

**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, SEPTEMBER 14, 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

CITY COUNCIL CHAMBERS
CITY HALL

808 W. SPOKANE FALLS BLVD.
SPOKANE, WA 99201

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. 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. 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. Low Bid of (to be determined at bid opening to be held on September 14, 2015) (City, ST) for Union Basin Stormwater Improvements—\$_____. An administrative reserve of \$_____, which is 10% of the contract price plus tax, will be set aside. (Chief Gary Park Neighborhood)
Dan Buller | Approve | PRO 2015-0035
ENG 2013221 |
| 2. Value Blanket Order for miscellaneous new tires on an "as needed" basis from GCR Tires Inc. (Spokane, WA) for the Fleet Services Department using Washington State contract #01712—\$375,000 (incl. tax).
Gene Jakubczak | Approve | OPR 2015-0790 |
| 3. Recommendation to list the Bonsall-Taylor House, 2728 South Manito Boulevard, on the Spokane Register of Historical Places. Megan Duvall | Approve &
Auth.
Mgmt.
Agreement | OPR 2015-0791 |
| 4. Accept funding recommendation for the Warming Center Program to run from November 1, 2015 through February 28, 2016—\$50,000.
Sheila Morley | Approve | OPR 2015-0792 |

- | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------------------|
| 5. Contract Amendment/Extension to the Gonzaga University Sharp Avenue Study for field and lab monitoring activities of porous asphalt on the Havana Street Stormwater Improvement project through December 31, 2016—\$63,020.
Marcia Davis | Approve | OPR 2014-0460
ENG 2014040 |
| 6. Multi-Family Housing Property Tax Exemption Agreement with Ferdinand CJF, LLC for a 57-unit mixed-use building located at 1028 North Hamilton Street.
Tami Palmquist | Approve | OPR 2015-0793 |
| 7. Report of the Mayor of pending: | Approve &
Authorize
Payment | CPR 2015-0002 |
| a. Claims and payments of previously approved obligations, including those of Parks and Library, through _____, 2015, total \$_____, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$_____. | | |
| b. Payroll claims of previously approved obligations through August 29, 2015: \$6,194,488.91. | | CPR 2015-0003 |
| 8. City Council Meeting Minutes: August 24, 2015; August 27, 2015; and _____. | Approve
All | CPR 2015-0013 |

EXECUTIVE SESSION

(Closed Session of Council)

(Executive Session may be held or reconvened during the 6:00 p.m. Legislative Session)

CITY COUNCIL SESSION

(May be held or reconvened following the 3:30 p.m. Administrative Session)

(Council Briefing Center)

This session may be held for the purpose of City Council meeting with Mayoral nominees to Boards and/or Commissions. The session is open to the public.

LEGISLATIVE SESSION

(6:00 P.M.)

(Council Reconvenes in Council Chamber)

WORDS OF INSPIRATION

PLEDGE OF ALLEGIANCE

ROLL CALL OF COUNCIL

ANNOUNCEMENTS

(Announcements regarding Changes to the City Council Agenda)

NO BOARDS AND COMMISSIONS APPOINTMENTS

CITY ADMINISTRATION REPORT

COUNCIL COMMITTEE REPORTS

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

OPEN 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 in the Chase Gallery.

LEGISLATIVE AGENDA

EMERGENCY BUDGET ORDINANCES

(Require Five Affirmative, Recorded Roll Call Votes)

Ordinances amending Ordinance No. C35185 passed the City Council November 24, 2014, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2015, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2015, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

ORD C35301 **Accounting Services Fund**
FROM: Interfund Finance, \$29,500,
TO: Various Accounts, same amount;
Gavin Cooley
(This action creates an additional accounting position to support the Parks and Recreation Division.)

- ORD C35302** **Water/Wastewater and Integrated Capital Management Fund**
FROM: Sewer Fund - Unappropriated Reserves, \$83,439;
TO: Sewer Fund - Various Accounts, same amount.
Rick Romero
(This action streamlines the funding for the positions focused on the implementation of the Next Level of Treatment GC/CM Capital Projects at the Riverside Park Wastewater Reclamation Facility.)

NO EMERGENCY ORDINANCES

RESOLUTIONS

(Require Four Affirmative, Recorded Roll Call Votes)

- RES 2015-0095** Providing for the regular meeting times for the City Council Committees and Study Session.
Council President Stuckart
- RES 2015-0096** Relating to contracting indebtedness; providing for the issuance of up to \$5,000,000 principal amount of a Limited Tax General Obligation Bond, 2015 Series A, of the City for general City purposes to provide funds with which to pay the cost of acquiring capital assets for public purposes; fixing the date, form, maturity, interest rate, terms and covenants of the bond; authorizing the sale and delivery of the bond to the City, and providing for other matters properly relating thereto.
Rick Romero
- RES 2015-0097** Approving the appointment of Katherine Miller as Director for Integrated Capital Management Department.
Rick Romero
- RES 2015-0098** Declaring the Sierra Monitor Corporation Sentry IT Gas Monitoring
OPR 2015-0794 System as a sole source provider and authorizing its purchase from Branom Instrument Company of Spokane—\$240,000, not including taxes if applicable, without public bidding.
Bruce Brurud
- RES 2015-0099** Setting hearing before the City Council for October 12, 2015 for the vacation of a portion of Grandview Avenue as requested by City Staff. (Grandview/Thorpe Neighborhood)
Eldon Brown
- RES 2015-0100** Setting hearing before the City Council for October 5, 2015 for the vacation of the west 25 feet of Pearl Street from the north line of Sharp Avenue to the south line of the alley between Sinto Avenue and Sharp Avenue and the west 25 feet of Pearl Street from the north line of Sinto Avenue to the south line of the alley between Mission Avenue and Sinto Avenue as requested by Vincent Dressel. (Logan Neighborhood)
Eldon Brown
- RES 2015-0101** Regarding amendments to the City's Economic Development Strategy.
Scott Simmons
- RES 2015-0102** Regarding the Citizen Transportation Advisory Board reviewing and prioritizing residential street projects. **Council Member Waldref**

NO FINAL READING ORDINANCES**FIRST READING ORDINANCES**

(No Public Testimony Will Be Taken)

ORD C35299 Relating to land use application notification and appeal procedures; amending Spokane Municipal Code Sections 17G.050.140 Effect of Notice, 17G.050.310 Right of Appeal, 17G.060.090 Determination of a Complete Application, 17G.060.120 Public Notice – Types of Notice, 17G.060.190 Notice of Decision, and Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process. (Deferred from August 31, 2015, Agenda)

Jo Anne Wright

ORD C35303 Relating to permit fees for short term rentals; amending Spokane Municipal Code Sections 08.02.066 and 17C.316.040. (Establishes fees for processing Type A and Type B licenses.)

Tami Palmquist**FURTHER ACTION DEFERRED**

NO SPECIAL CONSIDERATIONS

NO HEARINGS

Motion to Approve Advance Agenda for September 14, 2015
(per Council Rule 2.1.2)

OPEN 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 in the Chase Gallery.

ADJOURNMENT

The September 14, 2015, Regular Legislative Session of the City Council is adjourned to September 21, 2015.

NOTE: The September 21, 2015, 3:30 p.m. Briefing will be held in City Council Chambers. The September 21, 2015, 6:00 p.m. Legislative Session will be a Town Hall Session held at the Northeast Community Center, 4001 N Cook St.

NOTES

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

09/14/2015

Date Rec'd

8/31/2015

Clerk's File #

PRO 2015-0035

Renews #**Submitting Dept**

ENGINEERING SERVICES

Contact Name/Phone

DAN BULLER 625-6391

Contact E-Mail

DBULLER@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

0370 - BLANK LOW BID AWARD - UNION BASIN STORMWATER

Cross Ref #**Project #**

2013221

Bid #**Requisition #****Agenda Wording**

Low Bid of (to be determined at bid opening to be held on September 14, 2015 (City, ST) for Union Basin Stormwater Improvements - \$ _____. An administrative reserve of \$ _____, which is 10% of the contract price plus tax, will be

Summary (Background)

All information will be provided prior to the September 14, 2015 meeting. On September 14, 2015 bids were opened for the above project. The Engineers Estimate for this project is \$1,367,148.20. The low bid was from (to be determined at bid opening) in the amount of \$ _____, which is \$ _____ or _____% over/under the Engineer's Estimate; other bids were received as follows:

Fiscal Impact

Expense \$ 1,367,148.20

Select \$

Select \$

Select \$

Budget Account

4310 43354 35141 54201 00370

#

#

#

Approvals**Dept Head**

TWOHIG, KYLE

Division Director

SIMMONS, SCOTT M.

Finance**Legal**

WHALEY, HUNT

For the Mayor

SANDERS, THERESA

Council Notifications**Study Session****Other**

Public Works 9/14/15

Distribution List

lhattenburg@spokanecity.org

kbustos@spokanecity.org

jsalstrom@spokanecity.org

htrautman@spokanecity.org

jahensley@spokanecity.org

mhughes@spokanecity.org

kgoodman@spokanecity.org

Additional Approvals**Purchasing**



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

set aside. (Chief Gary Park Neighborhood Council)

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

City Of Spokane

Engineering Services Department

* * * Engineer's Final Estimate * * *

Project Number: 2013221

Project Description Union Basin Stormwater

Original Date 7/30/2015 3:07:46 PM

Funding Source State

Update Date 7/30/2015 3:08:32 PM

Preparer Jonathan Adams

Addendum

Project Number: 2013221

Item No	Bid Item Description	Est Quantity	Unit Price	Amount
Description		Tax Classification		
Schedule 01				
101	REIMBURSEMENT FOR THIRD PARTY DAMAGE	1 EST	-1.00	-1.00
102	SPCC PLAN	1 LS	*****	1,000.00
103	POTHOLING	30 EA	400.00	12,000.00
104	PUBLIC LIAISON REPRESENTATIVE	1 LS	*****	2,500.00
105	REFERENCE AND REESTABLISH SURVEY MONUMENT	14 EA	500.00	7,000.00
106	CLASSIFICATION AND PROTECTION OF SURVEY MONUMENTS	1 LS	*****	2,500.00
107	MOBILIZATION	1 LS	*****	50,000.00
108	PROJECT TEMPORARY TRAFFIC CONTROL	1 LS	*****	50,000.00
109	SPECIAL SIGNS	88 SF	15.00	1,320.00
110	SEQUENTIAL ARROW SIGN	300 HR	25.00	7,500.00
111	PORTABLE CHANGEABLE MESSAGE SIGN	240 HR	7.00	1,680.00
112	TYPE III BARRICADE	7 EA	75.00	525.00
113	CLEARING AND GRUBBING	1 LS	*****	5,000.00
114	REMOVAL OF STRUCTURE AND OBSTRUCTION	1 LS	*****	2,000.00
115	REMOVE EXISTING CURB	2950 LF	10.00	29,500.00
116	REMOVE EXISTING CURB AND GUTTER	10 LF	15.00	150.00
117	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	925 SY	13.00	12,025.00
118	REMOVE MANHOLE, CATCH BASIN OR DRYWELL	15 EA	350.00	5,250.00
119	REMOVE CURB/GRATE INLET	1 EA	300.00	300.00
120	SAWCUTTING CURB	200 EA	30.00	6,000.00
121	SAWCUTTING RIGID PAVEMENT	1580 LFI	1.25	1,975.00
122	SAWCUTTING FLEXIBLE PAVEMENT	6300 LFI	0.35	2,205.00
123	ABANDON EXISTING MANHOLE, CATCH BASIN OR DRYWELL	1 EA	250.00	250.00
124	ROADWAY EXCAVATION INCL. HAUL - TRENT AND REGAL	618 CY	25.00	15,450.00
125	ROADWAY EXCAVATION INCL. HAUL - SWALE	5950 CY	30.00	178,500.00
126	PREPARATION OF UNTREATED ROADWAY	1523 SY	5.00	7,615.00
127	CRUSHED SURFACING TOP COURSE	203 CY	35.00	7,105.00
128	CRUSHED SURFACING BASE COURSE	249 CY	30.00	7,470.00
129	CSTC FOR SIDEWALK AND DRIVEWAYS	85 CY	50.00	4,250.00
130	HMA CL. 1/2 IN. PG 70-28, 5 INCH THICK	1523 SY	25.00	38,075.00

Item No	Bid Item Description	Est Quantity		Unit Price	Amount
Description		Tax Classification			
Schedule 01					
131	HMA FOR PAVEMENT REPAIR CL. 1/2 IN. PG 64-28, 4 INCH THICK	1200	SY	24.00	28,800.00
132	HMA FOR PAVEMENT REPAIR CL. 1/2 IN. PG 70-28, 5 INCH THICK	200	SY	28.00	5,600.00
133	HMA FOR TRANSITION, CL. 1/2 IN. PG 64-28, 2 INCH THICK	20	SY	50.00	1,000.00
134	SOIL RESIDUAL HERBICIDE	2786	SY	0.20	557.20
135	PAVEMENT REPAIR EXCAVATION INCL. HAUL	1400	SY	16.00	22,400.00
136	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1	CAL	-1.00	-1.00
137	COMPACTION PRICE ADJUSTMENT	1	EST	800.00	800.00
138	CEMENT CONCRETE CURB WALL	740	LF	55.00	40,700.00
139	DUCTILE IRON STORM SEWER PIPE 10 IN. DIAM., INCL. STRUCTURAL EXCAVATION CLASS B	46	LF	65.00	2,990.00
140	MANHOLE TYPE 1-48, BASIC PRICE	1	EA	2,200.00	2,200.00
141	DRYWELL TYPE 1	25	EA	2,500.00	62,500.00
142	DRYWELL TYPE 2	5	EA	3,500.00	17,500.00
143	ADJUST EXISTING VALVE BOX, MONUMENT OR CLEANOUT IN ASPHALT	2	EA	300.00	600.00
144	ADJUST EXISTING MANHOLE, CATCH BASIN, DRYWELL, OR INLET IN ASPHALT	3	EA	350.00	1,050.00
145	CATCH BASIN TYPE 1	12	EA	2,500.00	30,000.00
146	RETROFIT SURFACE INLET CATCH BASIN WITH FRAME & BI-DIRECTIONAL VANED GRATE	6	EA	650.00	3,900.00
147	RETROFIT SURFACE INLET CATCH BASIN WITH FRAME & VANED GRATE	6	EA	650.00	3,900.00
148	RETROFIT SURFACE INLET CATCH BASIN WITH FRAME AND COVER (LOCKABLE)	2	EA	650.00	1,300.00
149	MANHOLE OR DRYWELL FRAME AND COVER (LOCKABLE)	3	EA	650.00	1,950.00
150	VALVE BOX AND COVER	2	EA	350.00	700.00
151	CLEANING EXISTING DRAINAGE STRUCTURE	20	EA	250.00	5,000.00
152	TRENCH SAFETY SYSTEM	1	LS	*****	500.00
153	CATCH BASIN DUCTILE IRON SEWER PIPE 8 IN. DIAM.	300	LF	56.00	16,800.00
154	CONNECT 8 IN. DIAMETER PIPE TO EXISTING CATCH BASIN, DRYWELL, OR MANHOLE	1	EA	350.00	350.00
155	CONNECT 8 IN. DIAM. SEWER PIPE TO EXISTING SEWER PIPE	1	EA	650.00	650.00
156	REMOVE EXISTING STORM PIPE	580	LF	5.00	2,900.00
157	PLUGGING EXISTING PIPE	6	EA	90.00	540.00
158	TEMPORARY ADJACENT UTILITY SUPPORT	1	LS	*****	500.00
159	ENCASE WATER/SEWER AT CROSSINGS	2	EA	650.00	1,300.00
160	DI PIPE FOR WATER MAIN 12 IN. DIAM.	490	LF	60.00	29,400.00
161	IMPORTED OR SCREENED NATIVE BEDDING	490	LF	5.00	2,450.00
162	REMOVAL OF EXISTING WATER MAIN	390	LF	6.00	2,340.00
163	GATE VALVE 12 IN.	2	EA	2,500.00	5,000.00
164	HYDRANT ASSEMBLY	2	EA	5,000.00	10,000.00
165	HYDRANT OFFSET ASSEMBLY	2	EA	2,500.00	5,000.00
166	ESC LEAD	1	LS	*****	2,000.00

Project Number: 2013221

<i>Item No</i>	<i>Bid Item Description</i>	<i>Est Quantity</i>		<i>Unit Price</i>	<i>Amount</i>
<i>Description</i>		<i>Tax Classification</i>			
<i>Schedule 01</i>					
167	INLET PROTECTION	36	EA	90.00	3,240.00
168	TEMPORARY SEEDING	8967	SF	2.00	17,934.00
169	BARK OR WOOD CHIP MULCH	10	CY	55.00	550.00
170	WEED SPRAYING AND CONTROL	2	EA	300.00	600.00
171	HAND WATERING	6	EA	300.00	1,800.00
172	HYDROSEEDING	8515	SY	3.00	25,545.00
173	SOD INSTALLATION	455	SY	7.00	3,185.00
174	2 INCH CALIPER TREE	4	EA	450.00	1,800.00
175	TOPSOIL FOR BIO-FILTRATION SWALES, TYPE A, 18 INCH THICK INCL. SE	8967	SY	28.00	251,076.00
176	CONSTRUCT BIO-INFILTRATION SWALE	8967	SY	3.50	31,384.50
177	SWALE DRAIN PAD	80	SY	95.00	7,600.00
178	CURB DROP INLET 2.5 FOOT WIDE	17	EA	85.00	1,445.00
179	CURB DROP INLET 5 FOOT WIDE	36	EA	90.00	3,240.00
180	SPOKANE COUNTY CURB INLET TYPE 2	33	EA	1,500.00	49,500.00
181	FILTERRA BIORETENTION	1	LS	*****	98,000.00
182	FILTERRA BIORETENTION INSTALLATION	4	EA	5,000.00	20,000.00
183	REMOVE AND REPLACE EXISTING SPRINKLER HEADS AND LINES	1	LS	*****	3,000.00
184	CEMENT CONCRETE CURB	1050	LF	14.00	14,700.00
185	CEMENT CONC. CURB AND GUTTER	590	LF	16.00	9,440.00
186	CEMENT CONCRETE DRIVEWAY	295	SY	40.00	11,800.00
187	CEMENT CONCRETE DRIVEWAY TRANSITION	50	SY	40.00	2,000.00
188	MONUMENT FRAME AND COVER	2	EA	400.00	800.00
189	ADJUST MONUMENT FRAME AND COVER	1	EA	350.00	350.00
190	CEMENT CONC. SIDEWALK	600	SY	40.00	24,000.00
191	RAMP DETECTABLE WARNING	48	SF	22.00	1,056.00
192	SIGNING , PERMANENT	1	LS	*****	7,000.00
193	REMOVAL OF EXISTING PAVEMENT MARKINGS	185	SF	4.50	832.50
194	PAVEMENT MARKING - DURABLE HEAT APPLIED	270	SF	10.00	2,700.00
195	TEMPORARY PAVEMENT MARKING	1	LS	*****	250.00
<i>Schedule Totals</i>					1,367,148.20

Project Number *2013221* *Union Basin Stormwater*

SCHEDULE SUMMARY

	<i>Sched 1</i>	<i>Sched 2</i>	<i>Sched 3</i>	<i>Sched 4</i>	<i>Sched 5</i>	<i>Sched 6</i>	<i>Sched 7</i>	<i>Sched 8</i>	<i>Total</i>
<i>Engineer's Est</i>	1,367,148.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,367,148.20

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

09/14/2015

<u>Date Rec'd</u>	9/1/2015
<u>Clerk's File #</u>	OPR 2015-0790
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	STATE CONTRACT
<u>Requisition #</u>	VB

<u>Submitting Dept</u>	FLEET SERVICES
<u>Contact Name/Phone</u>	GENE JAKUBCZAK 625-7865
<u>Contact E-Mail</u>	GJAKUBCZAK@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	5100-FLEET SERVICES PURCHASE OF MISC NEW TIRES

Agenda Wording

Purchase of miscellaneous new tires on an "as needed" basis from GCR Tires (Spokane, WA) using Washington State contract #01712 - \$375,000.00 including tax

Summary (Background)

As a member of the Washington State Cooperative, State contract pricing is available to the City. The State of Washington contract represents the best pricing available to us because the State contract is allowed deeper discounts from the manufacturer.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 375,000.00	# various	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	JAKUBCZAK, GENE	<u>Study Session</u>	
<u>Division Director</u>	ROMERO, RICK	<u>Other</u>	PWC 8/24/15
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	TPRINCE	
<u>For the Mayor</u>	SANDERS, THERESA	GJAKUBCZAK	
<u>Additional Approvals</u>		FLEETSERVICES	
<u>Purchasing</u>	PRINCE, THEA	TAXES & LICENSES	

BRIEFING PAPER
Utilities Division
Fleet Services Department
August 24, 2015

Subject:

Approve Value Blanket with GCR Tires Inc. (Spokane, WA) for miscellaneous new tires to be purchased on as “as needed” basis by the Fleet Services Department using Washington State contract #01712. Estimated annual expenditure is \$375,000.00 including tax.

Background:

As a member of the Washington State Purchasing Cooperative, State contract pricing is available to the city through GCR Tires Inc. The state contract represents the best price available to the city as the State Contractor is allowed a deeper discount through the manufacturers.

Impact:

This VB is used to procure the automotive tires required to maintain the city’s equipment fleet.

Action:

Approve the annual value blanket with GCR Inc. for the supply of miscellaneous tires.

Funding:

The estimated annual expenditure was included in the 2015 Fleet Services Department budget.

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

09/14/2015

<u>Date Rec'd</u>	9/2/2015
<u>Clerk's File #</u>	OPR 2015-0791
<u>Renews #</u>	

<u>Submitting Dept</u>	HISTORIC PRESERVATION	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	MEGAN DUVALL 625-6543	<u>Project #</u>	
<u>Contact E-Mail</u>	MDUVALL@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	0780 - BONSALL-TAYLOR HOUSE - 2728 S MANITO BOULEVARD		

Agenda Wording

Recommendation to list the Bonsall-Taylor House, 2728 South Manito Boulevard, on the Spokane Register of Historic Places.

Summary (Background)

SMC #17D.040.120 provides that the City/County Historic Landmark Commission can recommend to the City Council that certain properties in Spokane be placed on the Spokane Register of Historic Places. The Bonsall-Taylor House has been found to meet the criteria set forth for such designation and a management agreement has been signed by the owners.

<u>Fiscal Impact</u>		<u>Budget Account</u>
Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	DUVALL, MEGAN	<u>Study Session</u>
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>
<u>Legal</u>	PICCOLO, MIKE	lhattenburg@spokanecity.org
<u>For the Mayor</u>	SANDERS, THERESA	mduvall@spokanecity.org
<u>Additional Approvals</u>		evance@spokanecity.org
<u>Purchasing</u>		amcgee@spokanecity.org

After Recording Return to:
Office of the City Clerk
5th Floor Municipal Bldg.
808 W. Spokane Falls Blvd.
Spokane, WA 99201-3333

NOTICE OF MANAGEMENT AGREEMENT

NOTICE IS HEREBY GIVEN that the property legally described as:

(MANITO PARK SUBDIVISION D-E, LOT 6, BLOCK 4)

Parcel Number 35293.2306, is governed by a Management Agreement between the City of Spokane and the Owner(s), Steven & Debra Dodds, of the subject property.

The Management Agreement is intended to constitute a covenant that runs with the land and is entered into pursuant to Spokane Municipal Code Chapter 6.05. The Management Agreement requires the Owner of the property to abide by the "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (36 CFR Part 67) and other standards promulgated by the Historic Landmarks Commission.


Said Management Agreement was approved by the Spokane City Council on _____. I certify that the original Management Agreement is on file in the Office of the City Clerk under File No. _____.

I certify that the above is true and correct.

Spokane City Clerk

Historic Preservation Officer

Dated: _____


Dated: 8/21/2015

MANAGEMENT AGREEMENT

The Management Agreement is entered into this **19th** day of **August 2015**, by and between the City of Spokane (hereinafter "City"), acting through its Historic Landmarks Commission ("Commission"), and **Steven and Debra Dodds** (hereinafter "Owner(s)"), the owner of the property located at **2728 S. Manito Boulevard** commonly known as the **Bonsall-Taylor House** in the City of Spokane.

WHEREAS, the City of Spokane has enacted Chapter 6.05 of the Spokane Municipal Code (SMC) and Spokane has enacted Chapter 1.48 of the Spokane County Code (SCC), both regarding the establishment of the Historic Landmarks Commission with specific duties to recognize, protect, enhance and preserve those buildings, districts, objects, sites and structures which serve as visible reminders of the historical, archaeological, architectural, educational and cultural heritage of the city and county is a public necessity and.

WHEREAS, both Ch. 17D.040 SMC and Ch. 1.48 SCC provide that the City/County Historic Landmarks Commission (hereinafter "Commission") is responsible for the stewardship of historic and architecturally significant properties in the City of Spokane and Spokane County; and

WHEREAS, the City has authority to contract with property owners to assure that any owner who directly benefits by action taken pursuant to City ordinance will bind her/his benefited property to mutually agreeable management standards assuring the property will retain those characteristics which make it architecturally or historically significant;

NOW THEREFORE, -- the City and the Owner(s), for mutual consideration hereby agree to the following covenants and conditions:

1. **CONSIDERATION.** The City agrees to designate the Owner's property an Historic Landmark on the Spokane Register of Historic Places, with all the rights, duties, and privileges attendant thereto. In return, the Owner(s) agrees to abide by the below referenced Management Standards for his/her property.

2. **COVENANT.** This Agreement shall be filed as a public record. The parties intend this Agreement to constitute a covenant that runs with the land, and that the land is bound by this Agreement. Owner intends his/her successors and assigns to be bound by this instrument. This covenant benefits and burdens the property of both parties.

3. ALTERATION OR EXTINGUISHMENT. The covenant and servitude and all attendant rights and obligations created by this Agreement may be altered or extinguished by mutual agreement of the parties or their successors or assigns. In the event Owner(s) fails to comply with the Management Standards or any City ordinances governing historic landmarks, the Commission may revoke, after notice and an opportunity for a hearing, this Agreement.

4. PROMISE OF OWNERS. The Owner(s) agrees to and promises to fulfill the following Management Standards for his/her property which is the subject of the Agreement. Owner intends to bind his/her land and all successors and assigns. The Management Standards are: "THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS (36 CFR Part 67)." Compliance with the Management Standards shall be monitored by the Historic Landmarks Commission.

5. HISTORIC LANDMARKS COMMISSION. The Owner(s) must first obtain from the Commission a "Certificate of Appropriateness" for any action which would affect any of the following:

- (A) demolition;
- (B) relocation;
- (C) change in use;
- (D) any work that affects the exterior appearance of the historic landmark; or
- (E) any work affecting items described in Exhibit A.

6. In the case of an application for a "Certificate of Appropriateness" for the demolition of a landmark, the Owner(s) agrees to meet with the Commission to seek alternatives to demolition. These negotiations may last no longer than forty-five (45) days. If no alternative is found within that time, the Commission may take up to forty-five (45) additional days to attempt to develop alternatives, and/or to arrange for the salvage of architectural artifacts and structural recording. Additional and supplemental provisions are found in City ordinances governing historic landmarks.

This Agreement is entered into the year and date first above written.



Owner

Owner

CITY OF SPOKANE

By: _____

Title: _____

ATTEST:

City Clerk

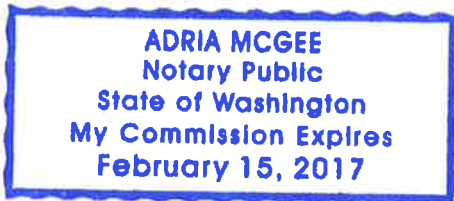
Approved as to form:

Assistant City Attorney

STATE OF WASHINGTON)
) ss
County of Spokane)

On this 21st day of August, 2015, before me, the undersigned,
a Notary Public in and for the State of Washington, personally appeared
Steven Dadds
_____, to me known to be the
individual(s) described in and who executed the within and foregoing
instrument, and acknowledged that he (he/she/they) signed the same as
his (his/her/their) free and voluntary act and deed, for the uses and purposes
therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this
21st day of August, 2015.



Adria McGee

Notary Public in and for the State
of Washington, residing at Spokane
808 W. SPOKANE FALLS BLVD 99201
My commission expires 2/15/17

STATE OF WASHINGTON)
) ss.
County of Spokane)

On this _____ day of _____, 2015, before me, the
undersigned, a Notary Public in and for the State of Washington,
personally appeared DAVID A. CONDON, MAYOR and TERRI L. PFISTER,
to me known to be the Mayor and the City Clerk, respectively, of the CITY
OF SPOKANE, the municipal corporation that executed the within and
foregoing instrument, and acknowledged the said instrument to be the free
and voluntary act and deed of said municipal corporation, for the uses and
purposes therein mentioned, and on oath stated that they were authorized
to execute said instrument and that the seal affixed is the corporate seal of
said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this
_____ day of _____, 2015.

