



# Official Gazette

## City of Spokane, Washington

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

Volume 104

JANUARY 15, 2014

Issue 3



### MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

MICHAEL A. ALLEN (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

CANDACE MUMM (DISTRICT 3)

STEVE SALVATORI (DISTRICT 3)

JON SNYDER (DISTRICT 2)

AMBER WALDREF (DISTRICT 1)

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# Minutes

**NOTICE OF REPUBLICATION OF  
OF  
NOVEMBER 11, 2013, MINUTES OF SPOKANE CITY COUNCIL**

This is notification that the Spokane City Council meeting minutes for November 11, 2013, are being republished in this issue of the *Official Gazette* as typographical errors were discovered in the previously published version of the minutes which appeared in the November 20, 2013, issue (Vol. 103, Issue 47), and those errors have been corrected.

**MINUTES OF SPOKANE CITY COUNCIL****Monday, November 11, 2013****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 Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

**Roll Call**

On roll call, Council President Stuckart and Council Members Allen, Fagan, McLaughlin, Salvatori, Snyder, and Waldref were present.

Also present on the dais were City Administrator Theresa Sanders, Assistant City Attorney Mike Piccolo, and City Clerk Terri Pfister.

**Advance Agenda Review**

Council received input from staff on the November 18, 2013, Advance Agenda items.

**Action to Approve November 18, 2013, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the November 18, 2013, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Waldref, seconded by Council Member Fagan, **to approve** the Advance Agenda for November 18, 2013; **carried unanimously.**

**EXECUTIVE SESSION**

The City Council adjourned to an Executive Session at 3:52 p.m. for 30 minutes to discuss real estate matters and labor negotiations. Assistant City Attorneys Mike Piccolo, Erin Jacobson, and James Richman were present during the Executive Session. At 4:19 p.m., Council President Stuckart announced that Executive Session would be an additional 10 minutes. The City Council reconvened at 4:33 p.m.

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

Council reviewed items on the November 11, 2013, Current Agenda for any changes and/or additions.

Suspension of Council Rules and Addition of Items to the Current Agenda

The following actions were taken:

**Motion** by Council Member Fagan, seconded by Council Member Snyder, to suspend the Council Rules; **carried unanimously.**

**Motion** by Council Member Snyder, seconded by Council Member Salvatori, to add four items to the Agenda: (1) TBD budget allocations and prioritizations as set forth in Resolution 2013-0081 to tonight's Legislative Agenda, (2) Letter written by Council Member Salvatori regarding Downtown development (for the purpose of Council sending it as a guest editorial), (3) Letter regarding the transportation package for the State of Washington to be sent to legislators in Spokane County, and (4) Tentative Agreement between the City and the Police Guild (with Item Nos. 2 through 4 being added to the Consent Agenda); **carried unanimously**.

Council President requested the Tentative Agreement with the Police Guild be considered separately under the Consent Agenda.

Council Member Snyder stated he wanted to make sure the Council is working with the right version of the transportation package letter. He stated he sent the correct one around to the City Council and it should have the clause ("now revenue for") struck out. Council Member Snyder noted he needed to make one more change to the letter in the third paragraph. It reads: "...a balanced transportation package in the special session..." Since the special session is closed, Council Member Snyder requested it read "by the end of the year" instead. Subsequently, the following action was taken:

**Motion** by Council Member Snyder, seconded by Council Member Salvatori, to make the change (to the letter as presented by Council Member Snyder); **carried unanimously**.

### CONSENT AGENDA

**Upon motion of Council Member Fagan, seconded by Council Member Snyder, Council unanimously approved Staff Recommendations for the following:**

Additional purchase of one 2014 Freightliner M2-106 truck cab & chassis from Freedom Truck Center (Spokane, WA) by the Fleet Services Department for the Water Department—\$93,027.17 (including tax). (OPR 2013-0777 / BID 3709-10)

Low bid meeting specifications of Sound Ford (Renton, WA) for two 3/4 ton 4x4 extended cab pick-up trucks for the Fleet Services Department—\$54,537.66 (including tax). (OPR 2013-0778 / BID 3971-13)

Low Bid of Arc Electric & Lighting Corporation (Spokane, WA) for Cedar Road and Country Homes Boulevard Intersection Signalization—\$430,826 (plus tax). An administrative reserve of \$43,082.60 (plus tax), which is 10% of the contract price, will be set aside. (OPR 2013-0779 /ENG 2009151)

Consulting/Professional Services Agreement with Accela, Inc. (San Ramon, CA) to implement Electronic Document Review and perform configuration and scripting tasks through November 30, 2014—\$168,447 (incl. tax). (OPR 2013-0780)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through November 4, 2013, total \$6,541,437.28 (Check Nos. 479283-479724; ACH Payment Nos. 12164-12237), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$6,226,158.38. (CPR 2013-0002)

Letter written by Council Member Salvatori regarding Downtown development (for the purpose of Council sending the letter as a guest editorial).

Letter regarding the transportation package for the State of Washington, to be sent to legislators in Spokane County (as amended).

#### **Tentative Agreement between the City and the Police Guild (considered separately)**

Council Members held discussion regarding the Tentative Agreement between the City and the Police Guild, with comment by Assistant City Attorneys Mike Piccolo and Erin Jacobsen to Council inquiries. Subsequently, the following action was taken:

**Motion** by Council Member Snyder, seconded by Council Member Allen, **to reject** the Tentative Agreement between the City and the Police Guild; **carried unanimously**.

### COUNCIL RECESS

The City Council adjourned at 4:46 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Regular Legislative Session, with Council President Stuckart and Council Members Allen, Fagan, McLaughlin, Salvatori, Snyder, and Waldref present. Assistant City Attorney Mike Piccolo and City Clerk Terri Pfister were also present on the dais.

## LEGISLATIVE SESSION

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Stuckart.

### **Roll Call**

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

There were no **Appointments**.

### **MAYORAL PROCLAMATIONS**

November 11, 2013      *Spokane Heroes Day*

Council Member Fagan read the proclamation. No individuals were present to accept the proclamation. The proclamation encourages citizens to participate in the activities related to Veteran's Day to help promote the memory and respect of our Nation's heroes.

November 17-23, 2013      *Lewis and Clark High School's National DECA Week*

Council Member Allen read the proclamation. No individuals were present to accept the proclamation. The proclamation commends the DECA class of 2013-2014 for their leadership in developing the minds, talents, and skills of our future leaders.

November 16, 2013      *International Day of Tolerance*

Council Member Snyder read the proclamation. No individuals were present to accept the proclamation. The proclamation encourages citizens to reflect on the value of diversity and to join in the celebration of this day.

### **CITY ADMINISTRATION REPORT**

#### **Community Minded TV (CMTV)**

John Delay of Channel 5 Communications introduced the Annual Report of CMTV. CMTV is under contract with the City to operate the public portion of the City's cable franchise. Kathy Thamm, Director of Community Minded Enterprises, and Daniel Reyes, CMTV Production Coordinator, along with DeShawn Bedford, CMTV Programmer, presented highlights of the Annual Report and responded to Council inquiries. As part of the presentation, Ms. Thamm displayed an introductory video and promo.

### **COUNCIL COMMITTEE REPORTS**

#### **Public Works Committee**

Council Member Salvatori reported on the Public Works Committee meeting held earlier today (November 11). Minutes of the Public Works Committee are filed with the City Clerk's Office and are available for review following approval of the Public Works Committee.

### **ANNOUNCEMENT**

Council President Stuckart announced this afternoon that the tentative agreement with the Police Guild was rejected on a seven to zero vote (of City Council), so there is nothing upcoming on the agenda. He also noted that the public hearings on November 13, November 20, and December 4 have been canceled in light of the Council's rejection of the tentative agreement.

### **OPEN FORUM**

**Mr. Rick Bocook** commented on a confrontation with an angry homeless person and panhandling.

**Mr. Don Felix, Ms. Liz Moore, Ms. Ann Murphy, Mr. Tom Schmidt, Ms. Pam Behring, and Ms. Mary Lou Johnson** spoke regarding independent oversight for Police (Proposition 1) and/or expressed comments in support of the Council's rejection of the tentative agreement with the Police Guild.

