



Official Gazette

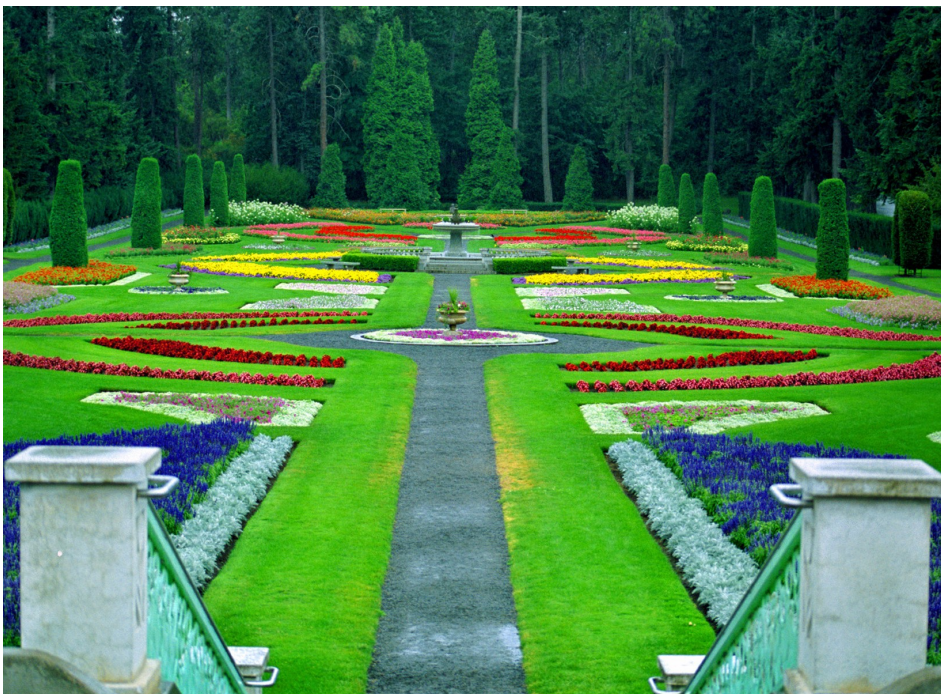
City of Spokane, Washington

Statement of City Business, including a Summary of the Proceedings of the City Council

Volume 103

MAY 1, 2013

Issue 18



MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

MICHAEL A. ALLEN (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

NANCY McLAUGHLIN (DISTRICT 3)

STEVE SALVATORI (DISTRICT 3)

JON SNYDER (DISTRICT 2)

AMBER WALDREF (DISTRICT 1)

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The Official Gazette

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Minutes

MINUTES OF SPOKANE CITY COUNCIL**Monday, April 22, 2013****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:32 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

On roll call, Council President Stuckart and Council Members Allen, Fagan, McLaughlin, Snyder, and Waldref were present. Council Member Salvatori was absent. City Administrator Theresa Sanders, Assistant City Attorney Mike Piccolo, and City Clerk Terri Pfister were also present on the dais.

Advance Agenda Review

Council received input from staff on the April 29, 2013, Advance Agenda items.

Ordinance C34956 Relating to the Business Licensing Process

Council President Stuckart noted there was discussion in the last Finance Committee meeting that is still being clarified and Administration is going back and defining and clarifying non-profits. He requested a deferral of Ordinance C34956 to May 13, which is after the next Finance Committee meeting, and so that it correlates with the ordinance (ORD C34972) sponsored by Council Member Snyder relating to sole proprietorships. Subsequently, the following action was taken:

Motion by Council Member Allen, seconded by Council McLaughlin, to so move (to defer First Reading Ordinance C34956 to May 13); **carried unanimously (Council Member Salvatori absent).**

Action to Approve April 29, 2013, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the April 29, 2013, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

Motion by Council Member Allen, seconded by Council Member Waldref, **to approve** the Advance Agenda for Monday, April 29, 2013, (as amended); **carried unanimously (Council Member Salvatori absent).**

ADMINISTRATIVE SESSION**Current Agenda Review**

There City Council considered the April 22, 2013, Current Agenda items.

Letter Urging Spokane County Commissioners to Delay UGA Expansion (CPR 2013-16)

Council Member Snyder requested the Letter urging the Spokane County Commissioners to delay the effective date of the Urban Growth Area expansion be moved to the 6:00 p.m. Legislative Session.

CONSENT AGENDA

Upon motion of Council Member Allen, seconded by Council Member Fagan, Council unanimously approved, (with Council Member Salvatori absent), Staff Recommendations for the following:

Contract extension with American Medical Response Ambulance Service, Inc. (Spokane, WA) to provide ambulance transport when requested by the Fire Department through October 31, 2014—\$327,000. (OPR 2003-0688)

Contract with Infor Public Sector, Inc. (Alpharetta, GA) to license, use and provide annual CAD/RMS maintenance for the proprietary EnRoute Emergency Systems software from May 1, 2013 through April 30, 2014—estimated expense \$61,538.70. (OPR 2013-0294)

Master Contract with Occupational Medicine Associates (Spokane, WA) to provide professional medical services for the City of Spokane from May 1, 2013 through April 30, 2014, with option to extend for 4 additional 1-year periods—estimated annual expense \$120,000 (including tax). (OPR 2013-0295 / RFP 3912-13)

Contract with Deeco, Inc. (Raleigh, NC) for annual air emissions compliance testing for the Waste-to-Energy Facility from April 15, 2013 through December 31, 2013—\$103,312. An administrative reserve of \$9,392, which is 10% of the contract price, will be set aside. (OPR 2013-0296 / RFP 3914-13)

Consultant Agreement with OAC Services, Inc. (Spokane, WA) to provide consulting services for the Nelson Service Center Design-Build—not to exceed \$231,080. (OPR 2013-0297 / RFP 3920-13)

Contract with New Dawn Technologies, Inc. (Logan, UT) for annual support and upgrades of JustWare Case Management Software and annual subscription of Business Intelligence from January 1, 2013 through March 9, 2014—\$86,062.35 (including tax). (OPR 2013-0298)

Spokane Area Workforce Development Council (SAWDC) to enter into agreements with Washington State Employment Security Department for Workforce Investment Act Funds for Program Year 2013 (July 1, 2013 through June 30, 2014), and to subcontract with various agencies as approved by the SAWDC Executive Committee—\$3,500,000. (OPR 2013-0299)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through April 15, 2013, total \$3,170,023.63, (Warrant Nos. 466176-466654; ACH Payment Nos. 10159-10232), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$3,064,917.53 (CPR 2012-0002)
- b. Payroll claims of previously approved obligations through April 13, 2013: \$5,737,611.68 (Payroll Check Nos. 512062-512358).

Executive Session/Council Recess

The City Council adjourned to an Executive Session at 3:50 p.m. for approximately 20 minutes to discuss potential and pending litigation. Assistant City Attorneys Pat Dalton and Mike Piccolo were present during the Executive Session. The City Council reconvened at 6:00 p.m. for the Legislative Session, with Council President Stuckart and Council Members Allen, Fagan, McLaughlin, Snyder, and Waldref present. Council Member Salvatori was absent. Assistant City Attorney Mike Piccolo and City Clerk Terri Pfister were also present on the dais.

LEGISLATIVE SESSION

Words of Inspiration

There were no Words of Inspiration

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Roll Call

Council President Stuckart and Council Members Allen, Fagan, McLaughlin, Snyder, and Waldref were present. Council Member Salvatori was absent.

There were no **City Administration Reports**.

MAYORAL PROCLAMATIONS

April 27, 2013 *Workers' Memorial Day*

Council Member Snyder read the proclamation and presented it to Beth Thew, Spokane Regional Labor Council. The proclamation is in recognition of workers killed, injured, and disabled on the job and encourages all local agencies, businesses, and organizations to help ensure that all workers are confident that their health and safety is a priority.

April 24, 2013 *National Drug Endangered Children Awareness Day*

Council Member Waldref read the proclamation and presented it to Esther Larsen, Spokane County Sheriff's Office, who was accompanied by Corey Haskins, a college student and intern at the Greater Spokane Substance Abuse Council. The proclamation urges all citizens of Spokane to honor this observance by participating in appropriate activities and ceremonies in our City and throughout the Greater Spokane Area.

COUNCIL COMMITTEE REPORTS

Public Works Committee

Council Member Allen reported on the Public Works Committee meeting held earlier today (April 22). Minutes of the Public Works Committee meetings are filed with the City Clerk's Office and are available for review following approval by the Public Works Committee.

OPEN FORUM

Mr. Rick Bocook spoke regarding an incident involving police that occurred at the STA Plaza.

Ms. Sandy Smith spoke regarding the Spokane C.O.P.S contract. She invited the public to visit a C.O.P. Shop in their neighborhood or attend a meeting to see what the volunteers do.

Mr. Walter Shields spoke regarding the proposed maintenance facility that was to be placed in the Garry Park Neighborhood and remarked on the funding.

LEGISLATIVE AGENDA

EMERGENCY BUDGET ORDINANCE

Emergency Budget Ordinance C34977

Subsequent to the opportunity for public testimony and Council comment, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote (with Council Member Salvatori absent), the City Council passed Emergency Budget Ordinance C34977 amending Ordinance No. C34947 passed the City Council December 10, 2012, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2013, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2013, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Parks and Recreation Fund
FROM: Custodian I, \$6,000;
TO: Irrigation Specialist, same amount.

(This action changes an Irrigation Specialist position from part-time to full-time.)

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2013-0028 Approving the 2013 Action Plan Component of the Consolidated Community Development and Housing Plan

Michael Cannon, Chair of Community, Housing and Human Services Board, provided an overview of Resolution 2013-0028. Subsequent to the opportunity for public testimony, with no individuals requesting to speak, and Council comment, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Salvatori absent), the City Council adopted Resolution 2013-0028 approving the 2013 Action Plan Component of the Consolidated Community Development and Housing Plan (13 Community Development Neighborhoods).

Resolution 2013-0029 Regarding Felts Field Contract Tower

Subsequent to an overview and comments by Council Members Waldref and McLaughlin, as sponsors of the resolution, and Airport Director Larry Krauter and the opportunity for public testimony, with no individuals requesting to speak, the City Council took the following action:

Upon Unanimous Roll Call Vote (Council Member Salvatori absent), the City Council adopted Resolution 2013-0029 regarding the continued operation of the Felts Field Contract Tower.

There were no **Final Reading Ordinances**

FIRST READING ORDINANCES

For Council Action on Ordinance C34978, see section of minutes under “Hearings.”

For Council Action on Ordinance C34979, see section of minutes under “Hearings.”

SPECIAL CONSIDERATIONS

Letter Regarding Urban Growth Area Expansion (CPR 2013-0016)

Council Member Snyder, as the sponsor, provided an overview of the Letter urging the Spokane County Commissioners to delay the effective date of the Urban Growth Area expansion. Public testimony and Council debate was held. The following action was taken:

Motion by Council Member Waldref, seconded by Council Member Snyder, to add the word “up” between “end” and “increasing” (so the last sentence of the letter reads: “Working together we may be able to come up with solutions that avoid the constant cycle of Urban Growth Area expansion and City annexations which can end up increasing costs for all our citizens”). **Motion carried 5-1 (Council Member Fagan voting “no” and Council Member Salvatori absent).**

Following further Council comment on the Letter, as amended, the following action was taken:

Upon 4-2 Roll Call Vote (Council Members Fagan and McLaughlin voting “no” and Council Member Salvatori absent), the City Council approved the Letter urging the Spokane County Commissioners to delay the effective date of the Urban Growth expansion, as amended.

HEARINGS

Proposed Initiative 2012-4 Petitions—Voter Bill of Rights (LGL 2012-0049 / IP 2012-4)

The City Council held hearing on Proposed Initiative 2012-4 petitions filed by Spokane Moves to Amend (SMAC) pertaining to a Spokane Municipal Code amendment to add a Voter Bill of Rights for clean and fair elections and government ordinance that prohibits corporate lobbying, corporate involvement in initiatives, and corporate donations to candidates for elected office. Council President Stuckart cautioned citizens to not testify as to why people should support the initiative, rather he asked that the testimony be germane to the two options in front of the Council: (1) send it forward for validation to the County Auditor or (2) to pass a resolution placing the initiative on the ballot. Public testimony was then received and Council comment held. During Council comment, Council Members McLaughlin and Allen expressed concern about the constitutionality of both initiatives (Initiatives 2012-4 and 2012-3) and noted they will be requesting further attorney work from outside counsel on both initiatives. The following action was then taken:

Motion by Council Member Fagan, seconded by Council Member Waldref, to send the petitions to the County Auditor for verification; **carried Upon Unanimous Roll Call Vote (Council Member Salvatori absent).**

In conjunction with the hearing, **First Reading Ordinance C34978**—amending the Spokane Municipal Code to prohibit corporate lobbying, corporate involvement in initiatives, and corporate donations to candidates for elected office (Adds Voter Bill of Rights for clean and fair elections)—**was read for the first time, with further action deferred.**

Proposed Initiative 2012-3 Petitions—Community Bill of Rights (LGL 2012-0045 / IP 2012-3)

The City Council held a hearing on Proposed Initiative 2012-3 petitions filed by Envision Spokane pertaining to an amendment to the City Charter to add a Community Bill of Rights, which secures the right of neighborhood residents to approve re-zonings proposed for major new development, recognizes the right of neighborhood residents to reject development which violates the City Charter or the City's Comprehensive Plan, expands protections for the Spokane River and Spokane Valley-Rathdrum Prairie Aquifer, provides constitutional protections in the workplace, and elevates Charter rights above rights claimed by corporations. Public testimony was received and Council comment held. Council Member McLaughlin noted she likes the initiative process and there is a time and place for it. She further stated that by seeking good legal counsel is not in any way being obstructionist, as some would suggest; rather it is due diligence. Council Member McLaughlin further stated that initiatives brought forward to the people must be lawful or the City is setting itself up for huge litigation costs. She noted one of the roles of the City Council is protect the people that they

represent from unnecessary and costly litigation, so the City Council has to do its due diligence to make sure that whatever is sent to the vote of the people does pass the constitutional test. Council Member Allen also provided commentary and noted he is opposed to this initiative one hundred percent. The following action was then taken:

Motion by Council Member Allen, seconded by Council Member Fagan, to move to (send Initiative 2012-3 petitions to) the County Auditor for verification of signatures; **carried Upon Unanimous Roll Call Vote (Council Member Salvatori absent).**

In conjunction with the Hearing, **First Reading Ordinance C34979**—amending the City Charter to establish Community Bill of Rights—**was read for the first time, with further action deferred.**

SECOND OPEN FORUM

Ms. Teresa Simon spoke regarding 42 USC § 1983 – Civil action for deprivation of rights and chronic nuisances in her neighborhood. She further referenced a “neighborhood nightmare” video and stated she is making it a part of her complaint with the Department of Justice. In addition, she spoke regarding Safe Streets Now.

