

**SUSTAINABLE RESOURCES COMMITTEE MEETING
AGENDA FOR
March 18, 2019
1:30 p.m. – City Council Briefing Center**

The Spokane City Council’s Sustainable Resources Committee meeting will be held at **1:30 p.m. on March 18, 2019** in City Council Briefing Center –Lower Level City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington.

The meeting will be conducted in a standing committee format. Because a quorum of the City Council may be present, the standing committee meeting will be conducted as a committee of the whole council.

The meeting will be open to the public, with the possibility of moving or reconvening into executive session only with the members of the City Council and the appropriate staff. No legislative action will be taken. No public testimony will be taken and discussion will be limited to appropriate officials and staff.

AGENDA

I. Call to Order

II. Approval of Minutes from February 11, 2019 Meeting

III. Consent Items

- | | |
|---|-----------------|
| • Sprague Avenue Phase 2 | Dan Buller |
| • “Cutter” for Reprographics | Marlene Feist |
| • Asset Management SBO City Hall Restoration Project | Curtis Harris |
| • 2 nd Quarter Range Change – Sign Painter/Streets | Chris Cavanaugh |
| • CMTV and KSPS PEG Reimbursement Contracts | John Delay |
| • Cure in Place Pipe (CIPP) 2018 & River Inflow Reduction | Dan Buller |
| • Letter in Support for WSU Medical School Budget Request | City Council |

IV. Council Requests

V. Staff Requests

- | | |
|--|------------------|
| 1. Ethics Code Updates (15 min) | Mike Piccolo |
| 2. Utility Information System Project Update (5 min) | Scott Simmons |
| 3. Intrafund and Budget Transfer Report | Crystal Marchand |
| 4. Financial Update (15 min) | Cooley/Marchand |

VI. Executive Session:

VII. Adjournment:

Next Sustainable Resources meeting will be on Monday, April 15, 2019.

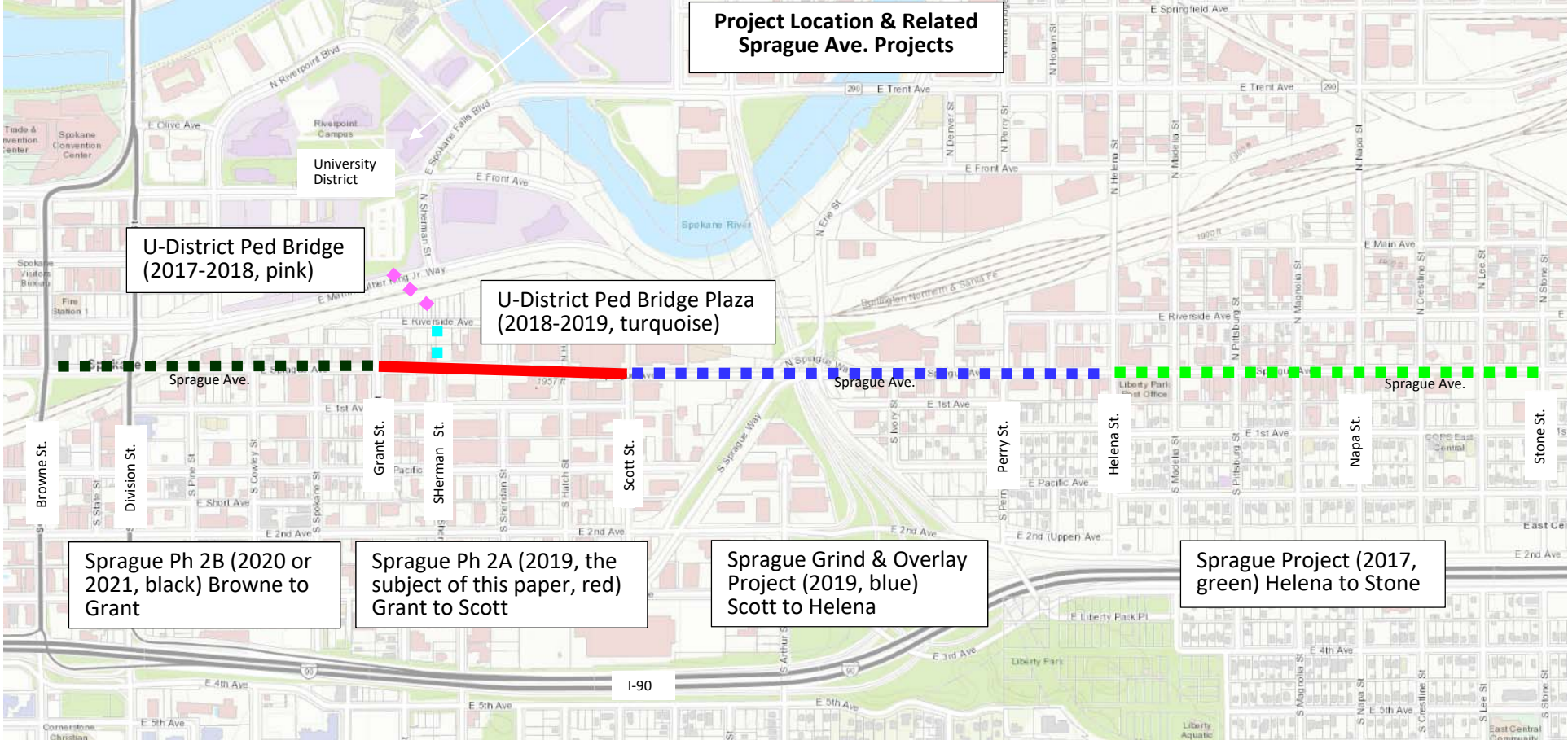
AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: *The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.*

