

**CITY COUNCIL MEETINGS  
RULES – PUBLIC DECORUM**

**Strict adherence to the following rules of decorum by the public will be observed and adhered to during City Council meetings, including open forum, public comment period on legislative items, and Council deliberations:**

- 1. No Clapping!**
- 2. No Cheering!**
- 3. No Booing!**
- 4. No public outbursts!**
- 5. Three-minute time limit for comments made during open forum and public testimony on legislative items!**

**In addition, please silence your cell phones when entering the Council Chambers!**

Further, keep the following City Council Rules in mind:

**Rule 2.2      Open Forum**

2.2.4 The open forum is a limited public forum and all matters discussed shall relate to affairs of the City. No person may use the open forum to speak on such matters and in such a manner as to violate the laws governing the conduct of municipal affairs. No person shall be permitted to speak on matters related to the current or advance agendas, potential or pending hearing items, or ballot propositions for a pending election. Individuals speaking during the open forum shall address their comments to the Council President and shall not make personal comment or verbal insults about any individual.

**Rule 5.4      Public Testimony Regarding Legislative Agenda Items – Time Limits**

- 5.3.1 Members of the public may address the Council regarding items on the Council's legislative agenda, special consideration items, hearing items and other items before the City Council requiring Council action that are not adjudicatory or administrative in nature. This rule shall not limit the public's right to speak during the open forum.
- 5.3.2 No one may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide his or her address as a condition of recognition. In order for a council member to be recognized by the Chair for the purpose of obtaining the floor, the council member shall either raise a hand or depress the call button on the dais until recognized by the Council President.
- 5.3.3 Each person speaking at the public microphone shall verbally identify him(her)self by name and, if appropriate, representative capacity.
- 5.3.4 Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded and documents submitted for the record are identified and marked by the Clerk.
- 5.3.5 In order that evidence and expressions of opinion be included in the record and that — decorum befitting a deliberative process be maintained, no modes of expression not provided by these rules, such as demonstrations, banners, applause and the like will be permitted.
- 5.3.6 A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.
- 5.3.7 When addressing the Council, members of the public shall direct all remarks to the Council President and shall confine remarks to the matters that are specifically before the Council at that time.
- 5.3.8 When any person, including members of the public, City staff and others are addressing the Council, council members shall observe the same decorum and process, as the rules require among the members inter se. That is, a council member shall not engage the person addressing the Council in colloquy, but shall speak only when granted the floor by the Council President. All persons and/or council members shall not interrupt one another. The duty of mutual respect set forth in Rule 1.2 and the rules governing debate set forth in *Robert's Rules of Order* shall extend to all speakers before the City Council. The council president pro-tem shall be charged with the task of assisting the council president to insure that all individuals desiring to speak, be they members of the public, staff or council members, shall be identified and provided the opportunity to speak.

# THE CITY OF SPOKANE



## ADVANCE COUNCIL AGENDA

MEETING OF MONDAY, MARCH 23, 2015

### MISSION STATEMENT

TO DELIVER EFFICIENT AND EFFECTIVE SERVICES  
THAT FACILITATE ECONOMIC OPPORTUNITY  
AND ENHANCE QUALITY OF LIFE.

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBER MICHAEL A. ALLEN

COUNCIL MEMBER CANDACE MUMM

COUNCIL MEMBER KAREN STRATTON

COUNCIL MEMBER MIKE FAGAN

COUNCIL MEMBER JON SNYDER

COUNCIL MEMBER AMBER WALDREF

COUNCIL BRIEFING SESSION—3:30 P.M.  
COUNCIL CHAMBERS  
CITY HALL

TOWN HALL/LEGISLATIVE SESSION-6:00 P.M.  
EAST CENTRAL COMMUNITY CENTER  
500 S. STONE, SPOKANE, WA

## CITY COUNCIL BRIEFING SESSION

Council will adopt the Administrative Session Consent Agenda after they have had appropriate discussion. Items may be moved to the 6:00 p.m. Legislative Session for formal consideration by the Council at the request of any Council Member.

SPOKANE CITY COUNCIL BRIEFING SESSIONS (BEGINNING AT 3:30 P.M. EACH MONDAY) AND LEGISLATIVE SESSIONS (BEGINNING AT 6:00 P.M. EACH MONDAY) ARE BROADCAST LIVE ON CITY CABLE CHANNEL FIVE AND STREAMED LIVE ON THE CHANNEL FIVE WEBSITE. THE SESSIONS ARE REPLAYED ON CHANNEL FIVE ON THURSDAYS AT 6:00 P.M. AND FRIDAYS AT 10:00 A.M.

The Briefing Session is open to the public, but will be a workshop meeting. Discussion will be limited to Council Members and appropriate Staff and Counsel. There will be an opportunity for the expression of public views on any issue not relating to the Current or Advance Agendas during the Open Forum at the beginning and the conclusion of the Legislative Agenda.

### ADDRESSING THE COUNCIL

- No one may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet as a condition of recognition.
- Each person speaking at the public microphone shall print his or her name and address on the sheet provided at the entrance and verbally identify him/herself by name, address and, if appropriate, representative capacity.
- If you are submitting letters or documents to the Council Members, please provide a minimum of ten copies via the City Clerk. The City Clerk is responsible for officially filing and distributing your submittal.
- In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, modes of expression such as demonstration, banners, applause and the like will not be permitted.
- A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.

**SPEAKING TIME LIMITS:** Unless deemed otherwise by the Chair, each person addressing the Council shall be limited to a three-minute speaking time.

**CITY COUNCIL AGENDA:** The City Council Advance and Current Agendas may be obtained prior to Council Meetings from the Office of the City Clerk during regular business hours (8 a.m. - 5 p.m.). The Agenda may also be accessed on the City website at [www.spokanecity.org](http://www.spokanecity.org). Agenda items are available for public review in the Office of the City Clerk during regular business hours.

**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 Christine Cavanaugh at (509) 625-6383, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [ccavanaugh@spokanecity.org](mailto:ccavanaugh@spokanecity.org). Persons who are deaf or hard of hearing may contact Ms. Cavanaugh at (509) 625-7083 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

If you have questions, please call the Agenda Hotline at 625-6350.

# BRIEFING SESSION

(3:30 p.m.)

(Council Chambers Lower Level of City Hall)

(No Public Testimony Taken)

Council Reports

Staff Reports

Committee Reports

Advance Agenda Review

Current Agenda Review

# ADMINISTRATIVE SESSION

Roll Call of Council

# CONSENT AGENDA

## REPORTS, CONTRACTS AND CLAIMS

## RECOMMENDATION

- |  |         |                              |
|--|---------|------------------------------|
| 1. Letter in Support of E. Susan Meyer for APTA Outstanding CEO of the Year for 2015.<br><b>Council President Stuckart</b>   | Approve | CPR 2015-0030                |
| 2. Value Blanket Order with Neptune Technologies Group (Tallassee, AL) for water meters, registers, and parts for the Water & Hydroelectric Services Department—estimated annual expenditure is \$1,000,000 (incl. tax). <b>Dan Kegley</b>                                       | Approve | OPR 2015-0221<br>BID 4109-15 |
| 3. Contract with Clean Harbors, Inc. (Norwell, MA) for Transportation and Disposal of Household Hazardous Waste and Dangerous Wastes from the Waste to Energy Facility from March 1, 2015, through February 28, 2018—\$35,000 per year (excl. taxes).<br><b>Chuck Conklin</b>    | Approve | OPR 2015-0222<br>RFP 4055-14 |
| 4. Accept funding award from US Department of Housing and Urban Development for Continuum of Care Program and authorize the Community Housing and Human Services Department to enter into contract with various non-profit agencies—\$3,530,580 revenue.<br><b>Sheila Morley</b> | Approve | OPR 2015-0223                |



**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF COUNCIL**

**ANNOUNCEMENTS**

(Announcements regarding Changes to the City Council Agenda)

**NO BOARDS AND COMMISSIONS APPOINTMENTS**

**CITY ADMINISTRATION REPORT**

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## **COUNCIL COMMITTEE REPORTS**

(Committee Reports for Finance, Neighborhoods, Public Safety, Public Works, and Planning/Community and Economic Development Committees and other Boards and Commissions)

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## **TOWN HALL FORUM**

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. This Forum shall be for a period of time not to exceed thirty minutes. After all the matters on the Agenda have been acted on, unless it is 10:00 p.m. or later, the open forum shall continue for a period of time not to exceed thirty minutes. Each speaker will be limited to three minutes, unless otherwise deemed by the Chair. If you wish to speak at the forum, please sign up on the sign-up sheet located at the community center.

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## **NEIGHBORHOOD REPORTS**

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## **LEGISLATIVE AGENDA**

**NO EMERGENCY BUDGET ORDINANCES**

**NO EMERGENCY ORDINANCES**

**NO RESOLUTIONS**

**FINAL READING ORDINANCE**

(Requires Four Affirmative, Recorded Roll Call Votes)

**ORD C35239** Relating to the Community Housing and Human Services Board and amending SMC section 4.34.030. (Deferred from March 16, 2015, Agenda) **Council President Stuckart and Council Member Stratton**

## **FIRST READING ORDINANCE**

(No Public Testimony Will Be Taken)

**ORD C35244** Adopting an emergency amendment to the City of Spokane Comprehensive Plan including text amendments to Chapter 4 Transportation, adopting changes to the Planned Bikeway Network Map (Map TR 2), and declaring the existence of an emergency and setting an effective date. **Nathan Gwinn**

**FURTHER ACTION DEFERRED**

**NO SPECIAL CONSIDERATIONS**

**NO HEARINGS**

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**Motion to Approve Advance Agenda for March 23, 2015**  
(per Council Rule 2.1.2)

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### **TOWN HALL FORUM (CONTINUED)**

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. This Forum shall be for a period of time not to exceed thirty minutes. After all the matters on the Agenda have been acted on, unless it is 10:00 p.m. or later, the open forum shall continue for a period of time not to exceed thirty minutes. Each speaker will be limited to three minutes, unless otherwise deemed by the Chair. If you wish to speak at the forum, please sign up on the sign-up sheet located at the community center.

### **ADJOURNMENT**

The March 23, 2015, Regular Legislative Session of the City Council is adjourned to March 30, 2015.

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**NOTES**



**Agenda Sheet for City Council Meeting of:**

03/23/2015

<u>Date Rec'd</u>	3/12/2015
<u>Clerk's File #</u>	CPR 2015-0030
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	CITY COUNCIL
<u>Contact Name/Phone</u>	BEN STUCKART 625-6269
<u>Contact E-Mail</u>	AMCDANIEL@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Report Item
<u>Agenda Item Name</u>	0320 LETTER IN SUPPORT OF E. SUSAN MEYER FOR 2015 APTA CEO OF THE YEAR

Agenda Wording

Letter in Support of E. Susan Meyer for 2015 APTA Outstanding CEO of the Year for 2015.

Summary (Background)

It is with a great deal of pride that the City Council join other leaders in Washington State and the Spokane region in supporting the selection of Ms. E. Susan Meyer as the APTA Outstanding CEO of the Year for 2015.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Select \$	#
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MCDANIEL, ADAM	<u>Study Session</u>	
<u>Division Director</u>		<u>Other</u>	
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	PICCOLO, MIKE	jsnyder@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	awaldref@spokanecity.org	
<u>Additional Approvals</u>		cmumm@spokanecity.org	
<u>Purchasing</u>			

March 23rd, 2015

American Public Transportation Association  
1666 K Street NW  
Washington, DC 20006

Dear APTA Nomination Committee:

It is with a great deal of pride that we join other leaders in Washington State and the Spokane region in supporting the selection of Ms. E. Susan Meyer as the APTA Outstanding CEO of the Year for 2015.

The selection of Ms. Meyer as the CEO for Spokane Transit Authority (STA) in 2005 marked the turning point in the history of the agency in regaining the trust and support of the community. Ms. Meyer led the transformation of the agency and its culture to one based upon “customer service” and “agency efficiency.” Coming from the private sector, she brought with her a keen eye for establishing efficient operations shaped around the customer experience. The success of her leadership strategies was quickly realized, and in 2008, STA was recognized as a “Top 20” agency for fastest ridership growth in the nation.

Under Ms. Meyer’s leadership, the agency instituted efficiency programs and established performance metrics that are reported to the community on a regular basis to insure complete transparency for the public. The agency is one of the very few that operates with no debt; allowing every revenue dollar to be focused on system operations and customer satisfaction programs.

In response to community desire, Ms. Meyer has worked with bus manufacturers to develop a U.S. manufactured electric trolley that will have the appearance of a light rail vehicle. This is illustrative of the dedication that Ms. Meyer demonstrates in meeting the needs and desires of our region.

This is just a small sampling of the professionalism and dedication that Ms. Meyer brings not only to STA but to the transit industry.

Ms. Meyer’s leadership skills have been recognized at the Washington State level where she was elected to serve as the President of the Washington State Transit Association (WSTA) in 2012 and 2013. Currently, Ms. Meyer serves on the Washington State Department of Transportation Public Transportation Planning Council and the Federal Transit Administration sponsored Transit Cooperative Research Program.

Under Ms. Meyer’s leadership, STA survived the last recession with minimal impact on the millions of rider trips provided to the region. In 2014, STA achieved its highest annual ridership



of over 11.3 million boardings. Ms. Meyer has worked with the STA Board to place before the voters of the Spokane region a ballot measure to preserve and expand service to the region. This April 2015 ballot measure will enable the agency to increase ridership up to 15 million boardings per year over the next 10 years. The slogan for the latest expansion effort is “STA Moving Forward”. The agency’s slogan is “Spokane Transit, How a Great City Moves”. Both of these slogans reflect the positive image and attitude that Ms. Meyer has brought to Spokane Transit and the Spokane region.

It is without hesitation that we offer our full support for the selection of E. Susan Meyer as the APTA 2015 Outstanding CEO.

Sincerely,

Ben Stuckart  
President, Spokane City Council

Amber Waldref  
Spokane City Council, District 1

Jon Snyder  
Spokane City Council, District 2

Mike Allen  
Spokane City Council, District 2

Candace Mumm  
Spokane City Council, District 3

Karen Stratton  
Spokane City Council, District 3



**Agenda Sheet for City Council Meeting of:**

03/23/2015

<u>Date Rec'd</u>	3/4/2015
<u>Clerk's File #</u>	OPR 2015-0221
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	4109-15
<u>Requisition #</u>	VALUE BLANKET ORDER

<u>Submitting Dept</u>	WATER & HYDROELECTRIC SERVICES
<u>Contact Name/Phone</u>	DAN KEGLEY 625-7840
<u>Contact E-Mail</u>	DKEGLEY@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	4100 - NEPTUNE VALUE BLANKET 2015

Agenda Wording

Value Blanket Order with Neptune Technologies Group (Tallassee, AL) for Neptune Water Meters, registers, and parts for the City of Spokane Water & Hydroelectric Services Department. The estimated annual expenditure is 1,000,000 including tax.

Summary (Background)

On Monday February 23, 2015 sealed bids (4109-15) were opened to provide the City of Spokane Water & Hydroelectric Services Department with an annual supply of Neptune Water Meters, Registers, and parts to be purchased on an as needed basis with a Value Blanket Order starting April 1, 2015. The bid allows for four (4) one-year renewals.

Fiscal Impact

Budget Account

Expense	\$ 1,000,000.00	# 4100-42430-94000-56595-99999
Select	\$	#
Select	\$	#
Select	\$	#

Approvals

Council Notifications

<u>Dept Head</u>	KEGLEY, DANIEL	<u>Study Session</u>	
<u>Division Director</u>	ROMERO, RICK	<u>Other</u>	PWC - 3/9/2015
<u>Finance</u>	LESESNE, MICHELE	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	acline	
<u>For the Mayor</u>	SANDERS, THERESA	dkegley	
<u>Additional Approvals</u>		mcavanaugh	
<u>Purchasing</u>	PRINCE, THEA	tprince	

February 19, 2015

City of Spokane – Purchasing  
4<sup>th</sup> Floor, City Hall  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201-3316

**Re:** *Bid Number 4109-15  
Neptune Water Meters, Registers and Parts*  
**Due:** *Monday, February 23, 2015 @ 1:00 p.m. PST*



We are pleased to provide the City of Spokane with pricing for your metering requirements. Descriptive literature and warranty information for the above Proposal is enclosed. To date, all Neptune T-10 residential and commercial meters are NSF-61 approved and certified to NSF/ANSI 61 Annex “F” and Annex “G”.

All meters furnished under this proposal meet or exceed AWWA Standard Specifications, Latest Revision. Our terms are net 30 days. Neptune’s standard warranty will apply.

We appreciate your interest in Neptune products and look forward to supplying your water meter needs. Please do not hesitate to contact Mike Dochow at 253-508-3033 or our bid department at 334-283-6555 if you have any questions.

Sincerely,

Lawrence M. Russo  
VP, Finance

LMR/jsk

DAVID A CONDON  
MAYOR



CITY OF SPOKANE - PURCHASING  
808 W. Spokane Falls Blvd.  
Spokane, Washington 99201-3316  
(509) 625-6400

## REQUEST FOR BID

City of Spokane, Washington

**BID NUMBER:** 4109-15

**DESCRIPTION:** NEPTUNE WATER METERS, REGISTERS AND PARTS

**DUE DATE:** MONDAY, FEBRUARY 23, 2015  
No later than 1:00 p.m.

City of Spokane - Purchasing  
4<sup>TH</sup> Floor, City Hall  
808 W. Spokane Falls Blvd.  
Spokane WA 99201-3316

**BID SUBMITTED BY:**  
**COMPANY** Neptune Technology Group Inc.

**MAILING ADDRESS** 1600 Alabama Hwy 229  
Tallassee, AL 36078

**PHYSICAL ADDRESS** 1600 Alabama Hwy 229  
Tallassee, AL 36078

**PHONE NUMBER** 334-283-6555

**FAX NUMBER** 334-283-7380

**E-MAIL ADDRESS** mdochow@neptunetg.com

*Ulea Prince*

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Purchasing

**CITY OF SPOKANE REQUEST FOR BIDS**

**PART I. PRICING PAGE**

**TO: PURCHASING, CITY OF SPOKANE**  
**BID NAME: NEPTUNE WATER METERS, REGISTERS AND PARTS**  
**BID NO: 4109-15**

The undersigned agrees to furnish the following items at the prices stated, subject to the conditions and requirements of this Bid.

