

**URBAN EXPERIENCE COMMITTEE MEETING
AGENDA FOR
February 10th, 2020
1:15 p.m. – City Council Briefing Center**

2/10/2020

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. Vacation of Portions of RW by the Esmeralda Golf Course- Eldon Brown
- B. SmartNet Hardware Maintenance and Software Support for Cisco Equipment with Cerium Networks, Inc- Michael Sloon
- C. Post St Water Main- Dan Buller
- D. Delayed Funding for 2 Projects in CHHS Five-Year Funding Awards- Tija Danzig
- E. 2019 Urban Utility Installation Program SBO- Teri Stripes
- F. Consolidated Homeless Grant- Matt Davis
- G. City/County PA Revenue District Tracking and Distribution Process- Teri Stripes

IV. Strategic Plan Session

- A. Riverfront Park Re-Development Update- Garrett Jones (10 min)

V. Staff Reports

- A. Accountability Audit Exit with SAO-Sally Stopher (10 min)
- B. Highway Safety Improvement Grants-Inga Note (10 min)
- C. 2019/2020 Comprehensive Plan Amendment Threshold Determination- Kevin Freibott (10 min)
- D. Youth Bus Pass Program Funding– CM Kate Burke (10 min)
- E. Housing Project Updates- Melissa Morrison (10 min)
- F. Economic Update- Kris Becker (15 min)

VI. Adjournment:

Next Urban Experience Committee meeting will be on Monday, March 9th, 2020.

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)

Division & Department:	Developer Services
Subject:	Vacation of portions of RW by the Esmeralda Golf Course
Date:	February 10, 2020
Contact (email & phone):	Eldon Brown (ebrown@spokanecity.org) 625-6305
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Urban Experience 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)	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 application to a public hearing before City Council
Background/History: LB Stone Properties has acquired land just west of Esmeralda Golf Course and wishes to take over nearby right-of-ways by applying a previous version of a non-user statute that was in place between 1889 and 1909. (These right-of-ways were platted in 1894) Title companies however, will not insure title without the City taking action. City staff recommends vacating these right-of-ways at no cost pursuant to this non-user statute (Laws of 1889, Chapter 19, Section 32, p 603, adopted by legislature in 1889.	
Executive Summary: <ul style="list-style-type: none"> • Various easements will privately be established for utilities currently in the right-of-way. • Attached is a map of the vacation area, a narrative, and a conceptual site plan 	
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:	

January 17, 2020

Narrative on Street Vacations in the Esmeralda Commerce Park

Esmeralda Commerce Park, LLC, owns approximately 17 acres of Light Industrial-zoned land near the intersection of North Freya Street and East Garland Avenue.

Esmeralda Commerce Park, LLC, plans to develop a modern industrial park after the street vacations have been formerly approved and recorded. The industrial park shall consist of approximately 6 buildings totaling over 400,000 square feet and approximately 2,795 lineal feet of new streets per City of Spokane standards.

Construction of the streets is planned to start in spring of 2020 and the first building is planned to be available for occupancy in 2021. There are also plans to install forestry style gates near the intersection of Rockwell and Freya and also north of the intersection of Garland and Thor in order to keep unnecessary traffic, criminal vagrants, car and motorcycle racing, etc. off of the new roads until the buildings are ready for occupancy or the gates are no longer required due to the increased tenancy. Garland Avenue will remain open as a public street to provide access to an existing property (AT&T) located on the far west end of the new street.

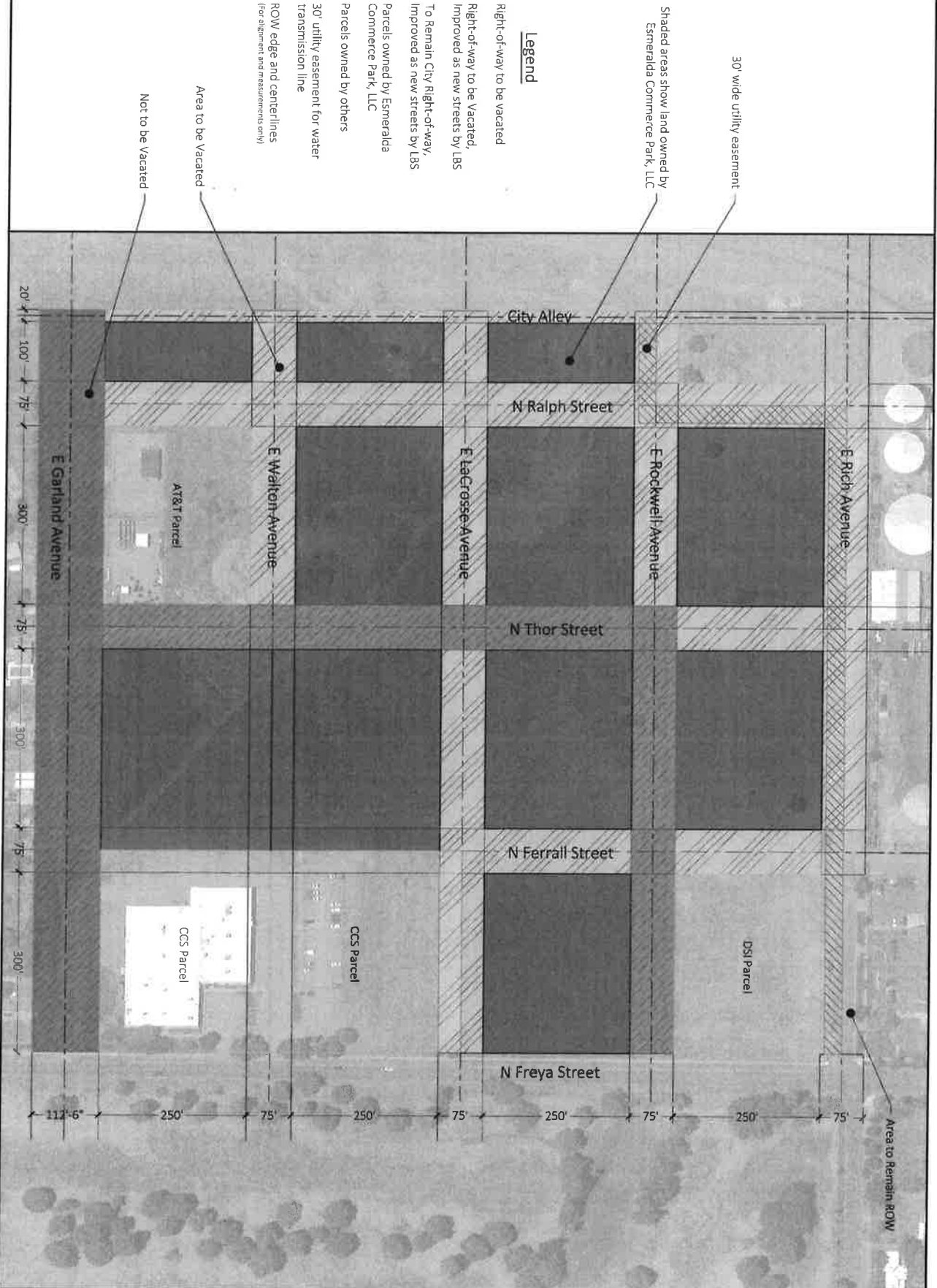
The Esmeralda Commerce Park will be attractively designed and constructed, including extensive landscaping with sidewalk area swales, Ponderosa pines, Douglas firs, among other features.