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:46 p.m.

MINUTES OF SPOKANE CITY COUNCIL Thursday, April 25, 2013

A Special Meeting of the Spokane City Council was held on the above date at 3:35 p.m. in the City Council Briefing Center, Lower Level - City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Fagan, McLaughlin, Snyder and Waldref were present.

The following topics were discussed:

- Human Services Priorities
- Community Development – Next Steps

The meeting was open to the public but was conducted in a workshop format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 4:20 p.m.

FINANCE COMMITTEE MINUTES Wednesday, December 12, 2012

City Staff: Committee Chair Ben Stuckart, Committee Member Jon Snyder, Committee Member Steve Salvatori, Committee Member Nancy McLaughlin, Committee Member Mike Fagan, Committee Member Amber Waldref, Committee Member Mike Allen, Tim Dunivant, Pam Dolan Kim Orlob, Lenore Stark, Rae Lynn Conger, Laura Williams

Today's meeting began at 3:04 p.m.

The meeting minutes from the November meeting were approved.

AGENDA ITEMS:

Sustainable Police Budget Update

Committee Member Mike Allen

Tim Dunivant, Budget Director, briefed this item.

- This discussion centered around a Sustainable Police Budget for 2014 and beyond.
- They decided to address this issue after the first of the year.
- What are the fiscal challenges before we get started?
- Discussion ensued.

Charter Amendment for Councilmanic Tax Measures**Committee Item**

Mike Piccolo from Legal sent a memo to the Council Members and they felt the questions they had were answered sufficiently by the memo. There was no discussion regarding this item.

SERS**Pam Dolan**

Pam Dolan, Director of Accounting, briefed the Committee regarding this item.

- There is going to be a meeting with Labor on Monday regarding this item.
- They will start to explore the options we have going forward with this item.
- Discussion ensued.

Library Lid Lift**Ben Stuckart**

Ben Stuckart, Council President, brought this item forward.

- This was brought forward regarding questions on the language of this item.
- Discussion ensued.

EBO's – Hotel/Motel & YWCA**Pam Dolan**

Pam Dolan, Director of Accounting, briefed the Committee regarding this item.

- This item was added to the agenda, but then was briefed at the Council Meeting on Monday December 10, 2012 so there was no discussion regarding this item.

MIS Contracts**Mike Sloon**

Mike Sloon, Director of MIS, briefed the Committee regarding this item.

- Please see attached listing of items.
- The first four items are maintenance contracts.
- Discussion ensued.

Capital Plan Updated

This item is being discussed today at the Mayor's Retreat with his Cabinet Members.

- They are trying to define what really qualifies as to what goes into the Capital Plan.
- Discussion ensued.

Business License Update**Kim Orlob**

Kim Orlob, Internal Auditor/Strategic Business Analyst, briefed the Committee regarding this item.

- They are looking at the definition of a non-profit and who this will impact.
- They will bring forward a correction to the resolution in January.
- At the same time the Council would like to see what the Communication Plan is so that there is no shock to the non-profits in six months.
- The key is defining who those non-profits are.
- This is a business registration not a business license.
- Discussion ensued.

Financial Update**Gavin Cooley**

Sales Tax was up 4.5% in October over last year.

- To raise taxes on phone or cable requires 50% approval by the people.

The meeting was adjourned at 3:57 p.m.

Respectfully submitted:

Laura Williams, Administrative Secretary

(Attachments are on file for review in the Office of the City Clerk.)

FINANCE COMMITTEE MINUTES
Wednesday, January 9, 2013

City Staff: Committee Member Jon Snyder, Committee Member Steve Salvatori, Committee Member Nancy McLaughlin, Committee Member Mike Allen, Gavin Cooley, Tim Dunivant, Pam Dolan, Debra Robele, Cheryl McGrath, Rae Lynn Conger, Blaine Stum, Laura Williams

Non-City Staff: Mary Lou Johnson

Today's meeting began at 3:03 p.m.

The meeting minutes from the December meeting were approved.

AGENDA ITEMS:

Police Budget Analysis

Committee Member Mike Allen

Gavin Cooley, Chief Financial Officer, asked that this item be moved to the Financial Update portion as it will be rolled into that discussion.

LEIS Fund Name Change

Pam Dolan

Pam Dolan, Director of Accounting/City Treasurer, briefed the Committee regarding this item.

- There is an action coming forward to the City Council to change the name on the LEIS fund and it will become the Spokane Regional Emergency Communications Fund.
- This will more closely reflect what this fund does.

2013 Crime Check

Assistant Chief Meidl

This item was moved to the PCED Agenda on the 14th of January. There will be Finance employees at this meeting to answer any questions.

Financial Update

Gavin Cooley

Sales Tax was up 11.4% in October over last year.

- What is the reason for the change between the City and the Valley? It used to be that the Valley was stronger than us and now it has flip flopped over the last 6 months. The reasoning behind this is that retail has been very strong and car sales for the Valley have leveled out.
- We are just now approaching 2006 levels for sales tax. Please see attached slides regarding construction numbers.
- We are going to ask that the representatives from the PFD join us at the next meeting to make a presentation on what the current market is for convention business. Cheryl Kilday and Kevin Twohig will be asked to join us.
- We have an independent audit team that will come on board in the next couple of months to audit all Public Utilities to make sure they are reporting their tax correctly. We hope to collect some taxes that were not reported correctly. The RFP will be going out by the 18th of this month.
- Looking ahead at the 2014 budget: the goal is to build a 2014 budget that does not reduce direct services. Please see attached slides from Gavin.
- For the next meeting Mike Allen would like to have a presentation about what is going into overhead and what is allocated as overhead.
- Pam Dolan walked the Committee through the dates of the Financial Close Out Timeline.

The meeting was adjourned at 4:06 p.m.

Respectfully Submitted:

Laura Williams, Administrative Secretary

(Attachments are on file for review in the Office of the City Clerk.)

FINANCE COMMITTEE MINUTES
Wednesday, February 13, 2013

City Staff: Committee Chair Ben Stuckart, Committee Member Jon Snyder, Committee Member Steve Salvatori, Committee Member Mike Fagan, Committee Member Mike Allen, Gavin Cooley, Tim Dunivant, Pam Dolan, Debra Robele, James Caddey, Rae Lynn Conger, Blaine Stum, Susan King, Jennifer Westfall, Andrew Warlock, Jason Faulkner, Laura Williams

Non-City Staff: Debbie Pennick–SAO, Alexandra Rosebrook–SAO, Joe O'Sullivan–Inlander, Cheryl Kilday–Spokane Convention Bureau

Today's meeting began at 3:02 p.m.

The meeting minutes from the January meeting were approved.

AGENDA ITEMS:

State Auditor Exit Conference Accountability Audit

Debbie Pennick, Alexandra Rosebrook—SAO

Alexandra Rosebrook from the State Auditor's Office, briefed the Committee regarding this item.

- This was a great Audit for the City of Spokane.
- There was a Management Letter regarding an interlocal agreement between the City of Spokane and Spokane County.
- Please see attached presentation.

Business Incentives Review & Discussion

Andrew Warlock, Building & Development Services

Andrew Warlock, Building & Development Services, briefed the Committee regarding this item.

- How can we incentivize so that businesses come into the City of Spokane?
- How does the City define incentives?
- The Committee would like to see a proforma with private vs. public land.
- Discussion ensued.

Chapman Financial Services of Wa for Collection Services Contract

Jason Faulkner

Jason Faulkner, Division Accountant, briefed the Committee regarding this item.

- This contract is for the collection services for the City of Spokane.
- There were 9 bids received from the RFP.
- What is the total dollar amount that this company will be assigned and where is the largest portion of the collections coming from?
- Currently, Automated Accounts, holds about \$194,000 worth of collections. Jason will be sending a Matrix showing where the numbers currently are.
- Do we expect a higher number of receivables with this new contract?
- Discussion ensued.

MIS Contract Briefings

Mike Sloon

Mike Sloon, Director of MIS, briefed the committee regarding this item.

- There will be two contracts briefed at Monday's City Council Session.
- The first contract is with Aztech Corporation for \$49,000 and the second is with Oracle for the Maintenance Contract for HRMS, Fleet and Utility Billing for \$272,128.
- Councilman Allen would like to see briefing papers on these items.
- Briefing papers were emailed to the Council Members right after this was briefed.

Capital Plan Update

Gavin Cooley

Gavin Cooley, Chief Financial Officer, briefed the Committee regarding this item. Gavin is going to send out a power point to the Committee regarding the Capital Plan that will give a detailed status update.

City Overhead Review

Tim Dunivant

Tim Dunivant, Budget Director, briefed the Committee regarding this item.

- This item encompasses a lot of different topics.
- In 2011 the State Auditor did a Performance Audit of 11 cities in the State of Washington and Spokane was rated one of the best for leading practices.
- How do we do a Performance Measurement on Allocated Costs?
- Would it be possible to look against total actual overhead vs total general fund?
- Council President Stuckart would like Debra Robole to work with Tim Dunivant regarding this issue.
- The Committee would like to see a department brought forward for next month's meeting and show them all the indirect costs.

Impact Fees Progress Report

Pam Dolan

Pam Dolan, Director of Accounting, briefed the Committee regarding this item. Please see attached slide.

Annual 1% Property Tax Levy Review & Discussion**Tim Dunivant**

Tim Dunivant, Budget Director, briefed the Committee regarding this item.

- Tim formulated a spreadsheet and Council President asked that this be send out to the Committee so that they could look at it and discuss.

Mayor's Advisory Committee on Economic Prosperity Review**Gavin Cooley**

Gavin Cooley, Chief Financial Officer, briefed the Committee regarding this item.

- They are rolling Performance Measures into 2014's budget.
- They are expecting to have a budget document to the Council in August that is meaningful.
- How were the Performance Measures generated?
- Councilman Snyder is still concerned with how the Performance Measures are being generated and how valuable these can be to the Council.
- Discussion ensued.

Hospitality & Convention Sector Update**Cheryl Kilday–Spokane Convention Bureau**

Cheryl Kilday with the Spokane Convention Bureau, briefed the Committee regarding this item.

- The demand for occupancy in 2012 went up slightly to 62.8% versus 60.1% from the previous year.
- The group business for 2013 is soft.
- There was discussion around the new Hotel being proposed across from the Convention Center.
- Discussion ensued.

Financial Update**Gavin Cooley**

Gavin Cooley, Chief Financial Officer, briefed the Committee regarding this item.

- We are currently back at 2006 levels for Sales Tax.
- Please see attached Power Point Presentation from Gavin.
- There is a salary and benefit survey being done. What are the hopes of the outcome of the survey?
- Discussion ensued.

The meeting was adjourned at 5:04 p.m.

Respectfully Submitted:

Laura Williams, Administrative Secretary

(Attachments are on file for review in the Office of the City Clerk.)

FINANCE COMMITTEE MINUTES
Wednesday, March 13, 2013

City Staff: Committee Chair Ben Stuckart, Committee Member Jon Snyder, Committee Member Mike Fagan, Committee Member Amber Waldref, Gavin Cooley, Tim Dunivant, Pam Dolan, Debra Robele, Jason Faulkner, Kim Orlob, Laura Williams, Rae Lynn Conger, James Caddey

Non-City Staff: Jonathan Brunt–Spokesman

Today's meeting began at 3:03 p.m.

The meeting minutes from the February meeting were approved.

AGENDA ITEMS:**Business License Fees for Sole Proprietorships****Kim Orlob**

Council Member Snyder brought this item forward. Please see attached briefing paper.

- He would like to bring forth an ordinance change to get rid of the Sole Proprietor charge. Kim Orlob checked with the State of Washington to see if we could get rid of that charge?
- There are a number of items that are still in flux with the State and we would like to have some feedback from different areas from the Administration and outside non-profits.
- How do the State classifications mesh with the City of Spokane classifications?
- He would also like to have a category added on for Medical Marijuana.

- They would like an update at the next Finance Committee Meeting.
- How do we define a non-profit?
- If the State increases their processing fee would the City of Spokane decrease the license fee to make up for the State's increase?
- What does that look like fiscally if we were to do that?
- Discussion ensued.

2014 Budget Process Update**Gavin Cooley, Debra Robole**

Gavin Cooley, Tim Dunivant and Debra Robole got together to discuss the budget process.

- Committee Member Snyder doesn't want to wait until August for the programmatic budget. He would like to ask for supplemental information to come earlier.
- Discussion ensued.

City Wide Collections**Jason Faulkner**

Jason Faulkner, Division Accountant, briefed the Committee regarding this item.

- This was a return item from last month.
- Please see attached presentation.
- They would like to see a booting ordinance and parking ticket amnesty come forward for the 4.2 mil dollars worth of tickets in collections.
- Discussion ensued.

Centralized Accounting Internal Service Fund Analysis**Pam Dolan**

This item was moved to the April Agenda so that Mike Allen, who requested the information, could be present for this discussion.

Financial Update**Gavin Cooley**

Gavin Cooley, Chief Financial Officer, briefed the Committee regarding this item.

- Sales Tax was up 4.2% over December of 2012.
- The City of Spokane was up 5.3% for the whole year in Sales Tax vs. the prior year.
- Pam Dolan, Director of Accounting, went through the close out for the General Fund for 2012.
- Tim Dunivant, Budget Director, went through the six year projection.
- Please see attached slides.
- Discussion ensued.

The meeting was adjourned at 4:30 p.m.

Respectfully Submitted:

Laura Williams, Administrative Secretary

(Attachments are on file for review in the Office of the City Clerk.)

**PCED COMMITTEE MINUTES
September 10, 2012**

Council President Ben Stuckart called the meeting to order at 11:01 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Fagan

Staff present: Jan Quintrall, Scott Chesney, Mark Serbousek, Lenore Stark, Rae-Lynn Conger, Susan King, Melissa Carpenter, Dave Steele

Recording Secretary: Adi McGee

I. MINUTES

Council Member Fagan moved to approve the 5/7/2012 and the 5/21/2012 PCED minutes. Council Member Waldref second. Approved.

