

STANDING COMMITTEE MINUTES
City of Spokane
Public Infrastructure, Environment, and Sustainability
January 25, 2021

Committee members present in person, phone or video

Council President Breean Beggs, Committee Chair
Council Member Michael Cathcart, Vice Committee Chair
Council Member Kate Burke
Council Member Lori Kinnear
Council Member Candace Mumm
Council Member Karen Stratton
Council Member Betsy Wilkerson

Council President Beggs called the meeting to order at 1:18 p.m.

Recording of the meeting may be viewed here: <https://vimeo.com/504588829>

Review and approval of minutes

Council President Beggs asked for a motion to approve the [minutes of December 14, 2020 meeting](#).

➤ **Action taken**

Council Member Mumm moved to approve the minutes of the December 14, 2020 meeting as presented; the motion was seconded by Council Member Burke.

Discussion items

A. Council Requests

1. Consent items for discussion
2. Legislative update (if needed)

3. [Ray-Freya alternatives analysis](#)

Inga Note presented an overview of the Ray-Freya alternative analysis, a study which started a little over a year ago designed to identify alternative capacity improvements in the area on Ray and Freya streets along 37th Avenue. In addition to an analysis of existing conditions, the hired consulting firm of David Evans and Associates analyzed two other options. One alternative involves placing signals at Ray and 37th and at Freya and 37th. The second alternative involves a roundabout at Ray and 37th, and either a roundabout or signal at Freya and 37th. The consultant provided analysis of the three alternatives with 2040 traffic volumes. In the coming weeks, staff plans to release the alternatives for public comment through the use of an online storymap and survey. Virtual outreach to neighborhood groups will also begin next month. Staff will finalize

recommendations and report the public outreach findings at the May PIES meeting.

B. Staff Requests

1. [Private utility repair or replacement pilot program](#)

Marcia Davis presented an overview of this low-interest loan program for single-family residence property owners. The program is designed to create financial assistance to cover the cost of repair/replacement associated with private utilities. Qualified property owners must have an area median income of 80% or less. Loan funds would cover the cost for replacing and repairing aging infrastructure, such as septic disposal systems, and private sewer pipes and systems. Loan payments would be made through monthly utility bills. The program may be administered by SNAP as an addition to the city's Single Family Repair Program and is expected to be available early summer of 2021.

2. [Water system plan update](#)

Katherine Miller and Steve Burns reported on the city's water system plan which is required to be updated periodically. The Department of Health requires the next update to be approved January 2023. The update will include a description of the water system, water conservation, system analysis, source water protection, and operations and maintenance. Staff will update council regularly throughout the plan update process.

3. High system reservoir siting outreach

Kyle Twohig presented an overview of the site selection process to determine the location for a high system reservoir proposed on the South Hill. Staff has identified the top three proposed sites, in terms of cost, proximity to homes, roadway impacts and the estimated construction time. These locations, in order, include: Hamblen Park, 37th and Stone, and 31st and Napa. Staff will conduct an online, public survey to ratepayers giving them the opportunity to provide ranked-choice voting on the three locations. Survey findings will be presented to the council. If the Hamblen Park site is selected, a recommendation would be made to the Park Board for their consideration and would require Park Board approval since the water would be sited on Parks property. A fourth site consideration may be brought forth to council in a few weeks.

4. Spokane Club easement for South Gorge Trail/Great Gorge Trail

Kyle Twohig reported the Spokane Club board of directors recently approved an easement for the South Gorge Trail/Great Gorge Trail under Monroe Street Bridge. This easement will be forwarded to council for approval. There is no monetary

compensation for the easement, but the city would replace a masonry wall, provide an access gate and install some screening. Spokane Club has also granted a construction easement requiring only restoration. Kyle explained the trail would go under the bridge at a small arch near the hillside. The group discussed the impact this project will have on a proposed zipline which is expected to run under the large arch at the center of the bridge. Council Member Kinnear asked if there could be congested in this area since the zipline launch platform would be near this section of trail at the CSO tank plaza. Kyle said it is his understanding the zipline platform would be closer to the river at the east end of the tank. The 10-foot-wide trail is expected to be wheels-friendly but there may be sections which are “walk your bike” areas.

5. [NHS Asset Management Program grant opportunity](#)

Kevin Picanco presented an overview of the National Highway System Asset Management Program grant opportunity. The program, funded by the Washington Federal Lands Access Program, targets street maintenance funding of principal arterial streets to preserve street pavement through grind and overlays, and chip seals or crack seals. Two applications will be submitted next month which will include multiple street projects in all three council districts. Grant awards will be announced this summer.

6. [WSDOT Local Bridge Program grant opportunity](#)

Kevin Picanco presented an overview of the WSDOT Local Bridge Program grant opportunity. The program focuses on preserving and improving the condition of city- and county-owned bridges that are physically deteriorated or structurally deficient through bridge replacement, rehabilitation or systematic preventative maintenance. The city is preparing applications for two projects on the Maple Street Bridge, including deck rehabilitation and steel structure painting. An application will also be submitted for deck and joint repair on the three Washington/Stevens bridges over the Spokane River. Grant award announcements are expected in September.

7. [Bicycle Advisory Board annual report](#)

Colin Quinn-Hurst and Jessica Engelmann presented the Bicycle Advisory Board annual report and work plan. Top priorities for 2021 include priority bike network, neighborhood greenway standards, construction detour improvement and code updates. BAB will continue their on-going duties this year, including: 1) provide feedback on design of bikeways during street resurfacing; 2) provide feedback on proposed street vacations; and 3) provide input on plans and studies that involve bikeway recommendations.

8. [NPDES permit update](#)

Jeff Donovan reported the Department of Ecology has requested the city submit a renewed application for permit relating to discharge into the Spokane River from the Riverside Park Water Reclamation Facility and Combined Sewer Overflow system. Changes to the PCBs standard over the past six years have created some disruption in the standard permit update schedules. Given a reversion back to the old PCB standard of 170 pg/L which was issued last year by EPA, Ecology believes they can move forward with issuing updated NPDES permits for wastewater dischargers on the river. Variances still remain an option, should the standard for PCBs change again.

9. [Interlocal Agreement with UDPDA for Sprague Phase 2](#)

Katherine Miller presented an overview of the ILA between the city and the University District Public Development Authority regarding funding for the Sprague Phase 2 road project. In May 2018, the UDPDA Board of Directors approved up to \$4 million to provide partial funding to construct Sprague Phase 2 which runs from Scott Street to Division. The ILA solidifies the UDPDA will fund up to \$4 million to help pay for design and construction expenses, and establishes a 50/50 split with the city. The agreement is intended to be approved just prior to and in conjunction with the construction contract approval of the apparent low bidder for Sprague Phase 2B. Both the ILA and the construction contract need to be in place in order to go to construction.

10. [East Sprague SIP loan](#)

Tonya Wallace presented an overview of the funding for the \$8 million Sprague Phase 2 road project. The University District Public Development Authority (UDPDA) Board of Directors have committed \$4 million with \$1,925,713 from sales tax earned by the PDA and a \$2,074,287 SIP loan with a five-year term. Annual debt service payments will be consistent with projected U District revenue, including property tax, sales tax, and other revenue projections.

11. [Engineering Field Office construction bid](#)

Kyle Twohig presented an update on the construction management office relocation project. The city is working with Spokane Public Schools to complete the relocation project as quickly as possible in efforts to not interfere with the construction on the middle school has already started. Design for the field office was completed in early January and bids are being solicited for various packages. The guaranteed maximum price is approximately \$2 million. Funding for the

project comes from some carryover funds from last year and a \$1.5 million SIP loan.

12. Water Department parking lot/office plans

In the interest of time, this item was deferred to the next available meeting.

13. Safe Routes to School and WSDOT pedestrian/bike grants

In the interest of time, this item was deferred to the next available meeting.

14. Highway Safety Improvement Program grants

In the interest of time, this item was deferred to the next available meeting.

15. [Recycling cart tagging study results](#)

Kris Major presented an overview on the findings from a recent recycling cart tagging study. Recycling contamination has been a growing concern in Spokane County since single-stream recycling was implemented in 2012. In early 2020, the city averaged 13% contamination in its recycling, with a goal to reduce contamination to 5% by 2021. The County received funding to conduct a cart tagging study which was conducted last summer. Project goals were to reduce contamination in curbside recycling, compare the effectiveness of two different tagging methods, and provide consistent anti-contamination messaging to all households that receive curbside recycling service in the County. Cart tagging was just one piece of a larger outreach campaign to reduce contamination. Data from the study included: 1) 12.9% reduction in contamination after four weeks of tagging; 2) set-out rates stayed relatively constant (50-60%), while tag rates tended to decrease over the four weeks of tagging; 3) plastic bags and bagged recyclables were the most common contaminants; and 4) some neighborhoods showed less improvement than others. Next steps include ongoing contamination reduction efforts, such as small-scale cart tagging, community outreach, stricter enforcement and continued work with local solid waste and recycling partners.

Strategic Plan Session

A. Priority Strategy 1. Rapidly accelerating street pavement maintenance projects

- No report for this meeting.

B. Priority Strategy 2. Repurposing public property to stimulate private investment

- No report for this meeting.

C. Priority Strategy 3. Sustainable city

- No report for this meeting.

Consent items

1. Passport Labs contract extension/amendment – (Parking Services)
2. Sulzer pumps contract award for the on- and off-site repair of boiler pumps at WTE (Solid Waste Disposal)
3. Department of Ecology Curriculum Award for the STEAM in the Garden Program (Solid Waste Disposal)
4. K&L Gates special counsel contract amendment (Legal)
5. Craig Trueblood special counsel contract amendment (Legal)
6. Traffic signal value blanket order (Street)
7. Link-Utilities strategy for Spokane's water system (Integrated Capital)
8. HOME affordable housing contract (CHHS)

Executive session

None.

Adjournment

The meeting adjourned at 3:08 p.m.

Prepared by:

Pamela Clarke

Approved by:



Chair

STANDING COMMITTEE MINUTES
City of Spokane
Public Infrastructure, Environment, and Sustainability
November 23, 2020

Committee members present in person, phone or video

Council President Breean Beggs, Committee Chair
Council Member Michael Cathcart, Vice Committee Chair
Council Member Kate Burke
Council Member Lori Kinnear
Council Member Candace Mumm
Council Member Karen Stratton
Council Member Betsy Wilkerson

The recording of the meeting may be viewed here: <https://vimeo.com/482852927>

Council President Beggs called the meeting to order at 1:18 p.m.

Discussion items

A. Council Requests

1. Consent items for discussion
2. Legislative update (if needed)
3. Contract with Northeast PDA

Council Member Cathcart presented an overview of an agreement with the Northeast Public Development Authority stating the city will distribute \$100,000 funding to the Northeast PDA from the community investment funds to be used by the Authority for economic development purposes for infrastructure planning and project capital within the geographical boundaries of the Authority.

4. SPD fleet purchases

Tonya Wallace explained the request for City Council is not a request to purchase the vehicles, but is an SBO request to increase SPD's budget to replace money which was borrowed from the regular equipment plan for the purchase of four SPD vehicles which are grant-funded purchases. She explained city staff has completed extensive research and cost analysis on purchase options. Spokane Police Major Michael McNab presented a cost analysis on how electric vehicles can fit into the SPD fleet. Vehicles are used until the cost of maintenance exceeds replacement. Currently, SPD is about 90 vehicles behind in fleet rotation purchases. Using lifecycle cost analysis, it has been determined the upfront cost to purchase an electric vehicle would be approximately 26% more than the standard K8 SUV, 20% more than the K8 hybrid and 18% more than the Tahoe. Staff presented findings from a one-year pilot program conducted by the Fremont Police Department in California involving Tesla electric vehicles. Based on pilot program results, it was determined the Tesla was feasible for Fremont's patrol work. Major McNab explained the Tesla would not be feasible for SPD's patrol use, in part, due to the

amount of time required to charge the vehicle; however, the Tesla could be used for investigators and administrative use. Council encouraged staff to continue efforts to partner with Avista in developing infrastructure for charging stations. SPD recently added 14 K8 hybrids into its fleet. City Council voiced support for introducing electric vehicles into the City-wide fleet in hopes of reducing carbon footprint and saving taxpayers' dollars. Staff is expected to return to Council with details on how this project may be implemented. In addition, staff will also provide a five-year plan which includes infrastructure and fleet data.

