

URBAN EXPERIENCE COMMITTEE MEETING
AGENDA FOR
February 11th, 2019
1:15 p.m. – City Council Briefing Center

The Spokane City Council's Urban Development Committee meeting will be held at **1:15 p.m. on February 11, 2019** in City Council Briefing Center –Lower Level City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington.

The meeting will be conducted in a standing committee format. Because a quorum of the City Council may be present, the standing committee meeting will be conducted as a committee of the whole council.

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

AGENDA

I. Call to Order

II. Approval of Minutes

III. Consent Items

- Amending Ordinance C-26320 to release a portion of the easement- Eldon Brown
- Contract for Chemical Management and Water Treatment at the WTE- David Paine
- Mechanical Repairs at the Waste to Energy Facility- David Paine
- Scaffolding Services at the Waste to Energy Facility- David Paine
- Contract Extension with Cost for Off-Site Pump Repairs at the WTE- David Paine
- Purchase of Miscellaneous Waterworks Products- Loren Searl

IV. Discussion Items

A. Council Request

- Documents for 2 Housing Projects and Update on Other Projects- Melora Sharts

B. Staff Requests

- Bikeshare (Shared Mobility)- Policy and Permitting- Brandon Blankenagel (5 min)
- Abandoned Property/Computer Software- Mike Ormsby (10 min)
- Traffic Calming Program 2018 Application Approval- Katie Myers (5 min)
- School Safety Program 2018 Application Approval- Katie Myers (5 min)

C. Business Reports

- Economic Update- Kris Becker and Gavin Cooley (10 minutes)

V. Strategic Plan Session

- A. Umbrella Agreement for SPS/City/Library Partnership- Rick Romero and Andrew Chanse (5 minutes)
- B. Vision for Renewed Library System:
 - Library Bond Implementation Update- Andrew Chanse (10 minutes)
- C. Increase Recreation Opportunities:
 - Riverfront Park Bond Implementation Update- Garrett Jones (10 minutes)
- D. Increased Community Social Capital:
 - Social Capital Review & Discussion- Bob Lutz, Ashley Beck, SRHD (15 minutes)
 - Promise Zone: Data Supporting Outcomes- Amber Waldref (5 minutes)
- E. Advance Downtown as Region's Largest and Strongest Center:
 - Downtown Plan Update- Heather Trautman (10 minutes)
- F. Public Private Partnerships for Market Rate and Affordable Housing Density:
- G. Low Income Housing: Ridpath Update- Gavin Cooley (5minutes)

VI. Adjournment:

Next Urban Development Committee meeting will be on Monday, March 11th, 2019.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Briefing Paper (Urban Experience Committee Meeting)

Division & Department:	Developer Services
Subject:	Amending Ordinance C-26320 to release a portion of the easement.
Date:	February 11, 2019
Contact (email & phone):	Eldon Brown (ebrown@spokanecity.org) 625-6305
City Council Sponsor:	
Executive Sponsor:	Theresa Sanders
Committee(s) Impacted:	Urban Experience Committee Meeting
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)	Section 17G.080.020 of the Spokane Municipal Code and Chapter 35.79 of RCW regarding street vacations.
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Precedes taking this before City Council to amend the original Ordinance
Background/History: The school district would like to amend Ordinance C-26320 that vacated Howard between 4 th and 5 th and reserved a full-width easement. The school district would like to build an addition to Lewis & Clark High School across the west 30 feet of the reserved easement.	
Executive Summary: <ul style="list-style-type: none"> The easement holders (Comcast, Avista, CenturyLink, City Water and Sewer) are all on board with the easement reduction. Map of the proposal area attached 	
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.) Revenue Generating	
Operations Impact: 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:	

Amending Ordinance C-26320^{ny}

W I 90 Fwy

S Howard St

W 4th Ave

S Wall St

W 5th Ave



S Howard St

0 30 60 90 Feet



Amending Ordinance C-26320 to release
the west 30 feet.

Legend

-  Original easement
-  Easement to be released

THIS IS NOT A LEGAL DOCUMENT.
The information shown on this map is compiled
from various sources and is subject to constant
revision. Information shown on this map should
not be used to determine the location of features
in relationship to property lines, section lines,
streets, etc.



Briefing Paper

Urban Experience

Division & Department:	Public Works Division; Solid Waste Disposal
Subject:	Contract for Chemical Management and Water Treatment at the WTE
Date:	February 11, 2019
Contact (email & phone):	David Paine, dpaine@spokanecity.org , 625-6878
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Urban Experience/ 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:	Innovative Infrastructure: Managing our assets
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Council approval of the contract extension which will allow for uninterrupted chemical management in the boiler feed water and component cooling water at the WTE.
Background/History: <p>The WTE boiler and component cooling water system requires chemical management and treatment for all water required to protect the boiler and components.</p> <p>RFP #4302-17 was issued to solicit a vendor to provide all testing, chemicals, tanks, feed pumps and equipment as required to maintain reliable chemistry for boiler water. Four (4) responses were received. Nalco was determined to be the most qualified.</p> <p>The initial contract was awarded in April of 2017 for two years, with three (3) possible one-year extensions. This will be the first of those extensions.</p>	
Executive Summary: <ul style="list-style-type: none"> Extension #1 of 3 for chemical management and treatment of the boiler water at the WTE. Initial contract was for two (2) years for a total cost of \$52,313.80. Extension will run from February 1, 2019 through March 31, 2020 for a total additional cost of \$36,000.00, which includes additional funds to cover unanticipated fuel surcharge costs that were incurred in 2017 and 2018. 	
Budget Impact: 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.)	
Operations Impact: 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

Urban Experience

Division & Department:	Public Works Division; Solid Waste Disposal
Subject:	Mechanical Repairs at the Waste to Energy Facility
Date:	February 11, 2019
Contact (email & phone):	David Paine, dpaine@spokanecity.org , 625-6878
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Urban Experience/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:	Innovative Infrastructure-Managing our assets
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Council approval of the contract to allow for uninterrupted emergency and scheduled mechanical work at the WTE
Background/History: The necessary scheduled and emergency maintenance work at the WTE requires specialized millwright skills. In response to RFB #4337-17, on March 13, 2017, the City received bids from contractors qualified to perform these mechanical repairs to plant equipment and infrastructure. Knight Construction & Supply, Inc., which is a local business, was the only bidder. This is the second of four (4) extensions with cost to OPR 2017-0257 which runs from April 1, 2019 through March 31, 2020 and will cost \$1,800,000.00.	
Executive Summary: <ul style="list-style-type: none"> Extension #2 of 4 with cost to OPR 2017-0257. The term of this extension shall run from April 1, 2019 through March 31, 2020. Cost of the extension for 2019 is \$1,800,000 including taxes. Contractor to provide mechanical repairs at the City's Waste to Energy Facility per RFB #4337-17. 2019 labor rates will be increased to reflect the increase in prevailing wage rates. 	
Budget Impact: 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.)	
Operations Impact: 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