II. COUNCIL UPDATE**A. TBD Staff Position (Council President Stuckart)**

- Due to staffing transitions Melissa Owens is no longer managing this project and a dedicated employee needs to be assigned

- Lenore Stark will take over as liaison for this project

Staff Action: None

Council Action: None

Next Steps: None

B. Manufactured Housing Community Zone (Council Members Snyder & Waldref)

- Presented by Manufactured Homeowners Association
- Purpose is to preserve existing communities
- Affects 17 communities in Spokane
- Majority of communities are low income or senior housing
- What issues will there be in Spokane and what is the process for creating such a zone?
- How do we make Comprehensive Plan amendments to facilitate this type of zoning?
- Now is the ideal time to review this option as the Comprehensive Plan is currently being updated
- Council Member Snyder proposed exploring the use of the annual Comprehensive Plan updates for this type of zoning change

Staff Action: None

Council Action: None

Next Steps:

- Meeting between Council Member Snyder and Scott Chesney
- Proposal must be completed by 10/31/2012

III. STAFF UPDATE

A. Residential Grid/Overlay Project briefing (Mark Serbousek/Streets)

- Taper grind with minor asphalt repairs in residential neighborhood
- Jennifer Westfall has information on scheduling for Council visits to this project

Staff Action: None

Council Action: None

Next Steps: None

B. Transfer of Weights & Measures to State (Jan Quintrall/Business & Developer Services)

- Delayed and moved to 9/24/12 PCED

Staff Action: None

Council Action: None

Next Steps: None

C. Comprehensive Plan Amendments (Scott Chesney/Planning & Development)

- Two applications received in 2012
 - o STA
 - o Indian Trail and Barnes Road
 - Mapping and zoning changes regarding Indian Trail and Barnes road was discussed
- Asking Council to adopt Comprehensive Plan change conditional upon the development agreement coming back to Council within one year
- If development agreement is not completed within one year the Comprehensive Plan will be returned to its original state

Staff Action: None

Council Action: None

Next Steps: None

D. Infill Housing Zoning Code Update Project (Scott Chesney/Planning & Development)

- Changes to base zoning standards in residential zones
- Pocket residential amendment is most controversial change
- PUD introduces commercial uses into residential zones allowing local residents easy access to businesses within the PUD

Staff Action: None

Council Action: None

Next Steps: None

E. Parking Loading Code Amendments (Scott Chesney/Planning & Development)

- Allow parking on the street to count towards required parking for the site
- Each 20 feet counts as a parking space if places are not marked
- Deficits are grandfathered in so future uses of the building are not forced to change due to new zoning
- Planning Director would have discretion to reduce the amount of required parking if proof that need for the building is not necessary
- Establish a pilot “No Off-street Parking Required Overlay Zone” for the Pacific Avenue and Cannon Street area of Browne’s Addition
- Council Member Snyder asked about ADA requirements
 - o If the business does not provide on-site parking then there are no ADA requirements
 - o Check specifics for when ADA requirements are triggered as they are sometimes grandfathered in to parking requirements for specific properties
- Council Member Waldref is concerned that overflow parking could have a negative impact on neighborhoods

Staff Action:

- Add parking issues to future PCED per Council Member Snyder – See Jan Quintrall
- Will come to Council mid-October

Council Action: None**Next Steps:** None**F. Downtown Alley Naming (Scott Chesney/Planning & Development)**

- Current code prohibits naming of alleys
- Numerous properties in downtown area do not have frontage on a designated street with only alley access for entry
- There is difficulty in assigning addresses to these properties and locating them in an emergency situation can be complicated
- Proposal is to name alleys in downtown Spokane allowing emergency services the ability to locate these properties quickly in an emergent situation
- Council Member Snyder requested information on the committee assigned to name the alleyways before the names are determined or voted on

Staff Action: None**Council Action:** None**Next Steps:** None**G. Commerce Grant Acceptance (Scott Chesney/Planning & Development)**

- Applied for and rewarded a \$90,000 grant from the Department of Commerce
- Contract should be finalized within a couple of weeks
- City of Spokane is lead and we are working with Spokane International Airport, Spokane County, the City of Airway Heights, Fairchild Air Force Base, WSDOT, SRTC, and Avista
- Boundaries of West Plains have not yet been set

Staff Action: None**Council Action:** None**Next Steps:** None**H. Havana Street surplus Property (Dave Steele/Asset Management)**

- Need to surplus three properties
- 80% goes into Street Fund, 20% can be used at the City’s discretion
 - o At this time the 20% is pending allocation to the Asset Management fund for reinvestment

Staff Action: None**Council Action:** None**Next Steps:** None

Council President Stuckart adjourned the PCED meeting at 11:57 a.m.

Respectfully submitted by:
Adi McGee, Secretary II

**PCED COMMITTEE MINUTES
September 24, 2012**

Council President Ben Stuckart called the meeting to order at 11:01 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Mike Fagan

Staff present: Jan Quintrall, Scott Chesney, Mark Serbousek, Mike Taylor, Chris Cafaro, Jacque West, Dave Steele, Karen Mobley, Brooke Kiener, Katherine Miller, Dave Steele, Lenore Stark, Rae-Lynn Conger,

Recording Secretary: Adi McGee

I. MINUTES

Council Member Fagan moved to approve the 6/4/12 PCED minutes. Council Member Allen second. Approved.

II. COUNCIL UPDATE

A. Update on Timeline & Plan for Parking Overlay Zone (Council President Stuckart)

- Plan Commission will review on 9/26/12
- Community Assembly will review on 10/5/12
- Council Briefing on 10/8/12
- First Reading to Council on 10/15/12
- Public Hearing and adoption on 10/22/12
- Council President Stuckart noted he was highly opposed to changes and asked for an update after Plan Commission review to ensure any suggested changes are discussed with Council prior to briefing on 10/5/12

Staff Action: None

Council Action: None

Next Steps: None

B. West Central Legacy Ordinance Update (Council President Stuckart)

- No new leads or visible movement forward at this time
- No direct contact with neighborhood in terms of marketing
- Can update website notifying citizens of tools available
- Council President Stuckart will work with Planning & Development to draft a letter and notify area businesses of the program

Staff Action: None

Council Action: None

Next Steps: None

C. Economic Development Partners - New Methodology? (Council Member Allen)

- Budgeted more money for partners in 2013
- Fund projects that will have impact
- Funding will be very limited for studies – want to be able to look at a finished product and be able to show citizens the work done, not a study about what could be done
- Council Member Allen questioned how current partners will be notified of positive or negative changes in funding
 - o Meet all current partners in person to go over new criteria changes
 - o Seeking partners who can incubate and grow projects and programs with the goal of removing the City from the equation over time
 - o Projects will ultimately be maintained by ED partners independently or moved out into the business community allowing the City to fund new projects/programs
 - o Recommendations for funding of partners will be made at PCED
 - o Budget presentation in October will explain the Mission and Vision for the new division and give details on goals for the division

Staff Action: None

Council Action: None

Next Steps: None

D. Logan Neighborhood - Truck Traffic on Hamilton Street (Council Members Waldref & Fagan)

- Do we have plans for improvements to Greene Street?
 - o Fuel companies are routing through downtown
 - o Proposal to move truck traffic to Hamilton to allow time to fix the Greene Street Bridge
 - o Truck traffic is much larger than anticipated
 - o Funding request to SRTC to wrap Greene Street Bridge in carbon fiber allowing for a 10 year repair

- o If SRTC will not fund the repair City needs to fund repair
 - Cost for bridge repair is approximately \$800,000
- o Not looking at Hamilton Street as an alternative route at this time

Staff Action: None

Council Action: None

Next Steps: None

E. Studded Tire Presentation (Council Presiden Stuckart)

- Banning studded tires can only be implemented through changes in state law
- Proposal to implement fee on the sale of studded tires within Spokane
 - o Need to consider fees in all of Spokane County so consumers do not go outside City limits to purchase studded tires
- Wavy roads are mostly caused by studs—drivers get into one lane and stay there causing the rutting on high traffic routes
- Set a Study Session for legislative agenda to push forward on banning studded tires state-wide
- Debra Robole will research how other cities have executed imposing fees on retailers selling studded tires

Staff Action: Mark Serbousek will e-mail state study on studded tires to Council President Stuckart

Council Action: Set Study Session

Next Steps: None

III. **STAFF UPDATE**

A. HOME Multifamily Housing Program (Jonathan Mallahan/Community, Housing & Human Services)

- Three projects currently
 - o Clare View Seniors Project on 44th
 - o Pioneer Park Place on the South Hill
 - o The Loon House in Brown's Addition
 - o Ownership goes to non-profit after 15 years
 - o Tax exemption lasts 40 years, regardless of City's participation
- Rent may or may not be subsidized depending on the property
- Income and rent limits can be imposed
- Developer determines rent costs but HOME units are monitored for pricing

Staff Action: None

Council Action: None

Next Steps: None

B. East Central Community Center Transition Process (Jonathan Mallahan/Community, Housing & Human Services)

- Two contracts will cover transition
 - o Transition Contract will cover expenses for transition in 2012 and costs approximately \$44,000.00
 - o Operations Contract will cover operations for 2013 and costs approximately \$380,000.00
 - o Total cost savings is approximately \$117,000.00 less than current costs while maintaining all programs
- Benefits package provided by ECCO is comparable to other non-profits and ECCO will be interviewing all employees currently working at the Community Center who wish to continue working at the center

Staff Action: None

Council Action: None

Next Steps: None

C. Arts Update (Jan Quintrall/Business & Developer Services)

- Downtown Spokane Partnership (DSP) contributing \$25,000.00
- Public Facilities District (PFD) contributing \$25,000.00
- Visit Spokane will house Arts Fund
 - o Arts Fund will be a seven member governance board and will include representatives from the Arts Commission, City Council, the City Administration, DSP, PFD and Visit Spokane
- City will contribute \$100,000.00 in 2013
- Meetings are pending with Spokane County and the Spokane International Airport to address possible partnerships with them
- Council has to approve the contract before budget can be approved
- Requesting a minimum commitment of three years beyond 2013 from all contributing agencies
- MOU's commit all contributing members to a minimum of three years
- The Arts Fund and the Arts Commission and the need/reason for both were discussed

Staff Action: None
Council Action: None
Next Steps: None

D. On-Call Arborist Contract (Mike Taylor/Engineering Services)

- Need to increase budget on contract
- Will consider need at initial requisition in the future

Staff Action: None
Council Action: None
Next Steps: None

E. University District Bike-Pedestrian Bridge-Direct Appropriations Received for Phase 2 (Katherine Miller/Captial Programs)

- Phase 2 will make project shovel ready
- Working with the railroads to obtain overhead right-of-way
- Intent is to get approval from railroads during Phase 2
- Council Member Snyder had concerns regarding the width of the bridge – needs to be wider
 - o Cost is a factor. Bridge is currently set at 14 feet wide and foot added is an additional \$520,000.00 up to 16 foot bridge. Beyond 16 feet a new estimate will be needed
- Total cost of project is estimated between 14 and 16 million dollars
- Project proposal is going to Council on 10/1/12
- The benefits of the bridge were discussed
 - o Medical facility will add 9000+ jobs and bridge will support access to facility
 - o Connecting a growing area, such as the University District, with multiple opportunities for redevelopment is important for continued growth
 - o Comparisons with Denver and Portland were made as both communities currently have or are building this type of bridge
- To date the total spent on the bridge is approximately 3.5 million

Staff Action: None
Council Action: None
Next Steps: None

F. Rubberized Asphalt Crack Selant (Mark Serbousek/Streets)

- No briefing necessary

Staff Action: None
Council Action: None
Next Steps: None

G. 520 N Lincoln Property Sale (Dave Steele/Asset Management)

- Two interested parties
- Purchase and sale agreement in process
- Appraised value three million, winning bidder came in at 30% higher than appraised value
 - o Council Member Snyder asked if price was the sole reason for choosing Anthony's
 - o Price was the primary factor
- Public access will be maintained
- Council wants to review proposals
- Setback requirements and development restrictions were discussed
 - o There will be no restrictions on development as our shoreline restrictions are sufficient

Staff Action: Dave Steele will forward offers to Council for review
Council Action: None
Next Steps: None

H. Weights & Measures Update (Jan Quintrall/Business & Developer Services)

- All records are paper, not electronic
- Council Member Snyder does not feel the State has the capacity to maintain checks and protect our consumers
 - o To do the work that is needed the City needs a four person staff, upgraded systems to allow for proper checking, cross-checking and follow up of violations
- Jan reported on the services the State will provide
- Council requested a comparison between what the City is doing now and what the State will do if they take over the work

- Numbers reported as follows:
 - o City has 1920 fuel pumps
 - City currently checks 100% of regular grade checked annually with fast test
 - City Currently checks approximately 50% of other grades checked annually with fast test
 - State will check every fuel pump every three years with a slow test and check for contamination of all fuel types every three years
 - o City checks approximately 80% of scanners annually
 - o State will check every scanner once every three years
- Council President Stuckart requested that all items to be transferred be put into written report so comparison can be made

Staff Action: Spreadsheet showing difference between City and State checks of Weights and Measures to be prepared for Council Review

Council Action: None

Next Steps: None

Council President Stuckart adjourned the PCED meeting at 12:37 p.m.

Respectfully submitted by:
Adi McGee, Secretary II

PCED COMMITTEE MINUTES October 1, 2012

Council President Ben Stuckart called the meeting to order at 11:00 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Mike Fagan, Steve Salvatori

Staff present: Scott Chesney, Katherine Miller, Brandon Blankenagel, Mark Serbousek, Louis Meuler, Jacque West, Andy Schenk, Tami Palmquist, Nikole Porter, Chris Cafaro, Debra Robole, Lenore Stark, Rae-Lynn Conger

Recording Secretary: Adi McGee

I. MINUTES

Council Member Salvatori moved to approve the 6/18/12 Minutes, Council Member Allen seconded. Approved.