5. Fleet leasing pilot project

Tonya Wallace provided an overview of the Fleet leasing pilot project which has been underway for about one and a half years. Benefits include the ability to save on maintenance expenses and the lease program is environmentally sustainable since the newer leased vehicles with improved gas mileage are replacing older purchased vehicles. The newer vehicles are also determined to be safer. Enterprise Fleet representatives Cody Bykonen and Joe Hatcher presented a high-level overview of the leasing project with the City. Parks and Recreation Budget and Finance Director Mark Buening reported the benefits Parks experienced in the past year while participating in the pilot lease program. Parks was able to replace five aging vehicles with safer, more efficient vehicles while saving on maintenance costs. Ms. Wallace explained with City Council's approval staff would like to continue the program by identifying the vehicles which need to be replaced and to begin the replacement process.

6. Fluoridation engineering study discussion

Scott Simmons opened the discussion regarding the fluoridation engineering study and introduced Katherine Miller who explained the process to select a consultant to study fluoridating the City's water supply. It could take up to two and a half year before construction may begin. The first step in selecting a consultant will be to develop a request for qualifications (RFQ) which is expected to take about two months. The selection process to determine the most qualified consultant is anticipated to take several more months. The study is estimated to cost between \$250,000 to \$500,000 and will take approximately 12-16 months to complete. After a scope of work is determined, the design process will begin which will take about six to eight months. Once the design is completed, construction may begin which involves building two stations per year.

B. Staff Requests

1. Update on 2020 unpaved streets project

Kyle Twohig provided an overview of the projects which rolled out this year. The first round of unpaved streets to be paved in the new program included Falls Avenue, Napa Street and Altamont Street. This project is expected to continue next year.

2. Update on 2020 carryover construction projects

Kyle Twohig provided an overview of the projects to carry over to next year. These projects include Hamilton signalization, South Gorge Trail Phase 2, NSC project at Cleveland, Jackson and Grace, grind/overlay at Indian Trail, Spokane Street

Preservation North at Nevada, Ben Burr pedestrian signals at 2nd and 3rd avenues, Post Street Bridge, and Geiger Boulevard Phase 2.

3. Residential street program

Marlene Feist presented an overview of the residential street repair program. Of the 2,200 lane miles of streets within the city of Spokane, about 1,400 miles are residential or non-arterial streets. More than 90% of the miles traveled are on arterials and less than 10% of miles traveled are on residential streets. This data directs how the funding system is determined. Ms. Feist reviewed the street funding strategy which includes focus on arterials and doubling investment in residential streets through other funds, including TBD and street maintenance dollars. Available funding from Streets budget and TBD totals \$8.9 million. Ms. Feist reviewed spending options which includes unpaved streets, sidewalks, Cook Street project, residential street repair, and additional investment in unpaved streets, sidewalks and other priorities. Next steps involve Council to confirm the following: 1) participation in the Cook Street project; 2) investment amount in the Unpaved Street Rehabilitation project; 3) investment amount in sidewalks; and 4) acknowledgement of capacity limitation that will stretch work out. Council President Beggs explained Council is seeking an SBO on the Cook Street project and to bring the project forward to the school district. He suggested Council work on a resolution on the four items identified by Ms. Feist.

4. Executive and Administrative SMC Code cleanup ordinance

Amber Richards reviewed the SMC Code Cleanup Ordinance which involves housekeeping changes proposed for the Administrative and Personnel section of the SMC designed to accurately reflect reporting structures and organizational changes within the Administrative branch.

Strategic Plan Session

A. Priority Strategy 1. Rapidly accelerating street pavement maintenance projects

- No report for this meeting.

B. Priority Strategy 2. Repurposing public property to stimulate private investment

- No report for this meeting.

C. Priority Strategy 3. Sustainable city

- No report for this meeting.

Consent items

1. Recycled Materials - Value blanket renewal (Wastewater)
2. American Recycling - Revenue contract for the recycling of metals ash and scrap metal (Waste to Energy)
3. Foust Fabrication - Service contract for offsite grapple rebuilding (Waste to Energy)

4. Wemco Inc. - Value blanket for the purchase of OEM mechanical bridge crane parts (Waste to Energy)
5. Northstar Chemical - Value blanket renewal for the purchase of sodium hydroxide (Waste to Energy)
6. GPI Strategies - Sole source resolution and contract for computer based training (Waste to Energy)
7. Engineering consultant contract - Sewer lift station sewer assessment (Wastewater)
8. Consulting contract - Risk and resiliency analysis (Wastewater)
9. Media Services contract renewal (Water & Hydroelectric Services and Wastewater)
10. Parkwater Well Station - Purchase of vertical turbine replacement pumps & motors (Water & Hydroelectric Services)
11. Toby's Body and Fender - Auto body repair service contract renewal (Fleet)
12. Spokane House of Hose - Value blanket renewal (Fleet)
13. Kenworth Sales - Construction truck purchase (Fleet)
14. Kenworth Sales - Valve truck purchase (Fleet)
15. Compressed gases – Value blanket (City wide)

Executive session

None.

Adjournment

The meeting adjourned at 2:43 p.m.

Prepared by:

Pamela Clarke

Approved by:

Chair

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Ray-Freya Alternatives Analysis
Date:	1/25/2021
Author (email & phone):	inote@spokanecity.org ;
City Council Sponsor:	Beggs
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	
Strategic Initiative:	Innovative Infrastructure
Deadline:	none
Outcome:	Recommendations for alternative improvements
<p>Background/History: <i>When the Ray-Freya crossover project was removed from the Comprehensive Plan's Arterial Street Map, we added a study to identify alternative capacity improvements in the area. The City hired a consulting firm, David Evans and Associates, in late 2019 to perform the analysis.</i></p> <p><i>The work to date has included a review of existing conditions along with the analysis of two alternatives to discuss with Council and the public. The previous crossover option is used in this study as a reference in regard to the new alternatives. Having all options new and old to review provides a complete picture of the pros/cons of each one relative to the others. Next steps after the Jan 25th PIES meeting includes releasing the alternatives for public comment through the use of a Storymap and survey. Any additional options received through the public comment period would be reviewed and/or analyzed as appropriate.</i></p>	
<p>Executive Summary:</p> <ul style="list-style-type: none"> • <i>Consultant has completed analysis of the following alternatives with 2040 traffic volumes.</i> <ul style="list-style-type: none"> ○ <i>Existing conditions</i> ○ <i>Alt A: Signals at 37th/Ray and 37th/Freya</i> ○ <i>Alt B: Roundabout at 37th/Ray and signal or roundabout at 37th/Freya</i> ○ <i>Alt C: Ray-Freya Crossover (for comparison purposes)</i> • <i>Staff has developed an online Storymap as a public outreach tool.</i> • <i>Planning for virtual outreach to neighborhoods groups and the public starting in February.</i> 	
<p>Budget Impact:</p> <p>Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p>Operations Impact:</p> <p>Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Private Utility Repair or Replacement Pilot Program
Date:	01/25/2021
Author (email & phone):	mdavis@spokanecity.org 570-4162
City Council Sponsor:	Kate Burke and Michael Cathcart
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of Private Utility Repair or Replacement Pilot Program Ordinance
<p>Background/History: Privately owned sewer and water connections and systems are a part of the aging infrastructure within the City of Spokane’s Designated Service Areas and includes: on-site septic disposal systems, private sewer pipes and systems, and side sewer laterals which conveys wastewater from private property to the public sewer. Costs associated with replacing these systems often are more than an average property owner can afford and many require the property owner to secure a loan in order to cover the expense. This “Pilot” program was created to help create financial assistance for those that qualify to address the private utility issue.</p>	
<p>Executive Summary: The Pilot Program is intended to provide:</p> <ul style="list-style-type: none"> • <i>A low-interest loan program for property owners with an Area Median Income of 80% or less</i> • <i>Program will be limited to single family residences</i> • <i>The loan payments will be made through monthly utility bills.</i> • <i>Program can possibly be administered by SNAP as an addition to the City’s Single Family Repair Program.</i> • <i>\$300,000 per year has been budgeted to launch this pilot program</i> • <i>Program is expected to be available in early summer 2021</i> • <i>This is a five-year pilot program to start in 2021. Each year the program will be evaluated to determine if changes are necessary</i> 	
<p>Budget Impact: Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p>Operations Impact: Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Specify changes required: Known challenges/barriers:</p>	



Attachment A

Private Utility Repair or Replacement Pilot Program

For On-site Septic Systems, Side Sewer, Water Services, Private Sewers and Water Lines

1.0 Background

Privately owned sewer and water connections and systems are a part of the aging infrastructure within the City of Spokane's Designated Service Areas. Private water and sewer connections and systems are not maintained by the City of Spokane or its Wastewater or Water Departments. Private sewer connections and systems include: on-site septic disposal systems, private sewer pipes and systems, and side sewer laterals which conveys wastewater from private property to the public sewer. Private water service lines are those that connect the meter to the public water supply system. Property owners are responsible for maintenance and replacement costs of these private connections and systems. Costs associated with replacing these systems often are more than an average property owner can afford and many require the property owner to borrow or secure a loan in order to cover the expense. Often, maintenance or repair of these private utility connections do not qualify for financial assistance, such as through the City's Housing Repair Programs.

2.0 Reasons to Connect to the Public System

2.1 Public Health Concerns

Failed septic systems, side sewer, and private sewer systems leach human waste into groundwater, backyards, and the Spokane River, which endanger the public and environment. The Spokane-Valley Rathdrum-Prairie Sole Source Aquifer is located under much of the City of Spokane and sewage leaching would be a possible source of contamination to the regional drinking water. Converting private sewers systems in the public right of way which are in need of repair or replacement will stop a possible source of contamination to the drinking water and health hazards that may exist with direct contact.

2.2 City Municipal Code Requires Connection to Public Sewer

The Spokane Municipal Code (SMC) requires all properties be properly connected to the public sewer in accordance with City requirements. (SMC 13.03.0306). SMC 13.03.0304 prohibits any

on-site sewage disposal system if (1) public sewer is available, (2) premises are occupied by a significant industrial user, or (3) public health or safety would be adversely affected.

2.3 Benefits Property Owners

Replacement of private utilities provides effective long term cost savings, reduces maintenance cost, and improves property values for property owners. It ensures properly functioning utility into the future. Maintenance of these private connections and systems can be expensive and ineffective.

2.4 Benefits City of Spokane

Currently property owners served by private utilities look to the City of Spokane for solutions when their sewer does not work or when their water service is inadequate. Often these property owners cannot afford to finance replacement of the system or the maintenance. This program is intended to reduce time spent by City staff to investigate private utility problems and educate the public and property owners on property owner responsibilities in maintaining and servicing these private connections and sewers. Failing connections and systems can lead to a public health emergency and can be detrimental to the environment. Both could result in long term consequences.

3.0 Current Policy

The City has no maintenance or repair obligations for these private connections or systems. City Code requires sewer facilities to be connected to public sewer for all premises (SMC 13.03.0306); to be discharged to the Public Owned Treatment Works (POTW) or authorized on-site sewage disposal system (SMC 13.03.0302A); and to be repaired if not working properly (SMC 13.03.0312). A violation of this section requires the property owner to repair the issue and be compliant within 30 days of notification. The property owner is responsible to maintain the water service pipe connections in good repair and condition. The City has some authority to make repairs when necessary and will charge the property owner any costs. (SMC 13.04.1002). There are few options for financial assistance to property owners for repairs to private sewers, side sewer connections or private water service lines, which are in need of repair.

SMC 13.03.0304 provides that no new septic systems will be installed within the City limits without written permit from the Spokane Regional Health District and written authorization by the Director of the Wastewater Management. A septic system must be connected to public sewer within the Spokane City limits on the earlier of: failure, requires pumping, or within one year of new public sewer availability. Existing septic systems within 200 feet of a public sewer will be required to connect to the City's sewer system and will have a maximum of one (1) year to connect. Abandonment may only be deferred if a septic system is farther than 200 feet from a public sewer line to the property line, with written authorization.

4.0 Programs in Other Communities

Cities and counties across the nation continue to have challenges with on-site septic systems and private sewer connections and systems. Several communities or utilities have established policies and programs for sewer extensions, elimination of septic systems and repair of water lines. The motivation for these programs vary from environmental compliance to growth moratoriums.

Financial assistance programs are financed by the jurisdiction in several ways:

- Costs are paid in part or in full either for construction or deferring payment.
- Low interest loans or grants are offered.
- Costs are reimbursed through utility bills.
- Special programs provide financial assistance for low-income property owners.

Example programs:

Jurisdiction	Program	Details
Clark Regional Wastewater District (Clark County, WA)	SEP	Cost to connect to sewer 30% deferred if connected within one year; Loan for all new connections: 60 (prime +1.5%) or 120 (prime +3.0%) monthly installments
Columbus, OH	STEP Loan Program	Owners pay \$2,000, unless qualified for low income waiver; Fees deferred; \$5,000 loan from city that is due when property is sold, transferred, or no longer a private residence; Must hire a licensed sewer contractor
Fort Wayne, IN	SEP	Connection fee waived; City contributes \$3,200 toward cost to contractor; Low income assistance – cost reduction
Martin County, FL	STEP	New connections pay cost in full – no impact on existing sewer customers
Tacoma, WA	Septic Amnesty Program	50% reduction in sewer fee up to \$10,000 – property owner must connect within 2 years
	Side sewer repair	Low interest loan program for repair or replacement of existing (not new) side sewers up to 90%. 2% below prime; \$1k to \$10k. Secured by project property.
	Residential Sewer Conservation Loan	Home loan program can be used for repair of side sewer for low income customers
Helena, MT	Service Line Replacement Loan Program	0% interest up to \$15k for SF residential repair or replacement. Term up to 10 years. Water or sewer service lines within 2 ft. of foundation. (low income can pay off with the sale or transfer of property)
Seattle, WA	Home Repair Loan Program	Low Income; 0% interest. Start at \$3k and low income deferred loan

Pierce County, WA	Residential Side Sewer Conservation	Low interest loan (3.58%) secured by lien up to \$10k. Single Family or Multi Family. Monthly payments. Payment after project completed.
Philadelphia, PA	Homeowner Emergency Loan Program	0% interest, installment payment loan for water service line, water supply line, curb trap, main drain and/or sewer lateral, also basement backup prevention program. For emergency or lead service. Good standing on payments. 5 years. 5% penalty and missed payment penalty.

5.0 City of Spokane’s Proposed Program

Replacement of private utility connections and systems can be costly to the property owner. In order to assist property owners who need to replace private utilities, the City of Spokane is introducing a five (5) year pilot project which will provide financial assistance to property owners facing costly repairs. . The goal of this program is to assist with affordable options for replacing those private utility connections and systems in need of repair either by deferral or in some cases offset of repair costs. This is a new program for the City of Spokane and as such the number of property owners and the associated costs are undetermined. Most water and sewer disruptions occur with little forewarning and limited time to repair. The program will be first come, first served based on approved applications and will approve applications as received until the funds are exhausted. Both need and success of the program will drive future funding discussions and options. Additionally depending on the City’s financial status, the program is expected to be a five (5) year pilot project, but may be terminated at any time.

The proposed program would contain these elements:

Program Management. This program is recommended to be added to the Single Family Repair program currently managed by SNAP for the CHHS department.

Financial policies. The cost of replacing on of these private utilities could range from less than \$5,000 to greater than \$35,000. Many property owners do not have the financial capability to fix their private utilities at this magnitude of cost. The goal of the program will be to provide interim or short term financial assistance to the property owner that is simple to administer and simple to understand. For this reason, a low interest loan program is suggested. Loan payment would return to the program. As repayments under the program continue, the investment from utility funds may be able to decrease over time.

Eligibility criteria. Objective eligibility criteria will be established and administered through an Administrative Policy. Criterial elements may include without limitation, requirement of property owner to sign a contract for repayment/terms; use of licensed contractor; written estimates and invoices to be submitted to the City prior to any reimbursements; compliance with any and all applicable City standards, rules and regulations; execute lien against property, etc. A certain amount of evaluation will be needed to determine if a project meets the criteria for this program.

5.1 Financial Policies

The City of Spokane Public Works has budgeted \$300,000 per year, starting in 2021 and ending in 2025 to finance this program. The amount of funds available for the program will be reviewed each year in consideration of the overall utility budgets, the expected interest in the program, and the amount of loan payments received. This amount may be adjusted as necessary, during future reviews, depending on overall utility finances. Any amounts remaining at the end of a given year will roll over into the next year. The proposed financing terms are outlined below.

- **Qualifications**

The program will be available for property owners with an Area Median Income (AMI) of 80% or less, the same as the Single Family Repair (SFR) program. For the first year, keeping the program in alignment with the SFR program is recommended.

- **Low interest loans**

Property owners may apply for a low interest loan from this program. A loan interest rate of 3% with a repayment term of up to 120 months is suggested. A repayment schedule will be created for each loan based on the cost and the financial ability for repayment by the property owner. A property owner must enter into a written agreement and agree to a lien to be placed on the property until the loan is paid in full. Payments will be made as part of the monthly utility bill.

- **Income Based Assistance**

Property owners who reside in their home and whose income and resources are below 50% of the AMI may be eligible for a payment deferral upon future sale of property after the project is successfully completed. In ordinary times, we define a low income customer eligible for U Help assistance at 50% of the AMI for Spokane as issued by the US Department of Housing and Urban Development.

5.2 Eligibility Criteria

A set of criteria will be needed to determine if the project is eligible. A priority system may be needed depending on applications received and availability of annual funds. Priority criteria should be in accordance with public health concerns, public health and environmental protection, and the location of property with respect to available city infrastructure.

- **Property**

The project must be currently connected to the City of Spokane water or sewer systems, or in the case septic systems be within the City's sewer service area. The application may only be from the current property owner. Applicants are limited to owner-occupied, single

family residences. In the future, commercial properties and multiple family housing may be considered if the need is identified and the funding is available.

- **Project**

Eligible projects include:

- Crushed, broken, leaking side sewer
- Corroded, leaking, misaligned water service
- Long water service lines
- Private sewers
- Elimination of Septic systems

Eligible Costs would include:

- Excavation
- Necessary on-site reroute of plumbing and associated repair
- New pipe, fitting, valves and appurtenances
- Landscape repair
- Connection to existing sewer pipes or manholes
- Curb and sidewalk repair
- Street repair
- Permits
- Tap/Meter fees

Ineligible Costs would include:

- Property enhancements;
- Private developments or new service connections
- New sidewalk outside of the construction area

- **Process**

The proposed process will follow current City rules, regulations and practices.

1. Property owner will contact the City of Spokane to report a water or sewer problem on their property.
2. City staff confirms it is not a city system problem, but a problem on the private property. Staff provides information about next steps for the property owner including about the Private Utility Repair or Replacement (PURR) pilot program. An educational flyer is suggested that provides types of repairs that may be necessary, details of PURR, and steps of the process.
3. The property owner applies for the PURR program with SNAP. When the application is approved, SNAP will manage the selection of the contractor from the approved list, and initiation of the contract.
4. The contractor pulls the required permits. The final work is inspected by City staff.

- **Qualified contractor required to perform work**

The construction work must be performed by a licensed and bonded contractor qualified for this type of work. SNAP does an annual update to ensure contractors on the list meet the necessary qualifications.

5.3 Funding

Private utility repairs or replacements generally do not have a preventative maintenance schedule. Repairs or replacement is necessary soon after the problem is identified. The amount of interest and need for this program will vary year by year. The program will be funded annually with any unused funds carried forward to the next year. The funding amount and funds carried forward will be reviewed annually to determine the appropriate amount needed for this program.

DRAFT

RESOLUTION NO. _____

A Resolution of the City of Spokane relating to the Private Utility Repair or Replacement program for on-site septic systems, side sewer, water service lines, private sewers and water lines.

WHEREAS, under chapters 35.92 and 35.67 RCW authorize cities to ‘provide assistance to aid low-income person in connection with services’ provide by municipal utilities; and

WHEREAS, the Washington State Constitution Article 8, Section 7 permits “support of the poor or infirmed; and

WHEREAS, the City of Spokane has the legal authority to operate a water system (RCW 35.92.010) and sewerage and solid waste disposal systems (RCW 35.92.020); and

WHEREAS, sixteen and eight tenths percent (16.8%) of households in the City of Spokane reported an income below the poverty line at the time of the 2010 Census and the Spokane City Council has recognized that any increase of utility rates has a profound impact on low-income customers; and

WHEREAS, privately owned sewer and water connections and systems are a part of the aging infrastructure within the City of Spokane’s Designated Service Areas and are not maintained by the City of Spokane or its Wastewater or Water Departments; and

WHEREAS, private connections and systems include: on-site septic disposal systems, private sewer pipes and systems, and side sewer laterals which connect private property to the public sewer. Private water service lines are those that connect a property to the public water supply system; and

WHEREAS, certain private connections tend to be in poor repair and often are failing; both of which present public health concerns which can endanger the public, the environment, and City infrastructure; and

WHEREAS, City staff spend an inordinate amount of staff time each year in investigating these private utility problems and educating the public and property owners on property owner responsibilities for the maintenance of such private systems; and

WHEREAS, providing for short term interim assistance with repair and replacement of on-site septic systems, side sewer, water service connections, private sewers and water lines would benefit the utilities and its customers by minimizing staff time to investigate and educate as well as protect the environment; and

WHEREAS, the Public Works Division proposes providing funding up to \$300,000 per year starting in 2021 and ending in 2025 as a pilot program to finance the program and establish low interest loans and potential income based assistance based on specific criteria and qualifications as outlined in Attachment “A”.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Spokane:

The Private Utility Repair or Replacement Pilot Program for on-site septic systems, side sewer, water services and private sewers and water lines, as attached in Exhibit “A” is approved and shall be administered by the City of Spokane’s Public Works Division and Integrated Capital Management Department.

PASSED by the City Council this _____ day of _____, 2019.

City Clerk

Approved as to form:

Assistant City Attorney

Briefing Paper

Public Infrastructure, Environment, and Sustainability Committee

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Water System Plan update
Date:	1/25/2021
Author (email & phone):	kemiller@spokanecity.org & 625-6338
City Council Sponsor:	Breean Beggs
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	Public Infrastructure, Environment, and Sustainability
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Capital Facilities Plan update for the City's Comprehensive Plan
Strategic Initiative:	Innovative infrastructure
Deadline:	
Outcome: (deliverables, delivery duties, milestones)	Review of Schedule
<p>Background/History: WAC 246-290-100 requires purveyors of new water systems, systems in a water coordination act area, (with) systems serving 1,000 or more service connections, systems with an unspecified number of approved connections and systems that are growing or experiencing capacity problems to gain approval for a Water System Plan (WSP). The City has had a WSP for many years, which is required to be updated from time to time. The Department of Health oversees in implementation of this WAC. The next update is required approved by January of 2023. The plan has several chapters covering topics such as the description of the water system; current data pertaining to the system and its use; system analysis; source water protection and O&M. Water conservation will be included in this update. The update will begin in earnest in 2021 in order to gather the needed information/data/analysis for a draft to be ready in early 2022 with an anticipated approval by the end of 2022 and within DOH's deadline of January 2023. A team consisting of both Integrated Capital Management and Water Department staff has been identified to accomplish the work to develop the update. Council will be updated throughout this process starting in 2021.</p>	
<p>Executive Summary:</p> <ul style="list-style-type: none"> • <i>The update to the Water System Plan (WSP) will begin in earnest this year</i> • <i>The Dept of Health requires the WSP to be approved by January 2023.</i> • <i>This update will include water conservation</i> • <i>Council will be updated regularly throughout this process</i> 	
<p>Budget Impact:</p> <p>Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If new, specify funding source:</p>	
<p>Operations Impact:</p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	NHS Asset Management – WSDOT/FHWA
Date:	1/25/2021
Author (email & phone):	Kevin Picanco, kpicanco@spokanecity.org
City Council Sponsor:	CP Beggs
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	
Strategic Initiative:	Improving Streets
Deadline:	February 8, 2021
Outcome:	Approve list of projects for grant applications
<p><u>Background/History:</u> WSDOT recently announced a Call for Projects for the National Highway System (NHS) Asset Management grant program. The FHWA funded program targets street maintenance funding of <u>principal arterial</u> streets to preserve street pavement through maintenance activities such as grind and overlays, chip seals or crack seals. The maximum award amount per application is \$5M. The grant eligibility and scoring criteria are very specific and limit the number of City arterial street locations that are viable candidates for application. The City is planning to submit two applications, each application will include multiple project locations, typically across multiple council districts. The following potential locations, meeting the grant criteria, are under consideration: <u>District 1:</u> Nevada St. - Holland Ave. to Hawthorne Rd.; Lincoln Rd. - Standard to Nevada; Haven - Market to Market (couplet area); Market/Greene - River to Garland; Mission Ave. - Rebecca to Trent. <u>District 2:</u> Washington St. - 8th Ave. to 3rd Ave.; Stevens St. - 8th Ave. to 3rd Ave.; 29th Ave. – Grand Blvd. to Ray St.; Sunset Hwy/Geiger Blvd. interchange area. <u>District 3:</u> N. Indian Trail - Barns Rd. to Shawnee Ave.; Ash St. - Maxwell to NW Blvd.; Maple St. - Maxwell to NW Blvd.; Monroe St. - Kiernan to Princeton; Monroe St. - Wabash to Francis; Washington St. - N. River to Maxwell. The grant program provides 100% funding and does not require a local match; however, inclusion of local matching funds will lead to better grant scores in the 'Cost Effectiveness' scoring criteria of the grant. Local match funding will come from City's arterial streets fund.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> Grant applications will be submitted in February. Grant awards will be announced in Summer, 2021. 	
<p><u>Budget Impact:</u> Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Other budget impacts: Match requirement; match will be programmed through the arterial streets fund and included in future 6-year Street Program updates.</p>	
<p><u>Operations Impact:</u> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:</p>	

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Local Bridge Program – WSDOT Grant
Date:	1/25/21
Author (email & phone):	Kevin Picanco, kpicanco@spokanecity.org
City Council Sponsor:	CP Beggs
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	
Strategic Initiative:	Improving Streets
Deadline:	February 19, 2021
Outcome:	Approve list of projects for grant applications
<p><u>Background/History:</u> WSDOT recently announced a Call for Projects for the Local Bridge Program grant. The program focus is to preserve and improve the condition of city and county owned bridges that are physically deteriorated or structurally deficient through bridge replacement, rehabilitation or systematic preventative maintenance. This program is funded through FHWA and administered by WSDOT.</p> <p>The maximum grant award amount is \$3M for preventative maintenance projects. The project locations under have been vetted in the past and submitted under this grant program on previous calls for projects. The City is preparing grant applications for the following projects:</p> <ul style="list-style-type: none"> ○ Maple St. Bridge Deck Repair ○ Maple St. Bridge Steel Structure Painting ○ Washington/Stevens Bridge Deck Repair – Bundled application of three Washington/Stevens bridges over the Spokane River. <p>The grant program requires a minimum 13.5% local match for the design phase. 100% funding is available for construction if the project construction schedule satisfies grant schedule milestones; projects must be ready for ad/bid by December, 2024.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> • Grant applications will be submitted in February • Grant award announcements are expected in September, 2021. 	
<p><u>Budget Impact:</u> Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Other budget impacts: Match requirement; match will be programmed through the arterial streets fund and included in future 6-year Street Program updates.</p>	
<p><u>Operations Impact:</u> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:</p>	

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Planning Services
Subject:	Bicycle Advisory Board – Annual Report and Workplan
Date:	01/25/21
Author (email & phone):	Colin Quinn-Hurst, Planning Services, cquinnhurst@spokanecity.org
City Council Sponsor:	
Executive Sponsor:	Louis Meuler, Planning Services, lmeuler@spokanecity.org
Committee(s) Impacted:	PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Comprehensive Plan, Bicycle Master Plan
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	This discussion will inform Council on the status of the Bicycle Advisory Board in terms of membership, activities completed in 2020, and priorities for 2021.
Background/History:	
<p>The Bicycle Advisory Board (BAB) was established in 1992 in Spokane Municipal Code to provide advice to the mayor and the city council and departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues. The BAB supports bicycling as a tool to help improve the quality of life in Spokane that can address economic competitiveness, traffic safety, and equitable health outcomes, and minimize the impacts of traffic congestion. The BAB regularly provides updates to Council and Administration regarding ongoing duties and activities, priorities and project recommendations, including an annual report.</p>	
Executive Summary:	
<ul style="list-style-type: none"> • 2020 Activities included: <ul style="list-style-type: none"> ○ Providing direct input to agency project teams for the Division Connects Study, Fish Lake Trail Connection Study, Street Design Standards Update, and Downtown Master Plan Update ○ Passing motions in support of adopting All Ages and Abilities design standards for bikeways and bridges, updating construction detour standards to support bicycle access, submitting a COVID-19 Active Transportation Response proposal, addressing mandatory bicycle helmet legislation, and supporting completion of the Centennial Trail Summit Gap project. • 2021 Priorities include: <ul style="list-style-type: none"> ○ Identifying a Priority Bike Network to provide safe, connected and comfortable bicycle access across Spokane ○ Developing recommendations for Neighborhood Greenway standards ○ Developing recommendations for construction detour standards ○ Providing input on municipal code updates related to sidewalk safety, bike parking and helmet mandates • Ongoing Duties include: <ul style="list-style-type: none"> • Providing feedback on design of bikeways during routine street resurfacing • Providing feedback on proposed street vacations • Providing input on plans and studies that involve bikeway recommendations 	

Budget Impact:

Approved in current year budget? Yes No S N/A

Annual/Reoccurring expenditure? Yes No S N/A

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy? S Yes No

Requires change in current operations/policy? Yes S No

Specify changes required:

Bicycle Advisory Board – 2020 Annual Report and 2021 Work Plan



Working to make Spokane a more bicycle-friendly community

The City of Spokane Bicycle Advisory Board was established in 1992 to provide advice and direction to the Mayor, City Council and all departments and officers of the city on matters relating to bicycling and to raise public awareness of bicycling issues. The Bicycle Advisory Board is authorized in the Spokane Municipal Code 4.16.020.

Examples of BAB activities:

- Assists City staff in developing project recommendations that carry out the Bicycle Master Plan
- Provides feedback on street projects including road reconstruction, requests for vacated alleys, and right-of-way transfers in terms of impacts to bicycling safety and access
- Lead bikeability rides to inspect existing biking conditions and recently completed projects.
- Provides input on subarea plans and transportation corridor studies regarding the practical impacts of plans and policies on development of an all ages and abilities bicycle transportation network
- Provides and discusses current research and information related to best practices in bicycle transportation
- Reaches out to neighborhoods for input on bicycle-related plans, projects and programs
- Assists neighborhoods in understanding proposed projects that enhance bicycling safety and access

Why we do it:

We see improving bicycle mobility as a tool to help improve the quality of life in Spokane. As conditions improve to allow more people to bicycle for transportation, benefits can be measured in direct impacts such as improving traffic safety, minimizing the consequences of traffic congestion, mitigating household costs, supporting equitable economic opportunity, and addressing disparate health outcomes. To turn a phrase, it's not about what the city can do for bicycling, it's about what bicycling can do for the city.

Work accomplished in 2020:

- Provided input directly to the Division Connects, Fish Lake Trail Connection Study, and Downtown Master Plan Update project teams
- Provided recommendations on street vacation proposals impacting existing or planned bicycling routes
- Provided recommendations on an update of the City's bike parking codes
- Provided input on the Street Design Standards Update

Passed motions supporting:

- Adoption of All Ages and Abilities design standards for bicycle access
- Improving bridge design standards for bicycle transportation
- Updating construction detour standards to maintain access for people bicycling
- Submission of a COVID-19 Active Transportation Response proposal
- Removal of mandatory bicycle helmet ordinances
- Supporting the Centennial Trail/Summit Gap completion

Top Priorities for 2021

1. Identify a Priority Bike Network to provide safe, connected and comfortable bicycling access for people of all ages and abilities
2. Develop recommendations for Neighborhood Greenway standards
3. Develop recommendations for construction detour standards
4. Provide input on municipal code updates related to bike parking, helmets, and sidewalk safety

Ongoing Duties

- Provide input on plans and studies such as the Downtown Master Plan Update, the Division Connects Study, the Children of the Sun Trail planning process, and the Fish Lake Trail Connection Study
- Review routine street resurfacing and maintenance projects on existing or planned bike routes
- Comment on proposed street vacations that interact with walking and biking routes
- Identify underutilized City right-of-way that can be used for the bike network as opposed to being vacated

Considerations to address in 2021

- Continue to improve the subcommittee format to provide in-depth feedback on timely topics
- Consider how the BAB's bicycle advisory role interacts with pedestrian advisory roles of other boards
- Maintain or strengthen BAB and active transportation representation on CTAB and other committees
- Support hosting a City Council liaison at monthly Board meetings

Who We Are

Charlie Greenwood
Grant Shipley – Chair
Harrison Husting
Jason Oestreicher
Jessica Engelman – Vice-Chair
Mike Bjordahl

Pablo Monsivais
Rhonda Young
Rian Hidalgo – Youth Member
Satish Shrestha
Taylor Stevens

How to find us

Find out about board membership, meeting times and agendas here:

<https://my.spokanecity.org/bcc/boards/bicycle-advisory-board/>

Find out more about bicycle plans and projects at:

<https://my.spokanecity.org/projects/bicycle-master-plan/>

We meet the third Tuesday of each month, 6:00-7:30pm, online.

Briefing Paper

Public Infrastructure, Environment and Sustainability

Division & Department:	Public Works – Wastewater/Riverside Park Water Reclamation Facility
Subject:	NPDES Permit Update – RWPRF and CSO System
Date:	1/25/2021
Contact (email & phone):	Jeff Donovan (jdonovan@spokanecity.org , 509-625-4638)
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	
Strategic Initiative:	Innovative Infrastructure
Deadline:	1/31/2021
Outcome: (deliverables, delivery duties, milestones to meet)	Submittal of updated NPDES permit application to Department of Ecology for continued coverage. Application due 1/31/2021.
<p>Background/History: The City's NPDES permit for discharge from the Riverside Park Water Reclamation Facility and Combined Sewer Overflow system was set to expire in 2016. The City submitted a timely application for renewal in December 2015. Ecology was in the process of issuing updated permits, when EPA revised the applicable water quality standard for polychlorinated biphenyls (PCBs) from 170 pg/L to 7 pg/L. As a result of this revision, Ecology put the permit process on hold, administratively extended the City's current permit (indefinitely), and deemed a water quality variance for PCBs as the preferred path forward. The City submitted a variance application in 2019, and after Ecology began the rulemaking process for a PCB variance, EPA subsequently changed course in 2020 and removed their water quality standard for PCBs applicable to Washington. This reverted the State back to Ecology's standard of 170 pg/L for PCBs.</p>	
<p>Executive Summary: Ecology has requested the City submit an updated permit application by January 31st, 2021. Given the reversion back to the old PCB standard of 170 pg/L, Ecology believes they can move forward with the process of issuing updated NPDES permits for wastewater dischargers on the Spokane River. Variances still remain an option, should the standard for PCBs again change. Ecology expects to release draft permits in Q1 2022 and final permits in Q2 2022. Permits are generally reissued every five years, but the City's current permit has not been updated since 2011.</p> <p>Moving forward, City staff remain committed to regulatory compliance, responsible stewardship of natural assets, and maintaining affordable utility services. As we work to complete and optimize Next Level Treatment at RPWRF, we are hopeful a new permit will provide the City with some certainty for our operations, and allow for flexibility as regulations change and innovation occurs.</p>	
<p>Budget Impact:</p> <p>TOTAL COST:</p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p>Operations Impact:</p> <p>Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

**RPWRF NPDES
Permit:
Revised Path Forward**

January 2021



NPDES Permit

- Ecology has requested renewed application for permit
 - Other Spokane River dischargers asked to do the same
- City will submit an updated application in January 2021
- Change in direction
 - Water Quality Standard for PCBs
 - Anticipate standard to be included
- Permit:
 - Covers RPWRF & CSO System
 - Includes variety of requirements:
 - Operational
 - Pollutant limits
 - Monitoring and reporting



How We Got Here



PCB Water Quality Standard

- Ecology limit was 170 ppq
- EPA changed limit to 7 ppq
- EPA changes course - back to 170 ppq

Permit Renewal

process
generally occurs
every 5 years

What do we want?

