

## **URBAN EXPERIENCE COMMITTEE MEETING**

### **AGENDA FOR**

**June 10<sup>th</sup>, 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 June 10, 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**

- A. Urban Utility Installation Program Application- Heather Trautman & Teri Stripes
- B. Brownfields Program Grant Award for University District Coalition- Heather Trautman & Teri Stripes
- C. Creation of Media Manager Position- Marlene Feist
- D. Spokane Youth Card Contract Update- Gavin Cooley
- E. Inter-local Agreement with Spokane River Gorge Restoration Project- Carly Cortright
- F. Vacation of Alley between Martin & Napa south of Fairview- Eldon Brown
- G. Vacation of Alley between Central & Columbia from Julia to Myrtle- Eldon Brown

#### **IV. Strategic Plan Session**

- A. Library Bond Implementation Update- Andrew Chanse (10 min)
- B. Spokane County Trails Plan- Inga Note (10 min)
- C. Spokane Conservation Futures, review, and discussion- Inga Note/Paul Knowles Spokane County (10 min)
- D. City of Spokane Census Committee, Review, and Discussion- Patrick Jones (10 min)
- E. Spokane Indicators Project, Review, and Update- Patrick Jones (10 min)
- F. Spokane River Trail, Review, and Update- Gavin Cooley (5 min)
- G. North Bank Update- Garrett Jones and Rick Romero (5 min)
- H. SPS, City, Library, and Parks Umbrella Agreement Update- Rick Romero (5 min)
- I. Mt. Spokane State Park- Overview, Opportunities, and Discussion (15 min)
  - Alpine- Brad McQuarrie, General Manager Mt. Spokane Ski & Snowboard
  - Nordic- Susan Engel, Spokane Nordic Ski Association
- J. SRHD Update- Dr. Bob Lutz (25 min)

**V. Staff Reports**

A. Economic Update- Kris Becker and Gavin Cooley (10 min)

**VI. Adjournment:**

**Next Urban Development Committee meeting will be on Monday, July 8<sup>th</sup>, 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](mailto: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

<b>Division &amp; Department:</b>	Planning Economic Development Team
<b>Subject:</b>	Urban Utility Installation Program Application
<b>Date:</b>	6/10/2019
<b>Author (email &amp; phone):</b>	Department Director, Heather Trautman and Teri Stripes x6597
<b>City Council Sponsor:</b>	Ben Stuckart
<b>Executive Sponsor:</b>	Gavin Cooley
<b>Committee(s) Impacted:</b>	Urban Experience, Sustainable Resource and Innovative Infrastructure
<b>Type of Agenda item:</b>	X Consent      Discussion      Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	<p><b>Strategic Key Advancement of:</b></p> <p><b>Strategies and Tactics:</b></p> <ul style="list-style-type: none"> <li>Invest in Key Neighborhoods and Business Centers; esp PDA's</li> <li>Invest in Key Public Amenities and Facilities</li> <li>Maximize Public Assets</li> </ul> <p><b>Expected Outcomes:</b></p> <ul style="list-style-type: none"> <li>Property values growing faster than historic averages</li> <li>We have created an environment to promote mixed income neighborhoods with a diverse range of housing options for all buyers</li> <li>Total public/private investment and job growth is higher in targeted areas compared with the region</li> </ul> <p><b>Comprehensive Plan, Charter 7 Economic Development:</b></p> <p>ED 2 LAND AVAILABILITY FOR ECONOMIC ACTIVITIES Goal: Ensure that an adequate supply of useable industrial and commercial</p> <ul style="list-style-type: none"> <li>Property is available for economic development activities.</li> </ul> <p>ED 6 INFRASTRUCTURE Goal: Implement infrastructure maintenance and improvement programs that support new and existing business and that reinforce Spokane's position as a regional center.</p> <p>ED 7 REGULATORY ENVIRONMENT AND TAX STRUCTURE Goal: Create a regulatory environment and tax structure that encourage investment, nurture economic activity, and promote a good business climate.</p> <ul style="list-style-type: none"> <li>ED 7.4 Tax Incentives for Land Improvement <i>Support a tax structure that encourages business investment and construction where infrastructure exists, especially in centers or other target areas for development.</i></li> <li>ED 7.5 Tax Incentives for Renovation <i>Use tax incentives and investments to encourage revitalization, modernization, or rehabilitation of deteriorated</i></li> </ul>

	<i>residential and commercial properties and buildings for new economic activity.</i>
<b>Strategic Initiative:</b>	See above Alignment with Urban Experience
<b>Deadline:</b>	6/10/2019
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	City and developer agreement on Urban Utility Installation Program reimbursement assistance of up to \$10,000 for a Water/ Fire right-of-way improvement for the Esmeralda Commerce Park Phase I Northwest Corner of N. Freya Street and E. Garland Avenue
<p><u><b>Background/History:</b></u> Provide brief history e.g. this is the 3<sup>rd</sup> and final 5 year extension of the contract which was put in place in 2007.</p> <p>In 2018, Council passed ORD C35632 and Administrative Policy 065-18-01 for the implementation of the Urban Utility Installation Program Assistance.</p>	
<p><u><b>Executive Summary:</b></u></p> <p>The Pre-application was received by Esmeralda Commerce Park (ECP) Phase I for Urban Utility Installation assistance. This development is for phase I construction of a manufacturing facility as part of the ECP.</p> <p>That application for the Urban Utility Installation Program for assistance of up to the maximum available for a qualified project expenses, which is up to \$10,000. This approval is based upon the application meeting the following four criteria and is contingent upon the execution of an agreement between you and the City of Spokane.</p> <ul style="list-style-type: none"> <li>• Projects must have a commercial or multi-family use post redevelopment.</li> <li>• Projects must be located in a Target Investment Area and/or in a designated Center &amp; Corridor Zoned area, or be a Historically Used Commercial structure, a Neighborhood Retail Zoned Property, and/or a listed Historic Property.</li> <li>• Vacant undeveloped properties (i.e. no buildings) located within qualifying areas may be eligible to receive water and sewer right-of-way installation assistance and reimbursement of up to a maximum of ten thousand dollars (\$10,000).</li> <li>• Any financial assistance and reimbursement awarded to individual projects under this program is limited to those investments made within the public right-of-way.</li> </ul>	
<p><u><b>Budget Impact:</b></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>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><u><b>Operations Impact:</b></u></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: ORD amendment</p> <p>Known challenges/barriers:</p>	

## Briefing Paper

### Urban Experience Committee

<b>Division &amp; Department:</b>	Planning Economic Development Team
<b>Subject:</b>	Brownfields Program Grant Award for University District Coalition
<b>Date:</b>	June 10, 2019
<b>Author (email &amp; phone):</b>	Department Director, Heather Trautman and Teri Stripes x6597
<b>City Council Sponsor:</b>	Ben Stuckart/Karen Stratton
<b>Executive Sponsor:</b>	Gavin Cooley
<b>Committee(s) Impacted:</b>	Urban Experience
<b>Type of Agenda item:</b>	X    Consent                      Discussion                      Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	<p><b>Strategic Key Advancement of:</b></p> <p><b>Strategies and Tactics:</b></p> <ul style="list-style-type: none"> <li>• Invest in Key Neighborhoods and Business Centers; esp PDA's</li> <li>• Invest in Key Public Amenities and Facilities</li> <li>• Maximize Public Assets</li> </ul> <p><b>Expected Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Property values growing faster than historic averages</li> <li>• We have created an environment to promote mixed income neighborhoods with a diverse range of housing options for all buyers</li> <li>• Total public/private investment and job growth is higher in targeted areas compared with the region</li> </ul> <p><b>Comprehensive Plan, Charter 7 Economic Development:</b></p> <p>ED 2 LAND AVAILABILITY FOR ECONOMIC ACTIVITIES Goal: Ensure that an adequate supply of useable industrial and commercial</p> <ul style="list-style-type: none"> <li>• Property is available for economic development activities.</li> </ul> <p>ED 6 INFRASTRUCTURE Goal: Implement infrastructure maintenance and improvement programs that support new and existing business and that reinforce Spokane's position as a regional center.</p> <p>ED 7 REGULATORY ENVIRONMENT AND TAX STRUCTURE Goal: Create a regulatory environment and tax structure that encourage investment, nurture economic activity, and promote a good business climate.</p> <ul style="list-style-type: none"> <li>• ED 7.4 Tax Incentives for Land Improvement <i>Support a tax structure that encourages business investment and construction where infrastructure exists, especially in centers or other target areas for development.</i></li> <li>• ED 7.5 Tax Incentives for Renovation</li> </ul>

