



# Official Gazette

## City of Spokane, Washington

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

Volume 106

SEPTEMBER 21, 2016

Issue 38



### MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

AMBER WALDREF (DISTRICT 1)

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### INSIDE THIS ISSUE

MINUTES	1067
HEARING NOTICES	1076
ORDINANCES	1077
JOB OPPORTUNITIES	1082
NOTICES FOR BIDS	1086

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# Minutes

## MINUTES OF SPOKANE CITY COUNCIL

Monday, September 12, 2016

### 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 Beggs, Fagan, Kinnear, Mumm, and Stratton were present. Council Member Waldref was absent.

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

**Advance Agenda Review**

The City Council received an overview from staff on the September 19, 2016, Advance Agenda items.

Resolution 2016-0075

**Motion** by Council Member Stratton, seconded by Council Member Mumm, **to move (and thereby defer) Resolution 2016-0075**—calling for the updating of City policies to implement the anti-harassment policy recommendations contained in the Seabold Group report—to September 26, 2016, Agenda; **carried unanimously (Council Member Waldref absent).**

**Action to Approve September 19, 2016, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the September 19, 2016, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Fagan, seconded by Council Member Mumm, **to approve** the Advance Agenda for Monday, September 19, 2016, (as amended); **carried unanimously (Council Member Waldref absent).**

## ADMINISTRATIVE SESSION

**Current Agenda Review**

The City Council received an overview from staff on the September 12, 2016, Current Agenda items.

Contract with Catholic Charities, Family Promise, and The Salvation Army (OPR 2016-0704)

**Motion** by Council Member Fagan, seconded by Council Member Stratton, **to suspend** the Council Rules; **carried unanimously (Council Member Waldref absent).**

**Motion** by Council Member Fagan, seconded by Council Member Beggs, **to add** Item No. 10—Contract with Catholic Charities, Family Promise, and The Salvation Army to begin capital and operational needs of the 24/7 Shelter Ramp Up Phase—to today's (September 12) Consent Agenda; **carried unanimously (Council Member Waldref absent).**

City Clerk Report on Proposed Initiative No. 2016-5 filed by John Ahern (LGL 2016-0034)

The City Clerk reported on Proposed Initiative No. 2016-5. On September 6, 2016, John Ahern filed a proposed initiative with the Office of the City Clerk. Pursuant to SMC2.02.230, the City Attorney's Office reviewed the measure and in consultation with the sponsor prepared a ballot title and summary of measure. Per SMC 2.02.040, upon receiving this report from the City Clerk, the City Council may pass the measure as proposed, reject the initiative measure and propose another one dealing with the subject to be considered as council legislation, or submit the initiative measure to the voters on its own merits. If the City Council does not pass the measure as proposed or submit the initiative measure

to the voters, the initiative and the ballot title and summary of the measure shall be forwarded by the City Clerk to the City Hearing Examiner who shall issue a formal written opinion as to the legal validity and effect of the proposed measure to the City Council, City Clerk, and initiative measure sponsor within 14 days of receiving the initiative measure from the City Clerk. (Note: The City Clerk will be forwarding the matter to the City Hearing Examiner for review.)

Final Reading Ordinance C35428 (sponsored by Council Member Mumm)

Council Member Stratton presented an amended version of Final Reading Ordinance C35428 relating to the process for City Council approval of Mayoral appointments. The following action was taken:

**Motion** by Council Member Beggs, seconded by Council Member Mumm, **to replace** the previously filed ordinance with the substitute (amended) version of the ordinance; carried **5-1 (Council Member Fagan voting “no” and Council Member Waldref absent)**.

Final Reading Ordinance C35429 (sponsored by Council Member Fagan)

**Motion** by Council Member Fagan, seconded by Council Member Beggs, **to table indefinitely** Final Reading Ordinance C35429 (relating to City Council confirmation of Mayoral appointments; carried **5-1 (Council Member Mumm voting “no” and Council Member Waldref absent)**).

**Action to Approve September 12, 2016, Current Agenda**

Following staff reports and Council inquiry and discussion regarding the September 12, 2016, Current 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 Current Agenda for Monday, September 12, 2016, (as amended); carried **unanimously (Council Member Waldref absent)**.

**CONSENT AGENDA**

**Upon motion of Council Member Fagan (no second received), the City Council approved (Council Member Waldref absent) Staff Recommendations for the following:**

Blanket Order with Action Materials (Cheney, WA) for debris recycling and purchase of recycled materials to be used by both the Water and Wastewater Maintenance Departments on an as-needed basis—\$95,000 (incl. tax).

Interlocal Agreement with the City of Chewelah for Hearing Examiner services—\$125 per hour.

Interlocal Agreement with the Spokane Regional Health District to provide design, bid and construction administration services for the Garland Walk Bike Bus project—\$15,000 Revenue. (Garland Neighborhood)

Consultant Agreement with FCS Group (Redmond, WA) to secure a consultant with the requisite expertise necessary to conduct a thorough, comprehensive and complete Procurement & Contracting Organizational Assessment for the City—\$127,000. (Relates to Emergency Ordinance C35434)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through September 2, 2016, total \$15,967,388.93 (Check Nos. 528650-529102; ACH Payment Nos. 29315-29786), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$15,096,902.62.
- b. Payroll claims of previously approved obligations through August 27, 2016: \$6,487,654.23 (Payroll Check Nos. 540729-541051).

City Council Meeting Minutes: August 25, 2016, August 29, 2016 and September 1, 2016.

City Clerk Report on proposed Initiative No. 2016-5 filed by John Ahern for a Spokane Municipal Code amendment regarding zoning restrictions on marijuana businesses near certain institutions. (Note: The City Council approved the City Clerk sending this matter to the Hearing Examiner for review.)

Contract with Catholic Charities, Family Promise, and The Salvation Army to begin capital and operational needs of the 24/7 Shelter Ramp Up Phase—Total of contracts not to exceed \$287,232.96.

