# MEETING MINUTES City of Spokane City Council Study Session June 15, 2023

# Call to Order: 11:05 a.m.

Recording of the meeting may be viewed here at https://vimeo.com/spokanecitycouncil.

Direct link: https://vimeo.com/838777935

# Attendance:

Committee Members Present: Council Members Kinnear, Stratton, Cathcart (arrived at 11:14 a.m.), Wilkerson (arrived at 11:07 a.m.), Zappone and Bingle (arrived at 11:14 a.m.).

Committee Members Absent: Council President Beggs

# Agenda Items:

- 1. STA Connect 2035 Strategic Plan
  - <u>Presenter</u>: Karl Otterstrom, Spokane Transit Authority
    Action taken:
    - No action taken. Presentation and discussion only.

# 2. Strategic Initiative Funding

- Presenter: Tonya Wallace, City of Spokane Steve MacDonald, City of Spokane Kim Orlob, City of Spokane
- <u>Action taken</u>: No action taken. Presentation and discussion only.

# 3. Real Estate Excise Tax Fund Conversation

- <u>Presenter:</u> Marlene Feist, City of Spokane
  Action taken:
  - No action taken. Presentation and discussion only.

# Executive Session: None

# Adjournment:

The meeting adjourned at 12:22 p.m.

Minutes prepared and submitted for publication in the June 28, 2023, issue of the Official Gazette.

Giacobbe Byrd Giacobbe Byrd \_\_\_\_\_ Director, Council Office

Approved by City Council on June 26, 2023.

Butsy Wilkerson Betsy Wilkerson

City Council President

Attest:

n<u>i Stefratu</u>

Terri L. Pfister City Clerk

# DocuSign

#### **Certificate Of Completion**

Envelope Id: AFF7119074CF4B4889A316EB7DAB091F Subject: Please Sign: 25 batches of Meeting Minutes Source Envelope: Document Pages: 200 Signatures: 61 Certificate Pages: 5 Initials: 0 AutoNav: Enabled Envelopeld Stamping: Enabled Time Zone: (UTC-08:00) Pacific Time (US & Canada)

#### **Record Tracking**

Status: Original 4/9/2024 11:39:12 AM

#### Signer Events

Giacobbe Byrd gbyrd@spokanecity.org Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Accepted: 4/9/2024 12:26:36 PM ID: 60ad0503-451e-45bd-9d43-318c717268bf

Betsy Wilkerson

bwilkerson@spokanecity.org

Betsy Wilkerson

Laurie Farnsworth

Holder: Melanie Coe

Giacobbe Byrd

Signature

mcoe@spokanecity.org

Signature Adoption: Pre-selected Style Using IP Address: 198.1.39.252

Signature Adoption: Pre-selected Style Using IP Address: 198.1.39.252

Signature Adoption: Pre-selected Style

Using IP Address: 198.1.39.252

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Accepted: 4/9/2024 12:27:40 PM ID: 2e54847b-3e13-48e9-8bc5-d1c566886e04

Laurie Farnsworth Ifarnsworth@spokanecity.org Acting City Clerk City of Spokane

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Not Offered via DocuSign

Terri L. Pfister tpfister@spokanecity.org

City Clerk

City of Spokane

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Not Offered via DocuSign

In Person Signer Events

Jeni XAJote

Signature Adoption: Uploaded Signature Image Using IP Address: 198.1.39.252

Status: Completed

Envelope Originator: Melanie Coe 808 W. Spokane Falls Blvd. Spokane, WA 99201 mcoe@spokanecity.org IP Address: 198.1.39.252

Location: DocuSign

#### Timestamp

Sent: 4/9/2024 11:57:10 AM Viewed: 4/9/2024 12:26:36 PM Signed: 4/9/2024 12:27:07 PM

Sent: 4/9/2024 12:27:10 PM Viewed: 4/9/2024 12:27:40 PM Signed: 4/9/2024 12:28:16 PM

Sent: 4/9/2024 12:28:20 PM Viewed: 4/9/2024 12:33:08 PM Signed: 4/9/2024 12:33:47 PM

Sent: 4/9/2024 12:33:52 PM Viewed: 4/9/2024 12:37:47 PM Signed: 4/9/2024 12:40:41 PM

Signature

Timestamp

Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent Certified Delivered Signing Complete Completed	Hashed/Encrypted Security Checked Security Checked Security Checked	4/9/2024 11:57:10 AM 4/9/2024 12:37:47 PM 4/9/2024 12:40:41 PM 4/9/2024 12:40:41 PM
Certified Delivered Signing Complete	Security Checked Security Checked	4/9/2024 12:37:47 PM 4/9/2024 12:40:41 PM

### **CONSUMER DISCLOSURE**

From time to time, SHI International Corp OBO City of Spokane (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

## **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

## Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

# Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

# All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

# How to contact SHI International Corp OBO City of Spokane:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: klund@spokanecity.org

# To advise SHI International Corp OBO City of Spokane of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at klund@spokanecity.org and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address.

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

# To request paper copies from SHI International Corp OBO City of Spokane

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to klund@spokanecity.org and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

# To withdraw your consent with SHI International Corp OBO City of Spokane

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may; ii. send us an e-mail to klund@spokanecity.org and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Operating Systems:	Windows® 2000, Windows® XP, Windows
	Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0
	or above (Windows only); Mozilla Firefox 2.0
	or above (Windows and Mac); Safari <sup>™</sup> 3.0 or
	above (Mac only)
PDF Reader:	Acrobat <sup>®</sup> or similar software may be required
	to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies
	*

# **Required hardware and software**

\*\* These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

## Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify SHI International Corp OBO City of Spokane as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by SHI International Corp OBO City of Spokane during the course of my relationship with you.