ITEM NO.	QTY	DESCRIPTION	UNIT PRICE	TOTAL
<b>1</b>		<b>NEPTUNE WATER METERS – COMMERICAL METERS  NSF 61 COMPLIANT</b>		
	4 EA	4" PROTECTUS III METER P/R PIT REGS W/25' PIGTAIL 4WHL – PRODUCT #EP4C1R7F6SG55	\$5,149.97	\$20,599.88
	5 EA	6" PROTECTUS III METER P/R PIT REGS W/25' PIGTAIL 4WHL – PRODUCT #EP4D1R7F6SG55	\$7,263.38	\$36,316.90
	3 EA	8" PROTECTUS III METER P/R PIT REGS W/25' PIGTAIL 4WHL – PRODUCT #EP4E1R7F6SG55	\$9,570.25	\$28,710.75
	1 EA	10" PROTECTUS III METER P/R PIT REGS W/25' PIGTAIL 4WHL – PRODUCT #EP4F1R7F6SG55	\$13,995.00	\$13,995.00
ITEM NO.	QTY	DESCRIPTION	UNIT PRICE	TOTAL
	15 EA	1-1/2" HP TURBINE METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ET4HR7F6SG55	\$368.00	\$5,520.00
	35 EA	2" HP TURBINE METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ET4AR7F6SG55	\$432.04	\$15,121.40
	3 EA	3" HP TURBINE METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ET4BR7F6SG55	\$639.10	\$1,917.30
	3 EA	4" HP TURBINE METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ET4CR7F6SG55	\$1,093.65	\$3,280.95
	2 EA	6" HP TURBINE METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ET4DR7F6SG55	\$2,838.99	\$5,677.98
	1 EA	8" HP TURBINE METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ET4ER7F6SG55	\$4,312.48	\$4,312.48

ITEM NO.	QTY	DESCRIPTION	UNIT PRICE	TOTAL
	3 EA	2" TRU-FLO METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #EC2AR7F6SG55	\$1,248.58	\$3,745.74
	12 EA	3" TRU/FLO METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #EC3BR7F6SG55	\$1,704.75	\$20,457.00
	12 EA	4" TRU/FLO METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #EC3CR7F6SG55	\$2,380.44	\$28,565.28
	1 EA	6" TRU/FLO METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #EC3DR7F6SG55	\$3,926.89	\$3,926.89
	1 EA	FIRE HYDRANT METER W/NST COUPLINGS – PRODUCT #ET2BR8F1SB32	\$737.54	\$737.54
		<b>RESIDENTIAL METERS</b>		
	350 EA	5/8" T10 METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ED2B31R7F6SG55	\$85.91	\$30,068.50
	250 EA	3/4" T10 METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ED2C11R7F6SG55	\$123.48	\$30,870.00
	300 EA	1" T10 METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ED2F11R7F6SG55	\$172.04	\$51,612.00
	35 EA	1-1/2" T10 METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ED2H11R7F6SG55	\$313.98	\$10,989.30
	35 EA	2" T10 METER P/R PIT REG W/25' PIGTAIL 4WHL – PRODUCT #ED2J11R7F6SG55	\$416.05	\$14,561.75
<b>TOTAL ITEM I:</b>				\$330,986.64
<b>II</b>		<b>NEPTUNE REGISTERS</b>		
	10 EA	3/4" T8 & 4" T/F DISC PRO-READ REGISTERS 4WHL – PRODUCT #R61F21	\$66.78	\$667.80
	50 EA	5/8" T10 PRO-READ PIT REGISTERS 4WHL – PRODUCT #R72F11	\$66.78	\$3,339.00
	50 EA	3/4" T10 PRO-READ PIT REGISTERS 4WHL – PRODUCT #R72F21	\$66.78	\$3,339.00
	200 EA	1" T10 PRO-READ PIT REGISTERS 4WHL – PRODUCT #R72F31	\$66.78	\$13,356.00
	100 EA	1-1/2" T10 PRO-READ PIT REGISTERS 4WHL – PRODUCT #R72F41	\$66.78	\$6,678.00
	100 EA	2" T10 PRO-READ PIT REGISTERES 4WHL – PRODUCT #R72F51	\$66.78	\$6,678.00
	10 EA	3" TRIDENT TURBINE PRO-READ PIT REGISTERS 4WHL – PRODUCT #R73F21	\$66.78	\$667.80

ITEM NO	QTY	DESCRIPTION	UNIT PRICE	TOTAL
	10 EA	4" TRIDENT TURBINE PRO-READ PIT REGISTERS 4WHL – PRODUCT #R73F31	\$66.78	\$667.80
	10 EA	6" TRIDENT TURBINE PRO-READ PIT REGISTERS 4WHL – PRODUCT #R73F41	\$66.78	\$667.80
	25 EA	2" HP TURBINE PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75F11	\$66.78	\$1,669.50
	25 EA	3" HP TURBINE PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75F21	\$66.78	\$1,669.50
	25 EA	4" HP TURBINE PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75F31	\$66.78	\$1,669.50
	25 EA	6" HP TURBINE PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75F41	\$66.78	\$1,669.50
	10 EA	4" HPT PROTECTUS III PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75M61	\$66.78	\$667.80
	10 EA	¾" T10 PRO-READ PIT REGISTERS FOR HPP3 4" 4WHL – PRODUCT #R78F21	\$66.78	\$667.80
	10 EA	6" HPT PROTECTUS III PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75M71	\$66.78	\$667.80
	10 EA	2" T10 PRO-READ PIT REGISTERS FOR HPP3 6" 4WHL – PRODUCT #R78F41	\$66.78	\$667.80
	5 EA	8" HPT PROTECTUS III PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75M81	\$66.78	\$333.90
	5 EA	10" HPT PROTECTUS III PRO-READ PIT REGISTERS 4WHL – PRODUCT #R75M91	\$66.78	\$333.90
	10 EA	2" T10 PRO-READ PIT REGISTERS FOR HPP3 8" & 10" 4WHL – PRODUCT #R78F51	\$66.78	\$667.80
<b>TOTAL ITEM II:</b>				<b>\$46,746.00</b>
<b>III</b>		<b>STRAINERS</b>		
	1 EA	3" BRONZE STRAINER – PRODUCT #53107-000	\$450.65	\$450.65
	1 EA	4" BRONZE STRAINER – PRODUCT #53107-100	\$554.25	\$554.25
	1 EA	6" BRONZE STRAINER – PRODUCT #52000-201	\$892.05	\$892.05
<b>TOTAL ITEM III:</b>				<b>\$1,896.95</b>
<b>IV</b>		<b>MISCELLANEOUS &amp; PARTS</b>		
		<b>READERS, PROGRAMMERS &amp; ACCESSORIES</b>		
	6 EA	CE5320B HANDHELD W/HR2650i RECEIVER – PRODUCT #12935-100	\$4,675.00	\$28,050.00


ITEM NO.	QTY	DESCRIPTION	UNIT PRICE	TOTAL
	6 EA	ETHERNET CRADLE AND POWER ADAPTER – CE5320B – PART #12638-000	\$425.00	\$2,550.00
	6 EA	HANDHELD FIELD PROGRAMMER MOUSE – PRODUCT #12913-000	\$450.00	\$2,700.00
	6 EA	PROGRAMMING ADAPTER – COILS TO TERMINALS – PRODUCT #12937-000	\$35.00	\$210.00
	1 EA	ADVANTAGE II PROBE/ARB V – COMPLETE – PRODUCT #12517-000	\$994.50	\$994.50
		<b>PARTS</b>		
	1 EA	R900 WALL METER INTERFACE UNIT (DUAL PORT) – PRODUCT #12510-200	\$65.00	\$65.00
<b>TOTAL ITEM IV:</b>				\$ 34,569.50
<b>TOTAL ITEMS 1 – IV:</b>				\$414,199.09
<b>WA SALES TAX (8.7 %)</b>				\$ 36,035.32
<b>GRAND TOTAL:</b>				\$450,234.41
<b>DISCOUNT PERCENTAGE FOR PARTS AND ITEMS NOT SPECIFICALLY CALLED OUT IN THIS BID DOCUMENT :</b> <u>30%</u>				
<b>CATALOG/PRICE LIST NUMBER AND DATE TO WHICH DISCOUNT APPLIES:</b> <u>U676-17 effective Jan. 1, 2015</u>				

**PAYMENT:** Net 30 days

**DELIVERY:** We (I) will deliver complete the above items within 30 days from receipt of order.

**F.O.B. Delivery Point:** Water Department Warehouse, 914 E North Foothills Drive, Spokane WA, 99207

**ACCEPTANCE:** The signing and submittal of Part 1 of this proposal shall be an indication of acknowledgement and acceptance of these terms and conditions and compliance shall be part of the bidders' proposal.

Firm Name: Neptune Technology Group Inc. Signature: 

Mailing Address: 1600 Alabama Hwy 229 By: Lawrence M. Russo  
(Type or Print)

Tallassee, AL 36078 Title: VP, Finance

Phone: 334-283-6555 Date: February 19, 2015

Please indicate person to be contacted by the City concerning item(s) being bid:

NAME: Mike Dochow TELEPHONE: 253-508-3033

**BUSINESS REGISTRATION REQUIREMENT**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid business registration. The Vendor shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Vendor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.

CITY OF SPOKANE BUSINESS REGISTRATION NUMBER: N/A

**ORGANIZATION**

Proposal of an ( ) individual ( ) partnership (X) corporation organized and existing under the Laws of the State of Delaware.

**ADDITIONAL ITEMS**

The City of Spokane reserves the right to purchase additional items at the bid price. Vendor agrees to sell at the same price, terms and conditions.

YES X NO \_\_\_\_\_

If yes, prices are good until further notice.

**INTERLOCAL PURCHASE AGREEMENTS**

The City of Spokane has entered into Interlocal Purchase Agreements with other public agencies pursuant to RCW 39.34. In submitting a response the vendor agrees to sell additional items at the bid price, terms and conditions to the City of Spokane and other public agencies contingent upon the seller's review and approval at the time of a requested sale. Any price de-escalation/escalation provisions of this bid proposal shall apply in the case of a sale of additional items. Seller's right to refuse to sell additional items at the time of request shall be absolute.

**ORIGINAL EQUIPMENT MANUFACTURER**

State name(s) and address(es) of Original Equipment Manufacturer (OEM) and distributors (if applicable) to be used in the production and delivery of your product.

NAME	ADDRESS	ZIP
<u>FedEx Freight, Conway, or Best Way</u>		

**MINORITY BUSINESS ENTERPRISE**

Vendor (is\_\_\_, is not X) a Minority Business Enterprise. A Minority Business Enterprise is defined as a "business, privately or publicly owned, at least 51% of which is owned by minority group members." For purpose of this definition, minority group members are Blacks, Hispanics, Asian Americans, American Indian or Alaskan Natives, or Women.

## **SMALL BUSINESS**

Vendor (is\_\_\_, is not **X**\_\_\_) a small business concern. (A small business concern for the purpose of government procurement is a concern, including its affiliates, which is independently owned and operated, is not dominant in the field of operations in which it is bidding on government contracts, and can further qualify under the criteria concerning number of employees, average annual receipts, or other criteria as prescribed by the Small Business Administration).

## **NON-COLLUSION**

The Bidder certifies that his/her firm has not entered into any agreement of any nature whatsoever to fix, maintain, increase or reduce the prices or competition regarding the items covered by this bid invitation.

## **PART II. SPECIFICATIONS**

### **SECTION I. GENERAL INSTRUCTIONS**

1. These specifications will establish minimum acceptable requirements attempting to take advantage of latest developments.
2. The items to be furnished by the Vendor on this bid must be of the latest possible design and production.
3. Time is of the essence in the performance of this contract after a delivery schedule is established.
4. Vendors should be aware that bids would be rejected if all questions are not completely and correctly answered.
5. Signature on this proposal by the bidder will confirm receipt and understanding of general terms and conditions.
6. **Any questions concerning this bid should be directed to Jeremy Coulter, City of Spokane Water Department, (509) 625-7849 or Thea Prince, City of Spokane Purchasing (509) 625-6403.**

### **SECTION II. SPECIAL INSTRUCTIONS**

1. The purpose of these specifications is to provide the City of Spokane with various specified sizes and configurations of Neptune Water Meters, Registers and parts for a period ending March 31, 2016. The City of Spokane anticipates spending approximately \$1,000,000.00 per year for these products and will purchase them on an "as needed" basis.
2. It is anticipated that the Blanket Order will begin on April 1, 2015, or date of award, and run through March 31, 2016. This Blanket Order will have four (4) one-year renewal periods.
3. Quantities shown represent year 2014 usage and are an estimate only of anticipated usage over a 12 month period. Actual quantities to be ordered may vary.
4. Individual items are to be packaged in separate boxes clearly marked as to type and quantity of item. Boxed items are to be delivered on pallets.
5. The City of Spokane reserves the option of awarding this purchase by item grouping or by any manner most advantageous for the City.
6. It shall be the Vendor's responsibility to conform to all Federal Standards for certification.
7. The successful vendor shall furnish standard warranty as well as any other warranty required in the

bid specifications along with statement as to where and how such warranty work will be performed.

8. All freight expenses shall be the responsibility of the winning vendor. However, the final F.O.B. point shall be 914 E. North Foothills Drive, Spokane WA.
9. Vendors found to have "overstated" the true ability of their product shall reimburse the City for all costs incurred with remanufacturing of product until criteria has been satisfied. These costs shall also include legal, rentals, travel, etc.
10. The City reserves the right to accept or reject any part or all bids and to accept the bid deemed to be in the best interest of the City.
11. I acknowledge receipt and compliance with the above special instructions.

  
Lawrence M. Russo, VP Finance

#### **SECTION IV. BID PREPARATION AND EVALUATION**

##### **1. PREPARATION OF BIDS**

All bids shall be typed or printed in ink, prepared on the form furnished by the Purchaser and signed by an authorized person of Bidder's firm. If errors are made, they may be crossed out. Corrections shall be printed in ink or typewritten adjacent and initialed in ink by the person signing the bid. IF THE BIDS CONTAIN ANY OMISSION, ERASURES, ALTERATIONS, ADDITIONS, OR ITEMS NOT CALLED FOR IN THE PROPOSAL, OR CONTAIN IRREGULARITIES OF ANY KIND, IT MAY CONSTITUTE SUFFICIENT CAUSE FOR REJECTION.

##### **2. PREPARATION OF ENVELOPES**

Place the original copy of the bid in a sealed envelope. On the front of the envelope, place the following information:

**"SEALED BID - IMPORTANT"**  
**PROJECT NAME**  
**OPENING DATE AND TIME**  
**COMPANY NAME**

##### **3. SUBMISSION OF BIDS** Submit one original copy of the bid, as follows:

· Original copy to: **City of Spokane Purchasing**  
**4<sup>th</sup> Floor - City Hall**  
**808 West Spokane Falls Blvd.**  
**Spokane WA 99201-3316**

The Purchaser is not responsible for bids delivered late. It is the responsibility of the Bidder to be sure the bids are sent sufficiently ahead of time to be received **no later than 1:00 PM** on the opening date.

The City of Spokane City Hall is a secured building so allow enough time to get through security if hand delivering the response.

Sealed bids will be opened at 1:15 p.m., Monday, February 23, 2015 in the City Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201

##### **4. INTERPRETATION**

If the Bidder discovers any errors, discrepancies or omissions in the bid specifications, or has any questions about the specifications, the Bidder must notify City of Spokane Purchasing in writing. Any addenda issued by the Purchaser will be incorporated into the contract or purchase order.

## **5. WITHDRAWAL OF BIDS**

Bidders may make written request to City of Spokane Purchasing for withdrawal of a sealed bid prior to the scheduled bid opening. Unless otherwise specified, no bids may be withdrawn for a minimum of forty-five (45) calendar days after the opening date.

## **6. EVALUATION OF BIDS**

Evaluation of bids shall be based upon the following criteria, where applicable:

- The price, including sales tax and the effect of discounts. Price may be determined by life cycle costing or total cost bidding, when advantageous to the Purchaser.
- The quality of the items bid, their conformity to specifications and the purpose for which they are required.
- The Bidder's ability to provide prompt and efficient service and/or delivery.
- The character, integrity, reputation, judgment, experience and efficiency of the Bidder.
- The quality of performance of previous contracts or services.
- The previous and existing compliance by the Bidder with the laws relating to the contract or services.
- Uniformity or interchangeability.
- The energy efficiency of the product throughout its life.
- Any other information having a bearing on the decision to award the contract.

## **7. BIDDING ERRORS**

When, after the opening and tabulation of bids, a Bidder claims error, and requests to be relieved of award, he will be required to promptly present certified work sheets. The Purchaser will review the work sheets and if the Purchaser is convinced, by clear and convincing evidence, that an honest, mathematically excusable error or critical omission of costs has been made, the Bidder may be relieved of his bid.

## **8. BIDDER PREQUALIFICATION.**

Prior to award of contract or purchase, Bidders shall be required to submit evidence of sufficient facilities, equipment, experience and financial ability to insure completion of the work, unless waived by the Purchaser.

## **9. REJECTION OF BIDS.**

The Purchaser reserves the right to reject any or all bids; to waive minor deviations from the specifications, to waive any informality in bids received, whenever it is in the Purchaser's best interest, and to accept or reject all or part of this bid at prices shown.

## **10. AWARD OF CONTRACT.**

Award of contract or purchase, when made, will be to the Bidder whose bid is the most favorable to the Purchaser, taking into consideration price and the other evaluation factors. STATE CONTRACTS WHERE APPLICABLE WILL BE CONSIDERED AS A BID. The City Council shall make the award of contract or purchase. Unsuccessful Bidders will not automatically be notified of bid results.

## **SECTION V. GENERAL TERMS AND CONDITIONS**

### **1. DEFINITIONS**

- A. Bidder - one who submits a bid.
- B. Vendor - Bidder to whom contract or purchase order is awarded.
- C. Purchaser - City of Spokane and other government agencies (Pursuant to RCW 39.34).
- D. Destination-Delivery - Delivery to Purchaser's building location and includes uncrating and installation.
- E. Until Further Notice - Any time in excess of sixty (60) days from date of opening.
- F. Cost - Total cost of ownership based on the best available information.

### **2. CONTRACT PERIOD**

The contract created shall be in the form of a Value Blanket Order which will be effective upon award and shall terminate on March 31, 2016.

### **3. RENEWALS**

There will be four (4) one-year optional renewal periods.

### **4. PRICE DECREASES**

During the contract period and any renewals thereof, price decreases at manufacturer's and wholesaler's levels shall be reflected in a contract price reduction to the Purchaser retroactive to the Vendor's effective date.

### **5. NON-ESCALATION**

The Vendor's prices shall be firm throughout the contract period with NO provision for price increases unless specific provisions are proposed and agreed upon.

### **6. DELIVERY DEFAULT.**

The acceptance of late performance by the Purchaser shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligations remaining to be performed by Vendor.

### **7. INVENTORY**

Sufficient inventory to supply the needs of the Purchaser shall be maintained by the Vendor.

### **8. GUARANTEE**

The Vendor guarantees all of the work or materials described in the specifications, including any modifications in the work which may be made in accordance with the directions or with the approval of the City Purchasing Division, as follows:

- Against all faulty or imperfect materials, and against all imperfect or careless and/or unskilled workmanship.
- Against injury or undue deterioration from proper and usual use of the work.
- The Vendor shall remove and replace with proper work and re-execute, correct or repair, without cost to the Purchaser, any work which may be found to be improper, imperfect or defective or fails to perform as specified.

## **SECTION VI. STANDARD TERMS AND CONDITIONS**

### **1. PATENTS, TRADEMARKS AND COPYRIGHTS**

The Vendor warrants the items to be furnished do not infringe any patent, registered trademark or copyright, and agrees to hold Purchaser harmless in the event of any infringement or claim thereof.

### **2. TITLE**

The Vendor warrants that the items to be furnished are free and clear of all liens and encumbrances and that the Vendor has good and marketable title to same.

### **3. COMPLIANCE WITH LAWS**

The Vendor shall comply with all applicable federal, state and local laws, rules, and regulations, affecting its performance and hold the Purchaser harmless against any claims arising from the violation thereof.

### **4. CONTRACT DISPUTES**

Any contract agreement shall be performed under the laws of the State of Washington. Any litigation to enforce such agreement or any of its provisions shall be brought in Spokane County, Washington.

### **5. OVERCHARGES.**

The Vendor assigns to the Purchaser any claims for anti-trust violations or overcharges relating to items purchased in filling the Purchaser's orders. The Vendor warrants that its suppliers will also assign any such claims.

### **6. WARRANTIES**

The Vendor warrants that the items furnished will conform to its description and any applicable specifications, shall be of good merchantable quality and fit for the known purpose for which sold. This warranty is in addition to any standard warranty or service guarantee by Vendor to the Purchaser.

### **7. UNIFORM COMMERCIAL CODE**

The Uniform Commercial Code (UCC), as effective in Washington State, RCW Title 62A, shall determine the rights and duties of the Vendor and the Purchaser.

### **8. NON-DISCRIMINATION**

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation, national origin, the presence of any sensory, mental or physical disability, or use of a service animal by a disabled person.

### **9. SAVE HARMLESS**

Vendor shall protect, indemnify and save the Purchaser harmless from and against any damage, cost or liability for any injuries to persons or property arising from acts or omissions of Vendor, his employees, agents or sub-contractors, howsoever caused.

### **10. TAXES**

- **FEDERAL.** The Purchaser is exempt from federal excise taxes. Exemption certificates will be furnished on request.
- **SALES TAX.** The City of Spokane is required to pay Washington State Sales/Use Tax on all purchases. All bidders whether inside or outside the State of Washington shall show the tax rate applicable to this bid. All taxes payable by the City of Spokane as a result of this contract are considered a part of the bid evaluation. Washington State Sales Tax is payable by the City of Spokane direct to the State of Washington on awards made to out-of-state vendors who do not have a Washington State Sales Tax Number. If you have any questions concerning the appropriate rate, contact the Washington State Department of Revenue (509) 482-3800.

- Business, occupational and personal property taxes are the responsibility of the Vendor.

#### **11. BRAND NAME "OR EQUAL"**

Brand names and numbers, when used, are for the purpose of indicating the desired quality, performance or use. Vendors may offer other brands of comparable or better quality, performance and use. Descriptive literature shall also be submitted, when available. Any bid containing a brand which is not of equal quality, performance or use, must be represented **as an alternate and not as an equal**.

#### **12. QUANTITIES**

Quantities, when used, are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Payment will be made only for quantities actually ordered, delivered and accepted, whether greater or less than the stated amounts.

#### **13. ASSIGNMENTS**

The provisions or monies due under the contract or purchase order shall be assignable only with the prior consent of the Director of Purchasing.

#### **14. CHANGES**

No alteration in any of the terms, conditions, delivery, price, quality or specifications of items ordered will be effective without the written consent of the Director of Purchasing.

#### **15. DEFAULT**

The Vendor agrees that if a law suit is instituted by the Purchaser for any default on the part of the Vendor, and the Vendor is adjudged to be in default, he/she shall pay to the Purchaser all costs and expenses, expended or incurred by the Purchaser in connection therewith, and reasonable attorney's fees. Venue shall be in the County of Spokane, Washington.

#### **16. REJECTION**

All items purchased herein are subject to approval by the Purchaser. Any rejection of items resulting because of non-conformity to the terms or specifications of this order whether held by the Purchaser or returned, will be at the Vendor's risk and expense.

#### **17. TERMINATION**

In event of a breach by Vendor of any of the provisions of this order, Purchaser reserves the right to terminate upon immediate oral or written notification to the Vendor. Vendor shall be liable for damages suffered by the Purchaser resulting from Vendor's breach of contract.

