



Official Gazette

City of Spokane, Washington

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

Volume 107

JANUARY 18, 2017

Issue 3



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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Minutes

MINUTES OF SPOKANE CITY COUNCIL

Monday, January 9, 2017

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, Stratton, and Waldref were present.

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

Advance Agenda Review

The regularly scheduled City Council meeting on Tuesday, January 17, 2017, is canceled; therefore, there was no Advance Agenda to review.

ADMINISTRATIVE SESSION

Current Agenda Review

The City Council received an overview from staff of the January 9, 2017, Current Consent Agenda items.

Low Bid of Garco Construction, Inc. (PRO 2017-0007 / ENG 2012119)

Council President Stuckart requested, at the request of Council Member Fagan, that the Low Bid of Garco Construction, Inc. for University District Pedestrian/Bicycle Bridge be moved to the 6:00 p.m. Legislative Session (under "Special Considerations").

Interlocal Contract with Multiple Agencies to Pay Spokane County IS for participation in ESRI GIS Software Enterprise License Agreement

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

Motion by Council Member Fagan, seconded by Council Member Waldref, **to add** Item No. 7—Interlocal Contract with multiple agencies to pay Spokane County IS for participation in ESRI GIS Software Enterprise License Agreement—to the Current Consent Agenda; **carried unanimously.**

Second Renewal of Memorandum of Understanding with Spokane County RE: City of Spokane Urban Farming Ordinance (OPR 2016-0408)

Motion by Council Member Beggs, seconded by Council Member Fagan, **to add** Special Considerations Item S1 (under the 6:00 p.m. Legislative Agenda) to today's Current Consent Agenda (thereby moving it from Special Considerations Item No. S1 to the Current Consent Agenda as Item No. 10); **carried unanimously.**

Special Budget Ordinance C35467

Council President Stuckart requested a motion to table indefinitely Special Budget Ordinance C35467, as the special budget ordinance is not necessary since it can be done as an encumbrance carryover instead.

Motion by Council Member Fagan, seconded by Council Member Kinnear, **to table indefinitely** Special Budget Ordinance C35467 providing an additional \$20,000 for use by the Community Assembly; **carried unanimously.**

Resolution 2017-0005 Regarding Council Member Appointments

Council President Stuckart requested a motion to suspend the Council Rules to add Resolution 2017-0005 to the January 9, 2017, Current Agenda. Subsequently, the following actions were taken:

Motion by Council Member Fagan, seconded by Council Members Mumm and Waldref, **to suspend** the Council Rules; **carried unanimously**.

Motion by Council Member Fagan, seconded by Council Member Mumm, **to add** Resolution 2017-0005 to tonight's (Legislative) Agenda; **carried unanimously**.

Council President Stuckart requested a motion to change the appointment to the Community Assembly to various, which allows various Council Members to be liaison to the Community Assembly. Subsequently, the following action was taken:

Motion by Council Member Mumm, seconded by Council Member Fagan, **to change** the appointment to Community Assembly to various; **carried unanimously**.

Final Reading Ordinance C35464 Relating to Changes to the Titles of Various City Departments

Motion by Council Member Fagan, seconded by Council Member Stratton, **to replace** previously filed version of Ordinance C35464 with updated revised version of the ordinance; **carried unanimously**.

Action to Approve January 9, 2017, Current Agenda

Following staff reports and Council inquiry and discussion regarding the January 9, 2017, Current Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

Motion by Council Member Beggs, seconded by Council Member Waldref, **to approve** the Current Agenda for Monday, January 9, 2017, (as amended); **carried unanimously**.

CONSENT AGENDA

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

Purchase of one Arrow XT 100' Pap AS630 Ladder Truck from Hughes Fire Equipment (Springfield, OR) for the City Fire Department—\$1,149,446.04 (incl. tax). (OPR 2017-0003)

Value Blanket Purchase Order to the lowest responsive bidder, BoundTree Medical (Dublin, OH), for EMS Medical Supplies for the City Fire Department—estimated annual expenditure \$205,000 (incl. tax). (OPR 2017-0004; BID 4289-16)

Contract with PMWeb for Capital Project Management Software and Implementation Services for the Department of Public Works Division for department-wide management of capital improvement projects—\$278,750. (OPR 2017-0005; RFP 4196-16)

Contract Amendment/Extension of the Memorandum of Understanding with Spokane Arts Commission and Spokane Arts Fund for arts services from January 1, 2017 through December 31, 2017—\$265,000. (OPR 2012-0856)