	<i>Use tax incentives and investments to encourage revitalization, modernization, or rehabilitation of deteriorated residential and commercial properties and buildings for new economic activity.</i>
<b>Strategic Initiative:</b>	See above Alignment with Urban Edge
<b>Deadline:</b>	July 1, 2019
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	As the lead applicant, the City has formed a Coalition with four primary District stakeholders, including the University District Public Development Authority (UDPDA), WSU Health Sciences Spokane, Gonzaga University and the Empire Health Foundation (referred to as "the Coalition"). The Coalition will leverage \$600,000 of EPA Brownfield Coalition Assessment Grant funding with proven strategies and incentives to engage the community in a dynamic process to revitalize priority brownfields and address the socioeconomic challenges facing a community with substantial measures of opportunity and distress.
<p><b>Background/History:</b> Provide brief history e.g. this is the 3<sup>rd</sup> and final 5 year extension of the contract which was put in place in 2007.</p> <p>Completed in December 2018 (at a cost of \$15.4M), the University District Gateway Bridge spans the BNSF railroad corridor, providing connectivity for pedestrian and bike traffic to the institutions of higher education to the north. Additionally, at the South Landing of the bridge, construction is underway on the Catalyst Building. The five-story 159,000 sq. ft. Catalyst is the anchor in a planned innovation hub, where industry and academia will partner to foster innovation and collaboration. With these (and numerous other) investments, the District is poised for a new era of rapid revitalization, however, environmental impacts associated with the large number of brownfields must be mitigated to reach the District's full potential. With incredible successes that include Kendall Yards and Riverfront Park (major brownfield redevelopments neighboring the District), the City has built one of the most sustainable Brownfields Redevelopment Programs in Region 10. To accomplish its goals, the program continues to rely on an array of EPA and state brownfield grants to enhance local funding sources and stimulate public-private partnerships.</p>	
<p><b>Executive Summary:</b></p> <p>Accepting a contract with the EPA for the \$600,000 Coalition Assessment Grant for the University District Coalition will enable us to carry out environmental due diligence and remedial investigation on private and public properties where development is likely or encouraged to redevelop. The scope of work for the grant includes a property condition assessment, conducting Phase I and Phase II environmental site assessments, conducting preliminary site planning, and creating site-specific brownfield alternative cleanup plans based upon the preliminary site planning.</p>	
<p><b>Budget Impact:</b></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>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impact:</b></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: ORD amendment</p> <p>Known challenges/barriers:</p>	



## **Brownfields 2019 Assessment Grant Fact Sheet Spokane, WA**

### **EPA Brownfields Program**

EPA's Brownfields Program empowers states, communities, and other stakeholders to work together to prevent, assess, safely clean up, and sustainably reuse brownfields. A brownfield site is real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The Small Business Liability Relief and Brownfields Revitalization Act of 2002, as amended by the Brownfields Utilization, Investment and Local Development Act of 2018, was passed to help states and communities around the country clean up and revitalize brownfield sites. Under this law, EPA provides financial assistance to eligible applicants through five competitive grant programs: Multipurpose Grants, Assessment Grants, Revolving Loan Fund Grants, Cleanup Grants, and Environmental Workforce Development and Job Training Grants. Additionally, funding support is provided to state and tribal response programs through a separate mechanism.

### **Assessment Grant**

*\$450,000 for hazardous substances*

*\$150,000 for petroleum*

EPA has selected the City of Spokane for a Brownfields Assessment Coalition Grant. Community-wide hazardous substances grant funds will be used to conduct nine Phase I and six Phase II environmental site assessments, and to prepare six cleanup plans and four reuse plans. Community-wide petroleum grant funds will be used to conduct five Phase I and two Phase II environmental site assessments, and to prepare two cleanup plans and two reuse plans. Grant funds of both types also will be used to update the inventory of brownfield sites and conduct community outreach activities. The target area for this grant is the 770-acre University District located along the Spokane River. Coalition partners are the University District Public Development Authority, Washington State University Health Sciences Spokane, Gonzaga University, and the Empire Health Foundation.

### **Contacts**

For further information, including specific grant contacts, additional grant information, brownfields news and events, and publications and links, visit the EPA Brownfields Web site (<http://www.epa.gov/brownfields>).

EPA Region 10 Brownfields Team  
(206) 553-7299

EPA Region 10 Brownfields Web site  
(<https://www.epa.gov/brownfields/brownfields-and-land-revitalization-washington-idaho-oregon-and-alaska>)

Grant Recipient: City of Spokane, WA  
(509) 625-6597

The information presented in this fact sheet comes from the grant proposal; EPA cannot attest to the accuracy of this information. The cooperative agreement for the grant has not yet been negotiated. Therefore, activities described in this fact sheet are subject to change.

An official website of the United States government.

We've made some changes to EPA.gov. If the information you are looking for is not here, you may be able to find it on the EPA Web Archive or the January 19, 2017 Web Snapshot.

Close



## News Releases from Headquarters › Land and Emergency Management (OLEM)

# EPA Announces the Selection of 149 Communities to Receive \$64.6 Million in Funding for Brownfields Multipurpose, Assessment, and Cleanup Grants to Address Contaminated Properties Across the Nation

## Grants Provide for Economic Development, Job Creation in often underserved communities

06/05/2019

Contact Information:

EPA Press Office ([press@epa.gov](mailto:press@epa.gov))

**WASHINGTON**—Today, U.S. Environmental Protection Agency (EPA) Administrator Andrew Wheeler, joined by the White House Executive Director for the Opportunity and Revitalization Council Scott Turner, traveled to Dauphin County, Pennsylvania, to announce that 149 communities have been selected to receive 151 grant awards totaling \$64,623,553 million in EPA Brownfields funding through the Multipurpose, Assessment, and Cleanup (MAC) Grant Programs. These funds will aid under-served and economically disadvantaged communities in Opportunity Zones and other parts of the country in assessing and cleaning up abandoned industrial and commercial properties. Forty percent of the communities selected for funding will receive assistance for the first time. Dauphin County was awarded \$300,000 in grant funding.

“These grants fulfill several of President Trump’s top priorities simultaneously: helping communities in need transform contaminated sites into community assets that not only create jobs and jumpstart economic development but also improve public health and the environment,” **said EPA Administrator Andrew Wheeler**. “We are targeting these funds to areas that need them the most.



Approximately 40 percent of the selected recipients are receiving Brownfields grants for the first time, which means we are reaching areas that may previously been neglected, and 108 of the selected communities have identified sites or targeted areas that fall within Opportunity Zones.”

