



# Official Gazette

## City of Spokane, Washington

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

Volume 110

**JANUARY 22, 2020**

Issue 4



### MAYOR AND CITY COUNCIL

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BREEAN BEGGS

COUNCIL MEMBERS:

KATE BURKE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

BETSY WILKERSON (DISTRICT 2)

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# Minutes

## MINUTES OF SPOKANE CITY COUNCIL

Monday, January 13, 2020

### BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Briefing Center in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

**Roll Call**

On roll call, Council President Beggs and Council Members Burke, Cathcart, Kinnear, Mumm, and Stratton were present. (Note: City Council District 2, Position 2 is vacant.)

City Attorney Mike Ormsby, City Council Policy Advisor Brian McClatchey, and City Clerk Terri Pfister were also present on the dais.

**Advance Agenda Review**

There was no Advance Agenda Review as the regularly scheduled meeting for Tuesday, January 21, 2020, has been canceled. (There is no meeting on Monday, January 20, 2020, due to the recognized observance of the Martin Luther King, Jr. holiday).

### ADMINISTRATIVE SESSION

**Current Agenda Review**

The City Council reviewed the January 13, 2020, Current Agenda for any changes.

Suspension of the Council Rules

**Motion** by Council Member Mumm, seconded by Council Member Kinnear, **to suspend** the Council Rules; **carried unanimously.**

Resolution 2020-0007

**Motion** by Council Member Mumm, second by Council Member Stratton, **to adopt** Resolution 2020-0007 to appoint as yet an unnamed member to the City Council to fill the District 2 seat vacated by Council President Beggs (thereby adding Resolution 2020-0007 to the January 13, 2020, Current Legislative Agenda); **carried unanimously.**

Resolution 2020-0004 (Council Sponsor: Council President Beggs)

**Motion** by Council Member Kinnear, seconded by Council Member Cathcart, **to defer** Resolution 2020-0004—renaming the East Central Community Center to the Dr. Martin Luther King, Jr. Community Center—to February 3, 2020; **carried 5-1 (Council Member Burke “no”).**

Final Reading Ordinance C35879 (Council Sponsor: Council Member Stratton)

**Motion** by Council Member Stratton, seconded by Council Member Kinnear, **to defer** Final Reading Ordinance C35879—amending Ordinance No. C34032 in order to revise the description of the public improvements, extend the apportionment period, amend the intergovernmental agreement, and providing for other matters properly related thereto—to March 9, 2020; **carried unanimously.**

Hearing on Vacation of the Alley between Francis and Decatur Avenues and Related First Reading Ordinance C35866

**Motion** by Council Member Mumm, seconded by Council Members Burke and Kinnear, **to defer indefinitely** the Hearing on vacation of the alley between Francis Avenue and Decatur Avenue, from the east line of Haven Street to the west line of Market Street and related First Reading Ordinance C35866; **carried unanimously.**

First Reading Ordinance C35881

**Motion** by Council Member Mumm, seconded by Council Member Kinnear, **to add** First Reading Ordinance C35881—granting a non-exclusive Franchise Agreement to TDS Metrocom, LLC to use the public rights-of-way and other public places in the City of Spokane, for the purpose of providing cable television services with a variety of terms and conditions—to tonight's (January 13, 2020) Legislative Agenda; **carried unanimously.**

**CONSENT AGENDA****Upon motion by Council Member Kinnear, seconded by Council Member Stratton, the City Council approved Staff Recommendations for the following items:**

Purchase from American Medical Response for three LifePak 15 defibrillators for the Fire Department's new apparatus commissioned in 2019—\$64,101.24 (plus tax) (unit price for each: \$21,367.08). (OPR 2020-0014 / RFQ 5162-19)

Annual Value Blanket Order with SiteOne Landscape Supply (Spokane, WA) for 2" Reduced Pressure Backflow Prevention Assemblies on an as needed basis for the Water department—not to exceed \$125,000 (incl. tax). (OPR 2020-0015 / RFQ 5214-19)

Contract with Helfrich Brothers Boiler Works, Inc. (Lawrence, MA) for Refractory Installation and Sandblasting Services at the Waste to Energy Facility from February 1, 2020 through January 31, 2022—\$1,900,000 (incl. tax). (OPR 2020-0016 / PW ITB 5196-19)

Contract with Unitec Corp. (Seattle, WA) for installation of a new scale, including demolition/removal of the existing scale, at the Northside Landfill—not to exceed \$150,000 (incl. tax). (OPR 2020-0017 / PW ITB 5205-19)

Special Counsel Contract Amendment with Brian T. Grogan and the law firm of Moss & Barrett, P.A. (Minneapolis, MN) to provide legal services in regard to the Comcast Franchise renewal—increase of \$50,000. Total Contract Amount: \$227,500. (OPR 2014-0117)

Contract with Advanced Radon Technologies for the installation of a Radon Mitigation System at City Hall—\$76,936 (incl. tax). (OPR 2020-0018)

Second Amendment to the City of Spokane Universal Transit Access Pass Agreement (U-TAP)—\$75,700. (OPR 2017-0727)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through January 3, 2020, total \$15,504,054.07, (Check Nos. 567785-567902; ACH Payment Nos. 73281-73531) with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$14,679,827.16.

**Council Recess/Executive Session**

The City Council adjourned at 3:42 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Legislative Session.

**LEGISLATIVE SESSION****Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Beggs.

**Roll Call**

Council President Beggs and Council Members Burke, Cathcart, Kinnear, Mumm, and Stratton were present. (Note: City Council District 2, Position 2 is vacant). Mayor Woodward joined the City Council on the dais.

City Council Policy Advisor Brian McClatchey and City Clerk Terri Pfister was also present on the dais.

**PROCLAMATIONS**

January 20, 2020 *Martin Luther King, Jr. Observance Day*

Mayor Woodward read the proclamation and presented it to Frieda Gandy and Curtis Robinson. Dr. Martin Luther King, Jr. believed that true peace requires not only the absence of war but the powerful presence of justice, admonishing the public that violence brings only temporary victories. Violence, by creating many more social problems than it solves, never brings permanent peace. Dr. Martin Luther King, Jr. awakened the hearts of Americans by calling for true equality and integrity amongst citizens by promoting a sense of justice that moves beyond racism and by encouraging a national realization that their destiny is tied up with our destiny and their freedom is inextricably bound by our freedom. We cannot walk alone. The citizens of Spokane should continue to live by Dr. King's principals, ethics, and philosophy that all citizens must work together for the common cause of bettering human kind as a united body and by serving our community in positive ways. The proclamation invites citizens to recognize and honor the life and works of Dr. Martin Luther King, Jr. and join in the many celebrations happening in our city.

## ADMINISTRATIVE REPORT

### Report of Mayor Woodward

Mayor Woodward noted she announced three additional appointments to senior leadership positions today, as follows: Tonya Wallace as Chief Financial Officer, Brian Coddington as Communications Director, and Tom Bartridge as Interim Human Resources Director. She stated she is confident their expertise and passion for public service will complement the employees that were confirmed last week. Mayor Woodward stated she looks forward to introducing Ms. Wallace, Mr. Coddington, and Mr. Bartridge to the Council in February.

Mayor Woodward also remarked on the City's snow response this past weekend and stated crews were proactive and were out plowing, sanding, and de-icing arterials all day Friday to help alleviate the evening commute. She noted that on Friday alone, the City used 34 tons of sand, 53 tons of granular salt/sand mix, and 88,000 gallons of de-icer. She further stated that crews covered 3,200 lane miles and that's because of some of the repeat visits that they had to make on the main arterials. Mayor Woodward noted that a full city plow was entered on Friday evening and crews worked 24/7 all weekend to clear snow to ensure safe mobility throughout the City. The full City plow ended on Sunday evening, fulfilling the City's commitment to complete a full City plow in three days or less. The Mayor stated she is grateful to our Streets, Water, and Wastewater employees who enable us to provide around the clock services and do their work efficiently and effectively. She also recognized 3-1-1 service reps who worked all weekend taking in citizen responses and questions and are committed to delivering excellent customer service to citizens. The 3-1-1 teams fielded nearly 350 calls this weekend. She also thanked citizens for their patience and partnering with the City on this first big snow response of the season. She noted the community works better when we work together.

Mayor Woodward also noted, as part of the winter plan that was approved in the fall, services for those experiencing homelessness have been expanded in the City; and based on nightly reporting, there has been capacity for adult men and for adult women and families throughout the system. This is part of a phased in approach to address the cold weather needs as well as long term solutions for those experiencing homelessness. Additionally, CHHS staff are continuing to build strong relationships in the community and partnerships as well to activate additionally facilities and services if they are needed throughout the winter months.

There were no **Council Committee Reports**.

## REVIEW OF OPEN FORUM RULES

Council President Beggs reviewed the rules for Open Forum.

## OPEN FORUM

The open forum is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. The following individuals spoke during the open forum on various topics and issues:

1. James Earl
2. Anna Bohach
3. Kim Hall
4. Dennis Hall
5. Mary Yaghtin
6. Afshin Yaghtin
7. Randall Riggs
8. Mike Etter
9. Sue Etter
10. Ruth Borgmann

## BOARDS AND COMMISSIONS APPOINTMENTS

### Design Review Board (CPR 1993-0069) and Plan Commission (CPR 1981-0295)

**Upon Unanimous Voice Vote (in the affirmative)**, the City Council **approved** (and thereby confirmed) the following:

- Reappointment of Kathy Lang to a second three-year term as the Community Assembly liaison to the Design Review Board as recommended by the Community Assembly from January 1, 2020, to December 31, 2022. (CPR 1993-0069)
- Appointment of Mary Winkes to a three-year term as the Community Assembly liaison to the Plan Commission, as recommended by the Community Assembly, from January 1, 2020 to December 31, 2022. (CPR 1981-0295)

**LEGISLATIVE AGENDA**

There were no **Special Budget Ordinances**.

There were no **Emergency Ordinances**. (Note: Emergency Ordinance C35837 has been deferred to February 3, 2020.)

**RESOLUTIONS****RES 2020-0007**

The City Council considered Resolution 2020-0007 regarding the appointment to fill the vacancy in Spokane City Council District 2, Position 2. Public testimony was received and the following action was taken after Council commentary was held:

**Motion** by Council Member Kinnear, seconded by Council Member Stratton **to approve** Betsy Wilkerson to the seat (and thereby adopt Resolution 2020-0007 regarding the appointment to fill the vacancy in Spokane City Council District 2, Position 2); **carried unanimously**.

Ms. Wilkerson was invited to the podium, and she shared some remarks.

**Council Recess**

The City Council took a recess at 7:00 p.m. Mayor Woodward stepped down from the dais at this time. The City Council reconvened at 7:10 p.m.

**Resolution 2020-0005 (Council Sponsor: Council President Beggs)**

The City Council considered Resolution 2020-0005 appointing City Council members to boards, committees, and commissions for 2020. Council President Beggs requested a motion to substitute the list of appointments with the latest version circulated by Policy Advisor Brian McClatchey which among other things includes Betsy Wilkerson. The following actions were taken following Council commentary:

**Motion** by Council Member Mumm, seconded by Council Member Kinnear, **to substitute** (the list of appointments with the latest version circulated by Policy Advisory Brian McClatchey); **carried unanimously**.

**Upon Unanimous Voice Vote (in the affirmative)**, the City Council adopted Resolution 2020-0005 (with attachment as substituted above) appointing City Council members to boards, committees, and commissions for 2020.

There were no **Final Reading Ordinances**. (For Council action on Final Reading Ordinance C35879, see section of minutes under 3:30 p.m. Administrative Session.)

**FIRST READING ORDINANCE**

The following Ordinance was read for the first time, with further action deferred:

**ORD C35881** Granting a non-exclusive Franchise Agreement to TDS Metrocom, LLC to use the public rights-of-way and other public places in the City of Spokane, for the purpose of providing cable television services with a variety of terms and conditions. (Council Sponsor: Council President Beggs)

**For Council action on First Reading Ordinance C35866, see section of minutes under 3:30 p.m. Administrative Session.**

There were no **Special Considerations**.

There were no **Hearings**.

