



Official Gazette

City of Spokane, Washington

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

Volume 105

OCTOBER 28, 2015

Issue 43



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)

JON SNYDER (DISTRICT 2)

KAREN STRATTON (DISTRICT 3)

AMBER WALDREF (DISTRICT 1)

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Minutes

MINUTES OF SPOKANE CITY COUNCIL**October 19, 2015****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, Mumm, Snyder, Stratton, and Waldref were present.

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

Advance Agenda Review

Council received input from staff on the October 26, 2015, Advance Agenda items.

Action to Approve October 26, 2015, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the October 19, 2015, 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 Mumm, **to approve** the Advance Agenda for Monday, October 26, 2015; **carried unanimously.**

ADMINISTRATIVE SESSION**Current Agenda Review**

The City Council considered the October 19, 2015, Current Agenda items.

CONSENT AGENDA

Upon motion by Council Member Allen, seconded by Council Member Fagan the City Council unanimously approved Staff Recommendations for the following:

Setting public hearings:

- a. On possible revenue sources for the 2016 Budget for November 2, 2015. (FIN 2015-0001)
- b. For review of the 2016 Proposed Budget beginning Monday, November 9, 2015 and continuing thereafter at the regular council meetings during the month of November. (FIN 2015-0001)

Authorization to increase annual estimated expenditure for purchases of PC, Laptop and Mobile Data Hardware Equipment from Dell Marketing, L.P. (Dell Financial Services, LLC) (Austin, TX) from January 1, 2015 through December 31, 2015—increase of \$175,000 (plus tax). Total annual estimated expenditure: \$760,000. (OPR 2015-0005)

Second of three one-year extensions to Master Contract OPR 2012-0938 with Structured Communication Systems, Inc. (Clackamas, OR) for the Purchase of Hardware and Software from November 1, 2015 through October 31, 2016—maximum of \$200,000. (OPR 2012-0938 / RFP 3884-12)

Contract with AssetWorks (Wayne, PA) for annual support and upgrades of Fleet Services (M-5) Equipment System Software from October 1, 2015 through September 30, 2016—\$86,984.38 (incl. tax). (OPR 2015-0900)

Interlocal between Spokane County and Spokane City regarding certain Law Enforcement services and shared uses from January 1, 2009 through December 31, 2012—\$535,870 Revenue/Expense. (OPR 2015-0901)

Multi-jurisdictional operational agreement for the drug task force known as the Spokane Regional Safe Streets Task Force. Participating agencies are Spokane County Sheriff's Office, Spokane Valley PD, Spokane PD, & WA State Patrol. (OPR 2015-0902)

Contract Amendment/Extension with Morrison Maierle, Inc. (Spokane WA) to extend the contract through July 31, 2016 to provide additional Design Services, Bid Phase Support and Construction Phase Support—not to exceed \$16,098. Total contract amount: \$63,450. (OPR 2014-0782 / ENG 2013162)

Recommendations to list on the Spokane Register of Historical Places:

- a. Genesee Block, 819 - 821 West Riverside Avenue. (OPR 2015-0903)
- b. Lowell School, 2225 South Inland Empire Way. (OPR 2015-0904)
- c. Northwest Transport Truck Company, 1302 West Second Avenue. (OPR 2015-0905)
- c. Hutton Elementary School, 908 East 24th Avenue. (OPR 2015-0906)
- e. Civic Building, 1020 West Riverside Avenue. (OPR 2015-0907)

Amendment No. 4 to Consultant Agreement with River Oaks Communications Corp. (Colorado Springs, CO) to provide for certain services in connection with updates to the City's wireless telecommunications facilities code—\$33,655.25. Total contract amount: Not to exceed \$82,043.97. (Relates to Emergency Budget Ordinance C35306) (OPR 2015-0376)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through October 12, 2015, total \$7,262,602.03 (Check Nos. 516389-516689; ACH Payment Nos. 20737-20896), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$6,986,647.76. (CPR 2015-0002)
- b. Payroll claims of previously approved obligations through October 10, 2015: \$6,238,271.64 (Payroll Check Nos. 534002-534228). (CPR 2015-0003)

City Council Meeting Minutes: September 28, 2015, and October 5, 2015. (CPR 2015-0013)

Executive Session/Council Recess

The City Council adjourned at 3:44 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Regular Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Roll Call

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

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

PROCLAMATIONS

Week of October 24, 2015 *TEDxSpokane Day*

Council Member Waldref read the proclamation and presented it to Jamie Tender and Joe Kennedy. TEDxSpokane gives thought provoking local innovators a platform to share ideas, create a setting where ideas are re-examined, and

current understanding may be challenged. Topics of technology, entertainment and design will be discussed by diverse Spokane thought leaders. TEDxSpokane sparks innovators, educators, entrepreneurs, and leaders of industry to rethink the norm and make the impossible possible.

Month of October 2015

Spokane Arts & Humanities Month

Council Member Mumm read the proclamation and presented it to Laura Becker. The arts and humanities enhance every aspect of life in Spokane, improving our economy, enriching our civic life, driving tourism, and exerting a profound positive influence on the education of our children. Arts education research shows that the arts help to foster discipline, creativity, imagination, self-expression, and problem-solving skills while also helping to develop a heightened appreciation of beauty and cross cultural understanding.

COUNCIL SALUTATION

Recognition of Family Promise

Council Member Snyder read a Council Salutation in recognition of Family Promise and presented it to Ron Hardin and Steve Allen. Family Promise of Spokane has saved over 400 families from homelessness in Spokane County in the past 18 years and whereas over 600 volunteers from 35 local churches and professional staff provide shelter, food, and counseling resulting in 85 percent success rate in bringing homeless families to self-sustainable lifestyles. One hundred ninety-two Family Promise affiliates nationwide provide similar services to protect and move families with children away from homelessness.

CITY ADMINISTRATION REPORT

Community-Minded Television (CMTV) Annual Report

John Delay, Director of City Cable 5, advised that the City contracts with Community-Minded Enterprises which operates CMTV to provide the public part of the PEG (Public, Education and Government) portion of the Comcast cable franchise. He noted this annual report is part of that contract. CMTV receives a portion of the PEG fees that are collected from Comcast Cable up to \$88,000. Mr. Delay stated that last year CMTV presented some new ideas under their business plan and tonight the Council will hear how some of those have come into play as well as some new exciting plans that they have in the future. Mr. Delay introduced Kathy Thamm, Executive Director of Community-Minded Enterprises, who then proceeded to provide an overview of the highlights of CMTV's Annual Report for 2014-2015. Ms. Thamm recognized DaShawn Bedford in the audience who is one of CMTV's key staff who makes the programming and the training and productions work. Ms. Thamm ended her report by providing a short video highlighting four producers who have worked with CMTV this past year and their experiences with the station.

COUNCIL COMMITTEE REPORTS

Planning and Economic Development Committee

Council Member Mumm reported on the Planning and Economic Development Committee meeting held earlier today (October 19). Minutes of the Planning and Economic Development Committee meetings are filed with the City Clerk's Office and are available for review following approval by the Planning and Economic Development Committee.

Public Safety Committee

Council Member Snyder reported on the Public Safety Committee meeting held earlier today (October 19). Minutes of the Public Safety Committee meetings are filed with the City Clerk's Office and are available for review following approval by the Public Safety Committee.

APPOINTMENTS

Central City Line Steering Committee

Council President Stuckart indicated one of the positions on the Central City Line Steering Committee is set aside for a Spokane City Council member who also serves on the STA Board of Directors. Subsequently, the following action was taken:

Motion by Council Member Snyder, seconded by Council Member Allen, **to nominate** Council Member Waldref to be the Council's representative on the Central City Line Steering Committee and Council Member Mumm to be the alternate representative; **carried unanimously.**

OPEN FORUM

Henry Valder spoke regarding homeless vets and their families.

Debi Hammel noted she is the mother of Lorissa Green who was killed on 195. She stated she is here tonight because there has been another community meeting (regarding 195), and she asked that when the Council does their planning that they support putting Highway 195 on the State Legislative Agenda and hopefully the City can try to find some matching funds for that. She suggested getting the State to provide more funding and do some easy fixes such as merge lanes, signage, better lighting, and patrol. She also noted there was a lot of talk (at the meeting) about a park and ride to eliminate some of the traffic. She advised the next community meeting will be December 7 at 5:30 p.m. at St. John's Church if anyone from the Council wished to attend. Council President Stuckart indicated that Council Member Snyder briefed Public Safety today on the meeting he attended and has asked that 195 be put on the Council's Legislative Agenda.

Dave Blyten stated that he and Ms. Hammel met under some unusual circumstances as he was the driver that killed her daughter. He noted that he and Ms. Hammel fought and fought for the (195) interchange that is in place now. He indicated that they will do the same for Thorpe and hopefully someday Hatch Road. He commented that the highway (195) is extremely dangerous, and he asked for any help the Council can provide and that it be placed on the Council's Legislative Agenda.

Rick Bocook stated he has the information from a public records request that he made last year relating to sit and lie. He commented on the people arrested for sit and lie and stated the law focuses on the homeless population and it needs to be eliminated.