Low Bid of Cameron Reilly LLC (PRO 2016-0032 / ENG 2015088 / ENG 2015089 / ENG 2015090 (taken separately)

**Motion** by Council Member Fagan, seconded by Council Member Beggs, **to defer** the Low Bid of Cameron Reilly LLC for 2015 Traffic Calming Projects to the afternoon of September 26; **rejected 1-5 (Council Member Fagan voting “aye” and Council President Stuckart and Council Members Beggs, Kinnear, Mumm, and Stratton voting “no” and Council Member Waldref absent).**

**Upon a 5-1 Voice Vote (Council Member Fagan voting “no” and Council Member Waldref absent),** the City Council **approved** the Low Bid of Cameron Reilly LLC (Spokane, WA) for 2015 Traffic Calming Projects—\$562,443. An administrative reserve of \$56,244.30, which is 10% of the contract price, will be set aside. (Various Neighborhood)

Overpass Agreement with Burlington Northern Santa Fe (PRO 2016-0033 / ENG 2012119) (taken separately)

**Upon 5-1 Voice Vote (Council Member Fagan voting “no” and Council Member Waldref absent),** the City Council **approved** the Overpass Agreement with Burlington Northern Santa Fe for work related to construction of the proposed University District Pedestrian/Bicycle Bridge Project—estimated cost \$468,960. (East Central Neighborhood)

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

The City Council adjourned at 4:11 p.m. No Executive Session was held. The City Council reconvened again at 6:00 p.m. for the Regular Legislative Session.

## **LEGISLATIVE SESSION**

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Stuckart.

### **Roll Call**

Council President Stuckart and Council Members Beggs, Fagan, Kinnear, Mumm, and Stratton were present. Council Member Waldref was absent.

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

### **PROCLAMATION**

September 17-23, 2016 *Constitution Week*

Council Member Fagan read the proclamation and presented it to Jenny Willards, State Chair of Constitution Week, who accepted it on behalf of the Spokane Chapter of the Daughters of the American Revolution and the Washington State Daughters of the American Revolution. September 17, 2016, marks the 229<sup>th</sup> anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention. The proclamation commemorates the occasion and asks citizens to reaffirm the ideals the framers had of the Constitution in 1787 by vigilantly protecting the freedoms guaranteed to us by this guardian of our liberties remembering that lost rights may never be regained.

### **APPOINTMENTS**

**Spokane Human Rights Commission (CPR 1991-0068) and Design Review Board (CPR 1993-0069)**

**Upon Unanimous Voice Vote (Council Member Waldref absent),** the City Council **approved** (and thereby confirmed) the following appointments:

Spokane Human Rights Commission (CPR 1991-0068)

- Ashley Torres (District 1) for a three-year term, expiring September 12, 2019.
- Nicole Bishop (District 3) for a three-year term, expiring September 12, 2019.
- Aaron Riley (At-large) for a three-year term, expiring September 12, 2019.
- Amina Fields (At-large) for a three-year term, expiring September 12, 2019.

Design Review Board (CPR 1993-0069)

- Ryan Leon to the Real Estate Developer position with a term expiring December 31, 2018.
- Charlene Kay to the Engineer position with a term expiring on December 31, 2019.

### **BOARD, COMMITTEE, AND COMMISSION VACANCIES**

Council President Stuckart announced the following vacancies:

- Civil Service Commission: One position opening in December. Deadline is October 14.
- Ethics Commission: Multiple positions. Deadline: September 30.
- Police Ombudsman Commission: One position. Deadline: September 16.
- Northeast Public Development Authority: One position for a business representative. Apply as soon as possible.
- Planning Commission: One position. Deadline October 3.
- West Quadrant Tax Increment Financing Neighborhood Project Advisory Board: Four positions. Apply as soon as possible.

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

### **UPCOMING SALUTATION FOR FIREFIGHTER CHARLES MCKENZIE**

Council Member Kinnear announced that City Council is working on a salutation for Charles McKenzie who was the firefighter that risked his life to save occupants of an apartment fire last week. He is currently in rehab and so when he comes back we will have a celebration for him and honoring his bravery.

### **ADMINISTRATIVE REPORT**

#### **Presentation by Hank Chiappetta Regarding Art in Council Chambers**

Council President Stuckart introduced Hank Chiappetta and Rick Davis who were recognized for their art piece housed in the Council Chambers. People have been asking who the artists are and what it is called. Mr. Chiappetta explained the piece which is called "Evolution by Monsanto," and it is about what is happening with our environment. He noted the piece has silver lead inside of it and it is made out of scrap wood. The fish sitting in it is playing a flute whimsically. It's carved like a human and has a story on the side with butterfly morphing and it comes out more like a bee out of a cocoon and it has human ears and a human face on it and human hands and frog feet.

#### **Spokane Transit Authority (STA) – Proposition 1**

Karl Otterstrom provided a presentation on STA's Proposition 1 which is on the November 8 ballot concerning funding for public transportation. He provided some details on the plan that is funded through STA Proposition 1 and that plan is called STA Moving Forward, and he spoke specifically to the elements of Proposition 1 in terms of the funding and how much.

Mr. Otterstrom stated he's been the Planning Director for Spokane Transit for just over seven years and he is an urban planner by education and worked in King County with the Federal Transit Administration but noted he's a Spokane native and graduated from Mead High School and noted he's a daily bus commuter.

Mr. Otterstrom advised that STA's mission is dedicated to providing safe accessible convenient and efficient public transportation services to the Spokane region's neighborhoods and businesses and activity centers. He further stated it's important to recognize that STA is a regional body that is made up of board members of elected officials from across the region and one non-voting labor representative, as well as other nonvoting ex-officio members from Millwood and Medical Lake (the small cities rotate on the Board), and STA looks at things from a regional perspective. STA has bus routes and bus service across the public transportation benefit area which is an area of Spokane County that comprises roughly 84 percent of the population of the County and includes Cheney, Medical Lake, Air Force Base, Airway Heights, Spokane City, Millwood, Spokane Valley City, and Liberty Lake. The most visible service provided by STA is fixed route service and there are 34 routes throughout the public transportation benefit area. STA also has paratransit which is a service for persons whose disabilities preclude them from taking a regular bus and it is complimentary to the regular bus and that serves only those areas that have a bus route within three-quarters of a mile. Vanpool is a niche service that is provided by STA to major employment sites throughout the County. Mr. Otterstrom also remarked on the employer sponsored bus pass program, which is not a service but a product that is provided and a way for business to capture more ridership for their employees to be able to use the system effectively and reduce their congestion impact. STA has also has a Universal Transit Access Pass Program which actually goes beyond universities and City of Spokane as an employer is also on the UTAP program as well as Spokane County. That program enables STA to have a single payment system for those employers or anyone using their cards would be able to slide their card and STA bills each month based on the use. Mr. Otterstrom provided the overall impact of bus rides in 2015: 10.8 million bus rides, 450,000 paratransit rides, and 3.5 million of those were people going to and from work.

