



Agenda Sheet for City Council:

Committee: Public Safety **Date:** 10/07/2024

Committee Agenda type: Discussion

Date Rec'd

10/7/2024

Clerk's File #

OPR 2024-0892

Cross Ref #

C36467

Project #

Council Meeting Date: 10/21/2024

Submitting Dept

PUBLIC WORKS

Bid #

Contact Name/Phone

MARLENE FEIST (509) 625-6505

Requisition #

Contact E-Mail

MFEIST@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Council Sponsor(s)

PDILLON

BWILKERSON

MCATHCART

Agenda Item Name

MOU FOR RESIDENTIAL LIGHTING PROGRAM USING ARPA FUNDS

Agenda Wording

Memorandum of Understanding with Neighborhood Housing & Human Services Division, and Utility Billing regarding the Residential Lighting Program utilizing ARPA funds-\$150,000.

Summary (Background)

City Council approved \$150,000 in ARPA funds at their June 10, 2024, meeting "solely for the purpose of residential street lighting." This Memorandum of Understanding would create a program to install solar- or battery-powered motion sensor flood lights in residential areas focused on the public right of way, with an emphasis on alleys and other areas with low lighting. The program would be managed by the Office of Neighborhood Services. Credits would be processed by Utility Billing.

Lease? NO

Grant related? YES

Public Works? NO

Fiscal Impact

Approved in Current Year Budget? YES

Total Cost

\$

Current Year Cost

\$ 150,000

Subsequent Year(s) Cost

\$

Narrative

Amount

Budget Account

Select

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



Continuation of Wording, Summary, Approvals, and Distribution

Agenda Wording

Summary (Background)

Approvals		Additional Approvals	
<u>Dept Head</u>	FEIST, MARLENE	<u>ACCOUNTING -</u>	MURRAY, MICHELLE
<u>Division Director</u>	FEIST, MARLENE		
<u>Accounting Manager</u>	ORLOB, KIMBERLY		
<u>Legal</u>	HARRINGTON,		
<u>For the Mayor</u>	PICCOLO, MIKE		

Distribution List

	publicworksaccounting@spokancity.org
dkinder@spokanecity.org	pbirge@spokanecity.org
amcdaniel@spokanecity.org	mmurray@spokanecity.org
myates@spokanecity.org	cmorse@spokanecity.org
mfeist@spokanecity.org	mmarroquin@spokanecity.org

Committee Agenda Sheet

Public Safety & Community Health Committee

Committee Date	October 7, 2024
Submitting Department	Public Works
Contact Name	Marlene Feist
Contact Email & Phone	mfeist@spokanecity.org ; (509) 625-6505
Council Sponsor(s)	Dillon, Wilkerson, Cathcart
Select Agenda Item Type	☐ Consent ☒ Discussion Time Requested: 5 minutes
Agenda Item Name	Residential Lighting Program using ARPA funds
Proposed Council Action	☒ Approval to proceed to Legislative Agenda ☐ Information Only
Summary (Background) *use the Fiscal Impact box below for relevant financial information	City Council approved \$150,000 in ARPA funds at their June 10, 2024, meeting “solely for the purpose of residential street lighting.” This MOU would create a program to install solar- or battery-powered motion sensor flood lights in residential areas focused on the public right of way, with an emphasis on alleys and other areas with low lighting. The goal would be to improve safety for all users of the public right of way, address crime and overall safety. The program would include 2 elements: 1. A process to reimburse residents who purchase and install an appropriate light. 2. And a process to distribute and install lights who are the victims of crime, who live in high-crime areas, who are unable to purchase a light for reimbursement or who cannot install a light on their own. The program would be managed by the Office of Neighborhood Services. Credits would be processed by Utility Billing. Partnerships or a subcontract may be required for the second process. The program would begin upon adoption of the MOU and continue until funds are expended, or no later than December 31, 2026.
Fiscal Impact Approved in current year budget? ☒ Yes ☐ No ☐ N/A Total Cost: Click or tap here to enter text. Current year cost: Up to \$150,000 Subsequent year(s) cost:	
Narrative: Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue	
Funding Source ☒ One-time ☐ Recurring ☐ N/A Specify funding source: Grant Is this funding source sustainable for future years, months, etc? This is a one-time program using ARPA dollars.	

Expense Occurrence ☒ One-time ☐ Recurring ☐ N/A

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

Operations Impacts (If N/A, please give a brief description as to why)

- What impacts would the proposal have on historically excluded communities?
This program is designed to support neighborhoods and residents throughout the City, with a goal of enhancing safety and reducing crime.
- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?
Data on where new lighting is installed can be overlaid with geographic information related to income levels and location of under-served populations.
- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?
Data collection will attempt to determine program effectiveness.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?
This work is part of the Council's ARPA strategy.

Council Subcommittee Review

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

N/A

MEMORANDUM OF UNDERSTANDING & AGREEMENT
RESIDENTIAL LIGHTING PROGRAM

THIS MEMORANDUM OF UNDERSTANDING and AGREEMENT ("MOU") is between the SPOKANE CITY COUNCIL ("COUNCIL") and the OFFICE OF NEIGHBORHOOD SERVICES ("ONS"), which is part of the City's Neighborhood Housing & Human Services Division, and UTILITY BILLING ("UB"), which is part of the City's Public Works Division.