#### **18. MINORITY BUSINESS OPPORTUNITIES**

Purchaser actively solicits the participation of certified minority business enterprises in the bidding of any and all goods or services.

#### **19. FREIGHT TERMS**

- A freight bill must support all freight charges included on an invoice.
- The Purchaser reserves the right to be advised of selection of method and type of carrier.
- No charges will be allowed for handling, including but not limited to packing, wrapping, bags, containers or reels, unless otherwise stated herein.
- All invoices, packing lists, packages, shipping notices, instruction manuals, and other written documents affecting this order shall contain the applicable purchase order number. Packing lists shall be enclosed in every box or package shipped pursuant to this order, indicating the contents therein. Invoices will not be processed for payment until all items invoiced are received.
- Risk of Loss. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction

of items ordered herein which occur prior to delivery; such loss, injury or destruction shall not release Vendor from any obligation hereunder.

**20. VENDOR'S COOPERATION**

The Vendor shall communicate with City of Spokane Purchasing and shall actively cooperate in all matters pertaining to this contract or purchase in any way City of Spokane Purchasing may direct to the end that the Purchaser shall receive efficient and satisfactory service.



**Agenda Sheet for City Council Meeting of:**

03/23/2015

<u>Date Rec'd</u>	3/3/2015
<u>Clerk's File #</u>	OPR 2015-0222
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	CHUCK 625-6524	<u>Project #</u>	
<u>Contact E-Mail</u>	CCONKLIN@SPOKANECITY.ORG	<u>Bid #</u>	RFP#4055-14
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	CR 15301
<u>Agenda Item Name</u>	4490 CONTRACT WITH CLEAN HARBORS INC.		

Agenda Wording

Contract with Clean Harbors, Inc.(Norwell, MA) for Transportation and Disposal of Household Hazardous Waste and Dangerous Wastes from the Waste to Energy Facility. March 1, 2015 through February 28, 2018. \$35,000.00 per year excluding taxes.

Summary (Background)

Some wastes generated by households are not acceptable for disposal at the waste to energy or at a landfill. To assure safe and environmentally responsible disposal, these materials are accepted from the public at the household hazardous waste turn in area at the facility. Additionally there are waste products from the operation of the facility that must be handled as dangerous wastes.

Fiscal Impact

Expense	\$ 35,000.00
Select	\$
Select	\$
Select	\$

Budget Account

# 4490-44100-37148-54704
#
#
#

Approvals

<b><u>Dept Head</u></b>	CONKLIN, CHUCK
<b><u>Division Director</u></b>	GIMPEL, KEN
<b><u>Finance</u></b>	LESESNE, MICHELE
<b><u>Legal</u></b>	WHALEY, HUNT
<b><u>For the Mayor</u></b>	SANDERS, THERESA

Council Notifications

<b><u>Study Session</u></b>	PWC 2/23/15
<b><u>Other</u></b>	

Additional Approvals

<b><u>Purchasing</u></b>	PRINCE, THEA

Distribution List

ttauscher@spokanecity.org
lbutz@spokanecity.org
jsalstrom@spokanecity.org



## Continuation of Wording, Summary, Budget, and Distribution

### Agenda Wording

### Summary (Background)

RFP#4055-14 was issued and five proposals were received: Clean Harbors, Inc, of Norwell, MA Oil Re-refining Company, Inc., of Portland,OR PSC Environmental Services of Houston, TX Veolia ES Technical Solutions, LLC, of Kent, WA Emerald Services, Inc., of Spokane After review of all proposals it was determined that Clean Harbors, Inc., was the lowest cost proposer. This contract will ensure that hazardous and dangerous waste are disposed of in a manner that complies with all local,state, and federal laws and also protects the environment and the public.

### Fiscal Impact

### Budget Account

Select \$

#

Select \$

#

### Distribution List


BRIEFING PAPER  
Public Works Committee  
Solid Waste Disposal  
February 23, 2015

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Subject

Contract with Clean Harbors, Inc., of Norwell, MA, for the Transportation and Disposal of Household Hazardous Waste and Dangerous Wastes from the Waste to Energy.

Background

Some wastes generated by households are not acceptable for disposal at the waste to energy facility or at a landfill. To assure safe and environmentally responsible disposal, these materials are accepted from the public at the household hazardous waste turn in area at the facility.

Additionally there are waste products from the operation of the waste to energy facility that must be handled as dangerous wastes.

A request for proposals was issued and sent to seven vendors from throughout the country, as well as being advertised. Five (5) proposals were received in response to RFP #4055-14: Clean Harbors, Inc, of Norwell, MA; Oil Re-refining Company, Inc., of Portland, OR; PSC Environmental Services of Houston, TX; Veolia ES Technical Solutions, LLC, of Kent, WA; and Emerald Services, Inc., of Spokane.

After review of all proposals it was determined that Clean Harbors, Inc. was the lowest cost proposer.

The term of the contract is March 1, 2015 through February 28, 2018 with the option of two (2) additional one-year periods with the total contract period not to exceed five (5) years, with a cost of \$35,000 per year.

Impact

Hazardous and dangerous wastes are not acceptable for disposal at the waste to energy facility or the Northside landfill. This contract will ensure these materials are disposed of in a manner that complies with all local, state, and federal laws and regulations and also protects the environment and the public.

Action

Recommend approval.

Funding

Funding is included in the 2015 operation and maintenance budget.

AGREEMENT

THIS REVENUE AGREEMENT is between the CITY OF SPOKANE, a Washington State municipal corporation, as "City", and CLEAN HARBORS, whose local address is 3808 North Sullivan Road, Spokane Valley, Washington 99216, as "Company".

The parties agree as follows:

1. DESCRIPTION OF WORK. The Company will do all work, furnish all labor, materials, tools, construction equipment, transportation, supplies, supervision, organization, and other items of work and costs necessary for the proper execution and completion of the work described in the City's RFP #4055-14 entitled **Transportation and Disposal of Household Hazardous Waste (HHW), Dangerous Wastes and Used Motor Oil and Antifreeze**, and in accordance with the attached Company's submittal dated October 27, 2014.

The Company shall provide the TRANSPORTATION AND DISPOSAL OF HOUSEHOLD HAZARDOUS WASTE (HHW) AND DANGEROUS WASTES FROM THE WASTE TO ENERGY FACILITY, in accordance with their submittal.

2. AGREEMENT TERM. The Agreement shall begin on March 1, 2015 and end on February 28, 2018 unless terminated earlier. After completion of the first year term of this Agreement, the City has the option of two (2) additional one-year extensions

3. COMPENSATION. The City shall pay the Company an annual amount not to exceed THIRTY FIVE THOUSAND AND NO/100 DOLLARS (\$35,000.00), the amount in the Company's proposal as full compensation for the services provided under this Agreement.

4. PAYMENT. The Company shall submit applications for payment to the City's Waste to Energy Facility, 2900 South Geiger Boulevard, Spokane, Washington 99224. If the City objects to all or any portion of the invoiced amount, it shall notify the Company and reserves the right to only make payment on that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

5. AGREEMENT DOCUMENTS. The Agreement documents are this Agreement, the City's RFP #4055-14, the Company's completed proposal form, Agreement provisions, Agreement plans, standard specifications, standard plans, addenda, various certifications and affidavits, and supplemental agreements. Federal and state requirements and the terms of this Agreement, respectively, supersede other

inconsistent provisions. These Agreement documents are on file at the Waste to Energy Facility, and are incorporated into this Agreement by reference, as if they were set forth at length.

6. TERMINATION. This Agreement may be terminated in accordance with the Agreement documents.

7. COMPLIANCE WITH LAWS. Each party shall comply with all applicable federal, state, and local laws and regulations.

8. INDEPENDENT CONTRACTOR. The parties intend that an independent contractor – employer relationship will be created by this Agreement.

9. INDEMNIFICATION.

A. The Company is an independent contractor and not the agent or employee of the City. No liability shall attach to the City for entering into this Agreement or because of any act or omission of the Company except as expressly provided.

B. The Company agrees to defend, indemnify and hold the City and Engineers harmless from any and all claims, demands, losses and liabilities to or by third parties arising from, resulting from or connected with services performed or to be performed under this Agreement by the Company, its agents or employees to the fullest extent permitted by law. The Company's duty to indemnify the City and Engineers shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City, its agents or employees. The Company's duty to indemnify the City and Engineers for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City or its agents or employees, and (b) the Company or its agents or employees, shall apply only to the extent of negligence of the Company or its agents or employees. Company's duty to defend, indemnify and hold the City and Engineers harmless shall include, as to all claims, demands, losses and liability to which it applies, the City's personnel-related costs, reasonable attorneys' fees, court costs and all other claim-related expenses.

C. **The Company waives immunity under Title 51 RCW to the extent necessary to protect the City's interests under this indemnification. This provision has been specifically negotiated.**

10. INSURANCE. The Company represents that it and its employees, agents and subcontractors, in connection with the Agreement, are protected against the risk of loss by the insurance coverages required in the Agreement documents, especially noted in the City's RFP #4055-14. The policies shall be issued by companies that meet with the approval of the City Risk Manager. The policies shall not be canceled without at least minimum required written notice to the City as Additional Insured.

11. NONDISCRIMINATION. No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Company agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Company.

12. BUSINESS REGISTRATION REQUIREMENT. Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

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

14. AUDIT / RECORDS. The Company and its sub-companies shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Agreement. The Company and its sub-companies shall provide access to authorized City representatives at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

15. MISCELLANEOUS PROVISIONS.

A. ASSIGNMENTS. Neither party may assign, transfer or subcontract its interest, in whole or in part, without the other party's prior written consent. In the event of an assignment or transfer, the terms of this Agreement shall continue to be in full force and effect.

B. DISPUTES. This Agreement shall be performed under the laws of the State of Washington. Any litigation to enforce this Agreement or any of its provisions shall be brought in Spokane County, Washington.

C. SEVERABILITY. In the event any provision of this Agreement should become invalid, the rest of the Agreement shall remain in full force and effect.

D. AMENDMENTS. This Agreement may be amended at any time by mutual written agreement.

Dated: \_\_\_\_\_

CITY OF SPOKANE

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

Approved as to form:

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

\_\_\_\_\_  
Assistant City Attorney

Dated: \_\_\_\_\_

CLEAN HARBORS

Email Address, if available: \_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

15-444

Attachments that are part of this Agreement:

Company's submittal in response to the City's RFP #4055-14 dated October 27, 2014.



**Agenda Sheet for City Council Meeting of:**

03/23/2015

<u>Date Rec'd</u>	3/10/2015
<u>Clerk's File #</u>	OPR 2015-0223
<u>Renews #</u>	

<u>Submitting Dept</u>	COMMUNITY, HOUSING & HUMAN	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	SHEILA MORLEY 6052	<u>Project #</u>	
<u>Contact E-Mail</u>	SMORLEY@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	1540 2014 CONTINUUM OF CARE PROGRAM AWARDS		

Agenda Wording

Accept funding award from US Department of Housing and Urban Development for the Continuum of Care Program and authorize the Community Housing and Human Services Department to enter into contract with various no-profit agencies (list attached)

Summary (Background)

As part of the Continuum of Care Program Competition requirements, our CoC is required to review, score, and rank each renewal project as part of the application process. CoC renewal project applications were submitted on August 18, 2014 and reviewed by the CHHS Review and Evaluation Committee on September 22, 2014. Projects were ranked and submitted in the HUD application based on the Committee recommendations.

Fiscal Impact

Revenue	\$ 3,530,580.00
Expense	\$ 3,264,584.50
Expense	\$ 265,995.50
Select	\$

Budget Account

# 1541-Various-99999-33114-99999
# 1541-Various-99999-54201-99999
# 1541-Various-99999-51991-99999
#

Approvals

<b><u>Dept Head</u></b>	STAPLETON, JENNIFER
<b><u>Division Director</u></b>	MALLAHAN, JONATHAN
<b><u>Finance</u></b>	SALSTROM, JOHN
<b><u>Legal</u></b>	WHALEY, HUNT
<b><u>For the Mayor</u></b>	SANDERS, THERESA

Council Notifications

<b><u>Study Session</u></b>	PCED 3/16/15
<b><u>Other</u></b>	CHHS Board 1/29/15

Additional Approvals

**Purchasing**


BRIEFING PAPER  
Community, Housing and Human Services Department  
FY2014 CoC Program Award  
3/19/2015

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**Subject**

Each year the CHHS Department competes nationally through the Continuum of Care Program to support renewal funding for all HUD funded projects. HUD released their Notice of Funding Availability (NOFA) on September 16, 2014 and awards were announced on January 27, 2015. A list of the projects awarded is attached.

**Background**

As part of the CoC Program Competition requirements, our CoC is required to review, score, and rank each renewal project as part of the application process. This responsibility will be taken by the CHHS Board and their designated Review and Evaluation Committee. CoC renewal project applications were submitted on August 18, 2014 and reviewed by the CHHS Review and Evaluation Committee on September 22, 2014. Projects were ranked and submitted in the HUD application based on the Committee recommendations.

**Impact**

Our annual CoC Program application provides the financial backbone to support 26 individual projects in Spokane County providing \$3,530,580 for leasing, operations and support services for permanent housing, transitional housing and support services to homeless individuals and families.

**Action**

The department seeks acceptance of the CoC Program Award of \$3,530,580 from Housing and Urban Development and enter into contract with the awarded projects.

**Funding**

Funding for this project comes from the United States Housing and Urban Development.

<b>Project</b>	<b>Agency</b>	<b>City</b>	<b>Total Award</b>
WA0106 - Catholic Charities / HoC Supportive Services	\$ 11,374.00	\$ 1,642.00	\$ 13,016.00
WA0109 - Catholic Charities / SMS TH	\$ 62,290.50	\$ 6,152.50	\$ 68,443.00
WA0110 - Catholic Charities / Summit View	\$ 164,842.00	\$ 5,338.00	\$ 170,180.00
WA0111 - VOA / New Horizons - PSH	\$ 350,808.00	\$ 11,364.00	\$ 362,172.00
WA0113 -SNAP/ VOA / Catholic Charities Comprehensive	\$ 210,909.00	\$ 75,018.00	\$ 285,927.00
WA0118 - SNAP / Rural Rental Assistance	\$ 132,055.50	\$ 3,954.50	\$ 136,010.00
WA0119 - SNAP / Small Cities CoC13	\$ 147,359.50	\$ 4,288.50	\$ 151,648.00
WA0120- Spokane Housing Ventures- Medical Lake & Valley 206	\$ 41,524.00	\$ 382.00	\$ 41,906.00
WA0122 - SNAP TH for Families CoC13	\$ 166,606.50	\$ 12,512.50	\$ 179,119.00
WA0123 - Transitions / Miryam's House CoC13	\$ 82,899.50	\$ 7,488.50	\$ 90,388.00
WA0124 - Transitions / Transitional Living Center	\$ 101,461.00	\$ 6,561.00	\$ 108,022.00
WA0125- Transitions / Women's Hearth	\$ 21,055.00	\$ 3,621.00	\$ 24,676.00
WA0126 -VOA / Alexandria's House	\$ 72,572.00	\$ 6,072.00	\$ 78,644.00
WA0127 - VOA / Crosswalk CoC13	\$ 21,867.00	\$ 1,507.00	\$ 23,374.00
WA0128 - VOA / Hope House CoC13	\$ 49,834.00	\$ 5,113.00	\$ 54,947.00
WA0129 - VOA / Off-Site CoC13	\$ 267,092.50	\$ 14,833.50	\$ 281,926.00
WA0130 - VOA / Samaritan 05-06 CoC13	\$ 191,982.50	\$ 10,144.50	\$ 202,127.00
WA0133 - YWCA DV Transitional Housing	\$ 40,914.00	\$ 3,953.00	\$ 44,867.00
WA0136 - VOA / YWCA DV Supportive Services	\$ 146,491.00	\$ 23,263.00	\$ 169,754.00
WA0218 - VOA / SAM III CoC13	\$ 119,082.50	\$ 3,732.50	\$ 122,815.00
WA0248 - Catholic Charities / YWCA- Family PSH	\$ 138,747.50	\$ 4,388.50	\$ 143,136.00
WA0264 City of Spokane Planning	\$ 42,570.00		\$ 42,570.00
WA0265 - Transitions / Family PSH	\$ 89,814.00	\$ 2,945.00	\$ 92,759.00
WA0285- Catholic Charities- Housing First Project	\$ 172,202.50	\$ 20,871.50	\$ 193,074.00
WA0288 - Spokane Housing Authority- Rapid Re-housing project	\$ 164,885.50	\$ 8,290.50	\$ 173,176.00
WA0302 Catholic Charities Rapid Re-housing for Families	\$ 253,345.00	\$ 22,559.00	\$ 275,904.00
	\$ 3,264,584.50	\$ 265,995.50	\$ 3,530,580.00



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY  
FOR COMMUNITY PLANNING AND DEVELOPMENT

January 26, 2015

Ms. Jerrie Allard  
Community, Housing and Human Services Director  
City of Spokane  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201

Dear Ms. Allard:

Congratulations! I am delighted to inform you that the Fiscal Year (FY) 2014 Continuum of Care (CoC) Program project application(s) your organization submitted was selected for funding in the total amount of \$3,212,106.

The CoC Program is an important part of HUD's mission. CoCs all over the country continue to improve the lives of homeless men, women, and children through their local planning efforts and through the direct housing and service programs funded under the FY 2014 CoC Program Competition. The programs and CoCs funded through the CoC Program continue to demonstrate their value by improving accountability and performance every year. HUD commends your organization for its work and encourages it to continue to strive for excellence in the fight against homelessness.

The conditionally obligated funds for your award(s) are detailed in the enclosure, which lists: the name(s) of the individual project(s); the project number(s); and the specific amount(s) of the obligation(s) for each conditionally selected application. Your local field office will be sending a letter to provide your organization with more information about finalizing your award(s), including execution of your grant agreement(s). Your organization will not have access to these funds until all conditions are satisfied and the grant agreement is fully executed.

Sincerely,

A handwritten signature in dark ink, appearing to read "Clifford Taffet", with a long horizontal flourish extending to the right.

Clifford Taffet  
General Deputy Assistant Secretary  
for Community Planning and Development

Enclosure

Enclosure

WA0106L0T021407

WA0106 - Catholic Charities / HOC Supportive Services CoC 14  
\$13,016

WA0109L0T021407

WA0109 - Catholic Charities / SMS TH CoC 14  
\$68,443

WA0110L0T021407

WA0110 - Catholic Charities / Summit View CoC FY2014  
\$170,180

WA0111L0T021407

WA0111 VOA- / New Horizons PSH CoC FY 2014  
\$362,172

WA0113L0T021407

WA0113 - SNAP/VOA/CC Comprehensive Housing & Services COC FY2014  
\$285,927

WA0118L0T021407

WA0118 - SNAP Rural Rental Assistance CoC FY2014  
\$136,010

WA0119L0T021407

WA0119- SNAP Small Cities Rapid Re-housing CoC FY2014  
\$151,648

WA0120L0T021407

WA0120 Spokane Housing Ventures- Medical Lake & Valley 206 CoC FY2014  
\$41,906

WA0122L0T021407

WA0122 SNAP Rapid Re-housing for families CoC FY2014  
\$179,119

WA0123L0T021407

WA0123- Transitions / Miryam's House CoC FY 2014  
\$90,388

WA0124L0T021407

WA0124- Transitions / Transitional Living Center CoC FY2014

\$108,022

WA0125L0T021407

WA0125 - Transitions / Women's Hearth CoC FY2014

\$24,676

WA0126L0T021407

WA0126- VOA / Alexandria's House CoC FY2014

\$78,644

WA0127L0T021407

WA0127 - VOA / Crosswalk CoC FY2014

\$23,374

WA0128L0T021407

WA0128 - VOA / Hope House CoC FY2014

\$54,947

WA0129L0T021407

WA0129 VOA / Off-Site PSH CoC FY2014

\$281,926

WA0130L0T021407

WA0130 VOA / Samaritan 05-06 CoC FY2014

\$202,127

WA0133L0T021407

WA0133 YWCA TH Project CoC FY2014

\$44,867

WA0136L0T021407

WA0136 YWCA/VOA DV Supportive Services CoC FY2014

\$169,754

WA0218L0T021404

WA0218 VOA SAM III CoC FY2014

\$122,815

WA0248L0T021403

WA0248- Catholic Charities /YWCA Family PSH (Good Grounding) CoC FY2014

\$143,136

WA0265L0T021402

WA0265 Transitions - Family PSH CoC FY2014

\$92,759

WA0285L0T021401

WA0285 Catholic Charities - Housing First Project CoC FY2014

\$193,074

WA0288L0T021401

WA0288- Spokane Housing Authority- Rapid Re-Housing Project

\$173,176

Total Amount:

**\$3,212,106**



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY  
FOR COMMUNITY PLANNING AND DEVELOPMENT

January 26, 2015

Ms. Jerrie Allard  
Community, Housing and Human Services Director  
City of Spokane  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201

Dear Ms. Allard:

Congratulations! I am delighted to inform you that the Fiscal Year (FY) 2014 Continuum of Care (CoC) Program project application(s) your organization submitted was selected for funding in the total amount of \$318,474. The enclosure lists the name(s) of the individual project(s), the project number(s), and the maximum award amount(s) for each conditionally selected project application(s).