Mr. Otterstrom provided an overview of the STA Moving Forward Plan which strives to connect people to services, connect workers to jobs and partner in advancing regional economic development. He noted the plan includes new bus routes as well as new services. He provided an example of that type of new connectivity would be a new route in Spokane Valley that connects the new Providence Medical Center on East Indiana as well as the CHAS Clinic in that area. Mr. Otterstrom noted that one thing that is different than the last time this was proposed is not only is it a smaller tax increase, it is phased in so it's actually over a three-year period. He further commented on the plan and responded to Council inquiries. For more information on the Moving Forward Plan, visit STA's website at: <https://www.spokanetransit.com/>.

**COMMITTEE REPORTS****Community, Health and Environment Committee**

Council Member Stratton Council Member Stratton reported on the Community, Health and Environment Committee meeting held earlier today (September 12, 2016). Minutes of the Community, Health and Environment Committee are filed with the City Clerk's Office and are available for review following approval by the Community, Health and Environment Committee.

**Public Works Committee**

Council President Stuckart reported on the Public Works Committee meeting held earlier today (September 12, 2016). Minutes of the Public Works Committee are filed with the City Clerk's Office and are available for review following approval by the Public Works Committee.

**OPEN FORUM**

**Henry Valder** thanked Council for comments on firefighter. He commented on abandoned houses in Spokane which are fire hazards.

**George McGrath** remarked on the City Council and he requested that six of the seven City councilmembers resign or be impeached because there is nothing they have done that has been a benefit to the people of the City of Spokane. He stated that Council Member Fagan is the only councilmember who seems to be concerned that his constituents elected him.

**Bill Boomer** commented on the taxi industry and Uber. He noted that Uber is not a T&C. He indicated they are advertising just like a taxi all over the country and they should have to comply with the taxi regulations that we have going on for the taxi industry.

**Alfredo Llamedo** commented on the choice for police chief and the process. He also commented on the City Council voting to limit free speech of the citizens of this City. The limit was targeted at specific speakers but in essence it affected us all.

**LEGISLATIVE AGENDA****EMERGENCY BUDGET ORDINANCES****Emergency Budget Ordinance C35431**

Subsequent to public testimony from one individual, the following action was taken:

**Upon Unanimous Roll Call Vote (Council Member Waldref absent), the City Council passed Emergency Budget Ordinance C35431** amending Ordinance No. C35322 passed by the City Council November 23, 2015, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2016, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2016, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Sewer Fund

FROM: Reserve for Budget Adjustment, \$39,139;

TO: Various Accounts, same amount.

and

Parks and Recreation Fund

FROM: Reserve for Total Cost of Compensation, \$4,868;

TO: Various Accounts, same amount.

and

Solid Waste Disposal Fund

FROM: Unappropriated Reserves, \$9,400;

TO: Various Accounts, same amount.

(This action implements salary grade adjustments in accordance with approved union agreements and City policy, and as approved by management. These changes impact the classifications of Wastewater

Supervisor, Wastewater Treatment Plant Assistant Plant Manager, Craft Specialist, and Landfill/Transfer Station Foreperson.)

#### **Emergency Budget Ordinance C35434**

**Upon Unanimous Roll Call Vote (Council Member Waldref absent)**, the City Council **passed Emergency Budget Ordinance C35434** amending Ordinance No. C35322 passed by the City Council November 23, 2015, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2016, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2016, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

General Fund

FROM: Unappropriated Reserves, \$127,000;

TO: Surveys/Studies, \$127,000.

(This action provides for an assessment of the City's procurement and contracting processes.) (Relates to OPR 2016-0691 under the Consent Agenda)

There were no **Emergency Ordinances**.

There were no **Resolutions**.

#### **FINAL READING ORDINANCES**

##### **Final Reading Ordinance C35358 (First Reading Held February 1, 2016)**

**Upon Unanimous Roll Call Vote (Council Member Waldref absent)**, the City Council **passed Final Reading Ordinance C35358** vacating the alley between Boone Avenue and Gardner Avenue from the east line of Ash Street to the west line of Maple Street as requested by Paul Matthews Architects. (West Central Neighborhood)

##### **Final Reading Ordinance C35428**

Council Member Stratton, as sponsor, provided an overview of Final Reading Ordinance C35428 (as amended during 3:30 p.m. Administrative Session). Subsequent to public testimony from one individual and Council commentary, the following action was taken:

**Upon 5-1 Roll Call Vote (Council Member Fagan voting "no" and Council Member Waldref absent)**, the City Council **passed Final Reading Ordinance C35428, as amended**, relating to the process for City Council approval of Mayoral appointments; amending sections 2.005.010 and 3.01A.100 of the Spokane Municipal Code.

**For Council action on Final Reading Ordinance C35429, see section of minutes under 3:30 p.m. Administrative Session.**

#### **FIRST READING ORDINANCES**

**For Council action on First Reading Ordinance C35432, see section of minutes under "Hearings."**

**For Council action on First Reading Ordinance C35433, see section of minutes under "Hearings."**

There were no **Special Considerations**.

#### **HEARINGS**

##### **Vacation of Sharp Avenue from the East Line of Cedar Street to the West Line of Jefferson Street**

The Spokane City Council held a hearing on the vacation of Sharp Avenue from the east line of Cedar Street to the west line of Jefferson Street as requested by Spokane Transit Authority (Garfield Neighborhood). Subsequent to an opportunity for public testimony, with no individuals requesting to speak, the following action was taken:



**Upon Unanimous Roll Call Vote (Council Member Waldref absent),** the City Council **approved, subject to conditions** (in the Street Vacation Report dated June 20, 2016), the vacation Sharp Avenue from the east line of Cedar Street to the west of Jefferson Street as requested by the Spokane Transit Authority.