The class A industrial buildings will be concrete tilt-up construction and have high clear heights, modern dock high and grade level doors. They are intended to appeal to a wide range of tenant companies, ranging from e-commerce distribution, manufacturing, to regional service and suppliers, to incubator space for smaller companies. Playfair Commerce Park is a good model for the look and feel of the development.



Legend

- Right-of-way to be vacated
- Right-of-way to be vacated, improved as new streets by LBS
- To Remain City Right-of-way, improved as new streets by LBS
- Parcels owned by Esmeralda Commerce Park, LLC
- Parcels owned by others
- 30' utility easement for water transmission line
- ROW edge and centerlines (for alignment and measurements only)

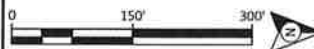


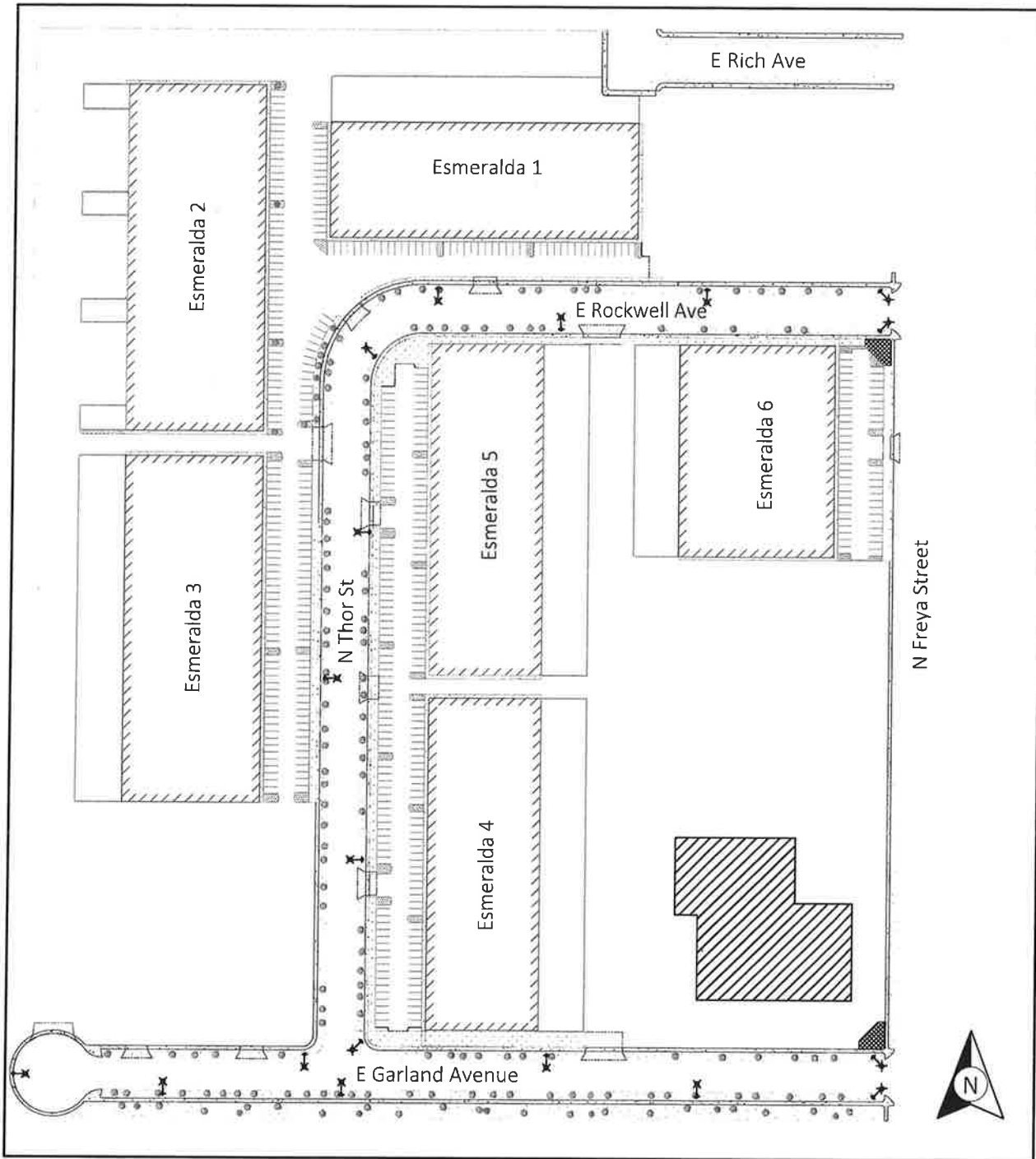
PROJECT:
Esmeralda Commerce Park

SHEET TITLE:
Street Vacations

DRAWN BY: Randal Ruiz

DATE: 16 January, 2020





Briefing Paper

Urban Experience Committee

Division & Department:	Innovation and Technology Services Division
Subject:	SmartNet hardware maintenance and software support for Cisco Equipment with Cerium Networks, Inc.
Date:	February 10, 2020
Author (email & phone):	Michael Sloon, msloon@spokanecity.org , 625-6468
City Council Sponsor:	
Executive Sponsor:	Eric Finch and Michael Sloon
Committee(s) Impacted:	Urban Experience 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)	ITSD – Ongoing maintenance of hardware and software support for the City's Phone and Network System. Utilizing Budget Account #5300-73400-18850-54804
Strategic Initiative:	Sustainable Resources
Deadline:	December 31, 2019
Outcome: (deliverables, delivery duties, milestones to meet)	All Cisco network equipment will receive operationally required security updates, software patches, 24/7/365 vendor technical support, and break-fix replacement.
Background/History: Cerium Networks, Inc. was selected through RFP 4500-18 for Cisco SmartNet Services. The City of Spokane uses Cisco switches/routers as the primary network connection device and Cisco Call Manager for our telephone system. SmartNet is the maintenance portion needed for these critical products. This will be the 1 st of four one-year renewal options mutually agreed upon between the City and Cerium. 2019 amount was \$215,759.07 including tax. 2020 amount is \$250,255.71 including tax. There is an increase in cost due to capacity change and increase in cost of services.	
Executive Summary: <ul style="list-style-type: none"> Contract for the 1st of four one-year renewal options with Cerium Networks, Inc. for hardware maintenance and software support for Cisco Equipment. Requesting \$250,255.71 including tax for the 1st year renewal option of this contract. Term is January 1, 2020 – December 31, 2020. 	
Budget Impact: Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:	

