

## CITY OF SPOKANE



### REGARDING CITY COUNCIL MEETINGS

City Council's standing committee meetings, Briefing Sessions, Legislative Sessions and study sessions are held in City Council Chambers – Lower Level of City Hall, 808 W. Spokane Falls Blvd.

City Council Members, City staff, presenters and members of the public have the option to participate virtually via WebEx during all meetings, with the exception of Executive Sessions which are closed to the public. Call in information for the May 6, 2024, meetings is below. All meetings will be streamed live on Channel 5 and online at <https://my.spokanecity.org/citycable5/live> and <https://www.facebook.com/spokanecitycouncil>.

#### **WebEx call in information for the week of May 6, 2024:**

3:30 p.m. Briefing Session: 1-408-418-9388; access code: 249 250 76017; password: 0320

6:00 p.m. Legislative Session: 1-408-418-9388; access code: 248 390 62111; password: 0320

Thursday Study Session: 1-408-418-9388; access code: 249 143 67432; password: 0320

#### **To participate in public comment (including Open Forum):**

Testimony sign-up is open beginning at 5:00 p.m. on Friday, May 3, 2024, and ending at 6:00 p.m. on Monday, May 6, 2024, via the online testimony sign-up form link which can be accessed by clicking <https://forms.gle/Vd7n381x3seaL1NW6> or in person outside council chambers beginning at 8:00 a.m. on May 6, 2024. You must sign up by 6:00 p.m. to be called on to testify. (If you are unable to access the form by clicking the hyperlink, please copy and paste the link address into your browser window.) Instructions for participation are provided on the form when you sign up.

The open forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the City and not relating to the current or advance agendas, pending hearing items, or initiatives or referenda in a pending election. "Affairs of the city" shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Individuals speaking during the open forum shall address their comments to the council president and shall maintain decorum as laid out in Rule 2.15 (Participation by Members of the Public in Council Meetings).

## **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. Two-minute time limit for comments made during open forum, and three-minute time limit on public testimony regarding 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**

- A. After the conclusion of all legislative business, the council shall recess briefly and then convene for an open forum, unless a majority of council members vote otherwise. The open forum shall have twenty (20) spaces available. The individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. The council shall conclude open forum after twenty (20) speakers unless a majority of council members vote to allow additional speakers. The city clerk and other staff shall not be required to remain in attendance during the open forum. Nothing in this Rule 2.2 shall be deemed to require open forum or the legislative session to continue after 10:00 p.m., or to require open forum during a council “Town Hall” meeting contrary to Rule 2.14.F.
- B. Members of the public can sign up for open forum beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the virtual testimony form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign themselves in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will be added to the list of speakers at the discretion of the chair, or their designee. The order of the speakers will be determined at the discretion of the chair, taking into account any special accommodations for persons of limited English proficiency as provided in Rule 2.2.F below. Each speaker shall be limited to no more than two (2) minutes unless a majority of the council members in attendance vote on an alternate time limit.
- C. No action, other than a statement of council members’ intent to address the matter in the future, points of order, or points of information will be taken by council members during an open forum.
- D. The open forum is a limited public forum and all matters discussed in the open forum shall relate to the affairs of the city. “Affairs of the city” shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Absent permission of the chair, no person shall be permitted to speak in open forum regarding items on that week’s current agenda or the next week’s advanced agenda, pending hearing items, or initiatives or referenda in a pending election. Legal or personal matters between private parties that do not impact the governance of the City of Spokane are not a permissible topic of open forum testimony.
- E. No person shall be permitted to display visual information during open forum, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2@spokanecity.org](mailto:citycouncil2@spokanecity.org). Individuals speaking during open forum shall address their comments to the council president, and speakers as well as members of the audience shall comply with Rule 2.15 (Participation by Members of the Public in Council Meetings).
- F. Participation of individuals with limited English language proficiency in open forum shall be accommodated to the extent set forth in Rule 2.15.J.

### **Rule 2.7 SERVICE ANIMALS AT CITY COUNCIL MEETINGS**

- A. For purposes of these Rules, only dogs that are individually trained to do work or perform tasks for a person with a disability are recognized as service animals. Dogs or other animals whose sole function is to provide comfort or emotional support do not qualify as service animals under these Rules. Service animals are permitted to accompany people with disabilities in City Council meetings, as well as all areas where members of the public are allowed to go.

- B. Service animals must, at all times while present in a City Council meeting, be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices, in which case, the individual must maintain control of the animal through voice, signal, or other effective controls.

## **Rule 2.15 PARTICIPATION OF MEMBERS OF THE PUBLIC IN COUNCIL MEETINGS**

The council encourages public participation in the legislative process. Council meetings shall be conducted in a manner that provides the opportunity for all attendees to hear, see and participate in the proceedings to the extent provided in these Rules and applicable city, state, and federal law. Speech or conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any council meeting is prohibited. In addition to these general principles governing public participation, the following specific rules apply:

- A. Members of the public may address the council regarding the following items during the council's legislative session: the consent agenda as a whole, all first reading ordinances together (with the exception of first reading ordinances associated with hearings, which shall be taken separately), final readings of regular and special budget ordinances, emergency ordinances, hearing items, special considerations, and other items before the city council requiring council action, except those that are adjudicatory or solely administrative in nature. This rule shall not limit the public's right to speak on issues that are not part of the current or advanced agendas during open forum.
- B. No member of the public 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 their city of residence as a condition of recognition. Council members must be recognized by the chair for the purpose of obtaining the floor.
- C. Each person speaking in a public council meeting shall verbally identify themselves by name, city of residence, and, if appropriate, representative capacity.
- D. 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.
- E. Those who wish to provide commentary but do not wish to give verbal comments at the podium may provide written comments to the council via letter or electronic mail.
- F. No person shall be permitted to conduct demonstrations, display banners, hold signs, applaud or boo speakers, use profanity, vulgar language or obscene speech, yell or make comments that attack or verbally insult any individual, or engage in other such disorderly conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the proceedings.
- G. Standing is permitted so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when standing.
- H. A speaker asserting a statement of fact may be asked by a council member to document and identify the sources of the factual datum being asserted.
- I. When addressing the council, members of the public shall direct all remarks to the council president, shall refrain from remarks directed personally to any council member or any other individual, and shall confine remarks to the matters that are specifically before the council at that time.
- J. City employees or city officials (including members of city boards and commissions) may participate in public comment, including open forum, providing they are in compliance with the City of Spokane Code of Ethics and they do the following:
  - 1. Announce at the beginning of their testimony that they are there in their personal capacity or their capacity as a member of a relevant board, commission, committee or community group;
  - 2. Protect confidential information, including, but not limited to, confidential financial information and attorney-client communications;
  - 3. Do not use, or be perceived to use, city funds, including giving testimony during paid work time or while in uniform; or city property, including using a city-issued computer or cell phone, in giving testimony.
- K. 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 and avoiding unlawful harassment set forth in Rule 1.2 and the rules governing debate set forth in *Robert's Rules of Order, Newly Revised*, shall extend to all speakers before the city council. The city council's policy advisor and/or a city attorney shall, with the assistance of council staff, assist the council president to ensure that all individuals desiring to speak shall be identified,

appropriately recognized, and provided the opportunity to speak. All persons attending city council meetings or city council sponsored meetings shall refrain from harassing other attendees or risk being removed and/or prohibited from attending future meetings.

- L. The city council intends to fully comply with chapter 18.11 SMC, Language Access in Municipal Proceedings. Rules regarding participation of individuals in council proceedings, including legislative sessions and open forum, shall be deemed amended to conform to any Language Access Plan adopted by the council pursuant to SMC 18.11.030. Except as otherwise provided in an adopted Language Access Plan, individuals with limited English language proficiency are encouraged to contact the council office director at least five (5) days prior to a scheduled legislative session for assistance with the signing up to testify or to arrange translation or interpretation assistance.
- M. City council legislative sessions are regularly video and audio recorded and available online (<https://vimeo.com/spokanecitycouncil>). Members of the public may also photograph or film council proceedings so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when photographing or recording. No flash photography or other lighting is permitted.
- N. RCW 42.17A.555 generally prohibits the use of city facilities for electioneering. Therefore, no person may use the council meeting or facilities for the purpose of assisting a campaign for election of any person to any office, or for the promotion of or opposition to any ballot proposition. In this context, the term "facilities" includes council chambers, the council gallery and the speaking opportunities available through the public comment and open forum procedures set forth in these rules.

#### **Rule 2.16 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS – TIME LIMITS**

- A. Members of the public can sign up to give testimony beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the online testimony sign-up form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will not be added to the list of speakers. The order of the speakers shall be determined at the discretion of the chair.
- B. The city council shall take public testimony on all matters included on its legislative agenda as described at Rule 2.15(A), with those exceptions stated in Rule 2.16(B). Public testimony shall be limited to the final council action, except that public testimony shall be allowed at the first reading of ordinances. Public testimony shall be limited to three (3) minutes per speaker. The chair, absent a majority vote of the council, has the authority to lower the three (3) minutes per speaker time limit by announcing the new, lower time limit at the legislative session. The chair may allow additional time if the speaker is asked to respond to questions from the council. Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the council. Testimony on a legislative item deferred to a future date shall be taken on the future date, unless testimony on the date of deferral is allowed by the Council President.
- C. No public testimony shall be taken on oral amendments to consent or legislative agenda items, votes to override a mayoral veto, or solely procedural, parliamentary, or administrative matters of the council.
- D. Public testimony will be taken on consent and legislative items that are moved to council's regular briefing session or study session unless a majority of council votes otherwise during the meeting in which the items are moved.
- E. For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented at the discretion of the council president:
  - 1. Following an assessment by the chair of factors such as complexity of the issue(s), the apparent number of people indicating a desire to testify, representation by designated spokespersons, etc., the chair shall, in the absence of objection by the majority of the council present, impose the following procedural time limitations for taking public testimony regarding legislative matters:
    - a. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.
    - b. The designated representative of the proponents of the issue shall speak first and may include within their presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes may be granted for the proponent's presentation. If there be more than one designated representative, they shall allocate the allotted time between or among themselves.
    - c. Following the presentation of the proponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the proponents who wishes to



Speak on behalf of the proponent's position.

- d. The designated representative, if any, of the opponents of the issue shall speak following the presentation of the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. The designated representative(s) of the opponents shall have the same amount of time which was allotted to the proponents.
  - e. Following the presentation by the opponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the opponents who wishes to speak on behalf of the opponents' position.
  - f. Up to ten (10) minutes of rebuttal time may be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.
2. In the event the party or parties representing one side of an issue has a designated representative and the other side does not, the chair shall publicly ask the unrepresented side if they wish to designate one or more persons to utilize the time allotted for the designated representative. If no such designation is made, each person wishing to speak on behalf of the unrepresented side shall be granted three (3) minutes to present their position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.
  3. In the event there appears to be more than two groups wishing to advocate their distinct positions on a specific issue, the chair may grant the same procedural and time allowances to each group or groups, as stated previously.
  4. In the event that the side for which individuals wish to speak is not identified, those wishing to give testimony shall be granted three (3) minutes to present their position after all sides have made their initial presentations and before each side's rebuttal period.
- F. The time taken for staff or council member questions and responses thereto shall be in addition to the time allotted for any individual or designated representative's testimony.
  - G. No person shall be permitted to display visual information during their testimony, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2spokanecity.org](mailto:citycouncil2spokanecity.org).
  - H. In addition to in-person or remote verbal testimony, testimony may also be submitted by mail to City Council Office, Spokane City Hall, 808 W. Spokane Falls Blvd., Spokane, WA, 99201, by email to all council members, or via the contact form on the council's website.<sup>1</sup>

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<sup>1</sup> <https://my.spokanecity.org/citycouncil/members/>

# THE CITY OF SPOKANE



## CURRENT COUNCIL AGENDA

MEETING OF MONDAY, MAY 6, 2024

### **MISSION STATEMENT**

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

**MAYOR LISA BROWN**

**COUNCIL PRESIDENT BETSY WILKERSON**

**COUNCIL MEMBER JONATHAN BINGLE**

**COUNCIL MEMBER MICHAEL CATHCART**

**COUNCIL MEMBER PAUL DILLON**

**COUNCIL MEMBER KITTY KLITZKE**

**COUNCIL MEMBER LILI NAVARRETE**

**COUNCIL MEMBER ZACK ZAPPONE**

**CITY COUNCIL CHAMBERS  
CITY HALL**

**808 W. SPOKANE FALLS BLVD.  
SPOKANE, WA 99201**

City of Spokane Guest Wireless access for Council Chambers for May 6, 2024:

User Name: **COS Guest**

Password: **K8vCr44y**

**Please note the space in user name.  
Both user name and password are case sensitive.**

## **LAND ACKNOWLEDGEMENT**

We acknowledge that we are on the unceded land of the Spokane people. And that these lands were once the major trading center for the Spokanes as they shared this place and welcomed other area tribes through their relations, history, trade, and ceremony. We also want to acknowledge that the land holds the spirit of the place, through its knowledge, culture, and all the original peoples Since Time Immemorial.

As we take a moment to consider the impacts of colonization may we also acknowledge the strengths and resiliency of the Spokanes and their relatives. As we work together making decisions that benefit all, may we do so as one heart, one mind, and one spirit.

We are grateful to be on the shared lands of the Spokane people and ask for the support of their ancestors and all relations. We ask that you recognize these injustices that forever changed the lives of the Spokane people and all their relatives.

We agree to work together to stop all acts of continued injustices towards Native Americans and all our relatives. It is time for reconciliation. We must act upon the truths and take actions that will create restorative justice for all people.

Adopted by Spokane City Council on the 22nd day of March, 2021  
*via Resolution 2021-0019*

## BRIEFING AND LEGISLATIVE SESSIONS

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. The Legislative Session is also open to the public and public comment will be taken on Legislative Session items, except those that are adjudicatory or solely administrative in nature. Following the conclusion of the Legislative Agenda, an Open Forum will be held unless a majority of Council Members vote otherwise. Please see additional Open Forum information that appears at the end of the City Council agenda.

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.

### ADDRESSING THE COUNCIL

- No member of the public 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 their city of residence as a condition of recognition. Council Members must be recognized by the chair for the purpose of obtaining the floor.
- Each person speaking at the public microphone shall verbally identify themselves by name, city of residency and, if appropriate, representative capacity.
- 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. (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, no modes of expression including but not limited to demonstrations, banners, signs, applause, profanity, vulgar language, or personal insults will be permitted. To prevent disruption of council meetings and visual obstruction of proceedings, members of the audience shall remain seated during council meetings.
- A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.
- When addressing the Council, members of the public shall direct all remarks to the Council President, and shall confine their remarks to the matters that are specifically before the Council at that time or, if speaking during Open Forum, shall confine their remarks to affairs of the city.
- City staff may participate in public comment, including open forum, providing they are in compliance with the City of Spokane Code of Ethics and they follow the steps outlined in the City Council Rules of Procedure.

**SPEAKING TIME LIMITS:** Unless the time limit is adjusted by a majority vote of the Council, each person addressing the Council shall be limited to a two-minute speaking time during Open Forum and a three-minute speaking time for other matters. The chair may allow additional time if the speaker is asked to respond to questions from the Council. Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the Council. Note: No public testimony shall be taken on amendments to consent or legislative agenda items, or solely procedural, parliamentary, or administrative matters of the Council, including veto overrides.

**CITY COUNCIL AGENDA:** The City Council Advance and Current Agendas may be obtained prior to Council Meetings by accessing the City website at <https://my.spokanecity.org/citycouncil/documents/>.

# **BRIEFING SESSION**

**(3:30 p.m.)**

**(Council Chambers Lower Level of City Hall)  
(No Public Testimony Taken)**

**ROLL CALL OF COUNCIL**

**INTERVIEWS OF NOMINEES TO BOARDS AND COMMISSIONS**

**COUNCIL OR STAFF REPORTS OF MATTERS OF INTEREST**

**ADVANCE AGENDA REVIEW (Staff or Council Member briefings and discussion)**

**APPROVAL BY MOTION OF THE ADVANCE AGENDA**

**CURRENT AGENDA REVIEW (Presentation of any new background information and discussion of any adjustments)**

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# **EXECUTIVE SESSION**

**(Closed Session of Council)**

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

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# **LEGISLATIVE SESSION**

**(6:00 P.M.)**

**(Council Reconvenes in Council Chamber)**

**PLEDGE OF ALLEGIANCE**

**WORDS OF INSPIRATION AND SPECIAL INTRODUCTIONS**

**ROLL CALL OF COUNCIL**

**PROCLAMATIONS AND SALUTATIONS**

**REPORTS FROM COMMUNITY ORGANIZATIONS**

**ANNOUNCEMENTS**

**(Announcements regarding Changes to the City Council Agenda)**

# BOARDS AND COMMISSIONS APPOINTMENTS

(Includes Announcements of Boards and Commissions Vacancies)

## APPOINTMENTS

## RECOMMENDATION

The following item was carried over from the April 29, 2024, Agenda (CPR 1981-0370):

Spokane Employees' Retirement System Board: One Appointment	Confirm	CPR 1981-0370
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# CONSENT AGENDA

The consent agenda consists of purchases and contracts for supplies and services provided to the city, as well as other agreements that arise (such as settlement or union agreements), and weekly claims and payments of previously approved obligations and biweekly payroll claims against the city. Any agreement over \$50,000 must be approved by the city council. Typically, the funding to pay for these agreements has already been approved by the city council through the annual budget ordinance, or through a separate special budget ordinance. If the contract requires a new allocation of funds, that fact usually will be indicated in the summary of the contract in the consent agenda.

Unless a council member requests that an item be considered separately, the council approves the consent agenda as a whole in a single vote. Note: The consent agenda is no longer read in full by the city clerk. The public is welcome to testify on matters listed in the consent agenda, but individual testimony is limited to three minutes for the entire consent agenda.

## REPORTS, CONTRACTS AND CLAIMS

## RECOMMENDATION

- |  |         |                              |
|--|---------|------------------------------|
| 1. Acknowledgement of Award from the Traffic Safety Commission for DUI Court—\$200,000. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Dillon)  | Approve | OPR 2024-0334                |
| 2. Contract Renewal 1 of 4 with Phoenix Counseling Services, LLC (Spokane) to continue to provide domestic violence intervention treatment effective May 1, 2024, through April 30, 2025—not to exceed \$90,000. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Dillon)                 | Approve | OPR 2023-0658                |
| 3. Low Bid of Inland Asphalt Company (Spokane) for 2024 Arterial Grind and Overlay project—\$1,292,929. An administrative reserve of \$129,292.90, which is 10% of the contract price, will be set aside. (Various Neighborhoods) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke) | Approve | OPR 2024-0335<br>ENG 2022089 |

- 4. **Contract Extension with Starplex Corporation (Spokane) for city-wide security services from March 1, 2024, through October 31, 2024—not to exceed \$500,000 (plus tax, if applicable). (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)** **Approve** **OPR 2019-0961**
  
- 5. **Contract Amendment and Extension with Pomp Tire Services (Spokane) for miscellaneous tire services from January 1, 2024, through June 30, 2024—not to exceed \$100,000 (plus tax, if applicable). (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)** **Approve** **OPR 2022-0903**
  
- 6. **Contract Renewal 3 of 4 with Mitchell Humphrey and Company (St. Louis, MO) for annual maintenance and support of the City’s financial management system from July 1, 2024, through June 30, 2025—\$105,724.55 (inc. tax). (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)** **Approve** **OPR 2021-0406**
  
- 7. **Master Contract Renewal with Copiers Northwest, Inc., (Seattle, WA) for purchasing, leasing, service, software maintenance and support for the City’s copier and printer purchases from April 1, 2024, through March 31, 2025—\$300,000 (incl. tax). (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)** **Approve** **OPR 2021-0200**
  
- 8. **Report of the Mayor of pending:** **Approve & Authorize Payments**
  - a. **Claims and payments of previously approved obligations, including those of Parks and Library, through April 26, 2024, total \$9,408,297.16, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$9,076,288.76.** **CPR 2024-0002**
  
  - b. **Payroll claims of previously approved obligations through April 27, 2024: \$9,349,931.62.** **CPR 2024-0003**
  
- 9. **a. City Council Meeting Minutes: April 22, 2024.** **Approve All** **CPR 2024-0013**
  - b. **City Council Finance and Administration Standing Committee Meeting Minutes: February 26, 2024.** **CPR 2024-0015**

# LEGISLATIVE AGENDA

## NO SPECIAL BUDGET ORDINANCES

## NO EMERGENCY ORDINANCES

## NO RESOLUTIONS

## FINAL READING ORDINANCES

(Require Four Affirmative, Recorded Roll Call Votes)

ORD C36517

Establishing the Transportation Commission; repealing Chapters 04.37 and 04.38 of the Spokane Municipal Code; amending Sections 04.16.020 and 04.16.030 of the Spokane Municipal Code; amending Section 03.01A.365 of the Spokane Municipal Code; and adopting a new chapter 04.40 to Title 04 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Wilkerson Proposed Amendment:

- Request motion to amend previous version of Final Reading Ordinance C36517 with proposed updates filed May 3, 2024, and included in agenda packet under ORD C36517.

Zappone Proposed Amendment:

- Request motion to amend previous version of Final Reading Ordinance C36517 with proposed updates filed May 3, 2024, and included in agenda packet under ORD C36517.

Cathcart Proposed Amendment:

- Request motion to amend previous version of Final Reading Ordinance C36517 with proposed updates filed May 3, 2024, and included in agenda packet under ORD C36517.

**The following item was deferred to this agenda during the April 29, 2024, 3:30 p.m. Briefing Session (ORD C36516):**

ORD C36516

Establishing a definition of "emergency" for the purposes of governing legislation of the City Council and ensuring the appropriate use of emergency ordinances, and adding a new Section 01.01.080 to the Spokane Municipal Code. (Council Sponsors: Council Members Cathcart and Bingle) **Council Members Cathcart and Bingle**



Dillon Proposed Amendment:

- Request motion to amend previous version of Final Reading Ordinance C36516 with proposed updates filed May 2, 2024, and included in agenda packet under ORD C36516.

Cathcart Proposed Amendment No. 1:

- Request motion to amend previous version of Final Reading Ordinance C36516 with proposed updates filed May 2, 2024, and included in agenda packet under ORD C36516.

Cathcart Proposed Amendment No. 2:

- Request motion to amend previous version of Final Reading Ordinance C36516 with proposed updates filed May 2, 2024, and included in agenda packet under ORD C36516.

**FIRST READING ORDINANCES**

- ORD C36518      Relating to the executive and administrative organization of the City, and amending SMC section 3.01A.350. (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)
- ORD C36519      Repealing inactive boards; repealing Chapters 04.06, 04.20, 04.24, 04.39 and Article IV of Chapter 10.27A of the Spokane Municipal Code. (Council Sponsors: Council Members Zappone, Klitzke, and Bingle)

FURTHER ACTION DEFERRED

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**NO SPECIAL CONSIDERATIONS**

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**NO HEARINGS**

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## OPEN FORUM

At the conclusion of legislative business, the Council shall recess briefly and then hold an open public comment period for up to 20 (twenty) speakers, unless a majority of council members vote otherwise. Each speaker is limited to no more than two minutes. In order to participate in Open Forum, you must sign up beginning at 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the virtual testimony form linked in the meeting packet (<https://my.spokanecity.org/citycouncil/documents/>) or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. The virtual sign-up form can also be found here: <https://forms.gle/Vd7n381x3seaL1NW6>. (If you are unable to access the form by clicking the hyperlink, please copy and paste the link address into your browser window.) Speakers must sign themselves in using a name. The individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. Instructions for virtual participation are provided on the form when you sign up. The Open Forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the City other than items appearing on the Current or Advance Agendas, pending hearing items, and initiatives or referenda in a pending election. Individuals speaking during the open forum shall address their comments to the Council President and shall not use profanity, engage in obscene speech, or make personal comment or verbal insults about any individual.

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## ADJOURNMENT

The May 6, 2024, Regular Legislative Session of the City Council is adjourned to May 13, 2024.

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**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 Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlowmaster@spokanecity.org](mailto:mlowmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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## NOTES



**Agenda Sheet for City Council:**

**Committee:** **Date:** N/A

**Committee Agenda type:**

**Date Rec'd**

4/11/2024

**Clerk's File #**

CPR 1981-0370

**Renews #**

**Cross Ref #**

**Council Meeting Date:** 04/29/2024

**Submitting Dept**

MAYOR

**Project #**

**Contact Name/Phone**

ADAM 6779

**Bid #**

**Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Requisition #**

**Agenda Item Type**

Boards and Commissions

**Council Sponsor(s)**

**Agenda Item Name**

APPT. OF BEAU MADSEN TO THE SPOKANE EMPLOYEES' RETIREMENT SYSTEM

**Agenda Wording**

Mayor Brown has appointed Beau Madsen to the Spokane Employees' Retirement System Board for a term of April 22, 2024 - April 22, 2027.

**Summary (Background)**

The Spokane City Employees' Retirement Board is the governing board of the Spokane Employees' Retirement System. The Board is required by law and has fiduciary responsibility for all aspects of the System to include administration, actuarial considerations, and investment of retirement fund assets.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

JONES, GARRETT

**Additional Approvals**

**Division Director**

**Accounting Manager**

**Legal**

**For the Mayor**

JONES, GARRETT

**Distribution List**

amcdaniel@spokanecity.org

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	April 29, 2024
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel
<b>Contact Email &amp; Phone</b>	<a href="mailto:amcdaniel@spokanecity.org">amcdaniel@spokanecity.org</a>   625-6779
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Appointment of Beau Madsen to the Spokane Employees' Retirement System Board
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Mayor Brown has appointed Beau Madsen to the Spokane Employees' Retirement System Board for a term of April 22, 2024 – April 22, 2027.</p> <p>The Spokane City Employees' Retirement Board is the governing board of the Spokane Employees' Retirement System. The Board is required by law and has fiduciary responsibility for all aspects of the System to include administration, actuarial considerations, and investment of retirement fund assets.</p> <p>The board consists of seven (7) members.</p> <ol style="list-style-type: none"> <li>1. Three board members are appointed by the city council.</li> <li>2. Three board members are elected from employees eligible for the retirement system by such eligible employees; and</li> <li>3. One board member, who may not be an elected official or employee of the City, is appointed by the other six (6) board members.</li> </ol>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> 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	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A	
Other budget impacts: (revenue generating, match requirements, etc.)	

<b>Operations Impacts</b> (If N/A, please give a brief description as to why)
What impacts would the proposal have on historically excluded communities? <u>N/A</u>
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? N/A
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?  N/A
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 appointment aligns with the Spokane Employees' Retirement System Board membership requirements of SMC 04.14.040.

**Agenda Sheet for City Council:****Committee:** Public Safety **Date:** 04/08/2024**Committee Agenda type:** Consent**Date Rec'd**

4/8/2024

**Clerk's File #**

OPR 2024-0334

**Renews #****Cross Ref #**

ORD C36453

**Council Meeting Date:** 05/06/2024**Submitting Dept**

MUNICIPAL COURT

**Project #****Contact Name/Phone**

SARAH 509-309-6948

**Bid #****Contact E-Mail**

STHOMPSON@SPOKANECITY.ORG

**Requisition #****Agenda Item Type**

Contract Item

**Council Sponsor(s)**

BWILKERSON MCATHCART PDILLON

**Agenda Item Name**

0560-MUNICIPAL COURT RECEIVED AWARD FROM TRAFFIC SAFETY

**Agenda Wording**

To retroactively acknowledge the award from the Traffic Safety Commission for DUI Court in the amount of \$200,000. The Special Budget Ordinance was approved by council on October 30, 2023.

**Summary (Background)**

DUI Court received \$200,000 in funding from the Traffic Safety Commission for October 1, 2023 through September 30, 2024. The Impaired Driving Strategic Plan supports the use of drug testing, electronic monitoring, and sober support meetings to assist in recidivism reduction. The funding will support the DUI Court program with drug and alcohol testing; bus pass; community engagement; interlock; and evaluation. The SBO was approved by council on October 30, 2023.

Lease? NO

Grant related? YES

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 200,000

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

This award from the Traffic Safety Commission does not require a match. This award does not include any positions. This was briefed at Urban Experience Committee on 9/11/23 and inadvertently missed the LA process. The SBO passed on October 30, 2023.

**Amount****Budget Account**

Expense \$ 200,000

# 1360-91220-12510-54101-99999

Revenue \$ 200,000

# 1360-91220-99999-33320-99999

Select \$

#

Select \$

#

\$

#

\$

#





## Committee Agenda Sheet

### Public Safety & Community Health Committee

<b>Committee Date</b>	April 8, 2024
<b>Submitting Department</b>	0560-Municipal Court
<b>Contact Name</b>	Sarah Thompson
<b>Contact Email &amp; Phone</b>	509-309-6948 sthompson@spokanecity.org
<b>Council Sponsor(s)</b>	<u>CP Wilkerson</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	0560-Municipal Court received award from Traffic Safety Commission
<b>Proposed Council Action</b>	<input type="checkbox"/> Approval to proceed to Legislative Agenda <input checked="" type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>To retroactively acknowledge the award from the Traffic Safety Commission for DUI Court in the amount of \$200,000. The Special Budget Ordinance was approved by council on October 30, 2023.</p> <p>The funding will support the DUI Court program with drug and alcohol testing; bus pass; community engagement; interlock; and evaluation. The SBO was approved by council on October 30, 2023.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$200,000</u></p> <p>Current year cost:</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>This award from the Traffic Safety Commission does not require a match. This award does not include any positions.</u></p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<p>What impacts would the proposal have on historically excluded communities?</p> <p>Therapeutic Courts build stronger and safer communities by providing accountability to justice-involved individuals by utilizing a problem-solving approach to crime to help individuals become productive members of the community.</p> <p>The purpose of this project is to ensure that participants of DUI Court maintain sobriety, by providing funding to pay for drug and alcohol screening/testing for participants who do not have the financial means to pay for these services.</p>	

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?

Therapeutic Courts utilize various data metrics to analyze the effectiveness of the program and to ensure justice involved individuals are not excluded based on racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities. The data is shared with the multidisciplinary team for analysis.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Therapeutic Courts will utilize data metrics that will provide regular analysis of the effectiveness and inclusion of community members to ensure racial inequities do not present. If data analysis presents some limitation to access Therapeutic Courts on any bias against race, age, gender, or socio-economic status, the court may address the data and alternative methodology of services with the multi-disciplinary court team.

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?

The participants of Therapeutic Courts often face adversary and barriers at every step as they attempt to exit homelessness, address substance use and mental health disorders, and become productive members of the community. The funds received will enhance the DUI Court program as we work to improve the participant's lives and the community. Improving community safety is a critical element in the City's criminal justice reform efforts.



## **INTERAGENCY AGREEMENT**

**BETWEEN THE**

**Washington Traffic Safety Commission**

**AND**

**Spokane Municipal Court**

THIS AGREEMENT is made and entered into by and between the Washington Traffic Safety Commission, hereinafter referred to as “WTSC,” and Spokane Municipal Court, hereinafter referred to as “SUB-RECIPIENT.”

NOW THEREFORE, in consideration of the authority provided to WTSC in RCW 43.59 and RCW 39.34, terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties mutually agree as follows:

### **1. PURPOSE OF THE AGREEMENT:**

The purpose of this Agreement is to provide funding, provided by the United States Department of Transportation (USDOT) National Highway Traffic Safety Administration (NHTSA) and allowed under the Assistance Listing/Catalog of Federal Domestic Assistance (CFDA) #20.600, for traffic safety grant project 2024-FG-5009-Spokane Municipal DUI Court.

### **2. PERIOD OF PERFORMANCE**

The period of performance of this Agreement shall commence upon the date of execution by both parties or October 01, 2023, whichever is later, and remain in effect until September 30, 2024, unless terminated sooner, as provided herein.

### **3. STATEMENT OF WORK**

The SUB-RECIPIENT shall carry out the provisions of the traffic safety project described here as the Statement of Work (SOW). If the SUB-RECIPIENT is unable to fulfill the SOW in any manner on this project, the SUB-RECIPIENT must contact the WTSC program manager immediately and discuss a

potential amendment. All Federal and State regulations will apply.

### 3.1 SCOPE OF WORK

#### 3.1.1 Problem ID and/or Opportunity

Impaired driving continues to be the most common contributing factor in Washington's traffic fatalities, represented in nearly half of all traffic fatalities year after year (WTSC State of the State Brief #11, May 2023). Impaired driving often stems from the driver having addictions to alcohol and/or impairing substances. These drivers are at a high risk of repeatedly driving while impaired – especially those drivers with prior DUI convictions. The likelihood of a driver with a prior DUI conviction becoming involved in a fatal car crash is 4.1 times that of a first-time DUI offender.

Treatment and intensive monitoring for high-risk impaired drivers is important. The DUI Court model is an NHTSA-approved countermeasure that has shown to have a positive impact in reducing impaired driving of successful participants. DUI Courts are one of the few countermeasures that provide the ongoing monitoring of these high-risk individuals that lead to strong reductions in impaired driving during the program, and long after graduation out of the program. According to the National Center for DWI Courts, DUI Court participants are 19 times less likely to reoffend (NCDC Impaired Driving Facts Sheet), while DUI Courts save taxpayers' money, improve public safety, and serve to change participants' thinking and behavior. DUI courts also reduce recidivism by 50% compared to traditional courts (National Center for DWI Courts).

This countermeasure is prioritized by the National Highway Traffic Safety Administration (NHTSA) and is a 4-star Countermeasure.

#### 3.1.2 Project Purpose and Strategies

The purpose of the project is to:

Provide funding support for training and operations of the Spokane Municipal DUI court to provide testing, supervision and monitoring to high-risk impaired drivers (HRIDs) to prevent them from driving impaired by treating the root cause of their behavior: substance abuse disorder and/or mental illness.

Ensure that the Spokane Municipal Court is following the NCDC 10 guiding principles to demonstrate reduced DUI recidivism. Participants in DUI court programs that closely follow the 10 guiding principles have been shown to have a significant reduction in recidivism, with one study from Michigan showing that participants of DUI courts are 19 times less likely to reoffend than offenders processed through a traditional court (National Centers for DWI Courts).

This grant aims to expand on the prior Municipal Court grant to support the indigent DUI court participant population more comprehensively with the transportation, monitoring, and testing resources needed to maximize their success in the program. This grant will also support program evaluation efforts internally by the court and external by a local university or other entity to identify programmatic opportunities for improvement to maximize success and reduce recidivism rates.

Funding for this grant may include, but is not limited to:

Testing – Urinalysis on all participants at a frequency that aligns with the 10 guiding principles best practice standards is required. Additional testing methods, such as transdermal patches and breath checks, are allowable on a case-by-case basis, as deemed necessary by the presiding judge.

Monitoring – ignition interlock and Electronic Home Monitoring (EHM) may be funded through this grant for indigent court participants. EHM services are beneficial to the DUI offender because they have been shown to reduce alcohol use and impaired driving, and because it allows the offender to remain out of jail and maintain the ability to work, attend treatment services, maintain family and positive relationships, etc. Per the tenth edition of Countermeasures That Work, DUI offender monitoring with electronic monitoring has been evaluated and shows “substantial reductions in DWI recidivism”. The effectiveness rating for this strategy is 4 stars, with a citation that the strategy is “proven for reducing recidivism”.

Transportation – Bus passes for indigent court participants may be reimbursed for qualifying participants utilizing these services for DUI court-specific purposes, such as required court appearances and testing appointments. one-for-one bus vouchers will be provided, allowing for transportation support that limits use strictly for court and drug testing purposes.

Community Engagement – printing costs associated with the courts annual DUI Court Townhall, community fairs, or other community education and outreach events.

Evaluation Services – Project evaluation to identify recidivism rates, analyze court data to make programmatic improvements, development, and implementation of comprehensive exit surveys to DUI court program participants on the program, treatment, interaction with the judge, etc. Project evaluation activities may include, but is not limited to, partnering with local universities or other entities as a subcontractor to analyze court data and provide comprehensive feedback to the program.

Strategies used:

Countermeasures That Work (2021): Strategy 3.1 DWI Courts (4-Star)

Countermeasures That Work (2021): Strategy 4.4 DUI Offender Monitoring (4-Star)

WTSC Impaired Driving Strategic Plan (2022): Support the use of drug testing, electronic monitoring, and

sober support meetings to assist in recidivism reduction.

### 3.2 PROJECT GOALS

- 1) Conduct drug and alcohol monitoring for all DUI Court participants at a frequency consistent with best practice standards.
- 2) Provide monitoring services, such as ignition interlock or Electronic Home Monitoring to indigent DUI court participants, as necessary.
- 3) Expand knowledge of the DUI court program to the public through community engagement.
- 4) Address the Transportation Needs of DUI Court Participants through the purchase of bus passes.
- 5) Conduct internal and external program evaluation to improve the DUI Court Program

3.2.1 The objectives, measures and timelines listed in Appendix A will be reviewed at least annually by the designated contacts of the SUB-RECIPIENT and WTSC, and may be updated pursuant to clause 6 of this AGREEMENT. For the purposes of this section only, the parties' DESIGNATED CONTACTS, as listed in clause 42, are authorized to execute these amendments to Appendix A.

### 3.3. COMPENSATION

3.3.1 The cost of accomplishing the work described in the SOW will not exceed \$200,000.00, for the entire period of performance, as allocated to each year of this agreement in Section 3.4 PROJECT COSTS. Unspent contract funds from each year do NOT carry over into subsequent years and each year's budget is independent of the others.

3.3.2 Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount in a written Amendment to this Agreement executed by both parties.

3.3.3 After the first year, continuation is subject to funding availability, agreement on future objectives and measures, and satisfactory progress toward completion of agreed upon goals (as determined by WTSC), as set forth in the SOW.

3.3.4 If the SUB-RECIPIENT intends to charge indirect costs, an Indirect Cost Rate must be established in accordance with WTSC policies, and an approved cost allocation plan may be required to be submitted to the WTSC before any performance is conducted under this Agreement. Indirect cost rates are subject to change based on updated Indirect Rate Letters from a cognizant federal agency or approved cost allocation plans. If the indirect rate increases, the budget will be modified by deducting the amount of the indirect rate increase from other budget categories so that the total budget does not increase. The total budget may not increase without an amendment to this agreement executed by both parties.

3.3.5 WTSC will only reimburse the SUB-RECIPIENT for travel related expenses for travel defined in the

scope of work and budget or for which approval was expressly granted. The SUB-RECIPIENT must submit a travel authorization form (A-40) to request approval for any travel not defined in the SOW and for all travel outside of the continental United States.

3.3.6 WTSC will reimburse travel related expenses consistent with the written travel policies of the SUB-RECIPIENT. If no written policy exists, state travel rates and policies (SAAM Chapter 10) apply. If WTSC makes travel arrangements on behalf of the SUB-RECIPIENT, state travel policies must also be followed. Washington State Administrative & Accounting Manual (SAAM) Chapter 10 can be obtained at this website: <https://www.ofm.wa.gov/sites/default/files/public/legacy/policy/10.htm>. If for any reason, this information is not available at this website, contact the WTSC office at 360-725-9860 to obtain a copy. If following state travel policies, the SUB-RECIPIENT must provide appropriate documentation (receipts) to support reimbursement requests, including the A-40 Travel Authorization form if required.

3.3.7. Any equipment that will be purchased under this agreement with a purchase price over \$5,000 must be pre-approved by NHTSA prior to purchase. Pre-approval must also be gained if funding from this agreement is used to purchase a portion of an item with a purchase price of \$5,000 or higher. Approval for these purchases will be facilitated by WTSC. WTSC will notify the SUB-RECIPIENT when approval has been gained or denied. Failure to receive pre-approval will preclude reimbursement. SUB-RECIPIENT will provide WTSC with purchase price, quote, manufacturer, description of its use in the project, and documentation showing that it is made in America. Any equipment purchased with NHTSA funds, must be used exclusively for traffic safety purposes or the cost must be pro-rated.

3.3.8. All equipment must be inventoried by the SUB-RECIPIENT. The SUB-RECIPIENT agrees to maintain the equipment, continue to use it for project purposes, and report on its status to WTSC each year when requested.

3.3.9. Equipment is defined as any asset with a useful life greater than one year AND a unit cost of \$5,000 or greater, and small and attractive assets. Small and attractive assets are the following if they a unit cost of \$300 or more:

- Laptops and Notebook Computers
- Tablets and Smart phones

Small and attractive assets also include the following if they have a unit cost of \$1000 or more:

- Optical Devices, Binoculars, Telescopes, Infrared Viewers, and Rangefinders
- Cameras and Photographic Projection Equipment
- Desktop Computers (PCs)
- Television Sets, DVD Players, Blu-ray Players and Video Cameras (home type)

### 3.4 PROJECT COSTS

The costs for the work under the SOW to be provided by the SUB-RECIPIENT are as follows:

**Year 1:** \$200,000.00

APPLICABLE STATE AND FEDERAL TERMS AND CONDITIONS:

#### **4. ACTIVITY REPORTS**

The SUB-RECIPIENT will submit progress reports on the activity of this project in the form provided by the WTSC using the WTSC Enterprise Management System (WEMS) Progress Reporting process or other alternate means pre-approved by WTSC. The SUB-RECIPIENT will include copies of publications, training reports, advertising, social media posts, meeting agendas, and any statistical data generated in project execution in the reports. The final report will be submitted to WTSC within 30 days of termination of this Agreement. WTSC reserves the right to delay the processing of invoices until activity reports are received and approved.

#### **5. ADVANCE PAYMENTS PROHIBITED**

No payments in advance of or in anticipation of goods or services to be provided under this Agreement shall be made by the WTSC.

#### **6. AGREEMENT ALTERATIONS AND AMENDMENTS**

This Agreement may be amended by mutual agreement of the parties in the form of a written Amendment to this Agreement. Such amendments shall only be binding if they are in writing and signed by personnel authorized to bind each of the parties.