City Goals for New Permit

Maintain Community Affordability

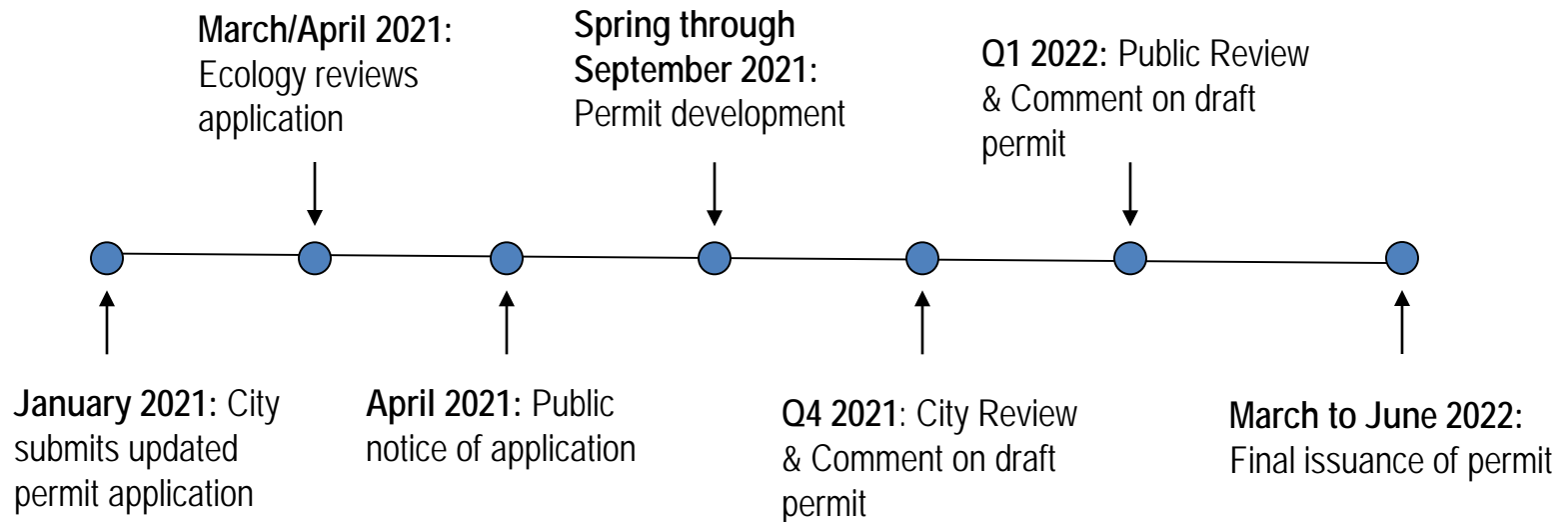
Remain in compliance with regulations

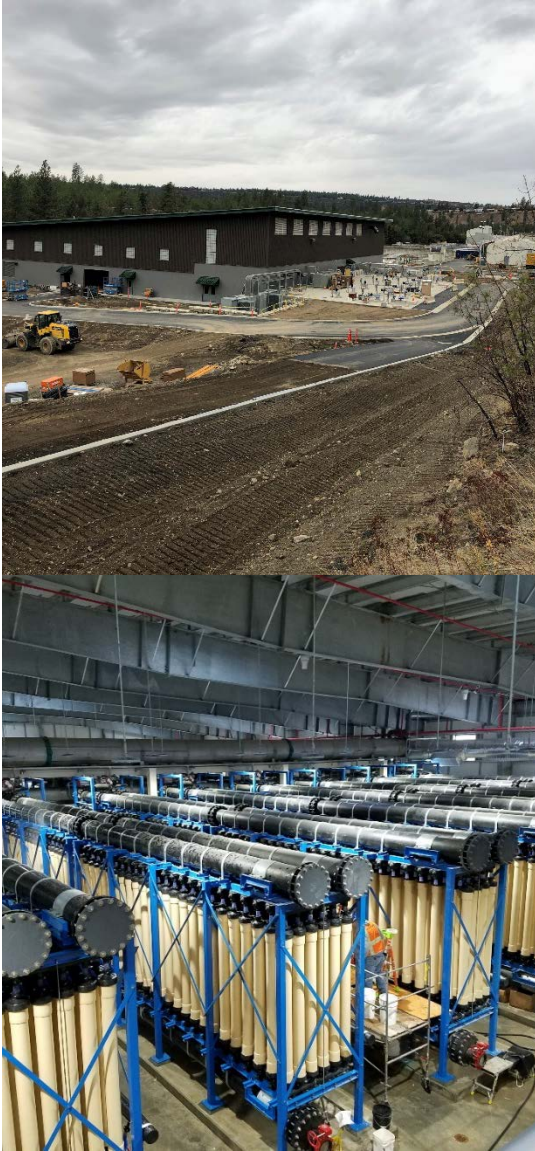
Protect Water Quality

Provide some certainty for operations

Acknowledge investments made to protect the river

Proposed Permit Renewal Timeline





Moving Forward

Committed to:

- Regulatory Compliance
- Responsible Stewardship of Natural Resources
- Affordable Utility Services for Citizens, especially during a pandemic
- Completing Next Level Treatment & Optimizing Operations
- Ongoing Innovation



Questions?

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Interlocal Agreement between the City of Spokane and the University District Public Development Authority regarding funding for the Sprague Phase 2 road project
Date:	01/25/2021
Author (email & phone):	kemiller@spokanecity.org
City Council Sponsor:	Breean Beggs
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – etc)	Consistent with the City's 6-yr transportation Program
Strategic Initiative:	Innovative Infrastructure
Deadline:	
Outcome: (deliverables, delivery duties, milestones)	Approval of the Interlocal Agreement between the City and UDPDA to establish UDPDA's funding will pay for Sprague Phase 2 expenses
<p><u>Background/History:</u></p> <p>The University District Public Development Authority (UDPDA) Board of Directors approved in May of 2018 to provide up to \$4,000,000 in UDRA revenue to provide partial funding to construct Sprague Phase 2 which runs from Scott Street to Division. At the time, Sprague Phase 2 project cost was estimated to be approximately \$8,000,000, to reconstruct the roadway from Scott to Division, \$4,000,000 of which would be paid for with prepaid and future UDPDA funds. Due to presence of dense rock, Sprague Phase 2 was broken into two additional phases, A (Scott to Grant) and B(Grant to Division).It is expected that the final cost of A and B will be totaled and divided equally between the City and UDPDA. Since City funds solely paid for Phase 2A including the design of Phase 2B, it is further expected that UDPDA funds will pay for the construction of Phase 2B and upon completion of Phase 2B the final accounting and dividing up the cost sharing will occur. This interlocal agreement solidifies the agreement in writing between the two parties.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> • <i>The concept that the UDPDA Board would help pay for Sprague Phase 2 construction dates back to 2018.</i> • <i>This Interlocal agreement (ILA) solidifies that UDPDA funds up to \$4 Million will be made available to help pay for design and construction expenses and establishes a 50/50 split.</i> • <i>This agreement is intended to be approved just prior to and in conjunction with the construction Contract approval of the apparent low bidder for Sprague Phase 2B. Both the ILA and construction contract need to be in place in order to go to construction.</i> 	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><u>Operations Impact:</u></p> <p>Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

Briefing Paper

Public Infrastructure, Environment, and Sustainability Committee

Division & Department:	City Council
Subject:	Proceed with SIP Loan for East Sprague Project ILA with UDPDA
Date:	1-25-2021
Contact (email & phone):	Michelle Hughes
City Council Sponsor:	CM Beggs
Executive Sponsor:	Tonya Wallace
Committee(s) Impacted:	Public Infrastructure, Environment, and Sustainability Committee
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	Strategic Investments
Strategic Initiative:	Economic Development
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval to move forward with a resolution and SBO to provide funding for the East Sprague project in the U District.
<u>Background/History:</u> ILA agreement with U District to construct East Sprague in the U District PDA.	
<u>Executive Summary:</u> Proceed with a SIP Loan for the East Sprague Project as it relates to the ILA with U District PDA. Debt service payments to be guaranteed by future sales tax revenue earned in the U District PDA and currently owed from the General Fund. U District PDA commits up to \$4 million, with \$1,925,713 from sales tax earned by the PDA and \$2,074,287 SIP loan with 5 - yr term and estimated interest rate of .86%. Annual debt service payments will be consistent with projected U District revenue, including property tax, sales tax, and other revenue projections.	
<u>Budget Impact:</u> TOTAL COST: Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	

Briefing Paper

Public Infrastructure, Environment & Sustainability (PIES) Committee

Division & Department:	Public Works - Water Department
Subject:	Water Department Parking Lot and Office Space
Date:	January 25, 2021
Author (email & phone):	Stephen Burns, sburns@spokanecity.org 625-7821
City Council Sponsor:	Breean Beggs
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	Public Infrastructure, Environment & Sustainability (PIES) Committee
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Utilities
Strategic Initiative:	Utilities
Deadline:	October 31, 2020 to Spring - 2021
Outcome: (deliverables, delivery duties, milestones to meet)	Design, bid and construction of a new parking lot within the Water Department Operational Area; including construction by city forces. Begin addressing office and maintenance building inadequacies.
<p><u>Parking Lot Project Update:</u></p> <p>The design for the Water Department replacement parking lot is moving forward with attempting to satisfy all of the onsite engineering and urban planning requirements. Due to funding constraints, the Water Department will be self-performing a large portion of the work. This has the opportunity-cost of limiting availability for Water System work during the same time frame. The schedule is set for Water Department crews to perform in-house (self-perform) tasks from March 1, 2021 to June 1, 2021. The following is a list of the work being performed by Water Department crews:</p> <ul style="list-style-type: none"> • All demolition (except where adjacent to arterial street) • Parking lot curbing installation & parking stops • Sidewalk demolition • All fencing (except for drive gates which will be contractor installed) • All preliminary site grading and sloping • Construction of retaining wall on southern end of the property adjacent to local businesses. • Trenching all conduit runs and relocations. • Working with Parks Department for Landscape Architecture plans. • On-property planting, landscaping (work schedules permitting) and swales. • Stormwater drywells • On-property and street tree irrigation (work schedules permitting) <p>The following work is intended to be bid for construction by contractor:</p> <ul style="list-style-type: none"> • HMA paving • Striping • Electrical and lighting • Street Tree installation • Sidewalk installation • Drive gates 	

Office Space, Functional Space, and Storage ideas:

When looking at the office space, functional space, and storage requirements for the Water Department Maintenance facility on North Foothills Dr., we have been starting with the basics. The facilities show their age not only in architectural aesthetic and historic charm, but mostly in the lack of adequate access and restroom facilities. Both of these extremely important functions for office and maintenance buildings are very expensive to address. We have been developing concepts for addressing the access, functional space, and bathrooms in the Water Department Meter Shop to see what the possibilities are and the feasibility of addressing these same issues in other Water buildings. We are in the process of moving the large-footprint Meter Test Bench to the garage area of the facility and building an ADA ramp entrance to the heated space. The benefit of ADA access is not only for people with mobility issues, but also for moving large equipment and water system appurtenances in and out of work bench and storage areas. If we can address these functions in a methodical and economical way moving forward, we can take small bites at a time (albeit costly and disruptive).

Executive Summary:

- Temporary parking, preliminary work, cost up to now - \$125,000
- Parking lot construction will begin 3/1/2021.
- Water Department will self-perform approximately 3 months of the project until 6/1/2021 – estimated cost \$400,000
- Contractor(s) will perform remainder and finishing work from 6/1/2021 until 7/1/2021 estimated cost \$1.4 million (includes design costs, construction management, and 20% contingency. The construction subtotal is \$867,000 without these and admin costs.)
- Existing office and maintenance building remodels – costs unknown at this time.