The CoC Program is an important part of HUD's mission. CoCs all over the country continue to improve the lives of homeless men, women, and children through their local planning efforts and through the direct housing and service programs funded under the FY 2014 CoC Program Competition. The programs and CoCs funded through the CoC Program continue to demonstrate their value by improving accountability and performance every year. HUD commends your organization for its work and encourages it to continue to strive for excellence in the fight against homelessness.

Your local HUD field office will be providing a letter to your organization with more information about finalizing its award(s), including finalizing the amount of the award(s). HUD is counting on your organization to use these important resources in a timely and effective manner.

Sincerely,

A handwritten signature in dark ink, appearing to read "Cliff Taffet", with a long horizontal flourish extending to the right.

Clifford Taffet  
Assistant Secretary (Acting)  
for Community Planning and Development

**Enclosure**

**WA0302LOT021400**

**Catholic Charities Rapid Re-Housing for Families**

**\$275,904**

**WA0301LOT021400**

**WA0264 City of Spokane CoC Planning CoC FY2014**

**\$42,570**

**Total Awarded:**

**\$318,474**

**2014 CONTINUUM OF CARE PROGRAM**

Expense Codes							Re	
Dept	Program		Type	Detail	Expense		Dept	Program
1541	95416	51200	54201	99999	\$ 11,374.00		1541	95416
1541	95417	51200	54201	99999	\$ 62,290.50		1541	95417
1541	95418	51200	54201	99999	\$ 164,842.00		1541	95418
1541	95419	51200	54201	99999	\$ 350,808.00		1541	95419
1541	95421	51200	54201	99999	\$ 210,909.00		1541	95421
1541	95424	51200	54201	99999	\$ 132,055.50		1541	95424
1541	95425	51200	54201	99999	\$ 147,359.50		1541	95425
1541	95426	51200	54201	99999	\$ 41,524.00		1541	95426
1541	95427	51200	54201	99999	\$ 166,606.50		1541	95427
1541	95428	51200	54201	99999	\$ 82,899.50		1541	95428
1541	95429	51200	54201	99999	\$ 101,461.00		1541	95429
1541	95430	51200	54201	99999	\$ 21,055.00		1541	95430
1541	95431	51200	54201	99999	\$ 72,572.00		1541	95431
1541	95432	51200	54201	99999	\$ 21,867.00		1541	95432
1541	95433	51200	54201	99999	\$ 49,834.00		1541	95433
1541	95434	51200	54201	99999	\$ 267,092.50		1541	95434
1541	95435	51200	54201	99999	\$ 191,982.50		1541	95435
1541	95436	51200	54201	99999	\$ 40,914.00		1541	95436
1541	95437	51200	54201	99999	\$ 146,491.00		1541	95437
1541	95439	51200	54201	99999	\$ 119,082.50		1541	95439
1541	95440	51200	54201	99999	\$ 138,747.50		1541	95440
1541	95445	51200	54201	99999	\$ 42,570.00		1541	95445
1541	95441	51200	54201	99999	\$ 89,814.00		1541	95441
1541	95443	51200	54201	99999	\$ 172,202.50		1541	95443
1541	95444	51200	54201	99999	\$ 164,885.50		1541	95444
1541	95446	51200	54201	99999	\$ 253,345.00		1541	95446
						\$ 3,264,584.50		

Revenue Codes			
	Type	Detail	Revenue
99999	33114	99999	\$ 13,016.00
99999	33114	99999	\$ 68,443.00
99999	33114	99999	\$ 170,180.00
99999	33114	99999	\$ 362,172.00
99999	33114	99999	\$ 285,927.00
99999	33114	99999	\$ 136,010.00
99999	33114	99999	\$ 151,648.00
99999	33114	99999	\$ 41,906.00
99999	33114	99999	\$ 179,119.00
99999	33114	99999	\$ 90,388.00
99999	33114	99999	\$ 108,022.00
99999	33114	99999	\$ 24,676.00
99999	33114	99999	\$ 78,644.00
99999	33114	99999	\$ 23,374.00
99999	33114	99999	\$ 54,947.00
99999	33114	99999	\$ 281,926.00
99999	33114	99999	\$ 202,127.00
99999	33114	99999	\$ 44,867.00
99999	33114	99999	\$ 169,754.00
99999	33114	99999	\$ 122,815.00
99999	33114	99999	\$ 143,136.00
99999	33114	99999	\$ 42,570.00
99999	33114	99999	\$ 92,759.00
99999	33114	99999	\$ 193,074.00
99999	33114	99999	\$ 173,176.00
99999	33114	99999	\$ 275,904.00
			\$ 3,530,580.00



**Agenda Sheet for City Council Meeting of:**

03/23/2015

<u>Date Rec'd</u>	3/10/2015
<u>Clerk's File #</u>	OPR 2013-0818
<u>Renews #</u>	

<u>Submitting Dept</u>	COMMUNITY, HOUSING & HUMAN	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	SHEILA MORLEY 6052	<u>Project #</u>	
<u>Contact E-Mail</u>	SMORLEY@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	1540 CONSOLIDATED HOMELESS GRANT CONTRACT AMENDMENT		

Agenda Wording

Accept the Consolidated Homeless Grant (CHG) contract amendment between the City of Spokane and the Washington State Department of Commerce and approved contract amendments to five non-profit agencies (list attached)

Summary (Background)

At the November 11, 2013 the City Council accepted a two year grant agreement with the Washington State Department of Commerce for Consolidated Homeless Grant. Through several competitive RFP processes these agencies were selected to administer projects funded with CHG funds.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Revenue \$ 226,373	# 1540 95413 99999 33442
Expense \$ 226,373	# 1540 95413 51200 54201
Revenue \$ 135,000	# 1540 95461 99999 33442
Expense \$ 135,000	# 1540 95461 51200 54201

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	STAPLETON, JENNIFER	<u>Study Session</u>	pced 2/25/15
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u>	
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT		
<u>For the Mayor</u>	SANDERS, THERESA		

<u>Additional Approvals</u>	
<u>Purchasing</u>	

BRIEFING PAPER  
City of Spokane  
PCED Committee  
Community, Housing and Human Services Department  
**Consolidated Homeless Grant Contract Amendment**  
2/25/15

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**Subject**

Accept the Consolidated Homeless Grant (CHG) contract amendment between the City of Spokane and the Washington State Department of Commerce. The amendment increases funding by \$91,373.00 earned through performance incentives, increased funding for the Ending Family Homeless Project, and decreases funding for the Housing and Essential Needs Program.

**Background**

At the November 11, 2013 the City Council accepted a two year grant agreement with the Washington State Department of Commerce for Consolidated Homeless Grant. Through a competitive RFP process, Catholic Charities was selected as the local agency to administer the Ending Family Homeless program and was awarded additional funds for homeless services through the Consolidated Homeless Housing Grant Program; The Salvation Army was selected as the local agency to administer the Housing and Essential Needs program, Spokane Housing Authority, the YWCA and Transitions were all funded to provide for homeless services through this competition. Adjustments to each of the contracts will be made in response to the CHG contract amendment (details attached).

**Impact**

Funding from the CHG program provide agencies, selected through a competitive RFP process, with funds needed to assist the city meet its goal of reducing homelessness.

**Action**

The department seeks acceptance of the contract amendment between the City of Spokane and the Department of Commerce and approval of a contract amendment the affected agencies. This item is scheduled to go before City Council on March 9, 2015.

**Funding**

Funding for this grant comes from the Washington State Home Security Fund, Affordable Housing for All Funds, the Transitional Housing Operating and Rent Account and the Homeless Housing Program authorized by RCW 43.185C.

	<b>Current Budget</b>	<b>Budget Adjusted</b>	<b>Revised Budget</b>
<b>YWCA</b>	<b>\$ 36,389.07</b>	<b>\$ 1,397.91</b>	<b>\$ 37,786.98</b>
<b>Transitions</b>	<b>\$ 96,584.83</b>	<b>\$ 5,193.45</b>	<b>\$ 101,778.28</b>
<b>Spokane Housing Ventures</b>	<b>\$ 29,782.62</b>	<b>\$ 1,613.33</b>	<b>\$ 31,395.95</b>
<b>Catholic Charities</b>	<b>\$ 1,481,227.99</b>	<b>\$ 188,192.34</b>	<b>\$ 1,669,420.33</b>
<b>TSA- HEN</b>	<b>\$ 3,603,431.67</b>	<b>\$ (135,000.00)</b>	<b>\$ 3,468,431.67</b>
<b>City</b>		<b>\$ 29,975.97</b>	

**Amendment**

**Grant Number:** 14-46108-30  
**Amendment:** B

**Washington State Department of Commerce  
Community Services and Housing Division  
Housing Assistance Unit  
Consolidated Homeless Grant (CHG)**

<b>1. Grantee</b> City of Spokane Community, Housing and Human Services Department 808 W Spokane Falls Blvd. Spokane, WA 99201-3333		<b>2. Grantee Doing Business As (optional)</b> N/A	
<b>3. Grantee Representative (only if updated)</b> Jennifer Stapleton Director, Grants Management & Financial Assistance Interim Director, Community Housing & Human Services (509) 625-6091 jstapleton@spokanecity.org		<b>4. COMMERCE Representative (only if updated)</b> Cheryl Bayle CHG Program Manager (360) 725-2997 (360) 586-5880 cheryl.bayle@commerce.wa.gov	
<b>5. Original Grant Amount (and any previous amendments)</b>  \$5,086,704	<b>6. Amendment Amount</b>  \$91,373	<b>7. New Grant Amount</b>  \$5,178,077	
<b>8. Amendment Funding Source</b> <b>Federal:</b> <b>State:</b> <b>Other:</b> X <b>N/A:</b>		<b>9. Amendment Start Date</b> January 1, 2015	<b>10. Amendment End Date</b> December 31, 2015
<b>11. Federal Funds (as applicable):</b> N/A	<b>Federal Agency:</b> N/A	<b>CFDA Number:</b> N/A	
<b>12. Amendment Purpose:</b> Adds Year 2 Performance Funding, adds \$108,000 in EFH funding, reduces HEN 2015 funding by \$135,000, and adjusts budget line items in Attachment B – Budget.  Grantee is authorized to spend 75% (\$1,038,233) of all non-HEN funds through June 30, 2015. The remaining amount may not be spent without prior written approval from Commerce.  Grantee is authorized to spend 100% of Housing and Essential Needs (HEN) funding by June 30, 2015.			
COMMERCE, defined as the Department of Commerce, and the Grantee acknowledge and accept the terms of this Grant As Amended and attachments and have executed this Grant Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant As Amended are governed by this Grant Amendment and the following other documents incorporated by reference: Grant Terms and Conditions including Attachment “A” – Scope of Work, Attachment “B” – Budget, and Attachment “C” – Guidelines for the Consolidated Homeless Grant (as they may be revised from time to time). A copy of this Grant Amendment shall be attached to and made a part of the original Grant between COMMERCE and the Grantee. Any reference in the original Grant to the "Grant" shall mean the "Grant As Amended".			
<b>FOR GRANTEE</b>  _____ Signature  _____ Print Name and Title  _____ Date		<b>FOR COMMERCE</b>  _____ Diane Klontz, Assistant Director Community Services and Housing Division  _____ Date  <b>APPROVED AS TO FORM ONLY</b>  _____ Sandra Adix Assistant Attorney General  _____ 3/20/2014 Date	

**Amendment**

This Grant is **amended** as follows:

**Attachment B**

**Budget**

<b>A.</b>	<b>January 1, 2014 - June 30, 2014</b>	
	<b>A. Subtotal</b>	\$297,381.54

<b>B.</b>	<b>July 1, 2014 - December 31, 2015</b>	
<b>Administration</b>		\$87,140.00
<b>Data Collection, Evaluation, and Planning</b>		\$49,700.00
<b>Facility Support for Households without Minor Children</b>		
Leasing costs for buildings owned by non-profit or government entities		\$0
Leasing costs for buildings owned by for-profit entities		\$0
Program Operations and costs other than leasing costs (maintenance, utilities, etc.)		\$60,000.00
<b>Facility Support for Households with Minor Children</b>		
Leasing costs for buildings owned by non-profit or government entities		\$0
Leasing costs for buildings owned by for-profit entities		\$0
Program Operations and costs other than leasing costs (maintenance, utilities, etc.)		\$82,261.43
<b>Rent Payments – General (not including EFH or PSH)</b>		
Buildings owned by non-profit and government entities, Households without minor children		\$35,971.00
Buildings owned by non-profit and government entities, Households with minor children		\$30,131.00
Buildings owned by for-profit entities, Households without minor children		\$89,472.00
Buildings owned by for-profit entities, Households with minor children		\$222,822.00
Program Operations and other costs associated with rent (utilities, application fees, credit checks, etc.)		\$120,379.00

**Amendment**

<b>Ending Family Homelessness (EFH)</b>	
Rent Payments in buildings owned by non-profit or government entities	\$13,078.00
Rent Payments in buildings owned by for-profit entities	\$142,362.00
Program Operations and other costs associated with rent (utilities, application fees, credit checks, etc.)	\$84,215.00
<b>Permanent Supportive Housing (PSH) – Allowable Expense for Performance Funding Only</b>	
Rent Payments in buildings owned by non-profit or government entities	\$69,397.03
Rent Payments in buildings owned by for-profit entities	\$
Program Operations and costs other than leasing costs (maintenance, utilities, etc.)	\$
<b>B. Subtotal</b>	\$1,086,928.46
<b>Subtotal of A + B*</b>	\$1,384,310.00

\*Grantee is authorized to spend 75% (\$1,038,233) of all non-HEN funds through June 30, 2015. The remaining amount may not be spent without prior written approval from Commerce.

<b>C. HEN January 1, 2014 - June 30, 2014</b>	
<b>HEN Administration – SFY 2014</b>	\$94,330.00
<b>HEN Rent/Utility/Operations/Essential Needs – SYF 2014</b>	\$1,253,222.00
<b>C. Subtotal</b>	\$1,347,552.00

<b>D. HEN July 1, 2014 - June 30, 2015</b>	
<b>HEN Administration – SFY 2015</b>	\$160,035.00
<b>HEN Rent/Utility/Operations/Essential Needs – SYF 2015</b>	\$2,286,180.00
<b>D. Subtotal</b>	\$2,446,215.00

<b>GRANT TOTAL</b>	<b>\$5,178,077.00</b>
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ALL OTHER TERMS AND CONDITIONS OF THIS GRANT REMAIN IN FULL FORCE AND EFFECT.



**Agenda Sheet for City Council Meeting of:**

03/09/2015

<u>Date Rec'd</u>	2/19/2015
<u>Clerk's File #</u>	ORD C35239
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	CITY COUNCIL
<u>Contact Name/Phone</u>	BEN 625-6269 STUCKART/KAREN STRATTON
<u>Contact E-Mail</u>	AMCDANIEL@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Final Reading Ordinance
<u>Agenda Item Name</u>	0320 CHHS BOARD - VETERAN REPRESENTATIVE

Agenda Wording  
 An ordinance relating to the Community Housing and Human Services Board; amending SMC sections 4.34.030.

Summary (Background)  
 This ordinance will amend SMC 4.34.030 regarding membership to the Community Housing and Human Services Board to include the requirement that one member of the board shall be a member of a veteran service organization, employed by the Department of Veteran Affairs or an active duty military member based at Fairchild Air Force Base or a citizen of Spokane serving in the Washington National Guard or the Washington Air National Guard.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Select \$	#
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MCDANIEL, ADAM	<u>Study Session</u>	
<u>Division Director</u>		<u>Other</u>	PCED
<u>Finance</u>	LESESNE, MICHELE	<u>Distribution List</u>	
<u>Legal</u>	PICCOLO, MIKE		
<u>For the Mayor</u>	SANDERS, THERESA		
<u>Additional Approvals</u>			
<u>Purchasing</u>			

## ORDINANCE NO. C35239

An ordinance relating to the Community Housing and Human Services Board; amending SMC sections 4.34.030.

The City of Spokane does ordain:

Section 1. That SMC section 4.34.030 is amended to read as follows:

### **4.34.030 Membership**

- A. The initial board membership shall be comprised of sixteen members; five current members from each of the human services advisory board, the community development board and the Spokane regional homeless governance council and one member from the community assembly. Members shall be nominated by the mayor and appointed by city council.
- B. Initial members will serve for the duration of the remainder of the term for the position on the board which they currently serve. As the terms of the initial members expire, board membership shall be reduced to twelve members. Subsequent appointees to the board shall serve three year terms and may be eligible for one three year term reappointment. The mayor shall nominate and the city council shall appoint all subsequent members. Initial members of the board will be eligible for subsequent appointment after their initial term has expired.
- C. In addition to the twelve positions, the board will include two voting representatives from the city council selected by city council and a voting elected official or policy level decision maker to represent Spokane County who shall be selected by the Spokane County commissioners then nominated by the mayor and appointed by city council, all of whom shall be appointed or reappointed to one year terms.
- D. Initial and subsequent members of the board and board committees shall include relevant representation in compliance with HUD and Washington state department of commerce requirements.
- E. The board shall serve without compensation.
- F. The membership as a whole shall reflect a broad range of opinion, experience, and expertise with the object of providing sound advice, representative of the citizenry. To achieve that purpose, it shall include residents from diverse neighborhoods within the City and County, with diverse professional backgrounds and citizens active in neighborhood or community affairs. Youth may also serve as members. At least one member of the board shall be a member of a veteran service organization, employed by the Department of Veteran Affairs or an active duty member, reservist, or guard member serving in the Inland Northwest.

((F))G. In addition to the areas listed above, all board members must have a passion for service and social justice.

PASSED BY THE CITY COUNCIL ON \_\_\_\_\_

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

Attest:

Approved as to form:

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

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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



**Agenda Sheet for City Council Meeting of:**

03/23/2015

Date Rec'd	3/9/2015
Clerk's File #	ORD C35244
Renews #	

Submitting Dept	PLANNING & DEVELOPMENT	Cross Ref #	
Contact Name/Phone	NATHAN 625-6893	Project #	
Contact E-Mail	NGWINN@SPOKANECITY.ORG	Bid #	
Agenda Item Type	First Reading Ordinance	Requisition #	
Agenda Item Name	0650 - EMERGENCY BIKE PLAN UPDATE		

Agenda Wording

An ordinance adopting an emergency amendment to the City of Spokane Comprehensive Plan including text amendments to Chapter 4 Transportation, adopting changes to the Planned Bikeway Network Map (Map TR 2), declaring the existence of an emergency

Summary (Background)

This proposal alters the designation of bikeway facilities on Map TR2, Planned Bikeway Network. A number of text changes are also proposed to the text of Comprehensive Plan Chapter 4, Transportation, in Sections 4.4, 4.5, and 4.9. The Spokane City Plan Commission recommended approval of the proposal on February 25, 2015.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$		#
Select	\$		#
Select	\$		#
Select	\$		#
<u>Approvals</u>		<u>Council Notifications</u>	
<b><u>Dept Head</u></b>	MEULER, LOUIS	<b><u>Study Session</u></b>	
<b><u>Division Director</u></b>	SIMMONS, SCOTT M.	<b><u>Other</u></b>	PCED 3/2/15
<b><u>Finance</u></b>	LESESNE, MICHELE	<u>Distribution List</u>	
<b><u>Legal</u></b>	RICHMAN, JAMES	lhattanburg@spokanecity.org	
<b><u>For the Mayor</u></b>	SANDERS, THERESA	ngwinn@spokanecity.org	
<u>Additional Approvals</u>		jrichman@spokanecity.org	
<b><u>Purchasing</u></b>		lmeuler@spokanecity.org	
		inote@spokanecity.org	
		bblankenagel@spokanecity.org	
		bstum@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

and setting an effective date.

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

mpiccolo@spokanecity.org

## ORDINANCE No C35244

An ordinance adopting an emergency amendment to the City of Spokane comprehensive plan including text amendments to Chapter 4 Transportation, adopting changes to the Planned Bikeway Network Map (Map TR 2), declaring the existence of an emergency and setting an effective date.