**SECOND OPEN FORUM**

The open forum is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. The following individuals spoke during the second open forum on various topics and issues:

1. Kristine Schuler
2. George McGrath
3. Kim Schmidt
4. Tom Robinson
5. Nicolette Ocheltree
6. Michael Schneider
7. John Lee

#### **ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:35 p.m.

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### **STUDY SESSION MEETING MINUTES SPOKANE CITY COUNCIL Thursday, January 9, 2020**

A Special Meeting of the Spokane City Council was held on the above date at 3:36 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Beggs and Council Members Burke, Cathcart, Mumm and Stratton were present. Council Member Kinnear arrived at 4:45 p.m. Council Member Stratton left the dais from 4:48 p.m. until 5:04 p.m. The purpose of the meeting was to hold discussion on the following topics:

- Rank Choice Voting
- West Quadrant TIF
- Council Boards and Commissions Appointments Resolution
- East Central Community Center Renaming Resolution

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

The meeting adjourned at 5:16 p.m.

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### **Public Safety & Community Health Committee Meeting Minutes – April 8, 2019**

**Call to Order:** 10:30 AM

#### **Attendance:**

**PSCHC Members Present:** PSCHC Chair CM Kinnear, CM Burke, CM Fagan, CM Stratton, CP Stuckart, CM Beggs, CM Mumm (arrived at 10:38 AM)

**Staff/Others Present:** SPD Chief Meidl, Asst. Chief Lundgren, Major Olsen, Major King, Dir. MacConnel, Dir. Jennifer Isaacson, Officer Craig Buckley, Sgt. John Griffin, Mary Muramatsu, Catherine Harrington, Brian McClatchey, Mike Ormsby, Eric Finch, Bart Logue, Alex Reynolds, Andrew Rolwes, Kelly Keenan, SFD Asst. Chief John, Mike Lopez, EMS Chief Bacon

**Approval of February 4, 2019 minutes:** Motion to approve by CM Burke; M/S by CM Fagan. The committee approved the minutes from the March 4, 2018 PSCHC meeting unanimously.

#### **CONSENT AGENDA ITEMS**

##### **Monthly Reports:**

OPO Monthly Report – February 2019  
Sit & Lie Enforcement Update  
Strategic Initiatives Monthly Update (SPD)

##### **Consent Agenda Portion:**

FY 2018 Continuum of Care (CoC) Program Awards from HUD (CHHS)  
Consolidated Homeless Grant (CHG) Application (CHHS)  
The Guardians Foundation Contract Extension (CHHS)  
Youth Homelessness Demonstration Grant Application (CHHS)  
Post Street Bridge Sole Source Contract (Public Works)  
Amendment to OPD Grant Agreement (Public Defender's Office)

Value Blanket Extension for Structural Firefighting Turnouts (SFD)  
Annual CAD Maintenance Agreement w/ EnRoute (SFD)  
FMCSA-DOT Grant (SPD)  
FARP Contract Extension (SPD)  
WATPA Program (SPD)  
2019 Under Cover Vehicle SBO (SPD)  
DOC Work Crews Contract Extension (Municipal Court)

## **STRATEGIC PLANNING SESSION**

### **Strategic Priority: Integrated 911/Dispatch**

NONE

### **Strategic Priority: Integrated Response**

#### **Integrated Social Services Pilot Update – Alex Reynolds & Kelly Keenan**

Mr. Reynolds began the briefing by stating that the “Spokane Resource Center: a HUD EnVision Center” was on track to host the grand opening event on Monday, April 15, as scheduled. CM Stratton asked how many people had been using the center during the “soft launch” phase, which began in early March. Mr. Reynolds responded that he didn’t have a specific count, but said that reports indicated a number of people had accessed the center every day during the period. He estimated that perhaps 12-15 people came in every day during the morning walk-in period. He concluded the briefing by acknowledging that official invitations for the April 15<sup>th</sup> grand opening had been sent.

### **Strategic Priority: Criminal Justice Reform**

NONE

### **Strategic Priority: City-Wide Clean & Safe**

#### **SPD Quarterly Performance Measures Review – Chief Meidl**

Chief Meidl began by overviewing exactly what Performance measures are recorded by SPD, and then turned it over to Major Olsen to present on the materials included in the PSCHC agenda packet. Maj. Olsen explained how SPD’s joining the “New World Consortium” had changed some reporting standards that SPD uses for reporting crime statistics to the FBI. Reporting under the new standards has skewed some data to make it appear as though rates for multiple crime categories are increasing when that is not actually the case. Burglaries and other property crime incidents declined in Q4 of 2018, and rates of auto theft have also decreased significantly since the conception of SPD’s vehicle theft taskforce while the national rate of auto theft has increased over the same period. Major Olsen said there was a three percent increase in calls for service, and despite the increased number of calls, SPD officer response rates also increased over eleven percent, which reflects recent increases in patrol staffing levels. Priority 1 calls for service, the highest level of priority, experienced steady response times.

Major Olsen then moved on to an overview of use-of-force incident counts, as well as complaints and commendations received by SPD. The number of use-of-force incidents for Q4 of 2018 was roughly the same as it was in Q4 of 2017 with only two more incidents. SPD homeless outreach units, which consist of one SPD officer and a mental health professional from Frontier Behavioral Health, responded to over 700 incidents in Q4 and diverted roughly 85% of those incidents from resulting in bookings into jail. CM Beggs asked about complaints against SPD. Director MacConnell overviewed the most common complaints received – inadequate response being the most common – and offered to follow-up with CM Beggs on the other complaints after the meeting. CM Mumm asked about both the PAL and YPI youth programs, as participation in both had decreased in Q4, and Director MacConnell provided an explanation. Major Olsen proudly reported a decrease in total number of arrests for domestic violence cases, as well as a significant decrease in domestic violence-related calls-for-service. He attributed these trends to better coordination with the Sherriff’s office and with County prosecutors. Maj. Olsen also noted a significant reduction in violent crime incidents.

CP Stuckart requested a crime breakdown focusing on the downtown core during the City Council meeting next Monday, April 16. He also requested an in-depth review of community diversion and homeless outreach responses during the May PSCHC meeting complete with a budgeting and funding breakdown. Chief Meidl said that the community diversion program is currently a pilot project in conjunction with Frontier Behavioral Health, but that state funding for this pilot will cover up to another 1.5 years of the program with the possibility for more grant funding in the future. CM Burke wanted to discuss with SPD about providing SPD Domestic Violence Unit resources through Lutheran Community Services, but said she’d reach out after the meeting to go into detail. CM Kinnear asked about the impacts of increased SPD patrol presence in the downtown core. Staffing in downtown continues to be short, but Chief Meidl did some schedule shuffling with chronic offender officers and got a positive community response to the increased SPD presence downtown. Once new positions funded by Public Safety Levy come online, Chief Meidl said, the lingering staffing shortage downtown will be addressed.

#### **SFD Quarterly Performance Measures Review – Chief Schaeffer**

Fife Chief John presented on the Q4 2018 performance measures on behalf of Chief Schaeffer. Regarding SFD response times, Chief John said that the department achieved 94% compliance with performance measure standards

during Q4. SFD responded to 38 structural fires in Q4 and kept 31 of those fires contained to the room of origin. SFD generally met its goals regarding response times, but it needed to improve its turnout time to meet performance measure standards. Chief John said the Department continues to address this by improving the dispatch readiness of battalion chiefs and other officers. CP Stuckart asked how the turnout time is measured. Chief John said it is measured from the moment the dispatch is received by SFD personnel until the time that SFD arrive on-scene.

The presentation then changed focus to SFD's ARU program. Chief John explained that the ARU program had a significantly positive impact on overall SFD performance during Q4. ARUs respond to roughly 30 calls-for-service per day on average (of the roughly 130 overall calls responded to per day by SFD). CM Kinnear mentioned how Mayor Condon has expressed doubt over the effectiveness of the ARU program in the past. Chief John said he didn't know why the Mayor would think that, but said that the program is very beneficial to overall SFD operations. In fact, SFD is tightening the geographic areas in which a single ARU can respond due to the high amounts of ARU responses, which will centralize each ARU to an area of high demand. CM Stratton asked about the impacts that SREC consolidation will have on ARU dispatching. Chief John said that there won't be a significant change in dispatching ARUs under new SREC operations and added that response times could even improve overall under SREC. CM Beggs asked about SFD only operating three ARUs and asked if, given the high demand for ARU responses, another ARU shouldn't be added. Chief John said that adding another ARU would require taking staff from other companies, but that SFD probably could accommodate this kind of staffing change for another ARU in the future.

CM Mumm refocused the discussion more broadly when she asked Chief John about general strategies that SFD is considering that might improve response times, specifically in geographic areas with high amounts of calls-for-service. Chief John said that most calls-for-service come from the downtown core, so increasing staffing at stations close to downtown could help. CM Mumm also asked about forecasting expected calls for service; Chief John said he'd follow up on that question outside of the meeting. CM Kinnear asked when wildland fire season will begin. Chief John responded that the season would be starting soon and mentioned that the first state mobilization of fire resources for wildland fire response occurred the week prior to the meeting.

## **DISCUSSION ITEMS**

### **Staff Requests:**

#### **Bloomsday MOU – Carly Cortright**

Alex Reynolds presented to the committee on the MOU. The proposed MOU with Bloomsday for this year's race covers a term of one year and provides for the City to recoup portions of its costs associated with the event. Under the MOU, the City will offset portions of these overall costs in acknowledgement of the economic benefits that the Bloomsday race brings to Spokane. The City retains the option to renew the proposed MOU beyond the one-year term. CM Mumm asked if this MOU was similar to other City agreements with event organizers. Mr. Reynolds answered that it does in general, with some specifications applicable to unique Bloomsday circumstances. CM Beggs asked about public safety costs in particular. Ms. Cortright came before the committee to join the discussion and explained that this issue will be addressed in detail at a future Study Session prior to the event.

#### **CRM Replacement Software Contract & SBO – Carly Cortright**

My Spokane is seeking the Council's approval of three contracts and an accompanying SBO for new CRM software, Ms. Cortright explained. The City's current CRM system is outdated and inefficient, problems that the new software, which fully integrates the entire system for receiving and responding to all citizen questions and comments, will address. Ms. Cortright explained that the new software also has better tools to address duplicate cases, which further enhances its efficiency. The new software is also expected to improve customer service, and will hopefully reduce current strains on the entire CRM system. CP Stuckart asked if this new CRM software was included in the 6-year Capital Improvement Plan. Ms. Cortright answered that it was not. Erik Finch then came before the committee and explained that a software improvement fund was added under the Capital Plan, and that fund will cover the SBO. CMs Kinnear and Mumm have been interested in patching the City Council Office into the new CRM software, but Ms. Cortright reiterated that Council should continue referring complaints to 311 to reduce duplicates in the system.

#### **Warming Center Calls for Service – Major King & Mike Lopez**

Major King broke down the calls-for-service that SPD received to respond to the City's various warming centers this winter, as compared with responses to shelter spaces in general over the past 2 years. As of April 6, 2019, SPD had received over 180 calls-for-service to the various centers since they came online in December of 2018. Major King said that each of those calls resulted in an officer response. He emphasized the large demand that the warming centers had placed on public safety resources for each center's location and the surrounding areas. CM Beggs asked about calls-for-service to warming center sites specifically versus calls to downtown core in general. Major King understood the question, but said that providing that level of detail would be difficult. CM Kinnear asked for recommendations from SFD specifically about improving responses to warming centers, and asked whether a full-time staff person stationed at warming centers to triage and vet calls-for-service would make sense. Mr. Lopez responded that this might make sense and said recommended this as a solution in the report on warming center responses he submitted into the PSCHC packet. Some of the calls-for-service that SFD received to the warming centers did not truly require response by EMS and SFD resources. Mr. Lopez also suggested partnering with local medical or nursing school to find interns or



personnel for this kind of position. CM Stratton asked about SPD response to warming centers specifically in West Central. Major King answered that there were security concerns around the Cannon and Westminster warming center locations, both of which are outside of West Central, but there weren't major SPD concerns in West Central specifically. CM Mumm asked if the onsite personnel suggestion should be broadened system-wide to all low-barrier, City funded shelters. Mr. Lopez agreed, but listed logistical concerns: (1) cost to the City to fill such a position, (2) difficulty finding an appropriate candidate who both appropriate clinical training and a desire to work in homeless outreach full-time. CM Fagan asked if either the SPD or SFD reports included all calls-for-service to the warming centers and surrounding areas or just those calls received during the centers' operating hours. Both Mr. Lopez and Major King said that their reports included statistics on all calls. CP Stuckart reiterated his belief that co-locating medical services with shelter spaces going forward would save the City money in the future.