II. COUNCIL UPDATE

A. Deferred Street Cost Presentation (Council President Ben Stuckart)

- Mark Serbousek presented a PowerPoint
- Mike Allen noted that the City can withstand 10–12 million in construction every season before getting gridlocked with traffic issues and asked if the presentation took that into consideration
 - o The 10–12 million is estimated for arterials, the City could manage up to 20 million if some of the work was spread out among the residential neighborhoods
- Council President Stuckart requested Mark Serbousek to come up with a proposal for an additional five million in projects to add to funding requests
- Current street bond expires in 2013
- We would like to be rated at 80 for deferred maintenance, we are currently at about 72
 - o Once rated at approximately 80 street maintenance will be more cost-effectively maintained
- Council Member Waldref suggested starting the Study Session on Streets with the information Mark Serbousek provided in his presentation

Staff Action: None

Council Action: None

Next Steps: Study Session on Streets in November

III. STAFF UPDATE

A. Transportation Chapter Update/Chapter 4 Update (Scott Chesney/Planning & Development Services)

- Spokane used to be multi-modal in terms of transportation, however the past 50-60 years have been focused more on moving cars
- Now we are looking at moving people in all forms of transportation and what is the best way to serve the City
- Working with consultant to develop a step-by-step plan to update the Comprehensive Plan
- Council Member Allen asked about how market forces are incorporated into updates such as this
 - o Look for balance between cars and bikes/pedestrians

- o Planning and design work to create options for all modes of transportation thus allowing the City to become adaptable in the future

Staff Action: None

Council Action: None

Next Steps: None

B. Division Street Gateway (Scott Chesney/Planning & Development Services)

- Jon Snyder asked where the original study went and if there was anything we could do to impact the situation regarding the crater
 - o Working on the issue and finding options for short term and long term repairs
 - o Keeping the value of the previous work and it will be included in new report. Now adding an element that will work to finish the project and look for funding and to help generate private investment
- Council Member Allen asked if Main becoming a two-way was an option
 - o Yes, it is being considered for Main Avenue only, not removing the couplet out with Spokane Falls Blvd., which will continue to be a westbound one-way street
 - o Entire length of Main is being studied as a two-way conversion from downtown to the University District
- Council Member Waldref asked what happens to the intersection at Division and Spokane Falls Blvd. and if it would be integrated into the planning of this
 - o Intention is to make Main Ave. the primary pedestrian connection from the campus back into downtown
 - o Council Member Waldref asked about posting signage for the crosswalks at that intersection to make things easier for those who do have to cross there
- Council Member Snyder asked about a grant for wayfinding study in Downtown.
 - o Not received

Staff Action: None

Council Action: None

Next Steps: None

C. Weights & Measures (Jan Quintrall/Business & Developer Services)

- Information on price scanners and commodity inspections are not registered with the State so information for those items is not abundant
- Spokane has a goal to check all premium gas pumps every year, with a secondary goal of checking approximately half of the other grades
 - o There is no record of the secondary grade pumps being checked, so some may have been checked multiple times while others may not have been checked at all
- Washington State will perform a fast flow, a slow flow, a fuel contaminates, and ethanol content and an octane level to confirm that it is a premium fuel
 - o Spokane has never tested for contaminates, ethanol or octane levels, and because Spokane taken responsibility for its own weights and measures program the State has not come in and tested these on our behalf
- Spokane averages about ten diesel dispensers per year but no record is kept on which dispensers are checked
- If a dispenser is out of order there is no information to indicate we go back and recheck the dispenser again in the same year, or the following year
- If the majority of the pump dispensers are testing at a negative level we reject the station and order them to get into compliance, however we do not go back and follow up to verify compliance within the given year or the following year
 - o We are averaging about 2.24% dispenser rejection per year
- Commercial scales testing list from the state listed 647 scales, however the list included Tidyman's on Addison which closed in 2006 and had 31 small scales.
 - o The list seems to be added to when a new scale is registered, however, has not been updated to remove scales as stores have closed in many years
- Spokane's goal was to check scales annually, we were averaging 80%
- The State will check the commercial scales every three years
- It is estimated that we have 300 price scanners
- Price scanners are not registered with the State
- Spokane checks an average 10-20 per year
 - o Council President Stuckart inquired about the 2011 report that 14 scanners were tested and eight of them failed
 - Price scanners are checked based on a store software database with a random check of approximately five items in the store. Due to constantly changing prices it is difficult to have a control to check these items against
- Washington State registers small scales, however they do not inspect or test them
- In 2011 Spokane did check approximately 2000 commodities
- It is required in Spokane's ordinance for a business license for a taxi or for hire vehicle they must have a taxi inspection and a safety inspection

- Safety inspections are provided by a private company which would continue
- Washington State has agreed to come in to provide the taxi inspections, which they currently provide for Vancouver and the Tri-Cities.
- The fee would be \$37.80 per meter
- Council Member Waldref asked if we have looked at ways we could reorganize the time of our one sealer to do more/better testing onto higher priority items
 - o We would need to create an Accela module or a computerized database for better record keeping
 - o We need to have enforcement and follow-up
 - o We need to purchase more equipment and get the ability to do the contaminants and ethanol testing
 - o We would need to hire more staff
- Council Member Waldref asked if we could cut out the commodities and scanning checks would we be able to maintain the work as the State will do
 - o Weights & Measures has asked for upgrades in past years, however the department has been cut back substantially
 - o It would cost approximately \$350,000 or greater to bring the department up to the level of what the State will be able to do for the City
- Council Member Allen asked about the variance between the State's failure ratings for the County compared to the City's numbers from the internal department
- Council Member Fagan asked if contact was made with Local 270 to find out if the changes needed to bring the department up to par would warrant changes with the contract
 - o The contact would be necessary if the decision was made to upgrade the department
- Council Member Salvatori noted that the price scanners are reliant not only upon the computer system and the scanner, but they are also reliant upon human entry of the price points into the system, meaning the human error is also a factor

Staff Action: Jacque West will e-mail PowerPoint presentation to Council

Council Action: None

Next Steps: None

Meeting adjourned at 12:16 p.m.

Respectfully submitted by:
Adi McGee, Secretary II

PCED COMMITTEE MINUTES October 15, 2012

Council President Ben Stuckart called the meeting to order at 11:01 a.m.

Members present: Ben Stuckart, Jon Snyder, Mike Allen, Nancy McLaughlin, Mike Fagan, Steve Salvatori

Staff present: Scott Chesney, Mark Serbousek, Ray Wright, Dave Steele, Sheryl McGrath, Melissa Carpenter, Katherine Miller, Brandon Blankenagel, Andrew Worlock, Andy Schenk, Terri Stripes, Sheila Morley, James Richman, Rod Minarik, Heather Trautman, Mike Piccolo, Mike Taylor

Recording Secretary: Adi McGee

I. MINUTES

Council Member Fagan moved to approve the July 16th and the July 30th PCED minutes. Council Member Snyder second. Approved.

II. COUNCIL UPDATE

A. University District Public Development Authority Creation (Council President Stuckart)

- Currently seated 18 members of the UDDA will transition into the initial board
- As terms end it will become an open application process
- Specific bylaws and charter will designate the types of members on the board
- Two types of members on PDA
 - o Appointed members – perpetually serve and involvement is critical to what is happening in neighborhood
 - o Elected members – broader representation of the entire community who bring with them specific expertise
 - Initially, half of the elected members serve a two-year term and half serve a three-year term.
 - Each term transition will move to a three-year term thereafter for all elected members
- Bring forth an ordinance to create PDA
- Enter into an Interlocal agreement
- What is the long term funding for this kind of PDA?

- o Contributions, grants, subsidies
- o Revenue generation through UDRA funds
- o Stakeholder contributions to maintain operations
- Will Brandon Betty's position move out of the DSP and eventually be paid by UDRA funds?
 - o Possibly—have to determine if enough money will be generated so that it can be a stand-alone position paid for completely by the UDRA funds
 - o If funds cannot be generated to maintain the position then the community will continue the contributions

Staff Action: None

Council Action: None

Next Steps: None

B. Status of MLK Jr. Real Estate Contract (Council President Stuckart)

- Contract has been signed and there is no need for this update

C. Status of Property Sale Next to Fire Station # 1 (Council President Stuckart)

- Discussions are ongoing
- Developer pays \$500,000 or deal collapses and we keep earnest money (\$150,000) and get the property back
- Property is General Fund Property
- Council President Stuckart does not want to see another extension
- Final decision should be made by end of October
- Update on status at next PCED

Staff Action: None

Council Action: None

Next Steps: None

D. Downtown Two-Wheel Parking Resolution (Council Members Snyder & Fagan)

- Parking for motorcycles has decreased
- Council Member McLaughlin asked if DSP is gathering statistics as to what appropriate amount should be for motorcycles
 - o No statistics yet but looking to reestablish motorcycle parking that was removed and also looking to add more bicycle parking
 - o Inventorying privately owned bicycle racks

Staff Action: None

Council Action: None

Next Steps: None

E. Discussion on Connecting Erie Street with South University District (Council Member Allen)

- Using existing infrastructure to connect U-District north and south
- This was considered Phase III of the MLK project
 - o Originally discussed approximately 20 years ago
 - o Revisited about eight years ago when the MLK project began and was projected for 15-20 years in the future
- Council Member Allen asked why this option didn't come up sooner as an option instead of the bike-pedestrian bridge
 - o Never discussed as an either bridge or Erie Street decision
- Council Member Snyder feels that the bridge has one goal to achieve and Erie Street right of way is another benefit, but it should not be an either-or option
- Council Member Snyder asked why not work on Erie Street now to speed up the connectivity
- Jan Quintrall will discuss options with Katherine Miller
- Council Member Salvatori suggested that adding pavement to Erie Street could allow easy bicycle access to the University District at a low cost
- Council President requested updates on Phase 2 and Phase 3 of the Bike-Pedestrian Bridge and the Ben Burr Trail relating to how each are connected and where they stand today

Staff Action: Follow up on Bike-Pedestrian Bridge Phase 2 and Phase 3 in relation to Ben Burr Trail and report back to PCED with current status

Council Action: None

Next Steps: None

F. Golf Cart Zone Ordinance (Council Members Waldref & Fagan)

- Street Department, Prosecutor's Office, Police Department, Planning and Taxes and Licensing have been consulted
- Council Member McLaughlin asked about the golf carts having headlights or turn signals
 - o State law has specific requirements for both day and night usage that operators will be required to follow

- Jan is working with Taxes and Licensing to create forms and signage and get this added to their program and will have information on the time it will take to get this done by the end of the week
- GHNEPA requested increased mobility at a low cost
 - This is a two year pilot project to help the neighborhoods
- Ordinance is limited to electric golf carts to limit speed. Gas golf carts can go faster
- Council Member Snyder is concerned about the arterial limitation in a neighborhood like Hillyard
 - Intersection at Market and Wellesley poses a problem but there is a trail near the underpass that can be used
- Council Member Snyder requested a future plan for pathways, not only a pilot project with no follow-up
 - Pilot project is beginning and if there is success future pathways will be considered
- There was further discussion regarding the speed and the difference between gas and electric carts
- Only four-wheel carts will be allowed, three-wheel carts are not an option
- Council Member Allen asked if a census was done to find out how many golf cart owners were in the area
 - At least 20 individuals in the area are owners
 - Previous administration made agreement to put in three electric vehicle charging stations at Greene and Queen. It is up to the neighborhood to complete the process with an MOU

Staff Action: None

Council Action: None

Next Steps: None

III. STAFF UPDATE

A. Purchase & Sale Agreement for 520 N. Lincoln – Anthony's (Dave Steele/Asset Management)

- Anthony's proposed purchase price = \$3.9 million
- LB Stone proposed purchase price = \$3.6 million
- Earnest money from LB Stone = \$200,000
- Earnest money from Anthony's = \$100,000
 - Anthony's submitted additional \$95,000 earnest money with purchase and sale agreement
- Anthony's submitted proposal with detailed drawings and information regarding ongoing preservation of visual access to river
- LB Stone did not provide proposal to detailing ongoing preservation of visual access to river, however agreed to provide in conjunction with future development of site
- No contingencies from Anthony's proposal
- LB Stone had multiple contingencies, most significant was to be included in the Post Street Bridge work discussions and the discovery due diligence period
- Anthony's ready to close by November 1, 2012
- LB Stone ready to close by December 31, 2012
- Both Anthony's and LB Stone are financially capable
- Decision was based on six criteria that was published
- There was discussion regarding the different possible outcomes for the property based on the information known about each applicant
- Council Member Snyder noted that MFTE tax exemption only qualifies for housing unit, not common space or retail
- Council President Stuckart asked if the information provided was researched before or after the decision to choose Anthony's was made
 - Research was done after decision was made and proposal was coming to Council—as soon as Council began asking questions
 - The six published criteria were the only things considered and future projections were not considered in the initial decision to choose Anthony's

Staff Action: None

Council Action: None

Next Steps: None

B. Contract for Purchase of Liquid Deicer (Mark Serbousek/Streets)

- No questions, we need deicer

Staff Action: None

Council Action: None

Next Steps: None

Council President Stuckart left the meeting at 1:55 p.m. and Jon Snyder took over as acting President.

C. Neighborhood Council Boundary Realignment (Heather Trautman/Neighborhood Services)

- Boundary changes were presented to Council
- Boundaries are good for one year
- This will come forward as a resolution to Council on 10/29/12

Staff Action: None

Council Action: None

Next Steps: None

D. Consolidated Homeless Grant (CHG) Incentive Fund Split (Jerrie Allard/Community, Housing & Human Services)

- Coming forward to Council on 10/22/12

Staff Action: None

Council Action: None

Next Steps: None

E. 2010 Traffic Calming Projects Change Order: a) Corrections b) Additional Work (Mike Taylor/Engineering Services)

- Removed

Staff Action: None

Council Action: None

Next Steps: None

F. Grant Funding: a) Highway Safety Improvement Program (HISP) b) Congestion Mitigation/Air Quality (CMAQ) (Mike Taylor/Engineering Services)

- Funds received for five separate projects
- Approved for funding in six-year program
- Designs start in next few weeks/months

Staff Action: None

Council Action: None

Next Steps: None

Acting Council President Snyder adjourned the PCED meeting at 12:02 p.m.

Respectfully submitted by:

Adi McGee, Secretary II

**PCED COMMITTEE MINUTES
November 5, 2012**

Council President Ben Stuckart called the meeting to order at 11:00 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Nancy McLaughlin, Mike Fagan, Steve Salvatori

Staff present: Scott Chesney, Jan Quintrall, Mark Serbousek, Katherine Miller, Brandon Blankenagel, Dave Steele, James Caddey, Leroy Eadie, Gary Nelson, Debra Robole, Rae-Lynn Conger

Recording Secretary: Adi McGee

I. MINUTES

Council Member Waldref moved to approve the 8/20/13 Minutes, Council Member Fagan seconded. Approved.