WHEREAS, in compliance with the Washington State Growth Management Act, Chapter 36.70A RCW, the City of Spokane adopted a Comprehensive Plan on May 21, 2001; and

WHEREAS, in accordance with RCW 36.70A.130, an adopted Comprehensive Plan shall be subject to continuing evaluation and review, and amendments to the Comprehensive Plan shall be considered no more frequently than once every year; and

WHEREAS, Chapter 36.70A.130(2) of the Revised Code of Washington notes that amendments to the Comprehensive Plan may be considered more frequently than once per year under certain circumstances. RCW 36.70A.130(2)(b) states, "...after appropriate public participation a county or city may adopt amendments or revisions to its comprehensive plan that conform with this chapter whenever an emergency exists or to resolve an appeal of a comprehensive plan filed with the growth management hearings board or with the court"; and

WHEREAS, consistent with the Growth Management Act, the City Council enacted Ordinance No. C-34424 on June 8, 2009 adopting an emergency amendment to the City's Comprehensive Plan amending Chapter 4 Transportation, by adopting a Master Bike Plan, including text amendments and a new Planned Bikeway Network Map (Map TR 2); and

WHEREAS, Spokane Municipal Code Chapter 17G.020 "Comprehensive Plan Amendment Procedure" identifies terms and conditions for Comprehensive Plan amendments. Under most circumstances, recommendations for amendments to the Comprehensive Plan may only take place on an annual basis; and

WHEREAS, Spokane Municipal Code Section 17G.020.040 "Amendment Exceptions" outlines conditions under which the Comprehensive Plan may be amended more often. Provided that all of the amendment criteria have been met, the following type of amendment may be considered more frequently than once a year: Section 17G.020.040 D "Whenever an emergency exists. The plan commission will review a potential emergency situation, with advice from the city attorney's office, to determine if the situation does, in fact, necessitate an emergency comprehensive plan amendment. Findings must demonstrate a need of neighborhood or community-wide significance, and not a personal emergency on the part of a particular applicant or property owner. Potential emergency situations may involve official, legal or administrative actions, such as those to immediately avoid an imminent danger to public health and safety, prevent imminent danger to public or private property, prevent an imminent threat of serious

environmental degradation or address the absence of adequate and available public facilities or services”; and

WHEREAS, the criteria for an emergency amendment require a demonstration of community-wide significance. Updates to the Planned Bikeway Network Map (Map TR 2) addresses long range bicycling planning and improvements throughout the city; and

WHEREAS, the second criterion for an emergency amendment is to address the absence of adequate and available public facilities or services. Presently, the Planned Bikeway Network Map, as part of the Master Bike Plan and Comprehensive Plan, has not been updated since its adoption over five years ago and does not accurately reflect the current bikeway network. Updates to the existing bikeway network and proposed future expansion is necessary to incorporate the planning and construction of the bikeway net work in conjunction with local and regional planning, including the City’s Six-Year Comprehensive Street Program; and

WHEREAS, an updated Planned Bikeway Network map will serve as a guide for the continued development of the Master Bike Plan and associated bicycle/pedestrian coordination ; and

WHEREAS, as a result of the City’s efforts, the public has had extensive opportunities to participate throughout the Comprehensive Plan amendment process and all persons desiring to comment on the proposal were given a full and complete opportunity to be heard; and

WHEREAS, state agencies received 60 day notice of City of Spokane’s proposed Comprehensive Plan amendments on January 16, 2015 and no formal comments were received; and

WHEREAS, a State Environmental Policy Act (SEPA) Checklist was prepared and a Determination of Nonsignificance (DNS) was issued on February 24, 2015 for the proposed Comprehensive Plan Amendments; and

WHEREAS, the Plan Commission held a public hearing on February 25, 2015 to obtain public comments on the proposed amendment and voted unanimously to approve the Findings of Fact, Conclusions and Recommendations to the City Council to approve the proposed amendments, which are attached to the ordinance; and

WHEREAS, as part of the findings, the Plan Commission concluded that an emergency of community-wide concern exists that warrants the adoption of these amendments as an emergency amendment outside the City’ annual comprehensive plan amendment process; and

WHEREAS, the City Council finds that the amendments set forth herein are consistent with the Growth Management Act, and will protect and promote the health, safety and welfare of the general public; - - Now, Therefore,

The City of Spokane does ordain:

**Section 1.** Findings, Analysis and Conclusions. After reviewing the record and considering the arguments and evidence in the record and at the public meetings, the City Council hereby adopts the findings, conclusions and recommendations adopted by the Plan Commission on February 25, 2015.

**Section 2.** Revision of Sections of Existing Comprehensive Plan Elements. The City of Spokane Comprehensive Plan is hereby amended to revise the text, policy and other provisions of the Plan contained in Exhibit B, incorporated herein by this reference as if set forth in full.

**Section 3.** Revision of Map TR 2. The City of Spokane Comprehensive Plan Map TR 2 is hereby amended to reflect changes proposed in Exhibit A and Exhibit C.

**Section 4.** Amendments to Replace and Supersede. The City of Spokane Comprehensive Plan is amended by these changes and all such changes are intended to replace and supersede all sections of the Comprehensive Plan that are or may be inconsistent with the amendments contained herein.

**Section 5.** Transmittal to State. Pursuant to RCW 36.70A.106, this Ordinance shall be transmitted to the Washington Department of Commerce as required by law.

**Section 6.** Preparation of Final Comprehensive Plan Document. City Staff are hereby directed to complete preparation of the final Comprehensive Plan document consisting of the creation of a new Planned Bikeway Network Map (Map TR2),

**Section 7.** Severability/Validity. The provisions of this ordinance are declared separate and severable. If any section, paragraph, subsection, clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The City Council hereby declares that they would have passed this ordinance and each section, paragraph, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, paragraphs, clauses or phrases were unconstitutional or invalid.

**Section 8.** Emergency. The City Council finds that an emergency of community-wide concern exists that warrants the adoption of this amendment as an emergency amendment outside of the City's annual comp plan amendment process.

ADOPTED BY THE CITY COUNCIL ON \_\_\_\_\_

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

Attest:

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

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Date

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

## Exhibit A

### Amendments to Planned Bikeway Network Map (Map TR 2)

Note: Refer to Changes Shown on Attached Map Exhibit C

**The Planned Bikeway Network Map (Map TR 2) in Chapter 4 of the Comprehensive Plan shall be revised pursuant to Ord. C35244 as follows:**

**1) Facilities that have already been constructed:**

- a. Add the Dwight Merkel Park trail loop designated as a Shared or Multiuse Path.
- b. Add the Spokane International Airport bike lane loop as a Bike Lane and unpaved recreational trail with the connection to Spotted Road as a Shared or Multiuse Path.
- c. Change from a Marked/Shared Roadway designation to a Bike Lane on Illinois Ave from Crestline Street to Regal Street.
- d. Change from a Bike Lane to a Shared or Multiuse Path - Iron Bridge over the Spokane River between N. Superior Street and the Iron Bridge development. Change from a Bike Lane to Marked/Shared Roadway south of the cul-de-sac on Iron Court.
- e. Change from a Marked/Shared Roadway designation to Bike Lane on East 5<sup>th</sup> Avenue between Sherman Street to Arthur Street.
- f. Add bicycle and pedestrian Interstate 90 overpasses / bridges as Shared Use or Multiuse Paths over I-90 at Magnolia Street and Regal Street.
- g. Add the Centennial Trail Shared Use or Multiuse Path parallel to the bike lane along Upriver Drive from Mission to city limits (the Centennial trail off-street side path begins at 1661 E. Upriver Drive at about North Center Street).
- h. Add Bike Lane on Arthur Street from 2<sup>nd</sup> Avenue to 5<sup>th</sup> Avenue.
- i. Add the Shared Use or Multiuse Path on the north side of 44<sup>th</sup> Avenue between Freya and Ray Streets, and on the east side of Ray Street between 44<sup>th</sup> and 42<sup>nd</sup> Avenues.

**2) Facilities that are planned to be built soon, or that have completed planning processes and need to be added:**

- a. Add Shared Use or Multiuse Path on 44<sup>th</sup> between Freya Street and Havana Street. (Southgate Neighborhood Plan).
- b. Add Marked/Shared Roadway designation on Myrtle Street from 44<sup>th</sup> Avenue south to the Ben Burr Trail connection at the southern City Limits at end of Myrtle Street.

- c. Change from Marked/Shared Roadway to Bike Lane designation on Crestline Street between Euclid Avenue and Francis Avenue.
- d. Change from Marked/Shared Roadway to Bike Lanes on Maxwell between Washington and Maple.
- e. Add Bike Lane designation on Havana Street from 37<sup>th</sup> Avenue to southern city limits.
- f. Add the Ben Burr 2<sup>nd</sup>/3<sup>rd</sup> Avenue trail connection spur as a Shared Use or Multiuse Path.
- g. Add Cincinnati Street Greenway from G.U. campus/Centennial Trail north to East North Foothills Drive and then northwesterly to Addison.
- h. Add Huntington Park to Glover Field Peaceful Valley Trail route and extended route to Sandifur Bridge as a Shared Use or Multiuse Path and/or Marked/Shared Roadway.
- i. Centennial Trail Mission St. Gap: show Shared Use or Multiuse Path bridge crossing Mission.
- j. Centennial Trail T.J. Meenach Bridge: show very short Shared Use or Multiuse Path connection from Pettit Drive to bridge with appropriate signage.
- k. Fish Lake Trail Bridges over rail lines east of Fish Lake.
- l. Ben Burr Trail spur from Erie Street to planned University District Pedestrian Bicycle Bridge—south of railroad tracks—as a Shared Use or Multiuse Path.
- m. Indiana Bike Lanes, Ruby St. to Perry.
- n. Trolley Trail starting at Assembly heading east as a Shared Use or Multiuse Path (this currently appears on Parks Dept plans but not on the Planned Bikeway Network Map).
- o. Centennial Trail riverside spur around San Souci Mobile Home Park may require additional studies—Add proposed Multiuse Path connection to utility bridge parallel to Summit Blvd.
- p. Rowan Avenue: Change from Marked Shared Roadway to Bike Lane from Monroe Street to Driscoll Boulevard.
- q. Fish Lake Trail to Sandifur Bridge: Shared Use or Multiuse Path from northeast and east of trailhead at Milton & Lindeke Streets, then following freeway, more or less, to Latah Creek, then northwest along creek to Riverside Avenue.

## Exhibit B

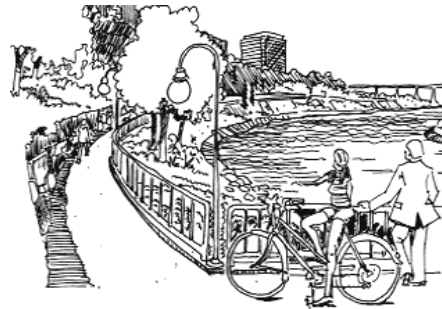
### Comprehensive Plan Text Amendments

#### Chapter 4 Transportation

##### TR 2.16 Bicycle Lanes, ~~((Boulevards))~~ Neighborhood Greenways and Paths (Bicycle Facilities)

*Use marked on-street bicycle lanes, bike routes and off-street bicycle paths in addition to the street system to provide for bicycle transportation within the city.*

**Discussion:** Marked bicycle facilities will form the backbone of the bicycling transportation network. (See policy TR 2.14, “Bikeways”) Bicycle facilities with marked on-street bicycle lanes or off-street bicycle paths are often desirable to accommodate the differences in ages, abilities, and purposes of bicycle riding.



Because narrowing travel lanes has the positive effect of calming traffic speeds to within legal limits, adding bicycle lanes to arterials has the dual effect of traffic calming as well as encouraging the use of bicycles. A fully separate, off-street bicycle system is costly and often impractical, particularly in existing neighborhoods. However, the city’s off-street bicycle path system could be expanded into a safer and more widespread connecting system. The following elements could help accomplish this: (1) occasional scenic bicycle paths with few intersections, (2) additional bicycle paths in new subdivisions, and (3) an expanded system in older neighborhoods. Such paths, however, are often not favored by commuting and utilitarian cyclists. Rather, connection with neighborhoods can be facilitated through the creation of other options, to include ~~((bicycle boulevards))~~ neighborhood greenways or bicycle thoroughfares. These routes make use of appropriate automobile traffic calming measures to create a safe travel environment for bicycles and pedestrians. Auto traffic and parking along both sides of the street may be allowed where appropriate. Additionally, bicycle-activated crossings should be placed at busy intersections.

**Note: The remaining portions of Section 4.4, Goals and Policies, are unchanged.**

## 4.5 EXISTING AND PROPOSED TRANSPORTATION SYSTEMS

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### Introduction

This section provides an overview of Spokane’s existing and proposed transportation systems. It includes inventories of existing conditions as well as plans for the future for:

- ◆ Pedestrian and Bicycle Systems
- ◆ Transit System
- ◆ The City’s Street Network
- ◆ Rail
- ◆ Air Facilities and Services
- ◆ Transportation Facilities and Services of Statewide Significance

The following articulates two general points about these inventories of Spokane’s transportation systems:

### Existing Versus Proposed Transportation Systems

First, this plan establishes a new priority for considering the transportation needs of people and making transportation decisions. Policy TR 1.1, “Transportation Priorities,” establishes that it will be city policy to put pedestrians first, then to consider the needs of those who use transit and non-motorized transportation modes such as bicyclists, and finally to consider the needs of automobile users. The city’s current transportation system does not reflect this priority and direction. Spokane’s existing transportation system reflects Spokane’s existing auto-dependent nature. Indeed, it is partly because of the existing nature of Spokane’s built environment that Spokane is auto-dependent and lacking viable transportation options and, as a consequence, that citizens established this new direction. Following this new direction with its clear transportation priorities, however, will lead to new transportation systems that reflect the city’s new transportation goals. Establishing these new transportation systems for Spokane will take time. It will take careful and steady implementation of the plan, as expressed in its goals, policies, and implementation methods (such as the new street standards). But with consistent implementation of the plan on a case by case basis, the community’s built environment will change and with it, the opportunity for Spokane to achieve its desired future.

### A Broad, Comprehensive Review

Second, this review of Spokane’s existing conditions and transportation inventories is a broad review. It includes citywide or regional-scale transportation systems, not smaller-scale transportation features. For example, the street system inventory focuses on the arterial system, not neighborhood access streets. Similarly, the pedestrian system inventory focuses on the sidewalk system along arterials and major pedestrian trails, not smaller-scale features such as staircases or local routes to neighborhood schools. Such smaller-scale transportation features, while crucial to the vitality of neighborhoods and the entire community, are beyond the scope of this citywide comprehensive plan and instead will be planned for in later, more detailed planning stages. These later planning stages may include subject-specific plans (such as a detailed bicycle plan or pedestrian plan) and geographic-specific plans (such as neighborhood or special district plans). The goals and policies of the transportation element of the comprehensive plan provide a general direction or framework for creating these later plans.

### Pedestrian and Bicycle Systems

#### The History of Planning for Pedestrians and Bicycles in Spokane

In 1993 SRTC prepared the Spokane Regional Pedestrian/Bikeway Plan for Spokane County (generally referred to as “the Bike/Ped Plan”). The City of Spokane City Council adopted the plan on March 11, 1996. The purpose of the plan was to provide an updated comprehensive bicycle and pedestrian transportation plan that was built on previous plans. The plan focused on the urbanized Spokane area and connections to Millwood, Cheney, Medical Lake, and Idaho. The plan identified recommended key

bicycle/pedestrian corridors that consisted of the Centennial Trail, exclusive bicycle paths, bicycle lanes, shared bikeways, and shared roadways.

The SRTC Bike/Ped Plan superseded earlier plans developed by the city to address bicycle use, the last of which was “The Bikeways Plan” adopted by the City Council in 1988. The first bikeways plan developed in Spokane, called the “Bike Routes Plan,” was adopted in 1976.

Since 1992 the City of Spokane has had a Bicycle Advisory Board, which was established by ordinance of the City Council. It was established “to provide advice and direction to the City Council and all departments and offices of the city on matters relating to bicycling and to raise public awareness of bicycling issues.” The board is supported by staff liaisons from the Economic Development Division and the Transportation Department. These positions are filled by staff members as an additional responsibility added to their full-time duties. As such, only a small percentage of two staff member’s time is spent on bicycle planning. No city staff person, however, is dedicated specifically to planning for pedestrians, even part-time. Thus, while the SRTC plan adopted by the city included sections related to pedestrians, in reality it was used infrequently by the city for planning for pedestrians and instead was used more for bicycle planning. Generally, planning for pedestrians in Spokane has been inadequate. One of the most significant features of this transportation element is that it features a major redirection of the city’s view of transportation planning, making planning for pedestrians a priority. As a small step toward that direction, this plan includes the first map ever included in a city plan that is devoted strictly to depicting pedestrian facilities, Map TR 1, “Regional Pedestrian Network.”

The 1993 SRTC Bike/Ped Plan was superseded by the City’s 2001 Comprehensive Plan, its Bicycle Plan map was used in large part to develop the city’s “Regional Bikeway Network” map (Map TR 2).

In 2009, the City of Spokane completed a Master Bike Plan that consists of Bicycle Plan Maps, updated Comprehensive Plan goals and policies, a list of projects and priorities, project cost estimates and an action program. During this process, SRTC was working on an update to the Regional Master Bike Plan-A plan to outline goals and objectives to guide Washington State Department of Transportation (WSDOT), Spokane Regional Transportation Council (SRTC), the City of Spokane, Spokane County, the City of Spokane Valley, the City of Liberty Lake, Cheney, Deer Park, Medical Lake, Airway Heights, Spokane Transit Authority (STA) and other agencies in developing bikeway and walkway systems. This Plan outlines goals and objectives to help create a region where biking and walking are viable travel choices. The City of Spokane Master Bike Plan used the extensive background work contained in the SRTC plan as a part of the creation of the Master Bike Plan. This information remains a valuable reference tool for bicycle and pedestrian planning. This planning effort continues to support the implementation of policy TR 2.3, “Bicycle Coordinator,” which states that it will be city policy to provide a full-time pedestrian/bicycle coordinator on its staff.

### **Shared Bicycle and Pedestrian Facilities**

Spokane features three major transportation pathways or trails that are shared by pedestrians and bicyclists. These are the Ben Burr, Fish Lake, and Centennial trails. The Ben Burr and Fish Lake trails are both owned and maintained by the Spokane Parks and Recreation Department. The Centennial Trail is developed by the Washington State Parks and Recreation Commission, maintained by the Spokane Parks and Recreation Department in the city and the Spokane County Parks and Recreation Department in the county, and funded by the Friends of Centennial Trail. These three facilities serve both a recreational and transportation function for pedestrians and bicyclists. A potential fourth major shared-use facility is the North Spokane Corridor (north-south freeway), which plans to include a major pedestrian/bicycle trail. These shared-use facilities are described below and depicted on the pedestrian and bikeway maps (see Maps TR 1 “Regional Pedestrian Network,” and TR 2, “Regional Bikeway Network.”) They also appear as “trails” on Map CFU 5, “Parks,” in Chapter 5, “Capital Facilities and Utilities,” which indicates how these trails serve recreational as well as transportation purposes.

## Ben Burr Trail

The one-mile Ben Burr Trail connects Liberty and Underhill Parks in East Central Spokane. It follows the path of an old railway line. The trail features a pedestrian/bicycle bridge spanning Altamont Street, which was a project financed through federal Community Development funds. Future expansion may include a link into Underhill Park to the south and a link to the Centennial Trail to the north.

## Fish Lake Trail

The Spokane Parks and Recreation Department has acquired a railroad right-of-way between the City of Spokane and Fish Lake. Construction has begun to convert the right-of-way to a 12-foot-wide asphalt bicycle/pedestrian trail, which would ultimately connect the Centennial Trail to the existing Fish Lake and Columbia Plateau trails. ~~((Three and a half))~~ Approximately ten miles of this proposed trail have been constructed ~~((, from the intersection of Scribner Road north toward Spokane))~~. The ~~((proposed))~~ trail begins at the southeast corner of Government Way and Sunset Highway and ends at the existing trailhead at Fish Lake. Construction on the Fish Lake Trail continues toward completing the trail, with a remaining final phase to complete design, right-of-way acquisition and construction of two railroad crossings on either side of Queen Lucas Lake.

Connection between the Sandifur Bridge and the parking lot at the northern terminus of the Trail, near the junction of U.S. Highway 195 and Interstate 90, would connect the Fish Lake Trail and the Centennial Trail. An off-street alternative on public land along Latah Creek, south of Riverside Avenue, is being considered for this connection.

## Centennial Trail

Facilities designated exclusively for non-motorized travel modes include the 39-mile Centennial Trail, which parallels the Spokane River from Nine Mile to the Idaho border. The trail continues in Idaho through Post Falls and Coeur d'Alene. Currently, the trail has an incomplete section between ~~((downtown Spokane))~~ Boone Avenue and the T. J. Meenach Bridge. The ~~((Friends of the Centennial Trail have completed the missing link, dedicated as the))~~ Sandifur Bridge ~~((, to span the river))~~ will provide a future connection to the Fish Lake Trail.

The Spokane River Centennial Trail Master Plan published in 1986 identified a continuous trail alignment from the Idaho state line to the Spokane House, with extensions upstream to Wolf Creek on Lake Coeur d'Alene and downstream to Fort Spokane on Lake Roosevelt. In 1995, a master plan update of the Centennial Trail was completed identifying missing segments, revisiting completed segments needing improvement, and outlining trail priorities and initiatives for the future. The primary recommendations of the master plan update were to build missing links and convert on-road (Class II) bike routes to separated (Class I) shared-use pathways. A key missing link was identified between Riverfront Park in downtown Spokane and Riverside Park.