Notary Public in and for the State
of Washington, residing at Spokane
My commission expires _____

Attachment A

Secretary of The Interior's Standards

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color,

texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE

***Spokane Register of Historic Places
Nomination***

*Spokane City/County Historic Preservation Office, City Hall, 3rd Floor
808 W. Spokane Falls Boulevard, Spokane, WA 99201*

1. HISTORIC NAME

Historic Name **BONSALL-TAYLOR HOUSE**
Common Name

2. LOCATION

Street & Number 2728 S. Manito Boulevard
City, State, Zip Code Spokane, WA 99203
Parcel Number 35293.2306

3. CLASSIFICATION

Category	Ownership	Status	Present Use
<input checked="" type="checkbox"/> building	<input type="checkbox"/> public	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> agricultural <input type="checkbox"/> museum
<input type="checkbox"/> site	<input checked="" type="checkbox"/> private	<input type="checkbox"/> work in progress	<input type="checkbox"/> commercial <input type="checkbox"/> park
<input type="checkbox"/> structure	<input type="checkbox"/> both		<input type="checkbox"/> educational <input type="checkbox"/> religious
<input type="checkbox"/> object	Public Acquisition	Accessible	<input type="checkbox"/> entertainment <input checked="" type="checkbox"/> residential
	<input type="checkbox"/> in process	<input checked="" type="checkbox"/> yes, restricted	<input type="checkbox"/> government <input type="checkbox"/> scientific
	<input type="checkbox"/> being considered	<input type="checkbox"/> yes, unrestricted	<input type="checkbox"/> industrial <input type="checkbox"/> transportation
		<input type="checkbox"/> no	<input type="checkbox"/> military <input type="checkbox"/> other

4. OWNER OF PROPERTY

Name Steven & Debra Dodds
Street & Number 2728 S. Manito Boulevard
City, State, Zip Code Spokane, WA 99203
Telephone Number/E-mail steventdodds@gmail.com, 831-334-7546
dodds.debby@gmail.com, 831-334-0865

5. LOCATION OF LEGAL DESCRIPTION

Courthouse, Registry of Deeds Spokane County Courthouse
Street Number 1116 West Broadway
County, City, State, Zip Code Spokane County, Spokane, WA 99201

6. REPRESENTATION OF EXISTING SURVEYS

Title City of Spokane Historic Landmarks Survey
Date Federal _____ State _____ County _____ Local _____
Location of Survey Records Spokane Historic Preservation Office

**Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE**

7. DESCRIPTION

(continuation sheets attached)

Architectural Classification

Condition

☒ excellent

☐ good

☐ fair

☐ deteriorated

☐ ruins

☐ unexposed

Check One

☐ unaltered

☒ altered

Check One

☒ original site

☐ moved & date

8. SPOKANE REGISTER CATEGORIES & STATEMENT OF SIGNIFICANCE

(continuation sheets attached)

Applicable Spokane Register of Historic Places Categories: Mark "x" on one or more for the categories that qualify the property for the Spokane Register listing:

☐ A Property is associated with events that have made a significant contribution to the broad patterns of Spokane history.

☐ B Property is associated with the lives of persons significant in our past.

☒ C Property embodies the distinctive characteristics of a type, period, or method or construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.

☐ D Property has yielded, or is likely to yield, information important in prehistory history.

9. MAJOR BIBLIOGRAPHICAL REFERENCES

Bibliography is found on one or more continuation sheets.

10. DIGITAL PHOTOS, MAPS, SITE PLANS, ARTICLES, ETC.

Items are found on one or more continuation sheets.

11. GEOGRAPHICAL DATA

Acreage of Property

Less than one acre.

Verbal Boundary Description

Manito Park Subdivision D-E, Lot 6, Block 4.

Verbal Boundary Justification

Nominated property includes entire parcel and urban legal description.

12. FORM PREPARED BY

Name and Title

Linda Yeomans, Consultant

Organization

Historic Preservation Planning & Design

Street, City, State, Zip Code

501 West 27th Avenue, Spokane, WA 99203

Telephone Number

509-456-3828

Email Address

lindayeomans@comcast.net

Date Final Nomination Heard

July 15, 2015

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE

13. SIGNATURE(S) OF OWNER(S)



14. FOR OFFICIAL USE ONLY

Date nomination application filed: 7/5/15

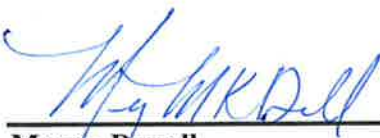
Date of Landmarks Commission Hearing: 8/19/15

Landmarks Commission decision: 8/19/15

Date of City Council/Board of County Commissioners' hearing: _____

City Council/Board of County Commissioners' decision: _____

I hereby certify that this property has been listed in the Spokane Register of Historic Places based upon the action of either the City Council or the Board of County Commissioners as set forth above.



Megan Duvall
City/County Historic Preservation Officer
City/County Historic Preservation Office
Third Floor—City Hall
808 W. Spokane Falls Blvd.
Spokane, WA 99201

8/19/15
Date

Attest:

Approved as to form:

City Clerk

Assistant City Attorney



East façade of Bonsall-Taylor House in 2015

SECTION 7: DESCRIPTION OF PROPERTY

Summary Statement

Built in 1920 on popular Manito Boulevard in the Manito Park Subdivision in Spokane, Washington, the Bonsall-Taylor House is a typical example of the bungalow house form embellished in the Craftsman style. The home has a strong, ground-hugging horizontal orientation illustrated by a low-pitched side gable roof, widely overhanging eaves, a full-width front porch covered by an extension of the principal roof, massive square porch piers, a wide enclosed porch wall, a broad low-pitched center front gable dormer, a large tripartite front window, and a sidelight-flanked front entrance. One of the most architecturally outstanding features of the house is the cedar shingle siding. Promoting emphasized horizontality by design, the shingle siding is laid with large- and small-exposure alternating cedar shingles, sometimes called “double course” shingle siding. The shingle siding exhibits the workmanship of a master craftsman with a carefully contiguous design as it wraps around the porch wall, porch piers, and encircles the entire house without any breaks in the horizontal pattern. The well-preserved Bonsall-Taylor House retains all five qualities of historic integrity identified in the Spokane City/County Historic Register as original location, design, materials, workmanship, and association.

CURRENT APPEARANCE & CONDITION

Site

The Bonsall-Taylor House is sited on Lot 6 of Block 4 in the Manito Park Subdivision D-E at the street address, 2728 S. Manito Boulevard. Lot 6 is 50 feet wide, 142 feet deep, and has a level grade. The property fronts Manito Boulevard, a green belt with manicured lawn and mature evergreen and deciduous trees planted during the early 1900s when the neighborhood was developed. The property is surrounded by architecturally prominent historic single-family homes built between 1906 and 1945, and is framed by a manicured lawn and shrubs.

Garage

Built in 1920 when the house was constructed, a one-story, single-car garage is located behind the Bonsall-Taylor House in the northwest corner of the property.¹ The garage has a gable front roof covered with composition asphalt shingles, corner returns, widely overhanging enclosed eaves, a single metal overhead garage door at the east facade, and cedar shingle “double siding” that matches the siding on the house. Although regarded a contributing historic resource of the property, the garage is *not nominated* to the Spokane Register of Historic Places at this time.

Exterior of House

The footprint of the Bonsall-Taylor House is an irregularly shaped rectangle that measures 30 feet wide and 36 feet deep. A full-width, single-story covered front porch is built on the east façade of the house and has a view of the manicured grounds and mature shade trees in Manito Boulevard. The home displays a mostly symmetrical pattern with a low-pitched side gable roof and widely overhanging eaves. The low-pitched roof is covered with composition asphalt roof shingles, and supports a brick chimney. The house is clad with alternating large- and small-exposure cedar wood shingles and retains a combination of original tripartite, double, and single 1/1 double-hung wood-sash windows. The home’s foundation is made of poured concrete.

The east facade of the house is defined by a low-pitched side gable roof with a nearly full-width, low-pitched center gable dormer at the second floor. The low-pitched roof has widely overhanging eaves and extends forward over a wide full-width front porch at the first floor. The porch is 30 feet wide, nine feet deep, and is supported by thick square porch piers. Influenced by the Prairie style, geometric designs with decorative structural mortise-and-tenon elements articulate the top of each porch pier. An enclosed porch wall protects the front porch. Seven wide, concrete porch steps rise to the front porch from grade at the north end of the home’s east façade, and meet a porch deck made of painted fir planks. Original tongue-in-groove wood paneling lines the porch ceiling. Wrought-iron stair railings installed in the 1960s flank the concrete steps. The first floor, second-floor dormer gable field, front porch piers, and enclosed porch wall are all clad in cedar shingle siding laid without breaks in a contiguous alternating large- and small-exposure design. A front entrance is located at the north end of the east façade, and is composed of

¹ Spokane County Tax Assessor records. Spokane County Public Courthouse, Spokane, WA.

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE

two glazed sidelights that flank a 40-inch-wide glazed front door with a heavy wood frame. A large, wide tripartite window is located next south of the front entrance and has a large plate glass picture window flanked by two, tall, narrow 1/1 double-hung windows. The center dormer has a wide 1/1 double-hung window flanked by two glazed sidelights built in a small inset balconette at the dormer's lower edge.

The south elevation of the house illustrates the home's low-pitched side gable roof. The roof has widely overhanging eaves, tongue-in-groove painted wood soffits, and exposed decorative rafters contained by a deep bargeboard. A shallow pent roof separates the first floor from the second-floor gable field. A tapered brick chimney extends from grade through the pent roof and the ridgecrest of the side gable roof. Two 1/1 double-hung windows flank the chimney at the second floor, and two small, single pane "bookcase" windows flank the chimney at the first floor. Exterior cladding is a continuation of siding that covers the home in alternating large- and small-exposure cedar shingles arranged in a prominent contiguous horizontal pattern.

The north elevation of the house is defined by a side gable roof which mirrors the side gable roof at the south elevation, and by a continuation of alternating large- and small-exposure cedar shingle siding. Fenestration is asymmetrical with one 1/1 double-hung window at the second floor, a ribbon of three 1/1 double-hung windows at the first floor adjacent west of the front porch, and two separate 1/1 double-hung windows at the west end of the north face.

Abutting a manicured back yard, the west rear face of the house features a second floor center gable dormer with a wide low-pitched roof, widely overhanging eaves, a tongue-in-groove wood soffit, and exposed rafters contained by a deep bargeboard with pointed ends. The dormer has a ribbon of three 1/1 double-hung windows and is clad with wood shingle siding that matches the house. The first floor at the west rear elevation of the house is asymmetrical with an 18-foot-wide, single-story rear wing that projects forward six feet from the north end of the west rear face of the house. The wing has a very low-pitched hip roof with widely overhanging enclosed eaves, tongue-in-groove wood soffits, and a five-paneled wood exterior back door. Five concrete steps with a 1960s metal railing rise from grade to a concrete stoop at the back door. Two matching tall, narrow, 1/1 double-hung windows are located north of the door (they illuminate a breakfast room). Two non-matching 1/1 double-hung windows with different lengths are located south of the back door. South of the wing is a large 1/1 double-hung window located at the south end of the west rear of the house. The first floor wing and west rear wall of the house is clad with a continuation of the home's prominent "double course" horizontal-patterned, alternating large- and small-exposure cedar shingle siding. A cellar entrance at grade is covered with wood cellar doors and is located next adjacent south of the projecting rear wing.

Interior of House

According to Spokane County Tax Assessor records, the one- and one-half story Bonsall-Taylor House has a basement with 1,008 square feet of *unfinished* space. However, the

first and second floors of the house are finished with 1,008 square feet and 580 square feet respectively.² A wood-framed glazed front door opens directly into a large living room that is 15 feet deep and 30 feet wide, extending the full width of the house from the south wall to the north wall. The living room is illuminated by a large tripartite window on the east wall, a ribbon of three 1/1 windows on the north wall, and two small windows located above two built-in bookcases that flank a center fireplace on the south wall. A long wood mantel caps the fireplace and bookcases. The bookcases have multi-paned glass doors with a geometric Prairie-style pattern. The fireplace has a glazed ceramic tile hearth and red bricks that surround a rectangular fire box. Through a wide opening, the living room opens to a large formal dining room, 15 feet wide and 15 feet deep. A large 1/1 window illuminates the dining room on the west wall. At the north end of the living room, a door on the west interior wall opens to three steps that rise to a stairway landing and then descend three steps to a kitchen and breakfast room in the northwest corner of the house. A door from the north wall of the dining room also opens to the kitchen. The kitchen is finished with a combination of built-in cupboards and cabinets from 1920 when the house was built and from the 1960s when the kitchen was partly remodeled. The breakfast room has four 1/1 windows located on the north and west walls. A five-paneled wood door opens from the kitchen to an enclosed back porch. A small powder room is located in the southwest corner of the enclosed porch. Ceiling heights on the first floor are eight feet, walls and ceilings are made of original lathe-and-plaster construction, woodwork is plain unembellished painted wood with Craftsman-styled squared edges, floors are oak and vinyl, and windows are original. The ceilings in the living room and dining room reveal an original 1920 hand troweled-finish with artistic circular designs characteristic of the Craftsman style.

A partially enclosed stairway with oak treads rises to the second floor from the stair landing between the kitchen and living room. The second floor has a central hallway that leads to three bedrooms and one bathroom. The master bedroom extends across the front of the house, a second bedroom is located on the south wall, and a third bedroom is located in the northwest corner of the house. A full bathroom (remodeled in the 1970s-1980s) is located along the north wall. Ceiling heights are eight feet, construction is original lathe-and-plaster, floors are finished fir planks (except vinyl bathroom floor), and woodwork is painted pine. Bedroom closets are spacious and located under roof eaves. The partially enclosed staircase from the first floor is exposed at the second-floor hallway and is protected by a balustrade with two square painted-wood Newell posts, plain painted-wood square balusters, and finished wood handrail and Newell post caps. Interior doors on the second floor are two-paneled painted-wood designs characteristic of the Craftsman style.

ORIGINAL APPEARANCE & MODIFICATIONS

Much of the Bonsall-Taylor House is remarkably intact and reveals its original 1920 bungalow house form, exterior and interior design, “double course” wood shingle siding, workmanship, windows, exterior and interior doors, woodwork, fireplace, built-ins, and

² Ibid.

**Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE**

original lathe-and-plaster interior construction. As pictured in 1938 photographs, the original design for the house included enclosed porch step walls that flanked wood steps at the front porch and wood steps at the back porch. The walls and steps were removed in the 1960s and replaced with concrete steps and metal railings. The back porch was enclosed in the 1960s and a powder room was installed in the southwest corner of the porch. Original shingle siding is still exposed in the enclosed back porch.

Modifications to the property include:

1959 Forced air gas furnace installed.

1960s Kitchen remodeled with vinyl floor, built-in cupboards, cabinets, appliances. Enclosed step walls that flanked front steps to front porch replaced with black wrought iron railings. Wood front steps to porch replaced with concrete steps. Enclosed walls that flanked back porch steps removed, and wood steps replaced with concrete steps and metal railings. Temporary metal window screens installed over original windows. Metal storm door installed over front door. Back porch enclosed and powder room installed in southwest corner of porch.

1970s Second-floor hall bathroom was remodeled with new fixtures and cupboards.

1980s House repainted at exterior.

2013 Roof replaced with composition asphalt shingles.

SECTION 8: STATEMENT OF SIGNIFICANCE

<i>Area of Significance</i>	<i>Architecture</i>
<i>Period of Significance</i>	<i>1920-1965</i>
<i>Built Date</i>	<i>1920</i>
<i>Architect/Builder</i>	<i>Unknown</i>

Summary Statement

Architecturally significant, the Bonsall-Taylor House is eligible for listing on the Spokane Register of Historic Places under Category C. The period of significance for the property is 1920, the year the home was constructed. The house achieved importance in the area of “architecture” as an excellent artistic example of the residential bungalow form and Craftsman style, and as the product of a highly skilled builder.³ The home has a typical bungalow form with one- and one-half stories, a full-width covered front porch, and a broad horizontal orientation. Craftsman-style embellishment depicted at the Bonsall-Taylor House is particularly articulate with “double course” large- and small-exposure alternating wood shingle siding—a prominent artistic feature of the Bonsall-Taylor House that completely wraps the home’s enclosed porch walls, thick porch piers, and the entire house in a contiguous horizontal shingle design. The contiguous wood shingle workmanship reveals perfectly aligned shingles with no breaks, and represents the advanced skills of an experienced professional contractor. The Bonsall-Taylor House was built for Louis & Ella Bonsall, owners and proprietors of Bonsall Clothing in Spokane. The Bonsalls lived in the house for 12 years. In 1938, Ozro Clair “O. C.” Taylor and his wife, Ruth O. McCaffrey Taylor, purchased the property, and lived together in the home for 27 years until O. C. Taylor’s death in 1965. A licensed pharmacist, O. C. Taylor was employed by and eventually owned the Club Pharmacy, located in the southeast street-level corner of the St. Regis Hotel at the busy intersection of Bernard Street and Riverside Avenue in downtown Spokane.

HISTORIC CONTEXT

Manito Park

Located atop the Manito Plateau on Spokane’s South Hill between Fourteenth and Thirty-third Avenues and between Division Street and Hatch Road, the Manito Park Addition was platted in 1903⁴ before residential development and settlement of the plateau began. At that time, the area was characterized by natural, picturesque topography which was distinguished by an irregular hilly and rocky landscape with natural springs, spotty pine and cedar tree growth, wild grasses and farmland, and a sprawling multi-acre greenspace and groomed parkland called Montrose Park (now called Manito Park).

At this time, noted Spokane real estate developer and businessman, Jay P. Graves, became interested in the area and saw an opportunity for residential development on the plateau, especially around the park. He purchased acreage in the Manito Park Addition

³ The name of the home’s architect, designer, and/or builder regrettably remains unknown at this time.

⁴ Spokane County Assessor’s Plat Book. Spokane Courthouse, Spokane, WA.

and along with his attorney brother, Will Graves, formed the Spokane-Washington Improvement Company. The Graves brothers then reorganized and improved the area's existing transportation system—the Spokane & Montrose street railway, which transported people to and from downtown Spokane. Recognizing the need for graded roads and infrastructure to be in place before residential plats could be successfully sold, Graves and his associates made a deal with the City of Spokane: Montrose Park and its 92 acres could be Spokane's if the City would pay for and install the needed infrastructure, specifically roads and an underground fresh waterline. The deal was made and the name of the park was changed to Manito Park. The name was derived from an Algonquin Indian word that meant “spirit,” a “supernatural force that pervades nature,” a fitting description for the area.⁵ Today, Manito Park is one of Spokane's most popular and revered public parks, and the Manito Park neighborhood is regarded as a highly coveted residential area.

Manito Boulevard

Except for the park, the Manito Park neighborhood was undeveloped and had great potential to be one of the finest residential areas in Spokane. In order to link Manito Park to the neighborhood, it was decided to design and construct a wide, landscaped boulevard, called Manito Boulevard. A July 31, 1903 *Spokane Daily Chronicle* newspaper article described the proposed boulevard:

*Two main drives through the Addition will be Grand Street and [Manito] Boulevard, running parallel with each other north and south, or lengthwise through the tract. The boulevard will be 175 feet in width with a 77-foot parking strip in the center.*⁶

The City of Spokane's decision to build and landscape Manito Boulevard was happily confirmed four years later in a 1907 report delivered to the Spokane Board of Park Commissioners from the nationally acclaimed Olmsted Brothers Landscape Architects from Brooklyn, Massachusetts. Famous for their design of New York's Central Park and various park and boulevard designs across the country, the Olmsted report made the following suggestions:

*To make the large parks...accessible, and to connect one with another by roads specially fitted for pleasure driving and walking, parkways and boulevards are necessary. There must be a distinct quality of luxury in width and beauty of turf and tree.*⁷

In 1907, Graves hired Fred Grinnell, a seasoned real estate salesman, to sell property in the Manito Park Addition. Grinnell placed advertisements in fliers and local newspapers, proclaiming that “the Manito residence section is known as one of the most desirable

⁵ Bamonte, Tony and Suzanne Schaeffer Bamonte. *Manito Park: A Reflection of Spokane's Past*. Spokane: 1998, p.40.

⁶ “It Is Named Manita Park.” *Spokane Daily Chronicle*, 31 July 1903.

⁷ Olmsted Brothers Landscape Architects. *1907 Report to Spokane Park Board Commissioners*.

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE

residence sections of the city” and applauding plans for the development of Manito Boulevard, “which is to be the show street of the city.”⁸ Another 1907 newspaper advertisement announced the following:

Some Facts About Manito

10 miles of cement sidewalks.
62 houses now under construction.
1600 shade trees planted along the streets.
\$35,000 spent in the public park.
12 miles of graded street.
7 miles of water main laid.
207 houses completed in 3 years.
Several miles of gas mains laid.⁹

The Manito Park neighborhood continues to be one of Spokane’s finest residential sections and continually demands higher real estate values than other parts of the city.¹⁰

Bonsall-Taylor House

Just before the Bonsall-Taylor House was built, a flurry of construction activity grew throughout Spokane at the close of World War I in 1919. A November 1, 1919 *Spokesman-Review* newspaper article reported the following:

BUILDING ACTIVITY SHOWS BIG GAIN—OCTOBER TOTAL \$118,034
Seven Times Greater Than Same Period a Year Ago

*Residence construction and repairs furnished the greater part of the building work authorized last month by the City Building Inspector’s office. Twelve new houses, costing \$55,500, were authorized at an average of better than \$4500 each.*¹¹

Construction of the Bonsall-Taylor House was completed in 1920, just after the above-referenced article was written. The Spokane-Washington Improvement Company, developer of Manito Park and Manito Park Addition and Subdivision, sold the house in January 1920 to the home’s first owners, Louis & Ella Bonsall. The Bonsalls leased street-level commercial space in the St. Regis Hotel at 304 W. Riverside Avenue in downtown Spokane. They listed their business in city directories as one specializing in “retail clothing” and called their establishment Bonsall Clothing.

After 12 years, the Bonsalls sold the Bonsall-Taylor House in 1932 to W. H. & Vera B. Olds. The Olds family leased the property for rent. The property was first leased to Jessie & Waldo Skuse, listed in city directories as an “agriculturist” employed by Washington Water Power Utility Company in Spokane. Augusta & David Dunn, a

⁸ Ibid, pp. 64-65.

⁹ Ibid, p. 64.

¹⁰ Spokane County Tax Assessor’s Records. Spokane County Courthouse, Spokane, WA.

¹¹ “Building Activity Shows Big Gain.” *Spokesman-Review*, 1 Nov 1919

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BONSALL-TAYLOR HOUSE

dispatcher for the Northern Pacific Railroad, rented the property from 1934 to April 1937. That year, R. J. Burns and his wife Elsie, bought the house and sold it 17 months later.

Ozro Clair & Ruth Taylor

On October 14, 1938, Ozro Clair “O. C.” Taylor and his wife, Ruth O. McCaffrey Taylor, purchased the Bonsall-Taylor House. Even though the Taylors were the fourth owners of the property, their tenure would be the longest. Their long-running generational legacy tied to the Bonsall-Taylor House continues unabated today in 2015—77 years after they bought the house.

According to his obituary, O. C. Taylor came to Spokane in 1906, and lived with the Dibble family in their home at 725 W. Shannon Avenue in northwest Spokane. O. C. Taylor listed his occupation as a “clerk” in the Club Pharmacy, located in the southeast street-level commercial bay of the St. Regis Hotel at the corner of Bernard Street and Riverside Avenue in downtown Spokane. The street address for the Club Pharmacy was 302 W. Riverside Avenue—located next door to Bonsall Clothing. It is interesting to note that Louis Bonsall was the first owner of the Bonsall-Taylor House, and O. C. Taylor would be the fourth owner of the same house.¹²

O. C. Taylor became a licensed pharmacist, continued to work in the Club Pharmacy, and in 1917 during World War I, joined the United States Army Medical Corps. In 1919 after the war, he returned to Spokane and worked again in the Club Pharmacy. In 1938, O. C. Taylor bought the business and advertised it in Spokane city directories as the “Club Pharmacy—*Prescription Specialists*—302 W. Riverside Avenue.” A 1938 photograph¹³ pictured advertising signs mounted above display windows at the Club Pharmacy. The appellation, DRUGS, was painted on both signs, which advertised the sale of prescription drugs, medication, and apothecary products. Quite often in the early and mid-1900s in villages, towns and cities across the United States, a US post office would be located in a trustworthy pharmacy or drugstore. In Spokane, United States Post Office Sub Station Number 1 shared space in the Club Pharmacy.

O. C. Taylor and his wife, Ruth Taylor (a registered nurse), had two children—Bruce Taylor and Carol Taylor. O. C. and Ruth Taylor lived together and with various family members in the Bonsall-Taylor House for 27 years from 1938 to 1965, the year O. C. Taylor died. A resident of Spokane for 59 years, O. C. Taylor was a member of Elks Lodge #228 (BPOE), American Legion Post #9, and the Washington State Pharmaceutical Association. O. C. Taylor is buried in Fairmont Cemetery in Spokane.¹⁴

¹² Another coincidental fact is that Ruth McCaffrey Taylor’s father, Edward R. McCaffrey, was a plumber who owned a plumbing shop at 308 W. Riverside Avenue, a few doors west of the Club Pharmacy where Ruth’s husband, O. C. Taylor, clerked.

¹³ Taylor Family Records.

¹⁴ Obituaries for O. C. Taylor. *Spokane Daily Chronicle*, 19 June 1965 and *Spokesman-Review*, 19 June 1965.

O. C. Taylor's widow, Ruth Taylor, continued to live in the house, and upon her death in 1982, the property passed to her son, Bruce Taylor. In 2015, O. C. & Ruth Taylor's grandson, Steven Taylor Dodds, and his wife, Debby Dodds, purchased the property from Bruce Taylor's son, Pat Taylor, and his wife Sheri.¹⁵ Steve Dodds is as a computer technology executive, and Debby Dodds is a gerontologist. The Dodds continue careful stewardship of the property through the United States Secretary of the Interior's *Standards for Rehabilitation*.

ARCHITECTURAL SIGNIFICANCE

Category C

Category C of the Spokane Register of Historic Places applies to "properties significant for their physical design or construction, including such elements as architecture, landscape architecture, engineering, and artwork."¹⁶ To be eligible for historic register listing under Category C, "a property must meet at least one of the following requirements:"¹⁷

1. Embody distinctive characteristics of a type, period, or method of construction.
2. Represent the work of a master.
3. Possess high artistic value.¹⁸

The Bonsall-Taylor House is nominated under all three above-described requirements for listing on the Spokane Register of Historic Places. The property meets requirement #1 because it "embodies distinctive characteristics of a type, period, or method of construction" and "refers to the way in which a property was conceived, designed, or fabricated by a people or culture in past periods of history."¹⁹ The property meets requirement #2 as an excellent product of a skilled craftsman. The property meets requirement #3 because it possesses high artistic value and "so fully articulates a particular concept of design, that it expresses an aesthetic ideal."²⁰

"Distinctive characteristics are the physical features or traits that commonly recur in individual types, periods, or methods of construction. To be eligible, a property must clearly contain enough of those characteristics to be considered a true representative of a particular type, period, or method of construction."²¹ For example, "a building that is a classic expression of the design theories of the Craftsman style, such as carefully detailed handwork, is eligible" for historic register listing.²² The Bonsall-Taylor House is a fine example of the American bungalow house form and Craftsman-style embellishment because it retains and displays multiple stylistic elements and architectural features of the bungalow house form and Craftsman tradition. In addition, it possesses high artistic

¹⁵ Steven Dodds' mother, Carol Taylor Dodds, married insurance executive, George Dodds.

¹⁶ *National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation*. Page 17.

¹⁷ *Ibid*, p. 17

¹⁸ *Ibid*, p. 17

¹⁹ *Ibid*, p. 17

²⁰ *Ibid*, p. 20.

²¹ *Ibid*, p. 18

²² *Ibid*, p. 20

values which are particularly evident in the well-preserved quality, craftsmanship, and architectural integrity of original “double course” large- and small-exposure alternating cedar shingle siding.

The Bungalow

Architectural historian Jan Cigliano (*Bungalow: American Restoration Style*) defines *bungalow* as a “form of house—a type of structure designed in a number of architectural styles,” and also explains that “style, by contrast, is a particular period and genre of design.”²³ *The Old House Dictionary* further explains that the term bungalow refers to a low-slung house form characterized by overall simplicity and broad gables that usually face the street.²⁴ Bungalow designs vary greatly according to geographic location, climate, and architectural vernacular, but all bungalows are usually limited to one or one-and one-half stories and have a partial or full-width front porch covered by an extension of the principal roof or by a lower porch roof.

