



# Official Gazette

## City of Spokane, Washington

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

Volume 106

**AUGUST 24, 2016**

Issue 34



### MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

AMBER WALDREF (DISTRICT 1)

### The Official Gazette

(USPS 403-480)

Published by Authority of City Charter Section 39

The Official Gazette is published weekly by the Office of the City Clerk  
5th Floor, Municipal Building, Spokane, WA 99201-3342

Official Gazette Archive:

<http://www.spokanecity.org/services/documents>

To receive the Official Gazette by e-mail, send your request to:  
[clerks@spokanecity.org](mailto:clerks@spokanecity.org)

### INSIDE THIS ISSUE

MINUTES	887
ORDINANCES	920
JOB OPPORTUNITIES	922
NOTICES FOR BIDS	922

**The Official Gazette**

USPS 403-480

0% Advertising

Periodical postage paid at  
Spokane, WA**POSTMASTER:****Send address changes to:**Official Gazette  
Office of the Spokane City Clerk  
808 W. Spokane Falls Blvd.  
5th Floor Municipal Bldg.  
Spokane, WA 99201-3342**Subscription Rates:**

Within Spokane County:

\$4.75 per year

Outside Spokane County:

\$13.75 per year

**Subscription checks made  
payable to:**

City Treasurer

**Address Change:**Official Gazette  
Office of Spokane City Clerk  
808 W. Spokane Falls Blvd.  
5th Floor Municipal Bldg.  
Spokane, WA 99201-3342

# Minutes

**MINUTES OF SPOKANE CITY COUNCIL****Monday, August 15, 2016****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:31 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 Beggs, Kinnear, and Mumm were present. Council Member Stratton arrived to the meeting at 3:34 p.m. and Council Member Waldref arrived to the meeting at 3:35 p.m.

City Administrator Theresa Sanders, City Council's Policy Advisor Brian McClatchey, and City Clerk Terri Pfister were also present on the dais.

**Advance Agenda Review**

The City Council received an overview from staff on the August 22, 2016, Advance Agenda items.

**Action to Approve August 22, 2016, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the August 22, 2016, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Fagan, seconded by Council Member Beggs, **to approve** the Advance Agenda for Monday, August 22, 2016; **carried unanimously.**

**ADMINISTRATIVE SESSION****Current Agenda Review**

The City Council reviewed changes to the August 15, 2016, Current Agenda.

Withdrawal of Resolution 2016-0067—Approving Appointment of Laura McAloon

**Motion** by Council Member Fagan, seconded by Council Member Beggs, **to withdraw Resolution 2016-0067** approving appointment of Laura McAloon as the City Attorney for the City of Spokane; **carried unanimously.**

Resolution 2016-0071 Rescinding Resolution 2016-0064 (Ballot Measure No. 1)

Council President Stuckart introduced Resolution No. 2016-0071, as described above, and he requested a motion to suspend the Rules in order to add the matter on tonight's (Legislative) Agenda. The following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Mumm, to so move [**to suspend** the (Council) Rules]; **carried 5-2 (Council Members Beggs and Kinnear voting "no").**

Council President Stuckart then called for a motion to add this resolution to the Council's Agenda for tonight, and the following additional action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Waldref, to so move (**to add** Resolution 2016-0071 to the Council's Current Legislative Agenda); **carried 5-2 (Council Members Beggs and Kinnear voting "no").**

## CONSENT AGENDA

### Upon Unanimous Roll Call Vote, the City Council approved Staff Recommendations for the following:

Resolve funding error found in Water Six Year Capital Plan so it is consistent with the Comprehensive Water System Plan. (OPR 2016-0637)

- a. Agreement between the City and Washington State Criminal Justice Training Commission for the Basic Law Enforcement Academy from July 1, 2016 to June 30, 2018 for:
- b. Administering, conducting, and presenting the program—\$275,500 Revenue. (OPR 2016-0638)

The terms and conditions under which the Police Department will provide services and facilities—\$42,800 Revenue. (OPR 2016-0639)

Contract Extension with AOT Public Safety Corporation (Waldorf, MA) for the False Alarm Program from July 1, 2016 to June 30, 2017—estimated revenue \$330,000. (OPR 2011-0535)

Contract Extension with Chipman Moving & Storage, Inc. (Spokane, WA) for moving services at the discretion of the Building and Construction Project Manager from June 22, 2016 to July 22, 2017—\$30,000. (OPR 2015-0605)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through August 5, 2016, total \$5,227,041.59 (Check Nos. 527802-528065; ACH Payment Nos. 28605-28826), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$4,928,258. (CPR 2016-0002)

### City Clerk Report on Proposed Initiative No. 2016-4 Regarding Marijuana Business Zoning Restrictions (LGL 2016-0033)

The City Clerk reported on Proposed Initiative No. 2016-4 filed by John Ahern regarding marijuana business zoning restrictions near certain institutions. Council Member Stratton inquired if she should be recusing herself from action on Proposed Initiative No. 2016-4. Policy Advisor Brian McClatchey stated that Council Member Stratton would be able to seek recusal if she has an interest in that particular item that is different from the interests of other council members. Council Member Stratton requested that action on this matter be taken separately from other August 15 Consent Agenda items as she noted she will be recusing herself. Subsequently, the following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Waldref, to approve (the City Clerk sending Proposed Initiative No. 2016-4 to the Hearing Examiner for review and for issuing a formal written opinion as to the legal validity and effect of the proposed measure); **carried 6-0 (Council Member Stratton abstaining).**

### Council Recess/Executive Session

The City Council adjourned at 3:45 p.m. The City Council immediately reconvened into an Executive Session for approximately 45 minutes. From 3:45 p.m. – 4:00 p.m., the Executive Session was on potential litigation in the City Council Lounge, with Acting City Attorney Mike Piccolo and Assistant City Attorney Pat Dalton present, and from 4:00 p.m. – 4:30 p.m., the Executive Session was on real estate transactions in Conference Room 5A, with no attorneys present. At 4:30 p.m. Council President announced an extension of the Executive Session for 15 minutes. From 4:30 p.m. to approximately 4:45 p.m. in Conference Room 5A, an executive session was held on pending litigation matters, with Special Counsel Roy Koegen and Brian Kistler present. The City Council reconvened again at 6:00 p.m. for the Regular Legislative Session.

## LEGISLATIVE SESSION

### Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

### Roll Call

Council President Stuckart and Council Members Beggs, Fagan, Kinnear, Mumm, Stratton, and Waldref were Present.

City Council's Policy Advisor Brian McClatchey and City Clerk Terri Pfister were also present.

**PROCLAMATION**

August 22, 2016

*Salvation Army 125<sup>th</sup> Anniversary Day*

Council Member Stratton read the proclamation and presented it to Major Stephen Ball. The proclamation encourages all citizens to recognize the distinctive value of this great organization in our community and celebrate the extraordinary and long lived partnerships with share with the Salvation Army.

August 20, 2016

*Unity in the Community Day*

Council Member Waldref read the proclamation and presented it to representatives of the Unity in the Community Day event. The proclamation urges all citizens to celebrate the strength of Spokane's diversity.

**BOARD, COMMITTEE, AND COMMISSION VACANCIES**

Council Member Mumm announced the following vacancies:

- Civil Service Commission: One position opening in December. Deadline is October 14.
- Ethics Commission: Multi vacancies. Deadline is September 30.
- Northeast Public Development Authority: One position for a business representative. Deadline is September 2.
- West Quadrant Tax Increment Financing Neighborhood Project Advisory Committee: Four positions. Apply as soon as possible.

For vacancy information, citizens can visit <https://my.spokanecity.org/bcc/> or call (509) 625-6250.

There were no **Administrative Reports**.

There were no **Appointments**.

**COUNCIL COMMITTEE REPORTS****Planning and Economic Development Committee Meeting**

Council Member Mumm reported on the Planning and Economic Development Committee meeting held earlier today (August 15, 2016). Minutes of the Planning and Economic Development Committee are filed with the City Clerk's Office and are available for review following approval by the Planning and Economic Development Committee.

**Public Safety Committee Meeting**

Council Member Kinnear reported on the Public Safety Committee meeting held earlier today (August 15, 2016). Minutes of the Public Safety Committee meeting are filed with the City Clerk's Office and are available for review following approval by the Public Safety Committee.

**Police Chief Meidl - Second Public Forum**

Council Member Kinnear reminded citizens that the second public forum for Police Chief Meidl will take place Wednesday at East Central Community Center from 6:00 p.m. to 8:00 p.m., and she noted all are welcome.

**OPEN FORUM**

**Donald Dover** requested the City Council to avoid confirming any more of Mayor Condon's choices for Department Head positions. In addition, he suggested the Council dismantle the Spokane Police Department and assign the responsibility of policing the community to a contractor suitable for performing this function.

**John Lemus** remarked on the crosswalk at 29<sup>th</sup> and Fiske. He noted that on Friday a young woman was hit in that intersection. He suggested signage be placed in that area or take out the crosswalk.

**LEGISLATIVE AGENDA**

There were no **Emergency Budget Ordinances**

There were no **Emergency Ordinances**

**RESOLUTIONS and FINAL READING ORDINANCES****Resolution 2016-0071**

The City Council considered Resolution 2016-0071. Subsequent to public testimony and Council commentary, the following action was taken:

**Upon 5-2 Roll Call Vote (Council Members Beggs and Kinnear voting “no”),** the City Council **adopted Resolution 2016-0071** rescinding Resolution No. 2016-0064 and withdrawing the Spokane City Council’s request to the Spokane County Auditor to place a ballot measure relating to a prohibition on the transit of oil and coal by train on a special election ballot on November 8, 2016 to be held in conjunction with the scheduled general election.

**For Council Action on Resolution 2016-0067, see section of minutes under 3:30 p.m. Administrative Session.**

**Final Reading Ordinance C35424**

Council Member Stratton provided an overview of Final Reading Ordinance C35424 relating to the annual budget. Subsequent to the opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

**Upon 5-2 Roll Call Vote (Council Members Fagan and Beggs voting “no”),** the City Council **passed Final Reading Ordinance C35424** relating to the annual budget; amending section 7.09.010 of the Spokane Municipal Code; enacting a new section 7.09.015 of the Spokane Municipal Code.

**FIRST READING ORDINANCES**

**For Council action on First Reading Ordinance C35423, see section of minutes under “Hearings.”**

**For Council action on First Reading Ordinance C35425, see section of minutes under “Hearings.”**

There were no **Special Considerations**

**HEARINGS****Hearing on Vacation of Portions of North Center Street, North Crescent Avenue, Ross Court, Hamlin Street, and a Portion of a Nearby Alley as Requested by Avista and Riverview Retirement Community**

The Spokane City Council held a hearing on the above-described vacation. Eldon Brown of Development Services provided an overview of the vacation and responded to Council inquiries. Subsequent to public testimony and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote,** the City Council **approved, subject to conditions** (in the Street Vacation Reports dated July 19, 2016), the vacation of portions of North Center Street, North Crescent Avenue, Ross Court, Hamlin Street and a portion of a nearby alley as requested by Avista and Riverview Retirement Community.

In conjunction with the hearing, Ordinance C35423 (vacating a portion of Ross Court, North Crescent Avenue, North Center Street, Hamlin Street, and a portion of a nearby alley) and Ordinance C35425 (vacating a portion of Ross Court) were read for the first time, with further action deferred.