To address this missing link, a Bridge Alternatives Study was conducted in December of 1997. The study identified potential alignments for locating a bridge over the Spokane River and completing a missing segment of the Centennial Trail from Riverfront Park in downtown Spokane to Riverside State Park. A subsequent study funded by the Friends of the Centennial Trail in 2007 was conducted by Alta Planning and Design. This study identified a preferred trail route utilizing an abandoned railroad right of way that parallels Summit Blvd., travels on Summit Blvd. and modifies Pettet Drive to accommodate trail improvements. This route would rejoin the existing Centennial Trail at T.J. Meenach Bridge.

The Alta Planning and Design study also identified two additional options to close the Centennial Trail gap from Boone Avenue and Summit Boulevard to Spokane Falls Community College. An alternative river crossing to the existing crossing at T.J. Meenach Bridge might be developed, over the long term, at a location upstream. Such a crossing would require further study, acquisition of right-of-way on one or both sides of the river, and the construction of a new bridge. In the meantime, enhancements might be made on- and off-street to the existing route along Summit Boulevard, West Mission Avenue, West Point

Road and Pettet Drive. These segments could be improved with sidewalks, signage, striping and traffic-calming elements. From N. West Point north to the viewpoint, an off-road multiuse path would be built on the side of Pettet Drive. North of the viewpoint, the roadway surface would be rearranged to provide for a 14-foot multiuse path. The trail would continue downhill along Pettet Drive to the T.J. Meenach Bridge.

To the northeast of Downtown, the Centennial Trail Gap, Mission Avenue Crossing feasibility study was completed in 2014 and a preferred alternative was developed for a pedestrian and bicycle bridge crossing over East Mission Avenue. The recommended alternative includes a phased approach to first improve the at-grade crossing, with subsequent phases to grade-separate the trail from Mission Avenue and nearby railroad tracks.

### **North Spokane Corridor Pedestrian/Bicycle Trail**

The Washington State Department of Transportation is currently designing a major pedestrian/bicycle trail that will be built in conjunction with the North Spokane Corridor (NSC). The project will eventually provide a pedestrian/bicycle route the full length of the corridor, extending from I-90 east of downtown to US 395 at Wandermere, approximately 10 miles north. The 12-foot paved pedestrian/bicycle trail will be a separate, but adjacent, designated route for commuters and recreational users. There will be trailheads along the route as well as access from the planned park-and-ride lots. It will also connect with the Centennial Trail. The pedestrian/bicycle trail will be constructed in usable segments in conjunction with the North Spokane Corridor.

### **Bike Share Feasibility Study**

A Bike Share Feasibility Study will determine the level to which bike share will function within the City of Spokane and best locations for the network of bike share stations.

### **The Pedestrian System**

As noted previously, one of the most significant features of this transportation element is its focus on making walking a viable transportation option in Spokane—to make it as easy to walk within the city, as it is to drive. The primary means within the city of providing for pedestrian access is the city’s sidewalk system. The sidewalk system is supplemented by other pedestrian facilities, such as the shared facilities described earlier and the city staircases that both link neighborhoods and provide access within neighborhoods. Examples include the staircases that link Peaceful Valley and Browne’s Addition and the staircase at 19th and Perry.

Map TR 1 “Regional Pedestrian Network,” indicates those pedestrian facilities that are the subject of this plan: sidewalks along arterials and the four main shared-use pathways described above (three existing and one proposed). Policy TR 2.7, “Safe Sidewalks,” states that the city should “provide for safe pedestrian circulation within the city; in most cases, this should be in the form of sidewalks with a separated curb and sidewalk.” The planning level of this plan focuses on sidewalks along arterials, with the 20-year transportation capital facilities program providing cost estimates for establishing sidewalks along both sides of all city arterials.

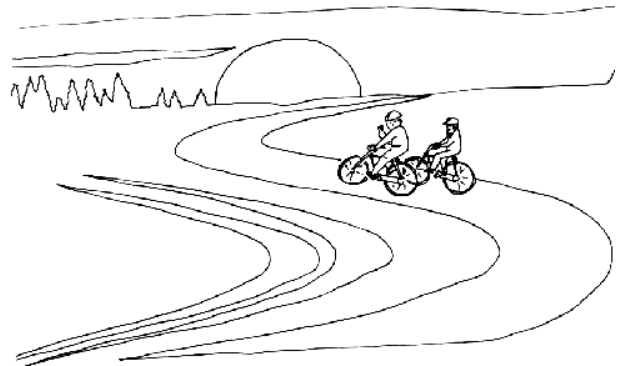
A separated curb and sidewalk is a key feature of sidewalk design. As stated in policy TR 2.7, “Safe Sidewalks,” it is the preferred sidewalk design. Due to the many crucial benefits a separation between the curb and sidewalk provides, this plan uses a new term for the physical separation: “pedestrian buffer strip” (PBS). The PBS term replaces the terms “planting strip” and “parking strip” used in earlier plans. The discussion section of TR 2.7 describes the value of a pedestrian buffer strip, its purpose and function, and notes they can be landscaped with a variety of treatments. Policy TR 7.4 “Pedestrian Buffer Strips”

elaborates on this important point regarding PBS design, stating “develop pedestrian buffer strips in a way that is appropriate to the surrounding area and desired outcomes.”

The plan includes background as to the importance of providing well-designed sidewalks to enable safe pedestrian travel within the city. An important point is that walking is not only a transportation mode but also part of the dynamic of city living that contributes to healthy urban places. The following excerpt discusses how pedestrian activity and the design of pedestrian facilities has changed over time in Spokane in order to provide a context for viewing Spokane’s desired pedestrian future.

### **Spokane: For Pedestrians, Past as Prologue?**

*As a “settlement,” the community’s informal roads and paths accommodated all modes of travel - the connections were designed for commerce and little else. They were, however, places of great personal interaction. As we became a “city,” formality of streets accompanied the growing need to establish physical order—sidewalks surfaced as part of orderliness. With the City Beautiful movement that helped transform early Spokane, city fathers insisted on street trees and planting strips. The city’s maturity also fostered “social order” and sidewalks became a venue to experience this emerging social culture. Other examples of the street setting fostering socialization include large front porches and inviting front yard landscapes. With post-war suburbanization and the push for home ownership, Spokane’s street environment changes to embrace the automobile, and the human and cultural experience followed the new design. Infrastructure was not always complete in new subdivisions—many lacked sidewalks altogether. Where sidewalks were developed, they most often lacked the traditional planting strip, and in effect became large curbs, rather than places for people to safely walk. Increasing reliance on the car made sidewalks, front porches, street trees, and formal front yards of little consequence. In Spokane’s post-war era, local development economies and subdivision design placed a low priority on pedestrians. The result, like with many cities across the country, is a built environment that is designed more for cars than people.*



Spokane’s history has set the stage for its future. This plan establishes a redirection for pedestrian planning by making it a priority. This is done not out of a sense of a nostalgia for days gone by but as part of Spokane’s comprehensive effort to create its desired future.

### **The Bicycle System**

State law identifies bicycles as vehicles, with the privileges, responsibilities, and regulations that accompany that status. A fundamental concept of this plan and the SRTC Bike/Ped Plan is that because bicycles are vehicles to be used for transportation as well as recreation, bicycles are allowed on all streets except for those on which they are specifically prohibited. Thus, the city’s street system is essentially the bikeway system. Table TR 2 defines the terms for the bicycle system used in this plan.

The City of Spokane encourages bicycle use on its facilities, except where prohibited by law. Bicycle facilities or improvements for bicycle transportation as shown on the Bikeways Map should be included as a part of street improvement projects. The Washington State Department of Transportation (WSDOT) Design Manual Chapter 1020 serves as a guide for designing bicycle elements. A bikeway is any type of facility designed to accommodate bicycles, such as a path, lane, or shared roadway. The term “bicycle route” is often used interchangeably with “bikeway” to mean the same thing (generally the “bikeway” definition). Bikeway is, however, the appropriate general term for streets that are open to bicycle travel. The term “bicycle route” should be used to indicate a marked or signed route that is intended to provide a

route for cyclists to use. There are several areas where the city has marked or signed bicycle routes, generally along streets that have been developed with bicycle lanes. Frequently these bicycle routes have been developed in order to enable bicyclists to avoid fixed obstacles to bicycling. An example is the Addison Street bicycle route, which provides a north/south route parallel to Division Street since Division north of North Foothills Drive is closed to cyclists. Ideally, the term bicycle route should be used only in the context of those streets that are marked or signed as “bike routes.” Since virtually all streets are bikeways, it is important to note that a signed bicycle route is a suggested route. Bicyclists are not required to use bicycle routes where they are available nor are they the only streets on which cyclists are allowed.

Map TR 2 indicates the “Regional Bikeway Network.” Bikeway system terminology is specified in the following table, TR 3, “Bicycle Terms.”

<b>TABLE TR 3 BICYCLE TERMS</b>	
<b>General Bicycle Terms</b>	
<b>Bicycle Path</b>	A bikeway physically separated from motorized traffic by an open space or barrier. Bicycle paths are entirely separated from the roadway but may be within the roadway right-of-way or within an independent right-of-way.
<b>Bicycle Route</b>	A system of facilities that have a high potential for use by bicyclists or that are designated as such by the City of Spokane. A series of bicycle facilities may be combined to establish a continuous route and may consist of any or all types of bicycle facilities.
<b>Bikeway</b>	Any road or path that in some manner is specifically designated as being open to bicycle travel, regardless of whether such facilities are designated for the exclusive use of bicyclists or are to be shared with other vehicles.
<b>Bicycle Terms on Map TR 2</b>	
<b>Shared Use or Multiuse Path</b>	A facility physically separated from motorized vehicular traffic within a right of way or on an exclusive right of way with minimal crossflow by motor vehicles. It is designed and built primarily for use by bicycles, but is also used by pedestrians, joggers, skaters, wheelchair users (both non-motorized and motorized), equestrians, and other non-motorized users.
<b>Bike Lane</b>	A portion of a highway or street identified by signs and pavement markings as reserved for bicycle use.
<del>((Bicycle Boulevard))</del> <b><u>Neighborhood Greenway</u></b>	A shared roadway which has been optimized for bicycle <u>and pedestrian</u> traffic. <del>((Bicycle boulevards))</del> <b><u>Neighborhood greenways</u></b> discourage cut-through motor vehicle traffic, but usually allow access to local motor vehicle traffic. They are designed to give priority to cyclists as through-going traffic.
<b>Marked Shared Roadway</b>	A shared roadway that has been designated by on-street marking as a route for bicycle use.
<b>Shared Roadway</b>	A roadway that is open to both bicycle and motor vehicle travel. This may be an existing roadway, a street with wide curb lanes, or a road with paved shoulders.
<b>Residential Bikeway</b>	A residential street used as connection between other bikeway facilities. This designation applies to all residential roadways not otherwise designated.
<b>Bicycles Prohibited</b>	Bicycles are prohibited from using the street.

**Note: Remaining portions of Section 4.5, Existing and Proposed Transportation Systems, are unchanged.**

## 4.9 SPOKANE MASTER BIKE PLAN

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### **Executive Summary**

The Spokane Master Bike Plan creates a vision for enhancing bicycling opportunities for all citizens of Spokane. Its goals are to establish actions intended to make Spokane a more bicycle- friendly city. Communities that embrace active living principles provide healthy environments for its citizenry and are more economically vital.

Although Spokane has performed bicycle facility planning for more than thirty years, this is the first Master Bike Plan adopted by the city. The current Bicycle Facilities Network is disconnected and signed bicycle routes are sporadic. There are numerous barriers (hills, high traffic volume streets, the Spokane River, etc.) that make cycling dangerous and inconvenient. Additionally, end-of-trip facilities, such as bicycle parking and lockers, are inadequate. This plan proposes to address these issues by creating a bicycle network that guides cyclists safely throughout Spokane and its unique geography. Importantly, the Spokane Master Bike Plan includes recommendations and actions that will ensure that bicycling becomes a more viable alternative mode of transportation for all.

Spokane currently has a strong cycling community. Research has consistently shown that enhanced bicycle facilities provide safe options for those individuals who may not bicycle regularly. Therefore, Spokane supports bicycling because it is a cost-effective mode of transportation that promotes health, the environment, and community development.

For this Plan to be effective, the city will need to commit funding through its annual budget process. This commitment to improving bicycle transportation includes facility maintenance, devotion of adequate staff resources to implementing the Plan, and providing sustained funding for projects and programs.

### **Goals and Policies:**

1. Increase use of bicycling for all trip purposes and improve safety of bicyclists throughout Spokane.
2. Provide convenient and secure short-term and long-term bike parking throughout Spokane and encourage employers to provide shower and locker facilities.
3. Educate bicyclists, motorists, and the general public about bicycle safety and the benefits of bicycling and increase bicyclist safety through effective law enforcement and detailed crash analysis.
4. Develop a collaborative program between a variety of city departments and agencies and several outside organizations to secure funding and implement the Master Bike Plan.

Spokane's Master Bike Plan uses the goals and policies to establish a broad vision for cycling in Spokane. Implementing this plan will be a challenge. However, if the enormous public support for this plan is any indication, the citizens of Spokane are ready to move towards more sustainable transportation options.

## **Introduction**

We have reached a point where working towards creating sustainable communities is an essential part of maintaining our quality of life. Transportation networks are an important part of this sustainability and developing a system that relies less on unsustainable motorized modes of transport and more on sustainable non-motorized transportation, is crucial. Riding a bicycle is the most efficient form of personal transport. The city recognizes this fact and recent planning efforts have focused on finding a way to make cycling “safe, accessible, convenient, and attractive.” (Spokane’s Comprehensive Plan Ch. 4 p. 7) Spokane is in need of a bicycle network that meets all of these requirements while continuing to accommodate a variety of transportation options. With the vision of creating such a system, citizens, city staff and community leaders created this Master Bike Plan, a living document that will provide guidance and serve as a reference as this vision becomes reality.

Currently, there are over 1000 miles of paved streets within the city limits of Spokane; only 17 miles of those streets have designated bicycle lanes. Although these lanes provide a starting point for a bicycle network, many are disconnected and not adequately maintained. According to the 2000 census, Spokane has a higher percentage of cyclists than the national average, but there is still room for a significant improvement. A 2007 report, submitted by the Federal Highway Administration, states that 0.8% of working-age people in Spokane chose to ride their bicycles over other modes of transportation. Over the next twenty years, we would like to see 10 % of all trips in Spokane taken on a bicycle. Fortunately, a number of recent studies have shown that the addition of bicycle facilities and an enhancement of existing facilities can substantially increase the number of riders. If Spokane implements the recommendations contained in this Plan, the results will positively affect the city’s economy, transportation systems, environment and health of its citizens.

## **History**

The 2008 Master Bike Plan is not the first bikeway planning effort for Spokane. The City’s initial Bikeways Plan was adopted by the City Council in October, 1976 and integrated into the Comprehensive Plan in 1980. The 1980 plan was minimally updated in 1987. In 1996, the City Council adopted the Spokane Regional Pedestrian/Bikeway Plan that was prepared by the Spokane Regional Transportation Council. This detailed plan outlined a regional network of trails and other related recommendations. In 2001, Spokane adopted a comprehensive plan with updated bicycle related policies and goals. The adoption also included a revised map of Spokane’s planned regional bikeway network. This marks the most recent occasion of significant changes to Spokane’s bikeway network and bicycle related policies.

In 2006, the Bicycle Advisory Board (BAB) encouraged the Spokane City Council to adopt an amendment to the Comprehensive Plan that would require the City of Spokane to adopt a Master Bike Plan. The BAB requested the plan be integrated into the City’s Comprehensive Plan. On January 17, 2007, Spokane’s City Council adopted a Comprehensive Plan amendment that included language supporting this request. Shortly thereafter, city staffs were assigned to begin work on the Plan.

Although studies and accurate statistics about bicycling are difficult and expensive to attain, two recent reports contained useful information for this bike planning process. First, the Spokane River Centennial Trail Gaps report completed by Alta Planning and Design in December of 2007 identified key projects that would close current gaps along the Centennial Trail. The analysis identifies the potential cost and benefit of several alternatives for each of the gaps. Spokane’s Master Bike Plan Map includes one of those alternatives for each of the four identified gaps. Second, in November of 2007 a report about cycling habits in Spokane was published. Spokane was chosen as the control city for four other cities highlighted in a non-motorized transportation pilot program conducted by the federal government (Interim Report to the U.S. Congress on the Nonmotorized Transportation Pilot Program SAFETEA-LU

Section 1807, November 2007). Although Spokane did not receive any money for facility improvements, the report extensively studied non-motorized transportation in Spokane and provided our community with important baseline information regarding bicycle transportation. In part, Spokane was selected as the control city because it was expected that few non-motorized facility improvements would be built. The aforementioned report coincided with the beginning of the bicycle planning process in the last quarter of 2007 and the results of this endeavor are contained within this plan.

### **The Public Planning Process**

Public, city staff, and other stakeholder involvement have been essential to the plan's development. The bike planning process took more than a year to complete and contains the result of input from thousands of concerned Spokane citizens. With the help of newspapers, electronic notification, television news coverage, and various newsletters and magazines, city planning staff reached a large number of people regarding updates to the plan.

Key activities included:

- In 2008, nearly 350 people attended three preliminary open houses located at community and senior centers across the city. More than 70 people attended a city wide open house as well. These open houses encouraged citizens to provide input about specific routes and general goals of the plan. Open houses occurred on:
  - April 22 at Southside Senior Activities Center
  - April 24 at West Central Community Center
  - April 29 at Northeast Community Center
  - November 18 at Salem Lutheran Church
- 12 meetings with a workgroup representing diverse interests. This workgroup included representatives of city departments including Planning Services, Capital Programs, Police, Parks, Neighborhood Services and the Street Department. Other agencies represented included Avista Corporation, Spokane Regional Health District, and Spokane Regional Transportation Council. In addition there was active participation of interested groups such as the Friends of the Centennial Trail, members of the Bicycle Advisory Board (BAB), a member of the Community Assembly and Neighborhood Council (PeTT Committee). Staffs from Spokane County and the City of Spokane Valley also were a part of the process.
- Over 1200 people responded to a survey about biking in Spokane. This survey asked questions about riding habits and preferences for bicycle facilities while gathering demographic data about riders.
- 10 Bicycle Advisory Board meetings were attended by planning staff. The communication between the BAB and planning staff was essential to the success of the plan. Additional steering committee meetings were held.
- Information was presented to members of the PeTT sub-committee of the Community Assembly.
- Planning staff worked with consultant groups analyzing traffic of the downtown core and incorporated recommendations in the plan. In addition, staff from the National Parks Service and Bicycle Alliance of Washington participated in workgroup meetings.

After public input had been compiled, planning staff highlighted preferences and priorities of the public. City staff took this information and combined it with traffic volume counts, street width, number of existing lanes, presence/absence of curbs, need for on-street parking and other important observations to

create a map of proposed facility ideas. The most direct route across town or between important destinations is always preferred to routes that wander or are confusing. There are many physical and monetary factors that influence the feasibility of bicycle facilities on a particular roadway, but public opinion played a major role in shaping this plan.

In addition to this Master Bike Plan, a number of amendments to the Comprehensive Plan have also been made. The text amendments occur in the following sections of Chapter 4-Transportation of Spokane's Comprehensive Plan:

#### 4.4 Goals and Policies

- TR 1.1 Transportation Priorities
- TR 2.1 Physical Features
- TR 2.2 TDM Strategies
- TR 2.3 Pedestrian/Bicycle Coordination
- TR 2.4 Parking Requirements
- TR 2.5 Parking Facility Design
- TR 2.10 Pedestrian Linkages Across Barriers
- TR 2.11 Pedestrian Access on Bridges
- TR 2.12 Pedestrian Access to Schools
- TR 2.13 Viable Bicycling
- TR 2.14 Bikeways
- TR 2.15 Bicycles on Streets
- TR 2.16 Bicycle Lanes and Paths
- TR 2.18 Viable Transit
- TR 4.4 Arterial Location and Design
- TR 4.5 External Connections
- TR 4.6 Internal Connections
- TR 4.10 Downtown Street Network
- TR 4.12 Law Enforcement
- TR 4.13 Traffic Signals
- TR 4.15 Lighting
- TR 4.16 Safety Campaigns
- TR 4.17 Street Maintenance
- TR 4.25 Pedestrian Access to Parks
- TR 5.7 Neighborhood Parking
- TR 6.3 Transportation Alternatives and the Environment

#### 4.5 Existing and Proposed Transportation Systems

- Existing Versus Proposed Transportation Systems
- Pedestrian and Bicycle Systems: The History of Planning for Pedestrians and Bicycles in Spokane
- Shared Bicycle and Pedestrian Facilities
- The Bicycle System
- Table TR2 Bicycle Terms

The Spokane Master Bike Plan is incorporated into the Spokane Comprehensive Plan. The purpose of the Master Bike Plan is to improve the environment for bicycling and provide more opportunities for multimodal transportation. The plan focuses on developing a connected bikeway network and support facilities.