**Mr. David Brookbank** congratulated Council for rejecting the tentative agreement (with the Guild); however, he expressed that the decision should have happened during the Council's 6 p.m. session.

**Ms. Lynn McGinn** stated she has had a family member brutally beaten by the Police Department. She commented that right now there is no ombudsman to speak with or take this up. Council President Stuckart directed Ms. McGinn to the back of the chambers where Police Ombudsman Tim Burns was sitting. In addition, Ms. McGinn congratulated the Council on its decision today; however, she stated she feels the Council should take a look at this so that people can really say what the use of force in our community should be.

## LEGISLATIVE AGENDA

There were no **Emergency Budget Ordinances**.

There were no **Emergency Ordinances**.

### RESOLUTIONS

#### **Resolution 2013-0080—Authorizing the Airport to Acquire Various Parcels**

The following Resolution was adopted upon **Unanimous Roll Call Vote of Council**:

**RES 2013-0080** Joint Resolution with Spokane County in the matter of authorizing the Airport Board to acquire various parcels comprising of approximately 844 acres of land adjacent to Spokane International Airport property and one single family home located on approximately 19,330.71 square feet of land adjacent to Felts Field Airport property for long-term aviation development at Spokane International Airport and to protect runway approach and maintain safe operations at Felts Field Airport.

### COUNCIL RECESS

The City Council took a recess at 6:45 p.m. in order for the Transportation Benefit District (TBD) Governing Board to convene a meeting to adopt the TBD's 2014 budget allocations and project prioritization. The City Council reconvened at 7:11 p.m.

### RESOLUTIONS (continued)

#### **Resolution 2013-0081 Approving Projects for 2014-2019 Six-Year Comprehensive Street Program**

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

**Upon Unanimous Roll Call Vote, the City Council passed Resolution 2013-0081** approving projects for the 2014-2019 Six-Year Comprehensive Street Program utilizing Transportation Benefit District funding.

### FINAL READING ORDINANCES

#### **Final Reading Ordinance C35050 Relating to Animal Control**

Subsequent to public testimony and Council and staff comment, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council passed **Final Reading Ordinance C35050** relating to animal control; adopting Chapters 5.04 and 5.12 of the Spokane County Code; amending Spokane Municipal Code Sections 1.05.210, 8.02.080, 8.02.081, 10.03.020, 10.03.033, 10.03.050, and 17C.310.150; adopting new Sections 10.03.015 and 10.03.025; repealing Sections 10.03.010, 10.03.030, 10.03.040, 10.03.060, 10.03.065, 10.03.070, 10.03.075, 10.03.080, 10.03.090, 10.03.120, 10.03.130, 10.24.010, 10.24.020, 10.24.030, 10.24.040, 10.24.050, 10.24.080, 10.24.090, 10.24.100, 10.24.110, 10.24.120, 10.24.130, 10.24.140, 10.24.150, 10.24.160, 10.24.170, 10.24.180, 10.24.190, 10.24.200, 10.24.210, and 10.24.900; and setting an effective date.

#### **Final Reading Ordinance C35053 Establishing Department of Grants Management and Financial Assistance**

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

Upon 6-1 Roll Call Vote (Council Member Snyder voting “no”), the City Council passed Final Reading Ordinance C35053 establishing the Department of Grants Management and Financial Assistance; adopting a new Section 03.01A.315 to Chapter 3.01A of the Spokane Municipal Code.

#### FIRST READING ORDINANCES

The following Ordinances were read the First Time with further action deferred:

- ORD C35054** Relating to the management of capital programs and infrastructure planning and the creation of an integrated capital management department, amending Spokane Municipal Code Sections 3.01A.220 and 3.01A.500; adopting a new Section 3.01A.345; adopting a new Chapter 13.10 to Title 13 of the Spokane Municipal Code; and setting an effective date.
- ORD C35055** Relating to water, wastewater and stormwater rates and incorporating integrated capital management rates, and the creation of water and wastewater rate section in the Spokane Municipal Code, adopting a new chapter 13.035 to title 13 of the Spokane Municipal Code; and setting an effective date.
- ORD C35056** Relating to the rates of public utilities and services, amending Spokane Municipal Code Sections 13.03.1004, 13.03.1006, 13.03.1008, 13.03.1010, 13.03.1012, 13.03.1014, 13.03.1016, 13.03.1018, 13.03.1020, 13.03.1022, 13.03.1202, 13.03.1226, and 13.03.1312; and adopting a new Section 13.03.1003 to Chapter 13.03 of the Spokane Municipal Code; and setting an effective date. (Relates to Wastewater rates.)
- ORD C35057** Relating to the rates of the water and hydroelectric department for services, amending SMC sections 13.04.2002, 13.04.2004, 13.04.2005, 13.04.2008, 13.04.2010, 13.04.2012, 13.04.2014, 13.04.2015, 13.04.2016, 13.04.2019, 13.04.2022, 13.04.2024, 13.04.2025, 13.04.2026, and 13.04.2028 of the Spokane Municipal Code; and setting an effective date.
- ORD C35058** Relating to solid waste rates; amending SMC sections 13.02.0502, 13.02.0504, 13.02.0506, 13.02.0508, 13.02.0510, 13.02.0512, 13.02.0514, 13.02.0516, 13.02.0518, 13.02.0520, 13.02.0528, 13.02.0530, 13.02.0552, and 13.02.0554; and setting an effective date.

There were no **Special Considerations**.

#### HEARINGS

##### Hearing on 2014 Total Proposed Budget

Street Director Mark Serbousek provided an overview of the Streets proposed 2014 Budget and responded to Council inquiries. No individuals requested to speak during the hearing. Subsequently, the following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Snyder, to continue the hearing (to November 18, 2013); **carried unanimously**.

##### Hearing on Possible Revenue Sources for the 2014 Budget (continued from November 4, 2013, Agenda)

A hearing was held on possible revenue sources for the 2014 Budget. Subsequent to comments by Management and Budget Director Tim Dunivant and City Council and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

**Motion** by Council Member Allen, seconded by Council Member McLaughlin, to close the revenue hearing; **carried unanimously**.

#### SECOND OPEN FORUM

**Mr. Justin “Vitamin Jay” Pimsanguan** stated he is with the grass roots “Don’t Shoot” movement. He advised the purpose of “Don’t Shoot” is to reduce gun violence by making measurable change in crime statistics in Spokane with mentor outreach and community intervention meetings. He invited interested individuals to attend the “Don’t Shoot” meeting on November 12, 2013, in the Downtown Library, Meeting Room 1A.

**Ms. Deb Conklin**, United Methodist Minister, appreciated the Council turning down the tentative agreement (with the Guild) this afternoon. She expressed a deep concern though about the process and felt the tentative agreement should have been on the agenda so the public had notice of it.

**Ms. Teresa Simon** indicated she has filed a federal complaint in relation to 633 South Greene Street. In addition, she spoke regarding Delbert Belton.

#### ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:50 p.m.

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## MINUTES OF SPOKANE CITY COUNCIL

Monday, January 6, 2014

### 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 Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

#### Roll Call

Council President Stuckart and Council Members Allen, Fagan, Mumm, Salvatori, Snyder, and Waldref were present.

#### Advance Agenda Review

Council received input from staff on the January 13, 2014, Advance Agenda items.

#### Action to Approve January 13, 2014, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the January 13, 2014, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Fagan, seconded by Council Member Salvatori, **to approve** the Advance Agenda for January 13, 2014; **carried unanimously**.

### ADMINISTRATIVE SESSION

#### Current Agenda Review

Council reviewed items on the January 6, 2014, Current Agenda for any changes and/or additions.

#### Contract Amendment with Otto Klein and Summit Law Group (OPR 2012-0649)

Council President Stuckart requested that the Contract Amendment to provide additional funds to Otto Klein and Summit Law Group (Seattle, WA) for Special Counsel and arbitration services related to Police Guild negotiations be moved to the Legislative Session this evening (under Special Considerations).

