

Agenda (West Hills Neighborhood Council Meeting)

Date: February 10, 2026

Time: 6:00pm-7:30pm

Location: Finch Arboretum Woodland Center
3404 W. Woodland Blvd
Spokane, WA 99224

1. Call To Order/Officer Roll Call/Establish A Quorum. Announce that the meeting is being recorded for minute taking purposes and ask for consent from the attendees	6:00	3min
2. New Officer Introductions: each officer will speak briefly about themselves and tell the neighborhood why they chose to serve <ul style="list-style-type: none">• Chair: Noah Dickens• Vice Chair: Stephen Cummins• Secretary: Annie Walker• Treasurer: Paul Bundy• Community Assembly Representative (CA): Maggie Toland• CA Alternate: Stu Lee• Communications Director: Sue Arnesen	6:03	10min
3. Secretary's Report (accept/amend minutes)	6:13	2min
4. Officer's Reports <ul style="list-style-type: none">• Treasurer• CA	6:15	2min
6:17	5min	
5. ONS (Office of Neighborhood Services): Pollyanne Birge	6:22	8min
6. Police Officer's Report	6:30	8min
7. Whittier Park Improvement Discussion with Heather Smith from the City Parks Department (see handout attachment emailed with agenda)	6:38	10min
8. Agenda Items		

- Announcement. We have our normally scheduled meetings planned for the second Tuesday of all even months. We are planning on meeting in some off months to address items that need more time than our normal meeting allows 6:48 2min
- Speed trailer discussion (see handout attachment emailed with agenda) 6:50 5min
- Presentation on the Community Engagement Grant. We are looking for neighbors to join an ad-hoc committee to decide what event the neighborhood would like to have and how to spend the grant. The committee will have two months to decide these matters. (see handout attachment emailed with agenda) 6:55 5min
- Discuss the possible creation of a Revitalization Committee (see handout attachment emailed with agenda) 7:00 15min
- Update and Discuss Next Steps for the Pallet Shelters 7:15 15min

9. Adjourn Meeting 7:30

West Hills Neighborhood Council
Regular Monthly Meeting Minutes

December 10 2025

1) Meeting called to order by Robert Thompson

Council members introduced themselves, and Executive members Robert Thompson, Mike Gifford, and Paul Bundy introduced themselves establishing a quorum.

2) Attendees:

Executive Committee: Robert Thompson, Mike Gifford, Paul Bundy

WHNC Members: Full list will be shared to city of Spokane

3) Reports

- Bryn McNabb not present for minutes report out.
- Kate Tellis reported out for City Council
 - City Council passed legislative agenda focusing on employment, environment, and expanding parking to people to incentivize development.
 - She and colleagues are following the Tiny Home project, and Kate expressed intention to be an advocate for positive development in West Hills
 - Noted the need for a Community center or community hub for the neighborhood.
 - Noted that currently planned developments may not be stopped
 - Noted need for neighbors to follow development of the good neighbor agreement to ensure it would have “teeth”
- Micah Primm reported out Public Safety Updates
 - Noticeable uptick in theft and burglary
 - This is the season where package theft rises – tips were offered
 - Have packages delivered to secure office or location
 - Request packages require signature
 - Request delivery alerts to help track packages
 - Reminder to report vehicles and crimes to Crime check and 311.
- Polly Birge reported out for ONS
 - Polly introduced as new ONS Liaison
 - Gonzaga SNLA Applications are open
 - Clean green pickup has been expanded through winter with one week per month pickups of green carts; Jan 5-9 and Feb 2-6 with regular cart pickup beginning again in March
 - Snow readiness: Park on the odd side of the street when it snows for snow plows
- Response Subcommittee Report out