Briefing Paper

Sustainable Resources

Division & Department:	Engineering Services; Public Works
Subject:	Sprague Avenue Phase 2A
Date:	March 18, 2019
Contact (email & phone):	Dan Buller (dbuller@spokanecity.org , 625-6391)
City Council Sponsor:	
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	6 Year Street Plan
Strategic Initiative:	Innovative Infrastructure
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of construction contracts (once bids are opened and recommendation to award submitted to council for approval)
Background/History:	
<ul style="list-style-type: none"> • This project is the second of three phases of East Sprague Avenue full rebuild projects. • The first phase was a full rebuild including sidewalks and associated pedestrian amenities in 2017 from Helena Street to Stone Street • The third phase is a full rebuild including sidewalks and associated pedestrian amenities from Division Street to Grant Street with restriping from Browne Street to Division Street, all planned in 2020 or 2021. • As part of a separate but coordinated project, a grind and overlay of Sprague Avenue from Scott Street to Helena Street is planned this spring just prior to the start of this project. • See attached exhibit. 	
Executive Summary:	
<ul style="list-style-type: none"> • This project includes a full rebuild of Sprague Ave. from Grant Street to Scott Street including sidewalks and associated pedestrian amenities. • Also included are a 24" water main replacement from Grant Street to Hatch Street, an 8" water main replacement from Hatch Street to Scott Street and various minor storm and sanitary sewer upgrades. • Bid opening is scheduled for March 25, 2019 • Design was federally funded. Construction will be locally funded (UDRA, levy and utilities). 	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact:	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	

Project Location & Related Sprague Ave. Projects



U-District Ped Bridge (2017-2018, pink)

U-District Ped Bridge Plaza (2018-2019, turquoise)