II. COUNCIL UPDATE

A. Smart Meter Summary/Parking System Update (Council Member Salvatori w/update from Jan Quintrall)

- Rebranding Parking system
- Residential Parking pilot program
- Building managers selling parking passes at \$25 per month for low income in eight buildings for three months
- Black Friday begins new look for Parking
 - o Free Parking after 5:00 p.m. until 1/5/13
 - o Pilot will give us an idea of cost to City from Smart Meters
 - Regular meters cannot be monitored
- Rebranding Parking Enforcement vehicles

- o "Parking Enforcement" removed
- o "My Spokane Parking Services" and "Questions? Ask Me. Directions." added
- Council Member Snyder requested intense analysis on revenue and has concerns about the free parking and rebranding being detrimental to General Fund
 - o Jan would not have considered these changes if they would affect the General Fund
 - o All monies coming from Parking
- Individual meters are preferred over kiosks
- Originally kiosk fees were lower but individual meter fees renegotiated and lowered
- Council Member Snyder had concerns that customers would park at 5:00 and stay all night long
 - o Goal is to get sales tax revenue
 - o The reason pilot is only two months is to determine if more patrons will come downtown at 5:00 p.m. with free parking, replacing parking revenue with sales tax revenue
- Booting ordinance set for spring
 - o Can now pay parking tickets at City Hall
 - o Still need to set up online payments

Staff Action: None

Council Action: None

Next Steps: None

B. Update on Centennial Trail/Kendall Yards (Council President Stuckart w/Update from Scott Chesney)

- Complicating factor is the grant from Commerce to the City and how the grant will be applied
- Purchase and Sale agreement with Greenstone is still pending
- There is no hard deadline to complete project, however Commerce can revoke the grant if progress is not made soon
- Council Member Snyder asked what specific progress has been made in the construction this year
 - o Some rough grading mostly related to the properties on far east side
 - o Some work over the Monroe Bridge
 - o No other work beyond that
- Contractual issues holding up Purchase and Sale agreement were discussed
- Appraisal process was discussed
- Parking, traffic and trail access was discussed
- Follow-up on 11/19/12 or 12/3/12 PCED

Staff Action: None

Council Action: None

Next Steps: Next update 11/19/12 or 12/3/12 PCED

III. **STAFF UPDATE**

A. Downtown Gateway Scope Revision (Scott Chesney/Planning & Development)

- Optimized parking
- Bike lane
- Enhanced parking is ideal
- Pedestrian oriented area
- Bike lane on Division not ideal, keeping bikes on Pine is the recommendation – requesting input—not a vote—from Council
- Bike lane on Division – Council Members Stuckart and Snyder prefer this option
- Bike lane on Pine – Council Members McLaughlin, Allen and Salvatori prefer this option
- Council Member Waldref would like to see consideration for a bike lane on Division now until the Pine Street Bridge is complete
- Council Member Fagan did not offer any preference
- Council Member Snyder noted he would like to see a bike lane and parking on Division

Staff Action: None

Council Action: None

Next Steps: None

B. City-wide Beverage RFP (Leroy Eadie/Parks)

- Five year contract with two two-year renewables
- Scheduled for review and approval by Park Board Finance Committee on 11/6/12
- Scheduled for review and approval by Park Board on 11/8/12
- Will bring to Council after Park Board approval

- Council Member Allen requested consideration of a seven-year contract
 - Leroy Eadie will work to negotiate seven-year terms
- Coke and Pepsi are interested
- Bids are due back on 11/26/12
- Council Member Snyder asked if Jones Soda out of Seattle had been contacted
 - Option to bid on RFP will be sent to Jones Soda per Council Member Snyder's request

Staff Action: None

Council Action: None

Next Steps:

- Park Board Finance Committee on 11/6/12
- Park Board on 11/8/12
- Added to Council Agenda following approval from Park Board

C. On-Street Parking Removal Protocol (Mike Taylor/Engineering Services)

- Implementation of policy for removal of on-street parking
- Council Member Allen requested an example
 - Southeast Blvd. property had on-street parking removed five years ago and owners have not been able to rent the home since
- Asking for notices in advance of removal and construction for residences
- Council Member Snyder suggested revisiting half-moon driveways allowing people to park in the front of their homes
- Flying Goat has parking issues due to addition of bike lane
- Council Member Allen noted that 29th Ave. is much better since removal of on-street parking
- Council Member Stuckart recommended the project be moved to Planning and Council Member Snyder concurs
 - Mike Taylor advised that Engineering is taking the lead because it directly affects current engineering projects
- Council Member Snyder asked that the proposal go in front of the Bicycle Advisory Board

Staff Action: None

Council Action: None

Next Steps: None

D. Road Grader & Dump Truck On-Call Contracts for Snow Removal (Mark Serbousek/Streets)

- No questions

Staff Action: None

Council Action: None

Next Steps: None

E. Standard Criteria for Property Sale by RFP (Dave Steele/Asset Management)

- Designate a Council representative for RFP Committee
- Look for greatest positive financial impact to the City beyond purchase/sale price
- Council ad hoc committee to work on new process
 - Council Members Allen, Salvatori and Snyder

Staff Action: None

Council Action: None

Next Steps: None

F. Surplus Property Resolution for Single Parcel of Utility Property (Dave Steele/Asset Management)

- Send map to Council
- All funds go to Asset Management fund for Water Department future needs

Staff Action: Dave Steele will forward map to Council Members

Council Action: None

Next Steps: None

G. Three Master Contracts for "On Call" ROW Acquisition and Relocation Services for Federally Funded Projects (Dave Steele/Asset Management)

- Gives option for three contractors
- Council President Stuckart requested cost comparison in six months showing the difference between in-house work and external contractors
- Estimated cost for contractors is \$350,000 per year
- \$750,000 over three years out to bid for three different contractors

- City can choose from any of the three contractors based on project needs
- Contracts are written for two years with a one-year extension option

Staff Action: None

Council Action: None

Next Steps: Follow up at PCED in May 2013

Respectfully submitted by:
Adi McGee, Secretary II

PCED COMMITTEE MINUTES November 19, 2012

Council President Ben Stuckart called the meeting to order at 11:03 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Nancy McLaughlin, Mike Fagan, Steve Salvatori

Staff present: Jan Quintrall, Scott Chesney, Debra Robole, Mike Taylor, James Caddey, Andy Schenk, Landen Grant, Andrew Worlock, Katherine Miller, Heather Trautman, Jonathan Mallahan

Recording Secretary: Adi McGee

I. MINUTES

Council Member Salvatori moved to approve the September 10, 2012 PCED minutes. Council Member Fagan seconded. Approved.

II. COUNCIL UPDATE

A. Local Improvement District Ordinance Change (Council Member Allen)

- Need to reevaluate process – no response should not automatically count as “Yes”
- Sub-committee including Council Members Allen and Snyder formed
- Future discussion needed

Staff Action: None

Council Action: None

Next Steps: None

B. Planning Urban Corridors to Support Transit & Development—Concepts to Share from Other Communities (Council Member Waldref)

- Council Member Waldref presented information about transit and planning in other cities
- Council member Allen asked about Main transitioning to a two-way street and this was discussed
- Council Member Waldref asked about what to expect from the new structure of Planning and Development in terms of transit
 - o Planning and Development is working directly with STA and SRTC to bring corridors together

Staff Action: None

Council Action: None

Next Steps: None

III. STAFF UPDATE

A. Division at Main Circulation Systems (Scott Chesney/Planning & Development)

- Delayed

Staff Action: None

Council Action: None

Next Steps: None

B. Kendall Yards Centennial Trail (Scott Chesney/Planning & Development)

- Appraisals done by the City and Greenstone are very different
- Proposed option: Give both appraisers the same set of guidelines to follow and have property reappraised with both appraisers looking at the same information
- Council Member McLaughlin had concerns about parking near the trail and this was discussed
- Council Member Salvatori asked for clarification on the Ohio Street vacation and this was discussed

Staff Action: None
Council Action: None
Next Steps: None

- C. East Central Community Center Operations Contract (Jonathan Mallahan/Community & Neighborhood Services)
- Council Member Salvatori asked about ECCOs fundraising and this was discussed
 - Council Member Snyder asked if the City is tied-in to stair-step reduction of funding or if it can be changed
 - o It can be changed if necessary

Staff Action: None
Council Action: None
Next Steps: None

- D. COPS Program Transition (Heather Trautman/Neighborhood Services/Code Enforcement)
- Transfers nine shops from SPD to Code Enforcement
 - COPS is 100% funded by City of Spokane
 - This will also be reviewed at the Public Safety meeting
 - COPS director has concerns that a “budgetary” transition is becoming an operational transition that could be detrimental to COPS culture
 - Council needs more detailed information on what the changes will be
 - Ultimate goal is to remove COPS funding from the City of Spokane budget
 - The building leases for the COPS shops and the budget going forward for COPS were discussed
 - The possibility of adding kiosks to the COPS shops was discussed
 - Moving the downtown COPS shop to City Hall was discussed

Staff Action: None
Council Action: None
Next Steps: None

- E. Proposed Update to the Special Event Application Process & Ordinance (Heather Trautman/Neighborhood Services/Code Enforcement)
- Master permit issued by the City of Spokane
 - Streamline process to make special event permitting available through one City entity
 - Stakeholder group will be created that will include community members, agencies and departments that work with this process
 - Council President Stuckart requested a Council Member be included in the stakeholder group
 - o Council Member McLaughlin will be Council representative on this project
 - Changes will not affect 2013 permitting
 - Ordinance, policy and permit fee changes are likely
 - Staff will bring updates to PCED several times during process for updates
 - Neighborhood annual “freebie” event should not be affected by this process
 - Council President Stuckart requested staff review current process of reimbursing General Fund instead of Police Department for Police overtime worked during special events

Staff Action: None
Council Action: None
Next Steps: None

- F. Traffic Micro-simulation On-Call Contracts (Mike Taylor/Engineering Services)
- No questions

Staff Action: None
Council Action: None
Next Steps: None

- G. Traffic Calming Budget Update (Heather Trautman/Neighborhood Services/Code Enforcement)
- Coming to Council with updated budget for 2010 reflecting \$176,000 in additional funding costs for projects
 - Some of the work will be completed in 2012 and some will be completed in 2013
 - The cost for government projects compared to private sector projects was discussed

Staff Action: None
Council Action: None
Next Steps: None

Council President Stuckart adjourned the PCED meeting at 12:29 p.m.

Respectfully submitted by:
Adi McGee, Secretary II

**PCED COMMITTEE MINUTES
December 3, 2012**

Council President Ben Stuckart called the meeting to order at 11:01 a.m.

Council Members present: Ben Stuckart, Jon Snyder, Mike Allen, Nancy McLaughlin, Mike Fagan

Staff present: Jan Quintrall, Scott Chesney, Debra Robole, James Caddey, Andy Schenk, Landen Grant, Andrew Worlock, Katherine Miller Grant Wencel, Mark Serbousek,

Recording Secretary: Adi McGee

I. MINUTES

Council Member Mike Fagan moved to approve the 9/24/12 PCED minutes. Council Member McLaughlin second. Approved.

II. COUNCIL UPDATE

A. Greenway Pilot Project (Council Members Allen & Snyder)

- Goal is to move bicycle/pedestrian traffic off of arterials while creating connectivity
- Council Member McLaughlin suggested wayfinding for the project
- The potential for Photo Red dollars being used for this project was discussed
- The east/west route being Everett west of Division and Walton east of Division in Phase 1 instead of maintaining the path on Everett both east and west was discussed
 - o Walton was an alternative to Everett
 - o Council Member McLaughlin suggested removing Walton from Phase 1 and completing the path on Everett both east and west, moving on to Walton in a later phase
- Changes on Manito Blvd. were discussed as it is already set up much like a "greenway" would be
- Allen mentioned the school moving and the changes in the foot pattern with that change and this was discussed
- Red light crosswalk project funded for 29th and Manito Blvd. in 2012 budget was discussed
 - o Council Member Snyder advised that we are at an impasse on that project
 - o Jan Quintrall responded that we are working on compromise that will create a sense of safety for citizens
 - o Council Member Snyder asked for possible revision of crosswalk policy
 - Streets will lead the revision of crosswalk policy and work with Council to do that
- Council Member McLaughlin asked if the neighborhoods were asked in what order the connections should be prioritized for the greenways project
 - o They were not
 - Council requested for a clearer map of Phase 2 on Everett to deliver to the neighborhood so that both options can be shown to them

Staff Action:

- Will map Phases 2 & 3
- Mark Serbousek will work on revision of crosswalk policy with Council President Stuckart
- Follow-up update: February 2013 PCED

Council Action: None

Next Steps: Council Members will take information to separate districts and get input from neighborhoods

B. Discussion of H.A.W.K. Beacon at Boone & Division (Council Member Allen)

- Location of H.A.W.K. light will be determined by City of Spokane
- City Engineers have safety concerns with putting the light in the middle of a block
- Hamilton light discussed
 - o Pedestrian light causes blockage for cars at Sharp
- Research said keep light 500 feet from light
 - o Options are mid-block or at Desmet
 - o Waiting for developer to work with Gonzaga to move forward
- City has requested information from the developer and staff will report to Council when information is delivered

Staff Action: Work with developer to move project forward

Council Action: None

Next Steps: Update again in February 2013

Council President Stuckart adjourned the PCED meeting at 11:46 a.m.

Respectfully submitted by:
Adi McGee, Secretary II

**PCED COMMITTEE MINUTES
December 17, 2012**

Council President Ben Stuckart called the meeting to order at 11:01 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Nancy McLaughlin, Mike Fagan, Steve Salvatori
Staff present: Jan Quintrall, Scott Chesney, Teresa Brum, Ali Kara, Terry Rutherford, Jerrie Allard, Mark Serbousek, Rod Minarik, Sheryl McGrath, Jonathan Mallahan
Recording Secretary: Adi McGee

I. MINUTES

Council Member Mike Fagan moved to approve the 10/1/12 PCED minutes. Council Member Allen second. Approved.

II. COUNCIL UPDATE

A. Downtown Taxi Cab Parking Zones (Council Member Fagan)

- Perception is that Limo services and Taxi services are treated differently
- City Signage for Loading Zones and Taxi Cab Zones is confusing
- Perception that ticketing is targeted at taxis
- Taxicab vendors offered to review and suggest new loading zone areas
- Possibility for collaboration between City and taxicab vendors on the "Drive Hammered, Get Nailed" DUI campaign giving limited free parking for those who chose to take a cab instead of driving drunk
- The only taxi loading zone remaining in the City is near the Ridpath and it is not efficient
- DSP should be involved in this process
- Council Member Snyder asked if the taxi companies have an ad hoc committee regarding these issues
 - o Not at this time, however they are considering it

Staff Action: None

Council Action: None

Next Steps: Jonathan Mallahan and Jan Quintrall will work with Council Member Fagan to come up with future ideas for this project

III. STAFF UPDATE

A. Human Services Data & Literature Tool Kit (Jerrie Allard/Community Development & Human Services)

- Provide information into informed decision making
- Teresa Brum presented information on a new website and gave a tutorial
- Council Member Snyder asked about next steps
 - o Analysis is an option but it is unclear at this time
 - o Council may look at this for General Fund Human Service Dollars
 - Council Members Stuckart and Waldref will draft a proposal and bring to Council regarding what to do with funds
 - o Focused Study Session to follow-up will happen next in March or April 2013

Staff Action: None

Council Action: None

Next Steps:

- Draft proposal for usage of funds
- Review in more detail at Study Session

B. Proposed 2013 Human Services General Fund Grant Renewals (Jerrie Allard/Community Development & Human Services)

- Anticipate coming to Council in January 2012
- Not recommending any changes to current level of funding
- Council Member Allen asked if at risk youth funding could replace some of the homeless funding
 - o This will be discussed further at Council retreat as this is the 2nd year for grants and new projects can now be considered

Staff Action: Bring to Council in January

Council Action: None

Next Steps: None

C. 2013 Community Center Contract Preview: West Central, Northeast, & Peaceful Valley (Jonathan Mallahan/Community & Neighborhood Services)

- Funding is remaining at 2012 levels
- Council Member Snyder wants to ensure the possibility of a location change for the Peaceful Valley Community Center
 - o Yes, a contract amendment can be done to make that happen
- Council President Stuckart has concerns regarding staffing at the Northeast Community Center as the originally agreed upon director will no longer be taking the position
 - o Tom Spade will be directing the center and this change was made prior to the contract being adopted
 - o This decision was made by ECCO
- Lease rates will remain the same for 2013, however City subsidies are going to be diminishing over the next few years and leases will begin to rise
- Third party grant writer/fundraiser will be hired for the center in 2013
 - o 2012 contract was extended to 2013 to allow ECCO to choose that person once transition complete

Staff Action: None

Council Action: None

Next Steps: None

D. Tom Beckwith Contract (Scott Chesney/Planning & Development)

- Five of the neighborhoods on the South Hill coordinated and hired one consultant for neighborhood plans
- Council Member Salvatori inquired as to why it has taken six years for the neighborhoods to spend the funds
 - o Unsure, however the goal is to utilize Comprehensive Plan amendments through 2013 and 2014 to finalize plans and utilize all approved funds for each neighborhood

Staff Action: None

Council Action: None

Next Steps: None

Council President Stuckart adjourned the PCED meeting at 11:57 a.m.