Budget Impact:

Approved in current year budget? Yes No
Annual/Reoccurring expenditure? Yes No

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy? Yes No
Requires change in current operations/policy? Yes No

Specify changes required:

Known challenges/barriers:

Briefing Paper

Public Infrastructure, Environment and Sustainability Committee

Division & Department:	Public Works Division; Solid Waste Disposal
Subject:	Results Summary: Recycling Cart Tagging Study
Date:	January 25, 2021
Contact (email & phone):	Kris Major, kmajor@spokanecity.org , 509-625-6521
City Council Sponsor:	Breean Beggs, City Council President
Executive Sponsor:	Scott Simmons, Public Works Director
Committee(s) Impacted:	Public Infrastructure, Environment and Sustainability Committee
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	Attached Executive Summary
Strategic Initiative:	Innovative Infrastructure-Sustainability of Recycling Services
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Report Summary
Background/History:	
<p>Recycling contamination had been a growing concern in Spokane County since single-stream recycling was implemented in 2012. In 2018, China implemented stricter contamination requirements on imported recyclables, essentially closing that market and depressing the value of those materials. In 2018, the City of Spokane spent nearly \$500,000 to address contamination in the recycling stream. The City had an average percentage of contamination of 13% in early 2020, with a goal to reduce contamination to 5% by 2021.</p>	
Executive Summary:	
<p>Spokane County received funding from <i>The Recycling Partnership (TRP)</i>, a national non-profit, to conduct a cart tagging study June-September of 2020. The goals for the study were to reduce contamination in curbside recycling, compare the effectiveness of two different tagging methods, and provide consistent anti-contamination messaging to all households that receive curbside recycling service in Spokane County. Cart tagging was just one piece of a larger outreach campaign to reduce contamination in the region.</p> <p>The City of Spokane campaign included utility bill inserts, a postcard mailed to all residents, a social media campaign and cart tagging focusing on fifteen residential routes. A team of cart taggers lifted lids on city routes and left personal feedback to residents on identified contamination. Routes were tagged four consecutive weeks and behavior changes were tracked by pre-and post-tagging audits on collection trucks by the SMaRT Center as well as noting the frequency of tags issued to each resident over the four weeks. This presentation will review study results and propose next steps in the efforts to reduce the fiscal impact of recycling contamination.</p>	
Budget Impact:	
<p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
Operations Impact:	
<p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

Getting the Garbage out of Big Blue:

Results of a cart tagging study to reduce recycling contamination in curbside collection

Rationale for 2020 study:

Contamination in the recycling stream has been a growing issue of concern in Spokane County since single-stream recycling was implemented in 2012. In 2018, China implemented stricter contamination requirements on imported recyclables, essentially closing that market and depressing the value of those materials. In 2018, the City of Spokane spent nearly \$500,000 to address contamination in the recycling stream. The City had an average percentage of contamination of 13% in early 2020, with a goal to reduce contamination to 5% by 2021.

Study funding/goals:

Spokane County received funding from *The Recycling Partnership*, a national non-profit, to conduct a cart tagging study June-September of 2020. The goals for the study were to reduce contamination in curbside recycling, compare the effectiveness of two different tagging methods, and provide consistent anti-contamination messaging to all households that receive curbside recycling service in Spokane County. Cart tagging was just one piece of a larger outreach campaign to reduce contamination in the region.

Study methods:

- 30 routes were tagged in Spokane County, covering 29,844 households (30% of households).
- 15 City routes were lid-lifted—they received individualized feedback about their recycling carts and received an “oops” tag if any contamination was seen.
- 15 County routes received a single message, “no plastic bags” tag, and contents of the cart were not checked.
- All routes were tagged 4 times, 4 consecutive service days.
- 18 of these 30 routes received a truck audit at the SMaRT Center to determine how much of the load was trash. Audits were done both before and after tagging to see how effective this method of outreach was at reducing cart contamination.
- The number and type of “oops” tags were tracked to see if those decreased over the course of the study.
- An “infocard” or informational postcard on what you can recycle was mailed to 84,120 addresses in Spokane County before tagging began. Three routes served as “control routes” that only received the infocard and were not tagged. These routes received a truck audit before and after the postcard was mailed, to see if the infocard alone had any effect on reducing contamination.



Study results:

- Routes that had their recycling cart contents checked and received customized “oops” tags had an average 12.9 percentage point reduction in contamination from the before-tagging audit to the post-tagging audit. Routes that received a generic “no plastic bag” information tag had an average 10.9 percentage point reduction, and the control routes that had no tagging had an average 3.4 percentage point reduction.

- Over the course of the study, an average of 50-60% of households set out their recycling cart at the curb on any given week.
- The percentage of households that received an “oops” tag decreased over the 4 weeks of tagging, from over 40% of households to about 30% of households.
- Plastic bags and bagged recyclables (either in paper or plastic bags, or cardboard boxes) were the most common contaminants. Food/food-soiled paper and yard waste, padded envelopes and packing material, food packaging like take-out containers and cartons, and bulk items like buckets, clothing, kitchen items, or furniture were other common contaminants.
- Plastic bags were the most problematic contaminant due to their high numbers in the recycling cart. The plastic bag “oops” tag rate decreased from 21.1% to 16.7% of households with recycling carts out over the 4 weeks of the study, while the bagged recyclable “oops” tag rate decreased from 13.6% to 6.8% of households.
- The rate of households that cleaned up their carts after receiving an “oops” tag varied from route to route. It seemed that in some neighborhoods, tagging was more effective at increasing the rate of these “learners” than in other neighborhoods.



Next steps:

- Further cart tagging would help to spread the “Recycle Right” messaging and increase recycling knowledge in the community. Lid lifts or information only tags were found to have similar results.
- A standard enforcement process for clean-up of recycling carts (such as 3 strikes and you get your cart taken away, personal outreach, or higher fines for rejected carts) would help to create a stronger incentive to not put trash in recycling.
- More research could be done on which outreach methods are more effective at reducing contamination for different neighborhoods/members of the community.
- More signage could be placed throughout the community to help residents know how to recycle right.
- Efforts such as social media campaigns, website development, mailings, etc. could be continued/expanded to help educate residents on how to recycle right. Regularly sending residents an updated list of what is recyclable, and encouraging correct recycling behaviors, would be beneficial.
- The City should continue to work with partners like Spokane County and *The Recycling Partnership* on new recycling initiatives.

RECYCLE THANK YOU FOR RECYCLING THESE:

Paper	Metal	Plastic	Glass
NO!			

For full list of what to recycle, visit myspokanecity.org or call

Briefing Paper

Public Infrastructure & Environmental Sustainability Committee

Division & Department:	Community and Economic Development, Parking Services
Subject:	Mobile Pay by Phone Parking Services and E-Permit System contract amendment/extension with Passport Labs, Inc.
Date:	1/25/2021
Author (email & phone):	Kris Becker, kbecker@spokanecity.org ; 625-6392
City Council Sponsor:	Karen Stratton
Executive Sponsor:	Kris Becker
Committee(s) Impacted:	Finance and Administrative, Public Safety and Community Health
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Budget
Strategic Initiative:	
Deadline:	Current contract expires 1/31/2021.
Outcome: (deliverables, delivery duties, milestones to meet)	<ul style="list-style-type: none"> • Continue providing mobile pay by phone for customer convenience and thus decreasing the amount of coins used to pay for parking and that the City must count. • Mobile payment is a no-contact way to pay for parking if you have a credit or debit card, enabling you to pay without touching the parking payment device.
Background/History:	
The City has been using the Passport Parking App to allow parkers to pay on-street with a mobile device since January of 2018. The City pays \$.10 for each completed parking transaction. The original contract allowed for 3, one year renewals, this would be the second renewal and expire on January 31, 2022. We are also amending the contract, extending the termination period from 60 to 90 days.	
Executive Summary:	
Parking Services contract amendment and extension with Passport Labs, Inc. in Charlotte, North Carolina for mobile payment for parking program.	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes No	
Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes No	
If new, specify funding source:	
Other budget impacts: This contract brings in revenue.	
Operations Impact:	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Specify changes required: N/A	
Known challenges/barriers: N/A	



City of Spokane
CONTRACT AMENDMENT/EXTENSION
2 OF 3
Title: MOBILE PAY BY PHONE PARKING
SERVICES AND E-PERMIT SYSTEM

This Contract Amendment/Extension including additional compensation is made and entered into by and between the **CITY OF SPOKANE**, as ("City") and **PASSPORT LABS, INC.**, whose address is, 128 S Tryon Street, Suite 2200, Charlotte, North Carolina, 28202 as ("Company"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into an Agreement for the Company agreed to provide all services and licensed software necessary for mobile payments for the City's parking program and digital permit platform; and,

WHEREAS, the original Contract, specifically the termination language section needs to be formally amended by this written document;

WHEREAS, the initial contract provided for 3 additional one-year extensions, with this being the 2nd of those extension; thus the original Contract needs to be formally Amended and Extended by this written document; and

NOW, THEREFORE, in consideration of the mutual promises made herein and other valuable consideration, the parties hereto now amend the original agreement as follows:

1. CONTRACT DOCUMENTS.

The original Contract, dated January 17, 2018 and February 8, 2018, any previous amendments, addendums and/or extensions/renewals 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 TERM.

This Contract Extension shall become effective on February 1, 2021 and shall run through January 31, 2022.

3. COMPENSATION.

The City shall pay **EIGHTY SIX THOUSAND and NO/100 Dollars (\$86,000)** for everything furnished and done under this Contract Amendment/Extension.

4. TERMINATION.

Section I. General Terms of the Software License and Service Agreement. Term and Termination shall be deleted in its entirety and replaced with the following:

Term and Termination: This agreement will begin on the effective date, and either Party may terminate this agreement for convenience by providing ninety (90) days' written notice to the non-terminating party.

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 Amendment/Extension by having legally-binding representatives affix their signatures below.

PASSPORT LABS, INC.

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

Briefing Paper

Public Safety and Community Health Committee

Division & Department:	Public Works Division; Solid Waste Disposal
Subject:	Contract for On-Site and Off-Site "As-Needed" Pump Repairs at the WTE
Date:	January 25, 2021
Contact (email & phone):	Chris Averyt, caveryt@spokanecity.org , 625-6540
City Council Sponsor:	Breean Beggs, City Council President
Executive Sponsor:	Scott Simmons, Public Works Director
Committee(s) Impacted:	Public Safety and Community Health Committee/Public Infrastructure, Environment and Sustainability Committee
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	Sustainable Resources: Maintaining our assets – Innovative Infrastructure: Managing our assets
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Council approval of contract in order to maintain operation of the Waste to Energy Facility's many pumps, without which the Facility would not be able to operate.
<u>Background/History</u>	
<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. On December 31, 2020, bidding closed on PW ITB 5368-21 for on and off-site repairs of these pumps. Sulzer Pump Services, Inc. of Santa Fe Springs, CA, was the only response received.</p> <p>The initial contract will be for one (1) year with the possibility of four (4) additional one-year periods and will span from March 15, 2021 to March 14, 2022 with an annual cost not to exceed \$100,000.00 including tax.</p>	
<u>Executive Summary:</u>	
<ul style="list-style-type: none"> • Contract Per PW ITB 5368-21 for on and off-site pump repairs and maintenance for the Waste to Energy Facility. • Sulzer Pump Services, Inc. of Santa Fe Springs, CA, was the only response received. • The contract awarded will be for one (1) year with the possibility of four (4) additional one-year periods from Mar. 15, 2021 through Mar. 14, 2022. • The annual cost of the contract not to exceed \$100,000.00 including tax. 	
<u>Budget Impact:</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
If new, specify funding source:	
Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u>	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	
Specify changes required:	
Known challenges/barriers:	

Expenditure Control Form



1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date: 12/4/20

Type of expenditure: Goods Services

Department: Solid Waste Disposal

Approving Supervisor: Chris Averyt

Amount of Proposed Expenditure: \$100,000.00

Funding Source: SWD Budget:4490-44100-37148-54803-34002

Please verify correct funding sources. Please indicate breakdown if more than one funding source.

Why is this expenditure necessary now?

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. A qualified contractor will need to be available quickly in the event that any repairs or maintenance are needed.

What are the impacts if expenses are deferred?

If deferred, and repairs/maintenance are not done on these pumps, an unplanned outage could occur resulting in costly repairs and loss of electrical generation revenue.

What alternative resources have been considered?

There are no known alternative resources.

Description of the goods or service and any additional information?

This is for a new bid for as-needed, off-site repair and maintenance of Sulzer Pumps for the Waste to Energy Facility. The resulting contract would run from 3/15/2021-3/14/2022. It is an annual reoccurring expenditure that was planned for in the 2021 budget.

Person Submitting Form/Contact: Michelle Dorgan X6555

FINANCE SIGNATURE:

DocuSigned by:

Tonya Wallace

CBC812B631244E9...

CITY ADMINISTRATOR SIGNATURE:

DocuSigned by:

Scott Simmons

E2AAB6F5A12B489...

Briefing Paper

Public Infrastructure, Environment and Sustainability Committee

Division & Department:	Public Works Division; Solid Waste Disposal
Subject:	Creative Curriculum Award Nominee-STEAM in the Garden
Date:	1/25/2021
Contact (email & phone):	Kris Major, kmajor@spokanecity.org , 509-625-6521
City Council Sponsor:	Breean Beggs, City Council President
Executive Sponsor:	Scott Simmons, Public Works Director
Committee(s) Impacted:	Public Infrastructure, Environment and Sustainability Committee
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	Attached Project Description
Strategic Initiative:	Innovative Infrastructure-Sustainability of Recycling Services
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval to accept curriculum award from the Department of Ecology if selected as recipient
Background/History:	
<p>The City of Spokane Solid Waste Department has applied to the Department of Ecology for a “Waste Not Washington School Award.” If chosen, the city would receive up to \$5,000 to support an exciting new curriculum that teaches waste reduction lessons to underserved youth and children with disabilities through an interactive garden and composting program. <i>STEAM in the Garden</i> integrates the concepts of Science, Technology, Engineering, Arts and Math in lessons where students build and manage a community garden and compost system. A pilot program focusing on students living in low-income apartment complexes in Spokane’s East Central Neighborhood would be the testing ground for this curriculum. When completed, it could be easily replicated at any school or community center in the state of Washington.</p>	
Executive Summary	
<p>Why the East Central Neighborhood? During the summer of 2020, the City of Spokane conducted a recycling contamination outreach project where the contents of recycling carts were examined. The study revealed that the East Central Neighborhood was less responsive to the recycling feedback residents received than other Spokane neighborhoods. Data analysis showed that the residents in the East Central Neighborhood had the highest percent of residents not putting out their recycle carts and repeatedly putting the wrong things in the carts when they did. Of fifteen neighborhoods studied, East Central had the fewest number of residents improve their recycling habits from what was observed over four weeks of the city providing feedback through cart tags. <i>STEAM in the Garden</i> would educate children living in the East Central Neighborhood about the importance of recycling right and they would then be ambassadors for waste reduction, composting and recycling in their community.</p> <p>This project has wide support from local organizations including the Spokane Food Policy Network, Catholic Charities, GSI’s Spokane STEM and Innovia. The curriculum is the work of Latesha Wood, educator, emerging behavior analyst and resident of East Central. If awarded the grant, Latesha would run the pilot program this spring.</p>	
Budget Impact:	
Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	

Operations Impact:

Consistent with current operations/policy?

Yes No N/A

Requires change in current operations/policy?

Yes No N/A

Specify changes required:

Known challenges/barriers:

Creative Curriculum Award Nominee- *STEAM in the Garden*

Waste Reduction Lessons for the East Central Neighborhood, Spokane WA

The City of Spokane Solid Waste Department is proud to champion an exciting new curriculum that teaches waste reduction lessons to underserved youth and children with disabilities through an interactive garden and composting program. ***STEAM in the Garden*** integrates the concepts of Science, Technology, Engineering, Arts and Math in lessons where students build and manage a community garden and compost system. A pilot program focusing on students living in low-income apartment complexes in Spokane's East Central Neighborhood will be the testing ground for this curriculum. When completed, it can be easily replicated at any school or community center in the state of Washington.

Through behavior-analytic programs focusing on skill acquisition, students will learn how to build a successful garden and compost system. Students will reduce problem behavior of excess waste and recycling contamination through participating in upcycling activities and learning the importance of recycling properly. Activities during the ***STEAM in the Garden*** pilot will include upcycling wooden pallets to construct garden boxes, building a three-tiered compost system, and manufacturing compost tea brewers. Students will also grow food in the garden and learn the importance of not wasting it.

Why the East Central Neighborhood? During the summer of 2020, the City of Spokane conducted a recycling contamination outreach project where the contents of recycling carts were examined. The study revealed that the East Central Neighborhood was less responsive to the recycling feedback residents received than other Spokane neighborhoods. Data analysis showed that the residents in the East Central Neighborhood had the highest percent of residents not putting out their recycle carts and repeatedly putting the wrong things in the carts when they did. Of fifteen neighborhoods studied, East Central had the fewest number of residents improve their recycling habits from what was observed over four weeks of the city providing feedback through cart tags. ***STEAM in the Garden*** will educate children living in the East Central Neighborhood about the importance of recycling right and they will then be ambassadors for waste reduction, composting and recycling in their community.

This is a critical needs program as it addresses food insecurity and lack of childcare opportunities while also educating the youth about waste reduction. The East Central Neighborhood is one of the most diverse neighborhoods in the city with the highest number of children that are eligible for free and reduced lunch. Currently there isn't an afterschool program that focuses on kids ages 12-17 in the neighborhood and only five programs for kids 6-11. The lessons will be led by Latesha Wood, educator, emerging behavior analyst and resident of East Central. She is supported by the City of Spokane's Solid Waste Department and Waste Reduction Education Coordinator, Kris Major.

Curriculum Overview (Winter/Spring, 2021)

Lesson	Description	Activities
Our Garden	Intro to Gardening and Composting	Garden and Compost construction planning/ Deconstruct wood pallets and construct raised beds
Rot Squad	Composting and Decomposers— Nature’s Recycling	Compost pile construction/Insect Hotel Construction
Brews and Bokashi	Learning about Compost Tea Brewers and the microbiology of composting	Construct Compost Tea Brewer/ Bokashi Recipe
SMART about waste reduction	Intro to Recycling	Why Recycle Right? Set up a recycling drop off/ Virtual Field Trip of SMART recycling center
5 R’s of Zero Waste	Living a low waste lifestyle	Waste Audit/ Upcycle Craft
Structures	Planning for the garden	Garden bed construction/ sprouting seeds

This is a four-season curriculum but is focusing on Spring to meet the timeframe of the Creative Curriculum Award application.

Briefing Paper Study Session

Division & Department:	City Legal and Utilities
Subject:	Approval of Contract Amendment for Special Counsel Contract
Date:	January 25, 2021
Author (email & phone):	Michael Ormsby, mormsby@spokanecity.org , 6287
City Council Sponsor:	Breean Beggs
Executive Sponsor:	Mike Ormsby
Committee(s) Impacted:	PIES and Finance and Administration
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Strategic Plan
Strategic Initiative:	Maximize flexibility for and revenue to the City
Deadline:	January 25, 2021
Outcome: (deliverables, delivery duties, milestones to meet)	Provide legal parameters for City staff and consultant to use in their work with City assets that generate electricity
Executive Summary:	
The City has retained a consultant to work on reviewing City assets that generate electricity and explore options to generate additional revenue from these assets. Attorneys from K&L Gates have been working with this group. Additional issues have been identified and this request to extend this contract to develop additional information.	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If new, specify funding source: Utility Budget	
Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact:	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Specify changes required: Known challenges/barriers:	



City of Spokane
**OUTSIDE COUNSEL
CONTRACT AMENDMENT**

This Contract Amendment is made and entered into by and between the **City of Spokane** as (“City”), a Washington municipal corporation, and **K&L GATES, LLP**, whose address is 925 Fourth Avenue, Suite 2900, Seattle, Washington 98104-1158, as (“Firm”), individually hereafter referenced as a “party”, and together as the “parties”.

WHEREAS, the parties entered into a Contract wherein the Firm agreed to provide legal advice and counsel to the City regarding energy productions and sales, renewable energy initiatives and options; and

WHEREAS, additional funds are necessary, thus the original Contract needs to be formally Amended by this written document; and

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

1. CONTRACT DOCUMENTS.

The Contract, dated September 5, 2019 and September 12, 2019, any previous amendments, addendums and / or extensions / renewals 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 Amendment shall become effective on January 1, 2021.

3. COMPENSATION.

The City shall pay an additional amount not to exceed **THIRTY THOUSAND AND NO/100 DOLLARS (\$30,000.00)** for everything furnished and done under this Contract Amendment. The total amount under the original contract, all previous amendments and this Amendment is **ONE HUNDRED TEN THOUSAND AND NO/100 DOLLARS (\$110,000.00)**.



Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:	Type of expenditure: Goods <input type="radio"/> Services <input checked="" type="radio"/>
Department: Legal - Utilities	
Approving Supervisor: Michael Ormsby	
Amount of Proposed Expenditure:	
Funding Source: Split with Water and Solid Waste Disposal	
Please verify correct funding sources. Please indicate breakdown if more than one funding source.	
Why is this expenditure necessary now? To continue analysis begun in 2020 targeted to increase revenue for the generation of electricity from City facilities.	
What are the impacts if expenses are deferred? Could slow down the pace of completing this analysis.	
What alternative resources have been considered?	
Description of the goods or service and any additional information? Amendment of contract with K&L Gates for legal advice and counsel to the City regarding energy productions and sales, renewable energy initiatives and options.	
Person Submitting Form/Contact:	
FINANCE SIGNATURE: <u>Tonya Wallace</u>	CITY ADMINISTRATOR SIGNATURE: _____

Briefing Paper

Public Infrastructure Environment and Sustainability Committee

Division & Department:	Public Works Division
Subject:	Special Counsel Contract Craig Trueblood of K&L Gates
Date:	Jan. 25, 2021
Contact (email & phone):	Elizabeth Schoedel ESchoedel@spokanecity.org (509) 625-6232
City Council Sponsor:	Breean Beggs or Lori Kinnear
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	

Background/History: *Provide brief history*

Craig Trueblood of K & L Gates, has expertise in all spheres of environmental law, particularly the Clean Water Act. He has extensive history with the City which creates a streamlined and efficient representation of the City's interests on complex issues that frequently span years before final resolution. The City also benefits tremendously from his representation of other municipalities on similar issues state-wide and the relationships established over time with regulators and opposing counsels. In 2021, the City will need to finish renegotiating its wastewater and stormwater NPDES permits with Washington State Department of Ecology and navigate the potential PCB TMDL for the Spokane River. Mr. Trueblood will continue to assist and advise the City in the DO TMDL and new human health water quality rules established in 2016, as well implementation of the Integrated Clean Water Plan projects, and other possible issues which could arise under the Clean Water Act.

Executive Summary:

- Contract Amendment
- Special Environmental Outside Counsel to provide legal support, advice, consultation, and risk analysis and support on issues regarding both wastewater and stormwater NPDES Permits; prior TMDL allocations, Clean Water Act issues and concerns; EPA and Ecology Water Quality Standards; and related projects as needed.
- Contract term is anticipated to be approximately 1 year.
- Total compensation not to exceed \$50,000.
- Funds for this contract available from the 2021 Wastewater budget.

Budget Impact:

Approved in current year budget? Yes No N/A

Annual/Reoccurring expenditure? Yes No N/A

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy?

Yes No N/A

Requires change in current operations/policy?

Yes No N/A

Specify changes required:

Known challenges/barriers:



City of Spokane
CONTRACT AMENDMENT
Title: **SPECIAL COUNSEL**

This Contract Amendment is made and entered into by and between the **City of Spokane** as (“City”), a Washington municipal corporation, and **Craig Trueblood of the Law Firm K & L Gates, LLP**, whose address is 925 Fourth Avenue, Suite 2900, Seattle, Washington 98104-1158 as (“**Firm**”). Individually hereafter referenced as a “party”, and together as the “parties”.

*WHEREAS, the parties entered into a Contract wherein the **Firm** agreed to act as Special Counsel for the City to provide legal advice and counsel regarding environmental matters for the Wastewater Management Department; and*

WHEREAS, a change or revision of the Work has been requested, thus the original Contract needs to be formally Amended by this written document; and

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

1. CONTRACT DOCUMENTS.

The Contract, dated May 17, 2018, any previous amendments, addendums and / or extensions / renewals 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 Amendment shall become effective on January 1, 2021.

3. COMPENSATION.

The City shall pay an additional amount not to exceed **FIFTY THOUSAND AND NO/100 DOLLARS (\$50,000.00)** for everything furnished and done under this Contract Amendment. This is the maximum amount to be paid under this Amendment, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

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 Amendment by having legally-binding representatives affix their signatures below.