Sprague Ph 2B (2020 or 2021, black) Browne to Grant

Sprague Ph 2A (2019, the subject of this paper, red) Grant to Scott

Sprague Grind & Overlay Project (2019, blue) Scott to Helena

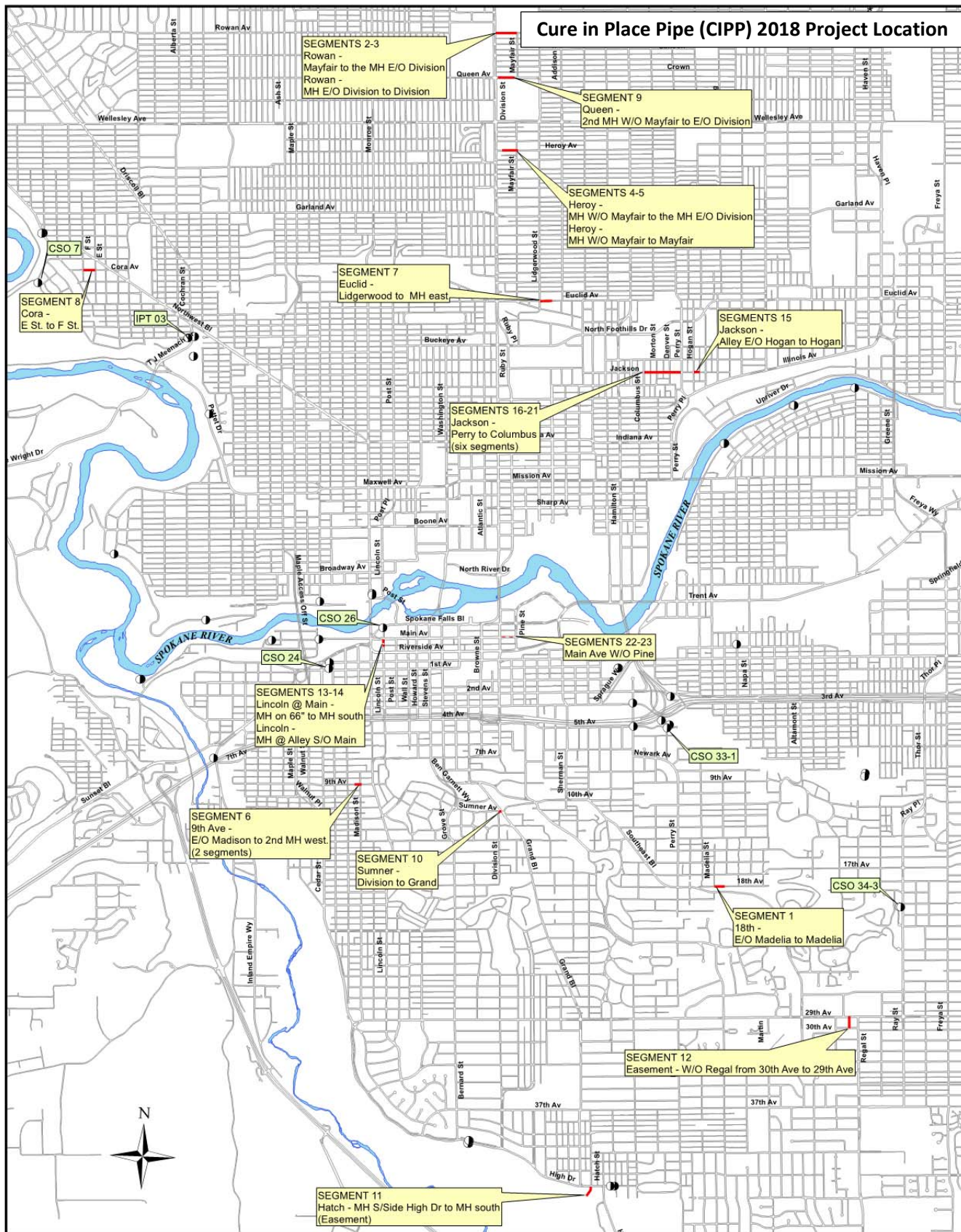
Sprague Project (2017, green) Helena to Stone