**SECOND OPEN FORUM**

**Cherrie Barnett** commented on divisive City Council meetings. She also commented on the Mayor’s salary. She asked the City Council to work with the Mayor. In addition, she commented on the Police, as well made other remarks.

**Tai Remi** commented on the train issue (oil and coal train) and provided other remarks relative to trains.

**Gabriel Elliot** commented on the holiday of the Aquarian Age and the first night of the prophet and his pride.

**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 8:04 p.m.

---

**FINANCE COMMITTEE MEETING MINUTES****Monday, January 4, 2016 1:30 p.m.****City Council Briefing Center, City Hall**

City Staff: Committee Member Ben Stuckart, Committee Member Karen Stratton, Committee Member Jon Snyder, Committee Member Candice Mumm, Committee Member Mike Fagan, Committee Member Laurie Kinnear, Committee Member Amber Waldref, Gavin Cooley, Tim Dunivant, Debra Robole, Crystal Marchand, Blaine Stum, Kim Bustos, Eric Finch, Bryan McClatchey, Kandice Watkins, Adam McDaniel, Skyler Oberst, Scott Simmons, Anna Everano, Nathan Calene, Laura Williams

Non-City Staff: Laura McAloon – Workman/Witherspoon; Alan Dashen – Northwest Municipal Advisors, Scott Bauer – Northwest Municipal Advisors

Today's meeting began at 1:32 p.m.

The Meeting Minutes from December were approved.

**AGENDA ITEMS:****STA Moving Forward Resolution****Council Member Snyder**

Council Member Snyder briefed the Committee on this item.

- Please see attached resolution.
- Discussion ensued.

**CSO Locations and Affordable Housing Resolution****Council Member Snyder**

Council Member Snyder briefed the Committee on this item.

- Please see attached resolution.
- Discussion ensued.

**Value Blanket Order for Compressed Gas****Thea Prince**

Thea Prince, Senior Buyer from Purchasing, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

**Audit Review****Kim Bustos**

Kim Bustos, Director of Accounting, briefed the Committee regarding this item.

- Please see attached Audit Release as of 12/28/2015.
- Discussion ensued.

**Investment Committee Ordinance****Council President Stuckart**

Council President Stuckart briefed the Committee regarding this item.

- Please see attached Ordinance.
- Discussion ensued.

**2005B Bond Refinance: Review Bank RFP results & Proposed Ordinance****Gavin Cooley**

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

- Alan Dashen and Scott Bauer from Northwest Municipal Advisors and Laura McAloon from Workman/Witherspoon were here to present this to the Committee.
- Please see attached presentation.
- Discussion ensued.



**Introduction of new Planning Services Director****Scott Simmons**

Scott Simmons, Director of Business Services, introduced Lisa Key as the new Planning Services Director.

- She will be confirmed by City Council 1/11/2016.
- Discussion ensued.

**Housekeeping Change to SMC 10.42.040 Charitable Solicitation Application****Crystal Marchand**

Crystal Marchand, Internal Auditor/Budget Analyst, briefed the Committee regarding this item.

- Please see attached briefing paper and ordinance.
- Discussion ensued.

**Ridpath Update****Gavin Cooley**

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

- It looks like the ability of the alternate bidder to make good on his payment through the bankruptcy court fell through.
- Ron Wells let Gavin know that this project is rolling forward to create Low Income/Workforce Housing.
- 180 units out of the 200 units will be low income.
- Council would like the resolution done this month.
- Discussion ensued.

**Spokane Internal Lending Program Update****Gavin Cooley**

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

- They will bring forward a new policy, building off the policy brought forward last year by Council Member Waldref.
- They will be inserting an extraordinary call provision into the policy.
- They would like a draft of the revised ordinance brought forward at the February Finance Committee.
- They would like the SIP loans to be on the agenda the same night they approve the new policy.
- Discussion ensued.

**Financial Update****Gavin Cooley**

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

- Please see attached presentation.
- Discussion ensued.

The meeting was adjourned at 2:30 p.m.

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

---

**FINANCE COMMITTEE MEETING MINUTES**  
**Monday, February 1, 2016 1:30 p.m.**  
**City Council Briefing Center, City Hall**

City Staff: Committee Member Ben Stuckart, Committee Member Karen Stratton, Committee Member Mike Fagan, Gavin Cooley, Tim Dunivant, Debra Robole, Crystal Marchand, Kim Bustos, Eric Finch, Bryan McClatchey, Adam McDaniel, Skyler Oberst, Anna Everano, Nathan Calene, Sarah Lynds, Mary Miramatsu, Justin Lundgren, Sally Stopher, John Delay, Ed Lukas, Tyler Whitney, Richard Rush, Griffyn Clay, Louis Meuler, Heather Lowe, Gloria Ochoa-Bruck, Laura Williams

Non-City Staff: Debbie Pennick – State Auditor, Diana Windsor, State Auditor, Kelly Collins – State Auditor, Nick Deshay – Spokesman Review, Brian Worst – Workman/Witherspoon

Today's meeting began at 1:32 p.m.

The Meeting Minutes for January were postponed until there was a quorum.

**AGENDA ITEMS:****Ground Transportation at the Airport****Council President Stuckart**

Council President Stuckart, Mary Miramatsu, Legal and Brian Worst – Workman/Witherspoon briefed the Committee on this item.

- Please see attached briefing paper and Draft Ordinance.
- Discussion ensued.

**SIP Ordinance/Policy Changes****Cooley/Robole**

Gavin Cooley, Chief Financial Officer and Debra Robole, Senior Research & Policy Analyst for the City Council, briefed the Committee regarding this item.

- Please see attached Ordinance Amendments.
- Council President would like these changes sent out to the Council this week and if there are no comments or questions he would like this place on the Agenda for Council Approval.
- Discussion ensued.

**Funding Discussion****Gavin Cooley**

- U District PDA – Excess revenue will fund this project. We hope to have this in place by February 25<sup>th</sup>.
- Incentives for Big Projects – the funding mechanism will be coming forward.
- Ridpath – Please see attached resolution. This is a “not to exceed” loan amount.
- Discussion ensued.

**Accountability Audit Exit Conference****State Auditor**

Kelly Collins, Debbie Pennick and Diana Windsor with the State Auditor’s Office briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

**Spokane Public Schools Contract****Gloria Ochoa-Bruck**

Gloria Ochoa-Bruck from the Mayor’s Office briefed the Committee regarding this item.

- Please see attached contract.
- Discussion ensued.

**2016 Insurance Broker Services for Risk****Tim Dunivant**

Tim Dunivant, Director of Finance & Administration, briefed the Committee regarding this item.

- There was an RFP done for these services.
- Willis was awarded the Contract
- Discussion ensued.

**PEG Contract****John Delay**

John Delay, Director of Cable 5, briefed the Committee regarding this item.

- Please see attached briefing papers.
- Discussion ensued.

**DOJ OVM 2016 Grant Application****Lynds/Lundgren**

Sarah Lynds and Justin Lundgren from Police briefed the Committee regarding this item.



- Please see attached briefing paper.
- Discussion ensued.

**Spokane Transit Authority Bus Pass Contract****Heather Lowe**

Heather Lowe, Human Resources Director, briefed the Committee regarding this item.

- Please see the attached contract.
- Discussion ensued.

**Human Resources EBO – Salary Change****Heather Lowe**

Heather Lowe, Human Resources Director, briefed the Committee regarding this item.

- This was supposed to have been done with the 2016 Budget but was missed.
- Please see the attached EBO regarding the salary change.
- Discussion ensued.

**2015 Encumbrance Carryover****Tim Dunivant**

Tim Dunivant, Director of Finance & Administration, briefed the Committee regarding this item.

- This will be briefed Monday the 8<sup>th</sup> with action taken Monday night.
- Discussion ensued.

**IT Brief****Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached the 2016 IT Organization Matrix.
- They will be bringing forward an EBO for a new IT Security position.
- They will be briefing Program Management at the March meeting.
- Discussion ensued.

**Financial Update****Gavin Cooley**

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

- Please see attached presentation.
- Discussion ensued.

The meeting was adjourned at 2:57 p.m.

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

---

**FINANCE COMMITTEE MEETING MINUTES**  
**Monday, March 7, 2016 1:30 p.m.**  
**City Council Briefing Center, City Hall**

City Staff: Committee Member Ben Stuckart, Committee Member Karen Stratton, Committee Member Mike Fagan, Committee Member Candace Mumm, Committee Member Breean Beggs, Committee Member Amber Waldref, Committee Member Lorie Kinnear, Gavin Cooley, Eric Finch, Debra Robole, Blaine Stum, Anna Everano, Sally Stopher, Tim Dunivant, Chris Cavanaugh, Adam McDaniel, Nicole Goes, Brian Coddington, Josh Buntain, Connie Wahl, Brian McClatchey, Heather Lowe, Nathan Gwinn, Ed Lukas, Ernest Wickert, Kim Bustos, Skyler Oberst, Tyler Whitney

Non-City Staff: Nick Deshay – Spokesman Review

Today's meeting began at 1:30 p.m.

The Meeting Minutes for January and February were approved.

**AGENDA ITEMS:****City Website Navigation****Council Member Mumm**

Council Member Mumm briefed the Committee regarding this item.

- She would like an update on if there are going to be more progressions, better navigation and a better way to find departments.
- Brian Coddington, Director of Communications, spoke briefly that they are looking at updating both the functionality and navigation.
- They are also working on putting a new permitting system together and some other things for the future.
- Discussion ensued.

**HR Brief****Heather Lowe**

Heather Lowe, Director of Human Resources, briefed the Committee regarding this item.

- Human Resources will be bringing forward the organizational changes and structures for the City Council's approval.
- Discussion ensued.

**Occupational Medicine Associates Contract****Heather Lowe**

Heather Lowe, Director of Human Resources, briefed the Committee regarding this item.

- Please see the attached contract.
- Discussion ensued.

**Grants Management Director Appointment****Heather Lowe**

Heather Lowe, Director of Human Resources, briefed the Committee regarding this item.

- Sally Stopher was hired as the new Director of Grants Management.
- Discussion ensued.

**W/C Attorney Contract****Chris Cavanaugh**

Chris Cavanaugh from Human Resources briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

**New Chiller at Intermodal Facility****Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Council President Stuckart would like to make sure that Ed Lukas and Asset Management are briefing the Committee every month so that Finance is a part of the projects up front and keeping Council notified.
- Discussion ensued.

**Garment/Linen RFP****Connie Wahl**

Connie Wahl, Purchasing, briefed the Committee regarding this item.

- Please see attached briefing paper and is a 5 year City-wide contract.
- Discussion ensued.

**IT Brief****Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached presentation.
- Council President would line an update on 311.
- Discussion ensued.

**Economic Incentives****Gavin Cooley**

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

- Discussion ensued.

**Financial Update****Gavin Cooley**

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

- Please see attached presentation.
- Discussion ensued.

The meeting was adjourned at 2:57 p.m.

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

---

**FINANCE COMMITTEE MEETING MINUTES**  
**Monday, April 11, 2016 10:30 p.m.**  
**WSU – Spokane Campus**

City Staff: Committee Member Ben Stuckart, Committee Member Mike Fagan, Committee Member Candace Mumm, Committee Member Amber Waldref, Committee Member Lorie Kinnear, Gavin Cooley, Eric Finch, Sally Stopher, Kim Bustos, Tim Dunivant, Ed Lukas, Tim Szambelan, Anna Everano, Blaine Stum, Bailey Gwinn, Brian McClatchey, Adam McDaniel, Skyler Oberst, Tyler Whitney, Laura Williams

Today's meeting began at 10:30 a.m.