K & L GATES LLP

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:

N/A

U2020-0103a



Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
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Today's Date:	Type of expenditure: Goods <input type="radio"/> Services <input checked="" type="radio"/>
Department: Legal - Utilities	
Approving Supervisor: Michael Ormsby	
Amount of Proposed Expenditure:	
Funding Source: 4320-30210-35141-54105 - This is will be funded	
Please verify correct funding sources. Please indicate breakdown if more than one funding source.	
Why is this expenditure necessary now? With new federal administration coming into office, many of the environmental issues involving sewer treatment will need review.	
What are the impacts if expenses are deferred? May impact the ability of City staff to timely respond to the impact of regulation changes.	
What alternative resources have been considered?	
Description of the goods or service and any additional information? Amendment of contract with Craig Trueblood of K&L Gates for legal advice and counsel to the City regarding regarding environmental matters for the Wastewater Management Department.	
Person Submitting Form/Contact:	
FINANCE SIGNATURE: <i>Tonya Wallace</i>	CITY ADMINISTRATOR SIGNATURE:

Briefing Paper

Public Infrastructure & Environmental Sustainability

Division & Department:	Street Department
Subject:	Value Blanket Order Contract for Traffic Signal Standards and Luminaire Standards
Date:	1/25/2021
Contact (email & phone):	gokihara@spokanecity.org 232-8842
City Council Sponsor:	
Executive Sponsor:	Clint Harris
Committee(s) Impacted:	Public Infrastructure & Environmental Sustainability
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	6-year Street Plan
Strategic Initiative:	
Deadline:	Current Contract expired 12/31/2020
Outcome: (deliverables, delivery duties, milestones to meet)	Provides a timely way to order signal standards for street projects and maintenance replacements.
<u>Background/History:</u>	
This is a Value Blanket recently put out for bid. Valmont industries was awarded the Value Blanket as a result of that bid process and has been selected as the vendor.	
<u>Executive Summary:</u>	
<ul style="list-style-type: none"> Valmont Industries has been a reliable supplier of this material meeting delivery timelines in the previous iteration of this Value Blanket that expired at the end of 2020 Allows the ordering of signal standard up to a cumulative amount of \$140,180.00 Signal Standards are paid for by project dollars or street maintenance dollars already budgeted. 	
<u>Budget Impact:</u>	
Approved in current year budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Annual/Reoccurring expenditure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
If new, specify funding source:	
Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u>	
Consistent with current operations/policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Requires change in current operations/policy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Specify changes required:	
Known challenges/barriers:	



Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date: 11/16/2020 Type of expenditure: Goods Services

Department: Street

Approving Supervisor: Clint Harris

Amount of Proposed Expenditure: \$140,000

Funding Source: Grants and funded construction projects

Please verify correct funding sources. Please indicate breakdown if more than one funding source.

Why is this expenditure necessary now?

The current value blanket contract for advanced purchasing of traffic signal poles expires at the end of 2020.

What are the impacts if expenses are deferred?

Pre purchased traffic signal poles will not be available for contractors to install for 3 to 6 months depending on order volume which will cause projects with signal poles to be delayed.

What alternative resources have been considered?

There are no alternate resources. Funds expended are all programmed into street projects defined by Integrated Capitol Management.

Description of the goods or service and any additional information?

Traffic signal poles are not a shelf item. They are only manufactured after an order is placed. The intent of the contract is to purchase poles as needed throughout the year to supply projects with traffic signal poles so that projects can be completed in one season.

Person Submitting Form/Contact: Gerald Okihara/232-8842

FINANCE SIGNATURE:

Tonya Wallace

CITY ADMINISTRATOR SIGNATURE:

Satt Simma

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Link-Utilities Strategy for Spokane's Water System
Date:	01/25/2021
Author (email & phone):	mdavis@spokanecity.org 570-4162
City Council Sponsor:	Breean Beggs and Michael Cathcart
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Capital Facility Plans for Utilities as part of the City's Comprehensive Plan and 2023 Water System Plan Update
Strategic Initiative:	Innovative Infrastructure
Deadline:	Feb. 8, 2021
Outcome: (deliverables, delivery duties, milestones)	Consultant selection from the City's Request for Qualifications (RFQ) procurement process
Background/History: In 2020, the City initiated a Multiple Object Decision Analysis (MODA) process to choose a future strategy to meet the City's goals. The intent is to develop a process that will help identify the next 20 years of both Water and Wastewater infrastructure needs. Link-Utilities Strategy Technical Memorandum (GHD, December 2020) developed a draft Multiple Object Decision Analysis (MODA) framework and draft criteria for the water system as the initial step. The next steps in developing the Link-Utility Strategy is to finalize the MODA framework and formalize the criteria to define the path forward for City water projects through Council and public input. Once completed, wastewater infrastructure will be identified using the same process. The final outcome of this project will be to update the 20-year Facilities Plan for both water and wastewater and to recommend revisions and upgrades to the Design Standards and the Spokane Municipal Code (SMS). Starting with Water, the outcomes of the criteria will rely on internal and external feedback, a Communications and Engagement will be included this work as well.	
Executive Summary:	
<ul style="list-style-type: none"> • <i>A consultant will be selected using the City's procurement process to complete the Link-Utility Strategy.</i> • <i>The RFQ is expected to be released in early February.</i> • <i>The consultant contract is budgeted to not exceed \$600,000 over 3 years (2021 to 2023)</i> 	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If new, specify funding source:	
Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact:	
Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A	
Requires change in current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A	
Specify changes required:	
Known challenges/barriers:	

Briefing Paper

Public Infrastructure, Environment, & Sustainability Committee

Division & Department:	Community, Housing, and Human Services (CHHS)		
Subject:	HOME affordable housing contract for <i>ECCO for the Rose Apartments Recommission project</i>		
Date:	Jan. 25, 2021		
Author (email & phone):	Becky Tuno, Program Professional rtuno@spokanecity.org 625-6321		
City Council Sponsor:			
Executive Sponsor:	Tim Sigler		
Committee(s) Impacted:	Public Infrastructure, Environment, & Sustainability (PIES)		
Type of Agenda item:	X Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative		
Alignment:	2020 – 2025 Strategic Plan to Prevent & End Homelessness 2020 – 2024 Consolidated Plan for Community Development		
Strategic Initiative:	Safe and Affordable Housing Choice		
Deadline:	Feb. 8, 2021		
Outcome:	Two projects will construct a total of 49 affordable housing units including 2 units for disabled and 23 units for homeless families.		
<u>Background/History:</u>			
<p>The Fall 2020 CHHS HOME Multifamily RFP received three applications: ECCO Rose Apartments Recommission, Spokane Housing Ventures Vets on N Lacey, and Proclaim Liberty’s Liberty Park Terrace Campus Expansion. The CHHS Board has recommended full funding for all applications. CHHS requests City Council approval to enter into contract with <i>ECCO for the Rose Apartments Recommission project</i>. Request for approval to enter into contract with the other two projects will occur at a later date.</p>			
<u>Executive Summary:</u>			
East Central Community Organization (ECCO) Rose Apartments Recommission			
Project: Final building repairs to the 8 unit historic apartment building. It will provide 2 units affordable to 30% AMI renters and 6 units affordable to 50% AMI renters.			
Location: 1813 E 4 th Ave			
Anticipated Construction Start: As soon as contracts are executed			
Budget:			
Development Budget Sources & Uses			
Source	Amount	Application Status	Funding Uses
City of Spokane HOME	\$133,642	This Application.	Building Repairs
City CDBG Grant	\$71,815	Committed	Architect/Engineer Fees
City Urban Utility Install Grant	\$23,150	Committed	Utility Connections
STCU Loan	\$215,000	Committed	Building Repairs
WSDOT Historic Building Move Grant	\$75,000	Committed	Building Repairs
ECCO Owner’s Equity	\$602,799	Committed	Building Move, Building Repairs, Project Management
Total Sources	\$800,276		

Budget Impact:

Approved in current year budget? Yes No

Annual/Reoccurring expenditure? Yes No

If new, specify funding source:

Other budget impacts:

Operations Impact:

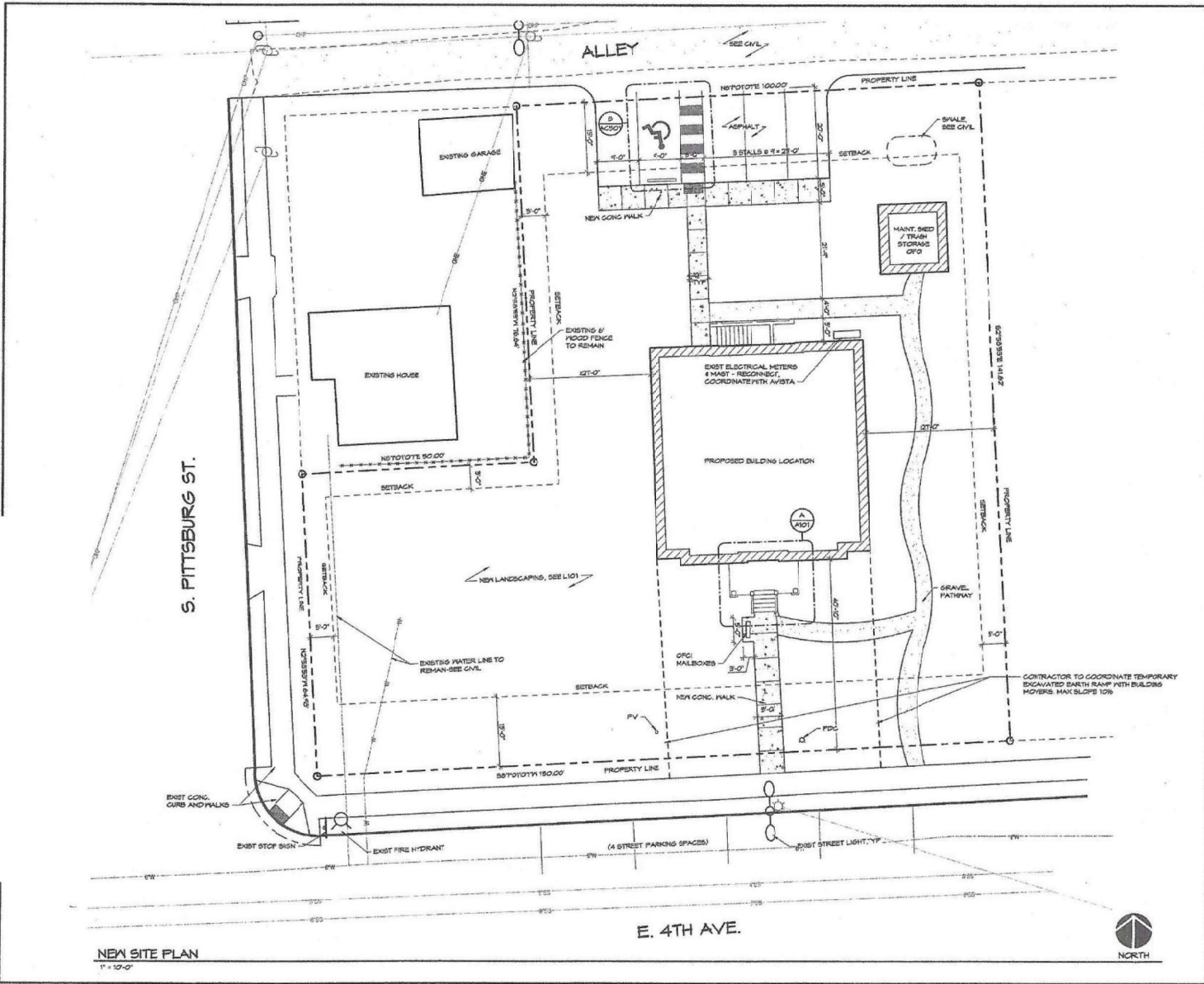
Consistent with current operations/policy? Yes No

Requires change in current operations/policy? Yes No

Specify changes required:

Known challenges/barriers:

ECCO Rose Apartments Recommision Project



NEW SITE PLAN
1" = 10'-0"

E. 4TH AVE.



NOTES

1. SEE CIVIL DRAWINGS FOR GRADING, DRAINAGE, AND UNDERGROUND UTILITIES.
2. SEE LANDSCAPE DRAWINGS FOR ALL PLANTING, IRRIGATION, AND SITE FURNITURE.

ZBA ARCHITECTURE

1011 1ST AVE
SEASIDE, WA 98282
509.425.9128

NO.	DATE	DESCRIPTION	BY

1011 REGISTERED ARCHITECT
MARK S. FINE
STATE OF WASHINGTON
1-22-2020

PROJECT NO. 10333

DRAWN BY CD

CHECKED BY MB

DATE 12/16/14

DESCRIPTION:

AC101