Briefing Paper

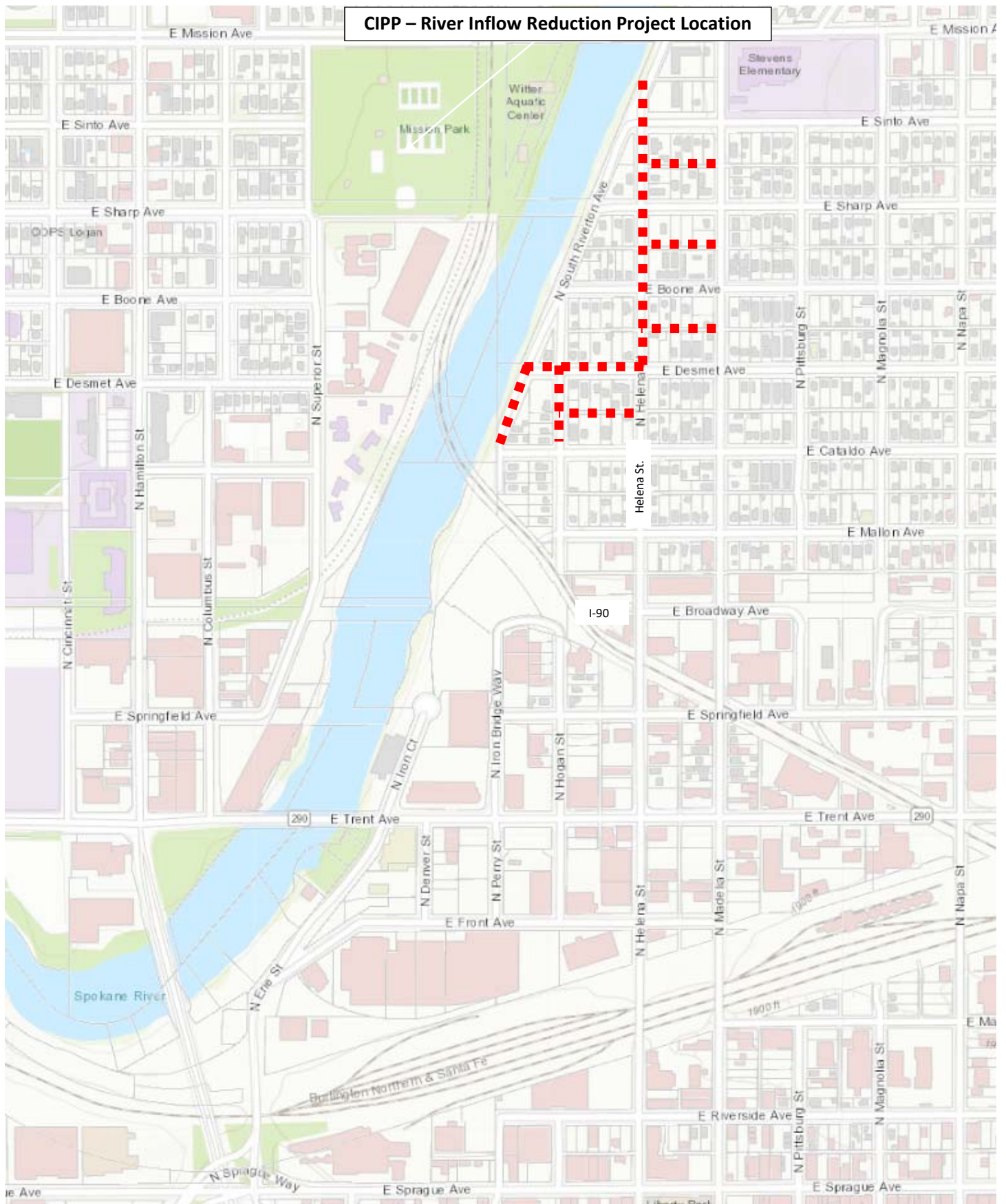
Sustainable Resources

Division & Department:	Engineering Services; Public Works
Subject:	Cure in Place Pipe (CIPP) 2018 & CIPP – River Inflow Reduction
Date:	March 18, 2019
Contact (email & phone):	Dan Buller (dbuller@spokanecity.org , 625-6391)
City Council Sponsor:	
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	6 Year Sewer Plan
Strategic Initiative:	Innovative Infrastructure
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of construction contracts (once bids are opened and recommendation to award submitted to council for approval)
<u>Background/History:</u>	
<ul style="list-style-type: none"> • This briefing paper covers two cure in place pipe (CIPP) projects, one locally funded (project title Cure In Place Pipe (CIPP) 2018) and one funded with a DOE low interest loan (project title CIPP – River Inflow Reduction) • In the Cure In Place Pipe (CIPP) 2018 project, the sewer mains selected for rehabilitation (see first attached exhibit) have structural deficiencies as indicated by video logs. • In the CIPP – River Inflow Reduction project, the sewer mains selected for rehabilitation (see second attached exhibit) experience huge infiltration (flows increase by up to 5000%) during high spring runoff years which is visible both in video logs and at downstream flow measurement stations. • CIPP (cure in place pipe) lines sewer pipe without digging up the road. CIPP is used to reinforce pipes which are failing structurally, to stop infiltration or both. 	
<u>Executive Summary:</u>	
<ul style="list-style-type: none"> • The purpose of the Cure In Place Pipe (CIPP) 2018 project is to line the main due to structural deficiencies. • The purpose of CIPP – River Inflow Reduction project is to line the main and side sewer connections to keep river water out of the sewer system during high spring runoff years. • Both will be constructed this summer. 	
<u>Budget Impact:</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	
If new, specify funding source:	
Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u>	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	
Specify changes required:	
Known challenges/barriers:	

Cure in Place Pipe (CIPP) 2018 Project Location



CIPP – River Inflow Reduction Project Location



Briefing Paper

Sustainable Resources Committee

Division & Department:	Communications – Cable Franchise
Subject:	CMTV PEG Reimbursement Contract
Date:	3-4-19
Author (email & phone):	John Delay ext. 6355
City Council Sponsor:	
Executive Sponsor:	Marlene Feist
Committee(s) Impacted:	Sustainable Resources Committee
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	City of Spokane Cable Franchise – PEG Requirement Utilizing Budget Account #1940-37330-18900-54201
Strategic Initiative:	Sustainable Resources
Deadline:	3/31/2019
Outcome: (deliverables, delivery duties, milestones to meet)	Completed contract for PEG funds reimbursement
Background/History:	