#### Low Bid of Bacon Concrete, Inc. for Rowan Avenue Sidewalk (PRO 2014-0007 / ENG 2012134)

**Motion** by Council Member Fagan, seconded by Council Member Waldref, **to defer indefinitely** the Low Bid of Bacon Concrete, Inc. (Colbert, WA) for Rowan Avenue Sidewalk from Belt Street to Monroe Street—\$277,597.60. An administrative reserve of \$27,759.76, which is 10% of the contract price, will be set aside. **Motion carried unanimously**.

#### Setting Hearing on Resolution to adopt the 2014-2019 Citywide Capital Improvement Program (PRO 2014-0010)

**Motion** by Council Member Fagan, seconded by Council Member Mumm, **to defer indefinitely** the setting of hearing before City Council on Resolution to adopt the 2014-2019 Citywide Capital Improvement Program; **carried unanimously**. (Clerical Note: This item was incorrectly identified as City Clerk File No. OPR 2014-0015 on the January 6 Agenda. The assigned file number for this item has been corrected and the correct City Clerk File No. is PRO 2014-0010.)

#### Contract with Spokane Tribe of Indians Archaeology and Preservation Office (OPR 2014-0016)

For Council action on the contract with Spokane Tribe of Indians Archaeology and Preservation Office (Wellpinit, WA) for Combined Sewer Overflow (CSO) tank surveys, see action below and Resolution 2014-0004 under "Resolutions" section of minutes. (Clerical Note: This Consent Agenda contract item initially appearing on the January 6 agenda was replaced with Resolution 2014-0004.)

Resolution 2014-0004 Declaring the Spokane Tribe of Indians a Sole Source

**Motion** by Council Member Allen, seconded by Council Member Waldref, to suspend the Council Rules; **carried unanimously**.

**Motion** by Council Member Allen, seconded by Council Member Waldref, to add Resolution 2014-0004—declaring the Spokane Tribe of Indians a sole source for specialized cultural services relating to property being considered for Combined Sewer Overflow Control Facilities adjacent to the Spokane River downstream of the Lower Falls and authorization to enter into contact—to tonight's Legislative Agenda; **carried unanimously**.

### CONSENT AGENDA

**Upon motion of Council Member Waldref, seconded by Council Member Allen, Council unanimously approved Staff Recommendations for the following:**

Contract Extension with San Diego Police Equipment, Inc. (San Diego, CA) to purchase ammunition for Police Department—\$195,932.55 (incl. tax). (OPR 2011-0770 / BID 3791-11)

Blanket Order with Avidex (Spokane, WA) for miscellaneous audio-visual equipment for Fire Department—not to exceed \$85,000. (OPR 2014-0004)

Purchase of PC, laptop and mobile data hardware equipment from Dell Marketing L.P. (Dell Financial Service, LLC, Austin, TX) for various City departments, utilizing Washington State Contract #T10-MST-296—\$360,000 (plus tax), from January 1, 2014, through December 31, 2014. (OPR 2014-0005)

Purchase servers and related equipment from IBM Corporation (Armonk, NY) from January 1, 2014, through December 31, 2014, utilizing Washington State Contract #T10-MST-312—\$150,000 (plus tax & shipping). (OPR 2014-0006)

Purchase of various software from Washington State Department of Enterprise Services (Olympia, WA) from January 1, 2014, through December 31, 2014—\$150,000 (plus tax and shipping). (OPR 2014-0007)

Contract Extension No. 2 with Copiers Northwest Inc., (Seattle, WA) for the purchase, lease, rental service and management support of Canon or Sharp copiers and Hewlett-Packard printers—\$150,000 (plus tax and shipping). (OPR 2009-1067 / RFP 3596-09)

Contract Extension with Structured Communications Systems, Inc. (Clackamas, OR) for 24/7 extended support for Symantec centralized backup software—\$110,184.84 (incl. tax). (OPR 2012-1035 / RFP 3884-12)

Contract with Cerium Networks, Inc. (Spokane, WA) for maintenance of Cisco equipment located in City Hall and other locations—\$191,776.04 (plus tax). (OPR 2014-0008 / RFP 3984-13)

Contract with Integra Information Technologies, Inc. (Boise, ID) for software assurance and hardware maintenance of Hyland equipment for various departments from January 1, 2014 through December 31, 2014—\$80,720.62 (incl. tax). (OPR 2014-0009)

Interlocal Agreement with Spokane County Crime Reporting Center from January 1, 2014, through December 31, 2014—\$623,999. (OPR 2014-0010)

Contract Renewal with Blumenthal Uniforms Co. (Spokane, WA) for police uniforms, alterations, and repair services. Estimated annual expense—\$150,000. (OPR 2014-0011 / BID 3883-12)

Interlocal agreement with Spokane Transit Authority (Spokane, WA) to provide a police officer at the STA Plaza from January 1, 2014, through December 31, 2014—\$86,900 (revenue). (OPR 2014-0012)

Access and Utility Easement with TW Telecom LLC (Littleton, CO) to provide telecommunication services to tenants located at Spokane International Airport. (OPR 2014-0013)

Access and Utility Easement with Zayo Group, LLC (Boulder, CO) to provide telecommunication services to their customer Sprint who has equipment located on the City of Spokane's water tower located in the Airport Business Park. (OPR 2014-0014)

Increase administrative reserve on contract with Spokane Rock Products, Inc. (Spokane, WA) for Adams Street from 21st Avenue to 15th Avenue and surrounding streets—\$15,000. (PRO 2012-0031 / ENG 2010127)



Change Order No. 2 to contract with MDM Construction, Inc. (Hayden, ID) for Main Avenue Sewer Repair, with an increase of \$8,251.08 and no working days. Total cost-to-date—\$161,651.78. (PRO 2013-0027 / ENG 2013141)

Low Bid of Shamrock Paving, Inc. (Spokane, WA) for Francis Avenue from Division Street to Crestline Street—\$2,776,628.70 (plus tax). An administrative reserve of \$277,662.87 (plus tax), which is 10% of the contract price (plus tax), will be set aside. (PRO 2014-0008 / ENG 2012060)

Low Bid of Halme Construction, Inc. (Davenport, WA) for 8th Avenue and Chandler Street Transmission Main Reroute—\$887,816.05 (plus tax). An administrative reserve of \$88,781.60 (plus tax), which is 10% of the contract price (plus tax), will be set aside. (PRO 2014-0009 / ENG 2013194)

Increase encumbrance on contract with Washington Association of Sheriffs and Police Chiefs for rental of electronic home monitoring equipment—\$100,000. (OPR 2012-0017)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through December 30, 2013, total \$17,230,022.55 (Check Nos. 481645-482903; ACH Payment Nos. 12524-12727), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$16,304,627.67. (CPR 2014-0002)

Report of the Mayor of pending payroll claims of previously approved obligations through December 7, 2013 (Payroll Check Nos. 518921-519119): \$5,930,833.20. (CPR 2014-0003)

### **Executive Session/Council Recess**

The City Council adjourned to an Executive Session at 4:05 p.m. for approximately 15 minutes to discuss pending lawsuits and legal fees. Assistant City Attorneys Pat Dalton, Mike Piccolo, Erin Jacobson, and Sam Faggiano were present during the Executive Session. The City Council held a meet and greet session at 5:30 p.m. for approximately 30 minutes with proposed appointees to boards and committees. The City Council reconvened at 6:00 p.m. for the Regular Legislative Session, with Council President Stuckart and Council Members Allen, Fagan, Mumm, Salvatori, Snyder, and Waldref present. Assistant City Attorney Mike Piccolo and City Clerk Terri Pfister were also present.

## **LEGISLATIVE SESSION**

### **Words of Inspiration**

Spokane's Poet Laureate Thom Caraway recited two poems for the City Council: "City Council Welcomes the Christ Child" and "Sometimes I Want to Give You a Hug Spokane."

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Stuckart.

### **Roll Call**

Council President Stuckart and Council Members Allen, Fagan, Mumm, Salvatori, Snyder, and Waldref were present.

