

**Public Infrastructure, Environment & Sustainability Committee  
Agenda for 1:15 p.m. Monday, August 28, 2023**

The Spokane City Council's Public Infrastructure, Environment & Sustainability Committee meeting will be held at **1:15 p.m. on August 28, 2023**, in City Council Briefing Center, located on the lower level of City Hall at 808 W. Spokane Falls Blvd. The meeting can also be accessed live at [my.spokanecity.org/citycable5/live/](https://my.spokanecity.org/citycable5/live/) and [www.facebook.com/spokanecitycouncil](https://www.facebook.com/spokanecitycouncil) or by calling 1-408-418-9388 and entering the access code #2494 644 6109; meeting password 0320.

The meeting will be conducted in a standing committee format. Because a quorum of the City Council may be present, the standing committee meeting will be conducted as a committee of the whole council. The Public Infrastructure, Environment & Sustainability Committee meeting is regularly held every 4<sup>th</sup> Monday of each month at 1:15 p.m. unless otherwise posted.

The meeting will be open to the public both virtually and in person, with the possibility of moving or reconvening into executive session only with members of the City Council and appropriate staff. No legislative action will be taken. No public testimony will be taken, and discussion will be limited to appropriate officials and staff.

**AGENDA ATTACHED**

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlovmaster@spokanecity.org](mailto:mlovmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 711. Please contact us forty-eight (48) hours before the meeting date.

## Agenda - 28 August 2023

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**1**                    **Call to Order**

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**2**                    **Approval**

Approval of July 24, 2023, meeting minutes

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**3**                    **Discussion Items**

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**3.1**                **Contract with Ecology for TAPE Project Grant**

5 min

*George, Trey*

Council Sponsor: CM Kinnear

Consent is requested to accept and finalize the contract with Ecology for grant award WQC-2023-Spokane-00120 to perform a TAPE Project titled "*Bioretention Soil Media Study: Development of Non-Vegetated BMPs*".

Note: the contract is not available at the time of this agenda request (8/10/2023), however, it is anticipated that the final draft contract will be available for review for the August 28th PIES Committee briefing.

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**3.2**                **2023 Applications to Expand Retail Water Service**

15 min

*Brown, Eldon*

CM Willkerson

Once a year, the City processes Applications for a Hearing to expand the Retail Water Service Area. 7 Applications have been received for discussion and further processing.

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**3.3**                **GFC Monthly update**

5 min

*Feist, Marlene*

CP Kinnear

Public Works is delivering a monthly update on additional analysis, public outreach

and any proposed changes at the Council's PIES meetings during 2023. For August, we will go over our latest outreach efforts, along with a revision to the sewer rates, and a closer look at the 5/8ths connection rate.

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### **3.4 Emergency Housing Fund Grant Acceptance and SBO**

5 min  
*Cerecedes, Jennifer*

CM Stratton

The CHHS department is requesting permission to receive and distribute \$3,934,639 from Washington State Department of Commerce Emergency Housing Fund. We are also requesting and SBO to put these funds in budget for 2023.

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### **3.5 SBO - Maple St. Bridge Deck Repair**

5 min  
*Picanco, Kevin*

Sponsor: CP Kinnear and CM Bingle

Net zero SBO to revise Expenditures and Revenue for the Maples St. Bridge Deck Repair project in 2023.

Project was originally budgeted for 2025 construction but has been expedited to 2023 to be completed ahead of planned, similar work on the Washington and Stevens bridges scheduled for 2024.

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### **3.6 Neighborhood Access and Equity Grant**

5 min  
*Picanco, Kevin*

CP Kinnear

Discuss partnership with STA, Spokane Valley on a federal NAE grant in East Central.

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### **3.7 Shoreline Master Program Aquaculture Update**

5 min  
*Black, Tirrell*

Sponsors: CP Kinnear, CM Stratton

Description: Shoreline Master Program Amendments to allow fishing rearing facilities on the shoreline of Latah Creek.

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### **3.8 RES Appointing CM to Vacant District 2 Position**

5 min

Council Sponsor: CP Kinnear and CM Wilkerson

Lori Kinnear's appointment to Council President created a vacancy in Council Member, District 2, Position 1.

Applications for the vacant City Council Member position opened on Tuesday, July 18, 2023 and the deadline for interested parties to submit their applications to be considered for the vacant City Council Member seat was 5:00 P.M. on Friday, August 4, 2023.

The City Clerk received nine (9) applications for the vacant position.

Council conducted interviews based on Council Member prioritization of the applicants at their regularly scheduled Study Session on Thursday, August 24, 2023.

Resolution 2023-0060 stated that Council intends to consider a resolution appointing the District 2, Position 1 Council Member on Monday, August 28, 2023.

This resolution was filed blank and will need to be amended to insert an applicant's name.

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### **3.9 Water Department property along Marietta Avenue**

5 min

*Searl, Loren, Feist, Marlene, Miller, Katherine E*

This is a status update regarding the Water Department's property along Marietta Avenue and the plan to address the debris piles.

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### **3.10 RES Reducing Excess Liability Insurance Limit**

5 min

*Jordan, Scott*

Council Sponsor: CM Cathcart & CM Wilkerson

The draft Resolution will be circulated to Council by Monday (8/28) and a request for a rules suspension to add to the 8/28 Legislative Agenda will be made.

This is a proposed cost saving measure to reduce the excess liability insurance limits from \$20 Million to \$10 Million



- Our renewals saw an overall increase of 14% with excess liability seeing over 16% in the 3rd layer and 10% in the 4th layer
- I reviewed our loss history and there have been no losses that has exceeded \$5M in the last 10 years
- This change would limit our General Liability, Auto Liability and Law Enforcement coverages to \$10M
- The Savings in premiums would be \$876,983

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## 4 Consent Items

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### 4.1 ES - Chestnut Bridge Scour Mitigation Design

*Buller, Dan*

Chestnut Bridge Scour Mitigation Design. Council Sponsor: Kinnear

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### 4.2 Contract Renewal with Big Belly Solar, LLC

*Averyt, Chris*

Council Sponsor: CP Kinnear

Two-year contract renewal with Big Belly Solar, LLC to continue leasing a system of networked solar compacting waste stations in the downtown area.

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### 4.3 Consent to award Permit Studies Contract with HDR Inc.

*Donovan, Jeffery, Arrington, Kyle*

CM Kinnear

This contract will support Ecology-required studies of the Spokane River. HDR was selected to complete this work under RFQu 5914-23.

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### 4.4 4100 - Water Department Renewal of Meter Reading S

*Prince, Thea, Reiss, Tonya*

Council Sponsor: CP Kinnear

*In 2016, the City's Accounting department initiated a minor contract for support services needed for the Water department's meter reading product. That contract has since been renewed on an annual basis. This year's renewal brings the total multi-year value of the agreement to \$173,959.89. The annual value of this year's*

services is \$14,112.93 plus any applicable tax. This renewal will support use of the existing product through June 2024.

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**4.5 Hydroelectric Incentive Funding Program**

*Sulya, Nathan*

CP Kinnear  
Applying for federal funds for the Upriver Dam project Spillway Rehabilitation Phase 3b.

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**4.6 1100 - Signal Standards Value Blanket Renewal**

*Harris, Clint E.*

CP Kinnear  
The Street Department is requesting approval to renew a value blanket for the purchasing of Traffic Signal Standards at a cost not to exceed \$255,000.00

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**4.7 1100 - Traffic Control Cabinets Value Blanket Rene**

*Harris, Clint E.*

CP Kinnear  
The Street Department is requesting approval to renew a value blanket with Western Systems inc. for the purchasing of traffic control cabinets at a cost not to exceed \$542,000.00

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**4.8 ES - Pacific Avenue Greenway Design**

*Buller, Dan*

Pacific Avenue Greenway Design. Council Sponsor: Kinnear

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**4.9 SWD-Contract Amendment for Insulation Services**

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract amendment with cost for insulation services at the WTE Facility.

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**4.10 SWD-Contract Amendment for Annual Emissions Testing at the WTE**

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract amendment with cost for annual emissions testing at the WTE.

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**4.11 SWD-Loader Rental Contract Amendment**

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract amendment with cost for the rental of a 988 CAT Loader at the WTE.

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**4.12 SWD-Contract Award for Boiler Feedwater Pump Maintenance at the WTE**

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract award for the as-needed repair and maintenance of the Sulzer Boiler Feedwater Pumps at the WTE.

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**4.13 Renewable Natural Gas Investment Grade Audit - McKinstry**

*Brown, Frederick*

CM Kinnear

McKinstry Essention, LLC will conduct an audit (30% design) to determine the financial feasibility of producing RNG and selling it to the local natural gas utility company.

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**4.14 SWD-Purchase of Gas Valves at the WTE**

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Value blanket award for the as-needed purchase of Maxon Gas Valves for use at the WTE.

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**5 Executive Session**

Executive Session may be held or reconvened during any committee meeting.

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**6 Adjournment**

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**7 Next Meeting**

The next meeting of the PIES Committee will be held at 1:15 p.m. on September 25, 2023.



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## 1 - Call to Order



2

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## 2 - Approval

Approval of July 24, 2023, meeting minutes

| For Decision

**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Public Infrastructure, Environment, and Sustainability (PIES) Committee**  
**July 24, 2023**

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**Call to Order:** 1:18 p.m.

Recording of the meeting may be viewed here: <https://vimeo.com/848162220>

**Attendance**

Committee Members Present:

CP Kinnear (Chair), CM Bingle (Vice Chair), CM Stratton, CM Cathcart, and CM Wilkerson.

Committee Members Absent: CM Zappone

Staff/Others Present:

Mayor Woodward, Lynden Smithson, Marlene Feist, Katherine Miller, Ariane Schmidt, Larry Luton, Scott Jordan, Clint Harris, Spencer Gardner, Kim McCollim, Jenn Cerecedes, Raylene Gennett, Collin Tracy, Marcia Davis, Teri Stripes, Eldon Brown, Trey George, Jason Nechanicky, Alex Gibilisco, Barry Barfield, Abbey Martin, Chris Wright, Erik Poulsen, Giacobbe Byrd, Candi Davis, Nicolette Ocheltree, Mark Carlos, and Ginny Ramos.

**Approval of Minutes**

- Action taken  
CM Wilkerson moved to approve the minutes of the June 26, 2023 meeting; the motion was seconded by CM Stratton. The minutes were approved unanimously.

**Agenda Items**

Discussion items

1. BROADLINC PDA Update
  - Action taken  
Presentation and discussion only, no action was taken.
2. SAS Workgroups Update
  - Action taken  
Presentation and discussion only, no action was taken.
3. GFC Update
  - Action taken  
Presentation and discussion only, no action was taken.
4. Outside Counsel Cnt. Amendment

- Action taken  
CP Kinnear agreed to sponsor this item to move forward for formal Council consideration.
- 5. Acceptance and Disbursement of ROW Funds
  - Action taken  
CP Kinnear agreed to sponsor this item to move forward for formal Council consideration.
- 6. Acceptance of Formula Grants
  - Action taken  
CP Kinnear and CM Stratton agreed to sponsor this item to move forward for formal Council consideration.
- 7. TRAC Amendment
  - Action taken  
CP Kinnear agreed to sponsor this item to move forward for formal Council consideration.
- 8. Resolution Regarding Insurance Premium Purchases
  - Action taken  
CP Kinnear and CM Wilkerson agreed to sponsor this item to move forward for formal Council consideration.
- 9. Revision to Ordinances 13.02 & 10.70
  - Action taken  
CP Kinnear and Cm Stratton agreed to sponsor this item to move forward for formal Council consideration.
- 10. Water and Sewer Rehabilitation Program
  - Action taken  
CP Kinnear and CM Bingle agreed to sponsor this item to move forward for formal Council consideration.
- 11. Contract with EA Engineering: Asset Management Str
  - Action taken  
CP Kinnear agreed to sponsor this item to move forward for formal Council consideration.
- 12. Annual Reports from CTAB, 2021 and 2022
  - Action taken  
Presentation and discussion only, no action was taken.
- 13. CTAB Residential Streets, 2024 and 2025
  - Action taken  
CP Kinnear and CM Stratton agreed to sponsor this item to move forward for formal Council consideration.
- 14. Traffic Calming Priorities
  - Action taken  
CP Kinnear, CM Cathcart, and CM Zappone agreed to sponsor this item to move forward for formal Council consideration.
- 15. Ordinance RE: Regulations of Residential Rental
  - Action taken

CM Bingle and CM Cathcart agreed to sponsor this item to move forward for formal Council consideration.

16. Confirmation of Mayoral Appointee – City Attorney

➤ Action taken

CP Kinnear and CM Bingle agreed to sponsor this item to move forward for formal Council consideration.

Consent items

1. SBO - Northeast Community Center Association, Trip
2. Sewer Ordinance Amendment
3. 1100 - Streets Dept. Perforated Tubes
4. 5100 - Wirtgen Road Profiler Maintenance & Voegel
5. Notice of Award of RFQ #5902-23: Latah Bridge Ins
6. Upriver Spillway Project CM CE RFQ
7. SWD-VB Renewal for the Purchase of Lubrication Products
8. SWD-VB Renewal for the Purchase of Diesel
9. SWD-VB Amendment for the Purchase of VFD's
10. Value Blanket with Two Rivers Terminal, LLC to supply Sodium Bisulfite
11. Thorpe Reservoir #2
12. Traffic Calming (Cycle 10)
13. Maple-Ash Chip Seal
14. Marshall Road Transmission Main Phases 2 and 3
15. 9th and Pine Booster Station
16. Residential Chip Seal
17. RW Vacation of Ross Ct.
18. Traffic Control, Signing & Striping Consultant
19. Division BRT Prelim Engineering Reimbursement

**Executive session**

None.

**Adjournment**

The meeting adjourned at 2:31 p.m.

Prepared by:

Giacobbe Byrd, Director, City Council Office

Approved by:

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CP Lori Kinnear  
PIES Committee Chair

3

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## 3 - Discussion Items

3.1

5 min

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### 3.1 - Contract with Ecology for TAPE Project Grant

*George, Trey*

Council Sponsor: CM Kinnear

Consent is requested to accept and finalize the contract with Ecology for grant award WQC-2023-Spokane-00120 to perform a TAPE Project titled *"Bioretention Soil Media Study: Development of Non-Vegetated BMPs"*.

Note: the contract is not available at the time of this agenda request (8/10/2023), however, it is anticipated that the final draft contract will be available for review for the August 28th PIES Committee briefing.

| For Decision

#### **Attachments**

[PIES Committee Briefing TAPE Project Ecology Contract Aug 2023.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Wastewater Management
<b>Contact Name</b>	Trey George
<b>Contact Email &amp; Phone</b>	jgeorge@spokanecity.org
<b>Council Sponsor(s)</b>	Council Member Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract with Ecology for TAPE Project grant funding
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The contract with Ecology for a grant award with match requirement to perform a TAPE Project has been initiated and consent to accept and finalize the contract is requested.</p> <p>Grant application WQC-2023-Spokane-00120 for a TAPE Project, titled Bioretention Soil Media Study: Development of Non-Vegetated BMPs, was awarded to the City of Spokane July 1, 2022.</p> <p>The project will be administered cooperatively by Spokane County, City of Spokane Valley, and City of Spokane (Lead Entity), and will be performed Evergreen StormH2O, who was chosen through the RFQu procurement process.</p> <p>An MOU for cost sharing the match portion of the grant was provided consent by City Council June 2023 (OPR 2023-0699).</p> <p><u>Project background information:</u></p> <p>The focus of the proposed project is to evaluate the effectiveness of the two engineered soils to determine if they can achieve treatment performance criteria without surface vegetation. Results from this project will be used to support the development of a modified bioretention best management practice that is approved for general use for stormwater treatment. Implementation of this technology as an approved stormwater treatment method will allow stormwater facilities to eliminate turf grass as a surface treatment, and support the City's water conservation goals while continuing to provide the treatment that is necessary for stormwater runoff.</p> <p>The TAPE Project grant award for \$300,000 of reimbursable costs requires a 25% match (\$100,000) to be split equally by each cooperative partner.</p>
<b>Proposed Council Action</b>	Provide consent to accept and finalize the contract with Ecology for a grant award to perform a TAPE Project.
<b>Fiscal Impact</b> Total Cost: <a href="#">Click or tap here to enter text.</a> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	



Funding Source       One-time     Recurring  
Specify funding source: Department stormwater budget

Expense Occurrence     One-time     Recurring

Other budget impacts: There is a 25% Match requirement of total project costs of up to \$100,000, which will be split equally by the three partnering jurisdictions. Total project match costs for the City of Spokane are 1/3 of \$100,000 (\$33,000) over the course of 3 years.

**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?

N/A – This is a grant funded research project to determine if vegetation is necessary for a swale to function. The outcome of the study will be applicable all swales everywhere.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

N/A – See above comment.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Data will collected per the TAPE program requirements to ensure appropriate QA/QC is occurring to validate data that is generated.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This project aligns with the goals of the City of Spokane Water Conservation Plan in that the results may demonstrate that vegetation is unnecessary to provide adequate treatment to stormwater, thereby eliminating the need for irrigation.

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## 3.2 - 2023 Applications to Expand Retail Water Service

*Brown, Eldon*

CM Willkerson

Once a year, the City processes Applications for a Hearing to expand the Retail Water Service Area. 7 Applications have been received for discussion and further processing.

| For Discussion

### Attachments

[Resolution 2023 RWSA Amendment Outside the UGA ewbclean.doc](#)

[Resolution 2023 RWSA Amendments Inside UGA ewbclean.docx](#)

[2023 Water Amendments Summary ewbrev .docx](#)

[Duty to Provide Water Service.pdf](#)

[CFU 3.6.pdf](#)

[Applications to Amend Retail Water Service Boundary.docx](#)

[Briefing Paper 2023 Applications to Amend Retail Water Service.docx](#)

**RESOLUTION 2023\_\_\_\_\_**

A RESOLUTION relating to modification of the City of Spokane's Retail Water Service Area (RWSA) to include Spokane County Parcel Number 24181.9060. and authorizing the amendment of the City's RWSA map on file with the Washington State Department of Health.

WHEREAS, pursuant to the Washington State Department of Health Rules and Regulations, WAC 246-290-100, the City of Spokane is required to update its Comprehensive Water System Plan at least every ten (10) years; and

WHEREAS, the City of Spokane's Comprehensive Water System Plan pursuant to Washington State Department of Health rules and regulations defines existing water service areas, retail water service areas, and future water service areas; and

WHEREAS, the above listed parcel has requested inclusion into the City's RWSA for consideration of future water service connection(s), subject to the City's policies and procedures for providing water service; and

WHEREAS, the above listed parcel has requested water service from the City of Spokane to support development of a new 10-acre , public, County-owned and maintained community park that will provide parks and recreation services to the West Plains area in Spokane County; and

WHEREAS, the above listed parcel is located outside the Urban Growth Area (UGA) Boundary but it is zoned Rural Traditional (RT), which allows rural-oriented recreation uses; and

WHEREAS, the above listed parcel is located within the City's Future Water Service Area, but outside the current RWSA, as defined in the latest RWSA map; and

WHEREAS, the Spokane Municipal Code requires City Council amendment to expand the RWSA; and

WHEREAS, Policy CFU 3.6 of the City’s Comprehensive Plan provides that expansion of the City’s water service outside the UGA may be allowed when such services are financially supportable at rural densities and do not permit urban development; and

WHEREAS, Policy CFU 3.6, B. City of Spokane Water Service, states:

“Expansion of City of Spokane water service outside a UGA may be allowed in the following limited cases:

2c. The main may supply services to premises used to provide public services typically provided by government-owned facilities which are allowed outside a UGA. A public service may include, but is not limited to, law enforcement, fire protection, public utilities, schools, libraries, parks and recreation services.”; and

WHEREAS, Parcel Number 24181.9060 is located in the West Plains Pressure Zone; and

WHEREAS, while the City has determined that additional water infrastructure improvements, i.e., booster stations / tanks / transmission mains must be constructed and operating prior to approving any new request for service connection(s) in the West Plains Pressure Zone, said infrastructure has been approved by the City Council in the approved 2023-2028 Citywide Capital Improvement Program for service in a timely and reasonable manner; and

WHEREAS, A letter dated March 3, 2023 from Paul Knowles, Parks Planning, Development & Real Estate Manager – at that time, is included with this Application and it addresses water needs for development of Parcel Number 24181.9060 into a facility that will provide public parks and recreations services; and

WHEREAS, the property owners have agreed to pay all costs associated with the extension of the water infrastructure and comply with the City’s design and construction requirements, including signing an annexation covenant; and

WHEREAS, the City Council of the City of Spokane after careful consideration of the specific facts associated with these properties, finds modification of the RWSA to include Parcel Number 24181.9060 to be in the public interest;--NOW, THEREFORE,

BE IT RESOLVED by the City of Spokane:

1) The amendment of the RWSA Map is hereby approved to include Parcel Number 24181.9060.

2) Staff is authorized to seek the approval from the Washington State Department of Health for amendment of the city's water service areas consistent with this resolution and other resolutions adopted to amend city water service areas as necessary.

Adopted and approved by City Council \_\_\_\_\_, 2023.

\_\_\_\_\_  
City Clerk

Approved as to Form:

\_\_\_\_\_  
Assistant City Attorney

**RESOLUTION 2023 \_\_\_\_\_**

A RESOLUTION relating to modification of the City of Spokane's Retail Water Service Area (RWSA) to include Spokane County Parcel Numbers 26213.0501; 24073.0110; 36352.9005; 26212.0609; 24182.0105; 24051.9009; 24051.9076 and 24051.9089 and authorizing the amendment of the City's RWSA map on file with the Washington State Department of Health.

WHEREAS, pursuant to the Washington State Department of Health Rules and Regulations, WAC 246-290-100, the City of Spokane is required to update its Comprehensive Water System Plan at least every ten years; and

WHEREAS, the City of Spokane's Comprehensive Water System Plan pursuant to Washington State Department of Health rules and regulations defines existing water service areas, retail water service areas, and future water service areas; and

WHEREAS, the above listed parcels have requested inclusion into the City's retail water service for consideration of future water service connection, subject to the City's policies and procedures for providing water service; and

WHEREAS, the above listed parcels are located within the Urban Growth Area (UGA) Boundary and/or joint planning areas and comply with the applicable comprehensive planning documents for their property locations; and

WHEREAS, the above listed parcels are located within the City's Future Water Service Area, but are located outside the current RWSA, as defined in the latest RWSA map; and

WHEREAS, the Spokane Municipal Code requires City Council amendment to expand the RWSA; and

WHEREAS, Parcel Numbers 26213.0501 and 26212.0609 are located in the Northwest Terrace Pressure Zone. Parcel Number 36352.9005 is located in the North Hill Pressure Zone and Parcel Numbers 24073.0110; 24182.0105; 24051.9009; 24051.9076; and 24051.9089 are located in the West Plains Pressure Zone; and

WHEREAS, while the City has determined that additional water infrastructure improvements, i.e. booster stations / tanks / transmission mains must be constructed and operating prior to approving any new request for a service connection in the Northwest Terrace and West Plains Pressure Zones, said infrastructure has been approved by the City Council in the Resolution Modifying RWSA Map

approved 2023-2028 Citywide Capital Improvement Program for service in a timely and reasonable manner; and

WHEREAS, the property owners of the above listed parcels understand and have agreed expansion of the RWSA to include said properties will require additional evaluation of any request for water service and have agreed to comply with the City's design and construction requirements, including signing an annexation covenant; and

WHEREAS, the City Council of the City of Spokane after careful consideration of the specific facts associated with the properties, finds modification of the RWSA to include Parcel Numbers 26213.0501; 24073.0110; 36352.9005; 26212.0609; 24182.0105; 24051.9009; 24051.9076 and 24051.9089 to be in the public interest;--NOW, THEREFORE,

BE IT RESOLVED by the City of Spokane:

1) The amendment of the Retail Water Service Area Map is hereby approved to include Parcel Numbers 26213.0501; 24073.0110; 36352.9005; 26212.0609; 24182.0105; 24051.9009 24051.9076 and 24051.9089.

2) Staff is authorized to seek the approval from the Washington State Department of Health for amendment of the city's water service areas consistent with this resolution and other resolutions adopted to amend city water service areas as necessary.

Adopted and approved by City Council \_\_\_\_\_, 2023.

\_\_\_\_\_  
City Clerk

Approved as to Form:

\_\_\_\_\_  
Assistant City Attorney

## 2023 Applications to Amend the City of Spokane Retail Water Service Area (Summary of Criteria Considered for each Application)

Application Parcel Number	Water is Available in a timely and reasonable manner	Sufficient water rights available	Sufficient capacity to serve	Consistent with requirements of local plans and regulations
<b>26213.0501</b>	A 12-inch water main is located in 9-mile Road adjacent the parcel	yes	yes	Inside UGA – yes
<b>24073.0110</b>	An 8-inch water main is located in Richland Road adjacent the parcel	yes	Capacity limited until SIA #3 tank is on-line; scheduled for completion in 2024.	Inside UGA – yes
<b>36352.9005</b>	An 8-inch water main is located in Havana Street adjacent the parcel	yes	yes	Inside UGA – yes
<b>26212.0609</b>	Water main extension from 9-mile road to site at developer expense required	yes	yes	Inside UGA – yes
<b>24181.9060</b>	Water main ext. from int. of West Terrace Drive/Melville Road to site at developer expense required	yes	Capacity limited until SIA #3 tank is on-line; scheduled for completion in 2024	Outside UGA – yes; Complies with CFU 3.6 B. 2. (c) of City Comp Plan – service to gov. facility
<b>24182.0105</b>	An 8-inch water main located in S. Rye Rd. connects to north boundary of parcel	yes	Capacity limited until SIA #3 tank is on-line; scheduled for completion in 2024	Inside UGA – yes
<b>24051.9009; .9076 and .9089</b>	A 12-inch water main is located in Dowdy Rd. adjacent to 2 of the parcels and a 12-inch main is located Spotted Road which could be extended at developer expense to serve the 3 <sup>rd</sup> parcel	yes	Capacity limited until SIA #3 tank is on-line; scheduled for completion in 2024	Inside the UGA – yes



RECEIVED  
*March 3, 2016*  
CITY CLERK'S OFFICE  
SPOKANE, WA

CITY OF SPOKANE ADMINISTRATIVE POLICY AND PROCEDURE	ADMIN 5200-16-03 LGL 2016-0020
TITLE: DUTY TO PROVIDE WATER SERVICE	
EFFECTIVE DATE: March 18, 2016	
REVISION EFFECTIVE DATE: N/A	

1.0 GENERAL

1.1 The City of Spokane ("City") Water and Hydroelectric Services Department owns and operates a public water system; and is the regional water purveyor. The City has a duty to provide water to new service connections within the retail water service area, when such service is available in a timely and reasonable manner; there exists sufficient water rights to provide water service; there exists sufficient capacity to provide water service in a safe and reliable manner under Washington State Department of Health regulations; and such service is consistent with the requirements of local plans and regulations and the City's utility service extension ordinances. (WAC 246-290-106).

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to the City Water and Hydroelectric Services Department.

3.0 REFERENCES

- RCW 35.92.020
- RCW 36.70A.030
- RCW 36.70A.110
- WAC 246-290-106
- WAC 246-290-108
- City of Spokane Comprehensive Plan CFU 3.6
- Comprehensive Water System Plan figure 1.8.0a
- SMC 13.04.1921
- SMC 13.04.1922

4.0 DEFINITIONS

None

## 5.0 POLICY

- 5.1 Domestic water service is a rural and urban governmental service and the City of Spokane is the regional water purveyor. Therefore the City has a duty to provide service to new water service connections within its retail water service area as outlined in the Comprehensive Water System Plan when:
- a. Water service is available in a timely and reasonable manner;
  - b. There exist sufficient water rights available to provide water service;
  - c. There is sufficient capacity to serve in a safe and reliable manner per the Department of Health rules and regulations; and
  - d. Extension of service is consistent with the requirements of local plans and regulations, including the City's Water System Plan and utility service extension ordinances.
- 5.2 City water service is intended to provide for the needs of the residents of the City and for residents outside the City who are within the City's Retail Service Area. Pursuant to RCW 35.92.020, the City may enter into agreements for extension of water service outside the City's boundaries upon terms and conditions, when there is a determination that such extension will not overload or imperil the City's water system, including domestic and fire flow pressure, supply resources and municipal water rights, all as may be needed by current or future city customer needs, and are subject to any other applicable laws or regulations. (SMC 13.04.1922). Therefore, customers outside the City must complete an annexation covenant and service agreement as a condition of water service.
- 5.3 The City's Comprehensive Water System Plan provides for extension of water service beyond the City's boundaries and inside the Retail Service Area as identified in Chapter 1, Figure 1.6.1
- 5.4 Request for City Water Service outside the existing Retail Service area as identified in the Comprehensive Water System Plan in Chapter 1, Figure 1.6.1 are dependent upon the completion of the City's Application and Certificate of Water Availability form. Changing the Retail Water Service boundaries to provide water service to areas outside the current Retail Water Service Area requires a City Council approved amendment to the City's Water System Plan.
- 5.5 The City's comprehensive plan provides that it is appropriate to extend or expand water services outside the UGA in limited circumstances which are shown to be necessary to protect basic public health and safety and the environment and when such services are financially supportable at rural densities and do not permit urban development. (CFU 3.6; RCW 36.70A.110(4)).

## 6.0 PROCEDURE

- 6.1 Analysis Needed For Requests To Provide Water Service.

6.1.1 Requests Inside City Boundaries:

Duty to Serve

6.1.2 Outside City boundaries - Inside Retail Water Service Area:

Duty to Serve Inside Water Service Area Subject To Limitations:

- a. Water service is available in timely and reasonable manner as determined by City Utility;
- b. There are sufficient water rights to provide water service;
- c. There is sufficient capacity to serve in a safe and reliable manner;
- d. It is consistent with requirements of local plans and regulations and the City's Water System Plan and utility service extension ordinances;
- e. Annexation covenant must be signed, as applicable;
- f. Written contract with cost allocation, indemnity and all applicable liabilities; and
- g. Developer agrees to pay one hundred percent (100%) costs of construction; liability; indemnification; permitting without sewer and all applicable liabilities.

6.1.3 Outside City Boundaries – Prior Commitment to Serve Inside Future Service Area:

The City will honor prior commitments for water service. In the case of a prior commitment for water service, the vested water capacity exists with the commitment and the parcels included in the prior commitment will be included in the retail water service area and service will be analyzed and provided pursuant to paragraph 6.1.2.

6.1.4 Outside Retail Water Service Area – Inside Future Water Service Area:

The City will evaluate any new requests for retail water service which are outside the City's retail water service area within 120 days of the request or as prescribed by State Law, pursuant to the flow chart for retail water service requests, as attached hereto.

It is the policy of the City to ensure that requests for expansion of the Retail Service Area be considered at least annually.

No Duty to Serve outside Retail Service Area unless amend Retail Service Area:

- a. Amendment to Retail Service Area requires a City Council approved amendment to the Water System Plan/Retail Service Area.
- b. Amended Water System Plan is subject to approval by Department of Health.
- c. Extension of service necessary to protect basic health / safety / environment and does not conflict with GMA requirements.

6.1.5 Outside Water Service Area:

No Duty to Serve

Wholesale Water Supply Agreement or Interlocal Agreement subject to City Council approval.


7.0 RESPONSIBILITIES

The City of Spokane Water and Hydroelectric Services Department shall administer this policy.

8.0 APPENDICES

Water Service Area Chart  
Flow Chart for Retail Water Service Requests

APPROVED BY:

  
 \_\_\_\_\_  
 City Attorney

3/3/16  
 \_\_\_\_\_  
 Date

Scott Simmons  
 \_\_\_\_\_  
 Director - Utilities

3/3/16  
 \_\_\_\_\_  
 Date

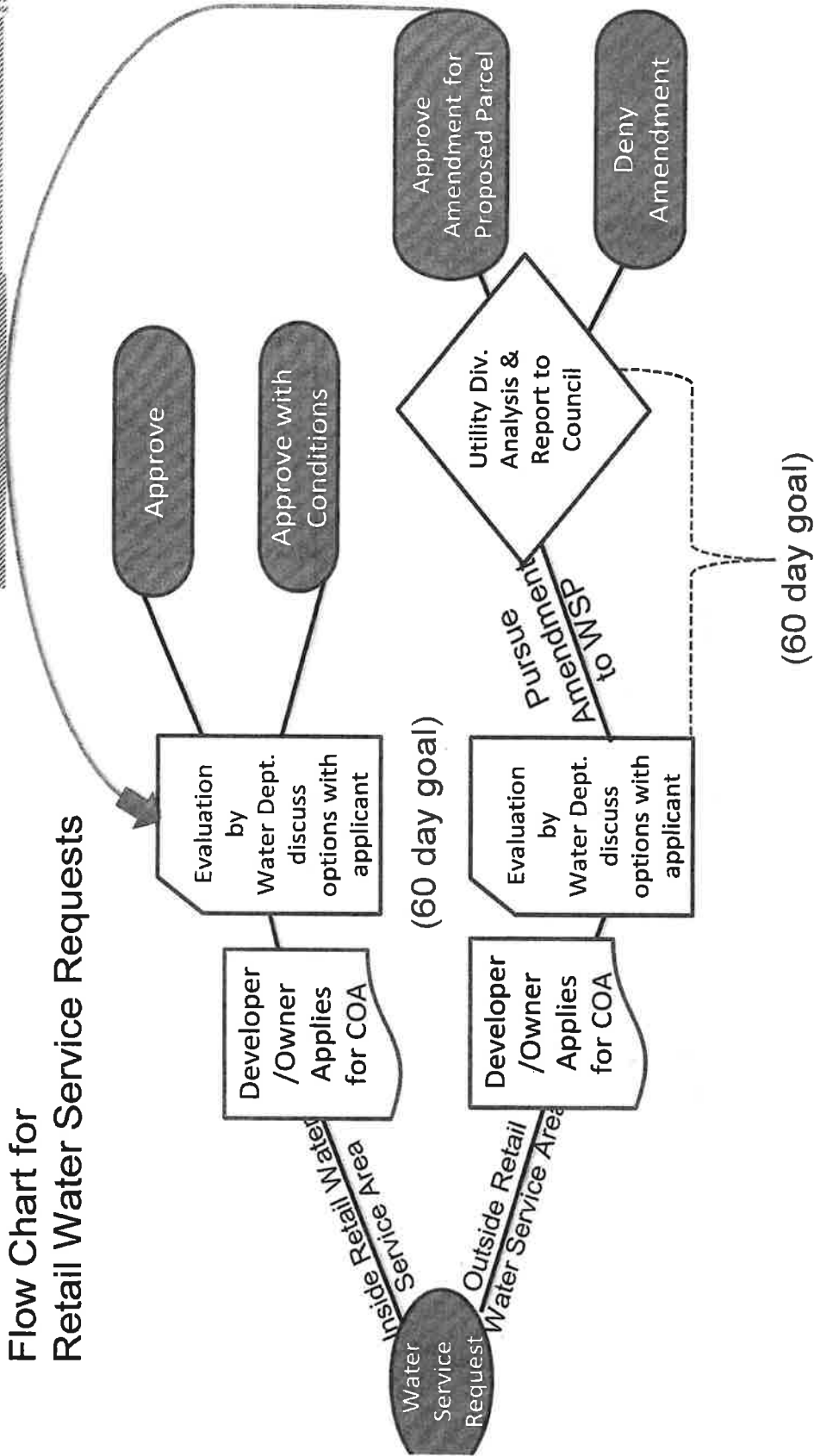
  
 \_\_\_\_\_  
 City Administrator

3/3/16  
 \_\_\_\_\_  
 Date

Water Service Areas:

Inside City Boundaries	Outside City boundaries – Inside Retail Water Service Area	Outside Retail Water Service Area	Outside Water Service Area Wholesale Water Service Agreements
Duty To Serve	<p>Duty To Serve inside water service area – subject to limitations:</p> <ol style="list-style-type: none"> <li>1. Water is available in timely and reasonable manner as determined by City Utility</li> <li>2. Sufficient water rights available to provide water service</li> <li>3. Sufficient capacity to serve in safe and reliable manner</li> <li>4. Consistent with requirements of local plans and regulations and the City's utility service extension ordinances</li> <li>5. Annexation covenant must be signed</li> <li>6. Written contract with cost allocation, indemnity, applicable liabilities</li> <li>7. Developer to pay 100% costs of construction; liability; indemnification; permitting with or without sewer</li> </ol>	<p>No Duty To Serve outside Retail Water Service Area unless:</p> <ol style="list-style-type: none"> <li>1. City Council approves amendment of RSA</li> <li>2. Requires DOH approval</li> <li>3. Water is available in timely and reasonable manner</li> <li>4. Sufficient water rights available to provide water service</li> <li>5. Sufficient capacity to serve in safe and reliable manner</li> <li>6. Consistent with requirements of local plans and regulations and the City's utility service extension ordinances including Water System Plan and service area boundaries</li> <li>7. Annexation covenant must be signed</li> <li>8. Developer to pay 100% costs of construction; liability; indemnification; permitting with or without sewer and applicable liabilities</li> <li>9. Extension of service is necessary to protect basic health/safety/environment</li> </ol>	<p>No Duty to Serve</p> <p>Wholesale / water supply agreement or interlocal agreement subject to City Council approval.</p> <p>Sufficient water rights to provide water service</p> <p>Sufficient capacity to serve in safe and reliable manner</p> <p>Consistent with requirements of local plans and regulations and the City's utility service extension ordinances and Water System Plan</p> <p>Subject to approval by the Department of Health</p> <p>AND</p> <p>May Require an amendment to the Water System Plan</p>

# Flow Chart for Retail Water Service Requests



Proposed, Jan. 2015

also take into consideration any possible environmental or health issues associated with regional utility corridors.