The Meeting Minutes for March were approved.

**AGENDA ITEMS:****Comcast Update****Tim Szambelan**

Tim Szambelan with the Legal Office updated the Committee regarding this item.

- Negotiations with Comcast started last year and are progressing towards the Cable Franchise Contract.
- The City is performing a Past Performance Evaluation and they are performing well.
- The City is in the final stages of a Franchise Fee Review.
- This will be finalized in the next two months.
- The Committee would like to make sure that we get the low income access like the Philadelphia/Seattle deal and digital equality for all of the City of Spokane.
- The Committee would like this brought forward in a Study Session once we know if we receive a grant like Seattle and Philadelphia.
- Discussion ensued.

**2017 Budget Priorities****Council President Stuckart**

Council President Stuckart briefed the Committee regarding this item.

- Council Member Waldref is gathering more comments regarding Budget Priorities and then will put the Budget Priorities out to everyone.
- Council President would like the document by the end of the week so that it can be put on the Agenda for vote at the beginning of May.
- Discussion ensued.

**Ordinance for the Approval of Division & Department Heads****Council President Stuckart**

Council President Stuckart briefed the Committee regarding this item.

- Council President wants to reiterate that the Council has to approve all hires for Division and Department Heads before the new hire starts and/or moves to Spokane to begin their position.
- Discussion ensued.

**Intermodal Property Management Contract****Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see the attached briefing paper.
- An RFP was issued in February for the Property Management of this facility and there were 3 responses.
- Goodale & Barbieri were awarded this contract.
- This is a three year contract with a yearly total of \$24,000. Total cost of the 3 year contract is \$72,000.
- The Committee would like to know if the parking lot at the Intermodal Center will be made into a non-paying parking lot since the downtown precinct was moved into the facility. This is an ongoing discussion.
- Discussion ensued.

**7<sup>th</sup> Floor Security Test****Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper.
- There are different options available to make the 7<sup>th</sup> Floor more secure.
- Council President Stuckart is against the idea of having the doors closed and access restricted to the public on the 7<sup>th</sup> floor.
- Council Member Mumm would prefer to have an emergency plan in place.
- Ed Lukas is working with Matt Lowmaster in Safety to get these plans in place.
- Discussion ensued.

**IT Contracts****Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

**IT Update****Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

**Financial Update****Gavin Cooley**

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

- Please see attached presentation.
- Discussion ensued.

The meeting was adjourned at 11:57 a.m.

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

---

**FINANCE COMMITTEE MEETING MINUTES**  
**Monday, May 2, 2016 1:30 p.m.**  
**City Council Briefing Center, Lower Level, City Hall**

City Staff: Committee Member Mike Fagan, Committee Member Candace Mumm, Committee Member Karen Stratton, Committee Member Lorie Kinnear, Committee Member Breann Beggs, Gavin Cooley, Eric Finch, Sally Stopher, Kim Bustos, Tim Dunivant, Scott Simmons, Heather Lowe, Debra Robole, Ed Lukas, Crystal Marchand, Anna Everano, Blaine Stum, Gryffin Clay, Brian McClatchey, Adam McDaniel, Skyler Oberst, Tyler Whitney, Katherine Miller, Tracie Meidl, Megan Duvall, Laura Williams

Non-City Staff: Nick Deshay – Spokesman-Review

Today's meeting began at 1:30 p.m.

The Meeting Minutes for April were approved.

**AGENDA ITEMS:**

**City Wide CIP 2017-2022 Schedule Overview**

**Marchand/Miller**

Crystal Marchand, Budget Office and Katherine Miller, Director of Integrated Capital briefed the Committee regarding this item.

- Please see attached presentation.
- The Committee would like to look at the whole of the CIP to see how we are doing.
- What are the priorities and where is the City putting their dollars.
- It is tentative that they will come back in July for a Status Update.
- Discussion ensued.

**Historic Preservation Grant**

**Megan Duvall**

Megan Duvall, Director of Historic Preservation, briefed the Committee regarding this item.

- Please see attached briefing paper
- Discussion ensued.

**Police Department Grant**

**Sally Stopher/Tracie Meidl**

Sally Stopher, Director of Grants Management and Lieutenant Meidl from the Police Department briefed the Committee regarding this item.

- Please see the attached briefing paper.
- Discussion ensued.

**Police Chief Search Update**

**Heather Lowe**

Heather Lowe, Human Resources Director, briefed the Committee regarding this item.

- This is a National job search.
- Posting will be for 30 days through a professional head hunter.
- Friday the 13<sup>th</sup> is the official closing unless there was not a qualified pool of applicants.
- Discussion ensued.

**Surplus Normandie Site**

**Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached presentation.
- Phase 1 getting started soon.
- Discussion ensued.

**Bond Refunding Analysis – 2008 UTGO Street Bonds**

**Gavin Cooley**

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

- Please see attached analysis.
- Discussion ensued.

#### **IT Update**

**Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

#### **Open Data as a Strategic Initiative**

**Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

#### **Resiliency and Continuity of Operation**

**Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached presentation.
- City Council would like to see this topic go to a Council Study Session where they would have more time to discuss.
- Discussion ensued.

#### **Financial Update**

**Gavin Cooley**

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

- Please see attached presentation.
- Discussion ensued.

The meeting was adjourned at 3:03 p.m.

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

---

**FINANCE COMMITTEE MEETING MINUTES**  
**Monday, June 6, 2016 1:30 p.m.**  
**City Council Briefing Center, Lower Level, City Hall**

City Staff: Committee Member Ben Stuckart, Committee Member Candace Mumm, Committee Member Mike Fagan, Committee Member Lorie Kinnear, Committee Member Breann Beggs, Committee Member Amber Waldref, Gavin Cooley, Eric Finch, Kim Bustos, Tim Dunivant, Debra Robole, Ed Lukas, Anna Everano, Gryfinn Clay, Brian McClatchey, Skyler Oberst, Tyler Whitney, Lisa Key, Stephanie Zimmerman, Carlie Cortright, Kris Becker, Alex Scott, Andrew Warlock, Paul Kropp, Laura Williams

Non-City Staff: Nick Deshay – Spokesman-Review; Women from the New Leadership Class - WSU

Today's meeting began at 1:30 p.m.

The Meeting Minutes for May were approved.

#### **AGENDA ITEMS:**

##### **Approval of Division & Department Heads Amendment**

**Council President Stuckart**

Council President Stuckart briefed the Committee regarding this item.

- Please see attached briefing paper and DRAFT Ordinance.
- This is being sponsored by Council Member Stratton.
- Discussion ensued.

**Exempt Positions Amendment****Council President Stuckart**

Council President Stuckart briefed the Committee regarding this item.

- Please see attached briefing paper and DRAFT Ordinance.
- This is being sponsored by Council Member Stratton.
- Discussion ensued.

**Broadcast Pix Production Switcher Contract****John Delay**

John Delay, Director of Channel 5, briefed the Committee regarding this item.

- Please see the attached briefing paper.
- Discussion ensued.

**Interlocal Agreement re: Processing of Vested Building Permits****Lisa Key**

Lisa Key, Director of Planning & Development, briefed the Committee regarding this item.

- Please see attached briefing paper.
- The Council felt that this was too important to just have a 10 minute discussion at Finance Committee and would like a study session regarding this item.
- Discussion ensued.

**IT Update****Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

**Justice Assistance Grant****Sarah Lynds**

Sarah Lynds, Deputy Director of Tactical/Strategic Initiative, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Money to be used for SWAT and Tactical.
- Discussion ensued.

**SPD Desktop Computer Value Blanket****Sarah Lynds**

Sarah Lynds, Deputy Director of Tactical/Strategic Initiative, briefed the Committee regarding this item.

- Please see attached briefing paper.
- Discussion ensued.

**Asset Management: Disposition of Surplus Real Estate****Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper.
- The Committee would like to see more of a road map on how we are selling a surplus property.
- Council would like to have an agreement on the document to use by the end of the study session discussion on June 16<sup>th</sup>.
- Discussion ensued.



**City Hall Lobby Planning****Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item.

- Please see attached briefing paper and map of the first floor changes.
- Discussion ensued.

**Year End 2015 Fund Balance Review****Tim Dunivant**

Tim Dunivant, Director of Finance & Administration, briefed the Committee regarding this item.

- Please see attached excel spreadsheet.
- Discussion ensued.

**Resolution for the Deposit of General Fund Positive Annual Budget Variances****Gavin Cooley**

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

- Please see attached DRAFT resolution.
- Discussion ensued.

**Financial Update (includes FEMA Update and Grants Management Update)****Gavin Cooley**

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

- Please see attached presentation.
- Committee would like a report on where we are at with our collection efforts for traffic and parking at the August Finance Committee Meeting.
- Discussion ensued.

The meeting was adjourned at 2:54 p.m.

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

---

**FINANCE COMMITTEE MEETING MINUTES**  
**Monday, July 11, 2016 10:30 a.m.**  
**City Council Briefing Center, Lower Level, City Hall**

City Staff: Committee Member Ben Stuckart, Committee Member Mike Fagan, Committee Member Lorie Kinnear, Committee Member Karen Stratton, Gavin Cooley, Eric Finch, Kim Bustos, Tim Dunivant, Debra Robole, Ed Lukas, Andrew Worlock, Dave Steele, Mike Sloon, Alex Scott, Stephanie Zimmerman, Griffin Clay, Brian McClatchey, Anna Everano, Mollie Allers, Laura Williams, Crystal Marchand

Non-City Staff: Matt Thompson – State Auditor's Office, Diana Windsor – State Auditor's Office

Today's meeting began at 10:30 a.m.

The Meeting Minutes for June were approved.

**AGENDA ITEMS:****State Auditor Entrance for 2015 Audit****Diana Windsor/Matt Thompson**

Diana Windsor and Matt Thompson, from the Washington State Auditor's Office, briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

**City-Wide Security Services****Dave Steele**

Dave Steele briefed the Committee regarding this item.

- Please see attached briefing paper.
- There was an RFP done for this new contract and there were 4 responses.
- Starplex was awarded the contract.
- This will align the whole City under one Security Contract.
- Discussion ensued.

**Procurement and Contracting Organizational and Process Assessmen****Tim Dunivant**

Tim Dunivant, Director of Finance & Administration, briefed the Committee regarding this item.

- Please see the attached briefing paper.
- Current Purchasing staff have been involved in the whole process and are excited for the outcomes.
- Discussion ensued.

**Amend SMC Parking System Fund and Create New Section Projects of City Wide Significance** **Gavin Cooley**

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

- Please see attached briefing paper.
- Discussion ensued.

**Extension of US Bank Contract****Kim Bustos**

Kim Bustos, Director of Accounting, briefed the Committee regarding this item.

- Please see attached presentation.
- Discussion ensued.

**Audit Compliance Position – Park Bond****Tim Dunivant**

Tim Dunivant, Director of Finance & Administration, briefed the Committee regarding this item.

- Please see attached briefing paper.
- This would create a new position in Finance.
- This is a Civil Service Classified position.
- Tim will be meeting with the Park Board on July 23<sup>rd</sup>.
- Discussion ensued.