Respectfully submitted by:
Adi McGee, Secretary II

PCED COMMITTEE MINUTES
January 7, 2013

Council President Ben Stuckart called the meeting to order at 11:01 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Nancy McLaughlin, Mike Fagan, Steve Salvatori

Staff present: Jan Quintrall, Scott Chesney, Debra Robole, Blaine Stum, Lori Kinnear, Mike Taylor, JoAnne Wright, Tami Palmquist, Julie Neff, Heather Trautman, Jonathan Mallahan, Lars Hendron, James Caddey, Katherine Miller, Barbara Patrick

Recording Secretary: Adi McGee

I. MINUTES

Council Member Fagan moved to approve the 10/15/12 PCED minutes. Council Member McLaughlin second. Approved.

II. COUNCIL UPDATE

A. Centennial Trail Update

- Agreed on set of assumptions for re-appraisal
- Assumptions will go back to appraisal firms for re-appraisal
- Target date for Park Board is 2/15/13 and Council is 2/25/13

Staff Action: None

Council Action: None

Next Steps: None

B. Burgan's Property Update (Council President Stuckart)

- Pedestrian activated light will be located at Boone
 - o Light will communicate with light at Sharp and when pedestrians cross it will look like a red light to drivers
- Similar to a H.A.W.K. signal and will be the first one of its type in Spokane
- Tentatively planning for construction to begin in March 2013
 - o Waiting to complete plans and bid project
 - o Intent is to have installation completed by 1/1/14
- Council Member Snyder asked about eligibility for TIF reimbursement and this was discussed
- Qualification guidelines and plans for the signal were discussed

Staff Action: None

Council Action: None

Next Steps: None

C. LID Process Update (Council Member Allen)

- Process needs review
- Next PCED will be all LID and Study Session scheduled for end of January to review LID will be changed to Red Light Study Session

Staff Action: None

Council Action: None

Next Steps: None

III. STAFF UPDATE**A. Public Participation Plan for Comprehensive Plan Update (Scott Chesney/Planning & Development)**

- Plan Commission review on 1/9/13
- Coming before Council before end of January 2013
- Transportation Chapter is update is collaborative effort between City staff and contractors

Staff Action: None

Council Action: None

Next Steps: None

B. Sidewalk Street Tree Code Updates (Scott Chesney/Planning & Development)

- Old standards can be found under multiple authorities
- New standards will be updated, consistent and placed under one authority
- Scott Chesney will forward copies of old standards to Council so they can make comparisons to proposed changes
- The Nevada Street project and removal of trees to insert sidewalks was discussed
 - Council will follow-up with Urban Forester Angel Spell for more information on this project

Staff Action: None

Council Action: None

Next Steps: None

Council President Stuckart left the meeting at 11:55 a.m. and Council Member Snyder stepped in as Council President Pro-tem for the remainder of the meeting

C. Contract with AECOM for CSO Design Work (Mike Taylor/Engineering Services)

- First design project coming forth under the new integrated structure
- Basins 20 and 24 can be done in relation to the High Drive project
- Playfair tank has an estimated cost of \$36 million
- CBD & Lower South Hill has a \$36 million estimated cost
- AEMCOM fee negotiated down to \$4.7 million
- Designs are underway with completion happening between 2015 and 2017

Staff Action: None

Council Action: None

Next Steps: None

D. Administrative Reserve Increase for Lidgerwood Street Bond Project (Mike Taylor/Engineering Services)

- Council Member Fagan inquired as to why the grind and overlays cannot happen in this area
 - o Corings were done in multiple locations and it was found that there is inconsistency in thickness and cannot be done

Staff Action: None
Council Action: None
Next Steps: None

- E. Administrative Reserve Increase for the Neighborhood Traffic Calming Project (Mike Taylor/Engineering Services)
- No questions

Staff Action: None
Council Action: None
Next Steps: None

- F. Administrative Reserve Increase for Riverside Extension Phase I (Mike Taylor/Engineering Services)
- No questions

Staff Action: None
Council Action: None
Next Steps: None

- G. Chase Youth Commission Amendment (Jonathan Mallahan/Community & Neighborhood Services)
- Request to remove adults as voting members of the Commission
 - No questions

Staff Action: None
Council Action: None
Next Steps: None

- H. Homeless Encampment Update (Jonathan Mallahan/Community & Neighborhood Services)
- Enforcement and services have to be paired to effectively manage this type of issue
 - Homeless Outreach Team is interviewing people within encampment to determine what is need to help each individual with their needs
 - Spokane Police Department (SPD) will give 24-hour notice to vacate and Homeless Outreach Team will be there to offer assistance and services
 - SPD will return after 24 hours and address remaining individuals by issuing citations and making arrests if necessary
 - Solving this long-term entails assisting transients in determining causes and overcoming barriers to get them off the street
 - o There is a need for more affordable housing for those who accept help so efforts are not wasted
 - Considering high-quality infrared cameras that will feed directly to SPD so areas can be monitored and responses can be timely
 - Council Member McLaughlin had concerns about shielding cameras from vandalism and also requested a check into any possible liability the City may carry for recording certain areas

Staff Action: None
Council Action: None
Next Steps: None

Council President Pro-tem Snyder adjourned the PCED meeting at 12:15 p.m.

Respectfully submitted by:
Adi McGee, Secretary II

PCED COMMITTEE MINUTES January 28, 2013

Council President Ben Stuckart called the meeting to order at 10:32 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Nancy McLaughlin, Mike Fagan, Steve Salvatori
Staff present: Jan Quintrall, Scott Chesney, Debra Robole, Lori Kinneer, Dave Steele, Jonathan Mallahan, Heather Trautman, Mike Taylor, Grant Wencel, Jerrie Allard
Recording Secretary: Adi McGee

I. SPECIAL UPDATE

- A. COPS Update (Jonathan Mallahan/Community & Neighborhood Services)
- Signed 90 day extension with COPS

- Over the next 60 days:
 - Further discuss options for adding more City services to COPS locations
 - Renew COPS contract through 2013
 - Continue to look for reductions in overhead
 - Continue participation in COPS meetings
- Adding more services to the COPS shops and whether this will change COPS mission was discussed
- COPS concerns for proposed changes were discussed
 - COPS is still unclear as to exactly what changes the City wants to make
- Opening a COPS location in the Garland District was discussed
- Council Member Snyder requested a list of potential City services that may be offered at COPS locations

II. COUNCIL UPDATE

A. West Central Neighborhood Plan Adoption (Council President Stuckart)

- Resolution acknowledging this process prepared, will go to Council soon
- Not a change in the Comprehensive Plan but will add neighborhood to Comprehensive Plan analysis for the update
- Similar to the process used for the Five Mile Neighborhood

Staff Action: None

Council Action: None

Next Steps: None

B. State Transportation Letter (Council President Stuckart)

- Walla Walla and Kennewick have signed-on
- Council President Stuckart will follow-up with other Council Members on 1/29/13

Staff Action: None

Council Action: None

Next Steps: None

C. SRTC Interlocal Agreement Update (Council President Stuckart)

- Kevin Wallace summarized the proposed changes to the Interlocal
- Weighted votes were discussed
- Council Member Snyder noted concerns regarding dilution of City representation if changes occur and this was discussed
- SRTC funding contributions for Spokane City, Spokane County, STA, Cheney, and Liberty Lake were discussed

Staff Action: None

Council Action: None

Next Steps: None

D. Sprague Ave. Redesign Update (Council President Stuckart)

- Complete update at Red Light Study Session on January 31, 2013
- Jan Quintrall will e-mail information to Council Member Snyder as he is unable to attend Study Session

Staff Action: None

Council Action: None

Next Steps: None

III. STAFF UPDATE

A. Modification to Commerce NSP1 Agreement & Amendments to City of Spokane HOME & NSP Agreements (Jerrie Allard/Community, Housing & Human Services)

- Service area will be Spokane County excluding the City of Spokane
- No other questions

Staff Action: None

Council Action: None

Next Steps: None

B. Commercial Property Analysis & Brokerage Services RFP (Dave Steele/Asset Management)

- Three companies are being considered
- Commercial commission is about 10%
- Residential commission is about 6%

- Will we be able to do an RFP if we sign contract?
 - o It is possible we could add a provision to allow assignment of specific properties to broker so specific properties are marketed while we RFP others
 - o The City does not want to pay commission on properties already prepared for sale, properties that do not need preparations, or properties that someone approaches the City to make an offer for purchase

Staff Action: None

Council Action: None

Next Steps: None

- C. Interlocal/Operating Agreement with Northeast Public Development Authority (Scott Chesney/Planning & Development)
- Utilizing a City staff person as a project employee for the NEPDA or allowing Teri Stripes to dedicate more time to this project was discussed

Staff Action: None

Council Action: None

Next Steps: None

- D. Downtown Bicycle Network Completion – Parking Removal (Mike Taylor/Engineering Services)

- No negative comments regarding the removal of parking at the public meeting
- One written objection and one telephone objection prior to the meeting
- Intent is to remove proposed parking
- Council Member Snyder asked why lane reductions were not considered
 - o There are some lane eliminations but lane reductions were not the best option
- Parking lot is a revocable license and we have the option of taking it back
- No Loading or Taxi Zones are affected
- Mike Taylor will write Resolution and Council President Stuckart will sponsor it

Staff Action: None

Council Action: None

Next Steps: None

IV. MINUTES

Council Member Fagan moved to approve the 11/5/12 Meeting Minutes. Council Member McLaughlin second. Approved.

Council President Stuckart adjourned the PCED meeting at 11:55 a.m.

Respectfully submitted by:
Adi McGee, Secretary II

PCED COMMITTEE MINUTES February 4, 2013

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Fagan, Steve Salvatori

Staff present: Jan Quintrall, Scott Chesney, Rick Romero, Sheryl McGrath, Rae-Lynn Conger, Jennifer Haegele, Lori Kinnear, Debra Robole, Michael Myers, Katherine Miller, Mike Taylor, Mark Serbousek

Recording Secretary: Adi McGee

Council President Ben Stuckart called the meeting to order at 10:46 a.m.

I. STAFF UPDATE

- A. Value Blanket Orders: 1) Aluminum Sign Blanks 2) Preformed Thermoplastic Striping 3) Traffic Paint (Mark Serbousek/Streets)
- No questions

Staff Action: None

Council Action: None

Next Steps: None

- B. Latah Bridge Study (Katherine Miller/Capital Programs & Mark Serbousek/Streets)

- Bridge is deteriorated
- 20 year (short-term) solution vs. 50 – 75 year (long-term) solution
 - o Short-term solution cost = 15 million

- o Long-term solution costs:
 - Without multi-modal modification = 22 million
 - With multi-modal modification = 27 million
- Constructed in 1913, historic aspect needs to be considered for future rehabilitation
- Stakeholder advisory committee formed
- Three stakeholder meetings and two public meetings held in 2012
- 17 original ideas condensed down to five final options
- Final recommendation:
 - o Long term solution, not short-term solution
 - o Increase the width to accommodate multi-modal use while ensuring future vehicle and truck needs be met
- Bridge deck is weak where water has penetrated (where trolleys did not travel)
 - o Bridge was not built to withstand weight of today's truck sizes
- Engineering costs are approximately 10% of total construction costs
- Study can be viewed at www.spokaneengineering.org/latah-bridg
- WASHDOT has not completed highway extension work and the proposed work has been scaled back
- City staff is seeking design funds to finance a long-term rehabilitation of the bridge based on study results

Staff Action: None

Council Action: None

Next Steps: City staff will seek design funds of the next 5–7 years for a long-term bridge rehabilitation solution based on this study

C. Traffic Control on the Centennial Trail Between Elm & Nettleton (Scott Chesney/Planning & Development)

- Extension of work already done
- Greenstone is providing specialized parking for the one property owner that will be affected by the vacation
- Council President Stuckart asked about the Centennial Trail progress:
 - o Documents go to Parks on the 14th of February and to Council on the 25th of February
 - o Third appraisal pending
 - o May circle back to public bidding if third appraisal doesn't come back at the right amount
 - o This will be on next PCED agenda

Staff Action: None

Council Action: None

Next Steps: None

D. Emergency Budget Ordinance (EBO): 1) Division Communications Manager 2) City Engineer/Contract Manager (Rick Romero/Public Works)

- Funding for movement of Mike Taylor's position is coming from Capital Projects
- Marlene Feist will be charged with Public Works and Utilities accounts
- Mike's vacated position will be refilled under the title "Engineering Operations Manager"
- Mike will maintain his position as City Engineer

Staff Action: None

Council Action: None

Next Steps: None

II. APPROVAL OF MINUTES

Council Member Fagan moved to approve the November 19, 2012 PCED minutes. Council Member Salvatori seconded. Approved.

III. SPECIAL UPDATE

A. Local Improvement Districts (LID) Process (Mike Taylor/Engineering Services)

- Updated process:
 - o Questionnaires instead of ballots
 - o Neighborhood meetings
 - o Petitions (no ballots)
 - o Support/opposition percentage tabulated
 - o Formation of process
- From start to finish the process usually takes four to six months
 - o Change in process may add an additional one to two months
 - o Over 50% of support counts as majority (assessed value)
 - o Council President Stuckart suggested Council defer voting on this process update and allow a "test run" before making a final decision. He will make that suggestion at Council meeting tonight.

- Three cases are pending that will allow testing of this process
- Utilizing integrated approach for a project on Madelia was discussed
- Permeable pavement was discussed

Staff Action: None

Council Action: None

Next Steps: Council President Stuckart wants follow up to make sure not setting up to fail

Council President Stuckart adjourned the PCED meeting at 11:50 a.m.