In conjunction with the hearing, Ordinance C35432—vacating Sharp Avenue from the east line of Cedar Street to the west line of Jefferson Street—was read for the first time, with further action deferred.

#### **Vacation of Portions of Oakland Boulevard, Columbia Avenue and the Alley in Block 10**

The Spokane City Council held a hearing on the vacation of those portions of Oakland Boulevard, Columbia Avenue and the alley in Block 10. All in the plat of Cascade Park Addition east of Cedar Road except for the west 50 feet as requested by Gary Chantry (Latah/Hangman Valley Neighborhood Council). Subsequent to public testimony and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote (Council Member Waldref absent),** the City Council **approved, subject to conditions** (in the Street Vacation Report dated July 19, 2016), the vacation of those portions of Oakland Boulevard, Columbia Avenue and the alley in Block 10. All in the plat of Cascade Park Addition east of Cedar Road except for the west 50 feet as requested by Gary Chantry.

In conjunction with the hearing, Ordinance C35433—vacating that portion of the right-of-way of Oakland Boulevard between the east right-of-way line of Cedar Road and the east line of Block 9 of the plat of Cascade Park Addition, except for the west 50 feet; together with that portion of the alley, in Block 10 of the Plat of Cascade Park Addition, from the east line of Cedar Road to the east line of Block 10 of the said plat, except for the west 50 feet; together with that portion of the right-of-way of Columbia Avenue between the east right-of-way line of Cedar Road and the east line of Block 10 of the plat of Cascade Park Addition, except the west 50 feet, located in the Northeast Quarter of Section 01, Township 24 North, Range 42 East Willamette Meridian—was read for the first time, with further action deferred.

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

#### **ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:02 p.m.

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

**Monday, September 12, 2016**

A Special Meeting of the City of Spokane Transportation Benefit District (TBD) Governing Board held on the above date was called to order at 7:02 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

#### **Roll Call**

On roll call, Board Chair Stuckart and Board Members Beggs, Fagan, Kinnear, Mumm, and Stratton were present. Council Member Waldref was absent.

Policy Advisory Brian McClatchey and City Clerk Terri Pfister were also present on the dais.

#### **Appointment to CTAB**

**Upon Unanimous Voice Vote in the affirmative (Board Member Waldref absent),** the TBD Governing Board approved the appointment of Dennis W. Morford as District 3 Representative to the CTAB Board.

#### **ADJOURNMENT**

There being no further business to come before the Transportation Benefit District Governing Board, the Special Meeting of the Board adjourned at 7:03 p.m.

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**STUDY SESSION MEETING MINUTES  
SPOKANE CITY COUNCIL  
Thursday, September 8, 2016**

A Special Meeting of the Spokane City Council was held on the above date at 3:32 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Beggs, Fagan, Kinnear, and Stratton were present. Council Members Mumm and Waldref were absent.

The following topics were discussed:

- Board & Commission Appointee Interviews
- LINK Spokane Update

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 4:50 p.m.

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**Public Safety Committee, August 15, 2016**

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

**Attendance:**

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

**Staff/Others Present:** Chief Meidl, Assistant Chief Lundgren, Chief Williams, Assist. Chief Brian Schaeffer, Captain Eric Olsen, Ombudsman Bart Logue, Sue Raymon, Officer Hamilton, K9 Dietz

**Approval of minutes:** CM Mumm made a motion to approve the meeting minutes from July 18, 2016; M/S by CM Beggs; passed unanimously.

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

**Consent Agenda:**

**Photo Red – Briefing Paper Only**

SPD provided the Photo Red briefing paper (attached). CM Fagan commented that we have yet to see a consistent decrease in photo red. CM Waldref commented that the school zone cameras are skewing the decrease they are seeing in fixed traffic light cameras.

**Sit and Lie – Briefing Paper Only**

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

**Council Requests**

**-K9 Program:** CM Kinnear welcomed Officer Hamilton and Dietz. Officer Hamilton gave some background information on Dietz. Dietz is a five month old Belgian Malamute. CM Stratton asked the cost of purchasing a dog such as Dietz. Officer Hamilton placed the cost between \$1800 and \$2500. Officer Hamilton is currently raising two dogs. Dietz will hopefully become a patrol dog. CM Fagan asked who we would go to if we needed a drug dog. Officer Hamilton stated the County has one that is about to retire and Airway Heights currently has one. CM Stratton asked what happened when the dogs retire. Officer Hamilton informed them that the dogs are purchased from SPD by the Officers.

**- OPO Discussion:** CM Beggs outlined what the changes in the Ombudsman ordinance would include. The changes would allow for a third track for citizens to go through in processing a complaint or use in initiating an investigation. CM Waldref asked if the changes were shown in the existing ordinance that was sent out. CM Beggs stated it doesn't. CM Beggs clarified that the changes would give the Ombudsman the ability to make recommendations to reduce the type of events that develop into investigations regardless of any party being at blame. CM Waldref asked what is preventing the Ombudsman from making these recommendations now. CM Beggs clarified that the updated ordinance better outlines the abilities of the Ombudsman. He went on to explain what groups he has reached out to, the Ombudsman's office, the Police Guild, and several other groups to receive feedback on the updates to the ordinance.

CM Waldref asked for further clarification on why these recommendations or independent investigations weren't occurring now. CM Beggs asked Ombudsman Logue to clarify. Ombudsman Logue explained the reason an independent investigation had not yet occurred was due to a backlog of 129 cases and the massive magnitude of the cases that were requested to be independently investigated. The resources, time commitment, priority, and scope of the cases have not been fully clarified. CM Beggs stated that the ordinance seeks to provide guidelines to those unclarified issues. The language further removes the Ombudsman from someone seeking to find blame in any investigated situation. CM Stratton asked if Ombudsman Logue agreed with that view of the position. Ombudsman Logue stated the concern that he doesn't have the full understanding of how in depth he is allowed to investigate. CM Beggs explained that this ordinance does not prohibit the city from bargaining for the ability to interview an officer. Lundgren asked for clarification on the bargaining. CM Beggs clarified. CM Waldref asked what the steps moving forward are. CM Beggs stated an expectation for a few more weeks of community input. CM Stratton asked if CM Beggs had gone through this specific ordinance with Ombudsman Logue. They had not yet gone through this specific draft.