Grants awarded by EPA’s Brownfield Program provide communities across the country with an opportunity to transform contaminated sites into community assets that attract jobs and achieve broader economic development outcomes while taking advantage of existing infrastructure. For example, Brownfields grants have been shown to:

- **Increase Local Tax Revenue:** A study of 48 Brownfields sites found that an estimated \$29 million to \$97 million in additional local tax revenue was generated in a single year after cleanup. This is two to seven times more than the \$12.4 million EPA contributed to the cleanup of these sites.
- **Increase Residential Property Values:** Another study found that property values of homes near revitalized Brownfields sites increased between 5% and 15% following cleanup.

One hundred and eight communities selected for grants this year have identified sites or targeted areas in census tracts designated as federal Opportunity Zones. An Opportunity Zone is an economically-distressed community where new investment, under certain conditions, may be eligible for preferential tax treatment.

“I am truly excited to join as EPA Administrator Andrew Wheeler announces over \$64 million in Brownfield funding,” said **Scott Turner, Executive Director of the White House Opportunity and Revitalization Council**. “The Brownfields grant program is a tremendous vehicle for bringing real revitalization and transformation to the distressed communities of America. As the Executive Director of the White House Opportunity and Revitalization Council, I am pleased that EPA continues to support the Council and the President’s work in this area. In fact, of the 149 communities selected for these grants, 108 will benefit communities with Opportunity Zones. I look forward to seeing the impact that these grants will have on neighborhoods and citizens across the country.”

#### **Some of the Opportunity Zone projects selected for funding include:**

- **Detroit, Michigan** – to clean up the Riverside Park and provide a unique recreational venue that will include energy efficient LED and solar-powered lighting throughout the park.
- **Waukegan, Illinois** – to remediate vacant property, along Lake Michigan, which is expected to spur redevelopment of the lakefront.
- **Rock Falls, Illinois** – to clean up the last brownfield site along Rock River, making it the final obstacle overcome before riverfront redevelopment.
- **Columbus, Georgia** – to clean up dilapidated buildings near the Chattahoochee Waterfront, including a restaurant, offices, warehouses, covered loading areas, and a vehicle maintenance building.
- **Huntington, West Virginia** – to help redevelop former facilities into a new multistate enterprise, which is aimed at producing sustainable jobs through materials upcycling, recycling, composting operations, and logistics.
- **Belfast, Maine** – to help clean up and revitalize a contaminated building and make energy-efficient improvements such as LED lighting, triple-glazed windows, and a solar electricity-generating system that is expected to generate 100 percent of the building’s energy needs.

#### **Background**

A brownfield is a property for which the expansion, redevelopment or reuse may be complicated by the presence or potential presence of a hazardous substance, pollutant or contaminant. There are estimated to be more than 450,000 brownfields in the U.S. As of May 2019, under the EPA Brownfields Program 30,153 properties have been assessed, and 86,131 acres of idle land have been made ready for productive use. In addition, communities have been able to use Brownfields grants to leverage 150,120 jobs and more than \$28 billion of public and private funding.

In 2018 Congress reauthorized the statutory authority for the Brownfields Program. The reauthorization included changes to the program to expand the list of entities eligible for Brownfields grants, increase the limit of individual Brownfields cleanup grants to \$500,000, and add grant authority for Multipurpose grants. These important changes will help communities address and cleanup more complex brownfield sites.

The 2019 National Brownfields Training Conference will be held on December 11-13 in Los Angeles, California. Offered every two years, this conference is the largest gathering of stakeholders focused on cleaning up and reusing formerly utilized commercial and industrial properties. EPA cosponsors this event with the International City/County Management Association.

**List of the FY 2019 Applicants Selected for Funding:** <https://www.epa.gov/brownfields/applicants-selected-fy19-brownfields-multipurpose-assessment-and-cleanup-grants>

Today EPA is also publishing a new booklet highlighting the accomplishments of EPA Brownfield Grant recipients around the country titled: Brownfields: Properties with New Purpose, Improving Local Economies in Communities with Brownfield Sites. You can read and download the booklet here: [https://www.epa.gov/sites/production/files/2019-06/documents/bf\\_booklet.pdf](https://www.epa.gov/sites/production/files/2019-06/documents/bf_booklet.pdf)

For more on the Brownfields Grants: <https://www.epa.gov/brownfields/types-brownfields-grant-funding>

For more on EPA's Brownfields Program: <https://www.epa.gov/brownfields>

More on the 2019 Brownfields Conference: <https://www.brownfields2019.org>

LAST UPDATED ON JUNE 5, 2019

## Briefing Paper

### Consent Agenda – Urban Experience

<b>Division &amp; Department:</b>	Communications Department
<b>Subject:</b>	Creation of Media Manager position
<b>Date:</b>	7/10/2019
<b>Contact (email &amp; phone):</b>	Marlene Feist; <a href="mailto:mfeist@spokanecity.org">mfeist@spokanecity.org</a> ; (509) 625-6505
<b>City Council Sponsor:</b>	Council President Ben Stuckart
<b>Executive Sponsor:</b>	Marlene Feist, Interim Communications Director
<b>Committee(s) Impacted:</b>	
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	This position supports the Strategic Plan goals around open and transparent government and enhanced customer service.
<b>Strategic Initiative:</b>	Sustainable Resources/Customer Service
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of an SBO to create the Media Manager position
<b>Background/History:</b> The continued growth of social media and other on-line communications channels, combined with changes in local media, has required the City to create more communications content to effectively provide citizens with information about the City's services and programs. The City is committed to providing information that citizens can use and that provides accountability on how we spent their dollars. Customer service and transparency of government are paramount goals. New media requires greater emphasis on video storytelling to relay information in a way that's convenient for citizens. The Communications Department has incorporated new video storytelling in a pilot program over the last couple of years with the use of a temporary-seasonal position and believes such an approach is integral to the ongoing communications efforts.	
<b>Executive Summary:</b> <ul style="list-style-type: none"> <li>The creation of the Media Manager position was anticipated during the adoption of the 2019 budget, with funds budgeted in a Reserve for Budget Adjustment line.</li> <li>The Communications Department has worked with Civil Service to create the new position, and the Civil Service Commission approved the new position in May 2019.</li> <li>The M&amp;P Association also has approved the position, and Human Resources has completed the salary review.</li> <li>The SBO would move money from the reserve for budget adjustment line to create the position and provide funding for the remainder of the year.</li> </ul>	
<b>Budget Impact:</b> 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:	
<b>Operations Impact:</b> 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:	

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

An ordinance amending Ordinance No. C-35703, passed by the City Council December 10, 2018, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2019 budget Ordinance No. C-35703, as above entitled, and which passed the City Council December 10, 2018, it is necessary to make changes in the appropriations of the Communications Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

The City of Spokane does ordain:

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

FROM:	0330-37100	Communications Fund	
	18900-59954	Reserve for Total Cost Compens	<u>\$ 51,252</u>
TO:	0330-37100	Communications Fund	
	18900-06000	Media Manager	<u>\$ 34,872</u>
	18900-51640	Deferred Compensation-Matching	1,050
	18900-52110	Social Security	2,668
	18900-52210	Retirement	3,226
	18900-52310	Medical Insurance	8,165
	18900-52320	Dental Insurance	875
	18900-52330	Life Insurance	225
	18900-52340	Disability Insurance	108
	18900-52400	Industrial Insurance	63

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to create a new Media Manager position in Communications, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

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

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

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

**CITY OF SPOKANE  
CLASS SPECIFICATION**

**CLASS TITLE:** MEDIA MANAGER  
**SALARY RANGE:** TBD  
**DEPARTMENT:** COMMUNICATIONS  
**REPORTS TO:** CITYCABLE 5 DIRECTOR  
**BARGAINING UNIT:** Choose

**CLASS CODE:** 600  
**GRADE:** TBD  
**FLSA STATUS:**  
**EEO-4 CODE:**  
**DATE:** 5/19

**JOB SUMMARY:**

Plans, coordinates, develops, and delivers public information and stories about City services, issues, and programs for dissemination to citizens and media.