**6 Year Capital Program Status Update****Crystal Marchand**

Crystal Marchand from the Finance Department, briefed the Committee regarding this item.

- Discussion ensued.

**IT Update****Eric Finch**

Eric Finch and Mike Sloon from IT briefed the Committee regarding this item.

- Please see attached presentation and briefing papers.
- Discussion ensued.

**Financial Update****Gavin Cooley**

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

- Please see attached presentation.
- Discussion ensued.

The meeting was adjourned at 12:00 p.m.

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

---

## Planning & Economic Development

**January 25, 2015**

Meeting Minutes: Meeting called to order at 11:01

### Attendance

- PCED Members Present: Chairperson Mumm, Council President Stuckart; Council Members: Karen Stratton, Mike Fagan, Amber Waldref, Lori Kinnear
- Council Members Not Present:
- Staff Present: Eldon Brown, Julie Happy, Nathan Gwinn, Teri Stripes, Adam McDaniel, Skyler Oberst, Grifynn Clay, Megan Duvall, Blain Stum, Brian McClatchey, Louis Meuler, Lisa Key, Emily Vance, Scott Simmons, Heather Trautman, Kevin Freibott, Richard Rush

### Briefing Session:

Minutes from the December 14, 2015 meeting approved unanimously

### Discussion Items:

1. 2016 DSP Priorities and their alignment with the Downtown Plan
  - Mark Richards presented the priorities of the Downtown Spokane Partnership.
  - Council members discussed several of the listed priorities with Mark.
  - Discussion ensued.
2. Vacation of a portion of 7<sup>th</sup> and Chestnut St. right-of-ways West of Cannon St.
  - Eldon Brown presented the vacation request to Council.
  - Questions asked and answered.
3. Vacation of a South portion of Rosewood Ave. from Helena to Pittsburg St.
  - Eldon Brown presented the vacation request to Council.
  - Questions asked and answered.
4. Management Agreement for the Eikenbary-Pierce House
  - Megan Duvall briefed the Council on the history of the Eikenbary-Pierce house.
  - Council members discussed the process for accepting houses to the Historic Registry.
  - Council members discussed postponing the consent meeting for a week.
5. Timing of a MFTE ordinance updates
  - Council President discussed expanding the Multi Family Tax Exemption areas.
  - Discussion ensued.

### Administration Reports:

1. Planning Team District Alignment
  - Scott Simmons discussed the new Planning Team District Alignment with Council.
  - Council Members requested getting involved in the earlier stages of re-alignment in future changes.
2. Organizational Transitions
  - Scott Simmons briefed council members on the new division alignments at the direction of the Mayor.

### Adjournment:

1. Next PCED meeting is scheduled February 22, 2016

---

## Planning & Economic Development

**February 22, 2016**

Meeting Minutes: Meeting called to order at 10:30

### Attendance

- PED Members Present: Council President Stuckart; Council Members: Lori Kinnear, Breean Beggs
- Council Members Not Present: Amber Waldref, Karen Stratton, Candace Mumm, Mike Fagan
- Staff Present: Eldon Brown, Lisa Key, Kris Becker, Jonathon Mallahan, Andrew Worlock, Teri Stripes, Gavin Cooley, Ed Lukas, Scott Simmons, Judy Knight, Brian McClatchey, Blain Stum, Adam McDaniel, Grifynn Clay, Dave Steele, Julie Happy, Katherine Miller, Richard Rush, Skyler Oberst

**Briefing Session:**

Minutes from the January 25, 2016 meeting will be added to the March agenda for approval as a quorum of council members were not present.

**Discussion Items:**

1. Amending Vacation Ordinance c35011 to release a portion of retained easements
  - Eldon Brown presented the vacation amendment to Council.
2. Economic Development Incentives Webpage
  - Teri Stripes presented the Economic Development Incentives Package marketing collateral and web page.
3. UD PDA Update
  - Andrew Worlock provided updates on the Public Development Authority asset transfer policy.
  - Questions asked and answered.
4. Projects of Citywide Significance Policy
  - Andrew Worlock presented updates on the projects of City-wide significance incentives policy.
  - Questions asked and answered.
5. Parking Services Building at Intermodal
  - Ed Lukas presented proposed improvements to a vacant city building at the Intermodal facility and adopting it as the new Parking Services Building.
  - Questions asked and answered.

**Council Reports:**

1. Council President Ben Stuckart advised council that a Comprehensive Plan Amendment Applicant is withdrawing their application and are requesting a refund of application. This topic will be on the March 7, 2016 City Council meeting agenda.

**Adjournment:**

1. Next PED meeting is scheduled March 21, 2016

---

**Planning & Economic Development****March 21, 2016**

Meeting Minutes: Meeting called to order at 10:30

**Attendance**

- PCED Members Present: Council President Stuckart; Council Members: Lori Kinnear, Breean Beggs, Amber Waldref, Candace Mumm, Mike Fagan
- Council Members Not Present: Karen Stratton
- Staff Present: Pamela Bergin, Eldon Brown, Lisa Key, Kris Becker, Jonathon Mallahan, Andrew Worlock, Louis Meuler, Teri Stripes, Mark Serbousek, Boris Borisov, Melissa Owen, Scott Simmons, Brian McClatchey, Blaine Stum, Adam McDaniel, Grifynn Clay, Richard Rush, Skyler Oberst

**Briefing Session:**

Minutes from the January 25, 2016 and February 22, 2016 meeting were approved unanimously.

**Discussion Items:**

1. GSI City Contract Report
  - Todd Mielke and Robin Toth presented on the services Greater Spokane Incorporated provides the City of Spokane through the City Contract.
2. Street Vacation of Oakland Blvd
  - Topic deferred to a later date.
3. Discussion of Transportation Benefit District (TBD) revenue sources
  - Amber Waldref briefed the Council Members on changing the TBD ordinance to include transit project improvements based on the approval from the Council.
  - Discussion ensued.

4. Street Obstruction permits on Madison briefing
  - Kris Becker and Scott Simmons briefly addressed the timeline on the Larry H. Miller Street Obstruction permit.
5. East Sprague BID
  - Topic deferred to a later date.
6. EBO Main Avenue Study
  - Topic deferred to a later date.
7. City's Parklet Pilot Program
  - Topic deferred to a later date.

**Adjournment:**

1. Next PCED meeting is scheduled April 18, 2016

---

**Planning & Economic Development****April 18, 2016**

Meeting Minutes: Meeting called to order at 10:30

**Attendance**

- P&ED Members Present: Council President Stuckart; Council Members: Lori Kinnear, Breean Beggs, Karen Stratton, Amber Waldref, Candace Mumm, Mike Fagan
- Council Members Not Present:
- Staff Present: Lisa Key, Jonathon Mallahan, Brian McClatchey, Blain Stum, Adam McDaniel, Grifynn Clay, Dave Steele, Skyler Oberst, Boris Borisov, Jo Anne Wright, Ali Brast, Heather Trautman, George Dahl, Sheila Morley, Megan Duval, Kevin Freibott, Amanda Winchell, Shayne Schoonover, Pamela Bergin

**Briefing Session:**

Minutes from the March 21, 2016 meeting were approved unanimously.

**Lori Kinnear made a motion to add the 2015 CoC Tier 1 Funding announcement to the agenda. Motion seconded by Mike Fagan. Motion passes unanimously.**

**Discussion Items:****1. Planning Department Update**

- Lisa Key with the Planning Department updated the Council on 13 projects that the Plan Commission will be focusing on in 2016 and the two key elements that drive the 2016 Plan Commission work program; full docket and limited staffing.

**Recommendations:**

Council will discuss ideas on how to prioritize and accelerate projects with the Plan Commission on the April 21, 2016 study session.

**2. Ordinance to Suspend Annual Comp Plan Amendments 1 year**

- Lisa Key with the Planning Department briefed Council on the process behind the Annual Comp Plan Amendment.
- Recommended the suspension of the annual Comprehensive Plan amendments for 2016/2017 due to timeline constraints. Noted that emergency amendments would still be addressed.

**Recommendations:**

This ordinance is to be scheduled for the first reading with Council.

**3. Comprehensive Plan Update**

- Jo Anne Wright with the Planning Department briefed City Council on the public outreach process with the current Comprehensive Plan Updates.

**Recommendations:**

Council will add this topic to the November 2016 Study Session.

**4. Electric Fence Ordinance**

- Boris Borisov with the Planning Department briefed the Council on the process and changes to the proposed Electric Fence ordinance.
- When the proposal was presented to Plan Commission they eliminated the use of Electric Fences in Commercial zone.

**Recommendations:**

Council confirmed the procedural requirements have been met and the next step would be to have the ordinance proposal added to Council's advanced agenda for a vote.

**5. MFTE-Multi-Family Tax Exemption**

- Ali Brast with Development Services Center updated the Council on the expansion of the Multi-Family Tax Exemption which covers the lower South Hill.
- Two new applications have been submitted for Kendal Yards:
- Highline East Apartments- 137 units. They will not be attempting to meet the affordable rate as set by the State. They will be receiving 8 years of tax exemption.
- Elm Apartments- 24 units. They will not be attempting to meet the affordable rate as set by the State. They will be receiving 8 year tax exemption.

**Recommendations:**

CM Fagan requested an updated list of MFTE projects coming to term and would like to see a projection of the benefits to the general fund via property tax.

**6. Parking Ordinance Language Cleanup**

- Dave Steele with Asset Management briefed Council on the new parking ordinance clean-up which will include the new handicap parking "improper to display" fee in taxi zones, signage, and the acceptance of pay-by-plate payments.

**7. Begin Discussion on Downtown BID Contract renewal**

- Council President Ben Stuckart opened the discussion about the Downtown Business Improvement District Contract renewal. Asking to establish a subcommittee that can meet before the July 31<sup>st</sup> deadline to discuss any suggested changes to the contract.

**Recommendations:**

Council Members Lori Kinnear and Karen Stratton volunteered to work with Council President Stuckart and Neighborhood and Business Services Director, Jonathan Mallahan.

**8. Otis Hotel Sidewalk Access**

- Heather Trautman with Neighborhood Services briefed the board on the building official process on the Otis Hotel.
- Shoring has been installed to provide support in the vaulted sidewalk and fencing has been removed.
- A tour last week resulted in a few more changes needing to be made to secure openings.

**1. HUD Annual Action Plan**

- George Dahl with Community, Housing, and Human Services presented on the projects being funded as part of the Housing and Urban Development Annual Action plan. George requested approval of the Action Plan so the process can move on to HUD.

**Recommendations:**

Next steps were not defined

**2. 2015 CoC Tier 1 funding announcements**

- Sheila Morley with Community, Housing and Human Services informed members that the HUD award notifications for Tier 1 have been received and would like to move forward with Council approval to ensure continuum of care.

**Recommendations:**

Council members confirmed they will move forward with this item at the 3:30 advanced agenda later that day.

**3. Landmarks Commission Amendment**

- Megan Duvall with Historic Preservation presented the proposed amendments to the Landmarks Commission ordinances and bylaws which include;
  - Changing the quorum from 7 to 6 members.

- Changing the position, Central Business District member, to an architect
- Modifying the Appraiser position to a State Certified Appraiser
- Adding a youth liaison to the commission.

**Recommendations:**

This item was on Councils Advanced Agenda April 18, 2016 at 3:30pm for approval.