#### **7. ALL WRITINGS CONTAINED HEREIN**

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

#### **8. ASSIGNMENT**

The SUB-RECIPIENT may not assign the work to be provided under this Agreement, in whole or in part, without the express prior written consent of the WTSC, which consent shall not be unreasonably withheld.



The SUB-RECIPIENT shall provide the WTSC a copy of all third-party contracts and agreements entered into for purposes of fulfilling the SOW. Such third-party contracts and agreements must follow applicable federal, state, and local law, including but not limited to procurement law, rules, and procedures. If any of the funds provided under this Agreement include funds from NHTSA, such third-party contracts and agreements must include the federal provisions set forth in this Agreement in sections 32 through 41.

## **9. ATTORNEYS' FEES**

In the event of litigation or other action brought to enforce the Agreement terms, each party agrees to bear its own attorney fees and costs.

## **10. BILLING PROCEDURE**

The SUB-RECIPIENT shall submit monthly invoices for reimbursement to WTSC with supporting documentation as WTSC shall require. All invoices for reimbursement shall be submitted through the WEMS invoicing process, or via alternate method if approved by WTSC. Payment to the SUB-RECIPIENT for approved and completed work will be made by warrant or account transfer by WTSC within 30 days of receipt of such properly documented invoices acceptable to WTSC. Upon expiration of the Agreement, any claim for payment not already made shall be submitted within 45 days after the expiration date of this Agreement. All invoices for goods received or services performed on or prior to June 30, must be received by WTSC no later than August 10 of the same calendar year. All invoices for goods received or services performed between July 1 and September 30, must be received by WTSC no later than November 10 of the same calendar year. WTSC reserves the right to delay the processing of invoices until activity reports required by Section 4 of this agreement, are received and approved.

## **11. CONFIDENTIALITY / SAFEGUARDING OF INFORMATION**

The SUB-RECIPIENT shall not use or disclose any information concerning the WTSC, or information which may be classified as confidential, for any purpose not directly connected with the administration of this Agreement, except with prior written consent of the WTSC, or as may be required by law.

## **12. COST PRINCIPLES**

Costs incurred under this Agreement shall adhere to provisions of 2 CFR Part 200 Subpart E.

## **13. COVENANT AGAINST CONTINGENT FEES**

The SUB-RECIPIENT warrants that it has not paid, and agrees not to pay, any bonus, commission, brokerage, or contingent fee to solicit or secure this Agreement or to obtain approval of any application for federal financial assistance for this Agreement. The WTSC shall have the right, in the event of breach of this section by the SUB-RECIPIENT, to annul this Agreement without liability.

## **14. DISPUTES**

14.1. Disputes arising in the performance of this Agreement, which are not resolved by agreement of the

parties, shall be decided in writing by the WTSC Deputy Director or designee. This decision shall be final and conclusive, unless within 10 days from the date of the SUB-RECIPIENT's receipt of WTSC's written decision, the SUB-RECIPIENT furnishes a written appeal to the WTSC Director. The SUB-RECIPIENT's appeal shall be decided in writing by the Director or designee within 30 days of receipt of the appeal by the Director. The decision shall be binding upon the SUB-RECIPIENT and the SUB-RECIPIENT shall abide by the decision.

14.2. Performance During Dispute. Unless otherwise directed by WTSC, the SUB-RECIPIENT shall continue performance under this Agreement while matters in dispute are being resolved.

14.3 In the event that either Party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the Parties hereto agree that any such action or proceedings shall be brought in the superior court situated in Thurston County, Washington.

## **15. GOVERNANCE**

15.1. This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

15.2. In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

15.2.1. Applicable federal and state statutes and rules

15.2.2. Terms and Conditions of this Agreement

15.2.3. Any Amendment executed under this Agreement

15.2.4. Any SOW executed under this Agreement

15.2.5. Any other provisions of the Agreement, including materials incorporated by reference

## **16. INCOME**

Any income earned by the SUB-RECIPIENT from the conduct of the SOW (e.g., sale of publications, registration fees, or service charges) must be accounted for, reported to WTSC, and that income must be applied to project purposes or used to reduce project costs.

## **17. INDEMNIFICATION**

17.1. To the fullest extent permitted by law, the SUB-RECIPIENT shall indemnify and hold harmless the WTSC, its officers, employees, and agents, and process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs of whatsoever kind ("claims") brought against WTSC arising out of or in connection with this Agreement and/or the SUB-RECIPIENT's performance or failure to perform any aspect of the Agreement. This indemnity provision applies to all claims against WTSC, its officers, employees, and agents arising out of, in connection with,

or incident to the acts or omissions of the SUB-RECIPIENT, its officers, employees, agents, contractors, and subcontractors. Provided, however, that nothing herein shall require the SUB-RECIPIENT to indemnify and hold harmless or defend the WTSC, its agents, employees, or officers to the extent that claims are caused by the negligent acts or omissions of the WTSC, its officers, employees or agents; and provided further that if such claims result from the concurrent negligence of (a) the SUB-RECIPIENT, its officers, employees, agents, contractors, or subcontractors, and (b) the WTSC, its officers, employees, or agents, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the negligence of the SUB-RECIPIENT, its officers, employees, agents, contractors, or subcontractors.

17.2. The SUB-RECIPIENT agrees that its obligations under this Section extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents in the performance of this agreement. For this purpose, the SUB-RECIPIENT, **by mutual negotiation**, hereby waives with respect to WTSC only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions chapter 51.12 RCW.

17.3. The indemnification and hold harmless provision shall survive termination of this Agreement.

## **18. INDEPENDENT CAPACITY**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

## **19. INSURANCE COVERAGE**

19.1. The SUB-RECIPIENT shall comply with the provisions of Title 51 RCW, Industrial Insurance, if required by law.

19.2. If the SUB-RECIPIENT is not required to maintain insurance in accordance with Title 51 RCW, prior to the start of any performance of work under this Agreement, the SUB-RECIPIENT shall provide WTSC with proof of insurance coverage (e.g., vehicle liability insurance, private property liability insurance, or commercial property liability insurance), as determined appropriate by WTSC, which protects the SUB-RECIPIENT and WTSC from risks associated with executing the SOW associated with this Agreement.

## **20. LICENSING, ACCREDITATION, AND REGISTRATION**

The SUB-RECIPIENT shall comply with all applicable local, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of this Agreement. The SUB-RECIPIENT shall complete registration with the Washington State Department of Revenue, if required, and be responsible for payment of all taxes due on payments made under this Agreement.

## **21. RECORDS MAINTENANCE**

21.1. During the term of this Agreement and for six years thereafter, the SUB-RECIPIENT shall maintain books, records, documents, and other evidence that sufficiently and properly reflect all direct and indirect costs expended in the performance of the services described herein. These records shall be subject to inspection, review, or audit by authorized personnel of the WTSC, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration. The Office of the State Auditor, federal auditors, the WTSC, and any duly authorized representatives shall have full access and the right to examine any of these materials during this period.

21.2. Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving them a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

## **22. RIGHT OF INSPECTION**

The SUB-RECIPIENT shall provide right of access to its facilities to the WTSC or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement. The SUB-RECIPIENT shall make available information necessary for WTSC to comply with the right to access, amend, and receive an accounting of disclosures of their Personal Information according to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) or any regulations enacted or revised pursuant to the HIPAA provisions and applicable provisions of Washington State law. The SUB-RECIPIENT shall upon request make available to the WTSC and the United States Secretary of the Department of Health and Human Services all internal policies and procedures, books, and records relating to the safeguarding, use, and disclosure of Personal Information obtained or used as a result of this Agreement.

## **23. RIGHTS IN DATA**

23.1. WTSC and SUB-RECIPIENT agree that all data and work products (collectively called "Work Product") pursuant to this Agreement shall be considered works made for hire under the U.S. Copyright Act, 17 USC §101 et seq., and shall be owned by the state of Washington. Work Product includes, but is not limited to, reports, documents, pamphlets, advertisement, books, magazines, surveys, studies, computer programs, films, tapes, sound reproductions, designs, plans, diagrams, drawings, software, and/or databases to the extent provided by law. Ownership includes the right to copyright, register the copyright, distribute, prepare derivative works, publicly perform, publicly display, and the ability to

otherwise use and transfer these rights.

23.2. If for any reason the Work Product would not be considered a work made for hire under applicable law, the SUB-RECIPIENT assigns and transfers to WTSC the entire right, title, and interest in and to all rights in the Work Product and any registrations and copyright applications relating thereto and any renewals and extensions thereof.

23.3. The SUB-RECIPIENT may publish, at its own expense, the results of project activities without prior review by the WTSC, provided that any publications (written, visual, or sound) contain acknowledgment of the support provided by NHTSA and the WTSC. Any discovery or invention derived from work performed under this project shall be referred to the WTSC, who will determine through NHTSA whether patent protections will be sought, how any rights will be administered, and other actions required to protect the public interest.

#### **24. SAVINGS**

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to completion of the SOW under this Agreement, the WTSC may terminate the Agreement under the "TERMINATION FOR CONVENIENCE" clause, without the 30 day notice requirement. The Agreement is subject to renegotiation at the WTSC's discretion under any new funding limitations or conditions.

#### **25. SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

#### **26. SITE SECURITY**

While on WTSC premises, the SUB-RECIPIENT, its agents, employees, or sub-contractors shall conform in all respects with all WTSC physical, fire, or other security policies and applicable regulations.

#### **27. TAXES**

All payments of payroll taxes, unemployment contributions, any other taxes, insurance, or other such expenses for the SUB-RECIPIENT or its staff shall be the sole responsibility of the SUB-RECIPIENT.

#### **28. TERMINATION FOR CAUSE**

If the SUB-RECIPIENT does not fulfill in a timely and proper manner its obligations under this Agreement or violates any of these terms and conditions, the WTSC will give the SUB-RECIPIENT written notice of

such failure or violation, and may terminate this Agreement immediately. At the WTSC's discretion, the SUB-RECIPIENT may be given 15 days to correct the violation or failure. In the event that the SUB-RECIPIENT is given the opportunity to correct the violation and the violation is not corrected within the 15-day period, this Agreement may be terminated at the end of that period by written notice of the WTSC.

## **29. TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Agreement, either party may terminate this Agreement, without cause or reason, with 30 days written notice to the other party. If this Agreement is so terminated, the WTSC shall be liable only for payment required under the terms of this Agreement for services rendered or goods delivered prior to the effective date of termination.

## **30. TREATMENT OF ASSETS**

30.1. Title to all property furnished by the WTSC shall remain property of the WTSC. Title to all property furnished by the SUB-RECIPIENT for the cost of which the SUB-RECIPIENT is entitled to be reimbursed as a direct item of cost under this Agreement shall pass to and vest in the WTSC upon delivery of such property by the SUB-RECIPIENT. Title to other property, the cost of which is reimbursable to the SUB-RECIPIENT under this Agreement, shall pass to and vest in the WTSC upon (i) issuance for use of such property in the performance of this Agreement, or (ii) commencement of use of such property in the performance of this Agreement, or (iii) reimbursement of the cost thereof by the WTSC in whole or in part, whichever first occurs.

30.2. Any property of the WTSC furnished to the SUB-RECIPIENT shall, unless otherwise provided herein or approved by the WTSC, be used only for the performance of this Agreement.

30.3. The SUB-RECIPIENT shall be responsible for any loss or damage to property of the WTSC which results from the negligence of the SUB-RECIPIENT or which results from the failure on the part of the SUB-RECIPIENT to maintain and administer that property in accordance with sound management practices.

30.4. If any WTSC property is lost, destroyed, or damaged, the SUB-RECIPIENT shall immediately notify the WTSC and shall take all reasonable steps to protect the property from further damage.

30.5. The SUB-RECIPIENT shall surrender to the WTSC all property of the WTSC upon completion, termination, or cancellation of this Agreement.

30.6. All reference to the SUB-RECIPIENT under this clause shall also include SUB-RECIPIENT's employees, agents, or sub-contractors.

## **31. WAIVER**

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement.

APPLICABLE CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS (23 CFR PART 1300 APPENDIX A):

### **32. BUY AMERICA ACT**

The SUB-RECIPIENT will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using federal funds. Buy America requires the SUB-RECIPIENT to purchase only steel, iron, and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use federal funds to purchase foreign produced items, the WTSC must submit a waiver request that provides an adequate basis and justification, and which is approved by the Secretary of Transportation.

### **33. DEBARMENT AND SUSPENSION**

Instructions for Lower Tier Certification

33.1. By signing this Agreement, the SUB-RECIPIENT (hereinafter in this section referred to as the “lower tier participant”) is providing the certification set out below and agrees to comply with the requirements of 2 CFR part 180 and 23 CFR part 1200.

33.2. The certification in this section is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

33.3. The lower tier participant shall provide immediate written notice to the WTSC if at any time the lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

33.4. The terms covered transaction, civil judgement, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200.

33.5. The lower tier participant agrees by signing this Agreement that it shall not knowingly enter into any

lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by WTSC.

33.6. The lower tier participant further agrees by signing this Agreement that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions, and will require lower tier participants to comply with 2 CFR part 180 and 23 CFR part 1200.

33.7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

33.8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

33.9. Except for transactions authorized under paragraph 33.5. of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

#### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

33.10. The lower tier participant certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

33.11. Where the lower tier participant is unable to certify to any of the statements in this certification,



such participant shall attach an explanation to this Agreement.

#### **34. THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)**

34.1. The SUB-RECIPIENT shall:

34.1.1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the SUB-RECIPIENT'S workplace, and shall specify the actions that will be taken against employees for violation of such prohibition.

34.1.2. Establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the SUB-RECIPIENT's policy of maintaining a drug-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug violations occurring in the workplace.

34.1.3. Make it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph 34.1.1. of this section.

34.1.4. Notify the employee in the statement required by paragraph 34.1.1. of this section that, as a condition of employment under the grant, the employee will abide by the terms of the statement, notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction, and notify the WTSC within 10 days after receiving notice from an employee or otherwise receiving actual notice of such conviction.

34.1.5. Take one of the following actions within 30 days of receiving notice under paragraph 34.1.3. of this section, with respect to any employee who is so convicted: take appropriate personnel action against such an employee, up to and including termination, and/or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

34.1.6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

#### **35. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)**

In accordance with FFATA, the SUB-RECIPIENT shall, upon request, provide WTSC the names and total compensation of the five most highly compensated officers of the entity, if the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in federal awards, received \$25,000,000 or more in annual gross revenues from federal awards, and if the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the

Internal Revenue Code of 1986.

### **36. FEDERAL LOBBYING**

36.1. The undersigned certifies, to the best of his or her knowledge and belief, that:

36.1.1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

36.1.2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

36.1.3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grant, loans, and cooperative agreements), and that all sub-recipients shall certify and disclose accordingly.

36.2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **37. NONDISCRIMINATION (Title VI, 42 U.S.C. § 2000d et seq.)**

37.1. During the performance of this Agreement, the SUB-RECIPIENT agrees:

37.1.1. To comply with all federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

37.1.1.1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252)

37.1.1.2. 49 CFR part 21

37.1.1.3. 28 CFR section 50.3

37.1.1.4. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970

37.1.1.5. Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.)

37.1.1.6. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.)

- 37.1.1.7. The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.)
- 37.1.1.8. The Civil Rights Restoration Act of 1987
- 37.1.1.9. Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189)
- 37.1.1.10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations
- 37.1.1.11. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency
- 37.1.1.12. Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities through the Federal Government
- 37.1.1.13. Executive Order 13988, Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation

37.1.2. Not to participate directly or indirectly in the discrimination prohibited by any federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR Part 21 and herein.

37.1.3. To keep and permit access to its books, records, accounts, other sources of information, and its facilities as required by the WTSC, USDOT, or NHTSA in a timely, complete, and accurate way. Additionally, the SUB-RECIPIENT must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

37.1.4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding Agreement, the WTSC will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies, and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part.

37.1.5. In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the SUB-RECIPIENT hereby gives assurance that it will promptly take any measures necessary to ensure that: “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA”.

37.1.6 To insert this clause, including all paragraphs, in every sub-contract and sub-agreement and in every solicitation for a sub-contract or sub-agreement that receives federal funds under this program.

### **38. POLITICAL ACTIVITY (HATCH ACT)**

The SUB-RECIPIENT will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limit the

political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

#### **39. PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE**

The SUB-RECIPIENT will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists. This Agreement does not include any aspects or elements of helmet usage or checkpoints, and so fully complies with this requirement.

#### **40. STATE LOBBYING**

None of the funds under this Agreement will be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., “grassroots”) lobbying activities, with one exception. This does not preclude a state official whose salary is supported with NHTSA funds from engaging in direct communications with state or local legislative officials, in accordance with customary state practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

#### **41. CERTIFICATION ON CONFLICT OF INTEREST**

41.1. No employee, officer or agent of the SUB-RECIPIENT who is authorized in an official capacity to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward.

41.2. Based on this policy:

41.2.1. The SUB-RECIPIENT shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents. The code or standards shall provide that the SUB-RECIPIENT’s officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential sub-awardees, including contractors or parties to subcontracts and establish penalties, sanctions or other disciplinary actions for violations, as permitted by State or local law or regulation.

41.2.2. The SUB-RECIPIENT shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

41.3. No SUB-RECIPIENT, including its officers, employees or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by

NHTSA or in organizations whose interests may be substantially affected by NHTSA activities.

41.3.1. The SUB-RECIPIENT shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to WTSC. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.

## 42. DESIGNATED CONTACTS

The following named individuals will serve as designated contacts for each of the parties for all communications, notices, and reimbursements regarding this Agreement:

The Contact for the SUB-RECIPIENT is:	The Contact for WTSC is:
Sarah Thompson sthompson@spokanecity.org 509-625-4146	Anthony Bledsoe abledsoe@wtsc.wa.gov 360-725-9860 ext.

## 43. AUTHORITY TO SIGN

The undersigned acknowledge that they are authorized to execute this Agreement and bind their respective agencies or entities to the obligations set forth herein.

**IN WITNESS WHEREOF, the parties have executed this Agreement.**

### Spokane Municipal Court

Signature: Howard F. Delaney  
Howard F. Delaney (Sep 6, 2023 14:26 PDT)

Email: hdelaney@spokanecity.org

Name: Howard Delaney

Title: Municipal Court Coordinator

### WASHINGTON TRAFFIC SAFETY COMMISSION

Signature: *Pamela Pannkuk*

Email: ppannkuk@wtsc.wa.gov

Name: Pam Pannkuk

Title: Deputy Director

# APPENDIX A

## Project Costs

### Year 1

BUDGET CATEGORY	DESCRIPTION	DIRECT AMOUNT	Indirect Cost Rate	Indirect Amount	Total Budget
Employee salaries and benefits		\$0.00	0%	\$0.00	\$0.00
Travel		\$0.00	0%	\$0.00	\$0.00
Contract Services		\$197,500.00	0%	\$0.00	\$197,500.00
Goods and Services		\$2,500.00	0%	\$0.00	\$2,500.00
Equipment		\$0.00	0%	\$0.00	\$0.00
TOTAL		\$200,000.00		\$0.00	\$200,000.00

This grant will pay for drug testing fees for DUI Court clients, prioritizing, but not limited to, clients who are in phases 1-4 who do not have the financial means to pay for testing. This project will also pay for additional testing methods, monitoring services, and screening, at the discretion of the Judge. Additionally, this grant will pay for program evaluation to identify opportunities to improve program practices and reduce recidivism rates. The grantee has the authority to determine which tests and services to pay for with these funds, with the understanding that the funding may not cover all testing, monitoring or evaluation fees for the complete duration of this project.

#### Important Notes:

1. Indirect cost rates are subject to change based on updated Indirect Rate Letters from a cognizant federal agency or approved cost allocation plans. If the indirect rate increases, the budget will be modified by deducting the amount of the indirect rate increase from other budget categories so that the total budget does not increase.
2. The total annual budget may not increase without a written amendment to this agreement executed by both parties.

3. Adjustments between budget categories within the same year can be made upon mutual agreement of the contact for WTSC and the contact for the SUB-RECIPIENT.

## Objectives and Measures

### Goal 1 - Conduct drug and alcohol monitoring for all DUI Court participants at a frequency consistent with best practice standards.

Objective	Objective Details	Completion Date
Develop participant screening policy to identify financial barriers to pay for urinalysis testing services.	Provide a policy or summary of the screening process to WTSC.	09/30/2024
Conduct drug and alcohol screening of all DUI Court participants.	Conduct urinalysis testing on all participants and additional testing methods on a case-by-case basis, as deemed necessary by the presiding judge.	09/30/2024
Provide analysis of testing results to WTSC each quarter.	Attach a summary report to each quarterly progress report. This report should include data such as: <ul style="list-style-type: none"> <li>• Number and percentage of DUI Court participants who are tested each quarter.</li> <li>• Summary of test results.</li> <li>• Number of DUI Court participants who are sanctioned due to positive drug or alcohol test.</li> <li>• Number/percentage of missed tests.</li> </ul>	09/30/2024

Measure	Reporting Frequency	Type	Target
Number of DUI Court participants who are determined to be eligible for financial assistance for drug and alcohol testing.	Quarterly	Process	30
Percentage of DUI Court participants receiving financial assistance who do not have a positive drug or alcohol test during the reporting period.	Quarterly	Process	100



Percentage of DUI Court participants eligible for financial support who are tested each quarter.	Quarterly	Process	100
Total Number of DUI Court participants enrolled	Quarterly	Process	30

**Goal 2 - Provide monitoring services, such as ignition interlock or Electronic Home Monitoring to indigent DUI court participants, as necessary.**

Objective	Objective Details	Completion Date
Provide access to SCRAM or other in-home monitoring services for indigent DUI court participants, at the discretion of the presiding judge.	Abstinence is an important component of the DUI Court model. Electronic monitoring and ignition interlock services are a great way to monitor a participant's alcohol use.	09/30/2024
Develop eligibility criteria for DUI court participants requiring continuous monitoring services.	WTSC grant funding for these services should be only used for DUI Court participants who do not have the financial means to pay for it. The Spokane Municipal Court should develop criteria for what this looks like in practice and share that with WTSC.	09/30/2024
Provide ignition interlock services as recommended by the court.		09/30/2024

Measure	Reporting Frequency	Type	Target
Number of DUI court participants who receive continuous monitoring services	Quarterly	Process	30
Number of participants receiving ignition interlock services	Quarterly	Process	30

**Goal 3 - Expand knowledge of the DUI court program to the public through community engagement.**

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Objective	Objective Details	Completion Date
Gain support for the DUI Court from judges, prosecutors, defense attorneys, probation officers, and the public.	WTSC has seen that enrollment increases when there is support for the DUI Court from stakeholder groups. We encourage you to meet with your stakeholder groups and encourage their support of the program to sustain or increase enrollment, as necessary.	09/30/2024
Conduct annual DUI court townhall	Annual event focused on educating the public on the DUI court.	09/30/2024

Measure	Reporting Frequency	Type	Target
Outreach – number of external stakeholders met with	Quarterly	Process	10
Conduct DUI Court Townhall Education Event	Annual	Process	1

**Goal 4 - Address the Transportation Needs of DUI Court Participants through the purchase of bus passes.**

Objective	Objective Details	Completion Date
Provide transportation support for DUI Court participants	Funding may be used for the purchase of bus vouchers tracked by the court to ensure that WTSC-funded bus passes are used solely for the purpose of court-related travel. Provide a summary of transportation utilization funded by this grant on a quarterly basis.	09/30/2024

Measure	Reporting Frequency	Type	Target
Number of participants receiving transportation assistance	Quarterly	Process	30

# Goal 5 - Conduct internal and external program evaluation to improve the DUI Court Program

Objective	Objective Details	Completion Date
Internal Evaluation - Use data collected by the program to conduct an internal evaluation to identify opportunities for improvement and to ensure that the court program is meeting best practices.	The goal of the internal evaluation is to evaluate court data to respond appropriately to participant behaviors.	09/30/2024
External evaluation – Partner with local universities or other entities as a subcontractor to analyze court data and provide comprehensive feedback to the program.		09/30/2024
Utilize results from the evaluation to enhance the DUI Court program.		09/30/2024
Review screening, assessment, and referral processes each quarter to identify possible process improvements.		09/30/2024

Measure	Reporting Frequency	Type	Target
Provide summary report of internal evaluation process, findings, and identified opportunities for improvement	Annual	Process	1
Provide external evaluation report from subcontractor	Annual	Process	1
Summarize programmatic changes that will be made as a result of the internal and external evaluations	Annual	Process	1










# Interagency Agreement-2024-FG-5009-Spokane Municipal DUI Court(25394523)\_202309061725

Final Audit Report

2023-09-20

Created:	2023-09-06
By:	WEMS (WTSC) (wemshelp@wtsc.wa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFsm9-v6vktSu8qj_GA_MNKh_CaUwYWWVe

## "Interagency Agreement-2024-FG-5009-Spokane Municipal DUI Court(25394523)\_202309061725" History

-  Document created by WEMS (WTSC) (wemshelp@wtsc.wa.gov)  
2023-09-06 - 9:25:34 PM GMT- IP address: 54.68.136.215
-  Document emailed to hdelaney@spokanecity.org for signature  
2023-09-06 - 9:25:40 PM GMT
-  Email viewed by hdelaney@spokanecity.org  
2023-09-06 - 9:26:11 PM GMT- IP address: 198.1.39.252
-  Signer hdelaney@spokanecity.org entered name at signing as Howard F. Delaney  
2023-09-06 - 9:26:54 PM GMT- IP address: 198.1.39.252
-  Document e-signed by Howard F. Delaney (hdelaney@spokanecity.org)  
Signature Date: 2023-09-06 - 9:26:56 PM GMT - Time Source: server- IP address: 198.1.39.252
-  Document emailed to Pamela E Pannkuk (ppannkuk@wtsc.wa.gov) for signature  
2023-09-06 - 9:26:57 PM GMT
-  Email viewed by Pamela E Pannkuk (ppannkuk@wtsc.wa.gov)  
2023-09-14 - 1:39:22 PM GMT- IP address: 104.47.65.254
-  New document URL requested by Pamela E Pannkuk (ppannkuk@wtsc.wa.gov)  
2023-09-14 - 1:39:30 PM GMT- IP address: 198.239.155.119
-  Document e-signed by Pamela E Pannkuk (ppannkuk@wtsc.wa.gov)  
Signature Date: 2023-09-20 - 8:51:51 PM GMT - Time Source: server- IP address: 198.239.155.119

✔ Agreement completed.

2023-09-20 - 8:51:51 PM GMT



**Agenda Sheet for City Council:**

**Committee:** Public Safety **Date:** 04/08/2024

**Committee Agenda type:** Consent

**Date Rec'd**

4/8/2024

**Clerk's File #**

OPR 2023-0658

**Renews #**

**Cross Ref #**

**Council Meeting Date:** 05/06/2024

**Submitting Dept**

MUNICIPAL COURT

**Project #**

**Contact Name/Phone**

SARAH 509-309-6948

**Bid #**

**Contact E-Mail**

STHOMPSON@SPOKANECITY.ORG

**Requisition #**

CR26178

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

BWILKERSON MCATHCART PDILLON

**Agenda Item Name**

0560-MUNICIPAL COURT CONTRACT RENEWAL WITH PHOENIX COUNSELING

**Agenda Wording**

Contract renewal 1 of 4 with Phoenix Counseling Services, LLC. (Spokane, WA) to continue to provide Domestic Violence Intervention Treatment effective May 1, 2024 through April 30, 2025 not to exceed \$90,000.

**Summary (Background)**

Municipal Court entered into a contract with Phoenix Counseling Services, LLC, in accordance with RFP 5841-23 issued by the City to provide domestic violence screening, assessment and treatment services to participants involved in the Domestic Violence Intervention Treatment Court. The original agreement was accepted under OPR 2023-0658 on June 26, 2023.

Lease? NO

Grant related? YES

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 90,000

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

The services provided under this contract are reimbursed by the Administrative Office of the Courts under agreement IAA24229. IAA24229, which was approved pursuant to OPR 2023-0854, expires 06/30/2024. Another grant is expected for July 2024-June 2025.

**Amount**

**Budget Account**

Expense \$ 15,000

# 1360-91217-12510-54101-99999

Expense \$ 75,000

# 1360-912XX-12510-54101-99999 future grant

Select \$

#

Select \$

#

\$

#

\$

#



## Committee Agenda Sheet

### Public Safety & Community Health Committee

<b>Committee Date</b>	4/8/2024
<b>Submitting Department</b>	0560-Municipal Court
<b>Contact Name</b>	Sarah Thompson
<b>Contact Email &amp; Phone</b>	<a href="mailto:sthompson@spokanecity.org">sthompson@spokanecity.org</a> 509-309-6948
<b>Council Sponsor(s)</b>	<u>CP Wilkerson</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	0560-MUNICIPAL COURT CONTRACT RENEWAL WITH PHOENIX COUNSELING SERVICES
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Contract renewal 1 of 4 with Phoenix Counseling Services, LLC. (Spokane, WA) to continue to provide Domestic Violence Intervention Treatment effective May 1, 2024 through April 30, 2025 not to exceed \$192,000.</p> <p>Municipal Court entered into a contract with Phoenix Counseling Services, LLC, in accordance with RFP 5841-23 issued by the City to provide domestic violence screening, assessment and treatment services to participants involved in the Domestic Violence Intervention Treatment Court. The original agreement was accepted under OPR 2023-0658 on June 26, 2023.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>Click or tap here to enter text.</u></p> <p>    Current year cost: \$192,000</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>The services provided under this contract are reimbursed by the Administrative Office of the Courts under agreement IAA24229.</u></p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: <u>Select Funding Source*</u></p> <p>Is this funding source sustainable for future years, months, etc? <u>Click or tap here to enter text.</u></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<p>What impacts would the proposal have on historically excluded communities?</p> <p>The Spokane Municipal Court and each of the existing and future therapeutic courts does not control who comes into court but does control how individuals are treated when they come into court. The Court prides itself in working toward the highest level of accessible justice ensuring an equitable, open, and fair service to the citizens and visitors of the City of Spokane. The inclusiveness of the court does not discriminate against race, age, gender, or socio-economic status. The Spokane Municipal Court includes several therapeutic courts</p>	



such as the Spokane Municipal Community Court, which is a nationally recognized Mentor Court based upon the identified creative approaches to community partnership, openness to all, and provision of services.

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?

The Domestic Violence Intervention Therapeutic Court will utilize data metrics that will provide regular analysis of the effectiveness and inclusion of community members to ensure racial inequities do not present. If data analysis presents some limitation to access to the DVITC or any bias against race, age, gender, or socio-economic status, the court may address the data and alternative methodology of services with the multi-disciplinary court team.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

The Domestic Violence Intervention Therapeutic Court will utilize data metrics that will provide regular analysis of the effectiveness and inclusion of community members to ensure racial inequities do not present. If data analysis presents some limitation to access to the DVITC or any bias against race, age, gender, or socio-economic status, the court may address the data and alternative methodology of services with the multi-disciplinary court team.

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?

The development and implementation of a Domestic Violence Intervention Therapeutic Court, funding to provide necessary treatment and reduce criminogenic needs and barriers is a critical element of the City's criminal justice reform efforts.



**City of Spokane**  
**CONTRACT RENEWAL**  
**1 of 4**  
**Title: DOMESTIC VIOLENCE**  
**SCREENING, TREATMENT**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **PHOENIX COUNSELING SERVICES, LLC**, whose address is 901 East Second Avenue, Suite 204, Spokane, Washington 99202, as (“Company”), individually hereafter referenced as a “party”, and together as the “parties”.

WHEREAS, the parties entered into a Contract wherein the Company agreed to provide Domestic Violence Screening, Treatment Assessment, and Treatment Services; and

WHEREAS, the initial contract provided for four (4) additional one-year renewals, with this being the first of those renewals.

NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

- 1. CONTRACT DOCUMENTS.**  
The original Contract, dated May 27, 2023 and June 20, 2023, any previous amendments, renewals and / or extensions / 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 Renewal shall become effective on May 1, 2024 and end on April 30, 2025.
- 3. COMPENSATION.**  
The City shall pay an estimated maximum annual cost not to exceed **NINETY THOUSAND AND NO/100 DOLLARS (\$90,000.00)**, plus applicable tax, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.
- 4. DEBARMENT AND SUSPENSION.**  
The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Renewal by having legally-binding representatives affix their signatures below.

**PHOENIX COUNSELING SERVICES, LLC**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

Exhibit A – Certificate of Debarment

24-048

**ATTACHMENT A  
CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

_____ Name of Subrecipient / Contractor / Consultant (Type or Print)	_____ Program Title (Type or Print)
_____ Name of Certifying Official (Type or Print)	_____ Signature
_____ Title of Certifying Official (Type or Print)	_____ Date (Type or Print)

**Agenda Sheet for City Council:****Committee:** PIES **Date:** 04/15/2024**Committee Agenda type:** Consent**Date Rec'd**

4/24/2024

**Clerk's File #**

OPR 2024-0335

**Renews #****Cross Ref #****Council Meeting Date:** 05/06/2024**Submitting Dept**

ENGINEERING SERVICES

**Project #**

2022089

**Contact Name/Phone**

DAN BULLER 625-6391

**Bid #****Contact E-Mail**

DBULLER@SPOKANECITY.ORG

**Requisition #**

CR 26278

**Agenda Item Type**

Engineer Construction Contract

**Council Sponsor(s)**

BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name**

0370-LOW BID AWARD-2024 ARTERIAL GRIND &amp; OVERLAY (2022089)

**Agenda Wording**

Low Bid of Inland Asphalt Company (Spokane) for 2024 Arterial Grind and Overlay project - \$1,292,929. An administrative reserve of \$129,292.90, which is 10% of the contract price, will be set aside. (Various Neighborhoods)

**Summary (Background)**

On April 29, 2024, bids were opened for the above project. The low bid was from Inland Asphalt Company in the amount of \$1,292,929.00, which is \$167,309.00 or 11.5% below the Engineer's Estimate of \$1,460,238.00. Three other bids were received as follows: Inland Infrastructure, LLC - \$1,321,300.00; Shamrock Paving, Inc. - \$1,345,000.00; and Poe Asphalt Paving - \$1,725,193.50.

Lease? NO

Grant related? NO

Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost

\$1,422,221.90

Current Year Cost

\$1,422,221.90

Subsequent Year(s) Cost

\$

**Narrative****Amount****Budget Account**

Select

\$1,422,221.90

# 3200 48400 95300 56501 86099

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	4-15-24
<b>Submitting Department</b>	Engineering Services
<b>Contact Name</b>	Dan Buller
<b>Contact Email &amp; Phone</b>	<a href="mailto:dbuller@spokanecity.org">dbuller@spokanecity.org</a> , 625-6391
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	2024 Arterial Grind & Overlay
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<ul style="list-style-type: none"> <li>The project shown on the attached exhibit is the periodic arterial grind &amp; overlay series of projects funded by the arterial street fund.</li> <li>The two segments of this project are adjacent to other projects meaning that the result will be upgraded corridors.</li> <li>Curb ramps will also be upgraded.</li> <li>Total length of street to receive chip sealing is 4.9 miles.</li> <li>Construction is planned for this summer/fall.</li> </ul>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$2M</u></p> <p>    Current year cost: \$2M</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> 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</p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> <li>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? N/A</li> <li>How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?</li> </ul>	

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

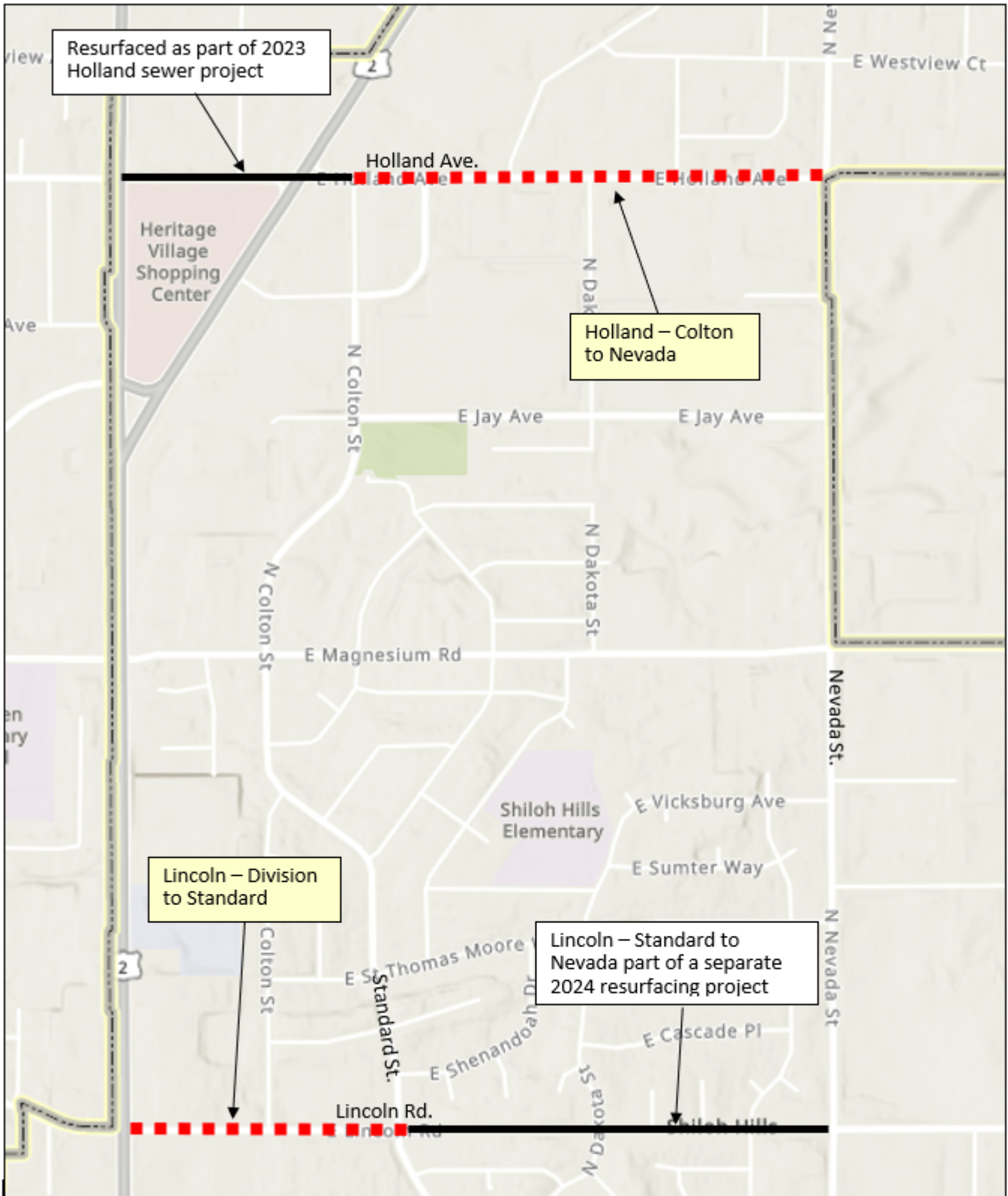
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

#### **Council Subcommittee Review**

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







**City of Spokane**

**PUBLIC WORKS CONTRACT**

Title: **2023 ARTERIAL GRIND & OVERLAY  
LINCOLN RD – DIVISION ST TO STANDARD ST  
HOLLAND AVE – COLTON ST TO NEVADA ST**

This Contract is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **INLAND ASPHALT COMPANY**, whose address is 5111 East Broadway Avenue, Spokane Valley, Washington 99212 as (“Contractor”), individually hereafter referenced as a “party”, and together as the “parties”.

The parties agree as follows:

1. **PERFORMANCE.** The Contractor will do all work, furnish all labor, materials, tools, construction equipment, transportation, supplies, supervision, organization and other items of work and costs necessary for the proper execution and completion of the work described in the Special Provisions entitled **2023 ARTERIAL GRIND & OVERLAY LINCOLN RD – DIVISION ST TO STANDARD ST HOLLAND AVE – COLTON ST TO NEVADA ST.**
2. **CONTRACT DOCUMENTS.** The contract documents are this Contract, the Contractor’s completed bid proposal form, the Washington State Department of Transportation’s Standard Specifications for Road, Bridge and Municipal Construction 2024, City of Spokane Special Provisions, contract provisions, contract plans, standard plans, addenda, various certifications and affidavits, supplemental agreements, change orders and subsurface boring logs (if any). These contract documents are on file in the Engineering Services Department and are incorporated into this Contract by reference as if they were set forth at length. In the event of a conflict, or to resolve an ambiguity or dispute, the order of precedence defined in the City of Spokane Special Provisions section 1-04.2 City Engineering Services File No. 2022089 shall apply.
3. **TIME OF PERFORMANCE.** The time of performance of the Contract shall be in accordance with the contract documents.
4. **LIQUIDATED DAMAGES.** Liquidated damages shall be in accordance with the contract documents.
5. **TERMINATION.** Either party may terminate this Contract in accordance with the contract documents.
6. **COMPENSATION.** This is a unit price contract, and upon full and complete performance by the Contractor, the City will pay only the amount set forth in Schedule A-1 for the actual quantities furnished for each bid item at a total cost not to exceed \$1,292,929.00 which includes all sales tax.