Pauline Druffel urged action to stop global warming. She noted this year world leaders will meet in Paris starting on November 30 to hopefully finalize action to stop global warming. She stated ordinary citizens around the world are again being mobilized to march, calling on world leaders to seriously act to end global warming, and she noted that we in Spokane will join them. She noted the global climate rally will be held Sunday, March 29, in Riverfront Park at the Fountain at 1:00 p.m. and she urged Council Members and any others to attend.

Alfredo Llamedo commented on the open forum comments of Mr. Lemus suggesting the open forum be eliminated due to the vitriolic nature of the comments of a few people. He examined the comments made in reference to the new University (District) bridge and comments made about Planned Parenthood.

John Ahern presented remarks in opposition to sanctuary city, paid sick leave, and a minimum wage increase.

George McGrath referenced I-1401 regarding the illegal harvesting of certain animals or parts of animals and questioned why it is so offensive to people when it is not offensive when babies are butchered and aborted. He stated he would like to see the Council come up with a petition that would stop abortion – no abortion other than rape or incest – without the express written consent of the father.

Deb Conklin commented on people accusing the Council of refusing to listen to the people and of ignoring the will of the voters. She stated it seems disingenuous to say that and stated the vast majority of people she communicates with appreciate the work the Council does.

LEGISLATIVE AGENDA

EMERGENCY ORDINANCES

Emergency Ordinance C35306

Subsequent to an overview by Council President Stuckart and Council Member Allen and the opportunity for public testimony, with none provided, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Emergency Ordinance No. C35306** amending Ordinance No. C35185 passed the City Council November 24, 2014, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2015, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2015, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

General Fund

FROM: Unappropriated Reserves, \$33,000,

TO: Contractual Services, same amount;

(This budgets additional funds for consulting services related to updates to the City's wireless communication facilities regulations as outlined in Ordinance No. C35243.) (Relates to OPR 2015-0376)

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2015-0113

Subsequent to an 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 2015-0113** setting hearing before the City Council for November 30, 2015 for the vacation of a portion of Park Court and a portion of an unnamed adjacent street as requested by Whipple Consulting Engineers. (Chief Garry Park Neighborhood)

Resolution 2015-0114

Subsequent to an overview of Resolution 2015-0114 by Council Member Snyder, as sponsor, public testimony, and Council commentary, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2015-0114** regarding the preservation, maintenance and improvement of the John Wayne Pioneer Trail.

FIRST READING ORDINANCES

The following ordinances were read for the first time with further action deferred:

- ORD C35307** Relating to application #Z1400062COMP and amending the Land Use Plan Map of the City's Comprehensive Plan from "Residential 4-10" to "General Commercial" for 0.17 acres (7500 square feet) located at 2829 North Market; and amending the zoning map from "Residential Single Family" (RSF) to "General Commercial, 70 foot height limitation" (GC-70). (Applicant: Spurway Living Trust) (By a vote of 6 to 0, the Plan commission recommends approval.)
- ORD C35308** Relating to application #Z1400063COMP and amending the Land Use Plan Map of the City's Comprehensive Plan from "Residential 4-10" to "Office" for 0.69 acres (30,056 square feet) located at 4610, 4617, 4618 North Maple Street; and amending the Zoning Map from "Residential Single Family" (RSF) to "Office-35" (O-35). (Applicant: GRR Family LLC) (By a vote of 6 to 0, the Plan commission recommends approval.)
- ORD C35309** Relating to application #Z1400064COMP and amending the Land Use Plan Map of the City's Comprehensive Plan from "Residential 4-10" to "CC Core" for 0.31 acres (13,800 square feet) located at 1414 East 10th Avenue and 1415 East 11th Avenue; and amending the Zoning Map from "Residential Single Family" (RSF) to "Centers & Corridors, Type 1, Neighborhood Center" (CC1-NC). (Applicant: CCRC LLC) (By a vote of 6 to 0, the Plan commission recommends approval.)
- ORD C35311** Relating to junk vehicle abatement and related fees; amending SMC sections 10.16.070, and adopting new section 10.16.045 to chapter 10.16 of the Spokane Municipal Code.

There were no **Special Considerations**.

There were no **Hearings**.

SECOND OPEN FORUM

Gabriel Elliot remarked on believing in angels, reincarnation, magic, and the catholicity of the church of man. He noted the Signs of Spirituality meets Sundays at the Unity Spiritual Center in South Spokane and is an ideal way to practice meditation.

Scott Maclay stated he is with the Rattlesnakes Motorcycle Club and commented that local law enforcement is coming to his club to put information out that isn't making it through the mainstream press. He stated that on the Rattlesnakes Motorcycle Club website individuals can read about an ongoing current story. He asked the Council to ask the Mayor if he plans on bringing the story forward before the election.

Cherrie Barnett commended Debi Hammel and the gentleman with her (Dave Blyten). She also commented on Planned Parenthood and abortion. In addition, she commented on global warming and stated she does not believe there is true scientific proof at all that the planet is warming. She also commented on trails.

Alan McDowell thanked Detective Jeff Harvey for helping him out and giving him advice. He stated he would take up his advice in the future contract negotiations with building management companies. He also remarked on Cathy McMorris Rodgers and her staff and provided other remarks

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:16 p.m.

STUDY SESSION MEETING MINUTES SPOKANE CITY COUNCIL Thursday, October 15, 2015

A Special Meeting of the Spokane City Council was held on the above date at 3:30 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council Members Mumm, Stratton and Waldref were present. Council President Stuckart and Council Members Allen, Fagan and Snyder were absent.

Although there was a lack of quorum present, the following topic was discussed:

- Spokane Fire Department (2016 Budget)

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 4:49 p.m.

Hearing Notices

City of Spokane Notice of City Council Public Hearing (Proposed Emergency Ordinances C35312 and C35313)

Notice is hereby given that the City Council will hold public hearing for an Ordinance Relating to Wireless Communication Facilities; repealing Chapter 17C.355 SMC; adopting a New Chapter 17C.355A SMC; amending SMC Section 17C.110.110, Table 17C.110-1, 17C.320.080, 17C.130.220, 17C.120.220, 17C.110.215, 17C.124.220, 17A.020.010, 17A.020.200, 17C.120.110, Table 17C.120-1, 17C.124.110, 17C.130.110, Table 17C.130-1, and 01.05.160, as those sections relate to wireless communications facilities; and Declaring an Emergency. (Ordinance C35312)

Notice is also given that the City Council will hold a public hearing for an Ordinance Relating to Eligible Facilities Modifications of Wireless Communication Facilities; Adopting Chapter 17C.356 of the Spokane Municipal Code on a Permanent Basis; and Declaring an Emergency. (Ordinance C35313)

The public hearing on these proposals will be held on **November 2, 2015 at 6pm** in the Council Chambers, lower level of Spokane City Hall, 808 W. Spokane Falls Blvd, Spokane, WA 99201. This hearing may be continued at the discretion of the City Council to a later date. Any person may submit written comments on the proposed actions or call for additional information:

City of Spokane Planning & Development, Attn: Tami Palmquist
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
(509) 625-6300; tpalmquist@spokanecity.org

Documents relating to this proposal at:

<https://my.spokanecity.org/projects/cell-tower-wireless-communication-facilities-code-update/>

Location: This amendment is effective City wide.

Description of Proposal: The City of Spokane's wireless code, Chapter 17C.355 of the Spokane Municipal Code, is being substantially amended primarily as it relates to the construction of new wireless communication facility support towers primarily in and near the City's residential zones. All other zones will be updated as well. Amendments will also be made to other sections of Title 17 for purposes of consistency with the amendments to Chapter 17C.355.

The City Council previously adopted Ordinance No. C35246 on an emergency basis, relating to collocation, modification, removal, and replacement of wireless communication facilities. The Ordinance was adopted on an interim basis in order to bring the City's regulations into compliance with Federal laws and regulations relating to eligible facilities requests. The current proposal is to implement the interim regulations on a permanent basis.

SEPA: A Determination of Non Significance was issued on September 29, 2015 under WAC 197-11-340(2) for both proposals.

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

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 Council Chambers and the Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., are both wheelchair accessible. The Council Briefing Center is equipped with an audio loop system for persons with hearing loss. The Council Chambers currently has an infrared system and headsets may be checked out by contacting the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Chris Cavanaugh at (509) 625-6383, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ccavanaugh@spokanecity.org. Persons who are deaf or hard of hearing may contact Ms. Cavanaugh at (509) 625-6383 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Publish: October 21 & 28, 2015

**NOTICE OF CITY COUNCIL PUBLIC HEARING
PROPOSED ORDINANCE AMENDING THE COMPREHENSIVE PLAN
ADOPTING A PEDESTRIAN MASTER PLAN
(Proposed Ordinance No. C35315)**

Notice is hereby given that there will be a public hearing before the City of Spokane City Council on November 2, 2015, at 6:00 p.m. in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington, to receive public testimony on a proposed ordinance amending the City of Spokane Comprehensive Plan adopting a Pedestrian Master Plan as a subarea plan. Project details can be found at: <https://my.spokanecity.org/projects/pedestrian-master-plan/>

Description of Proposal: The proposed draft Pedestrian Master Plan provides goals for the pedestrian environment; description of the basic elements of providing a quality pedestrian experience; assessment of existing walking conditions; a pedestrian needs-analysis and a pedestrian crash analysis; and, policies and actions. The Pedestrian Master Plan will guide decision-making on pedestrian facility improvements. The plan will be implemented through the adoption of the Six-Year Comprehensive Street Program and associated construction activities.