WHEREAS, the City of Spokane is authorized to expend ARPA funds for this MOU in accordance with City of Spokane Ordinance No. C36467, passed on June 10, 2024, and

WHEREAS, that ordinance allocated \$150,000 "solely for the purpose of residential street lighting;" and

WHEREAS, adequate residential street lighting provides improved safety for all users of the public right-of-way, including motorists, cyclists and pedestrians, and can serve as a crime deterrent, and

WHEREAS, Council Members have reported that Spokane residents have expressed concerns about the lack of lighting in some areas of the public right of way, particularly in alleyways, and

WHEREAS, in partnership with residents, additional lighting can be installed, with a goal of addressing crime and overall safety, and

WHEREAS, the City desires to establish a Program intended to operate through the earlier of December 31, 2026, or when funds are exhausted, as outlined in Attachment "A", attached hereto and incorporated herein by this reference, -- Now, Therefore,

The Parties hereby agree as follows:

1. RESPONSIBILITIES OF COUNCIL.

- a. Review and approve this MOU prior to the end of 2024, encumbering the funds.
- b. Support the program by sharing educational materials and information about the program's availability as they interact with Spokane residents.

2. RESPONSIBILITIES OF ONS.

- a. Develop program materials and requirements, including, but not limited to, a list of appropriate solar- or battery-operated motion sensor flood lights, maximum reimbursement amounts for the lights, tips for correct installation, appropriate locations for installation, and program eligibility requirements.
- b. Work with the City web group to create a web page which contains the program information.
- c. Work with IT and the web group, create a portal for residents to submit receipts and proof of installation to process appropriate credits.
- d. Create and implement a robust marketing plan, using City communication channels as well as other media and education outlets, to provide residents with timely and accurate information on the eligibility and availability of the program.
- e. Work with Avista to amplify information about the City program.
- f. Review documentation submitted by residents and once approved for reimbursement credit, then provide information in an approved format to Utility Billing to add credits to approved customer accounts. (There will be no remittance of money directly to residents.)
- g. Create a process to distribute and install lights for customers who are the victims of crime, who live in high-crime areas, who are unable to purchase a light for reimbursement, or who cannot install a light on their own. A sub-contract with a separate agency may be appropriate for all or part of this work.
- h. Collect and monitor performance metrics. (Attachment A).

2. RESPONSIBILITIES OF UTILITY BILLING.

- a. Confirm and verify recipients are City utility customers and that ONS has authorized reimbursement in a form of a utility bill credit for an appropriately installed light.
- b. Develop a process to add the credits to the appropriate utility accounts and a way to display the credit on customers' utility bills.
- c. Working with Accounting, request funds from the lighting fund to cover the cost of the credits on customer utility bills.

3. PROJECT BUDGET. Attachment "A" includes a basic budget.

4. TERM. This Memorandum and Agreement shall begin upon execution of the MOU, and be in effect until all funds are exhausted, but no later than December 31, 2026.

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

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

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

Dated: _____ CITY OF SPOKANE

By: _____
Title: _____

City Council

By: _____
(Name) _____ Date _____

Office of Neighborhood Services

By: _____
(Name) _____ Date _____

Utility Billing

By: _____ Date _____
(Name) _____

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Dated: _____

ATTACHMENT A
MEMORANDUM OF UNDERSTANDING & AGREEMENT
RESIDENTIAL LIGHTING PROGRAM

Program Outline

Goal: Install solar- or battery-powered motion sensor flood lights in residential areas in the public right of way, focusing on alleys and other areas with low lighting.

Approach:

- City of Spokane residents purchase a solar- or battery-powered motion sensor flood light from an approved list and install it.
- Installations would be limited to residential areas, per the allocation language, and to areas that light the public right of way (alley or street area).
- Using solar- or battery-powered lights would avoid the added challenge of hard-wiring the lights.
- Residents would submit a receipt for the purchase plus a photo of the light installed to the Office of Neighborhood Services with pertinent information to receive a refund.
- ONS staff would review the information and authorize reimbursement.
- Reimbursement would be in the form of a credit on their City of Spokane utility bill.
- Utility Billing would administer the credits on the bill and would be paid back through the lighting program account.
- An additional program component would be developed to get lights installed for residents who are victims of crime, who live in high crime areas, who cannot afford the upfront expense, or who need assistance with installation. This may be accomplished through partnerships developed by ONS or through the addition of a subrecipient.
- The City will track participating addresses and relevant metrics, such as: streets receiving additional residential lighting, neighborhood calls for service related to violent and property crimes, number of Crime Check calls, and number of related 311 calls.

General Budget:

Category	Amount
Marketing Plan & Materials Creation	Up to \$25,000
Purchase and installation of lights for crime victims and/or high property crime areas	Up to \$50,000
Reimbursement to citizens in the form of a utility bill credit for purchasing and installing lights	\$75,000 plus unused funds from above categories