**SUPERVISION:**

Work is performed under general direction with considerable independence and discretion. May instruct, check, and supervise the work of assistants, such as interns or temporary/seasonal employees.

**EXAMPLES OF DUTIES:** *This list is ILLUSTRATIVE only and is not a comprehensive listing of all functions and duties performed by the incumbent of this class. Duties may include, but are not limited to the following:*

- Coordinates, schedules, prioritizes, and promotes citywide video production activities.
- Researches and develops ideas in collaboration with elected officials, City department heads, divisional communication managers, and other key staff.
- Identifies timely information and stories that humanize government and provide greater insight into services and programs.
- Enterprises and designs newsworthy stories to communicate the mission of the City of Spokane, demonstrate the services its employees provide, and outline issues important to citizens.
- Writes scripts and produces final story content. Plans delivery of stories with a professional multi-media approach, utilizing CityCable 5, the City website, social media, etc.
- Interviews others and presents stories on camera. Provides narration for a variety of video programs.
- Develops b-roll footage and video interviews that are easily repurposed and shared by both local broadcast and print media, expanding the reach of information into the community.
- Works with City departments to obtain specialized video of City work, such as Police, Fire and Public Works operations worthy of sharing with other media.
- Coordinates the launch of information, with strategic positioning to gain public engagement and support for programs and initiatives, as well as promoting higher levels of media interest and interaction.
- Acts as a liaison to local and national news organizations covering City events and activities, focusing on providing them with b-roll video enhancements beyond what is ordinarily available to media.
- Performs related work as required.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:**

- broadcasting standards
- video production
- video editing techniques

**Skill in:**

- public speaking and presentation
- interviewing for public broadcast
- creative expression, including communication, both verbally and in writing, of technical or complicated subjects in clear, concise, and easily understood language
- customer service, working directly with City personnel to identify electronic media needs
- interpersonal relations, establishing and maintaining beneficial working relationships with both internal and external contacts
- applied technology for media communication, such as editing video content on a computer
- time management, including meeting tight deadlines and accommodating competing requests in a fast-paced working environment

**Physical Demands and Working Conditions:**

- Ability to read standard text and information on a video monitor.
- Ability to communicate so that information can be clearly received and conveyed.
- Ability to operate a computer.
- Ability to walk, stoop, kneel, and crouch while operating a handheld camera or setting up audio/video equipment.
- Ability to manually adjust audio/visual equipment.
- Ability to drive an automobile.
- Work is light to medium in nature; requires ability to lift and move audio/video equipment weighing up to 50 lbs.
- Unusual hours may be required.
- Various work locations, both indoor and outdoor, may be used as needed.

**MINIMUM QUALIFICATIONS REQUIRED:**

**Education and Experience:**

Bachelor's degree from an accredited college or university in communications, journalism, public relations or a closely related field, and a minimum of three years of specialized work experience in a creative, on-camera media communications role.

Additional experience may substitute for the education requirement on a year-for-year basis.

**License:** A valid driver's license is required.

New: 5/2019

## Briefing Paper

### Urban Experience Committee

<b>Division &amp; Department:</b>	Neighborhood and Business Services
<b>Subject:</b>	Inter-local Agreement with Spokane River Gorge Restoration Project
<b>Date:</b>	June 10, 2019
<b>Author (email &amp; phone):</b>	Carly Cortright, x6263
<b>City Council Sponsor:</b>	Breean Beggs
<b>Executive Sponsor:</b>	
<b>Committee(s) Impacted:</b>	PIES
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Project is part of Greenstone's Kendall Yards Habitat Management Plant (HMP) for the Kendall Yards development.
<b>Strategic Initiative:</b>	The implementation of the <b>HMP</b> was identified as a key project in achieving the Forest Spokane Initiative's overarching goal of planting 10,000 trees in two years. With the help of the Integrated Capital Management group the project was approved with \$240,000 for implementation of the initial landscape plan, three subsequent succession plantings phases, three pet waste stations and two riparian educational signs. Furthermore, the Initiative drew the support of 15 local agencies that endorsed the project and vowed to assist in the implementation process by means of mobilizing volunteers, advertising through their social media outlets, and offering their knowledge and expertise in creating successful native planting events and their ongoing care.
<b>Deadline:</b>	The current deadline is October 30, 2019. To complete Phase 3 post plant care we will need to extend this to October 2020, unless Ecology is willing to amend. We will be meeting with Ecology reps later in June to discuss. At this point if you need date use October 2020.
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Per Ecology agreement 70% survivability of planted trees/shrubs is required
<b>Background/History:</b> <i>Provide brief history e.g. this is the 3<sup>rd</sup> and final 5 year extension of the contract which was put in place in 2007.</i> The Spokane River Gorge Restoration project begun in Fall of 2016 with Phase 1 planting, followed by Phase 2 and 3 being performed in Spring 2016 and Fall of 2017, respectively. Inter-local agreement for an irrigation plan to ensure adequate water to new plants to assist with their establishment for the spring and summer season of 2019 in conjunction with the Spokane River Gorge Restoration Project Phase 3. This is a \$12,000 increase to the previous contract amounts.	
<b>Executive Summary:</b> <ul style="list-style-type: none"> <li>The Spokane River Gorge Restoration project will restore the banks of the Spokane River near the confluence of Hangman Creek.</li> <li>The project will focus on three means to reduce the amount of sediment being transported into the Spokane River.</li> </ul>	

- The bank restoration will include the installation of native plants, pet waste stations, and a public education component.
- The Spokane River Gorge Restoration project was identified by the Forest Spokane Initiative because the project directly contributes to the initiative's overarching goal to plant 10,000 trees; and the project combines the efforts of the initiative and Integrated Capital Management to mitigate storm water and sediments from entering into the Spokane River.

**Budget Impact:**

Approved in current year budget? ☐ Yes ☒ No

Annual/Reoccurring expenditure? ☐ Yes ☒ No

If new, specify funding source: Grant/Budget Code?

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:





# City of Spokane

## Minor Contract Summary

OPR # 2017-0319

Cross Ref. \_\_\_\_\_

Destruct Date \_\_\_\_\_

Clerk's Dist. \_\_\_\_\_

**Incomplete submissions will be returned to the Department until all requirements are met.**  
(Summary to be printed on blue paper)

Department Name Neighborhood and Business Services

Department Project # \_\_\_\_\_

New Contract ☐CR # 20587

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

**Contractor/Consultant**Name: Spokane Conservation DistrictAddress: 201 N. Havana StreetCity, State, Zip: Spokane Washington, 99201

Remittance Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Summary of Services**

Inter-local agreement for an irrigation plan to ensure adequate water to new plants to assist with their establishment for the spring and summer season of 2019 in conjunction with the Spokane River Gorge Restoration Project Phase 3. This is a \$12,000 increase to the previous contract amounts

Amount: \$12,000Budget Code: 4250-98817-94350-56501-86016Maximum Amount: \$12,000Beginning Date: 1 January 2019Expiration Date: 31 December 2019Open-Ended: ☐☐ Quotes (per Purchasing Policy to be kept on file in Dept.)☐ Insurance Certificate (attach to the contract)☐ City Business Registration (attach verification that a current business license number exists)☐ If Public Works Contract, Contractor has been notified of State Law requirements.☒ Grant Related (if the contract is grant related, the Grants Management Department must sign below)☒ Vendor is already set up for ACH payments or the *Accounts Payable Vendor ACH Enrollment Form* has been submitted to Accounting. Do not attach ACH form to the contract documents.