Written comments and oral testimony at the public hearings for these proposed actions will be made part of the public record. Only the applicant, persons submitting written comments, and persons testifying at a hearing may appeal the decision of the City Council.

Any person may submit written comments on the proposed actions or call for additional information at:

*Planning & Development Department
Attn: Jacqui Halvorson
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6088
jhalvorson@spokanecity.org*

More information on the process: The City Council will be briefed on this proposal on Monday, October 19, 2015 at 3:30 p.m. There is no public testimony at the briefing. The First Reading of the ordinance before City Council is scheduled for Monday, October 26, 2015. Generally, no presentations are made at the First reading, and no public testimony is taken at the First reading. The Second reading and public hearing for the proposed amendment is

scheduled for Monday, November 2, 2015, at 6:00 p.m., as indicated above. At this meeting there will be opportunity for public testimony. The public may also submit written comment to the City Council at citycouncil@spokanecity.org. The City Council reserves the right to continue this public hearing.

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 Christine Cavanaugh at (509) 625-6383, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ccavanaugh@spokanecity.org. Persons who are deaf or hard of hearing may contact Ms. Cavanaugh at (509) 625-6383 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Publish: October 21 & 28, 2015

General Notices

CITY OF SPOKANE NOTICE OF ELECTION TO BE HELD NOVEMBER 3, 2015

PROPOSITION NO. 1

CITY OF SPOKANE

A CITY CHARTER AMENDMENT ESTABLISHING A WORKER BILL OF RIGHTS

Initiative No. 2015-2, designated as Ordinance No. C-35282, proposes that the City Charter be amended to add a worker bill of rights.

Shall the Spokane City Charter be amended to add a Worker Bill of Rights, which secures the right to a family wage when employed by a large employer, right to equal pay for equal work, right not to be wrongfully terminated, and elevates Charter rights above rights claimed by corporations?

_____ YES

_____ NO

Summary of Measure

THE LAW AS IT CURRENTLY EXISTS:

No Worker Bill of Rights exists in the City Charter. Chapter 1.06 of the Spokane Municipal Code, regarding laws against discrimination, does prohibit discrimination in certain employment practices.

THE EFFECT OF THE PROPOSAL, IF APPROVED:

This measure would amend the Spokane City Charter with a Worker Bill of Rights, which secures a right to (1) a family wage when employed by an employer with 150 or more full-time equivalent workers except for workers in a probationary period, in certain internships or certified apprenticeship programs; (2) equal pay for equal work regardless of gender, sexual orientation, gender identity, gender expression, familial status, race, ethnicity, national origin, citizenship, economic class, religion, age, or developmental, mental, or physical ability for all workers; (3) just cause for termination of employment when employed by an employer with ten or more full-time equivalent workers; and (4) the right to enforce this section against competing rights claimed by corporations.

ORDINANCE C35282
A Charter Amendment Establishing a Worker Bill of Rights

WHEREAS, the people of the City of Spokane wish to build a healthy, sustainable, economically just, and democratic community; and

WHEREAS, the people of the City of Spokane believe in the rights of workers to receive (1) a decent and fair family wage, (2) equitable pay regardless of personal traits, qualities, or characteristics, and (3) just cause for termination from employment; and

WHEREAS, the people of the City of Spokane believe these rights are superior to competing rights claimed by corporations; and

WHEREAS, the people of the City of Spokane have adopted a Comprehensive Plan for the City of Spokane, which envisions, among other items, income equity, living wages, and sustainable economic strategies, but the people recognize that the Comprehensive Plan is not legally enforceable in many important respects; and

WHEREAS, the people of the City of Spokane wish to create a Worker Bill of Rights, which would, among other goals, establish legally enforceable rights for workers to protect the local economy and build the people's vision of a healthy, sustainable, economically just, and democratic community.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF SPOKANE HEREBY ORDAIN:

Section 1. That the City Charter of the City of Spokane shall be amended by adding a new section regarding a Worker Bill of Rights to read as follows:

Section 120. Worker Bill of Rights

A. Worker Bill of Rights

1. Right to a Family Wage. Workers in the City of Spokane have a right to a family wage. Workers employed by an employer with one hundred fifty (150) or more full-time equivalent workers shall be paid, at minimum, a family wage for work performed. The employer requirement to pay a family wage shall not apply to workers in a ninety (90) day or less probationary period, in an internship if enrolled in school, or when enrolled in a Washington state certified apprenticeship program.
2. Right to Equal Pay. All workers in the City of Spokane have a right to equal pay for equal work. No employer may provide different wage rates or other compensation to workers who are performing jobs that require equal skill, effort, and responsibility because of the worker's gender, sexual orientation, gender identity, gender expression, familial status, race, ethnicity, national origin, citizenship, economic class, religion, age or developmental, mental, or physical ability.
3. Right Not to be Wrongfully Terminated. Workers in the City of Spokane have a right to be free from wrongful termination. Employers with ten (10) or more full-time equivalent workers shall not terminate a worker except for just cause, unless the worker is in a ninety (90) day or less probationary period, is enrolled in a Washington state certified apprenticeship program, or is expressly hired for a particular project and the project has ended. The term "just cause" shall be interpreted in accordance with established, common law principles of collective bargaining and labor relations, as developed by labor arbitration decisions, and an employer seeking to terminate a worker for just cause must demonstrate:
 - a. Timely and adequate work performance warnings and opportunities to correct work performance, unless the misconduct of the worker is serious enough to warrant immediate termination, such as criminal activity at work;
 - b. A fair, objective, and non-discriminatory termination process, where the worker has an opportunity to be heard in opposition to the termination; and
 - c. The termination is for work performance reasons, unless the employer can demonstrate that a layoff of a worker is necessary for economic hardship.

If a court finds a worker has been wrongfully terminated, the affected worker shall receive compensation in the form of back pay, reinstatement, attorney fees, costs, and damages.

4. Corporate Powers Subordinate To People's Rights. Corporations that violate, or seek to violate, this section shall not be deemed to be "persons" to the extent that such treatment would interfere with the rights enumerated

in this section, nor shall corporations possess any other legal rights that would interfere with the rights enumerated by this section, including standing to challenge this section in court, the power to assert state or federal preemptive laws in an attempt to overturn this section, and the power to assert that the people of this municipality lack the authority to adopt this section.

B. Definitions

1. "Corporation" means any corporation, limited partnership, limited liability partnership, business trust, limited liability company, or other business entity, organized under the laws of any State of the United States or under the laws of any country.
2. "Employer" means government and any business having, or required to have, a business license from the City of Spokane. For the purposes of determining the number of employees of a particular employer, a corporation, as defined in Section 2(a), that is doing business at more than one location shall be treated as a single employer, all franchisees and subsidiary corporations shall be treated as a single employer with the franchisor and parent corporation, and employees employed outside of the City of Spokane shall be counted for the purposes of determining the total number of full-time equivalent workers.
3. "Family wage" means a wage that provides for basic needs and a limited ability to deal with future emergencies without the need of public assistance. The City of Spokane shall calculate the family wage to include, but not be limited to, basic necessities such as food, housing, utilities, transportation, health care, childcare, clothing and other personal items, emergency savings, and taxes. The City shall calculate the family wage rate based on a household size of two with one person employed and the family wage rate shall not be less than the Self-Sufficiency Standard for Washington State 2014, as adjusted for inflation. The City shall calculate the initial family wage within six months after the effective date of this section, and shall adjust the family wage each January 1st thereafter to reflect the change in the Consumer Price Index for the Spokane Metropolitan Statistical Area. The City may allow deductions from the total family wage by employers who demonstrate one or more basic needs are covered elsewhere in a worker's compensation package. If the City of Spokane does not calculate a family wage, then eligible employers must provide, at minimum, a wage equal to the higher of either (1) three times the federal poverty guidelines for a family of two, or (2) any family wage rate previously calculated by the City of Spokane.
4. The number of "full-time equivalent workers" equals the total number of hours an employer has paid its workers in a year divided by 2,080.
5. "Worker" means an individual employed on a full-time, part-time, temporary, or seasonal basis, including independent contractors, contracted workers, contingent workers, and persons made available to work for the employer through the services of a temporary service, staffing, employment agency, or similar entity. The rights in this section extend to all workers who are physically-present in Spokane for any portion of the worker's employment.

C. Enforcement

1. Any worker, government entity, or nonprofit entity, may bring an action against the worker's employer for violation of these rights, and is entitled to attorney fees and costs in addition to legal remedies, including back pay, and equitable remedies, including reinstatement. Employers are not entitled to attorney fees and costs under this section.
2. Any person may bring an action against the City of Spokane for failure to promulgate rules and policies necessary for enabling and effectuating the Right to a Family Wage, and that person shall be entitled to attorney fees and costs, in addition to equitable remedies. No action shall lie against the City for failure to enforce the rights contained within this section.

Section 2. Effective Date and Implementation of Rights

If approved by the electors, this section shall take effect and be in full force one year from the issuance of the certificate of election by the Spokane County Auditor's Office, except:

Employers shall be required to fully comply with the requirements of the Family Wage Right two years from the effective date, but shall only be required to pay at least 60% of the required wage on the effective date, and 80% of the required wage one year from the effective date.

Section 3. Repealer, Interpretation, and Severability

All ordinances, resolutions, motions, or orders in conflict with this section are hereby repealed to the extent of such conflict. The people of Spokane intend for this section to be liberally interpreted to effectuate the broad policy goals articulated in the preamble to the charter amendments set forth in Initiative No. 2015-2, and to be self-executing. If any part or provision of these section provisions is held invalid, the remainder of these provisions shall not be affected by such a holding and shall continue in full force and effect.

Publish: October 7, 14, 21, & 28, 2015

NOTICE OF ELECTION TO BE HELD NOVEMBER 3, 2015

PROPOSITION NO. 2

CITY OF SPOKANE

ADVISORY VOTE REGARDING FUNDING FOR A WORKER BILL OF RIGHTS

The Spokane City Council approved Resolution No. 2015-0079, authorizing a ballot proposition for an advisory vote regarding the identification of funding sources to implement the provisions of the Envision Worker Bill of Rights City Charter amendment proposition.

Should the Spokane City Council reduce funding in existing General Fund programs to reallocate funding to implement the provisions of the Envision Worker Bill of Rights ballot proposition, if the proposition is approved by the voters?

YES
NO

☐
☐

RESOLUTION 2015-0079

A RESOLUTION REQUESTING THE SPOKANE COUNTY AUDITOR TO HOLD A SPECIAL ELECTION ON NOVEMBER 3, 2015 IN CONJUNCTION WITH THE SCHEDULED GENERAL ELECTION TO SUBMIT TO THE ELECTORS OF THE CITY OF SPOKANE AN ADVISORY VOTE REGARDING THE IDENTIFICATION OF FUNDING SOURCES TO IMPLEMENT THE PROVISIONS OF THE ENVISION WORKER BILL OF RIGHTS CITY CHARTER PROPOSITION

WHEREAS, on March 17, 2015, the Envision Worker Rights Political Committee (Envision) filed with the City Clerk's Office an initiative designated as Initiative No. 2015-2; and

WHEREAS, the ballot title for Initiative No. 2015-2 is as follows:

Shall the Spokane City Charter be amended to add a Worker Bill of Rights, which secures the right to a family wage when employed by a large employer, right to equal pay for equal work, right not to be wrongfully terminated, and elevates Charter rights above rights claimed by corporations?

WHEREAS, on July 6, 2015, Envision filed with the City Clerk's Office the petition signatures for Initiative No. 2015-2; and

WHEREAS, on July 20, 2015, the City Council held a hearing and first reading pursuant to SMC 2.02.080 for Initiative No. 2015-2, designated by the City Council as Ordinance No. C- 35282, at which time the City Council voted to have the City Clerk validate the signatures; and

WHEREAS, on July 24, 2015, the Spokane County Elections Office certified that Initiative No. 2015-2 satisfied the required number of valid signatures of registered voters as required by Section 82 of the City Charter; and

WHEREAS, pursuant to SMC 2.02.100, the City Council held a hearing on July 27, 2015 on the validated initiative petition at which time Ordinance No. C-35282 was given a second and final reading and the City Council approved Resolution No. 2015-0078 which requests the Spokane County Auditor to place the proposition on the November 3, 2015 general election ballot; and

WHEREAS, the Envision Worker Bill of Rights initiative will be submitted to the voters for their approval or rejection on the November 3, 2015 ballot as the following proposition:

PROPOSITION NO. 1**CITY OF SPOKANE****A CITY CHARTER AMENDMENT ESTABLISHING A
WORKER BILL OF RIGHTS**

Initiative No. 2015-2, designated as Ordinance No. C-35282, proposes that the City Charter be amended to add a worker bill of rights.

Shall the Spokane City Charter be amended to add a Worker Bill of Rights, which secures the right to a family wage when employed by a large employer, right to equal pay for equal work, right not to be wrongfully terminated, and elevates Charter rights above rights claimed by corporations?

___ YES

___ NO

WHEREAS, the Envision Worker Bill of Rights proposition would amend the Spokane City Charter with a Worker Bill of Rights, which secures a right to (1) a family wage when employed by an employer with 150 or more full-time equivalent workers except for workers in a probationary period, in certain internships or certified apprenticeship programs; (2) equal pay for equal work regardless of gender, sexual orientation, gender identity, gender expression, familial status, race, ethnicity, national origin, citizenship, economic class, religion, age, or developmental, mental, or physical ability for all workers; (3) just cause for termination of employment when employed by an employer with ten or more full-time equivalent workers; and (4) the right to enforce this section against competing rights claimed by corporations; and

WHEREAS, the Envision Worker Bill of Rights proposition does not provide the City a funding source to implement these provisions; and

WHEREAS, if approved by the voters, the provisions of the Envision Worker Bill of Rights proposition will become effective upon the certification of the election results by the County Auditor; and

WHEREAS, if the Envision Worker Bill of Rights proposition is approved by the voters, the City could fund the cost of implementing the provisions of the proposition by either raising new revenue or by reallocating existing general fund revenue from other programs; and

WHEREAS, the Spokane City Council seeks to obtain the advice of the voters of the City of Spokane on efforts to identify funding sources to implement the provisions of the Envision Worker Bill of Rights proposition, if approved by the voters either by pursuing additional funding sources or by reallocating funding in existing General Fund programs; and

WHEREAS, RCW 29A.04.330 requires the City to transmit to the Spokane County Auditor by August 4, 2015 a resolution calling for a special election.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spokane, pursuant to section 84 of the City Charter, that:

1) the Spokane County Auditor is hereby requested, pursuant to RCW 29A.04.330, to hold a special election on November 3, 2015, in conjunction with the scheduled general election, for the purpose of submitting to the electors of the City of Spokane an advisory vote proposition, as set forth below, regarding identification of funding sources to implement the provisions of the Envision Worker Bill of Rights ballot proposition:

PROPOSITION NO. 2**CITY OF SPOKANE****ADVISORY VOTE REGARDING FUNDING FOR A
WORKER BILL OF RIGHTS**

The Spokane City Council approved Resolution No. 2015-0079, authorizing a ballot proposition for an advisory vote regarding the identification of funding sources to implement the provisions of the Envision Worker Bill of Rights City Charter amendment proposition.

Should the Spokane City Council reduce funding in existing General Fund programs to reallocate funding to implement the provisions of the Envision Worker Bill of Rights ballot proposition, if the proposition is approved by the voters?

YES
NO

☐
☐

2) the City Clerk is directed to deliver a certified copy of this resolution to the Spokane County Auditor no later than August 4, 2015.

Adopted July 27, 2015.

Publish: October 7, 14, 21, & 28, 2015

**NOTICE OF ELECTION
TO BE HELD
NOVEMBER 3, 2015**

PROPOSITION NO. 3

CITY OF SPOKANE

ADVISORY VOTE REGARDING FUNDING FOR A WORKER BILL OF RIGHTS

The Spokane City Council approved Resolution No. 2015-0080, authorizing a proposition for an advisory vote regarding the identification of funding sources to implement the provisions of the Envision Worker Bill of Rights City Charter amendment proposition.

Should the Spokane City Council pursue additional funding sources, as needed, in order to implement the provisions of the Envision Worker Bill of Rights ballot proposition, if the proposition is approved by the voters?

YES
NO

☐
☐

RESOLUTION NO. 2015-0080

A RESOLUTION REQUESTING THE SPOKANE COUNTY AUDITOR TO HOLD A SPECIAL ELECTION ON NOVEMBER 3, 2015 IN CONJUNCTION WITH THE SCHEDULED GENERAL ELECTION TO SUBMIT TO THE ELECTORS OF THE CITY OF SPOKANE AN ADVISORY VOTE REGARDING THE IDENTIFICATION OF FUNDING SOURCES TO IMPLEMENT THE PROVISIONS OF THE ENVISION WORKER BILL OF RIGHTS CITY CHARTER PROPOSITION

WHEREAS, on March 17, 2015, the Envision Worker Rights Political Committee (Envision) filed with the City Clerk's Office an initiative designated as Initiative No. 2015-2; and

WHEREAS, the ballot title for Initiative No. 2015-2 is as follows:

Shall the Spokane City Charter be amended to add a Worker Bill of Rights, which secures the right to a family wage when employed by a large employer, right to equal pay for equal work, right not to be wrongfully terminated, and elevates Charter rights above rights claimed by corporations?