## **CULTURAL PRESENTATION**

### **Film - "Different Drummers"**

Council Member Mumm noted there is an award winning movie that was filmed in Spokane with hundreds of local students from 16 schools that is set to premiere in Downtown Spokane this weekend called "Different Drummers." She noted the film recently won as the best family film at the Houston Film Festival. Council Member Mumm invited the directors, Lyle Hatcher and Don Caron, forward to provide a preview and to make a report on the economic impact the film is expected to bring to the City. Mr. Hatcher noted the film had a budget of \$1.5 million and is anticipated to return a little over \$4 million back to the economy. He noted the movie tells a great story and was produced and paid for in Spokane. The movie is scheduled to run through January and possibly longer. The directors then played a short preview of the movie.

## **PROCLAMATION**

January 11, 2014      *Human Trafficking Awareness Day*

Council Member Mumm read the proclamation and presented it to Mabel Elsom, anti-human trafficking coordinator for Lutheran Community Services, along with guests from Eastern. Ms. Elsom spoke regarding the event that will be held Saturday to raise awareness about human trafficking.

## COUNCIL APPOINTMENTS

### Appointments

**Motion** by Council Member Mumm, seconded by Council Member Allen, **to approve** (and thereby confirm) the following Mayoral appointments and reappointments; **carried unanimously**:

#### Arts Commission (CPR 1981-0043)

Jim Kolva appointed to serve a three-year term to begin on January 1, 2014, and expire on December 31, 2016.

#### Landmarks Commission (CPR 1981-0122)

- David Shockley appointed to serve a three-year term to begin on January 1, 2014, and expire on December 31, 2016.
- Jim Kolva reappointed to serve a three-year term to begin on January 1, 2014, and expire on December 31, 2016.
- Carl Durkoop reappointed to serve a three-year term to begin on January 1, 2014, and expire on December 31, 2016.

#### Plan Commission (CPR 1981-0295)

Tom Reese appointed to serve a five-year term to begin January 1, 2014, and expire on December 31, 2017.

#### Design Review Board (CPR 1993-0069)

Jeff Logan appointed to serve a three-year term to begin January 1, 2014, and expire on December 31, 2016.

#### Ethics Committee (CPR 2006-0042)

Troy Bruner reappointed to serve a three-year term to begin January 1, 2014, and expire on December 31, 2016.

There was no **City Administration Report**.

## COUNCIL COMMITTEE REPORTS

### Planning, Community, and Economic Development (PCED) Committee

Council President Stuckart reported on the PCED Committee meeting held earlier today (January 6). Minutes of the PCED Committee meetings are filed with the City Clerk's Office and are available for review following approval of the PCED Committee.

## OPEN FORUM

**Mr. Rick Bocoook** commented on the sit and lie down ordinance and expressed comments in protest of the law.

**Mr. Henry Valder** spoke regarding Utah's reaction to homelessness and referenced an online story, "Social Intervention – December 12," that says Utah has reduced its rate of chronic homelessness by 78 percent.

**Mr. Mike Rogers** remarked on matters relating to STA and commented on STA's financial situation.

**Mr. George McGrath** expressed comments in opposition to the bridge (University District Bicycle and Pedestrian Bridge).

**Mr. Mark Hamilton** praised the City on their work and handling of a sewer break on New Year's Eve at a home on 33<sup>rd</sup>.

## LEGISLATIVE AGENDA

There were no **Emergency Budget Ordinances**.

There were no **Emergency Ordinances**.

**RESOLUTIONS****Resolution 2014-0003**

Subsequent to comment by Utilities Director Rick Romero and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2014-0003** confirming the appointment of Dan Kegley as Director of Water & Hydroelectric Services Department.

**Resolution 2014-0002**

Subsequent to comments by Council President Stuckart as the sponsor of the resolution, Council inquiry and comment, and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council adopted **Resolution 2014-0002** amending the City Council Rules of Procedure.

**Resolution 2014-0004 (Cross Reference: OPR 2014-0016)**

Subsequent to an overview of Resolution 2014-0004 by Marcia Davis of the Utilities Division, Council inquiry and comment, and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2014-0004** declaring the Spokane Tribe of Indians a sole source for specialized cultural services relating to property being considered for Combined Sewer Overflow Control Facilities adjacent to the Spokane River downstream of the Lower Falls and authorization to enter into contract—not to exceed \$65,000.

There were no **Final Reading Ordinances**.

There were no **First Reading Ordinances**.

**SPECIAL CONSIDERATIONS****Contract Amendment with Otto Klein and Summit Law Group (OPR 2012-0649)**

Upon consideration of the Contract Amendment with Otto Klein and Summit Law Group, Council President Stuckart requested a motion to change the dollar amount of the contract amendment from \$60,000 to \$35,000, so that if the City does go to arbitration the City Council can increase the contract at that time and have a conversation about strategy with Otto Klein. He noted the \$35,000 would cover the current work that is being done up through at least the next three or four months while in mediation. Subsequently, the following actions were taken:

**Motion** by Council Member Snyder, seconded by Council Member Fagan, to change the amount from what was listed in the agenda (\$60,000) to \$35,000; **carried unanimously**.

**Upon Unanimous Roll Call Vote**, the City Council **approved the Contract Amendment, as amended**, to provide additional funds to Otto Klein and Summit Law Group (Seattle, WA) for Special Counsel and arbitration services related to Police Guild negotiations—\$35,000.

There were no **Hearings**.

No individuals spoke during the second **Open Forum**.

**ANNOUNCEMENT**

Council President Stuckart noted that Council Connection will be this Thursday at 6:00 p.m., and he will be talking about urban agricultural, market gardens, and liberalizing animal laws.

**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 6:45 p.m.

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**SPECIAL MEETING MINUTES OF CITY OF SPOKANE  
TRANSPORTATION BENEFIT DISTRICT GOVERNING BOARD**

**Monday, November 11, 2013**

A Special Meeting of the City of Spokane Transportation Benefit District (TBD) Governing Board held on the above date was called to order at 6:45 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

**Roll Call**

On roll call, Board Members Stuckart (Chair), Allen, Fagan, McLaughlin, Salvatori, Snyder, and Waldref were present.

Assistant City Attorney Mike Piccolo and City Clerk Terri Pfister were also present on the dais.

**TBD Resolution No. 2013-0002**

Subsequent to a presentation by John Covert, Chair of the Citizens' Transportation Advisory Board (CTAB), and TBD Board inquiries and commentary, with response by Street Director Mark Serbousek, Mr. Covert, and Assistant City Attorney Mike Piccolo, the following action was taken:

**Motion** by Board Member Waldref, seconded by Board Member Allen, that the TBD Board not use the CTAB money for the \$350,000 toward the curb ramps, the one-time money, and instead take that out of Street reserves; **rejected 1-6 [Board Member Waldref voting "aye" and Board Members Stuckart (Chair), Allen, Fagan, McLaughlin, Salvatori, and Snyder voting "no"]**.

**Motion** by Board Member Salvatori, seconded by Board Member Allen, **to adopt TBD Resolution No. 2013-0002** adopting 2014 budget allocations and project prioritization; **carried unanimously**.

(Clerical Note: The Special Meeting Notice/Agenda incorrectly referenced the resolution as TBD Resolution No. 2013-0004. The correct number for the resolution is TBD Resolution No. 2013-0002, as referenced above.)

**ADJOURNMENT**

There being no further business to come before the Transportation Benefit District Governing Board, the Special Meeting of the Board adjourned at 7:11 p.m.

**SPECIAL MEETING MINUTES OF CITY OF SPOKANE  
TRANSPORTATION BENEFIT DISTRICT GOVERNING BOARD**

**Monday, January 6, 2014**

A Special Meeting of the City of Spokane Transportation Benefit District (TBD) Governing Board held on the above date was called to order at 6:44 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

**Roll Call**

On roll call, Board Members Stuckart (Chair), Allen, Fagan, Mumm, Salvatori, Snyder, and Waldref were present.