**Department Verification Statement: My signature below verifies that all documentation has been completed.**

Requestor/Verifier/Contact: Carly Cortright

Funds are available in the appropriate budget account

Accountant

Signature \_\_\_\_\_

Date 5/31/19

Department Head

Signature \_\_\_\_\_

Date \_\_\_\_\_

Other

Signature \_\_\_\_\_

Date \_\_\_\_\_

Grants Mgt. (if applicable)

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Distribution List**Contractor E-mail: lindsay-chutas@sccd.org

Contract Accounting

Dept. Contact E-mail: elester@spokanecity.org

Taxes and Licenses

ccortright@spokanecity.orgSally Stopher sstopher@spokanecity.orglberry@spokanecity.org

korlob@spokanecity.org



City of Spokane

**AGREEMENT AMENDMENT & EXTENSION  
WITH COST**

**Title: AMENDMENT & EXTENSION WITH COST  
TO INTERLOCAL AGREEMENT: SPOKANE  
RIVER GORGE RESTORATION PHASES 2 & 3**

This Extension with Cost to Interlocal Agreement, is made and entered into by and between the **City of Spokane**, whose address is West 808 Spokane Falls Blvd., Spokane, Washington, 99201, as ("City") and **Spokane Conservation District**, whose address is 210 North Havana Street, Spokane, Washington, 99201, as ("District"), individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties, the City and the District, entered into an interlocal agreement to provide water irrigation service to newly planted vegetation as part of the Spokane River Gorge restoration project (Phase 2 &3); and,*

*WHEREAS, the parties now desire to extend that agreement for an additional one year term;*

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

**1. CONTRACT DOCUMENTS.**

That original agreement dated April 27, 2017, 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. EXTENSION OF TIME / EFFECTIVE DATES.**

This Contract Amendment shall become effective January 1, 2019 and end January 1, 2020.

**3. COMPENSATION.**

Additional cost paid for all work provided under this Extension to the Agreement shall not exceed **Twelve Thousand and 00/100 Dollar (\$12,000.00).**

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

**SPOKANE CONSERVATION DISTRICT**

By Vicki Carter 5/8/19  
Signature Date

VICKI C. CARTER  
Type or Print Name

DIRECTOR  
Title

Attest:

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

**CITY OF SPOKANE**

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

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

\_\_\_\_\_  
Title

Approved as to form:

[Signature]  
Assistant City Attorney

2019-1100-109



**City of Spokane**

**INTERLOCAL AGREEMENT**

**Spokane River Gorge Restoration Phase 2 and 3**

This INTERLOCAL AGREEMENT is between the CITY OF SPOKANE, a Washington State municipal corporation, as "City", and the SPOKANE CONSERVATION DISTRICT, whose address is 210 North Havana Street, Spokane, Washington 99201, as "DISTRICT". Hereafter referenced together as the "parties", and individually a "party".

WHEREAS, DISTRICT would like to enter into an Interlocal Agreement authorized by RCW 39.34's Interlocal Cooperation Act with the City to provide water irrigation service to newly planted vegetation as part of the Spokane River Gorge Restoration – Phase 2 and 3 project; and

WHEREAS, DISTRICT will provide a written irrigation plan to ensure adequate water to new plantings to assist with their establishment during the period between April 22, and October 31, 2017. Now, therefore,

The parties agree to the following:

1. **PURPOSE.** The purpose of this Agreement is to set forth the parties' understanding of the terms and conditions under which the DISTRICT will provide a watering service to the City to assist with plant establishment for the aforementioned time period and project.
2. **PERFORMANCE.** The DISTRICT shall perform work in accordance with the DISTRICT's attached irrigation plan containing pertinent details to accomplish the irrigation of recently planted plants as part of the Spokane River Gorge Restoration – Phase 1 project. The plan shall also include irrigation of new plants to be planted April 22, 2017, as part of Phase 2; and to include approximately 1,500 new plantings scheduled for planting in the fall of 2017, exact locations and planting date to be determined. The plan will include equipment and labor being proposed, method of application to plants, and frequency of site visits to adequately deliver the water to the plantings. The DISTRICT shall work in conjunction with Geiger Corrections, who will be assigned a portion of the watering duties. See attached map for identified locations of responsibility.

Start of work shall be April 22, 2017, to coincide with a planned community volunteer planting event. The water application frequency and quantity shall be adjusted as deemed appropriate by both parties, due to weather conditions. Watering for outlying years 2018 and 2019 shall be under separate agreements.

3. TERM. The term of this Agreement shall begin upon signatures by both parties and will remain in effect for a reasonable time to carry out the arranged services for this Project, until further terminated in writing by either party, or completion of all Project requirements.

4. COMPENSATION. The City shall pay an hourly and mileage rate amount as noted below for watering services provided by the DISTRICT to successfully apply approved water quantities to each designated planting. It is estimated that four, eight hour site visits will be required to complete application of water to each plant once per week. This frequency may be increased or decreased depending on the weather conditions, and as agreed to by the City. Total cost shall not exceed THIRTY ONE THOUSAND AND NO/100 DOLLARS (\$31,000.00) as full compensation for the services provided under this Agreement, to include application and acquisition of city permits, meter valve and watering equipment, as required. This is the maximum amount to be paid under this Agreement for the work described in Section 2 above, and shall not be exceeded without the prior written authorization of CITY in the form of an executed amendment to this Agreement. Payment shall be as follows:

- \$19.50/hour per on-site laborer, to include office overhead
- \$45.00/hour for project supervision, to include office overhead. Supervision estimated at 2 hours per week.
- In addition a rate of \$0.535/mile shall be paid for the water delivery equipment used on site.

5. PAYMENT. The DISTRICT shall submit monthly applications for payment to the CITY. Payment will be made within thirty (30) days after receipt of the DISTRICT's application except as provided by state law. If CITY objects to all or any portion of the invoice, it shall notify the DISTRICT and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

6. MAINTENANCE OF STANDING STRUCTURE. Upon completion of this contract's time, the City will assume responsibility for maintenance of Premises, until and unless a contract modification or alternative party agrees to undertake this maintenance obligation. The DISTRICT will not be financially responsible for the maintenance of the Premises. Upon transfer or assignment of this maintenance obligation, a formal document memorializing this new arrangement shall be signed and filed with the City Clerk's Office, and placed in the files in connection with this Interlocal Agreement, and the Project. Original documents, drawings, designs, reports, or any other records developed or created for this Project shall belong to and become the property of the City.

7. RELATIONSHIP OF THE PARTIES: The parties intend that no employee - employer relationship is created by this Agreement and that only an independent contractor relationship is established. No agent, employee, servant or representative of the City shall be deemed to be an employee, agent, servant or representative of the DISTRICT for any purpose. Likewise, no agent, employee, servant or representative of the DISTRICT shall be deemed to be an employee, agent, servant or representative of the City for any purpose.

8. **LIABILITY.** Each party shall defend, indemnify and hold harmless the other party, its officers and employees, from and against all claims for damages, liability, cost and expense arising out of the negligent conduct of the indemnifying party's performance of this Agreement, except to the extent of those claims arising from the negligence of the non-indemnifying party, its officers and employees.