### **Spokane Fire Department**

#### **SIA Land Lease Agreement for Station 6 – Chief Williams**

Background: The City entered into an agreement with SIA for the lease of land for Station 6, prior to the 2012 annexation. It was for an initial 5 year period with 2 one-year renewals.

This is the first one-year extension and most likely the City will renegotiate the agreement for a longer term next year.

Average number of incidents and coverage area was discussed.

#### **Performance Measures Review – Chief Williams**

The Fire Department's performance measures for the 2<sup>nd</sup> qtr. of 2016 are attached. There were no significant changes in any one area.

Discussion included changes to response time reporting in accordance with NFPA standards. The previous Comp Plan reported on only travel time; when the troops left the station until they arrived on scene. That has changed to response time; from the time the call comes in to Dispatch until the time the troops arrive on scene. Reporting of performance measures are not standardized statewide, making comparisons difficult. SFD looked at what other jurisdictions around the State were doing as far as the response time on non-life threatening calls and effective fire force, but are not making recommendations going forward in the Comp Plan for change in either one of those areas.

#### **Additional Items – Chief Williams**

Chief Williams thanked Council Members Kinnear and Waldref for attending the "Push-In Ceremony".

Three new engines have been received and equipment will be placed on them once Pierce comes to town and completes their inspection of the engines. Pumper ladders are expected to be received mid-September and the goal is to have everything in service by the end of the year.

### **Spokane Police Department**

#### **2016 RSO Agreement – Assistant Chief Justin Lundgren**

Assistant Chief Lundgren provided the Council with the Registered Sex Offender Grant Award Acceptance briefing paper (attached). Questions and discussion between Council members and staff followed.

#### **Quality Performance Measures – Assistant Chief Justin Lundgren**

Assistant Chief Lundgren explained the data in the Quality Performance Measures report (link to report was previously sent to Council). Questions and discussion between Council members and staff followed.

#### **Strategic Initiatives Update – Assistant Chief Justin Lundgren**

Assistant Chief Lundgren presented the Strategic Initiatives Update report (attached) to Council. Assistant Chief Lundgren invited Council members to the end of the year PAL barbeque on Thursday, August 18<sup>th</sup> at Liberty Park and provided information about an upcoming Citizen's Academy.

Questions and discussion between Council members and staff followed.

### **Staff Requests**

#### **-Ombudsman Update – Bart Logue**

Logue: Sgt. Griffith and him able to come to collaborative level of agreement with OPO access to body camera footage. Guidelines should be established early next week.

Last Friday, OPO procedures draft was sent out. Tomorrow and Wednesday, community forums for the Ombudsman surrounding topics of community oriented policing and disproportionate use of force on minorities.

Decided Assistant Chief Lundgren would be designated the authority over the classification of complaints. CM Waldref asked if a decision would be made before an investigation occurred. Yes.

**-SRLJC Update – Dr. Van Wormer & Gloria Ochoa**

A citizen position and law enforcement position are open on the SRLJC board. Still pushing on building a regional pretrial service office. Interviews are occurring for the officers in those offices. Eyeing an October launch date for the risk assessment tool. The goal of the risk assessment tool is to move from charge based to offender based.

Received \$30,000 from DSHS. Hoping to launch that program September 1<sup>st</sup>. The program aims to relieve the stress on the Eastern State Hospital. (Mental health pretrial services).

Ochoa: Two openings on regional equity disparity committee. Trip to Bend County, successful. Hope to use as model for processing offenders.

CM Kinnear made an announcement about the forum for Chief Meidl on Wednesday, October 17<sup>th</sup>, from 6-8pm.

**Action Items:** N/A.

**Adjournment:** The meeting was adjourned at 2:26pm

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

# Hearing Notices

## Notice of Amendment to Ordinance C35309 and Required Development Agreement

Notice is hereby given that City Council is considering amending the Development Agreement conditions described in C35309, a 2015 Comprehensive Plan Amendment during the **City Council's 6:00 PM, Legislative Agenda, October 3, 2016**. This is regarding properties at 1414 E. 10<sup>th</sup> Avenue (parcel 35213.2710) and 1415 E. 11<sup>th</sup> Avenue (parcel 35213.2716). These parcels are located near the Perry Street District.

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

Planning & Development Services  
Attn: Teri Stripes, Planner  
808 West Spokane Falls Boulevard  
Spokane, WA 99201-3333  
Phone (509) 625-6597  
[tstripes@spokanecity.org](mailto:tstripes@spokanecity.org)

Documents relating to these amendments are available for viewing at:  
<https://my.spokanecity.org/projects/development-agreement-for-ccrc-llc/>

**Location:** The addresses are 1414 E. 10<sup>th</sup> Avenue (parcel 35213.2710) and 1415 E. 11<sup>th</sup> Avenue (parcel 35213.2716). These parcels are located near the Perry Street District.

**Description of Amendment and Required Development Agreement:** On November 2, 2015, the City Council adopted Ordinance C35309, approving an application to amend the City's Comprehensive Plan Land Use Map from "Residential 4-10" and "Residential 4-10" to "CC-Core" for .31 acres (13,800 ft<sup>2</sup>) located at 1414 E. 10th Ave and 1415 E. 11th Ave (map link below), and also amending the City's zoning map from "Residential Single Family (RSF)" and "Centers &

Corridors Type 1, Neighborhood Center (CC-1, NC)". The City Council conditioned its approval on the applicant entering into a binding development agreement placing the following conditions/limitations on development of the property:

The applicant has requested an amendment to the conditions/limitations listed in Section 4 of Ordinance C35309 to allow, in addition to parking and access uses, permitted residential uses and park uses:

- For the lot addressed as 1414 E. 10th Avenue, parcel 35213.2710, the use will be limited to parking and access to 10th Avenue and permitted residential and park uses. Stormwater collection areas and refuse service areas as permitted by the development code also permitted on this lot.
- The lot addressed as 1415 E. 11th Avenue, parcel 35213.2716, the use will be limited to parking, a driveway (located on the west edge of the lot) to provide access to the parking area on the 10th Avenue lot, and permitted residential and park uses on the remainder of the lot. Stormwater collection areas and refuse service area as permitted by the development code also permitted on this lot.