### **CFU 3.4 Natural and Man-Made Disasters**

*Continue to participate in a coordinated regional plan for the provision of public services in the event of natural or man-made disasters.*

### **CFU 3.5 Uniformity of Standards**

*Collaborate with Spokane County to ensure that the City of Spokane's engineering, land use and related level of service standards are applied throughout the adjacent Urban Growth Area (UGA).*

**Discussion:** Regardless of which jurisdiction administers development in the unincorporated portions of the city's UGA, it is imperative that engineering standards, land use patterns and development densities correspond to city standards so that services may be provided by the city in an efficient and cost effective manner once those lands are annexed by the city.

### **CFU 3.6 Limitation of Services Outside Urban Growth Areas**

*Limit the provision of water and sewer service by the City of Spokane outside Urban Growth Areas (UGAs) to areas where exceptions apply.*

**Discussion:** It is appropriate for the City of Spokane to extend or expand water and sewer services outside UGAs in those limited circumstances shown to be necessary to protect basic public health and safety and the environment and when such services are financially supportable at rural densities and do not permit urban development. (RCW 36.70A.110(4)). The intent of this policy is to provide for connection and/or expansion of the city's public utility infrastructure outside Urban Growth Areas in limited situations consistent with the Growth Management Act and the County Wide Planning Policies for Spokane County, where the long term viability of the city and the health and safety of residents of the rural areas are balanced with maintaining the character of the rural areas and sound planning principles.

Provision of services outside the Urban Growth Area shall meet the following requirements:

- A. City of Spokane Sewer Service
  - 1. Sewer Service Connections. Sewer Service Connections to property outside UGAs will be approved only if the connection is to existing infrastructure with surplus capacity, and one or both of the following conditions for exception exists:



- a. The Spokane Regional Health District or the Washington State Department of Health has determined that an existing development poses an immediate threat to public health or safety.
  - b. A written commitment for service to a vested development was made by the City of Spokane prior to the adoption of the City of Spokane's Comprehensive Plan under RCW 36.70A.
  - c. Contingent upon mutual agreement of the City Council and the Board of County Commissioners, sewer service outside designated urban growth areas may be allowed for the purpose of protecting the sole source Aquifer, subject to additional conditions and as allowed by state law.
2. Sewer Main Extensions. Any mains extended outside UGAs after May 31, 2001, shall be for the overall operational benefit and efficiency of the City of Spokane's sewer utility system. Such extensions shall be for transmission purposes only with no connections allowed except for as allowed in 1. (a.), (b.), and (c.) above.
- B. City of Spokane Water Service. Expansion of City of Spokane water service outside a UGA may be allowed in the following limited cases:
1. Water Service Connections. Service connections outside a UGA may be allowed only under the following conditions:
    - a. Connections required under 2.(a), (b), (c), and (d) below;
    - b. Connections may be allowed to parcels directly adjacent to a main if the parcel existed and the main was installed prior to May 31, 2001, or the main is located along a UGA boundary.
  2. Water Main Extensions
    - a. The Spokane Regional Health District or Washington State Department of Health has determined that an existing development poses an immediate threat to public health or safety.
    - b. A written commitment for service to a vested development was made by the City of Spokane prior to the adoption of the City of Spokane's Comprehensive Plan under RCW 36.70A.





- c. The main may supply services to premises used to provide public services typically provided by government-owned facilities which are allowed outside a UGA. A public service may include, but is not limited to, law enforcement, fire protection, public utilities, schools, libraries, parks and recreation services.
  - d. The main may supply service to a Rural Cluster Development approved by the County within an area zoned Urban Reserve subject to the platted streets directly bordering each lot meeting city Standards and sewer mains being installed in these platted streets concurrent with water main installations. If conditions 1 and 2 in Section A are not met, the sewer mains shall be "dry lines" until connections are allowed by State Law and orders to connect are issued by the city as addressed in Section C.
  - e. All costs associated with the extension of water infrastructure subject to this policy will be borne by the proponent.
  - f. Any water infrastructure extended or located outside a UGA after May 31, 2001, shall be for the overall operational benefit and efficiency of the City of Spokane's water utility system. Such extensions shall be for transmission purposes only with no connections allowed except for as allowed in (a), (b), (c), (d), and (e) above.
- C. General Provisions. All owners of property outside UGAs that are allowed to connect to the city's utilities shall sign a binding agreement to annex when requested to do so by the city. In the case of connections to the Water Utility only, the binding agreement shall also provide that the property owner agrees to connect to the City of Spokane's sewer system at the property owner's sole expense when requested to do so by the city. In addition, all exceptions shall be considered within the context of overall cumulative impacts on capacity and level of service obligations in accordance with the city's Capital Facilities Program, Six-Year Capital Improvement Plans and Concurrency Management System. Except for the limited exceptions addressed herein, the rural population allocation shall be accommodated without reliance on the extension of public services.

This policy does not limit the city's authority to impose additional conditions, require a developer agreement that includes a requirement for payment of



mitigation fees, or modify existing conditions on extensions of water or sewer service outside of urban growth areas.

In all cases, water or sewer service can be extended only if:

1. It can be done in a timely and reasonable manner; and,
2. Ground water resources and the sole source Aquifer can be protected by concurrently connecting the premise to a public sewer or reasonable accommodations are made to connect to a public sewer as soon as allowed by law; and,
3. A developer agreement incorporating mitigation requirements is approved by City Council.

*See City of Spokane Water System Plan.*

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## CFU 4 SERVICE PROVISION

**Goal: Provide public services in a manner that facilitates efficient and effective delivery of services and meets current and future demand.**

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### **Policies**

#### **CFU 4.1 Compact Development**

*Promote compact areas of concentrated development in designated centers to facilitate economical and efficient provision of utilities, public facilities, and services.*

**Discussion:** Infill and dense development should be encouraged where excess capacity is available since compact systems are generally less expensive to build and maintain.



#### **CFU 4.2 Access to Utility Easements**

*Require that subdivision and building regulations protect and preserve access to utility easements.*

**Discussion:** In order to facilitate timely repair and reduce the duration of power outages, it is important that access to electrical, cable, and telephone transmission facilities be available and unobstructed at all times.



## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Development Services Center
<b>Contact Name</b>	Eldon Brown
<b>Contact Email &amp; Phone</b>	<a href="mailto:ebrown@spokanecity.org">ebrown@spokanecity.org</a> 509-625-6305
<b>Council Sponsor(s)</b>	Betsy Wilkerson
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 15 min
<b>Agenda Item Name</b>	2023 Amendments to City's Retail Water Service Boundary
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>6 Applications are located inside the Urban Growth Area (UGA), outside the City's Retail Water Service Area (RWSA), but inside the City's Future Water Service Area. 1 Application is located outside the UGA. Applicants are requesting City water service to serve these parcels located in Spokane County. Parcels will be developed in accordance with Spokane County zoning and land-use requirements.</p> <p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> <li>• Resolutions to amend the RWSA (see attached)</li> <li>• 2023 Applications to Amend the City's RWSA – Summary of Criteria considered for each Application (see attached)</li> </ul>
<b>Proposed Council Action</b>	
<b>Fiscal Impact</b>	<p>Total Cost: <small>Click or tap here to enter text.</small></p> <p>Approved in current year budget?    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Funding Source    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring Specify funding source: <small>Click or tap here to enter text.</small></p> <p>Expense Occurrence    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Other budget impacts: (revenue generating, match requirements, etc.) When applicants construct water facilities to serve their developments, City will receive revenues from new customers and incur expenses to operate and maintain new public water facilities</p>
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? NA	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? NA	
How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?	
New additions to the City's water system will need to be evaluated (revenues versus expenditures) to determine impacts to the City's rate structure.	

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

SMC Section 13.04.1921 – City’s Retail Water Service Area; City’s Duty to Provide Water Service;  
WAC 246-290-100 (Washington State Department of Health)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Development Services Center
<b>Contact Name</b>	Eldon Brown
<b>Contact Email &amp; Phone</b>	<a href="mailto:ebrown@spokanecity.org">ebrown@spokanecity.org</a> 509-625-6305
<b>Council Sponsor(s)</b>	Betsy Wilkerson
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 15 min
<b>Agenda Item Name</b>	2023 Amendments to City's Retail Water Service Boundary
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>6 Applications are located inside the Urban Growth Area (UGA), outside the City's Retail Water Service Area (RWSA), but inside the City's Future Water Service Area. 1 Application is located outside the UGA. Applicants are requesting City water service to serve these parcels located in Spokane County. Parcels will be developed in accordance with Spokane County zoning and land-use requirements.</p> <p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> <li>• Resolutions to amend the RWSA (see attached)</li> <li>• 2023 Applications to Amend the City's RWSA – Summary of Criteria considered for each Application (see attached)</li> </ul>
<b>Proposed Council Action</b>	
<p><b>Fiscal Impact</b></p> <p>Total Cost: <small>Click or tap here to enter text.</small></p> <p>Approved in current year budget?    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Funding Source    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Specify funding source: <small>Click or tap here to enter text.</small></p> <p>Expense Occurrence    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Other budget impacts: (revenue generating, match requirements, etc.) When applicants construct water facilities to serve their developments, City will receive revenues from new customers and incur expenses to operate and maintain new public water facilities</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? NA	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? NA	
How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?	
New additions to the City's water system will need to be evaluated (revenues versus expenditures) to determine impacts to the City's rate structure.	

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

SMC Section 13.04.1921 – City’s Retail Water Service Area; City’s Duty to Provide Water Service;  
WAC 246-290-100 (Washington State Department of Health)

3.3

5 min

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### 3.3 - GFC Monthly update

*Feist, Marlene*

CP Kinnear

Public Works is delivering a monthly update on additional analysis, public outreach and any proposed changes at the Council's PIES meetings during 2023. For August, we will go over our latest outreach efforts, along with a revision to the sewer rates, and a closer look at the 5/8ths connection rate.

| For Discussion

#### **Attachments**

[Briefing Paper PIES August 2023 GFCs.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Public Works and Utilities
<b>Contact Name</b>	Marlene Feist, Division Director
<b>Contact Email &amp; Phone</b>	mfeist@spokanecity.org
<b>Council Sponsor(s)</b>	CM Kinnear
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5-10 min
<b>Agenda Item Name</b>	General Facility Charges (GFCs) Monthly Update
<b>Summary (Background)</b>	<p>Council adopted an update to Water and Wastewater General Facilities Charges (GFCs) on March 27, 2023, along with a resolution requiring additional analysis and public outreach. Additional options and proposed changes are intended to be brought to City Council prior to March 4, 2024.</p> <p>Public Works is delivering a monthly update on these efforts at the Council's PIES meetings during the review period.</p> <p>For August, we will go over our latest outreach efforts, along with a revision to the sewer rates, and a closer look at the 5/8ths connection rate.</p> <p>The City of Spokane established a General Facility Charge (GFC) for both Water and Sewer in December of 2002. Prior to March 2023, the charges had never been updated. The charges are designed to pay for new capacity in these systems needed for growth.</p>
<b>Proposed Council Action</b>	For discussion only.
<b>Fiscal Impact</b>	
Total Cost: <a href="#">Click or tap here to enter text.</a>	
Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	
Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Specify funding source: <a href="#">Click or tap here to enter text.</a>	
Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
Public Works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community, and to respond to gaps in services identified in various City plans. We recognize the need to maintain affordability and predictability for utility customers. And we are committed to delivering work that is both financially and environmentally responsible.	



How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

N/A GFCs will be collected city wide when water meters are purchased for use.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

GFCs will be reviewed every 3-5 years to ensure they are keeping up with the cost to provide capacity for future development.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Having growth pay for new capacity in the City's utility systems is consistent with the Comprehensive Plan. Projects used to develop GFC rates are consistent with the City's Water System Plan, Comprehensive Plan infrastructure chapters, and Capital Improvement Plans. GFCs also are consistent with Growth Management at the state level, and any changes would comply with state laws.

### 3.4 - Emergency Housing Fund Grant Acceptance and SBO

*Cerecedes, Jennifer*

CM Stratton

The CHHS department is requesting permission to receive and distribute \$3,934,639 from Washington State Department of Commerce Emergency Housing Fund. We are also requesting and SBO to put these funds in budget for 2023.

	Admin (15%)	Rent	Facility Support	Operations	Total
<i>Grantee Name</i>					
City of Spokane	\$ 78,700.00			\$ 98,450.00	\$ 177,150.00
<i>Subgrantee Name(s)</i>					
YWCA	\$ 58,000.00		\$ 134,000.00	\$ 291,393.00	\$ 483,393.00
Catholic Charities	\$ 27,295.20	\$ -	\$ 79,948.14	\$ 180,218.80	\$ 287,462.14
Volunteers of America	\$ 80,018.00		\$ 121,263.00	\$ 518,912.00	\$ 720,193.00
Family Promise	\$ 66,827.00		\$ 25,562.00	\$ 579,945.00	\$ 672,334.00
Womens Hearth	\$ 52,000.00		\$ 49,200.00	\$ 418,800.00	\$ 520,000.00
Spokane Neighborhood Action Part	\$ 5,500.00		\$ 46,500.00		\$ 52,000.00
The Salvation Army	\$ 82,210.68	\$ 10,587.24	\$ 186,800.00	\$ 422,508.94	\$ 702,106.86
Truth Ministries	\$ 20,000.00		\$ 110,000.00	\$ 190,000.00	\$ 320,000.00
					\$ -
					\$ -
					\$ -
<b>Total</b>	<b>\$ 470,550.88</b>	<b>\$ 10,587.24</b>	<b>\$ 753,273.14</b>	<b>\$ 2,700,227.74</b>	<b>\$ 3,934,639.00</b>

For Discussion

#### Attachments

[DRAFT SBO Emergency Housing Fund.docx](#)

[DRAFT Briefing Paper SBO Emergency Housing Fund.docx](#)

ORDINANCE NO \_\_\_\_\_

An ordinance amending Ordinance No. C36345, passed by the City Council December 12, 2022, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2023, making appropriations in the various funds of the City of Spokane government for the year ending December 31, 2023, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2023 budget Ordinance No. C36345, as above entitled, and which passed the City Council December 12, 2022, it is necessary to make changes in the appropriations of the Human Services Grants Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Human Services Grants Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase revenue by \$3,934,639.
  - A) Of the increased revenue, \$3,934,639 is provided by the Washington State Department of Commerce's (DOC) Emergency Housing Fund grant.
- 2) Increase appropriation by \$3,934,639.
  - A) Of the increased appropriation, \$3,757,489 is provided solely for contractual services to be provided by the City's selected sub-grantees to deliver emergency housing services and homeless subsidies to the community.
  - B) Of the increased appropriation, \$177,150 is provided solely for the City of Spokane's administrative costs related to the management and disbursement of funding to sub-grantees of the Emergency Housing Fund grant.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to maintain the City of Spokane's current levels of emergency housing services and homeless subsidies as part of the Emergency Housing Fund grant, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed the City Council \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_  
City Clerk

Approved as to form: \_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Community, Housing & Human Services (CHHS)																																																																																																
<b>Contact Name</b>	Jenn Cerecedes																																																																																																
<b>Contact Email &amp; Phone</b>	509-625-6055																																																																																																
<b>Council Sponsor(s)</b>	CM Stratton																																																																																																
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5min																																																																																																
<b>Agenda Item Name</b>	SBO - Emergency Housing Fund Grant and acceptance/disbursement of funds																																																																																																
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The City of Spokane's CHHS department has been awarded \$3,934,639 through the Washington State Department of Commerce Emergency Housing Fund grant. The purpose of this grant is to maintain current levels of emergency housing services and homeless subsidies.</p> <p>The City is planning on disbursing the awarded funds to the following organizations in the following amounts:</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: right;"> <thead> <tr style="background-color: #e0f0e0;"> <th></th> <th>Admin (15%)</th> <th>Rent</th> <th>Facility Support</th> <th>Operations</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td colspan="6"><i>Grantee Name</i></td> </tr> <tr> <td>City of Spokane</td> <td>\$ 78,700.00</td> <td></td> <td></td> <td>\$ 98,450.00</td> <td>\$ 177,150.00</td> </tr> <tr> <td colspan="6"><i>Subgrantee Name(s)</i></td> </tr> <tr> <td>YWCA</td> <td>\$ 58,000.00</td> <td></td> <td>\$ 134,000.00</td> <td>\$ 291,393.00</td> <td>\$ 483,393.00</td> </tr> <tr> <td>Catholic Charities</td> <td>\$ 27,295.20</td> <td>\$ -</td> <td>\$ 79,948.14</td> <td>\$ 180,218.80</td> <td>\$ 287,462.14</td> </tr> <tr> <td>Volunteers of America</td> <td>\$ 80,018.00</td> <td></td> <td>\$ 121,263.00</td> <td>\$ 518,912.00</td> <td>\$ 720,193.00</td> </tr> <tr> <td>Family Promise</td> <td>\$ 66,827.00</td> <td></td> <td>\$ 25,562.00</td> <td>\$ 579,945.00</td> <td>\$ 672,334.00</td> </tr> <tr> <td>Womens Hearth</td> <td>\$ 52,000.00</td> <td></td> <td>\$ 49,200.00</td> <td>\$ 418,800.00</td> <td>\$ 520,000.00</td> </tr> <tr> <td>Spokane Neighborhood Action Part</td> <td>\$ 5,500.00</td> <td></td> <td>\$ 46,500.00</td> <td></td> <td>\$ 52,000.00</td> </tr> <tr> <td>The Salvation Army</td> <td>\$ 82,210.68</td> <td>\$ 10,587.24</td> <td>\$ 186,800.00</td> <td>\$ 422,508.94</td> <td>\$ 702,106.86</td> </tr> <tr> <td>Truth Ministries</td> <td>\$ 20,000.00</td> <td></td> <td>\$ 110,000.00</td> <td>\$ 190,000.00</td> <td>\$ 320,000.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 470,550.88</b></td> <td><b>\$ 10,587.24</b></td> <td><b>\$ 753,273.14</b></td> <td><b>\$ 2,700,227.74</b></td> <td><b>\$ 3,934,639.00</b></td> </tr> </tbody> </table> <p>This grant follows the same requirements and guidelines as two other awards the City of Spokane has received from the Washington State Department of Commerce. These are the Consolidated Homeless Grant (CHG) and System Demonstration Grant (SDG). Allowable activities for CHG, SDG, and the Emergency Housing Fund grant include street outreach, diversion, emergency shelter including hotel/motel leasing, sanctioned encampments, transitional housing, rapid re-housing, housing search and placement, and housing stability case management.</p>		Admin (15%)	Rent	Facility Support	Operations	Total	<i>Grantee Name</i>						City of Spokane	\$ 78,700.00			\$ 98,450.00	\$ 177,150.00	<i>Subgrantee Name(s)</i>						YWCA	\$ 58,000.00		\$ 134,000.00	\$ 291,393.00	\$ 483,393.00	Catholic Charities	\$ 27,295.20	\$ -	\$ 79,948.14	\$ 180,218.80	\$ 287,462.14	Volunteers of America	\$ 80,018.00		\$ 121,263.00	\$ 518,912.00	\$ 720,193.00	Family Promise	\$ 66,827.00		\$ 25,562.00	\$ 579,945.00	\$ 672,334.00	Womens Hearth	\$ 52,000.00		\$ 49,200.00	\$ 418,800.00	\$ 520,000.00	Spokane Neighborhood Action Part	\$ 5,500.00		\$ 46,500.00		\$ 52,000.00	The Salvation Army	\$ 82,210.68	\$ 10,587.24	\$ 186,800.00	\$ 422,508.94	\$ 702,106.86	Truth Ministries	\$ 20,000.00		\$ 110,000.00	\$ 190,000.00	\$ 320,000.00						\$ -						\$ -						\$ -	<b>Total</b>	<b>\$ 470,550.88</b>	<b>\$ 10,587.24</b>	<b>\$ 753,273.14</b>	<b>\$ 2,700,227.74</b>	<b>\$ 3,934,639.00</b>
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<b>Proposed Council Action</b>	Approval of this Special Budget Ordinance (SBO) to create budget capacity to allow CHHS to accept and disburse these funds.																																																																																																
<b>Fiscal Impact</b> Total Cost: <u>\$3,934,639</u> Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring Specify funding source: Department of Commerce Emergency Housing Fund grant																																																																																																	

Expense Occurrence     One-time     Recurring

Other budget impacts: (revenue generating, match requirements, etc.)

**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?  
The purpose of this grant is to serve homeless populations.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

The City of Spokane's Community Management Information System (CMIS).

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

CMIS

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Aligns with the 5 year strategy to end homelessness.

3.5

5 min

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## 3.5 - SBO - Maple St. Bridge Deck Repair

*Picanco, Kevin*

Sponsor: CP Kinnear and CM Bingle

Net zero SBO to revise Expenditures and Revenue for the Maples St. Bridge Deck Repair project in 2023.

Project was originally budgeted for 2025 construction but has been expedited to 2023 to be completed ahead of planned, similar work on the Washington and Stevens bridges scheduled for 2024.

| For Discussion

### **Attachments**

[Briefing Paper - Maple St. Bridge Deck Repair SBO - Aug PIES.pdf](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	ICM – Public Works
<b>Contact Name</b>	Kevin Picanco
<b>Contact Email &amp; Phone</b>	<a href="mailto:kpicanco@spokanecity.org">kpicanco@spokanecity.org</a>   509-625-6088
<b>Council Sponsor(s)</b>	CP Kinnear and CM Bingle
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 minutes
<b>Agenda Item Name</b>	SBO - Maple St Bridge Deck Repair
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Integrated Capital Management (ICM) applied for and received grant funding from the Washington State Department of Transportation (WSDOT) Local Bridge grant program in order to repair the bridge deck surface of the Maple Street bridge.</p> <p>The Local Bridge grant program is focused on preserving and improving the condition of City-owned bridges that are physically deteriorated or structurally deficient. Preservation and improvements include replacement, rehabilitation, and/or systematic preventative maintenance.</p> <p>The construction work was originally budgeted to begin in 2025 but the project has been expedited to begin in 2023 so that the work will be completed in advance of the Washington and Stephens bridges construction planned for 2024.</p> <p>This SBO will move the budget forward from 2025 to 2023 and adjust the expenditure and revenue amounts based on recent bid values and additional secured grant funding for the project. The 2023 expenditure increase is \$5,004,517 with a corresponding grant-funded revenue increase of \$5,004,517.</p>
<b>Proposed Council Action</b>	Approval of this SBO so ICM can receive and spend awarded grant funding and expedite this bridge repair project.
<p><b>Fiscal Impact</b></p> <p>Total Cost: <u>net zero; \$5,004,517 expenditure, \$5,004,517 revenue (Local Bridge grant – Fed-aid)</u></p> <p>Approved in current year budget?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Funding Source            <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring Specify funding source: WSDOT Local Bridge Grant (Fed-aid)</p> <p>Expense Occurrence    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<p>What impacts would the proposal have on historically excluded communities?</p> <p>Public Works services and projects are designed to serve all residents and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community, and to respond to gaps in services identified in various City plans. We recognize the need to maintain</p>	

affordability and predictability for utility customers. And we are committed to delivering work that is both financially and environmentally responsible. This item supports the operations of Public Works.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

N /a - This is a public works project and should not impact racial, gender identity, national origin, income level, disability, sexual orientation, or other existing disparity factors.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This project is consistent with our adopted six-year programs as well as the annual budget.



ORDINANCE NO \_\_\_\_\_

An ordinance amending Ordinance No. C36345, passed by the City Council December 12, 2022, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2023, making appropriations in the various funds of the City of Spokane government for the year ending December 31, 2023, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2023 budget Ordinance No. C36345, as above entitled, and which passed the City Council December 12, 2022, it is necessary to make changes in the appropriations of the Arterial Street Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Arterial Street Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase revenue by \$5,004,517
  - A) Of the increased revenue, \$5,004,517 is provided by grant funding from the Washington State Department of Transportation's (WSDOT) Local Bridge program.
- 1) Increase appropriation by \$5,004,517
  - A) Of the increased appropriation, \$5,004,517 is provided solely for the construction of fixed assets for the Maple St. Bridge Deck Repair project.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to accept grant funding from the WSDOT Local Bridge program for the Maple St. Bridge Deck Repair project, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed the City Council \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_  
City Clerk

Approved as to form: \_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

3.6

5 min

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## 3.6 - Neighborhood Access and Equity Grant

*Picanco, Kevin*

CP Kinnear

Discuss partnership with STA, Spokane Valley on a federal NAE grant in East Central.

| For Discussion

### **Attachments**

[NAE Grant Briefing Paper - PIES 8-28-23.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment, & Sustainability

<b>Submitting Department</b>	Integrated Capital Management
<b>Contact Name &amp; Phone</b>	Kevin Picanco, Inga Note
<b>Contact Email</b>	<a href="mailto:kpicanco@spokanecity.org">kpicanco@spokanecity.org</a> , <a href="mailto:inote@spokanecity.org">inote@spokanecity.org</a>
<b>Council Sponsor(s)</b>	Council President Kinnear
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 min
<b>Agenda Item Name</b>	Neighborhood Access and Equity Program
<b>Summary (Background)</b>	<p>Spokane Transit Authority and the City of Spokane Valley are interested in partnering with us on a federal Neighborhood Access and Equity Grant for the East Central neighborhood. The purpose of this program is to advance community-centered transportation projects in disadvantaged communities, while mitigating highways that create barriers to community connectivity.</p> <p>The application could include the following:</p> <ul style="list-style-type: none"> <li>• Sidewalks, enhanced ADA compliant transit stops, street trees, lighting in select areas.</li> <li>• Traffic signal at 5<sup>th</sup>/Altamont</li> <li>• Improved connections between the Ben Burr Trail and the neighborhood, including Underhill Park.</li> <li>• Enhanced non-motorized routes lining up with future pedestrian bridge locations and arterial crossings.</li> <li>• Other projects TBD</li> </ul> <p>A Letter of Intent will be signed by all three agencies and submitted with the application. There is a 0% match for census tracts meeting certain qualifications. We are still researching whether all or most of the project locations qualify for the match. Grant request for City of Spokane projects likely between \$5-\$10M.</p>
<b>Proposed Council Action &amp; Date:</b>	None
<b>Fiscal Impact:</b>	<p>Total Cost:</p> <p>Approved in current year budget?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Funding Source    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Specify funding source: Traffic Calming</p> <p>Expense Occurrence    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>
<b>Operations Impacts</b>	<p>What impacts would the proposal have on historically excluded communities?</p> <p>It will benefit residents of East Central.</p>

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

No data will be collected but this program is targeted at disadvantaged neighborhoods to correct existing transportation disparities.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

No specific data collection is planned.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This proposal aligns with the 5<sup>th</sup> Avenue Initiative and other ongoing efforts in East Central.

3.7

5 min

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## 3.7 - Shoreline Master Program Aquaculture Update

*Black, Tirrell*

Sponsors: CP Kinnear, CM Stratton

Description: Shoreline Master Program Amendments to allow fishing rearing facilities on the shoreline of Latah Creek.

| For Discussion

### Attachments

[Draft SMP Aquaculture Update Code Changes- final draft.pdf](#)

[PC Findings and Conclusions SMP Aquaculture Update - signed.pdf](#)

[PIES Committee Agenda Sheet August 28 2023.pdf](#)

[Staff Report Shoreline Master Program Aquaculture Update.pdf](#)

[Title 17C](#) Land Use Standards

[Chapter 17C.190](#) Use Category Descriptions

Article VI. Other Categories

[Section 17C.190.500](#) Agriculture

A. Characteristics.

Agriculture includes activities that raise, produce or keep plants or animals.

B. Accessory Uses.

Accessory uses include dwellings for proprietors and employees of the use and animal training.

C. Examples.

Examples include breeding or raising of fowl or other animals; dairy farms; stables; riding academies; [fish rearing facilities](#); kennels or other animal boarding places; farming, truck gardening, forestry, tree farming; and wholesale plant nurseries.

D. Exceptions.

1. Processing of animal or plant products, including milk, and feed lots are classified as Manufacturing and Production.
2. Livestock auctions are classified as Wholesale Sales.
3. Sale of products produced on site is permitted; provided, that structures for this purpose are limited to five hundred square feet of total floor area per site.
- [4.](#) Plant nurseries that are oriented to retail sales are classified as Retail Sales and Service.
- [4-5.](#) [Fish rearing facilities are only permitted in accordance with SMC 17E.060.470.](#)

Date Passed: Tuesday, May 31, 2005

Effective Date: Wednesday, July 6, 2005

ORD C33636 Section 3

## Section 17E.060.470 Aquaculture

~~Aquaculture activities are presently not in use, nor are they an anticipated activity within the shoreline jurisdiction. Therefore, these activities are not applicable to the City of Spokane. If the City should determine in the future that aquaculture will be allowed in the shoreline jurisdiction, regulations will be established by amendment to the SMP and to all other applicable City of Spokane development regulations.~~

### A. Definition

Aquaculture means the rearing or farming of fish, shellfish, or other aquatic plants and animals and may include accessory uses. Examples of accessory uses include, but are not limited to: pump houses, office space, on-site staff housing, maintenance buildings, storage buildings, equipment sheds, and aquaculture research and diagnostics laboratories.

B. Aquaculture is allowed for the purpose of enhancing or restoring salmonid populations and fisheries, for enhancing or restoring native aquatic plants, for educational purposes, or for sport harvest and sustenance purposes.

C. Aquaculture is limited to the Urban Conservancy Environment and Natural Environment environmental designation and the Latah Creek shoreline district.

D. Aquaculture is not permitted in areas where it would result in a net loss of ecological functions, adversely impact aquatic macroinvertebrates, or significantly conflict with navigation and other water-dependent uses.

E. Aquaculture facilities should be designed and located so as not to spread disease to native aquatic life, establish new nonnative species which cause significant ecological impacts, or significantly impact the aesthetic qualities of the shoreline.

Date Passed: Monday, November 3, 2008

Effective Date: Monday, July 26, 2010

ORD C34326 Section 2

## Section 17E.060.690 Shoreline Primary Use

- A. In addition to this section, shoreline uses are subject to the regulations in Article V, Part I, General Requirements for Shoreline Use.
- B. Refer to [SMC 17E.060.300](#) for uses and activities that are exempt from obtaining a shoreline substantial development permit. An exemption from the shoreline substantial development permit process is not an exemption from compliance with the Shoreline Management Act or provisions of these Shoreline Regulations, or from any other regulatory requirements. To be authorized, all uses and activities must be consistent with the policies and regulations of the entire SMP and the Act.
- C. To be permitted in the Shoreline Jurisdiction, a use must be permitted in both the shoreline environment and the underlying zone in which it is located.
- D. Uses not listed in Table 17E.060-4 or Title 17C may only be authorized as a conditional use.
- E. Legend for Table 17E.060-4:

### 1. Permitted Uses – “P”

Uses permitted are listed in Table 17E.060-4 with a “P”. These uses are allowed if they comply with the development standards of these Shoreline Regulations and Title 17C. A shoreline substantial development permit or an exemption from such permit is required, pursuant to [SMC 17E.060.290](#) and [SMC 17E.060.300](#).

### 2. Limited Uses – “L”

Uses allowed that are subject to limitations are listed in Table 17E.060-4 with an “L”. These uses are allowed if they comply with the limitations as listed in the footnotes following the table and the development standards of these Shoreline Regulations and title 17C SMC. A shoreline substantial development permit or an exemption from such permit is required.

### 3. Conditional Uses – “CU”

Uses that are allowed if approved through the shoreline conditional use review process are listed in Table 17E.06-4 with a “CU.” These uses are allowed provided they comply with the conditional use approval criteria for that use, the development standards of these Shoreline Regulations and Title 17C. Uses listed with a “CU” that also have a footnote number in the table are subject to the standards cited in the footnote.

### 4. Uses Not Permitted – “N”

Uses listed in Table 17E.060-4 with an “N” are not permitted. Existing uses in categories listed as not permitted are subject to the standards in Chapter 17C.210 SMC, Land Use Standards Non Conforming Situations, and [SMC 17E.060.380](#), Nonconforming Structures and Uses.



**TABLE 17E.060-04  
SHORELINE PRIMARY USES**

Use is:		Shoreline Environments					
P:	Permitted (with shoreline substantial development permit or exemption)						
N:	Not permitted	NE	UCE	SRE	LUE	IUE	WTPE
L:	Allowed, but special limitations						
CU:	Conditional use review required						
<b>Agriculture</b>							
	Low intensity agriculture	N	L[1]/CU	N	N	N	N
	High intensity agriculture	N	N	N	N	N	N
<b>Aquaculture</b>							
	Aquaculture	<del>NP</del>	<del>NP</del>	N	N	N	N
<b>Boating Facilities</b>							
	Marinas	N	N	N	N	N	N
	Launch ramps for small non-motorized watercraft	CU	CU	CU	CU	N	CU
<b>Capital Facilities and Utilities</b>							
	Maintenance of existing utilities or facilities	P	P	P	P	P	P
	New construction or expansion of existing utilities or facilities	L[2]/CU	L[2]/CU	L[2]/CU	L[2]/CU	L[2]/CU	L[2]/CU

Over-water or underwater utility crossings	CU	CU	CU	CU	CU	CU
New bridges solely for pipelines	N	N	N	N	N	N
Facilities which constitute the final termination or destination of a transmission line	N	N	N	N	N	N
Expansions or upgrades of existing wastewater treatment plant facilities and accessory uses	N	N	N	N	N	CU
New wastewater treatment plant facilities and pumping stations	N	N	N	N	N	L[2]/CU
New wastewater treatment outfall infrastructure	CU	CU	CU	CU	CU	P
New wireless communication support tower	N	N	N	N	N	N
Commercial Development						
Water-dependent commercial uses	N	P	N	P	P	N
Water-related commercial uses	N	P	N	P	P	N
Water-enjoyment commercial uses	N	P	N	P	P	N
Non-water-oriented commercial uses	N	L[3]	N	L[3]	L[3]	N
Forest Practices						
Forest practices	N	N	N	N	N	N
Industrial Development						

Water-dependent industrial uses	N	CU	N	CU	CU	N
Water-related industrial uses	N	CU	N	CU	CU	N
Non-water-oriented industrial uses	N	L[4]/CU	N	L[4]/CU	L[4]/CU	N
High-impact industrial uses	N	N	N	N	N	N
Institutional						
Water-dependent institutional	CU	CU	CU	CU	CU	N
Water-related institutional	CU	CU	CU	CU	CU	N
Water-enjoyment institutional	CU	CU	CU	CU	CU	CU
Non-water-oriented institutional	L[5]/CU	L[5]/CU	L[5]/CU	L[5]/CU	L[5]/CU	N
In-stream Structures						
In-stream structures	L[6]/CU	CU	CU	CU	CU	CU
Mining						
Mining	N	N	N	N	N	N
Recreational Development						
Water-dependent recreational	CU	CU	CU	CU	CU	N
Water-related recreation	CU	CU	CU	CU	CU	CU
Water-enjoyment recreation	L[7]/CU	CU	CU	CU	CU	CU
Non-water-oriented recreation	N	CU	CU	CU	CU	N
Residential Development						

Single-family residences	CU	P	P	P	P	N
Two-family residences	N	P	P	P	P	N
Three-family residences	N	P	P	P	P	N
Multi-family residences (4 or more dwelling units)	N	CU	CU	CU	CU	N
Accessory dwelling unit (ADU)	CU	P	P	P	P	N
Detached accessory structures	CU	P	P	P	P	N
Group living	N	CU	CU	CU	CU	N
Subdivision						
All subdivisions (including binding site plans)	L[8]/CU	CU	CU	CU	CU	N
Parking						
Commercial parking or parking facility as primary use	N	N	N	N	N	N
Parking, accessory to a permitted use	P	P	P	P	P	P
Transportation						
New streets or street expansions that are part of the City of Spokane designated regional arterial network	L[9]/CU	L[9]/CU	L[9]/CU	L[9]/CU	L[9]/CU	L[9]/CU
New local access streets or street expansions serving permitted shoreline uses	L[10]/CU	L[10]	L[10]	L[10]	L[10]	L[10]
Pedestrian and bicycle linkages to existing or	L[11]/CU	P	P	P	P	P

planned transportation networks						
Maintenance roads, accessory to a permitted use	P	P	P	P	P	P
Railroads and Rail Corridors						
New rail lines	L[12]/CU	L[12]/CU	L[12]/CU	L[12]/CU	L[12]/CU	L[12]/CU
Expansion of existing rail lines	P	P	P	P	P	P

Date Passed: Monday, April 19, 2021

Effective Date: Sunday, May 23, 2021

ORD C36034 Section 8

**CITY OF SPOKANE PLAN COMMISSION  
FINDINGS OF FACT, CONCLUSIONS, AND RECOMMENDATIONS  
REGARDING SHORELINE MASTER PROGRAM AQUACULTURE UPDATE**

A recommendation of the City of Spokane Plan Commission to the City Council to approve amendments to the City's shoreline regulations to accommodate aquaculture. The proposal amends SMC Section 17C.190.500 Agriculture; Section 17E.060.470 Aquaculture; and Section 17E.060.690 Shoreline Primary Use.