The City of Spokane contracts with Community Minded Enterprises (CME) to provide public programming through CMTV14 a sub group of that agency. PEG Funds are divided equally between (P)Public (CME), (E) Educational (C.A.B.L.E. KSPS) and (G) Government (City of Spokane)	
Executive Summary:	
As part of the City’s Cable Franchise, the City of Spokane contracts out the (P) Public programming of the PEG Channels which are provided to any subscriber, at no additional charge, and viewable by Comcast Subscribers without the need for additional equipment beyond that required to receive the Basic Cable Tier.	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact:	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:	

Briefing Paper

Sustainable Resources Committee

Division & Department:	Communications – Cable Franchise
Subject:	KSPS PEG Reimbursement Contract
Date:	3-4-19
Author (email & phone):	John Delay ext. 6355
City Council Sponsor:	
Executive Sponsor:	Marlene Feist
Committee(s) Impacted:	Sustainable Resources Committee
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	City of Spokane Cable Franchise – PEG Requirement Utilizing Budget Account #1940-37330-18900-54201
Strategic Initiative:	Sustainable Resources
Deadline:	3/31/2019
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of this contract to fulfill Comcast Cable Franchise Requirements.
Background/History:	
<p>The City of Spokane designates KSPS as the administrator of C.A.B.L.E. PEG funds under Section 19 subsection (b) of the City’s Cable Franchise. KSPS prioritizes the Capital Equipment needs of the C.A.B.L.E then relays those requests on to the City for funding.</p>	
Executive Summary:	
<p>As part of the Franchise, KSPS ensures that the (E) Educational Channels of the PEG Channels are provided to any subscriber, at no additional charge, and viewable by Comcast Subscribers without the need for additional equipment beyond that required to receive the Basic Cable Tier.</p>	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact:	
Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:	

Briefing Paper

Sustainable Resources

Division & Department:	Human Resources
Subject:	2 nd Quarter Range Changes
Date:	03/07/19
Contact (email & phone):	Chris Cavanaugh X6383
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Sustainable Resources Committee
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	Budget
Strategic Initiative:	
Deadline:	03/18/19
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of Range Change for Sign Painter Job Code SPN612 from range 34 to range 38 of the Local 270 Pay Plan

Recently a revised classification specification for Sign Painter SPN 612 was adopted by the Civil Service Commission. Human Resources evaluated the classification using the City’s adopted internal equity Point Factor system and by conducting an analysis of surrounding classifications. The revised salary grade of 38 (\$44,862.77 - \$71,789.62) has been agreed to by the City as well as Local 270 AFSCME.

The classification was updated to reflect the level of job duties required by a skilled professional technician. This position now serves as the subject matter expert and is the single point of contact for all correspondence affecting the duties of the position from both internal and external customers. Position must be knowledgeable about safety and code standards specific to the painting trade including OSHA required safety standards. Position now requires knowledge of CAD software and ability to provide consulting to external development contractors regarding proper signage in compliance with state and federal regulations.

Internal positions with comparable levels of responsibility include SPN 225 Planning Specialist, SPN 681 Park Equipment Specialist Foreperson, SPN 435 Parking Enforcement Specialist, and SPN 284 Police Radio Dispatcher II.

This position currently has an incumbent in this role and is compensated at Grade 34 of the Local 270L Pay Plan, or \$42,190.13 - \$65,732.33.

City of Spokane Human Resources recommends the updated salary recommendation be adopted by the City Council and made effective April 1, 2019.

Executive Summary:

SBO to approve a 2nd Quarter Range Change for SPN 612 Sign Painter from Range 34 to Range 38 of the Local 270 pay plan.

Budget Impact:

Approved in current year budget? Yes No N/A

Annual/Reoccurring expenditure? Yes No N/A

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy? Yes No N/A

Requires change in current operations/policy? Yes No N/A

Specify changes required:

Known challenges/barriers:

Briefing Paper Sustainable Resources

Division & Department:	
Subject:	Ordinance Regarding Updates to the Ethics Code
Date:	March 18, 2019
Contact (email & phone):	Mike Piccolo/mpiccolo@spokanecity.org/625-6237
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Sustainable Resources Committee
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	
Narrative: Ordinance relating to the Code of Ethics, amending SMC sections 1.04A.020 and 1.04A.110 of the Spokane Municipal Code.	
<p>Executive Summary: The City’s Ethics Commission has been reviewing proposed amendments to the Ethics Code over the past several months. Most of the proposed amendments are based on the Commission’s experience with various complaints that have been processed over the last couple of years. At its June 20, 2018 meeting, the Commission voted to approve the recommended amendments and to forward those recommendations to the City Administration and City Council.</p> <p>The recommended amendments include:</p> <ol style="list-style-type: none"> 1) SMC 1.04A.020 - Additional definitions; 2) SMC 1.04A.110 D 1 g & h - Additional grounds upon which the Commission may dismiss a complaint; 3) SMC 1.04A.110 D 3 - Ability for the Commission chairperson to summarily dismiss a complaint if the respondent is not subject to the Ethics Code with the right to appeal the dismissal to the full commission; 4) SMC 1.04A.110 F 1 – Ability for the Commission to hear preliminary motions, including motions to dismiss, based upon the submission of affidavits and documentary evidence; 5) SMC 1.04A.110 F 1 – Process for the adoption of pre-hearing orders; and 6) SMC 1.04A.110 F 2 – Incorporation of evidentiary rules. 	
<p>Budget Impact:</p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p>Operations Impact:</p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