Kelly Keenan came before the committee to express how valuable this EMS/SFD and SPD data is to CHHS in making shelter system decisions. He said that a roundtable discussion on safety concerns and the City's shelter system would be organized by CHHS after the warming centers cease operations at the end of April. Mr. Lopez reiterated his concern around warming centers and other shelters in the future being vulnerable for infectious disease and virus outbreaks. CM Burke said that the SRHD sends vaccinators to shelter sites, in response to a question by CM Stratton.

### **Sheltering & Regional Collaboration on Homelessness Update – Kelly Keenan**

Mr. Keenan explained how the overall warming center ramp-down would proceed while still offering adequate shelter services into the summer months. Day-time services at the Cannon St warming center ended on March 31, with night-time services continuing through the end of April. The other warming centers would follow similar ramp-down timelines with certain specifications applicable to each. CP Stuckart asked about the City's plans for providing adequate shelter space in the summer and registered his concerns over the growing number of homeless encampments being reported to the City in the spring. More specifically, CP Stuckart said, he wanted to know the status of plans for the City to purchase a building to operate as a permanent shelter by July 1. Mr. Keenan said that CHHS is currently vetting potential locations and will prepare financing options for purchasing a building this spring ahead of an anticipated summer opening. He added that CHHS is monitoring overall shelter availability in the City-funded system as the warming center program ramps down. CP Stuckart said that warming centers were expensive "Band-Aids" on the shelter capacity problem and expressed that having shelter capacity on a certain night is not a reason to stop pursuing the purchase of an additional, permanent City shelter location. Mr. Keenan agreed with Council President's assertion. He said that the new 5-year homelessness services proposals that CHHS has received would come before the City Council for approval in late April or early May.

### **Model Traffic Ordinance Update: Commercial Vehicles – Mary Muramatsu**

Ms. Muramatsu came before the committee to present on the ordinance with the assistance of members of the Spokane Police Department and municipal prosecutors from the City Attorney's office. This ordinance has been many years in the making, Ms. Muramatsu said. It addresses a key issue that local law enforcement has been dealing with in Spokane: how best to prosecute violations of federal, state and local vehicular traffic regulations by commercial vehicles under the Spokane Municipal Code. The proposed ordinance fixes this issue by incorporating all the various vehicular traffic violations included in both the Federal Code of Regulations (CFR) and the Revised Code of Washington (RCW) and incorporates them into the SMC. This will clarify for commercial vehicle operators the uniform applicability of all vehicular traffic regulations they will be subjected to while driving in Spokane. Further, it will allow local enforcement of these violations through the Municipal Court, rather than channeling all violations through State District Courts. CM Stratton asked if this will cover large commercial trucks that drive on residential streets. Ms. Muramatsu answered in the affirmative and explained that, in short, the ordinance covers vehicular weight, equipment, and noise violations that will apply on all streets in the city. This improves clarity for both enforcement officers and for commercial vehicle drivers.

### **Council Requests:**

#### **Spokane Promise Ordinance – CM Burke**

CM Burke began by asserting her view that the entire community (businesses, vulnerable people, SPD, SFD, etc.) is in a "bad place" regarding ongoing homelessness issues. To address this reality, CM Burke explained that she developed this proposal through numerous meetings with community stakeholders and wanted the committee's feedback prior to meetings she planned to hold with both the Police and Fire Departments on it after the PSCHC meeting. CM Mumm expressed her compliments regarding how the proposal focuses on entire community response to homelessness, rather than just the City of Spokane, because this issue needs an entire regional response. However, CM Mumm continued, she was concerned by the substantial legal burden the ordinance placed only on the City of Spokane (she offered to follow-up on her concerns with CM Burke individually, after the meeting). CM Burke responded that the City hasn't fully "taken on" the homelessness issue, and said that this ordinance would start that process "from scratch."

#### **City Hall Signage Ordinance – CM Kinnear & Mike Ormsby**

CM Kinnear introduced the topic and explained some of the concerns she'd received from City staff regarding potentially opening City facilities to the public with neither time limits nor standards for acceptable behavior, especially in City Hall. City Attorney Mike Ormsby said that the City had heard numerous concerns surrounding the conduct of certain people accessing City Hall and other locations in the past, but said that there needed to be objective standards upon which to take any enforcement actions against such behavior, including removing the individual from City-owned premises. He

said that the installation of signage clearly explaining these standards would be appropriate in publicly-accessible areas of City Hall and other City facilities. Ideally, the City Attorney continued, arrangements for such signage would be made under administrative policy, but said he wanted to bring the topic before Council during the PSCHC meeting due to the sensitivity of this issue. He concluded by saying he had already cleared the proposed signs with both the Mayor's administration and Local 270. The signs would be put up in the lower level, lobby, and 3<sup>rd</sup>-floor permitting center in City Hall. CM Mumm said the proposed sign language is too negative and explained her view that the sign needed to be framed in positive terms. Therefore, she concluded, the sign language should be "written by a woman." CM Beggs asked about an appeal process through the Hearing Examiner for persons subject to enforcement action. Mr. Ormsby responded that such an option already existed.

#### **Photo Red Citations & Intersection Collision Update – CM Kinnear & SPD**

CM Kinnear invited SPD personnel up before the committee to present an update on the City's Photo Red traffic enforcement system, as well as an update on recorded vehicle collisions at intersections. Officer Craig Buckley, who oversees the Photo Red program for SPD, said that general Photo Red data can be found in the agenda packet, and explained exactly what qualifies as an intersection collision. Statistics in 2018 pointed to an apparent decrease in occurrences of car collisions at certain intersections, but said that construction at major arterial intersections last year likely contributed to this. Officer Buckley said that there were over 260 Photo Red citations in a 5-day period near one of the local elementary schools, which was a cause for concern. He added that school crossing guards are on the frontlines of confronting this dangerous driving behavior. CM Kinnear asked about repeat Photo Red violators. Officer Buckley said that SPD does track those statistics but said that for the relatively new photo red system, only 4% of citations are registered to reoffenders already in the system.

#### **2018 No-Helmet Citations Update – CM Beggs & SPD**

CM Beggs said he had received a report on this topic from SPD via email, which answered his questions. No further discussion was necessary.

#### **State Legislative Update:**

NO UPDATE NECESSARY

#### **ADMINISTRATION REQUESTS:**

NONE

#### **Action Items:**

NONE

#### **Executive Session:**

NONE

**Adjournment:** CM Kinnear adjourned the meeting at 11:53 AM. The next PSCHC meeting will be held Monday, May 6, 2019.

#### **Attachments/Briefing Papers:**

January 7, 2019 PSCHC Meeting Minutes  
Property Crimes Initiative Project Charter  
Encampment Mitigation Initiative Project Charter  
Regional Collaboration on Homelessness Briefing Paper  
Supported Employment Resolution

Referenced attachments on file in the City Clerk's Office.

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### **Public Safety & Community Health Committee** **Meeting Minutes – September 9, 2019**

**Call to Order:** 10:31 AM

#### **Attendance:**

**PSCHC Members Present:** PSCHC Chair CM Kinnear, CM Fagan, CM Stratton, CP Stuckart, CM Beggs (arrived at 10:34am), CM Mumm (arrived at 10:41am)

**Staff/Others Present:** SPD Chief Meidl, Assistant Chief Lundgren, Major King, SFD Chief Schaeffer, City Administrator Theresa Sanders, Kelly Keenan, Eric Finch, Police Ombudsman Bart Logue, SFD Asst. Chief John, Mike Lopez, Patrick Striker, Carly Cortright, Karin Janssen, Erik Poulsen, Dan Kagely, Tim Sigler, Kyle Twohig, Ariane Schmidt, Kristen Gable

**Approval of July 1, 2019 minutes:** Motion to approve by CM Fagan; M/S by CP Stuckart. The committee approved the minutes from the July 1, 2019 PSCHC meeting unanimously.

## **CONSENT AGENDA ITEMS**

### **Monthly Reports:**

1. OPO Monthly Report – June 2019
2. OPO Monthly Report – July 2019
3. Sit & Lie Enforcement Update (SPD)
4. Photo Red Update (SPD)
5. August & September Strategic Initiatives Report (SPD)
6. AMR Customer Service Survey (SFD)

### **Consent Agenda Portion:**

1. CCB Revenue Reclass (SFD)
2. DNR Interlocal Agreement (SFD)
3. Appeals Process Modification for Fire Code Issues (SFD)
4. Water Meter Shop Roof Replacement (Asset Management)
5. Water Meter Shop Boiler Replacement (Asset Management)
6. Sewer Maintenance Lower Roof Replacement (Asset Management)
7. Sewer Maintenance Middle Roof Replacement (Asset Management)
8. Triangle Truss Bridge UE (Engineering Services)
9. WTSC Interagency Agreement for Target Zero Priorities (SPD)
10. WTSC Interagency Agreement for Law Enforcement Liaison Program (SPD)
11. Tire Service Contract (Fleet Services)
12. New Value Blanket for Firefighter Uniforms (SFD)

## **STRATEGIC PLANNING SESSION**

### **Strategic Priority: Integrated 911/Dispatch**

NONE

### **Strategic Priority: Integrated Response**

#### **Mental Health Crisis Stabilization Center Update – Ariane Schmidt**

Ms. Schmidt presented an update on the Mental Health Crisis Facility. Kristen Gable from Pioneer health services was present to answer additional questions. They noted that going forward, they will use this forum to present regular updates. Ms. Schmidt said that County Commissioners authorized the first of several contracts for this project. She noted that the first step is vetting the contracts. Because the facility is the first of its kind in the state, they want to make sure it's completely viable. The next step is to gather feedback on the operating proforma and the cost allocation matrix. Ms. Schmidt told Council that they just delivered the first iteration of the proforma to the commissioners that morning (Monday, September 9). CP Stuckart asked how it will work if people stay beyond medical re-imburement rates. Ms. Schmidt said that Spokane has a provider network built into the RFP response, which is meant to address that very issue that the King County and Snohomish model might have. Ms. Gable noted that our model is different and we have different ways of receiving re-imburement. She also noted that we might need legislative action at the state level – particularly when it comes to the sobering aspect of this facility. Ms. Schmidt said that we as a community are six or seven steps ahead of where the consortium is. We are communicating with them to make sure that they are not putting requirements in place that would be counter-productive to our efforts. CP Stuckart noted that the City is getting charged for bookings, even when it's a book and release. He asked, if we avoid the booking charge with this facility, does it truly divert this cost? Ms. Schmidt responded that it truly does divert the cost. Instead of getting booked into jail, someone can voluntarily choose to go to the facility instead. The individual won't be able to see the jail when they choose this option. CP Stuckart noted that Jeff Humphrey of City Cable 5 is working on a piece about this and asked if we are at a point where we can do an interview with our partners in the County to get this information out there? Ms. Schmidt said absolutely. Ms. Schmidt said Commissioner French and Kerns got this same briefing and encouraged CP Stuckart to reach out to them about whether they want to make this official. Once they have accepted the proforma, it is more likely that they will be willing to make things official. Ms. Schmidt noted that the biggest barrier is confirmation from the healthcare official regarding reimbursement. Ms. Schmidt said that we are adding an additional service component that King County doesn't have – this is the withdrawal management sobering aspect of this project. CM Stratton asked if there is a reason to involve Providence / Multicare on this. Ms. Schmidt said she was glad CM Stratton asked and that the services that this facility will offer will take a lot of services off their plate. She also said that once the proforma is accepted, they want to sit down with both of those groups and ask them to be stakeholders. CM Beggs noted that Snohomish has a different tact with their facility.