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (GMA) as set forth in RCW 36.70A, including a shoreline element meeting the requirements of RCW 36.70A.480.
- B. Chapter 14: Shorelines of the City of Spokane's Comprehensive Plan recognizes aquaculture uses as a statewide interest and identifies the goal of preserving natural resources of the shoreline for fisheries.
- C. The Coeur d'Alene Tribe, in partnership with the Spokane Tribe of Indians, the Confederated Tribes of the Colville Reservation, the Upper Columbia United Tribes and the State of Washington implemented a large-scale feasibility study for reintroduction of Chinook and Sockeye salmon into blocked habitats of the Upper Columbia River.
- D. The proposed text amendments permit the fish rearing facilities that will serve as the primary aquaculture program for the support of the feasibility studies.
- E. Outreach and public communication began in Spring 2023 and included the following:
  - 1. A project webpage
  - 2. A Plan Commission workshop on July 12, 2023
  - 3. Notice of intent to adopt & SEPA checklist request for comments on June 14, 2023, through June 28, 2023
  - 4. SEPA determination of non-significance notice on July 10, 2023
  - 5. A joint WA Department of Ecology and City of Spokane 30-day comment period from July 21, 2023 through August 21, 2023
  - 6. A joint WA State Department of Ecology and City of Spokane Plan Commission Public Hearing on July 26, 2023
- F. Public comment, as well as agency and department comments, received prior to the July 26, 2023, Plan Commission Hearing were included in the staff report as Exhibit D.
- G. On July 12, 2023 the City of Spokane Plan Commission held a workshop to discuss draft language, received updates, and review and evaluation with city staff alternatives to proposed text changes.

- H. On June 20, 2023, the Washington State Department of Commerce and appropriate state agencies were give the required 60-day notice before adoption of proposed changes to the Unified Development Code pursuant to RCW 36.70A.106.
- I. On June 28, 2023, notice of intent to adopt was issued through the City of Spokane Gazette pursuant to SMC 17G.025.010.
- J. On June 14, 2023, a request for SEPA agency comments was issued for the draft text amendments to the Shoreline Master Program. The comment period ended on June 28, 2023. One letter was received from the Spokane Tribe of Indians.
- K. A SEPA Determination of Nonsignificance was issued by the director of Planning Services on July 10, 2023. Two letters were received, one from the Spokane Tribe of Indians and the other from Citizen Action for the Latah Valley.
- L. A legal notice of public hearing was published in the *Spokesman-Review* on July 12, 2023 and July 19, 2023.
- M. A legal notice of a joint public hearing with the Washington State Department of Ecology was published in the *Spokesman-Review* on July 19, 2023.
- N. A legal notice of a joint 30-day public comment period with the Washington State Department of Ecology was published in the *Spokesman-Review* on July 19, 2023. The comment period is open from July 21, 2023 through August, 21, 2023.
- O. The proposed text amendments were drafted and reviewed consistent with the requirements of RCW 36.70A.370 to assure protection of private property rights.
- P. Amendments to the Unified Development Code Title 17 are subject to the review and recommendation by the City of Spokane Plan Commission.
- Q. The Plan Commission held a joint public hearing with the Washington State Department of Ecology on July 26, 2023, to obtain public comments on the proposed amendments. Two people testified at the joint public hearing.
- R. The City of Spokane Plan commission adopts the findings and analysis set forth in the staff report prepared for the proposal.
- S. The City of Spokane Plan Commission finds that the proposed text amendments meet the decision criteria established in SMC 17G.025.010(G).

**CONCLUSIONS:**

Based upon the draft text amendments, staff report and analysis (which is hereby incorporated into these findings, conclusions, and recommendations), SEPA review, agency and public comments received, and public testimony presented, the Spokane Plan Commission makes the following conclusions with respect to the Shoreline Master Program and Use Category Descriptions:

## Findings of Fact, Conclusion, and Recommendation

1. The Plan Commission finds that the proposed amendments bear a substantial relation to the public health, safety, welfare, and protection of the environment pursuant to the requirements outlined in SMC 17G.025.010(G).
2. The proposed text amendments will implement the goals and policies of the City of Spokane Comprehensive Plan and the Shoreline Management Act of 1971.
3. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to comment.
4. SEPA review was completed for the proposal, and pursuant to SEPA, any adverse environmental impacts associated with the draft regulations will be mitigated by enforcement of the City's development regulations.
5. The Plan Commission finds that the proposed amendments are consistent with the applicable provisions of the Comprehensive Plan, particularly the following adopted goals and policies:
  - a. *Chapter 14: SMP 1.1 Coordinated Planning*
  - b. *Chapter 14: SMP 1.6 Policy Priorities*
  - c. *Chapter 14: SMP 4.1 Preservation of Natural Resources*
  - d. *Chapter 14: SMP 7.1 Cooperation and Consultation*
  - e. *Chapter 14: SMP 10.2 Native Plant Restoration*
  - f. *Chapter 14: SMP 11.37 Open Space and Wildlife Habitat Preservation*
  - g. *Chapter 14: SMP 11.52 Protection of Ecosystem-Wide Processes*

### **RECOMMENDATION:**

In the matter of the ordinances pertaining to aquaculture uses on the shorelines of Latah Creek, amending the Unified Development Code of the City of Spokane.

As based on the above listed findings and conclusions, by unanimous vote of seven in favor to zero not in favor, the Spokane Plan Commission takes the following actions:

1. Recommends to the Spokane City Council the **APPROVAL** of the proposed amendments to Section 17C.190.500 Agriculture.
2. Recommends to the Spokane City Council the **APPROVAL** of the proposed amendments to Section 17E.060.470 Aquaculture.
3. Recommends to the Spokane City Council the **APPROVAL** of the proposed amendments to Section 17E.060.690 Shoreline Primary Use.



Findings of Fact, Conclusion, and Recommendation

4. Authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Plan Commission's findings, conclusions, and recommendations on the proposed amendments.

*Greg Francis*

[Greg Francis \(Jul 31, 2023 19:43 PDT\)](#)

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**Greg Francis, President  
Spokane Plan Commission**

**Date: Jul 31, 2023**


# PC Findings and Conclusions SMP Aquaculture Update

Final Audit Report

2023-08-01

Created:	2023-07-31
By:	Jackie Churchill (jchurchill@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAgYAeuockHiNfmX7mMCOYhRuRBXfpWYPa

## "PC Findings and Conclusions SMP Aquaculture Update" History

-  Document created by Jackie Churchill (jchurchill@spokanecity.org)  
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## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Planning Services
<b>Contact Name</b>	Tirrell Black, Planning Manager
<b>Contact Email &amp; Phone</b>	<a href="mailto:tblack@spokanecity.org">tblack@spokanecity.org</a>
<b>Council Sponsor(s)</b>	CP Kinnear & CM Stratton
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 minutes
<b>Agenda Item Name</b>	Shoreline Master Program Aquaculture Update
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Coeur d’Alene Tribe have proposed a fish rearing facility on the shorelines of Latah Creek (for a project overview please visit <a href="https://my.spokanecity.org/aquacultureupdate">https://my.spokanecity.org/aquacultureupdate</a>). To support the development, the City of Spokane’s Shoreline Master Program code needs to be amended to allow the fish rearing facilities. Current SMP language (SMC 17E.060.470) did not anticipate aquaculture uses and stated that, should the City decide that aquaculture uses would be permitted, the SMP and other development regulations would need to be amended. At time of project, the Coeur d’Alene Tribe will still need to apply for a Shoreline Substantial Development Permit; this action only amends the code to allow such a project to occur within the city code.</p> <p>All amendments to the City’s Shoreline Master Program must be undertaken with WA Ecology. To fulfill requirements for a joint SMP amendment process with the WA Ecology a joint hearing was held with the City of Spokane Plan Commission and WA Ecology on July 26, 2023. A 30-day joint comment period was open from July 21, 2023, to August 21, 2023. The Plan Commission forwards to City Council a recommendation to approve this action.</p> <p>The proposed amendments to the SMP (SMC 17E.060.470 and SMC 17E.060.690) and the Use Category Description for Agriculture (SMC 17C.190.500) will permit fish rearing facilities on the shorelines of the Latah Creek (aka Hangman Creek) within the SMP shoreline environment designations of “Natural” and “Urban Conservancy.” For the full code amendments please visit <a href="https://my.spokanecity.org/aquacultureupdate">https://my.spokanecity.org/aquacultureupdate</a>.</p>
<b>Proposed Council Action</b>	An Ordinance before City Council is anticipated in September 2023
<b>Fiscal Impact</b> Total Cost: <small>Click or tap here to enter text.</small> Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: <small>Click or tap here to enter text.</small>  Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	

<b>Operations Impacts</b> (If N/A, please give a brief description as to why)
<p>What impacts would the proposal have on historically excluded communities?  The proposed amendments to the Shoreline Master Program will allow a large-scale feasibility study between the Coeur d'Alene Tribe, Spokes Tribe of Indians, the Confederated Tribes of the Colville Reservation, and the Upper Columbia Tribes for reintroducing Chinook and Sockeye salmon into the blocked habitats of the Upper Columbia River.</p>
<p>How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  Data collection is not a part of the SMP amendments</p>
<p>How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?  Data collection is not a part of the SMP amendments</p>
<p>Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  The proposed amendments to the SMP align with the Shoreline Management Act of 1971 and WA State priorities for aquaculture activities along the shorelines of statewide interest. The proposed amendments are also aligned with Spokane City Council Resolution NO. 2023-0012 "A Resolution supporting establishment of a Spokane River Watershed Salmon Lead Entity to develop, submit and maintain a habitat protection and restoration plan as well as habitat project list pursuant to RCW 77.85." Current City of Spokane Comprehensive Plan goals and policies support water-based uses along the shorelines including aquaculture uses.</p>



# STAFF REPORT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

<b>To:</b>	City Plan Commission	
<b>Subject:</b>	Shoreline Master Program – Aquaculture Update	
<b>Staff Contact:</b>	Tirrell Black Principal Planner <a href="mailto:tblack@spokanecity.org">tblack@spokanecity.org</a>	Tyler Kimbrell Planner II <a href="mailto:tkimbrell@spokanecity.org">tkimbrell@spokanecity.org</a>
<b>Report Date:</b>	July 19, 2023	
<b>Hearing Date:</b>	July 26, 2023	
<b>Recommendation:</b>	Approval	

## I. SUMMARY

Shoreline Master Program amendments updating SMC 17E.060.470, SMC 17E.060.690, and SMC 17C.190.500 allowing aquaculture facilities in the Urban Conservancy and Natural Environment shoreline designations within the Latah Creek shoreline district and amending the definition of Residential Agriculture to include fish rearing facilities. These changes are necessary for the construction of fish rearing facilities and their accessory uses to help restore salmonid populations to the Spokane River.

## II. BACKGROUND

The Shoreline Management Act of 1971 (SMA), passed by the legislature in 1971 and adopted by voters in 1972, has an overarching goal “to prevent the inherent harm in an uncoordinated and piecemeal development of the state’s shorelines.” The SMA requires local government to develop Shoreline Master Programs which give preference to uses which:

1. Recognize and protect the statewide interest over local interest;
2. Preserve the natural character of the shoreline;
3. Result in long term over short term benefit;
4. Protect the resources and ecology of the shoreline;
5. Increase public access to publicly owned areas of the shorelines;
6. Increase recreational opportunities for the public in the shoreline;
7. Provide for any other element as defined in RCW 90.58.100 deemed appropriate or necessary.

Shoreline Master Programs (SMPs) are local land-use policies and regulations that guide use of Washington shorelines, SMPs apply to both public and private uses. Their main goals are to protect natural resources, provide public access to public waters and shores, and plan for water dependent uses. The Washington State Department of Ecology assists cities in developing and updating their SMPs.

For this locally initiated aquaculture amendment to the City of Spokane’s SMP a joint review process is being utilized to streamline the adoption process for amending the SMP. A joint review process requires that a joint hearing be conducted with a Department of Ecology representative and a 30-day public comment period be had to collect and respond to community concern. Following the 30-day comment period and after responding to those comments the Department of Ecology will make a determination of consistency prior to City Council action.

The proposed amendment to the SMP as read in Exhibit A, making aquaculture a permitted use in the Urban Conservancy Environment and the Natural Environment shoreline designations in the Latah Creek shoreline district, comes as a response

to the proposed fish rearing facility by the Coeur d'Alene Tribe. This project was added to Plan Commissions work plan on June 5, 2023 by Resolution 2023-0041. A project description provided by the Tribe can be reviewed in Exhibit B.

### III. PROCESS

#### DEVELOPMENT CODE AMENDMENT PROCEDURE

Article III Section 21, Amendments and Repeals, of the City of Spokane Charter provides for the ability of amendments of the Charter and Spokane Municipal Code through ordinances. Title 17 is known as the Unified Development Code (UDC) and is incorporated into the Spokane Municipal Code to implement the City's Comprehensive Plan, and by reference, the requirements of the Washington State Growth Management Act (GMA). Section [17G.025.010](#) establishes the procedure and decision criteria that the City uses to review and amend the UDC. The City may approve amendments to the UDC if it is found that a proposed amendment is consistent with the provisions of the Comprehensive Plan, and bears a substantial relation to public health, safety, welfare, and protection of the environment.

#### Role of the City Plan Commission

The proposed text amendments require a review process set forth in Section 17G.025.010(F) SMC. The Plan Commission is responsible for holding a public hearing and forwarding its findings, conclusions, and recommendations to the City Council. Utilizing the decision criteria in 17G.025 SMC, the Plan Commission may recommend approval, modification, or denial of the proposal.

The Plan Commission may incorporate the facts and findings of the staff report as the basis for its recommendation to the City Council or may modify the findings as necessary to support their final recommendation.

#### Role of City Council

The City Council will also conduct a review process considering the proposed text amendment, public comments and testimony, the staff report, and the Plan Commission's recommendation. The final decision to approve, modify, or deny the proposed amendment rests with the City Council. Proposals adopted by ordinance after public hearings are official amendments to the Spokane Municipal Code.

#### COMMUNITY ENGAGEMENT

Project webpage	May 2023 – Present
Plan Commission workshop	July 12, 2023
Notice of Intent to adopt & SEPA checklist request for comments	June 14, 2023 – June 28, 2023
SEPA DNS (determination of non-significance) issued	July 10, 2023
Ecology 30-day comment period	July 21, 2023 – August 21, 2023
Plan Commission Public Hearing	July 26, 2023

#### SEPA REVIEW

As outlined in Section 17G.025.010 SMC, notices of proposals to amend the UDC are distributed and interested parties should be made aware of such proposals during the Plan Commission review, including the SEPA checklist and determination. Similarly, a public notice published in the *Spokesman-Review* fourteen days prior to the Plan Commission public hearing is required.

This proposal was properly noticed pursuant to Section 17G.025.010(E). See **Exhibit C** for the SEPA Determination of Non-significance issued on July 10, 2023.

## COMMENTS RECEIVED

- Two letters from the Spokane Tribe of Indians Tribal Historic Preservation Officer were received recommending a case-by-case review at time of project permit application, noting that at time of project application there may be a requirement for cultural surveys or monitoring.
- A letter of support from the Citizen Action for Latah Valley was received.

Letters are available in Exhibit D.

## IV. ANALYSIS

### PROPOSAL DESCRIPTION

Current SMP policy states that aquaculture activities are not in use nor are they anticipated, and should they become relevant, the SMP and other applicable development regulations will be amended. The Coeur d'Alene Tribe has proposed a fish rearing facility along the Latah Creek shoreline and therefore it is reasonably assumed that there is demand for aquaculture uses in the City.

This proposal will amend the definition of Residential Agriculture SMC 17C.190.500, the aquaculture section of the SMP SMC 17E.060.470, and the shoreline primary use table located in SMC 17E.060.690.

### Aquaculture Uses

The proposed amendments to SMC 17C.190.500, 17E.060.470, and 17E.060.690 (Exhibit A) are necessary for allowing fish rearing facilities in the Urban Conservancy and Natural Environment shoreline designations in the Latah Creek shoreline district. A definition, goals, and policies from the City's Comprehensive Plan related to environment designations can be reviewed in Exhibit E. The proposed amendments align the definition of Residential Agriculture zoning, and the aquaculture uses to ensure that compatibility with use types is achieved. The proposed amendments to the aquaculture and primary use sections of the SMP ensure that the protection of statewide and local interests are maintained while ensuring projects are not overburdened with regulations.

### IMPLEMENTATION OF COMPREHENSIVE PLAN GOALS AND POLICIES

Section [17G.025.010](#) SMC establishes the review criteria for text amendments to the Unified Development Code. In order to approve a text amendment, City Council shall consider the findings and recommendations of the Plan Commission along with the approval criteria outlined in the Code. The applicable criteria are shown below in *bold and italic* with staff analysis following the complete list. Review of the Comprehensive Plan goals and policies indicates that the proposal meets the approval criteria for internal consistency set forth in SMC 17G.025.010(G). Excerpts of the applicable goals and policies, and their Comprehensive Plan discussion points, are contained in **Exhibit E**.

### 17G.025.010(G) Approval criteria

1. **The proposed amendment is consistent with the applicable provisions of the comprehensive plan.**  
**Staff Analysis:** The proposed amendments to the SMP are consistent with the City of Spokane's Comprehensive Plan, Chapter 14: Shorelines. The following policies are cited in support:

***Chapter 14: SMP 1.1 Coordinated Planning***

***Chapter 14: SMP 1.6 Policy Priorities***

***Chapter 14: SMP 4.1 Preservation of Natural Resources***

***Chapter 14: SMP 7.1 Cooperation and Consultation***

***Chapter 14: SMP 10.2 Native Plant Restoration***

***Chapter 14: SMP 11.37 Open Space and Wildlife Habitat Preservation***

***Chapter 14: SMP 11.52 Protection of Ecosystem-Wide Processes***

2. **The proposed amendment bears a substantial relation to public health, safety, welfare, and protection of the environment.**

**Staff Analysis:** The SMP is tasked with protecting the ecological integrity, access, and prioritizing water-based uses of the shoreline. The proposed amendments allowing aquaculture are in-line with the goals of the State through the SMA and the City's goals through the SMP and Chapter 14 of the City's Comprehensive Plan. The prioritization of public access and environmental protection bears a substantial relation to public health, safety, welfare, and protection of the environment, and the proposed amendments bolster those priorities.

## V. DISCUSSION

The proposed text amendments will permit aquaculture to be an allowed use in the City of Spokane leading to more salmonid restoration projects and will assist in bringing salmon back to the Spokane River. The proposed text amendments do not anticipate all potential aquaculture uses. Should a use be proposed that does not currently meet the policies, goals, and development regulations of the SMP, changes will be considered as appropriate.

At their workshop on July 12, 2023 Plan Commission indicated that they would like to review the shoreline environment designations. The shoreline environment designations and their policies, goals, and definitions can be reviewed in Exhibit E. The City's shoreline goals and policies can be reviewed in Chapter 14: Shorelines of the [Comprehensive Plan](#).

## VI. CONCLUSION

Based on the facts and findings presented herein, staff concludes that the requested text amendments to the Unified Development Code satisfy the applicable criteria for approval as set forth in SMC Section 17G.025.010. To comply with RCW 36.70A.370 the proposed text amendments have been evaluated to ensure proposed changes do not result in unconstitutional takings of private property.

## VII. STAFF RECOMMENDATION

Following the close of public testimony and deliberation regarding conclusions with respect to the review criteria and decision criteria detailed in SMC 17G.025.010, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested code amendments to the Unified Development Code.

Staff **recommends approval** of the requested text amendments to the SMP and Use Category Definition and recommends that the Plan Commission adopt the facts and findings of the staff report.

## VIII. LIST OF EXHIBITS

- A. Proposed text amendments to the SMP and Use Category Descriptions
- B. Coeur d'Alene Tribe Salmonid Aquaculture Facility Overview
- C. SEPA DNS
- D. Comment Letters
- E. Comprehensive Plan Goals & Policies



# EXHIBIT A

[Title 17C](#) Land Use Standards

[Chapter 17C.190](#) Use Category Descriptions

Article VI. Other Categories

[Section 17C.190.500](#) Agriculture

A. Characteristics.

Agriculture includes activities that raise, produce or keep plants or animals.

B. Accessory Uses.

Accessory uses include dwellings for proprietors and employees of the use and animal training.

C. Examples.

Examples include breeding or raising of fowl or other animals; dairy farms; stables; riding academies; [fish rearing facilities](#); kennels or other animal boarding places; farming, truck gardening, forestry, tree farming; and wholesale plant nurseries.

D. Exceptions.

1. Processing of animal or plant products, including milk, and feed lots are classified as Manufacturing and Production.
2. Livestock auctions are classified as Wholesale Sales.
3. Sale of products produced on site is permitted; provided, that structures for this purpose are limited to five hundred square feet of total floor area per site.
- [4.](#) Plant nurseries that are oriented to retail sales are classified as Retail Sales and Service.
- [4-5.](#) [Fish rearing facilities are only permitted in accordance with SMC 17E.060.470.](#)

Date Passed: Tuesday, May 31, 2005

Effective Date: Wednesday, July 6, 2005

ORD C33636 Section 3

## Section 17E.060.470 Aquaculture

~~Aquaculture activities are presently not in use, nor are they an anticipated activity within the shoreline jurisdiction. Therefore, these activities are not applicable to the City of Spokane. If the City should determine in the future that aquaculture will be allowed in the shoreline jurisdiction, regulations will be established by amendment to the SMP and to all other applicable City of Spokane development regulations.~~

### A. Definition

Aquaculture means the rearing or farming of fish, shellfish, or other aquatic plants and animals and may include accessory uses. Examples of accessory uses include, but are not limited to: pump houses, office space, on-site staff housing, maintenance buildings, storage buildings, equipment sheds, and aquaculture research and diagnostics laboratories.

B. Aquaculture is allowed for the purpose of enhancing or restoring salmonid populations and fisheries, for enhancing or restoring native aquatic plants, for educational purposes, or for sport harvest and sustenance purposes.

C. Aquaculture is limited to the Urban Conservancy Environment and Natural Environment environmental designation and the Latah Creek shoreline district.

D. Aquaculture is not permitted in areas where it would result in a net loss of ecological functions, adversely impact aquatic macroinvertebrates, or significantly conflict with navigation and other water-dependent uses.

E. Aquaculture facilities should be designed and located so as not to spread disease to native aquatic life, establish new nonnative species which cause significant ecological impacts, or significantly impact the aesthetic qualities of the shoreline.

Date Passed: Monday, November 3, 2008

Effective Date: Monday, July 26, 2010

ORD C34326 Section 2

## Section 17E.060.690 Shoreline Primary Use

- A. In addition to this section, shoreline uses are subject to the regulations in Article V, Part I, General Requirements for Shoreline Use.
- B. Refer to [SMC 17E.060.300](#) for uses and activities that are exempt from obtaining a shoreline substantial development permit. An exemption from the shoreline substantial development permit process is not an exemption from compliance with the Shoreline Management Act or provisions of these Shoreline Regulations, or from any other regulatory requirements. To be authorized, all uses and activities must be consistent with the policies and regulations of the entire SMP and the Act.
- C. To be permitted in the Shoreline Jurisdiction, a use must be permitted in both the shoreline environment and the underlying zone in which it is located.
- D. Uses not listed in Table 17E.060-4 or Title 17C may only be authorized as a conditional use.
- E. Legend for Table 17E.060-4:

### 1. Permitted Uses – “P”

Uses permitted are listed in Table 17E.060-4 with a “P”. These uses are allowed if they comply with the development standards of these Shoreline Regulations and Title 17C. A shoreline substantial development permit or an exemption from such permit is required, pursuant to [SMC 17E.060.290](#) and [SMC 17E.060.300](#).

### 2. Limited Uses – “L”

Uses allowed that are subject to limitations are listed in Table 17E.060-4 with an “L”. These uses are allowed if they comply with the limitations as listed in the footnotes following the table and the development standards of these Shoreline Regulations and title 17C SMC. A shoreline substantial development permit or an exemption from such permit is required.

### 3. Conditional Uses – “CU”

Uses that are allowed if approved through the shoreline conditional use review process are listed in Table 17E.06-4 with a “CU.” These uses are allowed provided they comply with the conditional use approval criteria for that use, the development standards of these Shoreline Regulations and Title 17C. Uses listed with a “CU” that also have a footnote number in the table are subject to the standards cited in the footnote.

### 4. Uses Not Permitted – “N”

Uses listed in Table 17E.060-4 with an “N” are not permitted. Existing uses in categories listed as not permitted are subject to the standards in Chapter 17C.210 SMC, Land Use Standards Non Conforming Situations, and [SMC 17E.060.380](#), Nonconforming Structures and Uses.

**TABLE 17E.060-04  
SHORELINE PRIMARY USES**

Use is:		Shoreline Environments					
P:	Permitted (with shoreline substantial development permit or exemption)						
N:	Not permitted	NE	UCE	SRE	LUE	IUE	WTPE
L:	Allowed, but special limitations						
CU:	Conditional use review required						
<b>Agriculture</b>							
Low intensity agriculture		N	L[1]/CU	N	N	N	N
High intensity agriculture		N	N	N	N	N	N
<b>Aquaculture</b>							
Aquaculture		<del>NP</del>	<del>NP</del>	N	N	N	N
<b>Boating Facilities</b>							
Marinas		N	N	N	N	N	N
Launch ramps for small non-motorized watercraft		CU	CU	CU	CU	N	CU
<b>Capital Facilities and Utilities</b>							
Maintenance of existing utilities or facilities		P	P	P	P	P	P
New construction or expansion of existing utilities or facilities		L[2]/CU	L[2]/CU	L[2]/CU	L[2]/CU	L[2]/CU	L[2]/CU

Over-water or underwater utility crossings	CU	CU	CU	CU	CU	CU
New bridges solely for pipelines	N	N	N	N	N	N
Facilities which constitute the final termination or destination of a transmission line	N	N	N	N	N	N
Expansions or upgrades of existing wastewater treatment plant facilities and accessory uses	N	N	N	N	N	CU
New wastewater treatment plant facilities and pumping stations	N	N	N	N	N	L[2]/CU
New wastewater treatment outfall infrastructure	CU	CU	CU	CU	CU	P
New wireless communication support tower	N	N	N	N	N	N
Commercial Development						
Water-dependent commercial uses	N	P	N	P	P	N
Water-related commercial uses	N	P	N	P	P	N
Water-enjoyment commercial uses	N	P	N	P	P	N
Non-water-oriented commercial uses	N	L[3]	N	L[3]	L[3]	N
Forest Practices						
Forest practices	N	N	N	N	N	N
Industrial Development						

Water-dependent industrial uses	N	CU	N	CU	CU	N
Water-related industrial uses	N	CU	N	CU	CU	N
Non-water-oriented industrial uses	N	L[4]/CU	N	L[4]/CU	L[4]/CU	N
High-impact industrial uses	N	N	N	N	N	N
Institutional						
Water-dependent institutional	CU	CU	CU	CU	CU	N
Water-related institutional	CU	CU	CU	CU	CU	N
Water-enjoyment institutional	CU	CU	CU	CU	CU	CU
Non-water-oriented institutional	L[5]/CU	L[5]/CU	L[5]/CU	L[5]/CU	L[5]/CU	N
In-stream Structures						
In-stream structures	L[6]/CU	CU	CU	CU	CU	CU
Mining						
Mining	N	N	N	N	N	N
Recreational Development						
Water-dependent recreational	CU	CU	CU	CU	CU	N
Water-related recreation	CU	CU	CU	CU	CU	CU
Water-enjoyment recreation	L[7]/CU	CU	CU	CU	CU	CU
Non-water-oriented recreation	N	CU	CU	CU	CU	N
Residential Development						

Single-family residences	CU	P	P	P	P	N
Two-family residences	N	P	P	P	P	N
Three-family residences	N	P	P	P	P	N
Multi-family residences (4 or more dwelling units)	N	CU	CU	CU	CU	N
Accessory dwelling unit (ADU)	CU	P	P	P	P	N
Detached accessory structures	CU	P	P	P	P	N
Group living	N	CU	CU	CU	CU	N
Subdivision						
All subdivisions (including binding site plans)	L[8]/CU	CU	CU	CU	CU	N
Parking						
Commercial parking or parking facility as primary use	N	N	N	N	N	N
Parking, accessory to a permitted use	P	P	P	P	P	P
Transportation						
New streets or street expansions that are part of the City of Spokane designated regional arterial network	L[9]/CU	L[9]/CU	L[9]/CU	L[9]/CU	L[9]/CU	L[9]/CU
New local access streets or street expansions serving permitted shoreline uses	L[10]/CU	L[10]	L[10]	L[10]	L[10]	L[10]
Pedestrian and bicycle linkages to existing or	L[11]/CU	P	P	P	P	P



planned transportation networks						
Maintenance roads, accessory to a permitted use	P	P	P	P	P	P
Railroads and Rail Corridors						
New rail lines	L[12]/CU	L[12]/CU	L[12]/CU	L[12]/CU	L[12]/CU	L[12]/CU
Expansion of existing rail lines	P	P	P	P	P	P

Date Passed: Monday, April 19, 2021

Effective Date: Sunday, May 23, 2021

ORD C36034 Section 8

# EXHIBIT B

# Coeur d'Alene Tribe

## Salmonid Aquaculture Facility Overview



### Primary Contacts:

Thomas Biladeau, Anadromous Division Lead

[thomas.biladeau@cdatribe-nsn.gov](mailto:thomas.biladeau@cdatribe-nsn.gov)

(208)686-6307

Ralph Allan Jr., Fish & Wildlife Program Manager

[ralph.allan@cdatribe-nsn.gov](mailto:ralph.allan@cdatribe-nsn.gov)

(208)686-6307

## **Background**

The Coeur d'Alene Tribe, in partnership with the Spokane Tribe of Indians, the Confederated Tribes of the Colville Reservation, the Upper Columbia United Tribes and the State of Washington, are implementing a large-scale feasibility study for reintroduction of Chinook and Sockeye salmon into blocked habitats of the Upper Columbia River. These studies require a consistent supply of hatchery-reared juvenile salmon, of which are acclimated to and released into waters within the study area. The proposed facility will serve as the primary aquaculture program for support of the feasibility studies.

## **Scope of Work**

The project will be located on Coeur d'Alene Tribe property at the physical address of 3515 S. Inland Empire Way, Spokane, Washington 99224, parcel #25361. Ground water will be the primary source of water provided by three (3) production wells located on the parcel, as well as a limited amount of surface water from the adjacent stream. Maximum sustained production of ground water for facility use is dependent on production rates and recharge, of which are currently being evaluated. Surface water use from Hangman Creek is estimated to be 500 gallons per minute (1.11 cfs). Treatment of all incoming surface water will incorporate at minimum UV sterilization and fine sediment filtration. Surface water availability will be intermittent and unreliable. Periods of flashy runoff during the winter and early spring will restrict water withdrawals, as will periods of base flows in the late summer and early fall. Water use for the facility is intended to be non-consumptive, and returned to the source after passing through the facility. Effluent treatment will adhere to Washington Department of Ecology standards.

## **Property Description**

Total size of the property is 47 acres, of which 19 acres are identified for construction. Construction within the stream or riparian protection zones will be avoided. All buildings, with the exception of a 10' X 20' storage shop have been demolished and removed from the property. There are currently no municipal water or sewer services on the property, although the Coeur d'Alene Tribe is open to the option of hooking up to Spokane city water and sewer for municipal use.

## **Fish Production Goals**

The Coeur d'Alene Tribe is proposing a facility that can sustain a maximum of the following fish on station at any given time. We understand water availability and rearing densities will dictate production at the facility. Therefore, the list below is ranked by priority.

1. 75,000 yearling Chinook salmon up to 20 fish per pound
2. 175,000 eyed eggs/subyearling Chinook salmon up to 50 fish per pound
3. 60,000 eyed eggs/subyearling Sockeye salmon up to 50 fish per pound
4. 150 adult salmon short-term holding facilities

These fish will require a separate water supply and treatment to minimize cross contamination and pathogen spread throughout the facility. The facility should include separate rooms or buildings with bio-control measures for each of the three (3) juvenile salmon aquaculture programs identified above, and a separate outdoor facility to hold adult salmon.

# EXHIBIT C



**NONPROJECT DETERMINATION OF NONSIGNIFICANCE**

**FILE NO(s):** Shoreline Master Program Aquaculture Update (non-project)

**PROPONENT:** City of Spokane

**DESCRIPTION OF PROPOSAL:** This proposal will amend the Shoreline Master Program (SMP) of the Spokane Municipal Code (SMC) 17E.060.470 and 17E.060.690 to allow aquaculture uses. The proposal will also amend the Use Category Description for Agriculture under SMC 17C.190.500 to align with the changes to the SMP. The exact amendments to the code will be available online at the following address: [my.spokanecity.org/aquacultureupdate](http://my.spokanecity.org/aquacultureupdate).

**LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:** This proposal has a City-wide impact

**LEAD AGENCY:** City of Spokane

**DETERMINATION:**


The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW [43.21C.030\(2\)\(c\)](#). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

- [ ] There is no comment period for this DNS.
- [ ] This DNS is issued after using the optional DNS process in section 197-11-355 WAC. There is no further comment period on the DNS.
- [ X ] This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). **Comments regarding this DNS must be submitted no later than 4:00 p.m. on July 26, 2023 if they are intended to alter the DNS.**

\*\*\*\*\*

**Responsible Official:** Spencer Gardner **Position/Title:** Director, Planning Services

**Address:** 808 W. Spokane Falls Blvd., Spokane, WA 99201 **Phone:** 509-625-6097

**Date Issued:** July 10, 2023 **Signature:** 

\*\*\*\*\*

**APPEAL OF THIS DETERMINATION**

After a determination has become final, appeal may be made to:

**Responsible Official:** City of Spokane Hearing Examiner

**Address:** 808 W. Spokane Falls Blvd., Spokane, WA 99201

**Email:** [hearingexaminer@spokanecity.org](mailto:hearingexaminer@spokanecity.org) **Phone:** 509-625-6010

**Deadline:** 21 days from the date of the signed DNS  
**12:00 p.m. on July 31, 2023**



The appeal must be on forms provided by the Responsible Official, and make specific factual objections. Appeals must be accompanied by the appeal fee. Contact the Responsible Official for assistance with the specifics of a SEPA appeal.





# SEPA City Nonproject DNS SMP Aquaculture Update

Final Audit Report

2023-07-10

Created:	2023-07-10
By:	Tyler Kimbrell (tkimbrell@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAO8vCE-MldpcYZY4YN1wRVJMrSuRgMVFm

## "SEPA City Nonproject DNS SMP Aquaculture Update" History

-  Document created by Tyler Kimbrell (tkimbrell@spokanecity.org)  
2023-07-10 - 7:52:46 PM GMT
-  Document emailed to Spencer Gardner (sgardner@spokanecity.org) for signature  
2023-07-10 - 7:53:09 PM GMT
-  Email viewed by Spencer Gardner (sgardner@spokanecity.org)  
2023-07-10 - 8:18:30 PM GMT
-  Document e-signed by Spencer Gardner (sgardner@spokanecity.org)  
Signature Date: 2023-07-10 - 8:18:38 PM GMT - Time Source: server
-  Agreement completed.  
2023-07-10 - 8:18:38 PM GMT



# EXHIBIT D



July 14, 2023

RE: Support for lower Hangman Creek fish hatchery project of the Coeur d'Alene Tribe

Dear Planning Commission members,

The organizers and supporters of Citizen Action for Latah Valley can not think of a more worthy project to support that reflects the values of this area of Spokane as well demonstrates a mindset of preservation through action than the Coeur d'Alene Tribe's proposal to establish a fish hatchery along the lower Hangman Creek. It rings even more resonance when you hold that the land of which the hatchery would be located was part of the tribe's traditional stewardship at a time when the salmon could run freely in the greater Spokane River watershed.

The Latah Valley is a very special place that possesses many unique attributes. The layers of geologic and human history are vast and complex along with the current reality of the Hangman Creek corridor being a vital and vibrant wildlife corridor for dozens of animal species. The lineage and investment of working the soil to produce food is also a special thing about this area. The opportunity to enhance and perhaps become a catalyst for evolving the overall health of the Latah Valley through the reintroduction of salmon is just what the area needs and deserves.

The Latah Valley is under tremendous pressure through both the decisions of the past, present, and future regarding retail and housing development. Neglected infrastructure advancements, lack of financial management for needed infrastructure, and no current leadership or vision for the Latah Valley leave the area vulnerable to the erosion of quality of life along with the erosion of the physical health of the land and water. The supporters of CALV recognize not only the needs of the human population for this area but of the place itself, Hangman Creek included, must be protected for its own sake and for the enjoyment and other interests of people.

Thankfully there are others besides the Coeur d'Alene Tribe who also see this including Spokane's Parks and Recreation. They have a vision for the area through their recently adopted master plan which includes the preservation of wildlands. Having the Coeur d'Alene Tribe operate their fish hatchery facility is very much in alignment to what Parks and others have in mind when it comes to conservation and ecological improvements in the Latah Valley.

Citizen Action for Latah Valley looks forward to supporting and participating however we can with making the tribe's salmon reintroduction into Hangman Creek a success.