Briefing Paper

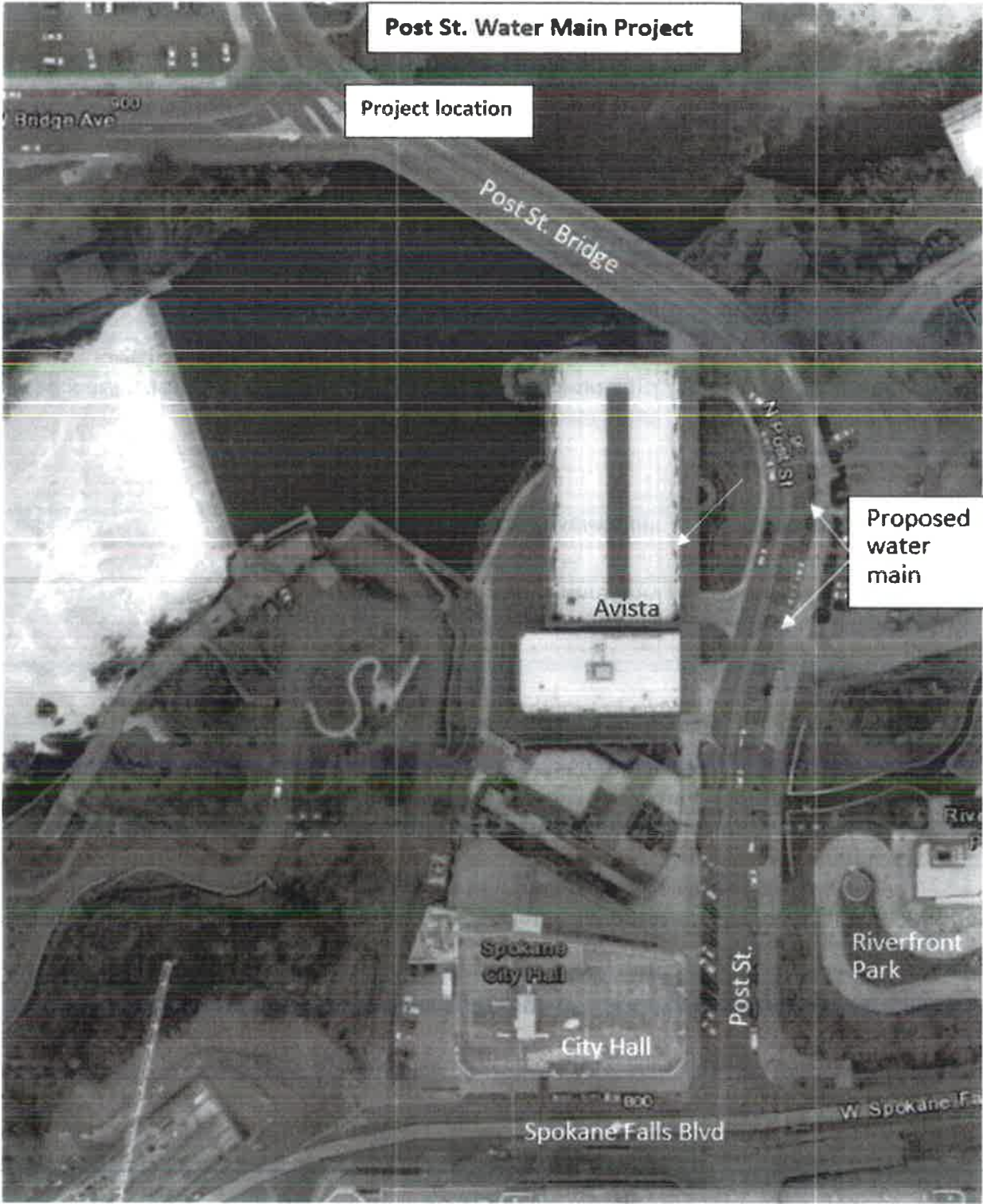
Urban Experience

Division & Department:	Public Works, Engineering
Subject:	Post St. Water Main
Date:	2-10-20
Contact (email & phone):	Dan Buller (dbuller@spokanecity.org 625-6391)
City Council Sponsor:	
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	This project is part of the Post St. Bridge project which is in the 6 year street plan.
Strategic Initiative:	Innovative Infrastructure
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of construction contract
Background/History:	
<ul style="list-style-type: none"> • The 18" water main in Post Ave. just south of the Post St. bridge is 105 years old. 	
Executive Summary:	
<ul style="list-style-type: none"> • The proposed project replaces the 105 year old water main from the south end of the Post St. bridge to just north of the crosswalk between Riverfront Park and Huntington Park. • This replacement is necessary both because of the water main's age and because removal of the Post St. bridge will result in this main being unrestrained. • This project will occur beginning about April 1, just prior to beginning the Post St. bridge replacement project and so the traffic control measures implemented for this project will remain for the bridge project. • This project has been coordinated with a Parks project in the northwest corner of Riverfront Park which is just beginning. This project has also been coordinate with Avista which has nearby driveways. • This project is locally funded and is estimated to cost approximately \$175,000 	
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
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:	

Post St. Water Main Project

Project location

Proposed water main



Briefing Paper

Urban Development Committee

Division & Department:	Neighborhood and Business Services Division – Community, Housing, and Human Services (CHHS) Department
Subject:	Delayed Funding for 2 Projects in CHHS Five-Year Funding Awards
Date:	January 28, 2020
Author (email & phone):	Tija Danzig (tdanzig@spokanecity.org , ext. 6052)
City Council Sponsor:	
Executive Sponsor:	Tim Sigler
Committee(s) Impacted:	Public Safety and Community Health
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	2015-2020 Strategic Plan to End Homelessness 2015-2020 Consolidated Plan for Community Development
Strategic Initiative:	Reduce Homelessness / Safe and Healthy
Deadline:	July 2019
Outcome: (deliverables, delivery duties, milestones to meet)	CHHS is updating the Urban Development Committee on need to fund recommended applicants from the 2019 Five-Year Awards. Action and support needed for funds to issue two agreements for permanent housing projects for people experiencing homelessness.
Background/History: Historically, the City of Spokane has funded social services programming through one or two-year funding cycles. To increase the stability and performance of funded projects, the Community, Housing, and Human Services (CHHS) department implemented several funding cycle changes, the most significant being a shift to five-year funding commitments for service-based projects. After an 18-month long stakeholder engagement process, the five-year Request for Proposals (RFP) was opened on October 5, 2018 and closed on December 21, 2018. The funded projects began on July 1, 2019, after an intensive application review, recommendation, and agreement process.	
Executive Summary: <ul style="list-style-type: none"> The former CHHS Director submitted a briefing paper for a City Council Study Session on April 24, 2019 to outline the process, as well as to provide City Council with the recommendations of the Continuum of Care (CoC) Funding and RFP Committee and CoC Board. At that time, CHHS was requesting City Council to approve the funding recommendations as presented, including granting authorization to enter into agreements with funded partner agencies. Based on City Council conversations, they determined to go forward with funding all but two of the projects based on the recommendations and available funding. At that time, City Council decided that two of the permanent housing projects could be held out, in favor of funding them with a different source (presumably funds potentially available through the City's participation activities outlined House Bill 1406) so that the available resources could be reallocated to shelter projects that needed additional resources as well. As such, the \$140,000 per year amount that was intended for the two permanent housing projects was reallocated by City Council for shelter. This decision was made, however, with the intention of both of these permanent housing projects being funded at their full recommended amount. Since this time, City Council learned that neither of these projects are eligible to be funded 	

under 1406 and, unfortunately, CHHS no longer has the resources to fund these projects in the initial two years of the award.