Respectfully submitted by:
Adi McGee, Secretary II

PCED COMMITTEE MINUTES February 25, 2013

Council President Ben Stuckart called the meeting to order at 11:03 a.m.

Members present: Ben Stuckart; Jon Snyder, Amber Waldref, Mike Allen, Nancy McLaughlin Mike Fagan, Steve Salvatori
Staff present: Scott Chesney, Ken Brown, Mark Serbousek, John Ashwood, Debra Robole, Rae Lynn Conger, James Caddey, Brandon Blankenagel, Landen Grant, Adi McGee
Recording Secretary: Brenda Corbett

I. MINUTES

Council Member Mike Fagan moved to approve the December 3, 2012, PCED minutes. Council Member Salvatori second; approved unanimously.

II. STAFF UPDATE

Residential Outdoor Storage Ordinance:

Heather Trautman provided background information and a draft ordinance with a briefing paper; announced the Plan Commission workshop for March 13th; PC Hearing on April 24th. City Council could expect to have this item for consideration in May.

Hamilton Street Capacity/Safety Discussion:

Mark Serbousek updated the Committee Members regarding the street lighting conduit and poles.

Hillyard Village Project:

Briefing included background information and a Powerpoint presentation by Richard Burris. The Hillyard Village Project Board is requesting City Council and Planning & Development Services to submit letters of support to Spokane School District 81. Council President Stuckart is working with the Hillyard Village Board and Scott Chesney will evaluate if any permitting/zoning requirements might be applicable to the pilot project.

Neighborhood On-Street Parking:

John Ashwood, Parking Ambassador, provided background information; Council approved going forward in process with complete neighborhood participation for 24-hour parking limit for residential areas; hardship is a consideration; City Staff will usually provide a 3 to 5 day window to resolve hardship issues.

6-Year Transportation Plan:

An annual update of the 6 Year-Transportation Plan was presented by Brandon Blankenagel. The community process is integrated with the Chapter Four Comprehensive Plan; should expect to have this back for City Council consideration in June.

Traffic Engineer Consolidation & Staffing Update:

Mark Serbousek provided a flow chart with all Traffic Engineers relocating to the Streets Department. The intent is to still provide services to planning and design.

University District Public Development Authority Memorandum of Understanding was provided to the Committee.

14th Avenue and Cuba Street LID Reserve Increase:

Ken Brown provided project specific information regarding the need for a 17% increase in the reserve. Flooding, erosion, and location of swales, are among the many factors; catch basins will be installed to alleviate the numerous issues.

Council President Stuckart adjourned the PCED meeting at 12:00 p.m.

Respectfully submitted by:
Brenda Corbett, Planning and Development

PCED COMMITTEE MINUTES
March 4, 2013

Council President Ben Stuckart called the meeting to order at 11:05 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Mike Allen, Nancy McLaughlin Mike Fagan, Steve Salvatori
Staff present: Jan Quintrall, Debra Robole, Mike Taylor, Michael Warner, Jacque West, Mark Serbousek, Leroy Eadie, Adi McGee
Recording Secretary: Brenda Corbett

I. APPROVAL OF MINUTES

Council Member Mike Fagan moved to approve the December 17, 2012, PCED minutes. Council Member Waldref seconded; unanimously approved.

II. COUNCIL UPDATE:

Haven Street Cross walks Discussion – Council Member Fagan

Access to Market Street at Haven Corridor; Council Member Fagan is exploring crosswalks at Rowan Avenue for the NE Youth Center and Wabash Avenue as a neighborhood connector for golf cart and pedestrian travel.

COUNCIL CONCERNS:

- Warrant study from Staff to assess the sites for safety & compliance to City standards
- Explored all options that might be available and operating cost for future maintenance

ACTION: Referred to City Staff:

- City Council requests copies of the warrant policy
- Staff to provide a timeline at the first meeting in March regarding the warrant study, long term maintenance/ operating costs & possible options for consideration

III. STAFF UPDATE:

Weights & Measures Ordinance Revision

Jan Quintrall presented a briefing paper regarding the updates to the Spokane Municipal Code with the current City Departments; as the Weights and Measures function has been transferred to the State; this revision would eliminate ordinances/language that pertains to the department.

Fish Lake Trail

Leroy Eadie updated the Committee regarding the last leg of construction that needs to be funded. Intent is that no interaction between bikes and trains. Expect to hear back this spring on State grant applications.

North Parking Lot, Avista & Huntington Park Improvements

Leroy Eadie presented a proposal that would close the north parking lot. The project is in conjunction with Avista and their upcoming anniversary.

Recommendation to Extend Consolidate Homeless Housing Grant Program Contracts

Sheila Morley provided an update the Committee as recommended by the Human Services Advisory Board.

Recommendation to Extend Coordinated Assessment Initiatives Contracts

Sheila Morley provided an update as recommend by the Human Services Advisory Board.

Home Multifamily Program Update

Melora Sharts provided information on affordable federal HOME funded rental housing projects.

Respectfully submitted by:
Brenda Corbett, Planning and Development

PCED COMMITTEE MINUTES
March 18, 2013

Council President Ben Stuckart called the meeting to order at 11:02 a.m.

Members present: Ben Stuckart, Jon Snyder, Amber Waldref, Nancy McLaughlin, Mike Fagan, Steve Salvatori

Staff present: Scott Chesney, Debra Robole, Mike Taylor, Michael Werner, Jacque West, Mark Serbousek, Leroy Eadie, Adi McGee

Recording Secretary: Brenda Corbett

I. APPROVAL OF MINUTES

No minutes for approval.

II. COUNCIL UPDATE:

Center Corridors Strategies for Redevelopment Discussion: Council Member Waldref brought this item forward to work with Staff to target where to focus efforts and prioritize urban development and centers/corridors revitalization efforts.

COUNCIL REQUEST:

- Number/types of City permits/business licenses issued
- Property values of 10 years
- Mean/Median Income levers over 2000/2010 census data
- Real estate sales & percentage of house available (multi/single family)
- Retail sales past 5 and 10 years
- Demographic changes 2000/2010 census data (race, age and family size)

ACTION: Referred to City Staff:

- Staff to put in context with Comprehensive Plan update and Neighborhood Planning; the data will provide information to a point but cannot tell us who wants to develop and dictate progress. Community buy-in is the key to successful implementation of codes. Summer would be approximate timeline for follow up report.

III. STAFF UPDATE:

Proposed Parking Removal on north side of 14th Avenue from Grand Boulevard to Lincoln Street

Mark Serbousek provided background information, no action will be considered at this time until the process has been initiated. Explore study and funding of study with traffic calming funds.

Renewal of Annual Blanket Orders for Asphalt Mixes with Inland Asphalt, Shamrock Paving, Spokane Rock Products and Central Pre-Mix

Mark Serbousek presented the annual update to the Committee.

Lower Hollywood Sewer Relocation Project request for additional administrative reserve

Ken Brown briefed PCED on the factors that created the need for the adjustment to the reserve.

Design Payment for Improvements in 44th Avenue & Map

Eldon Brown briefed the Committee regarding the incorporation of private project improvements into the City's arterial design of 44th Avenue between Regal Street and Freya Street. The City selected a second consultant for this project to ensure completion of the project within the specified timeframe.

COUNCIL REQUEST:

- Council Member Snyder and Eldon Brown will continue this discussion with Council Member Snyder reporting back to the City Council.

Commercial Brokerage Agreements update

Dave Steele presented a proposal for evaluation, packaging and capitalizing on the City real property.

COUNCIL REQUEST:

- Explore if property is appropriate for Northeast Public Development authority purposes
- Financial reporting/tracking back to Council the comparison of services in-house versus out-sourced
- Map of the properties

Parking Citation Management Software Recommendations

Dave Steel provided information regarding the recommendation of a software vendor for parking citation management to allow for real time ticket feedback.

COPS Contract through the end of 2013

Jonathan Mallahan updated the Committee on the proposed changes for the interim contract for volunteer services through December 31, 2013.

Beacon Hill/Wellesley Avenue Improvements

Council President deferred this item with instruction to get PDA support and update with TIF status; prior to bringing this forward.

Respectfully submitted by:

Brenda Corbett, Planning & Development

PCED COMMITTEE MINUTES
April 8, 2013

Council President Stuckart called the meeting to order at 11:01 a.m.

Members present: Ben Stuckart, Mike Fagan, Amber Waldref, Jon Snyder, Steve Salvatori, and Mike Allen

Staff present: Scott Chesney, Teri Stripes, Sheila Morley, Andrew Worlock, Rae Lynn Conger, Susan King, Marlene Feist

Recording Secretary: Adi McGee

I. APPROVAL OF MINUTES

Council Member Fagan moved to approve the 1/7/13, 1/28/13, 2/4/13, 2/25/13, and 3/4/13 PCED minutes. Council Member Waldref seconded. Approved.

II. STAFF UPDATE

A. Interlocal Agreement (Scott Chesney/Planning & Development)

- Draft is not completed at this time
- Why are we considering a TIF in a residential area?
 - o Drafting the Interlocal is part of due-diligence
 - o Still studying and exploring the viability of the project at this time
- This was discussed at the NEPDA meeting
 - o The City would not bond for the improvements, County agreed to bond for the improvements
 - o It will be the County that creates the TIF, not the City
- Improvements on Wellesley were discussed
 - o Wellesley improvements in residential area could benefit Light Industrial infrastructure in the area along Wellesley
- The boundary included in the TIF was discussed
- Council needs more details on the legality of a TIF in residential areas as well as financial information regarding how much City money vs. County money will be contributed
- Return to PCED on May 6, 2013 with map and further details

Staff Action: Prepare map and compile information for May 6, 2013 PCED

Council Action: None

Next Steps: None

B. Burgan's Block Update (Scott Chesney/Planning & Development)

- Satisfied engineering requirements on tunnel, Building Permits are ready to be issued
- Pedestrian signal is the final piece, developer's design team is working on that project following City Engineering guidelines

Staff Action: None

Council Action: None

Next Steps: None

C. Kendall Yards Purchase & Sale Update (Scott Chesney/Planning & Development)

- Centennial Trail Purchase and Sale Agreement completed
- Park Board Land Committee met and had question which are believed to be resolved
- Park Board will review Purchase and Sale Agreement on April 11, 2013
- Construction to start April 15, 2013 contingent upon Park Board approval at April 11th meeting
 - o If approved by Park Board the estimated completion date is July 1, 2013

Staff Action: None

Council Action: None

Next Steps: None

D. Kendall Yards 4th Addition TIF (Scott Chesney/Planning & Development)

- Construction on 4th Addition improvements starting in late spring

- Submission of Purchase and Sale Agreement will follow
- Purchase and Sale Agreement will be similar to prior agreements done for Kendall Yards phases

Staff Action: None

Council Action: None

Next Steps: None

E. Strong Families Initiative Funding Recommendations (Sheila Morley/Community, Housing & Human Services)

- Board recommends "Transitions" be funded and is requesting Council approval
- Homeless head-count happened in January, should be finalized by the end of April for presentation to Council
- \$65,000 comes from Consolidated Homeless Grant
- Currently there are only two programs that provide services for homeless single men with children
- We are also lacking in programs that assist couples without children
 - o Working to fill these gaps

Staff Action: None

Council Action: None

Next Steps: None

F. Homeless Grant Contract Amendment (Sheila Morley/Community, Housing & Human Services)

- Asking for Council approval on contract amendment
- Current contract with these funds is with Catholic Charities
 - o Would like to increase their program with these funds through the end of December

Staff Action: None

Council Action: None

Next Steps: None

Council President Stuckart adjourned the PCED meeting at 11:27 a.m.

Respectfully submitted by:

Adi McGee, Secretary II

General Notices

NOTICE OF APPLICATION AND SEPA REVIEW

Notice is hereby given that Mike Stanicar of Bernardo-Wills Architects on behalf of Cancer Care Associates, LLC applied for a Comprehensive Plan Text Amendment and Land Use Map Change on October 26, 2012. This application was complete on January 11, 2013. Any person may submit written comments on the proposed actions or call for additional information at:

Planning Services Department
Attn: Nikole Coleman-Porter, City Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6883
ncoleman@spokanecity.org

Agent: Mike Stanicar, mstanicar@bwarch.com; 509-838-4511

All documents relating to these amendments are available for viewing at:

http://www.spokaneplanning.org/comp_plan_amendments.html.

Location: The proposal is generally located at 507 S. Sheridan and is comprised of eight lots. Parcel numbers are: 35202.4828, 35202.4819, 35202.4818, 35202.4817, 35202.4816, 35202.4815, 35202.4814 & 35202.4801. Please refer to the attached map for more location information.

Description of Proposal: The application is for a Comprehensive Plan text and map amendment to clarify supporting policy text and change the Land Use Designation of the subject property(s) from Residential 15-30 to Office. The approximate combined size of the eight lots is 1.25 acres.

SEPA: This proposal will be reviewed under the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. Comments will be accepted on environmental issues and any environmental documents related to the proposed action.

Comment Deadline: This notice initiates a public comment period. Written comments may be submitted on this application and any environmental issues related to it by **June 22, 2013**. Written comments should be sent to the Planning Services Department address listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

(Attachment is on file for review in the Office of the City Clerk.)

NOTICE OF APPLICATION AND SEPA REVIEW

Notice is hereby given that Dwight Hume on behalf of Tim Carlberg applied for a Comprehensive Plan Land Use Map Change on October 30, 2012. This application was complete on February 14, 2013. Any person may submit written comments on the proposed actions or call for additional information at:

Planning Services Department
Attn: Tirrell Black, City Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6185
tblack@spokanecity.org

Agent: Dwight Hume, dhume@spokane-landuse.com; 509-435-3108

All documents relating to these amendments are available for viewing at:
www.spokaneplanning.org/comp_plan_amendments.html

Location: The parcel addresses are 614 E. 31st Avenue; 603, 607, and 611 E. 32nd Avenue. (NW 1/4 of Section 32, T25N, R42.W.M.) The parcel numbers are 35322.1602; 35322.1607; 35322.1606; and 35322.1605.

Description of Proposal: This proposal is to change the land use of two parcels from "Office" to "CC Core" and to change the land use on two additional parcels from "Residential, 4 to 10 units per acre" to "CC Core". The approximate combined size of the four lots is .64 acres. The applicant owns two additional parcels in this vicinity that are designated "CC Core" on the City of Spokane Land Use Map. If approved, the zoning for all four parcels would be Centers & Corridors, Type 1–District Center (CC1-DC).

SEPA: These proposals will be reviewed under the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. Comments will be accepted on environmental issues and any environmental documents related to the proposed action. A DNS is anticipated.