In Solidarity,  
Molly, Adam, and Kai  
Leadership - Citizen Action for Latah Valley



**Spokane Tribe of Indians  
Tribal Historic Preservation Officer**

P.O Box 100 Wellpinit WA 99040

June 26, 2023

**To:** Tyler Kimbrell, Planner

**RE: Notice of Intent to Adopt Changes to the Shoreline Master Program**

Mr. Kimbrell,

Thank you for contacting the Tribe's Historic Preservation Office. We appreciate the opportunity to provide a cultural consult for your project. The intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

As you know that the Spokane Tribe use of these area's was extensive in years prior to arrival of euro- Americans clearly the Spokane area was a great place of cultural and economic importance to our tribe.

**Recommendation: Case by Case review on each project and may require cultural surveys or monitoring.**

Should additional information become available or scope of work change our assessment may be revised.

Again, thank you for this opportunity to comment and consider this a positive action that will assist in protecting our shared heritage.

If questions arise, please contact me at (509) 258 – 4222.

Regards,

Randy Abrahamson  
Tribal Historic Preservation Officer (T.H.P.O.)



**Spokane Tribe of Indians  
Tribal Historic Preservation Officer**

P.O Box 100 Wellpinit WA 99040

July 13, 2023

**To:** Jackie Churchill, Planning & Economic Development

**RE: Shoreline Master program Aquaculture Aquaculture Amendment**

Ms. Churchill,

Thank you for contacting the Tribe's Historic Preservation Office. We appreciate the opportunity to provide a cultural consult for your project. The intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

As you know that the Spokane Tribe use of these area's was extensive in years prior to arrival of euro- Americans clearly the Spokane area was a great place of cultural and economic importance to our tribe.

**Recommendation: Case by Case review on each project and may require cultural surveys or monitoring.**

Should additional information become available or scope of work change our assessment may be revised.

Again, thank you for this opportunity to comment and consider this a positive action that will assist in protecting our shared heritage.

If questions arise, please contact me at (509) 258 – 4222.

Regards,

Randy Abrahamson  
Tribal Historic Preservation Officer (T.H.P.O.)

# EXHIBIT E

SHORELINE MASTER PROGRAM AQUACULTURE UPDATE

EXHIBIT E: COMPREHENSIVE PLAN GOALS AND SHORELINE ENVIRONMENT DESIGNATIONS

**SMP 1.1 Coordinated Planning** - Coordinate shoreline planning between the City of Spokane, agencies with jurisdiction, adjoining jurisdictions, the State of Washington, and the State of Idaho into which the river basin extends.

**SMP 1.6 Policy Priorities** - Give preference to those shoreline activities which fulfill long range Comprehensive Plan goals and the Shoreline Management Act policy priorities

**SMP 4.1 Preservation of Natural Resources** - Preserve and properly utilize the natural resources of the shorelines, including scenic vistas, aesthetics, vegetation, and vital estuarine areas for fisheries and wildlife protection.

**SMP 7.1 Cooperation and Consultation** - Ensure constant cooperation and consultation with affected agencies, tribes, and the City of Spokane Historic Preservation Department for projects that could potentially impact cultural and historical resources.

**SMP 10.2 Native Plant Restoration** - Maintain and restore native plant communities within the Shoreline Jurisdiction

**SMP 11.37 Open Space and Wildlife Habitat Preservation** - Encourage new development to contribute to the creation or preservation of open space and/or fish and wildlife habitat along the shorelines of the Spokane River and Latah Creek through the use of tools such as conservation futures, conservation easements, transferable development rights, and planned unit developments.

**SMP 11.52 Protection of Ecosystem-Wide Processes** – Provide for the protection of preservation of ecosystem-wide processes, ecological functions, and cultural resources, including but not limited to, fish and fish passage, wildlife and water resources, shoreline critical areas, hydrogeological processes, and natural scenic vistas when siting in-stream structures.

## **NATURAL ENVIRONMENT (NE)**

### **Purpose**

The purpose of the "natural" environment is to protect shoreline areas that are relatively free of human influence or that include intact or minimally degraded shoreline functions intolerant of human use. This environment allows only very low intensity uses in order to maintain the ecological functions and ecosystem-wide processes.

### **Designation Criteria**

Assign a "natural" environment designation to shoreline areas if any of the following characteristics apply:

- the shoreline is ecologically intact and therefore currently performing an important, irreplaceable function or ecosystem-wide process that would be damaged by human activity;
- the shoreline is considered to represent ecosystems and geologic types that are of particular scientific and educational interest; or
- the shoreline is unable to support new development or uses without significant adverse impacts to ecological functions or risk to human safety.

This designation delineates those shoreline areas that provide valuable functions for the larger aquatic and terrestrial environments that are sensitive to human development. Such shoreline areas include largely undisturbed portions of shoreline areas such as wetlands, unstable bluffs, and ecologically intact shoreline habitats. Ecologically intact shorelines can include both large (covering multiple properties) and small (within one property) areas which retain the majority of their natural shoreline functions. Generally, these are free of structural shoreline modification, structures, and intensive uses, and can include forested areas which have native vegetation, diverse plant communities, and large woody debris.

### **Management Policies**

1. Give preference to uses that would not substantially degrade the ecological functions or natural character of the shoreline area.
2. Prohibit the following new uses in the shoreline area:
  - commercial,
  - industrial,
  - non-water oriented recreation, and
  - Roads, utility corridors, and parking areas that can be feasibly located outside of "natural" designated shorelines.
3. Allow, as a conditional use, single-family residential development, provided the density and intensity of such use is limited as necessary to protect ecological functions and be consistent with the purpose of the environment.
4. Consider allowing very low intensity agricultural uses when such use is subject to appropriate limitations or conditions to assure the use does not expand or alter practices in a manner inconsistent with the purpose of this designation.
5. Allow scientific, historical, cultural, educational research uses, and low intensity water-oriented uses, provided that no significant ecological impact on the area will result.



6. Prohibit new development or significant vegetation removal which would reduce the capability of vegetation to perform normal ecological functions.
7. Prohibit the subdivision of property in a configuration that, to achieve its intended purpose, will require significant vegetation removal or shoreline modification that adversely impacts ecological functions.

## **URBAN CONSERVANCY ENVIRONMENT (UCE)**

### **Purpose**

The purpose of the "urban conservancy" environment is to protect and restore ecological functions of open space, flood plain and other sensitive lands where they exist in urban and developed settings, while allowing a variety of compatible uses.

### **Designation Criteria**

Assign an "urban conservancy" environment designation to shoreline areas appropriate and planned for development that is compatible with maintaining or restoring the ecological functions of the area and that are not generally suitable for water-dependent uses if any of the following characteristics apply:

- they are suitable for water-related or water-enjoyment uses;
- they are open space, flood plain or other sensitive areas that should not be more intensively developed;
- they have potential for ecological restoration;
- they retain important ecological functions, even though partially developed; or
- they have the potential for development that is compatible with ecological restoration.

### **Management Policies**

1. Allow shoreline uses in the "urban conservancy" environment as follows:
  - Water-oriented uses should be given priority over non-water-oriented uses.
  - Primary allowed uses are those that preserve the natural character of the area or promote preservation of open space, flood plain, or sensitive lands either directly or over the long term.
  - Uses that result in restoration of ecological functions should be allowed if the use is otherwise compatible with the purpose of the urban conservancy environment and setting.
2. Establish standards for shoreline stabilization measures, vegetation conservation, water quality and shoreline modifications that ensure that new development does not result in a net loss of shoreline ecological functions or further degrade other shoreline values.
3. Implement, when feasible, public access and public recreation objectives if significant ecological impacts can be mitigated.

## **SHORELINE RESIDENTIAL ENVIRONMENT (SRE)**

### **Purpose**

The "shoreline residential" environment is designed to accommodate existing, small lot residential development and accessory structures. The shoreline residential environment may also provide appropriate public access and recreational uses.

### **Designation Criteria**

Assign a "shoreline residential" environment designation to shoreline areas if they are predominantly small-lot single-family or multi-family residential development or are planned and platted for such residential development.

### **Management Policies**

1. Provide consistent and integrative regulatory standards that assure no net loss of ecological functions and that take into account the environmental limitations and sensitivity of the shoreline area, the level of infrastructure and services available, and other comprehensive planning considerations.
2. Provide public access and joint use for community recreational facilities in multi-family residential development, multi-lot residential development, and recreational developments.
3. Provide for adequate access, utilities, and public services to serve existing needs and planned future development.

## **LIMITED URBAN ENVIRONMENT (LUE)**

### **Purpose**

The purpose of the "limited urban" environment is to accommodate a range and mixture of water-oriented residential, commercial, and institutional uses at moderate intensity and density levels, while protecting existing ecological functions and restoring ecological functions in areas that have been previously degraded. Water dependent utilities and industrial uses are also accommodated. In addition, this designation provides for appropriate physical and visual public access and recreation uses. This environment is suitable for residential development, while allowing for non-residential uses with height limitations and at a significantly lower scale of intensity than is found in the Intensive Urban Environment. This environment is intended for development that creates a unique urban waterfront environment, enhances aesthetic appeal, provides public access, and allows compatible uses.

### **Designation Criteria**

Assign a "limited urban" environment designation to shoreline areas that are intended to accommodate further urban growth and infill development and that are appropriate for a mix of water-oriented residential, institutional, and limited commercial uses. Water-dependent utility and industrial uses may be accommodated. This environment may include a range and mix of uses similar to those found in the Intensive Urban Environment, but at a significantly lower scale of intensity. This environmental designation may serve as a transition between higher intensity and lower intensity environmental designations.

### **Management Policies**

1. Prioritize shoreline uses in the "limited urban" environment as follows:
  - First priority should be given to water-dependent uses.
  - Second priority should be given to water-related and water-enjoyment uses.
2. Non-water oriented uses may also be allowed in limited situations where they do not conflict with or limit opportunities for water-oriented uses or on sites where there is no direct access to the shoreline. Such

specific situations should be identified in a shoreline use analysis or special area planning as identified in WAC 173-26-200.

3. Essential public facility uses, such as utilities, should be allowed only if water dependent or necessitated by economic feasibility or functionality requirements and adequate land is not available in the urban intensive environment designated areas.
4. Provide consistent and integrative regulatory standards that assure no net loss of ecological functions or processes.
5. Ensure that essential public facilities, such as utilities, are designed to the level of lowest impact and least disruption to the physical and visual environment whether above or below ground.
6. Provide public access and joint use for community recreational facilities in multi-family residential development, multi-lot residential development, and recreational developments.
7. Provide for adequate access, utilities, and public services to serve existing needs and planned future development.
8. Consider the potential for displacement of non-water oriented uses with water-oriented uses when analyzing full utilization of urban waterfronts and before considering expansion of such areas.
9. Assure no net loss of shoreline ecological functions as a result of new development, and where applicable, require that new development include environmental cleanup and restoration of the shoreline to comply with state and federal law.
10. Encourage the preservation and restoration of the natural character of the shoreline area.
11. Require, where feasible, visual and physical public access to the river in public and private development or redevelopment within the shoreline area.
12. Promote aesthetic considerations through the development of sign control regulations, appropriate development siting, screening, architectural standards, and maintenance of vegetative buffers.

## **INTENSIVE URBAN ENVIRONMENT (IUE)**

### **Purpose**

The purpose of the “intensive urban” environment is to ensure optimum, intensive public utilization of shorelines by providing high-intensity public use and managing development so that it enhances and maintains the shorelines for a variety of urban uses. Existing ecological functions within the shoreline area must be protected, and areas that have been previously degraded must be restored. Urban use of shorelines in this environment should be limited to water-oriented uses in developed areas with adequate building setbacks from the top of the riverbanks. Priority will be given to public access, both visual and physical. Pedestrian paths and cycle paths should connect to access points. Public ownership of land should be maintained and expanded along both riverbanks.

### **Designation Criteria**

Assign the “intensive urban” environment designation to shoreline areas at the heart of the city that are appropriate and planned for a multiplicity of high-intensity water oriented urban, residential, commercial, office, and industrial land uses. The density and intensity of uses within this environment are balanced with a mix of open space and recreational and cultural facilities.

### **Management Policies**

1. Prioritize shoreline uses in the “intensive urban” environment as follows:

- First priority should be given to water-dependent uses.
  - Second priority should be given to water-related and water-enjoyment uses.
  - Non-water oriented uses should not be allowed except as part of mixed use (water-dependent, water-related, and/or water-enjoyment) developments.
  - Non-water oriented uses may also be allowed in limited situations where they do not conflict with or limit opportunities for water-oriented uses or on sites where there is no direct access to the shoreline. Such specific situations should be identified in a shoreline use analysis or special area planning.
2. Encourage full utilization of shoreline areas within the existing intensive urban environment before allowing further expansion of the environment boundaries.
  3. Consider the potential for displacement of non-water oriented uses with water-oriented uses when analyzing full utilization of urban waterfronts and before considering expansion of such areas.
  4. Encourage the redevelopment of degraded or poorly used intensive urban shoreline areas to accommodate future water-oriented uses.
  5. Assure no net loss of shoreline ecological functions as a result of new development, and where applicable, require that new development include environmental cleanup and restoration of the shoreline to comply with state and federal law.
  6. Require, where feasible, visual and physical public access to the river in public and private development or redevelopment within the shoreline area.
  7. Promote aesthetic considerations through the development of sign control regulations, appropriate development siting, screening, architectural standards, and maintenance of vegetative buffers.
  8. Retain and enhance the unique ecological and geologic features of the river, falls, banks, and limited adjacent greenbelt throughout the environment.
  8. Retain and enhance the unique ecological and geologic features of the river, falls, banks, and limited adjacent greenbelt throughout the environment.

## **WASTEWATER TREATMENT PLANT ENVIRONMENT (WTPE)**

### **Purpose**

The purpose of the “wastewater treatment plant” environment is to create a unique designation that specifically corresponds with and addresses wastewater treatment plants. This designation focuses on providing this essential public facility while at the same time addressing the concerns of mitigation measures, aesthetic enhancements, location, and restoration opportunities.

### **Designation Criteria**

This designation applies to Wastewater Treatment Plant properties within the Shoreline Jurisdiction.

### **Management Policies**

1. Ensure the plant is meeting all applicable federal, state, and local standards for emissions and pollutants.
2. Assure no net loss of shoreline ecological functions as a result of Wastewater Treatment Plant improvements or expansion.
3. Mitigate aesthetic impacts to the surrounding environment through low impact design and, as much as feasible, restoration of the natural character of the shoreline area.
4. Allow expansion and major upgrades of the plant within the Shoreline Jurisdiction by conditional use only.

5. Locate future Wastewater Treatment Plant facilities, including pumping stations, outside of the Shoreline Jurisdiction, with the exception of outfall infrastructure, unless no other feasible option is available.
6. Re-designate a Wastewater Treatment Plant Environment to its surrounding designation(s) should the plant relocate.
7. Require improvements to and mitigation of the aesthetic aspects of the plant, including landscaping and odor reduction.

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## 3.8 - RES Appointing CM to Vacant District 2 Position

Council Sponsor: CP Kinnear and CM Wilkerson

Lori Kinnear's appointment to Council President created a vacancy in Council Member, District 2, Position 1.

Applications for the vacant City Council Member position opened on Tuesday, July 18, 2023 and the deadline for interested parties to submit their applications to be considered for the vacant City Council Member seat was 5:00 P.M. on Friday, August 4, 2023.

The City Clerk received nine (9) applications for the vacant position.

Council conducted interviews based on Council Member prioritization of the applicants at their regularly scheduled Study Session on Thursday, August 24, 2023.

Resolution 2023-0060 stated that Council intends to consider a resolution appointing the District 2, Position 1 Council Member on Monday, August 28, 2023.

This resolution was filed blank and will need to be amended to insert an applicant's name.

### Attachments

[BP - Council Member Appointment RES.docx](#)

[Council Member Appointment RES.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Giacobbe Byrd
<b>Contact Email &amp; Phone</b>	<a href="mailto:gbyrd@spokanecity.org">gbyrd@spokanecity.org</a> x6715
<b>Council Sponsor(s)</b>	CP Kinnear and CM Wilkerson
<b>Committee Date</b>	8-28-23
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Resolution Appointing District 2, Position 1 Council Member
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Lori Kinnear’s appointment to Council President created a vacancy in Council Member, District 2, Position 1.</p> <p>Applications for the vacant City Council Member position opened on Tuesday, July 18, 2023 and the deadline for interested parties to submit their applications to be considered for the vacant City Council Member seat was 5:00 P.M. on Friday, August 4, 2023.</p> <p>The City Clerk received nine (9) applications for the vacant position.</p> <p>Council conducted interviews based on Council Member prioritization of the applicants at their regularly scheduled Study Session on Thursday, August 24, 2023.</p> <p>Resolution 2023-0060 stated that Council intends to consider a resolution appointing the District 2, Position 1 Council Member on Monday, August 28, 2023.</p> <p>This resolution was filed blank and will need to be amended to insert an applicant’s name.</p>
<b>Proposed Council Action</b>	Adoption on 8/28/23
<b>Fiscal Impact</b>	<p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>Approved in current year budget?    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Funding Source    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Specify funding source: <a href="#">Click or tap here to enter text.</a></p> <p>Expense Occurrence    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	N/A – this is a resolution appointing a Council Member for District 2.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

N/A – this is a resolution appointing a Council Member for District 2.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

N/A – this is a resolution appointing a Council Member for District 2.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

N/A – this is a resolution appointing a Council Member for District 2.



**RESOLUTION NO. 2023-\_\_\_\_\_**

A Resolution appointing \_\_\_\_\_ to fill the position of Spokane City Council Member, District 2, Position 1 vacated by Lori Kinnear.

**WHEREAS**, City Council adopted Resolution 2023-0060 on July 17, 2023 appointing Lori Kinnear to fill the position of Council President vacated by Breean Beggs; and

**WHEREAS**, Lori Kinnear’s appointment to Council President created a vacancy in Council Member, District 2, Position 1.

**WHEREAS**, the Spokane City Charter section 8(C) states, “A vacancy on the council of a council member elected by district shall be filled by the selection of a qualified person, resident in the district in which the vacancy occurs, by majority vote of the remaining members of the council. The appointee so selected holds office until the next general municipal election at which election a person is elected to the office for the unexpired term, or for the next full term, as the case may be”; and

**WHEREAS**, City Council adhered to the Charter requirements as well as the process established in Council Rule 7.1 in filling the City Council Member, District 2, Position 1 vacancy; and

**WHEREAS**, applications for the vacant City Council Member position opened on Tuesday, July 18, 2023 and the deadline for interested parties to submit their applications to be considered for the vacant City Council Member seat was 5:00 P.M. on Friday, August 4, 2023; and

**WHEREAS**, the City Clerk received nine (9) applications for the vacant position; and

**WHEREAS**, Council conducted interviews based on Council Member prioritization of the applicants at their regularly scheduled Study Session on Thursday, August 24, 2023; and

**WHEREAS**, Resolution 2023-0060 stated that Council intends to consider a resolution appointing the District 2, Position 1 Council Member on Monday, August 28, 2023; and

**WHEREAS**, in accordance with RCW 29A.24.020, the person who wins the current election for City Council Member, District 2, Position 1 will take office upon certification of the election results by the County Auditor, which is expected to occur on November 28, 2023.

**NOW, THEREFORE, BE IT RESOLVED** that the Spokane City Council in compliance with the City Charter and Council Rules, elects to appoint \_\_\_\_\_ to serve as City Council Member, District 2, Position 1 until certification of the election results by the County Auditor in accordance with RCW 29A.24.020; and

Adopted by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

3.9

5 min

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**3.9 - Water Department property along Marietta Avenue**

***Searl, Loren, Feist,  
Marlene, Miller,  
Katherine E***

This is a status update regarding the Water Department's property along Marietta Avenue and the plan to address the debris piles.

## 3.10 - RES Reducing Excess Liability Insurance Limit

*Jordan, Scott*

Council Sponsor: CM Cathcart & CM Wilkerson

The draft Resolution will be circulated to Council by Monday (8/28) and a request for a rules suspension to add to the 8/28 Legislative Agenda will be made.

This is a proposed cost saving measure to reduce the excess liability insurance limits from \$20 Million to \$10 Million

- Our renewals saw an overall increase of 14% with excess liability seeing over 16% in the 3rd layer and 10% in the 4th layer
- I reviewed our loss history and there have been no losses that has exceeded \$5M in the last 10 years
- This change would limit our General Liability, Auto Liability and Law Enforcement coverages to \$10M
- The Savings in premiums would be \$876,983

| For Discussion

### Attachments

[2023 09 COS Premium Comparison DRAFT 8.23.2023 \(002\).pdf](#)

[\\_Briefing Paper Risk Mngt excess liability limit reduction.docx](#)

City of Spokane  
 Estimated Renewal Premium Comparison  
 September 1, 2023 to September 1, 2024

Coverage	Expiring Premiums 2022 to 2023	Renewal Premiums 2023 to 2024	Notes/Status/Issues
<b>Excess Workers Compensation</b>			
Insurer	Safety National	Safety National	
<b>Limit of Liability</b>			
Employers' Liability Limit of Liability	\$2,000,000	\$2,000,000	
<b>Self Insured Retention (SIR)</b>			
Each Accident	\$2,000,000	\$2,000,000	
<b>Premium</b>	<b>\$312,665</b>	<b>\$316,203</b>	
<b>Excess Liability</b>			
<b>Total Limit of Liability</b>	<b>\$20,000,000</b>	<b>\$20,000,000</b>	
<b>PE Excess Retained Limit Liability \$5m x SIR</b>	\$557,962	\$630,534	
<b>CGL, BAUT, LEL, POL, EPL &amp; EXLI Safety National</b>			
SL Taxes & Fees LEL, POL & EPL	\$4,689	N/A	
<b>Premium \$5m x SIR</b>	<b>\$562,651</b>	<b>\$630,534</b>	
<b>Excess Liability (EXLI) 1st 2m x \$5m x SIR - Upland</b>	\$324,000	\$349,920	
Surplus Lines Tax & Fee	\$6,804	\$7,438	
<b>Premium \$2m x \$5m x SIR</b>	<b>\$330,804</b>	<b>\$357,358</b>	
<b>Excess Liability (EXLI) 2nd \$3m x \$7m x SIR - General Star</b>	\$395,000	\$454,250	
Surplus Lines Tax & Fee	\$8,295	\$9,539	
<b>Premium \$3m X \$7m x SIR</b>	<b>\$403,295</b>	<b>\$463,789</b>	
<b>Excess Liability (EXLI) 3rd \$5m x \$10m x SIR - Lexington</b>	\$450,000	\$522,675	
Surplus Lines Tax & Fee	\$9,450	\$10,976	
<b>Premium \$5m x \$10m x SIR</b>	<b>\$459,450</b>	<b>\$533,651</b>	
<b>Excess Liability (EXLI) 4th \$5m x \$15m x SIR - ACE Westchester</b>	\$306,000	\$336,600	
Surplus Lines Tax & Fee	\$6,426	\$6,732	
<b>Premium \$5m x \$15m x SIR</b>	<b>\$312,426</b>	<b>\$343,332</b>	
<b>Total Excess Liability Program Premium \$20m</b>	<b>\$2,068,626</b>	<b>\$2,328,664</b>	
<b>City Property</b>			
Insurer	Travelers Indemnity Company	Travelers Indemnity Company	
<b>Policy Limit \$250,000,000</b>			
<b>Premium</b>	<b>\$230,672</b>	<b>\$266,545</b>	
<b>Upriver Dam Hydro Project</b>			
Insurer	Hartford & Princeton		
<b>Policy Limit \$129,468,677</b>			
<b>Premium (100%)</b>	\$308,011	\$369,613	2023 Estimated Premium Increased Expiring by 20%
Surplus Lines Tax & Fee	\$6,463	\$7,762	
<b>Total Premium (100%)</b>	<b>\$314,474</b>	<b>\$377,375</b>	
<b>Waste to Energy Plant</b>			
Insurer	HSB, ACE, Princeton		
<b>Policy Limit \$285,308,630</b>			
<b>Premium (100%)</b>	\$703,836	\$844,603	2023 Estimated Premium Increased Expiring by 20%
Surplus Lines Tax & Fee (100%)	\$11,203	\$17,737	
<b>Total Premium (100%)</b>	<b>\$715,039</b>	<b>\$862,340</b>	
<b>Waste Water Treatment Plant</b>			
Insurer	Affiliated FM		
<b>Policy Limit \$500,000,000</b>			
<b>Premium</b>	<b>\$382,466</b>	<b>\$413,524</b>	
<b>Terrorism</b>			
Insurer	Lloyd's of London	Lloyd's of London	
<b>Policy Limit \$100,000,000</b>			
<b>Premium</b>	\$62,000	\$69,500	
Surplus Lines Tax & Fee	\$1,302	\$1,459	
<b>Total Premium</b>	<b>\$63,302</b>	<b>\$70,959</b>	
<b>Equipment Breakdown (B&amp;M)</b>			
Insurer	Liberty Mutual	Liberty Mutual	
<b>Policy Limit \$200,000,000</b>			
<b>Premium</b>	<b>\$87,728</b>	<b>\$96,017</b>	

City of Spokane  
 Estimated Renewal Premium Comparison  
 September 1, 2023 to September 1, 2024

Coverage	Expiring Premiums 2022 to 2023	Renewal Premiums 2023 to 2024	Notes/Status/Issues
<b>Crime</b>			
Insurer	AIG	AIG	
<b>Premium</b>	<b>\$21,554</b>	<b>\$21,528</b>	\$1,000 A/P for increasing the Imper Fraud to \$250,000
<b>Inland Marine (Equipment Floater)</b>			
Insurer	AGCS	AGCS	
Catastrophe Limit	\$28,164,154	\$32,509,079	
<b>Premium</b>	<b>\$41,368</b>	<b>\$49,934</b>	
<b>Aviation</b>			Current Policy Term 9/12/2022 - 9/12/2023
Insurer	Various	Various	Renewal Policy Term 9/12/2023 - 9/01/2024
Number of Units on Schedule	20	30	
<b>Premium</b>	<b>\$4,645</b>	<b>\$8,834</b>	<b>Pro-rated for 2023-2024 term</b>
<b>Cyber Security</b>			
Insurer	AIG	AIG	
Premium	\$ 120,713	\$ 116,350	AIG revised premium
Surplus Lines Tax & Fee	\$2,535	\$2,443	
<b>Total Premium</b>	<b>\$123,248</b>	<b>\$118,793</b>	
<b>Total Insurance Premium - All Policies</b>	<b>\$4,365,787</b>	<b>\$4,930,717</b>	
	<b>Difference \$</b>	<b>\$564,930</b>	
	<b>Difference %</b>	<b>12.94%</b>	

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Giacobbe Byrd
<b>Contact Email &amp; Phone</b>	<a href="mailto:gbyrd@spokanecity.org">gbyrd@spokanecity.org</a> x6715
<b>Council Sponsor(s)</b>	CP Wilkerson and CM Cathcart
<b>Committee Date</b>	8-28-23
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Resolution allowing Risk Management to reduce excess Liability insurance limits
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>This is a proposed cost saving measure to reduce the excess liability insurance limits from \$20 Million to \$10 Million</p> <ul style="list-style-type: none"> <li>• Our renewals saw an overall increase of 14% with excess liability seeing over 16% in the 3<sup>rd</sup> layer and 10% in the 4<sup>th</sup> layer</li> <li>• I reviewed our loss history and there have been no losses that has exceeded \$5M in the last 10 years</li> <li>• This change would limit our General Liability, Auto Liability and Law Enforcement coverages to \$10M</li> <li>• The Savings in premiums would be \$876,983</li> </ul>
<b>Proposed Council Action</b>	Adoption on 8/28/23
<b>Fiscal Impact</b> Total Cost: <a href="#">Click or tap here to enter text.</a> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: <a href="#">Click or tap here to enter text.</a>  Expense Occurrence <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? N/A –	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A –	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? Risk Management with the assistance of the actuarial and broker will continue to monitor the effectiveness of the change.	

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This proposal is an effort to reduce costs in Risk Management. There is low risk of incurring a loss between the proposed limits of \$10M and the policy expiring limit of \$20M. We can reevaluate next year to ensure we continue to have adequate limits on our excess policies.



## 4 - Consent Items

# 4.1

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## 4.1 - ES - Chestnut Bridge Scour Mitigation Design

***Buller, Dan***

Chestnut Bridge Scour Mitigation Design. Council Sponsor: Kinnear

| For Information

### **Attachments**

[Chestnut Br Scour Mitigation Consultant for Design - PIES Briefing Paper \(~.docx\)](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Engineering Services
<b>Contact Name</b>	Dan Buller
<b>Contact Email &amp; Phone</b>	<a href="mailto:dbuller@spokanecity.org">dbuller@spokanecity.org</a> , 625-6391
<b>Council Sponsor(s)</b>	Lori Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Chestnut St. Bridge Scour Mitigation Project Design
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The City has received a grant for design a project to mitigate scour at the piers of the Chestnut St. bridge. See attached two exhibits.</p> <p>Because city staff lack expertise in this kind of engineering, Engineering Services seeks to hire a consultant to do this design. An RFQ is currently being advertised. Upon selection of a consultant and negotiation of a scope a budget, a proposed contract will be forwarded to council for approval.</p> <p>This briefing paper pertains to design only. Construction is not yet funded.</p>
<b>Proposed Council Action</b>	Background information for future request for council approval of consultant contract.
<b>Fiscal Impact</b> Total Cost: <u>\$300,000±</u> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Federal grant  Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b> What impacts would the proposal have on historically excluded communities?  Public Works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community, and to respond to gaps in services identified in various City plans. We recognize the need to maintain affordability and predictability for utility customers. And we are committed to delivering work that is both financially and environmentally responsible. This item supports the operations of Public Works.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  N/A – This contract supports multiple public works projects and should not impact racial, gender identity, national origin, income level, disability, sexual orientation or other existing disparity factors.	

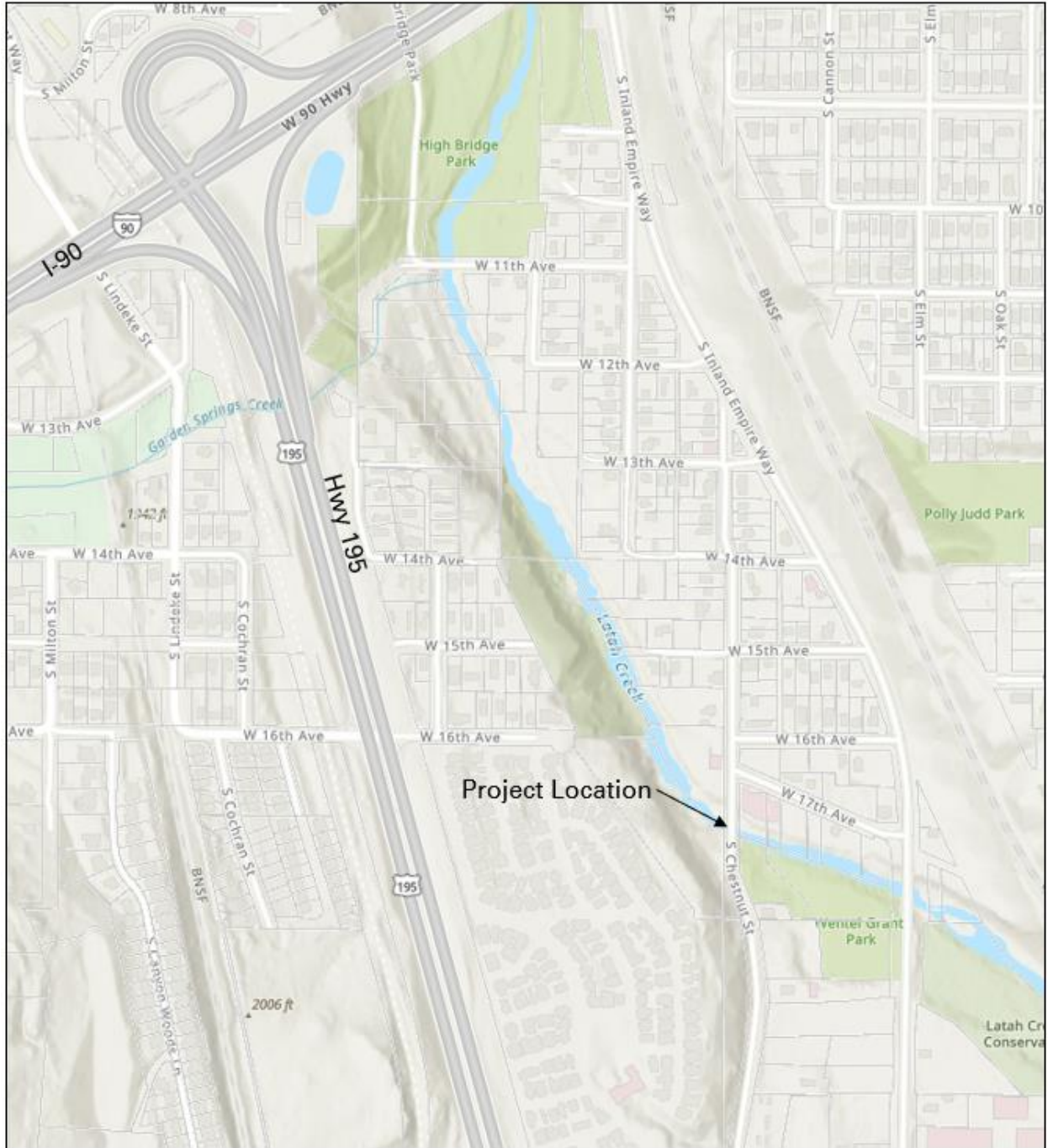
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

The projects which will use this on-call contract are consistent with our adopted six year programs as well as the annual budget and strategic initiative to advance street maintenance activities.

# Project Location



## Existing Conditions



## 4.2

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### 4.2 - Contract Renewal with Big Belly Solar, LLC

*Averyt, Chris*

Council Sponsor: CP Kinnear

Two-year contract renewal with Big Belly Solar, LLC to continue leasing a system of networked solar compacting waste stations in the downtown area.

| For Information

#### **Attachments**

[Briefing Paper - SWC - Big Belly Solar Renewal.docx](#)

[23-148 Big Belly Solar Contract Renewal OPR 2018-0028.docx](#)

[Q31632-3 City of Spokane Connect Renewal 24 Month 7-10-23 \(1\) \(1\).pdf](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Solid Waste Collection
<b>Contact Name</b>	Chris Averyt
<b>Contact Email &amp; Phone</b>	<a href="mailto:caveryt@spokanecity.org">caveryt@spokanecity.org</a> / 509.625.6540
<b>Council Sponsor(s)</b>	CP Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Two-Year Contract Renewal with Big Belly Solar, LLC
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Request for Proposals #4417-17 was issued to solicit companies interested in providing a networked solar compacting waste collection system, with web-based service notifications, in the downtown core. This was to improve efficiencies and increase receptacle capacity by replacing the old system in which Downtown Spokane Partnership (DSP)'s Clean Team would walk routes emptying every DSP owned garbage and recycling can daily, making several trips to Solid Waste owned dumpsters to empty their carts.</p> <p>In 2018, the city entered into a five (5) year contract with Big Belly Solar, LLC to lease a system of networked solar compacting waste stations. This lease included Big Belly's CLEAN™ software, which provides service alerts, historical and real-time information, and tools to manage the leased stations. The original lease included 43 stations total - 22 double stations (one side compacts trash and the other side accepts recyclables) and 21 single stations (no recycling).</p> <p>In 2021, an amendment was approved for an additional 12 double units that are on a separate five (5) year lease. This was part of the Mayor's downtown cleanup initiative and an ongoing effort to keep the downtown area welcoming to citizens and visitors.</p> <p>The original contract allowed for an additional five (5) year renewal of the 43 stations. This was renegotiated and both parties agreed to a lesser term of two (2) years. This shorter term will align the original contract and contract amendment's expiration dates closer together.</p>
<b>Proposed Council Action</b>	Council Consent on 09/11/2023
<p><b>Fiscal Impact</b>            Total Cost: <u>\$74,143.44, plus applicable tax, per year</u>            Approved in current year budget?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Funding Source            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring            Specify funding source: Solid Waste Collection Operating Budget/Utility Rate Revenue</p> <p>Expense Occurrence    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring (2 years)</p> <p>Other budget impacts: (revenue generating, match requirements, etc.) n/a</p>	



**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?

n/a

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

n/a

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

The department keeps a spreadsheet for total Big Belly expenditures which includes the lease, taxes, replacement units/parts and repairs. Big Belly's CLEAN™ software has historical data to monitor and manage the units to assist with making immediate and long-term decisions. Other container and system options will be reviewed over the duration of this contract renewal to determine if this is the right solution in future years for solid waste removal in the downtown core.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

*Comprehensive Plan - CFU 5.5 WASTE REDUCTION AND RECYCLING:* This contract helps provide integrated, efficient, and economical solid waste management services in a manner that encourages and promotes waste reduction and recycling and minimizes environmental and public health impacts.

*Spokane Municipal Code 13.02.0216 Taking of or Snooping in Garbage or Recyclables Prohibited:* This contract helps prevent the unauthorized removal and salvaging of discarded items from solid waste receptacles.



**City of Spokane**  
**CONTRACT RENEWAL**  
**Title: LEASE OF NETWORKED SOLAR  
WASTE RECEPTACLES**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **BIG BELLY SOLAR, LLC**, whose address is 150 A Street, Suite 103, Needham, MA 02494 as (“Contractor”), individually hereafter referenced as a “party”, and together as the “parties”.