9. **INSURANCE.** During the term of the Agreement, the City shall maintain in force at its own expense, each insurance noted below:

- a. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability or Stop Gap Insurance in the amount of \$1,000,000;
- b. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,500,000 each occurrence for bodily injury and property damage. It shall provide that the DISTRICT, its officers and employees are additional insureds but only with respect to the City's services to be provided under this Agreement; and
- c. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.
- d. Professional Liability Insurance with a combined single limit of not less than \$2,000,000 each claim, incident or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this Agreement. The coverage must remain in effect for two (2) years after the Agreement is completed.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the City or its insurer(s) to the DISTRICT.

10. **NOTICES.** All notices or other communications given under this Agreement shall be deemed given on: (i) the day the notices or other communications are received when sent by personal delivery; or (ii) the third day following the day on which the same have been mailed by certified mail delivery, receipt requested and postage prepaid addressed to parties at the address set forth below, or at such other address as the parties shall from time-to-time designate by notice in writing to the other parties:

CITY:

Mayor or designee  
City of Spokane  
Second Floor, City Hall  
808 West Spokane Falls Boulevard  
Spokane, Washington 99201

DISTRICT: Administrator  
210 North Havana Street,  
Spokane, Washington 99201

11. ANTI-KICKBACK. No officer or employee of the City or DISTRICT, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in the Agreement.

12. NONDISCRIMINATION. No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. DISTRICT and the City agree to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

13. COMPLIANCE WITH LAWS. The parties shall observe all federal, state and local laws, ordinances and regulations, to the extent that they may be applicable to the terms and subject matter of this Agreement.

14. VENUE STIPULATION. This Agreement has been and shall be construed as having been made and delivered within the State of Washington and it is mutually understood and agreed by each party that this Agreement shall be governed by the laws of the State of Washington both as to interpretation and performance. Any action at law, suit in equity or judicial proceeding for the enforcement of this Agreement, or any provision hereto, shall be instituted only in courts of competent jurisdiction within Spokane County, Washington.

15. GRANT REQUIREMENTS. The parties shall both comply with all applicable requirements of the DEPARTMENT OF ECOLOGY Grant for this Project.

16. MISCELLANEOUS.

A. NON-WAIVER: No waiver by any party of any of the terms of this Agreement shall be construed as a waiver of the same or other rights of that party in the future.

B. ENTIRE AGREEMENT: This Agreement contains terms and conditions agreed upon by the parties. The parties agree that there are no other understandings, oral or otherwise, regarding the subject matter of this Agreement. No changes or additions to

this Agreement shall be valid or binding upon the parties unless the change or addition is in writing, executed by the parties.

- C. MODIFICATION: No modification or amendment to this Agreement shall be valid until put in writing and signed with the same formalities as this Agreement.
- D. HEADINGS: The section headings appearing in this Agreement have been inserted solely for the purpose of convenience and ready reference. In no way do they purport to, and shall not be deemed to define, limit or extend the scope or intent of the sections to which they pertain.
- E. COUNTERPARTS: This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.
- F. SEVERABILITY: If any parts, terms or provisions of this Agreement are held by the courts to be illegal, the validity of the remaining portions or provisions shall not be affected and the rights and obligations of the Parties shall not be affected in regard to the remainder of the Agreement. If it should appear that any part, term or provision of this Agreement is in conflict with any statutory provision of the State of Washington, then the part, term or provision thereof that may be in conflict shall be deemed inoperative and null and void insofar as it may be in conflict therewith and this Agreement shall be deemed to modify to conform to such statutory provision.
- G. ASSIGNMENT. This Agreement shall be binding upon the parties, their successors and assigns. No party may assign, in whole or in part, its interest in this Agreement without the approval of the other party.
- 17. RCW 39.34 REQUIRED CLAUSES.
  - A. PURPOSE: See Section No. 1 above.
  - B. DURATION: See Section No. 3 above.
  - C. ORGANIZATION OF SEPARATE ENTITY AND ITS POWERS: No new or separate legal or administrative entity is created to administer the provisions of this Agreement.
  - D. RESPONSIBILITIES OF THE PARTIES: See provisions above.
  - E. AGREEMENT TO BE FILED: The City shall file this Agreement with its City Clerk and place it on its web site or other electronically retrievable public source. The DISTRICT shall file this Agreement with the Spokane County Auditor or place it on its web site or other electronically retrievable public source.
  - F. FINANCING: Each party shall be responsible for the financing of its contractual obligations under its normal budgetary process.



G. TERMINATION: See Section No. 3 above.

H. PROPERTY UPON TERMINATION: Title to all property acquired by any party in the performance of this Agreement shall remain with the acquiring party upon termination of the Agreement. Jointly acquired property shall be divided in proportion to the percentage share of each party contributing to its acquisition.

**SPOKANE CONSERVATION DISTRICT**

By: Vicki Carter 4-4-17  
Signature Date

VICKI CARTER  
Type or Print Name

DIRECTOR  
Title

VICKI-CARTER@spcd.org  
E-Mail Address (if available)

Attest:

Leri L. [Signature]  
City Clerk (04-27-17)

**CITY OF SPOKANE**

By: Scott Simmons 4/26/17  
Signature Date

Scott Simmons  
Type or Print Name

Public Works Director  
Title

Approved as to form:

[Signature]  
Assistant City Attorney



Attachment which is a part of this Agreement:

Scope of Services

16-502b

## **Watering Plan for Spokane River Gorge-City of Spokane**

**Timeline: April 2017-October 2017**

### **Watering Phase 1 and 2 Plantings**

#### **Description of equipment to be used**

½ ton pickup truck, 400 gallon water tank, water tank adaptor, fire hose, fire hydrant valve, fire hydrant wrench, water pumps, car battery, approximately 200 ft of garden hose (x2)

#### **Break out of labor to be used - quantity and how utilized**

*Employee A:* April 22-October 31, 2017

Be on site to water all plants and manage the watering as needed (expecting 2 times a week in hot months). Additionally, Employee A will be responsible for monitoring plant health and mortality and making recommendations for future plantings.

*Employee B:* approximately June 5-September 1, 2017 (when daytime temperatures are high enough to warrant the need for a second employee to assist)

Assist Employee A in observations and help with watering to water most efficiently.

#### **Areas to be watered per each day on site**

Phase 1 and Phase 2 planted locations

#### **Working in conjunction with Geiger, and include potential filling of Geiger tanks (3 each 250 gallon) as part of plan**

The Geiger water tanks will be filled as needed once a week using the SCD truck and water tank as a transfer between the holding tanks.

#### **Safety measures**

Refer to contract liability and indemnification. Employees will be expected to follow standard field work safety practices. Vehicles will be pulled off the Centennial trail as much as possible, and safety cones will be placed. An air gap will be utilized when filling from the city water hydrants, as is outlined in the standard city hydrant permit.

