. By mid-2009 associations will need to have bylaws and articles of incorporation consistent and in compliance with City policy. Bylaws training will be offered again in the fall, as part of the neighborhood association capacity-building workshop series, still in development.</p>
	<p><b>Samish Way Urban Village – Planning Update, Darby Galligan</b> Update on project. Working on developing master plan for area. Will create new development regulations and zoning. Conducting planned action ordinance – environmental review of entire area; will set thresholds for regulations. New process for urban villages. More upfront costs in studies. Will start review next year. In June, the City held a series of 3 public workshops. Good mix of representation. Discussed strengths and weaknesses of project. Thursday, July 10<sup>th</sup>, 6-8 p.m. Elks Lodge 710 South Samish – presentation of project. Project will go through Planning Commission &amp; City Council for review. Can contact Darby – <a href="mailto:dgalligan@cob.org">dgalligan@cob.org</a> with any questions. All materials posted on website – search Samish Way Urban Village. Allen – noted he was encouraged to see City take lead on project.</p>
	<p><b>Neighborhood Roundtable</b> <b>Lettered Streets</b> – picnic on Aug 24<sup>th</sup> at 1:00 – Fauts Park. <b>Cornwall Park</b> – bike lanes (from Illinois to Ohio Streets) on Cornwall Avenue were approved by council. <b>Sunnyland</b> (from Camille Hackler, Cornwall Park rep) – notified of process for old DOT site; holding charettes. <b>Silver Beach</b> – waiting for response from planning on neighborhood plan. Silver Beach moratorium being discussed at Council 7/14. Survey going out to residents – using Survey Monkey. <b>York</b> – committees meeting. Following Samish Way urban village project. <b>Roosevelt</b> – working on National Night Out event for Aug 5<sup>th</sup> and Safe Routes to Schools w/ BPAC. <b>Happy Valley</b> – picnic at end of August. Putting together parade for picnic. <b>Alabama Hill</b> – Highland Park neighbors are trying to get improvements done to playground equipment. Also planning picnic – Aug 5<sup>th</sup>. New restrooms at St. Clair park. <b>Samish</b> – Annual picnic on Sept 7<sup>th</sup> at Lake Padden. Garey asked if anyone has problems with rooming houses, he would like to discuss with them. <b>**Staff Follow Up:</b> There is an agenda item at the 7/14 City Council meeting to reclassify an existing position at the police department to a neighborhood code compliance officer position, as part of a pilot program. That is the only agenda item related to this topic, for this date. <b>Columbia</b> – new board meeting monthly. In August – Elizabeth Park concerts on Thursday nights – baby food drive for food bank. Inviting all neighborhoods to attend and donate. Friendly challenge to other neighborhoods for donations of baby food. Aug 5<sup>th</sup> – picnic in Elizabeth Park. <b>Puget</b> – working on neighborhood plan update. Park, Rec &amp; Open Space Plan – July 17<sup>th</sup> at Planning Commission. <b>Fairhaven</b> – Working on bylaws. Picnic Sunday, July 13<sup>th</sup> at Marine Park. Working on outreach. Report back on free bus pass campaign; 25% return on passes. Encourages other neighborhoods to try. Used flyers and buttons to promote at businesses. Brief discussion about articles of incorporation calling for neighborhoods to make sure they have member okay to receive notices by email. <b>Sehome</b> – New officers elected – Don Keenan is new President. New student rep; more energy and activity out of student reps than most other board members. Liberty Street corridor – yard sale in August. Reinvigorating architectural design standards board. MYN effort going well, coordinated by block watch captains. WSDOT plans uncovered in</p>