7. TAXES. Bid items in Schedule A-1 shall include sales tax.
8. PAYMENT. The Contractor will send its applications for payment to the Engineering Services Department, 998 E North Foothills Drive Spokane, WA 99207-2735. All invoices should include the City Clerk's File No. "OPR XXXX-XXXX" and an approved L & I Intent to Pay Prevailing Wage number. The final invoice should include an approved Affidavit of Wages Paid number. Payment will not be made without this documentation included on the invoice. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. Five percent (5%) of the Contract price may be retained by the City, in accord with RCW 60.28 for a minimum of forty five (45) days after final acceptance, as a trust fund for the protection and payment of: the claims of any person arising under the Contract; and the State with respect to taxes imposed pursuant to Titles 50, 51 and 82 RCW which may be due from the Contractor.
9. INDEMNIFICATION. The Contractor shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage which arise from the Contractor's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Contractor to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Contractor's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Contractor, its agents or employees. The Contractor specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Contractor's own employees against the City and, solely for the purpose of this indemnification and defense, the Contractor specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Contractor recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.
10. BONDS. The Contractor may not commence work until it obtains all insurance, permits and bonds required by the contract documents and applicable law. This includes the execution of a performance bond and a payment bond on the forms attached, each equal to one hundred percent (100%) of the contract price, and written by a corporate surety company licensed to do business in Washington State.
11. INSURANCE. The Contractor represents that it and its employees, agents and subcontractors, in connection with the Contract, are protected against the risk of loss by the insurance coverages required in the contract documents attached hereto including attached Certificates of Insurance (COI) and any other insurance documents attached. The policies shall be issued by companies that meet with the approval of the City Risk Manager. The policies shall not be canceled without at least minimum required written notice to the City as Additional Insured.
12. CONTRACTOR'S WARRANTY. The Contractor's warranty for all work, labor and materials shall be in accordance with the contract documents.
13. WAGES. The Contractor and all subcontractors will submit a "Statement of Intent to Pay Prevailing Wages" certified by the industrial statistician of the Department of Labor and Industries, prior to any payments. The "Statement of Intent to Pay Prevailing Wages" shall include: (1) the

Contractor's registration number; and (2) the prevailing wages under RCW 39.12.020 and the number of workers in each classification. Each voucher claim submitted by the Contractor for payment on a project estimate shall state that the prevailing wages have been paid in accordance with the "Statement(s) of Intent to Pay Prevailing Wages" on file with the City. Prior to the payment of funds held under RCW 60.28, the Contractor and subcontractors must submit an "Affidavit of Wages Paid" certified by the industrial statistician.

14. STATEMENT OF INTENT TO PAY PREVAILING WAGES TO BE POSTED. The Contractor and each subcontractor required to pay the prevailing rate of wages shall post in a location readily visible at the job site: (1) a copy of a "Statement of Intent to Pay Prevailing Wages" approved by the industrial statistician of the State Department of Labor and Industries; and (2) the address and telephone number of the industrial statistician of the Department of Labor and Industries where a complaint or inquiry concerning prevailing wages may be made.

15. PUBLIC WORKS REQUIREMENTS. The Contractor and each subcontractor are required to fulfill the Department of Labor and Industries Public Works and Prevailing Wage Training Requirement under RCW 39.04.350. The contractor must verify responsibility criteria for each first tier subcontractor, and a subcontractor of any tier that hires other subcontractors must verify the responsibility criteria listed in RCW 39.04.350(1) for each of its subcontractors. Verification shall include that each subcontractor, at the time of subcontract execution, meets the responsibility criteria. This verification requirement, as well as responsibility criteria, must be included in every public works contract and subcontract of every tier.

16. SUBCONTRACTOR RESPONSIBILITY.

A. The Contractor shall include the language of this section in each of its first tier subcontracts, and shall require each of its subcontractors to include the same language of this section in each of their subcontracts, adjusting only as necessary the terms used for the contracting parties. Upon request of the City, the Contractor shall promptly provide documentation to the City demonstrating that the subcontractor meets the subcontractor responsibility criteria below. The requirements of this section apply to all subcontractors regardless of tier.

B. At the time of subcontract execution, the Contractor shall verify that each of its first tier subcontractors meets the following bidder responsibility criteria:

1. Have a current certificate of registration in compliance with chapter 18.27 RCW, which must have been in effect at the time of subcontract bid submittal;
2. Have a current Washington Unified Business Identifier (UBI) number;
3. If applicable, have:
  - a. Industrial Insurance (workers' compensation) coverage for the subcontractor's employees working in Washington, as required in Title 51 RCW;
  - b. A Washington Employment Security Department number, as required in Title 50 RCW;
  - c. A Washington Department of Revenue state excise tax registration number, as required in Title 82 RCW;
  - d. An electrical contractor license, if required by Chapter 19.28 RCW;

- e. An elevator contractor license, if required by Chapter 70.87 RCW.
- 4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065 (3).

C. On Public Works construction projects, as defined in RCW 39.04.010, with an estimated cost of six hundred thousand dollars (\$600,000) or more, at least fifteen (15) percent of the labor hours on each project shall be performed by apprentices enrolled in a State-approved apprenticeship program; and for each contract in the project fifteen (15) percent of the labor hours for each craft that has an available state-approved apprenticeship program for Spokane County and utilizes more than one hundred sixty (160) hours in each contract; shall be performed by apprentices enrolled in a state-approved apprenticeship program.

- 1. **Subcontracting Requirements.** The utilization percentages for apprenticeship labor for Public Works construction contracts shall also apply to all subcontracts of one hundred thousand dollars (\$100,000) or more within those contracts, and at least fifteen percent (15%) of the labor hours for each such subcontract shall be performed by apprentices in a state-approved apprenticeship program. For each craft that has an available apprenticeship program for Spokane county and performs more than one hundred sixty (160) hours on each project, fifteen (15) percent of the labor hours shall be performed by apprentices enrolled in a State-approved apprenticeship program.
- 2. Each subcontractor which this chapter applies to is required to execute a form, provided by the city, acknowledging that the requirements of Article X 07.06 SMC are applicable to the labor hours for the project.

17. **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 Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Contractor agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Contractor.

18. **EXECUTIVE ORDER 11246.**

- A. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor will take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include but not be limited to the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- B. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- C. The Contractor will send each labor union, or representative of workers with which it has

a collective bargaining contract or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

- D. The Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- E. The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- F. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations or orders, this Contract may be canceled, terminated or suspended in whole or in part, and the Contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- G. The Contractor will include the provisions of paragraphs A through G in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: PROVIDED, HOWEVER, that in the event the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as the result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

19. DEBARMENT AND SUSPENSION. The Contractor has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

20. ASSIGNMENTS. The Contractor may not assign, transfer or sublet any part of the work under this Contract, or assign any monies due, without the written approval of the City, except as may be required by law. In the event of assignment of accounts or monies due under this Contract, the Contractor specifically agrees to give immediate written notice to the City Administrator, no later than five (5) business days after the assignment.

21. 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 Contract shall have or acquire any interest in the Contract, 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 the Contract. Contractor will comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor Regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States").

22. COMPLIANCE WITH LAWS. Each party shall comply with all applicable federal, state, and local laws and regulations that are incorporated herein by reference.
23. DISPUTES. This Contract shall be performed under the laws of the State of Washington. Any litigation to enforce this Contract or any of its provisions shall be brought in Spokane County, Washington.
24. SEVERABILITY. In the event any provision of this Contract should become invalid, the rest of the Contract shall remain in full force and effect.
25. AUDIT / RECORDS. The Contractor and its subcontractors shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Contract. The Contractor and its subcontractors shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Contract, the federal law shall prevail.
26. BUSINESS REGISTRATION REQUIREMENT. Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Contractor shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Contractor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.
27. CONSTRUAL. The Contractor acknowledges receipt of a copy of the contract documents and agrees to comply with them. The silence or omission in the contract documents concerning any detail required for the proper execution and completion of the work means that only the best general practice is to prevail and that only material and workmanship of the best quality are to be used. This Contract shall be construed neither in favor of nor against either party.
28. MODIFICATIONS. The City may modify this Contract and order changes in the work whenever necessary or advisable. The Contractor will accept modifications when ordered in writing by the Director of Engineering Services, and the Contract time and compensation will be adjusted accordingly.
29. INTEGRATION. This Contract, including any and all exhibits and schedules referred to herein or therein set forth the entire Agreement and understanding between the parties pertaining to the subject matter and merges all prior agreements, negotiations and discussions between them on the same subject matter.
30. OFF SITE PREFABRICATED ITEMS. In accordance with RCW 39.04.370, the Contractor shall submit certain information about off-site, prefabricated, nonstandard, project specific items produced under the terms of the Contract and produced outside Washington as a part of the "Affidavit of Wages Paid" form filed with the State Department of Labor and Industries.
31. FORCE MAJEURE. Neither party shall be liable to the other for any failure or delay in performing its obligations hereunder, or for any loss or damage resulting therefrom, due to: (1) acts of God or public enemy, acts of government, riots, terrorism, fires, floods, strikes, lock outs, epidemics, act or failure to act by the other party, or unusually severe weather affecting City, Contractor or its subcontractors, or (2) causes beyond their reasonable control and which are not

foreseeable (each a "Force Majeure Event"). In the event of any such Force Majeure Event, the date of delivery or performance shall be extended for a period equal to the time lost by reason of the delay.

32. CLEAN AIR ACT.

Contractor must comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q) and the Federal Water Pollution Control Act as amended (33 USC 1251-1387). Violations will be reported.

33. USE OF PROJECT MANAGEMENT SOFTWARE. The Contractor shall transmit all submittal documentation for proposed project materials by uploading it to the City's web based construction management software. A City representative will be available to assist in learning this process.

**INLAND ASPHALT COMPANY**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Contract:**

- Payment Bond
  - Performance Bond
  - Certification Regarding Debarment
  - Schedule A-1
- 24-075



**PAYMENT BOND**

We, **INLAND ASPHALT COMPANY**, as principal, and \_\_\_\_\_, as surety, are held and firmly bound to the City of Spokane, Washington, in the sum of **ONE MILLION TWO HUNDRED NINETY-TWO THOUSAND NINE HUNDRED TWENTY-NINE AND NO/100 DOLLARS (\$1,292,929.00)** the payment of which, we bind ourselves and our legal representatives and successors, jointly and severally by this document.

The principal has entered into a contract with the City of Spokane, Washington, to do all work and furnish all materials for the **2023 ARTERIAL GRIND & OVERLAY LINCOLN RD – DIVISION ST TO STANDARD ST HOLLAND AVE – COLTON ST TO NEVADA ST**. If the principal shall:

- A. pay all laborers, mechanics, subcontractors, material suppliers and all person(s) who shall supply such person or subcontractors; and pay all taxes and contributions, increases and penalties as authorized by law; and
- B. comply with all applicable federal, state and local laws and regulations;

then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, except as provided herein, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation. Any judgment obtained against the City, which relates to or is covered by the contract or this bond, shall be conclusive against the principal and the surety, as to the amount of damages, and their liability, if reasonable notice of the suit has been given.

SIGNED AND SEALED on \_\_\_\_\_.

**INLAND ASPHALT COMPANY,**

AS PRINCIPAL

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

\_\_\_\_\_,  
AS SURETY

By: \_\_\_\_\_  
Its Attorney in Fact

A valid POWER OF ATTORNEY  
for the Surety's agent must  
accompany this bond.

STATE OF WASHINGTON        )  
  ) ss.  
County of \_\_\_\_\_)

I certify that I know or have satisfactory evidence that \_\_\_\_\_  
\_\_\_\_\_ signed this document; on oath stated that he/she was author-  
ized to sign the document and acknowledged it as the agent or representative of the named  
surety company which is authorized to do business in the State of Washington, for the uses  
and purposes therein mentioned.

DATED: \_\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

My appointment expires \_\_\_\_\_

**PERFORMANCE BOND**

We, **INLAND ASPHALT COMPANY**, as principal, and \_\_\_\_\_, as Surety, are held and firmly bound to the City of Spokane, Washington, in the sum of **ONE MILLION TWO HUNDRED NINETY-TWO THOUSAND NINE HUNDRED TWENTY-NINE AND NO/100 DOLLARS (\$1,292,929.00)** for the payment of which, we bind ourselves and our legal representatives and successors, jointly and severally by this document.

The principal has entered into a Contract with the City of Spokane, Washington, to do all the work and furnish all materials for the **2023 ARTERIAL GRIND & OVERLAY LINCOLN RD – DIVISION ST TO STANDARD ST HOLLAND AVE – COLTON ST TO NEVADA ST.** If the principal shall:

- A. promptly and faithfully perform the Contract, and any contractual guaranty and indemnify and hold harmless the City from all loss, damage or claim which may result from any act or omission of the principal, its agents, employees, or subcontractors; and
- B. comply with all applicable federal, state and local laws and regulations;

then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, except as provided herein, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation. Any judgment obtained against the City, which relates to or is covered by the Contract or this bond, shall be conclusive against the principal and the Surety, not only as to the amount of damages, but also as to their liability, if reasonable notice of the suit has been given.

SIGNED AND SEALED on \_\_\_\_\_

**INLAND ASPHALT COMPANY,**

AS PRINCIPAL

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

\_\_\_\_\_,  
AS SURETY

By: \_\_\_\_\_  
Its Attorney in Fact

A valid POWER OF ATTORNEY  
for the Surety's agent must  
accompany this bond.

STATE OF WASHINGTON            )  
  ) ss.  
County of \_\_\_\_\_            )

I certify that I know or have satisfactory evidence that \_\_\_\_\_  
\_\_\_\_\_ signed this document; on oath stated that  
he/she was authorized to sign the document and acknowledged it as the agent or representative of  
the named Surety Company which is authorized to do business in the State of Washington, for the  
uses and purposes mentioned in this document.

DATED on \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary

My appointment expires \_\_\_\_\_

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Program Title (Type or Print)
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Name of Certifying Official (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Signature
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Title of Certifying Official (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Date (Type or Print)

**SCHEDULE A-1**  
*Tax Classification: Sales tax shall be included in unit prices*

<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>ESTIMATED QUANTITIES</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
1	ADA FEATURES SURVEYING	1.00 LS	\$ 5,820.00	\$ 5,820.00
2	APPRENTICE UTILIZATION	1.00 LS	\$ 22,115.00	\$ 22,115.00
3	REIMBURSEMENT OF THIRD PARTY DAMAGE	1.00 EST	\$ 1.00	\$ 1.00
4	SPCC PLAN	1.00 LS	\$ 515.00	\$ 515.00
5	POTHOLING	6.00 EA	\$ 1,750.00	\$ 10,500.00
6	PUBLIC LIAISON REPRESENTATIVE	1.00 LS	\$ 9,425.00	\$ 9,425.00
7	MOBILIZATION	1.00 LS	\$ 153,153.18	\$ 153,153.18
8	PROJECT TEMPORARY TRAFFIC CONTROL	1.00 LS	\$ 87,000.00	\$ 87,000.00
9	WORK ZONE SAFETY CONTINGENCY	5,000.00 FA	\$ 1.00	\$ 5,000.00
10	SPECIAL SIGNS	240.00 SF	\$ 17.20	\$ 4,128.00
11	SEQUENTIAL ARROW SIGNS	3,200.00 HR	\$ 2.30	\$ 7,360.00
12	TYPE III BARRICADE	19.00 EA	\$ 85.85	\$ 1,631.15
13	TREE ROOT TREATMENT	1.00 EA	\$ 730.00	\$ 730.00

14	TREE PROTECTION ZONE	1.00 EA	\$	265.00	\$	265.00
15	TREE PRUNING	45.00 EA	\$	216.00	\$	9,720.00
16	REMOVE EXISTING CURB	150.00 LF	\$	16.00	\$	2,400.00
17	REMOVE EXISTING CURB AND GUTTER	200.00 LF	\$	19.50	\$	3,900.00
18	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	290.00 SY	\$	21.75	\$	6,307.50
19	REMOVE MANHOLE, CATCH BASIN, OR DRYWELL	2.00 EA	\$	2,100.00	\$	4,200.00
20	SAWCUTTING CURB	26.00 EA	\$	48.65	\$	1,264.90
21	SAWCUTTING RIGID PAVEMENT	440.00 LFI	\$	1.10	\$	484.00
22	SAWCUTTING FLEXIBLE PAVEMENT	5,500.00 LFI	\$	0.51	\$	2,805.00
23	REMOVE UNSUITABLE FOUNDATION MATERIAL	10.00 CY	\$	100.00	\$	1,000.00
24	REPLACE UNSUITABLE FOUNDATION MATERIAL	10.00 CY	\$	125.00	\$	1,250.00
25	CSTC FOR SIDEWALK AND DRIVEWAYS	32.00 CY	\$	207.50	\$	6,640.00
26	CRACK SEALING, 1 INCH TO 3 INCH	7,800.00 LF	\$	1.65	\$	12,870.00
27	CRACK SEALING, 3 INCH TO 6 INCH	1,200.00 LF	\$	8.25	\$	9,900.00
28	HMA CL. 1/2 IN. HEAVY TRAFFIC, 2 INCH THICK	26,102.00 SY	\$	11.76	\$	306,959.52
29	COMMERCIAL HMA FOR PRELEVELING CL. 3/8 IN.	750.00 TON	\$	125.50	\$	94,125.00

30	HMA FOR PAVEMENT REPAIR CL. 1/2 IN. HEAVY TRAFFIC, 5 INCH THICK	420.00 SY	\$	84.25	\$	35,385.00
31	PAVEMENT REPAIR EXCAVATION INCL. HAUL	420.00 SY	\$	54.45	\$	22,869.00
32	PLANING BITUMINOUS PAVEMENT	26,102.00 SY	\$	3.70	\$	96,577.40
33	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1.00 EST	\$	(1.00)	\$	(1.00)
34	COMPACTION PRICE ADJUSTMENT	23,500.00 EST	\$	1.00	\$	23,500.00
35	RETROFIT SURFACE INLET CB WITH FRAME & VANED GRATE	3.00 EA	\$	2,060.00	\$	6,180.00
36	MH OR DW FRAME AND COVER (LOCKABLE)	17.00 EA	\$	2,000.00	\$	34,000.00
37	FRAME AND GRATE FOR CB OR GRATE IN- LET	1.00 EA	\$	1,720.00	\$	1,720.00
38	VALVE BOX AND COVER	54.00 EA	\$	1,030.00	\$	55,620.00
39	CLEANING EXISTING DRAINAGE STRUC- TURE	2.00 EA	\$	286.00	\$	572.00
40	PLUGGING EXISTING PIPE	2.00 EA	\$	1,500.00	\$	3,000.00
41	CLEANING EXISTING SANITARY SEWERS	14.00 EA	\$	345.00	\$	4,830.00
42	ESC LEAD	1.00 LS	\$	575.00	\$	575.00
43	INLET PROTECTION	11.00 EA	\$	115.00	\$	1,265.00
44	STREET CLEANING	40.00 HR	\$	298.00	\$	11,920.00



45	BARK OR WOOD CHIP MULCH	1.00 CY	\$	525.00	\$	525.00
46	HYDROSEEDING	10.00 SY	\$	34.50	\$	345.00
47	SOD INSTALLATION	95.00 SY	\$	16.70	\$	1,586.50
48	SWALE DRAIN PAD	1.00 EA	\$	1,315.00	\$	1,315.00
49	CURB DROP INLET	1.00 EA	\$	285.00	\$	285.00
50	REMOVE AND REPLACE EXISTING SPRINKLER HEADS AND LINES	1.00 LS	\$	3,720.00	\$	3,720.00
51	CEMENT CONCRETE CURB	60.00 LF	\$	57.20	\$	3,432.00
52	CEMENT CONCRETE CURB AND GUTTER	355.00 LF	\$	58.90	\$	20,909.50
53	CEMENT CONCRETE DRIVEWAY	75.00 SY	\$	106.50	\$	7,987.50
54	CEMENT CONCRETE DRIVEWAY TRANSITION	50.00 SY	\$	110.00	\$	5,500.00
55	EXTRA WORK ALLOWANCE FOR REINFORCING	85.00 SY	\$	17.15	\$	1,457.75
56	CHANNELIZING DEVICES - TYPE 4	1.00 EA	\$	430.00	\$	430.00
57	CLASSIFICATION AND PROTECTION OF SURVEY MONUMENTS	1.00 LS	\$	1,145.00	\$	1,145.00
58	REFERENCE AND REESTABLISH SURVEY MONUMENT	2.00 EA	\$	1,585.00	\$	3,170.00
59	MONUMENT FRAME AND COVER	2.00 EA	\$	1,145.00	\$	2,290.00
60	CEMENT CONCRETE SIDEWALK	255.00 SY	\$	131.60	\$	33,558.00

61	RAMP DETECTABLE WARNING	80.00 SF	\$	40.00	\$	3,200.00
62	TRAFFIC SIGNAL SYSTEM RETROFIT, HORNERN AND HOLLAND	1.00 LS	\$	13,900.00	\$	13,900.00
63	SIGNING, PERMANENT - CONTRACTOR MANUFACTURED SIGNS	1.00 LS	\$	13,790.00	\$	13,790.00
64	REMOVAL OF EXISTING PAVEMENT MARKINGS	479.00 SF	\$	2.90	\$	1,389.10
65	REMOVAL OF EXISTING WORD AND SYMBOL MARKINGS	2.00 EA	\$	290.00	\$	580.00
66	PAVEMENT MARKING - DURABLE HEAT APPLIED	6,986.00 SF	\$	12.00	\$	83,832.00
67	WORD AND SYMBOL MARKINGS – DURABLE HEAT APPLIED	21.00 EA	\$	200.00	\$	4,200.00
68	TEMPORARY PAVEMENT MARKING	1.00 LS	\$	14,900.00	\$	14,900.00
<b>Schedule A-1 Subtotal</b>					\$	<u>1,292,929.00</u>
<b>Summary of Bid Items</b>					<b>Bid Total</b>	\$ <u>1,292,929.00</u>

**City Of Spokane**  
**Engineering Services Department**  
**\*\*\*Bid Tabulation\*\*\***

**Project Number**      **2022089**

**Project Description**      2023 Arterial G&O

**Original Date**

4/29/2024 1:51:00 PM

<b>Project Number: 2022089</b>			<b>Engineer's Estimate</b>		INLAND ASPHALT COMPANY (Submitted)		INLAND INFRASTRUCTURE LLC (Submitted)		SHAMROCK PAVING INC (Submitted)	
<b>Item No</b>	<b>Bid Item Description</b>	<b>Est Qty</b>	<b>Unit Price</b>	<b>Amount</b>	<b>Unit Price</b>	<b>Amount</b>	<b>Unit Price</b>	<b>Amount</b>	<b>Unit Price</b>	<b>Amount</b>

**Tax Classification**

<b>Schedule 01</b>		Sales tax shall be included in unit prices								
1	ADA FEATURES SURVEYING	1 LS	7,000.00	7,000.00	5,820.00	\$5,820.00	10,000.00	\$10,000.00	8,000.00	\$8,000.00
2	APPRENTICE UTILIZATION	1 LS	30,000.00	30,000.00	22,115.00	\$22,115.00	20,000.00	\$20,000.00	10,000.00	\$10,000.00
3	REIMBURSEMENT OF THIRD PARTY DAMAGE	1 EST	1.00	1.00	1.00	\$1.00	1.00	\$1.00	1.00	\$1.00
4	SPPC PLAN	1 LS	1,500.00	1,500.00	515.00	\$515.00	5,000.00	\$5,000.00	1,000.00	\$1,000.00
5	POTHOLING	6 EA	750.00	4,500.00	1,750.00	\$10,500.00	800.00	\$4,800.00	700.00	\$4,200.00
6	PUBLIC LIAISON REPRESENTATIVE	1 LS	20,000.00	20,000.00	9,425.00	\$9,425.00	16,000.00	\$16,000.00	15,000.00	\$15,000.00
7	MOBILIZATION	1 LS	120,000.00	120,000.00	153,153.18	\$153,153.18	131,500.00	\$131,500.00	125,000.00	\$125,000.00
8	PROJECT TEMPORARY TRAFFIC CONTROL	1 LS	60,000.00	60,000.00	87,000.00	\$87,000.00	100,000.00	\$100,000.00	154,940.60	\$154,940.60
9	WORK ZONE SAFETY CONTINGENCY	5000 FA	1.00	5,000.00	1.00	\$5,000.00	1.00	\$5,000.00	1.00	\$5,000.00
10	SPECIAL SIGNS	240 SF	25.00	6,000.00	17.20	\$4,128.00	20.00	\$4,800.00	21.00	\$5,040.00
11	SEQUENTIAL ARROW SIGNS	3200 HR	8.00	25,600.00	2.30	\$7,360.00	3.00	\$9,600.00	1.10	\$3,520.00
12	TYPE III BARRICADE	19 EA	120.00	2,280.00	85.85	\$1,631.15	70.00	\$1,330.00	53.00	\$1,007.00
13	TREE ROOT TREATMENT	1 EA	800.00	800.00	730.00	\$730.00	750.00	\$750.00	700.00	\$700.00
14	TREE PROTECTION ZONE	1 EA	300.00	300.00	265.00	\$265.00	270.00	\$270.00	275.00	\$275.00
15	TREE PRUNING	45 EA	300.00	13,500.00	216.00	\$9,720.00	220.00	\$9,900.00	225.00	\$10,125.00
16	REMOVE EXISTING CURB	150 LF	12.00	1,800.00	16.00	\$2,400.00	11.50	\$1,725.00	28.00	\$4,200.00
17	REMOVE EXISTING CURB AND GUTTER	200 LF	12.00	2,400.00	19.50	\$3,900.00	13.50	\$2,700.00	30.00	\$6,000.00
18	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	290 SY	20.00	5,800.00	21.75	\$6,307.50	26.00	\$7,540.00	42.00	\$12,180.00
19	REMOVE MANHOLE, CATCH BASIN, OR DRYWELL	2 EA	750.00	1,500.00	2,100.00	\$4,200.00	1,350.00	\$2,700.00	4,000.00	\$8,000.00
20	SAWCUTTING CURB	26 EA	45.00	1,170.00	48.65	\$1,264.90	30.00	\$780.00	50.00	\$1,300.00
21	SAWCUTTING RIGID PAVEMENT	440 LFI	2.00	880.00	1.10	\$484.00	1.00	\$440.00	1.50	\$660.00
22	SAWCUTTING FLEXIBLE PAVEMENT	5500 LFI	1.00	5,500.00	0.51	\$2,805.00	1.00	\$5,500.00	0.50	\$2,750.00
23	REMOVE UNSUITABLE FOUNDATION MATERIAL	10 CY	50.00	500.00	100.00	\$1,000.00	55.00	\$550.00	53.00	\$530.00
24	REPLACE UNSUITABLE FOUNDATION MATERIAL	10 CY	50.00	500.00	125.00	\$1,250.00	50.00	\$500.00	112.00	\$1,120.00
25	CSTC FOR SIDEWALK AND DRIVEWAYS	32 CY	150.00	4,800.00	207.50	\$6,640.00	165.00	\$5,280.00	550.00	\$17,600.00
26	CRACK SEALING, 1 INCH TO 3 INCH	7800 LF	1.50	11,700.00	1.65	\$12,870.00	1.50	\$11,700.00	2.10	\$16,380.00
27	CRACK SEALING, 3 INCH TO 6 INCH	1200 LF	2.00	2,400.00	8.25	\$9,900.00	9.00	\$10,800.00	11.50	\$13,800.00
28	HMA CL. 1/2 IN. HEAVY TRAFFIC, 2 INCH THICK	26102 SY	18.00	469,836.00	11.76	\$306,959.52	13.00	\$339,326.00	12.75	\$332,800.50

**City Of Spokane**  
**Engineering Services Department**  
**\*\*\*Bid Tabulation\*\*\***

<b>Project Number: 2022089</b>			<b>Engineer's Estimate</b>		POE ASPHALT PAVING INC (Submitted)	
<b>Item No</b>	<b>Bid Item Description</b>	<b>Est Qty</b>	<b>Unit Price</b>	<b>Amount</b>	<b>Unit Price</b>	<b>Amount</b>

**Tax Classification**

**Schedule 01**

Sales tax shall be included in unit prices

1	ADA FEATURES SURVEYING	1 LS	7,000.00	7,000.00	6,700.00	\$6,700.00
2	APPRENTICE UTILIZATION	1 LS	30,000.00	30,000.00	20,100.00	\$20,100.00
3	REIMBURSEMENT OF THIRD PARTY DAMAGE	1 EST	1.00	1.00	1.00	\$1.00
4	SPCC PLAN	1 LS	1,500.00	1,500.00	2,700.00	\$2,700.00
5	POTHOLING	6 EA	750.00	4,500.00	2,050.00	\$12,300.00
6	PUBLIC LIAISON REPRESENTATIVE	1 LS	20,000.00	20,000.00	42,000.00	\$42,000.00
7	MOBILIZATION	1 LS	120,000.00	120,000.00	227,000.00	\$227,000.00
8	PROJECT TEMPORARY TRAFFIC CONTROL	1 LS	60,000.00	60,000.00	156,100.00	\$156,100.00
9	WORK ZONE SAFETY CONTINGENCY	5000 FA	1.00	5,000.00	1.00	\$5,000.00
10	SPECIAL SIGNS	240 SF	25.00	6,000.00	20.00	\$4,800.00
11	SEQUENTIAL ARROW SIGNS	3200 HR	8.00	25,600.00	2.70	\$8,640.00
12	TYPE III BARRICADE	19 EA	120.00	2,280.00	100.00	\$1,900.00
13	TREE ROOT TREATMENT	1 EA	800.00	800.00	1,000.00	\$1,000.00
14	TREE PROTECTION ZONE	1 EA	300.00	300.00	435.00	\$435.00
15	TREE PRUNING	45 EA	300.00	13,500.00	370.00	\$16,650.00
16	REMOVE EXISTING CURB	150 LF	12.00	1,800.00	28.00	\$4,200.00
17	REMOVE EXISTING CURB AND GUTTER	200 LF	12.00	2,400.00	32.00	\$6,400.00
18	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	290 SY	20.00	5,800.00	41.00	\$11,890.00
19	REMOVE MANHOLE, CATCH BASIN, OR DRYWELL	2 EA	750.00	1,500.00	2,400.00	\$4,800.00
20	SAWCUTTING CURB	26 EA	45.00	1,170.00	60.00	\$1,560.00
21	SAWCUTTING RIGID PAVEMENT	440 LFI	2.00	880.00	1.30	\$572.00
22	SAWCUTTING FLEXIBLE PAVEMENT	5500 LFI	1.00	5,500.00	0.60	\$3,300.00
23	REMOVE UNSUITABLE FOUNDATION MATERIAL	10 CY	50.00	500.00	118.00	\$1,180.00
24	REPLACE UNSUITABLE FOUNDATION MATERIAL	10 CY	50.00	500.00	150.00	\$1,500.00
25	CSTC FOR SIDEWALK AND DRIVEWAYS	32 CY	150.00	4,800.00	220.00	\$7,040.00
26	CRACK SEALING, 1 INCH TO 3 INCH	7800 LF	1.50	11,700.00	2.00	\$15,600.00
27	CRACK SEALING, 3 INCH TO 6 INCH	1200 LF	2.00	2,400.00	8.00	\$9,600.00
28	HMA CL. 1/2 IN. HEAVY TRAFFIC, 2 INCH THICK	26102 SY	18.00	469,836.00	15.50	\$404,581.00

**City Of Spokane**  
**Engineering Services Department**  
**\*\*\*Bid Tabulation\*\*\***

<i>Project Number: 2022089</i>			<i>Engineer's Estimate</i>		INLAND ASPHALT COMPANY (Submitted)		INLAND INFRASTRUCTURE LLC (Submitted)		SHAMROCK PAVING INC (Submitted)	
<i>Item No</i>	<i>Bid Item Description</i>	<i>Est Qty</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>
29	COMMERCIAL HMA FOR PRELEVELING CL. 3/8 IN.	750 TON	130.00	97,500.00	125.50	\$94,125.00	125.50	\$94,125.00	133.00	\$99,750.00
30	HMA FOR PAVEMENT REPAIR CL. 1/2 IN. HEAVY TRAFFIC, 5 INCH THICK	420 SY	50.00	21,000.00	84.25	\$35,385.00	100.00	\$42,000.00	68.00	\$28,560.00
31	PAVEMENT REPAIR EXCAVATION INCL. HAUL	420 SY	50.00	21,000.00	54.45	\$22,869.00	55.00	\$23,100.00	93.00	\$39,060.00
32	PLANING BITUMINOUS PAVEMENT	26102 SY	6.00	156,612.00	3.70	\$96,577.40	3.50	\$91,357.00	3.25	\$84,831.50
33	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1 EST	(1.00)	(1.00)	(1.00)	(\$1.00)	(1.00)	(\$1.00)	(1.00)	(\$1.00)
34	COMPACTION PRICE ADJUSTMENT	23500 EST	1.00	23,500.00	1.00	\$23,500.00	1.00	\$23,500.00	1.00	\$23,500.00
35	RETROFIT SURFACE INLET CB WITH FRAME & VANED GRATE	3 EA	1,500.00	4,500.00	2,060.00	\$6,180.00	1,150.00	\$3,450.00	1,625.00	\$4,875.00
36	MH OR DW FRAME AND COVER (LOCKABLE)	17 EA	1,300.00	22,100.00	2,000.00	\$34,000.00	1,750.00	\$29,750.00	1,700.00	\$28,900.00
37	FRAME AND GRATE FOR CB OR GRATE INLET	1 EA	1,300.00	1,300.00	1,720.00	\$1,720.00	1,150.00	\$1,150.00	1,625.00	\$1,625.00
38	VALVE BOX AND COVER	54 EA	800.00	43,200.00	1,030.00	\$55,620.00	1,050.00	\$56,700.00	1,050.00	\$56,700.00
39	CLEANING EXISTING DRAINAGE STRUCTURE	2 EA	400.00	800.00	286.00	\$572.00	1,300.00	\$2,600.00	425.00	\$850.00
40	PLUGGING EXISTING PIPE	2 EA	80.00	160.00	1,500.00	\$3,000.00	250.00	\$500.00	415.00	\$830.00
41	CLEANING EXISTING SANITARY SEWERS	14 EA	400.00	5,600.00	345.00	\$4,830.00	515.00	\$7,210.00	550.00	\$7,700.00
42	ESC LEAD	1 LS	2,000.00	2,000.00	575.00	\$575.00	10,000.00	\$10,000.00	1,000.00	\$1,000.00
43	INLET PROTECTION	11 EA	120.00	1,320.00	115.00	\$1,265.00	100.00	\$1,100.00	140.00	\$1,540.00
44	STREET CLEANING	40 HR	300.00	12,000.00	298.00	\$11,920.00	325.00	\$13,000.00	265.00	\$10,600.00
45	BARK OR WOOD CHIP MULCH	1 CY	200.00	200.00	525.00	\$525.00	525.00	\$525.00	525.00	\$525.00
46	HYDROSEEDING	10 SY	10.00	100.00	34.50	\$345.00	35.00	\$350.00	33.00	\$330.00
47	SOD INSTALLATION	95 SY	20.00	1,900.00	16.70	\$1,586.50	17.00	\$1,615.00	16.06	\$1,525.70
48	SWALE DRAIN PAD	1 EA	150.00	150.00	1,315.00	\$1,315.00	245.00	\$245.00	275.00	\$275.00
49	CURB DROP INLET	1 EA	500.00	500.00	285.00	\$285.00	245.00	\$245.00	275.00	\$275.00
50	REMOVE AND REPLACE EXISTING SPRINKLER HEADS AND LINES	1 LS	6,000.00	6,000.00	3,720.00	\$3,720.00	3,800.00	\$3,800.00	3,600.00	\$3,600.00
51	CEMENT CONCRETE CURB	60 LF	50.00	3,000.00	57.20	\$3,432.00	50.00	\$3,000.00	44.00	\$2,640.00
52	CEMENT CONCRETE CURB AND GUTTER	355 LF	50.00	17,750.00	58.90	\$20,909.50	50.00	\$17,750.00	46.00	\$16,330.00
53	CEMENT CONCRETE DRIVEWAY	75 SY	150.00	11,250.00	106.50	\$7,987.50	190.00	\$14,250.00	80.00	\$6,000.00
54	CEMENT CONCRETE DRIVEWAY TRANSITION	50 SY	150.00	7,500.00	110.00	\$5,500.00	110.00	\$5,500.00	80.00	\$4,000.00
55	EXTRA WORK ALLOWANCE FOR REINFORCING	85 SY	20.00	1,700.00	17.15	\$1,457.75	30.00	\$2,550.00	16.50	\$1,402.50
56	CHANNELIZING DEVICES - TYPE 4	1 EA	400.00	400.00	430.00	\$430.00	440.00	\$440.00	450.00	\$450.00
57	CLASSIFICATION AND PROTECTION OF SURVEY MONUMENTS	1 LS	7,000.00	7,000.00	1,145.00	\$1,145.00	4,100.00	\$4,100.00	1,100.00	\$1,100.00

**City Of Spokane**  
**Engineering Services Department**  
**\*\*\*Bid Tabulation\*\*\***

<i>Project Number: 2022089</i>			<i>Engineer's Estimate</i>		POE ASPHALT PAVING INC (Submitted)	
<i>Item No</i>	<i>Bid Item Description</i>	<i>Est Qty</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>
29	COMMERCIAL HMA FOR PRELEVELING CL. 3/8 IN.	750 TON	130.00	97,500.00	140.00	\$105,000.00
30	HMA FOR PAVEMENT REPAIR CL. 1/2 IN. HEAVY TRAFFIC, 5 INCH THICK	420 SY	50.00	21,000.00	110.00	\$46,200.00
31	PAVEMENT REPAIR EXCAVATION INCL. HAUL	420 SY	50.00	21,000.00	60.00	\$25,200.00
32	PLANING BITUMINOUS PAVEMENT	26102 SY	6.00	156,612.00	5.00	\$130,510.00
33	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1 EST	(1.00)	(1.00)	(1.00)	(\$1.00)
34	COMPACTION PRICE ADJUSTMENT	23500 EST	1.00	23,500.00	1.00	\$23,500.00
35	RETROFIT SURFACE INLET CB WITH FRAME & VANED GRATE	3 EA	1,500.00	4,500.00	2,400.00	\$7,200.00
36	MH OR DW FRAME AND COVER (LOCKABLE)	17 EA	1,300.00	22,100.00	2,350.00	\$39,950.00
37	FRAME AND GRATE FOR CB OR GRATE INLET	1 EA	1,300.00	1,300.00	2,000.00	\$2,000.00
38	VALVE BOX AND COVER	54 EA	800.00	43,200.00	1,200.00	\$64,800.00
39	CLEANING EXISTING DRAINAGE STRUCTURE	2 EA	400.00	800.00	335.00	\$670.00
40	PLUGGING EXISTING PIPE	2 EA	80.00	160.00	1,750.00	\$3,500.00
41	CLEANING EXISTING SANITARY SEWERS	14 EA	400.00	5,600.00	400.00	\$5,600.00
42	ESC LEAD	1 LS	2,000.00	2,000.00	15,730.00	\$15,730.00
43	INLET PROTECTION	11 EA	120.00	1,320.00	135.00	\$1,485.00
44	STREET CLEANING	40 HR	300.00	12,000.00	295.00	\$11,800.00
45	BARK OR WOOD CHIP MULCH	1 CY	200.00	200.00	670.00	\$670.00
46	HYDROSEEDING	10 SY	10.00	100.00	400.00	\$4,000.00
47	SOD INSTALLATION	95 SY	20.00	1,900.00	135.00	\$12,825.00
48	SWALE DRAIN PAD	1 EA	150.00	150.00	335.00	\$335.00
49	CURB DROP INLET	1 EA	500.00	500.00	335.00	\$335.00
50	REMOVE AND REPLACE EXISTING SPRINKLER HEADS AND LINES	1 LS	6,000.00	6,000.00	7,375.00	\$7,375.00
51	CEMENT CONCRETE CURB	60 LF	50.00	3,000.00	54.00	\$3,240.00
52	CEMENT CONCRETE CURB AND GUTTER	355 LF	50.00	17,750.00	56.00	\$19,880.00
53	CEMENT CONCRETE DRIVEWAY	75 SY	150.00	11,250.00	97.00	\$7,275.00
54	CEMENT CONCRETE DRIVEWAY TRANSITION	50 SY	150.00	7,500.00	97.00	\$4,850.00
55	EXTRA WORK ALLOWANCE FOR REINFORCING	85 SY	20.00	1,700.00	20.00	\$1,700.00
56	CHANNELIZING DEVICES - TYPE 4	1 EA	400.00	400.00	500.00	\$500.00
57	CLASSIFICATION AND PROTECTION OF SURVEY MONUMENTS	1 LS	7,000.00	7,000.00	4,700.00	\$4,700.00

**City Of Spokane**  
**Engineering Services Department**  
**\*\*\*Bid Tabulation\*\*\***

<i>Project Number: 2022089</i>			<i>Engineer's Estimate</i>		INLAND ASPHALT COMPANY (Submitted)		INLAND INFRASTRUCTURE LLC (Submitted)		SHAMROCK PAVING INC (Submitted)	
<i>Item No</i>	<i>Bid Item Description</i>	<i>Est Qty</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>
58	REFERENCE AND REESTABLISH SURVEY MONUMENT	2 EA	800.00	1,600.00	1,585.00	\$3,170.00	800.00	\$1,600.00	1,500.00	\$3,000.00
59	MONUMENT FRAME AND COVER	2 EA	800.00	1,600.00	1,145.00	\$2,290.00	1,150.00	\$2,300.00	1,100.00	\$2,200.00
60	CEMENT CONCRETE SIDEWALK	255 SY	130.00	33,150.00	131.60	\$33,558.00	105.00	\$26,775.00	100.00	\$25,500.00
61	RAMP DETECTABLE WARNING	80 SF	40.00	3,200.00	40.00	\$3,200.00	30.00	\$2,400.00	39.00	\$3,120.00
62	TRAFFIC SIGNAL SYSTEM RETROFIT, HOERNER AND HOLLAND	1 LS	15,000.00	15,000.00	13,900.00	\$13,900.00	14,155.00	\$14,155.00	15,000.00	\$15,000.00
63	SIGNING, PERMANENT - CONTRACTOR MANUFACTURED SIGNS	1 LS	10,000.00	10,000.00	13,790.00	\$13,790.00	14,000.00	\$14,000.00	15,000.00	\$15,000.00
64	REMOVAL OF EXISTING PAVEMENT MARKINGS	479 SF	10.00	4,790.00	2.90	\$1,389.10	3.00	\$1,437.00	2.80	\$1,341.20
65	REMOVAL OF EXISTING WORD AND SYMBOL MARKINGS	2 EA	200.00	400.00	290.00	\$580.00	300.00	\$600.00	300.00	\$600.00
66	PAVEMENT MARKING - DURABLE HEAT APPLIED	6986 SF	15.00	104,790.00	12.00	\$83,832.00	12.50	\$87,325.00	11.00	\$76,846.00
67	WORD AND SYMBOL MARKINGS - DURABLE HEAT APPLIED	21 EA	400.00	8,400.00	200.00	\$4,200.00	205.00	\$4,305.00	190.00	\$3,990.00
68	TEMPORARY PAVEMENT MARKING	1 LS	2,000.00	2,000.00	14,900.00	\$14,900.00	4,000.00	\$4,000.00	8,500.00	\$8,500.00
<b>Bid Total</b>			<b>\$1,460,238.00</b>		<b>\$1,292,929.00</b>		<b>\$1,321,300.00</b>		<b>\$1,345,000.00</b>	

**City Of Spokane**  
**Engineering Services Department**  
**\*\*\*Bid Tabulation\*\*\***

<i>Project Number: 2022089</i>			<i>Engineer's Estimate</i>		POE ASPHALT PAVING INC (Submitted)	
<i>Item No</i>	<i>Bid Item Description</i>	<i>Est Qty</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>
58	REFERENCE AND REESTABLISH SURVEY MONUMENT	2 EA	800.00	1,600.00	940.00	\$1,880.00
59	MONUMENT FRAME AND COVER	2 EA	800.00	1,600.00	1,340.00	\$2,680.00
60	CEMENT CONCRETE SIDEWALK	255 SY	130.00	33,150.00	130.00	\$33,150.00
61	RAMP DETECTABLE WARNING	80 SF	40.00	3,200.00	47.00	\$3,760.00
62	TRAFFIC SIGNAL SYSTEM RETROFIT, HOERNER AND HOLLAND	1 LS	15,000.00	15,000.00	16,600.00	\$16,600.00
63	SIGNING, PERMANENT - CONTRACTOR MANUFACTURED SIGNS	1 LS	10,000.00	10,000.00	16,200.00	\$16,200.00
64	REMOVAL OF EXISTING PAVEMENT MARKINGS	479 SF	10.00	4,790.00	3.50	\$1,676.50
65	REMOVAL OF EXISTING WORD AND SYMBOL MARKINGS	2 EA	200.00	400.00	340.00	\$680.00
66	PAVEMENT MARKING - DURABLE HEAT APPLIED	6986 SF	15.00	104,790.00	14.00	\$97,804.00
67	WORD AND SYMBOL MARKINGS - DURABLE HEAT APPLIED	21 EA	400.00	8,400.00	235.00	\$4,935.00
68	TEMPORARY PAVEMENT MARKING	1 LS	2,000.00	2,000.00	17,450.00	\$17,450.00
<b>Bid Total</b>				<b>\$1,460,238.00</b>		<b>\$1,725,193.50</b>



**City Of Spokane**  
**Engineering Services Department**  
**\*\*\*Bid Tabulation\*\*\***

**SCHEDULE SUMMARY**

	<i>Sched 1</i>	<i>Sched 2</i>	<i>Sched 3</i>	<i>Sched 4</i>	<i>Total</i>
ENGINEER'S ESTIMATE	1,460,238.00	0.00	0.00	0.00	1,460,238.00
INLAND ASPHALT COMPANY(Submitted)	1,292,929.00	0.00	0.00	0.00	1,292,929.00
INLAND INFRASTRUCTURE LLC (Submitted)	1,321,300.00	0.00	0.00	0.00	1,321,300.00
SHAMROCK PAVING INC(Submitted)	1,345,000.00	0.00	0.00	0.00	1,345,000.00
POE ASPHALT PAVING INC(Submitted)	1,725,193.50	0.00	0.00	0.00	1,725,193.50

**Low Bid Contractor:** INLAND ASPHALT COMPANY

	<i>Contractor's Bid</i>	<i>Engineer's Estimate</i>	<i>% Variance</i>
<i>Schedule 01</i>	1,292,929.00	1,460,238.00	11.46 % Under Estimate
<i>Schedule 02</i>	0.00	0.00	% Under Estimate
<i>Schedule 03</i>	0.00	0.00	% Under Estimate
<i>Schedule 04</i>	0.00	0.00	% Under Estimate
<b><i>Bid Totals</i></b>	1,292,929.00	1,460,238.00	11.46 % Under Estimate

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 04/22/2024**Committee Agenda type:** Consent**Date Rec'd**

4/24/2024

**Clerk's File #**

OPR 2019-0961

**Renews #****Cross Ref #****Council Meeting Date:** 05/06/2024**Submitting Dept**

FACILITIES MANAGEMENT

**Project #****Contact Name/Phone**

DAVE STEELE 625-6040

**Bid #****Contact E-Mail**

DSTEELE@SPOKANECITY.ORG

**Requisition #**

MASTER

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name**

5900 FACILITIES CITY WIDE SECURITY SERVICES

**Agenda Wording**

We are requesting Council approval to (1) extend the contract for the period of 03/01/2024 to 10/31/2024 and (2) add an additional \$500,000.00 to the contract amount.