Contract Renewal with XO Communications (Sandy, UT) for Telecommunication Carrier Services from January 1, 2017 through December 31, 2018—estimated annual cost \$38,166.22 (incl. tax). Total estimated cost: \$76,332.44 (incl. tax) over the two years. (First of two two-year renewal options) (OPR 2012-0011; RFP 4299-16)

Interlocal Contract with Multiple Agencies to pay Spokane County IS for participation in ESRI GIS Software Enterprise License Agreement from January 1, 2017 through January 1, 2021—\$141,332.18 for 2017. Total Contract Amount \$1,166,000. (OPR 2013-0091)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through December 30, 2016, total \$25,797,336.33 (Check Nos. 532086-533126; ACH Payment Nos. 32653-33567), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$24,387,506.80. (CPR 2016-0002)

- b. Payroll claims of previously approved obligations through December 17, 2016: \$6,201,988.23 (Payroll Check Nos. 542866-543011). (CPR 2016-0003)
- c. Payroll claims of previously approved obligations through December 31, 2016: \$6,765,163.66 (Payroll Check Nos. 543136-543266).(CPR 2016-0003)

City Council Meeting Minutes: December 8, 2016 and December 12, 2016. (CPR 2016-0003)

Second Renewal of Memorandum of Understanding with Spokane County regarding City of Spokane Urban Farming Ordinance. (OPR 2016-0408)

Council Recess/Executive Session

The City Council adjourned at 3:51 p.m. The City Council took a 10-minute recess. At 4:00 p.m., the City Council reconvened into an Executive Session to discuss pending litigation for 10 minutes. Interim City Attorney Mike Piccolo and Special Counsel Roy Koegen were present during the Executive Session. The City Council reconvened again at 6:00 p.m. for the Regular Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Roll Call

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

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

PROCLAMATIONS

January 11, 2017 *Human Trafficking Awareness Day*

Council Member Kinnear read the proclamation and presented it to representatives who accepted the proclamation on behalf of Lutheran Community Services and the Inland Northwest Human Trafficking Task Force.

January 16, 2017 *Martin Luther King Jr. Observance Day*

Mayor David Condon read the proclamation and presented it to leaders of the Martin Luther King Jr. Observance Day March.

ADMINISTRATIVE REPORTS

Snow Report

Communications Director Brian Coddington provided a snow report and responded to Council inquiries. He noted the City has declared a Stage 2 snow event today based on the weather that occurred over the Spokane area last night. Arterials, emergency routes, STA bus routes, and areas around the hospital will be cleared first and residential hill routes will then be cleared before moving into the residential areas. It's recommended that citizens take the snow and move it from the driveway and sidewalks and put it into their planting strips or into their yard. Mr. Coddington noted there is a snow boot that is being piloted and tested on one of the graders for effectiveness and the time it might add to that particular route and for maintenance requirements. He further noted that GPS units are being installed on plows, which tracks how much deicer is being put out there, what routes are being cleared, and how much is left to go. Once the pilot program is done, the goal is to have real time information out there for citizens.

COUNCIL COMMITTEE REPORTS

Community Health and Environment Committee Meeting

Council Member Stratton reported on the Community Health and Environment Committee meeting held earlier today (January 9). Minutes of the Community Health and Environment Committee meetings 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 Members Waldref and Mumm reported on the Public Works Committee meeting held earlier today (January 9). Minutes of the Public Works Committee meetings are filed with the City Clerk's Office and are available for review following approval by the Public Works Committee.

BOARDS AND COMMISSION APPOINTMENTS**Northeast Public Development Authority Board (CPR 2012-0032)**

Upon Unanimous Roll Call Vote, the City Council **approved** (and thereby confirmed) the following re-appointments and appointment:

- Re-appointment of Laura McAloon for a second term expiring December 12, 2019.
- Re-appointment of Anthony Carollo to a third term expiring December 12, 2019.
- Appointment of Cheryl Stewart for the term of January 9, 2017, to February 22, 2019.

OPEN FORUM

John Lemus noted the Human Rights Commission has a member at large position open. Anyone interested in applying can find the application on the City's website. The vacancy will be open for applications until January 30. In addition, he gave a big shout out to the City's Street Department. He noted he uses the Havana Street Bridge to get to work frequently and the Street crew has shoveled so he and others can get to work safely. He further noted that the Human Rights Commission will be making revisions to its 2017 Work Plan tomorrow during its planning retreat. He stated he most likely will be asking for an administrative report next month to present the 2017 Work Plan to the City Council.