- The CHHS Department is requesting that City Council take immediate action to fund Pioneer Human Services and Transitions for the two projects that were recommended for funding during the Five-Year Funding Cycle on April 24, 2019. The recommended amounts were \$100,000 and \$40,000 respectively. This would add permanent housing capacity for our system and help alleviate the emergency need. Specifically, Pioneer Human Services proposed a re-entry project and Transitions proposed to serve women and families.
- The CHHS Department made two-year awards for all of the funded projects in the Five-Year RFP. This was done in an attempt to create performance-based targets and benchmarks and to create the infrastructure to meet those needs. As such, CHHS is requesting City Council to allocate by SBO \$280,000 for the next two years (\$140,000 for the operating term of July 1, 2019 to June 30, 2020 and \$140,000 for July 1, 2020 to June 30, 2021). After that time, the CHHS Department should be able to fund these two projects for the remainder of the three years of the award period.
- Please note that two contracts will follow for approval, once the SBO has made it through the process and been approved.

Budget Impact:

Approved in current year budget? ☐ Yes ☒ No

Annual/Reoccurring expenditure? ☒ Yes ☐ No

If new, specify funding source:

Other budget impacts: None.

Operations Impact:

Consistent with current operations/policy? ☒ Yes ☐ No

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

Specify changes required: None.

Known challenges/barriers: None.

ORDINANCE NO _____

An ordinance amending Ordinance No. C-35857, passed by the City Council December 16, 2019, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2020, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2020, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2020 budget Ordinance No. C-35857, as above entitled, and which passed the City Council December 16, 2019, it is necessary to make changes in the appropriations of the General 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 General Fund, and the budget annexed thereto with reference to the General Fund, the following changes be made:

FROM:	0100-99999-	General Fund	
	99999-	Unappropriated Reserves	<u>\$ 280,000.00</u>
TO:	0300-53010-	Human Services	
	65410-54999	Other Misc. Charges	<u>\$ 280,000.00</u>

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 a significant and pressing need to fund two permanent housing projects to help alleviate emergency need in the community, 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

Briefing Paper

Urban Experience Committee

Division & Department:	Public Works – Water/Wastewater and Planning Economic Development Team
Subject:	2019 Urban Utility Installation Program SBO
Date:	February 10, 2020
Author (email & phone):	Teri Stripes X6597, Louis Meuller
City Council Sponsor:	Karen Stratton
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	Urban Experience and PIES
Type of Agenda item:	<input checked="" 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)	Strategic Key Advancement of: Strategies and Tactics: <ul style="list-style-type: none"> Invest in Key Neighborhoods and Business Centers; esp PDA's Invest in Key Public Amenities and Facilities Maximize Public Assets Expected Outcomes: <ul style="list-style-type: none"> Property values growing faster than historic averages We have created an environment to promote mixed income neighborhoods with a diverse range of housing options for all buyers Total public/private investment and job growth is higher in targeted areas compared with the region Comprehensive Plan, Charter 7 Economic Development: ED 2 LAND AVAILABILITY FOR ECONOMIC ACTIVITIES Goal: Ensure that an adequate supply of useable industrial and commercial <ul style="list-style-type: none"> Property is available for economic development activities. 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. 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. <ul style="list-style-type: none"> 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> ED 7.5 Tax Incentives for Renovation

Strategic Initiative:	Use tax incentives and investments to encourage revitalization, modernization, or rehabilitation of deteriorated residential and commercial properties and buildings for new economic activity. Innovative Infrastructure – Maximize Public Assets
Deadline:	2/10/2020
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of Special Budget Ordinance to provide budget for the remaining Urban Utility Installation Program.
Background/History: In 2018, Council passed ORD C35632 and Administrative Policy 065-18-01 for the implementation of the Urban Utility Installation Program Assistance.	
Executive Summary: Unfortunately, at the end of 2019 the remaining budget dollars were not encumbered. We do have outstanding contracts and need to bring those remaining 2019 budget dollars forward to 2020. No new funding has been allocated for projects not currently in the pipeline. This SBO and the projects in the pipeline exhaust the original \$500,000 budget.	
Budget Impact: Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:	

ORDINANCE NO _____

An ordinance amending Ordinance No. C-35857, passed by the City Council December 16, 2019, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2020, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2020, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2020 budget Ordinance No. C-35857, as above entitled, and which passed the City Council December 16, 2019, it is necessary to make changes in the appropriations of the Water & Hydroelectrical Services 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 Water & Hydroelectrical Services Fund, and the budget annexed thereto with reference to the Water & Hydroelectrical Services Fund, the following changes be made:

FROM:	4100-99999	Water & Hydroelectrical Services Fund	
	99999-28810	Unappropriated Reserves	
			<u>\$ 200,000</u>
TO:	4100-42420	Water & Hydroelectrical Services Fund	
	34145-54201	Contractual Services	
			<u>\$ 200,000</u>

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 add additional funding to the 2020 budget for Urban Utility Installations that were appropriated in 2019 but not completed and encumbered, 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