If the amendment is approved by Council they will take action on the Development Agreement

Comment Deadline: This notice initiates a public comment period. Written comments may be submitted via mail or email on the amendment and required Development Agreement to it by **October 3, 2016 by Noon**. Written comments should be sent to the Planning Services Department address listed above.

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

**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](mailto: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: September 14, 21 & 28

# 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. C35358

An ordinance vacating the alley between Boone Avenue and Gardner Avenue from the east line of Ash Street to the west line of Maple Street,

WHEREAS a petition for the vacation of the alley between Boone Avenue and Gardner Avenue, from the east line of Ash Street to the west line of Maple Street has been filed with the City Clerk representing 100% of the abutting property owners, and a hearing has been held on this petition before the City Council as provided by RCW 35.79; and

WHEREAS, the City Council has found that the public use, benefit and welfare will best be served by the vacation of said public way; -- NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That the alley between Boone Avenue and Gardner Avenue from the east line of Ash Street to the west line of Maple Street, in the northeast quarter of Section 13, Township 25 North, Range 42 East, W.M., in the City of Spokane, is hereby vacated. Parcel number not assigned.

Section 2. An easement is reserved and retained over and through the entire vacated area for the utility services of Avista Utilities, CenturyLink, Comcast and the City of Spokane to protect existing and future utilities.

Section 3. That this ordinance shall not become effective until the owners of property abutting upon the area to be vacated shall have compensated the City of Spokane in an amount equal to the full assessed value of the area herein vacated.

**Passed by City Council September 12, 2016**  
**Delivered to Mayor September 19, 2016**

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### ORDINANCE NO. C35428

An ordinance relating to the process for City Council approval of Mayoral appointments; amending sections 02.005.010 and 03.01A.100 of the Spokane Municipal Code.

**WHEREAS**, under section 24 of the City Charter, the Mayor's appointment of "the administrative heads and assistant administrative heads in each department of the city government," is subject to the City Council's approval; and

**WHEREAS**, the Charter is silent regarding when appointees are considered for Council approval; and

**WHEREAS**, the Charter also makes no distinction between permanent, interim, or acting department heads; and

**WHEREAS**, unreasonable delay in the Mayor's presentation of appointees for City Council approval can stall the work of the City; undermine the public's trust and confidence in local government; create an unfair situation for the appointee, the appointee's department and staff, and the public; and create or prolong a sense of uncertainty and instability in the administration of City affairs; and

**WHEREAS**, the City Council intends to improve clarity and efficiency in the administration of City government by defining the time period within which the Mayor's appointees to department heads and assistant department heads, whether described as permanent, interim, or acting department head, must be considered by the City Council for its consideration for approval.

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

Section 1. That section 02.005.010 of the Spokane Municipal Code is amended to read as follows:

#### **Section 02.005.010 Council President and City Council**

A. As provided in the City Charter a City Council President and six City Council Members constitute the City Council, which is the legislative body of the City. The City Council President and City Council Members have no administrative authority over personnel matters except the Council President and the Council Members:

1. Appoint, evaluate and discharge the Hearing Examiner;
2. appoint, evaluate, and discharge the City Council's Senior Research and Policy Analyst;
3. appoint, evaluate, and discharge the City Council's Policy Advisor;
4. ~~((confirm))~~ approve the appointment by the Mayor of the City Attorney, the City Clerk, and the permanent, acting, or interim administrative head in each department and division; provided:
  - a. any person appointed for the position of department head on a permanent basis shall be placed on the city council agenda by the mayor within 30 days of the appointment and considered for approval pursuant to section 24 of the city charter;
  - b. persons appointed for the job positions of interim or acting department head shall serve as such for up to 180 days, which period can be extended for up to an additional 180 days by city council resolution;

5. appoint nominees of the Mayor to boards, commissions, and other official City agencies, unless otherwise provided;
  6. hire, supervise, evaluate, and discharge their own administrative staff;
  7. hire, supervise, evaluate, and discharge their individual legislative assistants.
- B. The Council President reviews the preparation of the agenda for City Council meetings, briefings, and study session meetings and presides at meetings of the City Council. The Council President also serves as the Mayor Pro Tem. The Council President shall serve as the primary signatory on all Council budgetary, expenditure, and appropriation matters as related to the Council Office budget; consistent with City procedures and policies.
- C. City Council agenda items shall be submitted and processed consistent with the City Council Rules of Procedure and administrative policies and procedures.
- D. The City Council shall establish committees to assist in the performance of its assigned duties.
1. The standing committees shall have a minimum of three members, one from each of the three City Council districts.
  2. The council president may chair two of the standing committees as determined in his or her sole discretion.
  3. All other committees, including ad hoc committees, shall select their own chair.
  4. At no time shall a member of the City Council chair more than two standing committees at the same time.
  5. Ad hoc committees shall be composed with a minimum of three members appointed by the majority of the City Council.
  6. Standing committee membership shall be determined by the second legislative session of the City Council of each calendar year and memorialized by resolution of the City Council. Membership on each of the standing committees will be determined from those expressing an interest to serve on the committee.
- E. Any City Council committee with more than three Council Members as committee members shall be considered a committee of the whole City Council. All meetings of such a committee shall be considered a special Council meeting with the appropriate public meeting notice. No legislative action may be taken at any standing or ad hoc committee unless the committee meeting was noticed as a special meeting in compliance with the Washington Open Public Meetings Act (OPMA) and Rule 4.2 of the City Council Rules of Procedure.
- F. All standing committee meetings shall be open to the public except when the committee adjourns into executive session. No public testimony will be taken during standing committee meetings. Participation in a standing committee meeting shall be limited to standing committee members, appropriate staff, and other individuals recognized by the committee. Participation by Council Members, including deliberation and voting, shall be open to all Council Members when the standing committee is meeting as a committee of the whole and as a special Council meeting. Participation by Council Members in a standing committee that is not a committee of the whole shall be limited to just the appointed Council Members.