Kristine Schuler referenced the Spokane Municipal Code. She stated it says that City Council agenda items shall be submitted and processed consistent with the City Council Rules of Procedure and administrative policies and procedures. She stated that part of the process that it's talking about is the City Council's legislative meeting and while it's in session, when you call it to order all the way to the time you adjourn the meeting, that is part of the process they are talking about. She also remarked on the City Council rules.

George McGrath commented on the recent snow and cleaning his driveway and then going out and everything was plowed full again. He noted he cleaned things out again and then it was plowed shut again. He stated that part of the job of the City is to remove solid waste. He noted he has an area where he puts his solid waste can and says he will leave it on his sidewalk to be picked up. If the snow they have plowed into great big berms gets in the way and they can't get it at it, then he indicated that's a problem for the Solid Waste Department.

Jackie Murray remarked on the Monroe Street road diet. She also expressed concern on the shutting down of the main artery that she uses to get to and from work in Airway Heights, which is down Hamilton-Nevada. She stated she's also read that the City Council wishes to shut down Market Street.

LEGISLATIVE AGENDA**SPECIAL BUDGET ORDINANCE**

Special Budget Ordinance C35467 was tabled indefinitely. (For Council action, see section of minutes under 3:30 p.m. Administrative Session.)

There were no **Emergency Ordinances**.

RESOLUTIONS**Resolution 2017-0001**

Subsequent to an introduction by Public Works Division Director Scott Simmons and comments by Steve Riggs of Fleet Services and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2017-0001** approving the appointment of Steve Riggs as the Fleet Services Director for the City of Spokane.

Resolution 2017-0002

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

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2017-0002** approving the appointment of Jacquelyn MacConnell as the Director, Strategic Initiatives, Spokane Police Department for the City of Spokane

Resolution 2017-0003

Subsequent to an introduction by Parks Director Leroy Eadie and brief remarks by Albert Vorderbrueggen of Parks Department and the opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2017-0003** approving the appointment of Albert Vorderbrueggen as Parks & Operations Director for the City of Spokane.

Resolution 2017-0004

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 2017-0004** declaring a 1977 American LaFrance Pumper as surplus and authorizing the transfer to the Spokane Fire Museum.

Resolution 2017-0005

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 2017-0005 (as amended)** regarding Council Member appointments to boards and committees.

FINAL READING ORDINANCES

Final Reading Ordinance C35463

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 **passed Final Reading Ordinance C35463** relating to the parking and business improvement area, amending SMC sections 4.31.050.

Final Reading Ordinance C35464

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 **passed Final Reading Ordinance C35464 (as amended)** relating to changes to the titles of various City Departments; amending SMC sections 3.01A.210, 3.01A.245, 3.01A.260, 3.01A.340, 3.01A.365, and 3.01A.500 of the Spokane Municipal Code.

FIRST READING ORDINANCES

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

ORD C35468 Relating to public development authorities; repealing chapters 4.25B and 4.25C of the Spokane Municipal Code.

For Council action on First Reading Ordinance C35469, see section of minutes under "Hearings."

SPECIAL CONSIDERATIONS

Low Bid of Garco Construction, Inc. (East Central Neighborhood) (PRO 2017-0007 / ENG 2012119)

Subsequent to a presentation by Mayor David Condon, public testimony, and commentary by City Council and the Mayor, the following action was taken:

Upon 6-1 Roll Call Vote (Council Member Fagan voting "no"), the City Council **approved** the Low Bid of Garco Construction, Inc. (Spokane, WA) for University District Pedestrian/Bicycle Bridge—\$9,499,046.54. An administrative reserve of \$949,904.65, which is 10% of the contract price, will be set aside.

HEARINGS

Vacation of the Alley between Spokane Falls Boulevard and Main Avenue and Related First Reading Ordinance C35469 (Riverside Neighborhood)

The City Council held a hearing on the vacation of the alley between Spokane Falls Boulevard and Main Avenue from the east line of Wall Street to the west line of Howard Street (as requested by Centennial Properties). Doug Yost from Centennial Properties responded to Council inquiries. Subsequent to an opportunity for other public testimony, with no individuals requesting to speak, and Council commentary, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **approved, subject to conditions** (in the Street Vacation Report dated November 23, 2016), the vacation of the alley between Spokane Falls Boulevard and Main Avenue from the east line of Wall Street to the west line of Howard Street.

In conjunction with the hearing, Ordinance C35469—vacating the alley between Spokane Falls Boulevard and Main Avenue from the east line of Wall Street to the west line of Howard street—was read for the first time, with further action deferred.

No individuals requested to speak 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 7:16 p.m.

The regularly scheduled City Council meeting for Tuesday, January 17, 2017, has been canceled. (There is no meeting on Monday, January 16, 2017, due to the recognized observance of the Martin Luther King holiday.)