Briefing Paper Sustainable Resources

Division & Department:	Communications Department
Subject:	"Cutter" for Reprographics
Date:	March 18, 2019
Contact (email & phone):	Marlene Feist (mfeist@spokanecity.org ; 625-6505)
City Council Sponsor:	
Executive Sponsor:	Marlene Feist
Committee(s) Impacted:	Sustainable Resources
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document)	
Strategic Initiative:	
Deadline:	An SBO is coming forward for approval to purchase the equipment for consideration by Council on March 25, 2019.
Outcome: (deliverables, delivery duties, milestones to meet)	
<p><u>Background/History:</u> Reprographics has a number of pieces of specialized equipment to complete the printing work it provides for City departments. That equipment includes a "cutter" that is used to cut printed pieces to final size. It is used to complete approximately 85 percent of the jobs handled by Reprographics. The machine is now failing and maintenance agreements are no longer available. Additionally, replacement parts are not available.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> • Reprographics is seeking funds to replace the "cutter" in the print shop in City Hall. • This equipment cuts printed pieces to final size. • This equipment is needed to complete 85 percent of the work produced by Reprographics including all work that comes off the main press and most of the work off completed on Reprographics copy machine. • The current machine is 23 years old and failing. • Quotes have been collected following purchasing rules, and the selected equipment will cost \$38,586.81. • An SBO is coming forward for approval to purchase the equipment for consideration by Council on March 25, 2019. 	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><u>Operations Impact:</u></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	



SPOKANE CITY COUNCIL
808 W. Spokane Falls Blvd.
Spokane, WA 99201-3335
(509) 625-6255

March 18, 2019

Senator Andy Billig
PO Box 40403
Olympia, Washington 98504

Dear Senator Billig,

WSU Spokane's Elson S. Floyd College of Medicine is a growing hub for medical education in the State of Washington and in the Intermountain West. WSU Spokane's medical education program supports better access to healthcare for Eastern Washington and serves as an economic growth engine for Spokane and the entire metropolitan area.

We are impressed and grateful for the impact the medical school students are having in our community. The community health assessment work conducted by these medical students has helped identify healthcare gaps and quality of life barriers facing our constituents. Furthermore, the participation of medical students in local projects like the City's Sustainability Action Subcommittee add a critical lens of health and health access to our continuous improvement strategies.

WSU has fulfilled its commitment to educate Washington students in a community-based model that will help meet the growing healthcare needs of all Washingtonians. As such, we fully support WSU's biennial request of \$14.4 million to further medical education opportunities by enrolling 80 students in the next two classes and supporting the current two classes for their third and fourth years.

We look forward to continued growth of the Elson S. Floyd College of Medicine. Please let us know how we can assist with the school's growth at the local level.

Sincerely,

ORDINANCE NO _____

An ordinance amending Ordinance No. C-35703, passed by the City Council December 10, 2018, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2019 budget Ordinance No. C-35703, as above entitled, and which passed the City Council December 10, 2018, it is necessary to make changes in the appropriations of the Asset Management Capital 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 Asset Management Capital Fund, and the budget annexed thereto with reference to the Asset Management Capital Fund, the following changes be made:

FROM:

FUND:	FUND NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
5901	Asset Mgt Capital	5901-79160-99999-39787	Operating Transfer In – From Asset Mgt [Ops]	141,000
			Total	141,000

TO:

FUND:	FUND NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
5901	Asset Mgt Capital	5901-79160-94000-56203- 80101	Building Improvements	141,000
			Total	141,000

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 for additional budget authority for unexpected costs on the City Hall Restoration project, 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

ORDINANCE NO _____

An ordinance amending Ordinance No. C-35703, passed by the City Council December 10, 2018, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2019 budget Ordinance No. C-35703, as above entitled, and which passed the City Council December 10, 2018, it is necessary to make changes in the appropriations of the Asset Management Operations 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 Asset Management Operations Fund, and the budget annexed thereto with reference to the Asset Management Operations Fund, the following changes be made:

FROM:

FUND:	FUND NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
5900	Asset Mgt Ops	5900-99999-99999-*****	Reserves	268,000
			Total	268,000

TO:

FUND:	FUND NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
5900	Asset Mgt Ops	5900-30700-97185-80101	Operating Transfer Out-Asset Mgt Capital	141,000
5900	Asset Mgt Ops	5900-30700-94000-56403	Capitalized Software	35,000
5900	Asset Mgt Ops	5900-30700-94000-56301	Other Improvements	28,622
5900	Asset Mgt Ops	5900-30700-18300-54802	Building Repairs & Maintenance	63,378
			Total	268,000