### **Strategic Priority: Criminal Justice Reform**

NONE

**Strategic Priority: City-Wide Clean & Safe**

NONE

**DISCUSSION ITEMS****Staff Requests:****New Shelter Operator: Salvation Army (CHHS) – Kelly Keenan**

Mr. Keenan said that back in June CHHS sent out an RFP for a shelter operator. A regionally-representative committee was constructed to review applications and score them. Unanimously, the committee decided that the City would work with Salvation Army to open up this new shelter. Mr. Keenan noted that the City is excited about this partner, and that CHHS is going to ask Council approval to work with Salvation Army. CP Stuckart wanted to verify that the operator would accept all those looking for their services. Mr. Keenan said that all people who seek shelter who are covered under protected classes will be protected. CM Stratton recommended asking if their staff is trained in dealing with different populations. Mr. Keenan said a training manual and structure is in place to make sure the operator is equipped to do so. CM Beggs asked if we had identified funds for operating the shelter. Mr. Keenan said yes, and they will bring that info to council soon.

**New Shelter Location Update (CHHS) – Kelly Keenan**

Mr. Keenan said that the administration is waiting on feasibility study at the Grocery Outlet site. He noted that they are working very seriously on a parallel option and they will bring items to Council for approval soon. CP Stuckart said that he had spoken to businesses in the area of the Daybreak site who had some concerns. Mr. Keenan said he has been in contact with some of those business owners. He said they are looking at something that would be a much smaller scale at the Daybreak site. They are also looking at different models for the site– potentially a referral method. Wherever they land, they need a robust security plan – to bring more eyes and more safety to the neighborhood. Mr. Keenan said they know that the shelter needs to co-exist with the community. CP Stuckart asked if the City could put in good fencing and cameras, so the City can be proactive when it comes to security. CP Stuckart noted that when you have a shelter, people will show up to prey on them, and we need to be upfront on security issues. CM Stratton asked if we would get the \$50,000 deposit on the Sprague site. Mr. Keenan said yes, and going forward those deposits would be refundable. CM Mumm asked what partnership with the County looks like in operating and finding a site. Mr. Keenan said that they have been talking with the County about getting sub-grant funding from them to operate a shelter. They are scheduling meetings to discuss their next opportunity for Spokane County to provide funding and are fully invested in pursuing those opportunities. City Administrator Theresa Sanders said that a lot of this is about timing and bringing regional partners up to speed as we are at the forefront of solving these issues. Mr. Keenan said the regional advisory body really want to have study sessions with Council to discuss these issues. CM Mumm was wondering if the City was open to leasing going forward. Mr. Keenan said they are potentially open to leasing future sites. CM Fagan asked when the grocery outlet deadline is. Mr. Keenan said September 15 is the deadline. CM Beggs noted that the capacity at the potential Sprague site would be 120 individuals and wondered what it would be at the new site. Mr. Keenan said around 60. CM Beggs asked what will be done to make up that capacity. Mr. Keenan said there can be good outcomes at lower numbers. Mr. Keenan said looking at a couple sites would ideally get the City to 100 -150 more beds. CM Beggs said it was reported in the paper that the County and the Valley wanted answers to written questions – and asked if we answered their questions. Mr. Keenan said we've answered them in a lot of different contexts, but they will provide another set of written responses to those questions this week. CM Beggs said he understands when we can't answer questions, but wants to make sure we give them everything we do have. CM Beggs wanted to know what the current sense is about when we will get an answer on regional partnership. Mr. Keenan said he doesn't know and will continue to work on working with them, but wants to make sure we have other actions to act on as well. CM Beggs asked if Salvation Army would operate more than one site. Mr. Keenan said they are talking about it. CM Kinnear asked what timing looks like for an agreement with the County. Mr. Keenan said he recognizes that they need to move quickly with weather turning. They are feeling like they have a few weeks left. City Administrator Sanders said they are about at the point where they need to move forward. CM Kinnear asked if they choose another site, what infrastructure is needed. Mr. Keenan said, initially, they will probably need to have temporary facilities on site before they can act on long-term capital investments. CM Kinnear asked if all sites have running water. Mr. Keenan said he believed they all have running water at some level. CM Stratton asked if we run late, if we will try to connect individuals with the Resource Center for services. Mr. Keenan said they are working with them, but it should be a prevention and diversion center primarily. However, if they need a baseline housing assessment, the administration is looking to make sure that the Resource Center is available.

**NBS Play Streets Pilot – Karin Janssen My Spokane**

Ms. Janssen described that the Play Streets program started in England in 2009 as an effort for neighbors to get out of their homes to get to know each other. In the United States it was really a response to underprivileged areas. The program is a low-cost response. It is especially effective in low-income neighborhoods with lack of access to green space. Ms. Janssen said that this fit well with the Spokane Matters objective to increase social capital in neighborhoods in order to promote safety and engagement. This would be a one year pilot program where citizens would have an interest, get a permit, and have an event in their street. Ms. Janssen said it is a pretty low-level pilot right now. Nationally, half of pilot programs like this did not move forward, but there is plenty of opportunity to learn from other City's experiences. This program is supposed to transcend beyond a block party concept. CM Stratton asked how much

a permit might cost after the pilot. Carly Cortright responded that they would work with Council to come up with legislation to waive the fee. CM Stratton also asked what kind of insurance is required. Ms. Cortright said they are waiving this requirement on a case by case basis, and that part of the pilot is figuring out what needs to be waived and what doesn't. CM Mumm said that neighborhoods have been doing this, but noted that this seems like it should be part of Parks. Ms. Cortright said they have not engaged with Parks because the target is people who cannot access green space. CM Mumm encouraged them to engage with Parks – especially because some of the failures have noted issues with programmatic structure. City Administrator Sanders agreed that it would be good to reach out to Parks.

#### **Vehicle Impound Ordinance – Michael Ormsby**

Mary Muramatsu was originally going to present briefly on this proposed code revision that moves from one location of the Municipal Code to another already existing authority for non-police employees to conduct vehicle impoundment. Ms. Muramatsu was not present so Mr. Ormsby presented to Council. He noted that tag and toe got put in the wrong part of the code. CP Stuckart asked where it was now and where it is going. Mr. Ormsby said that it is under the scofflaw portion of the code and there was some confusing as to whether it was only applicable there. The law is not changing.

#### **Council Requests:**

##### **SPD Body Camera Discussion – CM Beggs**

CM Beggs said that he had read of an incident recently where an officer's body camera was left off during an officer involved shooting. He wanted to know what SPD's process and improvement plan is to make sure body cameras remain on. Major Kevin King said he cannot comment on the specific case that CM Beggs mentioned, but he sees hundreds of hours of body camera footage. Major King said he hardly ever comes across instances where an officer doesn't have their camera on at all; mostly, if there is an issue, it's that officers turn them on late. The most common policy violation he sees, is that a camera is not turned on during the call to service. That is, their body camera is not on by the time their boots hit the ground at the call. Major King said they probably get 400-500 videos a day coming in, which he said is pretty high compliance. CM Beggs asked if someone were to leave their camera off, if it would be a policy violation. Major King confirmed that it would be.

##### **311 Camping Code Enforcement – CM Kinnear**

Ms. Cortright said that camping code enforcement has been a continually improving and evolving project from the start. She said she thinks it is going really well, and that they are seeing, since the end of the project, about 150 camps being reported (last year there was around 90). They are now accepting complaints from private property. CM Kinnear asked if they are mostly one-time or repeat offenders. Major King said of 323 citations around 57 were repeat offenders. Ms. Cortright said that the mere fact that they are responding lowers the waste they have had to remove in the past. CM Mumm asked how many people are in the camps. Ms. Cortright said they don't track that information. Ms. Cortright said that most of the camps are along the river. CM Kinnear asked if those who are caught camping illegally are referred to community court. Ms. Cortright said they are the first time, but that they go to regular misdemeanor court thereafter. CM Kinnear asked if they could send data on the number that attend community court. Ms. Cortright said they will send that info as soon as they get it. Ms. Cortright said they are having increased instances of booby trapped sites and that trying to enforce not camping overnight has been the most difficult to enforce. For example, Ms. Cortright said they had a report of people hanging out at Franklin Park during the day, but staying in their car at night – moving it daily to remain in compliance. CM Mumm noted that, in that particular instance, neighbors were cleaning up drug paraphernalia. CP Stuckart noted that they should look at responses on weekends and nights, and asked if there some way, as a part of continuous improvement, for this to be able to be reported not just by a phone call? Ms. Cortright said it's the same as with graffiti reporting, you can email them. CP Stuckart encouraged 311 to walk through that process in the voicemail message. Ms. Cortright said new Salesforce CRM goes live this week and also noted that the response team doesn't respond on the weekend and that we need an overnight response. CP Stuckart pointed out that the numbers will be important so we can evaluate the scope of the issue – especially as we add new shelters. CP Stuckart noted that how many people are in these camps would be a good tool. CM Beggs said it doesn't sound like social workers are offering them actual beds. Ms. Cortright said they are short-staffed and one of their partners, Frontier, has had to temporarily pull out. Mr. Keenan said they would like to have an outreach study session where they share the data that group collects. CP Stuckart asked if it is included in the 2020 budget. Administrator Sanders said that they have included the programs operations in the budget. Administrator Sanders noted that they first thought of this as outreach and clean up, and they have really learned that having law enforcement there is critically important. CM Kinnear noted that she has heard from law enforcement that many of the people they see are armed.

##### **Facilities Maintenance Discussion – CM Kinnear**

A representative from Asset Management was asked by CM Kinnear to address the situation at Intermodal Center; the fire system went down and they had to replace it. They also had extra costs associated with the fire watch when the system went down. CM Kinnear asked when they decide to replace the roof. Assistant Chief Lundgren said that Spokane County is doing work on the building. CM Kinnear asked how we are maintaining what we have. The Asset Management representative responded that they are working through the fire station roofs right now – generally they have a 30-40 year lifespan. CM Mumm asked if Chief Schaeffer if he wanted to add anything. Chief Schaeffer said he would like to replace a lot more, but the money is not there. Asset Management said they would like to get all of these on a continually rotating schedule. CM Mumm asked is we could talk at a next meeting where SFD is going next.

**WTSC Interagency Agreement for Pedestrian Safety Zone Discussion – CM Kinnear**

CM Kinnear asked if the grant had anything to do with getting more officers. Assistant Chief Lundgren said it does not. CM Kinnear and Beggs said they will re-group to discuss.

**State Legislative Update:**

NO UPDATE NECESSARY

**ADMINISTRATION REQUESTS:**

NONE

**Action Items:**

NONE

**Executive Session:**

NONE

**Adjournment:** CM Kinnear adjourned the meeting at 11:45 AM. The next PSCHC meeting will be held Monday, October 7, 2019.

**Attachments/Briefing Papers:**

New Shelter Operator Briefing Paper  
NBS Play Streets Pilot Briefing Paper  
Vehicle Impound Ordinance Briefing Paper  
Facilities Maintenance Discussion SBO  
WTSC Interagency Agreement for Pedestrian Safety Zone

Referenced attachments on file in the City Clerk's Office.

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**Public Safety & Community Health Committee**  
**Meeting Minutes – October 7, 2019**

**Call to Order:** 1:15 PM

**Attendance:**

**PSCHC Members Present:** PSCHC Chair CM Kinnear, CM Fagan, CM Stratton, CM Beggs, CM Mumm, CM Burke (arrived at 1:19 PM)

**Staff/Others Present:** Assistant Chief Lundgren, Major King, SFD Chief Schaeffer, Ombudsman Logue, Mike Ormsby, Eric Finch, Police Ombudsman Bart Logue, SFD Assistant Chief John, Mike Lopez, Patrick Striker, Erik Poulsen, Ariane Schmidt, Kristen Gable, Andrew Rowles, Jeff Humphrey, Kristen Gable, Dan Sigler

**Approval of September 9, 2019 minutes:** Motion to approve by CM Fagan; M/S by CM Mumm. The committee approved the minutes from the September 9, 2019 PSCHC meeting unanimously.