**Community, Health, and Environment Committee
December Meeting Notes CHE:**

Call to Order: 10:32 AM

AGENDA:**Approval of November's Meeting Minutes**

- Motion to approve the minutes was moved by Councilmember Fagan and seconded by Council President Stuckart. Motion approved unanimously.

CHHS Board Briefing & CHHS Funding Recommendations: Dr. Diane Zemke, CHHS Board Chair

- The CHHS Board reviewed 71 applications in all. Dr. Zemke noted that the CHHS Board has not seen the recommendations as they will be briefed at their meeting later this week.
- Councilmember Stratton asked after the details of the application for the Guardian Foundation. Dr. Zemke responded with clarification.
- Council President Stuckart noted that the Spokane Public Library was not funded. Dr. Zemke explained that the application did not meet the overall goals to receive the funding. Councilmember Stratton noted that while it did not receive these funds, the project receiving other streams of revenue.
- Councilmember Stratton expressed approval for the funding of the Sinto Senior Center, noting their commitment to the community.
- Dr. Zemke noted the Emergency Shelter funding. Council President Stuckart asked if this funding will affect the 24/7 funding model. CHHS Director Dawn Kinder answered no, that the model uses other funds.
- Council President Stuckart asked if there a way to get a copy of applicants not funded. Ms. Kinder replied once the board approves, Council will receive the aforementioned information as well as a finalized the schedule of the debriefing, and a copy of the letter to the agencies.
- CP: 837,000 pot made up of what funding? Human Services?
- Dawn: We can get the breakdown to Council
- Councilmember Waldref noted that the Community Centers requested a lot of funding for operations, and asked that given the difficulty of securing funding for operational costs, are there strategies Council can learn.

CDBG Program Update, Dawn Kinder, CHHS Director

- Ms. Kinder gave a brief overview of the Economic Development components within the CDBG Program. Focusing on job creation using the microloans via SNAP programs rather than a "one family at a time" approach.
- Council President Stuckart asked after alternatives to loans. Ms. Kinder said that there are.

- Councilmember Stratton asked for clarification on whether particular projects are eligible. Ms. Kinder clarified that projects cannot receive funding for job training, only job creation. For example, Ash Street Station is creating a workforce, not necessarily jobs.
- Dr. Zemke noted that there is a lot of money for entrepreneurship. Groups are not spending all of their funds. Council President Stuckart said that direct dollars are for support, not a loan. And while there is not a lack of loan programs, there is a lack of infrastructure that supports the loan programs.
- Councilmember Waldref noted that CDBG funds could be used if the applicant would be willing to track job creation for low-to-moderate income jobs.
- Ms. Kinder noted that Rob Crow will be leaving his position at the City, and that Shelia Morley's position will be filled shortly.

2017 Lodging Tax Advisory Committee Recommendations: Karen Stratton, City Council

- Councilmember Stratton presented on the Lodging Tax Advisory Committee's allocation recommendations for 2017.
- Council President Stuckart, Councilmembers Stratton and Beggs discussed the potential for updating the LTAC application, and committee.

2017 Federal Legislative Priorities: Amber Waldref, City Council

- Councilmember Waldref led a conversation on legislative priorities.
- Councilmember Waldref noted that the wording for the increase in federal funding is ambiguous.
- Lot of these are increased funding for CDBG grants. Increase federal grants for pedestrian bike transit,
- Council President Stuckart asked about shifts in federal funding. Ms. Kinder will send out current trends to Council. Council President asked that healthcare, immigration and police, targeting and profiling, and protection of women's health to be added.
- Councilmember Waldref and Mr. McClatchey will follow up and potentially have an update for the Council in January.

Spokane County Community Litter Cleanup Program MOU: Suzanne Tresko, Code Enforcement

- Ms. Tresko briefed the MOU.
- Councilmember Stratton noted that the Vet's Garage, Project Hope could be considered in the program MOU process in the future. No further discussion.

Housing Quality Task Force Recommendations: Alicia Ayars, CHHS

- Ms. Ayars noted the report will be available in the next two weeks.
- 10-15 individuals on steering committee that will continue to the work of the task force.
- Councilmember Beggs expressed his interest in the topic of lands trust.
- All current housing projects and initiatives, from the Planning Commission, Infill Housing, CHHS, Code Enforcement, ONS, and Council, will be fed back to the steering committee, and then to have a progress report meeting in March. No further discussion.

HMIS Contract Renewal: Daniel Ramos

- Briefed. No Council Discussion.

ADJOURNMENT: 11:51 AM

Present: Councilmembers Fagan, Stratton, Waldref, and Council President Stuckart.