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 for additional budget authority for unexpected costs on the City Hall Restoration project and other unforeseen projects, 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

ORDINANCE NO _____

An ordinance amending Ordinance No. C-35703, passed by the City Council December 10, 2018, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2019 budget Ordinance No. C-35703, as above entitled, and which passed the City Council December 10, 2018, it is necessary to make changes in the appropriations of the Reprographics 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 Reprographics Fund, and the budget annexed thereto with reference to the Reprographics Fund, the following changes be made:

FROM:	5400-99999	Reprographics Fund	
	99999-	Unappropriated Reserves	<u>\$ 38,586.81</u>
TO:	5400-74050	Reprographics Fund	
	94000-56401	Machinery/Equipment	<u>\$ 38,586.81</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 replace a 23 years old paper cutter in Reprographics, 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

ORDINANCE NO _____

An ordinance amending Ordinance No. C-35703, passed by the City Council December 10, 2018, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2019 budget Ordinance No. C-35703, as above entitled, and which passed the City Council December 10, 2018, it is necessary to make changes in the appropriations of the Street 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 Street Fund, and the budget annexed thereto with reference to the Street Fund, the following changes be made:

FROM:	1100-21400	Street Department – Signs & Markers	
	42640-06120	Sign Painter	50,872
		(from 1 to 0 positions)	
	1100-99999	Street Fund	
	99999-	Unappropriated Reserves	4,687
			<u>\$ 55,559</u>
TO:	1100-21400	Street Department – Signs & Markers	
	42640-06120	Sign Painter	<u>\$ 55,559</u>
		(from 0 to 1 positions)	

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 budget for a range change recommended by Human Resources, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Mayor

Date

Effective Date

Briefing Paper

Sustainable Resources Committee

Division & Department:	Public Works
Subject:	Award contract for purchase and implementation of Utility Information System
Date:	March 18, 2019
Author (email & phone):	Jeff Runkel; jrunkel@spokanecity.org ; 625-6821
City Council Sponsor:	
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	Sustainable Resources Committee
Type of Agenda item:	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	ResiliencySmart Cities Technologies
Deadline:	This is a new Contract, the start date will correspond with contract signing.
Outcome: (deliverables, delivery duties, milestones to meet)	Implementation of a new Utility Information System to replace the aged and unsupported Customer Star II system. The solution will be implemented in accordance with predefine project milestones. These milestones, and associated billing schedule, can be found in the Project Schedule.

Background/History:

The City issued a request for proposals in October 2018, with eight companies responding. The group of stakeholders met and scored the proposals, selecting four companies to give in-person presentations. Of the four presenting companies, two were selected for on-site visits. A team consisting of Utility Billing, Water Department and IT traveled to Minneapolis and San Antonio. The teams spent an entire day at each of the municipals to interview their City staff who are the users of the software and see the software in action.

This is a modernization project to replace the aging, homegrown, over-customized application, ~~Cstar~~, with a more robust and scalable billing application that will incorporate new technologies and bring improved billing processes, collection management and user experience to the City. The implementation of the new solution will focus on the billing component which includes meter reading, billing and collections with an intuitive user based reporting component.

This vendor offers a hosted solution which will provide the City with a complete disaster recovery process [to guarantee continuity of service](#) – something that the City doesn't have today.

Executive Summary:

- ~~The contract is for a term of 12 to 14 months and total cost is \$3,427,037 that will include software licenses, professional services (including travel), support of existing cStar and~~

- ~~Rollout and training is anticipated to~~ quarter of 2019, followed by testing and “go live” near end of 2020; -5 years
- Implementation time: 12 months
- Implementation Costs: \$3,033,037
- Annual License: \$200,967
- Total 5 year costs of ownership: \$4,037,872

Budget Impact:

Approved in current year budget? Yes No
Annual/Reoccurring expenditure? Yes No

If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? Yes No
Requires change in current operations/policy? Yes No

Specify changes required: Several process within Utility Billing will be updated to match the functionality of the new application.

Known challenges/barriers: