

## CITY OF SPOKANE



### REGARDING CITY COUNCIL MEETINGS

City Council's standing committee meetings, Agenda Review Sessions, and Legislative 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 April 28, 2025, 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 April 28, 2025:**

3:30 p.m. Agenda Review Session: 1-408-418-9388; access code: 248 249 50291; password: 0320

6:00 p.m. Legislative Session: 1-408-418-9388; access code: 249 633 61072; password: 0320

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

Testimony sign-up is open beginning at 5:00 p.m. on Friday, April 25, 2024, and ending at 6:00 p.m. on Monday, April 28, 2025, 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 April 28, 2025. 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 relate to the final, updated draft, or draft 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).

# THE CITY OF SPOKANE



## DRAFT COUNCIL AGENDA

MEETING OF MONDAY, APRIL 28, 2025

### **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:

Username: **COS Guest**

Password: **K8vCr44y**

**Please note the space in username.**

Both username 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*

# AGENDA REVIEW AND LEGISLATIVE SESSIONS

Council meetings consist of two parts: The Agenda Review Session (starting at 3:30 P.M.) and the Legislative Session (starting at 6:00 P.M.). The Agenda Review Session is open to the public, but participation is limited to Council Members and appropriate staff. The Legislative Session also is open to the public, and public comment is taken on legislative items (except those that are adjudicatory or solely administrative in nature). Following the conclusion of the Legislative portion of the meeting, an Open Forum is 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 AGENDA REVIEW 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

- Public participation in Council meetings is governed by Council Rules 2.15 and 2.16. A complete copy of the council rules can be found here: [City Council Rules](#).
- 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 name and city of residence as a condition of recognition.
- Persons speaking at the podium shall verbally identify themselves by name, city of residency and, if appropriate, representative capacity.
- Speakers may be provided additional written or verbal instructions to ensure that verbal remarks are electronically recorded. Documents submitted for the record are identified and marked by the Clerk. (If you are submitting paper copies of 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.)
- To ensure that evidence and expressions of opinion are included in the record, and to ensure that decorum befitting a deliberative process is maintained, no modes of expression including but not limited to demonstrations, banners, signs, applause, profanity, vulgar language, or personal insults are 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 testify at Council meetings, including open forum, providing the testimony is in compliance with the City of Spokane Code of Ethics and the staff follow the steps outlined in the City Council Rules of Procedure.

**SPEAKING TIME LIMITS:** Each person addressing the Council is limited to two minutes of speaking time, except during hearings and items under final consideration by the Council, for which three minutes will be allowed. 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.

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

# **AGENDA REVIEW 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**

**DRAFT AGENDAS REVIEW (Staff or Council Member briefings and discussion)**

**APPROVAL BY MOTION OF THE DRAFT AGENDA**

**CONSIDERATION OF ANY REQUESTS FOR DEFERRAL OF ITEMS ON THE FINAL AGENDA**

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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**

**(6:30 P.M. or as soon thereafter as possible following the Joint Meeting above.)**

**(Council Reconvenes in Council Chamber)**

**LAND ACKNOWLEDGEMENT**

**PLEDGE OF ALLEGIANCE**

**POETRY AT THE PODIUM, 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

Climate Resilience & Sustainability Board: Two Appointments – Ryan Arnold & Claire Cooney	Two Confirm	CPR 2024-0030
Spokane Arts Commission: One Appointment – Don Hamilton	One Confirm	CPR 1981-0043

## 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. Contract Extension with Willis Towers Watson Insurance Services West, Inc. (Seattle, WA) for Risk Management Broker Services from April 1, 2025, through June 30, 2025—\$15,000 plus tax. (Council Sponsors: Council Members Zappone and Dillon)<br><b>Matt Boston</b>   | Approve | OPR 2022-0260<br>IRFP 5548-21 |
| 2. Low Bid of (to be determined at bid opening) (City, ST) for Maxwell Avenue - Pettet to Walnut Pedestrian Bike Safety project—\$__. An administrative reserve of \$__, which is 10% of the contract price, will be set aside. (West Central Neighborhood). (Council Sponsor: Council Member Klitzke)<br><b>Dan Buller</b> | Approve | OPR 2025-0149<br>ENG 2023111  |

- 3. Report of the Mayor of pending:
  - a. Claims and payments of previously approved obligations, including those of Parks and Library, through \_\_\_\_\_, 2025, total \$\_\_\_\_\_, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$\_\_\_\_\_.
  - b. Payroll claims of previously approved obligations through \_\_\_\_\_, 2025: \$\_\_\_\_\_.
  
- 4. Minutes:
  - a. City Council Meeting Minutes: \_\_\_\_\_, 2025.
  - b. City Council Standing Committee Meeting Minutes: \_\_\_\_\_, 2025.

Approve & Authorize Payments CPR 2025-0002

CPR 2025-0003

Approve All CPR 2025-0013

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## LEGISLATIVE AGENDA

### NO SPECIAL BUDGET ORDINANCES

### NO EMERGENCY ORDINANCES

### NO RESOLUTIONS

### FINAL READING ORDINANCES

(Require Four Affirmative, Recorded Roll Call Votes)

ORD C36670 Relating to regular adjustments of fees, charges and other assessments collected by the City of Spokane to ensure they reflect the actual cost of service delivery; and amending Section 04.02.010 of the Spokane Municipal Code. (Council Sponsors: Council Members Klitzke and Cathcart)

**Council Members Klitzke and Cathcart**

ORD C36674 Relating to the prohibition of sitting and laying on public sidewalks, and amending Section 10.60.020 of the Spokane Municipal Code. (Council Sponsors: Council Members Bingle and Cathcart)

**Council Member Bingle**

## FIRST READING ORDINANCES

- ORD C36658 (To be considered under Hearings Item H1.b.)
- ORD C36668 Relating to Emergency Medical Transport in the city of Spokane; amending Sections 10.47.010, 10.47.030, 10.47.050, 10.47.070, 10.47.080, 10.47.090, and 10.47.150; adopting new Sections 10.47.061, 10.47.062, and 10.47.131; and repealing Sections 10.47.040, 10.47.060, 10.47.120, 10.47.130, and 10.47.140 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Members Zappone and Dillon)  
**Adam McDaniel**

FURTHER ACTION DEFERRED

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## NO SPECIAL CONSIDERATIONS

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## HEARINGS

### RECOMMENDATION

- |   |   |                   |
|---|---|-------------------|
| <p>H1. a. Vacation of Latah Place between Inland Empire Way and the Union Pacific Railroad, as requested by adjacent property owners.</p> <p>b. First Reading Ordinance C36658 vacating Latah Place between Inland Empire Way and the Union Pacific Railroad.<br/>(Council Sponsors: Council Members Bingle and Klitzke)<br/><b>Eldon Brown</b></p> | <p>Hold Hrg/<br/>Close Hrg</p> <p>Further<br/>Action<br/>Deferred</p> | <p>ORD C36658</p> |
|---|---|-------------------|
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## OPEN FORUM

At the conclusion of legislative business, the Council may recess briefly and then convene an open public comment period for up to twenty (20) speakers, unless a majority of council members vote otherwise. If more than twenty (20) people sign up for open forum, 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 the calendar month. Each speaker is limited to no more than two (2) 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. 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 final or draft 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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### Motion to Approve Draft Agenda for April 28, 2025 (per Council Rule 2.1.B)

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### ADJOURNMENT

The April 28, 2025, Regular Legislative Session of the City Council and is adjourned to May 5, 2025.

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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 [mlovmaster@spokanecity.org](mailto:mlovmaster@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:**

**Council Meeting Date:** 04/28/2025

**Date Rec'd**

4/9/2025

**Clerk's File #**

CPR 2025-0030

**Cross Ref #**

**Project #**

**Submitting Dept**

MAYOR

**Bid #**

**Contact Name/Phone**

ADAM 6779

**Requisition #**

**Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Agenda Item Type**

Boards and Commissions

**Council Sponsor(s)**

**Sponsoring at Administrators Request**

NO

**Lease?** NO

**Grant Related?** NO

**Public Works?** NO

**Agenda Item Name**

0520 APPT OF RYAN ARNOLD TO THE CLIMATE RESILIENCE & SUSTAINABILITY

**Agenda Wording**

Mayor Brown has appointed Ryan Arnold to the Climate Resilience and Sustainability Board for a term of April 28, 2025 - April 28, 2026.

**Summary (Background)**

: The purpose of the Climate Resilience and Sustainability Board is to provide advice and recommendations to the Mayor, City Council, and community on the actions necessary to achieve the community's sustainability and climate goals consistent with the City's Comprehensive Plan, Sustainability Action Plan, environmental stewardship policies of the City as adopted by the City Council, and within the requirements and parameters set forth in state law. Membership: The Climate Resilience and Sustainability Board membership consists of diverse and broad representation including but not limited to: 1. members of impacted communities facing disproportionate environmental and health disparities; 2. individuals with expertise in public health, emergency management, climate planning, or sustainability and resiliency initiatives; 3. business leaders and entrepreneurs with experience implementing sustainability and resiliency initiatives; and 4. students of secondary and postsecondary education institutions within the city of Spokane.

**What impacts would the proposal have on historically excluded communities?**

N/A

**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 requirements of SMC 04.41.020.

**Council Subcommittee Review**

N/A

<b>Fiscal Impact</b>	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b>	N/A
<b>Funding Source Type</b>	Select
<b>Is this funding source sustainable for future years, months, etc?</b>	
<b>Expense Occurrence</b>	N/A
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	
<b>Dept Head</b>	SCOTT, ALEXANDER
<b>Division Director</b>	
<b>Accounting Manager</b>	
<b>Legal</b>	
<b>For the Mayor</b>	SCOTT, ALEXANDER
<b>Distribution List</b>	
	amcdaniel@spokanecity.org



**Agenda Sheet for City Council:**

**Committee:** Date: N/A

**Committee Agenda type:**

**Council Meeting Date:** 04/28/2025

**Date Rec'd**

4/9/2025

**Clerk's File #**

CPR 2025-0030

**Cross Ref #**

**Project #**

**Submitting Dept**

MAYOR

**Bid #**

**Contact Name/Phone**

ADAM 6779

**Requisition #**

**Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Agenda Item Type**

Boards and Commissions

**Council Sponsor(s)**

**Sponsoring at Administrators Request**

NO

**Lease?** NO

**Grant Related?** NO

**Public Works?** NO

**Agenda Item Name**

0520 APPT OF CLAIRE COONEY TO THE CLIMATE RESILIENCE &

**Agenda Wording**

Mayor Brown has appointed Claire Cooney to the Climate Resilience and Sustainability Board for a term of April 28, 2025 - April 28, 2026.

**Summary (Background)**

The purpose of the Climate Resilience and Sustainability Board is to provide advice and recommendations to the Mayor, City Council, and community on the actions necessary to achieve the community's sustainability and climate goals consistent with the City's Comprehensive Plan, Sustainability Action Plan, environmental stewardship policies of the City as adopted by the City Council, and within the requirements and parameters set forth in state law. Membership: The Climate Resilience and Sustainability Board membership consists of diverse and broad representation including but not limited to: 1. members of impacted communities facing disproportionate environmental and health disparities; 2. individuals with expertise in public health, emergency management, climate planning, or sustainability and resiliency initiatives; 3. business leaders and entrepreneurs with experience implementing sustainability and resiliency initiatives; and 4. students of secondary and postsecondary education institutions within the city of Spokane.

**What impacts would the proposal have on historically excluded communities?**

N/A

**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 requirements of SMC 04.41.020.

**Council Subcommittee Review**

N/A

<b>Fiscal Impact</b>	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b>	N/A
<b>Funding Source Type</b>	Select
<b>Is this funding source sustainable for future years, months, etc?</b>	
<b>Expense Occurrence</b>	N/A
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	
<b>Dept Head</b>	SCOTT, ALEXANDER
<b>Division Director</b>	
<b>Accounting Manager</b>	
<b>Legal</b>	
<b>For the Mayor</b>	SCOTT, ALEXANDER
<b>Distribution List</b>	
	amcdaniel@spokanecity.org

**Agenda Sheet for City Council:****Committee:** Date: N/A**Committee Agenda type:****Council Meeting Date:** 04/28/2025

<b>Date Rec'd</b>		4/9/2025
<b>Clerk's File #</b>		CPR 1981-0043
<b>Cross Ref #</b>		
<b>Project #</b>		
<b>Submitting Dept</b>	MAYOR	<b>Bid #</b>
<b>Contact Name/Phone</b>	ADAM 6779	<b>Requisition #</b>
<b>Contact E-Mail</b>	AMCDANIEL@SPOKANECITY.ORG	
<b>Agenda Item Type</b>	Boards and Commissions	
<b>Council Sponsor(s)</b>		
<b>Sponsoring at Administrators Request</b>		NO
<b>Lease?</b> NO	<b>Grant Related?</b> NO	<b>Public Works?</b> NO
<b>Agenda Item Name</b>	0520 - APPOINTMENT OF DON HAMILTON TO THE SPOKANE ARTS	

**Agenda Wording**

Mayor Brown has appointed Don Hamilton to the Arts Commission for a term of April 28, 2025 - April 28, 2028.

**Summary (Background)**

The Spokane Arts Commission is a 16-member, all-volunteer board that promotes and enhances the quality, accessibility and presence of arts and culture. The Arts Commission serves a dual role as an advisory board to Spokane Arts (which is a 501(c)(3) nonprofit) while also advising the city of Spokane on arts policy. The activities of art commissioners vary widely but include serving on public art juries alongside community members, planning the annual Arts Awards, developing new events or programs to engage the wider community in the arts, and advocating for the arts at the city or state level.



**What impacts would the proposal have on historically excluded communities?**

N/A

**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 requirements of SMC 04.05.020.

**Council Subcommittee Review**

N/A

<b>Fiscal Impact</b>	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b>	N/A
<b>Funding Source Type</b>	Select
<b>Is this funding source sustainable for future years, months, etc?</b>	
<b>Expense Occurrence</b>	N/A
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	
<b>Dept Head</b>	SCOTT, ALEXANDER
<b>Division Director</b>	
<b>Accounting Manager</b>	
<b>Legal</b>	
<b>For the Mayor</b>	SCOTT, ALEXANDER
<b>Distribution List</b>	
	amcdaniel@spokanecity.org

**Agenda Sheet for City Council:****Committee:** Public Safety **Date:** 03/31/2025**Committee Agenda type:** Discussion**Date Rec'd**

3/25/2025

**Clerk's File #**

OPR 2022-0260

**Cross Ref #****Project #****Council Meeting Date:** 04/28/2025**Submitting Dept**

RISK MANAGEMENT

**Bid #**

IRFP 5548-21

**Contact Name/Phone**

MATT BOSTON 625-6585

**Requisition #****Contact E-Mail**

MBOSTON@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

ZZAPPONE PDILLON

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

5800 - WILLIS TOWERS WATSON CONTRACT EXTENSION

**Agenda Wording**

Contract extension with Willis Towers Watson Insurance Services West, Inc (Seattle, WA) for Risk Management Broker Services. From April 1, 2025 through June 30, 2025 for the amount of \$15,000 plus tax.

**Summary (Background)**

Contract extension with Willis Towers Watson Insurance Services West, Inc (Seattle, WA) for Risk Management Broker Services. From April 1, 2025 through June 30, 2025 for the amount of \$15,000 plus tax. The City is in the process of going through the RPF process for this contract and need an extension on our current contract so we are not without insurance broker services.

**What impacts would the proposal have on historically excluded communities?**

N/A

**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

**Council Subcommittee Review**

N/A

<b>Fiscal Impact</b>	
Approved in Current Year Budget? YES	
Total Cost	\$ 15,000.00
Current Year Cost	\$ 15,000.00
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
<b>Amount</b>	<b>Budget Account</b>
Expense \$ 15,000.00	# 5800-7820-18610-54201
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b>	One-Time
<b>Funding Source Type</b>	Select
<b>Is this funding source sustainable for future years, months, etc?</b>	
<b>Expense Occurrence</b>	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	
<b>Dept Head</b>	GBYRD
<b>Division Director</b>	GBYRD
<b>Accounting Manager</b>	GBYRD
<b>Legal</b>	GBYRD
<b>For the Mayor</b>	GBYRD
<b>Additional Approvals</b>	
<b><u>PURCHASING</u></b>	NECHANICKY, JASON
<b>Distribution List</b>	
Karin Nelson - karin.nelson@wtwco.com	mboston@spokanecity.org
spuckett@spokanecity.org	sjordan@spokanecity.org
ehaugen@spokanecity.org	



**City of Spokane**  
**CONTRACT EXTENSION**  
Title: **RISK MANAGEMENT BROKER SERVICES**

This Contract Extension is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **WILLIS TOWERS WATSON INSURANCE SERVICES WEST, INC.**, whose address is 600 University Street, Suite 3100, Seattle, Washington 98101-1176 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 Risk Management Broker Services; and*

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

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

**1. CONTRACT DOCUMENTS.**

The Contract, dated April 20, 2022 and April 25, 2022, 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, 2025 and shall run through June 30, 2025.

**3. COMPENSATION.**

The City shall pay an additional amount not to exceed **FIFTEEN THOUSAND AND NO/100 DOLLARS (\$15,000.00)**, 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.

**WILLIS TOWERS WATSON INSURANCE  
SERVICES WEST, 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

25-061



< **Business Lookup**

## License Information:

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

**Entity name:** WILLIS TOWERS WATSON INSURANCE SERVICES WEST, INC.

**Business name:** WILLIS INSURANCE SERVICES OF CALIFORNIA, INC

**Entity type:** Profit Corporation

**UBI #:** 604-054-027

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 525 MARKET ST  
STE 3400  
SAN FRANCISCO CA 94105-2742

**Mailing address:** PO BOX 292287  
NASHVILLE TN 37229-2287





**Excise tax and reseller permit status:**

[Click here](#)

**Secretary of State information:**

[Click here](#)

## Endorsements

Endorsements held at this lo	License #	Count	Details	Status	Expiration da	First issuance
Spokane General Business - Non-Resident				Active	May-31-2025	May-26-2020
Vancouver General Business - Non-Resident				Active	May-31-2025	May-26-2020

## Owners and officers on file with the Department of Revenue

Owners and officers	Title
CHANG, MICHAEL	
COGGIN, DERRICK	
DUNMORE ADAS, JENNIFER	
MOORMAN, DEBORAH	
NAAKTGEBOREN, HEATHER D. B.	



---

**Owners and officers****Title**

---

SHAY, CHARLES

TRENTHAM, BARBARA

---

The Business Lookup information is updated nightly. Search date and time:  
3/24/2025 11:54:35 AM

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/01/2024

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> Willis Towers Watson Northeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	<b>CONTACT NAME:</b> WTW Certificate Center <b>PHONE (A/C No. Ext):</b> 1-877-945-7378 <b>E-MAIL ADDRESS:</b> certificates@wtwco.com	<b>FAX (A/C No.):</b> 1-888-467-2378
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Willis North America, Inc. and its subsidiaries 200 Liberty Street New York, NY 10281	<b>INSURER A:</b> Zurich American Insurance Company	<b>NAIC #</b> 16535
	<b>INSURER B:</b> Sentry Insurance Company	24988
	<b>INSURER C:</b> Sentry Casualty Company	28460
	<b>INSURER D:</b> Safe Rock Insurance Company	E0060
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** W34190803                      **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 VVD	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	Y		GLO 0144363-08	07/01/2024	07/01/2025	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> Contractual Liability						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 5,000,000
							GENERAL AGGREGATE \$ 5,000,000
							PRODUCTS - COMP/OP AGG \$ 5,000,000
							\$
B	<b>AUTOMOBILE LIABILITY</b>			9020597004	07/01/2024	07/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY					
							PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	DED RETENTIONS \$						\$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			9020597001	07/01/2024	07/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<b>Workers Compensation &amp; Employers Liability</b>			9020597002	07/01/2024	07/01/2025	EL Each Accident \$1,000,000
	Per Statute						EL Disease - Each Emp \$1,000,000
							EL Disease-Policy Lmt \$1,000,000

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

SEE ATTACHED

<b>CERTIFICATE HOLDER</b>  City of Spokane Attn: Risk Management 800 W. Spokane Falls Blvd. Spokane, WA 99201	<b>CANCELLATION</b>  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  <i>Patricia A. Fony</i>



**ADDITIONAL REMARKS SCHEDULE**

AGENCY Willis Towers Watson Northeast, Inc.		NAMED INSURED Willis North America, Inc. and its subsidiaries 200 Liberty Street New York, NY 10281	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

**ADDITIONAL REMARKS**

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

The City of Spokane, its officers, employees and agents are included as Additional Insureds as respects to General Liability where required by written contract or agreement.

INSURER AFFORDING COVERAGE: Sentry Insurance Company NAIC#: 24988  
 POLICY NUMBER: 9020597003      EFF DATE: 07/01/2024      EXP DATE: 07/01/2025

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Workers Compensation & Employers Liability Per Statute	EL Each Accident EL Disease - Each Emp EL Disease-Policy Lmt	\$1,000,000 \$1,000,000 \$1,000,000

INSURER AFFORDING COVERAGE: Safe Rock Insurance Company NAIC#: E0060  
 POLICY NUMBER: SM2425      EFF DATE: 07/01/2024      EXP DATE: 07/01/2025

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Errors & Omissions	Per Claim Aggregate Limit	\$5,000,000 \$5,000,000

ADDITIONAL REMARKS:  
 Professional Indemnity Insurance (Errors & Omission Liability) Carrier: Safe Rock Insurance Company.

All employees of Willis North America and its subsidiaries are included as Insureds under the Errors & Omissions policy.

## Willis North America Inc. – Certificate addendum as of 7/1/2024

### **ADDITIONAL NAMED INSUREDS**

2017 Tranzfer Insurance Solutions LLC  
Acclaris, Inc.  
Acclaris Holding Inc  
Anthelo Insurance Solutions LLC  
DirectHealth.com, LLC  
Encore Insurance PCC, Limited  
Extend Health, LLC  
Extend Insurance Services LLC  
MG LLC  
Omni Direct Inc  
Premium Funding Associates, Inc.  
Q3M Insurance Solutions, LLC  
Quantum 3 Media LLC  
RSDIG Risk Purchasing Group, Inc.  
Safe Rock Insurance Company  
Special Contingency Risks Inc.  
Towers Perrin Capital Corp.  
Towers Watson Delaware Holdings LLC  
Towers Watson Investment Services, Inc.  
Towers Watson Latin American Holdings LLC  
Towers Watson Middle East Holdings, Inc.  
Towers Watson Retiree Insurance Services, Inc.  
TPF&C International, Inc.  
Tranzact Holdings, LLC  
Tranzact Holdings Delaware, Inc.  
Tranzmobile, LLC  
Tranzsubco I Corp.  
Tranzsubco II Corp.  
Tranzutary DirectHealth Holdings, LLC  
Tranzutary Holdings LLC  
Tranzutary Insurance Solutions LLC  
Tru Broker, LLC  
TruBridge, Inc.  
TZ Alpha Insurance Solutions LLC  
TZ Cancins, LLC  
TZ Guatemala Holdings LLC  
TZ Holdings, Inc.  
TZ Midco, Inc.  
TZ Purchaser II, Inc.  
TZ Purchaser, Inc.  
TZ Insurance Solutions LLC  
Verita CSG, Inc  
VTH Solutions LLC  
Watson Wyatt European Investment Holdings, Inc.  
Watson Wyatt International, Inc.  
Willis Administrative Services Corporation  
Willis Americas Administration, Inc.

**Willis North America Inc. – Certificate addendum as of 7/1/2024**

**ADDITIONAL NAMED INSUREDS**

**Willis HRH, Inc.**  
**Willis NA Inc.**  
**Willis North American Holding Company**  
**Willis of Michigan Inc.**  
**Willis of New Jersey, Inc.**  
**Willis Personal Lines, LLC**  
**Willis Processing Services, Inc.**  
**Willis Programs of Connecticut, Inc.**  
**Willis Services LLC**  
**Willis Towers Watson Analytical Insurance Services Inc.**  
**Willis Towers Watson CAC, Inc.**  
**Willis Towers Watson Insurance Services West, Inc.**  
**Willis Towers Watson Management (Vermont), Ltd.**  
**Willis Towers Watson Risk Purchasing Group, Inc.**  
**Willis Towers Watson Securities, LLC**  
**Willis Towers Watson US LLC**  
**Willis Towers Watson Midwest, Inc.**  
**Willis Towers Watson Northeast, Inc**  
**Willis Towers Watson Puerto Rico Insurance Brokerage Inc.**  
**Willis Towers Watson Southeast, Inc**  
**Willis US Holding Company, LLC**  
**WTW Delaware Holdings LLC**  
**WTW Service Center Holdings LLC**  
**WTW Philippines Holdings, LLC**

**Agenda Sheet for City Council:****Committee:** Finance & Administration **Date:** 02/24/2025**Committee Agenda type:** Consent**Council Meeting Date:** 04/28/2025

<b>Date Rec'd</b>		2/11/2025
<b>Clerk's File #</b>		OPR 2025-0149
<b>Cross Ref #</b>		
<b>Project #</b>		2023111
<b>Submitting Dept</b>	ENGINEERING SERVICES	<b>Bid #</b>
<b>Contact Name/Phone</b>	DAN BULLER 625-6391	<b>Requisition #</b>
<b>Contact E-Mail</b>	DBULLER@SPOKANECITY.ORG	
<b>Agenda Item Type</b>	Engineer Construction Contract	
<b>Council Sponsor(s)</b>	KKLITZKE	
<b>Sponsoring at Administrators Request</b>	NO	
<b>Lease?</b> NO	<b>Grant Related?</b> NO	<b>Public Works?</b> YES
<b>Agenda Item Name</b>	0370 – LOW BID AWARD-MAXWELL AVENUE-PETTET TO WALNUT	

**Agenda Wording**

Low Bid of (to be determined at bid opening) (City, ST) for Maxwell Avenue - Pettet to Walnut Pedestrian Bike Safety - \$\_\_. An administrative reserve of \$\_\_, which is 10% of the contract, will be set aside. (West Central Neighborhood Council)

**Summary (Background)**

This project constructs separated bike lanes (double white line plus non-continuous concrete curbs), upgraded bus stops, a shared use path through Cannon Park, signal upgrades at Maxwell/Ash and Maxwell/Maple, sidewalk infill and lighting. On \_\_\_\_\_, bids were opened for the above project. The low bid from (to be determined at bid opening) in the amount of \$\_\_, which is \$\_\_ or \_\_% (above/below) the Engineer's Estimate of \$1,600,000.00. \_\_\_ other bids were received as follows: (to be determined). All information will be provided prior to the council vote date.

**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, distribute public investment throughout the community, and respond to gaps in services identified in various City plans.

**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?**

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**



<b>Fiscal Impact</b>	
Approved in Current Year Budget?	YES
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
Project funding is approximately 80% state grant funding and 20% arterial street funding.	
<b>Amount</b>	
<b>Budget Account</b>	
Expense	\$ 0
Select	\$
Select	\$
Select	\$
Select	\$
Select	\$
Select	\$
<b>Funding Source</b>	One-Time
<b>Funding Source Type</b>	Program Revenue
<b>Is this funding source sustainable for future years, months, etc?</b>	
Yes, water and sewer rates	
<b>Expense Occurrence</b>	One-Time
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
N/A	
<b>Approvals</b>	
<b>Additional Approvals</b>	
<b>Dept Head</b>	BULLER, DAN
<b>Division Director</b>	BULLER, DAN
<b>Accounting Manager</b>	BAIRD, CHRISTI
<b>Legal</b>	HARRINGTON,
<b>For the Mayor</b>	PICCOLO, MIKE
<b>Distribution List</b>	
	publicworksaccounting@spokanecity.org
tax&licenses@spokanecity.org	eraea@spokanecity.org
dbuller@spokanecity.org	pyoung@spokanecity.org
jradams@spokanecity.org	jrhall@spokanecity.org

**Maxwell Bike-Ped Project  
Pettet to Walnut**



**Agenda Sheet for City Council:****Committee:** Public Safety **Date:** 03/31/2025**Committee Agenda type:** Discussion**Date Rec'd**

3/26/2025

**Clerk's File #**

ORD C36670

**Cross Ref #****Project #****Council Meeting Date:** 04/21/2025**Submitting Dept**

CITY COUNCIL

**Bid #****Contact Name/Phone**

KITTY KLITZKE 6224

**Requisition #****Contact E-Mail**

KKLITZKE@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

KKLITZKE MCATHCART

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0320 COST RECOVERY ORDINANCE

**Agenda Wording**

An Ordinance relating to regular adjustments of fees, charges and other assessments collected by the City of Spokane to ensure they reflect the actual cost of service delivery; and amending Section 04.02.010 of the Spokane Municipal Code.

**Summary (Background)**

This Ordinance seeks to consistently achieve cost recovery. This ordinance will require an assessment of fees, charges, and other assessments at a minimum frequency of every two years. The fee increase will be based on the consumer price index except as provided by RCW.

**What impacts would the proposal have on historically excluded communities?**

It will ease the sticker shock of inflation by gradually stepping up fees rather than having huge fees increased infrequently. It will provide an opportunity to decrease fees if the service becomes less expensive to the City.

**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?**

Routine updates to our fees help to ensure that customers/residents/ratepayers receiving a specific service cover the cost of that service. This approach protects low-income residents and ratepayers by making sure that their dollars are spent appropriately on the services they expect rather than on individual benefits to others.

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

After a departmental review, each department will report the status and outcome to the Mayor and the City Council to show that the City is recovering the actual cost of delivering services.

**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?**

It is the policy of the City to promptly identify and collect all moneys due to it as a result of services rendered.  
SMC 04.02.010

**Council Subcommittee Review**

This has been reviewed by relevant departments.

<b>Fiscal Impact</b>	
Approved in Current Year Budget? N/A	
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
This ordinance encourages City wide fiscal due diligence and optimization without requiring additional positions, grant matches, maintenance, supplies, or capital revenue.	
<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b> Recurring	
<b>Funding Source Type</b> Program Revenue	
<b>Is this funding source sustainable for future years, months, etc?</b>	
Yes, this is part of normal operations	
<b>Expense Occurrence</b>	Recurring
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
Revenue calibrating and regulating	
<b>Approvals</b>	
<b>Dept Head</b>	
<b>Division Director</b>	
<b>Accounting Manager</b>	BUSTOS, KIM
<b>Legal</b>	SCHOEDEL, ELIZABETH
<b>For the Mayor</b>	
<b>Distribution List</b>	

## **ORDINANCE NO. C36670**

An Ordinance relating to regular adjustments of fees, charges and other assessments collected by the City of Spokane to ensure they reflect the actual cost of service delivery; and amending Section 04.02.010 of the Spokane Municipal Code.

**WHEREAS**, the City lawfully assesses certain fees, charges and other assessments for services rendered, such as processing applications, reviewing documents and issuing permits, and delivering essential services; and

**WHEREAS**, because many fee schedules fail to keep pace with the actual cost of delivery of services due to the significant time, resources and expenses associated with evaluating whether fees, charges and other assessments suffice to cover costs; and

**WHEREAS**, the City Council wishes to encourage regular evaluation of available technologies and software that would allow for reduction or other adjustments of City fees, charges, and assessments; and

**WHEREAS**, the City Council wishes to establish a policy that would ensure regular review of fees, charges and other assessments to ensure they both reflect the actual cost of services rendered , coupled with efforts to reduce the costs of collection;

**NOW, THEREFORE**, the City of Spokane does hereby ordain as follows:

**Section 1.** That Article I, Section 04.02.010 of the Spokane Municipal Code is amended as follows:

Article I. In General

Section 04.02.010 Policy to Collect Accounts

- A. It is the policy of the City to promptly identify and collect all duly payable moneys related to services rendered, damage to City property, or any other source.
  
- B. It is the policy of the City to regularly review and, as necessary, adjust schedules for fees, charges, and other assessments to ensure the City recovers at least the actual cost of delivering said services. Accordingly, during the even year of each biennium, all city departments shall review as appropriate their schedules for fees, charges, and other assessments to ensure there is adequate cost recovery for the services rendered and shall then report the status and outcome of such review to

the Mayor and City Council. The biennial review and adjustment shall be governed by the following specific criteria:

1. Except as otherwise provided in this section, fees, charges and assessments shall be adjusted by reference to the Consumer Price Index published by the United States Bureau of Labor Statistics, (All City Average (CPI-U and CPI-W)) or such other applicable index or formula appropriate for the service rendered.
2. General facilities charges shall be updated and maintained pursuant to Chapters 13.03 and 13.04 of the Spokane Municipal Code.
3. Transportation impact fees shall be updated and maintained pursuant to Chapter 17D.075 of the Spokane Municipal Code.
4. This section shall not apply to criminal and civil penalties fees, which shall be adjusted consistent with state law and any penalty schedule established separately under the Spokane Municipal Code.
5. In reviewing fees, charges, and other assessments each biennium, each City department shall systematically and resolutely pursue opportunities to maximize operational efficiency, eliminate waste, streamline processes, and minimize administrative costs to ensure the lowest possible financial burden on payers. This includes exploring innovative solutions that enhance effectiveness and reduce expenses. In conjunction with the Information Technology Division, departments shall also evaluate and implement apt software and platforms that automate workflows, improve accuracy, and reduce the costs associated with calculating and billing fees, charges, and other assessments.
6. Nothing in this section shall be construed to prohibit review and adjustment of fees more frequently than every biennium.

**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. 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



**Agenda Sheet for City Council:****Committee:** Public Safety **Date:** 03/31/2025**Committee Agenda type:** Discussion**Date Rec'd**

3/26/2025

**Clerk's File #**

ORD C36674

**Cross Ref #****Project #****Council Meeting Date:** 04/21/2025**Submitting Dept**

CITY COUNCIL

**Bid #****Contact Name/Phone**

CM CATHCART 625-6257

**Requisition #****Contact E-Mail**

MCATHCART@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

JBINGLE MCATHCART

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0320 - ORDINANCE AMENDING "SIT AND LIE" PROVISIONS

**Agenda Wording**

An ordinance relating to the prohibition of sitting and laying on public sidewalks, and amending Section 10.60.020 of the Spokane Municipal Code.

**Summary (Background)**

Current Spokane Municipal Code 10.60.020 limits the geographic scope of certain "sit and lie" prohibitions to the downtown core, in part because of past legal limitations on enforcement. This ordinance amends SMC 10.60.020 so that all of its provisions apply city-wide, there are no legal limitations on hours of enforcement, and there is no longer a shelter bed availability requirement.

**What impacts would the proposal have on historically excluded communities?**

Illegal sit and lie activities, while primarily a problem in the downtown core, affect citizens and businesses throughout the city, in all neighborhoods and business districts. Enacting this ordinance ensures that all neighborhoods, including those in historically excluded communities, benefit from the same protective ordinance that now only benefits the downtown core.

**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?**

Unclear at this time, but some data should be available as part of the regular reporting of code enforcement activities.

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

Unclear at this time, but some data should be available as part of the regular reporting of code enforcement activities.

**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 ordinance is consistent with SMC 12.02.1010, adopted by the voters of Spokane as Proposition 1 in 2023, and which expanded the scope of anti-camping provisions throughout the City.

**Council Subcommittee Review**

Not applicable

<b>Fiscal Impact</b>	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
Enforcement of sit and lie laws still requires adequate signage of the law, and practical enforcement depends on availability of police and code enforcement forces. Costs of signage and enforcement have not been calculated.	
<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b> N/A	
<b>Funding Source Type</b> Select	
<b>Is this funding source sustainable for future years, months, etc?</b>	
Not applicable	
<b>Expense Occurrence</b>	N/A
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	
<b>Dept Head</b>	
<b>Division Director</b>	
<b>Accounting Manager</b>	BUSTOS, KIM
<b>Legal</b>	SCHOEDEL, ELIZABETH
<b>For the Mayor</b>	
<b>Distribution List</b>	

## ORDINANCE NO. C36674

An ordinance relating to the prohibition of sitting and laying on public sidewalks, and amending Section 10.60.020 of the Spokane Municipal Code.

**WHEREAS**, the safety and well-being of Spokane citizens, as well as the viability of local businesses, are threatened by the continued unlawful occupation and use of public sidewalks and adjacent building entrances and parking areas; and

**WHEREAS**, the Spokane Municipal Code section 10.60.020, the so-called “sit-and-lie” ordinance, regulates the unlawful occupation of sidewalks and pedestrian avenues, all to promote the safe and responsible use of public spaces; and

**WHEREAS**, Spokane voters overwhelmingly approved Proposition 1 in 2023, demonstrating broad public support for the expansion and enforcement of local laws prohibiting unauthorized camping and sit-and-lie violations; and

**WHEREAS**, on June 26, 2024, the Supreme Court of the United States issued its ruling in *City of Grants Pass v. Johnson*, holding that local government ordinances with civil and criminal penalties for camping on public land do not constitute cruel and unusual punishment; and

**WHEREAS**, the effect of the *Grants Pass* holding is to remove the legal impediment to full and effective enforcement of SMC 10.60.020, the sit-and-lie ordinance, and to create a much clearer legal framework for enforcing anti-camping and sit-and-lie ordinances, potentially allowing municipalities greater authority in managing public spaces; and

**WHEREAS**, the *Grants Pass* decision also removes any legal impediment to expansion of the existing sit-and-lie ordinance to all public spaces within the City limits;

**NOW THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Section 10.060.020 of Spokane Municipal Code is amended to read as follows:

### Section 10.60.020 Sitting, Lying on Sidewalk ~~((in a Designated Zone))~~ Within City Limits

A. Prohibition. Within city limits, it shall at all times be unlawful for any person to:

1. ~~((No person may sit))~~ Sit or lie down upon a public sidewalk, or upon a blanket, chair, stool, or any other object placed upon a public sidewalk ~~((, during the hours between six a.m. and midnight in the zone designated in this section))~~.
2. ~~((At all times it is unlawful to sit))~~ Sit or lie on any drinking fountain, trash container, planter, bicycle rack, or any other sidewalk fixture not designed primarily for the purpose of sitting.

3. ~~((At all times it is unlawful to sit))~~ Sit or lie in any entrance to or exit from any building or parking lot, or on any loading dock.

B. Exceptions.

The prohibition in subsection (A) of this section does not apply to any person:

1. sitting or lying down due to a medical emergency or due to a sensory, mental, or physical disability;
2. who, as the result of a sensory, mental, or physical disability, utilizes a wheelchair, walker, or similar device to move about the public sidewalk;
3. operating or patronizing a business with permission to occupy the sidewalk;
4. participating in or attending a parade, festival, performance, rally, demonstration, meeting, or similar event conducted on the public sidewalk pursuant to a special event or other applicable permit;
5. sitting on a chair or bench supplied by a public agency or by the abutting private property owner pursuant to the appropriate permit or license; or
6. sitting within a bus stop zone while waiting for public or private transportation;
7. sitting on privately-owned sidewalk fixture with the permission of the owner;
8. engaging in constitutionally protected expressive activities which would otherwise be restricted by the limitations in subsection (A) of this section.

~~((9. who is homeless during a time frame when shelter space is unavailable.))~~

- C. No person shall be subject to enforcement under this section unless the person engages in conduct prohibited by this section ~~((within the entirety of the zone designated in this section))~~ after having been notified by a law enforcement officer that the conduct violates this section and has been given a reasonable amount of time to comply or has refused to comply. If the individual fails to comply in a reasonable time or engages in prohibited conduct in another location within the ~~((designated zone))~~ city limits, a law enforcement officer may then enforce this section.

~~((D. The zone where such conduct is prohibited is established in the map set forth in [Attachment A](#) (PDF 1.2MB).))~~

~~((E))~~ D. This section does not permit any conduct which is prohibited by SMC 10.60.010 regarding interference with pedestrian or vehicular traffic.

~~((G))~~ E. A violation of SMC 10.60.020 is a misdemeanor.

~~((H. The provisions of this section are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, section, or portion of this section, or the invalidity of the application thereof to any person or circumstance does not affect the validity of the remainder of this section, or the validity of its application to other persons or circumstances)).~~

**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, or the validity of its application to other persons or circumstances.

**Section 3.** 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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Agenda Sheet for City Council:****Committee:** Public Safety **Date:** 03/31/2025**Committee Agenda type:** Discussion**Date Rec'd**

3/20/2025

**Clerk's File #**

ORD C36668

**Cross Ref #****Project #****Council Meeting Date:** 04/28/2025**Submitting Dept**

MAYOR

**Bid #****Contact Name/Phone**

ADAM 6779

**Requisition #****Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

ZZAPPONE PDILLON BWILKERSON

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0520 EMERGENCY MEDICAL TRANSPORT REQUIREMENTS

**Agenda Wording**

Attached memo recommends the adoption of an ordinance to update the City of Spokane's Emergency Medical Transport requirements to align with State law, Spokane County EMS & Trauma Care Council protocols, and local regulatory licensing requirements.

**Summary (Background)**

See attached memo for Executive Summary for full background. The Council should adopt an ordinance to update the licensing requirements for Emergency Medical Transport that reflects the correct RCW and WAC references, transport procedures and protocols, and codify patient protections required to be included in all private ambulance contracts with the City of Spokane.

**What impacts would the proposal have on historically excluded communities?**

N/A

**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

**Council Subcommittee Review**



<b>Fiscal Impact</b>	
Approved in Current Year Budget?	
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b>	
<b>Funding Source Type</b>	Select
<b>Is this funding source sustainable for future years, months, etc?</b>	
<b>Expense Occurrence</b>	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	<b>Additional Approvals</b>
<u>Dept Head</u>	SCOTT, ALEXANDER
<u>Division Director</u>	
<u>Accounting Manager</u>	BUSTOS, KIM
<u>Legal</u>	SCHOEDEL, ELIZABETH
<u>For the Mayor</u>	PICCOLO, MIKE
<b>Distribution List</b>	
	amcdaniel@spokanecity.org
kschmitt@spokanecity.org	fireaccounting@spokanecity.org



# Memorandum

Office of the Mayor

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DATE:

FROM: Adam McDaniel – Policy Advisor, Office of the Mayor

TO: Councilmember Zack Zappone – Chair, Public Safety and Community Health Committee

RE: Emergency Medical Transport Requirements - License Code Update (SMC 10.47)

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This memo recommends the adoption of an ordinance to update the City of Spokane’s Emergency Medical Transport requirements to align with state law, Spokane County EMS & Trauma Care Council protocols, and local regulatory licensing requirements.

## **Executive Summary – City of Spokane Emergency Medical Transport**

I. **Background:** The Spokane Fire Department is the primary responder for basic and advanced life support medical emergencies within Spokane. The City of Spokane contracts with private ambulance service companies to provide emergency medical transport within the city of Spokane. Currently, the City contracts with one company. There are approximately 43,000 emergency/non-emergency 911 transports annually.

Ambulance services are regulated statewide by Washington State Department of Health primarily through RCWs 18.73, 70.168, and WAC 246-976. Local oversight is provided by the Spokane County EMS & Trauma Council, Spokane County Medical Program Director, and the Spokane Fire Department.

SMC Chapter 10.47 – Emergency Medical Transport was adopted by the City Council twenty-five years ago to provide oversight of the City’s contracted private ambulance transport services. This ordinance sought to codify practices to end deceptive billing, the practice of “jumping calls” by monitoring radio frequencies, and the withholding of critical medical information from Fire Department EM first responders (Lopez, 2025).

II. **Issue:** SMC Chapter 10.47 – Emergency Medical Transport was drafted and adopted by the

City Council twenty-five years ago. The current code contains references to WACs and RCWs that have changed and refers to the City EMS Board that no longer exists. The current code also contains procedural differences from those adopted by the Spokane Fire Department through the Spokane County EMS & Trauma Council.

### **III. Policy Recommendations**

The Council should adopt an ordinance to update the licensing requirements for Emergency Medical Transport that reflects the correct RCW and WAC references, transport procedures and protocols, and codify patient protections required to be included in all private ambulance contracts with the City of Spokane.

#### **Proposed Ordinance Table of Contents**

Section 1. Amends SMC 10.47.010  
Section 2. Amends SMC 10.47.030  
Section 3. Repeals SMC 10.47.040  
Section 4. Amends SMC 10.47.050  
Section 5. Repeals SMC 10.47.060  
Section 6. New Section SMC 10.47.061  
Section 7. New Section SMC 10.47.062  
Section 8. Amends SMC 10.47.070  
Section 9. Amends SMC 10.47.080  
Section 10. Amends SMC 10.47.090  
Section 11. Repeals SMC 10.47.120  
Section 12. Repeals SMC 10.47.130  
Section 13. New Section SMC 10.47.131  
Section 14. Repeals SMC 10.47.140  
Section 15. Amends SMC 10.47.150  
Section 16. Repeals SMC 10.47.190

#### **Section 1. Amends SMC 10.47.010 – Purpose**

This section fixes a small formatting error and removes specific references to RCWs that have been recodified elsewhere.

#### **Section 2. Amends SMC 10.47.030 - Definitions**

This section adds definitions for the following

- “advanced life support”
- “ambulance company”
- “basic life support”
- “emergency medical service” (EMS)
- “emergency medical technician”
- “first responder”
- “patient”
- “public safety answering point”
- “state-approved program”



### **Section 3. Repeals SMC 10.47.040 (City of Spokane EMS Board)**

This section repeals a reference to the City of Spokane EMS Board which no longer exists.