Late Arrival: Councilmember Beggs.

Absent: Councilmembers Kinnear and Mumm.

Staff/visitors: Brian McClatchey, Diane Zemke, Hannahlee Allers, Alexander Scott, Adam McDaniel, Gryfinn Clay, Dawn Kinder, Michael Cathcart, Daniel Ramos, Kevin Picanco, Matt Folsom, Alicia Ayars, Suzanne Tresko, Fran Papenleur, and Nathan Gwinn.

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. C35463

An ordinance relating to the parking and business improvement area, amending SMC sections 04.31.050.

The City of Spokane does ordain:

Section 1. That SMC section 04.31.050 is amended to read as follows:

4.31.050 Collection of BID Assessments

- A. Special assessments for the BID shall be collected on an annual basis, with payments due on January 31st (~~20th~~) or the first business day thereafter.
1. A ratepayer may elect to make payment in equal semi-annual installments, the first due on January 31st (~~20th~~) and the next due on July 31st (~~20th~~) or the first business day thereafter. For semi-annual payments there shall be added to the assessment ten dollars on each payment to provide for administrative expenses.
- B. A new business or multifamily residential or mixed-used project that locates within the BID after a billing cycle commences shall be exempt from BID assessment for the remainder of that billing cycle, but may make voluntary payments to the City in lieu of any special assessment that otherwise would have been due.
1. A billing cycle is a twelve-month period beginning each December 31st (~~20th~~).
 2. Businesses, multifamily residential and mixed-used projects will not be entitled to BID programs, as identified in SMC 4.31.030, unless they have been assessed pursuant to SMC 4.31.040 or have made a payment in lieu or assessment pursuant to this section.
- C. Within thirty (~~fifteen~~) days after the January and July due dates for BID assessments, the city treasurer shall send a late (~~reminder~~) notice to all ratepayers with unpaid assessments.
1. (~~Thirty days after the due date, a~~) A delinquency charge shall be added in the amount of ten percent of the assessment, not to exceed one hundred dollars.
 - a. All assessments shall also bear interest at the rate of twelve (~~one~~) percent per annum. (~~of the amount of the unpaid assessment for each month, or part thereof, of delinquency.~~)
 - b. Interest, penalties and other fees will be collected on any unpaid balance or portion thereof from the date the account became due.
 - c. (~~b.~~)The city attorney is authorized to bring an action to collect any unpaid assessments in the Spokane County courts as a civil action, or in the discretion of the mayor, refer collection to a collection agency.

Passed by City Council January 9, 2017

Delivered to Mayor January 10, 2017

ORDINANCE NO. C35464

An Ordinance relating to changes to the titles of various City Departments; amending SMC sections 3.01A.210, 3.01A.245, 3.01A.260; 3.01A.340, 3.01A.365 and 3.01A.500 of the Spokane Municipal Code.

The City of Spokane does ordain:

Section 1. SMC 3.01A.210 is amended to read as follows:

3.01A.210 Division Departments

The following departments shall be considered as division departments:

~~((A. — business and developer services))~~

~~((B))~~ A. city attorney

~~((C-))~~ B. ~~((community and neighborhood))~~ neighborhood and business services

~~((D-))~~ C. finance and administration

~~((E-))~~ D. fire

~~((F-))~~ E. parks and recreation

~~((G))~~ F. police

~~((H))~~ G. ~~((utilities))~~ public works

H. human resources

I. innovation and technology services

Section 2. SMC 3.01A.245 is amended to read as follows:

3.01A.245 ~~((Community and Neighborhood))~~ Neighborhood and Business Services

The department of ~~((community and neighborhood))~~ neighborhood and business services provides support and direction for the City's community-oriented departments. This support is accomplished through ensuring effective expenditure of local, state and federal funds to benefit low and middle income citizens; providing direct services to improve quality of life; sharing information and providing opportunities for citizens to be engaged in the city government decision making process; and ensuring the highest standards of customer service for City department's interactions with citizens. The department also provides support and direction to the planning and developer services departments, historic preservation and the housing and human services department.