Section 2. That section 03.01A.100 of the Spokane Municipal Code is amended to read as follows:

### **Section 03.01A.100 Mayor**

- A. As provided in the City Charter, the mayor is the chief executive and administrative officer of the City with final authority over the employment, termination and assignment of all employees of the City, not including the elected officers, except that:
1. the appointment of the city attorney, the city clerk and the administrative heads and acting or interim head of each department requires approval of the city council; provided:
    - a. any person appointed for the position of department head on a permanent basis shall be placed on the city council agenda by the mayor within 30 days of the appointment and considered for approval pursuant to section 24 of the city charter;
    - b. persons appointed for the job positions of interim or acting department head shall serve as such for up to 180 days, which period can be extended for up to an additional 180 days by city council resolution;

2. the appointment of the head of the department of parks and recreation requires the concurrence of the park board;
  3. the appointment of the head and assistant head of the retirement department requires the concurrence of the retirement board;
  4. the appointment of persons to positions within the classified service, and their discharge, must follow the procedures of the civil service system;
  5. the number of positions in the City government is determined in the annual budget;
  6. some individuals, such as the director of Spokane area workforce development council administration, the library director, chief examiner, and the clerk of the municipal court, are appointed or directed by a board or agency by charter, statute or intergovernmental contract;
  7. state law may impose a requirement, such as a license, for the performance of a particular function.
- B. The mayor may appoint such assistants, who are variously referred to as city administrator, division director, department director, or assistant director, as deemed necessary for the efficient operation of City government, subject always to city council approval of positions and salaries through the budget process.
- C. Subject to the provisions of the City Charter and the ordinances by which administrative departments are established and discontinued, the mayor determines the allocation of functions and duties among the several departments and positions and establishes the organizational structure and reporting relationships of the executive branch of the City government.
- D. As provided in SMC 1.02.130, the mayor may delegate to assistants specific functions, authority and responsibility, including the signing of documents.
- E. As provided in SMC 1.02.130, the mayor may delegate specific functions, authority and responsibility, including the signing of documents.
- F. The mayor exercises direct supervision of the departments of communications and public affairs, retirement, and equal employment opportunity and contract compliance.
- G. The mayor is chair of the Sister Cities Association of Spokane, the nonprofit corporation that oversees the Sister Cities program by contract with the City.

Section 3. That all appointed department heads, whether interim, acting, or permanent, who have not received council approval as of the effective date of this ordinance shall be deemed to have been appointed on the effective date of this ordinance.

**Passed by City Council September 12, 2016**

**Delivered to Mayor September 19, 2016**

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### ORDINANCE NO C35431

An ordinance amending Ordinance No. C-35322, passed the City Council November 23, 2015, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2016, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2016, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2016 budget Ordinance No. C-35322, as above entitled, and which passed the City Council November 23, 2015, it is necessary to make changes in the appropriations of the Sewer Fund, Parks and Recreation Fund, and Solid Waste Disposal 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 Sewer Fund, and the budget annexed thereto with reference to the Sewer Fund, the following changes be made:

FROM:	4310-43354	Sewer Fund	
	35148-59951	Reserve for Budget Adjustment	<u>\$ 39,139</u>
TO:	4310-43100	Sewer Fund	
	35145-05430	WW Supervisor (Grade 41 to Grade 45 – 2 positions)	15,536
	35145-52110	FICA/Medicare	1,189
	35145-52210	Retirement	1,282
	4310-43354	Sewer Fund	
	35145-05430	WW Supervisor (Grade 41 to Grade 45 – 2 positions)	15,536
	35145-52110	FICA/Medicare	1,189
	35145-52210	Retirement	1,282
	4320-30210	Sewer Fund	
	35141-06590	WWTP Asst Plant Manager (Grade 54 to 56 – 1 position)	2,700
	35141-52110	FICA/Medicare	200
	35141-52210	Retirement	225
			<u>\$ 39,139</u>

Section 2. That in the budget of the Parks and Recreation Fund, and the budget annexed thereto with reference to the Parks and Recreation Fund, the following changes be made:

FROM:	1400-30210	Parks and Recreation Fund	
	76100-59954	Reserve for Total Cost of Compensation	<u>\$ 4,868</u>
TO:	1400-54500	Parks and Recreation Fund	
	76810-06110	Craft Specialist (Grade 35 to Grade 37 – 1 position)	4,200
	76810-52110	FICA/Medicare	321
	76810-52210	Retirement	347
			<u>\$ 4,868</u>

Section 3. That in the budget of the Solid Waste Disposal Fund, and the budget annexed thereto with reference to the Solid Waste Disposal Fund, the following changes be made:

FROM:	4490-99999	Solid Waste Disposal Fund	
	99999	Unappropriated Reserves	<u>\$ 9,400</u>
TO:	4490-44100	Solid Waste Disposal Fund	
	37148-05510	Landfill / Transfer Station Foreperson (Grade 40 to Grade 45 – 3 positions)	8,100
	37148-52110	FICA/Medicare	600
	37148-52210	Retirement	700
			<u>\$ 9,400</u>

Section 4. 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 provide for salary grade adjustments as determined by HR, and agreed upon by management and applicable bargaining units; 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 September 12, 2016**

**Delivered to Mayor September 19, 2016**

**ORDINANCE NO C35434**

An ordinance amending Ordinance No. C-35322, passed the City Council November 23, 2015, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2016, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2016, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2016 budget Ordinance No. C-35322, as above entitled, and which passed the City Council November 23, 2015, 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>\$ 127,000</u>
TO:	0020-88100	General Fund	
	13200-54203	Surveys/Studies	<u>\$ 127,000</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 perform an assessment of the City's procurement and contracting processes; 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 September 12, 2016  
Delivered to Mayor September 19, 2016**

# Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

**COURT CLERK I SPN 012  
OPEN ENTRY**

**DATE OPEN:** Monday, September 19, 2016      **DATE CLOSED:** Sunday, October 2, 2016 at 11:59 p.m.  
**SALARY:** \$33,470.64 annual salary, payable bi-weekly, to a maximum of \$47,773.44

**DUTIES:**

Perform a variety of routine clerical and/or cash handling duties in support of the operations and services of Spokane City Municipal Court.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements: All requirements must be met at the time of application.**

- **Education:** High school diploma or equivalent
- **Experience:** One year of customer service or cashiering experience
- **Substitution:** Completion of a legal administration training program or certification may substitute for experience.