Urban Experience Committee

Division & Department:	Public Works Division; Solid Waste Disposal
Subject:	Scaffolding Services at the Waste to Energy Facility
Date:	February 11, 2019
Contact (email & phone):	David Paine, dpaine@spokanecity.org , 625-6878
City Council Sponsor:	
Executive Sponsor:	
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)	
Strategic Initiative:	Innovative Infrastructure-Managing our assets
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Council approval of extension to contract for scaffolding services at the WTE.
<u>Background/History:</u> During scheduled and emergency outages at the WTEF, scaffolding must be placed in the boilers to allow safe access for repairs. Bids for scaffolding services for the WTEF were solicited under RFB 4308-16. Safeway Services, LLC., of Spokane Valley, was the only bidder and awarded the contract from April 1, 2017 through March 31, 2018 for \$300,000.00, with the option of four additional one year extensions. The contract was extended for another \$300,000.00 in 2018 and now needs to be extended from April 1, 2019 through March 31, 2020 for an additional \$350,000.00. These additional funds are needed for a periodic inspection of tanks and vessels within the plant.	
<u>Executive Summary:</u> <ul style="list-style-type: none"> Contract to provide scaffolding for two scheduled outages and emergency outages as required. Scaffolding is required for safe access during repairs to the boilers. This is extension #2 of 4, as specified in the RFB, running from April 1, 2019 through March 31, 2020. Annual cost of contract is \$350,000.00. This is a time and materials contract with all labor being subject to WA State prevailing wage regulations. 	
<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:

Briefing Paper

Urban Experience Committee

Division & Department:	Public Works Division; Solid Waste Disposal
Subject:	Contract Extension with Cost for Off-Site Pump Repairs at the WTE
Date:	February 11, 2019
Contact (email & phone):	David Paine, dpaine@spokanecity.org , 625-6878
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Urban Experience/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 with Sulzer pumps 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. In 2015, vendors were solicited for on and off-site repairs of these pumps under IRFQ WTE-32 and Sulzer Pump Services was awarded the one (1) year contract for \$20,000.00, with the possibility of four (4) additional one-year periods. The contract was renewed in 2016 for an additional \$20,000.00 and again in 2017 for an additional \$48,000.00 and in 2018, it was realized that one of the pumps would require a complete overhaul, which would result in the need for the contract amount to be increased to \$120,000.00. There are still some extensive repairs needed, requiring a contract in the amount of \$100,000.00 for 2019 to perform these services.</p>	
<u>Executive Summary:</u> <ul style="list-style-type: none"> Contract for off-site pump repairs and maintenance for the Waste to Energy Facility. Originally bid in 2015 under IRFQ WTE-32 and was issued as a one year minor contract with the possibility of four (4) one-year extensions/renewals. This will be extension #4 of 4 for an additional \$100,000.00. 	
<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:	

Briefing Paper

Urban Experience Committee

Division & Department:	Public Works, 4100 Water & Hydroelectric Services
Subject:	Purchase of Miscellaneous Waterworks Products
Date:	2/11/2019
Author (email & phone):	Loren Searl, lsearl@spokanecity.org , ext. 7851
City Council Sponsor:	
Executive Sponsor:	
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)	Funding for these purchases has been included in the Water & Hydroelectric Services department budget.
Strategic Initiative:	Innovative Infrastructure, Urban Experience
Deadline:	Products needed to support 2019 construction/repair season.
Outcome: (deliverables, delivery duties, milestones to meet)	These orders support efficient and competitive procurement of the known products required to support this year's construction/repair projects for water service throughout the City of Spokane.
<p>Background/History: On Monday, January 14, 2019, sealed bids were opened to provide the Water Warehouse with Miscellaneous Waterworks Products in support of the 2019 service season. Six (6) bids were received itemizing costs across nineteen (19) item categories. Award of this business is recommended across five (5) bid respondents as detailed in the Executive Summary below. These recommendations are in accordance with the low bidder meeting specifications and delivery requirements for each of the nineteen (19) categories.</p> <p>Total Business Awarded: \$914,879.99 including tax</p>	
<p>Executive Summary:</p> <ul style="list-style-type: none"> • <i>Award of items competed on Bid #4505-19 Miscellaneous Waterworks Products is recommended as follows:</i> <ul style="list-style-type: none"> ○ <i>Consolidated Supply (Spokane, WA) - \$601,303.46 including tax</i> <ul style="list-style-type: none"> ▪ <i>Item 1: Brass</i> ▪ <i>Item 3: Compression Brass</i> ▪ <i>Item 6: Megalug Field Lok Gaskets</i> ▪ <i>Item 7: Copper Pipe</i> ▪ <i>Item 8: Ductile Iron Pipe</i> ▪ <i>Item 19: Coiled Pit Setter Meter Box (Value Blanket - \$255,000.00)</i> ○ <i>Core & Main (Spokane, WA) - \$59,196.50 including tax</i> <ul style="list-style-type: none"> ▪ <i>Item 2: Clamps</i> ▪ <i>Item 4: Repair Couplings</i> ▪ <i>Item 10: Service Saddles</i> ▪ <i>Item 11: Tapping Sleeves</i> ▪ <i>Item 17: Eye Bolts</i> ○ <i>Fastenal Company (Winona, MN) - \$526.59 including tax</i> <ul style="list-style-type: none"> ▪ <i>Item 16: All Thread</i> 	

- *Ferguson Waterworks (Spokane Valley, WA) - \$83,666.11 including tax*
 - *Item 9: HDPE Poly Pipe*
 - *Item 12: Gate Valves*
 - *Item 15: Combination Vacuum Release Valves*

- *HD Fowler Company (Spokane, WA) - \$170,187.33 including tax*
 - *Item 5: Ductile Iron Fittings*
 - *Item 13: Butterfly Valves*
 - *Item 14: Butterfly Valves – Domestic*
 - *Item 18: Storz Fittings*