CHG Amendment Briefing Paper

Urban Experience Committee

Division & Department:	Neighborhood and Business Services – Community, Housing, and Human Services
Subject:	Consolidated Homeless Grant
Date:	01/30/20
Author (email & phone):	Matt Davis (mrDavis@spokanecity.org ext. 6815)
City Council Sponsor:	N/A
Executive Sponsor:	Tim Sigler
Committee(s) Impacted:	Public Safety and Community Health
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	2015-2020 Strategic Plan to End Homelessness; 2015-2020 Consolidated Plan for Community Development
Strategic Initiative:	Safe and Healthy / Reduce Homelessness
Deadline:	Effective Date for the agreement is 1/1/2020
Outcome: (deliverables, delivery duties, milestones to meet)	CHHS is requesting permission to disburse \$47,847.00 in additional Consolidated Homeless Grant (CHG) funds to existing subrecipient agreement with Catholic Charities in order to fully allocate the City's award from the Dept. of Commerce.
<p>Background/History: CHG is one of the constituent funding sources for the 5-Year Homeless Housing, Operations, and Services funding cycle. Because at least 36% of the award total for this grant must be allocated towards rental assistance, this funding source must be primarily used to fund Rapid Re-Housing programs. The City's CHG award exceeded projections for the 5-Year. In order to maintain to minimum allocation of 36% to rental assistance, these funds must be disbursed to existing CHG rental assistance programs. The two existing CHG rapid re-housing agreements are both receiving a portion of these additional funds, however the amount being disbursed to the Catholic Charities agreement exceeds 10% of the grant agreement's current total award amount and this requires City Council approval</p>	
<p>Executive Summary:</p> <ul style="list-style-type: none"> The Department of Commerce awarded City of Spokane \$6,126,390.26 in CHG funds for the period 7/1/19 to 6/30/21 This exceeds the anticipated award from Commerce used to calculate the funds available in the 5-Year Homeless Housing, Operations, and Services RFP The additional funds must be allocated to rental assistance to maintain the state mandated minimum allocation to that budget categories for all CHG awards. Catholic Charities' current CHG-funded rental assistance agreement (OPR 2019-0724) amounts to \$412,968. The amount being disbursed to this agreement (\$47,847) exceeds 10% of the current agreement amount. CHHS is requesting permission to disburse the additional amount. 	
<p>Budget Impact:</p> <p>Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If new, specify funding source: N/A</p> <p>Other budget impacts: N/A</p>	

Operations Impact:

Consistent with current operations/policy?

☒

Yes

☐

No

Requires change in current operations/policy?

☐

Yes

☒

No

Specify changes required: None.

Known challenges/barriers: None.



City of Spokane

AGREEMENT AMENDMENT A

Title: Rapid Rehousing for Families Program

This Agreement Amendment is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **Catholic Charities of Eastern Washington**, whose address is 12 East 5th Avenue, Spokane, Washington 99201 as ("GRANTEE").

WHEREAS, the parties entered into an Agreement wherein the GRANTEE agreed to administer for the City the Rapid Rehousing for Families Program; and

WHEREAS, additional funding has been made available under the Program Year 2019 Consolidated Homeless Grant, Grantor Award # 20-46108-30; and

WHEREAS, the parties desire to increase funding and modify the corresponding Project budget and to supplant the original Agreement billing form Attachment referenced as part of the original Agreement documents; and

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

1. CONTRACT DOCUMENTS.

The original Agreement, dated August 30, 2019 any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Agreement Amendment shall become effective on January 1, 2020.

3. AMENDMENT.

SECTION NO. 3 – BUDGET. The total amount City shall pay GRANTEE is increased by **FORTY SEVEN THOUSAND EIGHT HUNDRED FORTY SEVEN AND NO/100 DOLLARS (\$47,847.00)** for everything furnished and done under this Amendment which equates to a new total Agreement amount not to exceed **FOUR HUNDRED SIXTY THOUSAND EIGHT HUNDRED FIFTEEN AND NO/100 DOLLARS (\$460,815.00)** for everything furnished and done under the original Agreement and this Amendment. This is the maximum amount to be paid under this Amendment and original Agreement, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Agreement and this Amendment document. The original Agreement BUDGET chart is modified as follows (this budget chart entirely replaces the budget chart portrayed in SECTION NO. 3 {page 4} of the original Agreement):

Category	Amount
Rental Assistance	\$258,461
Operations	\$183,958
Administration	\$18,396
TOTAL	\$460,815

4. AMENDMENT.

SECTION NO. 8.B.3 – PAYMENT PROCEDURES. The original Agreement is amended as follows:

The CITY shall reimburse the GRANTEE only for actual incurred costs upon presentation of accurate and complete reimbursement forms as provided by the CITY in ~~Attachment B~~ Attachment 1 and approved by the CITY. Only those allowable costs directly related to this Agreement shall be paid. The amount of each request must be limited to the amount needed for payment of eligible costs.

Requests for reimbursement by GRANTEE shall be submitted no more than once per month on or before the 15th of each month for the previous month's expenditures, using the forms provided by the CITY in ~~Attachment B~~ Attachment 1. For expenses incurred during the month of December, the reimbursement request shall be submitted on or before the 10th of January, and for expenses incurred during the month of June, the reimbursement request shall be submitted on or before the 10th of July. In conjunction with each reimbursement request, GRANTEE shall certify that services to be performed under this Agreement do not duplicate any services to be charged against any other grant, subgrant or other founding source. GRANTEE shall submit reimbursement requests to the CITY's Contract Representative designated on the Face Sheet of this Agreement either by mail to the address listed above or by e-mail to chhsreports@spokanecity.org.

Invoices must be submitted with appropriate supporting documentation, including copies of receipts, as well as invoices and time and effort tracking as directed by the CITY's Contract Representative designated on the Face Sheet of this Agreement.

Payment will be made via direct deposit/ACH within thirty (30) days after receipt of the GRANTEE's application except as provided by state law. If the CITY objects to all or any portion of the invoice, it shall notify the GRANTEE 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.

In the event that the CITY or HUD determines that any funds were expended by the GRANTEE for unauthorized or ineligible purposes or the expenditures constitute disallowed costs in any other way, the CITY or HUD may order repayment of the same. The GRANTEE shall remit the disallowed amount to the CITY within thirty (30) days of written notice of the disallowance.

- a. The GRANTEE agrees that funds determined by the CITY to be surplus upon completion of the Agreement will be subject to cancellation by the CITY.
- b. The CITY shall be relieved of any obligation for payments if funds allocated to the CITY cease to be available for any cause other than misfeasance of the CITY itself.
- c. The CITY reserves the right to withhold payments pending timely delivery of program reports or documents as may be required under this Agreement.

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

**CATHOLIC CHARITIES OF EASTERN
WASHINGTON**

By _____
Signature Date

Type or Print Name

Title

CITY OF SPOKANE

By _____
Signature Date

Type or Print Name

Title

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Attachments that are part of this Agreement:
Attachment 1 – REVISED Grantee Billing Form
Attachment 2 – Debarment Certification

DRAFT

Briefing Paper

Urban Experience Committee

Division & Department:	Neighborhood and Businesses Services: Planning Economic Development Team
Subject:	City/County PDA Revenue District Tracking and Distribution Process
Date:	February 10, 2020
Author (email & phone):	Teri Stripes X6597
City Council Sponsor:	Council President Beggs and Council Member
Executive Sponsor:	Gavin Cooley
Committee(s) Impacted:	Urban Experience
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)	<p>Strategic Key Advancement of:</p> <p>Strategies and Tactics:</p> <ul style="list-style-type: none"> Invest in Key Neighborhoods and Business Centers; esp PDA's Invest in Key Public Amenities and Facilities Maximize Public Assets <p>Expected Outcomes:</p> <ul style="list-style-type: none"> Property values growing faster than historic averages We have created an environment to promote mixed income neighborhoods with a diverse range of housing options for all buyers Total public/private investment and job growth is higher in targeted areas compared with the region <p>Comprehensive Plan, Charter 7 Economic Development:</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"> Property is available for economic development activities. <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"> 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> ED 7.5 Tax Incentives for Renovation