WHEREAS, on July 6, 2015, Envision filed with the City Clerk's Office the petition signatures for Initiative No. 2015-2; and

WHEREAS, on July 20, 2015, the City Council held a hearing and first reading pursuant to SMC 2.02.080 for Initiative No. 2015-2, designated by the City Council as Ordinance No. C- 35282, at which time the City Council voted to have the City Clerk validate the signatures; and

WHEREAS, on July 24, 2015, the Spokane County Elections Office certified that Initiative No. 2015-2 satisfied the required number of valid signatures of registered voters as required by Section 82 of the City Charter; and

WHEREAS, pursuant to SMC 2.02.100, the City Council held a hearing on July 27, 2015 on the validated initiative petition at which time Ordinance No. C-35282 was given a second and final reading and the City Council approved Resolution No. 2015-0078 which requests the Spokane County Auditor to place the proposition on the November 3, 2015 general election ballot; and

WHEREAS, the Envision Worker Bill of Rights initiative will be submitted to the voters for their approval or rejection on the November 3, 2015 ballot as the following proposition:

PROPOSITION NO. 1

CITY OF SPOKANE

**A CITY CHARTER AMENDMENT ESTABLISHING A
WORKER BILL OF RIGHTS**

Initiative No. 2015-2, designated as Ordinance No. C-35282, proposes that the City Charter be amended to add a worker bill of rights.

Shall the Spokane City Charter be amended to add a Worker Bill of Rights, which secures the right to a family wage when employed by a large employer, right to equal pay for equal work, right not to be wrongfully terminated, and elevates Charter rights above rights claimed by corporations?

___ YES

___ NO

WHEREAS, the Envision Worker Bill of Rights proposition would amend the Spokane City Charter with a Worker Bill of Rights, which secures a right to (1) a family wage when employed by an employer with 150 or more full-time equivalent workers except for workers in a probationary period, in certain internships or certified apprenticeship programs; (2) equal pay for equal work regardless of gender, sexual orientation, gender identity, gender expression, familial status, race, ethnicity, national origin, citizenship, economic class, religion, age, or developmental, mental, or physical ability for all workers; (3) just cause for termination of employment when employed by an employer with ten or more full-time equivalent workers; and (4) the right to enforce this section against competing rights claimed by corporations; and

WHEREAS, the Envision Worker Bill of Rights proposition does not prove the City a funding source to implement these provisions; and

WHEREAS, if approved by the voters, the provisions of the Envision Worker Bill of Rights proposition will become effective upon the certification of the election results by the County Auditor; and

WHEREAS, if the Envision Worker Bill of Rights proposition is approved by the voters, the City could fund the cost of implementing the provisions of the proposition by either raising new revenue or by reallocating existing general fund revenue from other programs; and

WHEREAS, the Spokane City Council seeks to obtain the advice of the voters of the City of Spokane on efforts to identify funding sources to implement the provisions of the Envision Worker Bill of Rights proposition, if approved by the voters either by pursuing additional funding sources or by reallocating funding in existing General Fund programs; and

WHEREAS, RCW 29A.04.330 requires the City to transmit to the Spokane County Auditor by August 4, 2015 a resolution calling for a special election.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spokane, pursuant to section 84 of the City Charter, that:

1) the Spokane County Auditor is hereby requested, pursuant to RCW 29A.04.330, to hold a special election on November 3, 2015, in conjunction with the scheduled general election, for the purpose of submitting to the electors of the City of Spokane an advisory vote proposition, as set forth below, regarding identification of funding sources to implement the provisions of the Envision Worker Bill of Rights ballot proposition:

PROPOSITION NO. 3**CITY OF SPOKANE****ADVISORY VOTE REGARDING FUNDING FOR A WORKER BILL OF RIGHTS**

The Spokane City Council approved Resolution No. 2015-0080, authorizing a proposition for an advisory vote regarding the identification of funding sources to implement the provisions of the Envision Worker Bill of Rights City Charter amendment proposition.

Should the Spokane City Council pursue additional funding sources, as needed, in order to implement the provisions of the Envision Worker Bill of Rights ballot proposition, if the proposition is approved by the voters?

YES

☐

NO

☐

2) the City Clerk is directed to deliver a certified copy of this resolution to the Spokane County Auditor no later than August 4, 2015.

Adopted July 27, 2015.

Publish: October 7, 14, 21, & 28, 2015

Ordinances

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

ORDINANCE NO C35306

An ordinance amending Ordinance No. C-35185, passed the City Council November 24, 2014, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2015, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2015, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2015 budget Ordinance No. C-35185, as above entitled, and which passed the City Council November 24, 2014, it is necessary to make changes in the appropriations of the General Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

The City of Spokane does ordain:

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

FROM:	0100-99999	General Fund	
	99999-	Unappropriated Reserves	<u>\$ 33,000</u>
TO:	0320-36100	General Fund – City Council	
	11600-54201	Contractual Services	<u>\$ 33,000</u>

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to budget additional funds for consulting services related to updates to the City's wireless communication facilities regulations as outlined in Ordinance No. C35243, and

because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage..

Passed by City Council October 19, 2015
Delivered to Mayor October 21, 2015

Policies and Procedures

CITY OF SPOKANE ADMINISTRATIVE POLICY AND PROCEDURE

ADMIN 0620-15-37 / LGL 2005-0064

EFFECTIVE DATE: January 2, 1993

REVISION EFFECTIVE DATE: October 16, 2015

TITLE: WHISTLEBLOWER PROTECTION

1.0 GENERAL

1.1 This policy implements Washington State's Local Government Whistleblower Protection Act.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to all City divisions and departments.

3.0 REFERENCES

RCW 42.41

4.0 DEFINITIONS

- 4.1 "Emergency" means a circumstance that if not immediately changed may cause damage to persons or property.
- 4.2 "Improper governmental action" means any action by a local government officer or employee: City officer" means every individual elected, appointed, hired or otherwise selected to an office or position with the City, or any subdivision, agency, committee or board thereof, whether such individual is paid or unpaid.
 - a. that is undertaken in the performance of the officer's or employee's official duties, whether or not within the scope of the employee's employment, and

- b. that is in violation of any federal, state or local law or rule, is an abuse of authority, is of substantial and specific danger to the public health or safety, or is a gross waste of public funds. The phrase does not include any personnel or labor actions.

4.3 "Retaliatory action" means:

- a. any adverse change in an employee's employment status or the terms and conditions of employment including denial of adequate staff to perform duties, frequent staff changes, frequent and undesirable office changes, refusal to assign meaningful work, unwarranted and unsubstantiated letters of reprimand or unsatisfactory performance evaluations, demotion, transfer, reassignment, reduction in pay, denial of promotion, suspension, dismissal, or any other disciplinary action; or
- b. hostile actions by another employee towards the employee that were encouraged by a supervisor or senior manager or official.

5.0 POLICY

- 5.1 It is the policy of the City of Spokane to encourage employees to report information concerning any allegedly improper action by the City's officers or employees. It is further the policy of the City to prevent retaliation against any employee who in good faith reports such allegedly improper action. Employees who feel they have been retaliated against may appeal to the Hearing Examiner.

6.0 PROCEDURE

6.1 Reporting Allegedly Improper Action

- 6.1.1 Every City employee has the right to report to the appropriate person or persons information concerning an alleged improper governmental action.
- 6.1.2 Any City employee who desires to report allegedly improper governmental action shall first report in writing such action to one of the following persons:
 - a. The hearing examiner, or;
 - b. Human Resources Director, or;
 - c. County Prosecuting Attorney.

It is the responsibility of the receiving official to forward the information on to the Whistleblower Panel comprised of a representative from the human resources department, the office of the city attorney, the city council office selected by the city council, the finance department and the employee's bargaining unit representative. A member of the Whistleblower Panel who is also the subject of a complaint shall recuse themselves from the investigation.

- 6.1.3 The Whistleblower Panel shall investigate the received complaint (to include the hiring of outside investigators, if needed) and make a final report to the complainant and the Human Resources Director. The Panel shall endeavor to have a final report within ninety (90) working days of convening. A copy of the report shall be provided to the Human Resources Director and the complainant upon completion. If the Panel fails to complete its report within ninety days, the Panel shall provide an explanation to the complainant for the delay and an estimated completion date.
- 6.1.4 Except in the case of an emergency, an employee shall NOT provide information of an improper governmental action to a person or an entity who is not a public official or person listed in subsection 6.1.2 above. An employee who fails to make a good faith attempt to follow this procedure shall not receive the protections of the policy or the State Whistleblower Protection Act.
- 6.1.5 The City *shall* keep confidential the identity of the person reporting to the extent possible under law, unless the employee authorizes in writing the disclosure of his or her identity.

6.2 Retaliatory Action Forbidden

- 6.2.1 No City official or employee may take retaliatory action against a City employee because the employee provided information in good faith in accordance with the provisions of this policy that an improper governmental action occurred.
- 6.2.2 If an employee believes she or he has been retaliated against in violation of this policy, the employee must provide a written notice of the charge or retaliatory action to the Hearing Examiner of the City. The notice must specify the alleged retaliatory action, and the relief requested.
- 6.2.3 The charge must be delivered to the Hearing Examiner no later than sixty (60) calendar days after the occurrence of the alleged retaliatory action or the date the employee reasonably should have been aware that retaliation has taken place. The City will then have thirty (30) calendar days to respond to the charge and the request for relief.
- 6.2.4 Upon receipt of either the response by the City or after the lapse of the thirty (30) calendar days, the employee may request a hearing to determine whether a retaliatory action has occurred and to obtain appropriate relief. The request for a hearing must be made within fifteen (15) calendar days of receipt of the response by the City or the lapse of the City's thirty (30) calendar day response time. Requests must be in writing and made to the City Hearing Examiner.
- 6.2.5 If the claimant has met all the time requirements, the Hearing Examiner will hold a hearing. The burden of proof is on the employee to prove his or her claim by a preponderance of the evidence. The Hearing Examiner will issue a final decision consisting of findings of fact, conclusions of law, and judgment no later than forty-five (45) calendar days following the request for hearing. The Hearing Examiner may grant extensions of time upon the request of either party upon a showing of good cause or on his or her own motion.
- 6.2.6 The Hearing Examiner may grant the following relief, as appropriate: reinstatement, with or without back pay, and injunctive relief as may be necessary to return the employee to the position he or she held before the retaliatory action and to prevent any recurrence of retaliatory action. The Hearing Examiner may award costs and reasonable attorneys' fees to the prevailing party. The Hearing Examiner may also impose a civil penalty of up to five thousand dollars (\$5,000) payable by each person found to have retaliated against the employee and may recommend to the City that the person found to have retaliated be suspended or discharged.
- 6.2.7 Either party may appeal to Superior Court from an adverse determination by the Hearing Examiner. The Hearing Examiner's decision is subject to judicial review under the arbitrary and capricious standard.

7.0 RESPONSIBILITIES

The Human Resources Department shall administer this policy.

8.0 APPENDICES

Whistleblower Complaint Form
Whistleblower Retaliation Complaint Form

APPROVED BY:

Heather Lowe HR Director	September 24, 2015 Date
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Erin Jacobson City Attorney	September 24, 2015 Date
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Theresa Sanders City Administrator	October 1, 2015 Date
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APPENDICES

CITY OF SPOKANE HUMAN RESOURCES DEPARTMENT
FOURTH FLOOR MUNICIPAL BUILDING
808 W. SPOKANE FALLS BLVD.
SPOKANE, WA. 9901-3327
(509) 625-6233-VOICE; (509) 625-6689-TDD; (509) 625-6379-FAX

Whistleblower Complaint

Please review the City of Spokane Whistleblower Protection policy – ADMIN 0620-15-37 before completing this complaint form.

Pursuant to the Whistleblower Protection policy, I am reporting what I believe to constitute improper governmental action.

Name, position, and department of person(s) I believe to have engaged in improper governmental action:

Type of Improper Governmental Action:

Which type of improper governmental action do you believe has occurred? Check all that apply. If you know the particular law that has been violated, please provide it.

_____ Violation of federal or state law or City ordinance or policy; or

_____ Abuse of authority, or

_____ Substantial or specific danger to the public health or safety, or

_____ Gross waste of public funds.

Basis for reporting:

How do you know the information you are reporting?

_____ Personal or direct knowledge

_____ Others have told me about the situation

_____ Other (please explain)

Allegation of Improper Governmental Action:

Describe in as much detail as possible, the alleged improper governmental action. Attach an additional piece of paper, if necessary.

Date, time, frequency of alleged improper governmental action:

Where did the alleged improper governmental action occur?

Names and positions of the persons who may have witnessed the event:

Evidence or documentation

Please list any evidence or documentation that would support your allegation of improper governmental action. Indicate whether you can personally provide that information.

Waiver of Confidentiality

Policy ADMIN 0620-15-37 provides that: The City *shall* keep confidential the identity of the person reporting to the extent possible under law, unless the employee authorizes in writing the disclosure of his or her identity.

If you do not wish to have your name kept confidential, please sign below.

I hereby waive the confidentiality provision of Policy ADMIN 0620-15-37, Section 6.1.5

Date

Complainant's signature

Complainant Declaration

I declare under penalty of perjury of the laws of the State of Washington that the above complaint is true and correct to the best of my knowledge.

Date

Complainant's signature

Date and Place (e.g. City, State)

Name (please print):

Address:

Phone Number(s):

Complaint Reporting Selection

Policy ADMIN 0620-15-37, Section 6.1.2 provides that: Any City employee who desires to report allegedly improper governmental action shall first report in writing such action to ONE of the following persons: (a) the hearing examiner, or (b) Human Resources Director, or (c) County Prosecuting Attorney.

Submit the above complaint form to ONE of the following:

The City Hearing Examiner
Room 605, City Hall, 808 West Spokane Falls Blvd., Spokane, WA 99201
Phone: (509) 625-6010
Fax: (509) 625-6059
Email: hearingexaminer@spokanecity.org

The City Human Resources Director
Fourth Floor Municipal Bldg., 808 West Spokane Falls Blvd., Spokane, WA 99201
Phone: (509) 625-6233
TDD: (509) 625-6689
Fax: (509) 625-6379

The County Prosecuting Attorney
Public Safety Building, 1100 West Mallon, Spokane, WA 99260
Phone: (509) 477-3662
Website: www.spokanecounty.org/Prosecuting/content.aspx?c=1181

CITY OF SPOKANE HUMAN RESOURCES DEPARTMENT
FOURTH FLOOR MUNICIPAL BUILDING
808 W. SPOKANE FALLS BLVD.
SPOKANE, WA. 9901-3327
(509) 625-6233-VOICE; (509) 625-6689-TDD; (509) 625-6379-FAX

Whistleblower Retaliation Complaint

Please review the City of Spokane Whistleblower Protection policy –ADMIN 0620-15-37 before completing this complaint form.

Pursuant to the Whistleblower Protection policy, I am reporting retaliation for having previously reported improper governmental action.

Name, position, and department of person(s) who has/have committee act(s) of retaliation:

Initial Report of Improper Governmental Action:

A. What improper governmental action did you report?

B. To whom did you make your report of improper governmental action?

C. Date of report of improper governmental action:

D. Was your complaint made in writing? ☐ Yes ☐ No
If yes, provide a copy of your report.

Allegation of retaliation:

A. Describe in as much detail as possible, the alleged retaliation. Attach an additional piece of paper, if necessary.

B. State the date, time, and frequency of the act of retaliation. (Retaliation must be reported within 30 days):

C. Where did the alleged retaliation occur?

D. Names and positions of those who may have witnessed the event[:]

E. Please list any evidence or documentation that would support your allegation of retaliation. Indicate whether you can personally provide that information.

Relief from Retaliation:

Please state what you believe should happen to resolve your complaint.

Waiver of Confidentiality

Policy ADMIN 0620-15-037 provides that: The City *shall* keep confidential the identity of the person reporting to the extent possible under law, unless the employee authorizes in writing the disclosure of his or her identity.

If you do not wish to have your name kept confidential, please sign below.

I hereby waive the confidentiality provision of Policy ADMIN 0620-15-37, Section 6.1.5

Date

Complainant's signature**Complainant Declaration**

I declare under penalty of perjury of the laws of the State of Washington that the above complaint is true and correct to the best of my knowledge.

Date

Complainant's signature

Date and Place (e.g. City, State)

Name (please print):

Address:

Phone Number(s):

Complaint Reporting Selection

Policy ADMIN 0620-15-37, Section 6.1.2 provides that: Any City employee who desires to report allegedly improper governmental action shall first report in writing such action to ONE of the following persons: (a) the hearing examiner, or (b) Human Resources Director, or (c) County Prosecuting Attorney.

Submit the above complaint form to ONE of the following:

The City Hearing Examiner
Room 605, City Hall, 808 West Spokane Falls Blvd., Spokane, WA 99201
Phone: (509) 625-6010
Fax: (509) 625-6059
Email: hearingexaminer@spokanecity.org

The City Human Resources Director
Fourth Floor Municipal Bldg., 808 West Spokane Falls Blvd., Spokane, WA 99201
Phone: (509) 625-6233
TDD: (509) 625-6689
Fax: (509) 625-6379

The County Prosecuting Attorney
Public Safety Building, 1100 West Mallon, Spokane, WA 99260
Phone: (509) 477-3662
Website: www.spokanecounty.org/Prosecuting/content.aspx?c=1181

Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

POLICE EVIDENCE SUPERVISOR SPN 350 Promotional Examination

DATE OPEN: Monday, October 26, 2015
DATE CLOSED: Sunday, November 8, 2015 @ 11:59 p.m.
SALARY: \$46,750 annual salary, payable bi-weekly, to a maximum of \$70,866

Summary of Work

Performs responsible supervisory and specialized administrative work in managing the Police/Sheriff Property & Evidence Facility.

Minimum Qualifications

(Must be met at time of test.)

- Experience: Three years of experience with the City in the classification of Police Evidence Technician II (SPN 349).
- All applicants must be able to type accurately at the rate of 200 keystrokes (40 words) per minute.
- Licenses and Certifications (Applies to all applicants.)
- Must possess WACIC/ACCESS I and II certification within one year from date of hire.

Examination Details:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The promotional examination will consist of a Training and Experience (T&E) Evaluation, pass/fail typing test, and a performance evaluation (PAR), with weights assigned as follows:

- T&E Evaluation 80%,
- PAR score 20%,
- Typing pass/fail.

All accepted applicants will be sent the Training and Experience evaluation form by e-mail after the close of the recruitment. Applicants must complete and return the T&E to Civil Service before the deadline for scoring. (The deadline will be announced when T&Es are distributed. Applicants will be given at least one full week to complete their T&Es.)

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.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the Subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: 509.625.6077

For more information, call Civil Service Commission at 509.625.6160.

WATER SERVICE SPECIALIST SPN 521 Promotional Examination

DATE OPEN: Monday, October 26, 2015
DATE CLOSED: Sunday, November 8, 2015 @ 11:59 p.m.
SALARY: \$39,045 annual salary, payable bi-weekly, to a maximum of \$56,188

Summary of Work

Performs skilled and minor supervisory work in the tapping of water service lines and the installation of water meters; maintenance and construction of a water distribution system; water meter servicing and repair.

Minimum Qualifications

(These must be met at time of test)

At least two years experience with the City in the classification of Laborer II in the Water Department.

Applicants must possess a valid driver's license. Applicants must obtain a Class "A" Commercial Driver's License prior to appointment.

Note: Individuals in this classification possessing a Washington State Department of Health Water Distribution Manager I or higher certificate are eligible for a two-range pay adjustment. The pay adjustment is contingent on the budget process and Civil Service verification of the certification.

Examination Details:

Applicants must pass the examination for this classification to be eligible for promotion by the City of Spokane. This exam will consist of a written test, structured interview and a performance evaluation, with weights assigned as follows:

written test 80%

performance evaluation 20%.

The written test will be conducted in the Civil Service Test Room on Tuesday, November 16, 2015 at 1:30 p.m. The approximate duration of the test is 2 1/2 hours.

If your application is accepted, you must self-schedule your test time. You will receive an e-mail with complete instructions.

The written test may include such subjects as:

Technical Knowledge

Safety

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.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the Subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: 509.625.6077

For more information, call Civil Service Commission at 509.625.6160.

**WATER SERVICE FOREPERSON SPN 523
Promotional Examination**

DATE OPEN: Monday, October 26, 2015

DATE CLOSED: Sunday, November 8, 2015 @ 11:59 p.m.

SALARY: \$49,527 annual salary, payable bi-weekly, to a maximum of \$75,042

Summary of Work

Performs supervisory work directing the taps and meters operation, or the construction, maintenance and repair of the municipal water system.

Minimum Qualifications

Completion of at least two years with the City in the classification of Water Service Specialist (SPN 521). Must obtain a Water Distribution Manager II Certificate within one year of appointment. Positions other than those assigned to meter shop or ARB functions require possession of a Class "A" CDL and only those on the eligible list possessing the Class "A" CDL will be certified

Examination Details:

Applicants must pass the examination for this classification to be eligible for promotion by the City of Spokane. This exam will consist of a written test and a performance evaluation, with weights assigned as follows:

Written test 80%
Performance evaluation 20%.

The written test will be conducted in the Civil Service Test Room on Tuesday, November 16, 2015 at 9:00 a.m. The approximate duration of the test is two hours.

If your application is accepted, you must self-schedule your test time. You will receive an e-mail with complete instructions.

The written test may include such subjects as:
Water Distribution, Repairs, Main Installations, and Meters
Supervision and Training
Records and Reports
Safety
Public and Employee 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.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the Subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: 509.625.6077

For more information, call Civil Service Commission at 509.625.6160.

STATIONARY ENGINEER SUPERVISOR SPN 613 Promotional Examination

DATE OPEN: Monday, October 26, 2015
DATE CLOSED: Sunday, November 8, 2015 @ 11:59 p.m.
SALARY: \$67,755 annual salary, payable bi-weekly, to a maximum of \$83,227

Summary of Work

Performs responsible supervisory and technical work directing the operation and maintenance of both high and low pressure stationary steam, refrigeration, and internal/external air quality equipment in a public facility.

Minimum Qualifications

(These must be met at time of test.)

At least two years of experience in the classification of Stationary Engineer (SPN 604).

Licenses:

Applicants must possess a first class operating engineer's license as issued by the City of Spokane.

Applicants must possess a valid driver's license.

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 (T&E) Evaluation in the form of a Supplemental Questionnaire, and a promotional evaluation (PAR). Weights are assigned as follows:

T&E Evaluation 80%
PAR Score 20%

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

T&E EVALUATION DETAILS

The T&E Evaluation is designed to evaluate the relevance, level, recency, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position.

TIP: It is more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted. The questions are located online in the tab marked "QUESTIONS" on the job announcement.

The Supplemental Questionnaire is the Civil Service examination for this position and must be completed online at the time of application.

- Response should be consistent with the information on your application details, and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.

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.

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

Copies of required additional documents may be attached to your application or submitted via any of the following:

Email: civilservice@spokanecity.org with Job Title – Applicant Name in the Subject line of the email

In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

Fax: 509.625.6077

For more information, call Civil Service Commission at 509.625.6160.

PARK SECURITY OFFICER SPN 698

Open Entry Examination

DATE OPEN: Monday, October 26, 2015

DATE CLOSED: Sunday, November 8, 2015 @ 11:59 p.m.

SALARY: \$32,551 annual salary, payable bi-weekly, to a maximum of \$46,353

Summary of Work

Performs general duty security and parking lot operations work in City Parks.

Minimum Qualifications

Open Entry (Must be met at the time of application.)

- **Education:** High school diploma or its equivalent
- **Experience:** Six months of responsible experience performing security work in public access entertainment, amusement or recreation facilities
- **Licenses:** All applicants must possess a valid driver's license.
- **Notes:** A police record may be grounds for rejection. Must obtain a limited law enforcement commission within six months of date of employment. Applicants must obtain a basic first aid and CPR card before they can be hired; however, they do not have to possess the basic first aid and CPR card to be eligible to take the examination.
- **Notes:** In order to be eligible for a limited law enforcement commission, an applicant must be at least age 21 years of age. Please see Spokane Municipal Code Section 10.41A.060.

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 written test, weighted at 100%.

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.

WRITTEN TEST DETAILS:

Written tests will be conducted in the Civil Service Test Room (4th floor, City Hall) the week of **November 16, 2015, with start times of 9:00 a.m. or 1:00 p.m.** The approximate duration of the test is 2 hours. If necessary, additional test sessions will be added dependent upon the number of applications received.

Self-schedule written test date and time: Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule the written test session you would like to attend. Multiple sessions will be made available and are filled on a first come, first served basis.

The written test will include the following subjects: vocabulary, reading comprehension, written communication, records/reports, judgement/logic, math computation, interpersonal relations, driving regulations, safety/first aid.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the Subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: 509.625.6077

For more information, call Civil Service Commission at 509.625.6160.

**POLICE OFFICER – LATERAL ENTRY SPN 901
(AMENDED)
OPEN ENTRY EXAMINATION**

SALARY: \$51,051 annual salary, payable bi-weekly, to a maximum, after 5 years with the City, of \$76,650
Note: \$51,051 annual salary with less than 5 years of experience upon entry, or \$69,676 annual salary with 5 or more years of experience upon entry, payable bi-weekly, to a maximum of \$76,650 after 5 years of service with the department.

DATE OPEN: Monday, October 24, 2011

DATE CLOSED: Applications will be accepted until further notice.

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

DUTIES:

Performs general duty police work in the enforcement of laws and ordinances. Exercises powers of arrest and control; defends self and others; uses force, including deadly force, in approved circumstances; enforces motor vehicle laws; operates vehicle under emergency conditions and provides emergency assistance; responds to crime scenes and performs criminal investigations; participates in special operations. Requires physical condition, agility, and coordination to allow performance of the essential tasks of a police officer as prescribed by the Washington State Criminal Justice Training Commission. Employee may be assigned to rotating shifts and may work other than a normal work week.

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

Applicants must possess a state issued Basic Law Enforcement certificate and have two years of sworn, non-military, patrol officer experience. Applicants must be currently employed as a Law Enforcement Officer, OR have been laid off or retired, in good standing, within the past 24 months (**AMENDED**). Applicants must have completed 45 quarter or 30 semester credit hours of course work from an accredited college or university with a minimum GPA of C or 2.0, which includes at least 5 quarter or 3 semester credit hours of college English. Two additional years of experience as a police officer may be substituted for the college education requirement. Applicants from states other than Washington must have the ability to obtain Basic or Equivalency Law Enforcement certification by the Washington State Criminal Justice Training Commission within the probationary period. Proof of a valid driver's license must be submitted. Applicants must be certified by the Police Physician as physically fit to perform the prescribed duties. Applicants must be U.S. Citizens.

NOTE: Before applying, please read the Spokane City Police Department's Hiring Standards, found on the Spokane City Police Department's jobs page at <http://www.spokanepolice.org/jobs/default.aspx>; click on the "hiring standards" link.

EXAMINATION:

The examination will consist of a Training and Experience Evaluation form. Weight is assigned as follows: Training and Experience Evaluation form 100%.

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.

NOTE: Under continuous testing policy, additional examinations may be scheduled with results merged into one eligibility list according to final ratings.