**Summary (Background)**

This additional budget authority will cover the security needs for City Hall, Intermodal Facility, City Council meetings, various other city meetings, Community Courts, the security needs at the landfills, events for the Parks Department including the Expo '74 -50th Anniversary events and any possible needs for cooling/heating shelters at various libraries.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 500,000.00

Current Year Cost \$ \$500,000.00

Subsequent Year(s) Cost \$

**Narrative****Amount****Budget Account**

Expense \$ 500,000.00

# VARIOUS

Select \$

#

Select \$

#

Select \$

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\$

#

\$

#



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

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

TEAL, JEFFREY

##### Division Director

BOSTON, MATTHEW

##### Accounting Manager

BUSTOS, KIM

##### Legal

HARRINGTON,

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

rscott@cmprotectionsfun.com

klong@spokanecity.org

kbustos@spokanecity.org

laga@spokanecity.org

dchristiansen@cmprotectionsfun.com

## Council Briefing Paper Finance & Administration Committee

<b>Committee Date</b>	April 22, 2024
<b>Submitting Department</b>	FACILITIES MANAGEMENT
<b>Contact Name</b>	DAVE STEELE
<b>Contact Email &amp; Phone</b>	<a href="mailto:dsteele@spokanecity.org">dsteele@spokanecity.org</a> 509-625-6064
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Approval of Starplex (1) extension of OPR 2019-0961 (March 1, 2024 through October 31, 2024) and (2) add an additional \$500,000 to the total contract amount.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>We are requesting Council approval to (1) extend the contract for the period 03/01/2024 to 10/31/2024 and (2) add an additional \$500,000 to the total contract amount.</p> <p>This additional budget authority will cover the security needs for City Hall, Intermodal Facility, City Council meetings, various other city meetings, Community Courts, the security needs at the landfills, events for the Parks Department including the Expo '74 - 50th Anniversary and any possible needs for cooling/heating shelters at various Libraries.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$500,000.00</u></p> <p style="padding-left: 20px;">Current year cost: \$500,000.00</p> <p style="padding-left: 20px;">Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>Facilities monitors all the invoices for security services.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? General Fund</p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?</li> <li>• 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?</li> </ul>	

**COUNCIL RULES – ATTACHMENT B 1 (STANDARD BRIEFING PAPER)**

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?
- 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?

**Council Subcommittee Review**

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



**City of Spokane**  
**CONTRACT EXTENSION**  
Title: **SECURITY SERVICES**

This Contract Extension is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **STARPLEX CORPORATION**, whose address is 907 West Sharp Avenue, Spokane, Washington 99201 as Firm, individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties entered into a Contract wherein the Firm agreed to provide City Wide Security Services; and*

*WHEREAS, the original Contract provided two additional one year extension periods with this being the last of those extensions; and*

*NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The Contract, dated December 4, 2019 and December 5, 2019, any previous amendments, addendums 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 Extension shall become effective on March 1, 2024 and shall run through October 31, 2024.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00)**, plus applicable sales tax, for everything furnished and done under this Contract Extension. This is the maximum amount to be paid under this Extension, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Extension by having legally-binding representatives affix their signatures below.

**STARPLEX CORPORATION**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

24-064



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> k.p.d. Insurance LLC PO Box 784 Springfield OR 97477	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> 541-741-0550	<b>FAX (A/C, No):</b> 541-741-1674
	<b>E-MAIL ADDRESS:</b>	
<b>INSURED</b> Starplex Corporation dba: Crowd Management Services (CMS) 12722 NE Airport Way Portland OR 97230-1027	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Berkley Specialty Insurance Company	
	<b>INSURER B:</b> National Liability & Fire Insurance Company	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
<b>INSURER F:</b>		<b>NAIC #</b> 31295  20052

**COVERAGES**

CERTIFICATE NUMBER: 300131291

REVISION NUMBER:

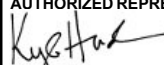
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			0195333	6/15/2023	6/15/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Retention per Occ \$ 10,000
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			73APB006680	6/15/2023	6/15/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: All Operations. The City of Spokane, its agents, officers and employees are additional insured per attached L807 10/19.

**CERTIFICATE HOLDER****CANCELLATION**

City of Spokane Director of Admin Services, 7th Fl, City Hall 808 W Spokane Falls Blvd Spokane WA 99201-3304	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---	--

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - PRIMARY AND NONCONTRIBUTORY -  
AUTOMATIC STATUS WHEN REQUIRED IN A WRITTEN CONTRACT OR  
AGREEMENT  
(Including Completed Operations)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Date:**

**A. Section II - Who Is An Insured is amended** to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions, or the acts or omissions of those acting on your behalf in the performance of your ongoing operations for the additional insured; or
2. "Your work" and included in the "products-completed operations hazard".

but only for "occurrences" or coverages not otherwise excluded in the Coverage Part to which this endorsement applies.

However the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** Status as an additional insured for the person or organization to which this endorsement applies commences during the policy period and after such written contract or agreement has been executed.

**C.** With respect to the insurance afforded to the additional insured, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage", "personal and advertising injury" or medical payments arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
  - a. The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
  - b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering, or surveying services.

2. "Bodily injury" or "property damage" included in the "products-completed operations hazard" and arising out of "your work" that was completed by or on behalf of any insured prior to the date shown in the Schedule of this endorsement.

**D. With respect to the insurance afforded to the additional insured, the following is added to **Section III – Limits Of Insurance:****

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement you have entered into with the additional insured; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

**E. The following condition is added to 4.a. of **Other Insurance** of **Section IV - Commercial General Liability Conditions:****

If required in a written contract, the Coverage Part to which this endorsement applies is primary and noncontributory in the event of an "occurrence" caused, in whole or in part, by your acts or omissions, or the acts or omissions of those acting on your behalf that:

1. Occurs while performing ongoing operations for the additional insured, or
2. Is included in the "products-completed operations hazard" and arises out of "your work" that was completed by or on behalf of any insured after the date shown in the Schedule of this endorsement.

All other terms and conditions remain unchanged.



< Business Lookup

**License Information:**

[New search](#) [Back to results](#)

**Entity name:** STARPLEX CORPORATION

**Business name:** STARPLEX CROWD MGMT

**Entity type:** [Profit Corporation](#)

**UBI #:** 601-120-394

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 907 W SHARP AVE  
SPOKANE WA 99201-2519

**Mailing address:** 12722 NE AIRPORT WAY  
PORTLAND OR 97230-1027

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Minor Work Permit</a>				Active	May-31-2024	Sep-08-2022
<a href="#">Spokane General Business</a>	T12066215BUS			Active	May-31-2024	Oct-15-2012

**Governing People** May include governing people not registered with Secretary of State

Governing people	Title
CHRISTIANSEN, DAVID	
MAENZA, LOUISE	
SCOTT, RANDY	

**Registered Trade Names**

Registered trade names	Status	First issued
CROWD MANAGEMENT SERVICES	Active	Apr-13-2022



Registered trade names	Status	First issued
DEPT OF LICENSING BRANCH OFFICE - SECURITY GUARD BUS.	Active	Jan-22-2008

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 4/11/2024 1:52:08 PM

**Contact us**

How are we doing?

**Take our survey!**

Don't see what you expected?

**Check if your browser is supported**



**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 04/22/2024**Committee Agenda type:** Consent**Date Rec'd**

4/24/2024

**Clerk's File #**

OPR 2022-0903

**Renews #****Cross Ref #****Council Meeting Date:** 05/06/2024**Submitting Dept**

FLEET SERVICES

**Project #****Contact Name/Phone**

RICK GIDDINGS 625-7706

**Bid #****Contact E-Mail**

RGIDDINGS@SPOKANECITY.ORG

**Requisition #****Agenda Item Type**

Contract Item

**Council Sponsor(s)**

MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name**

POMP'S SERVICE CONTRACT EXTENSION AND FUNDING

**Agenda Wording**

Fleet Services would like to add \$100,000 and extend our service contract with Pomp's Tire to coincide with Washington DSC's extended contract period.

**Summary (Background)**

The city is authorized to utilize Washington Development Services Center contracts to meet City competitive purchasing requirements. Pomp's Tire Service Contract with Washington DSC was set to expire on March 31. DSC has extended their contract to June 30, 2024. We would like to extend our contract with Pomp's to coincide with DSC's new expiration date. We will need to add \$100,000 to the contract to fund for the additional months.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 100,000.00

Current Year Cost \$ 100,000.00

Subsequent Year(s) Cost \$

**Narrative**

Expenditures for tire related service will not increase. The additional \$100,000 is to fund for 3 additional months.

**Amount****Budget Account**

Expense \$ 100,000.00

# 5100-71700-48348-54803-99999

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#



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

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

GIDDINGS, RICHARD

##### Division Director

BOSTON, MATTHEW

##### Accounting Manager

ORLOB, KIMBERLY

##### Legal

HARRINGTON,

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

rgiddings@spokanecity.org

atrussell@spokanecity.org

tbrazington@spokanecity.org

tprince@spokanecity.org

randy.chance@pompstire.com

fleetservicesaccounting@spokanecity.org

## Council Briefing Paper Finance & Administration Committee

<b>Committee Date</b>	April 22, 2024
<b>Submitting Department</b>	Fleet Services
<b>Contact Name</b>	Rick Giddings
<b>Contact Email &amp; Phone</b>	<a href="mailto:rgiddings@spokanecity.org">rgiddings@spokanecity.org</a>
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Pomp’s Service Contract Extension and Funding
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Pomp’s Tire Service Contract with Washington State DSC was set to expire on March 31, 2024. It has been extended to June 30, 2024. Fleet would like to extend our contract with Pomp’s to coincide with the DSC expiration. We will also need to add \$100,000 to the contract to allow for sufficient funding for the additional months. Once the new DSC contract is in place, we will enter a new contract for the future term.
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$100,000</u> Current year cost: \$100,000 Subsequent year(s) cost: 0	
<b>Narrative:</b> <u>The City is authorized to utilize Pomp’s pre-competed contract with Washington State Development Services Center which meets with City’s Competitive Purchasing requirement.</u>	
<b>Funding Source</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Program revenue Is this funding source sustainable for future years, months, etc? Yes	
<b>Expense Occurrence</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? None identified.</li> <li>• 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 will not be collected.</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? Pricing and service data is collected by Fleet for future competitive analysis.</li> </ul>	

**COUNCIL RULES – ATTACHMENT B 1 (STANDARD BRIEFING PAPER)**

- 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? Aligns with Centralized Fleet Policy.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. No Subcommittee in place for this topic.





**City of Spokane**  
**CONTRACT AMENDMENT/EXTENSION**  
**Title: MISCELLANEOUS TIRE SERVICES**

This Contract Amendment/Extension is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **POMP TIRE SERVICES**, whose address is 1505 North Hough Street, Spokane, Washington 99212 as (“Company”), individually hereafter referenced as a “party”, and together as the “parties”.

*WHEREAS, the parties entered into a Contract wherein the Contractor agreed provide Tire related services such as mounting, rotating, stem repair, flat repair, wheel balancing and alignment to the Fleet Department; and*

*WHEREAS, additional funds are needed and the Contract time for performance needs to be extended, thus, the original Contract needs to be formally Amended and Extended by this written document; and*

*NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The original Contract, dated December 19, 2022 and December 20, 2022, any previous amendments, renewals and / or extensions / 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/Extension shall become effective on January 1, 2024 and shall run through June 30, 2024.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)**, plus applicable sales tax, for everything furnished and done under this Contract Amendment/Extension. This is the maximum amount to be paid under this Amendment/Extension, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Amendment/Extension by having legally-binding representatives affix their signatures below.

**POMP TIRE SERVICES**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

24-057

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 04/22/2024**Committee Agenda type:** Consent**Date Rec'd**

4/24/2024

**Clerk's File #**

OPR 2021-0406

**Renews #****Cross Ref #**

RES 2018-0040

**Council Meeting Date:** 05/06/2024**Submitting Dept**

INFORMATION TECHNOLOGY

**Project #****Contact Name/Phone**

MICHAEL 625-6468

**Bid #****Contact E-Mail**

MSLOON@SPOKANECITY.ORG

**Requisition #**

CR 26203

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name**

5300 MITCHELL HUMPHREY FMS ANNUAL SOFTWARE MAINTENANCE AND

**Agenda Wording**

Contract Renewal w/Mitchell Humphrey & Company, St. Louis, Missouri, for annual maintenance & support of City's Financial Management System (FMS). From 07/01/2024 through 06/30/2025. Total cost is \$96,995.00, plus sales tax. Third of four renewals.

**Summary (Background)**

This contract is necessary in order to obtain software upgrades for all modules and receive Mitchell Humphrey Help Desk support. Mitchell Humphrey is the only authorized firm to provide maintenance services on this software system. Included in this support are: General Ledger and related modules, Fixed Assets, Accounts Payable, Accounts Receivable - Invoice, Purchasing and related modules, FMS-EXEC, Test Account, FMS Productivity Suite and AP ACH Wire Transfer.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 105,724.55 (including tax)

Current Year Cost \$ 105,724.55 (including tax)

Subsequent Year(s) Cost \$ 108,896.29 (including tax)

**Narrative**

This request is for software maintenance and support which is contractually required by the software vendor.

**Amount****Budget Account**

Expense \$ 96,995.00 + sales tax

# 5300-73300-18850-54820

Select \$

#

Select \$

#

Select \$

#

Select \$

#

Select \$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

Total cost of \$105,724.55 (\$96,995.00 + \$8,729.55 Sales Tax 9%). 2023 contracted amount was \$102,645.30 including taxes. The difference in cost is due to a 3% CPI.

**Approvals**

<b><u>Dept Head</u></b>	MARTINEZ, LAZ
<b><u>Division Director</u></b>	MARTINEZ, LAZ
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	HARRINGTON,
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

Cindy Bari CBari@mitchellhumphrey.com	Accounting - ywang@spokanecity.org
Contract Accounting - ddaniels@spokanecity.org	Legal - mharrington@spokanecity.org
Purchasing - cwahl@spokanecity.org	IT - itadmin@spokanecity.org
Tax & Licenses	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	April 22, 2024
<b>Submitting Department</b>	Information Technology
<b>Contact Name</b>	Michael Sloon
<b>Contact Email &amp; Phone</b>	<a href="mailto:msloon@spokanecity.org">msloon@spokanecity.org</a> 625-6468
<b>Council Sponsor(s)</b>	<u>CM Cathcart, CP Wilkerson, CM Zappone</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	2024 Mitchell Humphrey FMS Annual Software Maintenance and Support
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>This contract is necessary in order to obtain software upgrades for all modules and receive Mitchell Humphrey Help Desk support. Mitchell Humphrey is the only authorized firm to provide maintenance services on this software system. Included in this support are: General Ledger and related modules, Fixed Assets, Accounts Payable, Accounts Receivable - Invoice, Purchasing and related modules, FMS-EXEC, Test Account, FMS Productivity Suite and AP ACH Wire Transfer. Term is July 1, 2024 – June 30, 2025, for a total cost of \$105,724.55 (\$96,995.00 + \$8,729.55 Sales Tax 9%). 2023 contracted amount was \$102,645.30 including taxes. The difference is cost is due to a 3% CPI.</p> <p>*use the Fiscal Impact box below for relevant financial information</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$105,724.55 (\$96,995.00 + \$8,729.55 Sales Tax 9%)</u></p> <p>Current year cost: \$105,724.55</p> <p>Subsequent year(s) cost: \$108,896.29</p> <p><b>Narrative:</b> This request is for software maintenance and support which is contractually required by the software vendor.</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
Not applicable – annual maintenance and support	
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?	
Not applicable – annual maintenance and support	

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

Not applicable – annual maintenance and support

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 service aligns with the Sustainable Resources strategic initiative based on sound financial objectives, and quality customer service for our Financial Management software.



**City of Spokane**  
**CONTRACT RENEWAL**  
**3 of 4**  
**Title: ANNUAL MAINTENANCE AND SUPPORT**  
**OF FINANCIAL MANAGEMENT SYSTEM**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **MITCHELL HUMPHREY & COMPANY**, whose address is 1285 Fern Ridge Parkway, Suite 140, St. Louis, Missouri 63141-4022, as ("Company"), individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties entered into an agreement wherein the Consultant agreed to provide Annual Maintenance and Support of the City of Spokane's Financial Management System (FMS); and*

*WHEREAS, the original Contract provided for four (4) additional one-year extensions, with this being the third of those renewals.*

*NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The original Contract dated June 24, 2021, and any previous amendments, renewals and / or extensions / 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. TERM.**

This Contract Renewal shall become effective on July 1, 2024, and end on June 30, 2025, unless amended by written agreement or terminated earlier under the provisions.

**3. COMPENSATION.**

The City shall pay an estimated amount not to exceed **NINETY-SIX THOUSAND NINE HUNDRED NINETY-FIVE AND NO/100 DOLLARS (\$96,995.00)**, plus applicable tax, in accordance with Company's March 25, 2024 Invoice, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the Original Contract and this Renewal document.

**4. DEBARMENT AND SUSPENSION.**

The Corporation has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or

ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Renewal by having legally-binding representatives affix their signatures below.

**MITCHELL HUMPHREY & COMPANY**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

Certificate Regarding Debarment  
Company’s March 25, 2024 Invoice

24-050



**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)



MITCHELL  
HUMPHREY  
*s o f t w a r e*

1285 Fern Ridge Parkway  
St. Louis, Missouri 63141-4402

800 237-0028 • 314 991-2440  
[www.mitchellbumphey.com](http://www.mitchellbumphey.com)

March 25, 2024

Ms. Becca Hunt  
City of Spokane  
West 808 Spokane Falls Boulevard  
Spokane, Washington 99201-3344

Dear Becca:

Below is the breakdown for your annual maintenance and support fee for the period July 1, 2024 through June 30, 2025.

General Ledger and related modules	\$24,160.00
Accounts Payable	10,270.00
Accounts Receivable-Invoicing	13,260.00
Purchasing and related modules	23,920.00
FMS-EXEC	3,060.00
Test Account	10,125.00
FMS Productivity Suite	4,645.00
AP ACH Wire Transfer	910.00
Fixed Assets	4,775.00
Credit Card Processing	<u>1,870.00</u>
Total Maintenance	\$96,995.00

Sincerely,

Cindy Bari  
Secretary-Treasurer



< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** MITCHELL HUMPHREY & CO.

**Business name:** MITCHELL HUMPHREY & CO

**Entity type:** [Profit Corporation](#)

**UBI #:** 603-237-502

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 1285 FERN RIDGE PKWY STE 140  
SAINT LOUIS MO 63141-4409

**Mailing address:** 1285 FERN RIDGE PKWY STE 140  
SAINT LOUIS MO 63141-4409

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held at this locati	License #	Count	Details	Status	Expiration date	First issuance d:
<a href="#">Spokane General Business - Non-Resident</a>	T12010792BUS			Active	Nov-30-2024	Oct-15-2012

### Governing People May include governing people not registered with Secretary of State

Governing people	Title
HUMPHREY, KATHLEEN A.	
HUMPHREY, MATTHEW	
WOLPERT, THOMAS M.	

The Business Lookup information is updated nightly. Search date and time: 11/10/2023 12:00:51 PM



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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 04/22/2024

**Committee Agenda type:** Consent

**Date Rec'd** 4/24/2024

**Clerk's File #** OPR 2021-0200

**Renews #**

**Cross Ref #**

**Council Meeting Date:** 05/06/2024

<b>Submitting Dept</b>	INFORMATION TECHNOLOGY	<b>Project #</b>	
------------------------	------------------------	------------------	--

<b>Contact Name/Phone</b>	MICHAEL 625-6468	<b>Bid #</b>	
---------------------------	------------------	--------------	--

<b>Contact E-Mail</b>	MSLOON@SPOKANECITY.ORG	<b>Requisition #</b>	MASTER
-----------------------	------------------------	----------------------	--------

<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
---------------------------	-------------------------------	--	--

<b>Agenda Item Name</b>	5300 MASTER CONTRACT COPIERS NORTHWEST RENEWAL		
-------------------------	--	--	--

**Agenda Wording**

Master Contract Renewal with Copiers Northwest, Inc., Seattle, Washington, From 04/01/2024 through 03/31/2025. Total cost is \$300,000.00, including sales tax.

**Summary (Background)**

Renewal of Master Contract with Copiers Northwest, Inc., for purchasing, leasing, service, software maintenance and support for the City of Spokane's copier and printer purchases. Contract will provide the City with a Master Contract (to be managed by IT) from which all City Departments will accrue future copiers or printers. Utilizing WA State Contract #06619 (NASPO No.140595). 2023 contracted amount was \$300,000.00, plus sales tax.

Lease? YES Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 300,000.00, plus sales tax

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Master Contract with Copiers Northwest, Inc. for expenditures related to copiers and printers citywide. Utilizing WA State Contract #06619 (NASPO No.140595).

Amount	Budget Account
--------	----------------

Expense	\$ 300,000.00, including tax	# Various Accounts
---------	------------------------------	--------------------

Select	\$	#
--------	----	---

Select	\$	#
--------	----	---

Select	\$	#
--------	----	---

	\$	#
--	----	---

	\$	#
--	----	---



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	MARTINEZ, LAZ
<b><u>Division Director</u></b>	MARTINEZ, LAZ
<b><u>Accounting Manager</u></b>	BUSTOS, KIM
<b><u>Legal</u></b>	SMITHSON, LYNDEN
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**


**Distribution List**

John Hines jhines@copiersnw.com	Accounting - ywang@spokanecity.org
Contract Accounting - ddaniels@spokanecity.org	Legal - mharrington@spokanecity.org
Purchasing - cwahl@spokanecity.org	IT - itadmin@spokanecity.org
Tax & Licenses	Cylas Engeland cengeland@spokanecity.org
Kenn Freeman kfreeman@spokanecity.org	

## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	April 22, 2024
<b>Submitting Department</b>	IT
<b>Contact Name</b>	Mike Sloon
<b>Contact Email &amp; Phone</b>	<a href="mailto:msloon@spokanecity.org">msloon@spokanecity.org</a> , 625-6478
<b>Council Sponsor(s)</b>	<u>CM Cathcart, CP Wilkerson, CM Zappone</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Copiers NW Master Contract renewal
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	Master Contract with Copiers Northwest, Inc. for purchasing, leasing, service, software maintenance and support for the City of Spokane’s copier and printer purchases. Contract will provide the City with a Master Contract (to be managed by IT) from which all City Departments will accrue future copiers or printers. Utilizing WA State Contract #06619 (NASPO No.140595). Total cost is \$300,000.00 including sales tax. Term is April 1, 2024 – March 31, 2025. 2023 contracted amount was \$300,000.00 including tax.
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$300,000.00 including sales tax</u> Current year cost: \$300,000.00 including sales tax Subsequent year(s) cost: \$300,000.00 including sales tax	
<b>Narrative:</b> Master Contract with Copiers Northwest, Inc. for expenditures related to copiers and printers citywide. Utilizing WA State Contract #06619 (NASPO No.140595). Term is April 1, 2024 – March 31, 2025.	
<b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
Not applicable – IT Hardware and Support	



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?

Not applicable – IT Hardware and Support

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

IT routinely evaluates the effectiveness of the incumbent vendor and analyzes other vendors' solutions for improvements and cost advantages over the current solution.

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 service aligns with the Sustainable Resources strategic initiative based on sound financial objectives, and quality customer service by providing a stable, current, redundant and resilient infrastructure.



**City of Spokane**  
**CONTRACT EXTENSION**  
Title: **COPIERS AND MANAGED  
PRINT SERVICES**

This Contract Extension is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **COPIERS NORTHWEST, INC.**, whose address is 601 Dexter Avenue North, Seattle, Washington 98109, as ("Company"), individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties entered into a Contract wherein the Contractor agreed to provide Purchasing, Leasing, Service, Software Maintenance and Support for the City of Spokane's Copier and Printer Purchases; and*

*WHEREAS, additional time is required and, thus, the Contract time for performance needs to be formally extended by this written document.*

*NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The Contract dated April 2, 2021, any previous amendments, addendums 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 Extension shall become effective on April 1, 2024 and shall run through March 31, 2025.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **THREE HUNDRED THOUSAND AND NO/100 DOLLARS (\$300,000.00)**, plus applicable sales tax, for everything furnished and done under this Contract Extension.

**4. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Extension by having legally-binding representatives affix their signatures below.

**COPIERS NORTHWEST, INC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**  
Certification Regarding Debarment

24-047

**ATTACHMENT A  
CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Program Title (Type or Print)
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Name of Certifying Official (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Signature
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Title of Certifying Official (Type or Print)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Date (Type or Print)



Business Lookup

License Information:

New search Back to results

Entity name: COPIERS NORTHWEST, INC.
Business name: COPIERS NORTHWEST INC
Entity type: Profit Corporation
UBI #: 600-628-310
Business ID: 001
Location ID: 0001
Location: Active
Location address: 615 S ALASKA ST SEATTLE WA 98108-1728
Mailing address: 615 S ALASKA ST SEATTLE WA 98108-1728
Excise tax and reseller permit status: Click here
Secretary of State status: Click here

Table with 7 columns: Endorsements held at this location, License #, Count, Details, Status, Expiration date, First issuance date. Contains 3 rows of license data.

Page 2 of 3

Endorsements

Filter input field

Table with 7 columns: Endorsements held at this location, License #, Count, Details, Status, Expiration date, First issuance date. Contains 2 rows of endorsement data.

Endorsements held at this locati	License #	Count	Details	Status	Expiration date	First issuance d:
Pacific General Business - Non-Resident	2125			Active	Jun-30-2024	Oct-27-2021
Puyallup General Business - Non-Resident	2008026			Active	Jun-30-2024	Mar-12-2010
Redmond General Business - Non-Resident	RED09-000279			Active	Jun-30-2024	Oct-14-2009
Richland Retail & Wholesale Business	C18000			Active	Jun-30-2024	Sep-09-2009
Shelton General Business	8003990			Active	Jun-30-2024	Sep-12-2018
Spokane General Business - Non-Resident	T12056119BUS			Active	Jun-30-2024	Oct-15-2012
Spokane Valley General Business - Non-Resident				Active	Jun-30-2024	Feb-20-2009
Sumner General Business - Non-Resident				Active	Jun-30-2024	Oct-30-2009

**Governing People** May include governing people not registered with Secretary of State

Governing people	Title
PETRIE, GREGG	
PETRIE, MARK	

**Registered Trade Names**

Registered trade names	Status	First issued
BLUZEBRA TECHNOLOGIES	Active	Apr-19-2012
WATERSMART COOLERS	Active	Mar-31-2008

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 7/11/2023 9:38:30 AM

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/03/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Brown & Brown of Washington, Inc. 701 Fifth Ave Ste 550 Seattle WA 98104		<b>CONTACT NAME:</b> Carol Caughey ACSR <b>PHONE (A/C, No, Ext):</b> (206) 956-1600 <b>E-MAIL ADDRESS:</b> Carol.Caughey@bbrown.com		<b>FAX (A/C, No):</b> (206) 956-9600	
<b>INSURED</b> Copiers Northwest, Inc 615 S Alaska Street Seattle WA 98108		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>	
		<b>INSURER A:</b> Hartford Fire Insurance Company		19682	
		<b>INSURER B:</b> Hartford Casualty Insurance Company		29424	
		<b>INSURER C:</b> Lloyd's of London		15792	
		<b>INSURER D:</b>			
		<b>INSURER E:</b>			
		<b>INSURER F:</b>			

**COVERAGES**

CERTIFICATE NUMBER: 23 Master Blkt All cov

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		52 UUN HC1229	07/28/2023	07/28/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			52UENCG7563	07/28/2023	07/28/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			52 RHU HC1531	07/28/2023	07/28/2024	EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000
A	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A	52 UUN HC1229	07/28/2023	07/28/2024	PER STATUTE <input checked="" type="checkbox"/> OTH-ER Stop Gap E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Cyber Liability Claims Made			MPL2314029.23	10/11/2023	07/28/2024	Each Claim or Event \$3,000,000 Retention \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Working within the Public Right-of-Way

**CERTIFICATE HOLDER****CANCELLATION**

City of Spokane Planning & Development Services 808 West Spokane Falls Blvd. Spokane WA 99201334	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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# ADDITIONAL REMARKS SCHEDULE

<b>AGENCY</b> Brown & Brown of Washington, Inc.		<b>NAMED INSURED</b> Copiers Northwest, Inc	
<b>POLICY NUMBER</b>			
<b>CARRIER</b>	<b>NAIC CODE</b>	<b>EFFECTIVE DATE:</b>	

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25      **FORM TITLE:** Certificate of Liability Insurance: Notes

Additional Insured:

The City of Spokane

But only to the extent of the policy language and endorsements.

**Agenda Sheet for City Council:****Committee: Date:** N/A**Committee Agenda type:****Date Rec'd**

5/1/2024

**Clerk's File #**

CPR 2024-0002

**Renews #****Cross Ref #****Council Meeting Date:** 05/06/2024**Submitting Dept**

ACCOUNTING &amp; GRANTS

**Project #****Contact Name/Phone**

LEONARD 625-6028

**Bid #****Contact E-Mail**

LDAVIS@SPOKANECITY.ORG

**Requisition #****Agenda Item Type**

Claim Item

**Council Sponsor(s)****Agenda Item Name**

5600-CLAIMS-2024

**Agenda Wording**

Report of the Mayor of pending claims & payments of previously approved obligations through: 4/26/2024.Total:\$9,408,297.16 with Parks & Library claims being approved by their respective boards. Claims excluding Parks & Library Total:\$9,076,288.76

**Summary (Background)**

Pages 1-37 Check numbers: 602562 - 602675 ACH payment numbers: 128690- 128909 Credit Card numbers: 000045 - 000070 On file for review in City Clerks Office: 37 Page listing of Claims Note:

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget?

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative****Amount****Budget Account**

Expense \$ 9,076,288.76

# Various

Select \$

#

Select \$

#

Select \$

#

\$

#

\$

#



REPORT: PG3620  
SYSTEM: FMSAP  
USER: MANAGER  
RUN NO: 17

APPROVAL FUND SUMMARY

DATE: 04/29/24  
TIME: 08:17  
PAGE: 1

FUND	FUND NAME	AMOUNT
0100	GENERAL FUND	30,901.71-
1100	STREET FUND	25,367.70
1200	CODE ENFORCEMENT FUND	2,148.14
1300	LIBRARY FUND	14,128.97
1360	MISCELLANEOUS GRANTS FUND	700.98
1380	TRAFFIC CALMING MEASURES	125.00
1400	PARKS AND RECREATION FUND	24,326.03
1425	AMERICAN RESCUE PLAN	8,148.34
1440	FIRE GRANTS MISCELLANEOUS	18,252.42
1460	PARKING METER REVENUE FUND	20,421.61
1590	HOTEL/MOTEL TAX FUND	122,076.94
1620	PUBLIC SAFETY & JUDICIAL GRANT	25,982.59
1640	COMMUNICATIONS BLDG M&O FUND	1,199.00
1680	CD/HS OPERATIONS	245.10
1910	CRIMINAL JUSTICE ASSISTANCE FD	3,132.50
1940	CHANNEL FIVE EQUIPMENT RESERVE	694.12
1970	FIRE/EMS FUND	678,322.12
3200	ARTERIAL STREET FUND	239,229.78
4100	WATER DIVISION	100,186.29
4250	INTEGRATED CAPITAL MANAGEMENT	2,865,767.74
4300	SEWER FUND	391,805.54
4480	SOLID WASTE FUND	1,005,796.61
4600	GOLF FUND	3,423.70
4700	DEVELOPMENT SVCS CENTER	16,836.13
5100	FLEET SERVICES FUND	419,668.45
5200	PUBLIC WORKS AND UTILITIES	4,479.92
5300	IT FUND	20,311.93
5400	REPROGRAPHICS FUND	21.58
5500	PURCHASING & STORES FUND	1,193.05
5600	ACCOUNTING SERVICES	2,360.03
5700	MY SPOKANE	428.77
5750	OFFICE OF PERFORMANCE MGMT	7,816.60
5800	RISK MANAGEMENT FUND	76,504.56
5810	WORKERS' COMPENSATION FUND	2,104.48
5830	EMPLOYEES BENEFITS FUND	1,029,023.00
5900	FACILITIES MANAGEMENT FUND OPS	39,352.47
5902	PROPERTY ACQUISITION POLICE	139,753.95
5903	PROPERTY ACQUISITION FIRE	1,433.28
6060	EMPLOYEES' RETIREMENT FUND	6,340.69
6070	FIREFIGHTERS' PENSION FUND	60,085.41
6080	POLICE PENSION FUND	199,799.34
6920	CLAIMS CLEARING FUND	215.90
6960	SALARY CLEARING FUND NEW	1,370.11
	TOTAL:	7,549,679.16

REPORT: PG3640  
SYSTEM: FMSAP  
USER: MANAGER  
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CITY OF SPOKANE  
COUNCIL CHECK RANGE/TOTAL

DATE: 04/29/24  
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CHECK #	VENDOR	CITY	LIBRARY	PARKS
	USE TAX AMOUNTS	4,201.49		164.17
00602562	GONZAGA UNIVERSITY	4,092.00		
00602563	UNITED RENTALS NW INC	3,675.48		
00602564	WA STATE DEPT OF REVENUE	350.56		
00602565	AUNTIES INC		78.35	
00602566	CARRIER CORPORATION		5,293.43	
00602567	REMELISA CULLITAN		56.14	
00602568	STEPHEN PITTERS		75.00	
00602569	ARTHUR CALDWELL		100.00	
00602571	WASHINGTON LIBRARY ASSN		390.00	
00602572	2ND CHANCE RANCH RESCUE EDUC			900.00
00602573	ATLAS SAND AND ROCK INC			1,850.37
00602574	CENTURYLINK			182.70
00602575	COMCAST			188.38
00602576	COMCAST			188.38
00602577	COMCAST			198.01
00602578	COMCAST			696.57
00602579	GENERAL STORE INC			100.41
00602580	HERITAGE LANDSCAPE SUPPLY			3,153.85
00602581	BRENNAN SCHREIBMAN			400.00
00602582	NEALTON INC			10.46
00602583	CSWW INC			240.61
00602584	O'REILLY AUTOMOTIVE STORES I			21.32
00602585	PARK DEPT IMPREST FUND			161.60
00602586	SPOKANE REGIONAL HEALTH DIST			720.00
00602587	WA STATE DEPT OF REVENUE			72,198.44
00602588	EMERGENT DEVICES INC	2,681.40		
00602589	ASSURANCE FITNESS REPAIR	490.50		
00602590	CASCADE TRACTOR SUPPLY	3,434.80		
00602591	CENTURYLINK	681.89		
00602592	NORFOLK IRON & METAL CO	1,866.04		
00602593	COMCAST	164.32		
00602594	WATERCO OF THE PACIFIC NORTH	449.31		
00602595	ERIN R. PACHECO	7,686.00		
00602596	LEGION LLC	38.00		
00602597	NORTH CENTER CARE CENTER INC	202.00		
00602598	CALEB CANTILLANA	215.90		
00602599	TAISIA MOGA	70.00		
00602600	NORDIC TARPS MFG	735.75		
00602601	PRIMARY PHARMACEUTICALS INC	3,235.34		
00602602	ORKIN	125.35		
00602603	SPOKANE POLICE DEPARTMENT	178.24		
00602604	PRORATE AND FUEL TAX	1,476.55		
00602605	2M COMPANY LLC			4,961.14
00602606	HERITAGE LANDSCAPE SUPPLY			682.34
00602607	CENTURYLINK	10,941.28		
00602608	GARCO CONSTRUCTION INC.	650.88		
00602609	TIMOTHY SHORT	500.00		
00602610	TRIANGLE PUMP & EQUIPMENT IN	4,917.40		
00602611	WAXIE SANITARY SUPPLY	6,432.98		
00602647	CENTURYLINK	328.30		
00602648	CH2M HILL ENGINEERS INC	8,372.21		
00602649	NICHOLE ORTIZ	125.00		