	<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>
Strategic Initiative:	Invest in Key Neighborhoods and Business Centers; esp PDA's
Deadline:	2/10/2020
Outcome: (deliverables, delivery duties, milestones to meet)	Awareness of the process developed by the City and the County for tracking revenue sources and the distribution of incremental revenues generated within the districts to the Public Development Authorities.
Background/History: In 2019, City and County created three joint City/County PDAs with revenue districts to further Economic Development and growth within defined geographic areas.	
Executive Summary: This briefing is to provide City Council with an understanding of the process on how the revenues will be tracked and distributed to the PDA.	
Budget Impact: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.) Neutral	
Operations Impact: Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:	

Sales Tax Methodology

Public Development Authorities

Margaret Smith, Sr. Management & Budget Analyst
January 14, 2020

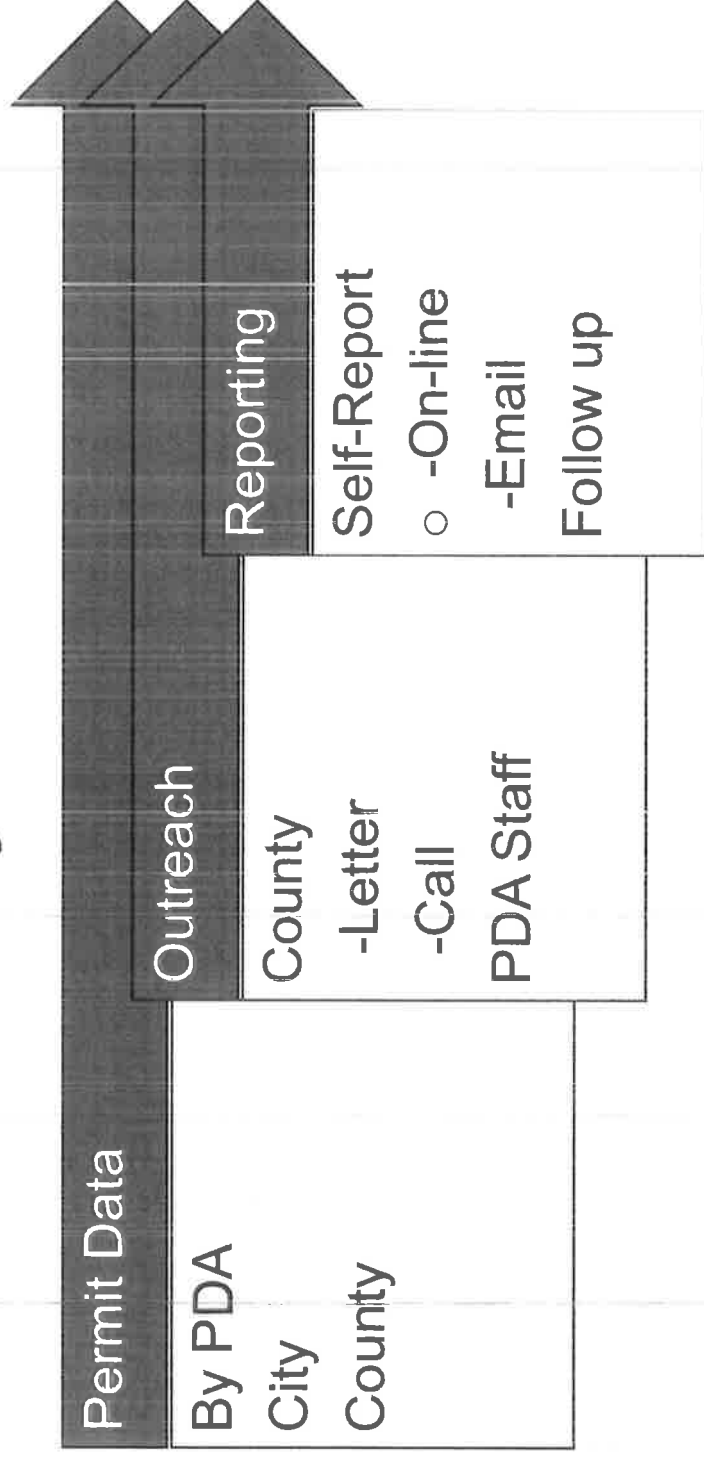
PDA Tax Reporting Database

- Multiple PDA's
- Permit data
- Taxable sales by PDA
- Reports
 - Allocation
 - PDA's

Sales Tax Components

- Construction
- New Business
- Box Stores
- Remote Sellers

Construction Activity



New Business

- PDA's
 - Per ILA
- Building Permits
 - Certificate of Occupancy
- Database Reports
 - New business reporting
- State Agency
 - Lnl quarterly data?

Box Store Examples

Kings Coffee

Location	PDA	Jurisdiction
1310 N Ruby	University District	City
1402 N Hamilton	University District	City
7942 N Market	Northeast	County
13400 W Geiger	West Plains	County

Multiple locations throughout the County; analyze approximate percentage each store generates. Analyze annually or as locations change.

Box Store Examples

North of Here

Location	PDA	Jurisdiction
13400 W Aero	West Plains	City

PDA location is only one within the jurisdiction

Box Store Examples

Bob's Burgers

Location	PDA	Jurisdiction
2265 N Ruby	University District	City
6429 N Freya	Northeast	City
14211 N Market	Northeast	County
6522 W Hwy 2	West Plains	City

All four locations within PDA's. Adjust percentage annually.

Allocation in PDA Tax Reporting

		NE PDA		UD PDA		WP PDA	
UBI	Business	City	County	City	County	City	County
611-111-111	King's Coffee	-	12%	3%	-	-	6%
601-222-222	North of Here	-	-	-	100%	-	-
601-333-333	Bob's Burger's	27%	100%	25%	48%	-	-

Allocation in PDA Tax Reporting

Taxable Sales		Business	NE PDA		UD PDA		WP PDA	
City	County		City	County	City	County	City	County
\$350,000	\$42,000	King's Coffee	-	\$5,040	\$10,500	-	\$2,520	
\$950,000	\$0	North of Here	-	-	-	\$950,000	-	
\$120,000	\$49,000	Bob's Burger's	\$32,400	\$49,000	\$30,000	\$57,600	-	

Remote Sellers

- Amazon
- Department of Licensing
- Verizon
- Miscellaneous

Public Development Authority

Methodology - Sharing of Sales Tax

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Import the data into Excise Tax Manager (ETM).....	3
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Definitions

Box Store: Business with a physical presence that sells tangible goods or services to consumers.

Excise Tax Manager (ETM): An application written by Spokane County Information Technology which contains excise tax data from Department of Revenue. The program is used to track, analyze and report on excise tax information.