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

Urban Experience Committee

Division & Department:	Neighborhood & Business Services Division Community, Housing, & Human Services (CHHS) Department
Subject:	Documents for 2 housing projects and update on other projects
Date:	February 11, 2019
Author (email & phone):	Melora Sharts, msharts@spokanecity.org , 509.625.6840
City Council Sponsor:	
Executive Sponsor:	Kelly Keenan
Committee(s) Impacted:	Urban Experience
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	City of Spokane HUD Consolidated Plan City of Spokane Comprehensive Plan
Strategic Initiative:	Safe and Affordable Housing Choice
Deadline:	
Outcome:	Rehabilitation of senior housing project with 125 units and construction of 2 new 3-bedroom housing units.
Background/History: The City of Spokane receives HUD HOME program funds exclusively for affordable housing. The allocation of HOME funds to these projects was affirmed by the CHHS Board on 11/11/18 and discussed with the UE Committee on 11/12/18. Two projects allocated funds need Council approval, are ready to proceed, and are moving toward loan closings within 2 months.	
Executive Summary: <ul style="list-style-type: none"> Canterbury Court is a 125-unit apartment building for seniors (62+) owned by St. John's Properties. It was constructed in 1973 under a HUD 236 loan guaranty. 75 units have project-based rent subsidies and 50 units are for households up to 80% AMI. Property is managed by Kiemle & Hagood. Phase 1 of the rehabilitation was funded by a 223(f) HUD-insured loan and included work on all major systems part of the units. The City's \$735,000 HOME loan funds Phase 2, including renovation of some units and common areas. Units are occupied and residents will be temporarily moved within the building as work is done on their units. Under HUD requirements, 75 units will be affordable to households at or below 30% of area median income (AMI) until 2037. The 24 City HOME units will be affordable to households at or below 30% AMI (\$13,700 for a 1-person household) for 20 years. The City loan is fully forgivable. The Cora Duplex will have 2 3-bedroom units and is owned by Dmytro & Marina Sirenkyi and Konstantin & Tatyana Vasilenko. One unit will be affordable to households at or below 30% AMI and one for households at or below 50% AMI. The City's HOME loan of \$175,000. Of this, \$137,500 forgivable and \$37,500 payable. Affordable for 30 years. Units should be available by late 2019. Documentation for both loans is expected to be completed within the next two months. Work can begin thereafter. 	
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: N/A Other budget impacts: (revenue generating, match requirements, etc.) None.	
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: None.
Known challenges/barriers: None.

DRAFT

**HOME-FUNDED RENTAL PROJECTS
PROPOSED AND UNDERWAY**

Pending (allocations recommended by Community, Housing, & Human Services Board for approval by Council)

Project name	Owner/Sponsor	Ownership type	City HOME funds	Total cost	Leverage 1 to X	Total no. of units	Unit type & approx sq ft	Cost/ unit	Cost/ sq ft	Tenant income level	AH Committee Allocation	CHHS Board approval
Canterbury Court (Phase 2) 1010 S Rockwood Blvd (Rockwood) Phase 1: \$5.8 million 223(f) insured mortgage. Bus: 2 (1 mi), 44 (2 mi) Cora Duplex 114 W Cora Ave (North Hill) Bus: 25 (.2 mi), 24 (.6)	St. John's Properties	Non-profit	\$735,000	\$735,000	0.0	125	109 1bd/605 sf 15 2bd/796 sf 1 1bd/708 sf mgr	\$5,880	\$9	ELI, VLI-60	10/24/18	11/11/18
Sirenkyi/Vasilenko		For-profit	\$175,000	\$264,234	0.5	2	2 3bd/1437 sf	\$132,117	\$92	ELI, VLI-50	10/24/18	11/11/18
		Total	\$910,000	\$999,234	0.1	127						

Previously Approved by City Council (Underway)

Project name	Owner/Sponsor	Ownership type	City HOME funds	Total cost	Leverage 1 to X	Total no. of units	Unit type/ approx sq ft	Cost/ unit	Cost/ sq ft	Tenant income level	Allocation date	Council approval
Jayne Auld Manor 2830 E Francis, 6205-11 N Regal (Hillard) Bus: 27 (.5 mi)	J Auld Apts LLC/Spokane Housing Ventures	For-profit owner/Non-profit sponsor, LIHTC, bonds	\$320,000	\$9,900,600	29.9	48	2 bd/846 sf 3bd/1098-1231 sf 25 stu/273-421 sf	\$206,263	\$201	ELI, LI-60	11/1/17	2018-0737 11/12/18
Resident Court 1203 W 5th (Downtown) Bus: 42 (0 ft.)	Spokane Neighborhood Action Partners	Non-profit CHDO	\$250,000	\$365,450	0.5	43	11 1bd/480 sf 6 2bd/804-818 sf 1 2bd mgr/818sf	\$8,499	\$13	ELI, VLI-50	n.a.	2018-0347 6/4/18
1808 E 1st 1808 E First (East Central) Bus: 90 (1-2 blocks)	Basalt Rock, LLC/Vasilenko	For profit	\$180,000	\$320,215	0.8	4	3 2bd/1000 sf 1 3bd/1824 sf	\$80,054	\$66	ELI, VLI-50	5/3/16	2016-0821 11/7/16
East First Ave Fourplex 2418 E 1st Ave (East Central) Bus: 90 (2 blocks)	Basalt Rock, LLC/Vasilenko	For-profit	\$245,000	\$312,313	0.3	4	2 2bd/1120 sf 2 3bd/1380 sf	\$78,078	\$62	ELI, VLI-50	10/31/17	2018-0158 11/1/2017
Special Skills Duplex 2418 E 4th (East Central) Buses: 94 (blocks), 90 (5 blocks)	Inland Empire Residential Resources	Non-profit CHDO	\$325,500	\$327,000	0.0	2	1 2bd/1248 sf 1 3bd/1248 sf	\$163,500	\$131	ELI	5/3/16	2016-0488 6/20/16
East 7th Avenue Duplex 2413 E 7th Ave (East Central) Bus: 94 (.3 mi)	Basalt Rock, LLC/Vasilenko	For-profit	\$175,000	\$325,420	0.9	2	2 3bd/1380 sf	\$162,710	\$118	ELI, VLI-50	10/31/17	2018-0157 11/1/2017
Transitions Permanent Supportive Housing N Hemlock (Auburn-Downriver) Buses: 33 (.2 mi), 23 (.3 mi)	Transitions LIHTC LLC/ Transitional Programs for Women	For-profit owner/Non-profit sponsor, LIHTC	\$650,000	\$6,702,068	9.3	24	5 stu/416 sf 4 1bd/540 sf 12 2bd/650 sf 3 3bd/950 sf	\$279,253	\$376	ELI, VLI-50	10/13/15	2017-0492 7/24/17
	Total		\$2,145,500	\$18,253,066	7.5	127						

Income levels relate to Spokane area median income (AMI):

- Extremely low-income (ELI)
- Very low-income (VLI-50)
- Low-income (LI-60)
- Low-income (LI-80)
- Household income at or below 30% AMI.
- Household income at or below 50% AMI.
- Household income at or below 60% AMI.
- Household income at or below 80% AMI.

Briefing Paper

Urban Experience Committee

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Bikeshare (Shared Mobility) – Policy and Permitting
Date:	2-11-19
Contact (email & phone):	bblankenagel@spokanecity.org
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	
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)	2019 Ordinance Amendments and Shared Mobility Permit Code
Background/History: <i>The bikeshare pilot in 2018 quickly became a very popular transportation option in the community. City staff have engaged a stakeholder group to advise policy updates. The stakeholders have met and discussed many aspects of the subject ordinances. A "Policy Partner" tool was used to record and validate helmet safety discussions. Ordinance amendments are required before Shared Mobility vendors can legally operate in Spokane. With a goal of rebooting in spring 2019, these amendments must be accomplished in short time.</i>	
Executive Summary: <ul style="list-style-type: none"> ○ The "Bikeshare" program – to be known as "Shared Mobility Program" requires some base ordinance amendments to be able to reboot in 2019 <ul style="list-style-type: none"> ▪ 10.17.50 – Helmet Safety (vendor requirements) ▪ 16A.62 – Motorized Personal Transportation Devices ○ Draft ordinance amendments to be reviewed ○ Introduction of the genesis of a Shared Mobility Permit Code <ul style="list-style-type: none"> ▪ Basis for Shared Mobility permitting agreement ▪ Elements of the permit that pertain to system operations 	
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: n/a	
Operations Impact: Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	

Briefing Paper

URBAN EXPERIENCE COMMITTEE

Division & Department:	Legal
Subject:	Abandoned Property/Computer Software
Date:	1-31-19
Author (email & phone):	Mike Ormsby mormsby@spokanecity.org 625-6287
City Council Sponsor:	Council Woman Karen Stratton
Executive Sponsor:	Mike Ormsby
Committee(s) Impacted:	Urban Development/Public Safety
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)	The Strategic Plan targets the need to identify “abandoned and nuisance properties” and repair/renovate them for more optimal use.
Strategic Initiative:	Safe and Healthy Communities
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Install a software system that can be available to and assessed by multiple departments and Police
<u>Background/History:</u> The City has been working on the issues associated with abandoned/nuisance properties for at least the last four years through the efforts of at least three city departments (Police, Business & Neighborhood Services and Legal).	
<u>Executive Summary:</u> <ul style="list-style-type: none"> Provides a tool which allows access to databases necessary to effectively identify and address properties in this category; Facilitates collaboration and communication between the City departments working on this issue 	
<u>Budget Impact:</u> 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.)	
<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:	

City of Spokane | Abandoned Property

The CoS has an opportunity to put a dent in the homelessness epidemic, improve the future of our children, build community efficacy, and make our neighborhoods healthier and happier by implementing a strategic policy to deal with abandoned blight.

Cycle of Abandonment.

There are many reasons why a property may become abandoned.

Foreclosure. First, we need to distinguish foreclosure from abandonment. Foreclosure is a legal process in which a lender attempts to recover their loan by forcing the sale of the property. Abandonment is where a property owner has deserted their property; the property no longer has a responsible caretaker. ***Foreclosures are not the problem, abandoned properties are the problem.*** However, sometimes the foreclosure process creates an abandoned property. This is most common when the lender sends a Notice of Default to the property owner, the owner vacates, and the lender fails to prosecute their foreclosure.¹ Another mechanism of foreclosure that creates abandoned blight is the length of time a foreclosure takes. On average, it takes 540 days from default to foreclosure in Washington, and this does not take into account the period of redemption that can add another 180 days to the process. If the owner vacates and the lien holder fails to secure and maintain, then these properties become abandoned.

Hedge Fund Pools and REO's. An R.E.O. property is a property owned by the lender. These are post foreclosure properties that reverted to the creditor at the foreclosure sale. A hedge fund is an aggregation of capital for investment purposes. Sometimes this investment is in a pool of real property notes or deeds. In both of these scenarios, a servicer is often managing a pool of thousands properties. These servicers have a fiduciary duty to either maximize proceeds or minimize losses. They have no vested interest in the community or any single individual property. This is one reason why properties in hedge fund pools and REO properties can fall in the *zombie property* morass. The responsible party simply cannot be bothered to return the property to productive use. A more cynical view is that the insurance (or federal guarantee) is worth more to the lender than the actual value of the property, so the lien holder is incentivized to do nothing.

Deceased Owners. Properties often become abandoned when the owner dies and there are no heirs (or no willing heirs). Heirs of the deceased may not have the capital to put the property in probate and may have no interest in the property. With no responsible party these properties become abandoned blight.

¹ CEU witnessed a sad example of this when investigating an abandoned property. A senior citizen on a fixed income had lived in their property for decades when she received a Notice of Default and promptly vacated her home. The bank never prosecuted the foreclosure and the property became abandoned. By the time we intervened, this property owner had been living across town for years, paying rent she could not afford, all while her home sat empty. This is an example of why prevention and education is the first and best option in stemming abandoned blight.

City of Spokane | Abandoned Property

Code Enforcement. Currently, the CoS's Building Official process inadvertently creates blight. First, a "Do Not Occupy" order gets issued, ensuring that the property remains vacant. Second, our process attaches administrative costs and fees to the property's title. Third, there is no end point to the process (unless the owner pays the fines, fees and rehabilitates the property). The properties without a responsible owner get broken into, damaged, police/fire/medics/CE get called and respond. The Building Official orders only cover the building, so we are unable deal with squatters on the land. Unfortunately, these properties deteriorate rapidly and our neighborhoods are often left with vacant, boarded structures that now have an encumbered title.

Existing Efforts

Departments and units across the City are working hard to deal with abandoned blight, but we are going about it in a scattered and disorganized manner.

- Spokane Matters Projects –
 - 1.0 (GIS Target Map for Abandoned Properties) – this 'abandoned property map' project digressed into an 'REO / foreclosure map' which did not adequately address abandoned properties and has not been maintained. This was a good pilot project for collaborative effort across multiple departments: SPD; Business Analytics; Community Frameworks; Code; CHHS; GIS, and is a model we should replicate.
 - 2.0 (Derelict Housing Acquisition and Home Ownership Pilot Program) – utilizing CDBG funds to facilitate Habitat for Humanity's acquisition of derelict properties for the purpose of renovation and creation of affordable housing. Utilizing public grants and loans in collaboration with Community Development Corporations or private developers is the single most effective way to turn abandoned blight into affordable housing.
 - 2.0 (Zombie Zap Web Posting) – create a landing page with information and resources related to foreclosure; provide links to WA State resources for owners and renters.
- CHHS – CHHS makes meaningful contributions to neighborhoods by prompting new housing projects. They are often the catalyst that make affordable housing projects possible. Abandoned properties are the ideal target for their acquisition and reuse programs.
 - Home Rehabilitation Loans – loans of \$10,000 - \$30,000 to low-income (<80% AMI) homeowners for needed home repairs.
 - Essential Repair Program – grants of \$50-\$4,000 for small but critical repairs that allow homeowners to safely remain in their home.
 - Multifamily Housing Program – HOME Investment Partnership provides loans and forgivable loans of \$75,000 or more to help for-profit and nonprofit housing developers purchase, repair, or construct affordable rental housing.
- Education & Prevention – SNAP receives money from the CoS for foreclosure counseling.
- Infill Development – the Infill Development Steering Committee rated making zombie properties available for re-use and development as high impact.

City of Spokane | Abandoned Property

- Spokane Police Department's Civil Enforcement Unit – SPD's CEU litigates abandoned and nuisance properties; in the past 15 months CEU has placed more than a dozen abandoned properties into receivership and returned them to productive use.
- Code Enforcement – Code Enforcement utilizes the Substandard Building code to respond to complaints regarding unsafe structures; such as: substandard buildings, unfit buildings, boarded-up buildings, and abandoned buildings.
 - Probate – Code has hired outside counsel to assist with probate matters on properties with deceased owners. Counsel gets appointed as a personal representative with authority to sell the property.
 - HB 2057 – Code utilizes a “City Affidavit of Abandonment” that allows lien holders to execute property preservation efforts on “pre-foreclosure” properties.
- Property Maintenance Code – the proposed Property Maintenance Code focuses on educating the community on home safety requirements and protecting the exterior of structures from the elements. This program may go into effect in 2019 and is currently complaint driven and designed to get voluntary compliance.
- Vacant Lots Initiative – the Vacant Lots initiative is aimed at boosting quality of life by increasing density. The City Council is considering code changes that would allow developers to go three stories high on some projects and allow new buildings closer to property lines.
- Ending Homelessness Initiative – objectives include: (1) preserving and expanding quality, safe, affordable housing choices; (2) prevent and reduce homelessness; and (3) expand community development and economic opportunities.
- Mayor's Quality Housing Task Force – final recommendation for year 0-1 included partnering with local real estate organizations to identify vacant, abandoned and substandard homes. Final recommendation for years 1-2 included pursuing legislative action to expedite foreclosures.²

Legal Tools

- Property Tax Foreclosure – the sale of a property, by the county, to pay delinquent property taxes; transfers clear title to a new owner. (RCW 84.64, RCW 84.56.020).
- Executing a Judgment (Municipal Foreclosure) – the City imposes costs and penalties on properties for a variety of reasons. Once those costs are awarded as judgments and filed with

² A CoS 'foreclosure reform group' has worked for the past three years to enact legislation aimed at fixing *Jordan v. Nationstar* and streamlining the foreclosure process. The end result of this work has been HB 2057. While this law is now something we have to work with, in my opinion, it: conflicts with current state law on abatement; shifts liability and responsibility from lien holders to municipalities; provides yet another smoke screen for lien holders to hide behind; creates an unfunded municipal responsibility; fails to address the slow foreclosure process; and fails to provide a mechanism to return abandoned properties to productive use. However, CE has implemented a process around this new law and has used it to successfully obtain lien holder property preservation on pre-foreclosure homes.

City of Spokane | Abandoned Property

the city treasurer as liens on the property, the city can have an execution issued for the collection of the judgment. Essentially forcing a foreclosure. (RCW 84.64, RCW 6.17).

- Probate – the City can initiate a probate action on behalf of the deceased. (RCW 11).
- Building Official Process – this process is discussed above, but with a few minor code amendments and process shifts the building official process could be used effectively to return abandoned property to productive use through receivership. (SMC 17F.070).
- Receivership – court appoints a receiver (a neutral third party) to take possession, manage and dispose of real property; the receiver can sell the property free and clear of liens and rights of redemption. SPD CEU is having success clearing encumbered titles and returning blight to productive use through this method. (RCW 7.60).
- Chronic Nuisance Abatement – the City can abate an abandoned property nuisance by appointing a receiver to sell the property. (SMC 10.08A and RCW 7.43).
- Drug Forfeiture – a law enforcement agency may seize and forfeit real property that is used for the delivery of controlled substances. “Forfeited property and net proceeds shall be retained by the seizing law enforcement agency exclusively for the expansion and improvement of controlled substances related law enforcement activity.” RCW 69.50.505.
- Eminent Domain & Condemnation – the City may acquire blighted property (i.e., property that has not been lawfully occupied for a period of one or more years and is either a threat to public safety or associated with drug activity). RCW 35.80A. RCW 8. *City of Tacoma v. Zimmerman*, 119 Wn. App. 738, review denied, 152 Wn.2d 1028 (2004).

Abandoned Property Data

There is no single identifier for an abandoned property, rather there are numerous characteristics that need to be looked at together. Currently our real property data is fragmented across multiple silos: notices of default; foreclosure registry; liens; probate; tax delinquency; utility information; calls for service; code violations; property value; tax payer; and ownership.

There is a critical need for this information to be unified, in real-time, and parcel based. Without reliable, up-to-date, data we cannot begin to make informed, evidence based, policies.

The City has completed an RFP for software that aggregates these fragmented data sources into a single, spatially-enabled web application. This integration is automated at regular intervals, can run advanced spatial queries, allows users to generate reports, performance metrics, scoring models, incorporates machine learning and predictive modeling, and standardizes data. The selected provider is Tolemi’s BuildingBlocks application. Louisville was the pilot City for this application. Just in the last fiscal year Louisville has saved over \$400,000 in demolition, sold 60 rehabbed houses, and leveraged \$4,000,000 in private investment into rehabilitated housing.

Optimizing our Impact

Only by unifying our current efforts under a single strategic approach can we fully realize the power of our efforts.

The first step is data integration and spatial analytics with reliable, up-to-date, parcel based, data. With Tolemi’s BuildingBlocks application, the CoS, third party investors and

City of Spokane | Abandoned Property

community-based organizations can begin to evaluate abandoned properties in parcel level detail and make impactful decisions on how and where to intervene and invest.

The second step is to unify and coordinate our efforts under a common strategic plan. This plan should focus on (1) preventing the next abandoned property (outreach, education, systemic reform); and (2) returning the current backlog of abandoned blight to productive use (receivership and probate litigation, negotiation with lien holders, catalyzing private enterprise).

Abandoned properties are an opportunity for the City of Spokane. By addressing abandoned blight we can rebuild public trust, improve economic vitality and make our neighborhoods healthier and safer.



Spokane City Project Charter

Project Title	Maximizing Property Utilization
Co-Project Sponsor	Capt. Brad Arleth
Div/Dept	Spokane Police Department
Co-Project Sponsors	Kris Becker / Kelly Keenan
Div/Dept	Neighborhood and Business Services
Project Manager	Brandon Meiers, Project Management Office
Date Prepared	1/14/2019

Project Description:

The City of Spokane has a multi-department opportunity to improve the health, safety and quality of life for all its citizens by returning abandoned and distressed properties back to productive use through purposeful rehabilitation. This project includes a cross-department life-cycle process approach and includes implementation of Tolemi BuildingBlocks, a geographical real property data analysis and case management information system that allows sharing of information across City departments.

Project Purpose:

Abandoned properties are a threat to public health and safety and present a daunting challenge with an estimated 1,500 abandoned properties citywide. The average abandoned property generates \$1,472 in direct municipal costs per year. This is a \$2.2 million burden to Spokane tax payers every single year. Abandoned properties decrease the value of nearby homes, decrease municipal revenue, and increase crime.

Mining the fragmented foreclosure, lien, probate, tax, utility, and ownership records from the various incompatible departmental data systems is arduous and costly. There is a critical need for this information to be unified, in real-time, and parcel based. A geographical real property information system enables the City of Spokane, third party investors, and community-based organizations to evaluate the scope of the abandoned property mortgage crises in parcel level detail and make insightful and impactful decisions on where and how to intervene and invest. It better integrates data on properties from multiple sources and would allow a public-facing portal of approved information to be available to the public. This open public portal is not a requirement, but is available within the selected system if the City chooses to make some or all of that information available in that way.

The problem statement has been defined to ensure a life-cycle approach to managing these properties and owners. This has the potential to support earlier identification and support of owners of properties that may have indicators of distressed ownership that may benefit from earlier City or other agency resources. These indicators come from the same data from utilities and is currently a separate project under review by the City Administrator.

Business Case Justification:

Strategic Objective



Spokane City Project Charter

- Safe and Healthy- Safer Community

Abandoned properties as a threat to public health and safety

- There is a direct correlation between crime and abandoned properties
- A one percentage point increase in foreclosure rate relates to an estimated increase in violent crime by 6.68 percent
- The rate of violent crime within 250 feet of an abandoned property typically increases by 15 percent
- A block with an abandoned property can expect 3.2 times the drug calls, 1.8 time the theft calls, and double the calls for violent behavior

Abandoned properties directly and indirectly cost taxpayers millions of dollars per year

- Average abandoned property generates \$1,472 in direct municipal cost (~\$2.2 mil)
- A single abandoned property reduces the aggregate value of nearby homes an estimated \$63,000 (~\$94.5 mil)
- Abandoned properties decrease municipal revenue through uncollected taxes and reduced tax rolls (\$1.9 mil)

Project Goal

- A 1% conversion (15 properties) of abandoned or distressed properties back to useful life with taxes, fees, and liens paid over 18 months from start of project. Once the initial year is underway and on path to success a broader non-government partnership model of how to scale and increase the number of properties in transition each year would require review and a separate project charter to develop and implement an expanded program.

Commented [EF1]: I believe we need to set a goal to help harness the benefit.
We need city numbers, as 1% of the 1500 countywide may not be the right goal. The various agencies still seem to be in the single digit per year in terms of rehabbing houses so a realistic goal and timeframe may be needed.

Cost Estimate

Low \$40,000 - High \$40,000

Benefit Estimate

Low 0 - High \$41,000 (15 properties generating property tax and reduced City costs); .5 FTE estimated staff capacity gain by reduced staff input and documentation in separate tracking methods

High-Level Requirements:

- Datasets we have access to today
 - Foreclosure – from assessor data, not the foreclosure registry from Code Enforcement
 - County Assessor/Treasurer Data
 - Avista data – no power available at property
 - City data – no water available at property
- Datasets to be included in this process on initial implementation
 - Properties identified as abandoned chronic nuisance by SPD analysts
 - Calls for service
 - 911



Spokane City Project Charter

- Crime Check
- Fire
- Police
- Code enforcement cases, including active cases preferably
- State LLCs owned by the same entity
- Death certificate data
- Houses in probate – deceased individuals
- Addresses where CHHS has provided loans
- Datasets to be included in future updates
 - Community Champions data (First Year)
 - Building Official cases, including active cases preferably (First Year)
 - USPS – need to define (First Year)
 - Demographics / Census data (First Year)
 - Data on corporate landlords (TBD)
 - Avista late pay or payment arrangement indicators (TBD) *
 - City Utility late pay or payment arrangement indicators (TBD) *

*-To facilitate earlier identification and support to home owners before a property becomes distressed or abandoned

Project Assumptions and Risks:

- Assumptions
- Risks

Project Constraints:

- Cost
 - Software budget limited to \$40,000
- Scope
 - Data sets that will be included in the initial implementation are limited to those that are available when the project kicks off. Additional datasets can be included in the product as they become available after project closure.
- Schedule
 - TBD 2Q 2019 – this will be determined once the contract is completed

Project Budget:

Budget Years - 2019

Project Timeline:

- This will be determined once the contract is completed. It is estimated as a 90 day implementation and data conversion which would indicate a mid to end of 2Q 2019 implementation.

Project Sponsorship & Team:



Spokane City Project Charter

Add the following to the table as appropriate:

- **Team Member:** Individuals that work toward the deliverables of the project.
 - Responsibilities include: understand the work to be completed; complete research, data gathering, analysis, and documentation as outlined in the project plan; inform the project manager of issues, scope changes, and risk and quality concerns; proactively communicate status; and manage expectations.
- **Stakeholders:** Individuals affected by the activities or outcome of a project.
 - Responsibilities may include: Provide input into the project charter. Participate in testing and training. Sign off on project deliverables. Stay informed of project status/progress and raise risks and issues.
- **Subject Matter Experts (SMEs):** Experts on specific topics that pertain to the scope of the project.
 - Responsibilities include: Providing the project Team Members with expert recommendations and/or guidance. SMEs typically are not responsible for completing project deliverables.

Project Team Members	Title/Department
Bischoff, Kate	Customer Success Dept. Head/Toleml
Melers, Brandon	Senior Project Manager/PMO

Primary Stakeholders	Title/Department
Sanders, Theresa	City Administrator / Interim for NBS Director
Arleth, Brad	Captian/SPD
Becker, Krls	Director/DSC, Parking, Code Enforcement
Flnch, Eric	CITO/ITSD
Folsom, Matthew	Asst. Clty Attorney/Legal
Keenan, Kelly	Director/CHHS
Ormsby, Mike	City Attorney/Legal

Subject Matter Experts	Title/Department
Ruffing, Jason	/Code Enforcement
Myers, Bill	GIS Manager/ITSD
Obbie, Dave	DBA/ITSD
Trautman, Paul	Program Manager/CHHS
West, Jacque	Program Manager/BDS
Wittstruck, Melissa	

Approvals

Co-Sponsor Signature: _____

Co-Sponsor Name: **Brad Arleth - Captain/SPD**



Spokane City Project Charter

Date: _____

Co-Sponsor Signature: _____

Co-Sponsor Name: **Kris, Becker - Director/DSC, Parking, Code Enforcement**

Date: _____

Co-Sponsor Signature: _____

Co-Sponsor Name: **Kelly, Keenan - Director/CHHS**

Date: _____

Project Manager Signature: _____

Project Manager Name: **Melers, Brandon - Sr. Project Manager/PMO**

Date: _____

Briefing Paper

Urban Experience Committee

Division & Department:	Business & Development Services, Neighborhood & Planning Services
Subject:	Traffic Calming Program 2018 Application Approval
Date:	1/31/2019
Author (email & phone):	kmyers@spokanecity.org, 509-625-6733
City Council Sponsor:	Beggs, Mumm, Burke
Executive Sponsor:	Beggs
Committee(s) Impacted:	Urban Experience & PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> X 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:	Infrastructure
Deadline:	NA
Outcome: (deliverables, delivery duties, milestones to meet)	Approve cycle 8 (2018) neighborhood council traffic calming applications for future construction/implementation.
Background/History: The neighborhood council Traffic Calming Program allows neighborhood councils to submit up to two applications each year for traffic calming features within their neighborhood with funding coming from the Photo Red program. The intent of this briefing paper is to brief the full Council on neighborhood council applications received in 2018 and then take the list of projects to a formal Council meeting for a final vote of approval.	
Executive Summary: The cycle 8 (2018) traffic calming applications that have been preliminarily approved by the Council Traffic Calming Subcommittee, for design, engineering and construction using funds from the Traffic Calming Measures Fund are as follows:	
<u>District 1</u> <ul style="list-style-type: none"> Chief Garry Park: Wandering sidewalk in the west end of Chief Garry Park, from Mission to Sinto, connecting to the proposed new STA City Central Line \$160,000. Chief Garry Park: Sidewalks on Cook St., from Nora to Mission, \$175,000. Nevada Heights: Interactive speed feedback signs at Nevada & Everett, \$30,000. <p>Total for District 1: \$365,000.</p>	
<u>District 2</u> <ul style="list-style-type: none"> Browne's Addition: 2nd & Cannon – enhanced pedestrian crossing at Oak, \$20,000. Cliff/Cannon: Cedar & 14th – pedestrian refuge island, \$60,000. Grandview/Thorpe: Infill sidewalk on Milton St. from 14th to 15th Ave. \$190,000. Manito/Cannon Hill: Bernard & 25th – bump out and marked crosswalk, \$55,000. <p>Total for District 2: \$325,000.</p>	

District 3

- Emerson/Garfield: Post St. – Waverly Pl. to Cleveland Ave. – install a marked crosswalk and Rectangular Rapid Flash Pedestrian Crossing Beacon (RRFB), \$50,000.
- Five Mile: Install infill sidewalk on Strong Road, from the proposed new Roundabout to existing pedestrian pathway that leads to Sky Prairie Park., \$100,000.
- North Hill: Post & Gordon intersection – Infill sidewalk and ADA ramps, \$80,000.
- Northwest: Interactive speed feedback signs, on Assembly approximately in front of Dwight Merkel Sports Complex, \$30,000.
- Northwest: Install infill sidewalk on the south end of Loma Vista Park, \$100,000.

Total for District 3: \$360,000.

Total Cost for all recommended projects to be charged to Photo Red: \$1,050,000.

Budget Impact:

Approved in current year budget? ☐ Yes ☒ X No

Annual/Reoccurring expenditure? ☐ Yes ☒ X No

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy? ☒ X Yes ☐ No

Requires change in current operations/policy? ☐ Yes ☒ X No

Specify changes required: NA

Known challenges/barriers: NA

Briefing Paper

Urban Experience Committee

Division & Department:	Business & Development Services, Neighborhood & Planning Services
Subject:	School Safety Program 2018 Application Approval
Date:	1/31/2019
Author (email & phone):	kmyers@spokanecity.org , 509-625-6733
City Council Sponsor:	Beggs, Mumm, Burke
Executive Sponsor:	Beggs
Committee(s) Impacted:	Urban Experience & PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> X 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:	Infrastructure
Deadline:	NA
Outcome: (deliverables, delivery duties, milestones to meet)	Approve 2018 School Safety Program applications for future construction/implementation.
Background/History: The School Safety Program was created in 2018 with funding coming from School Radar fund. In 2018 the City began accepting community wide applications for safety improvements at, near and around schools throughout the City of Spokane. The intent of this briefing paper is to brief the full Council on community applications received in 2018 and then take the list of projects to a formal Council meeting for a final vote of approval.	
Executive Summary: The 2018 School Safety Program applications that have been preliminarily approved by the Council Traffic Calming Subcommittee, for design, engineering and construction using funds from the School Radar Fund are as follows:	
<u>City Wide Projects</u> <ul style="list-style-type: none"> Spokane Public Schools: City wide - store and distribute multi-sport certified helmets for biking and skateboarding, \$5,000. GIS Mapping by City forces to add preferred routes to school to the City GIS map, \$50,000. Total for City Wide Projects: 55,000	
<u>District 1 Projects</u> <ul style="list-style-type: none"> Nevada Heights: Rogers High School - Perry St - Infill sidewalks from Empire to Wellesley, \$220,000. Whitman Neighborhood Council: Whitman Elementary, Pittsburg - Infill sidewalks from Everett to Queen, \$230,000. Integrated Capital Management (ICM): Pride Prep – Install a Rectangular Rapid Flash Pedestrian Crossing Beacon (RRFB) across Sprague just east of Scott Street at the existing pedestrian crossing, \$60,000. 	