Assistant City Attorney Mike Piccolo and City Clerk Terri Pfister were also present on the dais.

**Re-Appointment to Citizens' Transportation Advisory Board**

**Motion** by Board Member Salvatori, seconded by Board Member Fagan, **to approve** the re-appointment of Brian Duncan to the Member at Large position on the Citizens' Transportation Advisory Board; **carried unanimously**.

**ADJOURNMENT**

There being no further business to come before the Transportation Benefit District Governing Board, the Special Meeting of the Board adjourned at 6:45 p.m.

**SPECIAL MEETING MINUTES  
SPOKANE CITY COUNCIL**

**Thursday, January 9, 2014**

A Special Joint Meeting of the Spokane City Council and the Park Board was held on the above date at 3:33 p.m. in the City Council Briefing Center, Lower Level - City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council

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

**Please see the attached agenda for discussion items.**

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 4:57 p.m.

### **Attachment**

**Park Board/City Council  
Joint Study Session  
January 9, 2014, 3:30-5:00  
Briefing Center – Lower Level City Hall  
Agenda**

Meeting Chair: Council President Ben Stuckart

Park Board President: Randy Cameron

- I. Introductions
- II. Review of Agenda (*Ben*)
- III. President's Report (Randy Cameron)
  - Park Board Liaison
  - Park Board President/VP Elections
  - New Exempt Positions (Recreation, RFP, & XO)
  - Parks & Recreation Director Annual Evaluation
- IV. Golf Committee (Ross Kelley)
  - 2013 Rounds Up & Met Budget
  - Minor Rate Increase for 2014
  - Renewed Two Pro Contracts
  - Northern Quest Sponsorship Opportunity
  - New POS Software for 2014
- V. Land Committee (Ken Van Voorhis)
  - Conservation Futures
  - Centennial Trail
  - Ben Burr Trail
  - Key 2013 Park Projects
  - Key 2014 Park Projects
- VI. Recreation Committee (Susan Traver)
  - UTF Skate Park
  - Youth & Senior Centers
  - Aquatic Centers
  - Interactive Recreation Guide
- VII. Riverfront Park Committee (Chris Wright)
  - Master Plan Advisory Committee
  - Adoption/Implementation Schedule
  - Financing Package
- VIII. Finance Committee (Andy Dunau)
  - 2013 Budget Performance
  - 2014 Budget Expectations
  - 2014 & Beyond
  - New Financial Reporting Format

## IX. Urban Forestry Tree Committee (Ken Van Voorhis)

- Tree Inventory
- Grant Projects @ Finch
- Heritage Tree Program

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### Planning Community Economic Development

December 16, 2013

Meeting Minutes: Meeting called to order at 11:02 am

#### Attendance:

- PCED Members present:, Council President Stuckart, Council Members: Jon Snyder, Mike Fagan, Steve Salvatori, Amber Waldref and Nancy McLaughlin
- Staff present: Jan Quintrall, Scott Chesney, Mark Serbousek, Mike Werner, Inga Note, Dave Steele, Adam McDaniel, Sheryl McGrath, Dan Skindzier, Gary Nelson, Eldon Brown, Andrew Worlock, James Richman, Bob Turner, Katherine Miller and Inga Note

**Approval of Minutes:** Council Member Fagan made a motion to approve the meeting minutes from November 18, and December 2, 2013; M/S Council Member Salvatori; passed unanimously.

#### Council Update:

1. Convention Center Hotel Project Update – Scott Chesney provided the latest revision displaying a four-sided rendering; additional discussion of the entry/egress for the Convention Center Hotel; traffic for the larger events might be a challenge. It was reported that art is a component of the development. Council to expect more reports as the project develops.
2. North Monroe Street Pedestrian Corridor Update – Bob Turner reported on the history and accident rates for the last ten years on the Monroe Street Corridor from Northwest Boulevard to Cora Avenue. Many of the incidents are due to poor visibility as cars turn onto side-street from Monroe Street or pedestrian error when crossing; the statistics do not indicate an identifiable pedestrian error pattern. Staff suggests community education; better lighting levels; review existing marked crosswalks. Council appreciates the history but is sending this back to Staff to work on strategies to make this corridor safer and to bring that plan back to City Council at the end of January.

#### Staff Update:

1. Elevator Code Update - Council Member Salvatori stated the Elevator Code updates were rejected by City Council, due to their concerns of the significant gaps within the community, State and City. Scott Chesney reported that Staff sees valid points on both sides, with no conclusions at this point; Staff to readdress the updates and report back to the Council. Seattle would like to partner with City to address this issue, as they are also in the same position. Building owner Ron Wells, City Inspector Dan Skindzier, Gordon Hester – BOMA Co-Chair, from Kiemle and Hagood and Condo Association representative Greg Getaz provided input to the City Council.
  - Council request follow up from Staff:
  - Washington State L&I meet with BOMA –Spokane
  - Provide list of Advisory Committee Members from the work group
  - Where does City of Spokane/Washington State have ability to make adjustments & have involvement in the process; is Washington state more restrictive than other states
  - Provide list of those attending the work sessions
  - Provide documentation/data for justification for the changes that were necessary
2. North Spokane Corridor WSDOT – Larry Larsen, Washington State Department of Transportation, (WSDOT), provided an update on the Corridor and the facilities built along and connecting to Francis Avenue. WSDOT has been collaborating with the Hillyard Neighborhood throughout the project and will continue to do so. The Wellesley interchange is at the design stage; WSDOT is working with the City looking for necessary cost reductions; Thor and Freya ramps have been “right-sized”; will continue to address traffic with the City of Spokane to determine if the demand has changed. The completion of the project is years away, many components have been scaled-back, with cost and property ROW acquisition reductions.
3. Plan of Spokane - Scott Chesney reported on the selection process for the Plan of Spokane Comprehensive Plan Amendment professional services; Council should expect to see a contract after the first of the year, updated to provide specifics that will allow more opportunities for Stakeholder participation.
4. Spokane Transfer Property Acquisition – Dave Steele MLK Phase II Spokane Transfer Company, for City Council approval; \$950,000 is the settled amount. City Council is requesting total construction cost from Division to Trent, inclusive of right of way purchases.

Adjournment:

Next meeting will be January 6, 2014

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**CIVIL SERVICE COMMISSION MEETING**

**December 17, 2013**

Mary Doran, Chair, called the regular meeting to order at 9:30 a.m. All Commission members were present.

Agenda Item I.

Approval of Minutes:

Ms. Doran introduced the Minutes from the regular meeting of November 19, 2013, for approval. Hearing no changes or corrections to the minutes, Ms. Doran stated that the minutes would stand approved as prepared.

Agenda Item II.

Staff Activities:

Glenn Kibbey, Chief Examiner, stated that November had been a busy month for staff with several job announcements issued, a number of examinations administered, and several classification surveys in process. Mr. Kibbey reported that the new edition of the Civil Service Rules as adopted in October are published on the Civil Service page of the City website, and that staff is in the process of having them reformatted for publication in the traditional booklet style for distribution during new employee orientation sessions, and upon request.

The following statistics were reported for November, 2013:

Announcements issued	4	Classifications under review	1
Examinations	21	Classifications reviewed	2
Requisitions received	16	Classifications revised	2
Requisitions certified	15	Classifications New/Deleted	2/0
Requisitions pending	1	Title Changes	0
Requisitions cancelled	0	Surveys completed/cancelled/pending	1/0/11

Average days from departmental initiation to receipt of requisitions in Civil Service = 5.5

Average days from requisition receipt to certification = 0.0

Percentage of Requisitions Certified within 24 hours of receipt = 100%

The Chief Examiner reported additional details regarding examinations administered, including an examination remotely administered in Alaska, as well as changes to the classification of Water Hydroelectric Plant Operator pertaining to CDL requirements, and to the classification of Firefighter for inclusion of lateral-entry requirements. It was reported that both changes have the concurrence of management and labor. The report was concluded.