- Robert presented – notes attached
- Robert shared response to concerns regarding Catholic Charities messaging
 - CC has been planning to close House of charity (HoC) downtown for sometime, and presented that at their open house in March
 - CC presented at their open house in march a plan to expand catalyst
 - Neither of these are new, but they have not been presented in the past as being in relationship with each other
 - Currently CC maintains that the closure of HoC is not in relation to the catalyst expansion, and a catalyst expansion would not be “moving” HoC to sunset hwy
- Robert thanked neighbors for sharing information and urged that neighbors reach out to city officials and ensure they are sharing information that is capable of being fact checked
- Also asked neighbors to CC WHNC email address so that Executive members can see communications
- Annie Walker and Will Hagy shared that they planned to appeal SEPA for the Tiny Home Village
- Fish Lake Train to Centennial connections
 - Presented by Karen Carlberg
 - New trail is planned from Fish lake trailhead to Centennial Trail
 - This is 3 years in the making – construction beginning in spring
 - One portion will go down the hill and end at riverside avenue near the intersection with Clark – allowing folks to go down the hill to the Sandifur Bridge
- Old Business
 - Bylaws
 - Ryan Oelrich was unavailable to present on bylaws – Bylaws suggested changes will be shared to incoming council to move forward on a vote
- New Business
 - Council Elections:
 - Robert Expressed Gratitude for the 2024-2025 Council members who have committed their time and efforts over the past two years.
 - 2026 Nominees were given the opportunity to share about themselves
 - Point of order raised regarding one nominee who was not present due to medical emergency
 - Roberts Rules of Order/ Parliamentary procedure does allow a member to be elected into office because an election is for duties , not personal award.
 - There is nothing in the bylaws that states a nominee must be present at voting, only that they must accept the nomination.
 - Ruling that the votes cast for that member would stand
 - Votes were taken on paper slips, hand counted by Mike Gifford and Confirmed by Karen Carlberg.

- Votes will remain with Mike Gifford and handed off to the City as outlines in Bylaws.
- WHNC Executive Team Named:
 - Chair, Noah Dickens
 - Vice Chair, Stephen Cummins
 - Secretary, Annie Walker
 - Communications Director, Susan Arnesen
 - Community Assembly Liaison, Maggie Thornton
 - Community Assembly Alternate, Stuart Lee
 - Treasurer, Paul Bundy

Whittier Park Improvements

Requested Action:

Information and Discussion

Key Points:

The City of Spokane, Parks Department, is beginning the process of bringing sport court improvements to Whittier Park. They did a quick survey to see whether WHNC preferred a combination of 2 pickleball courts and 1 tennis court or 3 pickleball courts. 80 people responded with 87% voting for the combination of pickleball/tennis court. That is the concept that will be developed for implementation in 2026.

Whittier Park had also been awarded \$30,000 from Community Development Block Grant (CDBG) funds. These funds can only be used for the playground area. City Parks noted that the area lacks equipment for the 2- to 5-year-old age group, so they are initially evaluating opportunities/structures to provide service to that age group. It's possible that may mean adding a piece of play equipment or replacing a piece of play equipment – more details will follow.

At this time, they do not have a timeline for improvement of the ballfield. They do not have funding for that improvement in 2026, so it will be in future year. They are committed to improving that facility, but do not have a timeline.

The “park levy” improvements will be a ‘slow and steady’ improvement of park conditions over the years. The Whittier sport courts improvements are in ‘Year 1’ of the levy projects.

Mobile Speed Feedback Trailers Program

Requested Action:

Discussion leading to a Decision

Key Points:

The City of Spokane has six mobile speed feedback trailers that can be placed for a two-week time period at the request of Neighborhood Councils. The signs show drivers how quickly they are moving and also collect speed data. Speed data is then reported to the neighborhood at the end of each program year.

In February, applications will open for the Neighborhood Councils and are due early in April. The trailer needs to be placed in the public right-of-way where there is adequate space for roughly the size of a small passenger vehicle. The location should be chosen to maximize effectiveness and the direction the sign is to face needs to be identified. Choose the most effective date. If the location is by a school bus drop-off/pickup area, the trailer may would be more effective in May, June, or September.

2023 was the last time the trailers were located in this area and were located at 3300 W Rosamond, 310 S Government Way, and 2805 S Sunset. Errors with equipment resulted in no data from the Government Way and the Sunset trailers.

The following are sites that people have suggested for this year; they are not in any order. Are there any others? We will need to specify which direction needs to be indicated when submitting the application – some have been already been indicated.

