

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

11/29/2021

<b>Date Rec'd</b>	11/15/2021
<b>Clerk's File #</b>	ORD C36145
<b>Renews #</b>	
<b>Cross Ref #</b>	
<b>Project #</b>	
<b>Bid #</b>	
<b>Requisition #</b>	

<b>Submitting Dept</b>	NEIGHBORHOOD, HOUSING & HUMAN SERVICES
<b>Contact Name/Phone</b>	JACOB MILLER X 6421
<b>Contact E-Mail</b>	JMILLER@SPOKANECITY.ORG
<b>Agenda Item Type</b>	Special Budget Ordinance
<b>Agenda Item Name</b>	1680 - SBO FOR CANNON SHELTER CAPITAL IMPROVEMENTS

**Agenda Wording**

SBO for the improvements for the Cannon Shelter include upgrades to the electrical system and a small quarantine structure to properly serve members of our community. The electrical upgrades are to begin as soon as possible as winter approaches.

**Summary (Background)**

The Facilities Management department is responsible for maintenance and upgrades to the Cannon Shelter as needed. The shelter is currently needing upgrades to the electrical system to handle the needed power load. The current system limits the ability to properly serve citizens staying in the shelter. Use of high-powered devices such as microwaves frequently trip breakers within the shelter.

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Revenue \$ 250,000  
Expense \$ 250,000  
Select \$  
Select \$

**Budget Account**

# 5901-71300-99999-39710-99999  
# 5901-71300-94000-56301-99999  
#  
#

**Approvals**

<b>Dept Head</b>	DAVIS, KIRSTIN
<b>Division Director</b>	DAVIS, KIRSTIN
<b>Finance</b>	WALLACE, TONYA
<b>Legal</b>	PICCOLO, MIKE
<b>For the Mayor</b>	ORMSBY, MICHAEL

**Council Notifications**

<b>Study Session\Other</b>	F&A 11-15-2021
<b>Council Sponsor</b>	CM Wilkerson
<b>Distribution List</b>	bwilkerson@spokanecity.org; mcarlos@spokanecity.org
	twallace@spokanecity.org; pingiosi@spokanecity.org
	jmiller@spokanecity.org; sbrown@spokanecity.org
	ddaniels@spokanecity.org; ablain@spokanecity.org

**Additional Approvals**

<b>Purchasing</b>	
<b>MANAGEMENT &amp; BUDGET</b>	INGIOSI, PAUL

PASSED BY  
SPOKANE CITY COUNCIL:

11/29/2021  
*[Signature]*  
CITY CLERK

ORDINANCE NO C36145

An ordinance amending Ordinance No. C-35971, passed by the City Council December 14, 2020, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2021 budget Ordinance No. C-35971, as above entitled, and which passed the City Council December 14, 2020, it is necessary to make changes in the appropriations of the Asset Management 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:

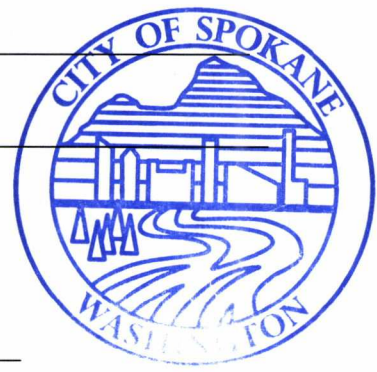
- (1) Increase revenue by \$250,000.
  - (A) \$250,000 of the increased revenue represents a transfer in from the General Fund.
  
- (2) Increase expenditures by \$250,000.
  - (A) \$250,000 of the increased expenditure is provided solely for capital improvements to the Cannon Street Shelter, including the addition of supplementary shelter structures on the premises to be used for providing shelter to persons who have been exposed to COVID-19.

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 capital improvements to the Cannon Street shelter, 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 November 29, 2021

[Signature]  
Council President

Attest: [Signature]  
City Clerk



Approved as to form: [Signature]  
Assistant City Attorney

[Signature]  
Mayor

12/9/2021  
Date

December 9, 2021  
Effective Date

# Briefing Paper

## Finance & Administration Committee

<b>Division &amp; Department:</b>	Facilities Management - Asset Management Capital Fund & CHHS – Human Services (General Fund)
<b>Subject:</b>	SBO for Cannon Shelter Capital Improvements
<b>Date:</b>	November 15, 2021
<b>Author (email &amp; phone):</b>	Jacob Miller [ <a href="mailto:jmiller@spokanecity.org">jmiller@spokanecity.org</a> 509-625-6421 ]
<b>City Council Sponsor:</b>	Betsy Wilkerson
<b>Executive Sponsor:</b>	Tonya Wallace
<b>Committee(s) Impacted:</b>	Finance and Administration Committee
<b>Type of Agenda item:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> <small>(link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)</small>	2020-2025 Strategic Plan to End Homelessness
<b>Strategic Initiative:</b>	Safe & Healthy / Reduce Homelessness
<b>Deadline:</b>	The improvements for the Cannon Shelter include upgrades to the electrical system and a small quarantine structure to properly serve members of our community. <b>The electrical upgrades are to begin as soon as possible as winter approaches.</b>
<b>Outcome:</b> <small>(deliverables, delivery duties, milestones to meet)</small>	Transfer \$250,000 that is set aside in the CHHS Department, General Fund, to Facilities Management for capital improvements planned at the Cannon Shelter.
<b>Background/History:</b>	
<p>The Facilities Management department is responsible for maintenance and upgrades to the Cannon Shelter as needed. The shelter is currently needing upgrades to the electrical system to handle the needed power load. The current system limits the ability to properly serve citizens staying in the shelter. Use of high-powered devices such as microwaves frequently trip breakers within the shelter.</p> <p>The shelter has been using two recreational vehicles (RVs) to quarantine people who have been exposed to COVID-19. The RVs will be replaced with a portable construction office structure. The new structures will require access to electricity and will be part of electrical system upgrade.</p>	
<b>Executive Summary:</b>	
<ul style="list-style-type: none"> <li>- Cannon Shelter: Facilities Management is upgrading the shelter’s electrical system and will be establishing a portable construction office to replace two RVs used for COVID-19 quarantine.</li> <li>- \$250,000 will be transferred from CHHS (General Fund) to Facilities Management for these and other minor capital improvements needed for a 24/7 shelter facility.</li> </ul>	
<b>Budget Impact:</b>	
Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: N/A Other budget impacts: None – was already budgeted in CHHS	
<b>Operations Impact:</b>	
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: None Known challenges/barriers: None	