Derived from the East Indian word *bungali*, which means “covered porch,” the bungalow emerged as an independent movement in American architecture and became popular as an affordable home in reaction to the more elaborate Victorian styles that preceded it. The bungalow house form was embellished in many different ways, resulting in various stylistic treatments that illustrated Mediterranean, Prairie, Colonial Revival, Swiss Chalet, and Craftsman traditions.

The Craftsman Style

Author Rachel Carley (*The Visual Dictionary of American Domestic Architecture*) states that the “Craftsman style represented an independent western movement in American architecture” and explained that its “guiding force was the English Arts & Crafts movement, which rejected the mass reproduction and mediocre design associated with the Industrial Revolution in favor of the beauty and honesty of traditional handcraftsmanship and natural finishes.”²⁵ Traditional handcraftsmanship and “natural” building materials such as native field stone or basalt rock, cut granite or other rock, irregular clinker brick, coarsely textured stucco, hand-split wood shingles, and smooth-finish hand-rubbed natural woodwork were revered and used. Identifying features of the Craftsman style include a broad house form with a strong horizontal design emphasis achieved by a low-pitched roof, widely overhanging eaves, horizontal bands that separate different wall claddings, horizontal “double course” wood shingle design, covered front porch, decorative eave brackets, exposed rafter tails/purlins/beams, massive square or tapered porch piers, posts and columns, battered walls, and “back to nature” natural building materials. The Craftsman style quickly spread throughout the United States by builder’s pattern books, pre-cut house packages, and home design magazines, especially Gustav Stickley’s magazine called *The Craftsman* (1901-1916). Hundreds of thousands of Craftsman-style bungalows were built in American cities from 1905 to 1930. The

²³Cigliano, Jan. *Bungalow: American Restoration Style*. Salt Lake City: Gibbs-Smith, 1998.

²⁴ Phillips, Steven J. *Old House Dictionary*. Washington DC: Preservation Press, 1994.

²⁵ Carley, Rachel. *The Dictionary of American Domestic Architecture*. New York: Henry Holt Publishing, 1994, p. 208.

architectural style became one of the most popular and fashionable small house designs in America, but by 1930 its popularity had faded.²⁶

Craftsman-style Elements and Features of the Bonsall-Taylor House

The Bonsall-Taylor House is an artistic expression of the above-described bungalow house form and Craftsman tradition. Bungalow form elements and Craftsman-style features found on the Bonsall-Taylor House include the following:

- Built during the Craftsman style period, 1905-1930
- Low-slung house form with a low-pitched roof and horizontal design emphasis
- Full-width covered front porch
- Thick square porch piers
- Widely overhanging eaves
- Deep bargeboards
- Exposed rafters
- Prominent horizontal lines found in “double course” small- and large-exposure alternating wood shingle siding
- Natural building materials—wood shingle siding, wood tongue-in-groove soffits, brass door and window hardware, square-cut unembellished Craftsman-style woodwork, oak and fir floors, built-in bookcases with glass doors, original built-in kitchen cupboards/cabinets
- Original 1/1 double-hung, wood-sash windows
- Horizontal rows “ribbons” of multiple windows
- Artistic Prairie-style influenced mortise-and-tenon geometric detail at top of front porch piers

It is not known at this time who designed or built the Bonsall-Taylor House. What is known is the craftsman responsible for applying the “double course” small- and large-exposure alternating cedar wood shingles at the exterior of the house did a remarkable job. The craftsman’s work is particularly exquisite as the shingles, with their alternating small and large depths, run contiguously around the entire house, enclosed porch, and porch piers without any discrepancies or breaks. Similar to matching plaids at seams, all horizontal rows of shingles match perfectly as they encircle the porch, porch piers, and house. The horizontal alternating shingle pattern emphasizes the bungalow’s broad, ground-hugging design—a prominent tenet of the bungalow house form and the Craftsman style.

²⁶ McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Knopf Publishing, 1989.

**Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE**

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"It Is Named Manita Park." *Spokane Daily Chronicle*, 31 July 1903

"Obituary for TAYLOR, O. CLAIR." *Spokane Daily Chronicle*, 19 June 1965

"Obituary for TAYLOR, O. CLAIR." *Spokesman-Review*, 19 June 1965

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BONSALL-TAYLOR HOUSE



East façade in 2015



Northeast corner in 2015

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BONSALL-TAYLOR HOUSE



North side and west rear of house at northwest corner in 2015



Northeast corner at roof in 2015

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE



West rear and south side of house in 2015 at southwest corner



East façade in 2015

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BONSALL-TAYLOR HOUSE



East side of house in 2015



West rear elevation of house in 2015

Spokane City/County Register of Historic Places Nomination
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Front porch in 2015, looking north (Manito Boulevard across the street)



Architectural detail at top of shingled porch pier at front porch in 2015





Front porch in 2015, looking south at porch and Manito Boulevard



Front porch in 2015, looking south at front door and front tripartite window

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BONSALL-TAYLOR HOUSE



Original 1920 cedar shingle siding, as photographed in 2015



1920 garage behind house in northwest corner of backyard in 2015

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE



Living room in east half of house in 2015, looking south



Living room in east half of house, looking north in 2015

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BONSALL-TAYLOR HOUSE



View into dining room in 2015, looking west



Kitchen in 2015, looking south into dining room

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Kitchen in 2015, looking northwest into backyard



Kitchen in 2015, looking north



Stairs from kitchen to landing in 2015, looking northeast into living room



2nd floor in 2015, looking north

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE

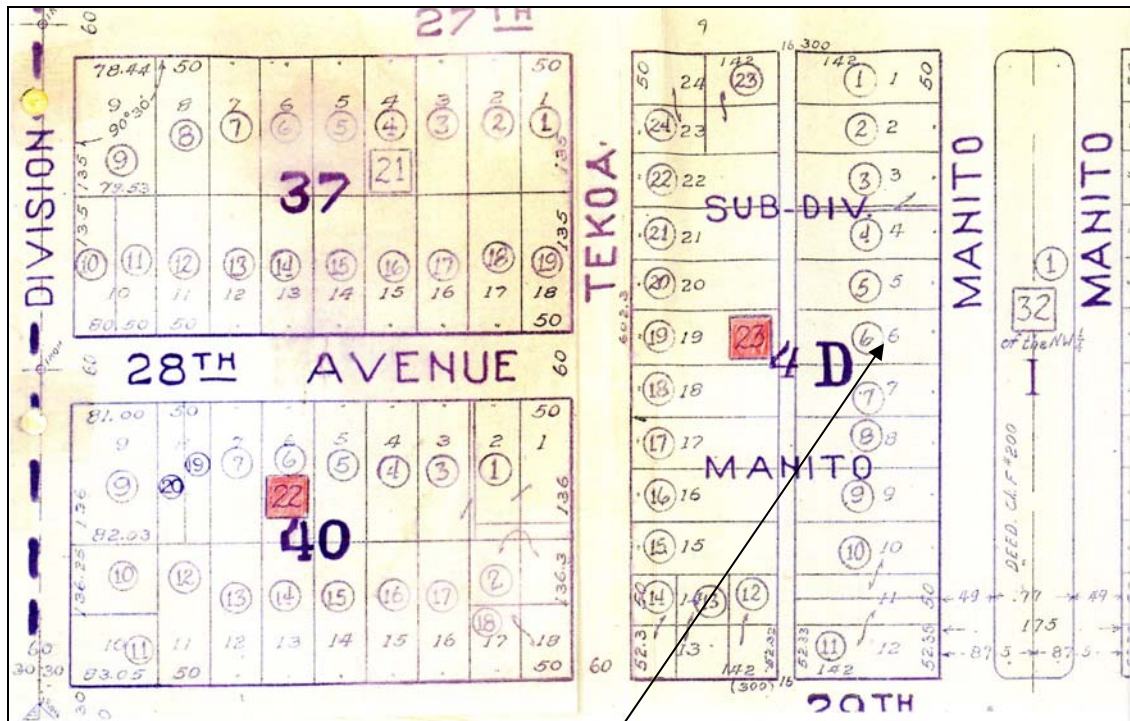


Second floor west bedroom, looking southwest in 2015



Second floor west bedroom, looking northwest in 2015

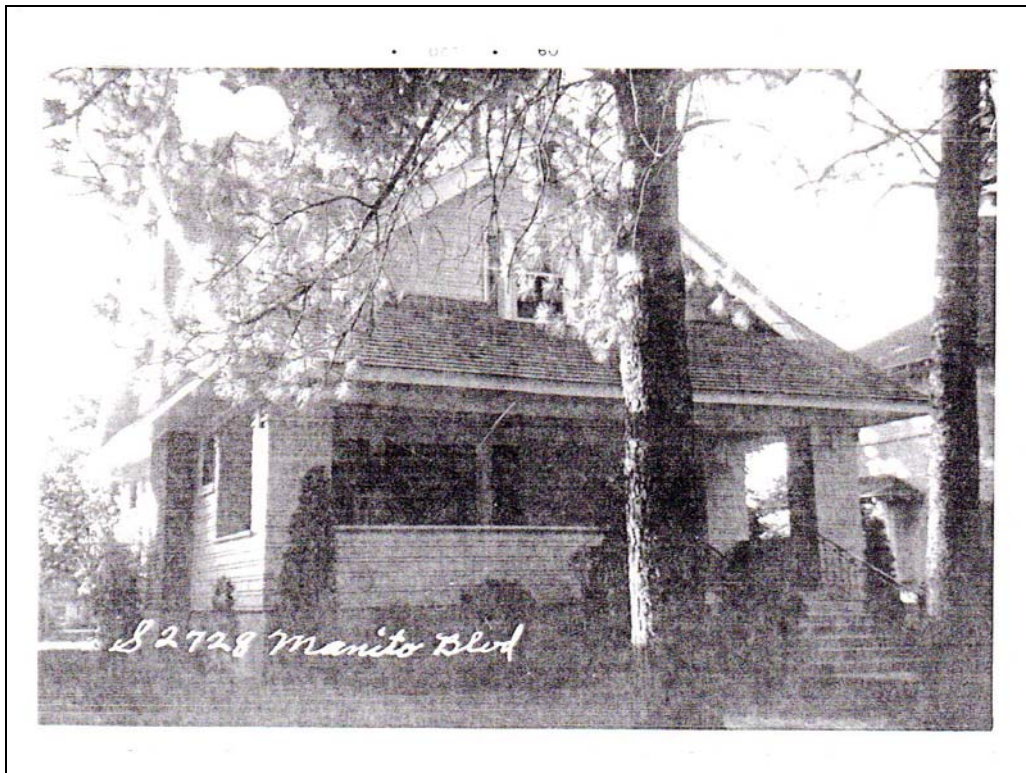
Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE



Bonsall-Taylor House
Source: Spokane County Assessor

North

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE



Bonsall-Taylor House

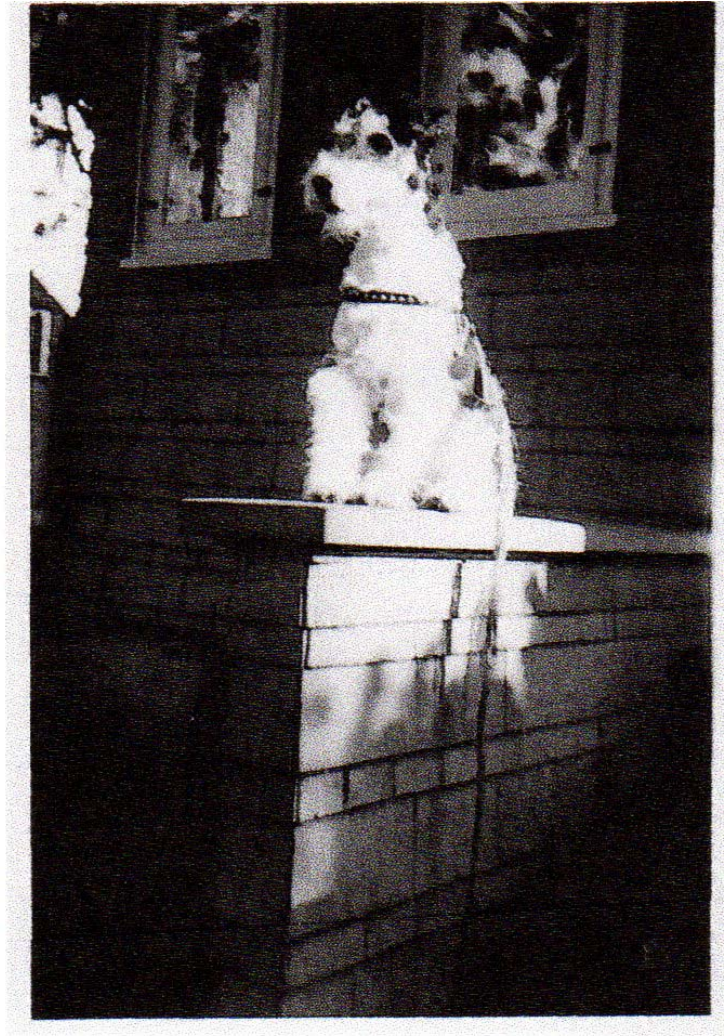
1960 photograph from Spokane County Assessor

Spokane City/County Register of Historic Places Nomination
BONSALL-TAYLOR HOUSE



Bonsall-Taylor House in 1938

*Notice shingled porch step walls and wooden porch steps
Source: Taylor-Dodds Family Records*



Shingled porch step wall at west rear of house at back porch in 1938

Source: Taylor-Dodds Family Records



O. Clair Taylor in Club Pharmacy hold-up in 1938
Source: Taylor-Dodds Family Records

“Druggist Views Thrilling Duel.” *Spokesman-Review*, October 1938

ADVERTISED BRANDS WEEK Displays in Spokane Stores



This shows display of the Club Pharmacy during Nationally Advertised Brands Week. The owner reported business was stimulated by this cleverly arranged window. D. C. Taylor, proprietor, stated, "We had a substantial increase in business as a result of the special promotion event and in addition accomplished much in the way of establishing our store as a source where nationally advertised products are available at all times."

"Advertised Brands Week: Displays in Spokane Stores."
Spokane Daily Chronicle, October 1938

Source: Taylor-Dodds Family Records

TAYLOR, O. Clair — His home 52728 Menito Blvd Husband of Ruth Taylor at the home Father of Mrs. Carol Dodds, Bruce Taylor, both Spokane, 4 grandchildren. Brother of Mrs. Caryl Cashatt, Salem, Ore. A resident of Spokane 55 years, and a member of the Spokane Lodge 228 BPOE, American Legion Post No 9, and Washington State Pharmaceutical Association. Private funeral services Monday, June 21 at 10 a.m. in the GOTHIC CHAPEL of the HAZEN & JAEGER FUNERAL HOME N1306 MONROE ST., Rev. John Mann officiating. Cremation to follow. HAZEN & JAEGER CREMATORIUM. The family suggests that memorial gifts may be given to the American Cancer Society, 208 Symons Bldg.

“Obituary TAYLOR, O. CLAIR.”
Spokane Daily Chronicle, 19 June 1965

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

09/14/2015

Date Rec'd

8/25/2015

Clerk's File #

OPR 2015-0792

Renews #Submitting DeptCOMMUNITY, HOUSING & HUMAN
SERVICESCross Ref #Contact Name/Phone

SHEILA MORLEY 6052

Project #Contact E-Mail

SMORLEY@SPOKANECITY.ORG

Bid #Agenda Item Type

Contract Item

Requisition #Agenda Item Name

2015-16 WARMING CENTER PROGRAM FUNDING RECOMMENDATION

Agenda Wording

Accept funding recommendation for the 2015-16 Warming Center Program

Summary (Background)

The Warming Center Program will begin November 1, 2015 and operate through February 28, 2016. A Request for Proposal was offered in May 2015. Applications were reviewed and site visits conducted by the Community Housing and Human Services Board's CoC Advisory Committee. Based on the committee's input the CHHS department recommends the award of the contract to operate the Warming Center program to the Salvation Army.

Fiscal ImpactBudget Account

Select \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

STAPLETON, JENNIFER

Study Session

8/10/15 CHE

Division Director

MALLAHAN, JONATHAN

OtherFinance

SALSTROM, JOHN

Distribution ListLegal

WHALEY, HUNT

mhughes@spokanecity.org

For the Mayor

SANDERS, THERESA

cbrown@spokanecity.org

Additional Approvals

smorley@spokanecity.org

Purchasing

BRIEFING PAPER
City of Spokane
Community, Housing and Human Services Department
Warming Center Program Funding Recommendation
August 25, 2015

Subject

The Warming Center Program will begin November 1, 2015 and operate through February 28, 2016. A Request for Proposal was offered in May 2015. Applications were reviewed and site visits conducted by the Community Housing and Human Services Board's CoC Advisory Committee. Based on the committee's input the CHHS department recommends the award of the contract to operate the Warming Center program to the Salvation Army.

Background

In 2006, the Community, Housing and Human Services Department officially launched the Warming Center program. The purpose of the program is to reduce this risk of prolonged exposure to extreme cold weather by providing funding for designated temporary areas where homeless individuals and families can warm themselves during these particularly high risk times, and when no emergency shelter beds are available. Being homeless is far from a safe environment; however the risk to these vulnerable citizens' health and well-being is exacerbated during times of extreme cold weather. The Community, Housing and Human Services Department is the program administrator and the central point of contact between the Warming Centers and the City.

Warming Centers will be activated when temperatures fall to 32 degrees or below during the Cold Weather Watch period November 1, 2014 through February 28, 2014. The 2015-16 Warming Center program will be operated by the Salvation Army who will be serving the single male, single female and families with children at one location. The contract will pay up to \$50,000 for the project period.

Impact

The acceptance of this funding recommendation will allow us to provide a safety net for our most vulnerable citizens during period of inclement weather.

Action

Accept the funding recommendation made the committee and allow the CHHS department to contract with the Salvation Army for the Warming Center project. .

Funding

Community, Housing and Human Services General fund	\$50,000
----------------------------------------------------	----------

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

09/14/2015

<u>Date Rec'd</u>	9/2/2015
<u>Clerk's File #</u>	OPR 2014-0460
<u>Renews #</u>	

<u>Submitting Dept</u>	INTEGRATED CAPITAL MGMT	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	MARCIA DAVIS 625-6398	<u>Project #</u>	2014040
<u>Contact E-Mail</u>	MDAVIS@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	BT
<u>Agenda Item Name</u>	4250 - GONZAGA UNIVERSITY PERMIABLE PAVEMENT STUDY		

Agenda Wording

Contract Amendment to Gonzaga University Sharp Avenue Study for field and lab monitoring activities of porous asphalt on Havana Street Stormwater Improvement project.

Summary (Background)

The Amendment to the Contract with Gonzaga University (GU) will add field and lab activities to evaluate the porous asphalt bike lane on Havana Street. The evaluation will include construction practices, durability, infiltration capacity, and maintenance. The results of the work with GU will allow the City to develop design, construction, and maintenance standards for porous asphalt street sections to meet the integration goals.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 63,020.00	#	4250 94350 94000 56501 99999
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	TAYLOR, MIKE	<u>Study Session</u>	
<u>Division Director</u>	ROMERO, RICK	<u>Other</u>	Public Works 8/24/15
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	lhattenburg@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	kemiller@spokanecity.org	
Additional Approvals		jahensley@spokanecity.org	
<u>Purchasing</u>		jsalstrom@spokanecity.org	
		mhughes@spokanecity.org	
		rromero@spokanecity.org	
		mdavis@spokanecity.org	

CONTRACT AMENDMENT/EXTENSION

THIS CONTRACT AMENDMENT/EXTENSION is between the CITY OF SPOKANE, a Washington State municipal corporation, as "City", and GONZAGA UNIVERSITY, whose address is 502 East Boone Avenue, Spokane, Washington 99258, as "Consultant".

WHEREAS, the parties entered into a Contract wherein the Consultant agreed to provide the SHARP AVENUE PERMEABLE PAVEMENT MONITORING STUDY; and

WHEREAS, additional work and time to perform the work has been requested; --
Now, Therefore,

The parties agree as follows:

1. DOCUMENTS. The Contract dated July 1, 2014, any previous amendments and/or extensions/renewals thereto are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.
2. EFFECTIVE DATE. This Contract Amendment shall become effective upon execution by all parties.
3. ADDITIONAL WORK. The scope of work of the original Contract is amended to add the following:
 1. Evaluate permeable asphalt construction practices.
 2. Evaluate the short-term durability of the permeable pavement section.
 3. Evaluate infiltration capacity.
 4. Evaluate and determine the best maintenance activities to regenerate infiltration capacity after clogging.
 5. Assess the treatment effectiveness of permeable asphalt for meeting Ecology's performance goals to qualify as a runoff treatment BMP.
4. EXTENSION. The contract documents are hereby extended and shall run through December 31, 2016.
4. COMPENSATION. The City shall pay SIXTY-THREE THOUSAND TWENTY AND NO/100 DOLLARS (\$63,020.00) for everything furnished and done under this Contract Amendment/Extension.

GONZAGA UNIVERSITY

CITY OF SPOKANE

By: _____
(Signature)

By: _____
(Signature)

Print Name: _____

Print Name: David A. Condon

Title: _____

Title: Mayor

Date: _____

Date: _____

E-Mail address: _____

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Date: _____

Attachments that are part of this Contract Amendment/Extension:

Proposal

BRIEFING PAPER
Public Works Committee
Integrated Capital Management
August 24, 2015

Subject

Contract Amendment to Gonzaga University Sharp Avenue Study for field and lab monitoring activities of porous asphalt on Havana Street Stormwater Improvement project

Background

The City entered into a Contract with Gonzaga University (GU) for a feasibility study of the Sharp Avenue permeable pavement project. Under this contract GU completed a feasibility study and developed a monitoring system design. Sharp Avenue is scheduled to begin construction in 2016.

Construction has started on Havana Street and the porous asphalt bike lanes are scheduled to begin in early fall. The Havana Streets project gives the City an opportunity to modify the design on Sharp Avenue based on field and lab activities performed by GU students and staff. The scope of the Contract Amendment is as follows:

- 1) Evaluate permeable asphalt construction practices.
- 2) Evaluate the short-term durability of the permeable pavement section.
- 3) Evaluate infiltration capacity.
- 4) Evaluate and determine the best maintenance activities to regenerate infiltration capacity after clogging.
- 5) Assess the treatment effectiveness of permeable asphalt for meeting Ecology's performance goals to qualify as a runoff treatment BMP.

Impact

The results of the work with GU will allow the City to develop design, construction, and maintenance standards for porous asphalt street sections to meet the integration goals.

Action

Recommend approval

Funding

The contract amendment is \$63,020 and will be funded by Utility Capital.

Sharp Avenue Monitoring Project Phase II Havana Street Permeable Pavement Monitoring Study

RESEARCH PROBLEM STATEMENT

Permeable pavement continues to be of interest to the City of Spokane as a potential best management practice (BMP) in the area of low impact development (LID). Students at Gonzaga University (GU) have recently assisted the City of Spokane in understanding the properties and behavior of permeable pavement. During the summer of 2014, GU students completed a Permeable Pavement Feasibility Study (known as Phase I of the forthcoming Sharp Avenue Permeable Pavement Monitoring Study for Sharp Avenue which is slated for reconstruction in 2016). The results of the feasibility study left some questions regarding durability and monitoring procedures that still need to be answered. In particular, while permeable pavement is approved for flow control, Washington State Department of Ecology currently does not approve permeable pavement for water quality treatment due to insufficient data. Thus, to better examine permeable asphalt permeability and water quality treatment effectiveness we are proposing here field and lab monitoring activities on the upcoming Havana Street Stormwater Improvement project; a proposed section of street between 37th Avenue and Glenrose Road that is to include a new permeable pavement bike path and bioretention areas to improve overall drainage and water management (see Figure 1). The permeable pavement bike path-to-conventional nonporous asphalt pavement is shown in cross section in Figure 2. We understand the bike path will be constructed with the following major components:

- **Permeable asphalt surface course:** 6-inch surface layer of permeable asphalt.
- **Aggregate base course:** 7-inch layer of #57 stone base course below the surface course.
- **Filter sand bed:** A 12-inch filter sand layer will be placed below the base course.

RESEARCH OBJECTIVES AND METHODS

The goal of this monitoring study is to help inform, refine, and finalize the design, construction, and monitoring plans and procedures to be used on the 2016 full-scale pavement installation along Sharp Avenue and to assess the runoff treatment benefits of permeable asphalt. These goals will be achieved through the analysis of data collected in both the field and laboratory of the Havana Street project including: monitoring the permeable asphalt bike path construction and obtain core samples pulled from the pavement section for laboratory testing. Specifically there are four objectives for this study:

- 1) Evaluate permeable asphalt construction practices and as-built permeable asphalt pavement design criteria and infiltration performance properties through laboratory evaluation.
- 2) Evaluate the short-term durability of a permeable asphalt bike lane under typical environmental conditions expected in the Spokane area.
- 3) Evaluate infiltration capacity in the field related to potential clogging and evaluate and determine the best maintenance activities to regenerate infiltration capacity after clogging.
- 4) Assess the treatment effectiveness of permeable asphalt for meeting Ecology's performance goals to qualify as a runoff treatment BMP.



Figure 1. Location of Havana Street Improvements (Image is an Excerpt from the Havana Street Stormwater Improvements Project Preliminary Design Report, Revised April 27th, 2015).

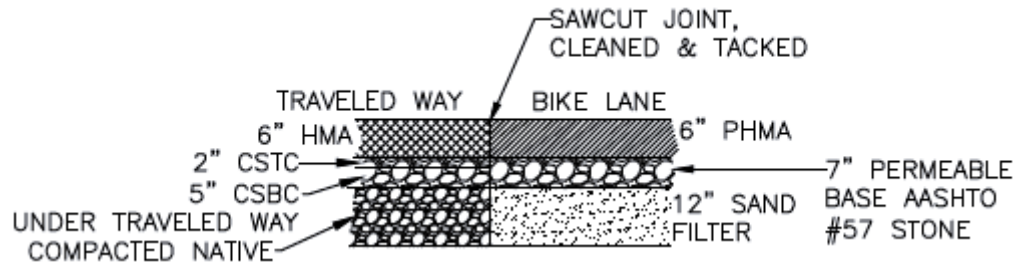


Figure 2. Proposed Permeable Asphalt Bike Path-to-Conventional Asphalt Pavement Section; Cross Section (Image from the City of Spokane Havana and Glenrose Water and Road Improvements Construction Drawing 3/2015).

RESEARCH PLAN

The proposed work will be completed as part of the GU School of Engineering and Applied Science senior design capstone experience. Two separate senior design teams will be working on this project: one team will work on the Havana Street bike path field and lab work (Objectives 1-3) and a second team will work on water quality lab testing (Objective 4). Since the undergraduate students working on these projects are not yet engineers, all deliverables produced by the student teams will typically be in draft/conceptual form. Therefore, there will be additional work required by the principal investigators (PI) to formulate the student work into professional deliverables. After each student team meets their academic requirements, the PI's on the project will complete any remaining work in the summer and produce the refined deliverables to present to the City.

Task 1: Implementation of the permeable pavement bike path, observation of construction practices, and evaluation of the as-built properties (infiltration and material properties). (Objective #1)

Provided construction of the bike path is undertaken in September at the earliest, construction inspection will be completed to document the construction process and evaluate how well it follows the suggested construction techniques that were discovered during the Permeable Pavement Feasibility Study. In addition to construction inspection, the student team will also survey and collect pavement data using ASTM standards as guidelines (e.g., pull cores and measure layer thicknesses, test for permeability and air voids content, etc.) to define the as-built properties of the permeable asphalt test section. The team will compare the as-built condition to the design and identify any discrepancies or issues that might have arisen during the construction process. This information will be valuable to guiding the construction process of the full-scale Sharp Avenue project in 2016.

- ***Deliverable(s)*** – Student draft(s) by December 15, 2015, Recommendations to the City and the final PI report by Feb 28, 2016
 - Completion of the construction inspection checklist to document and guide inspection of the permeable asphalt construction process for the bike lane.
 - Documentation of as-built pavement material parameters and hydrologic performance of the bike lane immediately after its installation.
 - Report summarizing the construction process and the as-built condition of the permeable asphalt pavement and the identification of possible construction related issues with respect to hydrologic performance and durability.

Task 2: Evaluation of short-term durability of a permeable asphalt bike lane under typical environmental conditions (Objective #2)

Although there will be no heavy traffic loading on the bike path, the permeable asphalt will still be subjected to movement of the ground, freeze-thaw, etc. These conditions also cause strains within pavements and generally lead to some of the damage on pavement surfaces over time (all without traffic loading). The bike path will be visually monitored for signs of obvious distress from these environmental conditions. The severity, extent, and type of pavement distress will be measured and recorded over the short term to document the pavement's response to a typical cycle of weather in Spokane. Some of these changes in the pavement will be visually obtained following guidelines adapted from the WSDOT *Pavement Surface Condition Rating Manual*. It is important to note that due to light traffic loadings in a bike lane and the short monitoring time frame, the results of this task may not provide any data from which to derive conclusions on permeable asphalt durability. Thus this task may not lead to any significant recommendations on maximizing durability performance for the Sharp Avenue project. However, due to the fact that the data collection process is primarily visual and does not require significant time or resources to complete, we will collect what data we can and attempt to draw conclusions that might be beneficial to the Sharp Avenue project.

- ***Deliverable(s)*** – Recommendations (if any) to the City by February 28, 2016, Final PI memo by May 31, 2016.
 - Memo describing the results of the observations on durability and any recommendations that can be provided to the City of Spokane on potential design changes that can maximize the durability performance of the Sharp Avenue project.

Task 3: Evaluation of test strip infiltration capacity (Objective #3)

The student team will research and develop additional testing procedures that will evaluate infiltration capacity of the permeable asphalt pavement over time and after direct and forced clogging (i.e., direct application of dirt to clog the pavement surface, accidental dumping of mulch, etc.). In addition, the team will also evaluate infiltration rates before and after different maintenance activities to help identify the best maintenance practices to apply to regenerate the permeable pavement surface over time. The student team will use ASTM C1701 to measure infiltration rates over time and can also take advantage of any adjacent fire hoses to simulate rain events as necessary. Results should provide recommendations to the City of Spokane on potential design changes or maintenance activities that can maximize the hydrologic performance and maintenance of the full scale Sharp Avenue project sections.

- ***Deliverable(s)*** – Recommendations to the City by February 28, 2016, Final PI report by May 31, 2016, and submittal of journal article to appropriate publication by July 31, 2016.
 - A manuscript documenting the test objectives, testing procedures, monitoring results, and recommendations/conclusions that can be submitted to a peer-reviewed journal or conference proceedings.

Task 4: Assess the treatment effectiveness of permeable asphalt for meeting Ecology's performance goals to qualify as a runoff treatment BMP (Objective #4)

Field sampling and characterization of stormwater influent and laboratory column testing will be used to assess whether permeable asphalt is capable of meeting the performance requirements

shown in Table 1 and subsequently qualify as a runoff treatment BMP (through future field testing) for one or more of the following pollutants: total petroleum hydrocarbons (oils and greases), total phosphorous, dissolved copper and dissolved zinc, and total suspended solids. The PI's will coordinate with City officials to collect and characterize existing influent pollutant concentrations (all fees associated with this characterization are separate and in addition to this proposal), which will be compared with the Ecology target influent concentrations shown in Table 1 to determine if it's possible to demonstrate that permeable asphalt is a feasible treatment BMP for the pollutants when applied to the future Sharp Avenue project. Laboratory column testing will be used to assess the treatment effectiveness of the test strip permeable asphalt over the first six years of the pavement life. This will include laboratory testing of permeable asphalt cores taken from the Havana St. bike path and placed in flow through columns with natural stormwater applied that has been created using the existing Sharp Avenue stormwater characterization. A second team of senior design students will be conducting the testing and they will evaluate a maximum of six simulated rainfall events with the goal of assessing the potential of permeable asphalt for achieving Ecology's performance requirements. Four cores will be column tested with the following configuration: 1) one core with only the Havana St. bike lane permeable asphalt surface course, 2) one core with the entire Havana St. bike lane cross section including PA surface course, base course, and filter sand layer, and 3) two cores that will be created in the lab to best simulate the proposed Sharp Avenue permeable asphalt pavement cross section (Havana St. PA surface course and a constructed base course). The results of lab testing will be used to assess the treatment effectiveness of the pavement section and make recommendations on final design of large-scale Sharp Avenue project.

- ***Deliverable(s):*** Observations and results to the City by February 28, 2016, student drafts by May 31, 2016, and submittal of journal article to appropriate publication by July 31, 2016.
 - A technical evaluation report summarizing the characterization of typical stormwater influent, a listing of which pollutants permeable asphalt may feasibly treat in the field as an Ecology approved treatment BMP, and recommendations on the final design and water quality treatment effectiveness monitoring plan for the large scale Sharp Avenue project.

Table 2 summarizes the proposed data that will be collected for all tasks and expected outcomes that will allow the student teams to meet their intended project objectives.

Table 1. Summary of Water Quality Laboratory Testing (Task #4)

Treatment Level	Pollutant	Cost	Testing Methods	Target Influent Concentration	Ecology Influent Concentration Range	Ecology Performance Goal	Laboratory ¹	Ecology Certified Laboratory	Chemical Standards
Basic	Total Suspended Solids (TSS)	\$15	SM2540D-97	75 mg/L	20-100 mg/L 100-200 mg/L TSS >200 mg/L	≤ 20 mg/L ≥80% TSS >80% TSS	RPWRF	yes	SIL-CO-SIL
Dissolved Metals (Enhanced)	Copper (Cu) Total Dissolved	\$42	EPA 200.7/200.8 (ICP/MS)	40.0 µg/L 10.0 µg/L	(Cu) dissolved 0.005-0.02 mg/L	>30% dissolved removal	Anatek Gonzaga	yes no	Copper Sulfate CuSO ₄
	Zinc (Zn) Total Dissolved	\$42	EPA 200.7/200.8 (ICP/MS)	280.0 µg/L 20 µg/L	(Zn) dissolved 0.02-0.3 mg/L	>60% dissolved removal	Anatek Gonzaga	yes no	Zinc Chloride ZnCl ₂
Phosphorus	Total Phosphorus (TP)	\$30	EPA 365.3 SM 4500PE	1.0 mg/L	TP 0.1-0.5 mg/L	≥0% to >50% TP removal	RPWRF	yes	Potassium Phosphate Monobasic KH ₂ PO ₄
Oil Treatment	Total Petroleum Hydrocarbons (TPH)	\$95	Ecology 1997 Pub #97-602	10 mg/L	TPH >10mg/L	no visible sheen, TPH effluent limits: Average 10 mg/L Max 15mg/L	Anatek	yes	Shell Oil 10W-40
N/A	Temperature	-	SM 2250 B	-	-	-	Gonzaga	no	none
N/A	pH	-	EPA 150.2 or SM4500H+B	7-7.5	-	-	Gonzaga	no	Hydrochloric Acid (HCL) or Sodium Hydroxide (NaOH)
	Total (each Simulated Event) ³	\$1287							
	Total ² (senior design)	\$7,720							

1. Water quality testing will be performed for a maximum of six events during part 1 and a maximum of 12 events during part 2.
2. The total cost of water quality testing for each simulated event includes one influent and four effluent samples; five samples per storm event.

Table 2. Summary of Data Collection Procedures and Expected Outcomes for the Permeable Asphalt Bike Path.

Data Collected	Methods and Equipment	Expected Outcomes
Construction Techniques		
Adequacy of compaction of open-graded aggregate base course, PA placement method (depending on what is identified in the Havana St. project specifications)	Visual techniques, in-place measurement	<ul style="list-style-type: none"> ○ Determine if base is adequately compacted ○ Learn if modifications to PA and/or aggregate base placement should be considered
As-Built Condition and Short-Term Durability Data		
Permeable asphalt air void content, permeability, unit weight, strength and/or modulus	Pavement coring and laboratory equipment, ASTM standards	<ul style="list-style-type: none"> ○ Evaluate as-built quality and performance.
Severity, extent, and type of surface distress and location.	Observation and rating, distress measurements (e.g., crack widths, lengths, etc.)	<ul style="list-style-type: none"> ○ Observe short-term pavement durability due to environmental conditions.
Infiltration Capacity Data		
Infiltration rates over time and after regular maintenance has been applied as well as after forced clogging and maintenance practices have been applied.	ASTM C1701 Infiltration testing. Lab testing of permeability on cores.	<ul style="list-style-type: none"> ○ Test data collection equipment and refine infiltration monitoring system procedures. ○ Measure infiltration rates for pavement over time and after forced clogging ○ Evaluate the impacts of different maintenance practices at regenerating infiltration rates.
Water Quality Data		
Pollutant (TSS, Cu, Zn, TP, & TPH) concentrations measured in influent and effluent samples.	Composite samples. Lab testing for pollutant concentrations. Lab Testing Setup; Columns (pipe), pipe fittings, column stand, seal, chemical standards, pump tubing and routine pump maintenance.	<ul style="list-style-type: none"> ○ Select data collection equipment and refine WQ monitoring system procedures. ○ Produce a technical evaluation report assessing the potential of achieving Ecology approval of permeable asphalt as a BMP (of meeting treatment goals at 95% CI).

TENTATIVE TIMELINE FOR HAVANA STREET MONITORING PROJECT (SEPTEMBER 2015 – MAY 2016)

Task/Month/Week	Fall/Spring 2015-2016								
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May
Task 1: Construction and As-Built Condition	M/2S	M/2S	M/1S	M/1S	M/1S	M/1S	M/1S	M/1S	M
<i>Deliverable – Construction Inspection Checklist</i>		<i>Student Draft</i>		<i>Recommendations to City</i>		<i>PI Final Checklist</i>			
<i>Deliverable – Report on As-Built Condition</i>				<i>Student Draft</i>		<i>Recommendations to City</i>			<i>PI Final Report</i>
Task 2: Short-term Durability			M/1S	M/1S	M/1S	M/1S	M/1S	M/1S	
<i>Deliverable – Memo on Durability</i>						<i>Recommendations to City</i>		<i>Final Memo</i>	
Task 3: Evaluation of IC, Clogging, Maintenance*	N/C 2S	N/C 2S	N/C 2S	N/C 2S	N/C 2S	N/C 2S	N/C 2S	N/C 2S	N/C
<i>Deliverable – Draft Manuscript for Publication</i>		<i>Student Project Plan</i>		<i>Student Draft</i>		<i>Recommendations to City</i>		<i>Student Draft</i>	
Task 4: Evaluation of Treatment Effectiveness	NB/C 4S	NB/C 4S	NB/C 4S	NB/C 4S	NB/C 4S	NB/C 4S	NB/C 4S	NB/C 4S	NB/C
<i>Deliverable – Report on Effectiveness for Ecology Review</i>		<i>Student Draft</i>		<i>Student Draft</i>		<i>Recommendations to City</i>		<i>Student Draft</i>	
Presentations to the City**		Tasks 1, 3, 4		All Tasks		All Tasks		Tasks 2, 3, 4	
<p>*The schedule of these tasks may change based on the currently unknown date of construction of the full-scale Sharp Avenue project. Efforts will be made to produce results and recommendations to the City in enough notice to allow for potential changes before it is implemented.</p> <p>**Schedule follows standard GU senior design calendar of events for 2015-2016 year.</p>									
<p>Principal Investigators - Sue Niezgoda (Principal, N), Mark Muszynski (M), Aimee Navickis-Brasch (NB) with Don Carpenter (C) supporting Tasks 3 and 4.</p> <p>Senior Design Project Liaison – Mark Papich, City of Spokane.</p>									

TENTATIVE TIMELINE FOR HAVANA STREET MONITORING PROJECT CONTINUED (JUNE 2016 – AUGUST 2016)

Task/Month/Week	Summer 2016											
	June				July				August			
	1	2	3	4	1	2	3	4	1	2	3	4
Task 3: Evaluation of IC, Clogging, Maintenance*	N	N	N	N	N	N	N	N				
<i>Deliverable –Journal Manuscript on IC</i>								PI Final				
Task 4: Demonstration of PA Treatment Effectiveness	NB	NB	NB	NB	NB	NB	NB	NB				
<i>Deliverable –Journal Manuscript on Treatment Effectiveness</i>								PI Final				
Meetings with City												
<p>*The schedule of these tasks may change based on the currently unknown date of construction of the full-scale Sharp Avenue project. Efforts will be made to produce results and recommendations to the City in enough notice to allow for potential changes before it is implemented. Principal Investigators – Aimee Navickis-Brasch (NB), Sue Niezgoda (N).</p>												

ROLES AND RESPONSIBILITIES

Name & Phone	Title, Organization	Role	Responsibilities
Don Carpenter 248-763-4099	Professor, Director of the Great Lakes Stormwater Institute, Lawrence Technological University	Supporting on Tasks 3-4	Provide external project technical consultation and review. Co-advise GU senior design teams in completing Tasks 3-4.
Mark Muszynski 509-313-3530	Assistant Professor, Civil Engineering, Gonzaga	Principal on Tasks 1 and 2, Supporting on all other Tasks	Co-advise one of the GU senior design teams in completing Tasks 1-2.
Aimee Navickis- Brasch 509-995-0557	Adjunct Professor, Civil Engineering, Gonzaga	Principal on Task 4, Supporting on all other Tasks.	Advise one of the GU senior design teams in completing Task 4.
Sue Niezgoda 509-313-3642 Primary Contact	Associate Professor, Civil Engineering, Gonzaga	Project Manager, Principal on Task 3, Supporting on all other Tasks.	Project manager. Co-advise one of the senior design teams in completing Task 3.
Students (8)	Students, Gonzaga	Senior Design Project Engineers (8)	Complete all tasks as part of their senior design capstone projects.

PROPOSED BUDGET - SUMMARY OF AMOUNT REQUESTED

Proposed Start Date: 09/1/15

Proposed Completion Date: 08/31/2016

Project Title: Havana Street Improvements Pavement Monitoring Study

Project Investigators: Don Carpenter (Non-GU), Mark Muszynski (GU), Aimee Navickis-Brasch (GU), Sue Niezgoda (GU)

Cost Category	Project (\$)
1. Salaries and Wages	
Principal Investigators (full-time faculty)	
Sue Niezgoda	10,000
Mark Muszynski	10,000
Principal Investigators (adjunct faculty)	
Aimee Navickis-Brasch	8,000
Total Salaries and Wages	28,000
2. Fringe Benefits	
Faculty Fringe Benefits (18%)	5,040
Total Compensation	33,040
3. Non-Compensation Expenses	
3a. Consultant – Donald Carpenter	5,000
3b. Senior Design Fees -Support for Two Senior Design Projects	4,000
3c. Lab Materials and Supplies	4,000
Total Non-Compensation Expenses	13,000
4. Total Direct Costs	46,040
5. Indirect Costs (GU Overhead, 10% of Total Salaries and Wages)	2,800
6. Total Budget	\$48,840

Notes:

- 1) An additional amount not to exceed \$7,720 may also be requested to be paid directly by the City to an appropriate water quality testing lab as part of the laboratory work being completed as part of Task #4 (see Table 1).

BUDGET JUSTIFICATION

Salaries, Wages, Benefits

The GU principal investigators are requesting support in the amount of \$28,000, for their technical expertise applied to this project and their expected time and work commitment required to supervise and guide students through their respective tasks, finish all student work, and write final reports and manuscripts for each task. Full-time faculty salaries on research projects conducted at GU are calculated in terms of full time equivalent salary and percent of effort applied to the project. Sue Niezgoda and Mark Muszynski hold full time 9-month faculty appointments at the Associate Professor (\$9700 monthly salary) and Assistant Professor (\$8300 monthly salary) rank, respectively. Sue Niezgoda is requesting \$10,000 in salary on this project to cover an expected just over 1 months' time and effort (beyond her regular faculty duties) in managing all aspects of this project, serving as the lead investigator on Task 3, and providing support and technical review of all other tasks. Mark Muszynski is requesting \$10,000 in salary to cover his expected 1 and 1/4 months' time and effort (beyond his regular faculty duties) in serving as the lead investigator on Tasks 1 and 2 and providing support and technical review on all other tasks. Aimee Navickis-Brasch will act as both an expert consultant and adjunct faculty and is requesting \$8,000 to cover her expected 3 months' time and effort in serving as the lead investigator on Task 4 and acting as primary contact with the Department of Ecology.

In addition, the project consultant, Don Carpenter, is requesting a consultant fee of \$2000 (at \$125/hr. for 16 hrs.) for his technical review of Tasks 3 and 4 and his support on monitoring system installation and operation. Don is also requesting additional funds in the amount of \$3000 to offset the costs of travel to Spokane two times during this project (once around the time of the installation of the test strip, and a second time during the installation of the larger scale Sharp Ave project). His expertise and experience in LID BMP monitoring system installation will prove valuable to this project during construction.

Fringe benefits have also been added to the salaries and wages for the faculty (18%), as is typical for GU research projects.

Senior Design Fees

A significant portion of this project will be completed for the project client, the City of Spokane, by 2 Senior Design Teams organized under Gonzaga University's School of Engineering and Applied Science, Center for Engineering Design and Entrepreneurship (CEDE). CEDE gives students meaningful, project based education to assist them in the transition from fundamental knowledge to engineering practice. One effort that is supported by CEDE at Gonzaga University is the Senior Capstone Projects. Many of the capstone projects are supported by industry, private or public clients. Committed and enthusiastic project clients are key to project success. GU senior student teams rely on the relationship with these mentors to complete their work. CEDE is self-sustaining and typically clients contribute \$4000 per project. This client fee helps pay for the Center's overhead and provides basic funds for each project. Since two senior design teams will be working on this single project, we are requesting from the City \$4000 to cover the CEDE senior design fees (rather than the typical \$8000 that would be requested from a client for two separate senior design projects).

Lab Testing Fees and Lab Materials and Supplies
Funds in the amount of \$7,720 are also being requested to be paid directly by the City of Spokane separate from this project budget (these funds are not listed in this project budget) to cover the costs associated with lab testing of water quality samples collected during the completion of Task 4 (see Table 1). This assumes all testing for the pollutants shown in Table 1 will be conducted at an Ecology certified Labs. The actual requested funds may be less if EPA 200.7 is determined to be acceptable for metals testing in which case approximately one third of the metals testing will be performed at Gonzaga in the Chemistry Lab. Finally, \$4,000 is being requested for lab materials, supplies, and maintenance costs associated with all proposed lab testing included in this project (core testing and water quality column testing).
Indirect Costs
The indirect costs are associated with Gonzaga University Overhead Fees, and have been negotiated to be at a reduced rate of 10% of the total salaries and wages on the project (\$2,800).

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

09/14/2015

<u>Date Rec'd</u>	9/2/2015
<u>Clerk's File #</u>	OPR 2015-0793
<u>Renews #</u>	

Submitting Dept	DEVELOPMENT SERVICES CENTER	Cross Ref #	
Contact Name/Phone	TAMI 625-6157	Project #	
Contact E-Mail	TPALMQUIST@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	
Agenda Item Name	0650 MULTI-FAMILY HOUSING - FERDINAND CJF, LLC - 1028 NORTH HAMILTON		

Agenda Wording

Multi-Family Housing Property Tax Exemption Agreement with Ferdinand CJF, LLC for a 57 unit mixed-use building located at 1028 North Hamilton Street.

Summary (Background)

Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas.

<u>Fiscal Impact</u>		<u>Budget Account</u>
Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	BECKER, KRIS	<u>Study Session</u>
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u> PCED 8/17/15
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>
<u>Legal</u>	PICCOLO, MIKE	lhattenburg@spokanecity.org
<u>For the Mayor</u>	SANDERS, THERESA	mpiccolo@spokanecity.org
<u>Additional Approvals</u>		lmeuler@spokanecity.org
<u>Purchasing</u>		mhughes@spokanecity.org
		abrast@spokanecity.org
		htrautman@spokanecity.org
		tpalmquist@spokanecity.org

MULTIPLE FAMILY HOUSING PROPERTY
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and Ferdinand CJF, LLC, as "Owner" whose business address is 601 W Main, Suite 714 Spokane, WA 99201.

W I T N E S S E T H:

WHEREAS, The City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various residential targeted areas for the provision of a limited property tax exemption for new and rehabilitated multiple family residential housing; and

WHEREAS, The City has, through SMC Chapter 8.15, enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the Spokane County Assessor that the Owner is eligible to receive the multiple family housing property tax exemption; and

WHEREAS, The Owner is interested in receiving the multiple family property tax exemption for new multiple family residential housing units in a residential targeted area; and

WHEREAS, The Owner has submitted to the City a complete application form for no fewer than a total of four new multiple family permanent residential housing units to be constructed on property legally described as:

Attached Exhibit A.

Assessor's Parcel Number(s) 35171.1618, .1619, .1601, .1620, .1603, .1617, and .1615, commonly known as 1002 N Hamilton.

WHEREAS, The City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; -- NOW, THEREFORE,

The City and the Owner do mutually agree as follows:

1. The City agrees to issue the Owner a Conditional Certificate of Acceptance of Tax Exemption subsequent to the City Council's approval of this agreement.
2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the

rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

3. If the property proposed to be rehabilitated is not vacant, the Owner shall provide each existing tenant with housing of comparable size, quality and price and a reasonable opportunity to relocate.

4. The Owner intends to construct on the site, approximately 57 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

5. The Owner agrees to complete construction of the agreed-upon improvements within three years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption or within any extension granted by the City.

6. The Owner agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file with the City's Business & Development Services Department the following:

(a) a statement of the actual development cost of each multiple family housing unit, and the total expenditures made in the rehabilitation or construction of the entire property;

(b) a description of the completed work and a statement that the rehabilitation improvements or new construction of the Owner's property qualifies the property for the exemption;

(c) a statement that the project meets the affordable housing requirements, if applicable; and

(d) a statement that the work was completed within the required three-year period or any authorized extension of the issuance of the conditional certificate of tax exemption.

7. The City agrees, conditioned on the Owner's successful completion of the improvements in accordance with the terms of this Agreement and on the Owner's filing of the materials described in Paragraph 6 above, to file a Final Certificate of Tax Exemption with the Spokane County Assessor indicating that the Owner is qualified for the limited tax exemption under Chapter 84.14 RCW.

8. The Owner agrees, within 30 days following the first anniversary of the County's filing of the Final Certificate of Tax Exemption and each year thereafter for a period of twelve years, to file a declaration with the City's Business and Development Services Department, verified upon oath and indicating the following:

(a) a statement of occupancy and vacancy of the multiple family units during the previous year;

(b) a certification that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in SMC 8.15.090 since the date of the filing of the Final Certificate of Tax Exemption, and continues to be in compliance with this Agreement and the requirements of SMC Chapter 8.15; and

(c) a description of any improvements or changes to the property made after the filing of the final certificate or last declaration.

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner acknowledges and agrees that the units shall be used primarily for residential occupancy and any business activities shall only be incidental and ancillary to the residential occupancy.

10. If the Owner converts to another use any of the multiple family residential housing units constructed under this Agreement, or if applicable, if the owner intends to discontinue compliance with the affordable housing requirements as described in SMC 8.15.090 or any other condition to exemption, the Owner shall notify the Spokane County Assessor and the City's Business and Development Services Department within 60 days of such change in use.

11. The Owner will have the right to assign its rights under this Agreement. The Owner agrees to notify the City promptly of any transfer of Owner's ownership interest in the Site or in the improvements made to the Site under this Agreement.

12. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Owner, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement or of SMC Chapter 8.15.

13. No modifications of this Agreement shall be made unless mutually agreed upon by the parties in writing.

14. The Owner acknowledges its awareness of the potential tax liability involved if and when the property ceases to be eligible for the incentive provided pursuant to this agreement. Such liability may include additional real property tax, penalties and interest imposed pursuant to RCW 84.14.110. The Owner further acknowledges its awareness and understanding of the process implemented by the Spokane County Assessor's Office for the appraisal and assessment of property taxes. The Owner agrees that the City is not responsible for the property value assessment imposed by Spokane County at any time during the exemption period.

15. In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement, which can be given effect without the conflicting term or clause, and to this end, the terms of this Agreement are declared to be severable.

16. Nothing in this Agreement shall permit or be interpreted to permit either party to violate any provision of Chapter 84.14 RCW or SMC Chapter 8.15.

17. This Agreement is subject to approval by the City Council.

DATED this _____ day of _____, 2015

CITY OF SPOKANE

By: _____

Mayor, David A. Condon

Attest:

City Clerk

Ferdinand CJF, LLC

By: HA BAA

Its: Manager

Approved as to form:

Assistant City Attorney

STATE OF WASHINGTON)
) ss.
County of Spokane)

On this _____ day of _____, 2015, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared DAVID A. CONDON and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this _____ day of _____, 2015.

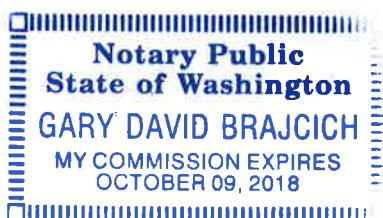
Notary Public in and for the State
of Washington, residing at Spokane

My commission expires _____

STATE OF WASHINGTON)
) ss.
County of Spokane)

On this 19 day of August, 2015, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Houston Stockton, to me known to be the person who executed the within and foregoing instrument, and acknowledged the said instrument to be his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 19 day of August, 2015.



Notary Public in and for the State
of Washington, residing at Spokane

My commission expires Oct 9, 2018

EXHIBIT A

All that certain real property situated in the City of Spokane, County of Spokane, State of Washington, being described as follows:

A portion of Block 43, Replat of Blocks 42 and 43 In Addition to Second Sinto Addition, as per plat recorded in Volume "J" of Plats, Page 40B, all of Lots 1 and 3 of Block 43, Cassin Subdivision of Part of Blocks 42 and 43, Replat of Blocks 42 and 43 In Addition to Second Addition of, as per plat recorded in Volume "O" of plats, page 17A, and the West 5.00 feet of Columbus street as vacated by Ordinance No. C12128, and being more particularly described as follows:

BEGINNING at the Southwest corner of said Block 43, Replat of Blocks 42 and 43 In Addition to Second Sinto Addition, as per plat recorded in Volume "J" of Plats, Page 40B; thence along the West line of said Block 43, North 00°00'07" West 324.96 feet to the North line of said Block 43, thence along said North line, North 89°59'03" East 174.99 feet to the Northeast corner of said Lot 3 of Block 43, Cassin Subdivision of Part of Blocks 42 and 43, Replat of Blocks 42 and 43 In Addition to Second Addition of, as per plat recorded in Volume "O" of plats, page 17A; thence along the West line of said Lot 3, South 00°00'26" East 100.00 feet to the South line of said Cassin Subdivision; thence along said South line, North 89°59'03" East 40.00 feet to the Southwest corner of said Lot 1 of Block 43, Cassin Subdivision of Part of Blocks 42 and 43, Replat of Blocks 42 and 43 In Addition to Second Addition of, as per plat recorded in Volume "O" of plats, page 17A; thence along the West line of said Lot 1, North 00°00'36" West 100.00 feet to the North line of said Lot 1; thence along the North line of said Lot 1, and the Easterly prolongation thereof, North 89°59'03" East 45.00 feet to the East line of that certain portion of Columbus Street vacated by the City of Spokane by Ordinance No. C12128; thence along said East line, South 00°00'45" East 324.99 feet to the Easterly prolongation of the South line of said Block 43; thence along said South line of Block 43, and it's Easterly prolongation, South 89°59'26" West 260.04 feet to the said point of beginning of this description, containing 1.848 acres of land, more or less.

BRIEFING PAPER

City of Spokane

MFTE Incentive Program / Planning and Development

August 17, 2015

Subject:

A Multi-Family Tax Exemption Conditional Contract for a 57-unit mixed-use building at **1028 N Hamilton**.

Purpose:

Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas. The State statute and the City ordinance require the City to approve the application regarding the tax exemption and the necessary construction requirements. The City has received an application from Ferdinand CJF, LLC, for a project consisting of approximately 57 multiple family housing units at 1028 N Hamilton. The staff has reviewed the application and determined that it meets the requirements of Chapter 8.15 SMC and qualifies for the tax exemption. This contract authorizes the appropriate city official to enter into the attached Multiple Family Housing Property Tax Exemption Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office.

Details:

Ferdinand CJF, LLC

MFTE target area: University District

Qualifying parcels: 35171.1601, .1603, .1615, .1617, .1618, .1619, .1620

Units: 57, (108 bedrooms)

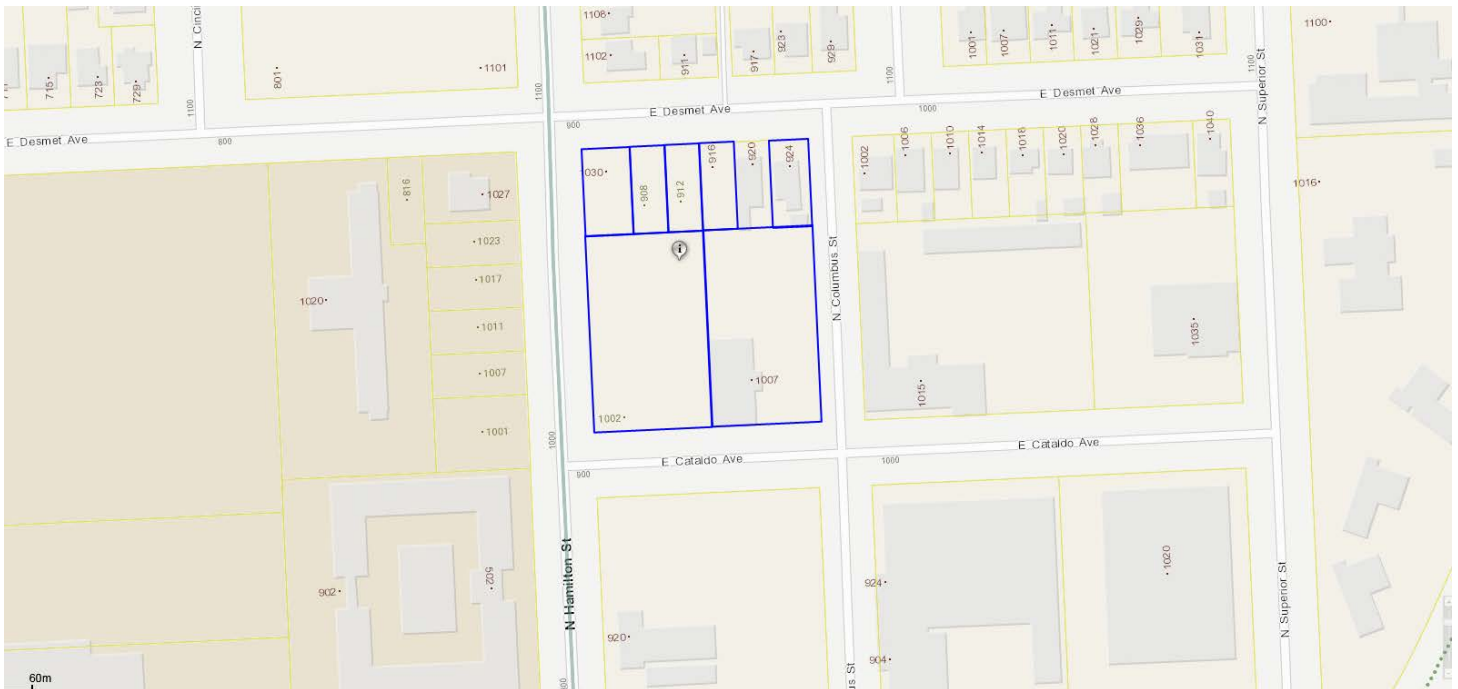
Total Square Footage: 89,000 square feet (18,795 square feet of commercial)

Average Sq Ft: 947 square feet

STA Routes: 26, 28

Affordable: attempting to meet affordable rate

Project Area Map:



STA Routes:**Recommendation:**

Pursuant to SMC 08.15.060, the city council certifies the qualified property owner for this property tax exemption. This contract will be brought forward to City Council in the next few weeks.

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

09/14/2015

<u>Date Rec'd</u>	9/2/2015
<u>Clerk's File #</u>	CPR 2015-0003
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	ACCOUNTING
<u>Contact Name/Phone</u>	KIM BUSTOS 6034
<u>Contact E-Mail</u>	KBUSTOS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Claim Item
<u>Agenda Item Name</u>	5600-ACCOUNTING-PAYROLL

Agenda Wording

Report of the Mayor of pending payroll claims of previously approved obligations through: August 29, 2015.
Payroll check #533064 through check #533370 \$6,194,488.91

Summary (Background)

N/A

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 6,194,488.91	# N/A
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	BUSTOS, KIM	<u>Study Session</u>	
<u>Division Director</u>	BUSTOS, KIM	<u>Other</u>	
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT		
<u>For the Mayor</u>	SANDERS, THERESA		

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

PAYROLL RECAP BY FUND
PAY PERIOD ENDING AUGUST 29, 2015

FUND	FUND NAME	TOTAL
0100	GENERAL FUND	
0030	POLICE OMBUDSMAN	0.00
0070	ADMINISTRATIVE SERVICES	0.00
0140	ARTS	0.00
0230	CIVIL SERVICE	23,718.40
0260	CITY CLERK	11,821.60
0300	HUMAN SERVICES	0.00
0320	COUNCIL	25,787.52
0330	PUBLIC AFFAIRS / COMMUNICATIONS	21,186.13
0350	COMMUNITY CENTERS	0.00
0370	ENGINEERING SERVICES	157,529.80
0380	ENTERTAINMENT FACILITIES	0.00
0410	FINANCE	26,626.41
0430	GRANTS MNGMT & FINANCIAL ASSIST	6,450.40
0440	FIRE	0.00
0450	CD/HS DIVISION	4,840.00
0460	MY SPOKANE	10,990.42
0470	HISTORIC PRESERVATION	4,129.60
0500	LEGAL	114,793.10
0520	MAYOR	22,962.40
0550	NEIGHBORHOOD SERVICES	8,143.20
05601	MUNICIPAL COURT	85,322.84
05602	PARKING VIOLATIONS	0.00
0570	OFFICE OF HEARING EXAMINER	5,585.60
0580	OFFICE OF YOUTH	0.00
0620	HUMAN RESOURCES	25,354.42
0650	PLANNING SERVICES	34,306.81
0680	POLICE	1,370,325.28
0690	PROBATION SERVICES	32,048.80
0700	PUBLIC DEFENDERS	70,838.70
0750	ECONOMIC DEVELOPMENT	9,362.40
0770	REAL ESTATE & FACILITIES	0.00
0780	BUSINESS & DEVELOPMENT SERVICES	0.00
0860	TREASURER	0.00
0890	WEIGHTS & MEASURES	0.00

FUND	FUND NAME	TOTAL
	TOTAL GENERAL FUND	2,072,123.83
1100	STREET	235,621.70
1200	CODE ENFORCEMENT	31,444.41
1300	LIBRARY	176,960.79
1390	URBAN FORESTRY FUND	0.00
1400	PARKS AND RECREATION	344,136.52
1460	PARKING METER	26,293.38
1510	LAW ENFORCEMENT INFO SYSTEM FUND	23,953.80
1530	LAW ENFORCEMENT BLOCK GRANT FUND	0.00
1540	HUMAN SERVICES GRANTS	0.00
1620	PUBLIC SAFETY & JUDICIAL GRANT	18,796.92
1630	COMBINED COMMUNICATIONS CENTER	67,604.47
1650	COMMUNITY & ECONOMIC DEVELOPMENT	0.00
1680	CD/HS	26,614.80
1820	WIA DISLOCATED WORKERS FUND	0.00
1830	WIA GOVERNORS GRANT FUND	0.00
1840	WIA ADMINISTRATIVE COST POOL	0.00
1970	EMS FUND	1,241,558.66
4100	WATER	359,204.49
4250	INTEGRATED CAPITAL FUND	43,981.78
4300	SEWER	428,955.34
4480	REFUSE	255,908.13
4490	SOLID WASTE	216,095.19
4600	GOLF	51,427.42
4700	GENERAL SERVICES FUND	119,396.42
5100	FLEET SERVICE	82,221.22
5200	PUBLIC WORKS & UTILITY FUND	51,845.85
5300	MIS	130,552.18
5400	REPROGRAPHICS	7,532.81
5600	ACCOUNTING SERVICES	95,673.51
5800	RISK MANAGEMENT	0.00
5810	WORKER'S COMPENSATION	12,365.23
5830	SELF-FUNDED MEDICAL/DENTAL	7,554.40
5900	ASSET MANAGEMENT	24,895.40
6060	CITY RETIREMENT	9,453.60
6750	REGIONAL PLAN	32,316.66
6780	EMS PROGRAM DIRECTOR	0.00
	TOTAL	6,194,488.91

MINUTES OF SPOKANE CITY COUNCIL

August 24, 2015

BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

On roll call, Council President Stuckart and Council Members Allen, Fagan, Mumm, Snyder, and Stratton were present. Council Member Waldref arrived at 3:32 p.m.

City Administrator Theresa Sanders, Council's Policy Advisor Brain McClatchey, and City Clerk Terri Pfister were also present on the dais.

Advance Agenda Review

Council received input from staff on the August 31, 2015, Advance Agenda items.

First Reading Ordinance C35299

Council President Stuckart requested a motion to defer First Reading Ordinance C35299—relating to land use application notification and appeal procedures—so that First Reading occurs on September 14 and Final Reading on September 21, during Town Hall meeting. Subsequently, the following action was taken:

Motion by Council Member Snyder, seconded by Council Member Waldref, **to defer** First Reading Ordinance C35299 to September 14 and Final Reading on September 21, during Town Hall meeting; **carried unanimously.**

First Reading Ordinance C35300

Council Member Snyder stated he put Ordinance C35300 on (the agenda) for consideration because he has gotten so much feedback from folks that have been responding to things that actually are not in the draft ordinance, so he wanted to have the ordinance out there so everybody could see what it is and respond to it and to give the Council plenty of time to give it extra consideration and time for other proposals to be put forward. He stated he arbitrarily picked the second week of January to defer the Ordinance to and noted the Council is not committed to passing this version of the ordinance and the Council is not even committed to considering it the second week of January; but he indicated he thought that would be a good time to get past the budget process and also make sure that anyone who wanted a chance to react to this ordinance had the opportunity to do so. Subsequently, the following action was taken:

Motion by Council Member Snyder, seconded by Council Member Stratton **to defer** First Reading Ordinance C35300—relating to earned sick and safe leave in the City of Spokane; creating a new Title 18 to the Spokane Municipal Code—to January 11, 2016; **carried unanimously**.

Action to Approve August 31, 2015, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the August 31, 2015, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

Motion by Council Member Snyder, seconded by Council Member Fagan, **to approve** the Advance Agenda for Monday, August 31, 2015 (as amended); **carried unanimously**.

Final Reading Ordinance C35285

Council President Stuckart referred to the docket and as sponsor requested the deferral of Final Reading Ordinance C35285—relating to compliance with local, state, and federal labor laws and standards on city procurement of goods, services and works—from September 14 to September 28. Subsequently, the following action was taken:

Motion by Council Member Allen, seconded by Council Member Snyder, **to defer** Final Reading Ordinance C35285 from September 14 to September 28; **carried unanimously**.

ADMINISTRATIVE SESSION

Current Agenda Review

The City Council considered the August 24, 2015, Current Agenda.

CONSENT AGENDA

Upon motion by Council Member Allen, seconded by Council Member Waldref, the City Council unanimously approved Staff Recommendations for the following:

Renewal of Value Blanket Orders with:

- a. Goodyear Commercial Tire & Service Center (Spokane, WA) for Goodyear Duraseal Tires, estimated annual expenditure—\$116,852.50 (incl. tax) (OPR 2015-0743 / BID 4023-14)
- b. Battery Systems of Spokane for miscellaneous automotive batteries—\$44,000 (incl. tax). (OPR 2015-0744 / BID 4028-14)

- c. Wingfoot Commercial Tire Systems, LLC (Spokane Valley, WA) for miscellaneous tire related services—\$200,000 (incl. tax). (OPR 2015-0745 / BID 3964-13)

Blanket Order with Connell Oil (Spokane, WA) for miscellaneous lubricants for multiple City Departments, of which Fleet is the main user, using Washington State Contract #02411—estimated annual usage \$150,000 (incl. tax). (OPR 2015-073)

Purchase of retread tires on an as-needed basis from Wingfoot Tires, Inc. (Spokane, WA) using Washington State Contract #00113—\$165,000 (incl. tax). (OPR 2015-0731)

Purchase of three 1500 GPM Custom Pumpers from Pierce Manufacturing (Appleton, WI) for the Fire Department—\$1,890,872 (incl. tax, options & discounts). (OPR 2015-0732 / BID 4147-15)

Two-year Contract with Clean Energy (Newport Beach, CA) for the on-going maintenance of the new Compressed Natural Gas Fueling Facility—estimated annual expenditure for first year: \$100,000; second year: \$138,000. (OPR 2015-0733 / BID 4156-15)

Loan Agreement and documents with West 315 LLC, (Spokane, WA) for construction of West 315, a 33-unit apartment building at 315 West Mission—\$200,000 HOME funds (Emerson Garfield Neighborhood). (OPR 2015-0734)

Contract with Dundee Concrete and Landscaping LLC, (Mead, WA) to replace the media material in a Bio Filter at the Riverside Park Water Reclamation Facility—total \$80,068.42 (incl. tax). (OPR 2015-0735 / SW 14-15)

Consultant Agreement with Taylor Engineering, Inc. (Spokane WA) to provide professional design and construction engineering services for improvements to an existing portion of Rowan Avenue—not to exceed \$435,000. (OPR 2015-0736 / ENG 2014152)

Contract with SCS Engineers (Bellevue, WA) to provide Revised Closure and Post-Closure Plan and Update with Financial Assurances for the Northside Landfill—\$55,800 (incl. taxes). (OPR 2015-0737 / RFP 4110-15)

Contract with Echochem Analytics (League City, TX) to provide procurement, installation and support during certification of the Continuous Emissions Monitoring System—\$357,500 (plus tax). (OPR 2015-0738 / RFP 4160-15)

Contract with Helfrich Brothers Boiler Works (Lawrence, MA) for installation of superheater pendants during the Fall 2015 outage on one unit and the Spring 2016

outage for another unit—total estimate \$1,000,000 (without tax). (OPR 2015-0739 / BID 4161-15)

Contract with Halme Construction (Spokane, WA) to construct a Landfill Gas Biofilter System and perform minor road and drainage repairs at the Southside Landfill—\$96,579.95 (incl. tax). (OPR 2015-0740 / BID 4151-15)

Consultant Agreement with Maul Foster Alongi chosen through the RFQ process to implement an EPA Brownfield Grant for Area-Wide Planning—\$180,000. (OPR 2015-0741 / BID 4133-15)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through August 17, 2015, total \$5,998,764.14 (Check Nos. 513638-513987; ACH Payment Nos. 19773-19904), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$8,714,192.16. (CPR 2015-0002)
- b. Payroll claims of previously approved obligations through August 15, 2015: \$6,354,552.44. (CPR 2015-0003)

City Council Meeting Minutes: August 10, 2015 and August 13, 2015. (CPR 2015-0013)

Executive Session/Council Recess

The City Council adjourned at 4:00 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Regular Legislative Session, with Council President Stuckart and Council Members Allen, Fagan, Mumm, Snyder, Stratton, and Waldref present. Council's Policy Advisor Brian McClatchey and City Clerk Terri Pfister were also present on the dais.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Roll Call

Council President Stuckart and Council Members Allen, Fagan, Mumm, Snyder, Stratton, and Waldref were present.

MOMENT OF SILENCE

Council President Stuckart called for a moment of silence for the fallen firefighters, all those that are dealing with the fires at their homes, and all those that are still out fighting the fires.

PROCLAMATION

August 28-30 *Gathering at the Falls Powwow*

Council Member Stratton read the proclamation and presented it to Shane Garcia, Powwow Chairman for the Gathering at the Falls Powwow. The 2015 Gathering at the Falls Powwow celebrates the event's 23rd year in Riverfront Park where it has shared its cultural heritage and history with citizens and visitors of our City by inviting all people from around the region to join the Tribes in attendance. The proclamation urges all citizens to join in this celebration with all peoples of the American Indian Community of the Spokane Region.

COUNCIL SALUTATION

Apprenticeship Program

Council President Stuckart read a Council Salutation on behalf of City Council recognizing the value of apprenticeship programs for addressing the future skilled worker shortage as a result of an aging workforce. The Salutation recognizes Michael Harris, a citizen of the City of Spokane and a graduate of Mt. Spokane High School. Michael is a third-year apprentice with the United Association of Journeyman and Apprentices of the Plumbing and Pipefitting Union, Local 44, Spokane, Washington. He has received Top Apprentice Achievement Awards by the Local 44, Washington State Association of United Plumbers and Pipefitters, UA District 5, including the twelve Western states. The United Association of Journeyman and Apprentices of the Plumbing and Pipefitting Industry of the United States – Canada has honored Michael Harris with their International Best Copper Project 2015 Award. The City of Spokane honors Michael Harris and salutes all of the many apprentices growing our skilled work force.

CITY ADMINISTRATION REPORT

Spokane Clean Air Agency

Julie Oliver, Executive Director at Spokane Regional Clean Air Agency, noted she has been reaching out to the various jurisdictions the Agency serves to share information about the agency and what they do and why. She provided a presentation on the Agency, how it's governed, what it does and why, how it's funded, and fiscal stewardship; and she responded to Council inquiries. Council President Stuckart inquired if shelters should be opened up for people to go indoors who don't have a place to go when the air is unhealthy. Ms. Alder indicated there are some jurisdictions that open what they call clean air shelters. Council President Stuckart indicated he would like to talk further with Ms. Oliver about the topic outside of this meeting.

COUNCIL COMMITTEE REPORTS

Public Works Committee Meeting

Council Member Waldref reported on the Public Works Committee meeting held earlier today (August 24). Minutes of the Public Works Committee meetings are filed with the City Clerk's Office and are available for review following approval by the Public Works Committee.

OPEN FORUM

Mara Sptizer, Julia Payne, Kenny Barney, Valerie Whaley, David Brookbank, Billy Sexton, and Alfredo Llamedo addressed social justice issues pertaining to the treatment of people who are homeless in the City of Spokane, criminalizing the homeless and punishing those who are less fortunate, and they provided various statistics on the matter.

Rick Bocook commented on the transit shelter ordinance and feels it is inhumane and also remarked on the sit and lie ordinance and panhandling law.

Sarah Rykken commented on Planned Parenthood and the Founder Margaret Sanger, and she remarked on videos that have come out that have sparked a debate on whether we need Planned Parenthood; and she stated we don't need Planned Parenthood.

Joan Medina stated she attended the record breaking Worldcon at Spokane's Convention Center. She noted Worldcon is an annual convention for celebrating all things science fiction and fantasy. She noted there were panels to discuss various issues related to climate change and commented on the smoke. She also commented on the homeless not having a place to go during times of extreme heat or air quality crises like we're having now.

Henry Valder commented on discrimination against the homeless and their service animals. He commented it is National Service Week and remarked on the fires, as well as provided other remarks.

LEGISLATIVE AGENDA

EMERGENCY BUDGET ORDINANCE

Emergency Ordinance C35296

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, and Council commentary, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Emergency Ordinance C35296** amending, Ordinance No. C35185 passed the City

Council November 24, 2014, and entitled, “An ordinance adopting the Annual Budget of the City of Spokane for 2015, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2015, and providing it shall effect immediately upon passage,” and declaring an emergency and appropriating funds in:

Fire/EMS Fund

FROM: Transfer from General Fund, \$195,000;

TO: Various Accounts, same amount.

(This action adds additional revenue and expenses in the Fire/EMS Fund for 12 hire ahead firefighters.)

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2015-0090

Subsequent to public testimony from one individual, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2015-0090** approving settlement of claim from Patron Properties and Patrick DeVries relating to an incident that occurred on or about March 25, 2015—\$338,403.16.

Resolution 2015-0091

Subsequent to an overview by Council Member Allen, public testimony, and Council commentary, the following action was taken:

Upon 6-1 Roll Call Vote (Council Member Mumm voting “no”), the City Council **adopted Resolution 2015-0091** stating the policy of the City of Spokane that it will not mandate the installation of fire suppression systems in single-family residential buildings in the City of Spokane.

Resolution 2015-0092

Subsequent to public testimony from one individual, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2015-0092** authorizing a State Revolving Fund loan of approximately \$91,000 to assist the Hideaway Mobile Home Park connect to City water following a failing water well.

FINAL READING ORDINANCES

Final Reading Ordinance C35198

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C35198** vacating an un-named portion of right-of-way, 60 feet by 447.97 feet, approximately 650 feet north of 8018 West Sunset Highway in Section 20, T25N, R42E, W.M., Spokane, Washington as requested by Rodney Black and John McCormack. (First Reading held December 8, 2014)

Final Reading Ordinance C35294

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C35294** amending C32780 vacating the south 60 feet of Syndicate Boulevard from the west line of vacated Ferrall Street to the west line of Sycamore Street, and from the east line of Sycamore Street to five feet south of the south line of Mission Avenue.

There were no **First Reading Ordinances**.

There were no **Special Considerations**.

There were no **Hearings**.

SECOND OPEN FORUM

Alan McDowell commented on bringing “honey to the table” and remarked on workers discounting his political work, business work, college degree, locations lived, and awards and provided other remarks.

John Ahern expressed concerns regarding Planned Parenthood and the Founder Margaret Sanger.

George McGrath presented remarks in opposition to Planned Parenthood.

Gabriel Elliot asked that everyone take note of the meditation class that is held every week at the Unity Spiritual Center, South Spokane, and provided other remarks.

David Bilsland recommended changing the transient shelter ordinance and stated people need a safe place to sleep.

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:48 p.m.

Minutes prepared and submitted for publication in the September 2, 2015, issue of the *Official Gazette*.

Terri L. Pfister, MMC
Spokane City Clerk

Approved by Spokane City Council on _____, 2015.

Ben Stuckart
City Council President

STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, August 27, 2015

A Meeting of the Spokane City Council was held on the above date at 3:30 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Allen, Mumm, Snyder, Stratton and Waldref were present. Council Member Fagan was absent.

The following topics were discussed:

- 2016 budget – Municipal Court, Legal, Public Defender, Probation, Neighborhood Notifications

The meeting was open to the public but was conducted in a study session format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 4:41 p.m.

Minutes prepared and submitted for publication in the September 9, 2015, issue of the Official Gazette:

Terri L. Pfister, MMC
Spokane City Clerk

Approved by City Council on _____, 2015.

Ben Stuckart
City Council President



Agenda Sheet for City Council Meeting of:
09/14/2015

Date Rec'd	8/26/2015
Clerk's File #	ORD C35301
Renews #	
Cross Ref #	
Project #	
Bid #	
Requisition #	

Submitting Dept	ACCOUNTING
Contact Name/Phone	GAVIN COOLEY 625-6585
Contact E-Mail	GCOOLEY@SPOKANECITY.ORG
Agenda Item Type	Emergency Budget Ordinance
Agenda Item Name	5600 - NEW ACCOUNTANT II POSITION FOR PARKS ACCOUNTING GROUP

Agenda Wording

Amending Ordinance No. C-35185 and appropriating funds in the Accounting Services Fund, FROM: Interfund Finance, \$29,500; TO: Various Accounts, same amount.

Summary (Background)

This ordinance creates an additional accounting position to support the Parks and Recreation Division. The Parks Department has identified the need for additional accounting resources that cannot be met with current staffing levels and has agreed to fund this position. The increased level of support is expected to be ongoing so we are requesting a new Accountant II position to provide the requested level of service.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Revenue	\$ 29,500	#	5600-30210-99999-34914
Expense	\$ 29,500	#	Various Accounts - See Ordinance
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	BUSTOS, KIM	<u>Study Session</u>	
<u>Division Director</u>	DUNIVANT, TIMOTHY	<u>Other</u>	8/31/15 Finance Committee
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT	kbustos@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	sluciano@spokanecity.org	
<u>Additional Approvals</u>		leadie@spokanecity.org	
<u>Purchasing</u>		gcooley@spokanecity.org	

ORDINANCE NO C35301

An ordinance amending Ordinance No. C-35185, passed the City Council November 24, 2014, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2015, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2015, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2015 budget Ordinance No. C-35185, as above entitled, and which passed the City Council November 24, 2014, it is necessary to make changes in the appropriations of the Accounting Services Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

The City of Spokane does ordain:

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

FROM:	5600-30210	Accounting Services Fund	
	99999-34914	Interfund Finance	<u>\$ 29,500</u>
TO:	5600-76350	Accounting Services Fund	
	14230-01110	Accountant II	22,300
		(from 0 to 1 position)	
	14230-52110	Social Security	1,700
	14230-52210	Retirement	1,800
	14230-52310	Medical	3,000
	14230-52320	Dental	200
	14230-52330	Life Insurance	100
	14230-52340	LTD	100
	14230-51640	Deferred Compensation	300
			<u>\$ 29,500</u>

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

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Mayor

Date

Effective Date

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

09/14/2015

Date Rec'd

9/2/2015

Clerk's File #

ORD C35302

Renews #Submitting Dept

UTILITIES

Cross Ref #Contact Name/Phone

RICK ROMERO 625-6361

Project #Contact E-Mail

RROMERO@SPOKANECITY.ORG

Bid #Agenda Item Type

Resolutions

Requisition #Agenda Item Name

EMERGENCY BUDGET ORDINANCE FOR STREAMLINING ICM AND RPWRF

Agenda Wording

Amending Ordinance No. C-35185 and appropriating funds in the Water/Wastewater and Integrated Capital funds from various accounts of \$83,439; to various accounts same amount.

Summary (Background)

This action streamlines the funding for the positions focused on the implementation of the Next Level of Treatment GC/CM Capital Projects at the Riverside Park Wastewater Reclamation Facility.

Fiscal ImpactBudget Account

Neutral \$ 83,439

Various

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

ROMERO, RICK

Study SessionDivision Director

ROMERO, RICK

Other

PWC 08/10/15

Finance

SALSTROM, JOHN

Distribution ListLegal

SCHOEDEL, ELIZABETH

slmann@spokanecity.org

For the Mayor

SANDERS, THERESA

kbrooks@spokanecity.org

Additional Approvals

kemiller@spokanecity.org

Purchasing

pmtaylor@spokanecity.org

lhendron@spokanecity.org

bpatrick@spokanecity.org

ORDINANCE NO C35302

An ordinance amending Ordinance No. C-35185, passed the City Council November 24, 2014, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2015, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2015, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2015 budget Ordinance No. C-35185, as above entitled, and which passed the City Council November 24, 2014, it is necessary to make changes in the appropriations of the General Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

The City of Spokane does ordain:

Section 1. That in the budget of the Water/Wastewater and Integrated Capital Management fund, and the budget annexed thereto with reference to the Water/Wastewater and Integrated Capital Management fund, the following changes be made:

From		
4300-XXXXX-	Sewer Fund	
XXXXX	Unappropriated Reserves	83,439
TO		
4320-43200-	Sewer Fund (Riverside Park Reclamation Facility)	
35141-08300	City Engineer	32,200
35141-52110	FICA	2,463
35141-52210	Retirement	2,496
35141-52310	Medical	5,250
35141-52320	Dental	350
35141-52330	Life Insurance	192
35141-52340	Disability	100
35141-52400	Industrial Insurance	40
35141-51640	Deferred Comp	840
35141-54602	Retirees Insurance	7
4320-43200	Sewer Fund (Riverside Park Reclamation Facility)	
35141-02340	Principal Engineer	28,386
35141-52110	FICA	2,172
35141-52210	Retirement	2,200
35141-52310	Medical	5,250
35141-52320	Dental	350
35141-52330	Life Insurance	169
35141-52340	Disability	88
35141-52400	Industrial Insurance	40
35141-51640	Deferred Comp	840
35141-54602	Retirees Insurance	7
		<u>83,439</u>

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to provide consistency

and full focus on the implementation of the Next Level of Treatment GC/CM Capital Projects at the Wastewater Treatment Facility, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Mayor

Date

Effective Date

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

09/14/2015

		<u>Date Rec'd</u>	9/1/2015
		<u>Clerk's File #</u>	RES 2015-0095
		<u>Renews #</u>	
<u>Submitting Dept</u>	CITY COUNCIL	<u>Cross Ref #</u>	RES 2014-0097
<u>Contact Name/Phone</u>	BEN STUCKART 625-6269	<u>Project #</u>	
<u>Contact E-Mail</u>	AMCDANIEL@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Resolutions	<u>Requisition #</u>	
<u>Agenda Item Name</u>	0320 RESOLUTION AMENDING REGULAR STANDING COMMITTEE MEETING TIMES		

Agenda Wording

A resolution providing for the regular meeting times for the City Council Committees and Study Session.

Summary (Background)

Community, Health, and Environment is established as a standing committee meeting that takes place at 10:30 a.m. on the first Monday of the month. Marijuana Subcommittee is removed. Planning and Economic Development Committee is amended to the 3rd Monday of the month at 10:30 a.m.

<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>	Community, Health, Environment
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT		
<u>For the Mayor</u>	SANDERS, THERESA		
<u>Additional Approvals</u>			
<u>Purchasing</u>			

Resolution No. 2015-0095

A resolution providing for the regular meeting times for the City Council Committees and Study Session.

WHEREAS, RCW 42.30.070 provides that the governing body of a public agency, such as the City Council, shall provide the time for holding regular meetings by ordinance or resolution; and

WHEREAS, the City Council has established its regular meeting time for the City Council meetings pursuant to SMC 2.01.010; and

WHEREAS, in addition to the regular City Council meetings, the City Council also holds regular standing committee meetings, a weekly study session and other regular committee meetings as necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF SPOKANE that, pursuant to RCW 42.30.070, regular meetings of the City Council's standing committees, study sessions and ad hoc committees is as follows:

1. Community, Health, and Environment Committee – First Monday of each month at 10:30 a.m.
2. Finance and Technology Committee – First Monday of each month at 1:30 p.m.
3. Planning and Economic Development Committee – Third Monday of each month at 10:30 a.m.
4. Public Safety Committee – Third Monday of each month at 1:30 p.m.
5. Public Works Committee – Second and fourth Monday of each month at 1:30 p.m.
6. Study Session – Each Thursday of each month at 3:30 p.m.

Unless noted otherwise on the agenda posted on the City of Spokane's website, each meeting will be held in the City Council Briefing Center, lower level of City Hall at W. 808 Spokane Falls Blvd.

BE IT FURTHER RESOLVED that all standing committee meetings, the study sessions and all ad hoc meetings shall be conducted as a meeting of the full council in which a quorum of the City Council may be present.

ADOPTED by the City Council this _____ day of September, 2015.

City Clerk

Approved as to form:

Assistant City Attorney



Agenda Sheet for City Council Meeting of:
09/14/2015

Date Rec'd	8/28/2015
Clerk's File #	RES 2015-0096
Renews #	
Cross Ref #	
Project #	
Bid #	
Requisition #	

Submitting Dept	UTILITIES
Contact Name/Phone	RICK ROMERO 625-6361
Contact E-Mail	RROMERO@SPOKANECITY.ORG
Agenda Item Type	Resolutions
Agenda Item Name	SIP LOAN TO FLEET SERVICES DEPARTMENT

Agenda Wording

A Resolution relating to an interfund loan from the Spokane Investment Pool of \$5 million of Limited Tax General Obligation Bond, 2015 Series A, to make capital expenditures for the Spokane Central Service Center to consolidate fleet maint. operation

Summary (Background)

Co-locating the Solid Waste Collection & Fleet Services departments at the newly constructed Spokane Central Service Center will realize greater cost savings and efficiencies. Solid Waste Collection is responsible for the majority of the construction costs and Fleet Services Department is responsible for \$5 million. The term of the bond will be 5 years, with payments beginning June 1, 2016 and renegotiated at the end of the term. The debt payment schedule will be based on a 10 year amortization.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$ 5,000,000	#	Various
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	ROMERO, RICK	<u>Study Session</u>	
<u>Division Director</u>	ROMERO, RICK	<u>Other</u>	Finance 8/31/15
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT	slmann@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	kgimpel@spokanecity.org	
<u>Additional Approvals</u>		gjakubczak@spokanecity.org	
<u>Purchasing</u>		bpatrick@spokanecity.org	

RESOLUTION NO. 2015-0096

A RESOLUTION of the City of Spokane, Washington, relating to contracting indebtedness; providing for the issuance of up to \$5,000,000 principal amount of a Limited Tax General Obligation Bond, 2015 Series A, of the City for general City purposes to provide funds with which to pay the cost of acquiring capital assets for public purposes; fixing the date, form, maturity, interest rate, terms and covenants of the bond; authorizing the sale and delivery of the bond to the City, and providing for other matters properly relating thereto.

BE IT RESOLVED by the City Council as follows:

Section 1. Recitals. The City Council (the "Council") of the City of Spokane, Washington (the "City"), hereby makes the following findings and determinations:

(a) The City has a need to make capital expenditures for the Spokane Central Service Center, which includes the construction of facilities to house the City's consolidated fleet maintenance operations. Such expenses are both necessary and legitimate.

(b) Pursuant to chapters 35.22, 39.36 and 39.46 RCW and Article XIII of the City Charter, the City is authorized to incur indebtedness and issue a general obligation bond (the "Bond") for the purpose of funding the Project.

(c) The amount of indebtedness for which the Bond will be issued is up to \$5,000,000.00, which is within the statutory and constitutional limits of indebtedness prescribed for the City.

(d) RCW 35.39.030(4) authorizes the City to invest its money in "general obligation or utility revenue bonds or warrants of its own or of any other city or town in the state." Sections 5.8.5 and 5.12.1 of the City's Administrative Policy and Procedure for Investments authorize the City Treasurer to invest in general obligation bonds issued by the City.

Section 2. Authorization of the Bond. The City shall borrow money on the credit of the City and issue a limited tax general obligation bond evidencing that indebtedness in the amount of up to \$5,000,000.00 for general City purposes to pay the cost of the Project.

Section 3. Description of the Bond. The general obligation bond authorized to be issued pursuant to Section 2 of this resolution shall be designated as the Limited Tax General Obligation Bond, 2015 Series A, of the City (the "Bond"); shall be in the principal amount of up to \$5,000,000.00; shall be dated the date it initially is issued by the City; shall mature on December 1, 2020 (as the same may be extended from time to time by an amendment to this resolution/or renewed for additional five year terms); shall be numbered R-1; and shall bear interest from its date (or the most recent date to which interest has been paid) at the Spokane Investment Pool ("SIP") Internal Lending Rate (as defined below) computed on the basis of the actual number of days elapsed over a year of 365/366 days. Interest on the bond shall be paid semi-annually, on each June 1 and December 1, commencing on June 1, 2016. Principal and interest shall be paid semi-annually, on each June 1 and December 1, commencing on June 1, 2016. The debt

payment schedule will be based on a ten (10) year amortization assumption. At maturity, the remaining principal of the Bond shall be paid in full (and may be prepaid earlier, in full or in part, pursuant to Section 5 of this resolution), or the terms shall be renegotiated with the Spokane Investment Pool. For purposes of this resolution and the Bond, the "SIP Internal Lending Rate" means an interest rate formula for the interfund lending of funds from the Spokane Investment Pool, calculated on the closing date as follows: (Yield for U.S. Treasury bond of Similar Maturity) + (Spread for Liquidity and Costs of Administration of .75%) = SIP Internal Lending Rate

Section 4. Payment of the Bond. Both principal of and interest on the Bond shall be payable solely out of the Property Acquisition Fund (as defined below), in lawful money of the United States of America, by check, draft, electronic transfer or interfund transfer on the payment date. Such payments will be made to the Registered Owner (as defined below) at the address appearing on the Bond Register (as defined below). The final installment of principal and interest on the Bond at maturity or prior repayment is payable at the office of the Bond Registrar (as defined below) in Spokane, Washington, upon presentation and surrender of the Bond.

Section 5. Prepayment Provisions. The City reserves the right to prepay principal of the Bond prior to its stated maturity at any time, in whole or in part, at par plus accrued interest to the date fixed for prepayment. No notice of prepayment to the Registered Owner is required. Interest on the principal of the Bond so prepaid shall cease to accrue on the date of such prepayment.

Section 6. Failure to Redeem Bond. If the Bond is not redeemed when properly presented at its maturity or earlier prepayment date, the City shall be obligated to pay interest on the Bond at the same rate provided therein from and after its maturity date until the Bond, both principal and interest, is paid in full or until sufficient money for its payment in full is on deposit in the Property Acquisition Fund and the Bond has been called for payment by giving notice of that call to the Registered Owner.

Section 7. Pledge of Taxes. For as long the Bond is outstanding and unpaid, the City irrevocably pledges to include in its budget and levy taxes annually within the constitutional and statutory tax limitations provided by law without a vote of the voters of the City on all of the taxable property within the City in an amount sufficient, together with other money legally available and to be used therefor, to pay when due the principal of and interest on the Bond, and the full faith, credit and resources of the City are pledged irrevocably for the annual levy and collection of those taxes and the prompt payment of that principal and interest.

Section 8. Form and Execution of the Bond. The Bond shall be printed or lithographed on good bond paper in a form consistent with the provisions of this resolution and applicable law, and shall be signed by the Mayor and the City Clerk, either or both of whose signatures may be manual or in facsimile, and the seal of the City (or a facsimile reproduction thereof) shall be impressed or printed thereon. The Bond shall be valid and obligatory, and entitled to the benefits of this resolution, only if it bears a Certificate of Authentication in the following form, manually signed by the Bond Registrar:

CERTIFICATE OF AUTHENTICATION

This Bond is the fully registered City of Spokane, Washington, Limited Tax General Obligation Bond, 2015 Series A, described in the Bond Resolution.

TREASURER OF CITY OF SPOKANE,
as Bond Registrar

By [specimen]
Authorized Signer

The authorized signing of a Certificate of Authentication shall be conclusive evidence that the Bond so authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this resolution.

If any officer whose facsimile signature appears on the Bond ceases to be an officer of the City authorized to sign bonds before the Bond bearing his or her facsimile signature is authenticated or delivered by the Bond Registrar or issued by the City, that Bond nevertheless may be authenticated, issued and delivered and, when authenticated, issued and delivered, shall be as binding on the City as though that person had continued to be an officer of the City authorized to sign bonds. Any Bond also may be signed on behalf of the City by any person who, on the actual date of signing of the Bond, is an officer of the City authorized to sign bonds, although he or she did not hold the required office on the date of issuance of the Bond.

Section 9. Bond Registrar. The City's Treasurer is appointed as the registrar for the Bond (the "Bond Registrar") and, in such capacity, shall be responsible for registering ownership of the Bond. The Bond shall be issued to the City of Spokane (the "Registered Owner"), as payee, for the benefit of the SIP, only in registered form as to both principal and interest and shall be recorded on books or records maintained by the Bond Registrar (the "Bond Register"). The Bond Register shall contain the name and mailing address of the Registered Owner. The Bond may not be assigned or transferred by the Registered Owner. When the Bond has been paid in full, both principal and interest, it shall be surrendered by the Registered Owner to the Bond Registrar, who shall cancel the Bond. The Bond Registrar shall keep, or cause to be kept, at its office, sufficient books for the registration of the Bond. The Bond Registrar is authorized, on behalf of the City, to authenticate and deliver the Bond in accordance with the provisions of the Bond and this resolution, to serve as the City's paying agent for the Bond and to carry out all of the Bond Registrar's powers and duties under this resolution. The provisions of this resolution shall constitute a system of registration for purposes of the Bond. The Bond Registrar shall be responsible for the representations contained in the Bond Registrar's Certificate of Authentication on the Bond.

Section 10. Property Acquisition Fund and Deposit of Bond Proceeds. There has heretofore been created and established a special fund of the City designated as the Property Acquisition Fund. All taxes collected for and allocated to the payment of the

principal of and interest on the Bond, together with other available money allocated for such purpose, shall be deposited in the Property Acquisition Fund. The principal proceeds received from the sale and delivery of the Bond, less amounts used (or to be used) by the City to pay the costs of issuing the Bond, shall be paid into the Property Acquisition Fund and used to pay the costs of the Project.

Section 11. Purchase of the Bond. The City shall purchase the Bond, at the price of par, from funds available for investment on deposit in the SIP. The Mayor, the City Clerk, the City Treasurer, the City's Chief Financial Officer, and other City officials are authorized and directed to do everything necessary for the prompt delivery of the Bond and for the proper application and use of the proceeds of the sale thereof.

Section 12. Ratification; and Limitation on Recourse. All actions heretofore taken in furtherance thereof and not inconsistent with the provisions of this resolution are hereby ratified and confirmed in all respects. No recourse shall be had for any claim based on this resolution or the Bond against any Council member, officer or employee, past, present or future, of the City or of any successor body as such, either directly or through the City or any such successor body, under any constitutional provision, statute or rule of law or by the enforcement of any assessment or penalty or otherwise.

Section 13. Validity. If any provision of this resolution shall be declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions of this resolution and shall in no way affect the validity of the other provisions of this resolution, of the Bond or of the levy or collection of the taxes pledged to pay and retire the Bond.

ADOPTED BY THE CITY COUNCIL ON _____, 2015

City Clerk

Approved as to Form:

Assistant City Attorney



Agenda Sheet for City Council Meeting of:
09/14/2015

Date Rec'd	8/13/2015
Clerk's File #	RES 2015-0097
Renews #	

Submitting Dept	UTILITIES	Cross Ref #	
Contact Name/Phone	RICK ROMERO 625-6361	Project #	
Contact E-Mail	RROMERO@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Resolutions	Requisition #	
Agenda Item Name	RESOLUTION APPROVING THE APPOINTMENT OF ICM DEPT. DIRECTOR		

Agenda Wording

A resolution approving the appointment of Katherine Miller as Director for Integrated Capital Management Department.

Summary (Background)

City Charter Section 24 requires City Council confirmation of department head appointments. Mayor Condon and Rick Romero, Utilities Division Director have appointed Katherine Miller as Director for Integrated Capital Management Department

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

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	ROMERO, RICK	<u>Study Session</u>	
<u>Division Director</u>	ROMERO, RICK	<u>Other</u>	PWC 8/10/15
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT	KEMiller	
<u>For the Mayor</u>	SANDERS, THERESA	SLMann	
<u>Additional Approvals</u>		Bpatrick	
<u>Purchasing</u>		SHawley	

RESOLUTION 2015-0097

A resolution approving the appointment of Katherine Miller as Director for Integrated Capital Management Department.

WHEREAS, section 24 of the city charter states that the Mayor shall have the power to appoint department heads subject to the approval of the City Council; and

WHEREAS, section 5.2.6 of the city council rules of procedures states that approval of appointment of department heads shall be by resolution; and

WHEREAS, after full consideration, Mayor David A. Condon has appointed Katherine Miler as Director for Integrated Capital Management Department for the City of Spokane; -- Now, Therefore,

BE IT RESOLVED by the City Council for the City of Spokane that it hereby appoints approves the appointment of Katherine Miller as Director for Integrated Capital Management Department for the City of Spokane.

ADOPTED BY THE CITY COUNCIL ON _____

City Clerk

Approved as to form:

Assistant City Attorney



Agenda Sheet for City Council Meeting of: 09/14/2015

Date Rec'd	8/25/2015
Clerk's File #	RES 2015-0098
Renews #	

Submitting Dept	WASTEWATER MANAGEMENT	Cross Ref #	
Contact Name/Phone	BRUCE BRURUD 625-4650	Project #	
Contact E-Mail	BBRURUD@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Resolutions	Requisition #	VALUE BLANKET
Agenda Item Name	4320 - RESOLUTION FOR RPWRF SIERRA GAS MONITORS		

Agenda Wording

Sole source resolution to purchase eighteen Sierra Monitor gas detection retrofit kits & needed gas sensors for the (RPWRF) from Branom Instrument Company. Estimated cost over four years \$240,000.00.

Summary (Background)

The Sierra Monitor model 5000 gas detection system currently used at RPWRF as well as the sanitary lift stations is being phased out by the manufacturer in favor of a system with more functionality. This extra functionality includes features that will be beneficial to RPWRF. We have been advised by the manufacturer that our current system will be considered obsolete in three to four years.

Fiscal Impact		Budget Account	
Expense	\$ 240,000.00	#	4370-43354-94000-56501
Select	\$	#	
Select	\$	#	
Select	\$	#	
Approvals		Council Notifications	
Dept Head	COSTER, MICHAEL	Study Session	
Division Director	ROMERO, RICK	Other	Public Works 8/24/15
Finance	SALSTROM, JOHN	Distribution List	
Legal	WHALEY, HUNT	kbustos@spokanecity.org	
For the Mayor	SANDERS, THERESA	Tax & Licenses	
Additional Approvals		hbarnhart@spokanecity.org	
Purchasing	WAHL, CONNIE	bbrurud@spokanecity.org	
		mlesesne@spokanecity.org	
		cwahl@spokanecity.org	
		sjohnson@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

This purchase will allow us to retrofit our existing system to the new standard over the course of the next four years as well as add monitoring to two more of our lift stations that are in need of monitoring. Sierra Monitor Corporation is proposed as sole source procurement because the RPWRF staff has extensive working knowledge, experience, and training with that system. RPWRF has a current spare parts inventory that will be compatible with the upgraded system. Also, we will be able to re-use the existing infrastructure for a monetary and labor savings. Branom Instrument is the factory authorized dealer for Sierra Monitor in our area. Estimated cost is \$240,000 over a four year period.

Fiscal Impact

Select \$

Budget Account

#

Select \$

#

Distribution List

BRIEFING PAPER
Public Works Committee
Wastewater Management
August 24, 2015

Subject

Purchase eighteen Sierra Monitor gas detection retrofit kits and needed gas sensors for the Riverside Park Water Reclamation Facility (RPWRF) from Branom Instrument Company.

Background

The Sierra Monitor model 5000 gas detection system currently used at RPWRF as well as the sanitary lift stations is being phased out by the manufacturer in favor of a system with more functionality. This extra functionality includes features that will be beneficial to RPWRF. We have been advised by the manufacturer that our current system will be considered obsolete in three to four years. This purchase will allow us to retrofit our existing system to the new standard over the course of the next four years as well as add monitoring to two more of our lift stations that are in need of monitoring.

Sierra Monitor Corporation is proposed as sole source procurement because the RPWRF staff has extensive working knowledge, experience, and training with that system. RPWRF has a current spare parts inventory that will be compatible with the upgraded system. Also, we will be able to re-use the existing infrastructure for a monetary and labor savings. Branom Instrument is the factory authorized dealer for Sierra Monitor in our area. Estimated cost is \$240,000 over a four year period.

Impact

The gas detection systems continuously monitors the air for oxygen content, combustible gasses, and hydrogen sulfide gas. Per National Fire Protection Association (NFPA) code 820, this is a life, health and safety requirement for enclosed spaces that may have combustible or toxic gasses present (classified Spaces). It is imperative that our safety systems are operational and kept up to date.

Action

Recommend approval

Funding

Funds are available in the Wastewater Management Department budget.

**CITY OF SPOKANE - RIVERSIDE PARK WATER RECLAMATION FACILITY**

4401 N. Aubrey L. White Parkway

Spokane, Washington 99205

PHONE: 509.625.4600

REQUEST FOR QUOTE - BLANKET ORDER

City of Spokane, Washington


GENERAL INFORMATION

RFQ Number	4320-28-2015	Due Date	Friday, May 29, 2015
RFQ Description	Sierra Monitor Gas Detection System Upgrades - Blanket Order		
Effective Dates	July 1, 2015 through June 30, 2019		

All relevant quote documentation must be submitted by 3:00 pm (Pacific Time) on the noted due date in order to be considered.

Requestor	Samantha Johnson, Buyer - Riverside Park Water Reclamation Facility
Contact Information	Office: 509.625.4657 Email: sjohnson@spokanecity.org

SUPPLIER INFORMATION

Legal Company Name	Branom Instrument Company			
Physical Address	5500 Fourth Avenue South			
Mailing Address	Same			
Website	www.branom.com			
Phone	206-762-6050	Fax	206-767-5669	
Contact Name	Marcy Naccarato	Phone	206-829-1707	
Title	Inside Sales	Email	mnaccarato@branom.com	
Signature			Date	5/27/2015

Signature here will confirm compliance with all instructions, terms, and conditions of this Request for Quote.

BUSINESS REGISTRATION REQUIREMENT

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without having first obtained a valid annual business registration. The Bidder shall be responsible for contacting the State of Washington Business License Services office at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a registration. If the Bidder does not believe it is required to obtain a 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**QUOTE DETAILS**

Brand	Part #	Description	Quantity	UOM	Unit Price	Total
Sierra Monitor	5000-08-IT-5-2500-A32-3	Controller w/NEMA Retrofit Kit	16	Each	\$7,565.00	\$ 121,040.00
Sierra Monitor	5000-08-IT-4-2500-A32-3	Controller w/Rack Mount Retrofit Kit	2	Each	\$7,565.00	\$ 15,130.00
Sierra Monitor	5100-02-IT-A1-01-00-0-0	Combustible Cat. Bead Type Module % LEL	25	Each	\$1,040	\$ 26,000.00
Sierra Monitor	5100-05-IT-A1-01-00-0-0	H2S Sensor, Toxic	13	Each	\$1,290.00	\$ 16,770.00
Sierra Monitor	5100-03-IT-A1-01-00-0-0	Oxygen Sensor Module 0-25%	10	Each	\$1,240.00	\$ 12,400.00
Sierra Monitor	5311-02	Rainshield w/Calibration Port	48	Each	\$54.00	\$ 2,592.00
FOB Delivery Point		4401 N. Aubrey L. White Parkway Spokane, WA 99205 Full delivery is requested within 5 business days ARO Net30	Freight		Variable	
Delivery Terms			Subtotal		\$ 193,932.00	
Payment Terms			WA State Sales Tax (8.7%)		\$ 16,872.08	
				Total		\$ 210,804.08

Product Lead Time Estimate

2-4 Weeks ARO

ADDITIONAL ITEMS

The City of Spokane reserves the right to purchase additional quantities of these items at the quoted price.
Supplier agrees to sell at the same price, terms, and conditions.

☐ YES

X

☐ NO

If yes, prices are good until further written notice.

CONTRACT PERIOD

The contract shall begin upon agreement by both parties and terminate on final acceptance of delivery of all items listed herein to include all required documents. OR The contract shall begin upon agreement by both parties for a four year period. Orders will be placed as needed using a blanket order, with no guarantee of quantities.

RENEWAL

Contract renewals or extensions shall be initiated at the discretion of the City and subject to mutual agreement. The contract may be extended for one (1) additional one-year contract period with the total contract period not to exceed five (5) years.

NON-ESCALATION

Supplier's prices shall remain firm for a period of two (2) years. Pricing adjustment requests will be considered on an annual basis thereafter. Supplier must request price adjustments in writing with a minimum notice of thirty (30) days. Pricing adjustment requests that are greater than normal Consumer Price Index (CPI) will not be considered. The United States published indices such as the Consumer Price Index or other government data may be referenced to help substantiate the Supplier's written request.

TERMS & CONDITIONS

1. The City reserves the right to accept or reject any variance from the noted specifications and to award this business in a manner that is most advantageous to the continued efficient operation of the City. This quote may be split and awarded to multiple suppliers.
2. The supplier must be able to service any items purchased by the City. The supplier, therefore, must comply with one of the following;
 - a. be an authorized factory dealer for the area including the City of Spokane.
 - b. provide satisfactory proof by the manufacturer that service will be guaranteed.
 - c. submit a 100% Performance Bond for the life of the equipment.
3. Quantities are a usage estimate. Orders will be placed as needed with no guarantee of quantity. Payment will be made only for orders placed, received, and accepted.
4. Delivery time shall be a consideration of awarding this business. Therefore, the City requires an ETA at time of quote.
5. All freight expenses shall be the responsibility of the winning supplier. Freight charges included on an invoice must be supported by a freight bill.
6. Bidder should be aware that Quotes may be rejected if all questions are not completely and correctly answered.

QUOTE SUBMISSION

Please return quote documentation to the Requestor via email unless otherwise specified.

All quotes shall be typed or printed in ink and prepared on the document furnished by the Purchaser. Should

the Bidder choose to print this document, **use recycled and both sides of paper sheets whenever practicable.** If



STATE OF
WASHINGTON

BUSINESS LICENSE

Domestic Profit Corporation

BRANOM INSTRUMENT CO.
BRANOM INSTRUMENT CO
5500 4TH AVE S
SEATTLE WA 98108 2419

TAX REGISTRATION

CITY LICENSES/REGISTRATIONS:
SPOKANE GENERAL BUSINESS #T12015427BUS

Unified Business ID #: 178 076 202
Business ID #: 1
Location: 3
Expires: 02-29-2016

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue



SOLE SOURCE PROVIDER

January 16, 2015

Rick Rinderle, C.P.M., Buyer
City of Spokane
Riverside Park Water Reclamation Facility
4401 N. Aubrey L. White Parkway
Spokane W A 99205
Phone (509) 625 4657
RRinderle@SpokaneCity.org

This letter certifies that Sierra Monitor Corporation is the Manufacturer of, and Branom Instrument Company is the only authorized distributor for the Model 5000 Gas Monitoring Systems, Spare Parts, and Accessories.

Best Regards,

A handwritten signature in black ink that reads "Gary Hunt".

Gary Hunt
Western Sales Manager
1991 Tarob Court
Milpitas, CA 95035
(408) 964-4429
ghunt@sierramonitor.com

cc: Branom Instruments

RESOLUTION 2015-0098

A RESOLUTION declaring the Sierra Monitor Corporation Sentry IT Gas Monitoring System as a sole source provider and authorizing its purchase from Branom Instrument Company of Spokane for \$240,000, not including taxes if applicable, without public bidding.

WHEREAS, the Riverside Park Water Reclamation Facility (RPWRF) receives, treats and discharges to the Spokane River, all sewage from the City of Spokane and portions of the surrounding area; and

WHEREAS, byproducts of wastewater treatment produce dangerous atmospheric conditions within the RPWRF; and

WHEREAS, RPWRF is operational and staffed twenty four (24) hours per day; and

WHEREAS RPWRF also maintains and operates twenty eight (28) lift stations throughout the City, which pump sewage to the RPWRF; and

WHEREAS those lift stations are routinely inspected daily, as well as any time day or night for emergencies; and

WHEREAS, the atmospheric conditions need to be monitored continuously with a permanently installed gas monitoring system for the safety of plant and lift station personnel; and

WHEREAS, the existing monitoring system is nearing its end-of life; and

WHEREAS, Sierra Monitor Corporation has developed a retrofit kit to enable the upgrade of the existing Sentry 5000 system to the new Sentry IT Gas Monitoring system; and

WHEREAS, RPWRF staff has extensive experience, training, and spare parts inventory for the Sierra 5000 Gas Monitoring System; and

WHEREAS, the aforementioned experience, training, and parts inventory are applicable to the upgraded Sentry IT Gas Monitoring System; and

WHEREAS, Branom Instruments of Spokane is the factory authorized dealer in our region; and

WHEREAS, the cost of these replacement parts exceeds the 2015 public bid limit of \$48,400 for the purchase of goods,

-- NOW THEREFORE, in consideration of the continued safety of RPWRF personnel and in consideration of the most judicious use of City funds;

BE IT RESOLVED by the City Council for the City of Spokane that it hereby declares Sierra Monitor Corporation as a Sole Source provider for permanently installed, continuous operation, Gas Monitoring System and approve purchase of said equipment from Branom Instrument Company of Spokane; and

BE IT FURTHER RESOLVED that the City Council authorizes the purchase of replacement parts from Sierra Monitor Corporation for \$240,000, not including taxes if applicable, without public bidding.

ADOPTED BY THE CITY COUNCIL ON _____

City Clerk

Approved as to form:

Assistant City Attorney

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

09/14/2015

<u>Date Rec'd</u>	8/26/2015
<u>Clerk's File #</u>	RES 2015-0099
<u>Renews #</u>	

<u>Submitting Dept</u>	DEVELOPMENT SERVICES CENTER	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	ELDON BROWN 625-6305	<u>Project #</u>	
<u>Contact E-Mail</u>	EBROWN@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Resolutions	<u>Requisition #</u>	
<u>Agenda Item Name</u>	0650 - STREET VACATION OF A PORTION OF GRANDVIEW AVENUE		

Agenda Wording

Resolution setting hearing before the City Council for October 12, 2015 for the vacation of a portion of Grandview Avenue as requested by City Staff. (Grandview/Thorpe Neighborhood Council)

Summary (Background)

An LID was formed in the mid 1980's to improve Grandview Avenue north of 17th Avenue. At that time it was the intention of the City to establish a new right-of-way along the new roadway and vacate the other portion. Twenty-nine years later, some of the adjoining property owners are contemplating selling their property but are unable to clear title. This vacation is to clean up the right-of-way that was intended to be vacated at the time of the LID.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	BECKER, KRIS	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PCED 2/12/15
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	RICHMAN, JAMES	lhattenburg@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	ebrown@spokanecity.org	
<u>Additional Approvals</u>		edjohnson@spokanecity.org	
<u>Purchasing</u>		sbishop@spokanecity.org	

RESOLUTION 2015-0099

WHEREAS, In order to complete an L.I.D. that formed in the 1980's, City Staff wishes to present before council, the vacation of a portion of Grandview Avenue North of 17th Avenue and East of D Street, in the City of Spokane, so that the adjacent property owners are able to clear title; and

WHEREAS, the City of Spokane wishes to initiate by Resolution, the vacation of the above mentioned property per RCW 35.79.010; and

WHEREAS, the City Council desires to set a time and date through this resolution to hold a public hearing on the petition to vacate the above property in the City of Spokane;

NOW, THEREFORE,

The City Council does hereby resolve the following:

That hearing on the petition to vacate a portion of Grandview Avenue North of 17th Avenue and East of D Street, in the City of Spokane will be held in front of the City Council at 6:00 P.M. or as soon thereafter as possible on **October 12, 2015**, and the City Clerk of the City of Spokane is instructed to proceed with all proper notice according to State law.

ADOPTED by the Spokane City Council, this _____ day of _____, 2015.