**Council Reports:**

1. CM Fagan is getting complaints about sidewalk damage caused by City trees after the windstorm. Requesting Council consider using federal emergency funds to help pay for damage.

**Recommendations:**

This topic will be further discussed at the next Public Safety meeting

2. The State Legislature recently passed an ordinance to reimburse Cities up to \$2,000 for nuisance house abatement and mitigation.

**Recommendations:**

Council members agreed that the abatement reimbursement program will be added to the next P&ED agenda.

3. Jonathan Mallahan, director of Neighborhood and Business and Services Director, informed the Council that the new Community Housing Director, Dawn Kinder, starts April 19<sup>th</sup>, 2016.

**Adjournment:**

Next PED meeting is scheduled May 16, 2016

---

**Planning & Economic Development****May 16, 2016**

Meeting Minutes: Meeting called to order at 10:30

**Attendance**

- P&ED Members Present: Council President Stuckart; Council Members: Lori Kinnear, Breean Beggs, Karen Stratton, Amber Waldref, Candace Mumm, Mike Fagan
- Council Members Not Present:
- Staff Present: Lisa Key, Jonathon Mallahan, Brian McClatchey, Blain Stum, Grifynn Clay, Dave Steele, Skyler Oberst, Boris Borisov, Jo Anne Wright, Tami Palmquist, Heather Trautman, Kevin Freibott, Amanda Winchell, Shayne Schoonover, Pamela Bergin, Eldon Brown, Dave Kokot

**Briefing Session:**

Minutes from the April 18, 2016 meeting were approved unanimously.

**Council President Stuckart makes a motion to move topic #12 CoC Tier 2 briefing and #13 CHG funding allocations to the Community Housing and Economics agenda. Motion seconded by Council Member Fagan. Motion passes unanimously.**

**Consent Items:**

1. **East Sprague BID Assessment Roll Hearing (Resolution & Ordinance)**
  - No discussion
2. **Bicycle Counter Update**
  - No Discussion
3. **Traffic Calming Update**
  - No Discussion
4. **Urban Farming Enforcement MOU with SCRAPS**
  - Heather Trautman with Neighborhood Services answered Council's questions about the Memorandum of Understanding between the City of Spokane and SCRAPS enforcement of the Urban Farm Animal Ordinance. The cost of the updated contract will not increase from 2015-2016



**Discussion Items****5. Hoban Building MFTE:**

- Tami Palmquist with the Building and Development Services Department requested recommendation of the Hoban Building Multi-Family Tax exemption application. The proposal is for an 8 unit complex that will be attempting to meet the affordable rates as set by the State.

**Action:**

Council member Beggs provided a brief overview of the Multi-Family-Tax-Exemption review process which will begin next year.

**6. Vacation of Some Right-of-Ways for Avista and Riverview**

- Eldon Brown with the Building and Development Services Department presented on the areas of street vacations as requested by Avista in the area of Riverview. Avista will be consolidating their properties and removing the public right-of way.

**Action:**

CP Stuckart is requested a master plan from Avista before this topic is brought to the Advanced Agenda.

**7. Amending Vacation Ordinance c34924 to Release Easements**

- Eldon Brown with the Building and Development Services Department briefed the Council Members on Kendal Yards' request to release the easements.

**Action:**

Council members supported the request unanimously.

**8. Changes to the Critical Materials Code**

- Dave Kokot with the Fire Department provided an overview on the proposed amendments to the Critical Materials Code. This code clean-up process is intended to occur every 5 years.

**Action:**

Council Member Mumm requested Council Member Kinnear to work with Dave Kokot as a sponsor on this project.

**9. Temporary Fire Station 5 Property Surplus**

- Dave Steele with Asset Management presented on the 10 acre Surplus Property adjacent to Fire Station 5.

**Action:**

Council President Stuckart added this topic to the June 16<sup>th</sup> Study Session with an extended invite to the schools and the water department.

**10. Monroe Street Surplus Property Code**

- Dave Steele with Asset Management informed the Council of a small portion of property off of Monroe Street and is requesting it be approved as surplus and released to North Gorge Properties for redevelopment of the property.

**Action:**

Council Member Mumm requested that the brokers provide a valuation of the property.

**11. Parking System Update**

- Dave Steele with Asset Management provided an informational update on the Parking System projects:
  - Discussed the new Pay by Phone feature.
  - Updated Council on the progress of the new Pay by Plate Kiosks.
  - Provided an overview of the Boot and Tow Program.
  - Updated Council on a new parking citation software that will correspond with the courts.

**Actions:**

Council asked some clarifying questions about the new technology. They also discussed solutions to the overflow of parking into residential areas.

**12. CoC Tier 2 Briefing**

- Moved to the Community, Health & Environment Committee Agenda

**13. CHG Funding Allocations**

- Moved to the Community, Health & Environment Committee Agenda

**14. Spokane Public School's On Track Academy Proposal to the XQ Super School Competition.**

- Lisa Mattson with Spokane Public Schools On Track Academy, shared that our community is one of 50 nominated for the XQ Super School Competition. The winnings will invest 5 million into the School's program.
- Requesting that the Council to approve the written letter of support and to commit the city as a learning satellite location.

**Action:**

Item was moved to the Council's Consent Agenda for approval.

**Council Reports:**

1. Brean Beggs requested the Comprehensive Plan Amendment update be presented at the next P&ED meeting.

**Meeting Adjourned at 11:44 am:**

1. Next PED meeting is scheduled June 20, 2016

---

**Planning & Economic Development****June 20, 2016**

Meeting Minutes: Meeting called to order at 10:31

**Attendance**

- P&ED Members Present: Council President Stuckart; Council Members: Lori Kinnear, Brean Beggs, Karen Stratton, Candace Mumm, Mike Fagan, Amber Waldref
- Council Members Not Present:
- Staff Present: Pamela Bergin, Amy Mullerleile, Eldon Brown, Mark Serbousek, Ed Lukas, Megan Duvall, Ali Brast, Lisa Key, Jonathan Mallahan, Katherine Miller, Brian McClatchy, Mike Tresidder, Julie Happy, Andrew Worlock, Dave Steele, Kevin Freibott, Tirrell Black, Nathan Gwinn, Emily Vance, Dawn Kinder

**Briefing Session:**

Minutes from the May 16, 2016 meeting were approved unanimously.

**Consent Items:**

1. **Governor's Smart Community Award:**
  - Council President Stuckart asked Mike Tresidder and Katherine Miller with Capital programs a few questions regarding public input that was received.
2. **Division Street Triangle Contract Amendment:**
  - No Discussion

**Discussion Items**

3. **Vacation of the Alley between 7<sup>th</sup> & 8<sup>th</sup> Avenue from E Street to D Street:**
  - Eldon Brown with the Building and Development Services Department presented the proposed alley vacation to council. The alley vacation is a response to code enforcement reaction to the blocking of the alley way by a nearby private property owner who made improvements to the area.

**Action Taken:**

President Stuckart suggests that council go to the site to see how the alley vacation will alleviate the public's concern regarding access to their private property.

4. **Vacation of Myrtle St. from Sprague Avenue to the railroad tracks:**

- Eldon Brown with the Building and Development Services Department presented the proposed street vacation to council.

**Action Taken:**

Council supported the request unanimously.

**5. Coombs Property:**

- Council President Stuckart shared the Coombs property development agreement. The proposal includes leasing the property to the City for metered parking. Council President will be working with Heather Trautman with Code Enforcement to establish a lease agreement.

**Action Taken:**

Council Member Kinnear would like to further discuss options for residential parking permits and solutions to parking problems in the South Perry District. Council Member Mumm would like to consider adding a bicycle parking option within the lot.

**6. Central City Line Strategic Overlay Plan:**

Andrew Worlock with the Planning Department introduced Kathleen Wienand with Spokane Transit Authority who presented the Central City Line Strategic Overlay Planning process to Council.

**Action Taken:**

Council President would like to add the Central City Line Strategic Overlay Plan implemented in the City's Comprehensive Plan Amendment process. Andrew Worlock and Lisa Key with the Planning Department addressed the Council's questions regarding the timeline on the implementation process. President Stuckart would like to ensure that this information is shared with the Infill Housing Subcommittee.

**Motion:**

**Council President Stuckart makes a motion to approve the proposed amended agenda to add three Multi-Family tax exemptions to the end of the agenda. Motion seconded by Council Member Kinnear. Motion passes unanimously.**

**7. Comprehensive Plan Amendments Update:**

- Tirrell Black with the Planning Department presented an update on the 2017 Comprehensive Plan Amendments.

**Action Taken:**

Council President suggests scheduling the Indian Trail project on an evening where there are no other meetings to prevent any scheduling conflicts.

**8. East Central Survey and Inventory Project:**

- Megan Duvall with Historic Preservation Introduced Emily Vance to present the East Central Survey and Inventory Project. Emily presented the comprehensive survey of the 780 properties in the East Sprague Commercial District. Based off the survey results Emily recommends;
  - That the City designates the area Madelia-Crestline as a historic district.
  - The protection, promotion and celebration of legacy business.
  - Creation of Infill Design Guidelines
  - Designate a main street model
  - The redevelopment of McKinley School.
  - See [www.historicspokane.org/east-central](http://www.historicspokane.org/east-central) for more information.

**Action Taken:**

Council President would like this topic presented to ESBA.

**9. Staffing EBO:**

- Dawn Kinder with neighborhood services shared the staffing budget.

**Action Taken:**

Topic will be presented at the Council meeting Monday, June 20, 2016

**10. GSI Contract Extension:**

- No presentation provided

**Action Taken:**

President Stuckart made a motion to defer this topic out a month so that Todd Mielke would be available to discuss this topic with Council. Discussion ensued regarding the lapse of the lease on July 1<sup>st</sup>. Motion seconded by Lori Kinnear

**11. Scott Street Apartments MFTE:**

- 12 unit apartment building will not be attempting to meet the affordability rate due to building expenses accrued during the building process.

**Action Taken:**

None

**12. M&J Scott Street Apartments MFTE:**

- 11 units trying to meet the 20% affordability rate.

**Action Taken:**

None

**13. 1400 Tower MFTE:**

- 50 unit condo units attempting to meet the 20% affordability rate.

**Action Taken:**

Council members discussed parking issues and traffic problems that may be presented within the current plan.

**Council Reports:**

1. None

**Meeting Adjourned at 11:49 am:**

1. Next PED meeting is scheduled July 18, 2016

---

**Public Safety Committee, April 18, 2016**

**Meeting minutes:** meeting called to order at 1:31pm.

**Attendance:**

**PSC Members Present:** Chair CM Kinnear, CM Stratton, CM Fagan, CM Mumm, CM Waldref, and CM Beggs.

**Staff/Others Present:** Dir. Jim McDevitt, Asst. Chief Meidl, Carly Cortright, Maj. Justin Lundgren, Assist. Chief Brian Schaeffer, David Steele, Ofc. Craig Bulkley, Ian Von Essen, Kim Orlob, Angie Napolitano, Sue Raymon

**Approval of minutes:** Motion to approve February 8<sup>th</sup> minutes by CM Fagan and M/S by CM Mumm; approved unanimously. Motion to approve March 21st minutes by CM Fagan, M/S by CM Stratton; approved unanimously.

**Consent Agenda:****Photo Red – Briefing Paper Only**

SPD provided Photo Red briefing paper (attached). C/M Fagan will follow up with Mark Serbouzek regarding the Photo Red notices are not visible before entering the zone when traveling southbound by Longfellow; the sign is very high up on the pole. Questions and discussion followed.

**Sit and Lie – Briefing Paper Only**

SPD provided Sit and Lie briefing paper (attached). No questions or discussion.

**Council Requests****-Ombudsman Ordinance Update**

Councilmember Beggs discussed the need to have this ordinance updated before the Police Guild's contract is renegotiated. The Councilmember expressed the desire to obtain ideas on police oversight at the upcoming OPO meeting next week, Tuesday the 26<sup>th</sup>. Councilmember Fagan raised the question of who would be putting out the public notice for the OPO meeting.

**Spokane Fire Department****Purchase of Lands for Permanent Fire Station 5 merged with Permanent Fire Location Acquisition– David Steele and Chief Schaeffer substituting for Chief Williams**

David Steele displayed a map showing the property owned by Washington Department of Transportation, located at SR 195 and the Cheney Spokane Highway. Discussion included traffic impact, response area, impact to the West Plains, surplus property plans, and asset management.

**Annual Report – Chief Schaeffer substituting for Chief Williams**

The annual report was distributed via e-mail and is also available on the external website. There were no questions or discussion.

**Addressing Standard – Ian Von Essen**

The need for a standardized addressing system was identified by members of the Public Safety GIS Committee. Mr. Von Essen presented an overview of the proposed Addressing Standard, giving examples of address challenges. The goal is to have one standard that would work for the entire community and be defined enough so they aren't circumvented too often. The standards would not be applied to established addresses, but rather would be adopted from this point on. In addition to flyers being created to send to municipalities, presentations are being planned over the next few months to get the word out. The hope is to get the County adopted this year with other municipalities adopted by mid next year.

**Fire/Building Code Update – Dave Kokot**

Mr. Kokot informed the Committee the Fire/Building Code updates were approved by the State Legislature and were briefed, along with local amendments, to the Council on March 31<sup>st</sup>, 2016. There are no significant changes to the municipal code and he noted the local amendments are more restrictive than the State Code. The Planning Commission will be forwarding a recommendation to the Council in later this week for consideration in order to meet the deadline of July 1<sup>st</sup> for adoption by the City. There were no questions or discussion.

**Spokane Police Department****Hoopfest Extension 2016 MOU - Carly Cortright**

Carly Cortright presented a copy of the Memorandum of Understanding (MOU) between the City of Spokane and Hoopfest, and a briefing paper requesting approval of the one year extension of the MOU; covers police and fire personnel costs associated with Hoopfest. (Attached) No questions or discussion.

**Photo Red ATS Contract - Major Justin Lundgren**

Major Justin Lundgren presented a briefing paper requesting approval of the additional funds encumbered of the contract with American Traffic Solutions, INC. (Briefing paper attached) Questions and discussion by City Council members and SPD staff. Justin Lundgren to send more details to Council members.

**Strategic Initiatives Update - Major Justin Lundgren**

Major Lundgren presented the Strategic Initiatives Update report (attached). Questions and discussion between Council members and Staff followed. Major Lundgren will send the survey results from the Community Academy to Council members. Dir. McDevitt will check on if overtime costs from additional events could be recuperated by billing the organizations. Maj. Lundgren will send out information about the Staffing Study to Council members.

**Staff Requests****Ombudsman Report –**

Bart Logue discussed how the Ombudsman's office is working with the OPOC on how to operate within their structure as well as how to manage communication with City Hall and the community. Mr. Logue also detailed the amount, and frequency, of contact he's had with the community and the volume of cases he's been reviewing since beginning work as the Ombudsman.

**SRLJC Update –**

Justin Bingham gave an update on where the SRLJC is at on receiving the McArthur grant including what amount of funding they received. Additional meetings are scheduled for May 3rd- May 5th. 2 year grant on a three year timeline. Target of 19% reduction in jail population is the goal. There was further discussion regarding establishing a courtroom at the City's jail and how to fix the jail's current deficiencies. Councilmember Beggs asked what process will determine how the grant money is split between different needs.

**Permanent Fire Location Acquisition-**

David Steele gave a presentation on a property that is being considered as the location of a future fire station. Councilmember Fagan inquired into the possibility of signaling any part of the highway adjacent to the location. David Steele commented that there are no plans to do so. Councilmember Mumm posed questions relating to concerns over water at the sight, as it was a former drainage plot, and if the site would have multiple uses. Councilmember Kinnear inquired how vehicles from the site would get up South Hill. The site will not traditionally serve the South Hill area.

**Mental Health Court Interlocal-**

Justin Bingham gave a brief update and explained that the Mental Health Court Interlocal is essentially unchanged from the Interlocal the city has now. Councilmember Beggs posed some questions and also acknowledged that Spokane is one of the only community court systems that uses the library model.

**Probation Officer Request-**

Howard Delaney gave a presentation on the request for a new probation officer.

**Action Items:** N/A.

**Adjournment:** The meeting was adjourned at 2:52pm

**Attachments/Briefing Papers:**

Photo Red Briefing Paper  
Sit and Lie Arrest/Citation Briefing Paper  
Briefing on Fire Department Items  
EBO for New Detective Position Briefing Paper  
Strategic Initiatives Update  
Ombudsman Report  
SRLJC Update

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

---

**Public Safety Committee, May 16, 2016**

**Meeting minutes:** meeting called to order at 1:31pm.

**Attendance:**

**PSC Members Present:** Chair CM Kinnear, CM Stratton, CM Fagan, CM Waldref\*, CM Beggs, CM Mumm\*\*, and Council President Stuckart.

**Staff/Others Present:** Assistant Chief Schaeffer, Dir. McDevitt, Judge Logan, Justin Lundgren, Bart Logue, Timothy Sigler, Ed Burns, Craig Meidl, Matt Folsom, Grifynn Clay, Sue Raymon, Angie Napolitano.

\*CM Waldref departed the meeting at 1:49pm

\*\*CM Mumm arrived to the meeting at 1:46PM

**Approval of minutes:** Councilmember Fagan made a motion to approve the meeting minutes from April 18, 2016; M/S by Councilmember Waldref; passed unanimously.

**Consent Agenda:**

**Photo Red – Briefing Paper Only**

Council President asked if the photo red data is including school zones yet. It was confirmed that they are including the two cameras in school zones. There has been exponential growth in documentations with school zone cameras. Council President Stuckart recommended that funds coming from school zone cameras come back into Public Safety priorities.

CM Waldref commented on the desire for a more detailed photo red briefing.

CM Fagan echoed the exponential growth in photo red.

**Sit and Lie – Briefing Paper Only**

SPD provided Sit and Lie briefing paper (attached). No questions or discussion.

**Council Requests**

**-Divisions in the Police Department**

CP Stuckart gave a breakdown of the current department divisions and the potential need to consolidate it. Assistant Chief Craig Meidl explained why each of these divisions were created and who manages those divisions. McDevitt explained that several Police Chief Candidates that he has spoken with have expressed the desire to appoint people to key positions without obligation from Civil Service. CP stated he had spoken with individuals who disagreed and that Civil Service should have oversight over the placement of individuals to the exempt positions within SPD. CM Stratton asked for clarification of CP's plan for realigning divisions within SPD.

**-Property Crime Resolution**

CM Kinnear explained the need to focus budget priorities to specifically tackle property crime through the monitoring of property crimes. PSD McDevitt echoed the frustration SPD is hearing from the public on property crimes and what steps are necessary to combat it.

**-SFD Overtime**

Chief Schaeffer stated overtime is on par with, and a little less, than last year. Overtime is due mainly to injury and illness combined with minimum staffing. Where previously there were, at times, 10 relief personnel per shift for coverage, there are now 1-2 relief personnel per shift. Council Member Mumm mentioned the difficulty of projecting overtime and expressed her concern about the overtime budget being underestimated for the past 3 years. She requested both a 2017 and five year strategic plan for reducing overtime, being mindful of a comprehensive plan for the aging community. She stated she would rather see the City hire more firefighters and deliver more service than pay more overtime. Schaeffer stated the request could be added to the department's work plan, but City Administration would need to take the lead for directing the effort and it would involve an interdisciplinary team to accomplish. The variables are often unpredictable, and complex. He will pass along the discussion to Chief Williams for future discussions.

**-Chronic Nuisance Order Update**

CM Waldref gave an overview of the proposed Chronic Nuisance Order Update. CM Beggs outlined the differences in the two major changes to the ordinance. CM Fagan asked how the ordinance update relates to moving expenses. Matt Folsom clarified that the homeowner at fault would pick up the expenses of moving. Fire Schaeffer asked if the burden of moving expense on the property owner is something that Fire can utilize to assist in the moving of others from rundown or damaged properties. CM Beggs clarified when the landlord is responsible.

**-Decriminalizing Water Soluble Paint**

CM Beggs explained that this ordinance removes chalk art and water soluble paint would not be a criminal act as it currently is now.

**Spokane Fire Department****-Department Performance Measures – Assistant Chief Schaeffer**

Performance measures were sent to the committee ahead of time for review. Council President Stuckart commented on Dispatch hitting the 60 second goal.

**Spokane Police Department****Northrop Grumman Maintenance Contract – Major Justin Lundgren**

Major Lundgren provided the Council with a briefing paper (attached) to request approval to renew the Northrop Grumman CAD/RMS system maintenance contract; Northrop Grumman increased costs exponentially. Questions and discussion between Council members and Staff followed. WASPC membership will be told how we have been treated.

**DOJ-OJJDP Comprehensive Anti-gang Strategies and Programs Grant – Major Justin Lundgren**

Major Lundgren provided the Council with the briefing paper (attached) asking for approval to be the lead agency on the OJJDP OVM 2016 grant application to fund an anti-gang coordinator, evidence-based anti-gang curriculum, research required for an assessment, and overtime for SPD to teach the curriculum. Questions and discussion between Council members and staff followed.

**2016 COPS Hiring Grant Application – Major Justin Lundgren**

Maj. Lundgren provided Council with the briefing paper (attached) requesting Council approve the COPS Hiring Grant application for the purpose of funding eight officer positions to address "quality of life", as a community policing and community outreach effort. Questions and discussion between Council members and staff followed.

**Strategic Initiatives Update - Major Justin Lundgren**

Major Lundgren presented the Strategic Initiatives Update report (attached) to Council. Questions and discussion between Council members and Staff followed regarding the Culture Audit being performed by PhD students that will begin next month. Major Lundgren will follow up with CM Fagan regarding the "Inadequate Response" situations.

**2015 Annual Use of Force Report – Major Justin Lundgren**

2015 Use of Force report provided (attached) to Council. SPD's use of force number is a fraction of the national average. Questions and discussion from Council members and staff followed. Request from Council to bring in someone from the K9 Unit (and Daisy) to talk about K9 policies (bite and hold vs. point/alert).



**Staff Requests****Ombudsman Report –**

Ombudsman Bart Logue stated he will start putting together reports by district and then proceeded to give an update on what is occurring within the Ombudsman's office. He stated that the Police Department does not yet have a published policy on body camera footage and how to publish it. The Ombudsman gave a rundown on his recent trip to Portland and Seattle on behalf of the office. CP Stuckart asked on where the office is at regarding a permanent Ombudsman.

**SRLJC Update –**

CP Stuckart gave an update on where SRLJC is regarding the McArthur grant and with the collection of Community Court data.

**Veterans Court Grant-**

Tim Sigler presented on the Veterans Court Grant and how the matching funds for the respective grants can be counted through time worked by Judge Mary Logan. CM Beggs asked if there was any data on the County's re-offense rate. Tim Sigler stated the numbers were lower than any national drug type court.

**Action Items:** N/A.

**Adjournment:** The meeting was adjourned at 2:50pm

**Attachments/Briefing Papers:**

Photo Red Briefing Paper  
Sit and Lie Arrest/Citation Briefing Paper  
SFD Briefing Paper  
EBO for New Detective Position Briefing Paper  
Strategic Initiatives Update  
Ombudsman Report  
SRLJC Update

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

---

**Public Safety Committee, June 20, 2016**

**Meeting minutes:** meeting called to order at 1:32pm.

**Attendance:**

**PSC Members Present:** Chair CM Kinnear, CM Stratton, CM Fagan, CM Waldref, CM Beggs, CM Mumm.

**Staff/Others Present:** Dir. Jim McDevitt, Maj. Justin Lundgren, Chief Williams, Assist. Chief Brian Schaeffer, Sgt. Jason Reynolds, K9's Daisy the Bloodhound, Angie Napolitano, Sue Raymon, Dr. VanWormer

**Approval of minutes:** Councilmember Waldref made a motion to approve the meeting minutes from May 16, 2016; M/S by Councilmember Stratton; passed unanimously.

**Consent Agenda:****Photo Red – Briefing Paper Only**

SPD provided Photo Red briefing paper (attached). Questions and discussion followed.

**Sit and Lie – Briefing Paper Only**

SPD provided Sit and Lie briefing paper (attached). No questions or discussion.

**Council Requests****-Human Trafficking Resolution- CM Kinnear**

CM Kinnear gave a short explanation on the development of this resolution. CM Mumm brought up the importance of education within the community around Human Trafficking. She raised the thought of what groups the City should be working with to increase education, suggesting different public transportation agencies. CM Stratton asked if we have safe houses for these individuals. CM Kinnear informed her that there currently aren't secure crisis response centers that will hold those underage who are being trafficked. CM Waldref asked for clarification on how the SPD and INW Taskforce will develop the report for City Council. CM Mumm suggested awareness literature be translated in multiple languages.

**-Daisy Demonstration- Sgt. Jason Reynolds**

Sgt. Reynolds shared the history on how they decided on a bloodhound. Daisy was acquired from South Central Bloodhound Rescue; she is still in the training stages. Funding for Daisy was from Carla Blazek's organization which also funded another K9 named Murphy. Questions and discussion by Council and staff followed. CM Kinnear presented a Salutation to the K9 Unit. There will be a news crew recording a demonstration this week. CM Kinnear will forward the video to Council when it is available.

**Spokane Fire Department****Department Performance Measures – Chief Williams**

Performance measures were sent to council members previously and were reviewed at the 5/16/16 PSC meeting. There were no questions or discussion.

**ARU Program Overview – Chief Williams**

Attached is information on updated ARU information which was discussed at the 6/16/16 Fire Task Team review meeting. There were no questions or discussion.

**Fire Benefit Charge Overview – Chief Williams**

A presentation from Kinnon Williams, an attorney from the west side of the State who provided services to Fire Districts and Fire Authorities that have looked into and/or pursued a Fire Benefit Charge, was given at the 6/16/16 Fire Task Team meeting. Council Member Waldref attended the meeting and sent out an email with an update. She highlighted a few major points. It is a way to provide funding for increased or additional services for Fire EMS above the current baseline, and has been used by Fire Districts for many years. Most recently, it was used by a Fire Authority, which is multiple districts combined, in the Kent area. No municipality has adopted it yet, but the City of Spokane is eligible due to the annexation of the West Plains. Council Member Waldref and Chief Williams briefly reviewed the process and estimated time it would take. Once voted on and passed, which requires a 60% passing rate of those who vote, it must go into place within one year and has a maximum term of 6 years. In addition to public hearings, some of the steps include a study to identify the current level of service and what the Fire Benefit Charge would improve, determine what the community is willing to consider as it relates to enhancements and determine the cost by putting together formulas of how different properties would be assessed. The County Assessor must have the formula by the 15<sup>th</sup> of November.

Chief Schaeffer suggested that in order to proceed with this method of improving Fire and EMS protection, a political role is needed. Council Members Kinnear and Waldref suggested this topic be continued in a study session and Chief Williams suggested bringing Kinnon Williams back in to speak to the council at the study session. Council Member Mumm will have him contacted.

**Additional Item – Chief Williams**

Chief Williams informed the committee that the Opticom agreement with Fire District 10, which was briefed 3-4 months ago, will be coming forward as an agenda item. Final paperwork was pending, which has now been received.

**Spokane Police Department****New CAD/RMS Obligations Interlocal Agreement – Major Justin Lundgren**

Major Lundgren provided the Council with the New CAD/RMS Obligations Interlocal Agreement briefing paper (attached) asking for approval of the Interlocal agreement between the City of Spokane and Spokane International Airport (SIA) police for the financial obligations regarding the implementation and annual maintenance of New World System's new CAD/RMS. Questions and discussion between Council members and staff followed.

**Strategic Initiatives Update - Major Justin Lundgren**

Major Lundgren presented the Strategic Initiatives Update report (attached) to Council. Highlights included upcoming Police Activities League (PAL) which will be held in three different parks: Cannon, Harman and Liberty parks. Maj. Lundgren also highlighted the first YPI in a middle school (Shaw); participants noted that the younger children had shorter attention spans and less ability of seeing long-term consequences for their actions. It is still in the testing phase but was considered an overall success. Dir. McDevitt invited Council to attend this week's Public Compstat meeting on Thursday night at East Central Community Center. Questions and discussion between Council members and Staff followed.

**Staff Requests**

**2016 Relicensing Interlocal-** Justin Bingham gave an explanation of the Interlocal Relicensing in addition to a report on the consistency of court numbers. Spokane's Interlocal program is being the template of a statewide Interlocal program as a result of its success. CM Beggs inquired on the mitigation of court costs as a result of this program. Justin Bingham responded on how the Interlocal program eases the financial burden of court costs for individuals.

**Ombudsman Update** – Bart Logue gave a rundown of the Ombudsman report. CM Beggs asked about the selection committee process, receiving an answer that the decision will occur sometime around June 27<sup>th</sup>. No reports turned into a formal complaint of SPD this month. A request was made in April for all of OPO to have access to body camera footage. CM Beggs inquired about the Ombudsman selection. Bart Logue informed him that the selection committee will meet on June 27<sup>th</sup>.

**SRLJC Update** – Dr. VanWormer gave an update on the SRLJC. Two new members representing the city were recently added. The Law and Justice Council have created a report surrounding the city jail; setting up a Jail Innovation Team to look into what improvements could be made. There is a soft launch date of October 1<sup>st</sup> of the Risk Needs Tool, acquired from the McArthur Grant, to investigate how to make jail a safer environment. Different supervision options available for offenders for the pre-trial period were also discussed. CM Beggs asked how many individuals the pre-trial supervision would affect. Dr. VanWormer anticipated it would have a 17% reduction impact on the jail. CM Kinnear brought up the need for electronic home monitoring. Dr. VanWormer emphasized the need for GPS home monitoring as opposed to radio frequency home monitoring.

**CM Kinnear thanked Director McDevitt for his service. Director McDevitt thanked Council for their support of the Police Department.**

**Breean gave a brief update on the Police Chief selection** – They are down to 10 candidates. It will be narrowed down to 4-5 candidates on June 29<sup>th</sup>.

**Action Items:** N/A.

**Adjournment:** The meeting was adjourned at 2:50pm

**Attachments/Briefing Papers:**

Photo Red Briefing Paper  
Sit and Lie Arrest/Citation Briefing Paper  
New CAD/RMS Obligations Interlocal Agreement Briefing Paper  
Strategic Initiatives Update Report  
Ombudsman Report  
SRLJC Update

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

---

**Public Safety Committee, July 18, 2016**

**Meeting minutes:** meeting called to order at 1:31pm.

**Attendance:**

**PSC Members Present:** Chair CM Kinnear, CM Stratton, CP Stuckart, CM Beggs, CM Mumm (Joined the meeting at 1:45pm).

**Staff/Others Present:** Asst. Chief Meidl, Maj. Justin Lundgren, Chief Williams, Assist. Chief Brian Schaeffer, Sgt. Jason Reynolds, Ombudsman Bart Logue, Angie Napolitano, Sue Raymon, Gloria Ochoa, Meghann Steinolfson, David Kaiser (Battalion Chief), Jamie McIntyre, Howard Delaney, Jail Director McGrath, Sgt. Tom Hill, Officer Roberge

**Approval of minutes:** CM Stratton made a motion to approve the meeting minutes from June 20, 2016; M/S by CM Beggs; passed unanimously.

CM Kinnear read a presentation of appreciation for our Police Department in light of recent violent events surrounding Police Departments around the country.

**Consent Agenda:**

**Photo Red – Briefing Paper Only**

SPD provided the Photo Red Spreadsheet (attached). No questions or discussion.

**Sit and Lie – Briefing Paper Only**

SPD provided Sit and Lie briefing paper (attached). No questions or discussion.

**Council Requests****-Parking Infraction Amendment- CM Beggs**

CM Beggs brought up the interpretation of parking being prohibited twenty feet from driveways, whether it is the inside or outside curb of the driveway. CP Stuckart asked Fire if this standardization effects fire. Chief Schaeffer stated it will be sufficient.

**-Oil Spill Response Discussion- CM Beggs**

CM Beggs is hoping to plan a presentation on the scenario of an oil spill in the Spokane River. Chief Schaeffer discussed Fire and Emergency Management would be essential groups to that conversation. CM Beggs expressed specific concern about the drinking water in the aquifer. Chief Schaeffer gave a brief explanation on Fire's response to a spill. CM Kinnear recommended out to the regional hydrologist for recommendations.

**-Marijuana Crime Statistics- Tracie Meidl**

Tracie Meidl discussed the process in determining if calls for service had increased around 1114 W. 1<sup>st</sup> Avenue. She stated the numbers of calls for service within the first six months of the past three years. The total number of calls in 2014, 2015, and 2016 were 368, 247, and 243 respectively. The calls for service did not reflect specificity towards marijuana related complaints.

CP Stuckart asked how many calls were related to calls for service on individuals protesting the Marijuana retailer.

**-Fulfilling use of Force Recommendations- Meghann Steinolfson**

Meghann Steinolfson gave a presentation on SPD's status in contracting someone to facilitate community outreach efforts on fulfilling these recommendations. She stated that there is not a comprehensive plan to implementing the recommendations at the moment. CP Stuckart asked how long Council has to provide them with their desires on the contract. Meghann requested they be submitted by the end of August. CM Beggs gave an update on where he is in working with SPD, the Ombudsman, and citizens to create a recommendation.

**Asst. Chief Meidl extended an invitation for Council Members to join for ride alongs.**

**Spokane Fire Department****-Introductions – Chief Williams**

Chief Williams introduced David Heizer, who was promoted to Battalion Chief and Jamie McIntyre the new Community Risk Reduction Manager. Both employees gave a brief background history.

**-Fireworks Overview – Chief Williams**

Fourth of July information was provided to the Council. The ban continued to work very well. There were five tickets written, and three injuries reported in Eastern Washington. One was an eye injury in the City of Spokane and the other two were outside of Spokane County.