### **Section 4. Amends SMC 10.47.050 - Permit**

- This section changes the title from “Permit” to “Emergency Medical Transport License Requirements”;
- Changes the term “permit” to “license”;
- Clarifies that a private ambulance operator must have a general business license with Spokane city endorsement as well as a regulatory license;
- Removes a reference to the Spokane County EMS Council during the licensure process;
- Adds that the license applicant must show proof of licensure by the Washington State Department of Health;
- Clarifies the regulatory license is an annual license valid for one year from when the license is approved; and
- Removes the license fee because the state preempts ambulance license fees through RCW 18.73.020.

### **Section 5. Repeals SMC 10.47.060 (Insurance)**

This section repeals SMC 10.47.060 relating to insurance requirements and replaces it with a new Insurance Requirements section – SMC 10.47.061.

### **Section 6. New Section SMC 10.47.061 - Insurance Requirements – Ambulance Companies**

This new section establishes new insurance requirements for ambulance companies operating in the city of Spokane based on recommendations by the City of Spokane’s Risk Manager (Jordan, 2025):

- worker’s compensation insurance;
- minimum of ten million dollars in general comprehensive liability insurance;
- minimum of five million dollars in auto liability insurance; and
- minimum of one million dollars in professional liability insurance per person for any certified individual providing medical care.

### **Section 7. New Section SMC 10.47.062 –Patient Protections**

This section codifies patient protection provisions required to be included in any contracts for ambulance services:

- The City can review all patient billings by the ambulance company to monitor compliance with the established rate of charges;
- The ambulance company may not charge a patient for medical supplies provided by the City to the ambulance company;
- The ambulance company cannot charge for treatment provided by City of Spokane personnel; and
- The ambulance company may not solicit payment on-site or en route.

### **Section 8. Amends SMC 10.47.070 – Medical Emergencies**

- This section corrects the Spokane County EMS Council to the correct name: Spokane County EMS & Trauma Council; and
- Replaces references to the Spokane City/County Fire Service Dispatch (CCC) with “designated public safety answering point”.

### **Section 9. Amends SMC 10.47.080 – Patient Care and Transfer**

This section updates protocol references to the Spokane County EMS & Trauma Council Protocols and clarifies the Order of Authority, Patient Care Procedures, and Selection of Hospital is governed by the Spokane County EMS & Trauma Council Operating Procedures as well as the East Region EMS and Trauma Care Council procedures and the state’s destination procedures for trauma, cardiac, and stroke.

### **Section 10. Amends SMC 10.47.090 – Communications**

- This section includes the term “two-way” to indicate a “two-way communications plan” to comply with WAC 246-976-310;
- This section also changes the title of the section from “Communications” to “Dispatch and Communications Requirements”; and
- Clarifies that all dispatchers must have an Emergency Medical Dispatch certification of an equivalent from a State-approved program. The Public Safety Telecommunicators Certification Board sets public safety telecommunicator training and certification standards.<sup>1</sup>

### **Section 11. Repeals SMC 10.47.120 (Telephone Numbers)**

This section repeals out-of-date information regarding the display of telephone numbers on ambulances. The relevant code regarding the display of “911” on ambulances is included in a new Section 10.47.131.

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<sup>1</sup> <https://mil.wa.gov/911-certification-board>



### **Section 12. Repeals SMC 10.47.130 (Appearance)**

This section repeals SMC 10.47.130 regarding the appearance of private ambulances and combines it into a new Section SMC 10.47.131.

### **Section 13. New Section SMC 10.47.131 – Appearance of City-licensed Ambulances**

- This section specifically limits telephone number advertisement on City of Spokane-licensed private ambulances to 911;
- Adds the language from SMC 10.47.130 prohibiting a private ambulance from having the same color schemes or uniforms of the Spokane Fire Department; and
- Adds a new subsection to prohibit the use of the City of Spokane or Spokane Fire Department logo without permission of the City Administrator or their designee.

### **Section 14. Repeals SMC 10.47.140 (Enforcement)**

This section repeals the Enforcement section to be combined into the Penalties section, SMC 10.47.150.

### **Section 15. Amends SMC 10.47.150 – Penalties**

- This section changes the section name from “Penalties” to “Penalties and Enforcement”; and
- Outlines that the suspension or revocation of an emergency medical transport license will follow the process and appeal procedures outlined in SMC 08.01.

### **Section 16. Repeals SMC 10.47.190 (Effective Date)**

This section repeals SMC 10.147.190, which established the effective date of the previous ordinance.

## References

- Jordan, S. (2025, February 25). City of Spokane Risk Manager.  
Lopez, M. (2025). *Review of SMC 10.47*. Spokane.

**ORDINANCE NO. C36668**

An ordinance relating to Emergency Medical Transport in the city of Spokane; amending Sections 10.47.010, 10.47.030, 10.47.050, 10.47.070, 10.47.080, 10.47.090, and 10.47.150; adopting new Sections 10.47.061, 10.47.062, and 10.47.131; and repealing Sections 10.47.040, 10.47.060, 10.47.120, 10.47.130, and 10.47.140 of the Spokane Municipal Code.

**WHEREAS**, the Spokane Fire Department is the primary responder to basic and advanced life support medical emergencies within the City boundaries; and

**WHEREAS**, the City initiated paramedic services in 1976 through the Spokane Fire Department and currently has both advanced life support (ALS) and basic life support BLS first-response units; and

**WHEREAS**, there are approximately 43,000 emergency/non-emergency 911 transports annually; and

**WHEREAS**, the City of Spokane has contracted for emergency and non-emergency 9-1-1 referral transport services with a private ambulance company since 1993; and

**WHEREAS**, the municipal code governing the requirements for emergency medical transport has not been reviewed and updated for twenty-five years; and

**WHEREAS**, the City intends to update requirements, response protocols, and license procedures to reflect changes in state law and the protocols established through the county and regional EMS councils.

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Section 10.47.010 of the Spokane Municipal Code is amended to read as follows:

**Section 10.47.010 Purpose**

A. The purpose of this chapter is to regulate the emergency medical treatment of injured, ill, or disabled persons and their emergency transport in ground and air ambulances.

~~((1. It does not apply to or regulate non-emergency patient transport.))~~

B. This chapter is enacted as an exercise of the police power and is to be construed for the protection of the general public health, safety, and welfare. It is intended to supplement and exceed the standards for ambulances and emergency services

set forth in (~~chapter 18.71 RCW and chapter 18.73 RCW~~) state law to the extent possible.

**Section 2.** That Section 10.47.030 of the Spokane Municipal Code is amended to read as follows:

**Section 10.47.030 Definitions**

A. "Ambulance" means a ground or air vehicle designed and used to transport the ill or injured and to provide personnel, facilities, and equipment to treat patients before and during transportation.

B. "Ambulance company" or "ambulance companies" means an organization licensed per the requirements of this chapter and state law that operates one or more ambulances in the city of Spokane.

C. Advanced life support" means invasive emergency medical services requiring advanced medical treatment skills as defined by chapter 18.71 RCW.

D. "Basic life support" means noninvasive emergency medical services requiring basic medical treatment skills.

E. "Emergency medical service (EMS)" means medical treatment and care which may be rendered at the scene of any medical emergency or while transporting any patient in an ambulance to an appropriate medical facility, including ambulance transportation between medical facilities.

F. "Emergency medical technician" means a person who is authorized by the Washington Secretary of Health to render emergency medical care, under the responsible supervision and direction of an approved medical program director, which may include participating in an emergency services supervisory organization or a community assistance referral and education services program established under RCW 35.21.930, or providing collaborative medical care if the participation or provision of collaborative medical care does not exceed the participant's training and certification.

~~(B)~~ G. "Emergency transport" means an ambulance transport of a person on an emergency basis to an appropriate medical facility for immediate treatment.

H. "First responder" or "emergency medical responder" means a person authorized by the Washington Secretary of Health to render emergency medical care.

~~(G)~~ I. "Non-emergency transport" means planned transport of a person in a medically stable condition on a non-emergency basis.



J. "Patient" means any person injured, sick, or incapacitated, requiring medical treatment and care of emergency medical services.

K. "Public safety answering point" means the public safety location that receives and answers 911 voice and data originating in a given area.

L. "State-approved training program" means a public safety telecommunicator-certified training program approved by the state certification board to meet the requirements of a state-approved public safety telecommunicator training, certification, and recertification standards.

**Section 3.** That Section 10.47.040 (City of Spokane EMS Board) of the Spokane Municipal Code is repealed.

**Section 4.** That Section 10.47.050 of the Spokane Municipal Code is amended to read as follows:

**Section 10.47.050 ((Permit)) Emergency Medical Transport License Requirements**

~~((A. Permit Required.))~~

A. No person may operate an ambulance within the ((City)) city of Spokane without first obtaining ((a permit)) an annual general business license and an annual emergency medical transport regulatory license from the City ((with the endorsement of the Spokane County EMS council)).