City Clerk

Approved as to form:

Assistant City Attorney

Legend

- VACATION
- RIGHT-OF-WAY DEDICATION



Preliminary Site Map

Both areas depicted will be surveyed to determine exact legal descriptions for both the vacation and the RW dedication

COSGIS

Disclaimer: This is not a legal document: The information shown on this map is compiled from various sources and is subject to revision. This map should not be used to determine the location of facilities in relationship to property lines, sections lines, streets, etc.
Not suitable for design purposes.

70 35 0 70 140
Feet

COSGIS
City of Spokane GIS

DISTRIBUTION LIST
VACATION OF A PORTION OF GRANDVIEW AVENUE

POLICE DEPARTMENT

ATTN: SGT JOHN GATELY

FIRE DEPARTMENT

ATTN: LISA JONES
MIKE MILLER

CURRENT PLANNING

ATTN: TAMI PALMQUIST
DAVE COMPTON

WATER DEPARTMENT

ATTN: DAN KEGLEY
JAMES SAKAMOTO
ROGER BURCHELL
CHRIS PETERSCHMIDT
HARRY MCLEAN

STREETS

ATTN: MARK SERBOUSEK
DAUN DOUGLASS

TRANSPORTATION OPERATIONS

ATTN: BOB TURNER

PLANNING & DEVELOPMENT

ATTN: ERIK JOHNSON
ELDON BROWN
JOHN SAYWERS

CONSTRUCTION MANAGEMENT

ATTN: KEN BROWN

INTEGRATED CAPITAL MANAGEMENT

ATTN: KATHERINE MILLER

WASTEWATER MANAGEMENT

ATTN: BILL PEACOCK

PARKS & RECREATION DEPARTMENT

ATTN: LEROY EADIE

NEIGHBORHOOD SERVICES

ATTN: JACKIE CARO
JONATHAN MALLAHAN
ROD MINARIK
HEATHER TRAUTMAN

BICYCLE ADVISORY BOARD

ATTN: LOUIS MEULER

SOLID WASTE MANAGEMENT

ATTN: Scott Windsor

CITY CLERK'S OFFICE

ATTN: JACQUELINE FAUGHT

PUBLIC WORKS

ATTN: RICK ROMERO
MARCIA DAVIS

AVISTA UTILITIES

ATTN: DAVE CHAMBERS
RANDY MYHRE

COMCAST DESIGN & CONSTRUCTION

ATTN: BRYAN RICHARDSON

CENTURY LINK

ATTN: KAREN STODDARD

REBSTOCK, ROY W
2931 W 16TH AVE
SPOKANE WA 99224-5501

SIMON, M O & A M
2952 W 17TH AVE
SPOKANE WA 99224-5508

RUSS, BRENT E
3016 W 17TH AVE
SPOKANE WA 99224-5510

DISTRIBUTION LIST
VACATION OF A PORTION OF GRANDVIEW AVENUE

VIETZKE, VIRGINIA R
2936 W GRANDVIEW AVE
SPOKANE WA 99224

DUNHAM, S J & D A
1616 S MILTON ST
SPOKANE WA 99224-5528

MARSHALL, ADAM S & MOLLY
2915 W GRANDVIEW AVE
SPOKANE WA 99224

SIMON, BELINDA
2952 W 17TH AVE
SPOKANE WA 99224

DAVIS FAMILY TRUST, PATRICK & SANDRA
2905 W 17TH AVE
SPOKANE WA 99224

PIRO, RICHARD F
3010 W 17TH AVE
SPOKANE WA 99224-5510

ADAMS, JUAN R & DEBBIE S
3002 W 17TH AVE
SPOKANE WA 99224-5510

CONRATH, C & S
2925 W 17TH AVE
SPOKANE WA 99224-5507

JOHNSON, DAVID T
16421 SE 22ND ST
BELLEVUE WA 98008-5309

RILEY, DANIEL M
3724 S CUSTER ST
SPOKANE WA 99223-1270

BOCANEGRA, DENNIS & PATRICIA
1501 W BAKER AVE
FULLERTON CA 92833

BETTS, DAVID T & NANCY Z
2930 W GRANDVIEW AVE
SPOKANE WA 99224

FROST, CHRISTOPHER S & GIGI B R
3010 W GRANDVIEW AVE
SPOKANE WA 99224

KING, JAMES
3004 W GRANDVIEW AVE
SPOKANE WA

KLINE, JACK E
4507 S FREYA
SPOKANE WA 99223-

VALENCIA, JOSE A & YOLANDA
5101 NE 55TH ST APT 101
SEATTLE WA 98105-2874

NOBLE, LYND A M
3007 W 17TH AVE
SPOKANE WA 99224-5509

CONNER, DANIEL L
3824 S ALDER DR
SPOKANE WA 99223-7301

HAGEL, JERRY S
14205 S SHOREVIEW DR
MEDICAL LAKE WA 99022

PAINE, ROGER D & JUDITH A
3021 W 16TH AVE
SPOKANE WA 99224

HASTEY, AARON & ALEXANDRA E
929 E 19TH AVE
SPOKANE WA 99203-3417

KAYNE, R B & L W
2918 W 17TH AVE
SPOKANE WA 99224-5508

DISTRIBUTION LIST
VACATION OF A PORTION OF GRANDVIEW AVENUE

BAIL, CHARLES E & ERIN M
37816 PALMER DR
FREMONT CA 94536-4932

BOTHUN, ELIZABETH
PO BOX 1714
SPOKANE WA 99210

ZANGL, KYLE S & TARA H
2941 W 17TH AVE
SPOKANE WA 99224

MCGOVERN, JAMES T & SARAH D
2933 W 17TH AVE
SPOKANE WA 99204

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

09/14/2015

Date Rec'd

8/31/2015

Clerk's File #

RES 2015-0100

Renews #Submitting Dept

DEVELOPMENT SERVICES CENTER

Cross Ref #Contact Name/Phone

ELDON BROWN 625-6305

Project #Contact E-Mail

EBROWN@SPOKANECITY.ORG

Bid #Agenda Item Type

Resolutions

Requisition #Agenda Item Name

0650 - STREET VACATION - PEARL STREET

Agenda Wording

Resolution setting hearing before the City Council for October 5, 2015 for the vacation of the west 25 feet of Pearl Street from the north line of Sharp Avenue to the south line of the alley between Sinto Avenue and Sharp Avenue and the west

Summary (Background)

A petition was submitted representing 100% of the abutting property. Staff requests that City Council set a public hearing on the vacation petition.

Fiscal ImpactBudget Account

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

BECKER, KRIS

Study SessionDivision Director

SIMMONS, SCOTT M.

Other

PCED 11/3/14

Finance

SALSTROM, JOHN

Distribution ListLegal

RICHMAN, JAMES

lhattenburg@spokanecity.org

For the Mayor

SANDERS, THERESA

ebrown@spokanecity.org

Additional Approvals

mnilsson@spokanecity.org

Purchasing

sbishop@spokanecity.org

jsayers@spokanecity.org

edjohnson@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

25 feet of Pearl Street from the north line of Sinto Avenue to the south line of the alley between Mission Avenue and Sinto Avenue as requested by Vincent Dressel. (Logan Neighborhood Council)

Summary (Background)

Fiscal Impact

Select \$

Budget Account

#

Select \$

#

Distribution List

RESOLUTION 2015-0100

WHEREAS, on **May 6, 2014**, the Spokane City Council received a petition for the vacation of the West 25 feet of Pearl Street from the north line of Sharp Avenue to the south line of the alley between Sinto Avenue and Sharp Avenue and; the west 25 feet of Pearl Street from the north line of Sinto Avenue to the South line of the alley between Mission Avenue and Sinto Avenue in Section 17, T25N, R43E, W.M., Spokane, Washington (hereinafter "Pearl Street") from owners having an interest in real estate abutting the above right-of-way; and

WHEREAS, it was determined that the petition was signed by the owners of more than two-thirds of the property abutting Pearl Street.; and

WHEREAS, the City Council desires to set a time and date through this resolution to hold a public hearing on the petition to vacate the above property in the City of Spokane;

NOW, THEREFORE,

The City Council does hereby resolve the following:

That a hearing on the petition to vacate the west 25 feet of Pearl Street from the north line of Sharp Avenue to the South line of the alley between Sinto Avenue and Sharp Avenue and; the west 25 feet of Pearl Street from the north line of Sinto Avenue to the south line of the alley between Mission Avenue and Sinto Avenue will be held in front of the City Council at 6:00 P.M. or as soon thereafter as possible on **October 5, 2015**, and the City Clerk of the City of Spokane is instructed to proceed with all proper notice according to State law.

ADOPTED by the Spokane City Council, this _____ day of _____, 2015.

City Clerk

Approved as to form:

Assistant City Attorney

P1503399VACA - SITE MAP



Right of Way Description:

The West 25 feet of Pearl Street from the North line of Sharp Avenue to the South line of the alley between Sinto Avenue and Sharp Avenue;

the West 25 feet of Pearl Street from the North line of Sinto Avenue to the South line of the alley between Mission Avenue and Sinto Avenue

Disclaimer: This is not a legal document. The information shown on this map is compiled from various sources and is subject to revision. This map should not be used to determine the location of facilities in relationship to property lines, sections lines, streets, etc. Not suitable for design purposes.

80 40 0 80 160 Feet



AREA

COSGIS
City of Spokane GIS



DISTRIBUTION LIS
VACATION OF PEARL STREET FROM NORTH LINE OF SHARP AVENUE T SOUTH LINE OF THE
ALLEY BETWEEN SINTO AVENUE AND SHARP AVENUE AND/ THE WEST 25 FEET OF PEARL
STREET FROM THE NORTH LINE OF SINTO AVENUE TO THE SOUTH LINE OF THE ALLEY
BETWEEN MISSION AVENUE AND SINTO AVENUE

POLICE DEPARTMENT
ATTN: LT REX OLSON

NEIGHBORHOOD SERVICES
ATTN: JACKIE CARO

FIRE DEPARTMENT
ATTN: LISA JONES

NEIGHBORHOOD SERVICES
ATTN: ROD MINARIK

CURRENT PLANNING
ATTN: TAMI PALMQUIST

BICYCLE ADVISORY BOARD
ATTN: LOUIS MEULER

WATER DEPARTMENT
ATTN: DIRECTOR DAN KEGLEY

COMCAST
DESIGN & CONSTRUCTION
1717 E BUCKEYE AVE
SPOKANE WA 99207

WATER DEPARTMENT
ATTN: JIM SAKAMOTO

AVISTA UTILITIES
PO BOX 3727
SPOKANE WA 99220

WATER DEPARTMENT
ATTN: SUPERINTENDENT LYNN SHUPE

WATER DEPARTMENT
ATTN: CHRIS PETERSCHMIDT

CENTURY LINK
ATTN: KAREN STODDARD
904 N COLUMBUS ST
SPOKANE WA 99202

STREETS
ATTN: MARK SERBOUSEK

PEARL STREET APARTMENTS, LLC
4353 GARDENSPOT RD
CLAYTON WA 99110-9775

STREETS
TRAFFIC PLANNING
ATTN: GERALD OKIHARA

STREET DEPARTMENT
ATTN: DAUN DOUGLASS

OUR COMPANY, LLC
PO BOX 3026
SPOKANE WA 99220

SIGNS AND MARKINGS
ATTN: MARCUS EVELAND

ELECTRONIC SERVICE CENTER
ATTN: VAL MELVIN

RPIC, LLC
601 W MAIN #400
SPOKANE, WA 99201-0674

PLANNING & DEVELOPMENT
ATTN: ERIC JOHNSON

CONSTRUCTION MANAGEMENT
ATTN: KEN BROWN

DOMINICAN SIS WN
585 COUNTY ROAD Z
SINSINAWA, WI 53824

INTEGRATED CAPITAL MANAGEMENT
ATTN: KATHERINE MILLER

SHIMAHARA, RUSSELL REI
PO BOX 1555
T OR C, NM 87901

WASTEWATER MANAGEMENT
ATTN: BILL PEACOCK

STATE EXAMINER

COLONIAL CITY, INC.
PO BOX 3464
SPOKANE, WA 99220-3464

PARKS & RECREATION DEPARTMENT
ATTN: LEROY EADIE

MISSION AVENUE PROPERTIES LLC
202 E MISSION AVE
SPOKANE WA 99202
FOX FINANCIAL CORP
12815 E SPRAGUE AVE #100
SPOKANE VALLEY, WA 99216

GU RENTS ME LLC
1311 N WASHINGTON ST STE C
SPOKANE WA 99201

BYRD, GREGORY J & KAREENA M
429 W WAVERLY PL
SPOKANE, WA 99205-3236

GONZAGA UNIVERSITY
502 E BOONE
SPOKANE, WA 99258

DRESSEL, VINCENT G & JANET L
17920 N LITTLE SPOKANE DR.
COLBERT WA 99005

ADAMS, KATHLEEN H
1629 W TONI RAE DR.
SPOKANE, WA 99218-2453

BUDIG, KEVIN P & ELIZABETH & JOHN&ROBIN
12228 N MORTON DR.
SPOKANE, WA 99218

KIMMEL ATHLETIC SUPPLY CO, INC
202 E MISSION AVE
SPOKANE, WA 99202-1819

GAINES, WM J
135 ISLAND VIEW LANE
PRIEST LAKE ID 83856-9684

DOUGLASS, HARLAN D
815 E ROSEWOOD AVE
SPOKANE, WA 99208-5507

COLONIAL FUEL CO

PO BOX 3464
SPOKANE, WA 99220-3464

MCKEIRNAN, THOMAS L & CHERE B
235 E 9TH AVE
SPOKANE, WA 99202-1212

BURRELL SR, J G
PO BOX 3464
NEWPORT, WA 99156

CHARON, BARRY & LUANN
229 E SINTO AVE.
SPOKANE, WA 99202

DRESSEL, VINCENT L & JANET L
118 N DIVISION ST.
SPOKANE, WA 99202

MCBRIDE, V R & E
18021 N JUDY DR.
COLBERT, WA 99005-9357

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

09/14/2015

<u>Date Rec'd</u>	9/1/2015
<u>Clerk's File #</u>	RES 2015-0101
<u>Renews #</u>	
<u>Cross Ref #</u>	RES 2015-0084
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	PLANNING & DEVELOPMENT
<u>Contact Name/Phone</u>	SCOTT SIMMONS 625-6584
<u>Contact E-Mail</u>	SMSIMMONS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Resolutions
<u>Agenda Item Name</u>	0650 - AMENDED RESOLUTION - COMPREHENSIVE PLAN

Agenda Wording

A RESOLUTION regarding amendments to the City's Economic Development Strategy.

Summary (Background)

This project is facilitated by the Spokane City Council, the Mayor and Mayor's staff. These entities will collaborate to craft a set of business recruitment, retention, and expansion strategies the City can use to incentivize business development and economic growth in the defined areas including target investment areas to be further defined by the Council President and Mayor Staff.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MEULER, LOUIS	<u>Study Session</u>	9/3/15
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PCED 7/20/15
<u>Finance</u>	SALSTROM, JOHN	<u>Distribution List</u>	
<u>Legal</u>	RICHMAN, JAMES	lhattenburg@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	aworlock@spokanecity.org	
<u>Additional Approvals</u>		tstripes@spokanecity.org	
<u>Purchasing</u>		smsimmons@spokanecity.org	
		bstuckart@spokanecity.org	

Resolution No. 2015-0101

A resolution regarding amendments to the City's Economic Development Strategy.

WHEREAS, on August 10, 2015 the City Council adopted a resolution (Resolution No. 2015-0084) which states their support for and established an Economic Development Strategy to implement the City's Comprehensive Plan and growth strategies; and

WHEREAS, the Economic Development Strategy provides for a targeted investment area approach through which public resources may be dedicated towards capital improvements, financial incentives and other assistance in certain areas of the City and for projects which are considered of "Citywide significance"; and

WHEREAS, Resolution 2015-0084 further provides that the Council President will work with the Mayor's staff regarding the specific areas to receive increased focus and the detail of the mechanisms which can be deployed to advance the objectives of the strategy; and,

WHEREAS, the Council has requested the Council President bring forward a set of necessary and/or desirable changes to policies or procedures, the Spokane Municipal Code, and other guidance such as illustrative forms, maps and other documents as needed for Council's consideration as it considers a framework for focused, specific, measurable, transparent and impactful business recruitment, retention, and expansion strategies for the City of Spokane, including projects of Citywide significance which includes private investments of \$5 million (five million dollars) and greater; and

WHEREAS, a work group which included members of the City Council, including the Council President and the Mayor's staff met on July 21, July 28, and August 11 to review and discuss the framework and details for Economic Development strategy; and

WHEREAS, the City Council at this time wishes to add Attachments "B" and "C" attached hereto to Resolution 2015-0084.

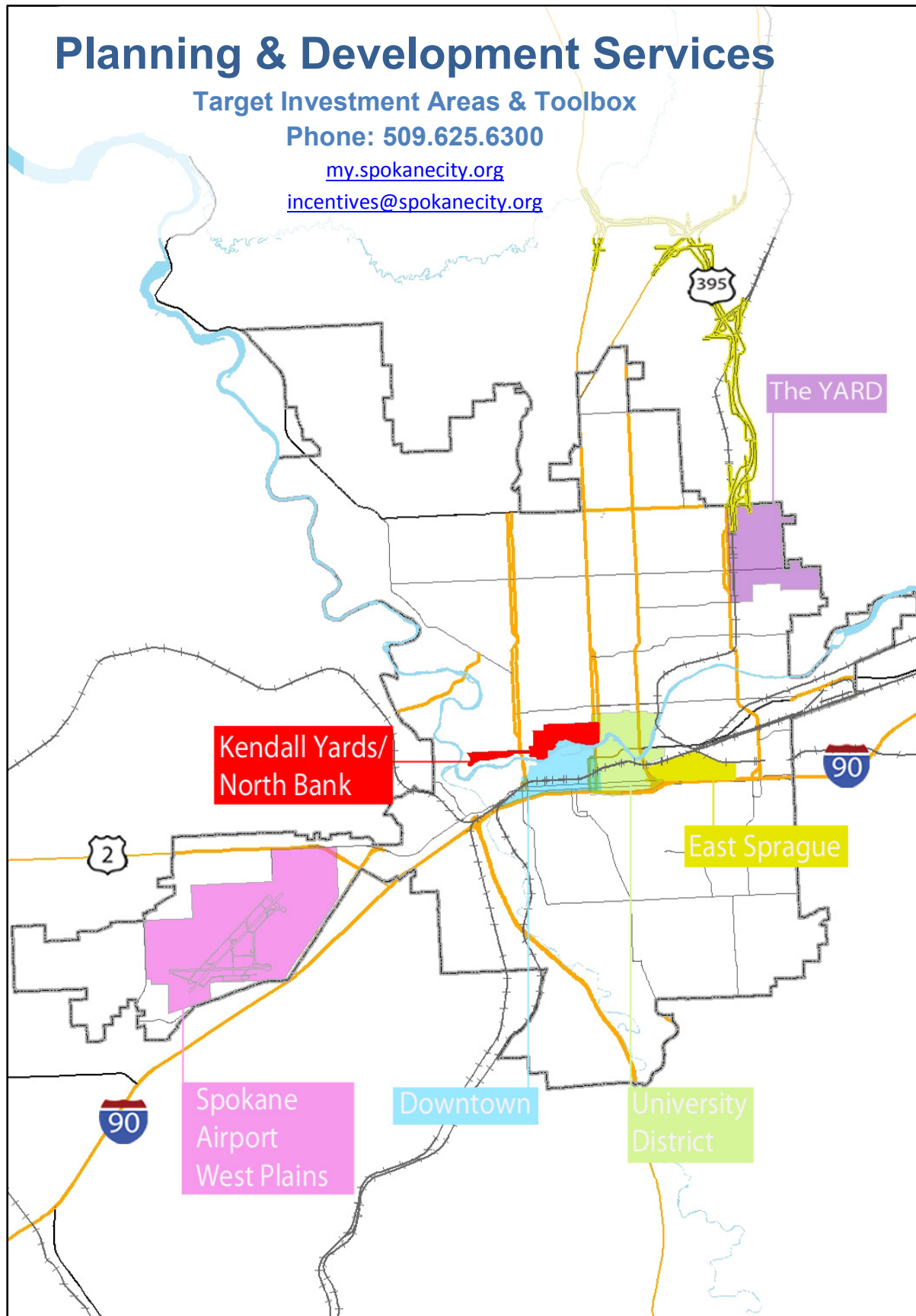
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPOKANE that the City Council hereby adds Attachments "B" and "C" to the Economic Development Strategy as described in Resolution 2015-0084, providing guidance and direction which supplements and is in addition to that contained within Attachment "A" of said Resolution 2015-0084.


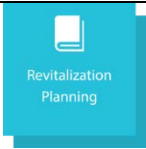


ADOPTED by the City Council this _____ day of September, 2015.

City Clerk

Approved as to form:

Assistant City Attorney



Partnership Assistance and Incentives Available		In	Outside
	Traffic Impact Fee Due at Occupancy (SMC 17D.075.040(C)).	✓	✓
	Brownfield Redevelopment (Integrated Planning).	✓	
	Brownfield Remediation.	✓	✓
	Home Improvement Tax Exemption (RCW 84.36.400).	✓	✓
	Blight Remediation (CDBG funding).	✓	✓
	8 or 12 year Multi-Family (property) Tax Exemption (MFTE) (SMC 08.15).	Within MFTE*	
	Historic Preservation – Special Valuation Tax Exemption (SMC 17D.040.310).	✓	✓
	Commercial Rate Clarification Policy for existing buildings (Resolution 2014-0077 and Admin Policy 5200-14-04).	✓	
	General Facilities Connection (water & sewer) Waiver (GFC)(SMC 13.03.0732 and 13.04.2042).	Within EZ*	
	Tax Increment Financing (TIF) (RCW 39.89).	✓	
	ROW improvement requirements waived prior to public investment. (Admin Policy)	✓	
	Urban Utility Installation Program (Downtown & Sprague only in 2015) (SMC 08.10.230).	✓	
	"Projects of Citywide Significance" Financial Incentive (Qualifying projects of \$5,000,000 or greater new investment).	✓	✓
Value Added Target Area Assistance and Pre Planning			
	<ul style="list-style-type: none"> • Target Investment Partnerships & Planning (Brownfield, Integrated Capital . . .) • SEPA Planned Action Building blocks • Comprehensive Planning Integration with Growth Strategies 		
	<ul style="list-style-type: none"> • Arterial Street Improvements • Combined Sewer Overflow System Improvements "Cleaner River Faster" • Utility Improvements (integrated planning) • Streetscape/Place Making Improvements 		
	<ul style="list-style-type: none"> • Ombudsman Assistance for Applicants • Assistance researching and filing for Federal, State and County Incentives • Bundling incentives into a package showing dollar value - Partnership Portfolio • Creating ROW improvement agreements 		

Financial Incentive Plan – Projects of Citywide Significance.

In Resolution **2015-0084** Council requested that the Council President bring forward a set of necessary and/or desirable changes to policies or procedures, the Spokane Municipal Code, and other guidance, such as illustrative forms, maps, white papers, background materials, and other documents as needed, for the Council's consideration as it considers a framework for focused, specific, measurable, transparent and impactful business recruitment, retention, and expansion strategies for the City of Spokane, including projects of Citywide significance which includes private investments of \$5 million (five million dollars) and greater.

The following evaluation and scoring process is to be used when considering financial incentives for projects of Citywide significance.

Projects will be evaluated and scored based on the project's merits with regard to the following: incremental revenue generated for the City by increased property tax, sales tax and utility tax dollars added; the overall long-term job generation, both the number of jobs created and number with wages at or 30 percent greater than the average per capita income in Spokane; how well the project implements existing community plans, Comprehensive Plan, design standards and cleans up the environment; advances state and regional industry cluster growth and regional economic development plans; and whether the project is in a core infill development area such as within a Center or Corridor, targeted area.

Below are the evaluation sections and the maximum score possible.

a. Property Based Incremental Revenue	Max Score	30
b. Job Creation	Max Score	60
c. Comp Plan, Design, and the Environment	Max Score	60
d. Industry Cluster Advancements	Max Score	10
e. Geographic Priority Areas	Max Score	<u>10</u>
Total Score Possible		170

Individual projects considered for financial incentives under the Projects of Citywide significance program will be evaluated in accordance with these scoring parameters by a committee formed for such purpose. Committee membership and review process should be provided in an administrative policy to be developed prior to any such recommendation. At a minimum, the membership should include City economic development and finance staff, 2 members of City Council and a member of the community at large with experience and expertise in the field of economic development. Recommendations of the committee on project incentives will be made to the City Council and shall include all evaluation details on each individual project for review along with the incentive agreement on projects, including value of the incentive agreement and any conditions related to the award of the incentive.

Resolution No. 2015-0102

A resolution regarding the Citizen Transportation Advisory Board reviewing and prioritizing residential street projects.

WHEREAS, on October 11, 2010, the City Council adopted Ordinance No. C-34648 creating the City of Spokane Transportation Benefit District (TBD); and

WHEREAS, on February 14, 2011, the TBD Governing Board adopted a resolution establishing the Citizen Transportation Advisory Board (CTAB); and

WHEREAS, the CTAB was established to provide a review of transportation projects for their consistency within the parameters established in Ordinance C-34648, codified in Chapter 8.16 SMC; and

WHEREAS, the City desires to utilize the expertise of the CTAB and expand its function to include reviewing and prioritizing residential street projects paid for with non-TBD dollars and to be able to advise the City Council as well as the TBD Governing Board; and

WHEREAS, the City also would like to utilize the CTAB to communicate and coordinate with the new Plan Commission Transportation Subcommittee (PCTS) and provide a liaison between the two groups.

NOW, THEREFORE, BE IT RESOLVED that the Spokane City Council authorizes the Citizens Transportation Advisory Board to expand its function established by the City of Spokane Transportation Benefit District Governing Board to include reviewing and prioritizing residential street projects paid for with non-TBD dollars and to advise the City Council as well as the TBD Governing Board on transportation related issues.

ADOPTED by the City Council this _____ day of _____, 2015.

City Clerk

Approved as to form:

Assistant City Attorney



Agenda Sheet for City Council Meeting of:
08/31/2015

Date Rec'd	8/19/2015
Clerk's File #	ORD C35299
Renews #	

Submitting Dept	PLANNING & DEVELOPMENT	Cross Ref #	
Contact Name/Phone	JO ANNE 625-6017	Project #	
Contact E-Mail	JWRIGHT@SPOKANECITY.ORG	Bid #	
Agenda Item Type	First Reading Ordinance	Requisition #	
Agenda Item Name	0650 - ORDINANCE AMENDING TITLE 17 OF MUNICIPAL CODE		

Agenda Wording

AN ORDINANCE relating to land use application notification and appeal procedures; amending Spokane Municipal Code Sections 17G.050.140 Effect of Notice, 17G.050.310 Right of Appeal, 17G.060.090 Determination of a Complete Application, 17G.060.120

Summary (Background)

City Council President Ben Stuckart, City Staff, and a citizen committee held meetings in 2015 to draft potential amendments to the Spokane Municipal Code pertaining to neighborhood notification of land use applications and permits, resulting in modifications to Title 17. The modifications are intended to improve the Spokane Neighborhood Councils' notice procedures, project awareness, and ability to comment on land use applications and permits which are processed by the City of Spokane.

Fiscal Impact		Budget Account	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Approvals		Council Notifications	
Dept Head	MEULER, LOUIS	Study Session	
Division Director	SIMMONS, SCOTT M.	Other	PCED 8/17/15
Finance	SALSTROM, JOHN	Distribution List	
Legal	RICHMAN, JAMES	lhattenburg@spokanecity.org	
For the Mayor	SANDERS, THERESA	lmeuler@spokanecity.org	
Additional Approvals		jwright@spokanecity.org	
Purchasing		htrautman@spokanecity.org	
		mhughes@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Public Notice - Types of Notice, 17G.060.190 Notice of Decision, and Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process.

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

ORDINANCE NO. C35299

AN ORDINANCE relating to land use application notification and appeal procedures; amending Spokane Municipal Code Sections 17G.050.140 Effect of Notice, 17G.050.310 Right of Appeal, 17G.060.090 Determination of a Complete Application, 17G.060.120 Public Notice – Types of Notice, 17G.060.190 Notice of Decision, and Table 17G.060-3 Type of Public Notice Required / Project Permit Review Process.

WHEREAS, the Plan Commission recently considered a proposal to amend the City's land use application notification and appeal procedures to provide early notification to neighborhood councils regarding land use development applications in their respective neighborhoods, and to grant standing to neighborhood councils to bring administrative appeals relating to land use decisions impacting their respective neighborhoods; and

WHEREAS, following appropriate workshops and notice, the City Plan Commission held a public hearing on the proposal on July 22, 2015 and continued the hearing until August 12, 2015;

WHEREAS, at the conclusion of the hearing, the Plan Commission found that the proposed amendments meet the approval criteria for text amendments to the Unified Development Code as outlined by SMC 17C.025.010(F), and voted 8 to 0 in favor or recommending that the City Council approve the amendments;

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the Spokane City Plan Commission Findings of Fact, Conclusions, and Recommendations, Proposed Amendment to Spokane Municipal Code Title 17G relating to neighborhood notification of land use applications and permits, dated August 12, 2015;--

Now, Therefore, The City of Spokane does ordain:

Section 1. That SMC section 17G.050.140 is amended to read as follows:

Section 17G.050.140 Effect of Notice

- A. Failure of a person entitled to notice to receive notice does not affect the jurisdiction of the hearing examiner to hear the application at the time and place scheduled and to render a decision, if the notice was properly mailed and posted.
- B. A person is deemed to have received notice if that person appears at the hearing or submits a written statement regarding the hearing even if notice was not properly mailed or posted. Subject to chapter 36.70B RCW, the hearing examiner may continue the hearing date and extend the comment period to allow such persons additional time to respond.
- C. Subject to paragraph B of this section, ((If required notice is not given and actual notice not received)) if the hearing examiner determines that any notice required under chapter 17G.060 SMC has not been provided, the hearing examiner may reschedule the hearing or keep the record open on the matter to receive additional evidence.

Section 2. That SMC section 17G.050.310 is amended to read as follows:

Section 17G.050.310 Right of Appeal

- A. The applicant ~~((ef))~~ or a person with standing as defined in chapter 17A.020 SMC may appeal to the hearing examiner a decision of the director of planning services, engineering services, the building official, the responsible official under SEPA as provided in SMC 17G.060.210 and the landmarks commission related to applications for certificate of appropriateness and determination of eligibility under SMC 17D.040.230 by filing with the permit application department a written appeal within fourteen days of the date of the written decision. For purposes of this section, the neighborhood council in which the property to which the decision being appealed is located shall have standing, subject to the neighborhood council demonstrating that it adhered to established bylaws in making the decision to bring the appeal.
- B. The applicant, a person with standing, or a City department may appeal to the city council any decision of the hearing examiner, except as provided in SMC 17G.060.210, by filing with the permit application department a written appeal within fourteen days of the date of the written decision of the hearing examiner.

Section 3. That SMC section 17G.060.090 is amended to read as follows:

Section 17G.060.090 Determination of a Complete Application

Within twenty-eight days of receiving a project permit application, the department shall determine if the application is complete (RCW 36.70B.070). Upon receipt of a project permit application the department shall:

- A. Counter Complete.
Conduct a preliminary, immediate review to determine if the application contains the documents and information required by SMC 17G.060.070. If the ~~((administrative official))~~ department determines the application does not contain the required documents and information, the application including fees shall be returned to the applicant.
- B. Component Screening.
If the application appears to contain required documents, the department shall accept the application and within seven days, conduct a detailed review and determine if any additional information is necessary to process the application. If the ~~((administrative official))~~ department determines the application is missing required components, or is inadequate in other ways, the application including any fees shall be returned to the applicant.
- C. Review by Interested Agencies.
If the application, after the detailed review, is found to contain the required components and supporting documents, the application and supporting documents shall be forwarded to ~~((all))~~ (i) interested City departments, (and) (ii) agencies of local, state, or federal governments that may have jurisdiction over some aspect of the application, and (iii) the individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the project is

located and to any neighborhood council whose geographic boundaries are located within a 600-foot radius of the project, at the address for such departments, agencies, and neighborhood council designee(s) on file with the department, for review to ensure compliance with state laws, ordinances and concurrency requirements. Interested departments, agencies, and the neighborhood council shall be given fourteen days to provide comments on a permit application. All written comments will be forwarded to the applicant at the end of the fourteen day comment period. Comments submitted after the fourteen day comment period will be forwarded to the applicant, subject to RCW 36.70B.070.

1. If review agencies require additional information to continue processing the application, the applicant shall be notified in writing.
2. Required information must be provided within sixty days from the notification by the department. The applicant may submit a written request for additional time to the director; any time extensions shall be in writing. If the information is not received within the sixty days (or as otherwise agreed to), the application and a portion of the fees shall be returned to the applicant, pursuant to [chapter 8.02 SMC](#).
3. Within fourteen days of the submission of the additional information identified by the review agency, the department shall notify the applicant whether the studies are adequate or what additional information is necessary.
4. If the neighborhood council submits written comments on an application, the department shall provide a written response to the chairperson, with copy to the applicant, no later than the date on which the application is certified complete pursuant to paragraph D herein below.

D. Application Certified Complete.

Within seven days of the expiration of the interested agency comment period, if no additional information was required, or the information required under subsection (C) of this section is acceptable, the ~~((administrative official))~~ department shall certify the application complete. Applications requiring review by the hearing examiner are forwarded to the hearing examiner upon being certified as complete.

E. Vesting.

Applications shall be considered vested at the time the application is certified complete, the vesting date shall be the date of application submission. If the application is not complete when filed or information is not timely provided as set forth in subsection (B) or (C) of this section, the application shall not be considered complete for purposes of vesting or other statutory compliance dates.

Section 4. That SMC section 17G.060.120 is amended to read as follows:

Section 17G.060.120 Public Notice – Types of Notice

- A. Individual notice is given in writing by regular U.S. mail or by personal service.
 1. Notice is given to:
 - a. All owners and taxpayers of record, as shown by the most recent Spokane County assessor's record, and occupants of addresses of property located within a four-hundred-foot radius of any portion of the boundary of the subject property, including any property that is

contiguous and under the same or common ownership and control (RCW 36.70B.040(2)). The department may expand the mailing to include areas adjacent to the access easements and areas on the opposite side of rights-of-way, rivers and other physical features;

- b. Any person who has made a written request to receive such notice, including any registered neighborhood organization as defined in [chapter 17A.020 SMC](#) representing the surrounding area;
- c. Any agency with jurisdiction identified by the director.
- d. The individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the project is located, at the address for such neighborhood council designee(s) that is on file with the City's department of neighborhood services and code enforcement.

2. Individual and newspaper notices must contain the following information:

- a. Type I, II, and III project permit applications:
 - i. Location of the property sufficient to clearly locate the site.
 - ii. Description of the proposed action and required permits.
 - iii. Name, address, and office telephone number of the City official from whom additional information may be obtained.
 - iv. Applicant name and telephone number.
 - v. Statement that any person may submit written comments and appear at the public hearing, if applicable.
 - vi. A statement that comments will be received on environmental issues, any environmental documents related to the proposed action, the SEPA status, and the appeal deadline for SEPA.
 - vii. A statement that written comments and oral testimony at a hearing will be made a part of the record, if applicable.
 - viii. A statement, in bold type, that only the applicant, persons submitting written comments, and persons testifying at a hearing may appeal the decision.
 - ix. Date and time by which any written comments must be received on the notice of application; and
 - x. Date of the application and date of the notice of complete application.
- b. In addition, for Type III project permit application:
 - i. Notice of community meeting: Date, time, and place of the meeting.
 - ii. Notice of public hearing: Date, time, and place of a public hearing.

B. Sign.

Posted notice is given by installation of a sign on the site of the proposal adjacent to the most heavily traveled public street and located so as to be readable by the public. The director may require more than one sign if the site fronts on more than one arterial or contains more than three hundred feet of frontage on any street.

- 1. The posted notice sign must meet the following specifications:
 - a. It measures a minimum of four feet by four feet, but sign size may be increased in order to contain all of the required information.
 - b. It is constructed of material of sufficient weight and strength to withstand normal weather conditions.
 - c. It is white with red lettering.
- 2. Posted notices must contain the following information:

- a. The first line of text on the sign in four-inch letters reads: "NOTICE OF COMMUNITY MEETING" or the applicable notice type.
- b. The second line of text on the sign in three-inch letters reads: "PROPOSED CONDITIONAL USE PERMIT, File #Z----- -CUP" or some other appropriate description of the proposed action.
- c. The third line of text on the sign in three-inch letters reads: "COMMUNITY MEETING ON/PUBLIC HEARING ON/COMMENTS DUE BY (date, time, and location)."
- d. The subsequent line(s) of text, in three-inch letters, read as follows depending on the proposal:

TABLE 17G.060-2 CONTENT OF PUBLIC NOTICE (Click here to view PDF)			
Content of Public Notice	Type I Application	Type II Application	Type III Application
Proposed Use	X	X	X
Proposed Zone			X [2]
Proposed Standard			X [3]
Project Name		X	X
Acreage		X [1]	X [1]
# of Lots		X [1]	X [1]
Notes: [1] Preliminary Plat, BSP, PUD, Short Plat [2] Rezone [3] For applications which modify a development standard			

- e. The applicant (or agent) name and phone number, the SEPA status, and the deadline for appeal of the SEPA determination.
- f. The last line of text on the sign in three-inch letters reads: "FOR INFORMATION: (City contact telephone number and web page address where additional project information may be found)."
- g. The following figures illustrate posted notice signs:

Example "A"
NOTICE OF PUBLIC HEARING PROPOSED ZONE CHANGE, FILE #Z2003-01-ZC PUBLIC HEARING ON : 1/1/2004 AT 9:00 A.M. LOCATED: COUNCIL BRIEFING RM., CITY HALL Proposed Zone: C1 Proposed Use: Warehouse Applicant/Agent: John Doe, Phone (509) 999-0001 SEPA: DNS, appeal deadline 12/24/03

<p>FOR INFORMATION: (509) 625-6300 https://my.spokanecity.org/projects/example/</p>
<p>Example "B"</p>
<p>NOTICE OF SEPA/APPLICATION BUILDING PERMIT, FILE #B0300001 PUBLIC COMMENT DUE : 1/1/2004 AT 9:00 A.M. LOCATED: COUNCIL BRIEFING RM., CITY HALL Proposed Use: Commercial Applicant/Agent: John Doe, Phone (509) 999-0001 SEPA: DNS, appeal deadline 12/24/03 FOR INFORMATION: (509) 625-6300 https://my.spokanecity.org/projects/example/</p>

C. Posting.

Posting of the notice as a letter, identical in form and content to individual written notice, shall be posted at "official public notice posting locations," including:

1. The main City public library and the branch library within or nearest to the area subject to the pending action;
2. The space in City Hall officially designated for posting notices; and
3. Any other public building or space that the city council formally designates as an official public notice posting location, including electronic locations.

D. Newspaper notice is published in a legal newspaper of general circulation. The contents of the newspaper notice are as prescribed in subsection (A)(2) of this section.

Newspaper notices are published on the same day of two consecutive weeks, the first no later than the number of days specified for the particular application type specified in this chapter.

E. Other Notification.

The hearing examiner, with respect to permit applications for non-site specific issues, such as essential public facilities, may require or provide for such alternative or additional notice as deemed necessary and appropriate to serve the public interest. A notification plan may be required of the applicant by the hearing examiner indicating the form and time of notice appropriate to the scope and complexity of the proposed project.

Section 5. That SMC Table 17G.060-3 is amended to read as follows:

<p>TABLE 17G.060-3 TYPE OF PUBLIC NOTICE REQUIRED / PROJECT PERMIT REVIEW PROCESS (Click here to view PDF)</p>						
Project	Notice of	Notice of	Notice of	Review	City	Expiration of

Permit Type	Community Meeting	Application	Public Hearing	Official	Council Review	Permit [1]
Building and Code Enforcement – Type I Application						
Building Permit	No	((Legal/ Individual)) No	No	Building Official	No	180 days
Grading Permit	No	((Legal/ Individual)) No	No	Building Official	No	180 days
Demolition Permit	No	((Legal/ Individual)) No [5]	No [2]	Building Official	No	180 days
<u>Building Permit with SEPA</u>	<u>No</u>	<u>Posted / Legal</u>	<u>No</u>	<u>Building Official</u>	<u>No</u>	<u>180 days</u>
<u>Grading Permit with SEPA</u>	<u>No</u>	<u>Posted / Legal</u>	<u>No</u>	<u>Building Official</u>	<u>No</u>	<u>180 days</u>
<u>Demolition Permit with SEPA</u>	<u>No</u>	<u>Posted / Legal [5]</u>	<u>No</u>	<u>Building Official</u>	<u>No</u>	<u>180 days</u>
Planning Services – Type I Application						
Floodplain with SEPA	Posted / Individual	Posted / Individual	No	Planning Director	No	180 days
Planning Services – Type II Application						
Binding Site Plan	No	Posted / Individual	No	Planning Director	No	5 years
Certificate of Compliance	No	Posted / Individual	No	Planning Director	No	None

Conditional Use Permit	No [3]	Posted / Individual	No	Planning Director	No	3 years
Plans-in-lieu	No	Posted / Individual	No	Planning Director	No	3 years
Shoreline SDP	No	Posted / Individual	No	Planning Director	No	Must Comply with WAC 173-27-90
Short Plat	No	Posted / Individual	No	Planning Director	No	5 years
Planning Services – Type III Application (Hearing Required)						
Certificate of Compliance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	None
Conditional Use Permit	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
Floodplain Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
Long Plat	Posted / Individual	Posted / Individual	Newspaper / Posted / Individual	Hearing Examiner	No	5 years
Plans-in-lieu	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years
PUD	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	5 years [4]
Rezone	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	3 years
Shoreline CUP	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90
Shoreline Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	Must Comply with WAC 173-27-90

Skywalk	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	Yes	2 years
Variance	Posted / Individual	Posted / Individual	Posted / Individual	Hearing Examiner	No	3 years

Notes:

[1] Approval expires after the specified time if no permit to develop the project is issued by the City of Spokane or building permit expires without completion of the improvements.

[2] Public Hearing is required if the structure is on the National Historic Register.

[3] Conditional Use Permits required under [SMC 17C.110.110](#), Limited Use Standards for Religious Institutions and Schools, will complete posted/individual notification requirements for a Community Meeting.

[4] If a PUD is approved together with a preliminary plat, the expiration date for the PUD shall be the same as the expiration date of the preliminary plat.

[5] Applications for demolition permits for the demolition of an entire building or structure shall, in addition to any applicable requirements under chapter 43.21C RCW, be subject to a ten day review and comment period. This review and comment period shall run concurrently with any other applicable notice and comment period. Following receipt of such applications, copies shall be forwarded to the individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the building or structure is located, at the address for such neighborhood council designee(s) that is on file with the department. Any comments submitted to the department by the neighborhood council during this review and comment period shall be provided to the applicant prior to issuing the demolition permit.

Section 6. That SMC section 17G.060.190 is amended to read as follows:

Section 17G.060.190 Notice of Decision

- A. Decisions on Type I, II, and III project permit applications are made by the hearing examiner or director within ten days of the date the record is closed. The time for decision may be extended if the applicant agrees in writing. Subject to chapter 36.70B RCW, the time for decision may also be extended to allow time for additional public comment if the hearing examiner or director determines that notice was not properly mailed or posted; provided, a person is deemed to have received notice if that person appears at the hearing or submits timely written comments, even if notice was not properly mailed or posted. In making the decision, the hearing examiner or director may approve, approve with conditions, or deny the permit application. The decision is made in writing.
- B. Within seven days of making the decision, the hearing examiner or director causes notice of decision to be provided as follows:
 1. Written notice of decision is provided by the decision-maker concurrent to the decision.
 2. Notice of a decision denying a permit application is given to the applicant. A full copy of the decision and any conditions of approval accompanies the notice of the decision to the applicant.

3. Notice of all other decisions is given to the applicant, all parties of record, and all persons who have requested to be given notice.
4. Notice of decision for Type I permit applications shall be the permit. For Type II and III permit applications the decision includes the following information:
 - a. Location of the property.
 - b. Description of the proposed action.
 - c. Name, address, and office telephone number of the City official from whom additional information may be obtained.
 - d. Applicant name and number.
 - e. The decision made, including the environmental threshold determination.
 - f. A list of persons who testified in person or in writing, or a summary of such a list.
 - g. A list of exhibits or a summary of such a list.
 - h. A statement of the decision criteria governing the application.
 - i. A statement of the comprehensive plan policies governing the application.
 - j. Findings of fact and conclusions relating the proposal to the decision criteria governing the application and which form the basis for the decision.
 - k. A statement that a full copy of the decision may be obtained from the designated official for the cost of reproduction.
 - l. The last date the decision may be appealed.
 - m. The place the appeal must be filed.
 - n. A statement of the fee to be charged for an appeal and the approximate cost to prepare any required transcripts.
 - o. A statement that the decision will be final unless appealed; and
 - p. The signature of the person making the decision.
- C. If the decision on a Type II or III project permit includes conditions of approval, a covenant must be recorded in the Spokane County auditor's office identifying the restrictions to use and development of the property exist. The covenant must be filed within the approval time limits of the permit or the approval becomes void. For rezones, the hearing examiner does not forward the rezone to the city council until the covenant has been filed.
- D. The decision for a shoreline substantial development permit, shoreline conditional use permit, or shoreline variance must contain a statement that construction pursuant to the permit shall not begin and is not authorized until twenty-one days from the "date of filing" by department of ecology as defined in RCW 90.58.140(6) and WAC 173-27-130, or until all review proceedings initiated within twenty-one days from the date of such filing have been terminated; except as provided in RCW 90.58.149(5)(a) and (b).
- E. Notice of decision for a shoreline substantial development permit, shoreline conditional use permit, or shoreline variance shall be submitted to the department of ecology along with a permit data sheet (Appendix A, WAC Chapter 173-27). For a shoreline conditional use permit or a shoreline variance, there is a thirty-day review by department of ecology. After this period, the department of ecology shall render and transmit to the City of Spokane and the applicant a final decision approving, approving with conditions, or disapproving the permit. The planning director shall provide notification within seven days of the department of ecology's final decision to those interested persons having requested notification.

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

**Spokane City Plan Commission
Findings of Fact, Conclusions, and Recommendations
Proposed Amendments to
Spokane Municipal Code Title 17G relating to neighborhood notification of
land use applications and permits.**

A recommendation from the City Plan Commission to the City Council to approve proposed amendments to the Unified Development Code. The proposal amends sections 17G.060.090 Determination of a Complete Application, 17G.060.120 Public Notice - Types of Notice, 17G.060.190, Table 17G.060-3 Type of Public Notice Required, 17G.060.190 Notice of Decision, 17G.050.310 Right of Appeal, 17G.500.315 Standing, and 17G.050.140 Effect of Notice.

Findings of Fact:

- A.** City Council President Ben Stuckart, City staff (Planning and Development Services, Legal, and Community and Neighborhood Services), and a citizen stakeholder group began meeting in early 2015 to draft potential amendments to the Spokane Municipal Code pertaining to neighborhood notification of land use applications and permits, resulting in proposed modifications to Title 17G.
- B.** A Plan Commission Workshop to review and discuss the proposed modifications was held on June 10, 2015.
- C.** Staff presented the proposal to the Land Use Sub-Committee of the Community Assembly on June 18, 2015, and to the Community Assembly on July 10, 2015. The Community Assembly forwarded comments and recommendations to the Plan Commission for consideration.
- D.** On June 19, 2015, staff requested that the Washington State Department of Commerce grant a 14-day expedited review period for this proposal to its Growth Management Services Division. The expedited review was approved on July 13, 2015.
- E.** The proposal is a procedural action which is exempt from the State Environmental Policy Act (SEPA) review, pursuant to WAC 197-11-800.
- F.** Notices of the Plan Commission Public Hearing were published in the Spokesman Review on July 8, 2015 and July 15, 2015.
- G.** Notice of the Public Hearing was posted in City Hall and the Downtown Public Library on June 23, 2015.
- H.** Notice of the Public Hearing was sent to applicable agencies, City of Spokane departments and staff, stakeholders, and the Neighborhood Council Chairs on June 25, 2015 and on July 6, 2015.
- I.** The City Plan Commission held a public hearing on July 22, 2015 to obtain public comments on the proposed amendments. In order to more thoroughly review public comments received on the proposal, the Plan Commission voted to

continue the hearing until its August 12, 2015 meeting, and left the record open for additional written testimony, if any.

- J. During its deliberations, the Plan Commission reviewed the proposed amendments and finds them to be in conformance with the following goals and policies of the City's Comprehensive Plan:

LGC 3 PLANNING THROUGH NEIGHBORHOOD COUNCILS

Goal: Utilize the neighborhood councils and the Community Assembly as a way for the public to participate in planning activities and bring proposals through the City Plan Commission to the City Council.

Policies

LGC 3.1 Forum for Citizens

Use neighborhood councils as one of many forums for citizens to bring issues and/or problems to the City of Spokane for debate and to express their preferences for resolution.

LU 7.2 Continuing Review Process

Develop a broad, community-based process that periodically reevaluates and directs city policies and regulations consistent with the Visions and Values.

N 7.2 City Hall Outreach

Encourage City Hall outreach efforts in neighborhoods.

Conclusions:

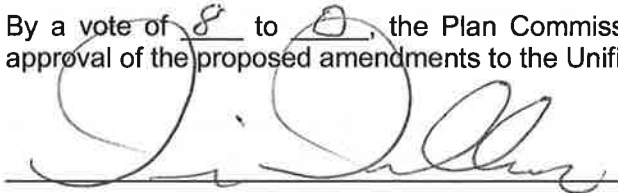
- A. The Plan Commission reviewed all public testimony received during the public hearings.
- B. The Plan Commission finds that the proposed amendments meet the approval criteria for text amendments to the Unified Development Code:

SMC 17G.025.010 (F) Approval Criteria:

1. The proposed amendments are consistent with the applicable provisions of the comprehensive plan; and
2. The proposed amendments bear a substantial relation to public health, safety, welfare, and protection of the environment.

Recommendations:

By a vote of 8 to 0, the Plan Commission recommends to the City Council the approval of the proposed amendments to the Unified Development Code, Title 17G.



**Dennis Dellwo, President
Spokane Plan Commission
August 12, 2015**

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

09/14/2015

Date Rec'd

8/31/2015

Clerk's File #

ORD C35303

Renews #Submitting Dept

DEVELOPMENT SERVICES CENTER

Cross Ref #Contact Name/Phone

TAMI 625-6187

Project #Contact E-Mail

TPALMQUIST@SPOKANECITY.ORG

Bid #Agenda Item Type

First Reading Ordinance

Requisition #Agenda Item Name

0650 - ORDINANCE - SHORT TERM RENTAL LICENSES

Agenda Wording

AN ORDINANCE relating to permit fees for short term rentals; amending Spokane Municipal Code Sections 08.02.066 and 17C.316.040.

Summary (Background)

The Short Term Rental ordinance was passed in May. This ordinance establishes the fees for processing Type A and Type B licenses.

Fiscal ImpactBudget Account

Revenue \$ 10,000.00

4700 41400 58610 34583

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil Notifications**Dept Head**

BECKER, KRIS

Study Session**Division Director**

SIMMONS, SCOTT M.

Other

PCED 7/20/15

Finance

SALSTROM, JOHN

Distribution List**Legal**

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For the Mayor

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ORDINANCE NO. C35303

AN ORDINANCE relating to permit fees for short term rentals; amending Spokane Municipal Code Sections 08.02.066 and 17C.316.040.

WHEREAS, the City Council recently adopted Chapter 17C.316 SMC regulating short term rentals;

WHEREAS, it is necessary to establish permit fees for short term rentals;--

Now, Therefore, The City of Spokane does ordain:

Section 1. That SMC section 08.02.066 is amended to read as follows:

Section 08.02.066 Zoning

Unless an action is initiated by the city council, the fees for approvals under the zoning code are:

- A. Staff preparation of a notification district map and associated documents: One hundred fifty dollars.
- B. Type I application: One thousand eighty-five dollars. In the case of building and construction permit applications, the fee is based on Article III of this chapter.
- C. Type II application: Four thousand three hundred twenty-five dollars plus sixty dollars per each additional acre.
- D. Type III application: Four thousand five hundred ninety dollars plus one hundred ten dollars per each additional acre.
- E. Site plan review and/or modification: Eight hundred fifteen dollars plus five hundred fifty dollars per each additional increment of ten acres of site or portion thereof.
- F. Optional consolidated project review: Four thousand three hundred twenty-five dollars plus two hundred fifteen dollars for each additional acre.
- G. Planned unit development bonus density or final planned unit development:
 - 1. Bonus density: Additional eight hundred eighty dollars if bonus density is sought.
 - 2. Final planned unit development: Three thousand two hundred ninety-five dollars.
- H. Any temporary use permit: Six hundred seventy-five dollars.
- I. Floodplain development permit: Nine hundred dollars plus fifty-five dollars per each additional acre.

- J. Establishment of a front yard setback that is more or less than the depth required by the zoning code: Eight hundred ten dollars.
- K. Accessory dwelling unit permit: Six hundred fifty-five dollars.
- L. Accessory dwelling unit permit (Type II): One thousand dollars.
- M. Formal written interpretation of the zoning code: Five hundred eighty dollars.
- N. Any other matter not listed above that requires a public hearing before the hearing examiner: One thousand eight hundred ninety-five dollars.
- O. A fee of eighty-five dollars per hour may be charged to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fee or is not covered by the fees listed above.
- P. P. Short Term Rental Permit – Type A: One hundred fifty dollars. The annual renewal for a Type A permit is one hundred dollars.
- Q. Q. Short Term Rental Permit – Type B: Four thousand five hundred ninety dollars. The annual renewal for a Type B permit is one hundred dollars.

Section 2: That SMC Section 17C.316.040 is amended as follows:

Section 17C.316.040 Type A Short-Term Rentals

A. **Use-related regulations.**

- 1. Permit required. A Type A short-term rental requires a Type A short-term rental permit per .040 C below.
- 2. Allowed structure type. A Type A short-term rental is allowed only in the following residential structure types:
 - a. Single-Family Residence;
 - b. Attached house;
 - c. Duplex;
 - d. Apartments;
 - e. Condominiums; and
 - f. Accessory dwelling unit.
 - g. Manufactured Homes

B. **Standards.** The following standards apply to Type A short-term rentals. Adjustments are prohibited.

- 1. Accessory dwelling units. On sites with an accessory dwelling unit, the resident can live in the primary or accessory dwelling unit and rent bedrooms in either dwelling unit.
- 2. Bedroom requirements. The City's Building Official must verify that each bedroom to be rented to overnight guests:

- a. Met the building code requirements for a sleeping room at the time it was created or converted;
 - b. Meets fire code requirements.
 - 3. Number of overnight guests. The total number of adults occupying a dwelling unit with a Type A short-term rental may not exceed two (2) adults per bedroom.
 - 4. Employees. Nonresident employees are prohibited. Hired service for normal maintenance, repair and care of the resident or site, such as yard maintenance or house cleaning, is allowed.
 - 5. Services to overnight guests and visitors. Serving alcohol and food to overnight guests and visitors is allowed, subject to other county and/or state requirements.
 - 6. Parking. See Spokane Municipal Code Chapter 17C.230 Parking and Loading
 - 7. Advertising. All advertisements for the short-term rental must list short-term rental permit number.
- C. **Type A Short Term Rental Permit.** The owner of a Type A short-term rental must obtain a permit from the Planning and Development Services Department. The permit requires the owner to agree to abide by the requirements of this section, and document that the required notification requirements have been met:
- 1. Notification. The owner must:
 - a. Prepare a notification letter that:
 - i. Describes the operation and the number of bedrooms that will be rented to overnight guests; and
 - ii. Includes information on how to contact the owner or operator by phone.
 - b. Mail or deliver the notification letter to all recognized organizations and owners of property abutting and directly across the street from the short-term rental upon issuance of short term rental permit
 - 2. Required information for permit. In order to apply for a Type A short-term rental permit, the owner or operator must submit to the Planning and Development Services Department:
 - a. Completed application form bearing the address of the property, the name, signature, address, and telephone number of the owner and operator if operator is not also an owner and emergency contact.
 - b. A short-term rental application and permit fee established by ~~((separate ordinance))~~ SMC 08.02.066.
 - c. Proof of property insurance covering the property.
 - d. A copy of the owner's current City of Spokane business license.

e. A copy of the notification letter and a list with the names and addresses of all property owners and organizations that received the letter.

f. A site plan.

D. Renewal of and Revoking a Type A Short-Term Rental Permit. A Type A short-term rental permit must be renewed per the procedures in chapter 4.04 SMC and can be revoked according to the procedures in chapter 4.04 SMC for failure to comply with the regulations of this chapter. In addition a permit may be revoked for activities on site including nuisance under Chapter 10.08 Offences Against Public Health Chronic or public disturbance in Section 10.08D.090 Public Disturbance Noise. For revocation of permit the owner or operator receives one warning of violation. In the case of non-compliance or a repeat of non-compliance in a 12 month period shall result in revocation of permit per a type two civil infraction as referenced in 1.05.160. When a Type A short-term rental permit has been revoked, a new Type A short-term rental permit will not be issued to the owner at that site for 2 years.

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date