REPORT: PG3640  
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CITY OF SPOKANE  
COUNCIL CHECK RANGE/TOTAL

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CHECK #	VENDOR	CITY	LIBRARY	PARKS
00602650	IAN MCINTOSH	71.00		
00602651	PITNEY BOWES	12,433.60		
00602652	POINTE PEST CONTROL	1,466.05		
00602653	UNITED RENTALS NW INC	1,397.38		
00602654	CHICAGO TITLE COMPANY OF	1,415.10		
00602655	FIRST AMERICAN TITLE INS CO	9,900.00		
00602656	NW FAIR HOUSING ALLIANCE	31,150.00		
00602657	PACIFIC NORTHWEST TITLE	420.00		
00602658	PIONEER TITLE COMPANY OF	5,254.15		
00602659	SPOKANE COUNTY TITLE CO	920.00		
00602660	TICOR TITLE COMPANY OF OREGO	489.60		
00602661	WFG NATIONAL TITLE INSURANCE	850.00		
00602662	APRIA HEALTHCARE INC	58.59		
00602663	MARION CASEY	400.00		
00602664	NORFOLK IRON & METAL CO	988.24		
00602665	JAMES GARRY	241.77		
00602666	MARK GRUMBLY	300.00		
00602667	LANE POWELL PC	162.00		
00602668	SAFETY KLEEN CORPORATION	204.50		
00602669	RICHARD SCHUERMAN	165.27		
00602670	LAND VIEW INC	4,320.36		
00602671	UNITED PARCEL SERVICE	2.04		
00602672	VALLEY EMPIRE COLLECTION	1,370.11		
00602673	WELLTOWER PEGASUS TENNANT LL	7,637.00		
00602674	BALL HORTICULTURAL CO			1,824.18
00602675	PLANIT GEO INC			6,800.00
70000045	ALASKA RUBBER GROUP INC			170.50
70000046	ANATEK LABS INC	1,122.00		
70000047	BAKER & TAYLOR BOOKS		6,182.94	
70000048	BIG BELLY SOLAR LLC	6,734.69		
70000049	HORIZON DISTRIBUTORS			1,760.18
70000050	HYDRAULICS PLUS INC	2,229.04		
70000051	AIRGAS SPECIALTY PRODUCTS IN	17,536.41		
70000052	NORTHWEST INDUSTRIAL SERVICE	85.00		95.00
70000053	ANATEK LABS INC	5,203.00		
70000054	CINTAS CORPORATION	7,982.53		
70000055	CONSOLIDATED SUPPLY CO	13,311.36		
70000056	ELJAY OIL CO INC	2,999.80		
70000057	EVERGREEN STATE TOWING LLC	1,388.66		
70000058	GALLS LLC	1,646.59		
70000059	HORIZON DISTRIBUTORS			3,183.76
70000060	INFINITE INNOVATIONS LLC	7,816.60		
70000061	NORCO INC	582.06		
70000062	OXARC INC	2,510.76		
70000063	PLANET TURF			1,383.03
70000064	POLYDYNE INC	22,930.88		
70000065	WSF LLC	4,735.93		
70000066	CINTAS CORPORATION	6,113.06		
70000067	EVERGREEN STATE TOWING LLC	23,441.00		
70000068	FRANK GURNEY INC	7,906.65		
70000069	OXARC INC	612.98		
70000070	PLANET TURF			474.16
80128690	ACTION MATERIALS			396.30

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CITY OF SPOKANE  
COUNCIL CHECK RANGE/TOTAL

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CHECK #	VENDOR	CITY	LIBRARY	PARKS
80128691	BARR-TECH LLC	31,139.37		

80128692	BATTERY SYSTEMS INC			123.60
80128693	CENGAGE LEARNING INC		152.83	
80128694	COLEMAN OIL COMPANY LLC			1,955.26
80128695	ELECTRONIC DATA COLLECTION	1,925.51		
80128696	EQUIPMENTSHARE.COM INC			2,404.90
80128697	EUROFINS ENVIRONMENT TESTING	465.00		
80128698	FINLEY BUTTES LIMITED	184,548.42		
80128699	FOSTER GARVEY PC	16,329.55		
80128700	HUMANIX HUMAN RESOURCE		1,786.00	
80128701	IIA LIFTING SERVICES INC	424.35		
80128702	INDUSTRIAL BOLT & SUPPLY INC			437.19
80128703	K & L GATES LLP	351.00		
80128704	MCCOY POWER CONSULTANTS INC	7,400.00		
80128705	MCKINSTRY CO LLC			1,466.91
80128706	MIDWEST TAPE		103.72	
80128707	MT LIBRARY SERVICES INC		5,234.74	
80128708	CHARLES H NEU			930.00
80128709	NOVUS AUTO GLASS	861.31		
80128710	OIL RE-REFINING CO INC	938.00		
80128711	WORKSPACE DEVELOPMENT LLC		18,474.62	
80128712	OVERDRIVE INC		6,708.80	
80128713	PITCHBOOK DATA INC		19,000.00	
80128714	PMTECH INC	600.00		
80128715	RIPPLINGER ENGINEERING	8,204.54		
80128716	SIMPLLOT PARTNERS			1,252.52
80128717	MATT HOUSTON	625.00		
80128718	SPOKANE PRO CARE INC	853.80		
80128719	SPRING ENVIRONMENTAL INC	420.00		
80128720	TOYOTA TSUSHO MATERIAL			36,420.17
80128721	VERIZON WIRELESS			3,776.60
80128722	WA STATE DEPT/TRANSPORTATION	472.20		
80128723	WEST CENTRAL COMMUNITY	30,399.25		
80128724	WILDROSE LTD dba			339.48
80128725	JENNIE ANDERSON		41.88	
80128726	NEIL, MASON		52.90	
80128727	ALSCO DIVISION OF ALSCO INC	17,362.64		119.76
80128728	AMERIGAS PROPANE LP			131.08
80128729	AVISTA UTILITIES	11,080.41		
80128730	BANNER FURNACE & FUEL	168.95		
80128731	BROADWAY INDUSTRIAL SUPPLY L	7,814.41		
80128732	BUDINGER & ASSOCIATES INC	17,034.01		
80128733	CALIFORNIA SURVEYING &	8,301.44		
80128734	CDW GOVERNMENT INC	2,116.67		
80128735	CLARY LONGVIEW LLC	137,648.48		
80128736	COLEMAN OIL COMPANY LLC	4,985.22		
80128737	COPIERS NORTHWEST INC	9,529.47		234.82
80128738	CORE & MAIN LP	6,692.59		
80128739	CUES INC	2,253.20		
80128740	L N CURTIS & SONS	743.29		
80128741	DELL MARKETING LP			179.84
80128742	DESAUTEL HEGE COMMUNICATIONS			3,740.00
80128743	ELKINS EARTHWORKS LLC	820.00		

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CITY OF SPOKANE  
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CHECK #	VENDOR	CITY	LIBRARY	PARKS
80128744	EUROFINS ENVIRONMENT TESTING	437.50		
80128745	FASTENAL CO	2,705.87		
80128746	FEDERAL EXPRESS CORP/DBA FED	22.19		
80128747	GUNARAMA WHOLESALE INC	171.12		
80128748	HAPPYFOX INC	1,390.57		

80128749	HASA INC	15,512.96	
80128750	HASKINS STEEL CO INC	4,174.13	
80128751	INLAND ENVIRONMENTAL RESOURC	7,871.59	
80128752	IMPERIAL BAG & PAPER CO LLC		1,731.48
80128753	KEMIRA WATER SOLUTIONS INC	94,621.37	
80128754	KENWORTH SALES COMPANY	105.90	
80128755	KERSHAW INC	1,046.67	
80128756	LINN MACHINE & MFG	60,305.64	
80128757	LSB CONSULTING ENGINEERS PLL	380.00	
80128758	NAIMOR INC	13,112.35	
80128759	GENUINE PARTS COMPANY	359,506.32	
80128760	NB ENGINEERING LLC	34,787.25	
80128761	NORTHSTAR CHEMICAL INC	4,164.67	
80128762	NOVUS AUTO GLASS	858.24	
80128763	OAC SERVICES INC	38,123.65	
80128764	PETE LIEN & SONS INC	23,047.15	
80128765	POMP'S TIRE SERVICE INC	1,712.74	
80128766	RESPONSE READY MEDICAL LLC	730.23	
80128767	ROGUE HEART MEDIA SPC	3,318.50	
80128768	ROSE CITY LABEL	748.40	
80128769	SAFE RESTRAINTS INC	23,837.24	
80128770	BRANDSAFWAY SERVICES INC	699.43	
80128771	SPOKANE COUNTY TITLE CO	981.00	
80128772	SPOKANE COUNTY TREASURER	227,129.15	2,429.20
80128773	SPOKANE HOUSE OF HOSE INC	1,019.16	
80128774	SPOKANE INT'L AIRPORT	240.00	
80128775	SPOKANE PUBLIC FACILITIES	122,076.94	
80128776	SPRAGUE PEST CONTROL/DIV OF		269.79
80128777	THE HUNTINGTON NATIONAL BANK		9,423.06
80128778	TIERRA RIGHT OF WAY	13,317.76	
80128779	TPC HOLDING INC		19,460.65
80128780	TRAFFIC SAFETY SUPPLY INC	994.08	
80128781	WESTERN EQUIPMENT DISTRIBUTO		4,133.93
80128782	WILBUR ELLIS COMPANY		408.75
80128783	WILDROSE LTD dba		1,890.55
80128784	ANTHONY LAMANNA	1,988.00	
80128786	ACTION MATERIALS	1,717.84	
80128787	APPLIED INDUSTRIAL	1,169.61	
80128788	ATLAS COPCO USA HOLDINGS INC	14,630.94	
80128789	CATHOLIC CHARITIES	83,053.09	
80128790	CONTROL SOLUTIONS NW INC	2,612.63	
80128791	COPIERS NORTHWEST INC	1,630.91	
80128792	FEDERAL EXPRESS CORP/DBA FED	340.90	
80128793	FELTON FIRE SERVICE LLC	542.80	
80128794	FIRE CONTROL SPRINKLER SYSTE	1,312.74	
80128795	INLAND POWER & LIGHT CO	155.90	
80128796	INTERFAITH HOSPITALITY	43,339.85	
80128797	KAISER FOUNDATION HEALTH PLA	104,513.66	

REPORT: PG3640

CITY OF SPOKANE

DATE: 04/29/24

SYSTEM: FMSAP

COUNCIL CHECK RANGE/TOTAL

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USER: MANAGER

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RUN NO: 17

CHECK #	VENDOR	CITY	LIBRARY	PARKS
80128798	MCKINSTRY CO LLC	1,365.25		
80128799	ONLINE CLEANING SERVICES	9,352.20		
80128800	PERFORMANCE SYSTEMS	163.50		
80128801	PREMERA BLUE CROSS OR	811,905.11		
80128802	REVIVE COUNSELING SPOKANE PL	49,997.09		
80128803	ROAR WORKS LLC	15,178.25		
80128804	BRANDSAFWAY SERVICES INC	9,413.34		
80128805	THE SALVATION ARMY	628,263.71		
80128806	SECO CONSTRUCTION SUPPLY/DIV	650.41		



80128807	SHI CORP	15,762.71	
80128808	SPOKANE NEIGHBORHOOD ACTION	17,092.28	
80128809	SPOKANE COUNTY TREASURER	290.62	
80128810	TRANSITIONS DBA TRANSITIONAL	3,379.68	
80128811	TWO RIVERS TERMINAL LLC	5,838.14	
80128812	ULINE INC	1,707.07	
80128813	VALMET INC	25,401.08	
80128814	VERTICAL OPTIONS LLC	697.60	
80128815	VOLUNTEERS OF AMERICA OF	236,871.07	
80128816	VICTOR J GIAMPIETRI II	2,800.00	
80128817	BENDER CCP INC	48,420.00	
80128818	YWCA	18,825.68	
80128819	AQUATIC INFORMATICS INC	10,871.00	
80128820	AVISTA UTILITIES	37,597.29	
80128821	ALEXANDER GOOD DEPOT LLC	14,182.00	
80128822	BUDINGER & ASSOCIATES INC	6,846.17	
80128823	CARL MAXEY CENTER	133,579.67	
80128824	COMPUNET INC	450.00	
80128825	DW EXCAVATING INC	716,786.30	
80128826	ELECTRONIC DATA COLLECTION	12,832.07	
80128827	FEDERAL EXPRESS CORP/DBA FED	66.76	
80128828	GMP CONSULTANTS LLC	6,333.00	
80128829	GRAINGER INC	33,005.20	
80128830	HDR ENGINEERING INC	4,794.01	
80128831	HELFRICH BROTHERS BOILER WOR	21,886.11	
80128832	INTEGRUS ARCHITECTURE	11,221.61	
80128833	INTERFAITH HOSPITALITY	216,808.75	
80128834	JENNY TUPPER	3,062.50	
80128835	K & L GATES LLP	12,289.50	
80128836	KEYSTONE LAWN & TREE CARE	2,452.50	
80128837	KNIGHT CONSTRUCTION &	40,627.49	
80128838	KPFF CONSULTING ENGINEERS	36,774.21	
80128839	LARIVIERE INC	982,160.25	
80128840	LUTHERAN COMMUNITY SERVICES	24,575.03	
80128841	NE COMMUNITY CENTER ASSN	20,975.22	
80128842	NORTHWEST OPEN ACCESS NETWOR	3,600.00	
80128843	NORTHWEST GRADING INC	530,965.51	
80128844	OIL RE-REFINING CO INC	974.75	
80128845	PACIFIC POWER GROUP LLC	6,014.31	
80128846	PAPE MACHINERY INC	17,985.00	
80128847	POWER CITY ELECTRIC INC	248,168.06	1,126.19
80128848	RIVER PARK SQUARE LLC	200.00	
80128849	SHI CORP	1,194.45	
80128850	SPOKANE NEIGHBORHOOD ACTION	338.61	

REPORT: PG3640  
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CHECK #	VENDOR	CITY	LIBRARY	PARKS
80128851	SPECIALTY MOBILE MIX INC	495.95		
80128852	SPOKANE EMERGENCY PHYSICIANS	32,415.60		
80128853	SPOKANE INT'L AIRPORT	26.14		
80128854	SPOKANE REGIONAL COMMUNICATI	604,008.65		
80128855	THOMAS DEAN & HOSKINS INC	629.12		
80128856	TRUEPOINT SOLUTIONS LLC	315.88		
80128857	US BANK TRUST NA	150,000.00		
80128858	US BANK OR CITY TREASURER	76,435.44		
80128859	VERIZON WIRELESS	384.66		
80128860	WA STATE DEPT/TRANSPORTATION	192,395.80		
80128861	WASHINGTON EQUIPMENT	101,318.48		
80128862	WILLIS TOWERS WATSON	1,985.00		
80128863	ACTION MATERIALS	273.92		

80128864	ALLIANT INSURANCE SERVICES I	9,050.00	
80128865	ALLIED ENVELOPE	1,548.19	
80128866	ARAMARK UNIFORM SERVICES	90.52	
80128867	AVISTA UTILITIES	317.79	
80128868	BLX GROUP LLC	2,500.00	
80128869	BUDINGER & ASSOCIATES INC	4,656.98	
80128870	DOWNTOWN SPOKANE PARTNERSHIP	1,725.00	
80128871	COLEMAN OIL COMPANY LLC	34,477.70	4,170.18
80128872	CONNELL OIL INC	856.64	
80128873	STEVE CONNER		14,389.05
80128874	COPIERS NORTHWEST INC	2,819.76	
80128875	CORRECT EQUIPMENT INC	4,977.20	
80128876	CREEK AT QUALCHAN GOLF COURS		15,185.71
80128877	CUMMINS INC	4,565.16	
80128878	DEER OAKS EAP SERVICES LLC	4,972.00	
80128879	CHARLES R DELGADO	1,506.15	
80128880	DELL MARKETING LP	90.73	
80128881	DELTA DENTAL OF WASHINGTON	58,827.28	
80128882	GWP HOLDINGS LLC	8,429.58	
80128883	DUKE'S ROOT CONTROL INC	7,324.80	
80128884	FASTENAL CO	3,636.44	
80128885	FINANCIAL CONSULTING SOLUTIO	14,291.20	
80128886	GROUNDWATER SOLUTIONS INC	36,018.34	
80128887	H D FOWLER COMPANY	11,152.01	
80128888	HDR ENGINEERING INC	8,092.12	
80128889	INLAND POWER & LIGHT CO	829.57	
80128890	KAISER FOUNDATION HEALTH PLA	140,762.42	
80128891	LSB CONSULTING ENGINEERS PLL	687.50	
80128892	MACKAY METERS INC	4,312.04	
80128893	MAX J KUNEY COMPANY	228,116.45	
80128894	NORTHSTAR CLEAN CONCEPTS		1,304.20
80128895	PAPE MACHINERY INC	1,368.56	
80128896	PARAMETRIX INC	25,015.00	
80128897	PROVOST PROFESSIONAL	1,787.79	
80128898	SANDBAGGERS CLUB LLC		12,166.64
80128899	SHI CORP	97.25	
80128900	SITEONE LANDSCAPE SUPPLY LLC		1,011.52
80128901	SPOKANE COUNTY TREASURER	5,446.05	883.01
80128902	SUMMIT LAW GROUP PLLC	5,711.50	
80128903	T & T GOLF MANAGEMENT INC		21,675.15

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CHECK #	VENDOR	CITY	LIBRARY	PARKS
80128904	THOMSON WEST	4,815.35		
80128905	TRUE SURVEY SUPPLY INC	225.41		
80128906	US BANK P CARD PAYMENTS	91,925.50		
80128907	VERIZON WIRELESS	519.92		
80128908	JAMES CULP	74.65		
80128909	NICHOLAS ANTHONY FEDERICI	3,500.00		
		9,076,288.76	63,731.35	268,277.05
				=====
		CITYWIDE TOTAL:		9,408,297.16

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

0020 - NONDEPARTMENTAL

FOSTER GARVEY PC	LEGAL SERVICES ACH PMT NO. - 80128699	16,329.55
LANE POWELL PC	LEGAL SERVICES CHECK NO. - 00602667	162.00
SPOKANE COUNTY TREASURER	OPERATING ASSESSMENTS/TAXES ACH PMT NO. - 80128901	5,140.13
SUMMIT LAW GROUP PLLC	LEGAL SERVICES ACH PMT NO. - 80128902	5,711.50
TOTAL FOR 0020 - NONDEPARTMENTAL		27,343.18

0030 - POLICE OMBUDSMAN

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	20.49
US BANK P CARD PAYMENTS	PARKING/TOLLS (LOCAL) ACH PMT NO. - 80128906	200.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	69.00
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80128859	128.22
TOTAL FOR 0030 - POLICE OMBUDSMAN		417.71

0100 - GENERAL FUND

ERIN R. PACHECO C/O LYNN KRAMER	DEPOSIT-REFUNDS IN PROGRESS CHECK NO. - 00602595	7,686.00
US BANK P CARD PAYMENTS	PCARD ADVANCE PYMT REC ACH PMT NO. - 80128906	222,844.78-
TOTAL FOR 0100 - GENERAL FUND		215,158.78-

0230 - CIVIL SERVICE

US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80128906	1,710.77
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80128906	19.98
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	26.25

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	135.00
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TOTAL FOR 0230 - CIVIL SERVICE		----- 1,892.00
0260 - CITY CLERK		
-----		
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	29.84
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	296.86
TOTAL FOR 0260 - CITY CLERK		----- 326.70
0300 - HUMAN SERVICES		
-----		
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	1,198.91
TOTAL FOR 0300 - HUMAN SERVICES		----- 1,198.91
0320 - COUNCIL		
-----		
NICHOLAS ANTHONY FEDERICI	PROFESSIONAL SERVICES ACH PMT NO. - 80128909	3,500.00
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	83.56
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	17.77
TOTAL FOR 0320 - COUNCIL		----- 3,601.33
0330 - PUBLIC AFFAIRS/COMMUNICATIONS		
-----		
US BANK P CARD PAYMENTS	CONTRACTUAL SERVICES ACH PMT NO. - 80128906	4,197.11
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	650.08
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	130.86
TOTAL FOR 0330 - PUBLIC AFFAIRS/COMMUNICATIONS		----- 4,978.05
0350 - COMMUNITY CENTERS		
-----		
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:		
WEST CENTRAL COMMUNITY DEVELOPMENT ASSOCIATION INC	CONTRACTUAL SERVICES ACH PMT NO. - 80128723	30,399.25
TOTAL FOR 0350 - COMMUNITY CENTERS		----- 30,399.25

0370 - ENGINEERING SERVICES

ARAMARK UNIFORM SERVICES AUS WEST LOCKBOX	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80128866	19.49
PMTECH INC DBA PMWEB	CONTRACTUAL SERVICES ACH PMT NO. - 80128714	402.00
RIVER PARK SQUARE LLC	PARKING/TOLLS (LOCAL) ACH PMT NO. - 80128848	200.00
TRUE SURVEY SUPPLY INC dba TRUE WOOD PRODUCTS	OPERATING SUPPLIES ACH PMT NO. - 80128905	225.41
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	474.14
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	551.39
US BANK P CARD PAYMENTS	OFFICE FURNITURE (NON CAPITAL) ACH PMT NO. - 80128906	577.69
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	892.84
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	1,186.87
US BANK P CARD PAYMENTS	POSTAGE ACH PMT NO. - 80128906	27.98
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	830.00
WA STATE DEPT OF REVENUE	POSTAGE -	2.52
TOTAL FOR 0370 - ENGINEERING SERVICES		5,390.33

0410 - FINANCE

BLX GROUP LLC	PROFESSIONAL SERVICES ACH PMT NO. - 80128868	2,500.00
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	47.55
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	37.09
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:		
US BANK P CARD PAYMENTS	PROFESSIONAL SERVICES ACH PMT NO. - 80128906	725.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	75.00
TOTAL FOR 0410 - FINANCE		3,384.64

0450 - NEIGHBHD HOUSING HUMAN SVCS

-----		
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	
	ACH PMT NO. - 80128906	49.76
VERIZON WIRELESS	CELL PHONE	
	ACH PMT NO. - 80128907	42.74
TOTAL FOR 0450 - NEIGHBHD HOUSING HUMAN SVCS		----- 92.50

0470 - HISTORIC PRESERVATION

-----		
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP	
	ACH PMT NO. - 80128906	165.99
VERIZON WIRELESS	CELL PHONE	
	ACH PMT NO. - 80128907	85.48
TOTAL FOR 0470 - HISTORIC PRESERVATION		----- 251.47

0500 - LEGAL

-----		
ROAR WORKS LLC	SNOW REMOVAL SERVICES	
	ACH PMT NO. - 80128803	558.63
THOMSON WEST	PUBLICATIONS	
WEST PUBLISHING PAYMENT CTR	ACH PMT NO. - 80128904	4,815.35
US BANK P CARD PAYMENTS	CLE TRAVEL	
	ACH PMT NO. - 80128906	422.62
US BANK P CARD PAYMENTS	JUDGEMENTS/DAMAGES	
	ACH PMT NO. - 80128906	53.21
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	
	ACH PMT NO. - 80128906	496.66
WA STATE DEPT OF REVENUE	JUDGEMENTS/DAMAGES	
	-	4.79
TOTAL FOR 0500 - LEGAL		----- 6,351.26

0520 - MAYOR

-----		
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:		
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT	
	ACH PMT NO. - 80128906	46.07
US BANK P CARD PAYMENTS	OFFICE FURNITURE (NON CAPITAL)	
	ACH PMT NO. - 80128906	590.59
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	
	ACH PMT NO. - 80128906	119.29
US BANK P CARD PAYMENTS	PROMOTIONAL SUPPLIES	
	ACH PMT NO. - 80128906	49.05
TOTAL FOR 0520 - MAYOR		----- 805.00

0550 - NEIGHBORHOOD SERVICES

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	34.20
TOTAL FOR 0550 - NEIGHBORHOOD SERVICES		34.20

0560 - MUNICIPAL COURT

US BANK P CARD PAYMENTS	CONTRACTUAL SERVICES ACH PMT NO. - 80128906	29.03
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80128906	10.98
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	201.43
TOTAL FOR 0560 - MUNICIPAL COURT		241.44

0620 - HUMAN RESOURCES

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	25.87
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	81.65
TOTAL FOR 0620 - HUMAN RESOURCES		107.52

0650 - PLANNING SERVICES

US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80128906	290.80
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	74.63

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	1,078.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	609.46
TOTAL FOR 0650 - PLANNING SERVICES		2,052.89

0680 - POLICE

ALEXANDER GOOD DEPOT LLC C/O KIEMLE HAGOOD	OPERATING RENTALS/LEASES ACH PMT NO. - 80128821	14,182.00
ANTHONY LAMANNA	TUITION REIMBURSEMENT ACH PMT NO. - 80128784	1,988.00
CASCADE TRACTOR SUPPLY	EQUIPMENT REPAIRS/MAINTENANCE	



	CHECK NO. - 00602590	3,434.80
CDW GOVERNMENT INC	OFFICE SUPPLIES ACH PMT NO. - 80128734	2,116.67
CENTURYLINK	TELEPHONE CHECK NO. - 00602591	192.53
COMCAST	IT/DATA SERVICES CHECK NO. - 00602593	164.32
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128737	8,582.33
EMERGENT DEVICES INC	OPERATING SUPPLIES CHECK NO. - 00602588	2,681.40
EVERGREEN STATE TOWING LLC DBA SPOKANE VALLEY TOWING	TOWING EXPENSE CREDIT CARD PMT NO. - 70000067	23,441.00
GALLS LLC	CLOTHING CREDIT CARD PMT NO. - 70000058	1,213.35
GALLS LLC	OPERATING SUPPLIES CREDIT CARD PMT NO. - 70000058	82.46
GUNARAMA WHOLESALE INC	OPERATING SUPPLIES ACH PMT NO. - 80128747	171.12
HAPPYFOX INC	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80128748	1,390.57
KERSHAW INC	OFFICE SUPPLIES ACH PMT NO. - 80128755	238.97
KERSHAW INC	OPERATING SUPPLIES ACH PMT NO. - 80128755	807.70
NORTHWEST INDUSTRIAL SERVICES DBA AMERICAN ON SITE SERVICES	PROFESSIONAL SERVICES CREDIT CARD PMT NO. - 70000052	85.00

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

SPOKANE POLICE DEPARTMENT IMPREST FUND	OFFICE SUPPLIES CHECK NO. - 00602603	31.40
SPOKANE POLICE DEPARTMENT IMPREST FUND	OPERATING SUPPLIES CHECK NO. - 00602603	146.84
TRAFFIC SAFETY SUPPLY INC	OPERATING SUPPLIES ACH PMT NO. - 80128780	994.08
ULINE INC ATTN: ACCOUNTS RECEIVABLE	OPERATING SUPPLIES ACH PMT NO. - 80128812	1,707.07
US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80128906	24.77
US BANK P CARD PAYMENTS	BACKGROUND CHECKS ACH PMT NO. - 80128906	354.03
US BANK P CARD PAYMENTS	CLOTHING ACH PMT NO. - 80128906	818.91
US BANK P CARD PAYMENTS	IT/DATA SERVICES ACH PMT NO. - 80128906	171.91

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	6,102.25
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80128906	508.98
US BANK P CARD PAYMENTS	OFFICE FURNITURE (NON CAPITAL) ACH PMT NO. - 80128906	301.92
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	227.71
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	7,095.64
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	1,207.12
US BANK P CARD PAYMENTS	POSTAGE ACH PMT NO. - 80128906	135.93
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	6,505.95
US BANK P CARD PAYMENTS	SOFTWARE MAINTENANCE ACH PMT NO. - 80128906	129.71
WA STATE DEPT OF REVENUE	MINOR EQUIPMENT -	27.89
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	5.85
YWCA	OPERATING RENTALS/LEASES ACH PMT NO. - 80128818	1,194.93

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

TOTAL FOR 0680 - POLICE		----- 88,465.11
0690 - COMMUNITY JUSTICE SERVICES		
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	13.72
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	41.11
TOTAL FOR 0690 - COMMUNITY JUSTICE SERVICES		----- 54.83
0700 - PUBLIC DEFENDER		
CHARLES R DELGADO DBA DELGADO INVESTIGATIONS LLC	LEGAL SERVICES ACH PMT NO. - 80128879	1,506.15
PROVOST PROFESSIONAL INVESTIGATIONS	LEGAL SERVICES ACH PMT NO. - 80128897	1,787.79
ROAR WORKS LLC	SNOW REMOVAL SERVICES ACH PMT NO. - 80128803	558.62

US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80128906	32.94
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	955.88
TOTAL FOR 0700 - PUBLIC DEFENDER		4,841.38

0750 - COMMUNITY/ECONOMIC DEV SVC

DOWNTOWN SPOKANE PARTNERSHIP	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128870	1,725.00
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	20.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	230.00
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80128907	52.37
TOTAL FOR 0750 - COMMUNITY/ECONOMIC DEV SVC		2,027.37

1100 - STREET FUND

ARAMARK UNIFORM SERVICES AUS WEST LOCKBOX	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80128866	71.03
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ASSURANCE FITNESS REPAIR	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00602589	163.50
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128874	1,256.51
FASTENAL CO	OPERATING SUPPLIES ACH PMT NO. - 80128884	3,636.44
FRANK GURNEY INC	REPAIRS/MAINTENANCE CREDIT CARD PMT NO. - 70000068	7,906.65
LAND VIEW INC DBA TECHNICHEM	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00602670	4,320.36
SHI CORP	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80128899	97.25
SPECIALTY MOBILE MIX INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128851	495.95
UNITED PARCEL SERVICE	POSTAGE CHECK NO. - 00602671	2.04
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	591.82
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	44.83
US BANK P CARD PAYMENTS	OPERATING SUPPLIES	

	ACH PMT NO. - 80128906	2,784.61
US BANK P CARD PAYMENTS	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80128906	519.93
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	2,585.05
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80128906	419.53
WA STATE DEPT/TRANSPORTATION	STRUCTURE REPAIRS/MAINTENANCE ACH PMT NO. - 80128722	472.20
TOTAL FOR 1100 - STREET FUND		----- 25,367.70

1200 - CODE ENFORCEMENT FUND

US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80128906	229.00
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	633.56
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	126.34

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	286.27
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	0.99
US BANK P CARD PAYMENTS	POWER TOOLS/EQUIPMENT ACH PMT NO. - 80128906	871.98
TOTAL FOR 1200 - CODE ENFORCEMENT FUND		----- 2,148.14

1300 - LIBRARY FUND

US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80128906	327.79
US BANK P CARD PAYMENTS	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128906	275.99
US BANK P CARD PAYMENTS	CONTRACTUAL SERVICES ACH PMT NO. - 80128906	210.97
US BANK P CARD PAYMENTS	IT/DATA SERVICES ACH PMT NO. - 80128906	973.88
US BANK P CARD PAYMENTS	LIBRARY BOOKS/OTHER MATERIALS ACH PMT NO. - 80128906	501.40
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	37.37
US BANK P CARD PAYMENTS	MISC REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	408.87

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	7,275.14
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	60.06
US BANK P CARD PAYMENTS	PERMITS/OTHER FEES ACH PMT NO. - 80128906	75.00
US BANK P CARD PAYMENTS	RECREATIONAL SUPPLIES ACH PMT NO. - 80128906	1,275.75
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	601.64
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	1,615.66
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80128906	483.27
WA STATE DEPT OF REVENUE	LIBRARY BOOKS/OTHER MATERIALS -	2.61

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	3.57
TOTAL FOR 1300 - LIBRARY FUND		14,128.97

1360 - MISCELLANEOUS GRANTS FUND

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	313.20
US BANK P CARD PAYMENTS	PROFESSIONAL SERVICES ACH PMT NO. - 80128906	387.78
TOTAL FOR 1360 - MISCELLANEOUS GRANTS FUND		700.98

1380 - TRAFFIC CALMING MEASURES

NICHOLE ORTIZ 3210 E 44TH AVE APT D103	SCHOOL ZONE SPEED CAMERA FINE CHECK NO. - 00602649	125.00
TOTAL FOR 1380 - TRAFFIC CALMING MEASURES		125.00

1400 - PARKS AND RECREATION FUND

SHI CORP	IT/DATA SERVICES ACH PMT NO. - 80128849	1,194.45
US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80128906	1,861.89
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	959.72

US BANK P CARD PAYMENTS	GENERAL REPAIRS/MAINT ACH PMT NO. - 80128906	637.80
US BANK P CARD PAYMENTS	ITEMS PURCHASED FOR INVENTORY ACH PMT NO. - 80128906	1,166.40
US BANK P CARD PAYMENTS	IT/DATA SERVICES ACH PMT NO. - 80128906	38.00
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	1,870.19
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	987.10
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	9,274.55
US BANK P CARD PAYMENTS	OTHER MISC CHARGES ACH PMT NO. - 80128906	22.56

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OTHER REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	335.74
US BANK P CARD PAYMENTS	PERMITS/OTHER FEES ACH PMT NO. - 80128906	335.62
US BANK P CARD PAYMENTS	RECREATIONAL SUPPLIES ACH PMT NO. - 80128906	497.06
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	687.05
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	891.62
US BANK P CARD PAYMENTS	REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	1,937.81
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80128906	376.06
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80128906	875.00
WA STATE DEPT OF REVENUE	ADVERTISING -	48.96
WA STATE DEPT OF REVENUE	EQUIPMENT REPAIRS/MAINTENANCE -	1.16
WA STATE DEPT OF REVENUE	ITEMS PURCHASED FOR INVENTORY -	46.97
WA STATE DEPT OF REVENUE	IT/DATA SERVICES -	3.42
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES -	143.92
WA STATE DEPT OF REVENUE	RECREATIONAL SUPPLIES -	8.78
WA STATE DEPT OF REVENUE	REGISTRATION/SCHOOLING	

	-	45.45
WA STATE DEPT OF REVENUE	SOFTWARE (NONCAPITALIZED)	
	-	78.75
TOTAL FOR 1400 - PARKS AND RECREATION FUND		24,326.03

1425 - AMERICAN RESCUE PLAN

GMP CONSULTANTS LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80128828	6,333.00
US BANK P CARD PAYMENTS	OTHER IMPROVEMENTS ACH PMT NO. - 80128906	1,553.05

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	VEHICLES ACH PMT NO. - 80128906	262.29
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TOTAL FOR 1425 - AMERICAN RESCUE PLAN		8,148.34
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1440 - FIRE GRANTS MISCELLANEOUS

US BANK P CARD PAYMENTS	PROMOTIONAL SUPPLIES ACH PMT NO. - 80128906	18,252.42
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TOTAL FOR 1440 - FIRE GRANTS MISCELLANEOUS		18,252.42
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1460 - PARKING METER REVENUE FUND

ELECTRONIC DATA COLLECTION CORPORATION	BANK FEES ACH PMT NO. - 80128826	231.40
ELECTRONIC DATA COLLECTION CORPORATION	LEGAL SERVICES ACH PMT NO. - 80128695	1,035.00
ELECTRONIC DATA COLLECTION CORPORATION	POSTAGE ACH PMT NO. - 80128695	434.51
ELECTRONIC DATA COLLECTION CORPORATION	PRINTING/BINDING/REPRO ACH PMT NO. - 80128695	456.00
ELECTRONIC DATA COLLECTION CORPORATION	SUBSCRIPTION BASED IT ARNGMTS ACH PMT NO. - 80128826	12,600.67
MACKAY METERS INC	SUBSCRIPTION BASED IT ARNGMTS ACH PMT NO. - 80128892	4,312.04
SECO CONSTRUCTION SUPPLY/DIV OF JLA SUPPLY INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128806	650.41
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	25.19
US BANK P CARD PAYMENTS	PRINTING/BINDING/REPRO ACH PMT NO. - 80128906	484.58
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	10.89

US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80128906	180.92
TOTAL FOR 1460 - PARKING METER REVENUE FUND		20,421.61
-----		
1590 - HOTEL/MOTEL TAX FUND		
-----		
SPOKANE PUBLIC FACILITIES DISTRICT	SPOKANE PUBLIC FACILITY DIST ACH PMT NO. - 80128775	122,076.94
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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:		
TOTAL FOR 1590 - HOTEL/MOTEL TAX FUND		122,076.94
-----		
1620 - PUBLIC SAFETY & JUDICIAL GRANT		
-----		
SAFE RESTRAINTS INC	MINOR EQUIPMENT ACH PMT NO. - 80128769	23,837.24
WA STATE DEPT OF REVENUE	MINOR EQUIPMENT -	2,145.35
TOTAL FOR 1620 - PUBLIC SAFETY & JUDICIAL GRANT		25,982.59
-----		
1640 - COMMUNICATIONS BLDG M&O FUND		
-----		
KEYSTONE LAWN & TREE CARE	LANDSCAPE/GROUNDS MAINT ACH PMT NO. - 80128836	1,199.00
TOTAL FOR 1640 - COMMUNICATIONS BLDG M&O FUND		1,199.00
-----		
1680 - CD/HS OPERATIONS		
-----		
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80128906	8.50
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	236.60
TOTAL FOR 1680 - CD/HS OPERATIONS		245.10
-----		
1910 - CRIMINAL JUSTICE ASSISTANCE FD		
-----		
JENNY TUPPER DBA INTERPRETER SERVICES LLC	INTERPRETER COSTS ACH PMT NO. - 80128834	3,062.50
TAISIA MOGA	INTERPRETER COSTS CHECK NO. - 00602599	70.00
TOTAL FOR 1910 - CRIMINAL JUSTICE ASSISTANCE FD		3,132.50
-----		
1940 - CHANNEL FIVE EQUIPMENT RESERVE		
-----		



US BANK P CARD PAYMENTS	MINOR EQUIPMENT	
	ACH PMT NO. - 80128906	694.12
TOTAL FOR 1940 - CHANNEL FIVE EQUIPMENT RESERVE		694.12

1970 - FIRE/EMS FUND

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

FEDERAL EXPRESS CORP/DBA FEDEX	POSTAGE	
	ACH PMT NO. - 80128746	12.97
GALLS LLC	CLOTHING	
	CREDIT CARD PMT NO. - 70000058	350.78
INTEGRUS ARCHITECTURE	PROFESSIONAL SERVICES	
	ACH PMT NO. - 80128832	11,221.61
KENWORTH SALES COMPANY	VEHICLE REPAIR & MAINT SUPPLY	
	ACH PMT NO. - 80128754	105.90
KEYSTONE LAWN & TREE CARE	LANDSCAPE/GROUNDS MAINT	
	ACH PMT NO. - 80128836	1,253.50
L N CURTIS & SONS	CLOTHING ALTERATIONS & REPAIRS	
	ACH PMT NO. - 80128740	743.29
LEGION LLC	PERMIT REFUNDS PAYABLE	
108 N. WASHINGTON ST	CHECK NO. - 00602596	38.00
NORDIC TARPS MFG	VEHICLE REPAIR & MAINT SUPPLY	
	CHECK NO. - 00602600	452.35
POMP'S TIRE SERVICE INC	VEHICLE REPAIR & MAINT SUPPLY	
	ACH PMT NO. - 80128765	1,401.00
POMP'S TIRE SERVICE INC	VEHICLE REPAIRS/MAINT	
	ACH PMT NO. - 80128765	311.74
PRIMARY PHARMACEUTICALS INC	SAFETY SUPPLIES	
	CHECK NO. - 00602601	3,235.34
ROSE CITY LABEL	PROMOTIONAL SUPPLIES	
DBA THE BADGER	ACH PMT NO. - 80128768	748.40
SPOKANE EMERGENCY PHYSICIANS	CONTRACTUAL SERVICES	
INC	ACH PMT NO. - 80128852	32,415.60
SPOKANE REGIONAL COMMUNICATION	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80128854	604,008.65
US BANK P CARD PAYMENTS	BANK FEES	
	ACH PMT NO. - 80128906	52.10
US BANK P CARD PAYMENTS	CELL PHONE	
	ACH PMT NO. - 80128906	554.35
US BANK P CARD PAYMENTS	HAZARDOUS WASTE DISPOSAL	
	ACH PMT NO. - 80128906	11.96
US BANK P CARD PAYMENTS	MINOR EQUIPMENT	
	ACH PMT NO. - 80128906	2,387.22
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	

	ACH PMT NO. - 80128906	840.09
US BANK P CARD PAYMENTS	OPERATING SUPPLIES	
	ACH PMT NO. - 80128906	4,182.49

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP	
	ACH PMT NO. - 80128906	97.62
US BANK P CARD PAYMENTS	PERSONAL PROTECTIVE EQUIPMENT	
	ACH PMT NO. - 80128906	501.33
US BANK P CARD PAYMENTS	POSTAGE	
	ACH PMT NO. - 80128906	311.55
US BANK P CARD PAYMENTS	PROMOTIONAL SUPPLIES	
	ACH PMT NO. - 80128906	912.61
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES	
	ACH PMT NO. - 80128906	957.26
US BANK P CARD PAYMENTS	SAFETY SUPPLIES	
	ACH PMT NO. - 80128906	2,464.39
US BANK P CARD PAYMENTS	SOFTWARE MAINTENANCE	
	ACH PMT NO. - 80128906	11.49
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED)	
	ACH PMT NO. - 80128906	1,744.00
US BANK P CARD PAYMENTS	TOWING EXPENSE	
	ACH PMT NO. - 80128906	165.99
US BANK P CARD PAYMENTS	VEHICLE REPAIR & MAINT SUPPLY	
	ACH PMT NO. - 80128906	6,414.00
US BANK P CARD PAYMENTS	VEHICLE REPAIRS/MAINT	
	ACH PMT NO. - 80128906	180.75
WA STATE DEPT OF REVENUE	MINOR EQUIPMENT	
	-	89.94
WA STATE DEPT OF REVENUE	REPAIR & MAINTENANCE SUPPLIES	
	-	38.36
WA STATE DEPT OF REVENUE	VEHICLE REPAIR & MAINT SUPPLY	
	-	105.49