Section 3. SMC 3.01A.260 is amended to read as follows:

3.01A.260 Finance and Administration

- A. The finance and administration department manages the accounting, budgeting, grants and contracts management, asset management and risk management functions of the City, ~~((supervises the internal/tax auditor, coordinates debt issuances))~~ and is responsible for establishing and maintaining sound fiscal management practices throughout the City.
- B. The director of finance and administration department ~~((chief financial officer))~~ shall attend all meetings of the city council finance committee, apprise the committee of the activities that he/she is responsible for and provide ~~((to))~~ the committee any information related to these activities that is requested. The ~~((chief financial officer))~~ director of finance and administration shall also present to the committee changes in past practices or procedures or recommended ordinance amendments ~~((that he))~~ deem((s))ed necessary to maintain or increase the efficiency or effectiveness of the financial services division or the financial operations of the City.
- C. The ~~((chief financial officer))~~ chief financial officer shall coordinate all debt issuances and supervise other Treasury functions of the City. The chief financial officer and/or the director of finance and administration shall regularly communicate to the city council on matters material to the City's financial condition, including quarterly financial ~~((updates))~~ and budget updates.

Section 4. SMC 3.01A.340 is amended to read as follows:

3.01A.340 ~~((Information))~~ Innovation and Technology Services

- A. The ~~((information))~~ innovation and technology services department is responsible for information technology application and system support, to include electronic mail, telephone system, network infrastructure, city web site, help desk, GIS, datacenter operations, and security and monitoring systems.

- B. The mail room services section collects and distributes interoffice mail and posts outgoing City mail including utility billing invoices.
- C. The reprographic services section provides full digital imaging and printing services for the City.

Section 5. SMC 3.01A.365 is amended to read as follows:

3.01A.365 Planning and Economic Development

- A. The planning and economic development department is responsible for preparation and maintenance of the comprehensive plan to guide the community's long-term physical, economic and social growth and for other matters of neighborhood and City planning, including regional coordination and urban design. The department supports plan implementation measures using development regulations, capital improvement plans and annexation programs; administers current planning activities such as rezoning, planned unit developments, subdivisions, environmental review, and variances; and reviews development permits for compliance with land use codes.
- B. The department (~~((reviews and approves land use, civil, and building plans, makes zoning interpretations, issues building and occupancy permits and inspects building projects for compliance with building and other construction codes. It also))~~) enforces land use regulations and works with various city, county and state agencies in the regulation of property use requirements. (~~((The "building official" is in the department and oversees all building code interpretations.))~~) The department addresses the community's business needs and coordinates revitalization programs with an emphasis on sustainable economic growth. The department reviews transportation and traffic planning, street improvement proposals and transportation-related development issues.
- C. Through the administration section, the department serves as staff to the plan commission, design review board and bicycle advisory board.
- D. Any applicant offered the position of director of planning and economic development services for the City of Spokane shall meet or exceed the following qualifications at the time the offer of employment is made:
 - 1. bachelors or masters degree in urban planning, public administration or a related field;
 - 2. American Institute of Certified Planners (AICP) certification;
 - 3. minimum of eight years of progressively responsible planning experience;
 - 4. minimum of four years of experience in a supervisory capacity, including significant experience managing complex projects and management experience related to long-range planning or land use planning;
 - 5. demonstrated responsibility for budgets exceeding one million dollars;
 - 6. demonstrated substantial coursework in land use and urban planning principles;
 - 7. demonstrated knowledge of federal, state and local laws and regulations as they apply to urban planning, particularly with regard to of the State of Washington's Growth Management Act;
 - 8. demonstrated record of implementing projects consistent with a comprehensive plan or other adopted plans;
 - 9. demonstrated knowledge of real estate terminology, laws, practices, principles, and regulations;
 - 10. demonstrated knowledge of basic environmental function and values;
 - 11. demonstrated skills in oral and written communication to individuals and groups in a public setting; and
 - 12. demonstrated ability to work across departments and disciplines.

Equivalent combination of education and experience may substitute for the requirements 3-10.

- E. The planning and economic development director shall be appointed by the mayor, with approval by a majority of the city council, pursuant to section 24 ((A)) of the city charter.

Section 6. SMC 3.01A.500 is amended to read as follows as follows:

3.01A.500 ((Utilities)) Public Works

The ~~((utilities))~~ public works department manages the City's public utilities including water, wastewater, and solid waste operations and infrastructure, as well as ~~((overseeing))~~ the City's vehicle fleet, ~~((and))~~ integrated capital management, ~~((program and coordinates with the))~~ street and engineering departments.

Passed by City Council January 9, 2017
Delivered to Mayor January 10, 2017

Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

INFORMATION ANALYST SPN 166 PROMOTIONAL

DATE OPEN: Monday, January 16, 2017 **DATE CLOSED:** Sunday, January 29, 2017 at 11:59 p.m.
SALARY: \$62,640.00 annual salary, payable bi-weekly, to a maximum of \$77,047.20

DESCRIPTION:

Performs professional systems analysis and project leadership work in the design, development, and implementation of City business information applications. Employee works independently with a minimum of supervision, performs as a project leader, and provides direction to other project staff. Occasionally, the employee may work under the direction of a peer. Employee is involved in training others.