Phyllis Gabel asked about the test administered in Alaska. The Chief Examiner replied that when recruiting for open-entry classifications where the applicant pool is limited, or with promotional classifications where there are City employees on active military service who wish to take them, staff will attempt to arrange for the exams to be administered remotely. Mr. Kibbey stated that in this particular case, a local government agency in Alaska was contacted and agreed to administer the examination to the candidate for us.

Mr. Kibbey stated that with regard to City employees on active duty military service, staff attempts to have a field-grade officer, with the rank of Major or higher, administer promotional examinations. Mr. Kibbey stated that staff has been successful in having such exams administered in Iraq, Afghanistan, Bosnia, and all over the world wherever the military might be. The staff activities report was concluded with no further questions from Commission members.

Agenda Item III.

Classification Resolution:

The Chief Examiner stated that the new classification to be considered for adoption is titled Assistant Food/Beverage Supervisor, which is designed as an assistant to the currently filled classification of Food/Beverage Supervisor in the

Parks and Recreation Department. Mr. Kibbey stated that the new class was requested by Sam Song, the incumbent Food/Beverage Supervisor, with concurrence of Park Director Leroy Eadie, as the food services being offered have expanded significantly over the past few years.

It was reported that both Mr. Song and Mr. Eadie have concurred that the class specification accurately reflects the work to be performed. Mr. Kibbey stated that as staff was unsure which bargaining unit might represent the new classification, both the M&P Association and Local 270 were asked for concurrence, and it was received. Mr. Kibbey recommended adoption of the resolution and noted that once the classification is adopted, Human Resources staff would make the final bargaining unit assignment and negotiate salary. Cheryl Beckett moved for adoption. Craig Hult seconded the motion, and it carried unanimously.

#### Agenda Item IV.

City Council President Ben Stuckart and Business/Developer Services Director Jan Quintrall, regarding the Civil Service System:

City Council President Ben Stuckart addressed the Commission and stated that at the time the Police and Fire Departments were expanded to Divisions in order to create more positions exempt from Civil Service, he became concerned. Mr. Stuckart continued that, in talking to other Council members, he was concerned that the Council might have spent this fall on a ballot initiative that would have eliminated Civil Service. He continued that, in his capacity as Council President, he reached out to Jan Quintrall to look at the system and find out why some people within the city government are frustrated with Civil Service. Mr. Stuckart stated that he would give an overview of the process, and some recommendations. He explained to the Commission that he isn't standing here saying that you have to do anything, but that he wanted to be very upfront that the goal of the review was to make sure that he didn't spend the fall talking about Civil Service in an initiative process. Mr. Stuckart stated his belief that looking at a system that people are frustrated with is better than trying to destroy the system, and stated that he had been frustrated with the Fire Department and Police Department moves to into Division structures.

Ms. Beckett asked Mr. Stuckart whether, when he was talking about looking at a system with people who were frustrated with the system, he was talking about frustration from the ranks or the City Administration. Mr. Stuckart responded that he would outline who they talked to and noted that there were some themes that ran through it, whether it came from bargaining units, past reports, etc. Mr. Stuckart stated that they'd met with the leadership from all of the bargaining units, department heads and division directors, current and past Civil Service Commission members, a former Chief Examiner, with Glenn quite extensively, city attorneys, and some city employees that had just gone through the process. Mr. Stuckart continued that they'd tried to cover all bases, and asked the same set of questions of everyone, and themes came from the answers out of over thirty interviews. Mr. Stuckart said that they decided to start with one area. Mr. Stuckart stated that one of the larger concerns on a general level is that people are confused with what Civil Service does, and what the Human Resources Department does, what those exact responsibilities are, and how those delineate out. He continued that if that could be made clear, it is really definitional for the citizens. Mr. Stuckart also stated that if some small incremental improvements were made, there would be less push-back to destroy the system.

Mr. Stuckart said he wanted to make it clear that he and Jan are committed to working with the Commission if recommendations they make will result in higher costs. He stated that the Commission is allowed up to one-percent of the classified payroll for its budget, and the Chief Examiner typically requests a budget at the minimum of one-half percent, and that he is committed to finding the money if it is required for improvements.

Mr. Stuckart stated that one of the common themes from the interviews was testing, and how it could be improved. He continued that there were a lot of comments about the Civil Service job descriptions, and the two-page limitation. He stated that sometimes the mandatory parts of job descriptions take up so much of the space, that other necessary functions of the job can't make it on. He said that step-one to make jobs easier throughout the system, would be to review all of the job descriptions. The Chief Examiner stated that there is a definitional difference between what Civil Service writes as a classification specification, designed to be an outline and consolidation of all possible job descriptions within a class of similar positions, as compared to a job description for a specific position that could be very detailed. Mr. Kibbey stated that if Civil Service attempted to include all possible duties of all possible positions within a class specification, it could be a book. Mr. Stuckart stated that many of the concerns were that the specifications were too technical, and that it was seen as a barrier. Mr. Stuckart says he understands there are reasons for these things, but is asking that they be looked at.

Mr. Stuckart continued that another theme was that people like the use of oral boards in exams, and that while they are used in some cases, the possibility of using them more should be looked at. He said that often the written test is believed to be not enough in order to truly evaluate what the City needs in its employees. Ms. Doran asked whether he was referring to oral boards in testing, or oral boards as part of the selection interview process once people have been placed on a list. Jan Quintrall responded that testing for skills is one thing, but testing for softer skills is another. Mr. Stuckart stated that someone might be a great engineer, but that they may not have the soft skills necessary to go out and talk to the public, or be in a position where they are meeting with the neighborhood leaders. He continued that's where they would want to go with oral boards and soft-skills testing, and are willing to fund those if there are better models out there. Mr. Stuckart said that one of the themes has been that that the eligible lists need to be refreshed, as they are two-year lists. He provided an example of a list where there are fifty people on the list, and the department goes through the first hiring process at the



beginning of the life of the list, and the list still exists. He continued that a year later, most of those on the list have moved on to other jobs. He stated that this was a recommendation made in a 2006 report. Ms. Doran asked if he was talking about continuous testing. Mr. Stuckart responded that he was talking about more frequent testing. Mr. Kibbey stated that Civil Service does have what we call a continuous testing policy that; when eligible lists are over six months old, and over fifty percent exhausted, staff can retest and merge the results into the existing eligible list. He continued that for Police Officer eligible lists, he has agreed with Chief Straub to test once per year, as more frequent testing would overwhelm the police academy staff conducting background checks and related processes.

Mr. Stuckart noted that one of the issues is that people on promotional lists that weren't promoted, wanted feedback for ways to improve their performance. He continued that those employees are frustrated with the system as they are not hearing ways to improve their performance. Ms. Quintrall provided an example of an Engineering Technician II who didn't score well enough on the exam for Engineering Technician III to be in the area of selection, and wanted to know where he could improve. Mr. Kibbey responded that with promotional processes, departments are supposed to be training their employees to move up to the next higher level, and that if the employees are not performing well on the exam, the training should be reviewed.

Ms. Quintrall stated that is a great point, and it could be that the departments feel they are doing a great job in training their employees, but that the training, skills, and tests are so disconnected that we're not really measuring what we're looking for. She continued that when you have employees who don't score well, that is a good place to begin that dialog.

Mr. Kibbey responded that the dialog is begun each time an examination is reviewed with subject matter specialists appointed by management and the bargaining units, and that if the management subject matter specialist notes that their training is significantly different than our test device, they need to be able to tell us that. Mr. Kibbey noted that Civil Service exam analysts are trained to develop test devices, but are not experts in every job in the city, so staff relies on subject matter specialists provided by labor and management to provide the validity for the exams. He concluded with his opinion that if people who are not part of the process are saying that the exams are not related to the jobs being tested for, they do not know what they are talking about.

Mr. Stuckart stated that, to follow up on the training portion of the discussion, the top recommendations when they met with the cabinet were a revamp overhaul of the PAR system because it is not consistent, mandatory supervisor training when someone is first promoted to a supervisory position, and proper usage of the probationary period.