*WHEREAS, the parties entered into a Contract wherein the Contractor agreed to provide for the City Networked Solar Compacting Waste Receptacle Replacements; and*

*WHEREAS, the initial contract provided for additional renewals, with this being the last of those renewals.*

*NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The original Contract, dated February 16, 2018 and February 20, 2018, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Renewal shall become effective on March 8, 2023 and shall end March 7, 2025.

**3. COMPENSATION.**

The City shall pay an estimated maximum annual cost not to exceed **SEVENTY-FOUR THOUSAND ONE HUNDRED FORTY-THREE AND 44/100 (\$74,143.44)** plus applicable tax, *per year*, in accordance with Quote No. Q31632-3, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**4. DEBARMENT AND SUSPENSION.**

The Contractor has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or

ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Renewal by having legally-binding representatives affix their signatures below.

**BIG BELLY SOLAR, LLC**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

**Attachments that are part of this Agreement:**

Certificate of Debarment  
Quote No. Q31632-3

**ATTACHMENT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)










Fifth Amendment to CSA 10117

**CITY OF SPOKANE WA**

**Program Overview**

Connect LX is Bigbelly’s turnkey smart city solution which delivers a connected smart waste and recycling platform and provides Customers with a partner to help deploy, manage, and optimize their customized solution over a 24-month term. This subscription-based service was designed to deliver a flexible, scalable, smart platform that transforms waste operations today, and enables Customers to benefit from the technology innovations of the future.

Connect LX Renewal 24 Month Term	
 <b>System Software</b> <ul style="list-style-type: none"> <li>▪ CLEAN Management Console Licenses for Full Term</li> <li>▪ CLEAN Mobile Software Licenses for Full Term</li> </ul>	 <b>Automated System Monitoring</b> <ul style="list-style-type: none"> <li>▪ Automated System Diagnostics and Alerts</li> </ul>
 <b>Equipment/Hardware</b> <ul style="list-style-type: none"> <li>▪ Custom Configuration as Detailed Below</li> </ul>	 <b>Cleaning and Inspection</b> <ul style="list-style-type: none"> <li>▪ Annual Comprehensive Station Cleaning</li> <li>▪ Annual Station Inspection</li> </ul>
 <b>Customer Support</b> <ul style="list-style-type: none"> <li>▪ Customer Support Hotline and Trained Field Service Professionals</li> </ul>	 <b>Warranty</b> <ul style="list-style-type: none"> <li>▪ Hardware Parts Warranty for Full Term</li> <li>▪ Expanded Warranty Coverage for Battery End-of-Life Replacement and Network Communication Upgrades for Full Term</li> </ul>
 <b>Equipment/Hardware Configuration</b>	
22 HC5/SC5.5 Double Station with HC Foot Pedal, SC Faceplate, Message Panels, and Ash Tray (HC5 only)	
21 HC5 Single Station with Foot Pedal, Message Panels, and Ash Tray	
Contract Start Date: 3/8/2023 Contract End Date: 3/7/2025	
Serial Numbers Covered via Renewal: 1514754,1514755,1514756,1514757,1514758,1514759,1514760,1514761,1514762,1514763,1514764,1514765, 1514766,1514767,1514768,1514769,1514770,1514771,1514772,1514773,1514774,1514775,1514776,1514777, 1514778,1514779,1514781,1514782,1514783,1514784,1514785,1514786,1514787,1514788,1514789,1514790, 1514791,1514792,1514794,1514795,1514796,1514797,1527119,9500668,9500669,9500670,9500671,9500672, 9500673,9500674,9500675,9500676,9500677,9500678,9500679,9500680,9500681,9500682,9500683,9500684, 9500685,9500686,9500687,9500688,9500689	
Total Monthly System Cost	\$6,178.62

<sup>1</sup>Pricing is valid for 60 days from July 10, 2023.  
<sup>2</sup>Sales Tax is NOT included in above pricing.  
<sup>3</sup>Pricing is subject to Connect Program Terms and Conditions.

The Connect Services for the Renewal which the Customer is purchasing pursuant to this Quote shall be governed by the Connect Services Agreement No. 10117 between Bigbelly and the Customer dated as of February 20<sup>th</sup>, 2018, as previously amended, for the Initial Term and any Renewal Term.

**ACCEPTED AND AGREED BY:**

CUSTOMER

By: \_\_\_\_\_

Title: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## 4.3

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### 4.3 - Consent to award Permit Studies Contract with HDR Inc.

*Donovan, Jeffery,  
Arrington, Kyle*

CM Kinnear

This contract will support Ecology-required studies of the Spokane River. HDR was selected to complete this work under RFQu 5914-23.

| For Information

#### **Attachments**

[HDR Permit Studies - Briefing Paper 8-9-2023 \(002\).docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	RPWRF
<b>Contact Name</b>	Jeff Donovan
<b>Contact Email &amp; Phone</b>	<a href="mailto:jdonovan@spokanecity.org">jdonovan@spokanecity.org</a> , 625-4638
<b>Council Sponsor(s)</b>	CM Lori Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Consent to award Permit Studies Contract with HDR, Inc.
<b>Summary (Background)</b>	<p>This contract will support Ecology-required studies of the Spokane River. HDR was selected to complete this work under RFQu 5914-23.</p> <p>The RPWRF was issued an updated NDPEs permit in July 2022 from the Department of Ecology for discharge of treated wastewater to the Spokane River. The permit requires the City to complete a number of new studies, including a river sediment study, mixing zone study, and river study of trace metals and pH. HDR was selected to help complete these three studies. This initial scope of work is for the planning and approval phase of this work. Outcome of these studies will inform future permitting decisions.</p> <p>The initial phase of this work, covered under this contract, is expected to go through August 2024, with the possibility of HDR being retained for future phases via a contract amendment. The completion of the studies and final reporting to Ecology are required by September 1, 2026.</p>
<b>Proposed Council Action</b>	Approval on Council consent agenda September 11 <sup>th</sup> , 2023
<b>Fiscal Impact</b>	
Total Cost: <u>\$118,186</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Specify funding source: <a href="#">Click or tap here to enter text.</a>	
Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
<p>The execution of these studies will allow RPWRF to assess its impact on the Spokane river and evaluate current processes, aiming for clean discharge to sustain a flourishing ecology and benefit historically excluded communities in the Spokane region. RPWRF aims to provide an equitable and positive environmental impact for all individuals, regardless of race, socioeconomic status, or other historically excluded factors in the area.</p>	



How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

N/A – Demographic factors not expected to be impacted disproportionately as a result of this work.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

City staff will review all plans before submittal to Department of Ecology. Department of Ecology is required to review and approve the plans prior to beginning the studies.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This aligns with current City Purchasing Policy guidelines. RFQu 5914-23 was issued and HDR was deemed favorable and responsive to meet the City's needs. HDR was the only firm that bid on this work.

## 4.4

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### 4.4 - 4100 - Water Department Renewal of Meter Reading S *Prince, Thea, Reiss, Tonya*

Council Sponsor: CP Kinnear

*In 2016, the City's Accounting department initiated a minor contract for support services needed for the Water department's meter reading product. That contract has since been renewed on an annual basis. This year's renewal brings the total multi-year value of the agreement to \$173,959.89. The annual value of this year's services is \$14,112.93 plus any applicable tax. This renewal will support use of the existing product through June 2024.*

| For Information

#### **Attachments**

[Water - Itron Contract Renewal 2023.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Water Department
<b>Contact Name</b>	Tonya Reiss
<b>Contact Email &amp; Phone</b>	<a href="mailto:treiss@spokanecity.org">treiss@spokanecity.org</a> 625-7851
<b>Council Sponsor(s)</b>	CP Kinnear
<b>Committee Date</b>	8/28/23
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	4100 - Water Renewal of Meter Reading Support Services Contract with Itron
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<i>In 2016, the City's Accounting department initiated a minor contract for support services needed for the Water department's meter reading product. That contract has since been renewed on an annual basis. This year's renewal brings the total multi-year value of the agreement to \$173,959.89. The annual value of this year's services is \$14,112.93 plus any applicable tax. This renewal will support use of the existing product through June 2024.</i>
<b>Proposed Council Action</b>	Approve contract renewal
<b>Fiscal Impact</b>	
Total Cost: <u>\$14,112.93 plus applicable tax</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Specify funding source: Water Department Contractual Services Budget	
Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	
What impacts would the proposal have on historically excluded communities? This contract will ensure continued functional accuracy of the City's existing water meter reading infrastructure.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? City personnel have historically and will continue to work closely with the supplier to proactively address any issues that arise.	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? This project maintains functionality of existing equipment to ensure achievement of the greatest possible value out of the City's historical investment.	

## 4.5

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### 4.5 - Hydroelectric Incentive Funding Program

*Sulya, Nathan*

CP Kinnear

Applying for federal funds for the Upriver Dam project Spillway Rehabilitation Phase 3b.

| For Information

#### **Attachments**

[Hydro Briefing Paper.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	ICM
<b>Contact Name</b>	Nate Sulya
<b>Contact Email &amp; Phone</b>	<a href="mailto:nsulya@spokanecity.org">nsulya@spokanecity.org</a>   509-625-6988
<b>Council Sponsor(s)</b>	CP Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Hydroelectric Incentive Funding Program
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Dept. of Energy Grid Deployment Office is providing funding to owners and authorized operators of qualified hydroelectric facilities for capital improvements related to safety and improving grid resiliency.</p> <p>The City of Spokane is applying for funds for the Spillway Rehabilitation Phase 3b project, which has been listed in the CIP since 2018.</p>
<b>Proposed Council Action</b>	N/a – for information only
<b>Fiscal Impact</b> Total Cost: <u>\$932,850</u> Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Federal Appropriation  Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.) N/a	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?  Public Works services and projects are designed to serve all residents and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community, and to respond to gaps in services identified in various City plans. We recognize the need to maintain affordability and predictability for utility customers. And we are committed to delivering work that is both financially and environmentally responsible. This item supports the operations of Public Works.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  N/a - This is a public works project and should not impact racial, gender identity, national origin, income level, disability, sexual orientation, or other existing disparity factors.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This project is consistent with our adopted six-year programs.

## 4.6

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### 4.6 - 1100 - Signal Standards Value Blanket Renewal

*Harris, Clint E.*

CP Kinnear

The Street Department is requesting approval to renew a value blanket for the purchasing of Traffic Signal Standards at a cost not to exceed \$255,000.00

| For Information

#### **Attachments**

[1100 - Signal Standards VB Renewal.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Streets
<b>Contact Name</b>	Clint Harris
<b>Contact Email &amp; Phone</b>	<a href="mailto:ceharris@spokanecity.org">ceharris@spokanecity.org</a> 509-625-7744
<b>Council Sponsor(s)</b>	Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	1100 – Signal Standards Value Blanket Renewal
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>This value blanket provides a streamlined means of ordering signal standards for street projects and/or maintenance replacements where vehicles damage or displace signal standards.</p> <p>-Allows the ordering of signal standards up to a cumulative amount of \$255,000.00 including tax for 2/22-2/23.</p> <p>- This Value Blanket is with Valmont Industries, awarded via bid in 2022</p> <p>- Signal Standards are paid for by project dollars or street Maintenance dollars already budgeted.</p>
<b>Proposed Council Action</b>	Consent Approval for Renewal – Pies 8/28/2023
<b>Fiscal Impact</b> 255,000.00 Total Cost: <u>255,000.00</u> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring Specify funding source: Street Dept. Budget  Expense Occurrence <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?	





## 4.7

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### 4.7 - 1100 - Traffic Control Cabinets Value Blanket Rene

*Harris, Clint E.*

CP Kinnear

The Street Department is requesting approval to renew a value blanket with Western Systems inc. for the purchasing of traffic control cabinets at a cost not to exceed \$542,000.00

| For Information

#### **Attachments**

[Traffic Control Cabinets VB Renewal.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Streets
<b>Contact Name</b>	Clint Harris
<b>Contact Email &amp; Phone</b>	<a href="mailto:ceharris@spokanecity.org">ceharris@spokanecity.org</a> 509-625-7744
<b>Council Sponsor(s)</b>	Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	1100 – Traffic Control Cabinets Value Blanket Renewal
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>This Value Blanket provides a streamlined means of ordering traffic signal cabinets for street projects and/or maintenance replacements.</p> <p>-This Value Blanket with Western Systems Inc. covers both Federally funded and not-federally funded projects</p> <p>-Allows the ordering of signal cabinets not to exceed \$542,000 (tax included)</p> <p>-Traffic signal cabinets are paid for by project dollars or street maintenance dollars already budgeted.</p>
<b>Proposed Council Action</b>	Consent Approval for Renewal – Pies 8/28/2023
<p><b>Fiscal Impact</b>    \$542,000.00  Total Cost - \$542,000.00  Approved in current year budget?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Funding Source    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring  Specify funding source: Street Dept. Budget</p> <p>Expense Occurrence    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?	

## 4.8

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### 4.8 - ES - Pacific Avenue Greenway Design

***Buller, Dan***

Pacific Avenue Greenway Design. Council Sponsor: Kinnear

| For Information

#### **Attachments**

[Pacific Greenway Consultant for Design - PIES Briefing Paper \(8-28-23\).docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Engineering Services
<b>Contact Name</b>	Dan Buller
<b>Contact Email &amp; Phone</b>	<a href="mailto:dbuller@spokanecity.org">dbuller@spokanecity.org</a> , 625-6391
<b>Council Sponsor(s)</b>	Lori Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Pacific Ave. Greenway
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The City has received a grant for design and construction of the Pacific Ave. Greenway, a project which constructs a bike corridor on existing city streets east of downtown and installs new signals at Browne/Pacific and Division/Pacific. See attached exhibit.</p> <p>Because of the high number of projects relative to staffing levels, Engineering Services seeks to hire a consultant to do this design. An RFQ is currently being advertised. Upon selection of a consultant and negotiation of a scope a budget, a proposed contract will be forwarded to council for approval.</p> <p>This is a two phase project as shown in the attached exhibit. This briefing paper pertains only to phase 1 – Howard to Sherman.</p>
<b>Proposed Council Action</b>	Background information for future request for council approval of consultant contract.
<b>Fiscal Impact</b> Total Cost: <u>\$400,000±</u> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Federal grant  Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?  Public Works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community, and to respond to gaps in services identified in various City plans. We recognize the need to maintain affordability and predictability for utility customers. And we are committed to delivering work that is both financially and environmentally responsible. This item supports the operations of Public Works.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	

N/A – This contract supports multiple public works projects and should not impact racial, gender identity, national origin, income level, disability, sexual orientation or other existing disparity factors.

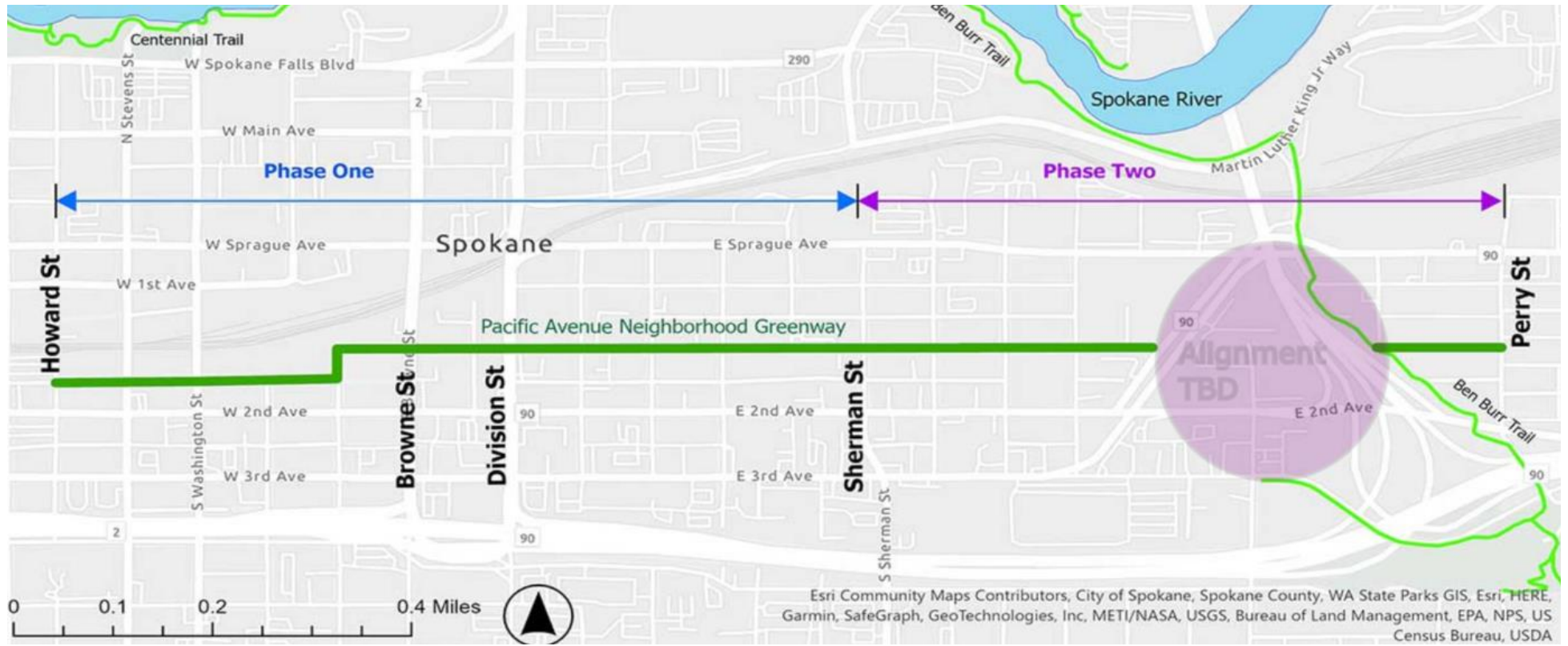
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

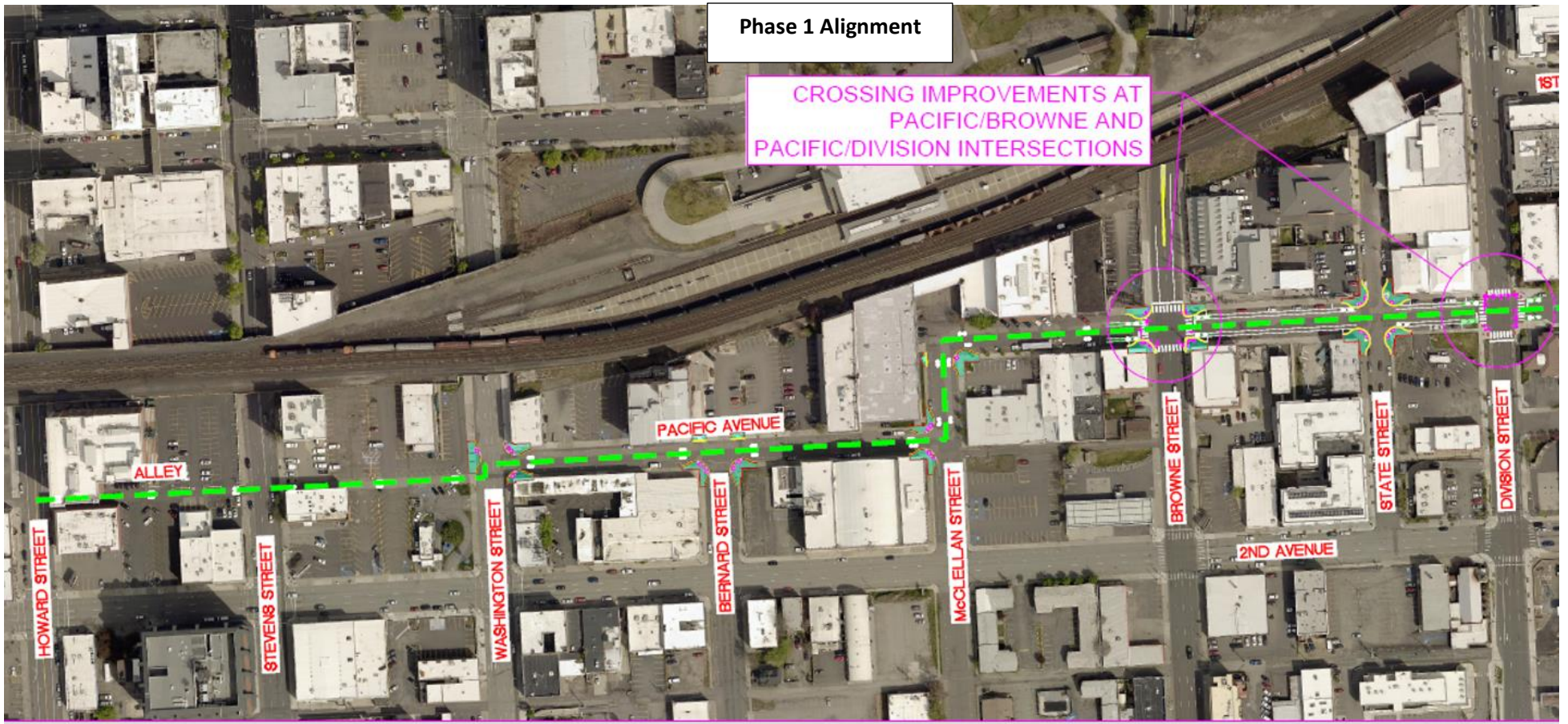
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

The projects which will use this on-call contract are consistent with our adopted six year programs as well as the annual budget and strategic initiative to advance street maintenance activities.

## Phase 1 & 2



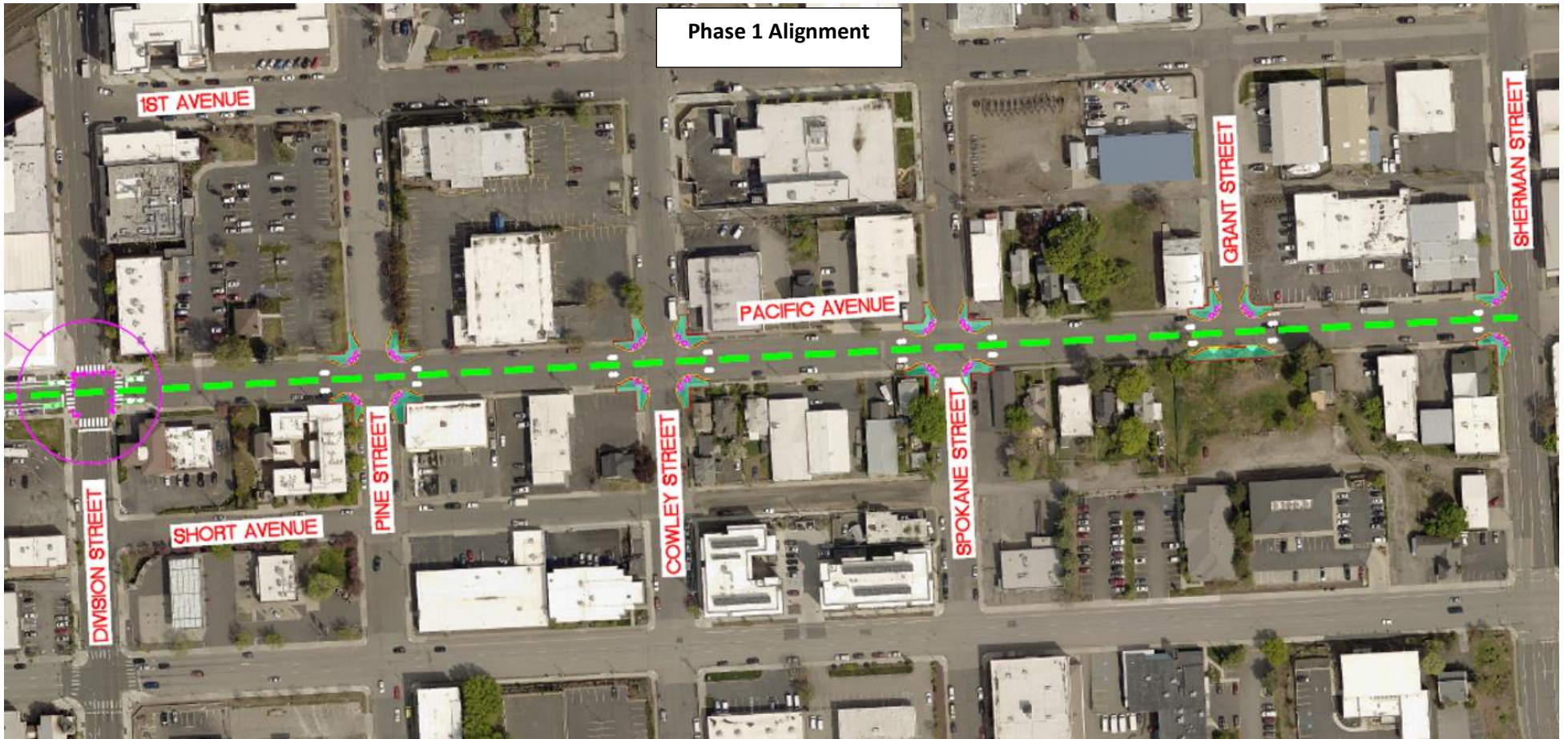




Phase 1 Alignment

CROSSING IMPROVEMENTS AT  
PACIFIC/BROWNE AND  
PACIFIC/DIVISION INTERSECTIONS





## 4.9

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### 4.9 - SWD-Contract Amendment for Insulation Services

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract amendment with cost for insulation services at the WTE Facility.

| For Information

#### **Attachments**

[Briefing Paper-BrandSafway Insulation AMENDMENT.docx](#)

## Committee Agenda Sheet

### Urban Experience Committee

<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a>
<b>Council Sponsor(s)</b>	CP Kinnear, CM Bingle
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract amendment for removal and replacement of insulation and cladding at the WTE
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>During outages at the WTE, removal of insulation and cladding for boiler walls and other areas is needed to allow access. Replacement of the insulation as well as fabrication and installation of removable insulation blankets is also required during these outages.</p> <p>On October 31, 2019 bidding on PW ITB 5130-19 closed for these insulation services. BrandSafway Services, LLC., of Pasco, WA was the only response received. The bid stipulated that the contract will be for one year with the option of four (4) additional one-year periods. The contract is currently on its third of the allowed renewals from February 1, 2023 through January 31, 2024 with a cost of \$100,000.00 including tax. Due to unanticipated maintenance needs this year, an additional \$50,000.00 is needed to complete the projects scheduled in the fall of 2023.</p>
<b>Proposed Council Action</b>	Approval of contract amendment
<b>Fiscal Impact</b>	
Total Cost: <u>\$50,000.00 addl. \$150,000.00 total incl. tax</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Funding Source <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring	
Specify funding source: 4490 Solid Waste Disposal Budget	
Expense Occurrence <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring	
Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? The work is required to maintain the Facility's ability to generate low-cost power supplied to the grid. Low-cost power is imperative to curbing the rise in cost of electricity.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? The contractor is governed by WA L&I.	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

The COS Procurement Policies regulate and safeguard this process.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work supports the continued safe operation the Facility. The expenditure is supportive of the Sustainable Action Plan and the Capital Improvement Program.

## 4.10

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### 4.10 - SWD-Contract Amendment for Annual Emissions Testing at the WTE

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract amendment with cost for annual emissions testing at the WTE.

| For Information

#### **Attachments**

[Briefing Paper-DEECO Amendment.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	CP Kinnear, CM Bingle
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract amendment for air quality emission testing at the WTE.
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Annual emissions testing, including the annual Relative Accuracy Test Audit (RATA) of the continuous emission monitoring system, is required by the operating permits for the WTE.</p> <p>On July 29, 2022, bidding closed on IRFP #5616-22 for these testing services. Two responses were received; DEECO, Inc. (Raleigh, NC) and Alliance Tech Group (Salt Lake City, UT). DEECO, Inc. was determined to be the most qualified and most cost effective respondent. The contract award was for one year with the option of four (4) one-year renewals from January 1, 2023 through December 31, 2023 with a total cost not to exceed \$135,278.00. Unfortunately, there were issues with the boiler while the testing was being conducted, forcing DEECO to stop and proceed with testing this fall. Due to the additional trip and testing, an additional \$40,000.00 will need added to the cost of this contract.</p>
<b>Proposed Council Action</b>	Approval of contract amendment.
<b>Fiscal Impact</b>	<p>Total Cost: <u>\$40,000.00 additional for a total annual cost of \$175,728.00</u></p> <p>Approved in current year budget?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Funding Source    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring Specify funding source: 2023 SWD Budget</p> <p>Expense Occurrence    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
This work is necessary to maintain the WTE Facility's ability to generate low-cost power supplied to the grid. Low-cost power is imperative to curbing the rise in cost of electricity.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
The contractor is governed by WA L&I.	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

The COS Procurement Policies regulate and safeguard this process.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work supports the continued safe operation the Facility. The expenditure is supportive of the Sustainable Action Plan and the Capital Improvement Program.

## 4.11

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### 4.11 - SWD-Loader Rental Contract Amendment

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract amendment with cost for the rental of a 988 CAT Loader at the WTE.

| For Information

#### **Attachments**

[Briefing Paper-L M Amendment.docx](#)



## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	CM Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract amendment with cost for the rental of a CAT Loader at the WTE.
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The WTE required the rental of a CAT 988 for the purpose of loading excess ash into containers for transport to the landfill. The metals ash that was transported to the local recycling contractor had too much residual ash that is not metal and needed removed prior to recycling.</p> <p>The loading of the ash took longer than expected, so the loader needed to be rented for longer. The initial contract, which utilized state contract #02915 was for \$49,000.00 including tax. To cover the cost of the additional time needed, an additional \$30,000.00 will need added to the contract, for a total cost of \$79,000.00 including tax.</p>
<b>Proposed Council Action</b>	Council approval of contract amendment
<b>Fiscal Impact</b> Total Cost: <u>\$30,000.00 addl. Total contract cost of \$79,000.00 including tax</u> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring Specify funding source: 2023 SWD Budget  Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?  This work is necessary to maintain the WTE Facility's ability to generate low-cost power supplied to the grid. Low-cost power is imperative to curbing the rise in cost of electricity.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  The contractor is governed by WA L&I.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	

The COS Procurement Policies regulate and safeguard this process.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work supports the continued safe operation the Facility. The expenditure is supportive of the Sustainable Action Plan and the Capital Improvement Program.

## 4.12

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### 4.12 - SWD-Contract Award for Boiler Feedwater Pump Maintenance at the WTE

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Contract award for the as-needed repair and maintenance of the Sulzer Boiler Feedwater Pumps at the WTE.

| For Information

#### **Attachments**

[Briefing Paper-Bender CCP.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	CP Kinnear, CM Bingle
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract for as-needed boiler feedwater pump maintenance and repairs at the WTE
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Waste to Energy Facility utilizes Sulzer Pumps in its operation of the facility to supply water to the boilers to be converted into high pressure steam.</p> <p>On June 26, 2023 bidding closed on PW ITB 5918-23 for the as-needed service of these pumps. Responses were received from Flowserve US Inc., Bender CCP Inc. and McKinstry. Bender CCP, Inc. was selected as the low-cost, responsible bidder. The initial contract will be for one year, from September 1, 2023 through August 31, 2024, with the option of three additional one-year renewals. The total annual cost is \$100,000.00 plus tax.</p>
<b>Proposed Council Action</b>	Approval of contract award
<b>Fiscal Impact</b> Total Cost: <u>\$100,000.00</u> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring Specify funding source: 2023 SWD Budget  Expense Occurrence <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?  This work is necessary to maintain the WTE Facility's ability to generate low-cost power supplied to the grid. Low-cost power is imperative to curbing the rise in cost of electricity.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  The contractor is governed by WA L&I.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	

The COS Procurement Policies regulate and safeguard this process.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work supports the continued safe operation the Facility. The expenditure is supportive of the Sustainable Action Plan and the Capital Improvement Program.

## 4.13

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### 4.13 - Renewable Natural Gas Investment Grade Audit - McKinstry

*Brown, Frederick*

CM Kinnear

McKinstry Essention, LLC will conduct an audit (30% design) to determine the financial feasibility of producing RNG and selling it to the local natural gas utility company.

| For Information

#### **Attachments**

[Briefing Paper RNG.docx](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	RPWRF
<b>Contact Name</b>	Fred Brown
<b>Contact Email &amp; Phone</b>	<a href="mailto:fbrown@spokanecity.org">fbrown@spokanecity.org</a>
<b>Council Sponsor(s)</b>	CM Kinnear
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Renewable Natural Gas Investment Grade Audit
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	The wastewater treatment plant digesters produce a biological gas product that could be treated and converted into renewable natural Gas (RNG). The consulting firm (McKinstry Essention, LLC) will conduct an audit (30% design) to determine the financial feasibility of producing RNG and selling it to the local natural gas utility company.
<b>Proposed Council Action</b>	Consent Agenda September 18th
<b>Fiscal Impact</b>	
Total Cost: <u>\$114,473.00</u>	
Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	
Funding Source <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Specify funding source: <a href="#">Click or tap here to enter text.</a>	
Expense Occurrence <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? There will be no disproportionate impacts to historically excluded communities.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A: The proposed expenditure is for critical utility infrastructure.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? This audit will determine what equipment is necessary to produce RNG and how much it costs to purchase and install. The audit will also estimate a return of investment timeline to determine the financial feasibility of proceeding.	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? This is through the WA state Energy Savings Performance Contracting (ESPC) allowed under WA RCW 39.359(a) and through the cooperative purchasing Contract #220104, with The Interlocal Purchasing System (TIPS).	





## 4.14

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### 4.14 - SWD-Purchase of Gas Valves at the WTE

*Paine, David*

Council Sponsors: CP Kinnear, CM Bingle. Value blanket award for the as-needed purchase of Maxon Gas Valves for use at the WTE.

| For Information

#### **Attachments**

[Briefing Paper-Atlas Boiler VB.docx](#)

[Atlas Bolier Response PACKET RFQ 5950-23.pdf](#)

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	CP Kinnear, CM Bingle
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Value Blanket for the purchase of Maxon Gas Valves at the WTE
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Gas valves are needed for the safe operation of the Waste to Energy Facility. To have replacement valves available during maintenance and repairs, RFQ 5950-23 was issued for their as-needed purchase.  Bidding closed on Aug. 7, 2023 for RFQ 5950-23 and two responses were received. Atlas Boiler was the low-cost bidder. The initial value blanket will be for one year, spanning from September 15, 2023 to September 14, 2024 with the option for four additional one-year renewals. The total annual cost will be \$75,000.00 plus tax.
<b>Proposed Council Action</b>	Approval of value blanket award
<b>Fiscal Impact</b>	
Total Cost: <u>\$75,000.00 plus tax</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Funding Source <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring	
Specify funding source: 2023 SWD Budget	
Expense Occurrence <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring	
Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
This work is necessary to maintain the WTE Facility's ability to generate low-cost power supplied to the grid. Low-cost power is imperative to curbing the rise in cost of electricity.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	
The contractor is governed by WA L&I.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?	
The COS Procurement Policies regulate and safeguard this process.	

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work supports the continued safe operation the Facility. The expenditure is supportive of the Sustainable Action Plan and the Capital Improvement Program.