DUTIES:

Performs as project leader and practices project management methodology for large projects, including estimation of time, costs, and resources required for project completion.

Conducts complete and detailed problem analysis and system design. Plans and coordinates analysis and programming tasks for small to large projects. Writes detailed system specifications.

Designs, writes, tests, and maintains application software using City standards for computer systems. Prepares and maintains forms, screens, documentation of systems, operating procedures, and user instructions. Prepares test data. Assists with the management and maintenance of all City supported computer systems. Maintains relational database.

Prepares and evaluates Requests for Proposals for computer hardware, software and possible alternatives. Communicates with vendors about pricing and availability of products, maintenance contracts, and problems. Assists with research, recommendations, policies, and standards for purchase and use of computer hardware/software. Works with vendors to request and install enhancements and fixes to purchased applications; ensures vendor adheres to contracts.

Provides training for user departments in the use of computer systems. May design, maintain, and teach classes.

Troubleshoots and resolves application software problems, provides user instructions for application software being utilized.

Makes presentations to management, other departments and groups.

Performs related work as required.

MINIMUM QUALIFICATIONS:

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

One year of experience with the City in the classification of Applications Analyst (SPN 164).

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. – if applicable.

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 Supplemental Questionnaire and Promotional Evaluation, with weights assigned as follows:

- 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.

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 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.

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.

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 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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 11th day of January 2017.

CRAIG HULT
Chair

GITA GEORGE-HATCHER
Chief Examiner

AMENDMENT

AMENDMENT

AMENDMENT

ENVIRONMENTAL TECHNICIAN

The above titled announcement is hereby amended to read:

SALARY: \$45,622.80 - \$72,036.00

CLOSE DATE: This posting is closed as of January 29, 2017.

Notice for Bids

Supplies, Equipment, Maintenance, etc.

CALL FOR BIDS

Transitional Programs for Women (dba "Transitions") Miryam's House Electrical & Mechanical Improvements ("Project")

This Project consists of electrical and mechanical upgrades to an existing stand-alone wood framed residential property that is being used in a group home capacity for women in need. There is a basement, main floor, second floor, and garages. The primary intent of this Project is to upgrade and replace or provide new the existing mechanical and electrical systems. Associated with this Project work is typical patch and repair of existing walls, floors, and ceiling in a manner that surfaces, walls, and ceilings particularly, match adjacent unaffected surfaces. Additional work includes asbestos removal and kitchen update.

An optional General Contractor (GC) pre-bid meeting and site walk through will be held on Friday, January 20, 2017 from 12:00 – 2:00 p.m. (local time). The location will be at Miryam's House, location sensitive. Please contact Ami Manning, Miryam's House Program Director, at (509) 747-9222 for further information concerning this Project.

Transitional Programs for Women ("Transitions"), 3128 North Hemlock Street, Spokane, WA 99205-2500 will receive bids until 4:00 p.m., February 1, 2017 for the above Project located in Spokane, Washington, in accordance with the Contract Documents associated with this Project on file in the office of the Executive Director of Transitions.

Copies of the Contract Documents are available by contacting Ami Manning, Miryam's House Program Director, at amanning@help4women.org or (509) 747-9222. Project bids shall be submitted on the forms provided, and shall be in accordance with all provisions of the provided Project Specifications. Irregular bid proposals will be rejected in accordance with the specifications. The right is reserved to reject any and all proposals and to waive any immaterial informalities in the bidding process.

Publish: January 18 & 25, 2017

REQUEST FOR PROPOSALS

CHEMICAL MANAGEMENT PROGRAM AND TREATMENT CHEMICALS

City of Spokane Solid Waste Disposal – Waste to Energy Department

RFP #4302-17

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, JANUARY 30, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **CHEMICAL MANAGEMENT PROGRAM AND TREATMENT CHEMICALS** for the City of Spokane Solid Waste Disposal – Waste to Energy Department. A pre-proposal meeting will be held on Thursday, January 19th at 1:00 p.m. The location will be at the Waste to Energy Facility Admin Building, 2900 South Geiger Blvd, Spokane, WA 99224.

The Request for Proposals 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 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 #4302-17, CHEMICAL MANAGEMENT PROGRAM AND TREATMENT CHEMICALS, DUE 1/30/17”.