Marketplace Facilitator: A business that sells goods and services on their platform for third parties.

New Business: a business that has not reported to a specific location before, or is increasing the number of physical locations within a PDA.

Partner Portal: A secure location on the Department of Revenue website where taxing jurisdictions can access confidential excise tax data reported by businesses. The data is specific to the jurisdiction and available by month and tax.

Public Development Authority Tax Reporting (PDAT): An application written by Spokane County Information Technology which contains excise tax data from Excise Tax Manager for the specific purpose of identifying excise tax information within the PDA's. Additionally, it pulls in building permit issued within the PDA's. The program is designed to allow for expansion or inclusion of new PDA's.

Remote Seller: A business lacking a physical presence that sells tangible goods or services to consumers.

Self-Reporting: The process for construction businesses to report taxable activity within a PDA via a secure website (www.SpokaneCounty.org/PDAReporting).

Overview

The PDA Interlocal Agreements include revenue sharing of regular local sales tax. Identifying the taxable sales within a PDA for the purposes of the sharing agreement includes four components; construction activity, identifying new businesses, box stores and remote seller.

Data Import Process

Via Partner Portal, download sales tax data

The data includes; UBI, type of return, tax type, location code, tax basis, reporting frequency, NAICS, business name and address. The address reported reflects the home office of the reporting business. The data does not include phone number or contact information of the individual responsible for completing the tax return. The location or address of the taxable activity is not reported by the business nor collected by DOR.

Spokane County reviews the data for consistency, to import into our database. The review includes adding missing NAICS, assigning states for international business, correcting zip codes and zip+4 data.

Import the data into Excise Tax Manager (ETM)

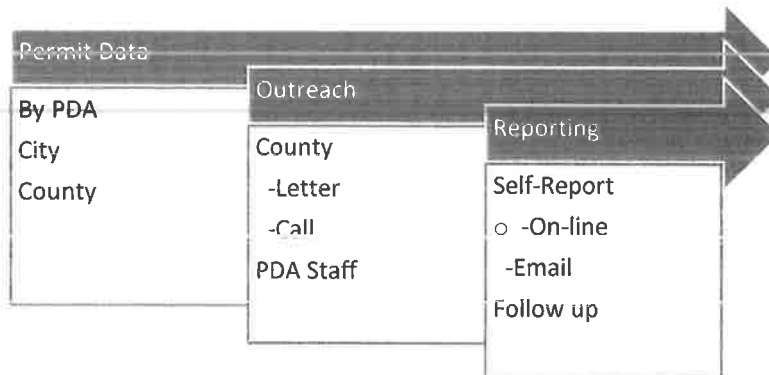
All taxable sales within Spokane County, including each jurisdiction are in ETM. Some of the reporting capabilities include tax or sales by:

- Month
- Jurisdiction
- Business
- NACIS

Within ETM, contact information is documented and maintained for businesses for reference or follow-up. Account specific notations may include background about the account, specific transactions or audit adjustments forwarded to DOR.

Construction Activity

Permit data from the City and County is used to identify construction activity within each PDA. Using the permit information, letters are sent to the contractor on file regarding the PDA. The contractor can voluntarily report their taxable sales on-line or through direct contact with County staff.



Review permit data in PDA Taxable Reporting (PDAT)

PDAT runs against Spokane County and City of Spokane building permit databases. A PDA is selected (i.e., NEPDA, WPPDA or UDPDA), a date range assigned, and building permits within that criteria are identified.

1. Results returned are evaluated to determine if the construction activity for the permit issued should be considered as part of the PDA sales tax sharing agreement. Residential permits are manually excluded from consideration as are multi-family units and some other unique circumstances.
2. Letters are generated, then exported to Word to be sent to the contractors. The letter explains they are within the PDA, provides permit information, there is a interlocal agreement and requests the business provide their contact information. Copies are maintained on file for reference.
3. After contact information is received, a letter is sent to the business with a “registration key.” Instructions are provided to self-report taxable construction activity within a PDA at www.SpokaneCounty.org/PDAReporting (see [appendix](#)).

Import Self-Reporting

The self-reported construction activity is imported to Public Development Authority Tax Reporting (PDAT) system monthly. The self-reported activity is compared against data received via the Partner Portal for reasonableness.

Businesses have the option to email their construction activity to PDA@SpokaneCounty.org if they prefer. Taxable activity discovered through audits or contact with firms is manually entered into PDAT for inclusion of the sales tax allocation per the interlocal agreement.

Identifying New Businesses

The City, County and PDA will work together to identify new businesses. Various avenues will be used to identify and capture additional taxable sales for purposes of revenue sharing.

Per the interlocal agreement, the PDA will notify the City and County of new businesses. If possible, the UBI will be identified and entered into PDAT to include the taxable sales in the revenue sharing calculation.

The Building department of both the city and county issue "Certificate of Occupancy" indicating the facility has been inspected and ready to be occupied. If possible, the UBI will be identified and added to PDAT to include the taxable sales in the revenue calculation.

Where the UBI cannot be readily identified, the business or new occupant will be contacted directly via letter or phone call.

Other avenues to identify new business will be utilized, such as City Business Licenses, tax reports from ETM or other State agencies.

Box Store Reporting

PDAT includes a list of each business located within a PDA and their DOR reporting code.

Various scenarios can occur (see [Box Store Examples](#)):

- One business with multiple locations throughout the County with one or more box stores in a PDA.
- One business with multiple locations throughout the County, with a PDA box store as the only location in the DOR reporting code.
- One business with multiple locations in the County, each located within a PDA

Allocation in PDAT

When a business is added to PDAT for allocation, a percentage is assigned to the appropriate PDA based on the location of the box store. Allocations for business with multiple locations throughout the County are agreed upon by the City and County. The allocation is determined by multiple factors, which may include factors such as staffing level (using Labor & Industries data), size of store, and hours of operation. The allocation is adjusted yearly or when a new business moves open or close. (See [Allocation in PDAT Example](#))

The percentage assigned to each PDA by business in PDAT calculates the taxable sales to be allocated. (See [Result of PDAT Allocation Example](#))

Remote Sellers & Marketplace Facilitators

Recognizing there are potentially thousands of remote sellers and facilitators, guide lines are necessary to determine which businesses will be included in the sales tax analysis for sharing. Yearly, the total taxable sales by business, countywide will be determined. Remote sellers and marketplace facilitators among the top 25 businesses will be included in the sharing agreement.

The allocation of the taxable sales to the PDA's are determined by the most reasonable method available, such as total property value within a PDA as a percentage of the jurisdictions total property value. The percentage is agreed upon by the City and County for allocation to each PDA.

The percentage assigned to each PDA by business in PDAT calculates the taxable sales to be allocated. (See [Result of PDAT Allocation Example](#))

Monthly PDAT Report

Various reports are available in PDAT. Monthly reports combine construction activity, box stores, and remote sellers and marketplace facilitators. The report provides taxable sales within each PDA by DOR reporting code. (See [PDA Taxable Sales Reporting Example](#))

Additional reports which include confidential information provide the data used by the City and County to distribute sales tax revenue based on the interlocal agreement for each PDA.

Further reports can be developed to share with each PDA which would list businesses tracked in PDAT and their sales activity allocation.

Appendix

PDAT Tax Reporting

PDA Taxable Sales Reporting

Questions on completing this form?

Contact PDA@spokanecounty.org or (509) 477-5789.

Account Id / UBI*

NNNNNNNNNN

No dashes

Registration Key*

aNNNa

Public Development Area*

West Plains PDA

Location Code within PDA*

NNNN

[Find your tax location code](#)

PDA Business Name*

PDA Address

Filing Period Month*

-- Select One --

Filing Period Year*

-- Select One --

Local Sales Tax - Taxable Amount

0.00

Local Use Tax - Value of Articles

0.00

Value of articles used by taxpayer as a consumer on which no Washington sales tax has been paid.

protected by reCAPTCHA

[Privacy](#) - [Terms](#)



☒ Receive an email copy of this form.

Email address

This field is not part of the form submission.

Submit

* indicates a required field

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All four locations within PDA's. Adjust percentage annually.



Percentage Allocation in PDAT Example

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Result of PDAT Allocation Example

Taxable Sales			NE PDA		UD PDA	WP PDA	
City	County	Business	City	County	City	City	County
\$350,000	\$42,000	King's Coffee	-	\$5,040	\$10,500	-	\$2,520
\$950,000	\$0	North of Here	-	-	-	\$950,000	-
\$120,000	\$49,000	Bob's Burger's	\$32,400	\$49,000	\$30,000	\$57,600	-

PDA Taxable Sales Reporting Example

PDA Taxable Sales Reporting
West Plains PDA Summary

From Filing Period 6/1/2019 to 8/31/2019

Location	Filing Period	Sales
3210	06/30/2019	\$968,826.97
	07/31/2019	\$1,281,320.00
	3210 Total:	\$2,250,146.97
3232	06/30/2019	\$696,718.00
	07/31/2019	\$31,996,780.00
	08/31/2019	\$7,918,033.00
	3232 Total:	\$40,611,531.00
		\$42,861,677.97

Briefing Paper

Urban Experience

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Highway Safety Improvement Grants
Date:	2/10/2020
Author (email & phone):	inote@spokanecity.org , kpicanco@spokanecity.org ;
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	PIES, Urban Experience
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	Comprehensive Plan Policies: TR 1 – Transportation Network for All Users, TR 5 – Active Transportation
Strategic Initiative:	
Deadline:	
Outcome:	Committee approval to apply for safety grant
<p>Background/History: <i>The Highway Safety Improvement Program (HSIP) is a federal grant program that allows states and local governments to target safety funds to their most critical safety needs. The goal of the program is to <u>reduce fatal and serious injury crashes</u>. The 2020 program criteria has two categories: Spot Location and Systemic.</i></p> <p>Spot Location: <i>Improvement project must address one or more specific fatal and/or serious injury crashes from 2014-2018. Can be a single intersection or multiple locations on a corridor.</i></p> <p>Systemic: <i>This is the low-cost, widespread, risk-based subprogram. The City analyzes the 2014-2018 crash data and identifies risk factors leading to serious and fatal collisions. The road network is then evaluated for the presence of these risk factors. This data-driven process is used to identify eligible projects. For the City of Spokane, the data analysis shows a need to address bike and pedestrian collisions in crosswalks on multi-lane, principal arterials.</i></p> <p><i>Applications for the 2020 call are due March 6th. A 10% match is required for all phases, except that construction is eligible for 100% funding if authorized by April 30th, 2023.</i></p>	
<p>Executive Summary:</p> <ul style="list-style-type: none"> Highway Safety Improvement Program is intended to reduce fatal and serious crashes. Data-driven methodology approved by WSDOT staff to identify project locations. For Spokane, the analysis shows a need to address bicycle and pedestrian collisions in crosswalks on multi-lane, principal arterials. Applications are due March 6th with a 10% match. 	
<p>Budget Impact:</p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p>Operations Impact:</p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

Briefing Paper

Urban Experience Committee

Division & Department:	Neighborhood and Business Services Division Department of Neighborhood and Planning Services
Subject:	2019/2020 Comprehensive Plan Amendment Threshold Determination
Date:	January 30, 2020
Author (email & phone):	Kevin Freibott, Assistant Planner II X6184
City Council Sponsor:	CM Kinnear, CM Mumm, CM Stratton
Executive Sponsor:	
Committee(s) Impacted:	Urban Experience
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Comprehensive Plan—Annual Amendment Process Spokane Municipal Code (SMC) 17G.020
Strategic Initiative:	Comprehensive Plan
Deadline:	This is a multi-step process spanning the year.
Outcome: (deliverables, delivery duties, milestones to meet)	Resolution selecting which of the proposed amendments are to be considered during this year's work program.
<p>Background/History:</p> <p><i>Each year the City considers both private and city-sponsored proposals to modify the Comprehensive Plan, per the Growth Management Act and the Revised Code of Washington. The procedure for considering these amendments is codified in SMC 17G.020. Each fall the City accepts private applications for proposals and throughout the fall and winter various City departments and the City Council prepare and proposed city-sponsored amendments, all of which are process in a group throughout the year by Planning staff.</i></p> <p><i>The City has received six private applications to amend the Land Use Plan Map in Chapter 3 of the Comprehensive Plan and two City-sponsored proposals to modify the Proposed Bike Network Map (TR-5) and the Arterial Network Map (TR-12), both in Chapter 4 of the Comprehensive Plan.</i></p> <p><i>More information on the applications received this year is available here:</i></p> <p><i>my.spokanecity.org/projects/2019-2020-proposed-comprehensive-plan-amendments/</i></p>	
<p>Executive Summary:</p> <p><i>Per the procedure stipulated in the SMC, an ad-hoc subcommittee of the City Council met on February 6, 2020 to consider the private proposals and how they compare to the thresholds set forth in SMC 17G.020.026 (attached to this Briefing Paper for your reference.) Staff would like to present the recommendation of the ad-hoc committee to the Urban Experience Committee with the intent of ultimately providing a Resolution for consideration of the City Council. This resolution would set the 2019/2020 Comprehensive Plan Amendment Work Program and direct staff to process the selected applications and City-sponsored proposals according to the SMC. As this briefing paper is being submitted prior to the meeting of the ad-hoc committee, staff will provide Council their recommendation directly prior to the meeting of the Urban Experience Committee.</i></p>	

If the City Council would rather have a more in-depth discussion of the proposals to be considered, Staff would be more than happy to attend a Study Session in lieu of the UE Committee meeting.

Budget Impact: not applicable

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: