

URBAN EXPERIENCE COMMITTEE MEETING
AGENDA FOR MONDAY August 17, 2020
10:15 a.m. — Streaming Live Online & Airing on City Cable 5

8/17/20

The Spokane City Council's Urban Experience meeting will be held at 10:15 a.m. on July 13, 2020 – Streaming Live Online & Airing on City Cable 5. Council members and presenters will be attending virtually and the meeting will be streamed live at <https://my.spokanecity.org/citycable5/live> and will also air on City Cable 5.

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 physical meeting will not be open to the public and no public testimony will be taken. Discussion will be limited to appropriate officials, presenters and staff. The public is encouraged to tune in live at the address above.

AGENDA

I. Call to Order

II. Approval of Minutes

July 13, 2020

III. Consent Items

- A. [Paving Unpaved Streets- Dan Buller](#)
- B. [Vacation of the Alley between Bismark and Central from Julia to Sycamore- Eldon Brown](#)
- C. [COVID-19 Supplemental ESG Award- Matt Davis](#)
- D. [Contract Amendment with Spokane Roofing LLC for Required Roofing Insulation- David Steele](#)

IV. Staff Reports

- A. Parks Update- Garrett Jones (10 min)
 - i Fall Planning
 - ii Partnerships- Schools and Childcare
- B. Lime Scooter Update- Colin Quinn-Hurst
- C. [South University District Trail Feasibility Study- Colin Quinn-Hurst](#)
- D. Streets Update- Clint Harris (10 min)
 - i Street Maintenance/Sweeping Residential and Arterial Streets
- E. 20-MPH Speed Limit Pilot Project Update- Karen Stratton/Candace Mumm (5 min)
 - i Audubon Park
- F. Public Spaces and Wi-Fi Connectivity (Parks/Libraries)- Eric Finch/Betsy Wilkerson
- G. [Library Bond Implementation Update- Andrew Chanse](#)
- H. [Consultant Contract Extension for OPR 2016-0705 Community Champions Foreclosure Registry- Jason Ruffing](#)
- I. [CC3 Zoning Overlay, North Foothills- Tirrell Black](#)

V. Adjournment:

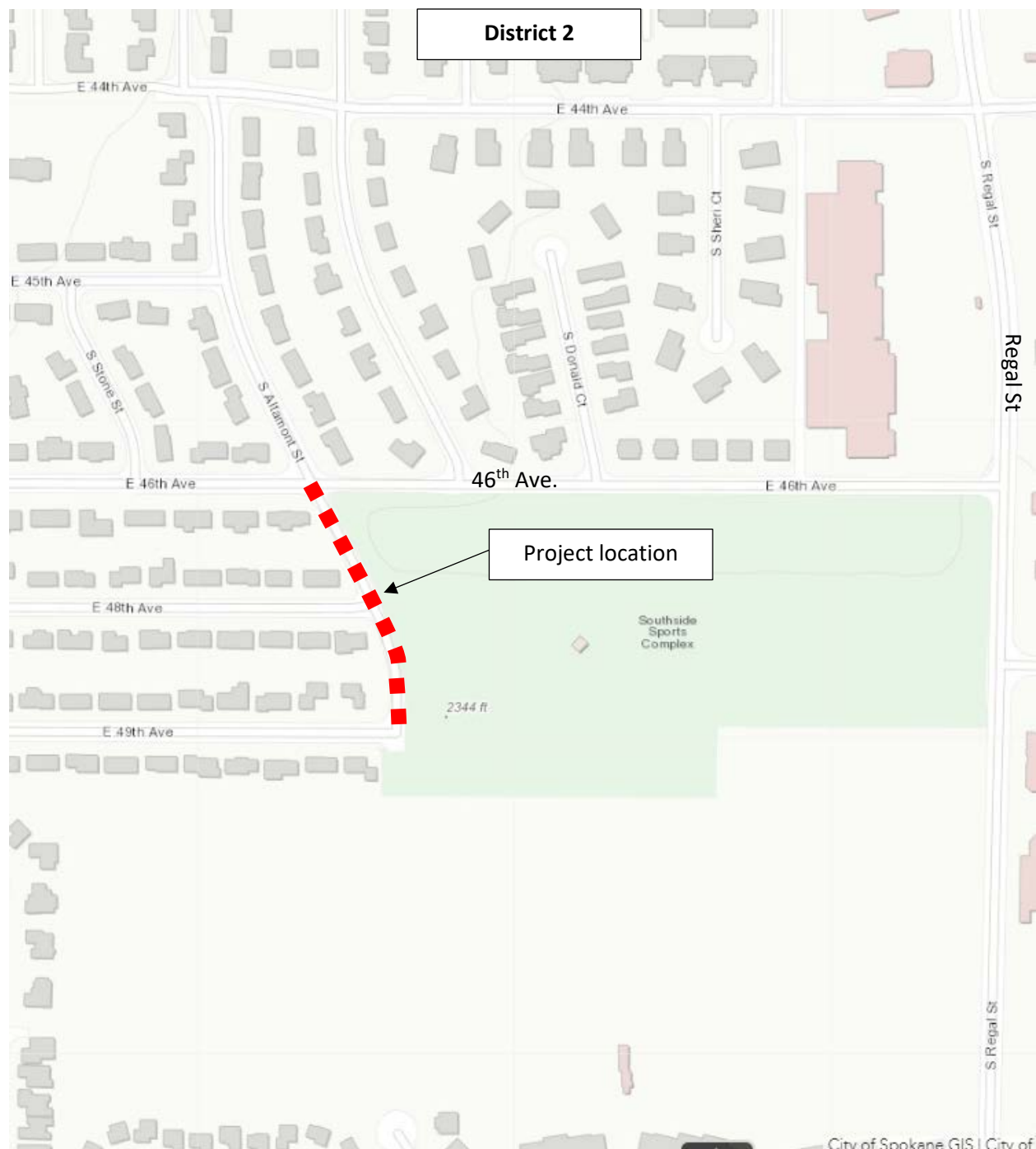
Next Urban Experience Committee meeting will be on Monday, September 14, 2020.

Briefing Paper

Urban Experience

Division & Department:	Engineering Services; Public Works
Subject:	Paving Unpaved Streets
Date:	August 17, 2020
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)	
Strategic Initiative:	Innovative Infrastructure
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Informational - background information for committee review
Background/History: <ul style="list-style-type: none"> The City of Spokane has approximately 55 miles of unpaved streets in the City limits. This project was added to the capital program by City Council in order to begin addressing the substantial number of unpaved streets remaining in the City. A project to pave an unpaved street in District 3 (Falls Avenue) was recently completed, this project includes a paving an unpaved street in both Districts 1 and 2. 	
Executive Summary: <ul style="list-style-type: none"> Streets in the projected were selected from a list prepared by Council. Refer to the attached exhibits Project will strip pave driving lanes, approximately centered in the ROW and will not include additional street improvements Construction is planned this summer Project funding is local 	
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:	





Briefing Paper (Urban Experience Committee)

Division & Department:	Planning & Development
Subject:	Vacation of the alley between Bismark and Central, from Julia to Sycamore
Date:	August 17, 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: The property owner would like to vacate the adjacent right-of-way to control access and expand their property.	
Executive Summary: <ul style="list-style-type: none"> Vacation application has been reviewed by City Departments and Private Utility Companies. Comcast, Avista, and CenturyLink have facilities in the alley and are requesting easements to be reserved within the vacation ordinance. This alley was established in 1889 by the plat of Columbia Addition. Recommend a no-cost vacation be granted because this alley was technically already vacated by operation of law due to a non-user statute that was in place at the time. Map of the proposal area attached along with the application materials 	
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:	

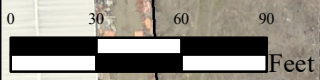
P2003824VACA

N Sycamore St

N Julia St

E Bismark Ave

E Central Ave



Right-of-way Description:
The alley between Bismark and Central
From Sycamore to Julia

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



To Whom It May Concern:

I would like to request a street vacation for the alleyway from Freya Street and Julia Street, between Bismark Avenue and Central Avenue. I own the vacant corner parcel # 36341.1114 and my father owns 3721 E. Central Avenue, which I operate OK Electric out of. Eventually I would like to join these two properties together to expand my operation at OK Electric and also plan to build a shop on the vacant lot for storage of equipment. This is one of the reasons we would like to vacate the alleyway as well being able to properly maintain the alleyway as extensions of our property. This should benefit the area by eliminating possible loitering, dumping, and crime in the area due to the secluded and dark alleyway.

Thank you for your time,

Thomas John Kostelecky
OK Electric Inc.
Cell # 509-953-8749
Work # 509-489-5800

A handwritten signature in black ink, appearing to read 'Tg Kostelecky', with a long, sweeping underline.

To Whom It May Concern:

Alleyway vacate questions:

The right of way of the alleyway is no longer required for public use or access and has not been used for years.

The right of way will change once it becomes private due to a future fence that will be put up.

The vacation will result in denied access to public right of way due to a fence to join two properties together.

There are power and communication utilities the run through the proposed vacated alleyway on power poles and we are all aware that there will be a no build easement with the city.

Thank you for your time,

Thomas John Kostelecky
OK Electric Inc.
Cell # 509-953-8749
Work # 509-489-5800

A handwritten signature in black ink, appearing to read 'TJ Ky', is positioned below the typed name and contact information.



Date 10-28-2019

I hereby make application for the vacation of ALLEYWAY
from FREYA ST. to JULIA ST.

The reasons for the vacation are: TO KEEP CLEAN AND
MAINTAIN PROPERTY

Public benefits to be derived from the vacation are: MAINTAINED PROPERTY

Property Owner 1

Parcel Number 36341.1114
Proponent's (Record Owner's) Signature TJ Kly
Print Name THOMAS JOHN KOSTELECKY (TJK LLC)
Email TJ@OKELECTRICINC.COM Phone Number (509) 953-8749

Office Use Lot _____ Block _____ Addition _____

Property Owner 2

Parcel Number 36341.1113
Proponent's (Record Owner's) Signature Thomas J Kostelecky
Print Name TOM KOSTELECKY (TJK LLC)
Email TOM@OKELECTRICINC.COM Phone Number 509-993-5307

Office Use Lot _____ Block _____ Addition _____

Property Owner 3

Parcel Number 36341.1112
Proponent's (Record Owner's) Signature Thomas J Kostelecky
Print Name TOM KOSTELECKY (TJK LLC)
Email TOM@OKELECTRICINC.COM Phone Number 509-993-5307

Office Use Lot _____ Block _____ Addition _____

Property Owner 4

Parcel Number 36341.1104
Proponent's (Record Owner's) Signature William Wyman
Print Name William Wyman
Email NORTHWEST TANK LINES INC Phone Number 509-974-3555
Comcast

Office Use Lot _____ Block _____ Addition _____



Date 10-28-2019

I hereby make application for the vacation of ALLEYWAY
from FREYA ST. to JULIA ST.

The reasons for the vacation are: TO KEEP CLEAN AND
MAINTAIN PROPERTY

Public benefits to be derived from the vacation are: MAINTAINED PROPERTY

**Property
Owner 1**

Parcel Number 36341.1114

Proponent's (Record Owner's) Signature TJ Kly

Print Name THOMAS JOHN KOSTELECKY (TSK LLC)

Email TJ@OKELECTRICINC.COM Phone Number (509) 953-8749

Office Use Lot _____ Block _____ Addition _____

**Property
Owner 2**

Parcel Number 36341.1113

Proponent's (Record Owner's) Signature Thomas J Kostelecky

Print Name TOM KOSTELECKY (TOK LLC)

Email TOM@OKELECTRICINC.COM Phone Number 509-993-5307

Office Use Lot _____ Block _____ Addition _____

**Property
Owner 3**

Parcel Number 36341.1112

Proponent's (Record Owner's) Signature Thomas J Kostelecky

Print Name TOM KOSTELECKY (TOK LLC)

Email TOM@OKELECTRICINC.COM Phone Number 509-993-5307

Office Use Lot _____ Block _____ Addition _____

**Property
Owner 4**

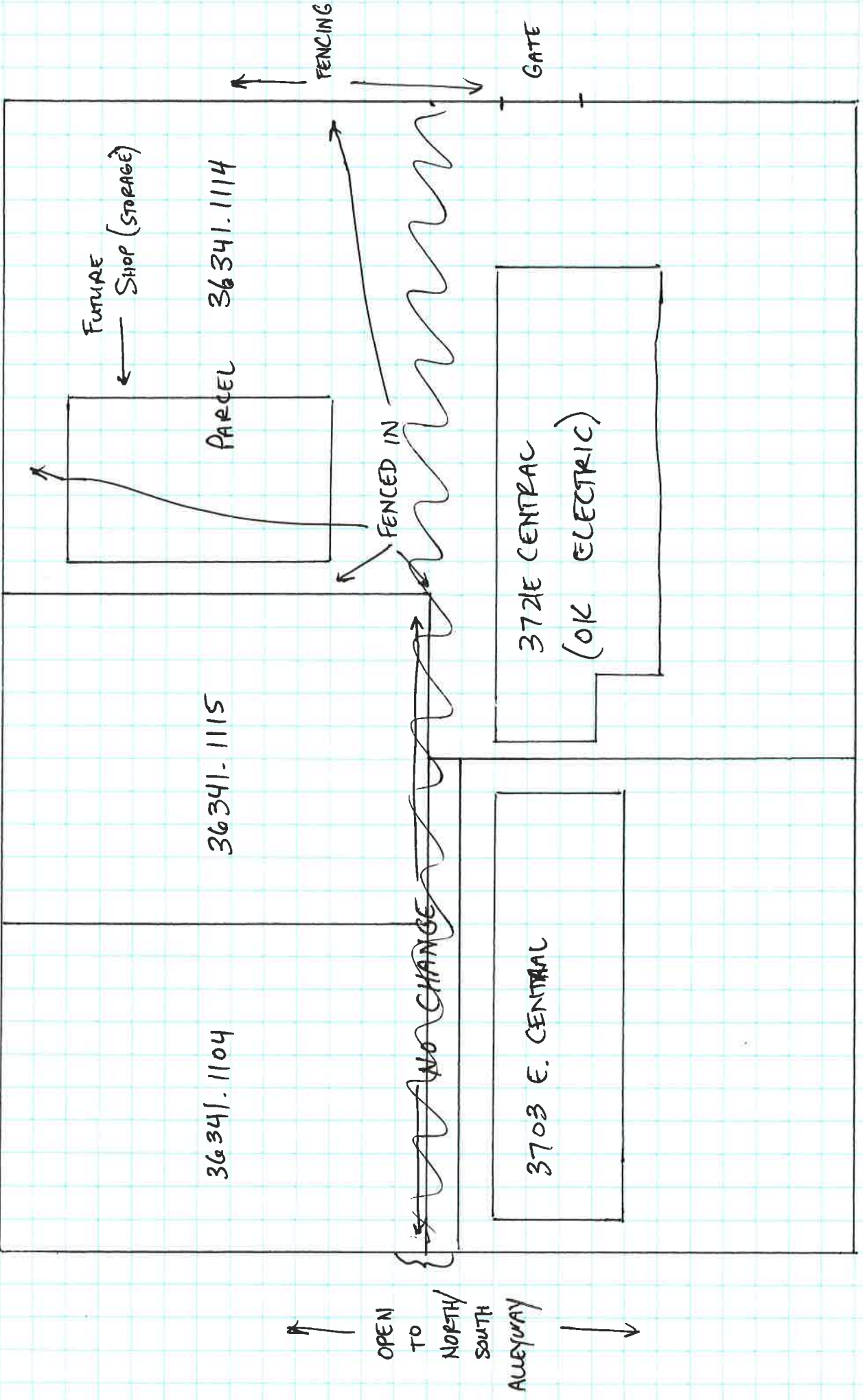
Parcel Number 36341.1115

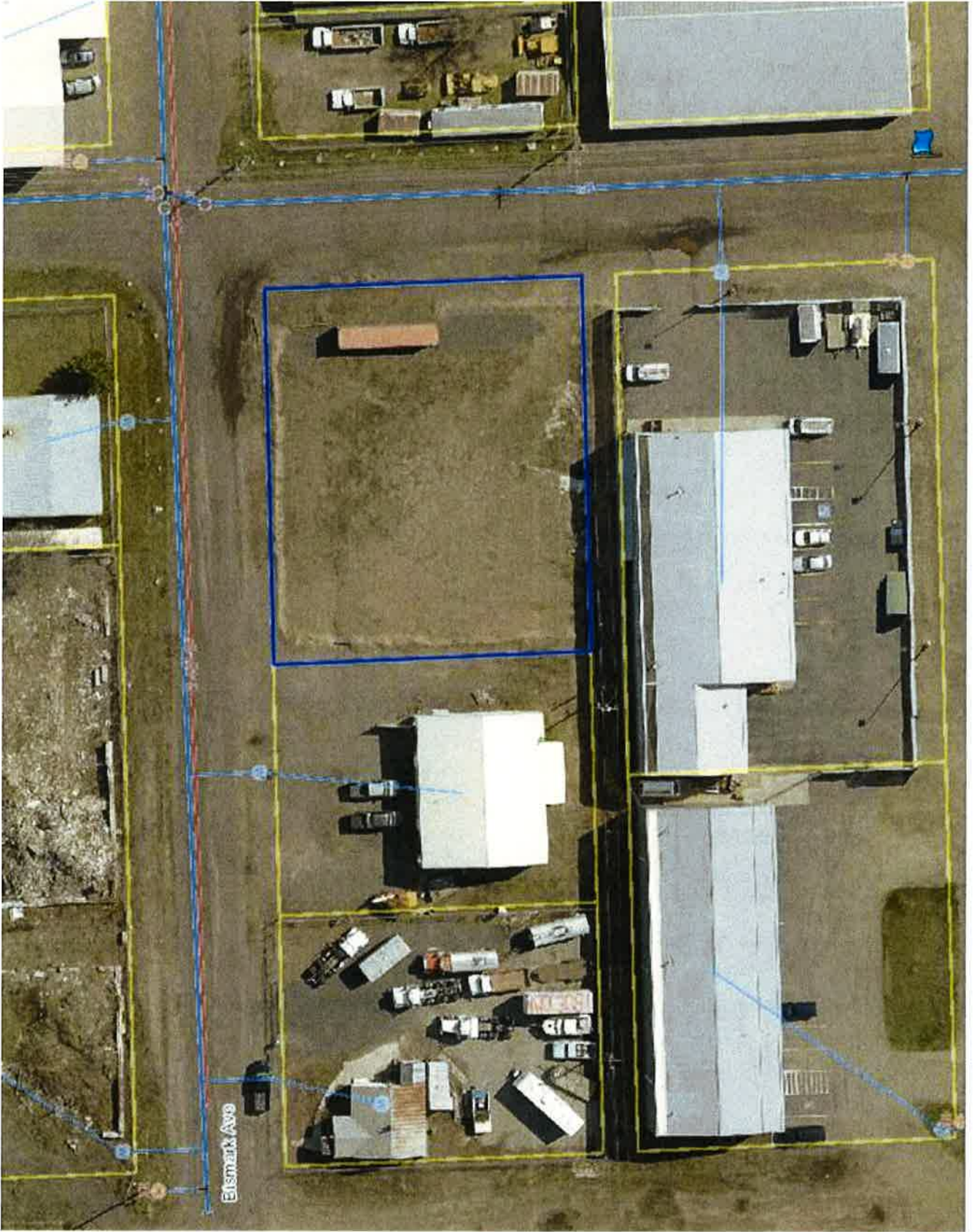
Proponent's (Record Owner's) Signature Lewis Rathbun

Print Name Lewis Rathbun

Email lrathbun52@gmail.com Phone Number 509-868-7239

Office Use Lot _____ Block _____ Addition _____





COVID-19 Emergency Solutions Grant Briefing Paper

Division & Department:	Neighborhood and Business Services Division – Community, Housing, and Human Services Department
Subject:	COVID-19 Supplemental ESG Award
Date:	8/3/20
Author (email & phone):	Matt Davis (mrdavis@spokanecity.org ext. 6815)
City Council Sponsor:	N/A
Executive Sponsor:	Tim Sigler
Committee(s) Impacted:	Public Safety & 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)	2020-2025 Strategic Plan to End Homelessness; Greater Spokane Comprehensive Emergency Management Plan
Strategic Initiative:	Safe & Healthy / Reduce Homelessness
Deadline:	The amendment start date is August 3, 2020.
Outcome: (deliverables, delivery duties, milestones to meet)	CHHS is requesting permission to accept a \$3,362,228 amendment to the City's Emergency Solutions Grant – Coronavirus (ESG-CV) agreement with the U.S. Department of Housing and Urban Development (bringing the award total up to \$4,353,587) and to subgrant these funds to homeless service providers awarded in the CHHS COVID-19 Emergency Housing RFP.
<p><u>Background/History:</u> The CARES Act was signed on March 27, 2020 to help the support the response to the novel coronavirus outbreak. The CARES Act made available an additional \$4 billion in ESG-CV funds to supplement the Fiscal Year (FY) 2020 ESG funding. This is the second allocation of those funds. These special ESG-CV funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic among individuals and families who are homeless or receiving homeless assistance; and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.</p>	
<p><u>Executive Summary:</u></p> <p>Given the immediate needs faced by our communities, the Department has announced the first allocation of funds, which are subject to the following flexibilities and conditions provided by the CARES Act:</p> <ul style="list-style-type: none"> The funds may be used to cover or reimburse allowable costs incurred by the City and its subrecipients before the award of funding (including prior to the signing of the CARES Act) to prevent, prepare for, and respond to COVID-19; The funds are not subject to the 60% spending cap on emergency shelter and outreach; Up to 10 percent of funds may be used for administrative costs, as opposed to the typical 7.5 percent; The funds are exempt from typical ESG match requirements; The funds are not subject to the consultation and citizen participation requirements that otherwise apply to ESG, however the City must publish how its allocation has and will be used, at a minimum, on the City's website site or through other electronic media; That City may deviate from applicable procurement standards when using these funds to procure goods and services to prevent, prepare for, and respond to coronavirus. <p>The funds will be allocated through the ongoing COVID-19 RFP process and are anticipated to support shelter, isolation, and sanitation, as needed.</p>	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	

Annual/Reoccurring expenditure? ☐ Yes ☒ No

If new, specify funding source: HUD

Other budget impacts: N/A

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.

Funding Approval/Agreement

Emergency Solutions Grants Program – CARES Act Funding
Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act,
42 U.S.C. 11371 et seq., and the CARES Act, Public Law 116-136
CFDA Number 14.231

U.S. Department of Housing and Urban
Development
Office of Community Planning and Development

1. Recipient Name and Address City Of Spokane 808 West Spokane Falls Boulevard ROOM 250 Spokane, WA 99201-3333		2. Unique Federal Award Identification Number: E-20-MW-53-0006
		3. Tax Identification Number: 916001280
		4. Unique Entity Identifier (DUNS): 115528189
5. Fiscal Year (yyyy): 2020 (Supplemental CARES Act funding)		
6. Previous Obligation (Enter "0" for initial CARES Act allocation)	\$991,359	
7. Amount of Funds Obligated or Deobligated by This Action (+ or -)	\$3,362,228	
8. Total Amount of Federal Funds Obligated	\$4,353,587	
9. Total Required Match: \$ 0		
10. Period of Performance Start Date (the date listed in Box 16) (mm/dd/yyyy) 08/03/2020		11. Period of Performance End Date (24 months after the date listed in Box 16) (mm/dd/yyyy) 08/03/2022
12. Type of Agreement (check applicable box) <input type="checkbox"/> Initial Agreement (Purpose #1 – Initial CARES Act allocation) <input type="checkbox"/> Amendment (Purpose #2 – Deobligation of funds) <input checked="" type="checkbox"/> Amendment (Purpose #3 – Obligation of additional funds)		13. Special Conditions and Requirements <input type="checkbox"/> Not applicable <input checked="" type="checkbox"/> Attached

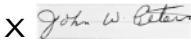
General Terms and Conditions: This Agreement between the U.S. Department of Housing and Urban Development (HUD) and the Recipient is made pursuant to the authority provided under the "Homeless Assistance Grants" heading of title XII of Division B of the CARES Act (Public Law 116-136) and Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371 et seq.). Subject to the CARES Act and any waivers or alternative requirements HUD shall make as provided by that Act, the Recipient's Consolidated Plan submissions (including the Recipient's approved annual Action Plan and any amendments), the Emergency Solutions Grants Program regulations at 24 CFR Part 576 (as now in effect and as may be amended from time to time), and this Agreement, including any special conditions and requirements attached to this Agreement, constitute part of this Agreement. Subject to the terms and conditions of this Agreement, HUD will make the funds available to the Recipient upon execution of this Agreement by the Recipient and HUD. The funds may be used for costs incurred by a State or locality before the Period of Performance, provided the costs are otherwise allowable and were incurred to prevent, prepare for, and respond to coronavirus. The Recipient agrees to assume all of the responsibilities with respect to environmental review, decision making, and action required under the HUD regulations at 24 CFR Part 58, subject to the exception the CARES Act provides for temporary emergency shelters. Nothing in this Agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party. Without the Recipient's execution of an amendment or other consent, HUD may amend this Agreement either to provide additional funds to the Recipient under the CARES Act or to deobligate funds under this Agreement in accordance with applicable law.

14. For the U.S. Department of HUD (Name, Title, and Contact Information of Authorized Official)

Jack Peters
CPD Director

15. Signature

 Recoverable Signature

X 

Special Conditions and Requirements for CARES Act funding for ESG

Indirect Cost Rate

The Recipient shall attach a schedule of its indirect cost rate(s) in the format set forth below to the executed Agreement that is returned to HUD. The Recipient shall provide HUD with a revised schedule when any change is made to the rate(s) described in the schedule. The schedule and any revisions HUD receives from the Recipient shall be incorporated herein and made a part of this Agreement, provided that the rate(s) described comply with 2 CFR part 200, subpart E.

Instructions: The Recipient must identify each agency or department of the Recipient that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414(f)), and the type of direct cost base to which the rate will be applied (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rates for subrecipients.

<u>Recipient Department/Agency</u>	<u>Indirect cost rate</u>	<u>Direct Cost Base</u>
_____	_____ %	_____
_____	_____ %	_____
_____	_____ %	_____

Special Conditions and Requirements for CARES Act funding for ESG

Serving Youth Who Lack 3rd Party Documentation or Live in Unsafe Situations

Notwithstanding any contrary requirements under the McKinney-Vento Homeless Assistance Act or 24 CFR part 576, youth aged 24 and under who seek assistance (including shelter, services or rental assistance) shall not be required to provide third-party documentation that they meet the homeless definition in 24 CFR 578.3 as a condition for receiving assistance; and unaccompanied youth aged 24 and under (or families headed by youth aged 24 and under) who have an unsafe primary nighttime residence and no safe alternative to that residence shall be considered homeless for purposes of assistance provided by any private nonprofit organization whose primary mission is to provide services to youth aged 24 and under and families headed by youth aged 24 and under.

Special Conditions and Requirements for CARES Act funding for ESG

Recipient Integrity and Performance Matters

(applicable if the amount in Box 8 of the Agreement is greater than \$500,000)

The Recipient shall comply with the requirements in Appendix XII to 2 CFR part 200—Award Term and Condition for Recipient Integrity and Performance Matters.

Special Conditions and Requirements for CARES Act funding for ESG

Restriction on CARES Act Funds

The funds under this Agreement may only be used to prevent, prepare for, and respond to coronavirus, among individuals and families who are homeless or receiving homeless assistance, and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus.

People experiencing homelessness shall not be required to receive treatment or perform any other prerequisite activities as a condition for receiving assistance.

CITY OF SPOKANE

Administering Department/Agency	Indirect Cost Rate	Direct Cost Base
Community, Housing, and Human Services Department	85.07%	Total Salaries & Benefits Charged

Briefing Paper

Urban Experience Committee

Division & Department:	Finance – Asset Management
Subject:	Contract amendment with Spokane Roofing LLC for required roofing insulation
Date:	07/8/2020
Author (email & phone):	dsteale@spokanecity.org 625-6064
City Council Sponsor:	Councilwoman Stratton
Executive Sponsor:	Tonya Wallace
Committee(s) Impacted:	N/A
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)	2020-2025 Six Year Citywide Capital Improvement Program.
Strategic Initiative:	
Deadline:	8/3/2020
Outcome: (deliverables, delivery duties, milestones to meet)	Contract amendment accommodating the inclusion of code required new insulation in a roofing contract. Total contract increase of \$18,186
Background/History: This roofing project was bid without the inclusion of additional insulation, which code requires. The additional dollars cover the cost of this addition in the form of a change order.	
Executive Summary: <ul style="list-style-type: none"> • This roofing project was bid without the inclusion of additional insulation, which code requires. • The requirement was not called out in the bids documents • The additional dollars cover the cost of this addition in the form of a change order. 	
Budget Impact: Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.) <i>Match requirements will be determined at the time of award.</i>	
Operations Impact: Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A Specify changes required: Known challenges/barriers:	

Briefing Paper

Urban Experience Committee

Division & Department:	Integrated Capital Management and Planning Services
Subject:	South University District Trail Feasibility Study
Date:	August 17, 2020
Author (email & phone):	Colin Quinn-Hurst, cquinnhurst@spokanecity.org , 509-625-6804
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Urban Experience Committee; PIES
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Comprehensive Plan, Bicycle Master Plan
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Project update with feasibility study conclusions

Background/History:

The City's current Bicycle Master Plan indicates a trail connection from the south end of the University District Bridge to the Ben Burr Trail and other destinations east of the Hamilton Street overpass, such as the Sprague Union Business District. This study analyzed the feasibility of a shared-use pathway located parallel to Sprague Avenue in the South University District.

Executive Summary:

- A Request for Proposals for consultant assistance on this study was released in May 2019.
- A review and proposal selection was conducted in June 2019.
- The subsequent assessment identified elements/risks and issues that may be a factor in determining the feasibility of placing a trail in this area, including significant outreach with property owners and BNSF Railway.
- The resulting study defines a recommended alignment and conceptual design, as well as reasonable cost estimates, including estimates for property costs.
- Criteria for the assessment included, but was not limited to, topography, right-of-way needs, destination accessibility, design standards, site constraints, and constructability.

Budget Impact:

Approved in current year budget? ☒ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☒ No

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy? ☒ Yes ☐ No

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

Specify changes required:

Known challenges/barriers:

Briefing Paper

Urban Experience Committee

Division & Department:	Library
Subject:	Library Bond Implementation Update
Date:	08/2020
Author (email & phone):	Andrew Chanse, achanse@spokanelibrary.org , 444-5305
City Council Sponsor:	Burke
Executive Sponsor:	Andrew Chanse
Committee(s) Impacted:	Urban Experience
Type of Agenda item:	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	http://future.spokanelibrary.org/SPL6%20report%202018-07-10%20DRAFT[4].pdf
Strategic Initiative:	Vision for Renewed Library System (Implementation)
Deadline:	December 2023
Outcome: (deliverables, delivery duties, milestones to meet)	SPL Bond Projects implemented by end of 2023
Background/History: <i>Update on voter approved bond for SPL capital projects</i> <p style="text-align: center;"><u>Please see attached documents with updated information</u></p>	
Executive Summary: <ul style="list-style-type: none"> Updates will be shared on http://future.spokanelibrary.org/ 	
Budget Impact: Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Voter-approved bond fund 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 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.	

1. PROGRAM OVERVIEW

- a. SPL/G4/Integrus/Hill finalizing Owner Furnished Items rough-in requirements and conveying to contractors.
- b. SPL Signage and Children's Thematics consultants are developing design concepts.
- c. Phase 2 (Indian Trials & South Hill branches) programming to start this fall.
- d. Phase 2 construction will commence next summer after Liberty & Shadle are opened.

2. THE HIVE PROJECT (Leone & Keeble)

- a. Date of Substantial Completion: June 3, 2021
- b. Footings & foundations complete
- c. Under slab utility work in progress
- d. Site utilities, flat work prep in progress with goal to complete site work this fall
- e. Structural Steel scheduled to arrive on site 8/17
- f. See photos 1-3 on page 2

3. LIBERTY PARK LIBRARY (Leone & Keeble)

- a. Date of Substantial Completion: June 22, 2021
- b. Bid together with The Hive, Liberty's construction schedule is staggered approximately 2 weeks behind The Hive
- c. Footings & foundations to be complete this week
- d. See photos 4-6 on page 2

4. SHADLE PARK LIBRARY (GCCM – Garco)

- a. Date of substantial completion: June 1, 2021.
- b. Majority of demolition work complete
- c. Footings/foundations in progress
- d. Site utility work in progress
- e. See photos 7-9 on page 2

5. DOWNTOWN LIBRARY (GCCM – Walker)

- a. Date of substantial completion: March 1, 2022
- b. Demolition work progressing downward from third floor
- c. Exterior construction lift in place due east of library
- d. Exterior debris chute in place at southeast corner of library
- e. Walker coordinating site usage with CSO 26/Garco Construction
- f. See photos 10-12 on page 2

6. SHAW BRANCH (SPS – GCCM - Lydig)

- a. Concrete slabs are complete.
- b. Structural steel is complete.
- c. Glulam roof beams are installed.
- d. Roof decking onsite and ready for installation.
- e. Exterior wall framing to start soon.

SPOKANE PUBLIC LIBRARY
SPOKANE BOND PROJECTS PROGRAM AND CONSTR. MGMT.
CITY COUNCIL UPDATE – August 5, 2020



1. – The Hive



2. – The Hive



3. – The Hive



4. – Liberty Park Library



5. – Liberty Park Library



6. – Liberty Park Library



7. – Shadle Park Library



8. – Shadle Park Library



9. – Shadle Park Library



10. – Downtown Library



11. – Downtown Library



12. – Downtown Library



Apply to Host a Library Kiosk at Your Location!

In 2018, voters approved a \$77 million bond to renovate 4 libraries and build 3 new libraries. As part of this funding, the library will also install 3 library kiosks in neighborhoods not served by traditional brick-and-mortar buildings.

These kiosks bring books and materials to the community in a standalone, self-service model that can add an extra appeal to your business or space and deliver library materials to previously underserved neighborhoods. The kiosks promote positive activity in public spaces. By themselves, the kiosks do not draw heavy usage, but instead enhance host locations as an add-on experience. No maintenance is required from the location.

We currently have one 24/7 Library Kiosk located at the West Central Community Center that sees approximately 900 checkouts per month. (Note: Future installations will be of a similar style as shown below, not the model of kiosk currently at West Central Community Center)



Do you think you've found the perfect location for a library kiosk? Here are the Library's criteria for placement:

- ADA accessible space for a 104" x 49" x 89" dimension kiosk with two 120V power outlets, one data connection, and high-speed internet. Bonus if there is extra space to add additional units if the kiosk proves popular.
- No cost to lease the space
- Must be able to commit to at least a 5-year placement
- Must be co-located with another community amenity (store, park, school, etc.)
- Must be inside Spokane city limits



- Available parking
- Must be on a primary or secondary arterial
- Does not need to be covered or inside
- Does not need to be accessible 24 hours, 7 days a week but the more accessible the location is, the more likely it will be selected as a location.

In addition to those criteria, SPL is primarily interested in placing these devices in the following underserved neighborhoods (which have high library usage, but no neighborhood library):

Target neighborhoods:

- Shiloh Hills
- Grandview/Thorpe OR Latah/Hangman
- Northwest

Preference will be given to applications in the target neighborhoods, but if you have the *perfect* location, please feel free to submit an application. Applications should be submitted to future@spokanepubliclibrary.org. Final kiosk placement will be at the discretion of Spokane Public Library. Thank you for your help in building Spokane's community of learning.

Sincerely,
Spokane Public Library



Application to Host a Library Kiosk at Your Location

Contact Information

Name:

Phone:

Email:

Location Information

Business/Amenity Name:

Address:

Primary Contact:

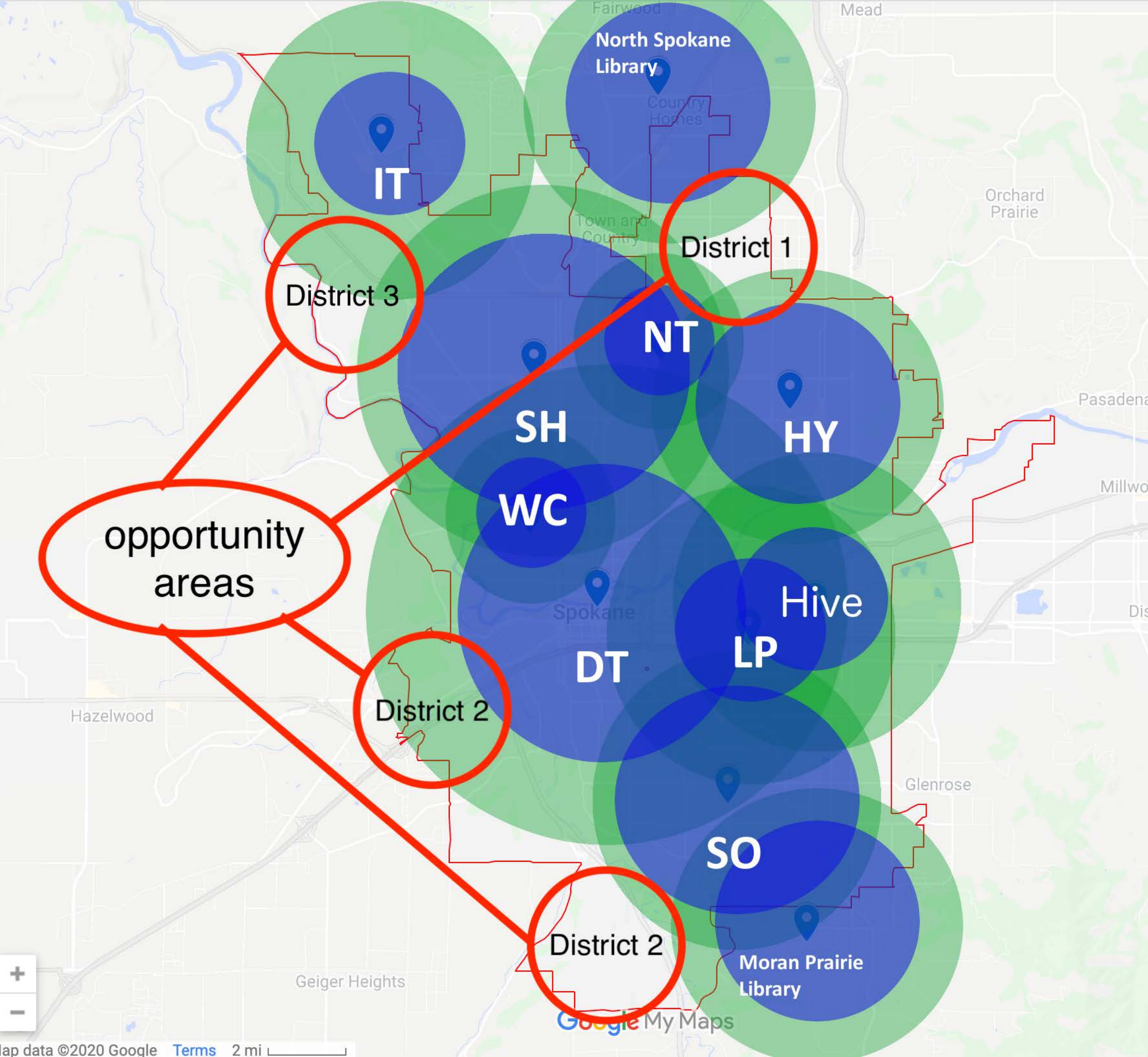
Phone:

Daily foot traffic:

Has the business/amenity agreed to host the device?

Please include photos of the proposed location when submitting application.

Why would this be a great place to install a 24/7 Library?



Briefing Paper (Urban Experience)

Division & Department:	Neighborhood and Business Services, Code Enforcement
Subject:	Consultant Contract Extension for OPR 2016-0705. Community Champions Foreclosure registry.
Date:	August 17, 2020
Contact (email & phone):	Jason Ruffing, Enforcement Supervisor jruffing@spokanecity.org 509.625.6529
City Council Sponsor:	
Executive Sponsor:	Kris Becker
Committee(s) Impacted:	Finance and Administration, Public Safety and Community Health, Urban Experience
Type of Agenda item:	Consent X Discussion Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Strategic Plan to create a community so that all people can feel safe, empowered, and welcome. The registry is part of a larger goal to mitigate the adverse impacts of abandoned and foreclosed properties, which promotes growth and connects people to place.
Strategic Initiative:	Safe and Healthy, Urban Experience
Deadline:	September 30, 2020
Outcome: (deliverables, delivery duties, milestones to meet)	The outcomes of this contract are the maintenance and operation of a website database that provides lender, servicer, and property preservation company information and contacts directly to City staff. The availability of this information is vital to Code Enforcement and Building Official processes. The database also allows violations to be posted to a property digitally, and monthly monitoring inspections are documented on the site. Community Champions also reaches out to the known mortgage servicers to facilitate property registrations and provides customers support.
<p>Background/History: The Foreclosure Property Registry is a proactive approach to deter vandalism and decay of abandoned, foreclosed buildings, homes or properties, through registration and site monitoring. The annual registration fee is paid by the mortgagee (loan servicer, trustee, etc.) not the mortgagor. The cloud-based electronic registry implements SMC 17F.070.520 through outreach to lienholders with registration requirements and documents, fee collection, remits city portion of fees, maintains the database, etc... Since the implementation of this foreclosure registry database in 2016, the registry data has been very useful to Code Enforcement and other City staff, such as Spokane Police, Fire, and Utilities. Spokane Police and Dispatch use this information for contact and notification purposes as well as background information for investigations. Code Enforcement posts violations through this site and has access to very valuable contact information. The registry usually averages in the 300-400 range for active foreclosure registrations per month. Many of these properties are in the Building Official hearing process for substandard conditions. While some of the properties remain occupied, many are abandoned and have an increased risk of vandalism, nuisance conditions, and hazardous occupation.</p>	

Executive Summary:

- *This is a 1 year of the original contract (OPR 2016-0705), which expires on September 30, 2020. The original contract allows for up to 3 extensions of 1 year time frames. This is extension 3 of 3.*
- *The registry has been of great use in improving communication and notification processes for violations with lenders, servicers and property preservation companies.*
- *The intent of the registry is to catch foreclosure properties early, before the asset becomes devalued through deterioration or destruction of building systems. This can greatly reduce public safety hazards and adverse impacts to the surrounding neighborhood.*
- *Since the start of this contract, Community Champions staff has been available for conference calls to discuss updates or changes to the website and has provided customer service to city staff and lending industry staff.*
- *The registry will continue to be funded by the annual per property registration fee, which is paid by lenders. The \$350 annual fee provided in the Spokane Municipal Code 17F.070.520 covers the costs of the electronic registry vender (\$100), city monitoring required by the SMC, and city administration of the program. The monthly monitoring inspections are conducted by Code Enforcement staff.*

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: The registry is revenue generating for the City. The registry will continue to be funded by the annual per property registration fee. The \$350 annual fee provided in the Spokane Municipal Code 17F.070.520 covers the costs of the electronic registry vender (\$100), city monitoring required by the SMC , and city administration of the program.

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:

CC3 (Centers & Corridors, Type 3) Zoning Overlay, North Foothills Employment Center
Urban Experience, City Council Committee (via Webex)
August 17, 2020

Subject: CC3 Overlay Discussion

On May 11, 2020, Spokane City Council passed [Resolution 2020-0029](#) which directed staff to conduct an abbreviated planning process to consider adding a zoning overlay in the North Foothills area. This is in the vicinity of North Foothills and Hamilton Street near Gonzaga Prep.

In early June the public review process began. The Spokane Plan Commission is scheduled to hear this item on August 12, 2020. Staff will report the Plan Commission recommendation at this meeting.

Key Dates:

- *Agency Comment and Interested City Department Review* from June 9 to June 23, 2020.
- *Combined Notice of Application, Notice of Public Hearing and SEPA DNS* was mailed to residents, owners and taxpayers within 400-feet of the proposal on July 13, 2020.
- Signs posted on property on July 13, 2020.
- Plan Commission Workshop on July 22, 2020
- Virtual Open House, July 29, 2020 (8 persons attended)
- Plan Commission Hearing on August 12, 2020.
- City Council will also hold a hearing on this item. This item is tentatively scheduled to be heard as an emergency ordinance on August 24, 2020.

Background

The City has received requests from two groups—Catholic Charities of Eastern Washington and Spokane Schools - both of whom own or are in the process of negotiating purchase for properties in the North Foothills Area—to consider expanding the CC-3 Overlay Zone. Property located in a CC3 Overlay Zone may "opt-in" and use the CC1 or CC2 standards (see Spokane Municipal Code [17C.122.020](#) for a list of allowed uses and development standards). As mentioned above, City Council adopted a Resolution in May 2020, directing staff to conduct an abbreviated subarea planning process to consider the expansion of the CC3 Zoning Overlay in this area.

The North Foothills area (centered at N Foothills & Hamilton intersection) is an area designated on the Land Use Plan Map as an Employment Center. Much of the area is zoned CC1- EC (Centers and Corridors, Type 1, Employment Center). As is typical of "employment centers", much of the surrounding property is zoned Light Industrial (LI zone). Properties to the southwest of the CC1 center already have the CC3 planning overlay zone in place.

A zoning overlay provides an “addition” to the zoning standards in place. It does not change the underlying zone or the Land use Plan Map designation for the properties. Many overlays, such as a height overlay, introduce an additional restriction. Sometimes overlays may also relieve a restriction, such as a “no parking overlay”. This overlay allows continued use of the base zoning, in this case Light Industrial (LI), while adding the option, at the discretion of the developer, to adopt the CC1 or CC2 zoning. This allows additional uses not allowed in the LI zone but also requires use of the CC1 or CC2 development standards. This does not amend the Land Use Plan Map in Chapter 3 of the City’s Comprehensive Plan.

Both Catholic Charities of Eastern Washington and Spokane Schools have aggregated parcels in this area to create sites for development. Catholic Charities is proposing Gonzaga Haven, a 72-unit affordable housing project adjacent to Gonzaga Prep. Spokane Schools is interested in siting a new middle school in the vicinity – see map attached. Both groups have already or are in the process of purchasing property from the City and other parties. Both aggregated sets of parcels are in a mix of zoning categories: primarily a mix of CC1-EC and LI (Light Industrial). Applying a CC3 overlay to the LI zoned adjacent properties would allow a unified development approach and better site design. Both parties have indicated that they would “opt-in” to the CC1-EC zoning category and build to those standards.

Zoning Overlay:

City Council has the authority to initiate a subarea planning process by Resolution (SMC 17A.040.040). Although this is technically not a comprehensive plan amendment, but rather an amendment to the Zoning Map, Planning Staff recommend using an “abbreviated subarea planning process” to ensure a public process around this decision which is located adjacent to a planned employment center. The subarea planning process is recognized in the Comprehensive Plan as the preferred method around centers.

Comprehensive Plan Policy:

Please review [Chapter 3, Land Use](#), especially Goal 3 and Policy LU 3.2 Centers & Corridors.

Below find Policy LU 3.4 which discusses planning in Centers & Corridors.

Policy LU 3.4 Planning for Centers and Corridors

Conduct a city-approved subarea planning process to determine the location, size, mix of land uses, and underlying zoning within designated Centers and Corridors. Prohibit any change to land use or zoning within suggested Centers or Corridors until a subarea planning process is completed.

Discussion: Suggested Centers and Corridors are those that have been newly designated and do not have any underlying Center and Corridor land use or zoning. Land use and zoning, as well as the size, location and intensity of the land use for all Centers and Corridors should be determined through a sub-area planning process that is inclusive of all stakeholders. Any such process shall include consultation and coordination with property owners and the neighborhood in which the Center or Corridor is located. This process may be initiated by the city, or at the request of a neighborhood or private interest. Center and Corridor planning should consider the following factors:

- Existing and planned commercial and residential densities and development conditions;
- Amount of commercial land needed to serve the neighborhood;
- Public facilities, available utilities and infrastructure, and service capacity for residential and commercial development;
- Capital facility investments and access to public transit; and
- Other characteristics of a Center as provided in this plan, or as further refined.

The subarea planning process should result in a determination of the boundaries of the designated Center or Corridor, the land use mix and intensities of use, and the identification of any changes to the Land Use Map within the designated Center or Corridor.

Spokane Municipal Code:

Chapter 17C.122 Center and Corridor Zones

Section 17C.122.020 Types of Centers/Corridors

- A. Type 1 (CC1): Pedestrian Emphasis/Auto Accommodating.
The Type 1 center and corridor zone promotes the greatest pedestrian orientation of the center and corridor zones. To accomplish this, some limitations are placed on auto-oriented activities and some types and the allowable size of some uses are controlled.
- B. Type 2 (CC2): Pedestrian Enhanced/Auto Accommodating.
The Type 2 center and corridor zone promotes new development and redevelopment that is pedestrian oriented while accommodating the automobile. Incentives allowing a higher floor area ratio in exchange for the provision of greater public amenities as land is developed and redeveloped are encouraged in these areas.
- C. Type 3 (CC3): Center and Corridor Overlay Zone.
The Type 3 centers and corridors zone is applied in areas that have pre-existing zoning designations that allow different uses and have different development standards than those prescribed for the Type 1 and 2 centers and corridors. This overlay zone is intended to allow development within these areas to take advantage of the opportunities allowed in the Type 1 and 2 centers and corridors. Development within Type 3 centers is either allowed to use the existing zoning regulations or may develop according to the standards for Type 1 or Type 2 centers and corridors.
- D. Type 4 (CC4): Mixed Use Transition Zone.
The Type 4 centers and corridors zone is applied in areas that are designated CC4 transition as a result of a neighborhood center and corridor planning process. The intent of this zone is to provide a transition of mixed uses (office, small retail and multi-family residential) between the core of the center or corridor and existing or designated residential areas. Residential uses are allowed outright. Residential uses are required to be mixed on the same parcel as proposed office and retail uses. Retail uses are limited to three thousand square feet per parcel. In neighborhood centers, retail uses will only be allowed on parcels with frontage on an arterial street. Nonresidential uses in the CC4 zone are not allowed within sixty feet of a single-family and two-family residential zones or further than three hundred feet (neighborhood center only) from a CC core comprehensive plan designation.