- Spokane Public Schools: Arlington Elementary – Replace existing overhead school crossing lights and existing school 20 MPH speed zone on Francis with a 20 MPH When Flashing device, \$24,000.
- Spokane Public Schools: Arlington Elementary - Install separated sidewalks and street trees on Weile - Pittsburg to Crestline, \$225,000.
- Spokane Public Schools: Arlington Elementary - Install sidewalks and pave Vanetta - Napa to Crestline \$300,000.
- Spokane Public Schools: Rogers High School - Replace existing 20MPH school zone on Wellesley with a 20 MPH When Flashing device, \$22,000.
- Spokane Public Schools: Rogers High School – Install a new RRFB on west leg of Helena & Wellesley, \$60,000.

Total for District 1 Projects: \$1,141,000.

District 2 Projects

- Rockwood Neighborhood Council: Hutton Elementary – install a test speed hump at Garfield & 24th and perform effectiveness study, \$110,000.
- Spokane Public Schools: Lincoln Heights Elementary, move crosswalk to south leg of Freya and 22nd, \$5,000.
- Spokane Public Schools: Lincoln Heights Elementary - Install sidewalks on east side of Thor - 21st to 22nd adjust crosswalks, \$70,000.
- Spokane Public Schools: Lincoln Heights Elementary - Install sidewalks on north side of 23rd - Thor to Freya, \$145,000.
- Spokane Public Schools: Hamblen Elementary - Install sidewalks on one side of Crestline – 34th -37th, \$200,000.
- Spokane Public Schools: Sheridan Elementary - Install standard City of Spokane crosswalk, school crossing, at Hartson and Freya \$5,000.
- Spokane Public Schools: Ferris High School - Replace existing 20MPH school zone on 37th and on Regal, with a 20 MPH When Flashing device, \$44,000.
- Spokane Public Schools: Lewis & Clark High School – move the existing crosswalk from the south to the north leg of 5th & Washington, Install school signs, and a 20 MPH When Flashing device, \$35,000.

Total for District 2 Projects: \$614,000.

District 3 Projects

- North Hill Neighborhood Council: Madison Elementary - Install sidewalk on north side of Rowan - Howard to Stevens, \$50,000.
- North Hill Neighborhood Council: Madison Elementary – Phase 1 – Install wandering sidewalk in Franklin Park (Phase 1 on the west side of the park and move current crosswalk at Whitehouse and Queen from the west leg to the east leg. Phase 2 will be wandering sidewalk in the south side of the park and will be Implemented by the Parks Department, \$195,000.
- Balboa/SIT Neighborhood Council: Assumption School – change the existing overhead school crossing and existing school signing to a pedestrian RRFB, \$50,000.
- Spokane Public Schools: Salk Middle School – Install a 20 MPH When Flashing device on Alberta, north of Francis for the school, \$22,000.

- Spokane Public Schools: Shadle High School – Replace existing 20MPH school zone on Ash with a 20 MPH When Flashing device, \$22,000.
- Spokane Public Schools: North Central High School – Replace existing 20MPH school zone on Maxwell and on Howard with a 20 MPH When Flashing device, \$44,000.

Total for District 3 Projects: \$383,000.

Total Cost for all recommended projects to be charged to school radar fund: \$2,193,000.00

Budget Impact:

Approved in current year budget? ☐ Yea X ☒ No

Annual/Reoccurring expenditure? ☐ Yes X ☒ No

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy? X ☐ Yes ☐ No

Requires change in current operations/policy? ☐ Yes X ☒ No

Specify changes required: NA

Known challenges/barriers: NA

Briefing Paper

Urban Experience Committee

Division & Department:	Library
Subject:	Library Bond Implementation Update
Date:	2/4/19
Author (email & phone):	Andrew Chanse, achanse@spokanelibrary.org , 444-5305
City Council Sponsor:	Burke
Executive Sponsor:	Andrew Chanse
Committee(s) Impacted:	Urban Experience
Type of Agenda item:	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	http://future.spokanelibrary.org/SPL6%20report%202018-07-10%20DRAFT[4].pdf
Strategic Initiative:	Vision for Renewed Library System (Implementation)
Deadline:	December 2023
Outcome: (deliverables, delivery duties, milestones to meet)	SPL Bond Projects implemented by end of 2023
Background/History: <i>Update on voter approved bond for SPL capital projects</i>	
Executive Summary: <ul style="list-style-type: none"> • Scope and contract with Group 4 and Integrus for the next phase of design work and planning has been completed • Interviews to select a GC/CM for Downtown and Shadle occurred the first week of February. • Second round of internal programming and concept refinement workshops for the facilities were held in late January. Umbrella agreement between city/schools/libraries is nearly complete. Anticipated adoption in mid-February. • We will begin design work for Downtown, Shadle, the East Side relocation, and the new facility next to Libby Center this quarter. Meetings are being coordinated with Parks and Schools on joint projects. • We have been actively participating in the Shaw Campus conceptual work with Spokane Public Schools since last October. • Umbrella agreement between city/schools/libraries is nearly complete. Anticipated adoption in mid-February. • Design work for South Hill and Indian Trail will resume mid-2020. • We anticipate all projects to be complete by the end of 2023.. 	

- Public opportunities for updates and feedback will happen throughout the project.
- Updates will be shared on <http://future.spokanelibrary.org/>

Budget Impact:

Approved in current year budget? ☒ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☒ No

If new, specify funding source: Voter-approved bond fund

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: Staffing levels adjustment

Known challenges/barriers: Staffing for new/expanded facilities will need to be addressed. We are currently working on drafts of different tiers of staffing for later discussion with Library Board of Trustees, City Council, and Administration.