Mr. Stuckart stated that another concern was use of self-assessment in exams. He stated that they had heard that people are allowed to self-assess, and that if someone asked him if he was an expert in something, he'd say yes. The Chief Examiner noted that he's only aware of possibly a couple of classifications where people are allowed to self-assess, at the request of management, and those are for typing skills tests for the Clerk IV and Administrative Secretary.

Mr. Stuckart stated that they'd heard of other examples. Janet Cline, Exam/Class Analyst, stated that there may be some confusion regarding training and experience evaluations where candidates are provided with definitions for skill levels ranging from no training to expert, and asked to check a box where they would place themselves within the range, but that portion of the training and experience evaluation is only for informational purposes and is not part of the scoring process for ranking purposes. She continued that the candidates still must document their responses to questions, and those responses are scored.

Ms. Quintrall stated that there could be a simple lack of communication, as it has been mentioned that Civil Service is already doing some of the things that have been recommended to look at.

Mr. Stuckart stated that a couple of comments that were thematic were that; the Civil Service staff is great to work with, and appreciated; the Commissioners are doing a great job; the entry-level Police testing process is working great, entry-level for Fire is working well, and apparently those were purchased tests, and that might be a model for other departments in the future, if tests can be purchased.

Mr. Stuckart also noted that it was stated over and over in the interviews that there was concern with the "rule of one."

Mr. Stuckart stated that the final issue was regarding why people are creating more divisions and departments. He continued that when someone like Chief Straub comes in with a mandate to change the culture in the Police Department, and he and his assistant are the only two positions that can be hired outside of Civil Service, the Chief considers that limiting. Mr. Stuckart stated that all of the management they had talked to said that the City Charter limits for only up to two exempt positions in a department was very limiting, so there will have to be a conversation in the community regarding these issues at some point. He continued that the conversation is going to happen, and it is best to be led not by someone who hates the Civil Service System and wants to get rid of it.

Mr. Stuckart stated his belief that the Civil Service System offers great protection, and if we don't have it, we're putting ourselves at great risk for nepotism and getting the Phil Harris situation all over again. He stated that he believes the staff and Commission are doing a great job, but that there is an underlying frustration with the number of positions in a department that are at the discretion of the head of that department, and that before it comes to a head and destroys the system, at some point, we're going to have to have the conversation. If the number is enlarged, whether it is a number or a percentage of the employees in the department, or what to allow managers within the structure to have a little more leeway.

Mr. Stuckart asked that the Commission talk about the issues, and if there is a need for additional budget to make changes, he would work with them to find the funding.

Mr. Kibbey thanked Mr. Stuckart and Ms. Quintrall, and said that staff is always willing to work with labor and management to improve processes and find the best solutions. He continued that staff has expanded the use of oral boards, assessment processes, and other performance measures as determined necessary to test for the elements required for the particular classification being examined for.

Ms. Doran asked Commission members whether they had questions. Ms. Gabel asked for clarification of her understanding that oral boards as discussed, are a component of the exam scoring, rather than outside of the exam process. Mr. Stuckart said her understanding was correct. He stated that if a large part of the job is communication with the public, those skills should be tested for. The Chief Examiner stated that one option, where the applicant pool is large, would be to have an oral board or assessment process as part of the selection interview process for the top ranked eligibles, rather than for the entire group in a test process.

Ms. Doran asked Mr. Stuckart if the Commission could get a copy of his presentation, to which he responded that he would do so this afternoon.

Ms. Doran asked if there were any further comments. Mr. Kibbey asked the Commission for direction as to how to proceed with the recommendations. Ms. Beckett said that she was unsure what was being requested of the Commission. She said she understood Mr. Stuckart to say there was an expectation that all of them should be looked at. She said that could be done, and dismiss those that were not workable. She said that the Commission must be very careful with regard to validation, having objective tests, and that the subjective review is done during the selection process, or we would be vulnerable to lawsuits. She continued that there was mention of protection, but as used it seemed to be in the context of protecting jobs rather than the integrity of the system with objective tests. She continued that it might be appropriate to proceed with staff looking at the list of recommendations, prioritizing them, and bringing them back to the Commission. Ms. Gabel noted that some of the items on the list appear to be due to miscommunication, and would probably drop off. She continued that there may be some that are valid, some that are not, and some appear to be due to communication issues.

Joe Cavanaugh, Local 270 President, provided input and stated that he would appreciate it if the Civil Service Rule Review Committee could review the list and discuss it with staff. Ms. Beckett stated that staff and rule review committee reviews could be done contemporaneously rather than having one group review, followed by another. Ms. Doran directed the Chief Examiner to provide the information to the Rules Review Committee. Mr. Kibbey responded that he'd be happy to do so, and convene meetings with them to go through the recommendations and provide input.

Ms. Quintrall addressed the Commission and stated that in all of their interviews, a really common theme was that there is a focus on maintaining the integrity of the system, rather than the outcome, and that by being so focused on following the system, we're not putting the right people in the right places. She continued by addressing Ms. Beckett's comment about maintaining the neutrality and impartiality, which she said they are trying to do, while bringing the system into the 21<sup>st</sup> century so that we're testing for the skills that we need for today's workforce. She stated her thought that there is a marriage of labor, Civil Service, management, and those who are subject to the rules of Civil Service, in order to make it work better for everyone. She asked that everyone be open and ready to listen and talk about what is possible, rather than "we can't do that." She stated that during her two years with the City, she has had very different experiences with Civil Service, where in one instance staff was listening, and in others they didn't feel like they were being listened to and the response was; this is how we've always done it and this is what you will get. Ms. Quintrall stated that a lot of the issues revolve around communication, listening to what your customer needs, and figuring out how to get there within the constraints of Civil Service.

Ms. Beckett responded that Ms. Quintrall had given an excellent example of how the system is working, with the desired outcome, through communication. She continued that there appears to be an assumption that the system is at odds with the outcome, and that it's all a matter of semantics. Ms. Beckett said the system isn't at odds with the outcome so long as there is better communication. She stated that it appears that Ms. Quintrall is viewing the system as entrenched, while the Commission is viewing it as flexible, and that better communication can help all of us. Ms. Quintrall responded that the system is entrenched and flexible, which makes it inconsistent. Ms. Beckett responded that better communication will help make us all understand what we mean by these words.

Agenda Item V.  
Other Business:

Hearing no other business to come before the Commission, Ms. Doran adjourned the meeting at 10:21 a.m.

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# General Notices

## NOTICE NOTICE NOTICE

NOTICE IS HEREBY GIVEN that the regular meeting of the SPOKANE CIVIL SERVICE COMMISSION will be conducted at 9:30 a.m., Tuesday, January 21, 2014, in the Council Chambers on the Lower Level, City Hall.

Items on the Agenda are as follows:

- I. Commission Organization
- II. Approval of Minutes
- III. Staff Activities
- IV. Request for Classification Designation as Senior Admin. Assistant, per Rule V, Section 5
- V. Claim/Complaint Regarding Administrative Determination by Chief Examiner
- VI. Other Business

The meeting is open to the public, with the possibility of moving into executive session only with members of the Civil Service Commission and the appropriate staff.

A Commission briefing will be held at 9:00 a.m., January 21, 2014, in the Council Chambers.

Dated at Spokane, Washington, this 9<sup>th</sup> day of January, 2014.

MARY DORAN  
Chair

GLENN KIBBEY  
Chief Examiner

TO HUMAN RESOURCES STAFF AND ALL EMPLOYEE REPRESENTATIVES:

There will be a pre-Commission/Project Evaluation Committee meeting in the Civil Service Conference Room (4B) at 11:00 a.m., Thursday, January 16, 2014.

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Gita George-Hatcher at (509) 625-7083, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [ggeorge-hatcher@spokanecity.org](mailto:ggeorge-hatcher@spokanecity.org). Persons who are deaf or hard of hearing may contact Ms. George-Hatcher at (509) 625-7083 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

# Policies and Procedures

SPOKANE CITY COUNCIL

RULES OF PROCEDURE

AS AMENDED BY RESOLUTION 2014-0002

Resolution 2014-0002 adopted by the Spokane City Council on January 6, 2014, amended the City Council Rules of Procedures, Rule 9.5, as follows:

**Rule 9.5 INTER-GOVERNMENTAL COMMITTEES AND BOARDS**

Unless governed by other regulations, statutes or ordinances, appointment of full slate of council members to inter-governmental committees or boards shall be made by the Council President to be confirmed by a majority of the City Council. All appointments shall be made consistent with the government documents creating the inter-governmental committee.