#### **Notice to provide daily field report that will note arrival/departure times, weather conditions, areas watered, and noted plant conditions, issues needing attention for the betterment of the project.**

Employees will be expected to note weather conditions; time spent watering, number of fillips at hydrant, and monitor plant conditions. A weekly report will be expected with the SCD and will be made available to the City. Employees

## CALLOUTS

- [illegible]

## LEGEND



## PLANT CALLOUTS



### PLANTING NOTES

1. The authors are not paid royalties for the use of the material in this review. The authors are not paid royalties for the use of the material in this review.
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## CONSTRUCTION NOTES

- 777-257-002; AND: PCHTEL 015 (Pn); MAC: CAA; E: 11.26.2016

### PINE FOREST PLANT COUNTS

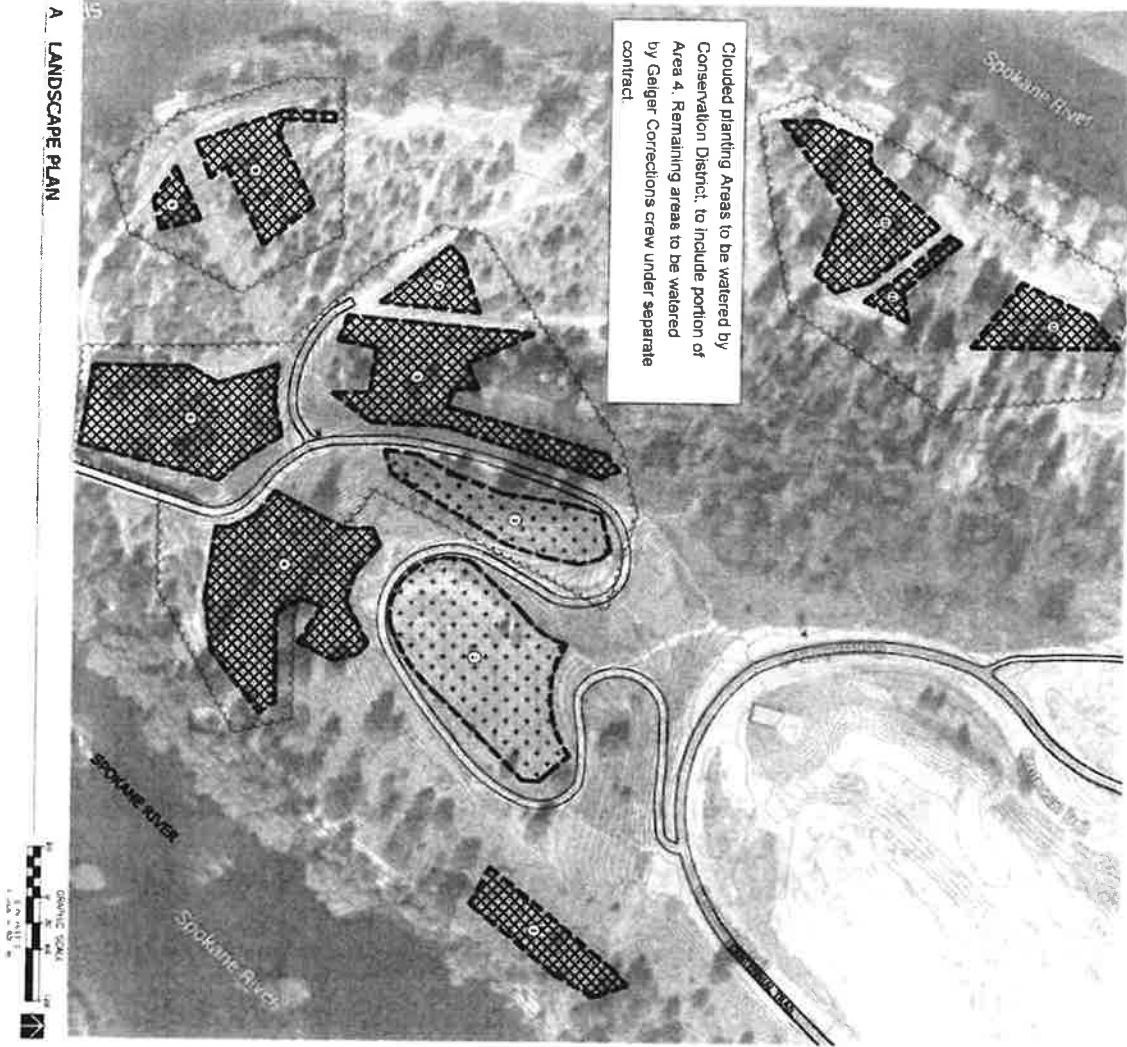
[illegible]SHRUB PLANTING  
PLANT COUNTS[illegible]

Watering of Areas 1, 2, and portion of 4 shall be performed by Geiger Corrections. Counts are approximate.



**PRELIMINARY - NOT FOR CONSTRUCTION**

# A LANDSCAPE PLAN



Clouded planting Areas to be watered by Conservation District, to include portion of Area 4. Remaining areas to be watered by Gelger Corrections crew under separate contract.



**RIVER HABITAT RESTORATION**  
**NORTH BANK FROM MONROE ST TO SANDIFUR BRIDGE**  
**CITY OF SPOKANE**

---

**LANDSCAPE PLAN**



5

2522/16  
15

15



# City of Spokane

## Minor Contract Summary

OPR # OPR 2017-0.319  
 Cross Ref \_\_\_\_\_  
 Destruct Date 2024  
 Clerk's Dist. 05/01/17 SRG

**Incomplete submissions will be returned to the Department until all requirements are met.**  
 (Summary to be printed on blue paper)

Department Name Integrated Capital Management  
 Department Project # 2016050

New Contract ☐  
 CR # 18005  
 Date April 7, 2017  
**RECEIVED**

### Contractor/Consultant

Name: Spokane Conservation District  
 Address: 210 N. Havana St. Remittance Address: \_\_\_\_\_  
 City, State, Zip: Spokane, WA 99201 City, State, Zip: \_\_\_\_\_

**APR 27 2017**

**CITY CLERK'S OFFICE**

### Summary of Services

Interlocal Agreement for a written irrigation plan to ensure adequate water to new plants to assist with their establishment during the period between April 22 and October 30, 2017 in conjunction with the Spokane River Gorge Restoration Phase 2 and 3 project.

Amount: \$31,000.00

Budget Code: 4250-94306-94000-56501-86016

### Maximum Amount

Beginning Date: 4/22/2017 Expiration Date: 10/31/2017 Open-Ended: ☐

- ☐ Quotes (per Purchasing Policy to be kept on file in Dept.) ☐ Insurance Certificate (as per contract)  
☐ City Business License ☐ If Public Works Contract, Contractor has been notified of State Law requirements.

Department Verification Statement: My signature below verifies that all documentation has been completed.

Requestor/Verifier/Contact: [Signature]

Funds are available in the appropriate budget account

Accountant

Signature

4/11/17

Date

Department Head

Signature

4-18-17

Date

Other

Signature

Date

Other

Signature

Date

### Distribution List

Contractor E-mail: <u>vicki-carter@sccd.org</u>	Contract Accounting: <u>mndoval@spokanecity.org</u>
Dept. Contact E-mail: <u>Engineering Admin</u>	Taxes and Licenses
<u>kschmitt@spokanecity.org</u>	<u>mhughes@spokanecity.org</u>
<u>cbrazington@spokanecity.org</u>	<u>jlargent@spokanecity.org</u>
<u>elester@spokanecity.org</u>	

## Briefing Paper (Urban Experience Committee)

<b>Division &amp; Department:</b>	Developer Services
<b>Subject:</b>	Vacation of the alley between Martin & Napa – south of Fairview Ave
<b>Date:</b>	June 10, 2019
<b>Contact (email &amp; phone):</b>	Eldon Brown ( <a href="mailto:ebrown@spokanecity.org">ebrown@spokanecity.org</a> ) 625-6305
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Theresa Sanders
<b>Committee(s) Impacted:</b>	Public Infrastructure & Environmental Sustainability
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (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.
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Precedes taking this application to a public hearing before City Council
<b>Background/History:</b> The property owner would like to vacate the alley to help control access and prevent illegal dumping.	
<b>Executive Summary:</b> <ul style="list-style-type: none"> <li>Comcast and Avista have utilities in the alley and are requesting easements be reserved for their facilities.</li> <li>The alley was platted during a time period where a previous version of a non-user statute was in place stating, <i>"Any county road, or part thereof, which has heretofore been or may hereafter be authorized, which remains unopened for public use for the space of five years after the order is made or authority granted for opening the same, shall be and the same is hereby vacated, and the authority for building the same barred by lapse of time."</i> Because of this, staff is recommending that the alley is vacated at no cost to the applicants.</li> </ul>	
<b>Budget Impact:</b> 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	
<b>Operations Impact:</b> 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:	