	<p>Samish Way planning issue.</p> <p><b>CBD</b> – Main focuses on maintenance, safety; lots of work into flowers, planting strips. Street sweeping has made big difference. May look into getting sidewalk sweeper.</p> <p>Downtown Sounds starts next Wednesday – 4 weeks; in alley next to Wild Buffalo. Aug 9<sup>th</sup> – Bite of Bellingham. Want to get more residents downtown involved. Have representative on Parking Commission. Discussed Cornwall bike lane issue. Issue was too divisive for neighborhood to take stance. Relay for Life this weekend –Friday 5:30 p.m. to Saturday at 2 p.m.</p> <p>Linda noted Cigarette Butt prevention grant, starting soon, coordinated by Downtown Renaissance Network. Some \$ will go to personal receptacles.</p> <p><b>South</b> – several members drafted proposal to Parks &amp; Rec to re-use caretaker’s house at Fairhaven Park – proposed community center.</p> <p><b>Edgemoor</b> – not meeting during summer, will re-convene in September. Will participate in National Night Out – Aug 5<sup>th</sup>.</p> <p><b>WWU</b> – Sarah Ishmael – newly elected VP for legislative affairs. AS board newly elected. Focusing on transportation issues – bikes, transit, universal bus pass. Working to better serve community.</p>
	<p><b>Mayor’s Report</b></p> <p>Mayor Pike presented to group. Spoke on transition in Mayor’s Office- new executive assistant (Torhil Dunham).</p> <p>Spoke on importance of associations contributing to city policy discussions and how the established process works, using bike lane proposal as example. City looks to neighborhood associations to gather and vet information as an organization. There will always be diverse opinions.</p> <p>Questions about other areas next for bike lanes. Mayor discussed process for review of whether bike lanes are appropriate as part of road improvement projects.</p> <p>Jim – noted Jack Weiss’s “green streets” efforts – group came up with recommendations to improve connectivity.</p> <p>Linda – Kim Brown will present to MNAC in the fall about BPAC priorities and their work.</p> <p>Camille – requested signals be altered to provide longer crossing time for pedestrians.</p> <p>Steve – one way streets create problem for cyclists; what about education as diversion for ticket?</p> <p>Linda – bike safety education programs may be part of a future set of funding opportunities; more about that in the fall.</p> <p>Mayor stated that City is working with Parking Commission on parking structures – perhaps Bay Street, and Holly &amp; State area. Want to include bike parking as well. Doesn’t want the issue to be bikes vs. cars.</p> <p>Waterfront Update – City wants to look at meshing street grid with current grid. Wants to retain current character; keep historic structures. Sense of place very important.</p> <p>Info for draft EIS should be together in mid-August. Public comment period will be re-opened until mid-Sept. Master Planning process should start early to mid-Oct. Group discussion on EIS process and density.</p>

	<p><b>Group Discussion – Workplan</b>  Distributed handbooks for primary MNAC reps. Edie Norton and Rebecca Johnson helped with material development and review. Member fact sheet came from retreat. Brief overview of handbook.</p> <p>Additional divider/tabs (for minutes &amp; agendas, glossary of terms, neighborhood documents) will be provided at next meeting.</p> <p>Workplan - discussion of process for reviewing neighborhood plan amendment proposals.</p> <p>Tom shared basic guidelines for review, timeline and approach developed by subcommittee of himself, Michael Lilliquist and Patrick McKee.</p> <p>Group discussion raised multiple questions and requests for clarification.</p> <p>Linda proposed a standing agenda item beginning in Sept to discuss topic of proposed plan amendments and sort through the associated questions.</p> <p>Edie moved to approve; second by Michael.  Rebecca would like item early on agenda.</p> <p>Motion amended to have the standing item early on agenda.</p> <p>Linda clarified that the motion is not to make any decisions about this now. The motion is for a standing agenda item at each meeting for discussion of the topic and to sort through various questions from members. The resulting discussions will bring more clarity to the issue and help the group decide on an approach.</p> <p>Motion carries. Beginning in September there will be a standing agenda item to discuss and get clarity on the issue of reviewing proposed plan amendments. No decision about process or approach has been made at this time.</p>
	<p><b>Reminders:</b>  No August meeting.</p> <p>Renewal for neighborhood insurance policy – email went out to association presidents and MNAC reps, re: City will submit premium check to the insurance company without neighborhoods needing to write individual checks and then request reimbursement. This is being done as a service to and in support of neighborhoods, as part of support services funding.</p>
	<p><b>Meeting adjourned at 9:05 p.m.</b></p>