**NOTE:** Your application must clearly indicate how you meet the minimum qualifications for the position. Resumes will not be accepted in lieu of completing the "Work Experience" section of the online application.

**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%.

**WRITTEN TEST DETAILS:**

Written tests will be conducted in the Civil Service Test Room **the week of October 9, 2016**. The approximate duration of the test is 2 hours.

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

The written test may include such subjects as: Accuracy & Error Detection, Reading Comprehension & Spelling, Office Procedures, Basic Computer Knowledge, Cashiering & Business Math, Customer Service, and Interpersonal Relations.

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

**TO APPLY:**

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 9th day of September 2016.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**SUPERVISORY ANALYST SPN 163  
PROMOTIONAL EXAMINATION**

**DATE OPEN:** Monday, September 19, 2016      **DATE CLOSED:** Sunday, October 2, 2016 at 11:59 p.m.

**SALARY:** \$75,606.48 annual salary, payable bi-weekly, to a maximum of \$93,145.68

**DUTIES:**

Supervises a group of professional and technical staff performing information services work in support of City information systems and computer applications.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

Completion of four years of experience with the City in the classification of Information Analyst, GIS Analyst, Senior Analyst, or combination; OR, completion of two years of experience with the City in a lower classification and meet the open entry requirements.

**NOTE:** Selection of a Senior Administrative Assistant, Rule V, Section 5, Rules of the Civil Service Commission, applies for those positions that meet the criteria of this rule.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 and Supplemental Questionnaire, with weights assigned as follows:

- T&E Evaluation with Supplemental Questionnaire 80%
- Promotional Evaluation 20%

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

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

The T&E Evaluation is designed to evaluate the relevance, level, recency, progression, and quality of the applicant's education, training and experience.

- The online employment application is the T&E Evaluation and should include all relevant education, training, and experience.
- The T&E Evaluation is administered using the "Education", "Work Experience", and "Certificates and Licenses" sections of the online employment application. Failure to complete these sections will result in a lower score.
- A resume may be included with your application, however it will not substitute for any section noted above and will not be used in the rating process.

### **SUPPLEMENTAL QUESTIONNAIRE DETAILS**

The Supplemental Questionnaire is designed to elicit sufficient job-related information and will be used to evaluate the amount and quality of the applicant's previous job-related 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 "Supplemental 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.
- Responses should be consistent with the information on your application 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.

### **TO APPLY:**

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 19th day of September 2016.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

**SUPERVISORY ANALYST SPN 163  
OPEN ENTRY**

**DATE OPEN:** Monday, September 19, 2016      **DATE CLOSED:** Sunday, October 2, 2016 at 11:59 p.m.  
**SALARY:** \$75,606.48 annual salary, payable bi-weekly, to a maximum of \$93,145.68

**DUTIES:**

Supervises a group of professional and technical staff performing information services work in support of City information systems and computer applications.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements: All requirements must be met at the time of application.**

Graduation from an accredited four-year college or university with a degree in information systems, business, accounting, or related field with a strong academic background in information systems; AND, five years of experience in information services as an analyst or analyst programmer. One year of the experience must be as a project leader. One year of the experience must be in a supervisory capacity. Additional education in information systems may be substituted, on a year for year basis, for up to two years of non-project lead/non-supervisory experience.

**NOTE:** Selection of a Senior Administrative Assistant, Rule V, Section 5, Rules of the Civil Service Commission, applies for those positions that meet the criteria of this rule.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 and Supplemental Questionnaire, with weights assigned as follows: T&E Evaluation with Supplemental Questionnaire = 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.

**T&E EVALUATION DETAILS**

The T&E Evaluation is designed to evaluate the relevance, level, recency, progression, and quality of the applicant's education, training and experience.

- The online employment application is the T&E Evaluation and should include all relevant education, training, and experience.
- The T&E Evaluation is administered using the "Education", "Work Experience", and "Certificates and Licenses" sections of the online employment application. Failure to complete these sections will result in a lower score.
- A resume may be included with your application, however it will not substitute for any section noted above and will not be used in the rating process.

**SUPPLEMENTAL QUESTIONNAIRE DETAILS**

The Supplemental Questionnaire is designed to elicit sufficient job-related information and will be used to evaluate the amount and quality of the applicant's previous job-related 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 "Supplemental 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.
- Responses should be consistent with the information on your application 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.

**TO APPLY:**

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 19th day of September 2016.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

**SPOKANE PARKS AND RECREATION DEPARTMENT FOOD SERVICES**  
**City of Spokane Parks & Recreation**

**BID #4287-16**

Sealed bids will be opened at 1:15 p.m., **MONDAY, SEPTEMBER 26, 2016** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **FOOD SERVICES** for the City of Spokane Parks and Recreation Department.

Detailed specifications and proposal forms are available from the City of Spokane Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto: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 copy and one digital (CD or Thumb Drive) copy to:**

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

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

Envelopes containing proposals are to be marked: **“FOOD SERVICES, BID #4287-16 DUE 09/2616”**

Thea Prince  
Purchasing Division

Publish: September 7, 14 & 21, 2016

**REQUEST FOR PROPOSALS****TELECOMMUNICATIONS CARRIER SERVICES****City of Spokane Innovation and Technology Services Division****RFP #4299-16**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, OCTOBER 17, 2016**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **TELECOMMUNICATIONS CARRIER SERVICES** for the City of Spokane Innovation and Technology Services Division.

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

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, October 17, 2016**. 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) paper original, one (1) paper copy, and one (1) reproducible digital copy (CD or thumb drive) of the Proposal to:**

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

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

All response packages are to be clearly marked with:

**“RFP #4299-16, TELECOMMUNICATIONS CARRIER SERVICES, DUE 10/17/2016”**

Publish: September 21 & 28, 2016

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