**Bid Response Summary**

**Bid Number** RFQ 5950-23  
**Bid Title** Maxon Gas Valves --No Or-Equals-- As-Needed Value Blanket  
**Due Date** Monday, August 7, 2023 8:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Open for Bidding  
**Company** bob@nbiatlasboiler.com  
**Submitted By** Bob Dowers - Friday, August 4, 2023 2:24:07 PM [(UTC-08:00) Pacific Time (US & Canada)]  
 bob@nbiatlasboiler.com 509-535-1300

**Comments**

**Question Responses**

Group	Reference Number	Question	Response
Default Item Group			
	#1	ADDENDA Bidder acknowledges receipt of _____ addenda and agrees that their requirements have been included in this bid proposal. If none were issued enter "0".	0
BACK GROUND AND PURPOSE			
	#1	The City of Spokane, Solid Waste Disposal, Waste To Energy (hereinafter "City") is initiating this Request for Quotes to solicit bids from vendors who have a proven ability to provide spec'd Maxon valves. Resulting Contract would result in Value Blanket to allow City to procure Maxon valves – As Needed. The City does not bind itself to purchase the full quantities stipulated in the proposal as estimates.	I agree and I acknowledge
SUBMISSION OF BIDS			
	#1	Bid Responses shall be submitted electronically through the City of Spokane's bidding portal: <a href="https://spokane.procureware.com">https://spokane.procureware.com</a> on or before the Due Date and time mentioned above. Hard, e-mailed or faxed copies and/or late bids shall not be accepted.	I agree and I acknowledge
	#2	The City of Spokane is not responsible for bids electronically submitted late. It is the responsibility of the Bidder to be sure the bids are electronically submitted sufficiently ahead of time to be received no later than 9:00 a.m. Pacific Local Time, on the bid opening date.	I agree and I acknowledge
	#3	All communication between the Bidder and the City upon receipt of this bid shall be via the "Clarification Tab" within ProcureWare. Any other communication will be considered unofficial and non-binding on the City of Spokane.	I agree and I acknowledge
GENERAL CONDITIONS			

#1	Bidder acknowledges that they have read and understand the Terms and Conditions Document in the "Documents" tab. If answer is "I don't agree and I don't acknowledge", include requested exception in proposal submittal on separate page and title as "Exception to Terms and Conditions". The City will consider and determine if exception will be accepted.	I agree and I acknowledge
#1.1	EXCEPTION: If you took exception above, upload here.	
INTERPRETATION		
#1	INTERPRETATION If the Bidder discovers any errors, discrepancies or omissions in the Quote specifications, or has any questions about the specifications, the Bidder must notify Purchasing in writing. Any corrections issued by the Purchaser will be incorporated into the contract or purchase order.	I agree and I acknowledge
WITHDRAWAL OF QUOTES		
#1	WITHDRAWAL OF QUOTES Bidders may withdrawal Quote prior to the scheduled Quote due date and time. Unless otherwise specified, no Quotes may be withdrawn for a minimum of seventy-five (75) calendar days after the due date.	I agree and I acknowledge
EVALUATION OF QUOTES		
#1	Shall be based upon the following criteria, where applicable: A. The price, including sales tax and the effect of discounts. Price may be determined by life cycle costing or total cost quoting, when advantageous to the Purchaser. B. The quality of the items quoted, their conformity to specifications and the purpose for which they are required. C. The Bidder's ability to provide prompt and efficient service and/or delivery. D. The character, integrity, reputation, judgment, experience and efficiency of the Bidder. E. The quality of performance of previous contracts or services. F. The previous and existing compliance by the Bidder with the laws relating to the contract or services. G. Uniformity or interchangeability. H. The energy efficiency of the product throughout its life. J. Any other information having a bearing on the decision to award the contract.	I agree and I acknowledge
QUOTING ERRORS		
#1	QUOTING ERRORS When, after the opening and tabulation of Quotes, a Bidder claims error, and requests to be relieved of award, Bidder will be required to promptly present certified work sheets. The Purchaser will review the work sheets and if the Purchaser is convinced, by clear and convincing evidence, that an honest, mathematically excusable error or critical omission of costs has been made, the Bidder may be relieved of his Quote.	I agree and I acknowledge
REJECTION OF QUOTES		

	#1	<p>REJECTION OF QUOTES The Purchaser reserves the right to reject any or all Quotes; to waive minor deviations from the specifications, to waive any informality in Quotes received, whenever it is in the Purchaser's best interest, and to accept or reject all or part of this Quote at prices shown.</p> <p>I agree and I acknowledge</p>
<p>AWARD OF CONTRACT</p>		
	#1	<p>AWARD OF CONTRACT Award of contract or purchase, when made, will be to the Bidder whose Quote is the most favorable to the Purchaser, taking into consideration price and the other evaluation factors. INTERLOCAL AND STATE CONTRACTS WHERE APPLICABLE WILL BE CONSIDERED AS A QUOTE. Any order resulting from award will be submitted by Purchasing. Unsuccessful Bidders will not automatically be notified of Quote results.</p> <p>I agree and I acknowledge</p>
<p>PAYMENT TERMS</p>		
	#1	<p>Supplier acknowledges that unless agreeing to payment by credit card with no additional fee, payment shall be made via direct deposit/ACH (except as provided by state law) after receipt of the goods/services ordered. A completed ACH application is required before a City order will be issued. If the City objects to all or any portion of an invoice, it shall notify the supplier and reserve the right to pay only that portion of the invoice not in dispute. In that event, all parties shall immediately make every effort to settle the disputed amount.</p> <p>I agree and I acknowledge</p>
<p>BIDDER INFORMATION</p>		
	#1	<p>Person's Name, Title, Email Address, and Phone Number Submitting Bid</p> <p>Bob Dowers, Estimator, 3815 E Trent Ave, Spokane, WA 99201, 509-535-1300</p>
	#2	<p>State Person and Phone To Be Contacted By City Concerning Items Bid</p> <p>Bob Dowers 509-535-1300</p>
<p>ORGANIZATION</p>		
	#1	<p>Organization: Bidder Should Enter If Proposal Is of an Individual, Partnership, Corporation, and Existing Under The Laws of What US State. Enter Information Here</p> <p>Corporation</p>
<p>CITY OF SPOKANE BUSINESS REGISTRATION REQUIREMENT</p>		
Empty section for City of Spokane Business Registration Requirement		

	#1	Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained and being the holder of a valid annual business registration or temporary business registration as provided in this chapter. The supplier shall be responsible for contacting the State of Washington Business License Services at www.dor.wa.gov or 360-705-6741 to obtain a business registration. If the vendor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.	I agree and I acknowledge
	#2	City of Spokane Business Registration Number	T12040148BUS
<b>PROPRIETARY INFORMATION/PUBLIC DISCLOSURE</b>			
	#1	All materials submitted to the City in response to this competitive procurement shall become the property of the City.	I agree and I acknowledge
	#2	All materials received by the City are public records and are subject to being released pursuant to a valid public records request. Washington state law mandates that all documents used, received or produced by a governmental entity are presumptively public records, and there are few exemptions. RCW Ch. 41.56.	I agree and I acknowledge
	#3	When responding to this competitive procurement, please consider that what you submit will be a public record. If you believe that some part of your response constitutes legally protected proprietary information, you MUST submit those portions of your response as a separate part of your response, and you MUST label it as "PROPRIETARY INFORMATION." If a valid public records request is then received by the City for this information, you will be given notice and a 10-day opportunity to go to court to obtain an injunction to prevent the City from releasing this part of your response. If no injunction is obtained, the City is legally required to release the records.	I agree and I acknowledge
	#4	The City will neither look for nor honor any claims of "proprietary information" that are not within the separate part of your response.	I agree and I acknowledge
<b>ADDITIONAL ITEMS</b>			
	#1	The City of Spokane reserves the right to purchase additional items at the quoted price. Supplier agrees to sell at the same price, terms and conditions.	Yes
<b>MINORITY BUSINESS ENTERPRISE</b>			
	#1	Vendor (is ____, is not ____) a Minority Business Enterprise. A Minority Business Enterprise is defined as a "business, privately or publicly owned, at least 51% of which is owned by minority group members." For purpose of this definition, minority group members are Blacks, Hispanics, Asian Americans, American Indian or Alaskan Natives, or Women.	Is Not

SMALL BUSINESS		
#1	Vendor (is ____, is not ____) a small business concern. (A small business concern for the purpose of government procurement is a concern, including its affiliates, which is independently owned and operated, is not dominant in the field of operations in which it is bidding on government contracts, and can further qualify under the criteria concerning number of employees, average annual receipts, or other criteria as prescribed by the Small Business Administration).	Is
NON-COLLUSION		
#1	The Bidder certifies that his/her firm has not entered into any agreement of any nature whatsoever to fix, maintain, increase or reduce the prices or competition regarding the items covered by this RFQ	I Certify No Agreement Was Entered
INTERLOCAL PURCHASE AGREEMENTS		
#1	The City of Spokane has entered into Interlocal Purchase Agreements with other public Agencies pursuant to chapter 39.34 RCW. In submitting a response, the Proposer agrees to provide its services to other public Agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. The Firm's right to refuse to enter into a contract with another public Agency at the time of request shall be absolute.	Yes
ACCEPTANCE PERIOD		
#1	Bidders must provide a minimum of seventy-five (75) Calendar Days for acceptance by the City from the due date for receipt of Bids.	I agree and I acknowledge
CONTRACT PERIOD		
#1	The contract shall begin upon approval by City Council and terminate one (1) year from the date on the Value Blanket Order. Renewals or extensions are applicable on termination date The proposed contract shall be for a year one (1) year period. Pricing shall be firm for a period of 6 months, from bid due date. Pricing adjustment requests will be considered every six-months thereafter, to include any option periods.	I agree and I acknowledge
RENEWAL		
#1	Contract renewals or extensions shall be initiated at the discretion of the City and subject to mutual agreement. The contract may be extended for four (4) additional one-year contract periods with the total contract period not to exceed five (5) years.	I agree and I acknowledge
PCB CERTIFICATION		
#1	As far as you know has this type product been tested for PCBs by a WA State accredited lab using EPA Method 1668c (or equivalent as updated)?	Don't Know



#2	If so were PCBs found at a measurable level?	Don't Know
#3	If so attach the results or note from whom the results can be obtained.	
#4	Do you have reason to believe the product contains measurable levels of PCBs?	No
#5	Do you have reason to believe the product packaging contains measurable levels of PCBs?	No
GENERAL INSTRUCTIONS		
#1	Time is of the essence in the performance of this contract.	I agree and I acknowledge
#2	The City of Spokane reserves the right to accept or reject any variance from the published specifications and to award the Quote in a manner that is most advantageous to the continued efficient operation of the City.	I agree and I acknowledge
#3	The City reserves the right to accept or reject any part of or all Quotes deemed to be in the best interest of the City. The City may choose from more than one vendor. The City of Spokane reserves the option of awarding this purchase by item grouping or by any manner most advantageous for the City.	I agree and I acknowledge
#4	The City reserves the right to accept or reject any part of or all Quotes and to accept the Quote deemed to be in the best interest of the City.	I agree and I acknowledge
#5	The City of Spokane reserves the option of awarding this purchase by item grouping or by any manner most advantageous for the City.	I agree and I acknowledge
#6	Bidder should be aware that Quotes may be rejected if all questions are not completely and correctly answered.	I agree and I acknowledge
TECHNICAL SPECIFICATIONS		
#1	Any technical specifications and general provisions listed are the minimum acceptable requirements and failure to comply may be used as a basis for rejection of the Quote.	I agree and I acknowledge
#2	The omission of any standard feature described herein shall not void the bidder's responsibility to furnish a complete unit with all standard equipment of the manufacturer's latest model and design. Equipment to be furnished shall be new and unused unless.	I agree and I acknowledge
#3	No Or-Equals Will Be Accepted. Due to standardization of Maxon valves currently employed within the Waste To Energy Facility.	I agree and I acknowledge
#4	Awarded Supplier would be responsible for providing the following:	Yes
#4.1	PN - 300CMA11-BA22-BB21A0* as needed.	I agree and I acknowledge
#4.2	PN - 150SMA21-AA22-BB11A0* as needed.	I agree and I acknowledge
#4.3	PN - 200SMA21-AA22-BB11A0* as needed.	I agree and I acknowledge

#4.4	PN - 600HMA11-BA22-BB31A0* as needed.	I agree and I acknowledge
#4.5	There are four different types of assembly top positions that can be ordered per valve. – R,L, AW and TO. *Valve top assembly position to be specified when placing order.	I agree and I acknowledge
#4.5.1	Bidder acknowledges that they have reviewed Valve Top Assembly Positions document located in the "Documents" tab.	I agree and I acknowledge
#5	If the product differs from the provisions contained herein, these differences must be explained in detail.	No differences
#6	Any delivered item that does not meet specifications will not be accepted. If the bidder's product is unsatisfactory but was inadvertently placed into the facilities system prior to rejection and subsequently causes physical damage or extra cleanup labor, the City will be reimbursed for any associated costs, and at the City's option, a new supplier will be used. Any equipment damage, down time, labor charges, fines, or any other costs caused by material that does not meet specifications or was not delivered on time, will be assumed by the supplier.	I agree and I acknowledge
#7	Should Bidder not provide "technical data" sheets with bid, quote may be considered non-responsive. Upload here.	maxon-gas-electro-mechanical-valves-technical-catalog.pdf
#8	Suppliers found to have "overstated" the true ability of their product shall reimburse the City for all costs incurred with remanufacturing or replacement of units until all criteria has been satisfied. These costs shall also include legal, rentals, travel, etc.	I agree and I acknowledge
#9	Successful bidder shall furnish standard warranty as well as any other warranty required in the Quote specifications.	Standard warranty will be provided.
#10	Bidders must submit cover letters stating qualifications for supplying specified product on contract with the City of Spokane. State name(s) and address(es) of Original Equipment Manufacturer (OEM) and distributors (if applicable) to be used in the production and delivery of valve. Upload Letter Here	08-07-23 Bid Cover Letter and Supplier Info.pdf
#11	As applicable, Material Safety Data Sheets / Safety Data Sheets must be included with Bid Proposal. Upload Here	
#12	Federal and State laws governing this product and its final certification must be satisfied.	I agree and I acknowledge
12.1	It shall be the Supplier's responsibility to conform to all Federal Standards for certification.	I agree and I acknowledge
#13	Supplier be an authorized factory dealer for the area including the City of Spokane.	I agree and I acknowledge
#14	Successful Bidder will designate a representative who will be available during regular City business hours to serve as a primary contact for the City in the implementation of this supply agreement. Enter representative's name, phone number, and Email Address	I agree and I acknowledge

	#15	If you took exception to any of the above, explain in detail.	
DELIVERY - F.O.B. Delivery Point			
	#1	FOB Delivery Point: Spokane Solid Waste Disposal, WTEF, Attn: Shipping and Receiving, 2900 S. Geiger Blvd, Spokane WA, 99224-5400. Acknowledge. Yes	I Acknowledge
	#2	FREIGHT TRANSPORTATION CHARGES. Prepaid and add; and listed as a separate line item on invoices.	I agree and I acknowledge
	#3	Risk of Loss. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of items ordered herein which occur prior to delivery; such loss, injury or destruction shall not release Vendor from any obligation hereunder.	I agree and I acknowledge
	#4	Deliveries shall be made between 7:30 a.m. and 2:30 p.m. Monday through Friday with the exception of recognized holidays unless arranged in advance.	I Acknowledge
	#5	Bidder shall state lead time in calendar days for delivery at WTEF, upon receipt of order(s). Enter number of calendar days here:	210
	#6	If you took exception to any of the above, explain in detail.	
PRICING			
	#1	Sales Tax: The City will apply applicable tax to Bidder's response when tabulating bids. Vendor acknowledges the City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Therefore, all submissions shall be tabulated with the applicable sales tax rate whether that tax shall be charged through the supplier or paid by the City as use tax.	I agree and I acknowledge
	#2	Quantities shown on "Pricing Form" are estimates only and are not to be construed as firm or guaranteed. Quantities, when used, are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual usage may be more or less. Orders will be placed as needed throughout contract term with a blanket order process. Payment would only be made for actual orders placed, delivered, and accepted.	I agree and I acknowledge
	#3	WTEF expects to order an initial order for the following quantities: QTY 8: PN - 300CMA11-BA22-BB21A0; QTY 4: PN - 150SMA21-AA22-BB11A0; QTY 2: PN - 200SMA21-AA22-BB11A0; QTY 2: PN - 600HMA11-BA22-BB31A0. Additional orders would be placed as-needed, throughout the Contract Period and Renewal Periods. Taking into account that Pricing shall be firm for a period of 6 months, from bid due date. Pricing adjustment requests will be considered every six-months thereafter, to include any option periods.	I agree and I acknowledge
	#4	Enter Pricing on the "Pricing Tab" . Unit Pricing Should Not Include Tax.	I agree and I acknowledge
	#4.1	Pricing shall be firm for a period of 6 months, from bid due date. Pricing adjustment requests will be considered every six-months thereafter, to include any option periods.	I agree and I acknowledge

#4.2	After initial six-month period, pricing adjustments would be considered on a six-month basis, or more often, based on Supplier providing back up documentation.	I agree and I acknowledge
#4.3	Pricing can be adjusted on the anniversary of the award based on Supplier providing back up documentation.	I agree and I acknowledge
#4.4	Any proposed price increases must be fully documented and justified by the Supplier clearly identify the items impacted by the increase and be accompanied by documentation acceptable to Spokane City sufficient to justify the requested increase. The United States published indices such as the Producer Price Index (PPI), or other government data, may be referenced to help substantiate the Supplier's documentation.	I agree and I acknowledge
#4.5	All price adjustments must be agreed on by both parties. Supplier must request pricing adjustment in writing and cannot be applied retroactively to orders already placed with the Supplier. Price increases must apply to all or broad classes of customers and shall in no way single out the Purchaser.	I agree and I acknowledge
#4.6	Price adjustments cannot be applied retroactively to orders already placed with the Supplier. Price increases must apply to all or broad classes of customers and shall in no way single out the Purchaser.	I agree and I acknowledge
#4.7	Adjustments to pricing shall be to not produce a higher profit margin.	I agree and I acknowledge
#4.8	The City of Spokane reserves the right to cancel the contract if the escalation of price is not advantageous to the City. *	I agree and I acknowledge
#5	PRICE DECREASES: During the contract period, any price decreases obtained by Contractor shall be reflected in a contract price reduction to the Purchaser retroactive to the Contractor's effective date.	I agree and I acknowledge
#6	PERCENTAGE OFF DISCOUNT or PERCENTAGE MARK UP ABOVE VENDOR COST	No
#6.1	Percentage discount off list to be provided by Supplier for additional Maxon valves or related value items not listed on the Pricing tab but may be realized are needed at a later point in time. Enter Percentage Discount Off Supplier's List Cost.	No discount will be offered.
#6.2	Should Supplier not provide percentage off discount for additional Maxon valves or related value items not listed on the Pricing tab but may be realized are needed at a later point in time. Supplier shall then provide Percentage Markup Above Supplier's Cost. Enter Percentage Markup Above Supplier cost here. *	25%
#6.3	Percentage Markup will remain unchanged throughout the life of the contract and any renewals.	I agree and I acknowledge
#6.4	Bidder are aware if it does not PERCENTAGE OFF DISCOUNT or PERCENTAGE MARK UP ABOVE VENDOR COST, that resulting value blanket would only be used to procure items listed on Pricing Form.	I agree and I acknowledge

ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD	
#1	Should Bidder Want To Upload Any Additional Document(s) Please Do So Here. ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.

**Pricing Responses**

Group	Reference Number	Description	Type	Unit Of Measure	Quantity	Unit Price	Ext Base Price	Comment
Estimated quantities are for the purpose of comparing bids on a uniform basis. Payment will be made only for quantities actually ordered, delivered and accepted, whether greater or less than the stated amounts.								

PN -  
300CMA11-  
BA22-  
BB21A0.

Unit Pricing  
Should be  
inclusive of  
Top Valve  
Assembly,  
regardless,  
if position is  
R,L, AW  
and TO.

Unit Pricing  
Should Not  
Include Tax.

Initial  
Order

Unit Pricing  
Should Not  
Include  
Freight.

Base      Per  
Each  
Valve

8.00      \$8,612.87      \$68,902.96

Pricing shall  
be firm for a  
period of 6  
months,  
from bid  
due date.  
Pricing  
adjustment  
requests will  
be  
considered  
on a semi-  
annual  
basis  
thereafter.

Initial Order	<p>PN - 150SMA21- AA22- BB11A0. Unit Pricing Should be inclusive of Top Valve Assembly, regardless, if position is R,L, AW and TO. Unit Pricing Should Not Include Tax. Unit Pricing Should Not Include Freight. Pricing shall be firm for a period of 6 months, from bid due date. Pricing adjustment requests will be considered on a semi- annual basis thereafter.</p>	Base	Per Each Valve	4.00	\$4,933.56	\$19,734.24
---------------	--	------	----------------------	------	------------	-------------

PN -  
200SMA21-  
AA22-  
BB11A0.

Unit Pricing  
Should be  
inclusive of  
Top Valve  
Assembly,  
regardless,  
if position is  
R,L, AW  
and TO.

Unit Pricing  
Should Not  
Include Tax.

Initial  
Order

Unit Pricing  
Should Not  
Include  
Freight.

Base

Per  
Each  
Valve

2.00

\$6,107.56

\$12,215.12

Pricing shall  
be firm for a  
period of 6  
months,  
from bid  
due date.  
Pricing  
adjustment  
requests will  
be  
considered  
on a semi-  
annual  
basis  
thereafter.



Initial Order	PN - 600HMA11- BA22- BB31A0 . Unit Pricing Should be inclusive of Top Valve Assembly, regardless, if position is R,L, AW and TO.	Base	Total Freight Cost	2.00	\$25,655.75	\$51,311.50
	Unit Pricing Should Not Include Tax. Unit Pricing Should Not Include Freight. Pricing shall be firm for a period of 6 months, from bid due date. Pricing adjustment requests will be considered on a semi- annual basis thereafter.					
<b>Total Base Bid</b>	\$152,163.82					



**ATLAS BOILER & Equipment Co**  
3815 E. Trent Avenue ▪ Spokane WA 99202  
Phone: 509.535.1300 ▪ Fax: 509.535.1518

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- Contact Information:  
Atlas Boiler & Equipment Co.  
3815 E. Trent Avenue  
Spokane, WA 99202  
Phone: 509-535-1300 Fax: 509-535-1518

Project Contact Names: Bob Dowers-Project Coordinator/Dave Rath  
Email: [bob@nbiatlasboiler.com](mailto:bob@nbiatlasboiler.com)/[david@nbiatlasboiler.com](mailto:david@nbiatlasboiler.com)

- Bid Qualification Statement:  
Atlas Boiler & Equipment Co.  
Years in business: 30 years  
Organizational Structure: S Corporation

Licenses & Registrations:

- EIN/FED ID: 91-1413759
  - UBI: 601-089-229
  - L&I ACCOUNT: 906,011-00
  - DUNS: 14-843-7965
  - CONTRACTORS#: ATLASBE1220W
- Proof of R-welding certification stamp available upon request
  - Proof of Insurance available upon request

2" Maxon Vent Valve 200SMA21-AA22-BB11A0  
3" Maxon Shut Off Valve Flanged 300CMA11-BA22-BB21A0  
Maxon Vent Valve NPT 150SMA21-AA22-BB11A0  
6" Maxon HC Shut Off Valve Flanged 600HMA11-BA22-BB31A0

**Manufacturer:**

Honeywell Maxon  
300 South Tryon Street  
Charlotte, NC 28202

**MUNCIE, INDIANA, USA – MANUFACTURER**

201 East 18th Street  
P.O. Box 2068  
Muncie, IN 47307-0068

**Supplier:**

NW Industrial Mechanics, Inc.  
PO Box 820325  
Vancouver, WA 98682

## Gas Electro-Mechanical Valves



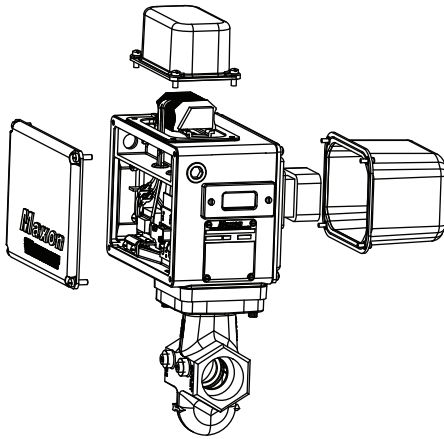
- Electrically actuated valves with powerful closing spring provide closure in less than 1 second for reliable, long-life operation
- Factory Mutual, CSA, UL and CE approved; Canadian registration obtained on all valve bodies
- Hazardous Locations valves approved for Non-incendive Class I, Division 2 areas
- Full assessment to IEC 61508 as SIL 3 capable
- Visual position indication provided
- Cast iron, carbon steel, low temperature carbon steel and stainless steel body assemblies with internal trim options to handle general purpose or corrosive gases; oxygen compatibility available
- Ambient and gas temperature ranges of -20°F to 140°F
- Application flexibility provided with 3/4" (DN20) through 6" (DN150) line sizes & line pressures up to 125 psig
- Unique bonnet design eliminates packing adjustments, reducing maintenance and minimizing drag on closing
- MAXON electro-mechanical gas valves meet Fluid Control Institute (FCI) 70-2 control valve standard for Class VI seat leakage
- Field rotatable top assemblies in 90° increments to fit specific application requirements
- Actuator assemblies available with manual reset or automatic reset operators
- Normally-closed and normally-open versions available
- Overtravel position switches for open and closed position



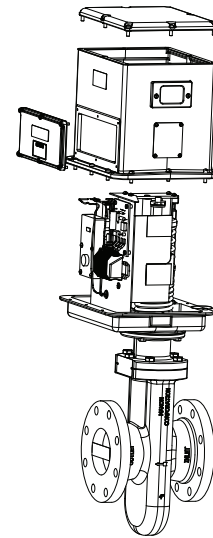
## OPERATING CONCEPTS

### Automatic reset valves Model designation

S and C Models  
SMA11, CMA11, SMA21, CMA21

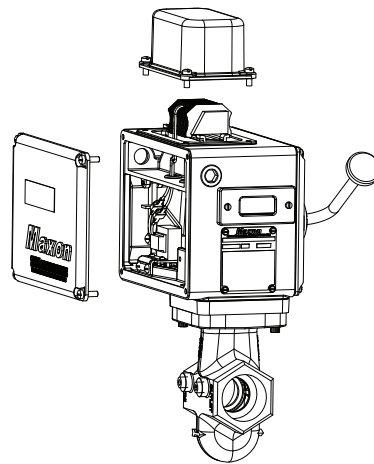


H Models  
HMA11



### Manual reset valves

Model designation (former model designation)  
S and C Models only SMM11, CMM11, SMM21



- All valves are designed to return to normal position instantly with any interruption in the electric power supplied through your safety circuit.
- (Motorized) automatic reset actuators are used where remote access or unmanned applications are needed.
- Manual reset actuators require operating personnel to be physically present to actuate the valve from its at rest position.

### Switch assemblies

- Provides positive valve position - open or closed
- Complies with “proof of closure” requirements
- Easily integrates with an analog control system, DCS or PLC
- IP 67 rated, sealed switches included for Non-incendive valves

**Body and trim selections**

Cast iron, carbon steel, low temperature carbon steel and stainless steel body assemblies feature metal-to-metal seating that meets FCI 70-2 control valve standard for Class VI seat leakage. Internal trim options are available for general purpose and corrosive gases. Oxygen compatible trims are also available. Valve body assemblies are offered in normally-closed shut-off and normally-open vent versions.

Valve bodies are available in threaded, flanged, and socket-welded connections. Bodies are currently available in 3/4" through 6" (DN20 through DN150) sizes. Body design utilizes a straight-through flow path, which minimizes the pressure drop through the body.



Normally-closed shut-off valves utilize power to open. Removal of electrical signal allows instantaneous release of the holding mechanism, allowing the powerful closing spring to close the valve in less than one second.

Series SMA11, SMM11, SMA12, SMM12, CMA11, CMM11, CMA12, CMM12, HMA11











Normally-open vent valves utilize power to close. Removal of electrical signal allows instantaneous release of the holding mechanism, allowing the valve to open in less than one second.

Series SMA21, SMM21, SMA22, SMM22, CMA21, CMA22, CMM22



Agency approvals and certifications

	General Purpose Valves SMA11, SMM11, CMA11, CMM11, SMA21, SMM21, CMA21, HMA11		Non-incendive/Non-sparking Valves SMA12, SMM12, SMA22, CMA22, CMA12, CMM12, SMM22, CMM22	
	Standards	Markings	Standards	Markings
FM approvals	FM 7400		FM 7400 FM 3611 FM 3600 FM 3810	Class I, Div. 2, Groups ABCD Class II, Div. 2, Groups FG Class III, Div. 2 Temp Code T4 (AC) T3 (DC, sizes 3/4" - 1-1/2") T3C (DC, sizes 2"-6") 
FM approvals - IEC Ex Certification	Not applicable		IEC 60079-0 IEC 60079-15	Ex nA nC IIC T4A (AC), T3 (DC), Ta=60°C Gc Ex tc IIIC T135°C Dc IP65 FMG 11.0032X 
UL approvals	UL 429	 Listed General Purpose 628A (Normally open valves)  Listed Safety Shut-off 628A (Normally open valves)	Not applicable	Not applicable
CSA International	CSA 6.5	 C/I	CSA 6.5 CSA 22.2 No. 213	Class I, Div. 2, Groups ABCD Class II, Div. 2, Groups FG Class III, Div. 2 Temp Code T4 (AC) T3 (DC)  C/I
European approvals [1]	EN 161 EN 13774	CL/KL: A, GR 2 EC PIN: C87BQ83	Not applicable	Not applicable
IEC approvals	IEC 61508	None	IEC 61508	None
KTL approvals	None	None	Not applicable	MA12: 12-KB4BO-0057 MM12: 13-KB4BO-0419 MA22: 16-KA4BO-0027 MM22: 16-K4BO-0028 
AGA Certifications	AS 4629 (CLASS 1)	None	AS 4629	None

[1] Product certified to meet the following (SMA11, CMA11, SMM11, CMM11, SMA21, CMA21, SMM21 only):  
Gas Appliance Directive (2009/142/EC)  
Low Voltage Directive (2014/35/EU)  
EMC Directive (2014/30/EU)  
Pressure Equipment Directive (2014/68/EU) up to 4"

Valve cycle requirements

This is based on the standards that MAXON valves are approved to and the corresponding minimum number of cycles to be completed without failure as shown in the chart below.

	UL (UL 429)	CSA (CSA 6.5)	FM (FM 7400)	European (EN161)
Automatic Series MA11, MA12	100,000	100,000	20,000	<= 1" 200,000 <= 3" 100,000 <= 6" 50,000
Manual Series MM11, MM12	6,000	20,000	20,000	No special requirements
Vent valves Series MA21, MA22, MM21, MM22	6,000	No special requirements	No special requirements	No special requirements

## VALVE MODEL NUMBER DESCRIPTION

Every MAXON gas electro-mechanical valve can be accurately identified by the model number shown on the valve nameplate. The example below shows a typical gas electro-mechanical valve model number, along with the available choices for each item represented in the model number.

Configured item number					Valve body					Actuator						
Valve size	Flow capacity	Valve type	Normal position	Area classification	Body connection	Body seals & bumper material	Body material	Internal trim package		Solenoid OR circuit board voltage	Motor voltage OR handle side plate	Motor timing (automatic valves only)	Switch options	Enclosure rating	Instruction language	
300	C	MA	1	1	-	A	A	1	1	-	B	B	2	0	A	0

Valve size

075 - 3/4" (DN20)  
 100 - 1" (DN25)  
 125 - 1-1/4" (DN32)  
 150 - 1-1/2" (DN40)  
 200 - 2" (DN50)  
 250 - 2-1/2" (DN65)  
 300 - 3" (DN80)  
 400 - 4" (DN100)  
 600 - 6" (DN150)

Flow capacity

S - Standard  
 C - CP body construction  
 H - High capacity

Valve reset type

MA - MAXON automatic (motorized) valve  
 MM - MAXON manual valve

Normal position

1 - Normally closed shut-off valve  
 2 - Normally open vent valve

Area classification

1 - General purpose  
 2 - Non-incendive, Class I, II and III Division 2  
 4 - Valve body only (400 & 600 high capacity valves only)

Body connection

A - ANSI (NPT) threaded  
 B - ANSI flanged (PN20)  
 C - ISO 7/1 threaded  
 D - DIN PN16 flanged  
 E - Socket welded nipple  
 F - Socket welded nipple w/Class 150 flange (ISO 7005 PN20)  
 H - EN1092-1 PN16 flanged (ISO 7005-1 PN16)

Body seals & bumper material

A - Buna o-rings/Buna bumper  
 B - Viton o-rings/Buna bumper  
 C - Viton o-rings/Viton bumper [1]  
 D - Ethylene Propylene o-rings/Ethylene Propylene bumper [1]  
 E - Omniflex o-rings/Buna bumper  
 F - Omniflex o-rings/Viton bumper [1]

Body material

1 - Cast iron  
 2 - Carbon steel  
 5 - Stainless steel  
 6 - Low temp carbon steel

Internal trim package

1 - Trim package 1  
 2 - Trim package 2  
 4 - Trim package 2, oxy clean [1]

Solenoid OR circuit board voltage

A - 115VAC 50 Hz  
 B - 115VAC 60 Hz  
 C - 230VAC 50 Hz  
 D - 230VAC 60 Hz  
 E - 208VAC 50 Hz  
 F - 24VDC  
 G - 120VDC

Motor voltage

A - 115VAC 50 Hz  
 B - 115VAC 60 Hz  
 C - 230VAC 50 Hz  
 D - 230VAC 60 Hz  
 E - 24VDC

Motor timing

1 - 2.5 second  
 2 - 6 second  
 3 - 12 second  
 \* - N/A with manual valves

OR Handle side plate

A - Standard handle  
 B - Tandem main  
 C - Tandem blocking  
 D - Tandem over-head  
 E - Wheel and chain

Switch options

Automatic valves

0 - VOS1/none  
 1 - VOS1/VCS1  
 2 - VOS2/VCS2  
 3 - VOS2/VCS1  
 4 - VOS1HC/VCS1HC

Manual valves

0 - None  
 1 - VOS1/VCS1  
 2 - VOS2/VCS2  
 3 - VOS2/VCS1

Enclosure rating

A - NEMA 4  
 B - NEMA 4X

Instruction language

0 - English

[1] 0°F minimum ambient temperature limit



## VALVE MODEL CROSS REFERENCE

MAXON valve model numbers have changed to intelligent coded model numbers for easy identification and specification. Valves manufactured prior to October 1, 2008 will contain an older model number system which can be easily cross referenced with the chart below.

Normally-closed (shut-off) valves General purpose, NEMA 4 or 4X	
Model number (prior to October 1, 2008)	New model designation
808	SMM11
808 CP	CMM11
5000	SMA11
5000 CP	CMA11
7000	HMA11
Normally-open (vent) valves General purpose, NEMA 4 or 4X	
Model number (prior to October 1, 2008)	New model designation
STO-M	SMM21
STO-A	SMA21
STO-A-CP	CMA21
Normally-closed (shut-off) valves Hazardous area classification	
Model number (prior to October 1, 2008)	New model designation
808 NI	SMM12
808 NI CP	CMM12
5000 NI	SMA12
5000 NI CP	CMA12
Normally-open (vent) valves Hazardous area classification	
Model number (prior to October 1, 2008)	New model designation
STO-M-NI	SMM22
STO-M-NI-CP	CMM22
STO-A-NI	SMA22
STO-A-NI-CP	CMA22

## VALVE BODY ASSEMBLY OPTIONS &amp; SPECIFICATIONS

Normally-closed shut-off valve - Body options							
Nominal pipe size	Flow capacity	Body connections	Body material	Trim package	Cv rating	MOPD rating (psig)	Special service MOPD rating (psig) [1]
3/4" (DN20)	S	A, C	1, cast iron	1, 2, 4	19	125	30
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
1" (DN25)	S	A, C	1, cast iron	1, 2, 4	20	125	30
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
1-1/4" (DN32)	S	A, C	1, cast iron	1, 2, 4	45	100	30
1-1/2" (DN40)	S	A, C	1, cast iron	1, 2, 4	53	70	20
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
2" (DN50)	S	A, B, C, D, H	1, cast iron	1, 2, 4	86	70	15
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
2-1/2" (DN65)	S	A, B, C, D	1, cast iron	1	127	40	10
	C		1, cast iron	1, 2, 4	304	50	15
		B, D, H	2, 6, carbon steel	2, 4			
			5, stainless steel				
3" (DN80)	S	A, C	1, cast iron	1	173	30	5
	C	A, B, C, D, H	1, cast iron	1, 2, 4	423	40	10
			B, D, H	2, 6, carbon steel			
		5, stainless steel					
4" (DN100)	C	B, D, H	1, cast iron	1, 2, 4	490	40	10
			2, 6, carbon steel	2, 4			
			5, stainless steel				
	HC		1, cast iron	1, 2, 4	719	60	10
			2, carbon steel	2, 4			
5, stainless steel							
6" (DN150)	S	B, D, H	1, cast iron	1, 2, 4	869	20	Not available
			2, carbon steel	2, 4			
			5, stainless steel				
	HC		1, cast iron	1, 2, 4	1172	50	10
			2, carbon steel	2, 4			
			5, stainless steel				

[1] Special service fuels (see page 10-30.1-12): Valve maximum operating pressure differential (MOPD) to be reduced

**Body connections:**

A - NPT  
 B - ANSI flanged (ISO 7005 PN20)  
 C - ISO 7-1 threaded  
 D - DIN PN16 flanged  
 E - Socket welded nipple  
 F - Socket welded nipple w/Class 150 flange (ISO 7005 PN20)  
 H - EN1092-1 PN16 (ISO 7005-1 PN16)

**Body material:**

1 - Cast iron  
 2 - Carbon steel  
 5 - Stainless steel  
 6 - Low temp carbon steel

**Trim package options and typical material:**

1 - 400 series stainless steel seat, hardened ductile iron disc, PEEK follower ring  
 2 - 316SS seat, 316SS disc, PEEK follower ring  
 4 - Oxy clean, trim 2

**Body seals and bumper:**

- Buna o-rings/Buna bumper  
 - Viton o-rings/Buna bumper  
 - Viton o-rings/Viton bumper  
 - Ethylene Propylene o-rings/Ethylene Propylene bumper  
 - Omniflex o-rings/Buna bumper  
 - Omniflex o-rings/Viton bumper

Refer to valve body assembly gas compatibility for proper elastomer selection.