The Spokane Master Bike Plan contains a list of specific actions that delineate activities or programs to be undertaken by the city or other appropriate agencies to assure successful implementation. In summary these include: Continue institutional commitments to improving bicycle transportation; devote adequate staff resources to implementing the Plan; provide sustained funding for projects and programs; and, learn from implementing projects and adjust approaches, as necessary. The city will need to commit to these implementation actions through its annual budget process.

Master Bike Plan Part 1 contains citywide bicycling policies and action items that will be used to encourage construction of projects, support facilities, maintenance, education, funding, evaluation, coordination and other critical issues.

Master Bike Plan Part 2 contains facilities definitions, and planned bikeway network maps.

## **MASTER BIKE PLAN PART 1 - CITYWIDE BICYCLING POLICIES**

**Goal: Increase use of bicycling for all trip purposes and improve safety of bicyclists throughout Spokane.**

### **Policy**

#### **MBP 1 Bikeway Network and Bicycle-friendly streets:**

*Establish a bikeway network that serves all Spokane residents and neighborhoods and make Spokane's streets safe and convenient for bicycling while considering the current and future needs of all other modes of transportation.*

### **Actions**

#### **Action 1.1: Provide bicycle facilities on designated arterial streets.**

Spokane's arterial streets offer the most direct routes to workplaces, shopping areas, schools, transit park-and-ride lots, and other destinations. A lack of bicycle facilities on the city's arterial street system prevents more people from making trips by bicycle and makes conditions less comfortable for bicyclists. This action helps to fulfill Spokane's Comprehensive Plan TR 1 OVERALL TRANSPORTATION Goal: Develop and implement a transportation system and a healthy balance of transportation choices that improve the mobility and quality of life of all residents.

#### **Action 1.2: Complete the Bikeway Network.**

The Bikeway Network provides a skeleton of high-quality bicycle facilities that connects other cycling opportunities within the city. These facilities include bike lanes, on-street markings, signed routes (~~bicycle boulevards~~) [neighborhood greenways](#), or paths which are on separated rights-of-way from motorized traffic. Spokane should complete the Bikeway Network including key components, such as completing the Centennial Trail missing links, the Ben Burr Trail, Fish Lake Trail, and connections to other trails within the Greater Spokane Area.

#### **Action 1.3: Improve bicycle safety and access at arterial roadway crossings.**

Improvements are needed at arterial roadway crossings in the Bikeway Network to provide bicyclists with continuous, safe routes between destinations. Spokane has a number of streets that carry high-speed and high-volume traffic (e.g. Monroe, Maple/Ash, Wellesley and 29<sup>th</sup> Ave). Many other arterial streets are also challenging to cross, particularly during peak travel periods. In order to make it possible for bicyclists to travel throughout the city, there needs to be opportunities to cross major streets without disrupting the traffic flow of these important corridors.

Recommended improvements include treatments such as traffic signals, median crossing islands, curb extensions combined with signs, and/or markings. These crossings must also be safe and accessible for pedestrians. While the recommended Bikeway Network map identifies many critical needs, it does not represent a complete inventory of the city's intersections. The city should evaluate the Bikeway Network for other potential bicycle crossing improvements. The first priority will be to improve intersections where existing bicycle facilities cross arterial roadways. Other key crossings should be considered as each new segment of the Bikeway Network is implemented. In addition, all future roadway improvement projects should address bicycle crossing needs as a routine part of the design process when feasible.

**Action 1.4: Make key operational improvements to complete connections in the Bikeway Network.**

There are many spot locations in the Bikeway Network where bicycle access should be improved by making changes to roadway operations. The following is a list of general operational improvements that will need to be made by the city to complete bicycle connections:

- Provide bicycle turn pockets at key intersections. Left-turn pockets allow bicyclists to wait in a designated space for a gap in traffic before turning left. These pockets are particularly beneficial on roadways with relatively high traffic volumes and significant bicycle turning movements. Locations with raised medians may provide good opportunities to add pockets.
- Traffic signal timing should consider all modes including bicycling. Therefore, all traffic signals should facilitate safe bicycle crossings. This includes providing a minimum green time and a minimum yellow time to ensure that bicyclists are able to clear intersections, per the *AASHTO Guide for the Development of Bicycle Facilities* (1999 or latest edition). Explore new technologies to detect bicyclists at traffic signals. In the future, explore new detection technologies such as infrared or video sensors that can tell the difference between bicycles and motor vehicles. This can help improve bicycle detection at actuated signalized intersections and make it possible to detect bicyclists at pedestrian crosswalk signals.
- Explore innovative designs for bicycles at intersections. This includes modifying pedestrian crosswalk signals to have separate push-buttons or sensors to detect bicyclists, pedestrians, and motor vehicles. This allows the traffic signal to stop arterial traffic for a shorter amount of time for bicyclist crossings than for pedestrian crossings. Separate crossing signals are provided for bicycles and pedestrians at these intersections. The City of Tucson, AZ has successfully used this signal design. Bicycle boxes should also be considered at signalized locations with high numbers of left turning bicyclists. The design of all types of traffic signals should not confuse pedestrians and should comply with the Americans with Disabilities Act.
- Improve bicycle accommodations on bridges. Bicycle accommodations on bridges need to be improved as well as on their approaches and access ramps. In the short-term, bicycle access should be improved using signage, marking, maintenance, and other spot improvements. In the long-term, as bridges are repaired or replaced, they should be studied to determine the demand for bicycle facilities. If needed, the bridge project should include new facilities or retrofitted with facilities that provide appropriate bicycle access (e.g., bicycle lanes or wide sidewalks - minimum 10 feet wide). Bridges are critical for providing bicycle connectivity throughout Spokane.
- Explore the possibility of using "Bicyclists Allowed Use of Full Lane" signs. These signs should be considered in high-traffic areas, such as Downtown Spokane, to remind motor vehicle drivers of the legal right of bicyclists to use the roadway. Guidelines for use of these signs, including number of travel lanes, speed limits, and other roadway factors will need to be developed. The signs have been used in San Francisco.
- Explore the possibility of using "Share the Road" with bicycles signs. There are places where "Share the Road" signs may help alert motorists to the presence of bicyclists. For example, these signs could be posted along the Signed Shared Roadways as designated on the Bikeway Network Map.
- Pedestrian crosswalk signal design (i.e., improve access for both pedestrians and bicyclists).

- Additional locations for pedestrian pathways with bicycles permitted (e.g., potential pathways through parks, improvements to stairs).

**Action 1.5: Provide wayfinding guidance through complicated connections in the Bikeway Network.**

Wayfinding signs and pavement markings should be provided to help bicyclists navigate through complicated sections of the Bikeway Network (in addition to official Signed Bicycle Routes). There are a number of locations in the city where it may be necessary to use non-arterial streets, alleys, or sidewalks to connect between existing or proposed bicycle facilities. While many of these complicated connections are shown on the Bikeway Network Map, there are currently no signs or markings along the actual connection to facilitate wayfinding. The city should install a combination of signs and markings to guide bicyclists through these connections. Examples include:

- Centennial Trail
- Ben Burr Trail
- Fish Lake Trail.

**Action 1.6: Improve the quality and quantity of bicycle facility maintenance.**

Bicycle facility maintenance will be improved by establishing clear maintenance responsibilities and by involving the public in identifying maintenance needs. Maintenance agreements between city agencies should be negotiated to take advantage of the strengths of each agency. In addition, there are also opportunities to utilize volunteers to assist with some maintenance tasks. These actions will improve the efficiency and quality of bicycle maintenance in the city.

- Encourage bicycle organizations and other community groups to assist with minor maintenance activities. The city will work with bicycle organizations, community groups, civic organizations, and businesses to provide periodic upkeep along trail corridors. This will help improve bicycle facility safety, reduce maintenance costs, and build goodwill with neighborhood residents.
- Consider creating an “adopt a bike lane” program. A neighborhood or citizen group could work with the city to implement this plan. Potentially, groups could raise the money required for on-street paint, signage and maintenance of a particular bike project within the Master Bike Plan.
- Continue to respond to citizen complaints and maintenance requests. Establish a Bike Spot Safety program to accept maintenance complaints and requests from citizens. Use these requests to make short term improvements and to set maintenance priorities.
- Consider different types of weather and road conditions when developing and maintaining bicycle facilities. Weather and seasonal issues will be considered in the development and maintenance of bicycle facilities within reasonable limits. For example, slip-resistance will be a factor considered in the selection of pavement markings for bicycle facilities. Also on-street bicycle facilities and off-street paths should be swept more frequently to ensure the safety of cyclists. Drainage will also be addressed in the design of all roadways and paths.

**Action 1.7: Fix spot maintenance problems on existing city streets and bikeways.**

Making maintenance improvements on existing on and off road bicycle facilities should be given high priority. Spot improvements, such as removing of specific surface irregularities, filling seams between concrete pavement sections, and facilitating safe railroad crossings should be made on an as-needed basis. The city should address these maintenance problems in conjunction with utility providers (e.g., utility providers may have responsibility for utility hole covers, steel plates, etc.). Public feedback is critical for identifying maintenance issues.

**Action 1.8: Prioritize bicycle facility development and maintenance to maximize the use and safety benefits of these investments.**

Several factors will be considered to prioritize bicycle facility development and maintenance. The bicycle improvements that will be made first will be those that serve high volumes of users, improve safety, are cost-effective, and improve geographic equity. Prioritization criteria will be developed and may include the following:

#### User volumes

- Improve conditions in corridors where there is high potential to increase bicycle trips
- Increase the connectivity and safety of the Bikeway Network
- Improve bicycle conditions (by providing facilities that make bicycle and motorists behavior more predictable) in areas with high numbers of police-reported crashes
- Improve bicycle conditions proactively in locations where there is a high potential risk of crashes

#### Cost-effectiveness

- Implement bicycle facilities as a part of other projects, such as roadway repaving and reconstruction
- Make improvements that have been identified as important bicycle facilities in previous plans

#### Geographic equity

- Provide facility connections in areas where bicycle lanes and trails are missing or disconnected
- Implement projects that have been identified as important bicycle facilities by the public

### **Policy**

#### **MBP 2 Bike Parking and other support facilities:**

*Provide convenient and secure short-term and long-term bike parking throughout Spokane and encourage employers to provide shower and locker facilities.*

### **Actions**

#### **Action 2.1: Improve bicycle storage facilities at transit facilities.**

Bicycle parking improvements are needed at transit facilities including park and ride lots. This includes providing bicycle racks and lockers and reserving adequate space during transit station construction to provide future bicycle racks and lockers. The following specific actions will be undertaken:

- Provide sufficient space for bicycle storage at transit stations and multimodal hubs.
- Provide sufficient space for bicycle storage at future transit stations and park and ride lots. As transit systems develop in the future, bicycle parking demand should be evaluated to determine the amount of space that is needed for bicycle racks and lockers. Space for bicycle parking should be included in station designs from the onset of a project.
- Work with the Spokane Transit Authority (STA) to develop a safe bicycle storage facility at the downtown transit center. By funding and promoting a staffed bicycle facility at the downtown transit center, Spokane will be showing support for bicycling as a viable form of transportation. This facility will provide a safe place for commuters to store their bicycle. In addition to parking, this facility could provide resources for bicycle repair, maps and other information.

#### **Action 2.2: Increase the availability of bicycle parking throughout the city.**

Secure bicycle parking located in close proximity to building entrances and transit entry points is essential in order to accommodate bicycling. Secure bicycle parking helps to reduce the risk of bicycle damage and/or theft. Update the bicycle parking requirements for new developments in Spokane as necessary.

- **Establish a proactive bicycle rack installation program.** A proactive bicycle rack installation program should be established to provide additional bicycle parking in urban areas, particularly on commercial and high-density residential blocks. Schools, libraries, and community centers should also be targeted for bicycle rack installation. It will be important to work closely with adjacent property owners to make sure that racks are properly located and do not interfere with loading zones and other business related activities.
- **Strengthen legislation to require more bicycle racks and lockers as a part of new developments.**
- **Consider installing covered, on-demand, longer-term bicycle parking.** The City of Spokane will work with local agencies and the Spokane Parks and Recreation Department to examine the possibility of installing covered, on-demand, longer-term bicycle parking. Unlike locker facilities, this type of bicycle parking facility also has the advantages of not needing to be rented, not requiring keys, and not being a potential receptacle for trash. Certain types of covered, on-demand bicycle parking facilities can be locked with a padlock provided by the bicyclist.
- **Provide incentives for operators of private parking facilities to add secure, high quality bike parking.** It will be important for the city and transit agencies to maintain bicycle racks and lockers and use enforcement to deter misuse of these facilities. Abandoned bikes and locks can make existing racks unusable. Other racks can be obstructed by planters, news boxes and other street furniture.

**Action 2.3: Encourage office development and redevelopment projects to include shower and locker facilities.**

The city should amend its development ordinance to strengthen existing requirements for shower and locker facilities based on employment densities. For employees who are considering bicycling to work, such facilities make it possible to shower and change into work clothes after the commute.

**Policy**

**MBP 3 Education, law enforcement and crash analysis:**

*Educate bicyclists, motorists, and the general public about bicycle safety and the benefits of bicycling and increase bicyclist safety through effective law enforcement and detailed crash analysis.*

**Actions**

**Action 3.1: Educate Spokane’s transportation system users about all bicycle facilities, including new elements. Additionally, perform community-wide efforts to increase public awareness of the rights of cyclists on the road.**

The city will provide Spokane residents with information about the purpose of new bicycle facility treatments (e.g., ~~((bicycle boulevards))~~ neighborhood greenways, shared lane markings, etc.) and safe behaviors for using these facilities. The city will work with the Spokane Police Department (SPD) to educate users about the new facilities, including the following strategies:

- Develop web pages and disseminate information about each treatment.
- Install temporary orange warning flags, flashing lights, or cones at locations where new facilities are installed, where appropriate.
- Increase police patrols for a period of time as roadway users adjust their behavior after a new facility is installed.

**Action 3.2: Promote bicycle education and encouragement in Spokane through partnerships with community organizations and schools.**

**Action 3.3: Develop a Bicycle Crash Report “cheat sheet” so officers reporting bicycle crashes include necessary information for crash analysis.**

This is needed for development of engineering, safety education and for enforcement program.

- The city should analyze bicycle crash data to determine bicycle safety improvement goals; to determine causal factors leading to such crashes and to identify locations where such crashes commonly occur.
- Engineers will work with the Spokane Police Department to enable them to develop traffic law enforcement plans that are responsive to these identified safety problems.

**Action 3.4: Increase enforcement of bicyclist and motorist behavior to reduce bicycle and motor vehicle crashes.**

The City of Spokane will work with the Spokane Police Department (SPD) to enforce laws that reduce bicycle/motor vehicle crashes and increase mutual respect between all roadway users. This enforcement program will take a balanced approach to improving behaviors of both bicyclists and motorists.

Motorist behaviors that will be targeted include:

- Turning left and right in front of bicyclists.
- Passing too close to bicyclists.
- Parking in bicycle lanes.
- Opening doors of parked vehicles in front of bicyclists.
- Rolling through stop signs or disobeying traffic signals.
- Harassment or assault of bicyclists.

Bicyclist behaviors that will be targeted include:

- Riding the wrong way on a street.
- Riding with no lights at night.
- Riding without helmets.
- Riding recklessly near pedestrians on sidewalks.
- Disobeying traffic laws.

Bicyclist safety is a shared responsibility between all roadway users. Enforcement priorities should be established through a collaborative process involving the Bicycle Advisory Board and the Spokane Police Department.

**Action 3.5: Support efforts to obtain funding for bicycle education and enforcement programs.**

**Action 3.6: Convert current bike route network signage to a destination based network.**

The city will begin to use signs to mark bicycle routes that identify distances, destinations and directions.

**Action 3.7: If proven to be safe and effective, construct Bike Boxes at select and appropriate signalized intersections.**

A Bike Box is an advance stop bar for bicycles. It provides a safe area for bicyclists to wait at traffic controls/signals that allow them to get an advance start on motor vehicle traffic, which stages at a stop bar behind the bicyclist. Often, the pavement within a Bike Box is painted.

**Policy**

**MBP 4 Secure Funding and Implement Bicycle Improvements:**

*Develop a collaborative program between a variety of city departments and agencies and several outside organizations to implement the Master Bike Plan.*

**Discussion:** Implementation of this Plan will be a collaborative effort between a variety of city departments and agencies and several outside organizations. The Bicycle/Pedestrian Coordinator will lead this effort and will work with city staff so that the Plan recommendations are implemented as a part of their regular work. The Transportation Department will provide technical expertise on issues related to bicycling and ensure that implementation of the Plan moves forward.

Key divisions within the city for planning and implementing bicycle improvements include:

- Street Department
- Engineering/Capital Projects/Design
- Planning Services
- Police Department

Progress on implementing the Plan will be monitored on an annual basis with the goal of completing most of this Plan by 2020.

Every transportation project offers an opportunity to implement a piece of this Master Bike Plan. Therefore, institutionalizing bicycle improvements will be essential for successful implementation of this Plan. As stated in Action item 4.1, bicyclists' needs should be considered in the planning, design, construction, and maintenance of all transportation projects in the city.

## **Actions**

### **Action 4.1: Provide bicycle facilities as a part of all transportation projects to all possible extents.**

Incorporate requirements for bicycle facilities in the city Engineering Standards Manual, standard specifications, and standard plans.

- Actively seek opportunities to provide bicycle lanes, shared lane markings, and other on-road bicycle facilities as a part of repaving projects. (This includes roadways in the Comprehensive Plan Planned Bikeway Network as well as viable alternatives to the routes proposed, if necessary.)
- Develop trails in conjunction with the installation of underground cable, water, sewer, electrical, and other public or private efforts that utilize or create linear corridors. If possible, develop new trails along these utility corridors.
- Continue to develop trails in railroad corridors no longer needed for railroad purposes. Where appropriate, develop trails adjacent to rails.
- Leverage other types of projects that could potentially include bicycle facilities.
- Fix potholes, surface hazards, sight distance obstructions, and other maintenance problems on a regular basis.

### **Action 4.2: Dedicate funding for bicycle project planning and implementation.**

### **Action 4.3: A Bicycle Program should provide the necessary staff expertise and commitment to implement the Bikeway Network within 20 years.**

### **Action 4.4: Continue to make minor improvements for bicycling through the Bicycle Spot Improvement Program.**

Spokane should continue to make the following types of improvements through this program:

- Surface improvements (patch potholes, fill seams between concrete panels in the street, replace drain grates, etc.).
- Signing and striping (bicycle lane striping and stenciling, motor vehicle warning signs at trail crossings, etc.).
- Access improvements (adjust electronic detection for bicyclists at traffic signals, traffic island modification, etc.).
- Sidewalk bicycle rack installation.
- Other low cost bicycle improvements as appropriate.

**Action 4.5: Continue to receive regular input and guidance from the Bicycle Advisory Board.**

The Bicycle Advisory Board should continue to provide regular input and guidance regarding bicycle issues. This will include monitoring the progress of implementation.

**Action 4.6: Provide bicycle planning and facility design training for appropriate project-level staff and consultants, and encourage staff from other agencies to attend.**

Staff and consultants working on projects that affect bicycle access, directly or indirectly, should be strongly encouraged to attend training sessions on bicycle planning and facility design.

**Action 4.7: All divisions of the City of Spokane should consult the Master Bike Plan when working on all projects.**

All divisions should consult this Plan to ensure that the recommended facilities and maintenance practices are implemented in accordance with this Plan. For roadway repaving and reconstruction projects, the Master Bike Plan recommendation represents the best option. As conditions change, better alternatives to the proposed bicycle network may form. Further study, additional public involvement and consultation with the Bicycle Advisory Board may ultimately result in an even better strategy to provide bicycle access.

**Action 4.8: Integrate the recommendations of the Master Bike Plan into other city ordinances, plans, and guidelines.**

**Action 4.9: Coordination within the city and between the agencies and organizations where necessary to implement the Master Bike Plan.**

**Action 4.10: Update the Master Bike Plan on a regular basis.**

**Action 4.11: Evaluate new bicycle facility treatments.**

New bicycle treatments should be evaluated to determine their effectiveness. For guidance on the type of bicycle facility treatments to be used, the city will use the U.S. Department of Transportation Federal Highway Administration Manual on Uniform Traffic Control Devices (MUTCD). Brief studies of these facility treatments should be done in the first three years after the Plan is adopted, and the results of these evaluations will be used to refine, adjust, and guide the future use (or discontinuation) of these treatments. This includes evaluating the following facilities (potential evaluation measures are shown in parenthesis):

- Shared lane and bicycle lane markings (evaluate their use by bicyclists, placement relative to parked cars and vehicles in travel lanes, maintenance needs, effects of any travel lane rechannelization and/or narrowing on the safety and comfort of all roadway users).
- Signage and wayfinding (assessment by stakeholders, use by bicyclists, interpretation of signs, effectiveness of sign and/or pavement marking placement).