Comment Deadline: This notice initiates a public comment period. Written comments may be submitted on this application and any environmental issues related to it by **June 22, 2013**. Written comments should be sent to the Planning Services Department address listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

NOTICE OF APPLICATION AND SEPA REVIEW

Notice is hereby given that Dwight Hume on behalf of Duane Alton, Alton Properties applied for a Comprehensive Plan Land Use Map Change on October 30, 2012. This application was certified complete on January 11, 2013. Any person may submit written comments on the proposed actions or call for additional information at:

Planning Services Department
Attn: Andrew Worlock, Associate Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6991
aworlock@spokanecity.org

Agent: Dwight Hume, dhume@spokane-landuse.com; 509-435-3108

All documents relating to these amendments are available for viewing at:
www.spokaneplanning.org/comp_plan_amendments.html

Location: The property consists of two lots totaling approximately 12,400 square feet located at the southeast corner of the Fiske Street and 29th Avenue intersection. The assigned addresses are 3102 and 3108 E 29th Avenue in the City and County of Spokane, WA, in the NW 1/4 of Section 34, T25N, R43 E.W.M. The parcel numbers are 35342.0301 and 35342.0302.

Description of Proposal: This proposal is to change the land use designation of the subject property from "Residential 15-30" to "General Commercial." If approved, the parcel would be zoned Center and Corridor, Type 2, District Center (CC2-DC) and could be developed with future development consistent with the retail, business, service and other uses permitted within that zoning category. No specific development proposal has been offered at this time.

SEPA: The proposal will be reviewed under the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. Comments will be accepted on environmental issues and any environmental documents related to the proposed action. A DNS is anticipated.

Comment Deadline: This notice initiates a public comment period. Written comments may be submitted on this application and any environmental issues related to it by **June 22, 2013**. Written comments should be sent to the Planning Services Department address listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

NOTICE OF APPLICATION AND SEPA REVIEW

Notice is hereby given that Stacy Bjordahl of Parsons/Burnett/Bjordahl/Hume LLP on behalf of 29th Street Investments, LLC, JE Sonneland, Sonneland Commercial Properties, LLC and Sonneland Residential Properties LLC applied for a Comprehensive Plan Land Use Map Change on October 31, 2012. This application was complete on April 25, 2013. Any person may submit written comments on the proposed actions or call for additional information at:

Planning Services Department
Attn: Ken Pelton, Senior Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
kpelton@spokanecity.org

Agent: Stacy Bjordahl, Parsons/Burnett/Bjordahl/Hume, LLP, 509-252-5066

Documents relating to these amendments are available for viewing at:
www.spokaneplanning.org/comp_plan_amendments.html

Location: This proposal is for a total area roughly 30 acres located generally at the southwest corner of 29th & Southeast Boulevard. N 1/2 Section 33, T 25N, R 43E. Map on www.spokaneplanning.org.

Description of Proposal: This proposal is to change the land use map designation of parcels from "Office" and "Residential, 4 to 10 units per acre" to "CC Core" (approx. 14 acres of site). This proposal also proposes to change the land use map designation of additional parcels from "Residential, 4 to 10 units" to "Residential, 15 to 30 units" (approx. 15 acres of site). If approved, the applicant has requested zoning for all "CC Core" land use designated parcels be Centers & Corridors, Type 2-District Center (CC2-DC) and requested implementing zoning of parcels with the land use designation "Residential 15-30" to be zoned "Residential Multi-family RMF".

SEPA: These proposals will be reviewed under the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. Comments will be accepted on environmental issues and any environmental documents related to the proposed action.

Comment Deadline: This notice initiates a public comment period. Written comments may be submitted on this application and any environmental issues related to it by **June 22, 2013**. Written comments should be sent to the Planning Services Department address listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

Ordinances

These ordinances are published in this issue of the *Official Gazette* pursuant to passage by the Spokane City Council. It should be noted that these ordinances may be subject to veto by the Mayor. If an ordinance is vetoed by the Mayor, the Mayoral veto will be published in a subsequent issue of the *Official Gazette*.

ORDINANCE NO. C34977

An ordinance amending Ordinance No. C-34947, passed the City Council December 10, 2012, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2013, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2013, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2013 budget Ordinance No. C-34947, as above entitled, and which passed the City Council December 10, 2012, it is necessary to make changes in the appropriations of the Parks and Recreation Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the Parks and Recreation Fund, and the budget annexed thereto with reference to the Parks and Recreation Fund, the following changes be made:

FROM:	1400-54300	Parks and Recreation Fund	
	76914-04140	Custodian I	<u>\$ 6,000</u>
		(no change in # of positions)	
TO:	1400-54300	Parks and Recreation Fund	
	76830-06100	Irrigation Specialist	<u>\$ 6,000</u>
		(No change in # of positions)	
		(Increase in FTE from 5.71 to 6.00)	

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to change an Irrigation Specialist position in Parks & Rec from part-time to full-time, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

PASSED by the City Council on April 22, 2013.

(Delivered to the Mayor on the 26th of April 2013.)

Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

CERTIFIED ELEVATOR INSPECTOR SPN 309 OPEN & PROMOTIONAL EXAMINATION

SALARY: \$49,527 annual salary, payable bi-weekly, to a maximum of \$75,042
DATE OPEN: Monday, April 29, 2013
DATE CLOSED: Applications will be accepted until further notice.
OFFICE HOURS: 8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

DUTIES:

Performs skilled technical inspection work in securing compliance with state, municipal and national laws and codes. Inspects all elevators, escalators, material lifts, wheelchair lifts, etc. Reviews plans for new installations of conveyances. Conducts acceptance tests on all new public and private installations. Issues repair orders for conveyances found not to be in compliance with applicable codes. Employee has regular outside contacts of a regulatory nature requiring discretion and technical competence. Performs related work as required.

OPEN REQUIREMENTS: (All requirements must be met at the time of application.)

Applicants must possess a Washington State Department of Labor and Industries Category 01 General Elevator Mechanic License. All applicants must possess a valid driver's license.

PROMOTIONAL REQUIREMENTS: (All requirements must be met by date of examination.)

Present City employees in one of the Inspector classifications who possess a Washington State Department of Labor and Industries Category 01 General Elevator Mechanic License may apply on a promotional basis. All applicants must possess a valid driver's license. **Application is required for promotional applicants.**

EXAMINATION:

The examination will consist of a Training and Experience Evaluation form, and for promotional applicants, a promotional evaluation. Weights are assigned as follows: for open applicants, Training and Experience Evaluation form 100%; for promotional applicants, Training and Experience Evaluation form 80% and promotional evaluation 20%.

Applicants: You must furnish the following information on your Civil Service Job Application form. The information provided will be used to evaluate your training and experience as it relates to the Certified Elevator Inspector position.

- I. List all of your experience related to elevator inspection. Note how many, if any, workers you directly supervised in each position.
- II. List any job-related certificates you currently hold.
- III. List your related education, including academic and vocational college coursework.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

TO APPLY:

To apply online or download and print an application, go to www.spokanecity.org. **Current City employees who apply promotionally may send an e-mail no later than 5:00 pm on the closing date requesting your name be added to the Promotional Examination list to Civil Service Internet Mailbox which is civilservice@spokanecity.org. Please include: 1) your full name, 2) present classification, 3) department and phone number, 4) driver's license number and expiration date; OR go to the Civil Service office on the 4th floor of City Hall during office hours to sign up on the Promotional Examination list.** To request an application packet be mailed to you, call the Civil Service office at (509) 625-6160. If mailing your application, submit to Civil Service Commission, 808 W. Spokane Falls Blvd., Spokane, WA 99201-3315.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 24th day of April 2013.

MARY DORAN
Chair

GLENN KIBBEY
Chief Examiner

**ASSISTANT FIRE COMMUNICATIONS MANAGER SPN 929
PROMOTIONAL ONLY EXAMINATION**

SALARY: \$103,878 annual salary, payable bi-weekly, to a maximum of \$112,856
DATE OPEN: Monday, April 29, 2013
DATE CLOSED: Applications will be accepted until the close of business on Friday, May 10, 2013. Applicants who have filed a basic application will have until the close of business on Monday, May 13, 2013 to return the Training and Experience Evaluation form.
OFFICE HOURS: 8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

DUTIES:

Performs specialized technical and supervisory work in maintaining the operations of the Fire Department Combined Communications Center. Assigns, trains, and supervises Communications Center Shift Supervisors; plans, organizes, and coordinates, through the shift supervisors, the activities of the CCC and the training of subordinate personnel. Employee works a forty-hour work week, and is subject to recall during emergencies or significant incidents.

PROMOTIONAL REQUIREMENTS: (All requirements must be met by date of examination.)

Completion of two years of service with the City in the classification of Fire Communications Center Shift Supervisor.

EXAMINATION:

The examination will consist of a Training and Experience Evaluation form and a performance evaluation. Weights are assigned as follows: Training and Experience Evaluation form 80% and performance evaluation 20%.

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

TO APPLY:

Because this is a promotional only recruitment, it is not posted on the City's website. **To apply, you may send an e-mail no later than 5:00 pm on the closing date requesting your name be added to the Promotional Examination list to Civil Service Internet Mailbox which is civilservice@spokanecity.org. Please include: 1) your full name, 2) present classification, 3) department and phone number, 4) driver's license number and expiration date; OR go to the Civil Service office on the 4th floor of City Hall during office hours to sign up on the Promotional Examination list. APPLICATION IS REQUIRED for this position.**

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 24th day of April 2013.

MARY DORAN
Chair

GLENN KIBBEY
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

**EUCLID AVENUE FROM MAYFAIR STREET TO CRESTLINE STREET
WATER MAIN REPLACEMENT**

Engineering Services File No. 2012086

NOTE: THIS PROJECT HAS A TWO WEEK BID PERIOD

This project consists of the construction of approximately 7,800 linear feet of 30 inch water main, 400 linear feet of 12 inch water main, 2,380 linear feet of 6 inch water main, 21,100 square yards of 2-inch thick HMA pavement, 3,530 square yards of 3-inch thick HMA pavement, 6,030 square yards of 4-inch thick HMA pavement, 1,700 cubic yards of crushed rock, 350 linear feet of storm sewer, 7 drainage structures, 800 square yards of sidewalk, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids **until 1:00 p.m., May 6, 2013** for the above project located in Spokane,

Washington, in accordance with the Contract Documents on file in the office of the Director, Engineering Services Department. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

Copies of the Contract Documents are available at www.cityofspokaneplans.com. The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: www.spokaneengineering.org/bid-information.

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

A certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

The City has a new policy regarding addenda. Refer to the Notice to Prospective Bidders Regarding Bid Phase Questions.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix C. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Note regarding new specifications: The City of Spokane is using WSDOT's 2012 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2012 specifications prior to bidding the project.

Publish: April 24 and May 1, 2013

CRESTLINE STREET FROM 37TH AVENUE TO 57TH AVENUE WATER MAIN REPLACEMENT

Engineering Services File No. 2012104

NOTE: THIS PROJECT HAS A TWO WEEK BID PERIOD

This project consists of the construction of approximately 7500 linear feet of 36" DI water main, 11,500 cubic yards of roadway excavation, 2800 SY of HMA CL. 1/2 in. PG 64-28, 2 inch thick, 3600 SY of HMA CL. 1/2 in. PG 64-28, 4 inch thick, 23,500 SY of HMA CL. 1/2 in. PG 64-28, 5 inch thick, 1400 SY of HMA CL. 1/2 in. PG 64-28, 6 inch thick, 5700 LF of concrete curb and gutter, 3200 SY of concrete sidewalk, drainage swales, storm drainage pipe and drainage structure replacement, curb ramp installation, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids **until 1:00 p.m., May 13, 2013** for the above project located in Spokane, Washington, in accordance with the Contract Documents on file in the office of the Director, Engineering Services Department. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

Copies of the Contract Documents are available at www.cityofspokaneplans.com. The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: www.spokaneengineering.org/bid-information.

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

Bids shall be submitted on the forms provided in accordance with the provisions of the Specifications. Irregular bid proposals will be rejected in accordance with the specifications.

A certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

The City of Spokane will normally award this Contract or reject bids within FORTY FIVE (45) calendar days after the time set for the bid opening. If the lowest responsible Bidder and the City of Spokane agree, this deadline may be extended. If they cannot agree on an extension by the 45-calendar day deadline, the City of Spokane reserves the right to Award the Contract to the next lowest responsible Bidder or reject all Bids.

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix C. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Publish: May 1 and 8, 2013

Notice for Bids

Supplies, Equipment, Maintenance, etc.

**MEDIUM VOLTAGE MOTOR CONTROL CENTER –
NEW LINCOLN HEIGHTS PUMP STATION**
Water Department

BID #3937-13

Sealed bids will be opened at 1:15 p.m., **MONDAY, MAY 6, 2013** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for a **MEDIUM VOLTAGE MOTOR CONTROL CENTER – NEW LINCOLN HEIGHTS PUMP STATION** for the City of Spokane Water Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Submittal Instructions:

Bid proposal forms may be submitted to the Purchasing Division **until 1:00 p.m. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original and one (1) copy of response to:

Division of Purchasing
City of Spokane
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked: **"MEDIUM VOLTAGE MOTOR CONTROL CENTER – NEW LINCOLN HEIGHTS PUMPS STATION, BID #3937-13, DUE MAY 6, 2013"**

Thea Prince
Purchasing Division

Publish: April 24 and May 1, 2013

LINCOLN HEIGHTS PUMP STATION PUMPS – 400HP (RE-BID)
Water Department

BID #3938-13

Sealed bids will be opened at 1:15 p.m., **MONDAY, MAY 13, 2013** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **LINCOLN HEIGHTS PUMP STATION PUMPS–400HP (RE-BID)** for the City of Spokane Water Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Submittal Instructions:

Bid proposal forms may be submitted to the Purchasing Division **until 1:00 p.m. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original and one (1) copy of response to:

Division of Purchasing
City of Spokane
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked: **"LINCOLN HEIGHTS PUMP STATION PUMPS 400HP (RE-BID), BID #3938-13, DUE MAY 13, 2013"**

Thea Prince
Purchasing Division

Publish: April 24 and May 1, 2013

FORD POLICE INTERCEPTOR AWD SUV
Fleet Services Department

BID #3940-13

Sealed bids will be opened at 1:15 p.m., **MONDAY, MAY 13, 2013** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for Eighteen (18) Ford Police Interceptor AWD SUV for the City of Spokane Fleet Services Department.

Detailed specifications and proposal forms are available from the City of Spokane Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org.

Bid proposal forms may be submitted to City Purchasing **until 1:00 p.m. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original to:

Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulated.**

Envelopes containing proposals are to be marked: **“FORD POLICE INTERCEPTOR AWD SUV, BID #3940-13 DUE 5/13/13”**

Thea Prince
Purchasing Division

Publish: May 1 and 8, 2013