TO APPLY:

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

Copies of required additional documents may be attached to your application or submitted via any of the following:

Email: civilservice@spokanecity.org with Job Title – Applicant Name in the Subject line of the email

In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

Fax: 509.625.6077

Notice for Bids

Paving, Sidewalks, Sewer, etc.

CALL FOR BIDS

MAIN/DIVISION INTERSECTION IMPROVEMENTS Engineering Services File No. 2011103

This project consists of the construction of approximately one new traffic signal, one portable temporary traffic signal, various traffic and communication conduit with cables and interfaces, video and data transmission and distribution systems, 218 linear feet of storm sewer, 8 drainage structures, 434 linear feet of curb, 660 square yards of sidewalk, 235 square yards of 6-inch thick pavement, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201–3316, will receive sealed bids until 1:00 p.m., November 2, 2015 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file in the Department of Engineering Services. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

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

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

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

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

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

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

Publish October 14, 21 and 28, 2015

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR PROPOSALS

OFF SITE RECORDS STORAGE City of Spokane City Clerk's Office

RFP #4183-15

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, NOVEMBER 9, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **OFF SITE RECORDS STORAGE** for the City of Spokane City Clerk's Office

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201, purchasinghelp@spokanecity.org.

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

Submit one (1) original, two (2) copies and one (1) digital copy of the Proposal to:

**City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

The right is reserved to reject any and all Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with:
"RFP #4183-15, OFF SITE RECORDS STORAGE, DUE 11/9/15".

Thea Prince
City of Spokane Purchasing

Publish: October 21 & 28, 2015

POLICE MOTORCYCLES Fleet Services Department

BID #4184-15

Sealed bids will be opened at 1:15 p.m., **MONDAY, NOVEMBER 2, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **Four (4) Police Motorcycles** for the City of Spokane Fleet Services Department.

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

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

Submit one (1) original to:

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

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

Envelopes containing proposals are to be marked: **“POLICE MOTORCYCLES, BID #4184-15 DUE 11/2/15”**.

Thea Prince
Purchasing Division

Publish: October 21 & 28, 2015

**LINCOLN HEIGHTS RESERVOIR #1 ROOF REPAIR
City of Spokane Water & Hydroelectric Services Department**

BID #4189-15

Sealed bids will be opened at 1:15 p.m., **MONDAY, NOVEMBER 16, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **LINCOLN HEIGHTS RESERVOIR #1 ROOF REPAIR** for the City of Spokane Water & Hydroelectric Services Department.

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

Submittal Instructions:

Bid proposal forms may be submitted to the Purchasing 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) paper original of the Proposal to:

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

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

Envelopes containing proposals are to be marked:
“LINCOLN HEIGHTS RESERVOIR #1 ROOF REPAIR, BID #4189-15, DUE 11/16/15”.

Thea Prince
Purchasing Department

Publish: October 21 & 28, 2015

UPRIVER DAM HYDROELECTRIC PROJECT SPILLWAY STOP LOG SYSTEM**Water & Hydroelectric Services Department****BID #4191-15**

Sealed bids will be opened at 1:15 p.m., **MONDAY, NOVEMBER 9, 2015**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **UPRIVER DAM HYDROELECTRIC PROJECT SPILLWAY STOP LOG SYSTEM** for the City of Spokane Water & Hydroelectric Services Department.

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

Submittal Instructions:

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

Submit one (1) original copy and one (1) digital copy (thumb drive or CD) of the Proposal to:

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

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

Envelopes containing proposals are to be marked: **“UPRIVER DAM HYDROELECTRIC PROJECT SPILLWAY STOP LOG SYSTEM, BID #4191-15, DUE NOVEMBER 9, 2015”**.

Thea Prince
Purchasing Division

Publish: October 28 & November 4, 2015

REQUEST FOR QUALIFICATIONS**RIVERFRONT PARK REDEVELOPMENT ARCHITECTURAL AND ENGINEERING DESIGN SERVICES
FOR THE LOOFF CARROUSEL FACILITY****City of Spokane Parks & Recreation Department****RFQ #4192-15**

Sealed SOQ's will be acknowledged at 1:15 p.m., **MONDAY, DECEMBER 7, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **RIVERFRONT PARK REDEVELOPMENT ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR THE LOOFF CARROUSEL FACILITY** for the City of Spokane Parks & Recreation Department.

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Submittal Instructions:

SOQ forms may be submitted to the Purchasing Department **until 1:00 P.M. on the date of opening**. SOQs must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for SOQs delivered late. **Only firm SOQs with signatures will be evaluated.**

Submit Thirteen (13) Copies of the SOQ as follows: One (1) paper original, eleven (11) paper copies and one (1) reproducible digital copy (thumb drive or CD) in Adobe Acrobat format of the SOQ to:

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

The right is reserved to reject any and all SOQs 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 SOQs with signatures will be tabulated.**

Envelopes containing SOQs are to be marked:

“RIVERFRONT PARK REDEVELOPMENT ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR THE HISTORIC LOOFF CARROUSELFACILITY, RFQ #4192-15, DUE 12/7/15”.

Thea Prince
Purchasing Department

Publish: October 21 & 28 & November 4, 2015

REQUEST FOR QUALIFICATIONS

MARKETING, ADVERTISING AND BRANDING SERVICES FOR PARKS AND RECREATION AND RIVERFRONT PARK

City of Spokane Parks & Recreation Department

RFQ #4193-15

Sealed SOQ's will be acknowledged at 1:15 p.m., **MONDAY, NOVEMBER 16, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **MARKETING, ADVERTISING AND BRANDING SERVICES FOR PARKS AND RECREATION AND RIVERFRONT PARK** for the City of Spokane Parks & Recreation Department.

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Submittal Instructions:

SOQ forms may be submitted to the Purchasing Department **until 1:00 P.M. on the date of opening**. SOQs must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for SOQs delivered late. **Only firm SOQs with signatures will be evaluated.**

Submit Six (6) Copies of the SOQ as follows: One (1) paper original, four (4) paper copies and one (1) reproducible digital copy (thumb drive or CD) in Adobe Acrobat format of the SOQ to:

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

The right is reserved to reject any and all SOQs 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 SOQs with signatures will be tabulated.**

Envelopes containing SOQs are to be marked:

“MARKETING, ADVERTISING AND BRANDING SERVICES FOR PARKS AND RECREATION AND RIVERFRONT PARK, RFQ #4193-15, DUE 11/16/15”.

Thea Prince
Purchasing Department

Publish: October 21 & 28, 2015

REQUEST FOR PROPOSALS**HEAD GOLF PROFESSIONAL/MANAGER
Indian Canyon Golf Course****City of Spokane Parks & Recreation Department****RFP #4195-15**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, NOVEMBER 23, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **HEAD GOLF PROFESSIONAL/MANAGER at Indian Canyon Golf Course** for the City of Spokane Parks & Recreation Department.

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201, purchasinghelp@spokanecity.org.

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

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

**City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

The right is reserved to reject any and all Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with:

“RFP #4195-15, HEAD GOLF PROFESSIONAL/MANAGER at Indian Canyon Golf course, DUE 11/23/15”.

Thea Prince
City of Spokane Purchasing

Publish: October 28 & November 4, 2015

REQUEST FOR QUALIFICATIONS**GEOTECHNICAL ENGINEERING ON-CALL SERVICES****City of Spokane Engineering Services****RFQ #4198-15**

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, NOVEMBER 2, 2015**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for Geotechnical Engineering On-Call Services for the City of Spokane Engineering Services Department.

The Request for Qualifications document is available by contacting Connie Wahl, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Statement of Qualification Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, November 2, 2015**. Statement of Qualification Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Statement of Qualification Proposals delivered late. **Only firm Statement of Qualification Proposals with signatures will be evaluated.**

Submit one (1) paper original, three (3) paper copies, and one (1) reproducible digital copy (CD or thumb drive) of the Statement of Qualification Proposal to:

**City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

The right is reserved to reject any and all Statement of Qualification Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with:

“RFQ #4198-15 GEOTECHNICAL ENGINEERING ON-CALL SERVICES, DUE 11/2/2015”

Connie Wahl, C.P.M., CPPB
City of Spokane Purchasing

Publish: October 21 & 28, 2015

**REQUEST FOR QUALIFICATIONS
LANDSCAPE ARCHITECT ON-CALL SERVICES**

City of Spokane Engineering Services

RFQ #4200-15

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, NOVEMBER 2, 2015**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **Landscape Architect On-Call Services for the City of Spokane Engineering Services Department**.

The Request for Qualifications document is available by contacting Connie Wahl, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Statement of Qualification Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, November 2, 2015**. Statement of Qualification Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Statement of Qualification Proposals delivered late. **Only firm Statement of Qualification Proposals with signatures will be evaluated.**

Submit one (1) paper original, three (3) paper copies, and one (1) reproducible digital copy (CD or thumb drive) of the Statement of Qualification Proposal to:

**City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

The right is reserved to reject any and all Statement of Qualification Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with:

“RFQ #4200-15 LANDSCAPE ARCHITECT ON-CALL SERVICES, DUE 11/2/2015”

Connie Wahl, C.P.M., CPPB
City of Spokane Purchasing

Publish: October 21 & 28, 2015