**P1902357VACA**

E North Foothills Dr

E Fairview Ave

N Napa St

N Martin St

E Fairview-Grace Aly

0 40 80 120 Feet



**Right-of-way Description:**  
Vacation of the alley between Fairview  
and parcel 35092.5702 - between  
Martin & Napa

**Legend**

 vacation

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 Committee)

<b>Division &amp; Department:</b>	Developer Services
<b>Subject:</b>	Vacation of the alley between Central & Columbia from Julia to Myrtle
<b>Date:</b>	June 10, 2019
<b>Contact (email &amp; phone):</b>	Eldon Brown ( <a href="mailto:ebrown@spokanecity.org">ebrown@spokanecity.org</a> ) 625-6305
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Theresa Sanders
<b>Committee(s) Impacted:</b>	Public Infrastructure & Environmental Sustainability
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (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.
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Precedes taking this application to a public hearing before City Council

Background/History:  
The property owner would like to vacate the alley to help control access and prevent illegal dumping.

Executive Summary:

- Comcast and Avista have utilities in the alley and are requesting easements be reserved for their facilities.
- The alley was platted during a time period where a previous version of a non-user statute was in place stating, *"Any county road, or part thereof, which has heretofore been or may hereafter be authorized, which remains unopened for public use for the space of five years after the order is made or authority granted for opening the same, shall be and the same is hereby vacated, and the authority for building the same barred by lapse of time."* Because of this, staff is recommending that the alley is vacated at no cost to the applicants.

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.) Revenue Generating

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:



**P1902050VACA**

N Julia St

E Bismark Ave

N Myrtle St

E Central Ave

E Columbia Ave

E Joseph Ave

0 20 40 210 Feet



**Right-of-way Description:**  
Vacation of the alley between Central Ave  
and Columbia Ave, from the east line of Julia Street  
to the west line of Myrtle Street.

**Legend**

 vacation

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in relationship to property lines, section lines,  
streets, etc.





## Briefing Paper

### Urban Experience Committee

<b>Division &amp; Department:</b>	Library
<b>Subject:</b>	Library Bond Implementation Update
<b>Date:</b>	5/2019
<b>Author (email &amp; phone):</b>	Andrew Chanse, <a href="mailto:achanse@spokanelibrary.org">achanse@spokanelibrary.org</a> , 444-5305
<b>City Council Sponsor:</b>	Burke
<b>Executive Sponsor:</b>	Andrew Chanse
<b>Committee(s) Impacted:</b>	Urban Experience
<b>Type of Agenda item:</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	<a href="http://future.spokanelibrary.org/SPL6%20report%202018-07-10%20DRAFT[4].pdf">http://future.spokanelibrary.org/SPL6%20report%202018-07-10%20DRAFT[4].pdf</a>
<b>Strategic Initiative:</b>	Vision for Renewed Library System (Implementation)
<b>Deadline:</b>	December 2023
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	SPL Bond Projects implemented by end of 2023
<b>Background/History:</b> <i>Update on voter approved bond for SPL capital projects</i> <ul style="list-style-type: none"> <li>The Downtown branch plans continue to progress as we are currently focusing on the Northwest Room that will be moved to the 3<sup>rd</sup> floor of the new library along with a new recording studio.</li> <li>Schematic designs for 'The Hive' (formerly known as "Libby") and Liberty Park Branch have been submitted by Integrus and are being evaluated. Schematic Designs for Shadle and Downtown are due next month.</li> <li>All documents have been finalized with the Northtown Mall to house the Shadle Branch in early 2020 for the duration of construction. The name of the branch was created by staff and named, 'To Be Continued'</li> <li>The school district will be hosting a 'drop in' open house on the Shaw campus on Wednesday June 6<sup>th</sup> from 5:00pm to 7:00pm in the cafeteria.</li> </ul>	
<b>Executive Summary:</b> <ul style="list-style-type: none"> <li>Updates will be shared on <a href="http://future.spokanelibrary.org/">http://future.spokanelibrary.org/</a></li> </ul>	
<b>Budget Impact:</b> 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: Voter-approved bond fund Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impact:</b> 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: 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.	

## Briefing Paper Urban Experience

<b>Division &amp; Department:</b>	ICM, Parks, Planning
<b>Subject:</b>	Spokane County Trails Plan
<b>Date:</b>	June 10 <sup>th</sup> , 2019
<b>Contact (email &amp; phone):</b>	Inga Note, <a href="mailto:inote@spokanecity.org">inote@spokanecity.org</a> , 625-6331
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	
<b>Committee(s) Impacted:</b>	Urban Experience, Parks Board
<b>Type of Agenda item:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b>	Strategic Plan – Urban Experience
<b>Strategic Initiative:</b>	River Connection, Public Amenities
<b>Deadline:</b>	none
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Information
<b>Background/History:</b>	
<p><i>Spokane County adopted the Regional Trail Plan in 2008. A major update was completed in 2014. Historically this plan has included trail projects with the City of Spokane. The next update must be adopted in 2020, therefore Spokane County Parks staff is initiating the process.</i></p>	
<b>Executive Summary:</b>	
<p><i>Paul Knowles from Spokane County will provide an overview of the update:</i></p> <ul style="list-style-type: none"> <li>• <i>Benefits of having an adopted trails plan (funding sources, interconnected trail network, guide for staff and elected officials)</i></li> <li>• <i>City role in the process</i></li> <li>• <i>Public participation opportunities</i></li> </ul>	
<b>Budget Impact:</b>	
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.)	
<b>Operations Impact:</b>	
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

<b>Division &amp; Department:</b>	ICM, Parks
<b>Subject:</b>	Spokane County Conservation Futures
<b>Date:</b>	June 10 <sup>th</sup> , 2019
<b>Contact (email &amp; phone):</b>	Inga Note, <a href="mailto:inote@spokanecity.org">inote@spokanecity.org</a> , 625-6331
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Gavin Cooley
<b>Committee(s) Impacted:</b>	Urban Experience, Parks Board
<b>Type of Agenda item:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b>	Strategic Plan – Urban Experience
<b>Strategic Initiative:</b>	River Connection, Public Amenities, Sustainability
<b>Deadline:</b>	none
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Information
<b>Background/History:</b>	
<p><i>There has been recent discussion of the Spokane County Conservation Futures program in relation to properties on Beacon Hill near Camp Sekani and also the Pilcher property on Highway 195. Since the last call for property nominations was in 2016, staff recommended an update on the program for the Urban Experience committee.</i></p>	
<b>Executive Summary:</b>	
<p><i>Paul Knowles from Spokane County will provide a brief overview of the program:</i></p> <ul style="list-style-type: none"> <li>• <i>Levy revenue, percent to operations and maintenance</i></li> <li>• <i>Partnerships with Spokane County Parks</i></li> <li>• <i>Property review and ranking process</i></li> <li>• <i>Status of the 2016 property acquisition list</i></li> </ul>	
<b>Budget Impact:</b>	
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.)	
<b>Operations Impact:</b>	
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:	