Normally-open vent valve - Body options							
Nominal pipe size	Flow capacity	Body connections	Body material	Trim package	Cv rating	MOPD rating (psig)	Special service MOPD rating (psig) [1]
3/4" (DN20)	S	A, C	1, cast iron	1, 2, 4	19	125	30
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
1" (DN25)	S	A, C	1, cast iron	1, 2, 4	20	125	30
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
1-1/2" (DN40)	S	A, C	1, cast iron	1, 2, 4	53	70	20
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
2" (DN50)	S	A, B, C, D, H	1, cast iron	1, 2, 4	86	70	15
		A, C, E, F	2, 6, carbon steel	2, 4			
			5, stainless steel				
2-1/2" (DN65)	C	A, B, C, D	1, cast iron	1, 2, 4	304	50	15
		B, D, H	2, 6, carbon steel	2, 4			
			5, stainless steel				
3" (DN80)	C	A, B, C, D, H	1, cast iron	1, 2, 4	423	40	10
		B, D, H	2, 6, carbon steel	2, 4			
			5, stainless steel				
4" (DN100)	C	B, D, H	1, cast iron	1, 2, 4	490	40	10
			2, 6, carbon steel	2, 4			
			5, stainless steel				

[1] Special service fuels (see page 10-30.1-12): Valve maximum operating pressure differential (MOPD) to be reduced

**Body connections:**

- A - NPT
- B - ANSI flanged (ISO 7005 PN20)
- C - ISO 7-1 threaded
- D - DIN PN16 flanged
- E - Socket welded nipple
- F - Socket welded nipple w/Class 150 flange (ISO 7005 PN20)
- H - EN1092-1 PN16 (ISO 7005-1 PN16)

**Body material:**

- 1 - Cast iron
- 2 - Carbon steel
- 5 - Stainless steel
- 6 - Low temp carbon steel

**Trim package options and typical material:**

- 1 - 400 series stainless steel seat, hardened ductile iron disc, PEEK follower ring
- 2 - 316SS seat, 316SS disc, PEEK follower ring
- 4 - Oxy clean, trim 2

**Body seals and bumper:**

- Buna o-rings/Buna bumper
  - Viton o-rings/Buna bumper
  - Viton o-rings/Viton bumper
  - Ethylene Propylene o-rings/Ethylene Propylene bumper
  - Omniflex o-rings/Buna bumper
  - Omniflex o-rings/Viton bumper
- Refer to valve body assembly gas compatibility for proper elastomer selection.

## VALVE ACTUATOR OPTIONS

Automatic reset valve - Actuator options							
Nominal pipe size	Flow capacity	Normal position	Area classification	Solenoid OR circuit board voltage	Motor voltage	Motor timing	Switch options
3/4" (DN20)	S	1, 2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	1, 2 1, 2	0, 1, 2, 3, 4 0, 1, 2, 3
1" (DN25)	S	1, 2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	1, 2 1, 2	0, 1, 2, 3, 4 0, 1, 2, 3
1-1/4" (DN32)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	1, 2 1, 2	0, 1, 2, 3, 4 0, 1, 2, 3
1-1/2" (DN40)	S	1, 2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	1, 2 1, 2	0, 1, 2, 3, 4 0, 1, 2, 3
2" (DN50)	S	1, 2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	1, 2 1, 2	0, 1, 2, 3, 4 0, 1, 2, 3
2-1/2" (DN65)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	1, 2 1, 2	0, 1, 2, 3, 4 0, 1, 2, 3
3" (DN80)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	1, 2 1, 2	0, 1, 2, 3, 4 0, 1, 2, 3
2-1/2" (DN65)	C	1, 2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	2 2	0, 1, 2, 3, 4 0, 1, 2, 3
3" (DN80)	C	1, 2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	2 2	0, 1, 2, 3, 4 0, 1, 2, 3
4" (DN100)	C	1, 2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D	2 2	0, 1, 2, 3, 4 0, 1, 2, 3
4" (DN100)	H	1	1	A, B, C, D, G	A, B, C, D	3	0, 1, 2, 3
6" (DN150)	H	1	1	A, B, C, D, G	A, B, C, D	3	0, 1, 2, 3

Flow capacity

S - Standard  
C - CP body construction  
H - High capacity

Normal position

1 - Normally-closed shut-off valve  
2 - Normally-open vent valve

Area classification

1 - General purpose  
2 - Non-incendive, Class I, II and III, Division 2

Solenoid OR circuit board voltage

A - 115VAC 50 Hz  
B - 115VAC 60 Hz  
C - 230VAC 50 Hz  
D - 230VAC 60 Hz  
E - 208VAC 50 Hz  
F - 24VDC  
G - 120VDC

Motor voltage

A - 115VAC 50 Hz  
B - 115VAC 60 Hz  
C - 230VAC 50 Hz  
D - 230VAC 60 Hz  
E - 24VDC

Motor timing

1 - 2.5 second  
2 - 6 second  
3 - 12 second

Switch options

0 - VOS1/None  
1 - VOS1/VCS1  
2 - VOS2/VCS2  
3 - VOS2/VCS1  
4 - VOS1HC/VCS1HC

Manual reset valve - Actuator options						
Nominal pipe size	Flow capacity	Normal position	Area classification	Solenoid voltage	Handle side plate options	Switch options
3/4" (DN20)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
		2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, E A, E	0, 1, 2, 3 0, 1, 2, 3
1" (DN25)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
		2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, E A, E	0, 1, 2, 3 0, 1, 2, 3
1-1/4" (DN32)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
1-1/2" (DN40)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
		2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, E A, E	0, 1, 2, 3 0, 1, 2, 3
2" (DN50)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
		2	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, E A, E	0, 1, 2, 3 0, 1, 2, 3
2-1/2" (DN65)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
3" (DN80)	S	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
2-1/2" (DN65)	C	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
		2	2	A, B, C, D, F, G	A, E	0, 1, 2, 3
3" (DN80)	C	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
		2	2	A, B, C, D, F, G	A, E	0, 1, 2, 3
4" (DN100)	C	1	1 2	A, B, C, D, E, F, G A, B, C, D, F, G	A, B, C, D, E A, B, C, D, E	0, 1, 2, 3 0, 1, 2, 3
		2	2	A, B, C, D, F, G	A, E	0, 1, 2, 3
6" (DN150)	S	1	1	A, B, C, D, E	A, B, C, D, E	0, 1, 2, 3
			2	A, B, C, D	A, B, C, D, E	0, 1, 2, 3

Flow capacity

S - Standard  
C - CP body construction  
H - High capacity

Normal position

1 - Normally-closed shut-off valve  
2 - Normally-open vent valve

Area classification

1 - General purpose  
2 - Non-incendive, Class I, II and III, Div 2

Solenoid voltage

A - 115VAC 50 Hz  
B - 115VAC 60 Hz  
C - 230VAC 50 Hz  
D - 230VAC 60 Hz  
E - 208VAC 50 Hz  
F - 24VDC  
G - 120VDC

Handle side plate options

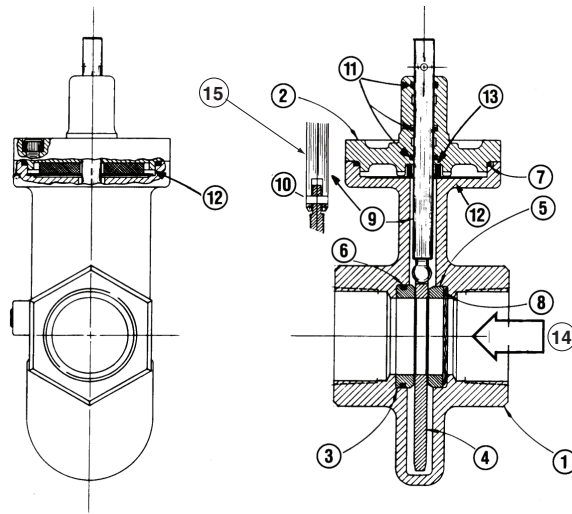
A - Standard handle  
B - Tandem main  
C - Tandem blocking  
D - Tandem overhead  
E - Wheel and chain

Switch options

0 - None  
1 - VOS1/VCS1  
2 - VOS2/VCS2  
3 - VOS2/VCS1

**VALVE BODY ASSEMBLY SPECIFICATIONS**

- 1) Body
- 2) Bonnet
- 3) Seat
- 4) Disc
- 5) Follower ring
- 6) Seat o-ring
- 7) Body o-ring
- 8) Wavy spring
- 9) Stem
- 10) Spring pin
- 11) Stem o-ring
- 12) Striker plate
- 13) Bumper
- 14) Flow direction
- 15) Typical stem/disc connection used with smaller sized valves



Threaded CP body design shown

Body and bonnet materials					
Item number	Description	Material code			
		1	2	5	6
1	Body	Cast iron	Carbon steel	Stainless steel	Low temp carbon steel
2	Bonnet	ASTM A126, Class B	ASTM A216, Gr. WCB	ASTM A351 Gr. CF8M	ASTM A352 Gr. LCB

Body seals and bumper material		
Item number	Description	Material
6	Seat o-ring	Buna o-rings/Buna bumper Viton o-rings/Buna bumper Viton o-rings/Viton bumper Ethylene Propylene o-rings/Ethylene Propylene bumper Omniflex o-rings/Buna bumper Omniflex o-rings/Viton bumper
7	Body o-ring	
11	Stem o-ring	
13	Bumper	

Trim package materials			
Item number	Description	Internal trim package	
		1	2
3	Seat	400 series stainless steel	316 stainless steel
4	Disc	Hardened ductile iron	316 stainless steel
5	Follower ring	PEEK	PEEK
8	Wavy spring	300 series stainless steel	
9	Stem	17-4 PH stainless steel	
10	Spring pin (when required)	Carbon steel	400 series stainless steel
12	Striker plate	17-7 PH stainless steel	

**VALVE BODY ASSEMBLY - GAS COMPATIBILITY**

Gas	Gas code	Suggested material options			MOPD rating	Agency approvals and certifications					
		Body seals & bumper	Body & bonnet	Trim option [7]		FM	CSA [3]	CE [4]			UL [3]
								GAD	LVD	PED	
Air	AIR	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X		X	X	X
Ammonia	AMM	A, D, E	1, 2, 5, 6	1, 2	Std.	X	X		X	X	
Butane gas	BUT	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X	X	X	X	X
Coke oven gas	COKE	C, F	1, 2, 5, 6	2	[5]	X	X		X	X	
Delco	DEL	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X		X	X	X
Digester [1]	DIG	Analysis required	5	2	[5]	X	X		X	X	
Endothermic AGA	ENDO	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X		X	X	X
Exothermic gas	EXO	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X		X	X	X
Hydrogen gas	HYD	A, B, C, E, F	1, 2, 5, 6	1, 2	[2]	X	X		X	X	
Manufactured [1]	MFGD	Analysis required	5	2	Std.	X	X		X	X	
Natural gas	NAT	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X	X	X	X	X
Nitrogen	NIT	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X		X	X	X
No. 1 fuel oil [6]	NO1OIL	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X		X	X	X
No. 2 fuel oil [6]	NO2OIL	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X		X	X	X
Oxygen (hi p)	OXYH	C, D, F	2, 5, 6	4	125 psig	X	X		X	X	
Oxygen (lo p)	OXYL	C, D, F	1, 2, 5, 6	4	30 psig	X	X		X	X	
Propane	PROP	A, B, C, E, F	1, 2, 5, 6	1, 2	Std.	X	X	X	X	X	X
Refinery [1]	REF	Analysis required	5	2	[5]	X	X		X	X	
Sour natural [1]	SOUR	Analysis required	5	2	[5]	X	X		X	X	
Town gas [1]	TOWN	Analysis required	5	2	Std.	X	X	X	X	X	
Land fill gas [1]	LAND	Analysis required	5	2	[5]	X	X		X	X	

[1] Other body and trim packages may be acceptable pending fuel analysis. For pricing inquiries, Viton or Omniflex o-rings should be used. Contact MAXON for details.

[2] Valve maximum operating pressure differential (MOPD) to be reduced by 25% from standard ratings.

[3] ISO connections are not recognized by CSA or UL standards

[4] SMA11, CMA11, SMM11, CMM11, SMA21, CMA21, SMM21 Series electro-mechanical valves meet the essential requirements of the Low Voltage (2014/35/EU), EMC (2014/30/EU), Gas Appliance - GAD (2009/142/EC), and Pressure Equipment (2014/68/EU) Directives. The Gas Appliance Directive only covers the use of commercially available fuels (natural gas, butane, town gas and LPG). The Pressure Equipment Directive does not cover MAXON valves with Cast Iron Bodies or sizes larger than 4" (DN100).

[5] Special service fuels: Valve maximum operating pressure differential (MOPD) to be reduced from standard ratings

[6] Trim Option 1 is only allowed with body and bonnet Option 1.

**Body seals & bumper:**

- A - Buna o-rings/Buna bumper
- B - Viton o-rings/Buna bumper
- C - Viton o-rings/Viton bumper
- D - Ethylene propylene o-rings/Ethylene propylene bumper
- E - Omniflex o-rings/Buna bumper
- F - Omniflex o-rings/Viton bumper

**Body & bonnet:**

- 1 - Cast iron
- 2 - Carbon steel
- 5 - Stainless steel
- 6 - Low temp carbon steel

**Trim package:**

- 1 - Trim package 1
- 2 - Trim package 2
- 4 - Trim package 2, oxy clean

## ELECTRICAL DATA

### General

MAXON shut-off valves are electrically actuated from a power source. Standard assemblies include an internal holding solenoid or clutch and printed circuit board.

Position switch wiring diagrams (reproduced below) are part of each valve assembly, summarizing electrical data and wiring for a valve equipped with terminal block and a full complement of optional switches.

Good practice normally dictates that auxiliary switches in valves should be used for signal duty only, not to operate additional safety devices.

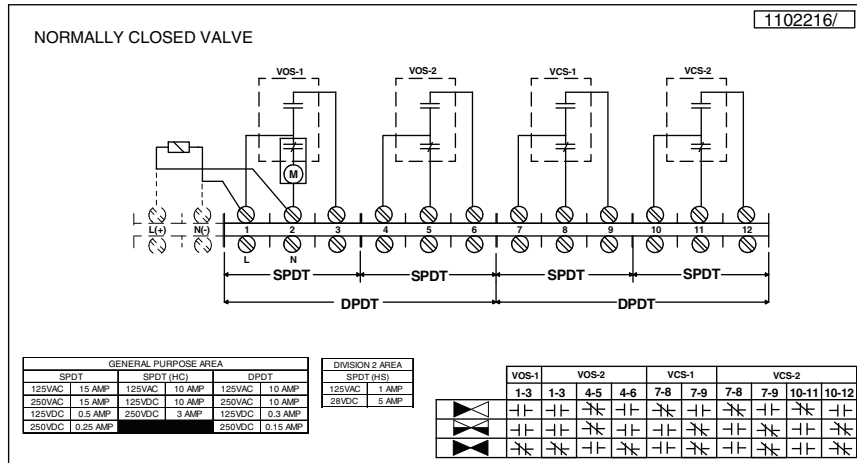
Valve position switches are offered in SPDT (single pole/double throw). Recommended packages include one open switch and one closed switch (VOS1/VCS1). Additional auxiliary switches are designated by VOS2/VCS2.

VCS (valve closed switch) is actuated at the end of the closing stroke. VOS (valve open switch) is actuated at the end of the opening stroke.

Switch amperage ratings are shown on the schematic wiring diagrams below. DO NOT EXCEED rated amperage or total load shown. Diagrams show valve with a full complement of switches. For normally-closed valves, the wiring diagram illustrates the switch contact positions with the valve closed. For normally-open valves, the wiring diagram illustrates the switch contact position with the valve open.

Figure 1: Normally-closed shut-off valves

S and C Model valves



H Model valves (4" & 6" sizes only)

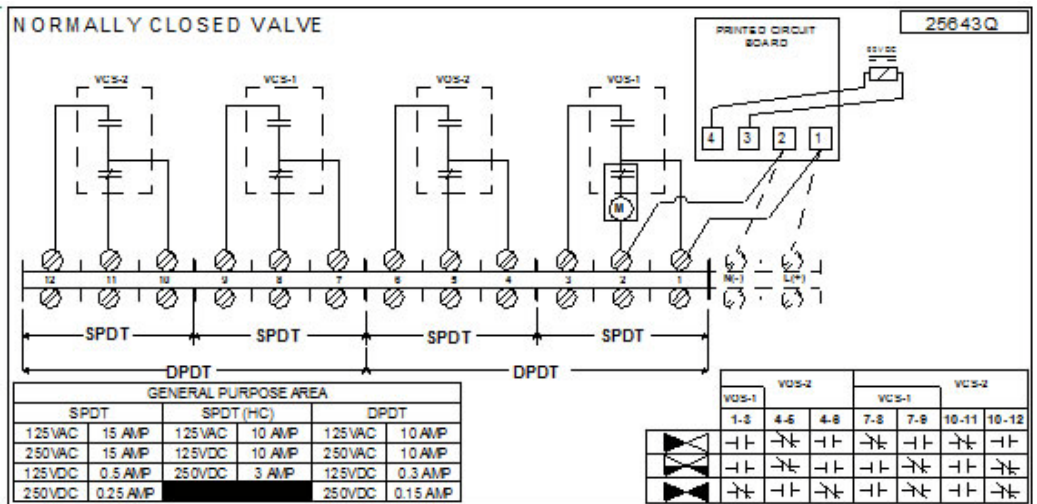
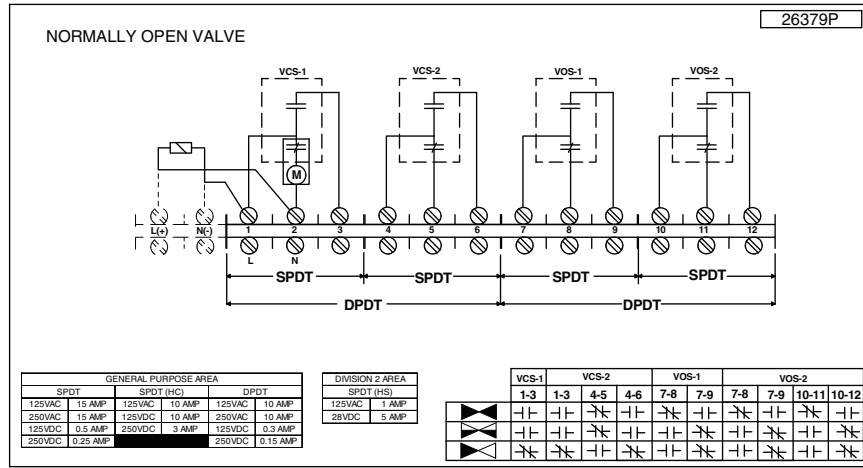




Figure 2: Normally-open valves

S and C Model valves



## Available voltages and electrical data - General Purpose areas

All MAXON valves are electrically actuated from a power source through the flame safeguard and/or safety control circuits. Standard valve assemblies include an internal holding solenoid on standard flow and CP body constructions, or a printed circuit board on high capacity valves. The solenoid (or printed circuit board) is energized whenever the valve is powered. The motor operator on automatic reset valves is powered only during the opening stroke for normally-closed valves, or the closing stroke for normally-open versions.

### S and C Model body constructions

Solenoids					
3/4" - 1-1/2" S Models		2" - 3" S Models		2-1/2"C - 4"CP Model & 6" S Model	
Voltage	Power	Voltage	Power	Voltage	Power
115VAC, 50 Hz	23VA	115VAC, 50 Hz	23VA	115VAC, 50 Hz	40VA
115VAC, 60 Hz	23VA	115VAC, 60 Hz	23VA	115VAC, 60 Hz	40VA
230VAC, 50 Hz	23VA	230VAC, 50 Hz	23VA	230VAC, 50 Hz	40VA
230VAC, 60 Hz	23VA	230VAC, 60 Hz	23VA	230VAC, 60 Hz	40VA
208VAC, 50 Hz	23VA	208VAC, 50 Hz	23VA	208VAC, 50 Hz	40VA
24VDC	14W	24VDC	24W	24VDC	24W
120VDC	14W	120VDC	34W	120VDC	34W

Motor operators	
Voltage	Power
115VAC, 50 Hz	322VA
115VAC, 60 Hz	196VA
230VAC, 50 Hz	322VA
230VAC, 60 Hz	198VA
24VDC	60W

### TO DETERMINE VALVE OPENING POWER: (OR CLOSING POWER FOR NORMALLY-OPEN VERSIONS)

#### Automatic reset valves

- Total power is the sum of the motor and solenoid power ratings for the appropriate voltage/frequency in the tables above.
- If supply voltages are different, then the circuits must be segregated.

#### Manual reset valves

- Total power consists of only the solenoid power rating.

### TO DETERMINE VALVE HOLDING POWER:

- Holding power consists of the solenoid power rating for the appropriate voltage/frequency.

### 4" and 6" H Model valves

Printed circuit boards	
Voltage	Power
115VAC, 50 Hz	13VA
115VAC, 60 Hz	13VA
230VAC, 50 Hz	25VA
230VAC, 60 Hz	25VA
120VDC	14W

Motor operators	
Voltage	Power
115VAC, 50 Hz	667VA
115VAC, 60 Hz	391VA
230VAC, 50 Hz	667VA
230VAC, 60 Hz	391VA

### TO DETERMINE VALVE OPENING POWER:

- Total power is the sum of the motor and printed circuit board power ratings for the appropriate voltage/frequency in the tables shown.
- If supply voltages are different, then the circuits must be segregated.

### TO DETERMINE VALVE HOLDING POWER:

- Holding power consists of the printed circuit board power rating for the appropriate voltage/frequency.

## Available voltages and electrical data - Non-incendive areas

All MAXON valves are electrically actuated from a power source through the flame safeguard and/or safety control circuits. Standard valve assemblies include an internal holding solenoid on standard flow and CP body constructions, or a printed circuit board on high capacity valves. The solenoid (or printed circuit board) is energized whenever the valve is powered. The motor operator on automatic reset valves is powered only during the opening stroke for normally-closed valves, or the closing stroke for normally-open versions.

### Standard flow and CP body constructions

Solenoids					
3/4" - 1-1/2" S Models		2" - 3" S Models		2-1/2"C - 4"CP Models & 6" S Model	
Voltage	Power	Voltage	Power	Voltage	Power
115VAC, 50 Hz	23VA	115VAC, 50 Hz	23VA	115VAC, 50 Hz	34VA
115VAC, 60 Hz	16VA	115VAC, 60 Hz	16VA	115VAC, 60 Hz	26VA
230VAC, 50 Hz	23VA	230VAC, 50 Hz	23VA	230VAC, 50 Hz	34VA
230VAC, 60 Hz	16VA	230VAC, 60 Hz	16VA	230VAC, 60 Hz	26VA
24VDC	18W	24VDC	24W	24VDC	24W
120VDC	26W	120VDC	34W	120VDC	34W

Motor operators	
Voltage	Power
115VAC, 50 Hz	322VA
115VAC, 60 Hz	196VA
230VAC, 50 Hz	322VA
230VAC, 60 Hz	198VA

### TO DETERMINE VALVE OPENING POWER: (OR CLOSING POWER FOR NORMALLY-OPEN VERSIONS)

#### Automatic reset valves

- Total power is the sum of the motor and solenoid power ratings for the appropriate voltage/frequency in the tables above.
- If supply voltages are different, then the circuits must be segregated.

#### Manual reset valves

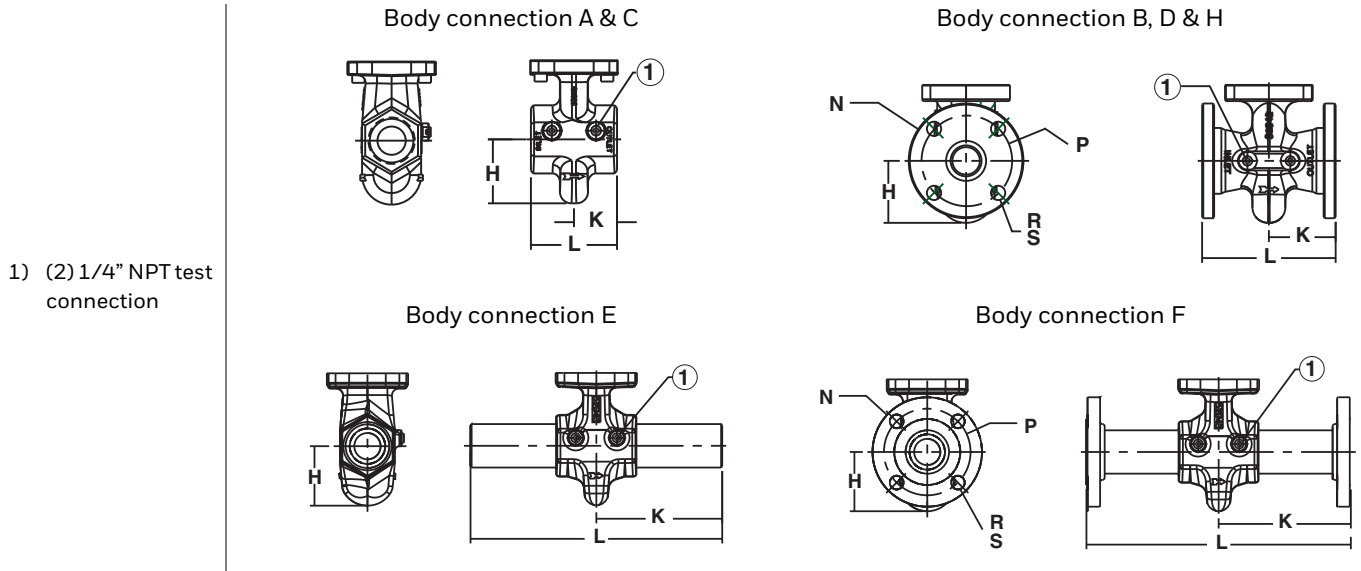
- Total power consists of only the solenoid power rating.

#### To determine valve HOLDING power:

- Holding power consists of the solenoid power rating for the appropriate voltage/frequency.

**DIMENSIONS AND WEIGHTS**

**Valve bodies: 3/4" (DN20) to 3" (DN80)**



Valve size	Flow capacity	Body Connection	Body/ bonnet material	Approximate dimensions (in inches)							Approximate weight (in lbs)		
				H	K	L	N Ø	P Ø	R Ø	S # of holes	Body assembly	Actuator assembly	Total weight
3/4" (DN20)	S	A, C	Cast iron	2.0	1.9	3.8	N/A				8	11	19
		A, C	Carbon steel & stainless steel				N/A				9		20
		E					N/A				10.5		21.5
		F					3.9	2.8	0.62	4	13		24
1" (DN25)	S	A, C	Cast iron	2.0	1.9	3.8	N/A				8	11	19
		A, C	Carbon steel & stainless steel				N/A				9		20
		E					N/A				11		22
		F					4.3	3.1	0.62	4	15		26
1-1/4" (DN32)	S	A, C	Cast iron	2.4	2.0	4.0	N/A				9	11	20
1-1/2" (DN40)	S	A, C	Cast iron	2.7			6.8	13.6	N/A				11
		A, C	Carbon steel & stainless steel		N/A				11	22			
		E			N/A				14	25			
		F			5.0	3.9			0.62	4	21	32	
2" (DN50)	S	A, C	Cast iron	3.3	2.2	4.4	N/A				16	13	29
		B					N/A				26		39
		D, H					6.0	4.8	0.75	4	26		39
		A, C	6.5				4.9	0.71	18		31		
		E	Carbon steel & stainless steel				N/A				23		36
		F					N/A				33		46
	6.0	4.8		0.75	4	33	46						
2-1/2" (DN65)	S	A, C	Cast iron	2.9	2.5	5.0	N/A				19	13	32
		B		3.1	3.8	7.5	7.0	5.5	0.75	4	30		43
		D, H					7.3	5.7	0.71		30		43
3" (DN80)	S	A, C	Cast iron	3.0	2.6	5.2	N/A				20		33

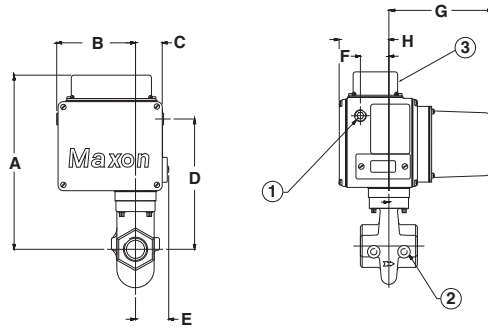
**Flow capacity:**  
 S - Standard  
 C - CP body construction  
 H - High capacity

**Body connection:**  
 A - NPT  
 B - ANSI flanged (ISO 7005 PN20)  
 C - ISO 7-1 threaded

D - DIN PN16 flanged  
 E - Socket welded nipple  
 F - Socket welded nipple w/Class 150 flange (ISO 7005 PN20)  
 H - EN 1092-1 PN16 (ISO 7005-1 PN16)

**Valve actuators: 3/4” through 1-1/2” valves**

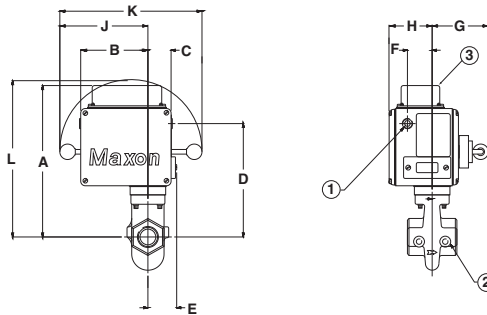
Automatic reset type (SMA11, SMA21, SMA12, SMA22)



- 1) (2) 3/4” NPT conduit connection
- 2) (2) 1/4” NPT test connection
- 3) Terminal block cover

NOTE: 2.75” needed for terminal block cover removal

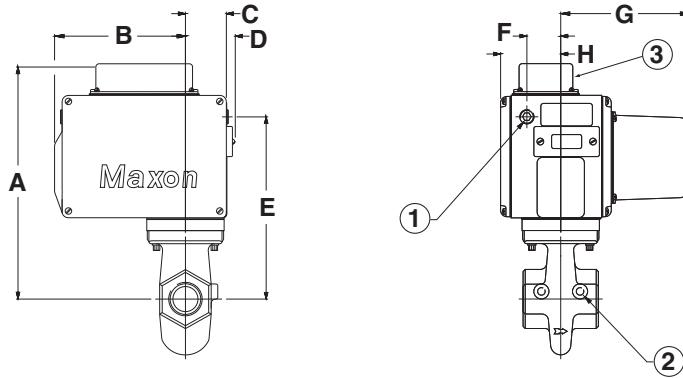
Manual reset type (SMM11, SMM21, SMM12, SMM22)



Valve size	Flow capacity	Valve type	Approximate dimensions (in inches)											
			A	B	C	D	E	F	G	H	J	K	L	
3/4” (DN20)	S	MM11, MM21	12.25	5.5	1.87	8.11	2.3	2	4.5	3.49	7.13	11.5	11.58	
		MM12, MM22								5.48				
		MA11, MA21								7.34				3.49
		MA12, MA22												5.48
1” (DN25)	S	MM11, MM21	12.25	5.5	1.87	8.11	2.3	2	4.5	3.49	7.13	11.5	11.58	
		MM12, MM22								5.48				
		MA11, MA21								7.34				3.49
		MA12, MA22												5.48
1-1/4” (DN32)	S	MM11	12.81	5.5	1.87	8.67	2.3	2	4.5	3.49	7.13	11.5	12.14	
		MM12								5.48				
		MA11								7.34				3.49
		MA12												5.48
1-1/2” (DN40)	S	MM11, MM21	13.31	5.5	1.87	9.14	2.3	2	4.5	3.49	7.13	11.5	12.61	
		MM12, MM22								5.48				
		MA11, MA21								7.34				3.49
		MA12, MA22												5.48

**Valve actuators: 2” through 3” valves**

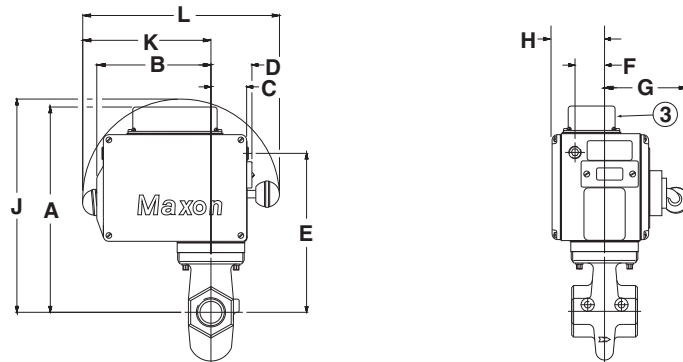
Automatic reset type (SMA11, SMA21, SMA12, SMA22)



- 1) (2) 3/4” NPT conduit connection
- 2) (2) 1/4” NPT test connection
- 3) Terminal block cover

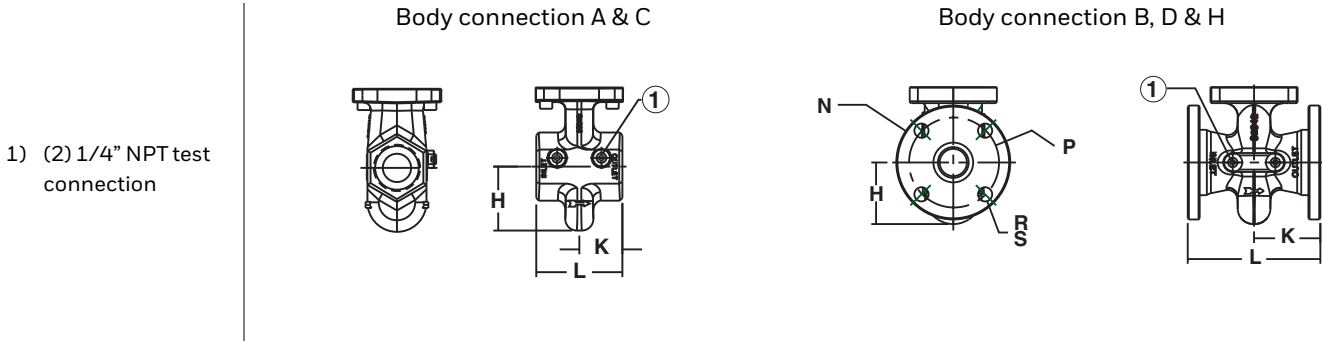
NOTE: 2.75” needed for terminal block removal

Manual reset type (SMM11, SMM21, SMM12, SMM22)



Valve size	Flow capacity	Valve type	Approximate dimensions (in inches)												
			A	B	C	D	E	F	G	H	J	K	L		
2” (DN50)	S	MM11, MM21	14.75	7.61	2.38	2.9	10.6	1.97	5.63	3.5	14.38	8.55	13.12		
		MM12, MM22								5.38					
		MA11, MA21								7.51					
		MA12, MA22								5.38					
2-1/2” (DN65)	S	MM11	14.62	7.61	2.38	2.9	10.46	1.97	5.63	3.5	14.25	8.55	13.12		
		MM12								5.38					
		MA11								7.51					
		MA12								5.38					
3” (DN80)	S	MM11	14.86	7.61	2.38	2.9	10.71	1.97	5.63	3.5	14.49	8.55	13.12		
		MM12								5.38					
		MA11								7.51					
		MA12								5.38					

**Valve bodies: 2-1/2" C (DN65), 3" C (DN80), 4" C (DN100) and 6" S (DN150)**



Valve size	Flow capacity	Body connection	Body/bonnet material	Approximate dimensions (in inches)							Approximate weight (in lbs)		
				H	K	L	N Ø	P Ø	R Ø	S #of holes	Body assembly	Actuator assembly	Total weight
2-1/2" (DN65)	C	A, C	Cast iron	4.3	2.5	5.0	N/A				19	15	34
		B		4.5	3.8	7.5	7.0	5.5	0.75	4	31		46
		D					7.3	5.7	0.71		31		46
		H	7.3				5.7	0.71	8	31	46		
		B	Carbon steel & stainless steel				7.0	5.5	0.75	4	34		49
		D		7.3	5.7	0.71	34	49					
		H		7.3	5.7	0.71	8	30	45				
3" (DN80)	C	A, C	Cast iron	5.1	2.8	5.5	N/A				24	15	39
		B		5.2	4.0	8.0	7.5	6.0	0.75	4	46		61
		D, H	7.9				6.3	0.71	8	46	61		
		B	Carbon steel & stainless steel				7.5	6.0	0.75	4	47		62
		D, H		7.9	6.3	0.71	8	47	62				
4" (DN100)	C	B	Cast iron	5.5	4.5	9.0	9.0	7.5	0.75	8	64	79	
		D, H					8.7	7.1	0.71		64	79	
		B	Carbon steel & stainless steel				9.0	7.5	0.75		64	79	
		D, H					8.7	7.1	0.71		64	79	
6" (DN150)	S	B	Cast iron	7.5	5.25	10.5	11.0	9.5	0.88	8	115	130	
		D, H					11.2	9.4	0.86		115	130 59	
		B	Carbon steel & stainless steel				11.0	9.5	0.88		115	130	
		D, H					11.2	9.4	0.86		115	130	

**Flow capacity:**

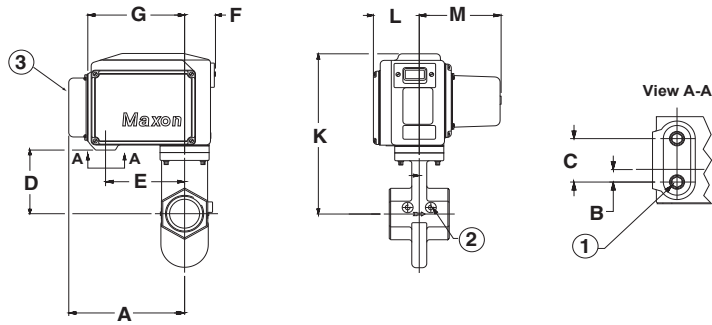
- S - Standard
- C - CP body construction
- H - High capacity

**Body connection:**

- A - NPT
- B - ANSI flanged (ISO 7005 PN20)
- C - ISO 7-1 threaded
- D - DIN PN16 flanged
- E - Socket welded nipple
- F - Socket welded nipple w/Class 150 flange (ISO 7005 PN20)
- H - EN1092-1 PN16 (ISO 7005-1 PN16)