1. "F" St at Whittier Park between Hartson and 7th Ave. (School bus site for drop-off/pickups.) Southbound.
2. S Government Way (by cemetery, Palisades Christian Academy, Life Center Church).
3. It was suggested the following three locations be consolidated with a trailer set for Northbound in the area of 2nd and Government Way and a second trailer set for Southbound travel in the area of 6th and Government Way.
4. S Government Way and 6th Ave (School bus site for drop-off/pickups.)
5. S Government Way, around 2nd – 3rd Ave, approaching the sharp curve. Southbound
6. S Government Way, around 3rd to 6th, Northbound.
7. Rosamond, between F and D Streets. Eastbound.
8. "A" Street from Riverside to Hartson. (School bus site for drop-off/pickup.) Southbound.
9. W Sunset Blvd (along the hill) – anywhere. Eastbound.
10. Sunset Blvd, just east of Government Way. Where it goes from 40 to 30 mph. Eastbound.

Since the application is to be turned in by early April, we are hoping for a decision.

2026 Community Engagement (CE) Grant

Requested Action:

Information Only and Consider Participation in the WHNC Community Engagement Grant Subcommittee.

Key Points:

We're excited to share a great opportunity for our neighborhood through the City of Spokane's Community Engagement (CE) Grant Program.

What is the Community Engagement Grant?

The Community Engagement Grant is a City-funded program that provides up to \$850 per neighborhood council to support projects that:

- Increase neighborhood engagement and participation
- Improve communication and outreach
- Support community events, meetings, and neighborhood initiatives

This funding is specifically intended to help neighborhoods connect, organize, and build capacity.

What can the grant be used for?

Grant funds can support things like:

- Community meetings, workshops, or open houses
- Outreach materials (flyers, newsletters, mailers, banners, signage)
- Event costs (permits, space rentals, equipment rentals, speakers, bands)
- Up to \$300 on food costs
- Neighborhood communication tools and engagement activities

In addition, the City's Office of Neighborhood Services (ONS) maintains an inventory of equipment that neighborhoods can use — such as tents, tables, chairs, projector/sound equipment, and other event supplies — reducing out-of-pocket costs for neighborhood events.

31 Important dates & timeline

- Applications open: in February 2026
- Application deadline: must be in by Mid-June; but money cannot be spent prior to our approved application
- Applications are reviewed shortly after submittal
- Project spending & documentation due: before the end of September 2026

Any grant funds that are not spent by September must be returned, so planning ahead is important.

Get involved: CE Grant Ad Hoc Subcommittee

To make sure this funding reflects neighborhood priorities, the West Hills Neighborhood Council would like to form a temporary CE Grant Ad Hoc Subcommittee.

Revitalization Committee

Requested Action:

Information and Discussion. Possible vote.

Key Points:

The West Hills Neighborhood Council is exploring the formation of a standing committee that will pursue revitalization in the neighborhood. This committee would give neighbors the opportunity to put their love for our neighborhood into action. The following are some possible functions of the committee:

- Pursue a Sub-Area Plan: A Sub-Area Plan would act as a roadmap for how the neighborhood would be developed for the next so many years. It is like a comprehensive plan but is more detailed and narrowed for a certain area. It could determine land use and zoning, address infrastructure and transportation needs, and create or preserve a certain neighborhood character. Creating a Sub-Area Plan is a large undertaking but can be done. Recently, a Sub-Area Plan for the Hillyard Neighborhood was voted into law by the Spokane City Council.
- Advocacy: the committee could advocate for the neighborhood on behalf of the WHNC. If developments of particular concern are looking to move into the neighborhood, the committee could mobilize to use the powers given to the council to preserve and improve the quality of life in the neighborhood. The committee could also advocate for desired neighborhood investments such as restaurants, shopping, parks, trails, roads, sidewalks, etc.
- Grants: other neighborhoods that have had success with revitalization have been the beneficiaries of different grant monies. Some pursuits of the committee would cost money. One in particular is the Sub-Area Plan. The committee could learn from others and/or research how to write for grants to secure our own. The monies would be spent per grant specifications with the aim toward revitalization.
- Historical Preservation: this could be used to help protect our loved and most valued areas from being used for purposes that go against revitalization.
- Land Use: learning about land use is a key factor for promoting revitalization projects in the neighborhood. Determining what a particular property can be used for can be a drawn out and complicated venture. The land use person(s) could dedicate the necessary time and research for determining which land can be used for what and if rezoning is necessary.

The above listed functions are just some possibilities for the committee. They are not necessarily what the committee will pursue. If the committee is created, the functions will be officially defined then. We will fill in a template document that will help define the committee. At the meeting on February 10th, we will have a discussion about the possible creation of the Revitalization Committee.