A complete copy of the City Council Rules of Procedure, as amended, is available for review in the Office of the City Clerk or by visiting the following links:

- <http://www.spokanecity.org/government/citycouncil/> or
- <http://www.spokanecity.org/government/policies/>.

# Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

**JOB OPPORTUNITY  
CITY OF SPOKANE  
FIELD ENGINEER SPN 214  
PROMOTIONAL ONLY EXAMINATION**

**DATE OPEN:** Tuesday, January 21, 2014

**DATE CLOSED:** Monday, February 3, 2014

**SALARY:** \$58,881 annual salary, payable bi-weekly, to a maximum of \$72,307

**OFFICE HOURS:** 8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

**DUTIES:**

Performs administrative, supervisory and technical engineering work managing public works construction contracts to ensure conformance to plans, standards and specifications. Performs related work as required.

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

Completion of four years of experience in the classification of Engineering Technician III (SPN: 203), Engineering Technician IV (SPN: 204), Public Works Lead Inspector (SPN: 217), Public Works Materials Laboratory Assistant (SPN: 222), or a combination thereof. Applicants must possess a valid driver's license.

**EXAMINATION:**

The examination will consist of a written test, an oral board, and a promotional evaluation. The written test will be conducted on the 4th floor of City Hall in the Civil Service Test Room on Tuesday, February 11, 2014, at 9:00 a.m. Approximate duration of the test is 2 1/2 hours. The oral board will take place on Wednesday and Thursday, February 19 -20, 2014. Weights are assigned as follows: written test 40%, oral board 40%, and promotional evaluation 20%.

**NOTE:** Only those candidates receiving a high enough passing score will go on to participate in the oral board exercise, consisting of (1) a brief biographical oral presentation prepared in advance by each candidate and (2) a set of prepared questions asked by the evaluators. Candidates will receive instructions and will be notified when and where to appear for the oral board exercise.

**NOTE:** Electronic calculators are recommended for the examination and will be furnished by the City. Candidates are encouraged to familiarize themselves with the calculators prior to the examination.

**IMPORTANT NOTE:** Those taking the written test should bring a copy of the 2014 Standard Specifications for Road, Bridge, and Municipal Construction book for use in answering some written exam questions. If you do not have access to a copy of the book, inform Civil Service at the time of sign up, and a copy will be made available to you.

The written test may include such subjects as: Administration and General Construction Knowledge; Construction Specifications; and Surveying & Computations.

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

**TO APPLY:**

Because this is a promotional only recruitment, it is not posted on the City's website. **To apply**, you may send an e-mail to: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org), no later than 5:00 p.m. on the closing date, requesting your name be added to the Promotional Examination list. **Please include:** 1) your full name, 2) present classification, 3) department and phone number, 4) driver's license number and expiration date, if required; OR go to the Civil Service office on the 4<sup>th</sup> floor of City Hall during office hours to sign up on the Promotional Examination list.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 13th day of January, 2014.

MARY DORAN  
Chair

GLENN KIBBEY  
Chief Examiner

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**JOB OPPORTUNITY  
CITY OF SPOKANE  
WATER MAINTENANCE SUPERVISOR SPN 532  
PROMOTIONAL ONLY EXAMINATION**

**DATE OPEN:** Friday, January 10, 2014

**DATE CLOSED:** Applications will be accepted until the close of business on Friday, January 24, 2014. Applicants who have filed a basic application will have until the close of business on Monday, January 27, 2014, to return the Training and Experience Evaluation form.

**SALARY:** \$76,775 annual salary, payable bi-weekly, to a maximum of \$94,669

**OFFICE HOURS:** 8:00 a.m. to 5:00 p.m. – Monday through Friday, except holidays

**DUTIES:**

Performs responsible field and administrative supervisory work assisting in the direction of several skilled construction and maintenance crews. Maintains records and prepares reports as required. Maintains liaison with private utilities companies and contractors; coordinates inspection activities of outside contracting work. Performs related work as required.

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

Two years experience with the City in the classification of Water Service Foreperson (SPN 523). Must obtain Washington State Certification as a Water Distribution Manager III and a Cross Connection Control Specialist I within one year of promotion. Applicants must possess a valid driver's license.

**EXAMINATION:**

The examination will consist of a Training and Experience Evaluation form, written examination and a promotional evaluation. The written examination will be conducted on the 4th floor of City Hall in the Civil Service Test Room on Tuesday, January 28, 2014, at 9:00 a.m. Approximate duration of the test is 2 hours. Weights are assigned as follows: Training and Experience Evaluation form 30%, written examination 50% and promotional evaluation 20%.

The written test may include such subjects as: Records & Reports, Supervision & Training, Technical Knowledge, Safety, and Human Relations.

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

**TO APPLY:**

Because this is a promotional only recruitment, it is not posted on the City's website. **To apply**, you may send an e-mail to: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org), no later than 5:00 p.m. on the closing date, requesting your name be added to the Promotional Examination list. **Please include:** 1) your full name, 2) present classification, 3) department and phone number, 4) driver's license number and expiration date, if required; OR go to the Civil Service office on the 4<sup>th</sup> floor of City Hall during office hours to sign up on the Promotional Examination list.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of January 2014.

MARY DORAN  
Chair

GLENN KIBBEY  
Chief Examiner

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AMENDMENT

AMENDMENT

AMENDMENT

**WASTEWATER TREATMENT PLANT MAINTENANCE MECHANIC**

SPN 649

(Announcement of 9/16/2013)

The above titled announcement is hereby amended to read:

CLOSING DATE: Applications will be accepted until the close of business on Friday, January 17, 2014.

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

**MISCELLANEOUS WATERWORKS PRODUCTS**  
Water Department

**BID #3991-14**

Sealed bids will be opened at 1:15 p.m., **MONDAY, JANUARY 27, 2014** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **MISCELLANEOUS WATERWORKS PRODUCTS** for the City of Spokane Water Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org)

**Submittal Instructions:**

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

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

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

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

Envelopes containing proposals are to be marked: **“MISCELLANEOUS WATERWORKS PRODUCTS, BID 3991-14, DUE 1/27/14”**.

Thea Prince  
Purchasing Department

Publish: January 15 & 22, 2014

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**VALVE BOXES, SERVICE (CURB) BOXES, REPAIR LIDS &  
MANHOLE RINGS & TNR LIDS  
Water Department**

**BID #3992-14**

Sealed bids will be opened at 1:15 p.m., **MONDAY, JANUARY 27, 2014** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **VALVE BOXES, SERVICE (CURB) BOXES, REPAIR LIDS & MANHOLE RINGS & TNR LIDS** for the City of Spokane Water Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org)

**Submittal Instructions:**

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

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

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

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

Envelopes containing proposals are to be marked: **“VALVE BOXES, SERVICE (CURB) BOXES, REPAIR LIDS & MANHOLE RINGS & TNR LIDS, BID 3992-14, DUE 1/27/14”**.

Thea Prince  
Purchasing Department

Publish: January 15 & 22, 2014

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**MISCELLANEOUS WATER DEPARTMENT CONCRETE PRODUCTS  
Water Department**

**BID #3993-14**

Sealed bids will be opened at 1:15 p.m., **MONDAY, FEBRUARY 3, 2014** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **MISCELLANEOUS WATER DEPARTMENT CONCRETE PRODUCTS** for the City of Spokane Water Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org)

**Submittal Instructions:**

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

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

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

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

Envelopes containing proposals are to be marked: **“MISCELLANEOUS WATER DEPARTMENT CONCRETE PRODUCTS, BID 3993-14, DUE 2/3/14”**.

Thea Prince  
Purchasing Department

Publish: January 15 & 22, 2014

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