**Valve actuators: 2-1/2" C through 4" C and 6" S valves**

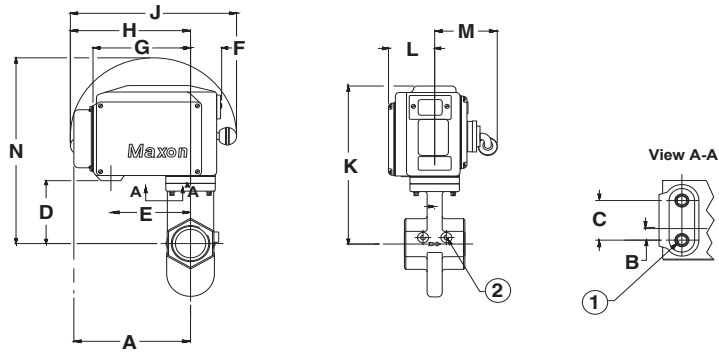
Automatic reset type (CMA11, CMA21, CMA12, CMA22)



- 1) (2) 3/4" NPT conduit connection
- 2) (2) 1/4" NPT test connection
- 3) Terminal block cover

NOTE: 2.75" needed for terminal block cover removal

Manual reset type (CMM11, CMM12, CMM22, SMM11, SMM12)



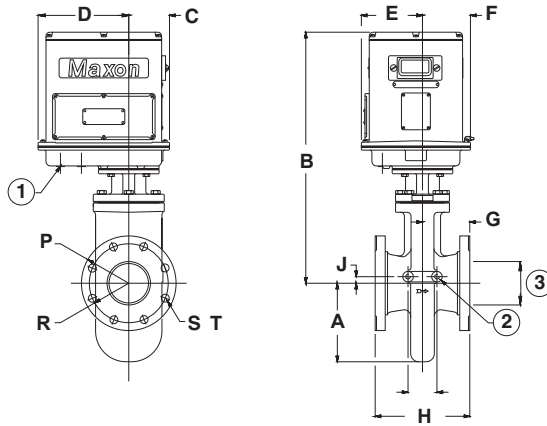
Valve size	Flow capacity	Valve type	Approximate dimensions (in inches)																															
			A	B	C	D	E	F	G	H	J	K	L	M	N																			
2-1/2" (DN65)	C	MM11	11.6 8	0.88	3	6.09	7.25	2.83	8.87	10.9 4	15.12	14.56	4.2	6.34	14.56																			
		MM12, MM22											6.14																					
		MA11, MA21											4.2			7.51																		
		MA12, MA22											6.14																					
3" (DN80)	C	MM11										11.6 8	0.88	3	6.09	7.25	2.83	8.87	10.9 4	15.12	15.29	4.2	6.34	17.97										
		MM12, MM22																				6.14												
		MA11, MA21																				4.2			7.51									
		MA12, MA22																				6.14												
4" (DN100)	C	MM11																			11.6 8	0.88	3	6.09	7.25	2.83	8.87	10.9 4	15.12	15.29	4.2	6.34	17.97	
		MM12, MM22																													6.14			
		MA11, MA21																													4.2			7.51
		MA12, MA22																													6.14			
6" (DN150)	S	MM11	11.6 8	0.88	3	6.09	7.25	2.83	8.87	10.9 4	15.12																			20.75	4.2	6.34	23.43	
		MM12																													6.14			



**Valve bodies and actuators: 4” & 6” high capacity valves**

HMA11 versions only

- 1) (2) 3/4” NPT conduit connection
- 2) (2) 1/4” NPT test connection
- 3) Pipe size



Valve size	Flow capacity	Valve type	Approximate dimensions (in inches)					
			A	B	C	D	E	F
4” (DN100)	H	MA11	7.31	23.88	3.87	8.63	4.19	4.56
6” (DN150)	H	MA11	8.38	25.0			5.81	

Valve size	Body connection	Body/bonnet material	Approximate dimensions (in inches)							Approximate weight (in lbs)		
			G	H	J	P Ø	R Ø	S Ø	T # of holes	Body assembly	Actuator assembly	Total weight
4” (DN100)	B	Cast iron	4.5	9.0	0.62	9.0	7.5	0.75	8	94	45	139
	D, H					8.7	7.1	0.72		94		139
	B	Carbon steel & stainless steel				9.0	7.5	0.75		94		139
	D, H					8.7	7.1	0.72		94		139
6” (DN150)	B	Cast iron	5.25	10.5	0.62	11.0	9.5	0.88	8	117	45	162
	D, H					11.2	9.4	0.86		117		162
	B	Carbon steel & stainless steel				11.0	9.5	0.88		126		171
	D, H					11.2	9.4	0.86		126		171

**Flow capacity:**

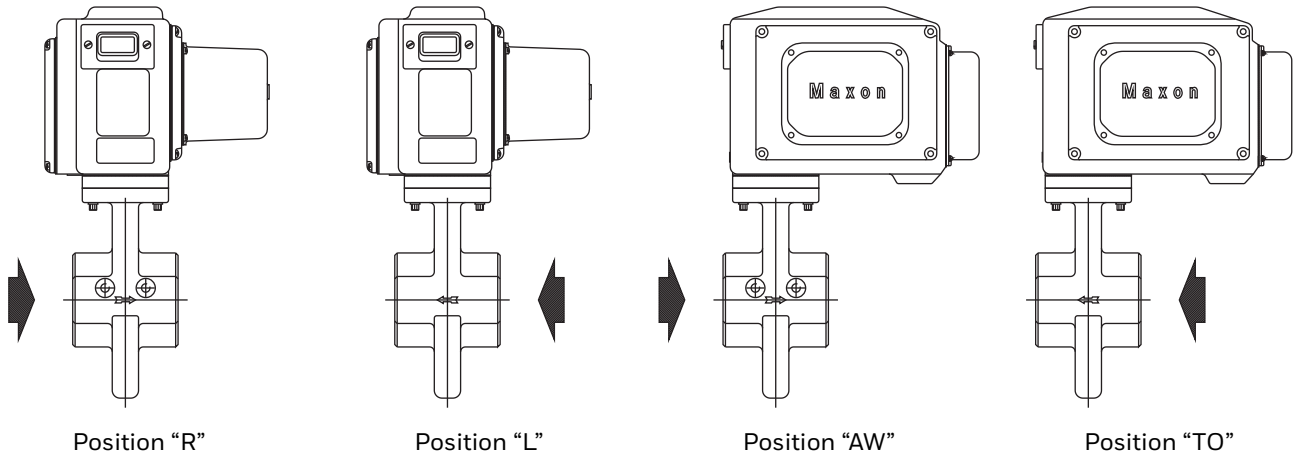
- S - Standard
- C - CP body construction
- H - High capacity

**Body connection:**

- A - NPT
- B - ANSI flanged (ISO 7005 PN20)
- C - ISO 7-1 threaded
- D - DIN PN16 flanged
- E - Socket welded nipple
- F - Socket welded nipple w/Class 150 flange (ISO 7005 PN20)
- H - EN1092-1 PN16 (ISO 7005-1 PN16)

### Available top assembly positions

The valve top assembly can be positioned on the body in four different orientations. See sketches below to determine the designation of the required orientation for your application.



## Tandem arrangements

(for simultaneous opening of main and blocking valves)

### General

Wherever insurance underwriters or other regulatory groups require the use of a double-valve or “block-and-bleed” system, but manual operation is preferred to the use of automatic reset valves, operation can be simplified by adding a tandem arrangement to a pair of MAXON manual reset shut-off valves.

A linkage overtravel spring in the tandem arrangement latches the blocking valve just before the main valve is latched, assuring latching of both valves.

If it is necessary to locate a tandem valve above arms reach, an overhead wheel and chain assembly may be added which includes a loop of chain accessible to operating personnel.

### To order

Valves are to be specified in the usual manner and must be in top assembly position TO or AW.

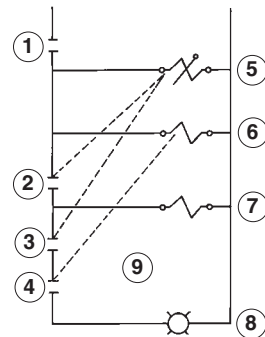
VOS and VCS switches must be included on the main valve and a VOS switch on the blocking valve to permit electrical connection as shown in the wiring schematic illustrated below.

If overhead wheel and chain assembly is also required, specify loop length to reach appropriate operating position. Extra chain (in one foot increments) may be specified.

Center line distance between valves must be within the ranges indicated in Table 1 and shown in sketch below and must be specified at the time of order.

- 1) Flame safeguard contact
- 2) VCS in main valve
- 3) VOS in main valve
- 4) VOS in blocking valve
- 5) Main valve (normally-closed)
- 6) Blocking valve (normally-closed)
- 7) Vent valve (normally-open)
- 8) Main fuel panel light
- 9) For illustration only (not a wiring diagram)

Wiring schematic

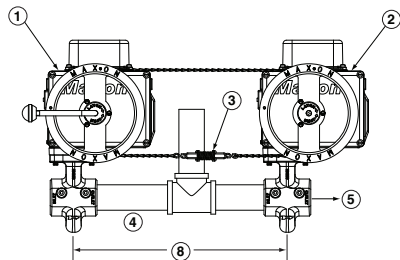


Main valve and blocking valve wired in parallel. VCS switch on main valve powers vent valve. VOS switches on main and blocking valves wired in series to signal light.

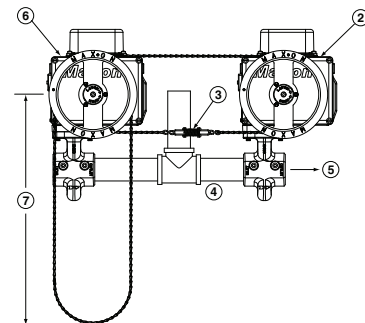
Table 1. Allowable valve spacing for tandem arrangement (in inches)		
Valve size	Minimum C-C	Maximum C-C
3/4" - 1-1/2"	18	24
2" - 3"	20	27
4" & 6"	27	33

- 1) Tandem main valve
- 2) Tandem blocking valve
- 3) Tension spring
- 4) Piping by others
- 5) Flow
- 6) Tandem overhead valve
- 7) Specify loop length if overhead wheel & chain option
- 8) See Table 1 above

Tandem arrangement



Tandem arrangement with overhead wheel & chain



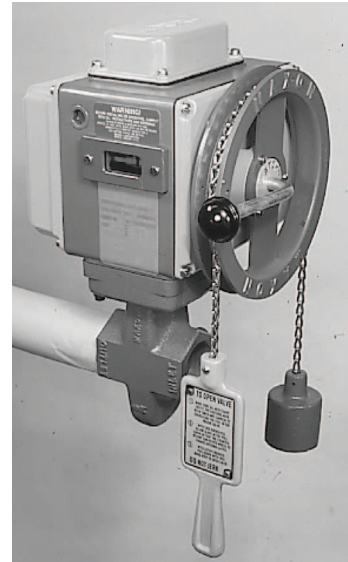
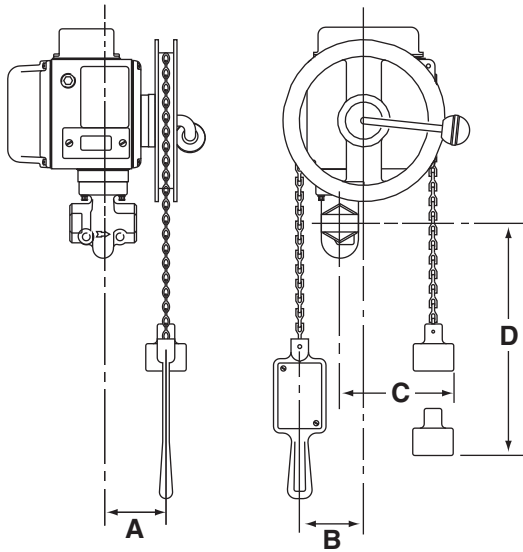
### Overhead wheel & chain assembly

Overhead wheel and chain assembly allows operation of a manual reset valve in an otherwise inaccessible overhead location. A wheel is mounted onto the handle of the valve. The attached chain is weighted on one end and has a paddle handgrip on the other.

Once the valve is electrically energized, pulling down on the paddle will open normally-closed versions or close normally-open versions.

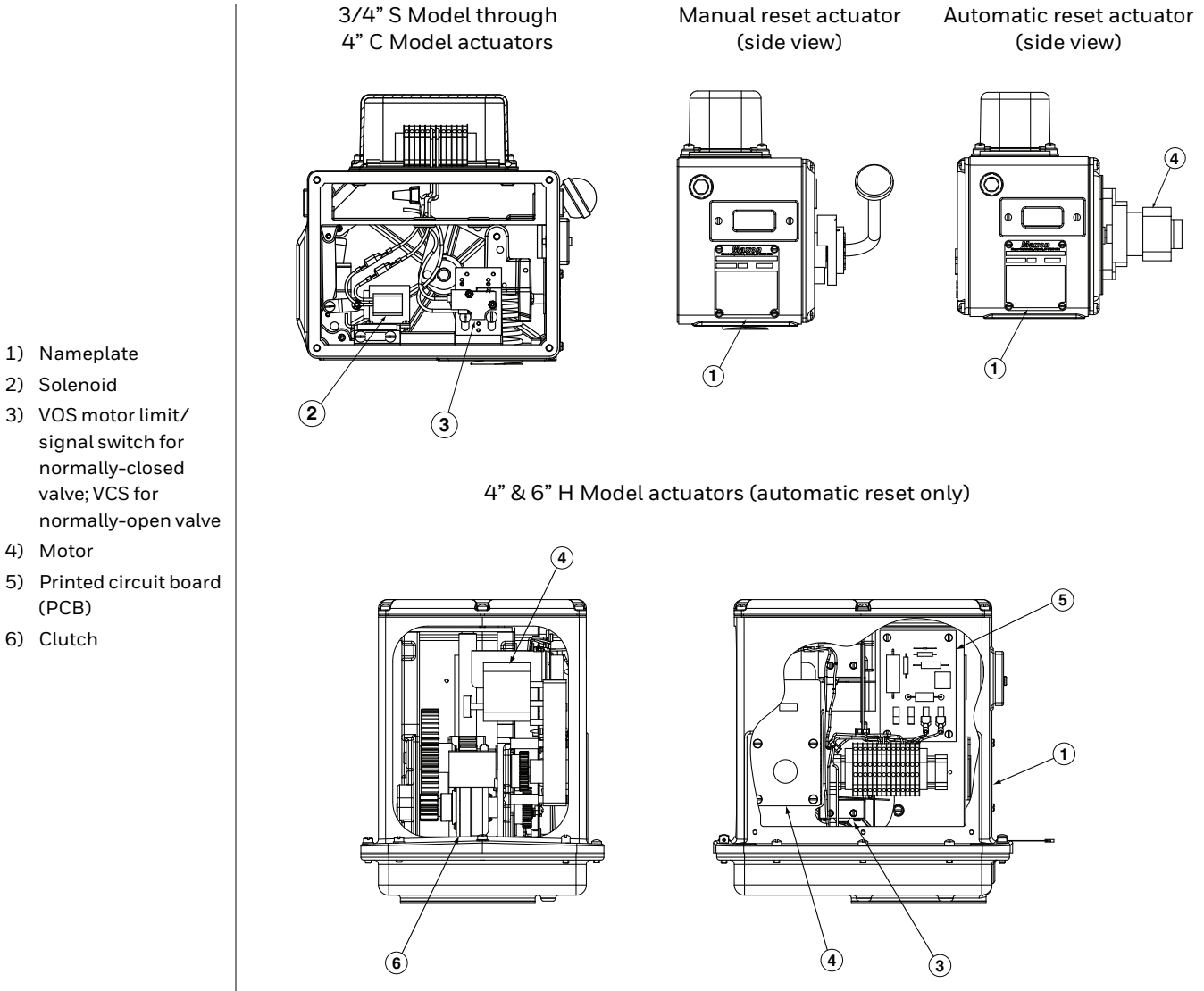
MAXON valve's free-handle design permits valve to trip to its rest position on any power interruption.

Wheel and chain assembly includes a length of chain to position the paddle handgrip slightly below pipe centerline. A standard length of 7 feet of chain is included with CP and larger valve sizes and 5 feet is included with all other valves. Extra chain (in one foot increments) may be specified to fit your specific location.



Dimensions (in inches)			
A	B	C	D
5.25 maximum	4.06	7.25	12.19 maximum

## VALVE ACTUATOR SPARE PART IDENTIFICATION



- **MAXON nameplates include a model designation, which can be used to easily identify the exact components for each valve configuration.**
- **S and C Model valve spare parts include the solenoid, motor, and switches as shown above.**
- **H Model valve spare parts include the clutch, motor and circuit board as shown above.**



Please read the operating and mounting instructions before using the equipment. Install the equipment in compliance with the prevailing regulations.

Bedrijfs- en montagehandleiding voor gebruik goed lezen! Apparaat moet volgens de geldende voorschriften worden geïnstalleerd.

Lire les instructions de montage et de service avant utilisation! L'appareil doit impérativement être installé selon les réglementations en vigueur.

Betriebs- und Montageanleitung vor Gebrauch lesen! Gerät muß nach den geltenden Vorschriften installiert werden.

## MANUFACTURER AND IMPORTER ADDRESSES

Below are the addresses and contact information for the Honeywell – Maxon manufacturing location and European sales office. The European sales office serves as the importer and EU manufacturer's representative under the EU New Legislative Framework (NLF).

### **MUNCIE, INDIANA, USA – MANUFACTURER**

201 East 18th Street

P.O. Box 2068

Muncie, IN 47307-0068

Tel: 765.284.3304

Fax: 765.286.8394

### **EUROPEAN SALES OFFICE – IMPORTER**

BELGIUM

Maxon International BVBA

Luchthavenlaan 16-18

1800 Vilvoorde, Belgium

Tel: 32.2.255.09.09

Fax: 32.2.251.82.41

## WARNING






**The installation, operation and maintenance instructions contain important information that must be read and followed by anyone operating or servicing this product. Do not operate or service this equipment unless the instructions have been read. IMPROPER INSTALLATION OR USE OF THIS PRODUCT COULD RESULT IN BODILY INJURY OR DEATH.**

### Nameplate and abbreviations

Consult the nameplate of your valve. This lists the maximum operating pressure, temperature limitations, voltage requirements and service conditions of your specific valve. Do not exceed nameplate ratings.

### Description

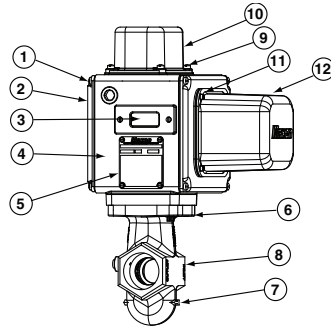
MAXON electro-mechanical valves are electrically actuated fuel shut-off valves. The valves are designed for a fast acting return to the at rest position upon removal of a control voltage signal. Motorized automatic and manual actuators are available depending on application needs. In addition, normally-closed and normally-open options are available. The normally-closed versions will shut off flow when de-energized and pass flow when energized. The normally-open versions will shut off flow when energized and pass flow when de-energized. Electro-mechanical valves are also offered in configurations that meet hazardous locations.

Abbreviation or symbol	Description
M.O.P.	Maximum operating pressure
OPENING	Valve opening time (for automatic valves only). Units shown in seconds.
	Solenoid/clutch voltage and frequency
	Motor voltage and frequency
T <sub>AMB</sub>	Ambient temperature range
T <sub>F</sub>	Fluid temperature range
SHUT	Visual indication that valve is shut
OPEN	Visual indication that valve is open
SPDT (HS)	Single pole double throw hermetically-sealed switch(es)
SPDT	Single pole double throw switch(es)
SPDT (HC)	Single pole double throw high capacity switch(es) (used when DC motors are ordered)
DPDT	Double pole double throw switch(es)
GENERAL PURPOSE AREA	Designates components used in general purpose areas
DIVISION 2 AREA	Designates components used in Division 2 hazardous locations areas
	Valve is shut
	Valve is partially open
	Valve is full open
VOS-1/2	Valve open switch(es)
VCS-1/2	Valve closed switch(es); proof of closure

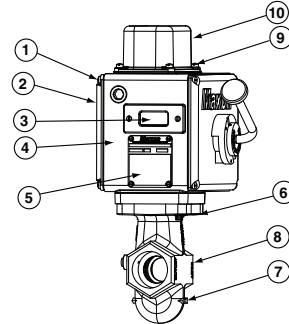
### Component identification

- 1) Access cover screws
- 2) Access cover
- 3) Visual indication
- 4) Mainbase
- 5) Nameplate
- 6) Actuator bolts
- 7) Flow arrow
- 8) Valve body
- 9) Terminal block cover screws
- 10) Terminal block cover
- 11) Motor cover screws
- 12) Motor cover
- 13) Top cover plate screws
- 14) Top cover plate
- 15) Top housing
- 16) Top housing screws

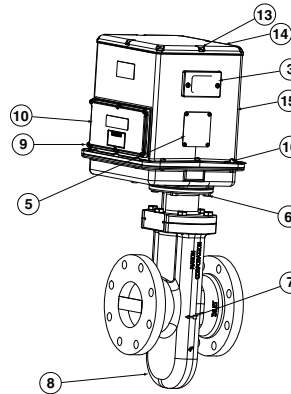
Automatic (motorized) valve  
Model designation  
SMA11, CMA11, SMA21, CMA21



Manual valve  
Model designation  
SMM11, CMM11, SMM21



Automatic (motorized) valve - 4" & 6" high capacity  
Model designation  
HMA11



**Table 1 - Torque specifications**

Valve type	Item number	Description	Torque
"S" Valves 3/4" - 1-1/2"	1	Access cover screws 1/4-20	72 in-lbs
	6	Actuator bolts 5/16-18	13 ft-lbs
	9	Terminal block cover screws 1/4-20	72 in-lbs
	11	Motor cover screws #10-24	42 in-lbs
"S" Valves 2" - 3"	1	Access cover screws 1/4-20	72 in-lbs
	6	Actuator bolts 3/8 - 16	20 ft-lbs
	9	Terminal block cover screws 1/4-20	72 in-lbs
"C" Valves 2" - 4"	11	Motor cover screws #10-24	42 in-lbs
	1	Access cover screws 1/4-20	72 in-lbs
	6	Actuator bolts 3/8 - 16	20 ft-lbs
	9	Terminal block cover screws 1/4-20	72 in-lbs
"H" Valves 4" - 6"	11	Motor cover screws #10-24	42 in-lbs
	9	Terminal block cover screws #10-24	42 in-lbs
	13	Top cover plate screws 1/4-20	72 in-lbs
	16	Top housing screws 1/4-20	72 in-lbs

### Installation

1. A gas filter or strainer of 40 mesh (0.6 mm) or

smaller is recommended in the fuel gas piping to protect the downstream safety shut-off valves.



2. Properly support and pipe the valve in the direction of the flow arrow on the valve body. Valve seats are directional. Sealing will be maintained at full rated pressures in one direction only. Sealing will be provided in reverse flow only at reduced pressures.
3. Mount valve so that open/shut window indicator will be visible to your operating personnel. The open/shut window indicator should never face downward. The valve side plates should be located in a vertical plane for best performance. Valves are usually installed in horizontal piping; however, other orientations are acceptable, subject to the above limitations. The top assemblies of all MAXON valves are field rotatable to allow installations involving conflicts with these mounting restrictions.
4. Wire the valve in accordance with all applicable local and national codes and standards. In U.S. and Canada, wiring must conform to the NEC ANSI/NFPA 70 and/or CSA C22.1, Part 1.
  - Supply voltages must agree with valve's nameplate voltage within -15%/+10% for proper operation. For electrical wiring schematic, see instructions or sample affixed inside valve terminal block cover.
  - Grounding is achieved with a grounding screw, which is located in the top assembly.
  - Customer connections are provided via terminal blocks located in the top assembly.
  - Main power wiring (120 VAC or 240 VAC) must be segregated from lower voltage 24 VDC signal wiring, when both are required.
  - To eliminate any potential for gas to enter the electrical wiring system, install a conduit seal fitting at the actuator conduit hub.
5. Maintain integrity of the electro-mechanical actuator enclosures by using the appropriate electrical connectors for the (2) 3/4" NPT conduit threaded connections. The electrical enclosure is NEMA 4 rated with an option for NEMA 4X.
6. All access cover plate screws should be tightened using an alternate cross-corner tightening pattern to the values shown in Table 1 on page 24.
7. Verify proper installation and operation by electrically actuating the valve for 10-15 cycles prior to the first introduction of gas.
8. **WARNING - Explosion hazard**
  - Do not connect or disconnect this equipment unless power has been removed or the area is known to be non-hazardous.
  - Substitution of components may impair suitability for Class I, Division 2 (applies to MM12, MA12, MM22 and MA22 valves only).
9. This equipment is suitable for installation in Class I, Division 2 Groups B, C, D, and Class II Groups F and G, and Class III hazardous locations or non-hazardous locations (applies to MM12, MA12, MM22 and MA22 valves only).

**Auxiliary features**

- **Non-adjustable proof of closure switch(es) with valve seal over travel interlock**
- **Auxiliary switch for indication of full travel (open for normally-closed valves, closed for normally-open valves)**

**Operating environment**

- **Actuators rated for NEMA 4 or optional NEMA 4X**
- **Ambient and fluid temperature range of -20°F to +140°F for S and C Model constructions**
- **Ambient and fluid temperature range of -20°F to +125°F for H Model constructions**
- **All valves for oxygen service or using Ethylene Propylene body seals are limited to a minimum ambient and fluid temperature of 0°F**

## ACTUATOR ASSEMBLY ROTATION

### WARNING

**MAXON electro-mechanical valves should be ordered in a configuration compatible with planned piping. If valve orientation is not correct, the actuator assembly can be rotated in 90° increments around the valve body centerline axis using the procedure below.**

1. Shut off all electrical power and close off upstream manual cock.
2. Remove terminal block cover plate and disconnect power lead wires. (Tag carefully for later re-assembly.)
3. Remove conduit and electrical leads.
4. Note physical position of any signal switch actuator wands on auxiliary signal switches.
5. Unscrew the two actuator bolts screwed up from the bottom to 1/4 inch. DO NOT completely remove. These bolts secure the valve body to the valve's top assembly housing.
6. Gently lift the top assembly (not more than 1/4" in height); just enough to break the seal between the valve body assembly and the rubber gasket adhering to the bottom of the top housing.

### WARNING

**Lifting too far may dislodge some small parts inside the top housing, requiring complex re-assembly and retesting by trained factory personnel.**

7. Remove the two actuator bolts screwed up from the bottom (were partially unscrewed in step 5).
8. Carefully rotate top assembly to the desired position in a plane parallel to the top of the valve body casting. Rotate the top housing about 30° beyond this position, and then rotate it back. Reposition the top housing back down onto the valve body casting. This should align the open/shut indicator with its window and provide proper alignment of the internal mechanism.
9. Realign holes in valve body casting with the corresponding tapped holes in the bottom of the top assembly housing. Be sure the gasket is still in place between the body and top housing.
10. Reinsert the actuator bolts up from the bottom through the body and carefully engage threads of the top assembly. Tighten securely.
11. Reconnect conduit and electrical leads, then check that signal switch wands are properly positioned and that the open/shut indicator moves freely. Failure to correct any such misalignment can result in extensive damage to the internal mechanism of your valve.
12. Energize valve and cycle several times from closed to full open position. Also electrically trip the valve in a partially opened position to prove valve operates properly.
13. Replace and secure terminal block cover plate and place valve in service.

## FIELD INSTALLATION OF VALVE POSITION SWITCH

### General

- Shut off fuel supply upstream of valve, then de-energize valve electrically.
- Remove terminal block and access cover to provide access, being careful not to damage gaskets.
- Compare with illustrations below to identify your valve type.

### Replacement switches

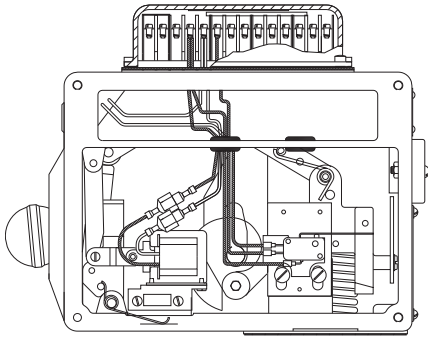
- Note wand position and mounting hole location carefully, then remove 2 screws and lift existing switch.
- Install replacement switch in same mounting holes on bracket and verify correct wand position.
- Replace existing wiring one connection at a time, following original route and placement.

### Add switches

NOTE: Instructions below are written for normally-closed valves. For normally-open valves, reverse switch nomenclature (VOS becomes VCS and vice versa).

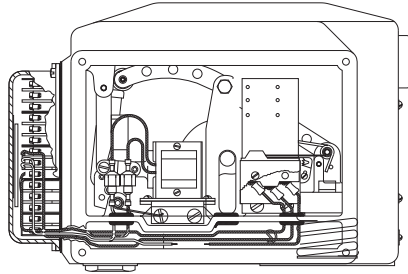
- Check illustrations below. If your valve uses a switch mounting bracket as in Fig. 1 & 2, mount switches to bracket using the mounting holes appropriate for valve type and size. For high capacity valves, mount switches on the support stand.
- Position bracket so VCS wand just touches top of actuator, then move downward slightly, depressing wand until switch clicks, then tighten mounting screws to hold this position.
- Pin bracket by drilling 1/8" diameter holes 1/4" deep into bracket mounting pad through drive pin holes, then tap drive pin in until flush (not required for high capacity valves).
- Route wires to wiring compartment as shown, then complete wiring connections and clean out metal drilling chips from previous procedure.
- Cycle valve, checking switch actuation points carefully. (VCS actuates at top of stem stroke, VOS at bottom.) Simultaneously the valve body must be tested for switch continuity and seat leakage. Bend VOS switch wands slightly if necessary to insure valve is opening fully.
- Replace covers, then return valve to service.

Fig. 1  
Manual reset actuator  
3/4" - 3" S Models



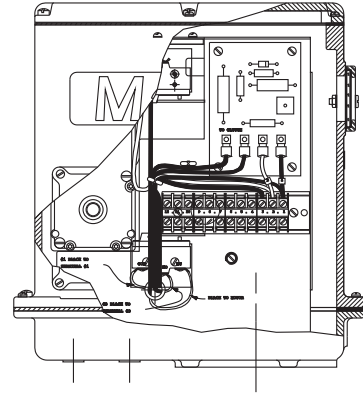
Reference mounting bracket A

Fig. 2  
Automatic reset actuator  
2-1/2" C - 4" C Models and 6" S Model



Reference mounting bracket B

Fig. 3  
Automatic reset actuator  
4" & 6" H Models



Switches mount on support stand

Wand position (for normally-closed valves)

VOS switch wand should be actuated from above

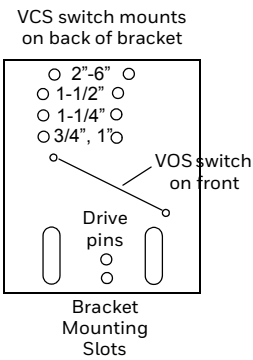


VCS switch wand should be actuated from below

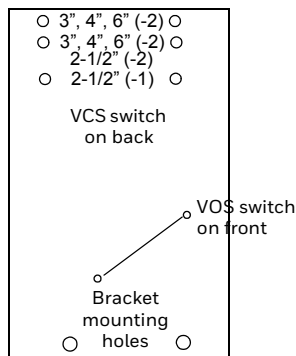


Mounting brackets

Mounting bracket A



Mounting bracket B



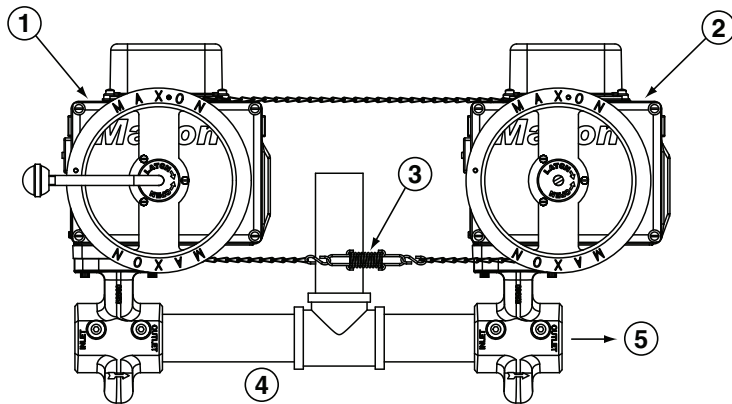
## Tandem arrangements

(for simultaneous opening of main and blocking valves)

### Installation instructions for tandem arrangements

1. Review and comply with all general valve installation instructions provided separately. (See sketch below.)
2. Mount both valves in fuel line with center to center spacing as originally specified, and blocking valve (without handle) downstream of main valve (with handle).
3. Check valve alignment to be certain that operating wheels lie in the same plane.
4. Remove tape from the wheel of the main valve and unwind the attached chain. Do not remove the screw holding chain to wheel; it has been factory positioned to assure correct alignment. Do not remove tension spring attached to one end of chain or the wooden block insert which preloads the spring.
5. Take free end of chain and loop it around the wheels of both main and blocking valve as shown in sketch below. Depending on the specific valve series and arrangement, tension spring may be located either above or below the wheel centerline.
6. Draw free end of chain and tension spring together so that as much slack as possible is eliminated, then insert the open eye of the spring "S" hook through the link in the chain that will most nearly maintain this position.
7. Crimp the "S" hook shut around the chain link, then cut and discard excess chain.
8. Remove spring preload wood block insert from the tension spring, and verify that the chain is drawn tight.
9. Rotate the operating handle of the main valve fully to latching position for your particular valve, then hold handle firmly in this position while performing the next few steps.
10. Rotate blocking valve wheel fully counter-clockwise until it strikes a stop (it will slide within the loop of chain).
11. Still holding main valve wheel in place, move blocking valve wheel approximately 1/4 to 1/2 inch back in the clockwise direction. Insert the #10-24 X 1/2" screw (furnished) through the chain link that lines up with the tapped hole on bottom of blocking valve wheel, then fasten securely.
12. Verify that the valves are wired in parallel as shown in wiring schematic on page 13.

- 1) Tandem main valve
- 2) Tandem blocking valve
- 3) Tension spring
- 4) Piping by others
- 5) Flow direction



### To add wheel & chain assembly to existing tandem valves

1. Verify that both valves are in the same top assembly position (TO or AW). Rotate if necessary. (See top assembly rotation instructions on page 10-30.1-33.)
2. Bend handle of main valve outward about 25°.
3. Cut off handle of blocking valve at outer wheel face.
4. Remove hardware holding main valve wheel in place and mount new wheel and spacer to the existing wheel with new hardware provided.
5. Cut chain loop to the desired length and secure to both wheels.

## MAINTENANCE INSTRUCTIONS

MAXON electro-mechanical valves are endurance tested far in excess of the most stringent requirements of the various approval agencies. They are designed for long life even if frequently cycled, and to be as maintenance-free and trouble-free as possible. A valve operational test should be performed on an annual basis. If abnormal opening or closing is observed, the valve should be removed from service and your MAXON representative should be contacted. (See MAXON Technical Document 10-35.1.)

Valve leak test should be performed on an annual basis to assure continued safe and reliable operation. Every MAXON valve is operationally tested and meets the requirements of FCI 70-2 Class VI Seat Leakage when in good operable condition. Zero leakage may not be obtained in the field after it has been in service. For specific recommendations on leak test procedures, see MAXON Technical Document 10-35.2. Any valve that exceeds the allowable leakage, as set forth by your local codes or insurance requirements should be removed from service and your MAXON representative should be contacted.

Actuator assembly components require no field lubrication and should never be oiled.

Auxiliary switches, solenoids, motors, clutches or circuit boards may be replaced in the field.



### WARNING

**Do not attempt field repair of valve body or actuator. Any alterations void all warranties and can create potentially hazardous situations.**

If foreign material or corrosive substances are present in the fuel line, it will be necessary to inspect the valve to make certain it is operating properly. If abnormal opening or closing is observed, the valve should be removed from service. Contact your MAXON representative for instructions.

Operator should be aware of and observe characteristic opening/closing action of the valve. Should operation ever become sluggish, remove valve from service and contact MAXON for recommendations.

Address inquiries to MAXON. Local worldwide offices may be located at [www.maxoncorp.com](http://www.maxoncorp.com). Include valve serial number and nameplate information.

## FITTING CERTIFICATE

We:  
Maxon Corporation

Address:  
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Muncie, IN 47302  
USA

Declare that all fittings produced at the above address  
within the following product group:  
Maxon Series MA11, MM11, MA21 and MM21 Valves

Conform to all applicable provisions of the European Gas  
Appliance Directive.

Certification: Product Identification Number C87BQ83  
applies  
EC Surveillance: GL Industrial Services (Notified Body  
Number 0087)

This certificate issued by: Maxon Corporation  
Name: Lora Davis  
Title/Position: Product Engineering Manager  
Date of issue: June 21, 2011

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## 5 - Executive Session

Executive Session may be held or reconvened during any committee meeting.



## 6 - Adjournment

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## 7 - Next Meeting

The next meeting of the PIES Committee will be held at 1:15 p.m. on September 25, 2023.