**-New Fire Apparatus Update – Chief Williams**

Chief Williams thanked the Council for their support of the SIP program. The Tiller Ladder replacing Ladder 1 at Station 1 has been received and crews are currently training on the unit. The shop is adding equipment and the unit should be in service in August.

A team from the SFD maintenance division was in Appleton conducting final inspections on the three new Engines last week. They should be delivered in the next 30 days. In addition, two Pumper/Ladders are expected to be delivered by the end of September. All of the units should be in service by the end of the year.

Funding in the next SIP budget period, beginning August 1, will go towards replacing Ladder 2 at Station 2. The Mayor's office is supportive of working with the HGACBuy (Helping Governments Across the Country Buy) program. Information on the HGAC program is provided in the briefing paper.

It was asked if these purchases would bring the FD up to where they need to be. Chief Williams explained it would not, due to playing catch-up from the failed 2009 bond issue; but with the continuation of the SIP plan, it will be sometime in the year 2024. He further explained the replacement timeline of units for sixteen stations, which include 16 Engines, 5 Reserve Engines and 4 Ladders. Engines have 10 year frontline service with 2 years frontline service reserve and Ladders have 13 years frontline service life with 2 years frontline service reserve. He noted it's an ongoing process replacing 2-3 engines every year and a Ladder about every third year.

**Spokane Police Department****-AOT False Alarm Extension – Major Justin Lundgren**

Major Lundgren provided the Council with the AOT Public Safety Corporation briefing paper (attached).

Questions and discussion between Council members and staff followed. Major Lundgren will get SPD's costs for man hours on false alarms.

**-BLEA Interagency Agreement and EVOC Cars – Maj. Justin Lundgren**

Major Lundgren provided the Council with the BLEA Interagency Agreement and EVOC Cars briefing paper (attached). Questions and discussion between Council members and staff followed.

**-Strategic Initiatives Update - Major Justin Lundgren**

Major Lundgren presented the Strategic Initiatives Update report (attached) to Council. Highlights included PAL: 250 kids total this year (100 at Liberty last week). Major Lundgren will forward link about Spokane being recognized for the positive things that are being done. No discussion followed.

**Staff Requests****-Probation Space Interlocal Agreement- Howard Delaney**

Mr. Delaney explained why the 2014-2016 agreement took so long to come to Council. The money for the agreement has already been allocated. Mr. Delaney explained how he is working to be more proactive to get an interlocal agreement in advance as opposed to in arrears.

**-Jail Medical Services Process-**

CM Mumm raised a question on licensing in Washington. Director McGrath gave an explanation on his role. CM Mumm raised a question on the report that some inmates were not receiving their medication. Director McGrath explained how that article had falsely reported on the subject and gave and went into the medical services provided through a third party service. He went on to explain CM Kinnear's question about staffing in medical services at the Jail. CM Stratton asked if there is staff to respond to medical needs at all time. Director McGrath responded that there is medical staff on call 24/7. CM Stratton also inquired into the ration of medical staff to inmates. Sgt. Tom Hill responded that there are typically 145 inmates receiving medical services at any point. CM Mumm asked if inmates are getting their medication as described by their doctor. Sgt. Hill explained that the paper's statements were false and that patients are receiving the necessary medication and patient care. CM Beggs complimented Sgt. Hill and Director McGrath on their work getting inmates out of their cells to provide medical services. CM Beggs further inquired as to how patients with special needs receive the help they need. Sgt. Hill launched into an explanation on how the jail orders patient specific medication. CM Beggs asked what the lag time was between booking and evaluation for medical needs. Sgt. Hill stated that patients should have the necessary medication within 12 hours of their medical inspection. CM Mumm questioned why it is difficult to remain staffed. Sgt. Hill defended the competitive salary and benefits of the position. He went on to explain that there is a 5-6 year turnover with nurses. CM Mumm raised a question on how psychiatric care in the Jail. The Jail is working to hire a Psychiatric professional to be on sight. Sgt. Hill explained how the national company is working as a stop gap until necessary positions are filled. CM Beggs inquired on wage restrictions for new nurses. Sgt. Hill explained that the provision prohibiting increased pay for more experienced nurses had been removed.

**-Ombudsman Update –**

The 2015 annual report had been submitted in June. CM Stuckart stated that this update is satisfactory to serve as the annual report as there was no Ombudsman in 2015 to create a report from. CM Beggs and Kinnear agreed that the lack of a 2015 report presentation was acceptable.

Ombudsman Logue stated that the Ombudsman's office has their first draft for policies and procedures and that they are currently working on community outreach strategies. The Ombudsman's office is also looking into the reporting mechanisms within the SPD. Ombudsman Logue went into what activities the Ombudsman's office has been engaged with surrounding various positions within the office. Ombudsman Logue stated that there will be an \$87,000 request to hire the positions needed within the department. Ombudsman Logue has been added to SPD's training updates list.

CM Stuckart asked where in the process we are in hiring a permanent Ombudsman. Ombudsman Logue stated that interviews start tomorrow.

**-SRLJC Update – Gloria Ochoa**

Gloria gave an update on what work the SRLJC has done since their last meeting. She expanded on what community discussion they had around creating more racial equity as well as what work around the municipal court is occurring through the McCarthy Grant.

There is a focus on starting an integrated pretrial office to look at expanding electronic home monitoring for individuals awaiting pretrial.

SRLJC has been working with the Public Defender's office to maximize staff so they can assist citizens who are seeking services. A third window at the Public Defender's office will be open on August 1<sup>st</sup>.

CM Kinnear asked how electronic monitoring would work if an individual is deemed to be a risk. Gloria informed CM Kinnear that each individual will be evaluated individually to determine what the best form of pretrial monitoring would be.

**Action Items: N/A.**

**Adjournment:** The meeting was adjourned at 2:30pm

**Attachments/Briefing Papers:**

Photo Red Briefing Paper  
Sit and Lie Arrest/Citation Briefing Paper  
AOT PSC Contract Extension Briefing Paper  
BLEA Interagency Agreement Briefing Paper  
FD PSC Briefing Paper  
Interlocal Agreement Briefing Paper

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

# 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. C35424

An ordinance relating to the annual budget; amending section 07.09.010 of the Spokane Municipal Code; enacting a new section 07.09.015 of the Spokane Municipal Code.

**WHEREAS**, the annual City Council process for establishing the City's budget ensures the fiscally responsible use of taxpayer funds; and

**WHEREAS**, the City Charter mandates that the establishment, funding, and staffing of each City department is done annually in the budget process by ordinance; and

**WHEREAS**, since at least 2012, there have been instances when employees in positions funded by the annual City Council approved budget have been transferred into different departments outside the required budget process; and

**WHEREAS**, under that practice, the employee's former department continued to pay the transferred employee's salary for work in the new department, either directly or via the former department "billing" the new department, also outside the budget process; and

**WHEREAS**, the use of this practice has been increasing and is inconsistent with the City Charter, including provisions relating to Civil Service under Article VI; and

**WHEREAS**, legislative action is needed to reaffirm the City Council's role in the creation, funding and staffing of City departments in the budget process as mandated by the City Charter and to prevent further unauthorized use of City funds; and

**WHEREAS**, the City Council finds that this legislative action to enforce and reaffirm the requirements of the annual budget process is central and essential for the immediate support of City government and its existing public institutions within the meaning of Section 19 of the City Charter.

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

Section 1. That section 07.09.010 of the Spokane Municipal Code is amended to read as follows:

**Section 07.09.010 Permitted When**

- A. Intrafund budget transfers may be made during the current fiscal year by order of the mayor, or in the library fund by the library director, or in the park fund by the director of parks and recreation~~((-))~~; ~~((Provided))~~provided, however, that the following transfers shall not occur unless ~~((be))~~ approved by an ordinance passed by the vote of one more than the majority of all members of the city council:
1. The creation or abolishment of employee positions, except for:
    - a. classified employee positions which are created or abolished solely for the purpose of downgrading a specific position in order to hire at a lower level of the classification; or
    - b. progressive promotions, certification advancements or position reclassifications of classified employees governed by civil service rules or bargaining unit contracts.
  2. The decrease, revocation or recall of all or any portion of the total appropriations provided for any one fund.
  3. All transfers from a budgeted line-item to a defunded line item as adopted by the City Council.
  4. Emergencies as specified in state law or City charter.
- B. Provided, further, that the following transfers shall be approved by ordinance passed by a majority of all members of the city council:
1. Changes to the wages, hours and conditions of employment of appointive employees.
  2. Adjustments to the salary or compensation of City officers, assistants and employees.

~~((C. The city council shall approve any regulations implementing this section.))~~

Section 2. That there is enacted a new section 07.09.015 of the Spokane Municipal Code to read as follows:

**Section 07.09.015 Personnel/Position Transfers.**

- A. Transfer of all classified personnel shall be accomplished pursuant to the City's civil service rules.
- B. The elimination of a position in a department which accompanies, precedes, or results in the transfer of that position to another department shall be accompanied by an interfund transfer of the budgeted funds for the transferred employee's position from the former department to the new department.
- C. Inter-departmental transfers of job positions and interfund transfers, as described in this section, outside of the annual budget process as described in Section 25 of the City Charter, SMC 07.15.005, and chapter 35.33, RCW, shall not occur unless the City Council approves an emergency budget ordinance to accomplish the transfer.

**Passed by City Council August 15, 2016**  
**Delivered to Mayor August 18 2016**

---



# Job Opportunities

**The City of Spokane is an Equal Employment Opportunity Employer**

## AMENDMENT

## AMENDMENT

## AMENDMENT

### EVENT AND GROUP RENTAL MANAGER

SPN 082

(Announcement of 8/8/2016)

The above titled announcement is hereby amended to read:

CLOSE DATE: Sunday, September 11, 2016 at 11:59 p.m.

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### CALL FOR BIDS

#### **Citywide ADA Ramp Upgrade Engineering Services File No. 2015162**

This project consists of the construction of approximately 1,500 square yards of sidewalk, 1,500 linear feet of curb removal and replacement, 500 square yards of pavement patching, 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., August 29, 2016 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. 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](http://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](http://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.

Cash, cashier's check, 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.

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2016 Standard Specifications. Bidder's should allow sufficient time to familiarize themselves with the WSDOT 2016 Standard Specifications prior to bidding the project.

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: August 10, 17 and 24, 2016

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR PROPOSALS

#### HEAD GOLF PROFESSIONAL/MANAGER Esmeralda Golf Course

#### City of Spokane Parks & Recreation Department

#### RFP #4283-16

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, SEPTEMBER 19, 2016** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **HEAD GOLF PROFESSIONAL/MANAGER at Esmeralda Golf Course** for the City of Spokane Parks & Recreation Department.

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing, 4<sup>th</sup> Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201, [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org).

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on the due date**. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late. **Only firm Proposals with signatures will be evaluated.**

**Submit one (1) original, twelve (12) copies and one (1) digital copy of the Proposal to:**

**City of Spokane - Purchasing  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane, Washington 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.

All response packages are to be clearly marked with:

**"RFP #4283-16, HEAD GOLF PROFESSIONAL/MANAGER at Esmeralda Golf course, DUE 9/19/16".**

Thea Prince  
City of Spokane Purchasing

Publish: August 17 & 24, 2016