## MASTER BIKE PLAN PART 2 – BIKEWAY NETWORK MAPS AND FACILITY DEFINITIONS

Providing a network of bicycle facilities throughout Spokane is fundamental to achieving the goal of this Plan. Additional bike lanes, roadway crossing improvements, multi-use trails, and other facilities are needed in some areas of the city in order to encourage more Spokane residents to bicycle.

### **Bikeway Network Definition**

Implementation of this Plan will establish roughly a 160-mile network of bikeways throughout the city of Spokane. This Bikeway Network is composed of all of the locations throughout the city where specific improvements have either already been made or are proposed in the future to accommodate bicycles. Almost all Bikeway Network segments will have some type of visible cue (i.e. a bike lane, a bike route sign, a pavement marking, a trail, etc.) to indicate that special accommodations have been made for bicyclists. While the network will provide primary routes for bicycling, it is important to note that, by law, bicyclists are permitted to use *all* roadways in Spokane (except limited access freeways or where bicycles are otherwise prohibited). Therefore, the Bikeway Network will serve as a core system of major routes that can be used to safely access all parts of the city and other parts of the transportation system.

Portions of the Bikeway Network identified as “short-term” are recommended to be implemented in the next 6 years. Other segments of the network may require a longer period to implement due to their higher complexity. The completed Bikeway Network will connect all parts of the city and will provide a bicycle facility within one-half mile of most Spokane residents.

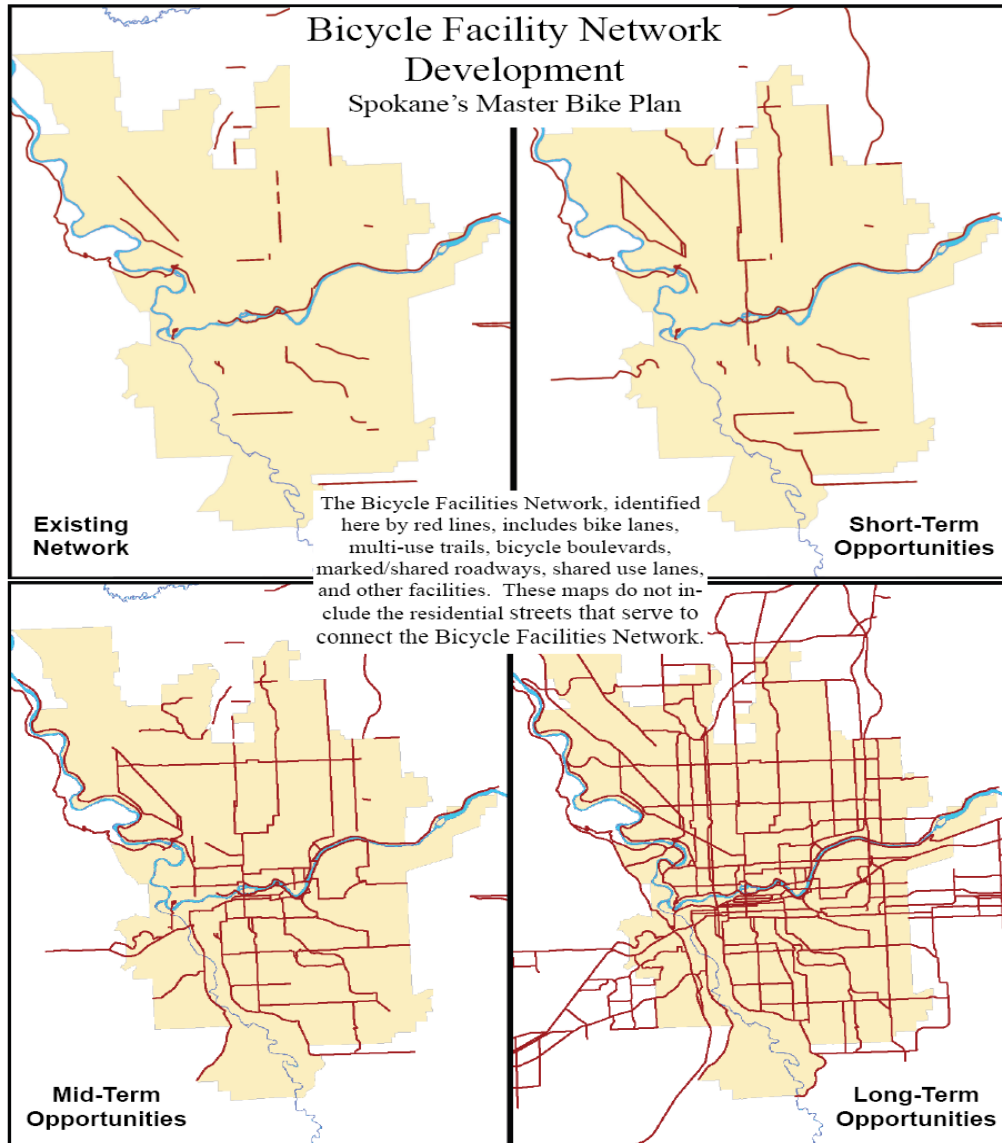
### **Bikeway Network Maps**

**Bicycle Facility Network Development Maps-** Spokane’s bicycle facilities network, identified on the graphic by red lines, includes bike lanes, multi-use trails, (~~bicycle boulevards~~) neighborhood greenways, marked/shared roadways, shared use lanes, and other facilities. These maps do not include the residential streets that serve to connect the bicycle facilities network. The development of bicycle facilities is expected to take place over the course of the next 20 years. A number of unforeseen circumstances may affect the way that Spokane’s bike network will develop. The Bicycle Facility Network Development Maps are not intended to define a specific time frame for the development of bike facilities within the city. These maps represent how the network may develop over time recognizing that the network cannot be created immediately. If an opportunity to develop any of the facilities on the map arises, that opportunity should be pursued.

1. **Existing Network Map-** This map shows all of the existing bike lanes and multiuse paths in Spokane at the time of the adoption of the Master Bike Plan.
2. **Short-Term Opportunities Map -** These opportunities may be chances to add bicycle facilities to planned street projects if funding is found. These are also considered “high priority projects” that could be completed easily and would significantly improve Spokane’s bikeway network.
3. **Mid-Term Opportunities Map -** The mid-term opportunities are further connections to the short-term facilities. These projects may need more analysis to determine the most appropriate route.
4. **Long-Term Opportunities Map -** The long-term opportunities are projects that are more difficult to complete, require a lot of money (Ex. Bridge improvements, tunnel

construction, large sections of trails completed, etc.) or are less of a priority shown by the feedback from the open houses.

**Note: Replace the term “bicycle boulevards” with “neighborhood greenways” in the graphic below.**



**Bikeway Network Facility Type Map (See 4.10 Map TR 2)**- The Bikeway Network Facility Type Map is intended to show where bicycle improvements should be implemented and maintained in the City of Spokane. There are four different classifications on this map: “Signed/Shared”, “Bike Lane”, (~~“Bike Boulevard”~~) “Neighborhood Greenway” and “Shared Use Path”. All of these facilities require signs in a combination with other improvements (e.g. a built path or paint on the street). This map is not intended to designate where streets should have a wide “shared lane” without signs. When feasible, all streets should be designed to safely accommodate both automobiles and bicycles. Specific aspects of each design will be included in future project descriptions. This map is intended to show a network of bicycle facility improvements that will encourage more cyclists to safely use the roadways. Cyclists are welcome and encouraged to use any roadway; (with the exception of Interstate 90, Division between Buckeye and “The Y” and the Hamilton off ramp) but this map shows potential and current bicycle routes that may be more direct, have lower traffic volumes, or are safer.

### **Bikeway Network Facility Definitions**

The following section is a description of the legend for the Bikeway Network Facility Map.

#### ~~“(Bicycle Boulevard)”~~ Neighborhood Greenway:

Neighborhood Greenways are natural corridors set aside to connect larger areas of open space and to provide for the conservation of natural resources, protection of habitat, movement of plants and animals, and to offer opportunities for linear recreation, alternative transportation, and nature study. A number of tools can help to transform a roadway into a (~~bicycle boulevard~~) neighborhood greenway. (~~Bicycle boulevards~~) Neighborhood Greenways are designed for the safe and efficient movement of bicycles and pedestrians. Traffic engineers may use signs, on-street markings or traffic calming devices to create a roadway that prioritizes bicycle traffic. The design of the (~~bicycle boulevard~~) neighborhood greenway is flexible and will be tailored to meet the specific needs of the roadway. Below are examples of possible (~~bicycle boulevard~~) neighborhood greenway treatments.



**Bike Lane:**

A bike lane is identified by on-street striping. Typically a bike lane is 5 feet wide. However, bike lanes can be 4 feet wide if there is no curb or gutter. An on-street marking of a bicyclist and/or street signs identifying the bike lane may accompany the striping. Below are examples of potential bicycle lane designs. The actual design will depend on the roadway width and traffic conditions.





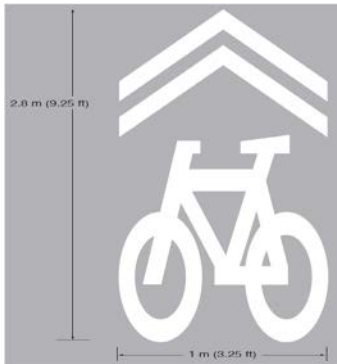
**Shared Use or Multiuse Path:**

A shared use or multiuse path is an off-street facility designed for certain non-motorized uses. These paths have a minimum width of ten feet to accommodate two-way traffic. These paths are often identified by signs and barriers preventing auto-traffic from using the path.



### Marked/Shared Roadway:

A Marked/Shared Roadway designation is typically found on important roadways where bicycle lanes may not be feasible. A Marked/Shared Roadway may use on-street markings and signs to alert motorists and cyclists to the designation. Sharrows are used to remind all roadway users to share the road while directing cyclists out of the “door zone”. In cases of steep terrain, a “climbing lane” should be used on the uphill side of the roadway and sharrows should be used to guide cyclists in the downhill lane.



## **Shared Roadway:**

A shared roadway requires no on-street markings or signs. Typically, this designation is reserved for streets where a wide shoulder or wide lane increases safety and comfort for cyclists and motorists. However, these roadways may be considered for the addition of on-street markings if needed.



## **Further Evaluation of Bicycle Facility Recommendations**

The projects that are shown on the maps will require additional evaluation during the implementation process to determine if there are other factors that may either help or hinder their development. Additional traffic analysis will be needed in some cases to determine the optimum design for specific locations and transportation capacity impacts, with the understanding that the network is a flexible tool that can and should be modified as circumstances dictate.

Like other public projects, neighborhood involvement will also be an important part of the evaluation process. Some locations shown on the map may be determined, after more detailed analysis, to require different or more costly improvements and, therefore, may become longer-term projects. However, for every project, the first assumption will be that the bicycle facilities, as shown in the Bicycle Master Plan, will be implemented. If the city decides not to proceed with implementing the Bicycle Master Plan recommendation on a particular roadway an explanation shall be provided to clarify why it is not implementing a recommendation in the Plan.

BRIEFING PAPER  
City of Spokane  
PCED Committee  
Monday, March 2, 2015

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Subject

An emergency amendment to the City of Spokane Comprehensive Plan revising the Planned Bikeway Network Map (Map TR 2) and the text of the City of Spokane Master Bike Plan.

The proposal adds or changes the designation of nine bikeway facility areas on Map TR 2, Planned Bikeway Network, constructed since the Master Bike Plan's last revision in 2009. In addition, 17 bikeways proposed to be built soon would be added or changed on Map TR 2. The full list of both built and proposed bikeways is included in **Exhibit A** of the Ordinance. The emergency amendment addresses the absence of adequate and available public facilities or services and is allowed by SMC 17G.020.040(D).

Background

A number of text changes are proposed to the Comprehensive Plan Chapter 4, Transportation, in Sections 4.4 (Goals and Policies), 4.5 (Existing and Proposed Transportation Systems), and 4.9 (Spokane Master Bike Plan). These text changes, shown in **Exhibit B** of the Ordinance, support a renaming of the Bicycle Boulevard classification to Neighborhood Greenway, introduce the concept of a Bike Share Feasibility Study, and provide updates to text on the progress and future of specific projects since the last revision, such as the Fish Lake Trail and Centennial Trail.

**Exhibit C** shows the locations of the items to be added or changed in the Planned Bikeway Network Map (Map TR 2).

The changes are a narrower set of additions and changes that are consistent with the update of Master Bike Plan being conducted as a part of LINK Spokane. LINK Spokane will result in further changes to the Master Bike Plan that will include bikeways identified in recently adopted neighborhood plans, such as for the South Hill Coalition, Emerson-Garfield, Five Mile Prairie and Southgate.

Action

An ordinance to approve the Comprehensive Plan Amendment will be on the City Council agenda on March 30, 2015 (with City Council Briefing on March 16, 2015, and first reading on March 23, 2015).

**SPOKANE CITY PLAN COMMISSION FINDINGS OF FACT, CONCLUSIONS, AND  
RECOMMENDATION ON THE PROPOSED COMPREHENSIVE PLAN TEXT  
AMENDMENT FOR REVISIONS TO MAP TR 2 AND  
CHAPTER 4 TRANSPORTATION - MASTER BIKE PLAN - FILE NO. Z1500003COMP**

**A recommendation from the City Plan Commission to the City Council to approve proposed Comprehensive Plan Amendments to revise the text of Chapter 4 Transportation and the Master Bike Plan.**

**FINDINGS OF FACT:**

- A.** The Washington State Legislature passed the Growth Management Act (GMA) in 1990, requiring among other things, the development of a Comprehensive Plan (RCW 36.70A).
- B.** The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act.
- C.** Spokane Municipal Code (SMC), Title 17G, Administration and Procedures, chapter 17G.020 Comprehensive Plan Amendment Procedure was used to prepare this proposed amendment to the Comprehensive Plan.
- D.** SMC chapter 17G.020 "Comprehensive Plan Amendment Procedure" identifies terms and conditions for Comprehensive Plan amendments. Under most circumstances, recommendations for amendments to the Comprehensive Plan may only take place on an annual basis.
- E.** SMC 17G.020.040 "Amendment Exceptions" outlines conditions under which the Comprehensive Plan may be amended more often than once a year. Provided that all of the amendment criteria have been met, the following type of amendment may be considered more frequently than once a year:

SMC 17G.020.040(D) Whenever an emergency exists. The plan commission will review a potential emergency situation, with advice from the city attorney's office, to determine if the situation does, in fact, necessitate an emergency comprehensive plan amendment. Findings must demonstrate a need of neighborhood or community-wide significance, and not a personal emergency on the part of a particular applicant or property owner. Potential emergency situations may involve official, legal or administrative actions, such as those to immediately avoid an imminent danger to public health and safety, prevent imminent danger to public or private property, prevent an imminent threat of serious environmental degradation or address the absence of adequate and available public facilities or services.

- F.** The criteria for an emergency amendment require a demonstration of community-wide significance. The proposal addresses bicycling improvements throughout the city.
- G.** The criteria for an emergency amendment provide that one example of an emergency situation involves the absence of adequate and available public facilities or services. The proposal provides corrections to the outdated text and Planned Bikeway Network Map TR 2 of the Comprehensive Plan to include facilities that have been constructed since the Master Bike Plan's adoption in 2009, some of which had not been designated in the Plan. In addition, the proposal would designate several bikeways considered as part of projects in the City's 2015-2020 Six-Year Comprehensive Street Program and other contemplated projects where bicycle infrastructure is not adequate and available, either to provide safety for bicyclists or to encourage increased bicycling. Including these bikeways in the

Comprehensive Plan would ensure that Spokane is considered for potential federal or other funds allocated for bicycle improvements when the next opportunity becomes available. The proposal would therefore address an immediate absence of adequate and available public facilities and services by correcting insufficient information regarding constructed facilities and by assisting the completion of identified network gaps.

- H. City of Spokane Comprehensive Plan, Transportation Chapter, Goal TR 2, Transportation Options states: *Provide a variety of transportation options, including walking, bicycling, taking the bus, car pooling, and driving private automobiles, to ensure that all citizens have viable travel options and reduce dependency on automobiles.*
- I. City of Spokane Comprehensive Plan, Transportation Chapter, Goal TR 4, Efficient and Safe Mobility states: *Design and maintain Spokane's transportation system to have efficient and safe movement of people and goods within the city and region.*
- J. City of Spokane Comprehensive Plan, Transportation Chapter, Goal TR 5 Neighborhood Protection states: *Protect neighborhoods from the impacts of the transportation system, including the impacts of increased and faster moving traffic.*
- K. City of Spokane Comprehensive Plan, Transportation Chapter, Master Bike Plan Goal MBP 1 Citywide Bicycling Policies states: *Increase use of bicycling for all trip purposes and improve safety of bicyclists throughout Spokane.*
- L. City of Spokane Comprehensive Plan, Transportation Chapter, Master Bike Plan Policy MBP 1 Bikeway Network and Bicycle-friendly streets states: *Establish a bikeway network that serves all Spokane residents and neighborhoods and make Spokane's streets safe and convenient for bicycling while considering the current and future needs of all other modes of transportation.*
- M. City of Spokane Comprehensive Plan, Natural Environment Chapter, Policy NE 13.1 Walkway and Bicycle Path System states: *Identify, prioritize and connect places in the city with a walkway or bicycle path system.*
- N. City of Spokane Comprehensive Plan, Neighborhoods Chapter, Goal N 4 Traffic and Circulation states: *Provide Spokane residents with clean air, safe streets, and quiet, peaceful living environments by reducing the volume of automobile traffic passing through neighborhoods and promoting alternative modes of circulation.*
- O. City of Spokane Comprehensive Plan, Neighborhoods Chapter, Goal N 5 Neighborhoods states: *Increase the number of open gathering spaces, greenbelts, trails, and pedestrian bridges within and/or between neighborhoods.*
- P. The Spokane City Plan Commission held workshops to study the proposed amendment on December 17, 2014 and January 28, 2015.
- Q. Staff requested comments on the Environmental Checklist from City Departments and outside agencies on January 9, 2015. The comment period ended on January 23, 2015. No adverse comments were received from agencies or departments. Comments received from one agency and the chairs of two neighborhood councils suggested additional text for the amendment and inclusion of several bikeways identified in recently adopted neighborhood plans; these comments were provided to staff reviewing the LINK Spokane Transportation update for their consideration as part of that future update to Comprehensive Plan Chapter 4 Transportation.
- R. Notice of the proposed Comprehensive Plan Amendment application and State Environmental Policy Act (SEPA) review was sent to agencies, businesses, organizations and neighborhood councils on January 23, 2015. This initiated a 30-day minimum public

comment period. Notice was also published in the *The Spokesman Review* on January 24, 2015 and the *Official Gazette* of the City of Spokane on January 28, 2015 and February 4, 2015. Comments were provided by interested parties.

- S. On January 16, 2015, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Spokane Comprehensive Plan. An acknowledgement letter from the Department of Commerce was received by the City on January 20, 2015.
- T. Staff presented the proposal to the Community Assembly on February 6, 2015. The Community Assembly voted unanimously to support the proposal.
- U. Announcement of the Plan Commission's February 25, 2015 hearing was published in *The Spokesman Review* on February 10, 2015 and February 17, 2015. Notice was also provided in the February 18, 2015 issue of the *Official Gazette*.
- V. A State Environmental Policy Act (SEPA) Determination of Non-Significance was issued on February 24, 2015 relating to this Comprehensive Plan Amendment.
- W. A Public Open House was held on February 17, 2015, in the Chase Gallery in the Lower Level of City Hall, to receive public feedback and respond to questions about the proposal.
- X. The proposal was presented at the Bicycle Advisory Board meeting on February 17, 2015. The Board voted unanimously to recommend approval of the proposed amendments to the Master Bike Plan with the stipulation that the very short multiuse path from Pettet Drive to TJ Meenach Bridge be built to a lesser slope according to ADA guidelines and appropriate signage, as well as the northwesterly extension of the Cincinnati Street Greenway north of North Foothills Drive to connect to the bikeway designated at Addison Street.
- Y. The City Plan Commission held a Public Hearing on February 25, 2015 to obtain public comments on the proposed amendments; deliberations followed.

#### **CONCLUSIONS:**

- A. The Plan Commission has reviewed all public testimony received during the public hearings.
- B. The Plan Commission adopted the staff recommended findings for the decision criteria and review guidelines for Comprehensive Plan amendments, listed in SMC 17G.020.030.
- C. The Plan Commission concluded an emergency of community-wide concern exists that warrants the adoption of this amendment as an emergency amendment outside the City's annual comprehensive plan amendment process.
- D. The proposed amendments have been reviewed by the City Plan Commission and found to be in conformance with the goals and policies of the City's 2001 Comprehensive Plan, as well as the Spokane Municipal Code Chapter 17G.020.

**RECOMMENDATION:**

By a vote of 6 to 0, the Plan Commission recommends to the City Council the approval of the proposed amendment to the Comprehensive Plan, with changes as deliberated.



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**Dennis Dellwo, President  
Spokane Plan Commission  
February 25, 2015**