TOTAL FOR 1970 - FIRE/EMS FUND

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678,322.12

3200 - ARTERIAL STREET FUND

BUDINGER & ASSOCIATES INC	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80128869	11,503.15
KPFF CONSULTING ENGINEERS	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80128838	9,686.71
PARAMETRIX INC	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80128896	25,015.00
THOMAS DEAN & HOSKINS INC	CONSTRUCTION OF FIXED ASSETS	
	ACH PMT NO. - 80128855	629.12

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

WA STATE DEPT/TRANSPORTATION	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128860	192,395.80
TOTAL FOR 3200 - ARTERIAL STREET FUND		----- 239,229.78

4100 - WATER DIVISION

ACTION MATERIALS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128786	1,717.84
ANATEK LABS INC	CONTRACTUAL SERVICES CREDIT CARD PMT NO. - 70000053	5,203.00
CONSOLIDATED SUPPLY CO	INVENTORY PURCHASES FOR WATER CREDIT CARD PMT NO. - 70000055	13,311.36
COPIERS NORTHWEST INC	OFFICE SUPPLIES ACH PMT NO. - 80128791	1,630.91
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128874	208.47
CORE & MAIN LP	INVENTORY PURCHASES FOR WATER ACH PMT NO. - 80128738	5,751.49
CORE & MAIN LP	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128738	941.10
CORRECT EQUIPMENT INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128875	4,977.20
FEDERAL EXPRESS CORP/DBA FEDEX	POSTAGE ACH PMT NO. - 80128827	75.98
GARCO CONSTRUCTION INC. PO BOX 2946	REFUNDS CHECK NO. - 00602608	150.88
H D FOWLER COMPANY	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128887	2,746.80
INLAND POWER & LIGHT CO	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80128889	829.57
NORFOLK IRON & METAL CO DBA CDA METALS	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00602664	988.24
SHI CORP	CONTRACTUAL SERVICES ACH PMT NO. - 80128807	15,762.71
SPOKANE INT'L AIRPORT	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128774	60.00
US BANK P CARD PAYMENTS	CAMERAS AND PROJECTION EQUIPMT ACH PMT NO. - 80128906	867.20
US BANK P CARD PAYMENTS	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128906	5,167.67

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	1,251.71
US BANK P CARD PAYMENTS	INVENTORY PURCHASES FOR WATER ACH PMT NO. - 80128906	2,595.02
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	2,423.82
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	2,476.27
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	5,838.81
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	85.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	3,680.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	21,431.09
US BANK P CARD PAYMENTS	TESTING SERVICES ACH PMT NO. - 80128906	14.15
TOTAL FOR 4100 - WATER DIVISION		100,186.29

4250 - INTEGRATED CAPITAL MANAGEMENT

BUDINGER & ASSOCIATES INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128732	17,034.01
CH2M HILL ENGINEERS INC	CONSTRUCTION OF FIXED ASSETS CHECK NO. - 00602648	8,372.21
DW EXCAVATING INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128825	716,786.30
GROUNDWATER SOLUTIONS INC dba GSI WATER SOLUTIONS INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128886	36,018.34
H D FOWLER COMPANY	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128887	8,405.21
HDR ENGINEERING INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128888	8,092.12
KPFF CONSULTING ENGINEERS	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128838	27,087.50
LARIVIERE INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128839	982,160.25
LSB CONSULTING ENGINEERS PLLC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128891	1,067.50

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

MAX J KUNEY COMPANY                      CONSTRUCTION OF FIXED ASSETS

	ACH PMT NO. - 80128893	228,116.45
NORTHWEST GRADING INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128843	530,965.51
OAC SERVICES INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128763	38,123.65
PMTECH INC DBA PMWEB	CONTRACTUAL SERVICES ACH PMT NO. - 80128714	198.00
POWER CITY ELECTRIC INC	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128847	248,168.06
TIERRA RIGHT OF WAY SERVICES LTD	CONSTRUCTION OF FIXED ASSETS ACH PMT NO. - 80128778	13,317.76
US BANK P CARD PAYMENTS	ADVERTISING ACH PMT NO. - 80128906	1,532.00
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80128906	52.87
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	270.00
		-----
TOTAL FOR 4250 - INTEGRATED CAPITAL MANAGEMENT		2,865,767.74

4310 - SEWER MAINTENANCE DIVISION

ACTION MATERIALS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128863	273.92
CALIFORNIA SURVEYING & DRAFTING SUPPLY INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128733	8,301.44
COLEMAN OIL COMPANY LLC	MOTOR FUEL-OUTSIDE VENDOR ACH PMT NO. - 80128736	4,985.22
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128874	85.77
CUES INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128739	2,253.20
DUKE'S ROOT CONTROL INC	OPERATING SUPPLIES ACH PMT NO. - 80128883	7,324.80
PRORATE AND FUEL TAX DEPT OF LICENSING	WA DEPT OF REVENUE CHECK NO. - 00602604	1,476.55
SPOKANE COUNTY TITLE CO	CONTRACTUAL SERVICES ACH PMT NO. - 80128771	981.00
SPOKANE COUNTY TREASURER	OPERATING ASSESSMENTS/TAXES ACH PMT NO. - 80128901	305.92

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	BUILDING REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	30.80
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	34.88

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	133.73
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	1,639.30
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	6,636.54
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	850.00
US BANK P CARD PAYMENTS	PARKING/TOLLS (LOCAL) ACH PMT NO. - 80128906	96.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	750.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	1,918.04
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80128906	1,354.01
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80128906	389.33
WSF LLC dba WESTERN SYSTEMS &	REPAIR & MAINTENANCE SUPPLIES CREDIT CARD PMT NO. - 70000065	4,735.93
TOTAL FOR 4310 - SEWER MAINTENANCE DIVISION		44,556.38

4320 - RIVERSIDE PARK RECLAMATION FAC

AQUATIC INFORMATICS INC	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80128819	10,871.00
BRANDSAFWAY SERVICES INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128770	699.43
CENTURYLINK	TELEPHONE CHECK NO. - 00602607	8,701.00
CINTAS CORPORATION	LAUNDRY/JANITORIAL SERVICES CREDIT CARD PMT NO. - 70000066	6,113.06
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128874	427.75
EUROFINS ENVIRONMENT TESTING NORTHWEST LLC	TESTING SERVICES ACH PMT NO. - 80128744	437.50

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

FEDERAL EXPRESS CORP/DBA FEDEX	POSTAGE ACH PMT NO. - 80128792	340.90
HASA INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128749	15,512.96
HDR ENGINEERING INC	CONTRACTUAL SERVICES ACH PMT NO. - 80128830	4,794.01

INLAND ENVIRONMENTAL RESOURCES INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128751	7,871.59
INLAND POWER & LIGHT CO	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80128795	155.90
K & L GATES LLP	LEGAL SERVICES ACH PMT NO. - 80128835	12,289.50
KEMIRA WATER SOLUTIONS INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128753	94,621.37
OXARC INC	CHEMICAL/LAB SUPPLIES CREDIT CARD PMT NO. - 70000062	2,510.76
PACIFIC POWER GROUP LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128845	6,014.31
POINTE PEST CONTROL	CONTRACTUAL SERVICES CHECK NO. - 00602652	1,466.05
POLYDYNE INC	CHEMICAL/LAB SUPPLIES CREDIT CARD PMT NO. - 70000064	22,930.88
SPOKANE COUNTY TREASURER	UTIL-SEWER / TREATMENT ACH PMT NO. - 80128772	51,424.00
SPOKANE INT'L AIRPORT	PERMITS/OTHER FEES ACH PMT NO. - 80128774	180.00
TRIANGLE PUMP & EQUIPMENT INC	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00602610	4,917.40
TWO RIVERS TERMINAL LLC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128811	5,838.14
US BANK P CARD PAYMENTS	CELL PHONE ACH PMT NO. - 80128906	897.96
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	1,301.97
US BANK P CARD PAYMENTS	LUBRICANTS ACH PMT NO. - 80128906	961.69
US BANK P CARD PAYMENTS	MINOR SAFETY EQUIPMENT ACH PMT NO. - 80128906	1,050.54
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	684.02

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	37,204.04
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	213.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	1,046.96
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80128906	1,866.11
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED)	

	ACH PMT NO. - 80128906	149.33
WA STATE DEPT OF REVENUE	OPERATING SUPPLIES	
	-	52.47
WA STATE DEPT OF REVENUE	SOFTWARE (NONCAPITALIZED)	
	-	978.39
TOTAL FOR 4320 - RIVERSIDE PARK RECLAMATION FAC		304,523.99

4330 - STORMWATER

AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE	
	ACH PMT NO. - 80128867	278.42
CENTURYLINK	TELEPHONE	
	CHECK NO. - 00602607	2,240.28
NB ENGINEERING LLC	CONTRACTUAL SERVICES	
DBA EVERGREEN STORMH2O	ACH PMT NO. - 80128760	34,787.25
ROGUE HEART MEDIA SPC	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80128767	3,318.50
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES	
	ACH PMT NO. - 80128906	2,100.72
TOTAL FOR 4330 - STORMWATER		42,725.17

4480 - SOLID WASTE FUND

GARCO CONSTRUCTION INC.	REFUNDS	
PO BOX 2946	CHECK NO. - 00602608	500.00
TIMOTHY SHORT	REFUNDS	
611 E 1ST AVE	CHECK NO. - 00602609	500.00
TOTAL FOR 4480 - SOLID WASTE FUND		1,000.00

4490 - SOLID WASTE DISPOSAL

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

AIRGAS SPECIALTY PRODUCTS INC	CHEMICAL/LAB SUPPLIES	
	CREDIT CARD PMT NO. - 70000051	17,536.41
APPLIED INDUSTRIAL TECHNOLOGIES	EQUIPMENT REPAIRS/MAINTENANCE	
	ACH PMT NO. - 80128787	1,169.61
ATLAS COPCO USA HOLDINGS INC dba ATLAS COPCO COMPRESSORS	EQUIPMENT REPAIRS/MAINTENANCE	
	ACH PMT NO. - 80128788	14,630.94
AVISTA UTILITIES	UTILITY NATURAL GAS	
	ACH PMT NO. - 80128820	37,462.30
BANNER FURNACE & FUEL	OPERATING SUPPLIES	
	ACH PMT NO. - 80128730	168.95
BARR-TECH LLC	CONTRACTUAL SERVICES	
	ACH PMT NO. - 80128691	31,139.37



BENDER CCP INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128817	48,420.00
BRANDSAFWAY SERVICES INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128804	9,413.34
BROADWAY INDUSTRIAL SUPPLY LLC	OPERATING SUPPLIES ACH PMT NO. - 80128731	1,931.67
BROADWAY INDUSTRIAL SUPPLY LLC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128731	5,882.74
CINTAS CORPORATION	LAUNDRY/JANITORIAL SERVICES CREDIT CARD PMT NO. - 70000054	7,640.37
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128874	864.20
ELJAY OIL CO INC	LUBRICANTS CREDIT CARD PMT NO. - 70000056	1,195.09
ELJAY OIL CO INC	MOTOR FUEL-OUTSIDE VENDOR CREDIT CARD PMT NO. - 70000056	1,804.71
EUROFINS ENVIRONMENT TESTING NORTHWEST LLC	PROFESSIONAL SERVICES ACH PMT NO. - 80128697	465.00
FASTENAL CO	OPERATING SUPPLIES ACH PMT NO. - 80128745	464.73
FASTENAL CO	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80128745	704.65
FASTENAL CO	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128745	568.68
FELTON FIRE SERVICE LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128793	542.80
FINLEY BUTTES LIMITED PARTNERSHIP DBA FINLEY BUTTES	CONTRACTUAL SERVICES ACH PMT NO. - 80128698	184,548.42

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

FIRE CONTROL SPRINKLER SYSTEMS COMPANY INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128794	1,312.74
GRAINGER INC	REGISTRATION/SCHOOLING ACH PMT NO. - 80128829	33,005.20
HASKINS STEEL CO INC	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128750	4,174.13
HELFRICH BROTHERS BOILER WORKS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128831	21,886.11
HYDRAULICS PLUS INC	EQUIPMENT REPAIRS/MAINTENANCE CREDIT CARD PMT NO. - 70000050	2,229.04
K & L GATES LLP	PROFESSIONAL SERVICES ACH PMT NO. - 80128703	351.00
KNIGHT CONSTRUCTION & SUPPLY INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128837	40,627.49

MATT HOUSTON dba SKUNKWORKS	CONTRACTUAL SERVICES ACH PMT NO. - 80128717	625.00
MCCOY POWER CONSULTANTS INC	PROFESSIONAL SERVICES ACH PMT NO. - 80128704	7,400.00
MCKINSTRY CO LLC LOCKBOX	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128798	1,365.25
NAIMOR INC	OTHER IMPROVEMENTS ACH PMT NO. - 80128758	13,112.35
NORCO INC	CHEMICAL/LAB SUPPLIES CREDIT CARD PMT NO. - 70000061	582.06
NORFOLK IRON & METAL CO DBA CDA METALS	REPAIR & MAINTENANCE SUPPLIES CHECK NO. - 00602592	1,866.04
NORTHSTAR CHEMICAL INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128761	4,164.67
OIL RE-REFINING CO INC	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80128844	1,912.75
ONLINE CLEANING SERVICES	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128799	9,352.20
PAPE MACHINERY INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128846	17,985.00
PERFORMANCE SYSTEMS INTEGRATION LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128800	163.50
PETE LIEN & SONS INC	CHEMICAL/LAB SUPPLIES ACH PMT NO. - 80128764	23,047.15
RIPPLINGER ENGINEERING LABORATORIES	PROFESSIONAL SERVICES ACH PMT NO. - 80128715	8,204.54

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

SPOKANE COUNTY TREASURER	OPERATING ASSESSMENTS/TAXES ACH PMT NO. - 80128809	290.62
SPOKANE HOUSE OF HOSE INC	OPERATING SUPPLIES ACH PMT NO. - 80128773	1,019.16
SPOKANE INT'L AIRPORT	OPERATING RENTALS/LEASES ACH PMT NO. - 80128853	26.14
SPRING ENVIRONMENTAL INC	REGISTRATION/SCHOOLING ACH PMT NO. - 80128719	420.00
UNITED RENTALS NW INC	OPERATING RENTALS/LEASES CHECK NO. - 00602653	5,072.86
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	428.62
US BANK P CARD PAYMENTS	HAZARDOUS WASTE DISPOSAL ACH PMT NO. - 80128906	252.89
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	26.99
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	

	ACH PMT NO. - 80128906	156.31
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	3,541.91
US BANK P CARD PAYMENTS	PERSONAL PROTECTIVE EQUIPMENT ACH PMT NO. - 80128906	1,097.94
US BANK P CARD PAYMENTS	POSTAGE ACH PMT NO. - 80128906	282.89
US BANK P CARD PAYMENTS	PUBLICATIONS ACH PMT NO. - 80128906	282.76
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	1,155.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	21,162.32
US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80128906	393.89-
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80128906	2,042.25
VALMET INC C/O BANK OF AMERICA	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128813	25,401.08
WA STATE DEPT OF REVENUE	REPAIR & MAINTENANCE SUPPLIES -	87.33
WA STATE DEPT OF REVENUE	SMALL TOOLS -	51.20

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

WASHINGTON EQUIPMENT MANUFACTURING CO INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128861	101,318.48
WATERCO OF THE PACIFIC NORTH WEST, INC	OPERATING SUPPLIES CHECK NO. - 00602594	449.31
TOTAL FOR 4490 - SOLID WASTE DISPOSAL		----- 724,092.37

4500 - SOLID WASTE COLLECTION

ALSCO DIVISION OF ALSCO INC	LAUNDRY/JANITORIAL SERVICES ACH PMT NO. - 80128727	17,362.64
ASSURANCE FITNESS REPAIR	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00602589	163.50
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80128729	8,619.79
AVISTA UTILITIES	UTILITY NATURAL GAS ACH PMT NO. - 80128729	2,460.62
BIG BELLY SOLAR LLC	OPERATING RENTALS/LEASES CREDIT CARD PMT NO. - 70000048	6,734.69
CENTURYLINK	TELEPHONE CHECK NO. - 00602591	410.86

CINTAS CORPORATION	CLOTHING CREDIT CARD PMT NO. - 70000054	187.36
FASTENAL CO	OPERATING SUPPLIES ACH PMT NO. - 80128745	967.81
LINN MACHINE & MFG	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128756	60,305.64
SPOKANE COUNTY TREASURER	UTIL GARBAGE/WASTE REMOVAL ACH PMT NO. - 80128772	175,705.15
SPOKANE PRO CARE INC	CONTRACTUAL SERVICES ACH PMT NO. - 80128718	853.80
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	227.06
US BANK P CARD PAYMENTS	MISC REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	168.95
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80128906	13.05
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	356.85
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	1,012.47

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	SAFETY SUPPLIES ACH PMT NO. - 80128906	104.90
VICTOR J GIAMPIETRI II DBA WA STATE FIRST AID	REGISTRATION/SCHOOLING ACH PMT NO. - 80128816	2,800.00
TOTAL FOR 4500 - SOLID WASTE COLLECTION		278,455.14

4530 - SOLID WASTE LANDFILLS

ANATEK LABS INC	PROFESSIONAL SERVICES CREDIT CARD PMT NO. - 70000046	1,122.00
CENTURYLINK	TELEPHONE CHECK NO. - 00602591	78.50
CINTAS CORPORATION	LAUNDRY/JANITORIAL SERVICES CREDIT CARD PMT NO. - 70000054	154.80
ELKINS EARTHWORKS LLC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128743	820.00
WA STATE DEPT OF REVENUE	EQUIPMENT REPAIRS/MAINTENANCE -	73.80
TOTAL FOR 4530 - SOLID WASTE LANDFILLS		2,249.10

4600 - GOLF FUND

IAN MCINTOSH	PER DIEM CHECK NO. - 00602650	71.00
US BANK P CARD PAYMENTS	CLOTHING ACH PMT NO. - 80128906	151.06
US BANK P CARD PAYMENTS	GENERAL REPAIRS/MAINT ACH PMT NO. - 80128906	79.70
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	216.64
US BANK P CARD PAYMENTS	OTHER REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	465.14
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	465.00
US BANK P CARD PAYMENTS	REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	1,531.33
US BANK P CARD PAYMENTS	SMALL TOOLS ACH PMT NO. - 80128906	351.49
WA STATE DEPT OF REVENUE	REPAIRS/MAINTENANCE -	92.34

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

TOTAL FOR 4600 - GOLF FUND	-----	3,423.70
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4700 - DEVELOPMENT SVCS CENTER

FINANCIAL CONSULTING SOLUTIONS GROUP INC DBA FCS GROUP	CONTRACTUAL SERVICES ACH PMT NO. - 80128885	14,291.20
NORTH CENTER CARE CENTER INC 1812 N WALL ST.	DEPOSIT-MISCELLANEOUS DEPOSITS CHECK NO. - 00602597	202.00
TRUEPOINT SOLUTIONS LLC	CONTRACTUAL SERVICES ACH PMT NO. - 80128856	315.88
US BANK P CARD PAYMENTS	BANK FEES ACH PMT NO. - 80128906	186.55
US BANK P CARD PAYMENTS	NON-TRAVEL MEALS/LGHT RFRSHMT ACH PMT NO. - 80128906	113.69
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	110.09
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	316.00-
US BANK P CARD PAYMENTS	PROMOTIONAL SUPPLIES ACH PMT NO. - 80128906	360.21
US BANK P CARD PAYMENTS	PUBLICATIONS ACH PMT NO. - 80128906	922.51
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	650.00

5100 - FLEET SERVICES FUND

-----		
ASSURANCE FITNESS REPAIR	EQUIPMENT REPAIRS/MAINTENANCE CHECK NO. - 00602589	163.50
AVISTA UTILITIES	UTILITY LIGHT/POWER SERVICE ACH PMT NO. - 80128867	39.37
COLEMAN OIL COMPANY LLC	MOTOR FUEL-OUTSIDE VENDOR ACH PMT NO. - 80128871	34,477.70
CONNELL OIL INC DBA CO-ENERGY	LUBRICANTS ACH PMT NO. - 80128872	856.64
CONTROL SOLUTIONS NW INC	BUILDING REPAIRS/MAINTENANCE ACH PMT NO. - 80128790	2,612.63
COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128874	767.20

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

CUMMINS INC DBA CUMMINS SALES & SERVICE	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128877	4,904.20
CUMMINS INC DBA CUMMINS SALES & SERVICE	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80128877	339.04-
EVERGREEN STATE TOWING LLC DBA SPOKANE VALLEY TOWING	TOWING EXPENSE CREDIT CARD PMT NO. - 70000057	1,388.66
GENUINE PARTS COMPANY DBA NAPA AUTO PARTS	VEHICLE REPAIR & MAINT SUPPLY ACH PMT NO. - 80128759	359,506.32
GWP HOLDINGS LLC DBA DOBBS PETERBILT	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128882	8,429.58
IIA LIFTING SERVICES INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128701	424.35
NOVUS AUTO GLASS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128762	1,719.55
OXARC INC	OPERATING RENTALS/LEASES CREDIT CARD PMT NO. - 70000069	612.98
PAPE MACHINERY INC	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128895	1,368.56
SAFETY KLEEN CORPORATION	HAZARDOUS WASTE DISPOSAL CHECK NO. - 00602668	204.50
US BANK P CARD PAYMENTS	EQUIPMENT REPAIRS/MAINTENANCE ACH PMT NO. - 80128906	294.24
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	186.04
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	80.22-
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	50.00

US BANK P CARD PAYMENTS	PERMITS/OTHER FEES ACH PMT NO. - 80128906	1,284.54
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	150.00
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80128907	296.59
WA STATE DEPT OF REVENUE OR CITY OF SPOKANE	DEPOSIT-SALES TAX CHECK NO. - 00602564	350.56
TOTAL FOR 5100 - FLEET SERVICES FUND		419,668.45

5200 - PUBLIC WORKS AND UTILITIES

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

COPIERS NORTHWEST INC	OPERATING RENTALS/LEASES ACH PMT NO. - 80128737	157.00
GONZAGA UNIVERSITY LEADERSHIP CONNECTION	CONTRACTUAL SERVICES CHECK NO. - 00602562	4,092.00
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	97.66
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80128906	21.67
US BANK P CARD PAYMENTS	OFFICE FURNITURE (NON CAPITAL) ACH PMT NO. - 80128906	32.12-
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	100.97
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80128907	42.74
TOTAL FOR 5200 - PUBLIC WORKS AND UTILITIES		4,479.92

5300 - IT FUND

CENTURYLINK	HARDWARE MAINTENANCE CHECK NO. - 00602647	328.30
COMPUNET INC LB 410802	ADVISORY TECHNICAL SERVICE ACH PMT NO. - 80128824	450.00
DELL MARKETING LP %DELL USA LP	OFFICE SUPPLIES ACH PMT NO. - 80128880	90.73
NORTHWEST OPEN ACCESS NETWORK	TELEPHONE ACH PMT NO. - 80128842	3,600.00
PITNEY BOWES	HARDWARE MAINTENANCE CHECK NO. - 00602651	2,656.67
PITNEY BOWES	OPERATING RENTALS/LEASES CHECK NO. - 00602651	9,776.93

US BANK P CARD PAYMENTS	CELL PHONE ACH PMT NO. - 80128906	113.81
US BANK P CARD PAYMENTS	IT/DATA SERVICES ACH PMT NO. - 80128906	1,616.36
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	612.41
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	54.02
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	25.18

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	225.00
US BANK P CARD PAYMENTS	SOFTWARE MAINTENANCE ACH PMT NO. - 80128906	450.00
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80128906	268.82
WA STATE DEPT OF REVENUE	SOFTWARE MAINTENANCE -	40.50
WA STATE DEPT OF REVENUE	SOFTWARE (NONCAPITALIZED) -	3.20
TOTAL FOR 5300 - IT FUND		20,311.93

5400 - REPROGRAPHICS FUND

US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	21.58
TOTAL FOR 5400 - REPROGRAPHICS FUND		21.58

5500 - PURCHASING & STORES FUND

US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	258.68
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	848.89
VERIZON WIRELESS	CELL PHONE ACH PMT NO. - 80128859	85.48
TOTAL FOR 5500 - PURCHASING & STORES FUND		1,193.05

5600 - ACCOUNTING SERVICES

ALLIED ENVELOPE	PRINTING/BINDING/REPRO ACH PMT NO. - 80128865	1,465.50
US BANK P CARD PAYMENTS	OFFICE SUPPLIES	



	ACH PMT NO. - 80128906	464.42
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	430.11
TOTAL FOR 5600 - ACCOUNTING SERVICES		2,360.03

5700 - MY SPOKANE

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	183.07
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	245.70
TOTAL FOR 5700 - MY SPOKANE		428.77

5750 - OFFICE OF PERFORMANCE MGMT

INFINITE INNOVATIONS LLC	CONTRACTUAL SERVICES CREDIT CARD PMT NO. - 70000060	7,816.60
TOTAL FOR 5750 - OFFICE OF PERFORMANCE MGMT		7,816.60

5800 - RISK MANAGEMENT FUND

US BANK OR CITY TREASURER LIABILITY CLAIMS	INSURANCE CLAIMS ACH PMT NO. - 80128858	76,435.44
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	69.12
TOTAL FOR 5800 - RISK MANAGEMENT FUND		76,504.56

5810 - WORKERS' COMPENSATION FUND

ALLIED ENVELOPE	OFFICE SUPPLIES ACH PMT NO. - 80128865	82.69
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	36.79
WILLIS TOWERS WATSON INSURANCE SERVICES WEST INC	INSURANCE CLAIMS ACH PMT NO. - 80128862	1,985.00
TOTAL FOR 5810 - WORKERS' COMPENSATION FUND		2,104.48

5830 - EMPLOYEES BENEFITS FUND

ALLIANT INSURANCE SERVICES INC	CONTRACTUAL SERVICES ACH PMT NO. - 80128864	5,720.00
DEER OAKS EAP SERVICES LLC	PROFESSIONAL SERVICES ACH PMT NO. - 80128878	4,972.00

DELTA DENTAL OF WASHINGTON	INSURANCE CLAIMS ACH PMT NO. - 80128881	50,015.88
KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	INSURANCE ADMINISTRATION ACH PMT NO. - 80128797	79,296.38

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	INSURANCE CLAIMS ACH PMT NO. - 80128890	140,762.42
KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	INSURANCE PREMIUMS ACH PMT NO. - 80128797	25,217.28
PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	INSURANCE CLAIMS ACH PMT NO. - 80128801	723,039.04
TOTAL FOR 5830 - EMPLOYEES BENEFITS FUND		----- 1,029,023.00

5900 - FACILITIES MANAGEMENT FUND OPS

ORKIN	BUILDING REPAIRS/MAINTENANCE CHECK NO. - 00602602	125.35
ROAR WORKS LLC	SNOW REMOVAL SERVICES ACH PMT NO. - 80128803	14,061.00
US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	208.32
US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80128906	48.00
US BANK P CARD PAYMENTS	OPERATING RENTALS/LEASES ACH PMT NO. - 80128906	1,993.26
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	518.43
US BANK P CARD PAYMENTS	PERMITS/OTHER FEES ACH PMT NO. - 80128906	592.00
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	14,662.72
US BANK P CARD PAYMENTS	SOFTWARE (NONCAPITALIZED) ACH PMT NO. - 80128906	12.81
VERTICAL OPTIONS LLC	BUILDING REPAIRS/MAINTENANCE ACH PMT NO. - 80128814	697.60
WAXIE SANITARY SUPPLY	OPERATING SUPPLIES CHECK NO. - 00602611	6,432.98
TOTAL FOR 5900 - FACILITIES MANAGEMENT FUND OPS		----- 39,352.47

5902 - PROPERTY ACQUISITION POLICE

CLARY LONGVIEW LLC DBA BUD CLARY FORD/HYUNDAI	VEHICLES ACH PMT NO. - 80128735	137,648.48
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RESPONSE READY MEDICAL LLC OPERATING SUPPLIES  
ACH PMT NO. - 80128766 730.23

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PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

US BANK P CARD PAYMENTS	MINOR EQUIPMENT ACH PMT NO. - 80128906	192.84
US BANK P CARD PAYMENTS	OPERATING SUPPLIES ACH PMT NO. - 80128906	119.68
US BANK P CARD PAYMENTS	REPAIR & MAINTENANCE SUPPLIES ACH PMT NO. - 80128906	1,044.24
WA STATE DEPT OF REVENUE	MINOR EQUIPMENT -	18.48
TOTAL FOR 5902 - PROPERTY ACQUISITION POLICE		139,753.95

5903 - PROPERTY ACQUISITION FIRE

NORDIC TARPS MFG	VEHICLES CHECK NO. - 00602600	283.40
US BANK P CARD PAYMENTS	MACHINERY/EQUIPMENT ACH PMT NO. - 80128906	48.59-
US BANK P CARD PAYMENTS	VEHICLES ACH PMT NO. - 80128906	1,198.47
TOTAL FOR 5903 - PROPERTY ACQUISITION FIRE		1,433.28

6080 - POLICE PENSION FUND

US BANK TRUST NA OR CITY OF SPOKANE	PURCHASE OF INVESTMENTS ACH PMT NO. - 80128857	150,000.00
TOTAL FOR 6080 - POLICE PENSION FUND		150,000.00

6100 - RETIREMENT

US BANK P CARD PAYMENTS	MISC SERVICES/CHARGES ACH PMT NO. - 80128906	50.00
US BANK P CARD PAYMENTS	OFFICE SUPPLIES ACH PMT NO. - 80128906	58.69
US BANK P CARD PAYMENTS	OTH DUES/SUBSCRIPTNS/MEMBERSHP ACH PMT NO. - 80128906	82.00
US BANK P CARD PAYMENTS	REGISTRATION/SCHOOLING ACH PMT NO. - 80128906	6,150.00
TOTAL FOR 6100 - RETIREMENT		6,340.69

6200 - FIREFIGHTERS' PENSION FUND

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

ALLIANT INSURANCE SERVICES INC	INSURANCE ADMINISTRATION ACH PMT NO. - 80128864	1,665.00
DELTA DENTAL OF WASHINGTON	SERVICE REIMBURSEMENT ACH PMT NO. - 80128881	2,584.00
MARION CASEY	SERVICE REIMBURSEMENT CHECK NO. - 00602663	400.00
PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	SERVICE REIMBURSEMENT ACH PMT NO. - 80128801	47,634.14
RICHARD SCHUERMAN	SERVICE REIMBURSEMENT CHECK NO. - 00602669	165.27
WELLTOWER PEGASUS TENNANT LLC dba SOUTH HILL VILLAGE	SERVICE REIMBURSEMENT CHECK NO. - 00602673	5,762.00
WELLTOWER PEGASUS TENNANT LLC dba SOUTH HILL VILLAGE	SERVICE REIMBURSEMENT CHECK NO. - 00602673	1,875.00
TOTAL FOR 6200 - FIREFIGHTERS' PENSION FUND		60,085.41

6300 - POLICE PENSION

ALLIANT INSURANCE SERVICES INC	INSURANCE ADMINISTRATION ACH PMT NO. - 80128864	1,665.00
APRIA HEALTHCARE INC	SERVICE REIMBURSEMENT CHECK NO. - 00602662	58.59
DELTA DENTAL OF WASHINGTON	SERVICE REIMBURSEMENT ACH PMT NO. - 80128881	6,227.40
JAMES CULP	SERVICE REIMBURSEMENT ACH PMT NO. - 80128908	74.65
JAMES GARRY	SERVICE REIMBURSEMENT CHECK NO. - 00602665	241.77
MARK GRUMBLY	SERVICE REIMBURSEMENT CHECK NO. - 00602666	300.00
PREMERA BLUE CROSS OR SPOKANE CITY TREASURER	SERVICE REIMBURSEMENT ACH PMT NO. - 80128801	41,231.93
TOTAL FOR 6300 - POLICE PENSION		49,799.34

6920 - CLAIMS CLEARING FUND

CALEB CANTILLANA	ACCOUNTS PAYABLE CHECK NO. - 00602598	215.90
TOTAL FOR 6920 - CLAIMS CLEARING FUND		215.90

PROCESSING OF VOUCHERS RESULTS IN CLAIMS AS FOLLOWS:

6960 - SALARY CLEARING FUND NEW

-----  
VALLEY EMPIRE COLLECTION

VALLEY EMPIRE COLLECTION  
CHECK NO. - 00602672

1,370.11

TOTAL FOR 6960 - SALARY CLEARING FUND NEW

-----  
1,370.11

TOTAL CLAIMS

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7,549,679.16



**Agenda Sheet for City Council:**

**Committee: Date:** N/A

**Committee Agenda type:**

**Council Meeting Date:** 05/06/2024

<b>Date Rec'd</b>	5/1/2024
<b>Clerk's File #</b>	CPR 2024-0003
<b>Renews #</b>	
<b>Cross Ref #</b>	
<b>Project #</b>	
<b>Bid #</b>	
<b>Requisition #</b>	

<b>Submitting Dept</b>	ACCOUNTING & GRANTS
<b>Contact Name/Phone</b>	MICHELLE 6032
<b>Contact E-Mail</b>	MMURRAY@SPOKANECITY.ORG
<b>Agenda Item Type</b>	Claim Item
<b>Council Sponsor(s)</b>	
<b>Agenda Item Name</b>	5600-ACCOUNTING-PAYROLL

**Agenda Wording**

Report of the Mayor of pending payroll claims of previously approved obligations through: April 27, 2024.  
Payroll check #572121 through check #572268 \$9,349,931.62

**Summary (Background)**

N/A

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget?

Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$

**Narrative**

<b>Amount</b>	<b>Budget Account</b>
---------------	-----------------------

Expense	\$ 9,349,931.62	# Various
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



**PAYROLL RECAP BY FUND**  
**PAY PERIOD ENDING APRIL 27, 2024**

FUND	FUND NAME	TOTAL
0100	GENERAL FUND	
0030	POLICE OMBUDSMAN	13,448.02
0230	CIVIL SERVICE	44,113.02
0260	CITY CLERK	23,229.62
0320	COUNCIL	51,765.60
0330	PUBLIC AFFAIRS / COMMUNICATIONS	34,867.31
0370	ENGINEERING SERVICES	231,389.27
0410	FINANCE	50,236.48
0450	CD/HS DIVISION	14,076.00
0470	HISTORIC PRESERVATION	8,064.80
0480	OFFICE OF CIVIL RIGHTS,EQUITY, & INCLUSION	4,610.40
0500	LEGAL	147,207.68
0520	MAYOR	36,591.92
0550	NEIGHBORHOOD SERVICES	19,389.60
05601	MUNICIPAL COURT	129,487.37
0570	OFFICE OF HEARING EXAMINER	6,786.40
0620	HUMAN RESOURCES	35,324.49
0650	PLANNING SERVICES	67,640.00
0680	POLICE	2,248,464.90
0690	PROBATION SERVICES	81,580.04
0700	PUBLIC DEFENDERS	96,859.28
0750	ECONOMIC DEVELOPMENT	9,857.60
0860	TREASURER	0.00
	TOTAL GENERAL FUND	3,354,989.80



FUND	FUND NAME	TOTAL
1100	STREET	287,934.56
1200	CODE ENFORCEMENT	69,141.77
1300	LIBRARY	275,369.12
1380	TRAFFIC CALMING MEASURES	3,317.60
1390	URBAN FORESTRY	2,719.20
1400	PARKS AND RECREATION	422,521.46
1425	AMERICAN RESCUE PLAN	2,170.63
1460	PARKING METER	35,952.01
1595	HOUSING SALES TAX	0.00
1620	PUBLIC SAFETY & JUDICIAL GRANT	15,230.18
1625	PUBLIC SAFETY PERSONNEL	212,811.07
1680	CD/HS	65,306.06
1910	CRIMINAL JUSTICE ASSISTANCES	2,247.20
1970	EMS FUND	1,714,073.89
4100	WATER	503,439.20
4250	INTEGRATED CAPITAL FUND	60,897.20
4300	SEWER	676,070.94
4480	REFUSE	659,675.75
4600	GOLF	77,415.62
4700	GENERAL SERVICES FUND	199,786.06
5100	FLEET SERVICE	131,721.68
5200	PUBLIC WORKS & UTILITY FUND	59,027.81
5300	MIS	198,353.14
5400	REPROGRAPHICS	5,190.40
5500	PURCHASING	28,416.81
5600	ACCOUNTING SERVICES	135,395.65
5700	MY SPOKANE	35,132.52
5750	PROJECT MANAGEMENT OFFICE	25,000.00
5800	RISK MANAGEMENT	17,421.60
5810	WORKER'S COMPENSATION	9,773.60
5830	SELF-FUNDED MEDICAL/DENTAL	8,731.31
5900	ASSET MANAGEMENT	44,610.58
6060	CITY RETIREMENT	10,087.20
	TOTAL	9,349,931.62

# MINUTES OF SPOKANE CITY COUNCIL

Monday, April 22, 2024

## BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:32 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 Wilkerson and Council Members Cathcart, Dillon, Klitzke, Navarrete, and Zappone were present. Council Member Bingle was absent.

Interim City Administrator Garrett Jones; Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

### Candidate Interview – Spokane Employees Retirement System (SERS)

The City Council interviewed Beau Madsen, a candidate for appointment to the SERS Board.

### Current Agenda Review

The City Council reviewed the April 22, 2024, Current Agenda.

Resolution 2024-0037 (Council Sponsors: Council Members Klitzke, Bingle, and Zappone)

**Motion** by Council Member Zappone, seconded by Council Member Cathcart, **to defer Resolution 2024-0037**—establishing the Plan Commission Work Program for 2024/2025—for one week, to April 29, 2024; **carried 6-0.**

Resolution 2024-0038 (Council Sponsors: Council Members Zappone and Klitzke)

**Motion** by Council Member Cathcart, seconded by Council Member Klitzke, **to amend Resolution 2024-0038**—directing City of Spokane Planning Services to initiate climate planning that implements the requirements of HB 1181 as part of the periodic update by conducting community engagement, analyzing climate impacts, and developing and integrating climate goals and policies to build community resilience and reduce greenhouse gas emissions—with a Cathcart proposed amendment filed April 19, 2024; **rejected 1-5.**

Resolution 2024-0040 (Council Sponsors: Council Members Zappone, Klitzke, and Bingle)

**Motion** by Council Member Zappone, seconded by Council Member Dillon, **to amend Resolution 2024-0040**—appointing members to the Housing Action Subcommittee—with

a Navarrete proposed amendment filed April 19, 2024 (removes name from list of appointments); **carried 6-0.**

Final Reading Ordinance C36504 (Council Sponsors: Council Members Zappone, Dillon, and Klitzke)

**Motion** by Council Member Zappone, seconded by Council Member Dillon, **to amend** Final Reading Ordinance C36504—altering the Lodging Tax Advisory Committee, creating the Lodging Tax Advisory Program; amending sections 04.30.010 and 04.030.020 of the Spokane Municipal Code, and adding a new section to Chapter 04.30 of the Spokane Municipal Code—with a Zappone proposed amendment filed April 19, 2024; **carried 6-0.**

First Reading Ordinance C36515 (Council Sponsors: Council Members Dillon, Zappone, and Navarrete)

**Motion** by Council Member Dillon, seconded by Council Member Klitzke, **to amend** First Reading Ordinance C36515—relating to residential rental properties and establishing minimum notice period for residential rent increases, amending sections 10.57.130 and 10.57.140 of the Spokane Municipal Code, creating a new Section 10.57.160 of the Spokane Municipal Code, and establishing an effective date—with a Wilkerson/Dillon proposed amendment filed April 19, 2024 (reduces notice period to 120 days for rent increases equal to or less than 3%, and keeps 180-day notice period for increases over 3%); **carried 5-1.**

Loan Agreement with the Hifumi En LLLP (OPR 2024-0325) (Council Sponsors: Council President Wilkerson and Council Member Cathcart)

**Motion** by Council Member Zappone, seconded by Council Member Dillon, **to suspend** the Council Rules for purposes of adding to the agenda; **carried 6-0.**

**Motion** by Council Member Zappone, seconded by Council Member Cathcart, **to add** Item No. 15 (OPR 2024-0325) from the April 29, 2024, Advance Current Agenda—Loan Agreement with the Hifumi En LLLP to finance a portion of the construction and/or rehabilitation of a three-story, 88-unit affordable housing project to be built at 926 E. 8th Avenue to be known as the Hifumi En Apartments—to tonight's (April 22) Consent Agenda; **carried 6-0.**

First Reading Ordinance C36516 (Council Sponsors: Council Members Cathcart and Bingle)

**Motion** by Council Member Zappone, seconded by Council Member Navarrete, **to defer indefinitely** First Reading Ordinance C36516—establishing a definition of "emergency" for the purposes of governing legislation of the City Council and ensuring the appropriate use of emergency ordinances, and adding a new Section 01.01.080 to the Spokane Municipal Code; **rejected 2-4.**

### **Advance Agenda Review**

The City Council received an overview of the April 29, 2024, Advance Agenda items.

**Action to Approve April 29, 2024, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the April 29, 2024, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

**Motion** by Council Member Cathcart, seconded by Council Member Klitzke, **to approve** the April 29, 2024, Advance Agenda (as amended); **carried 6-0.**

**Council Recess/Executive Session**

The City Council recessed at 4:17 p.m. No executive session was held. The City Council reconvened at 6:00 p.m. for the Legislative Session.

**LEGISLATIVE SESSION**

**Land Acknowledgement**

Council President Wilkerson started the meeting off by reading the “Land Acknowledgement” (adopted by City Council on March 22, 2021, under Resolution 2021-0019) which appears on page 2 of the agenda.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Wilkerson.

**Roll Call**

On roll call, Council President Wilkerson and Council Members Cathcart, Dillon, Klitzke, Navarrete, and Zappone were present. Council Member Bingle was absent.

Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

There were no **Proclamations.**

**REPORTS FROM COMMUNITY ORGANIZATIONS**

**Water and Tobacco Blessing**

Shane Garcia and Toni Lodge offered a water and tobacco blessing and presented tobacco ties to the City Council and audience members.

**State of the Land**

In recognition of Earth Day, Twa-le Abrahamson, Indigenous Roots and Reparation Foundation Executive Director, reported on the State of the Land.

There were no **Boards and Commissions Appointments**.

## **CONSENT AGENDA**

Council President Wilkerson provided an overview of the rules of decorum. Public testimony was then taken and there was an opportunity for Council commentary, with none provided. The following action was taken:

**Upon 6-0 Voice Vote**, the City Council **approved** Staff Recommendations for the following items:

Purchase from Action Target, Inc. (Spokane) of a fixed target turning system and installation for the Spokane Police Department rifle range—\$65,509. (OPR 2024-0286) (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)

Pre-approval to purchase fire hose and related components to equip four new pumper trucks and to replace older hose that is reaching the end of its service life throughout the Spokane Fire Department fleet (due to long lead times)—\$450,000. (OPR 2024-0287) (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)

Contract Renewal 2 of 2 with Control Solutions Northwest, Inc. (Spokane) for HVAC preventative maintenance for the Fire Department and dispatch center from July 1, 2024, through June 30, 2025—\$90,000. (OPR 2020-0604) (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)

Contract Renewal with Infor Public Sector, Inc. (Tampa, FL) for annual contract maintenance of the Fire Department's Computer Aided Dispatch (CAD) system, covering maintenance fees and non-Microsoft software licenses, and adding four additional CAD mobile licenses for use by the Spokane Fire Department from May 1, 2024, through April 30, 2025— \$99,545.35. (OPR 2021-0257) (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)

Forestland Response Agreement with Department of Natural Resources to provide ongoing assistance efforts under the authority of Revised Code of Washington (RCW) 76.04.134 and chapter 39.34 RCW. (OPR 2024-0288) (Council President Wilkerson and Council Members Dillon and Cathcart)

Personal Service Agreement with Galls, LLC, (Lexington, KY) for police uniforms with fitting, repair, and inventory services from April 1, 2024, through March 31, 2027—\$75,000 (plus tax, if applicable). (OPR 2024-0289 / RFP 6064-24) (Council Sponsors: Council Members Cathcart, Dillon, and Navarrete)

Agreement Amendment 1 to add HEN FCS PY2024 award to the contract for HEN subrecipient Goodwill Industries of the Inland Northwest and a budget shift from

administration to operations—\$42,241.92. (OPR 2019-0649) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

Recommendation to list the American Legion Cenotaph, located at 508 N Government Way, on the Spokane Register of Historic Places. (OPR 2024-0290) (Council Sponsors: Council Members Bingle, Klitzke, and Zappone)

Grant Agreement with Smart Growth America for capacity building to partner with and work alongside impacted community in the 5th Avenue area of the East Central neighborhood—\$130,000 revenue. (OPR 2024-0291) (Relates to Special Budget Ordinance C36511 and Resolution 2024-0039) (Council Sponsors: Council Members Klitzke, Zappone, and Bingle)

Multiple Family Housing Property Tax Exemption Conditional Agreements with:

- a. Atlantic Project, LLC, for the future construction/renovation of approximately 95 units at Parcel Numbers 35181.0820 and .0813, commonly known as 1239 & 1234 N. Atlantic Street. (OPR 2024-0293)
- b. Louis & Debbie Barro, for the future construction/renovation of approximately 4 units at Parcel Number 35092.4701, commonly known as 2539 N. Napa Street. (OPR 2024-0294)
- c. Jeffrey Utecht and Daneah Galloway, for the future construction/renovation of approximately 4 units at Parcel Number 35073.3605, commonly known as 717 W. Spofford Avenue. (OPR 2024-0295)

The Conditional Agreements will ultimately result in the issuances of final certificates of tax exemption to be filed with the Spokane County Assessor's Office post construction. (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)

Low Bid of Wesslen Construction and Development, Inc. (Spokane Valley, WA) for Maple Street Bridge North Bank Erosion Mitigation project—\$245,993.10. An administrative reserve of \$24,599.31, which is 10% of the contract price, will be set aside. (Peaceful Valley and West Central Neighborhoods) (OPR 2024-0296 / ENG 2022079) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through April 12, 2024, total \$6,806,615.97 (Check Nos.: 602217-602386; ACH Nos.: 128194-128423; Credit Card Nos.: 000015-000021), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$6,230,231.89. (CPR 2024-0002)

- b. Payroll claims of previously approved obligations through April 13, 2024: \$9,432,675.05 (Check Nos.: 571973-572120). (CPR 2024-0003)

City Council Meeting Minutes: April 8, April 11 (ARPA Dot Exercise), and April 11 (Special Meeting), 2024. (CPR 2024-0013)

Loan Agreement with the Hifumi En LLLP to finance a portion of the construction and/or rehabilitation of a three-story, 88-unit affordable housing project to be built at 926 E. 8th Avenue to be known as the Hifumi En Apartments—\$2,581,320 (as added during the 3:30 p.m. Briefing Session). (OPR 2024-0325) (Council Sponsors: Council President Wilkerson and Council Member Cathcart)

**Consultant Agreement with Berk Consulting, Inc. (OPR 2024-0292) (taken separately) (Relates to Special Budget Ordinance C36512 and Resolution 2024-0038) (Council Sponsors: Council Members Zappone and Klitzke)**

**Upon 5-1 Voice Vote**, City Council **approved** Consultant Agreement with Berk Consulting, Inc. (Seattle, WA) for climate impact and resiliency planning with comprehensive plan update services – Phase 1, from April 22, 2024, through December 31, 2025—\$420,000 (plus tax, if applicable).

## LEGISLATIVE AGENDA

### SPECIAL BUDGET ORDINANCES

**Special Budget Ordinance C36507 (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)**

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

**Upon 6-0 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36507**, amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Accounting and Grants Fund

1) Decrease appropriation by \$85,000.

A) Of the decreased appropriation, \$58,000 is removed solely from base wages.

B) Of the decreased appropriation, \$27,000 is removed solely from associated various employee benefits.

2) Increase appropriation by \$85,000.

A) Of the increased appropriation, \$85,000 is provided solely for contractual services.

B) There is no increase in the appropriation level of the Accounting and Grants fund.

(This action arises from the need to provide appropriation authority to fund contractual services for grant research and writing.)

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** Bingle

**Special Budget Ordinance C36508 (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)**

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

**Upon 6-0 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36508** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Miscellaneous Grants Fund

- 1) Decrease appropriation by \$34,155.
  - A) Of the decreased appropriation, \$34,155 is removed solely from base wages for the AOC DVITC 2023-2024 grant.
- 2) Increase appropriation by \$34,155.
  - A) Of the increased appropriation, \$34,155 is provided solely for professional services for the AOC DVITC 2023-2024 grant.

(This action arises from the need to provide appropriation authority to professional services to align with OPR 2023-0854.)

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** Bingle

**Special Budget Ordinance C36509 (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)**

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



**Upon 6-0 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36509** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

General Fund

- 1) Increase appropriation by \$300,000.
- A) Of the increased appropriation, \$300,000 is provided solely for election services provided by Spokane County in 2024.
- B) This is an increase to the overall appropriation level in the General Fund.

(This action arises from the need to pay Spokane County for election services of ballot measures that were not budgeted for.)

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** Bingle

**Special Budget Ordinance C36510 (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)**

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

**Upon 5-1 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36510** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Fire/EMS Fund

- 1) Add one classified Social Response Manager position (from 1 to 2) in the CARES program.
- 2) Add two classified Mental Health Coordinator positions (from 0 to 2) in the CARES program.
- 3) Add one classified Clerk II position (from 0 to 0.5) in the CARES program.
- 4) Increase revenue by \$500,000.
- A) Of the increased revenue, \$500,000 is to be provided solely for interfund other general government services in the CARES program.
- 5) Increase appropriation by \$500,000.

- A) Of the increased appropriation, \$291,200 is to be provided solely for base wages and associated employee benefits in the CARES program.
- B) Of the increased appropriation, \$78,800 is to be provided solely for operating supplies in the CARES program.
- C) Of the increased appropriation, \$130,000 is to be provided solely for vehicles in the CARES program.

and

Opioid Response Fund

- 1) Increase appropriation by \$1,000,000.
- A) Of the increased appropriation, \$291,200 is provided solely to contra salaries and benefits.
- B) Of the increased appropriation, \$208,800 is provided solely to interfund other professional services.
- C) Of the increased appropriation, \$500,000 is provided solely to contractual services.

(This action arises from the proposal to expand the SFD CARES program and create a High Utilizer and Complex Care Initiative.)

**Ayes:** Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** Cathcart  
**Abstain:** None  
**Absent:** Bingle

**Special Budget Ordinance C36511 (Relates to OPR 2024-0291 and Resolution 2024-0039) (Council Sponsors: Council Members Klitzke, Zappone, and Bingle)**

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

**Upon 6-0 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36511** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Miscellaneous Grants Fund

- 1) Increase revenue by \$130,000.
- A) Of the increased revenue, \$130,000 is provided solely for grant revenue from Smart Growth America.
- 2) Increase appropriation by \$130,000.
- A) Of the increased appropriation, \$130,000 is provided solely for contractual services.

(This action arises from the award and acceptance of Smart Growth America's Community Connectors grant.)

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** Bingle

**Special Budget Ordinance C36512 (Relates to OPR 2024-0292 and Resolution 2024-0038) (Council Sponsors: Council Members Klitzke and Zappone)**

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

**Upon 6-0 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36512** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Miscellaneous Grants Fund

- 1) Increase revenue by \$420,000.  
A) Of the increased revenue, \$420,000 is provided solely for grant revenue from the Department of Commerce.
- 2) Increase appropriation by \$420,000.  
A) Of the increased appropriation, \$420,000 is provided solely for contractual services.

(This action arises from the award and acceptance of the Dept. of Commerce's climate planning grant.)

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** Bingle

There were no **Emergency Ordinances**.

**RESOLUTIONS**

**Resolution 2024-0036 (Council Sponsors: Council Members Zappone and Klitzke)**

After public testimony and Council commentary, the following action was taken:

**Upon 6-0 Roll Call Vote**, the City Council **adopted Resolution 2024-0036** approving the 2024 Annual Action Plan component of the 2020-2024 Consolidated Plan for CDBG, HOME, and ESG grant programs and approval to enter into agreement with HUD and awarded organizations. Total anticipated grants revenue: \$5,412,056.

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** Bingle

**For council action on Resolution 2024-0037, see section of minutes under 3:30 p.m. Briefing Session.**

**Resolution 2024-0038 (Relates to OPR 2024-0292 and Special Budget Ordinance C36512) (Council Sponsors: Council Members Zappone and Klitzke)**

After receiving public testimony and an opportunity for Council commentary, with none provided, the following action was taken:

**Upon 5-1 Roll Call Vote**, the City Council **adopted Resolution 2024-0038** directing City of Spokane Planning Services to initiate climate planning that implements the requirements of HB 1181 as part of the periodic update by conducting community engagement, analyzing climate impacts, and developing and integrating climate goals and policies to build community resilience and reduce greenhouse gas emissions.

**Ayes:** Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** Cathcart  
**Abstain:** None  
**Absent:** Bingle

**Resolution 2024-0039 (Relates to OPR 2024-0291 and Special Budget Ordinance C36511) (Council Sponsors: Council Members Klitzke, Zappone, and Bingle)**

After public testimony and Council commentary, the following action was taken:

**Upon 6-0 Roll Call Vote**, the City Council **adopted Resolution 2024-0039** to participate in the Smart Growth America Community Connectors Program to build local capacity and reconnect the 5th Avenue community in the East Central Neighborhood, and co-design projects alongside the most impacted communities for repairing the damage of divisive highway infrastructure.

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone  
**Nos:** None  
**Abstain:** None  
**Absent:** Bingle

**Resolution 2024-0040 (as amended during the 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Zappone, Klitzke, and Bingle)**

After public testimony and Council commentary, the following action was taken:

**Upon 5-1 Roll Call Vote**, the City Council **adopted Resolution 2024-0040** as amended, appointing members to the Housing Action Subcommittee

**Ayes:** Dillon, Klitzke, Navarrete, Wilkerson, and Zappone

**Nos:** Cathcart

**Abstain:** None

**Absent:** Bingle

**FINAL READING ORDINANCES**

**Final Reading Ordinance C36504 (as amended during the 3:30 p.m. Briefing Session) (Deferred from April 8, 2024, Agenda) (Council Sponsors: Council Members Zappone, Dillon, and Klitzke)**

After public testimony and Council commentary, the following action was taken:

**Upon 6-0 Roll Call Vote**, the City Council **passed Final Reading Ordinance C36504**, as amended, altering the Lodging Tax Advisory Committee, creating the Lodging Tax Advisory Program; amending sections 04.30.010 and 04.030.020 of the Spokane Municipal Code, and adding a new section to Chapter 04.30 of the Spokane Municipal Code.

**Ayes:** Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone

**Nos:** None

**Abstain:** None

**Absent:** Bingle

**FIRST READING ORDINANCES**

The following Ordinances were read for the first time, with further action deferred. Public testimony was received on the First Reading Ordinances.

**ORD C36513** Relating to the fire code, amending section 17F.110.010 of the Spokane Municipal Code. (Adopts the 2021 Wildland Urban Interface Code.) (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)

**ORD C36514** Relating to the paper cuts code amendments 2024 project making minor changes to the Unified Development Code that clarify government process and procedures, align with legislative requirements, and/or make clerical corrections in the Spokane Municipal Code, amending Spokane Municipal Code (SMC) sections 04.16.040 Membership,

17A.020.020 B Definitions, 17A.020.080 H Definitions, 17C.120.110 Limited Use Standards, 17C.122.070 Center and Corridor Allowed Uses, 17C.122T.001 Table 17C.122.070-1 Center and Corridor Allowed Uses, 17C.190.450 Medical Centers, 17C.200.050 Street Tree Requirements, 17D.010.020 Concurrency Test, 17D.010.030 Certificate of Capacity, 17D.075.180 Appendix A – Impact Fee Schedule, 17G.020.040 Amendment Frequency, 17G.061.010 Summary of Land Use Application Procedures, 17G.061.320 Notice of Decision, 17G.070.030 Development Standards, and 17H.010.120 Alleys; and adopting a new section, 17C.190.255 Public Parking Lot, creating a new use category description. (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

**ORD C36515** (As amended during the 3:30 p.m. Briefing Session) Relating to residential rental properties and establishing minimum notice period for residential rent increases, amending sections 10.57.130 and 10.57.140 of the Spokane Municipal Code, creating a new Section 10.57.160 of the Spokane Municipal Code, and establishing an effective date. (Council Sponsors: Council Members Dillon, Zappone, and Navarrete)

**ORD C36516** Establishing a definition of "emergency" for the purposes of governing legislation of the City Council and ensuring the appropriate use of emergency ordinances, and adding a new Section 01.01.080 to the Spokane Municipal Code. (Council Sponsors: Council Members Cathcart and Bingle) **(for further council action on First Reading Ordinance C36516, see section of minutes under 3:30 p.m. Briefing Session)**

There were no **Special Considerations**.

There were no **Hearings**.

[The City Clerk left the meeting at this time (pursuant to Council Rule 2.2.A)]. Open Forum speaker information and motion of adjournment and adjournment time were provided by Council Director Giacobbe Byrd for the minutes.

## **OPEN FORUM**

The following individual(s) spoke during the Open Forum:

1. Terry Hill
2. Justin Haller

3. Derek Azzaro
4. Karl Boettner
5. William Hulings
6. Lukas Yanni
7. Wyktoria Taschler
8. War Bear
9. Mirak Kazanjian
10. Marianne Bornhoff
11. Jaime Smith
12. Patrick Martin
13. Cherrie Barnett
14. Eugene Knowles
15. Jack Talcott
16. Megra Flatman
17. Dream

## **ADJOURNMENT**

**Motion** by Council Member Cathcart, seconded by Council Member Dillon, to adjourn; **carried 6-0.**

There being no further business to come before the City Council, the meeting adjourned at 8:28 p.m.

Minutes prepared and submitted for publication in the May 1, 2024, issue of the *Official Gazette*.

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Terri Pfister  
City Clerk

Approved by Spokane City Council on April 29, 2024.

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Betsy Wilkerson  
City Council President

**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Finance and Administration**  
**City Council Chambers**  
**February 26, 2024**

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**Call to Order:** 1:15PM

Recording of the meeting may be viewed here: <https://vimeo.com/916894761>

**Attendance**

Committee Members Present:

Council Member Michael Cathcart (Chair), Council Member Zack Zappone (arrived 1:20PM), Council Member Bingle, Council Member Paul Dillon (arrived 1:18PM), Council Member Kitty Klitzke, Council Member Lili Navarrete (arrived 1:18PM, departed 1:42PM).

Council President Betsy Wilkerson was absent.

Staff/Others Present:

Giacobbe Byrd, Chris Wright

**Approval of Minutes**

- Action taken  
Motion by CM Bingle, second by CM Dillon. Unanimous approval.

**Agenda Items**

**Discussion items**

1. Accela and Questica Contracts
  - Action taken  
Discussion and approval to forward to Council for consideration.

**Consent items**

1. List items from the committee's consent agenda
2. Innovia arpa contract de-obligation
3. City hall window replacements (Facilities)
4. Purchasing-opr 2020-0915 updates (Contracts)
5. Azteca systems - cityworks asset management system software (IT)
6. Pmweb annual software subscription and support (IT)
7. Hyland annual software subscription and support (IT)
8. Contract for technical services for pmo and itsd projects (IT)



9. Oracle's peoplesoft and database annual support (IT)
10. Compunet cisco smartnet renewal (IT)
11. Settlement resolution (City Attorney)
12. Volt - technical services for pmo & itsd projects (IT)
13. Journal technologies (eseries) annual software maintenance & support (IT)
14. Dlt solutions – autodesk renewal (IT)
15. Fleet services contract amendment with pomp's tire (Fleet)
16. Fleet service contract amendment (Fleet)
17. Fleet services contract renewal with toby's body (Fleet)
18. Community minded enterprise arpa chilcare amendment (Accounting)
19. Contract renewal with mega wash llc (Fleet)

**Executive session**

None.

**Adjournment**

The meeting adjourned at 2:25PM

Prepared by:

Shae Blackwell

Minutes prepared and submitted for publication in the May 8, 2024, issue of the Official Gazette.

Shae Blackwell, Legislative Assistant to Council Member Michael Cathcart

Approved by City Council on May 6, 2024.

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Betsy Wilkerson  
City Council President

Attest:

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Terri L. Pfister  
City Clerk

**Agenda Sheet for City Council:****Committee:** PIES **Date:** 04/15/2024**Committee Agenda type:** Discussion**Date Rec'd**

4/17/2024

**Clerk's File #**

ORD C36517

**Renews #****Cross Ref #****Council Meeting Date:** 04/29/2024**Submitting Dept**

MAYOR

**Project #****Contact Name/Phone**

ADAM 6779

**Bid #****Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Requisition #****Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name**

ORDINANCE ESTABLISHING A TRANSPORTATION COMMISSION

**Agenda Wording**

This ordinance will create a citizen's Transportation Commission. The purpose of the Transportation Commission is to unify the roles of various existing transportation-related boards, committees and sub-committees and create a transparent process.

**Summary (Background)**

The purpose of the Transportation Commission is to provide advice and recommendations to the Mayor and City Council on the plans and programs necessary to achieve a safe and equitable multimodal transportation system consistent with the Comprehensive Plan, the policies of the City as adopted by the City Council, and within the parameters set forth in state law.?? Background The City of Spokane has four transportation-related boards and commissions: (BAB, CTAB, Pkg Advisory, & PCTS)

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative**

The creation of the Transportation Commission has no fiscal impact, however it will save staff time.

**Amount****Budget Account**

Select

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

JONES, GARRETT

**Division Director**

**Accounting Manager**

BUSTOS, KIM

**Legal**

SCHOEDEL, ELIZABETH

**For the Mayor**

PICCOLO, MIKE

**Additional Approvals**

**Distribution List**

amcdaniel@spokanecity.org

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	4/15/2024
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel   Spencer Gardner   Colin Quinn-Hurst
<b>Contact Email &amp; Phone</b>	amcdaniel@spokanecity.org
<b>Council Sponsor(s)</b>	Please enter the name of the Council Sponsor(s)
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 10 minutes
<b>Agenda Item Name</b>	Ordinance Establishing a Transportation Commission
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p><b><u>Overview</u></b>                  This ordinance will create a citizen's Transportation Commission. The purpose of the Transportation Commission is to unify the roles of various existing transportation-related boards, committees and sub-committees and create a transparent process for the passage of formal recommendations to City Council and the Mayor's Office regarding transportation policies, initiatives, projects, and programs.</p> <p><b><u>Purpose</u></b>                  The purpose of the Transportation Commission is to provide advice and recommendations to the Mayor and City Council on the plans and programs necessary to achieve a safe and equitable multimodal transportation system consistent with the Comprehensive Plan, the policies of the City as adopted by the City Council, and within the parameters set forth in state law.</p> <p><b><u>Background</u></b>                  The City of Spokane has four transportation-related boards and commissions:</p> <ul style="list-style-type: none"> <li>• Bicycle Advisory Board (BAB)</li> <li>• Citizens' Transportation Advisory Board (CTAB)</li> <li>• Parking Advisory Board</li> <li>• Plan Commission Transportation Subcommittee (PCTS)</li> </ul> <p>These transportation-related boards and commissions lack a clear and unified process for passing formal recommendations to the City Council and to the Mayor's Office. Furthermore, the City has struggled to recruit enough applicants to fill the positions established by these four boards. Because roles and responsibilities within these boards often overlap, both residents and City staff find it challenging to identify the appropriate advisory body to attend for a given topic. City staff regularly give the same presentation to multiple advisory bodies. Consolidating the boards into one Transportation Commission will provide a transparent and holistic venue for consideration of transportation initiatives, programs, and projects and a formalized process for making recommendations to the City Council and Administration.</p> <p>The Transportation Commission format is consistent with best practices adopted by other mid-size and large cities in the State of Washington (Bellevue, Bellingham, Kirkland, &amp; Tacoma, and Vancouver).</p>

**Section 1**

Establishes Planning and Economic Development Services as the departmental staff to the Transportation Commission. This mirrors Planning and Economic Development Services' current role as administrative staff to the Plan Commission Transportation Subcommittee and Bicycle Advisory Board.

**Sections 2-4**

The municipal code sections governing the Citizens' Transportation Advisory Board (CTAB) and the Parking Advisory Board will be repealed. Plan Commission Transportation Subcommittee was created by a 2014 resolution and its consolidation into the Transportation Commission does not require any code change. The Transportation Commission will assume all the duties and responsibilities of these boards.

**Section 5**

**04.40.10 – Purpose statement**

The purpose of the Transportation Commission is to provide advice and recommendations to the Mayor and City Council on the plans and programs necessary to achieve a safe and equitable multimodal transportation system consistent with the Comprehensive Plan, the policies of the City as adopted by the City Council, and within the parameters set forth in state law.

**04.40.020 –Definitions section**

**04.40.030 – Voting Membership**

- The Transportation Commission will consist of 9 commissioners nominated by the Mayor and appointed by the City Council through the normal boards and commissions process.
- Each city council district will have one resident on the Commission.
- One member will be a downtown resident or owner/operator of a downtown business who has experience with the City's parking system.
- One at-large member will represent the bicycling community and be familiar with the Bicycle Master Plan.
- The Commission will also include four members with technical expertise who either reside in the city or work in the city. One of those experts will bring an expertise focused on ADA requirements and experience with the transportation needs of mobility-impaired populations.

**04.40.040 – Appointment and Term**

- Commission member terms will be four years. This matches the term length for Plan Commission.

**04.40.050 – Liaison Members**

- A city council member is added as a liaison to mirror Plan Commission.

- A Community Assembly member is added as a liaison to be appointed annually by the Community Assembly.
- Allows representatives of agencies with transportation interests in the city to join the Commission as non-voting liaison members. This includes SRTC, STA, WSDOT, SRHD, Spokane Public Schools, Downtown Spokane Partnership, and others.

**04.40.060 – Officers** (mirrors Plan Commission’s officer section)

**04.40.70 – Ancillary Powers**

- Mirrors Plan Commission; Adds a line to support joint meetings with the City Council and other relevant boards.

**04.40.80 – Duties & Responsibilities** – The Commission’s annual work plan will be adopted by the City Council. It will be established in consultation with Integrated Capital Management, Planning and Economic Development Services, Street Department, Code Enforcement and Parking Services, and the City Council’s Transportation Benefit District Administrator and Manager of Neighborhood Connectivity Initiatives.

**Six-Year Street Program**

The Commission will review and make recommendations, in consultation with Plan Commission, on street improvements in the Six-Year Comprehensive Street Program. Integrated Capital Management will provide administrative support. This function is currently performed by the Plan Commission Transportation Subcommittee (PCTS).

**Transportation Benefit District**

The Commission will make annual recommendations to the City Council for residential street funds and sidewalk projects. The Council’s Transportation Benefit District Administrator will provide support to the Commission for this function with assistance from the Street Department. This function is currently performed by the Citizens’ Transportation Advisory Board (CTAB).

**Bicycle Master Plan & Pedetrian Master Plan**

The Commission will make recommendations on revisions and updates to the Bicycle Master Plan and the Pedestrian Master Plan in consultation with the Plan Commission and Bicycle Advisory Board. Planning and Economic Development will provide administrative support for this function.

**Parking System**

The Commission will make recommendations on parking rates and projects to improve the parking environment. Code Enforcement and Parking Services provide administrative support for this function. This function is currently performed by the Parking Advisory Board.

**Automated Traffic Safety Cameras (Traffic Calming)**

- The Commission will make annual recommendations to the City Council on the addition/relocation/removal of traffic safety cameras.
- The Commission will review and make annual recommendations to the City Council on eligible projects from traffic safety camera

	<p>revenue in compliance with state law Projects and expenditures already approved by Council are not affected by this ordinance.</p> <ul style="list-style-type: none"> <li>The City Council’s Manger of Neighborhood Connectivity Initiatives will provide administrative support for this function.</li> </ul> <p><b>Reporting</b> The Commission is required to submit an annual state of transportation report to Council to be published. This report will include the status of transportation projects and the status/outcome of any transportation studies. The report will satisfy the annual reporting requirements of the Transportation Benefit District.</p> <p><b>4.40.090 Equity Considerations</b> Appointments to the Commission shall seek adequate representation from community members with disabilities and from historically underrepresented and/or marginalized communities.</p> <p>The Commission shall consider the effect of its policy and funding recommendations on community members with disabilities and shall consider the effect on historically underrepresented and/or marginalized communities.</p>
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**Fiscal Impact**  
**Approved in current year budget?**     Yes     No     N/A  
Total Cost: \$0  
Current year cost: \$0  
Subsequent year(s) cost:

**Narrative:** The creation of the Transportation Commission has no fiscal impact, however it will save staff time.

**Funding Source**         One-time     Recurring     N/A  
Specify funding source: Select Funding Source\*  
Is this funding source sustainable for future years, months, etc?

**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 Commission will have members from every Council district. The purpose of the Transportation Commission is to provide recommendations to the Mayor and City Council on the transportation projects and programs necessary to achieve a safe and equitable multimodal transportation system. The Mayor and City Council shall seek adequate representation from community members with disabilities and from historically underrepresented and/or marginalized communities, including communities of color and areas of the City of Spokane that have been subject to a disproportionate lack of investment in transportation infrastructure and programs.

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?

The Commission will issue an annual report. This report will include how the Commission is fulfilling its purpose of providing advice and recommendations to the Mayor and City Council on the plans and programs necessary to achieve a safe and equitable multimodal transportation system. The Commission is required to consider the effect of its policy and funding recommendations on community members with disabilities and on historically underrepresented and/or marginalized communities, including communities of color and areas of the City of Spokane that have been subject to a disproportionate lack of investment in transportation infrastructure and programs.

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

The Commission will issue an annual report on the state of transportation in the city of Spokane. This report shall include the status of transportation projects, transportation improvement expenditures, revenues, construction schedules, and the status and outcome of any transportation studies. The report should also include feedback on the Transportation Commission and its processes and procedures.

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?

Comprehensive Plan TR Goal A: Promote A Sense of Place

Comprehensive Plan TR Goal B: Provide Transportation Choices

Comprehensive Plan TR Goal C: Accommodate Access to Daily Needs and Priority Destinations

Comprehensive Plan TR Goal D: Promote Economic Opportunity

Comprehensive Plan TR Goal E: Respect Natural & Community Assets

Comprehensive Plan TR Goal F: Enhance Public Health & Safety

Comprehensive Plan TR Goal G: Maximize Public Benefits and Fiscal Responsibility With Integration

SMC 08.16 – Transportation Benefit District

SMC 16A.84 – Transportation Priority – Pedestrian Safety

SMC 07.08.130 – Parking System Fund

SMC 16A.64 Automated Traffic Camera Systems

Resolution 2014-0078

HB 2384

Sustainability Action Plan Goal 2



**ORD C36517 (INCLUDES WILKERSON AMENDMENT and ZAPPONE AMENDMENT  
APPROVED ON 04-29-24)**

**ORDINANCE NO C36517**

An ordinance establishing the Transportation Commission; repealing Chapters 04.37 and 04.38 of the Spokane Municipal Code; amending Sections 04.16.020 and 04.16.030 of the Spokane Municipal Code; amending Section 03.01A.365 of the Spokane Municipal Code; and adopting a new chapter 04.40 to Title 04 of the Spokane Municipal Code.

**WHEREAS**, the City Council and Mayor agree that the City's multiple transportation-related advisory committees, subcommittees, and boards often review and consider similar projects, and often have membership and staffing structures that overlap, all resulting in duplicate processes and unnecessary devotion of staff time to support those advisory bodies; and

**WHEREAS** the City Council and Mayor deem it beneficial to align existing advisory, transportation-related bodies under a unified Transportation Commission to leverage existing expertise, to improve and elevate citizen input, to prevent duplication of effort and staff time, and to provide a holistic review of the City of Spokane's transportation system; and

**WHEREAS**, in constructing and populating its boards and commissions, the City is committed to encouraging individuals from diverse backgrounds to apply, and to ensure in the composition of those boards and commissions a representation of all ages, ability, ethnicity, gender identity, geographical location, indigenous background, national origin, race, religion, sexual orientation, social class, and veteran status, as well as ensuring representation from historically marginalized communities.

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Section 03.01A.365 of Chapter 03.01A of the Spokane Municipal Code is amended to read as follows:

**03.01A.365 Planning and Economic Development Services**

The ~~((planning and economic development services))~~ Planning and Economic Development Services department is responsible for preparation and maintenance of the Comprehensive Plan ~~((comprehensive plan))~~ to guide the community's long-term physical, economic and social growth and for other matters of neighborhood and City planning, including regional coordination and urban design. The department supports plan implementation measures using development regulations, capital improvement plans and annexation programs; administers current planning activities such as rezoning, planned unit developments, subdivisions, environmental review, and variances; reviews development permits for compliance with land use codes; and promotes economic growth, redevelopment and developer incentives to enhance the quality of life in the community.

- A. The department enforces land use regulations and works with various city, county and state agencies in the regulation of property use requirements. The department addresses the community's business needs and coordinates revitalization programs with an emphasis on sustainable economic growth. The department reviews transportation and traffic planning, street improvement proposals and transportation-related development issues.
- B. Through the administration section, the department serves as staff to the Plan Commission (~~((plan commission))~~), Design Review Board (~~((design review board))~~), ~~((and bicycle advisory board))~~ Bicycle Advisory Board, and Transportation Commission.
- C. Any applicant offered the position of director of Planning and Economic Development Services (~~((planning and economic development services))~~) for the City of Spokane shall meet or exceed the following qualifications at the time the offer of employment is made:
1. (~~((bachelors))~~) bachelor's or (~~((masters))~~) master's degree in urban planning, public administration or a related field;
  2. American Institute of Certified Planners (AICP) certification;
  3. minimum of eight years of progressively responsible planning experience;
  4. minimum of four years of experience in a supervisory capacity, including significant experience managing complex projects and management experience related to long-range planning or land use planning;
  5. demonstrated responsibility for budgets exceeding one million dollars;
  6. demonstrated substantial coursework in land use and urban planning principles;
  7. demonstrated knowledge of federal, state and local laws and regulations as they apply to urban planning, particularly with regard to of the State of Washington's Growth Management Act;
  8. demonstrated record of implementing projects consistent with a comprehensive plan or other adopted plans;
  9. demonstrated knowledge of real estate terminology, laws, practices, principles, and regulations;
  10. demonstrated knowledge of basic environmental function and values;

11. demonstrated skills in oral and written communication to individuals and groups in a public setting; and

12. demonstrated ability to work across departments and disciplines.

Equivalent combination of education and experience may substitute for the requirements 3-10.

- D. The (~~planning and economic development services~~) Planning and Economic Development Services director shall be appointed by the (~~mayor~~) Mayor, with approval by a majority of the (~~city council~~) City Council, pursuant to section 24 of the Spokane (~~city charter~~) City Charter.

**Section 2.** That Chapter 04.16.020 of the Spokane Municipal Code is amended as follows.

#### **4.16.020 General Purpose**

The Bicycle Advisory Board is established to provide (~~advice to~~) recommendations to the Transportation Commission in order to advise the mayor, the city council, and departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues.

**Section 3.** That Section 04.16.030 of Chapter 04.16 of the Spokane Municipal Code is amended as follows.

#### **4.16.030 Specific Functions**

Without limiting the scope of [SMC 4.16.020](#) the Bicycle Advisory Board is given the following functions and responsibilities:

- A. To initiate and/or assist in revisions to the City's bikeways plan.
- B. To review proposals and plans for spot improvements and bikeways and provide timely comments to the Transportation Commission and affected agencies.
- C. To review, evaluate and comment on the annual six-year bikeways program.
- D. To promote bicycling as a viable form of urban transportation.
- E. To promote improved safety to reduce accidents and thefts of bicycles by evaluating and recommending changes in design standards for on-street and off-street bikeways, trails and paths accessible to bicyclists, and for secured parking racks and lockers.
- F. To develop possible demonstration projects to encourage commuting through provision of safe, accessible routes, secure bike parking facilities and facilities for commuter clean-up and changing from riding to work clothes.

**Section 4.** That Chapter 04.37 of the Spokane Municipal Code is repealed.

**Section 5.** That Chapter 04.38 of the Spokane Municipal Code is repealed.

**Section 6.** There is enacted a new chapter 04.40 to Title 04 of the Spokane Municipal Code to read as follows:

Chapter 04.40	Transportation Commission
04.40.010	Purpose
04.40.020	Definitions
04.40.030	Membership
04.40.040	Appointment and Term
04.40.050	Liaison Members
04.40.060	Officers
04.40.070	Ancillary Powers
04.40.080	Duties and Responsibilities
04.40.090	Equity Considerations
04.40.100	Removal of Commissioners

**04.40.010 Purpose**

The purpose of the Transportation Commission is to provide advice and recommendations to the Mayor and City Council on the plans and programs necessary to achieve a safe and equitable multimodal transportation system consistent with the Comprehensive Plan, the policies of the City as adopted by the City Council, and within the parameters set forth in state and local law.

**04.40.020 Definitions**

- A. "Bicycle Master Plan" means a component of the Comprehensive Plan focusing on developing a connected bicycle network, support facilities and programs necessary to improve the environment for bicycling and multimodal transportation.
- B. "Pedestrian Master Plan" means a component of the Comprehensive Plan focusing on the recommended policies and best practices necessary to improve and enhance the pedestrian environment.
- C. "Manager of Neighborhood Connectivity Initiatives" means the staff member assigned by the Spokane City Council to assist with the automated traffic safety camera program authorized by RCW 46.63 and SMC 16A.64.
- D. "Six-Year Street Program" means the capital street projects planned over the upcoming six years updated annually in accordance with state law.
- E. "Transportation Benefit District (TBD)" means the independent taxing district created by the City Council pursuant to RCW 36.73 for the sole purpose of making annual improvements to the operation, preservation and maintenance of the City's existing transportation facilities and programs set forth in the six-year pavement

maintenance program and pedestrian program.

- F. "Transportation Benefit District (TBD) Administrator" means the staff member assigned by the Spokane City Council to assist the Transportation Benefit District in the duties and responsibilities outlined in RCW 36.73 and SMC 08.16.
- G. "Spokane Safe Streets Program" means programs and infrastructure funded by automated traffic safety cameras pursuant to RCW 46.63 and SMC 16A.64.

#### **04.40.030 Membership**

The Transportation Commission shall consist of nine commissioners nominated by the mayor and appointed by the city council, except for the member of the Bicycle Advisory Board who shall be selected as provided in subsection C. The membership shall consist of:

- A. One resident of each city council district that brings a broad range of perspectives and experience utilizing multiple modes of transportation in the city of Spokane;
- B. One representative who either resides in, or owns or operates a business in, the downtown district and who has experience with the City parking system and multiple modes of transportation in the city of Spokane;
- C. One at-large member representing the bicycling community as a member of the Bicycle Advisory Board who shall be selected by that board and shall be familiar with the development and implementation of the Bicycle Master Plan; and
- D. Three at-large members with technical transportation expertise to include but not limited to expertise in: transportation planning, pedestrian facilities, bicycle facilities, public transit, traffic safety programs, transportation technology, parking policy, public health, freight mobility, or commercial transportation. Technical experts may live or work in the city of Spokane.
- E. One at-large member with technical transportation expertise focused on ADA requirements and providing for the needs of mobility-impaired populations.

#### **04.40.040 Appointment and Term**

##### **A. Term**

1. The term of office shall be four years.
2. The terms of the three commissioners appointed under 04.40.030(A) shall expire in odd-numbered years, with two terms expiring in one odd-numbered year and the other term expiring in the subsequent odd-numbered year.
3. The term of the one commissioner appointed under 04.40.030(B) shall expire in odd-numbered years commencing in the year 2025.

4. The seat of the one commissioner appointed under 04.40.030(C) shall expire or renew as determined by action of the Bicycle Advisory Board; provided, no Bicycle Advisory Board member shall serve more than four consecutive terms on the Transportation Commission.
5. The terms of the four commissioners appointed under 04.40.030(D) and 04.40.030(E) shall expire in even-numbered years, with two terms expiring each even-numbered year.
6. Initial and subsequent commissioners may be appointed to such shorter and/or longer terms as are necessary to achieve this term cycle.
7. No commissioner shall serve more than two consecutive full terms.

B. Vacancy

1. Any vacancy shall be filled for an unexpired term in the same manner as for an original appointment under this section as amended.
2. Appointment to fill the balance of an unexpired term where more than half of the unexpired term remains shall be considered a full term.

**04.40.050 Liaison Members**

- A. Representatives of the following agencies with transportation interests within the city of Spokane may join the Transportation Commission as members in liaison roles: Spokane Transit Authority, Spokane Regional Transportation Council, Washington State Department of Transportation, Spokane Regional Health District, Parking and Business Improvement Area, Downtown Spokane, Partnership, University District Public Development Authority, and Spokane Public Schools. Additional liaisons representing agencies not listed in this section may be admitted upon majority vote of the Commission.
- B. The City Council shall appoint up to three city council members to serve as liaisons to the Transportation Commission.
- C. The Community Assembly may nominate a member of the assembly to serve as a liaison to the Transportation Commission.
- D. Liaison members shall be non-voting members in Transportation Commission business.
- E. Liaison members shall be selected by the agency or body represented on the Transportation Commission and shall not be subject to mayoral appointment or council approval of their appointment.

- F. The Community Assembly and any agency with a representative serving as a liaison to the Transportation Commission may identify an alternate member of the assembly or agency to serve in the absence of the designated liaison.

**04.40.060 Officers**

- A. The Transportation Commission shall select a Chair and Vice Chair of the Commission from among those members appointed through the process outlined in SMC 04.40.030 for a term of two years. No person shall serve as chair for more than two consecutive two-year terms. The chair shall preside over meetings and the vice chair shall preside over meetings in the absence of the chair.
- B. The Planning and Economic Developments Services director, or his or her designee, shall serve as secretary to the Commission.
- C. The Transportation Commission may appoint other officers as it deems necessary.

**04.40.070 Ancillary Powers**

The Transportation Commission shall have the power to:

- A. adopt internal rules of procedure to accomplish its duties;
- B. use administrative support and staff as well as technical support from appropriate City departments and offices as necessary to assist the commission in the performance of its functions, maintenance of its records, and preparation of official correspondence;
- C. organize itself, establish workgroups, committees, or subcommittees, establish annual work programs in consultation with the appropriate city department heads, and delegate duties for the performance of its work;
- D. Host joint meetings with the City Council and relevant boards and commissions.

**04.40.080 Duties and Responsibilities**

The Transportation Commission shall have the following duties and responsibilities:

- A. The Transportation Commission shall study significant transportation issues and make recommendations to the Mayor and Council, consistent with Chapter 16A.84 of the Spokane Municipal Code and the City's Comprehensive Plan (Transportation Element), and with due regard for the following considerations:
  - 1. Transportation systems that protect and serve the pedestrian;
  - 2. The needs of those who use public transportation and non-motorized transportation modes; and

3. The needs of automobile users after consideration of the needs in subsections (1) and (2) above.
- B. The Transportation Commission may consider and make recommendations on specific transportation projects as determined by the annual work plan and upon request by City staff or major stakeholders.
  - C. Six-Year Comprehensive Street Program - The Transportation Commission, in consultation with the Plan Commission, may review and make recommendations on street improvements as part of the Six-Year Comprehensive Street Program. Integrated Capital Management shall provide staff support to the Transportation Commission to help fulfill this duty.
  - D. Transportation Benefit District - The Transportation Commission may make recommendations to the City Council regarding a comprehensive program for the following programs:
    1. Use of Transportation Benefit District (TBD) program funds; and
    2. Use of funds allocated by the Street Department for residential/local access street maintenance; and
    3. Required investments in pedestrian improvements per SMC 08.16.060.

The Transportation Benefit District (TBD) Administrator shall provide staff support to the Transportation Commission to help fulfill this duty. The Street Department will assist with identification of residential/local access streets appropriate for repair.

- E. Bicycle Master Plan - The Transportation Commission, in consultation with the Plan Commission and Bicycle Advisory Board, may initiate revisions to the Bicycle Master Plan and recommend projects and policies that support bicycling as a viable and safe form of transportation in the city of Spokane. The Planning and Economic Development Services Department shall provide staff support to the Transportation Commission to help fulfill this duty.
- F. Pedestrian Master Plan - The Transportation Commission, in consultation with the Plan Commission, may review and recommend updates to the Pedestrian Master Plan as required by [SMC 16A.84.030](#). The Planning and Economic Development Services Department shall provide staff support to the Transportation Commission to help fulfill this duty.
- G. Parking System - The Transportation Commission may make recommendations for changing parking rates for on-street parking and recommend policies or projects to improve the parking environment. The Transportation Commission shall make funding recommendations for Parking System Fund eligible projects and activities as prioritized by the City Council in [SMC 07.08.130](#). The City Parking Manager and the Code Enforcement and Parking Services Department shall



provide staff support to the Transportation Commission to help fulfill this duty.

H. Automated Traffic Safety Cameras - The Transportation Commission may make annual recommendations to the City Council on the following:

1. the addition, relocation, or removal of automated traffic safety cameras consistent with Chapter 16A.64 of the Spokane Municipal Code and state law;
2. a comprehensive program and prioritized transportation uses of revenues generated from automated traffic safety cameras; and
3. the operation of the automated safety program and any contracts associated with its implementation.

The Commission may make recommendations more frequently than annually as needed. Nothing in this subsection shall affect camera locations, projects or expenditures previously approved by the City Council as of the effective date of this ordinance. The Manager of Neighborhood Connectivity Initiatives shall provide staff support to the Transportation Commission to help fulfill these duties.

I. Annual Report – The Transportation Commission shall issue an annual report on the state of transportation in the city of Spokane. This report shall include the status of transportation projects, transportation improvement expenditures, revenues, construction schedules, and the status and outcome of any transportation studies. Pursuant to RCW 36.73.160, the report shall satisfy the reporting requirements of the Transportation Benefit District.

J. Annual Work Plan - The Transportation Commission shall establish an annual work plan in consultation with the directors of Integrated Capital Management, Planning and Economic Development Services, Street Department, Code Enforcement and Parking Services, the Transportation Benefit District Administrator, and the Manager of Neighborhood Connectivity Initiatives. The annual work plan shall be adopted by the City Council.

#### **4.40.090 Equity Considerations**

A. In making and approving appointments to the Transportation Commission, the Mayor and City Council shall seek adequate representation from community members with disabilities and from historically underrepresented and/or marginalized communities, including communities of color and areas of the City of Spokane that have been subject to a disproportionate lack of investment in transportation infrastructure and programs.

B. In performing its duties under SMC 4.40.080, the Transportation Commission shall consider the effect of its policy and funding recommendations on community members with disabilities and shall consider the effect on historically underrepresented and/or marginalized communities, including communities of color and areas of the City of Spokane that have been subject to a disproportionate

lack of investment in transportation infrastructure and programs.

**4.40.100 Removal of Commissioners**

Commission members shall not be removed from office by the City Council before the expiration of their terms except for cause based upon a determination of incapacity, incompetence, the presence of irreconcilable conflicts of interest, neglect of duty, or malfeasance, and upon the affirmative vote of five (5) Council members. No commission member shall be removed without written notice of the intent to remove and an opportunity to provide a written response to the notice.

**Section 7. Severability.** If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 8. Clerical Errors.** Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

PASSED by the City Council on \_\_\_\_\_

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

**In Section 6, strike all sections relating to new SMC Sections 04.40.030 – 050 and substitute the following:**

**04.40.030 Membership**

The Transportation Commission shall consist of ten commissioners nominated by the mayor and appointed by the city council, except for the member of the Bicycle Advisory Board who shall be selected as provided in subsection C. The membership shall consist of:

- A. One resident of each city council district that brings a broad range of perspectives and experience utilizing multiple modes of transportation in the city of Spokane;
- B. One representative who either resides in, or owns or operates a business in, the downtown district and who has experience with the City parking system and multiple modes of transportation in the city of Spokane;
- C. One at-large member representing the bicycling community as a member of the Bicycle Advisory Board who shall be selected by that board and shall be familiar with the development and implementation of the Bicycle Master Plan;
- D. Three at-large members with technical transportation expertise to include but not limited to expertise in: transportation planning, pedestrian facilities, bicycle facilities, public transit, traffic safety programs, transportation technology, parking policy, public health, freight mobility, or commercial transportation. Technical experts may live or work in the city of Spokane;
- E. One at-large member with technical transportation expertise focused on ADA requirements and providing for the needs of mobility-impaired populations; and
- F. One representative from the Community Assembly and designated by the Community Assembly.

**04.40.040 Appointment and Term**

- A. Term
  - 1. The term of office shall be four years.
  - 2. The terms of the three commissioners appointed under 04.40.030(A) shall expire in odd-numbered years, with two terms expiring in one odd-numbered year and the other term expiring in the subsequent odd-numbered year.
  - 3. The term of the one commissioner appointed under 04.40.030(B) shall

expire in odd-numbered years commencing in the year 2025.

4. The seat of the one commissioner appointed under 04.40.030(C) shall expire or renew as determined by action of the Bicycle Advisory Board; provided, no Bicycle Advisory Board member shall serve more than four consecutive terms on the Transportation Commission.
5. The seat of the one commissioner appointed under 04.40.030(F) shall expire or renew as determined by action of the Community Assembly; provided, no representative of the Community Assembly shall serve more than two consecutive terms on the Transportation Commission.
6. The terms of the four commissioners appointed under 04.40.030(D) and 04.40.030(E) shall expire in even-numbered years, with two terms expiring each even-numbered year.
7. Initial and subsequent commissioners may be appointed to such shorter and/or longer terms as are necessary to achieve this term cycle.
8. No commissioner shall serve more than two consecutive full terms.

**B. Vacancy**

1. Any vacancy shall be filled for an unexpired term in the same manner as for an original appointment under this section as amended.
2. Appointment to fill the balance of an unexpired term where more than half of the unexpired term remains shall be considered a full term.

**04.40.050 Liaison Members**

- A. Representatives of the following agencies with transportation interests within the city of Spokane may join the Transportation Commission as members in liaison roles: Spokane Transit Authority, Spokane Regional Transportation Council, Washington State Department of Transportation, Spokane Regional Health District, Parking and Business Improvement Area, Downtown Spokane, Partnership, University District Public Development Authority, and Spokane Public Schools. Additional liaisons representing agencies not listed in this section may be admitted upon majority vote of the Commission.
- B. The City Council shall appoint up to three city council members to serve as liaisons to the Transportation Commission.
- C. Liaison members shall be non-voting members in Transportation Commission business.
- D. Liaison members shall be selected by the agency or body represented on the

Transportation Commission and shall not be subject to mayoral appointment or council approval of their appointment.

- E. Any agency with a representative serving as a liaison to the Transportation Commission may identify an alternate member of the agency to serve in the absence of the designated liaison.

In Section 6, strike the portion creating a new SMC 04.40.080 (Duties and Responsibilities) and substitute the following:

**04.40.080 Duties and Responsibilities**

The Transportation Commission shall have the following duties and responsibilities:

- A. The Transportation Commission shall study significant transportation issues and make recommendations to the Mayor and Council, consistent with Chapter 16A.84 of the Spokane Municipal Code and the City's Comprehensive Plan (Transportation Element), and with due regard for the following considerations:
  - 1. Transportation systems that protect and serve the pedestrian;
  - 2. The needs of those who use public transportation and non-motorized transportation modes; and
  - 3. The needs of automobile users after consideration of the needs in subsections (1) and (2) above.
- B. The Transportation Commission may consider and make recommendations on specific transportation projects as determined by the annual work plan and upon request by City staff or major stakeholders.
- C. Six-Year Comprehensive Street Program - The Transportation Commission, in consultation with the Plan Commission, may review and make recommendations on street improvements as part of the Six-Year Comprehensive Street Program. Integrated Capital Management shall provide staff support to the Transportation Commission to help fulfill this duty.
- D. Transportation Benefit District - The Transportation Commission may make recommendations to the City Council regarding a comprehensive program for the following programs:
  - 1. Use of Transportation Benefit District (TBD) program funds; and
  - 2. Use of funds allocated by the Street Department for residential/local access street maintenance; and
  - 3. Required investments in pedestrian improvements per SMC 08.16.060.

The Transportation Benefit District (TBD) Administrator and Integrated Capital Management shall provide staff support to the Transportation Commission to help fulfill this duty. The Street Department will assist with identification of

residential/local access streets appropriate for repair.

- E. Bicycle Master Plan - The Transportation Commission, in consultation with the Plan Commission and Bicycle Advisory Board, may initiate revisions to the Bicycle Master Plan and recommend projects and policies that support bicycling as a viable and safe form of transportation in the city of Spokane. The Planning and Economic Development Services Department and Integrated Capital Management shall provide staff support to the Transportation Commission to help fulfill this duty.
- F. Pedestrian Master Plan - The Transportation Commission, in consultation with the Plan Commission, may review and recommend updates to the Pedestrian Master Plan as required by [SMC 16A.84.030](#). The Planning and Economic Development Services Department and Integrated Capital Management shall provide staff support to the Transportation Commission to help fulfill this duty.
- G. Parking System - The Transportation Commission may make recommendations for changing parking rates for on-street parking and recommend policies or projects to improve the parking environment. The Transportation Commission shall make funding recommendations for Parking System Fund eligible projects and activities as prioritized by the City Council in [SMC 07.08.130](#). The City Parking Manager and the Code Enforcement and Parking Services Department shall provide staff support to the Transportation Commission to help fulfill this duty.
- H. Automated Traffic Safety Cameras - The Transportation Commission may make annual recommendations to the City Council on the following:
  - 1. the addition, relocation, or removal of automated traffic safety cameras consistent with Chapter 16A.64 of the Spokane Municipal Code and state law;
  - 2. a comprehensive program and prioritized transportation uses of revenues generated from automated traffic safety cameras; and
  - 3. the operation of the automated safety program and any contracts associated with its implementation.

The Commission may make recommendations more frequently than annually as needed. Nothing in this subsection shall affect camera locations, projects or expenditures previously approved by the City Council as of the effective date of this ordinance. The Manager of Neighborhood Connectivity Initiatives and Integrated Capital Management shall provide staff support to the Transportation Commission to help fulfill these duties.

- I. Annual Report – The Transportation Commission shall issue an annual report on the state of transportation in the city of Spokane. This report shall include the status of transportation projects, transportation improvement expenditures, revenues, construction schedules, and the status and outcome of any transportation studies.

Pursuant to RCW 36.73.160, the report shall satisfy the reporting requirements of the Transportation Benefit District.

- J. Annual Work Plan - The Transportation Commission shall establish an annual work plan in consultation with the directors of Integrated Capital Management, Planning and Economic Development Services, Street Department, Code Enforcement and Parking Services, the Transportation Benefit District Administrator, and the Manager of Neighborhood Connectivity Initiatives. The annual work plan shall be adopted by the City Council.



**Strike all of Section 6 and substitute the following:**

**Section 6.** There is enacted a new chapter 04.40 to Title 04 of the Spokane Municipal Code to read as follows:

Chapter 04.40	Transportation Commission
04.40.010	Purpose
04.40.020	Definitions
04.40.030	Membership
04.40.040	Appointment and Term
04.40.050	Liaison Members
04.40.060	Officers
04.40.070	Ancillary Powers
04.40.080	Duties and Responsibilities
04.40.090	Equity Considerations
04.40.100	Removal of Commissioners

**04.40.010 Purpose**

The purpose of the Transportation Commission is to provide advice and recommendations to the Mayor and City Council on the plans and programs necessary to achieve a safe, cost-effective and equitable multimodal transportation system consistent with the Comprehensive Plan, the policies of the City as adopted by the City Council, and within the parameters set forth in state and local law. Special attention shall be paid to promoting a cost benefit analysis that emphasizes an economies of scale framework.

**04.40.020 Definitions**

- A. "Bicycle Master Plan" means a component of the Comprehensive Plan focusing on developing a connected bicycle network, support facilities and programs necessary to improve the environment for bicycling and multimodal transportation.
- B. "Pedestrian Master Plan" means a component of the Comprehensive Plan focusing on the recommended policies and best practices necessary to improve and enhance the pedestrian environment.
- C. "Manager of Neighborhood Connectivity Initiatives" means the staff member assigned by the Spokane City Council to assist with the automated traffic safety camera program authorized by RCW 46.63 and SMC 16A.64.
- D. "Six-Year Street Program" means the capital street projects planned over the upcoming six years updated annually in accordance with state law.

- E. "Transportation Benefit District (TBD)" means the independent taxing district created by the City Council pursuant to RCW 36.73 for the sole purpose of making annual improvements to the operation, preservation and maintenance of the City's existing transportation facilities and programs set forth in the six-year pavement maintenance program and pedestrian program.
- F. "Transportation Benefit District (TBD) Administrator" means the staff member assigned by the Spokane City Council to assist the Transportation Benefit District in the duties and responsibilities outlined in RCW 36.73 and SMC 08.16.
- G. "Spokane Safe Streets Program" means programs and infrastructure funded by automated traffic safety cameras pursuant to RCW 46.63 and SMC 16A.64.

**04.40.030 Membership**

The Transportation Commission shall consist of eleven commissioners nominated by the mayor and appointed by the city council, except for the member of the Bicycle Advisory Board who shall be selected as provided in subsection C. The membership shall consist of:

- A. One resident of each city council district that brings a broad range of perspectives and experience utilizing multiple modes of transportation in the city of Spokane, who shall be nominated by the Mayor after consultation with the duly elected Council members of each respective district;
- B. One representative who either resides in, or owns or operates a business in, the downtown district and who has experience with the City parking system and multiple modes of transportation in the city of Spokane;
- C. One at-large member representing the bicycling community as a member of the Bicycle Advisory Board who shall be selected by that board and shall be familiar with the development and implementation of the Bicycle Master Plan;
- D. Three at-large members with technical transportation expertise to include but not limited to expertise in: transportation planning, pedestrian facilities, bicycle facilities, public transit, traffic safety programs, transportation technology, parking policy, public health, freight mobility, or commercial transportation. Technical experts may live or work in the city of Spokane;
- E. One at-large member with technical transportation expertise focused on ADA requirements and providing for the needs of mobility-impaired populations; and
- F. Two executive directors of a local Public Development Authority.

**04.40.040 Appointment and Term**

- A. Term
  - 1. The term of office shall be four years.

2. The terms of the three commissioners appointed under 04.40.030(A) shall expire in odd-numbered years, with two terms expiring in one odd-numbered year and the other term expiring in the subsequent odd-numbered year.
3. The term of the one commissioner appointed under 04.40.030(B) shall expire in odd-numbered years commencing in the year 2025.
4. The seat of the one commissioner appointed under 04.40.030(C) shall expire or renew as determined by action of the Bicycle Advisory Board; provided, no Bicycle Advisory Board member shall serve more than four consecutive terms on the Transportation Commission.
5. The terms of the four commissioners appointed under 04.40.030(D) and 04.40.030(E) shall expire in even-numbered years, with two terms expiring each even-numbered year.
6. The terms of the PDA directors appointed under 04.40.0430(F) shall expire in odd-numbered years.
7. Initial and subsequent commissioners may be appointed to such shorter and/or longer terms as are necessary to achieve this term cycle.
8. No commissioner shall serve more than two consecutive full terms.

B. Vacancy

1. Any vacancy shall be filled for an unexpired term in the same manner as for an original appointment under this section as amended.
2. Appointment to fill the balance of an unexpired term where more than half of the unexpired term remains shall be considered a full term.

**04.40.050 Liaison Members**

- A. Representatives of the following agencies with transportation interests within the city of Spokane may join the Transportation Commission as members in liaison roles: Spokane Transit Authority, Spokane Regional Transportation Council, Washington State Department of Transportation, Spokane Regional Health District, Parking and Business Improvement Area, Downtown Spokane, Partnership, and Spokane Public Schools. Additional liaisons representing agencies not listed in this section may be admitted upon majority vote of the Commission.
- B. The City Council shall appoint up to three city council members to serve as liaisons to the Transportation Commission.

- C. The Community Assembly may nominate a member of the assembly to serve as a liaison to the Transportation Commission.
- D. Liaison members shall be non-voting members in Transportation Commission business.
- E. Liaison members shall be selected by the agency or body represented on the Transportation Commission and shall not be subject to mayoral appointment or council approval of their appointment.
- F. The Community Assembly and any agency with a representative serving as a liaison to the Transportation Commission may identify an alternate member of the assembly or agency to serve in the absence of the designated liaison.

**04.40.060 Officers**

- A. The Transportation Commission shall select a Chair and Vice Chair of the Commission from among those members appointed through the process outlined in SMC 04.40.030 for a term of two years. No person shall serve as chair for more than two consecutive two-year terms. The chair shall preside over meetings and the vice chair shall preside over meetings in the absence of the chair.
- B. The Planning and Economic Developments Services director, or his or her designee, shall serve as secretary to the Commission.
- C. The Transportation Commission may appoint other officers as it deems necessary.

**04.40.070 Ancillary Powers**

The Transportation Commission shall have the power to:

- A. Adopt internal rules of procedure to accomplish its duties;
- B. Use administrative support and staff as well as technical support from appropriate City departments and offices as necessary to assist the commission in the performance of its functions, maintenance of its records, and preparation of official correspondence;
- C. Access all relevant City data and develop productive analytics;
- D. organize itself, establish workgroups, committees, or subcommittees, establish annual work programs in consultation with the appropriate city department heads, and delegate duties for the performance of its work;
- E. Host joint meetings with the City Council, Plan Commission and other relevant boards and commissions.
- F. Establish and implement a structured citizen engagement strategy that ensures

projects meet actual public needs and avoid hyperlocal concerns;

G. Conduct onsite visits at transportations projects.

#### **04.40.080 Duties and Responsibilities**

The Transportation Commission shall have the following duties and responsibilities:

A. The Transportation Commission shall study significant transportation issues and make recommendations to the Mayor and Council, consistent with Chapter 16A.84 of the Spokane Municipal Code and the City's Comprehensive Plan (Transportation Element), and with due regard for the following considerations:

1. Transportation systems that protect and serve the pedestrian;
2. The needs of those who use public transportation and non-motorized transportation modes; and
3. The needs of automobile users after consideration of the needs in subsections (1) and (2) above.

B. The Transportation Commission may consider and make recommendations on specific transportation projects as determined by the annual work plan and upon request by City staff or major stakeholders.

C. Six-Year Comprehensive Street Program - The Transportation Commission, in consultation with the Plan Commission, may review and make recommendations on street improvements as part of the Six-Year Comprehensive Street Program. Integrated Capital Management shall provide staff support to the Transportation Commission to help fulfill this duty.

D. Transportation Benefit District - The Transportation Commission may make recommendations to the City Council regarding a comprehensive program for the following programs:

1. Use of Transportation Benefit District (TBD) program funds; and
2. Use of funds allocated by the Street Department for residential/local access street maintenance; and
3. Required investments in pedestrian improvements per SMC 08.16.060.

The Transportation Benefit District (TBD) Administrator shall provide staff support to the Transportation Commission to help fulfill this duty. The Street Department will assist with identification of residential/local access streets appropriate for repair.

E. Bicycle Master Plan - The Transportation Commission, in consultation with the

Plan Commission and Bicycle Advisory Board, may initiate revisions to the Bicycle Master Plan and recommend projects and policies that support bicycling as a viable and safe form of transportation in the city of Spokane. The Planning and Economic Development Services Department shall provide staff support to the Transportation Commission to help fulfill this duty.

- F. Pedestrian Master Plan - The Transportation Commission, in consultation with the Plan Commission, may review and recommend updates to the Pedestrian Master Plan as required by [SMC 16A.84.030](#). The Planning and Economic Development Services Department shall provide staff support to the Transportation Commission to help fulfill this duty.
- G. Parking System - The Transportation Commission may make recommendations for changing parking rates for on-street parking and recommend policies or projects to improve the parking environment. The Transportation Commission shall make funding recommendations for Parking System Fund eligible projects and activities as prioritized by the City Council in [SMC 07.08.130](#). The City Parking Manager and the Code Enforcement and Parking Services Department shall provide staff support to the Transportation Commission to help fulfill this duty.
- H. Establish a Technical Subcommittee technological Advancements (Smart Road Infrastructure) and Material Sciences, as follows:
  - 1. A technical subcommittee shall be established within the commission to focus on bringing forward recommendations based on the latest advancements in technology and material sciences, particularly in the areas of smart road infrastructure, asphalt mixes and other paving materials. This subcommittee, may be comprised of both Transportation Commission voting members or liaisons, who will be tasked with evaluating and recommending innovative and cost-effective, and future proofing solutions for road infrastructure, paving and maintenance.
- I. Automated Traffic Safety Cameras - The Transportation Commission may make annual recommendations to the City Council on the following:
  - 1. the addition, relocation, or removal of automated traffic safety cameras consistent with Chapter 16A.64 of the Spokane Municipal Code and state law;
  - 2. a comprehensive program and prioritized transportation uses of revenues generated from automated traffic safety cameras; and
  - 3. the operation of the automated safety program and any contracts associated with its implementation.

The Commission may make recommendations more frequently than annually as needed. Nothing in this subsection shall affect camera locations, projects or

expenditures previously approved by the City Council as of the effective date of this ordinance. The Manager of Neighborhood Connectivity Initiatives shall provide staff support to the Transportation Commission to help fulfill these duties.

- J. Annual Report – The Transportation Commission shall issue an annual report on the state of transportation in the city of Spokane. This report shall include the status of transportation projects, transportation improvement expenditures, revenues, construction schedules, any newly acquired data and predictive analytics, and the status and outcome of any transportation studies. Pursuant to RCW 36.73.160, the report shall satisfy the reporting requirements of the Transportation Benefit District.
- K. Annual Work Plan - The Transportation Commission shall establish an annual work plan in consultation with the directors of Integrated Capital Management, Planning and Economic Development Services, Street Department, Code Enforcement and Parking Services, the Transportation Benefit District Administrator, and the Manager of Neighborhood Connectivity Initiatives. The annual work plan shall be adopted by the City Council.

#### **4.40.090 Equity Considerations**

- A. In making and approving appointments to the Transportation Commission, the Mayor and City Council shall seek adequate representation from community members with disabilities and/or from historically underrepresented geographic areas and/or marginalized communities, including communities of color and areas of the City of Spokane that have been subject to a disproportionate lack of investment in transportation infrastructure and programs.
- B. In performing its duties under SMC 4.40.080, the Transportation Commission shall consider the effect of its policy and funding recommendations on community members with disabilities and shall consider the effect on historically underrepresented geographic areas and/or marginalized communities, including communities of color and areas of the City of Spokane that have been subject to a disproportionate lack of investment in transportation infrastructure and programs.

#### **4.40.100 Removal of Commissioners**

Commission members shall not be removed from office by the City Council before the expiration of their terms except for cause based upon a determination of incapacity, incompetence, the presence of irreconcilable conflicts of interest, neglect of duty, or malfeasance, and upon the affirmative vote of five (5) Council members. No commission member shall be removed without written notice of the intent to remove and an opportunity to provide a written response to the notice.



**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 03/25/2024

**Committee Agenda type:** Discussion

**Date Rec'd**

4/10/2024

**Clerk's File #**

ORD C36516

**Renews #**

**Cross Ref #**

**Council Meeting Date:** 04/22/2024

**Submitting Dept**

CITY COUNCIL

**Project #**

**Contact Name/Phone**

CM'S CATHCART & BINGLE X6255

**Bid #**

**Contact E-Mail**

MCATHCART@SPOKANECITY.ORG

**Requisition #**

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

MCATHCART JBINGLE

**Agenda Item Name**

0320 - EMERGENCY ORDINANCE REGULATORY ORDINANCE

**Agenda Wording**

An ordinance establishing a definition of "emergency" for the purposes of governing legislation of the City Council and ensuring the appropriate use of emergency ordinances, and adding a new Section 01.01.080 to the Spokane Municipal Code.

**Summary (Background)**

This ordinance establishes a detailed definition of "emergency" for the purposes of future legislation and requires the City Council to make certain findings before adopting an emergency ordinance. The goal of the ordinance is to ensure the appropriate use of emergency ordinances.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Neutral \$

#

Select \$

#

Select \$

#

Select \$

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\$

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\$

#





## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	March 25, 2024
<b>Submitting Department</b>	City Council - Cathcart
<b>Contact Name</b>	Shae Blackwell
<b>Contact Email &amp; Phone</b>	<a href="mailto:sblackwell@spokanecity.org">sblackwell@spokanecity.org</a> x6224
<b>Council Sponsor(s)</b>	CM Cathcart, CM Bingle
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 10
<b>Agenda Item Name</b>	Emergency Ordinance Regulatory Ordinance
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>An ordinance is a law created by a local government, such as City Council. Ordinances can cover a variety of topics, including things like zoning and rental building requirements. The full collection of city ordinances is referred to as the "municipal code" or "city code". Once an ordinance is approved by City Council, it typically goes into effect thirty days after it is signed by the Mayor. Under the city charter, certain ordinances go into effect immediately after they passed by the council, including "emergency ordinances." These ordinances are not subject to veto by the mayor or the citizen referendum process. The charter does not define an emergency in detail. This ordinance establishes a detailed definition of "emergency" for the purposes of future legislation and requires the City Council to make certain findings before adopting an emergency ordinance. The goal of the ordinance is to ensure the appropriate use of emergency ordinances.</p>
<p>*use the Fiscal Impact box below for relevant financial information</p>	

**Fiscal Impact**

**Approved in current year budget?**     Yes     No     N/A

Total Cost: [Click or tap here to enter text.](#)

Current year cost:

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: Select Funding Source\*

Is this funding source sustainable for future years, months, etc? [Click or tap here to enter text.](#)

**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?
- 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?
- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?
- 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?

**Council Subcommittee Review**

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

This ordinance was not reviewed by a Council subcommittee.

## **ORDINANCE C36516**

An ordinance establishing a definition of "emergency" for the purposes of governing legislation of the City Council and ensuring the appropriate use of emergency ordinances, and adding a new Section 01.01.080 to the Spokane Municipal Code.

**WHEREAS**, section 16 of the Spokane City Charter specifies that ordinances necessary “for the protection of public health, public safety, public property, or the public peace” are effective immediately and not subject to mayoral veto; and

**WHEREAS**, section 19 of the Spokane City Charter similarly permits the City Council to adopt ordinances on an emergency basis as necessary “for the immediate preservation of the public peace, health, or safety or for the immediate support of City government and its existing public institutions” and requires such ordinances to be adopted by five affirmative votes; and

**WHEREAS**, section 83 of the Spokane City Charter allows the public to commence a protest of the enactment of any ordinance and thereby delay its effective date by submission of a qualified petition prior to the effective date of the ordinance, but this referendum process is not available to protest an ordinance passed on an emergency basis; and

**WHEREAS**, state law governs that adoption of ordinances by municipalities with respect to budget and appropriations; and

**WHEREAS**, the Spokane City Council recognizes the necessity to further define the circumstances when non-budget emergency ordinances are appropriate, and to confine them to those occasions demanding an immediate response to safeguard the public peace, health, and safety, and to provide support of City government and its existing public institutions.

**NOW, THEREFORE**, the City of Spokane does hereby ordain as follows:

**Section 1.** A new section 01.01.080 of the Spokane Municipal Code is created as follows:

### **Section 02.005.110 - Emergency Ordinance Provisions**

#### **A. Definitions.**

1. **“Emergency Ordinance”** refers to any non-budget ordinance enacted by the Spokane City Council in response to an unforeseen combination of circumstances that demands immediate action. An "emergency" is characterized by a situation where delay in action to a future regular City Council meeting or a delay in the effectiveness of the ordinance poses an imminent threat to public health, safety, or welfare, necessitating urgent intervention to prevent or mitigate significant harm to the community.

## **B. Emergency Ordinance Criteria**

1. An emergency ordinance may be adopted only when the ordinance includes detailed findings regarding all the following:
  - a. There is evidence of an imminent threat that could result in significant harm to the public health, safety, or welfare of the citizens of Spokane;
  - b. The situation is sudden, unexpected, and requires immediate action to prevent or mitigate the threat;
  - c. The normal course of legislative procedures of the City Council cannot timely address the threat without causing or exacerbating harm to the community; and
  - d. A citizens' referendum delaying the effective date of the ordinance will be detrimental to the public health, safety, or welfare.
2. In the event an emergency ordinance is prompted in part or in whole by confidential or privileged information disclosed to City Council, the written findings shall describe the legal constraints or exigencies to the greatest extent possible.
3. Every non-budget emergency ordinance shall require five affirmative votes.
4. Conditions precluding the declaration of an emergency; Effect of deferral:
  - a. The non-budget ordinance has been deferred by the City Council for consideration longer than four calendar days beyond its initial reading at a City Council legislative

session, except when the next available council meeting has been deferred to accommodate standing established city holiday.

- b. The non-budget ordinance has remained on any standing committee agenda for more than ten calendar days, whether or not there have been intervening holidays.
- c. Upon deferral of a non-budget ordinance containing an emergency clause for more than four calendar days, the ordinance shall be deemed amended to a non-emergency ordinance and adopted by the council only after two separate readings by title.

5. Effect of Adoption Not in Compliance

Any non-budget emergency ordinance adopted in violation of Subsection B above shall be deemed void ab initio.

**Section 2. Severability.** If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 3.** Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener’s errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

PASSED by the City Council on \_\_\_\_\_

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

Strike the entirety of Section 1 of the ordinance and replace it with the following language:

**Section 1.** That a new section 01.01.080 of the Spokane Municipal Code is created as follows:

**Section 01.01.080 Emergency Ordinance Provisions**

A. Definitions.

“Emergency Ordinance” refers to any non-budget ordinance enacted by the Spokane City Council in response to an unforeseen combination of circumstances that demands immediate action. An “emergency” is characterized by a situation where delay in action to a future regular City Council meeting or a delay in the effectiveness of the ordinance poses an imminent threat to public health, safety, or welfare, necessitating urgent intervention to prevent or mitigate significant harm to the community.

B. Emergency Ordinance Criteria

1. An emergency ordinance may be adopted only when the ordinance includes detailed findings regarding any of the following:
  - a. There is evidence of an imminent threat that could result in significant harm to the public health, safety, or welfare of the citizens of Spokane; or
  - b. The situation is sudden, unexpected and requires immediate action to prevent or mitigate the threat; or
  - c. The normal course of legislative procedures of the City Council cannot timely address the threat without causing or exacerbating harm to the community; or
  - d. A citizens’ referendum delaying the effective date of the ordinance will be determined to the public health, safety, or welfare.
2. In the event an emergency ordinance is prompted in part or in whole by confidential or privileged information disclosed to City Council, the written findings shall describe the legal constraints or exigencies to the greatest extent possible.
3. Every non-budget emergency ordinance shall require a minimum of five affirmative votes.



4. Conditions precluding the declaration of an emergency; Effect of deferral:

- a. The non-budget ordinance has been deferred by the City Council for consideration longer than four calendar days beyond its initial reading at a City Council legislative session, except when the next available council meeting has been deferred to accommodate an established city holiday.
- b. The non-budget ordinance has remained on any standing committee agenda for more than ten calendar days, whether or not there have been intervening holidays.
- c. Upon deferral of a non-budget ordinance containing an emergency clause for more than four calendar days, the ordinance shall be deemed amended to a non-emergency ordinance and adopted by the council only after two separate readings by title.

5. Effect of Adoption Not in Compliance

Any non-budget emergency ordinance adopted in violation of Subsection B above shall be deemed void as of the date initially adopted by council.

**Strike the entirety of Section 1 of the ordinance and replace it with the following language:**

**Section 1.** That a new section 01.01.080 of the Spokane Municipal Code is created as follows:

**Section 01.01.080 Emergency Ordinance Provisions**

**A. Definitions.**

**“Emergency Ordinance”** refers to any non-budget ordinance enacted by the Spokane City Council in response to an unforeseen combination of circumstances that demands immediate action. An "emergency" is characterized by a situation where delay in action to a future regular City Council meeting or a delay in the effectiveness of the ordinance poses an imminent threat to public health, safety, or welfare, necessitating urgent intervention to prevent or mitigate significant harm to the community.

**B. Emergency Ordinance Criteria**

1. An emergency ordinance may be adopted only when the ordinance details why the potential for a citizens' referendum repealing the Council action will be detrimental to public health, safety, or welfare and includes detailed findings regarding any of the following:
  - a. There is evidence of an imminent threat that could result in significant harm to the public health, safety, or welfare of the citizens of Spokane;
  - b. The situation is sudden, unexpected, and requires immediate action to prevent or mitigate the threat;
  - c. The normal course of legislative procedures of the City Council cannot timely address the threat without causing or exacerbating harm to the community; and
  
2. In the event an emergency ordinance is prompted in part or in whole by confidential or privileged information disclosed to City Council, the written findings shall describe the legal constraints or exigencies to the greatest extent possible.

3. Every non-budget emergency ordinance shall require five affirmative votes.
4. Conditions precluding the declaration of an emergency; Effect of deferral:
  - a. The non-budget ordinance has been deferred by the City Council for consideration longer than four calendar days beyond its initial reading at a City Council legislative session, except when the next available council meeting has been deferred to accommodate standing established city holiday.
  - b. The non-budget ordinance has remained on any standing committee agenda for more than ten calendar days, whether or not there have been intervening holidays.
  - c. Upon deferral of a non-budget ordinance containing an emergency clause for more than four calendar days, the ordinance shall be deemed amended to a non-emergency ordinance and adopted by the council only after two separate readings by title.
5. Effect of Adoption Not in Compliance

Any non-budget emergency ordinance adopted in violation of Subsection B above shall be deemed void as of the date initially adopted by council.

ORD C36516 (CATHCART AMENDMENT No. 2 )(05-02-24)

1. Correct the heading in Section 01.01.080 to read “Section 01.01.080 Emergency Ordinance Provisions.”
2. In Section 01.01.080, subsection B.5, strike the phrase “void ab initio” and insert the phrase “void as of the date initially adopted by council.”

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 04/22/2024**Committee Agenda type:** Discussion**Date Rec'd**

4/24/2024

**Clerk's File #**

ORD C36518

**Renews #****Cross Ref #****Council Meeting Date:** 05/06/2024**Submitting Dept**

FINANCE, TREASURY &amp; ADMIN

**Project #****Contact Name/Phone**

MATT BOSTON 625-6820

**Bid #****Contact E-Mail**

MBOSTON@SPOKANECITY.ORG

**Requisition #****Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

MCATHCART BWILKERSON ZZAPPONE

**Agenda Item Name**

0410 - UPDATE SMC SECTION 03.01A.350

**Agenda Wording**

Updating SMC Section 03.01A.350 relating to the department of Management &amp; Budget

**Summary (Background)**

During SMC review, it has been noted that the department of Management & Budget has had some changes to their structure that needs to be corrected within SMC to reflect current status.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative****Amount****Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	April 22, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Matt Boston
<b>Contact Email &amp; Phone</b>	<a href="mailto:mboston@spokanecity.org">mboston@spokanecity.org</a> / 509-625-6820
<b>Council Sponsor(s)</b>	CM Cathcart, CP Wilkerson, CM Zappone
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 min
<b>Agenda Item Name</b>	Update SMC section 03.01A.350
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>*use the Fiscal Impact box below for relevant financial information</p> <p>During SMC review, it has been noted that the office of Management &amp; Budget have had some changes to their structure that need to be corrected within SMC to reflect current stats. The error has been discovered and is needing to be adjusted.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> 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</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? – N/A – Part of Finance &amp; Administration restructure</li> <li>• 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? – N/A – Part of Finance &amp; Administration restructure</li> </ul>	

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? – N/A – Part of Finance & Administration restructure
- 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? – N/A – Part of Finance & Administration restructure

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. – N/A – Part of Finance & Administration restructure



**ORDINANCE NO. C36518**

An ordinance relating to the executive and administrative organization of the City, and amending SMC section 3.01A.350.

The City of Spokane does ordain:

Section 1. That SMC section 03.01A.350 is amended to read as follows:

**3.01A.350 Management and Budget**

- A. The department of management and budget assists the chief financial officer in budget development and administration by review and analysis of the City’s financial condition, reporting as needed on revenues and expenditures of the various departments. The department is responsible for coordinating the development of the annual budget, budget control, financial forecasting and planning, and the budget activities of all departments.
  
- B. This department also assists departments with research projects, cost/benefit analyses and similar fiscal management and planning; and manages the City’s indirect cost allocation plan.

~~((C.The taxes and license section administers the City’s business registration process and administers the City’s various municipal taxes. Its responsibilities include processing applications, registrations and returns; and billing, collecting, accounting and auditing of fees and taxes.))~~

~~(D.The director of management and budget oversees the risk management department functions.))~~

PASSED by the City Council on \_\_\_\_\_, 2024.

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

Attest

Approved as to Form

\_\_\_\_\_  
Clerk

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 04/22/2024**Committee Agenda type:** Discussion**Date Rec'd**

4/24/2024

**Clerk's File #**

ORD C36519

**Renews #****Cross Ref #****Council Meeting Date:** 05/06/2024**Submitting Dept**

MAYOR

**Project #****Contact Name/Phone**

ADAM X6779

**Bid #****Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Requisition #****Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

ZZAPPONE KKLITZKE JBINGLE

**Agenda Item Name**

0520 - MAYOR'S OFFICE - ORDINANCE REPEALING INACTIVE BOARDS

**Agenda Wording**

This ordinance repeals the municipal code sections related to inactive boards.

**Summary (Background)**

This ordinance repeals the municipal code sections related to the following inactive boards: • Construction Review Board • Board of Boiler Examiners • Board of Heating Mechanical Examiners • Emergency Medical Services Advisory Board • U-Help Advisory Board • Opioid Abatement Council • Cable Advisory Board • Regional Cable Advisory Board

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

This ordinance has no financial impact.

**Amount****Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



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

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

JONES, GARRETT

##### Division Director

##### Accounting Manager

MURRAY, MICHELLE

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

amcdaniel@spokanecity.org

cwright@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	4/8/2024
<b>Submitting Department</b>	Mayor's Office
<b>Contact Name</b>	Adam McDaniel
<b>Contact Email &amp; Phone</b>	amcdaniel@spokanecity.org
<b>Council Sponsor(s)</b>	
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 1 minute
<b>Agenda Item Name</b>	Ord repealing inactive boards
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>This ordinance repeals the municipal code sections related to the following inactive boards:</p> <ul style="list-style-type: none"> <li>• Construction Review Board</li> <li>• Board of Boiler Examiners</li> <li>• Board of Heating Mechanical Examiners</li> <li>• Emergency Medical Services Advisory Board</li> <li>• U-Help Advisory Board</li> <li>• Opioid Abatement Council</li> <li>• Cable Advisory Board</li> <li>• Regional Cable Advisory Board</li> </ul> <p>The appeal functions of the Building and Construction Boards (Construction Review Board, Board of Boiler Examiners, and Board of Heating Mechanical Examiners) are handled by the Hearing Examiner.</p> <p>The Emergency Medical Services Advisory Board, Cable Advisory Board, and Regional Cable Advisory Boards have been inactive for many years.</p> <p>The U-Help Advisory Board and Opioid Abatement Council. The U-Help program is now administered by SNAP. The Opioid Abatement Council is no longer needed as a result of Spokane County's Opioid Abatement Council (OAC).</p> <p>None of the boards proposed for repeal are required by state law nor do they have any active members or staff assigned.</p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <u>N/A</u> Current year cost: N/A Subsequent year(s) cost:	
<b>Narrative:</b> <u>This ordinance has no financial impact.</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Select Funding Source*	

Is this funding source sustainable for future years, months, etc?

**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 code cleanup ordinance is a result of the Brown Administration's comprehensive review of boards and commissions with the intent of improving demographic and geographic representation on all City boards and commissions. These boards are no longer active and have no current members.

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?

N/A

How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution?

N/A

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?

N/A

ORDINANCE NO C36519

An ordinance repealing inactive boards; repealing Chapters 04.06, 04.20, 04.24, 04.39 and Article IV of Chapter 10.27A of the Spokane Municipal Code.

**WHEREAS**, Mayor Brown has asked her administration to conduct a comprehensive review of the City’s boards and commissions; and

**WHEREAS**, a component of this review includes identifying boards and commissions that are no longer active or have never been empaneled; and

**WHEREAS**, eight boards have been identified as no longer active or adopted by code but never empaneled: Construction Review Board, Board of Boiler Examiners, Board of Heating Mechanical Examiners, Emergency Medical Services Advisory Board, U-Help Advisory Board, Opioid Abatement Council, Cable Advisory Board, and the Regional Cable Advisory Board.

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Chapter 04.06 of the Spokane Municipal Code is repealed.

**Section 2.** That Chapter 04.20 of the Spokane Municipal Code is repealed.

**Section 3.** That Chapter 04.24 of the Spokane Municipal Code is repealed.

**Section 4.** That Chapter 04.39 of the Spokane Municipal Code is repealed.

**Section 5.** That Article IV “Cable Advisory Board”, Section 10.27A.900 and Section 10.27A.905 of the Spokane Municipal Code are repealed.

PASSED by the City Council on \_\_\_\_\_

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

Attest:

Approved as to form:

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

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

---

Mayor

---

Date

---

Effective Date