**CONSENT AGENDA ITEMS****Monthly Reports:**

1. OPO Monthly Report – August 2019
3. Sit & Lie Enforcement Update (SPD)
4. Photo Red Update (SPD)
5. October Strategic Initiatives Report (SPD)

**Consent Agenda Portion:**

1. Recommendation to Join Litigation against Opioid Manufacturers (Legal)
2. Airgas Specialty Products-Value Blanket for the Purchase of Anhydrous Ammonia at Waste to Energy (Public Works)
3. 5 Star Testing-Amendment/Extension with Cost for Ultrasonic Thickness Testing at the Waste to Energy (Public Works)
4. SBO for PMO FTE Resources (Performance Management)
5. RSO Program 2019-2020 (SPD)
6. FFIT Program 2019-2020 (SPD)
7. COPS Contract Increase (SPD)
8. SBO for OVW Grant Sub Awards (SPD)
9. SBO for Mental Health Unit Grant (SPD)

10. Sub-recipient Contract with SCSO for Mental Health Team Award (SPD)
11. Sub-recipient Contract with Frontier Behavioral Health for Mental Health Team Award (SPD)
12. Value Blanket – Police Jumpsuits (SPD)
13. Accept Funding for STOP Violence Against Women Program (SPD)
14. SFD / WSP Mobilization Reimbursements (SFD)
15. Contract Approval – Nelson Service Center CNG Refueling Stalls (Asset Management)
16. Network Infrastructure Hardware Upgrades (ITSD)
17. SBO for Computer Equipment Upgrades / Replacement and Capital Software (ITSD)
18. Parks Department Enterprise Fleet Program Pilot (Parks Department)
19. Payment of Expenses Associated with Law & Justice Department Administrator (Finance)
20. Mental Health Court ILA (Legal)
21. 2019 Relicensing Program ILA (Legal)
22. Facilities ILA for Municipal Court with Spokane County (Legal)

## **STRATEGIC PLANNING SESSION**

### **Strategic Priority: Integrated 911/Dispatch**

NONE

### **Strategic Priority: Integrated Response**

#### **Mental Health Crisis Stabilization Center Update – Ariane Schmidt**

Ms. Schmidt presented an update on the Mental Health Crisis Stabilization Center with Dan Sigler and Kristen Gable from Pioneer Services. The group began with a project status report. They pointed out that the main thing to notice is that this is a three phase process: 1) Initiation and Planning; 2) Construction / Ramp-Up; and 3) Operational Readiness. Ms. Schmidt said the Initiation and Planning phase is just being completed. She also noted that they have been making good progress along their scheduled timeline. Ms. Schmidt noted that they are hoping to fill a delta between what funding is covered by Medicaid with other funding. Ms. Schmidt said the reason they took a long time on the Performa for this project was because they had to commit to running out of the space for 10 years. Mr. Sigler then presented on the draft performance measures. They have four main goals: 1) Jail Diversion; 2) Reduce Recidivism; 3) Address Inefficient Re-Entry; and 4) Lower ER Utilization. CM Kinnear asked who makes the decision to divert someone into this program. Ms. Schmidt said that SPD has worked with them to come up with charges that could be diverted. CM Kinnear said she is concerned that there wouldn't be a social service person in the mix to make that determination. Ms. Schmidt said that if a co-deploy scene is not on site, they have the ability to divert after a charge has been made. Mr. Sigler pointed to the results of the Snohomish Diversion Pilot and asked Council to note the reduction of jail days from pre- to post by almost half. The Snohomish Diversion Pilot results also showed a decrease in crisis inpatient psych stay and an increase in people finding community mental health resources. CM Mumm asked if they have quantified savings yet. Ms. Schmidt said that she is working on it right now. Mr. Sigler said that all of the changes noted in the Snohomish Diversion Pilot are statistically significant. CM Burke asked what the average length of stay would be. Mr. Sigler said around 3 and up to 10 days. Mr. Sigler showed the breakdown of beds in the facility. He pointed out that this program is different than others in the state because it's the only one that will have crisis mental health services and substance use services in one spot. Ms. Schmidt said that Snohomish officials told them that in hindsight, they would prefer this method. CM Burke asked what would happen if someone came in for sobering services but didn't qualify for mental health services. Mr. Sigler said they would work with them to make sure they are not discharged without a plan. Ms. Schmidt said that having beds for those individuals was a big part of the RFP. CM Burke said that she is very concerned that without a place to go after seeking services, people will go back to the street and, in turn, overdose. CM Burke said that if there is not a place to go after sobering, she is worried about opening this facility. CM Beggs noted that the County is already doing the sobering – this facility just increases capacity. CM Beggs also said that they are looking to go the state to ask for additional funding for follow-up treatment services. CM Fagan asked what the annual operating cost would be. Sigler said the total cost will be 4 million and 3 million of that will be Medicaid reimbursable. Ms. Schmidt noted that they are still working on calculating direct savings, but she is hoping to have those numbers by Wednesday, and those numbers will be used to ask partners to fill the operating cost gap.

### **Strategic Priority: Criminal Justice Reform**

NONE

### **Strategic Priority: City-Wide Clean & Safe**

NONE

## **DISCUSSION ITEMS**

### **Staff Requests:**

#### **Interagency Agreement WSP for Marijuana Eradication – Sgt. Spiering**

Sgt. Spiering presented briefly on a grant SPD receives for marijuana eradication. CM Fagan asked for a recap of the grant and what specifically it is being utilized for. Sgt. Spiering said it is funded by the DEA and distributed by the state. He noted that the grant is meant to recoup the cost of doing marijuana patrol, mostly outside of city jurisdiction. Sgt.

Spiering said that the grant does also allow for gear and necessary equipment, but SPD did not put in a request to use the funds for equipment this year. CM Kinnear asked what marijuana eradication is. Sgt. Spiering said that it is patrolling and targeted enforcement by a team identifying illegal marijuana grow facilities – particularly outside city jurisdiction.

#### **Shelter / Warming Center Update – Kelly Keenan**

Mr. Keenan notified CM Kinnear before the PSCHC meeting that staff are in meetings during the Public Safety Committee with providers regarding shelter/warming center coordination. Mr. Keenan noted that, aside from those meetings, there are no substantial updates to provide to Council today. Mr. Keenan assured CM Kinnear that staff will update Council as soon as there is a significant development to report or Council action needed.

#### **Council Requests:**

##### **SREC Agreement Regarding Temporary 9-1-1 Dispatch Backup Support Services – CM Kinnear**

Mike Ormsby presented to Council on this topic. Mr. Ormsby noted that this is an agreement the City's legal team has drafted and is asking the Council approve. Mr. Ormsby said that the civil service test for these backup support services will be this week. Mr. Ormsby said that it will be around 6-9 months before they provide aid to entities other than the city. CM Beggs asked if we could train a cadre all at once instead of starting over. Jay said it essentially wouldn't have an impact. Minimum pieces around geography and staffing which could be covered in a week or less would be all that would be required to get them up to speed. SFD Assistant Chief John said they would be adequately staffed with an extra ten percent. CM Beggs clarified that the people they have are currently up to speed. SPD Chief Schaeffer said that everybody has notified them they are going to SREC. Chief Schaeffer said District 8 had asked if the City could supply that capacity, and decided to join SREC when that was answered. Chief Schaeffer said we need to have a broader conversation – we can't handle our surge currently. Assistant Chief John said we don't have the depth – we are lacking in significant resources in our dispatch center and that we haven't had a year in 20 years where calls have gone down. CM Beggs gave kudos to SFD for working hard under trying circumstances. CM Beggs asked to take a step back. CM Beggs requested, if we are going through all this training, to err on the side of more people. He asked if, mechanically, we can add more people (despite budget authority). Chief Schaeffer said they are on a platoon system where hiring one actually means hiring four, which is around a half a million dollars total compensation. Right now they don't have the FTEs to hire ahead. CM Beggs said Council could get them there. CM Mumm noted that Council over-rode the mayor's veto on loaning employers because it's just good accounting practice. It was not directed at any particular personnel. CM Mumm said they asked for an asset review and an account of what's being used by SREC and what's being used by the City. Chief Schaeffer said he has heard and understands that intent. CM Mumm said having an agreement with SREC is needed. CM Beggs said that this agreement should be based on fair market value.

CM Kinnear said she thought there would be an agenda item regarding SCRAPS emergency response protocol at this meeting. CM Fagan said that this topic is applicable as Council was talking about emergency communications. There was a dog that got killed by a pit bull recently. It's the policy of 911 to refer these calls to animal control – CM Fagan asked that there might be a change in level of service to get a quicker response. Assistant Chief Lundgren said that calls where an animal is attacking a person will be directed to police dispatch. CM Burke said that in her experience where a dog was chasing her puppy – a woman kicked the dog after it went after her dog – when there is an animal call made we can assume that there will be a human involved. Assistant Chief Lundgren said when there's a human at risk it will go to the dispatch center. CM Kinnear asked what the police response would be. Assistant Chief Lundgren said they cannot go to every animal dispatch call – with the exception that there is a life at danger.

##### **Considering Alternative Location for Community Court during Library Renovation – CM Beggs**

Judge Mary Logan explained to Council that the library is going to undergo a remodel and that she has been assured that the library will want community court to return. However, in the meantime, community court will have to move. They will have to vacate the library by March and are currently attempting to find other locations. Judge Logan said the EnVision center is not ideally situated for the population that they serve. The library is walkable, where the EnVision center is not easily accessible by bus. Judge Logan said they are exploring other venues but don't have a commitment yet. They are also exploring the manner they are handling the docket – maybe splitting into A-K one week and K-Z the next. CM Stratton asked if anyone has considered the main floor of city hall. Judge Logan said that space might work and it would be big enough. Judge Logan said they have a commitment from SPD to be present at community court and if they split the docket (300 every Monday) it might lessen the impact. Judge Logan said she just barely broached the idea about potentially moving into the lobby of City Hall. CM Beggs said chambers and the Council Briefing Center are also frequently open. CM Burke said that other people, who might be experiencing homelessness, will also be in need of a space when the library is closed. CM Burke suggested the Tortilla Union might be a good alternative resource location with computers, books, etc. CM Beggs said half of community court users are there voluntarily to meet with service providers. CM Mumm asked what the next steps would be to use the first floor of city hall. Mr. Ormsby said the next step would be to talk to Theresa Sanders and Dave in asset management to discuss the space available – looking at usage around 9:00am – 12:00pm on Mondays. CM Burke said we need to couple this solution with one for frequent library users when the library is closed. Judge Logan will write an email to formally make the request to use the main floor space.

##### **Considering Ordinance Proposed by the Municipal Court to Formalize Therapeutic Courts – CM Beggs**

CM Beggs noted that the municipal court has proposed some language to formalize therapeutic courts. Judge Logan affirmed this and said that it was inspired by a desire to have a court that is more responsive to the City's needs. Judge



Logan said that it is an effort to continue to have this court create neutral decisions, where politics don't have to be in play, and where city prosecutors don't have to worry about where to be because of lack of personnel. Judge Logan pointed to the success of Veterans' Court. Judge Logan said the municipal court wants to keep a higher perspective on how criminal justices is handled in Spokane – nonpolitically – and instead focused on outcomes. Judge Logan said right now therapeutic court can only rely on anecdotal evidence for its success, but formalization would allow them to track more accurately and effectively. It would also allow it to continue beyond administrations and changes in Council. CM Kinnear asked what the process would be for those who don't want services from community court. Judge Logan said community court is not a forced court. Judge Logan said, if someone doesn't want to engage in services that might be recommended, they can go through the traditional system – their case isn't dropped by any means.

#### **WASPC Trueblood Settlement Grant Resolution – CM Beggs**

Originally, CM Beggs was under the impression that this was a lump sum. Jan Dobbs from Frontier Behavior health said that there are two pots of money. One of the pots could be used for WASPC law enforcement and mental health – this doesn't jeopardize funds that could be used for mental health. CM Beggs wanted to know if they could allocate to have more mental health professionals and fewer enforcement officers, for example. Ms. Dobbs said they have already submitted their proposal so there is not that flexibility. There grant has just been extended. They learned that the WASPC grant allows them to create special mental health teams that allow them to just respond to those and do follow up and not go to other calls for service. CM Kinnear asked how they know if someone is in mental health crisis and not on drugs. Ms. Dobbs said there is intensive training about crisis response and how to identify key words and situations that would trigger sending out a mental health team. CM Beggs noted that he has a resolution that encourages of the Trueblood money, as much as possible be spent on mental health professionals. Ms. Dobbs said she will share other Trueblood opportunity funding that Frontier has applied for. Some of these funds will be used to find housing, others will be used to try to establish a mobile crisis center. Ms. Dobbs said the other grants they are applying for will supplement the mental health piece.

CM Beggs noted that he received a call from a citizen regarding Officer Caleb Martin and his professionalism in handling a call. He wanted to give him kudos.

#### **State Legislative Update:**

NO UPDATE NECESSARY

#### **ADMINISTRATION REQUESTS:**

NONE

#### **Action Items:**

NONE

#### **Executive Session:**

NONE

**Adjournment:** CM Kinnear adjourned the meeting at 2:22 PM. The next PSCHC meeting will be held Monday, November 4, 2019.

#### **Attachments/Briefing Papers:**

Interagency Agreement WSP for Marijuana Eradication Briefing Paper  
SREC Agreement Regarding Temporary 9-1-1 Dispatch Backup Support Services Briefing Paper and Draft Agreement  
WASPC Trueblood Settlement Grant Resolution Briefing Paper and Draft Resolution

Referenced attachments on file in the City Clerk's Office.

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### **Public Safety & Community Health Committee** ***Meeting Minutes – November 4, 2019***

**Call to Order:** 1:15 PM

#### **Attendance:**

**PSCHC Members Present:** PSCHC Chair CM Kinnear, CM Fagan, CM Stratton, CM Beggs, CM Burke; CM Mumm (arrived 1:24pm)

**Staff/Others Present:** Assistant Chief Lundgren, SFD Chief Schaeffer, Ombudsman Logue, Mike Ormsby, Eric Finch, Police Ombudsman Bart Logue, Mike Lopez, Patrick Striker, Erik Poulsen, Ariane Schmidt, Jason Ruffing, Carly Cortright, Kristen Gable, Andrew Rowles, Jeff Humphrey, Kristen Gable, Dan Sigler, Scott Simmons, Mary Muramatsu, Luis Garcia

**Approval of October 7, 2019 minutes:** Motion to approve by CM Fagan; M/S by CM Beggs. The committee approved the minutes from the October 7, 2019 PSCHC meeting unanimously.

## **CONSENT AGENDA ITEMS**

### **Monthly Reports:**

1. OPO Monthly Report – September 2019
3. Sit & Lie Enforcement Update (SPD)
4. Photo Red Update (SPD)
5. November Strategic Initiatives Report (SPD)

### **Consent Agenda Portion:**

1. Chase Youth Foundation Contract Renewal (Neighborhood & Business Services)
2. Purchase of Body for Service Truck (Public Works, Fleet Services)
3. Purchase of Chassis for Service Truck (Public Works, Fleet Services)
4. Renewal of Northeast, West Central, and Southwest Community Center Operational Funding Contracts (Neighborhood & Business Services)
5. Wastewater Lift Stations Condition Assessment (Public Works, 4310 Wastewater Maintenance)
6. Proposed Contract / Informal Request for Proposals for SFD Training (SFD)
7. Upgrade to HVAC Control System at the Combined Communications Building, SFD Training and SFD Maintenance (SFD)
8. Purchase of (1) Pierce 107' Quint Fire Apparatus (SFD)
9. Value Blanket for High Calcium Quicklime Purchase for the WTE (Public Works, Solid Waste Disposal)
10. Strategic Investments Fund: Agreements for FOBL, Native Project, and Southside Community Center & Agreement with Spokane Arts (Council)
11. PMWeb, Inc. Annual Software Maintenance and Support (Innovation and Technology Services)
12. Rubicon Global, LLC Annual Software Renewal & Additional Vehicle Tablet / Pods Purchases (Innovation and Technology Services)
13. JAG19 Grant Equipment SBO (SPD)
14. STA Plaza Security 2020 ILA (SPD)
15. Operational Agreement for Safe Streets Task Force (SPD)

## **STRATEGIC PLANNING SESSION**

### **Strategic Priority: Integrated 911/Dispatch**

NONE

### **Strategic Priority: Integrated Response**

#### **Mental Health Crisis Stabilization Center Update – Ariane Schmidt**

Ms. Schmidt presented an update on the Mental Health Crisis Stabilization Center. As of this morning, the board of county commissioners voted unanimously to approve the proforma. This authorizes the delivery of phase 1 of the contract. CM Kinnear asked who would qualify for a bed at the stabilization center. Ms. Schmidt said city and county prosecutors identified charges that determine eligibility. CM Kinnear asked if officers would be trained to identify these charges. Assistant Chief Lundgren said that all officers dealing with this, would go through a training to identify qualifying cases / circumstances. Ms. Schmidt said they are currently looking at site considerations. They are planning to use the \$4.2 million they received from the state to help satisfy their location needs. City Administrator Sanders asked how they are engaging regional stakeholders. Ms. Schmidt said City of the Valley agreed to a 10 year commitment as a long-term partner. CM Beggs asked when the open date will be. Ms. Schmidt said that is what they are considering now – sometime early 2021 to May 2021. She said construction will be the driver. CM Beggs asked when we first got the money from the legislature. Ms. Schmidt said 2018. CM Beggs thanked Ms. Schmidt for all of her and her team's hard work.

### **Strategic Priority: Criminal Justice Reform**

NONE

### **Strategic Priority: City-Wide Clean & Safe**

#### **POD Cleanup Efforts Update & Law Enforcement / Community Court Data Update – Major Kevin King**

Jason Ruffing, supervisor in code enforcement, presented an update on the City's POD cleanup efforts. Carly Cortright last briefed Council on these efforts in early September. This presentation was a holistic view of the illegal camping season. There have been a total of 509 citations. The citations are highly concentrated downtown and along the river. The report presented covered early June to September. Mr. Ruffing then moved on to the official pilot results. CM Beggs asked where most violations occur. Mr. Ruffing said most are at undeveloped parcels along the river. Mr. Ruffing said there have been quite a few on private property. Mr. Ruffing also said that private property violations are usually a code enforcement matter, but code enforcement doesn't have the authority to remove waste without an order, so they work closely with property owner and SPD in order to enforce a trespassing violation. City Administrator Sanders noted that they started this as a 30 day pilot and continued it because they believe it is effective. CM Fagan noted that poundage

per day has increased substantially over the last couple of months. Mr. Ruffing said that this is true. Mr. Ruffing also noted that there have been successes and challenges with camping mitigation. Mr. Ruffing said they are working on increasing communication in private property cases. CM Stratton asked about how long it takes to get vehicles / RVs towed once they have been ticked. Mr. Ruffing said they try to coordinate with parking enforcement so they all go at the same time. He said they have had success recently with tows, but they don't have a specific number of days. CM Fagan said that he has been hearing from citizens about lag time, and he asked what the prioritization looks like. Luis Garcia said that there is not really a prioritization when it comes to illegal camping. Mr. Garcia noted that a continuous park will not have the same priority as an occupied park – it should be based on safety sensitivity. City Administrator Sanders asked how POD work is prioritized with all other code enforcement. Mr. Garcia said they are kept separate. CM Stratton said her office had been told that there are 1,300 vehicles that need to be towed and that it is a long process. Mr. Garcia said that the administrative process and that they don't have enough staff lag things. CM Burke asked if we are looking upstream at solutions so we are not adding to the homelessness problem. CM Burke asked about the potential of a safe, no-tow zone. CM Burke noted that this just continues the cycle of poverty, and seems inhumane. CM Burke asked when they will have a no-tow zone. CM Fagan said that this is incumbent upon the Council. CM Burke said that she did bring it forward. CM Fagan asked Mr. Ruffing if they are able to be proactive or just reactive. Mr. Ruffing said they have had the opportunity to be both. CM Kinnear asked if public and private property camps have been separated out in the data. Mr. Ruffing said they are combined that data for the purposes of this presentation, but can be separated out. Mr. Ruffing said that there are three full time officers with the POD. Chief Meidl said that his sense that this is a very successful program. He said SPD is looking to have two, at least three, assigned to this POD going forward. CM Beggs noted that it made sense that this would fall on NROs when it was a pilot, but asked if that would change going forward. Chief Meidl said it's exclusively NROs and that's not anticipated to change going forward. CM Beggs asked if this program is in the budget going forward. Mr. Ruffing said yes it is. City Administrator Sanders requested that this data be made accessible to all of Council electronically. CM Beggs asked about staffing for towing at code enforcement. Mr. Garcia said that temporary seasonal employees were hired, but there was not addition staff identified to the towing staff going forward.

Major Eric Olsen walked Council through the law enforcement data on the handout. 44% are repeat citations. CM Kinnear asked what kind of warrants they are seeing. Major Olsen said a number of people contacted are wanted not just for illegal camping but for other criminal behavior. CM Beggs asked if we have a data overlay for how many people are choosing not to go and how many are people who just need a place to go. Major Olsen said they are not ticketing if there's not a place to go – right now they are checking on this manually but are working on having an automated database going forward. CM Kinnear said she heard at a DSP meeting that people are not reporting crimes anymore. Chief Meidl said that nation-wide around 40% of property crime is not reported. Chief Meidl said vehicle theft is often reported. He said vehicle theft is down almost 25%, which makes him assume everything else would be down around 15%. City Administrator Sanders said that this kind of data shows that people are in fact reporting crime. CM Kinnear also noted that at DSP people were saying that businesses downtown are hiring private security and therefore are handling it themselves and not reporting. Major Olsen said he really encourages to always report because this is how SPD targets enforcement going forward. Major Olsen noted that June, July, and August felony drug arrests went up significantly. Simple assault also went up during the summer. CM Beggs thanked the administration and SPD for this data. CM Kinnear asked about the loitering and vagrancy violations. Major Olsen said that is where sit and lie would be.

Scott Simmons presented on the incremental occurrence of solid waste cost associated with the POD cleanup efforts. This will be about \$500,000. City Administrator Sanders said they made an adjustment in the 2020 budget to reflect this cost going forward. CM Fagan asked if there was any thought of having this set up like snow removal. City Administrator Sanders said we will have to look at this as it unfolds.

## DISCUSSION ITEMS

### **Staff Requests:**

#### **Conflict in Countywide Addressing Standards – Tami Palmquist (10 minutes)**

Tami Palmquist presented on this topic. Ms. Palmquist noted that since we went through our addressing standards two years ago, there were some issues identified. They have identified eight streets that need to be renamed. These proposals are as follows:

1. Rename N. Calkins Drive to E. Calkins Drive between E. Cozza Dr. and N. Standard St. Per Current SMC standards, streets names along a curvilinear path should use one consistent prefix direction according to the primary orientation of the roadway.
2. Rename W. Cliff Avenue to W. Cliff Drive between S. Monroe St. and S. Grand Ave. This roadway is commonly referred to as Dr., and has been for some time. All of the existing addresses are assigned as Cliff Dr. Updating this roadway to be consistent with the addresses accessed along it and common reference nomenclature will bring this into alignment with current the SMC.
3. Rename N. Navaho Drive to an entirely new name altogether, from N. Skyline Drive to N. Wieber Dr. There is an existing Navaho named street (in the same area of Indian Trail) and this roadway name is a duplicate. This will

bring the street names into compliance with the current SMC for improvement to dispatch systems and emergency response operations.

4. Rename E. Parkwood Dr. to E. Parkwood Cir. These roadways are designated with a street type of Circle (Cir) and reassigning the one segment will bring it into alignment with existing addresses and still meet the SMC definition of a Circle street type.
5. Rename S. Rockwood Blvd., between 10<sup>th</sup> Ave and 11<sup>th</sup> Ave. to E. Rockwood Blvd. Currently there is one half block assigned with a S. prefix direction between two segments of Rockwood with an E. prefix direction. This is a continuous roadway that currently, in the span of 1 block, changes from E. Rockwood Blvd., to S. Rockwood Blvd., back to E. Rockwood Blvd. This is confusing and unintuitive for emergency responders and the proposed changes would bring the roadways into alignment with the current SMC that curvilinear roadways should not change name or prefix direction.
6. Rename E. 18<sup>th</sup> Ave. between E. Southeast Blvd. and S. Southeast Blvd. to E. and S. Southeast Blvd. (Perry is the logical cutoff here between the S. and E. designations of Southeast Blvd., so one 18<sup>th</sup> segment should get S. and two 18<sup>th</sup> segments should get E.). This is a continuous roadway that currently in the span of 4 blocks changes from E. Southeast Blvd., to E. 18<sup>th</sup> Ave. to S. Southeast Blvd. This is confusing and unintuitive for emergency responders and the proposed changes would bring the roadways into alignment with the current SMC that curvilinear roadways should not change name or prefix direction.
7. Rename E. St Thomas Moore Way to E. St Thomas More Way. It will bring the streets into confirmation with the SMC by having the same street name and spelling used consistently throughout the City.
8. Rename a short segment of Shelby Ridge Street northwest of Summerwood Street in Talon Ridge. The continuation of this street name would cause a duplication of address points. There are no parcels currently addressed off of this segment.

Ms. Palmquist says that the City works with the post office and the homeowners for about a year to get everything changed. CM Mumm asked if the naming changes will go to the Plan Commission. Ms. Palmquist said that yes, this will go to PC hearing in December. CM Fagan noted that this is very important for Council Members to be aware of, because it is critical for dispatch that there is not confusion.

#### **Council Requests:**

##### **City of Spokane Emergency Management Discussion – CM Beggs**

CM Beggs asked about the cost of the City's proposal to create a City Office of Emergency Management (OEM). City Administrator Sanders said that they first started working on this with the County after windstorm of 2015. Over the course of the next two years, the City worked with County Department of Emergency Management (DEM) and offered them space inside the city to do emergency response planning. At the time, they declined. The City decided that now is the time to do a municipal emergency response. They notified the County last year. City Administrator Sanders noted that \$225K is the dollar amount in the budget. City Administrator Sanders said in addition to having proper planning, this would also make the City eligible to pursue grant funding. CM Beggs asked what specifically we will get that we won't have in terms of a performance outcome. Chief Schaeffer said it is unfortunate how this got politicized because this is based on citizen safety. It is an attempt to de-silo our system. The previous system was so focused on the macro that it neglected the urban core. Chief Schaeffer said that they patterned this move on cities of a similar size. CM Beggs said he is still unclear on what this position will do. Chief Schaeffer said this person sits at a cabinet level to force all of the City's departments to work together to do emergency planning. There needs to be a single individual who can hold everyone accountable and break down those walls during the planning and coordinating. CM Kinnear noted that we do not have an emergency evacuation plan. Chief Schaeffer said we have an old plan that was built by the County. City Administrator Sanders noted that the County rightly-so was more focused on a rural response, but we need a more robust, urban response going forward.

##### **SCRAPS Emergency Response Protocol Discussion – CM Kinnear**

CM Kinnear noted that both representatives from SCRAPS that CM Kinnear's office reached out to cancelled their attendance at today's meeting. CM Kinnear said that she has heard a lot of confusion from citizens as to what to do and who to call if you encounter a dangerous / aggressive dog. CM Kinnear asked a hypothetical about a small dog attacking versus a larger dog that kills or severely injures her dog versus when she has a child with her who is attacked. Major Olsen said if there is an incident that happens with an animal that is not urgent call crime check, if it is urgent call 9-1-1. If the situation has been resolved, it will still become a police call, but it will be SCRAPS that will be dispatched and investigate if there is not an immediate threat. CM Kinnear noted that if the dog has attacked a person and even if the owner has taken it home, SPD should still be involved. Major Olsen said SCRAPS is trained how to designate that dog a dangerous dog. However, if the animal is still a threat, SPD will be involved. CM Fagan said the new administration and Council ought to take a look at the SCRAPS contract. CM Stratton noted that the minute someone shows up in urgent care, they alert SCRAPS. In her circumstance, CM Stratton didn't hear back from SCRAPS for a long time. CM Fagan and CM Beggs both said they had experiences with citizens where SCRAPS took way too long to respond. CM Kinnear

then asked about why service animal enforcement is not happening like it should so that trained service animals won't be compromised by un-trained animals in the same building. Major Olsen said they are limited in what they can ask individuals about their purported service animal. CM Kinnear said that SPD officers in City Hall don't know how to deal with this issue.

#### **Presentation on Ordinance to Formalize Therapeutic Courts – CM Beggs**

CM Beggs said that last month there was an update from Judge Logan about Therapeutic Court formalization. CM Beggs said that there is an updated draft ordinance in the agenda packet. He asked Council if they have any questions for him or Judge Logan. City Administrator Sanders asked if it would be possible to clarify which therapeutic courts we are discussing in this ordinance and expressed discomfort with "adequate" as the language regarding funding. CM Beggs said that the intent is to keep them on equal footing as the alpha-docket court. CM Fagan asked for a facility update if Judge Logan had one. Judge Logan said they are in the process of working on an MOU to use this space. CM Kinnear asked if community court has a no weapons policy. Judge Logan said yes, that people are wand-ed when they arrive at court and if they have weapons they are taken and returned upon exist of the facility. CM Kinnear expressed concern about City Hall having three entrances and the difficulty of enforcing a no weapons policy if community court were to be at City Hall.

**State Legislative Update:**  
NO UPDATE NECESSARY

**ADMINISTRATION REQUESTS:**  
NONE

**Action Items:**  
NONE

**Executive Session:**  
NONE

**Adjournment:** CM Kinnear adjourned the meeting at 2:38 PM. The next PSCHC meeting will be held Monday, December 2, 2019.

**Attachments/Briefing Papers:**  
POD Cleanup Update & Law Enforcement / Community Court Data  
Conflict in Countywide Addressing Standards Briefing Paper  
City of Spokane Office of Emergency Management Briefing Paper  
Therapeutic Court Formalization Ordinance

Referenced attachments on file in the City Clerk's Office.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Public Infrastructure, Environment, and Sustainability**  
**July 22, 2019**

#### **Committee Members Present**

Council Member Breean Beggs, Committee Chair  
Council Member Mike Fagan, Vice Committee Chair  
Council Member Kate Burke  
Council Member Lori Kinnear  
Council Member Candace Mumm  
Council President Ben Stuckart

#### **Committee Members Absent**

Council Member Karen Stratton

#### **Staff Present**

Hannahlee Allers, Chris Averyt, Dustin Bender, Tirrell Black, Brandon Blankenagel, Giacobbe Byrd, Eldon Brown, Dan Buller, Chris Cafaro, Mike Cannon, Carly Cortright, Danielle Cossey, Anna Everano, Marlene Feist, Raylene Gennett, Joel Graff, Nathan Groh, Clint Harris, Garrett Jones, Dan Kegley, Brian McClatchey, Adam McDaniel, Katherine Miller, Inga Note, Kara Odegard, Kyle Overbust, David Paine, Elizabeth Schoedel, Mark Serbousek, Scott Simmons, Sally Stopher, Teri Stripe, Kandace Watkins

Council Member Beggs called the meeting to order at 1:15 p.m.

Review and Approval of Minutes

Council Member Beggs asked for a motion to approve the minutes of the June 24, 2019 meeting.

- Action Taken
- Council Member Fagan moved to approve the minutes of the June 24, 2019 meeting as presented; the motion was seconded by Council Member Burke.

Discussion Items

## A. Council Requests

## 1. Consent Items for Discussion

Cincinnati Greenway Project – Discussion was had on the item for the Cincinnati greenway. Brandon Blankenagel gave an update that the bids will open next week for the sidewalk infill project with shared facilities for bike lanes and intersection improvements, which are coordinated with STA.

Northeast Public Development Authority Operating Agreement – Discussion was had on the agreement and Teri Stripes answered questions about this ongoing operating agreement with the NEPDA including the transfer of funding to the NEPDA for operating including staffing.

## 2. Update on fleet study on prior vehicle purchases that were not Electric or hybrid

Scott Simmons introduced David Paine, Interim Director for Fleet Services and Nathan Groh working on the evaluation of electric vehicles for the City fleets. Nathan discussed the steps to evaluate and establish the available vehicles, life cycle cost analysis of current vehicles compared to electric vehicle equivalents and hybrid equivalents. Discussion was had on the pieces that go into the life cycle cost such as replacement batteries, end value, maintenance.

## 3. Report on Variance Request for PCB standards

Council Member Beggs introduced the topic. Marlene Feist reviewed the steps taken for the Variance Request. She spoke about the PCB standard that is in flux between EPA and ecology. The City's application is a temporary change from the standard; this approach is used when the technology is not available to meet the standard. This would be adjusted when the technology for Next Level of Treatment comes on line. Discussion was had on PCB origins and current testing levels.

## 4. Update Instream Flow Rule for the Spokane River

## B. Staff Requests

1. Arterial Street Map Update SMC 12.08.040 – Inga Note (20 minutes)
2. Special Budget Ordinance for Small Area Concrete Repair Position – Clint Harris (5 minutes)
3. I-07c and CSO 34-1 Control Facilities Administrative Reserve Increase – Joel Graff (5 minutes)

Strategic Plan SessionA. Priority Strategy 1. Rapidly Accelerating Street Pavement Maintenance Projects

- Update on Riverside Project and Next Steps  
Council Member Beggs introduced the topic and Brandon Blankenagel gave a brief overview of the project with powerpoint outlining the project concepts and public outreach. Brandon reviewed the decisions to date and the next steps working with STA and tracking grant funding. The parking is taking a balanced approach through the outreach conducted and working with the DSP Riverside Subcommittee. Discussion was had on the bike lane elements.
- Unpaved Roadway Paving Program  
Katherine Miller reviewed the unpaved roadway paving program and discussed the process moving forward for recommendations.
- Pilot/Study Slurry Seal Maintenance in partnership with County - 2019 Slurry Seal  
Clint Harris gave a brief overview of the pilot slurry seal program and the work

B. Priority Strategy 2. Repurposing Public Property to Stimulate Private Investment

- No report this meeting.

C. Priority Strategy 3. Sustainable City

- State of Recycling  
Scott Simmons gave a presentation on the challenges facing the recycling program and commodity pricing. He discussed the impacts to the revenue following China's ban on imports of recycling materials. In particular focusing on the mixed paper, mixed glass and mix plastics pricings impact on the overall budget anticipated.

Consent Items

1. Approve funding for CSO 26 Construction Management Support
2. Northeast Public Development Authority Operating Agreement
3. Cincinnati Greenway Project
4. Vacation of Granite Street between Upriver Drive and Ross Court
5. Resolution with purchase for Huber Technology, Equipment, Parts and Service
6. Contract for Sludge Removal in Digester #3 for Riverside Park Water Reclamation Facility
7. Contract Extension for Metal Refuse/Recycling Containers for Solid Waste Collection
8. Value Blanket Order for Traffic Paint

MFTE Conditional Contracts:

9. Astor Townhomes
10. Dakota House Addition
11. Ruby Townhomes

Next Public Infrastructure, Environment, and Sustainability Committee Meeting

August 26, 2019 1:15 p.m. in the Council Briefing Center

Executive Session

None

Adjournment

The meeting adjourned at 3:05 p.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Public Infrastructure, Environment, and Sustainability**  
**August 26, 2019**

**Committee Members Present**

Council Member Breean Beggs, Committee Chair  
Council Member Mike Fagan, Vice Committee Chair  
Council Member Kate Burke  
Council Member Lori Kinnear  
Council Member Candace Mumm  
Council Member Karen Stratton

**Committee Members Absent**

Council President Ben Stuckart

**Staff Present**

Angela Albin-Moore, Hannahlee Allers, Chris Averyt, Dustin Bender, Tirrell Black, Brandon Blankenagel, Giacobbe Byrd, Eldon Brown, Chris Cafaro, Logan Callen, Chuck Conklin, Danielle Cossey, Michelle Dorgan, Anna Everano, Marlene Feist, Raylene Gennett, Clint Harris, Kara Heatherly, Doug Greenlund, Garrett Jones, Dan Kegley, Kris Major, Rod Mann, Brian McClatchey, Katherine Miller, Inga Note, Kara Odegard, Kyle Overbust, Chris Peterschmidt, Jim Sakamoto, John Saywers, Elizabeth Schoedel, Scott Simmons, Mike Sloon, Teri Stripe, Kyle Twohig, Kandace Watkins

Council Member Beggs called the meeting to order at 1:15 p.m.