~~((1. An application for a license must be submitted to Spokane County EMS council, contain documentation provided by the provisions of this chapter and be signed by the person and certified as true under penalty of perjury.))~~

~~((B. Requirements.))~~

B. No ((permit is)) license may be issued for emergency medical transport unless the applicant has:

1. fulfilled all the requirements of the laws of the State of Washington applicable to ambulance services, including but not limited to chapter 18.71 RCW, chapter 18.73 RCW and ~~((chapter 71.168 RCW))~~ chapter 70.168 RCW and chapter 246-976 WAC ~~((and chapter 248-17 WAC))~~, and subsequent amendments or revisions thereto;
2. met all requirements of this chapter; ~~((and))~~

3. filed proof of insurance coverage as required by this chapter((-));
4. filed proof of licensure by the Washington State Department of Health; and

~~((C. Validity.))~~

~~((A permit is valid for two years beginning July 1st, if application is made between March 1st and April 30th.))~~

~~((1. Permits issued pursuant to applications made at other times of the year will be issued within three months of the application date and be valid until the second July 1st after the date of issue.))~~

~~((D. Exemptions.))~~

C. A ((permit)) emergency medical transport regulatory license is not required for ambulance(s):

1. entering the ~~((City))~~ city of Spokane for the purpose of transporting patients to or through it only; or
2. pressed into service for transportation of patients in major emergencies or disasters; or
3. based and posted inside of the ~~((City))~~ city limits for the purpose of providing service to border areas or outside the ~~((City))~~ city limits but not operating within the city limits.

~~((E. Fee.))~~

~~((The permit fee is twenty-five dollars.))~~

~~((F. Transfer.))~~

D. ((A permit)) An emergency medical transport license issued under this section may not be assigned or transferred. It shall be invalid upon change of ambulance ownership.

**Section 5.** That Section 10.47.060 (Insurance) of the Spokane Municipal Code is repealed.

**Section 6.** That there is adopted a new Section 10.47.061 of the Spokane Municipal Code to read as follows:

### **Section 10.47.061 Insurance Requirements – Ambulance Companies**

- A. The ambulance company shall obtain and maintain:

1. worker's compensation insurance for the benefit of its employees required to be insured by the laws of the State of Washington;
2. a minimum of ten million dollars in general comprehensive liability insurance;
3. a minimum of five million dollars in auto liability insurance; and
4. The ambulance company shall obtain and must maintain a minimum of one million dollars in professional liability insurance per person for any certified individual providing medical care.

B. The above-referenced liability insurance policies must:

1. provide for thirty days' notice to the City by the insurer in the event any policy, or portion thereof, is canceled, or the coverage under the policy is reduced, or the policy is not renewed; and
2. be primary and not excess or contributing.

C. Certificate(s) evidencing such coverage(s) shall be provided to the City.

**Section 7.** That there is adopted a new Section 10.47.062 of the Spokane Municipal Code to read as follows:

**Section 10.47.062 Patient Protections**

- A. The City may review any patient billings of ambulance companies to monitor compliance with the schedule of charges.
- B. The City may replenish, at no charge to the ambulance company, medicines, supplies and equipment used by the licensed ambulance company and the company shall not charge the patient for the replenished items.
- C. The ambulance company shall not charge patients for Advance Life Support (ALS) or Basic Life Support (BLS) treatment provided by City of Spokane personnel.
- D. The ambulance company shall not make on-site, en-route, or upon delivery, solicitations or requests for collection of payment.

**Section 8.** That Section 10.47.070 of the Spokane Municipal Code is amended to read as follows:

## Section 10.47.070 Medical Emergencies

The provisions of the section are in keeping with the “tiered response” principles and protocols adopted by the ((Spokane County EMS council)) Spokane County EMS & Trauma Council for securing the immediate response by the appropriate emergency medical service (EMS) provider to any medical emergency incident and to assure incident management and control.

### A. Primary EMS Responder.

The ~~((Spokane fire department))~~ Spokane Fire Department is designated as and will be the primary EMS responder for the City of Spokane within the city boundaries.

### B. Incident Command and Control.

1. The ~~((“primary EMS responder”, as defined in subsection (A) of this section,))~~ Spokane Fire Department as the primary EMS responder is responsible for and will have incident command and control for all EMS incidents in its jurisdiction.
2. Ambulance personnel shall operate within the incident command framework.

### C. Notice Medical Emergency to ~~((Fire Service))~~ Dispatch.

When an ambulance company receives a request for an ambulance to respond to any medical emergency from any source other than ~~((Spokane City/County fire service dispatch (CCC) or the Spokane fire department))~~ the designated public safety answering point, the ambulance company shall immediately, coincident with its response, provide ~~((Spokane City/County fire service dispatch (CCC)))~~ the designated public safety answering point with all available information as to the nature and location of the emergency.

### D. Ambulance Response.

An ambulance may not respond to a medical emergency incident unless called to respond by ~~((Spokane City/ County fire service dispatch (CCC)))~~ the designated public safety answering point ~~((or direct telephone call as provided for in subsection (C) of this section))~~.

### E. Monitoring Frequencies.

No person may monitor emergency service radio frequencies to ascertain emergency medical incident locations for the purpose of responding.

**Section 9.** That Section 10.47.080 of the Spokane Municipal Code is amended to read as follows:

**Section 10.47.080 Patient Care and Transfer**

The procedure for patient care at an incident and for the transfer of care of such person(s) ~~((is as follows))~~ shall follow the Spokane County EMS & Trauma Council Protocols:

A. Medical Command at the Scene.

1. Fire Personnel on Scene First.

- a. Upon arrival on the scene of a medical emergency where patient care is being provided by ~~((fire protection district))~~ Spokane Fire Department personnel, the ambulance crew seeks out the officer or paramedic in command of the incident.
- b. Fire personnel remain in charge of the incident in accordance with state law.
- c. Fire personnel remain in charge of patient care until it is specifically relinquished to the ambulance personnel.

2. Ambulance Crew Scene First.

- a. Where the ambulance company has arrived first on the scene of a medical emergency, the officer in charge of the subsequently arriving ~~((Spokane fire department))~~ Spokane Fire Department unit seeks out the ambulance attendant in charge for a report on the condition of the patient, any treatment that may have been provided, and any other necessary information.
- b. Following this transfer of information, the fire officer ~~((may assume command of the incident))~~ will follow the adopted Spokane County EMS Protocols for On Scene Medical Authority and Assistance and utilize fire resources to assist patient care to the extent possible.

3. Order of Authority.

Patient care at an incident is subject to the following ascending order of authority as described by the Spokane County EMS & Trauma Care Council Protocol:

- a. First responder
- b. Emergency medical technician (first arriving, either fire or private).
- c. Paramedic or flight nurse (first arriving, either fire or private).

- d. Physician with acceptance of 'Thank You For Your Offer of Assistance' card.
- e. ~~((ALS (Advanced Life Support)))~~ EMS supervising physician.
- f. ~~((Medical program director))~~ Spokane County Medical Program Director.

B. Patient Care Procedures and Protocols.

- 1. Patient care procedures and protocols shall comply with the Spokane County pre-hospital patient care procedures and protocols established by the ~~((Spokane County EMS & council, East Region Trauma Council,))~~ Spokane County EMS & Trauma Care Council, East Region EMS & Trauma Care Council, and Spokane County ~~((medical program director))~~ Medical Program Director.
- 2. Concerns about patient care procedures, including compliance, should be referred to the ~~((Spokane County EMS council))~~ Spokane County EMS & Trauma Care Council.

C. Patient Transfer.

- 1. Loading of patients into the ambulance is under the direction of ambulance company personnel.
- 2. The ambulance company assumes responsibility for patient care from fire personnel in accordance with subsection (A)(1) of this section, except that a ~~((advance))~~ advanced life support (ALS) patient care may remain the responsibility of the ~~((advance))~~ advanced life support personnel providing the patient care if such ALS provider accompany the patient during transport.
- 3. Should the condition of a patient or the number of patients necessitate more than the ambulance company's personnel in the patient compartment to appropriately treat the patient(s), the ambulance company and the fire officer shall mutually determine if the ~~((Spokane fire department))~~ Spokane Fire Department will provide additional personnel to assist with patient care en route to the hospital.

D. Selection of Hospital.

~~((The order of priority in transporting patients to hospitals shall be consistent with patient care procedures as established by the Spokane County EMS council))~~ The order of priority in transporting patients to hospitals shall be consistent with Spokane County EMS & Trauma Council Operating Procedures, East Region EMS and Trauma Care Council

Patient Care Procedures, and Washington state trauma, cardiac, and stroke destination procedures.

**Section 10.** That Section 10.47.090 of the Spokane Municipal Code is amended to read as follows:

**Section 10.47.090 ((Communications)) Dispatch and Communications Requirements**

A. Dispatch Center Requirements.

1. An ambulance company must provide staffed dispatch twenty-four hours per day.
2. Staffing may be accomplished by the ambulance company or by contract with another agency.
3. All dispatchers must be trained and certified in “Emergency Medical Dispatch” or a ~~((Washington state DOH-approved equivalent))~~ or equivalent State-approved training program.
4. Ambulance service dispatch centers must have speed-dial telephone lines to all level 3 or higher designated trauma centers in Spokane County.
5. Direct-connect telephone lines to ~~((fire and law enforcement emergency))~~ dispatch centers are to be provided at no cost to the City.

B. Radio Communications.

1. An ambulance company must have, and provide with its permit application, a two-way radio communications plan meeting all FCC permit and licensing requirements and requirements of WAC 246-976-310.
2. All ambulance company radio frequencies and permission to access them must be provided to the ~~((Spokane fire department))~~ City of Spokane.

C. Recordings.

1. An ambulance company shall record all of its dispatch telephone and radio traffic with a recorder providing a simultaneous date and time track.
2. All recordings shall be retained for a minimum period of ninety days.
3. Recordings shall be made available to the City ~~((of Spokane EMS board))~~ upon request.