Thea Prince
City of Spokane Purchasing

Publish: January 11 & 18, 2017

**FIRE SUPPRESSION SYSTEM AND HYDRANT - AS NEEDED
REPAIR SERVICES AND INSTALLS**

Solid Waste Disposal Department, Waste to Energy Facility

BID #4310-17

Sealed bids will be opened at 1:15 p.m., **MONDAY, FEBRUARY 6, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **FIRE SUPPRESSION SYSTEM AND HYDRANT - AS NEEDED REPAIR SERVICES AND INSTALLS** for the Solid Waste Disposal Department – Waste to Energy Facility.

A pre-proposal meeting will be held on Tuesday, January 24 at 1:00 p.m. The location will be at the Waste to Energy Facility Admin Building, 2900 South Geiger Blvd, Spokane, WA 99224.

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) original copy of response 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:

“FIRE SUPPRESSION SYSTEM AND HYDRANT - AS NEEDED REPAIR SERVICES AND INSTALLS, BID #4310-17, DUE 2/6/17”.

Thea Prince
Purchasing Department

Publish January 11 & 18, 2017

PAVILION PROJECT DESIGN-BUILD SERVICES**Parks & Recreation Department****RFQ #4318-17**

Sealed SOQs will be acknowledged at 1:15 p.m., **MONDAY, FEBRUARY 6, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **PAVILION PROJECT DESIGN-BUILD SERVICES** for the City of Spokane Parks & Recreation Department.

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

Submittal Instructions:

SOQs 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; ten (10) color copies in binders and one (1) reproducible 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 SOQs are to be marked:

“PAVILION PROJECT DESIGN-BUILD SERVICES, RFQ #4318-17, DUE 2/06/17”.

Thea Prince
Purchasing Department

Publish January 11 & 18, 2017

REQUEST FOR BIDS**POLICE AMMUNITION****City of Spokane Police Department****BID #4320-17**

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, JANUARY 30, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **POLICE AMMUNITION** for the City of Spokane Police Department.

The Request for Bids 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.

Bid Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, January 30, 2017**. 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 tabulated.**

Submit one (1) paper original, one (1) paper copy, and one (1) reproducible digital copy (CD or thumb drive) 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 bids 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:

“BID #4320-17, POLICE AMMUNITION, DUE: MONDAY, JANUARY 30, 2017.”

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

Publish: January 18 & 25, 2017

REQUEST FOR PROPOSALS

PROPERTY FOR SALE – NORMANDIE COMPLEX

City of Spokane Asset Management Department

RFP #4323-17

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, APRIL 17, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **PROPERTY FOR SALE – NORMANDIE COMPLEX** for the City of Spokane Asset Management Department.

PRE-PROPOSAL CONFERENCES. Pre-proposal conferences will be held on multiple dates:

CONFERENCE LOCATION	DATES	TIME
	January 17, 2017	10:00 a.m.
Normandie Complex, 1410 N. Normandie, Spokane, WA 99201	February 21, 2017	10:00 a.m.
	March 21, 2017	10:00 a.m.

The Request for Proposals 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.

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, April 17, 2017**. 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
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/Proposal when considering this contract.

All response packages are to be clearly marked with:

“RFP #4323-17, PROPERTY FOR SALE – NORMANDIE COMPLEX, DUE 4/17/2017”

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

Publish: January 11 & 18, 2017

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

Water Department

BID #4324-17

Sealed bids will be opened at 1:15 p.m., **MONDAY, JANUARY 23, 2017** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **VALVE BOXES, SERVICE (CURB) BOXES, REPAIR LIDS AND MANHOLE RINGS & TNR LIDS** for the City of Spokane Water Department.

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

Submittal Instructions:

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

Submit one (1) original copy of response to:

**Division of Purchasing
City of Spokane
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:

“VALVE BOXES, SERVICE (CURB) BOXES, REPAIR LIDS AND MANHOLE RINGS & TNR LIDS, BID #4324-17, DUE 1/23/17”.

Thea Prince
Purchasing Department

Publish: January 11 & 18, 2017

REQUEST FOR BIDS

SEWER BENDS – ANNUAL BLANKET ORDER

City of Spokane Wastewater Maintenance Department

BID #4326-17

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, JANUARY 30, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **SEWER BENDS – ANNUAL BLANKET ORDER** for the City of Spokane Wastewater Maintenance Department.

The Request for Bids 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.

Bid Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, January 30, 2017**. 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 tabulated.**

Submit one (1) paper original, one (1) paper copy, and one (1) reproducible digital copy (CD or thumb drive) 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 bids 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:

“BID #4326-17, SEWER BENDS – ANNUAL BLANKET ORDER, DUE: MONDAY, JANUARY 30, 2017.”

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

Publish: January 18 & 25, 2017