Review and Approval of Minutes

Council Member Beggs asked for a motion to approve the minutes of the July 22, 2019 meeting.

- Action Taken
- Council Member Fagan moved to approve the minutes of the July 22, 2019 meeting as presented; the motion was seconded by Council Member Kinnear.

Discussion ItemsA. Council Requests1. Consent Items for Discussion

Discussion was had on the item for the Cincinnati greenway. Brandon Blankenagel gave an update that the bids will open next week for the sidewalk infill project with shared facilities for bike lanes and intersection improvements, which are coordinated with STA.

Northeast Public Development Authority Operating Agreement – Discussion was had on the agreement and Teri Stripes answered questions about this ongoing operating agreement with the NEPDA including the transfer of funding to the NEPDA for operating including staffing.

2. Update on fleet study on prior vehicle purchases that were not Electric or hybrid  
Scott Simmons introduced David Paine, Interim Director for Fleet Services and Nathan Groh working on the evaluation of electric vehicles for the City fleets. Nathan discussed the steps to evaluate and establish the available vehicles, life cycle cost analysis of current vehicles compared to electric vehicle equivalents and hybrid equivalents. Discussion was had on the pieces that go into the life cycle cost such as replacement batteries, end value, maintenance.
3. Report on Variance Request for PCB standards  
Council Member Beggs introduced the topic. Marlene Feist reviewed the steps taken for the Variance Request. She spoke about the PCB standard that is in flux between EPA and ecology. The City's application is a temporary change from the standard; this approach is used when the technology is not available to meet the standard. This would be adjusted when the technology for Next Level of Treatment comes on line. Discussion was had on PCB origins and current testing levels.

#### Strategic Plan Session

- A. Priority Strategy 1. Rapidly Accelerating Street Pavement Maintenance Projects
  - Construction Highlights – Kyle Twohig (10 minutes)
    - Streets Innovation Video
- B. Priority Strategy 2. Repurposing Public Property to Stimulate Private Investment
  - No report this meeting.
- C. Priority Strategy 3. Sustainable City
  - State of Recycling – Solid Waste Disposal – Chuck Conklin/Kris Major (15 minutes)
  - Water Conservation Plan – Update on Planning Efforts – Dan Kegley
  - Strategic Energy Initiative
  - Upriver Power Purchase Agreement (PPA) – Cadie Olsen

#### Consent Items

1. Approval of 5 year contract with Kershaw's for Office Supply Delivery Service
2. VMware Server Virtualization Software
3. Network Infrastructure Hardware Upgrades
4. Contract Extension for Bacteriological and Chemical Analysis
5. Value Blanket for purchasing Gate Valves
6. Value Blanket for Hydraulic Hose and Fittings
7. Exercise Equipment
8. Contract for Clark Lift Station Project
9. WSDOT Trent Bridge Replacement – Water Line Replacement Agreement

#### Waste to Energy

10. Contract Extension with Cost for Lime Delivery
11. Value Blanket with Eljay Oil for Lubrication Products
12. Value Blanket with Eljay Oil for the purchase of Ultra Low Sulfur #2 Dyed Diesel and Supporting Equipment

#### Executive Session

None

#### Next Public Infrastructure, Environment, and Sustainability Committee Meeting

September 23, 2019 1:15 p.m. in the Council Briefing Center

#### Executive Session

None

#### Adjournment

The meeting adjourned at 3:00 p.m.

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# General Notices

## SUMMARY FOR PUBLICATION C35881

Granting a non-exclusive Cable Franchise to TDS Metrocom LLC., which its home office is located at 525 Junction Road, Madison, WI 53717, to use the public right of way to provide cable television services within its legal authority. Franchise term: 10 years. For more information, contact Kathleen Davis, Manager – State Government Affairs, phone: 978-218-8485; email: [Kathleen.Davis@tdstelecom.com](mailto:Kathleen.Davis@tdstelecom.com)

# Job Opportunities

We are an equal opportunity employer and value diversity within our organization. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, familial status, genetic information, veteran/military status, or disability status.

## POLICE COMMUNICATIONS SUPERVISOR SPN 282 PROMOTIONAL

**DATE OPEN:** Monday, January 20, 2020

**DATE CLOSED:** Tuesday, January 28, 2020 at 4:00 p.m.

**SALARY:** \$56,785.25 annual salary, payable bi-weekly, to a maximum of \$93,415.03

### DESCRIPTION:

Performs specialized technical and supervisory work in maintaining the operation of the Police Communications Center.

### DUTIES:

- Assigns, trains, and supervises Police Radio Dispatchers and Police Dispatch Support Specialists according to established procedures.
- Advises and is responsible to Police Administration for activities of the Communications Center.
- May take over any position in Communications Center for whatever emergency that may arise.
- Makes decisions as to priority if a call is an unusual case.
- Operates electronic message recorder; maintains supervisor log; takes indicated action in an emergency; prepares and maintains necessary reports, records and files.
- Responsible for maintaining appropriate radio files; prepares and maintains necessary records and reports.
- Interviews, assesses and screens potential hires.
- Develops and provides the leadership, education and guidance to Police Radio Dispatchers and Police Dispatch Support Specialists.
- Performs related work as required.

### MINIMUM QUALIFICATIONS:

#### Promotional Requirements:

(Current employees of the City of Spokane may meet the promotional requirements. All promotional requirements must be met at the date of the examination.)

- *Experience:* Two years of experience in the classification of Police Radio Dispatcher III in the Police Communications Center.

### EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a training and experience evaluation (T&E), a structured interview (Oral Board), and a promotion evaluation (PAR), with scoring weights assigned as follows:

- 40% T&E
- 40% Structured Interview
- 20% PAR

If fewer than two candidates are accepted, the weights will change to 80% T&E, 20% PAR, and the structured interview will not be conducted.

### **T&E EVALUATION DETAILS**

The T&E examination is a Supplemental Questionnaire designed to evaluate the applicant's education, training, and previous experience, as well as any other information deemed important to performing the duties of the position. The T&E must be submitted online at the time of application. The questions and instructions may be viewed online under the tab marked "**QUESTIONS**" on the job announcement page. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the closing date.

### **STRUCTURED INTERVIEW DETAILS**

The interview is a job-related, scored, structured interview. The interviews will take place on **Wednesday, February 5, 2020**. Candidates will be notified of interview appointment times and location after the close of the recruitment.

### **PROMOTIONAL EVALUATION DETAILS**

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance [in the form of a Performance Appraisal Review (PAR)] shall be a subject in all promotion exams. The PAR should be administered by the employee's supervisor within the past year.

- The employee's most recent PAR is the Promotional Evaluation for this position.
- If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

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

### **TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 16th day of January 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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**STREET MAINTENANCE FOREPERSON SPN 564**  
**PROMOTIONAL**

**DATE OPEN:** Monday, January 20, 2020

**DATE CLOSED:** Tuesday, February 4, 2020 at 4:00 p.m.

**SALARY:** \$51,396.12 annual salary, payable bi-weekly, to a maximum of \$84,856.32

**DESCRIPTION:**

Performs supervisory work directing the operations of one or more crews engaged in street and bridge maintenance.

**DUTIES:**

Assigned to and supervises one or more of the following street or bridge maintenance crews; however, employee may be assigned to supervise other crews, or perform other supervisory duties as conditions require.

**Asphalt Crew:** Supervises patching, maintenance, and repair work; and directs preparation, spreading, and clean-up operations.

**Street Cleaning Crew:** May be assigned to either arterial or residential sweeping crews supervising the cleaning and upkeep of public thoroughfares, alleys, and sidewalks, to include the supervision of a weed spraying crew.

**Snow Removal:** Supervises the clearing of snow and ice from city streets during the winter.

**Bridge Crew:** Inspects bridges, trestles, and guard rails on a scheduled basis. In conference with the supervisor, plans and supervises the maintenance and repairs needed, and estimates material and equipment required. Supervises the laying of stringers, decking, and concrete, the repair and building of guard rails, painting, and related work.

Supervises the operation of equipment incidental to the work being performed. Sets up and maintains traffic safety devices and cones within work zones.

All forepersons plan and organize work, train subordinates in the use and operation of equipment incidental to the work, keep time and work records, prepare reports, and perform related duties as required.

**MINIMUM QUALIFICATIONS:**

**Promotion** (Must be met by date of examination.)

- **Experience:** Completion of two years of service with the City in the classification of Street Maintenance Operator II or Bridge Maintainer II.
- **License:** Applicants must possess a valid Class A Commercial Driver's License (CDL).

**EXAMINATION DETAILS:**

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a multiple choice written test, an oral board interview, and a promotional evaluation (PAR), with weights assigned as follows:

Written Test 40%

Oral Board 40%

PAR 20%

**WRITTEN TEST DETAILS:**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Tuesday, February 11, 2020, at 2:00 p.m.** The approximate duration of the test is 2 hours.

Upon acceptance of your application, you will receive an e-mail invitation to the examination. You must bring a valid photo ID to the examination.

The written test may include such subjects as: Street and Bridge Maintenance, Equipment Operation, Safety, Supervision, Interpersonal Relations, Administration, City Geography, Reading Comprehension.

**ORAL BOARD DETAILS:**

The top 8 candidates based on results of the Written Test will move forward to the Oral Board interviews. This is an in-person interview process in which a structured set of questions is asked of each candidate by a panel of expert evaluators.

Interviews are tentatively scheduled to take place on **Wednesday, February 19, 2020**, at the Fire Training Center. Candidates will be notified of their scheduled appointments after the Written Test results are complete.

Please see our **Oral Board FAQ**.

#### **PROMOTIONAL EVALUATION DETAILS**

Pursuant to Civil Service Rule VI, Section 9, an evaluation of an employee's job performance [in the form of a Performance Appraisal Review (PAR)] shall be a subject in all promotion exams. The PAR should be administered by the employee's supervisor within the past year.

- The employee's most recent PAR is the Promotional Evaluation for this position.
- If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.
- If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

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

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

#### **TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 16th day of August 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

**ECCC CHAS DENTAL CLINIC**  
My Spokane Customer Experience  
**#PW ITB 5179-19**

### INVITATION TO BID NOTICE

**Description:** The City of Spokane is soliciting electronic bids for the ECCC CHAS DENTAL CLINIC.

**Bid Opening:** Sealed electronic bids will be received until **Monday, February 3, 2020 at 1:00 pm**. At 1:15 pm they will be publicly opened in a meeting held in the City Council Chambers, LL, 808 W. Spokane Falls Blvd., Spokane WA. All bid responses are only to be submitted **electronically** through the City of Spokane's bidding portal: <https://spokane.procureware.com>, on or before the aforementioned date and time. Hard copy and/or late bids shall not be accepted.

To view this solicitation, access Plans and Specifications, and submit a bid response, you must first register in the City's bidding portal at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation distribution list for changes and/or additions via Addenda form.

Potential bidders are asked to post their questions on our bidding portal under the tab labeled "Clarifications" under the relative project number.

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

Thea Prince  
Purchasing Department

Publish: January 15 & 22, 2020

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**COILED PIT SETTER METER BOXES**  
Water & Hydroelectric Services

**ITB #5222-20**

**Description:** The City of Spokane is seeking electronic bids for Coiled Pit Setter Meter Boxes to be used by the Water & Hydroelectric Services department on a value blanket order.

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, January 27, 2020 at 1:00pm**. Bids will be publicly opened at 1:15pm in the City Council Chambers, Lower Level of City Hall at 808 West Spokane Falls Boulevard, Spokane, Washington 99201. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

To view this solicitation and submit a bid response, you must be a registered supplier on the City's bidding portal at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation's distribution list for changes and/or modifications via Addenda form.

Interested parties are asked to post questions on our bidding portal on the 'Clarifications' tab under the applicable project number.

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

Samantha Johnson  
Purchasing Department

Publish: January 15 & 22, 2020

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