**Section 11.** That Section 10.47.120 (Telephone Numbers) of the Spokane Municipal Code is repealed.

**Section 12.** That Section 10.47.130 (Appearance) of the Spokane Municipal Code is repealed.

**Section 13.** That there is adopted a new Section 10.47.131 of the Spokane Municipal Code to read as follows:

**Section 10.47.131 Appearance of City-licensed Ambulances**

- A. "911" is the public telephone number for all emergencies, including medical emergencies of all types, in the city of Spokane. "911" shall be the only telephone number displayed on an ambulance licensed by the City of Spokane.
- B. ~~((Neither))~~ Private ambulance color schemes ~~((nor))~~ and uniforms may not represent or resemble those of the ~~((Spokane fire department))~~ Spokane Fire Department.
- C. Private ambulances shall not use the logo of City of Spokane or the Spokane Fire Department without approval by the City Administrator or their designee.

**Section 14.** That Section 10.47.140 (Enforcement) of the Spokane Municipal Code is repealed.

**Section 15.** That Section 10.47.150 of the Spokane Municipal Code is amended to read as follows:

**Section 10.47.150 Penalties and Enforcement**

- A. Any person who ~~((violates any provisions of this chapter))~~ operates a private ambulance without an emergency medical transport license is guilty of a misdemeanor. ~~((and upon conviction shall be punished by:))~~ All other violations of this chapter are Class 1 Civil Infractions.

~~((1 imprisonment in the City/County jail for a maximum term fixed by the court of not more than ninety days, or~~



~~2. by a fine in an amount fixed by the court of not more than one thousand dollars, or~~

~~3. both such imprisonment and fine.))~~

B. Each day that a violation is permitted to exist constitutes a separate offense.

C. As an alternative to the enforcement provisions in this section, the City may suspend or revoke the emergency medical transport license issued under this chapter for noncompliance or violation of any requirement of this chapter. The suspension or revocation of the emergency medical transport license shall follow the process and appeal procedures described in SMC 08.01.

**Section 16.** That Section 10.47.190 (Effective Date\_ of the Spokane Municipal Code is repealed.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Discussion**Date Rec'd**

2/27/2025

**Clerk's File #**

ORD C36658

**Cross Ref #**

RES 2025-0021

**Project #****Council Meeting Date:** 04/28/2025**Submitting Dept**

DEVELOPMENT SERVICES CENTER

**Bid #****Contact Name/Phone**

ELDON BROWN 6305

**Requisition #****Contact E-Mail**

EBROWN@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

JBINGLE KKLITZKE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** YES**Agenda Item Name**

4700 - STREET VACATION OF LATAH PLACE BETWEEN INLAND EMPIRE &amp; THE

**Agenda Wording**

Vacation of Latah Place between Inland Empire and the Railroad, requested by "owners having an interest in real estate abutting the above right-of-way"

**Summary (Background)**

Adjacent property owners have applied to vacate a portion of an existing alleyway in order to accommodate future development. City staff has collected comments from franchised private utility companies and City departments. If City Council decides to vacate this alley, Engineering recommends that the alley be vacated subject to the conditions that are listed at the bottom of the Staff Report.

**What impacts would the proposal have on historically excluded communities?**

NA

**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?**

NA

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

NA

**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?**

NA

**Council Subcommittee Review**

<b>Fiscal Impact</b>	
Approved in Current Year Budget? N/A	
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<b><u>Narrative</u></b>	
<b>Amount</b>	<b>Budget Account</b>
Revenue \$ 8,155.70	# 3200-49199-99999-39510
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
<b>Funding Source</b>	N/A
<b>Funding Source Type</b>	Select
<b>Is this funding source sustainable for future years, months, etc?</b>	
<b>Expense Occurrence</b>	One-Time
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>	
<b>Approvals</b>	
<b>Dept Head</b>	PALMQUIST, TAMI
<b>Division Director</b>	MACDONALD, STEVEN
<b>Accounting Manager</b>	ZOLLINGER, NICHOLAS
<b>Legal</b>	SCHOEDEL, ELIZABETH
<b>For the Mayor</b>	PICCOLO, MIKE
<b>Distribution List</b>	
	ebrown@spokanecity.org
mnilsson@spokanecity.org	tpalmquist@spokanecity.org
edjohnson@spokanecity.org	akiehn@spokanecity.org

City of Spokane  
Development Services Center  
808 West Spokane Falls Blvd.  
Spokane, WA 99201-3343  
(509) 625-6300

## ORDINANCE NO. C36658

An ordinance vacating Latah Place between Inland Empire Way and the Railroad,

WHEREAS, a petition for the vacation of Latah Place between Inland Empire Way and the Railroad, has been filed with the City Clerk representing 100% of the abutting property owners, and a hearing has been held on this petition before the City Council as provided by RCW 35.79; and

WHEREAS, the City Council has found that the public use, benefit and welfare will best be served by the vacation of said public way; -- NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That Latah Place, directly North of and adjacent to Lots 1-3, Block 11, of the plat of Cannon Hill Addition, and between Inland Empire Way and the Railroad, and located within the Northeast Quarter of Section 25, Township 25 North, Range 42 East, W.M., is hereby vacated. Parcel number not assigned.

Passed the City Council \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_  
City Clerk

Approved as to Form:

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

\_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_



**CITY OF SPOKANE  
DEVELOPMENT SERVICES**

808 West Spokane Falls Blvd, Spokane WA 99201-3343  
(509) 625-6300 FAX (509) 625-6822

**STREET VACATION REPORT  
February 26, 2025**

**LOCATION:** A portion of Latah Place RW east of Inland Empire Way  
**PROPONENT:** Timothy Cunningham  
**PURPOSE:** Consolidate property for future development  
**HEARING:** April 28, 2025  
**REPORTS:**

**PRIVATE UTILITY COMPANIES**

**AVISTA UTILITIES** – No comments

**COMCAST** - No comments

**EXTENET** – No comments

**FATBEAM FIBER** – No comments

**INLAND POWER** – Inland Power has no facilities within the proposed vacation area.

**INTERMOUNTAIN INFRASTRUCTURE GROUP** – No comments

**LIGHT SPEED NETWORKS** – No comments

**LUMEN** – Lumen/CenturyLink has no facilities in the proposed vacation area and we are good to vacate.

**PORT OF WHITMAN** – No comments

**TDS TELECOM** - No comments

**VERIZON/MCI Metro** - No comments

**YELLOWSTONE PIPELINE** – No comments

**WHOLESAIL NETWORKS** – No comments

**ZAYO COMMUNICATIONS** – No comments

**CITY DEPARTMENTS & E911**

**ADDRESSING** - No comments

**BICYCLE ADVISORY BOARD** – No comments

**DEVELOPER SERVICES – CURRENT PLANNING** – Approval of the vacation will technically make parcel 25281.1101 landlocked but considering that this property owner also owns 25251.1102 and 25251.0908, they have an opportunity to provide access from public ROW. We recommend that all three parcels be aggregated if the vacation is approved. Also it seems they are aware, but just for documentation purposes – please note that the properties are in the shoreline jurisdiction, so subsequent development will be subject to shoreline regulations.

**DEVELOPER SERVICES - TRAFFIC** – No concerns

**FIRE DEPARTMENT** - No comments

**INTEGRATED CAPITAL MANAGEMENT** – No comments

**NEIGHBORHOOD SERVICES** – No comments

**PARKS DEPARTMENT** - No comments

**PLANNING & ECONOMIC DEVELOPMENT** – No comments

**POLICE DEPARTMENT** - No comments

**SOLID WASTE MANAGEMENT** – No comments

**SPOKANE REGIONAL EMERGENCY COMMUNICATIONS** – No comments

**STREET DEPARTMENT** - No comments

**WASTEWATER MANAGEMENT** – Wastewater Management has no sewer or storm assets in the proposed vacation area. Therefore, provided on site runoff is maintained and treated on site, we have no objection to this vacation.

**WATER DEPARTMENT** - No comments



**RECOMMENDATION:** That the petition be granted and a vacating ordinance be prepared subject to the following conditions:

1. The proponent shall pay to the City of Spokane the assessed valuation for the vacated land as defined by the latest information from the County Assessor's Office. This is calculated to be \$8,155.70 and is to be deposited to Budget Account #3200 49199 99999 39510.
2. After the right-of-way is vacated, all properties must be reconfigured so that no parcels are landlocked. All parcels must have frontage on a public right-of-way.
3. That the final reading of the vacation be held in abeyance until all of the above conditions are met and that the above conditions are met by **December 1, 2026**.

Eldon Brown, P.E.  
Principal Engineer – Developer Services

A handwritten signature in black ink, appearing to read "Eldon W. Brown". The signature is written in a cursive, flowing style.



# P2403764VACA



**Right-of-way Description:**  
**Latah Place between the west line of the  
BNSF Railroad RW and the west line of Lot  
3, Block 11 of the Plat of Cannon Hill Addition**

**Legend**  
 Proposed Vacation

THIS IS NOT A LEGAL DOCUMENT.  
The information shown on this map is compiled  
from various sources and is subject to constant  
revision. Information shown on this map should  
not be used to determine the location of facilities  
in relationship to property lines, section lines,  
streets, etc.

