



Official Gazette

City of Spokane, Washington

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

Volume 107

MAY 24, 2017

Issue 21



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 | 438 |
| ORDINANCES | 451 |
| JOB OPPORTUNITIES | 453 |
| NOTICES FOR BIDS | 458 |

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Minutes

MINUTES OF SPOKANE CITY COUNCIL

Monday, May 15, 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 Fagan, Kinnear, and Stratton were present. Council Member Mumm arrived at 3:31 p.m. Council Members Beggs and Waldref were absent.

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 City Council received an overview from staff on the May 22, 2017, Advance Agenda items.

Contract with United States Electric Corporation (OPR 2017-0369)

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

Motion by Council Member Mumm, seconded by Council Member Fagan, **to add** the Contract with United States Electric Corporation for bulk electrical equipment maintenance

and testing at the Waste to Energy Facility to the May 22 Advance Consent Agenda; **carried unanimously (Council Members Beggs and Waldref absent).**

Resolution 2017-0040

Council Member Mumm remarked on Resolution 2017-0040 establishing the City Council's priorities for the City's FY 2018 budget. Council President Stuckart noted that Council Member Waldref requested an attachment (listing 2018 Budget Priorities) be included with Resolution 2017-0040. Subsequently, the following action was taken:

Motion by Council Member Mumm, seconded by Council Member Stratton, **to add** the addition that Council Member Waldref emailed out (to Council Members) at 1:30 p.m.; **carried unanimously (Council Members Beggs and Waldref absent).**

Resolution 2017-0036 and Resolutions 2017-0041 through Resolution 2017-0046

Dan Kegley, Water Department Director, reported on Resolution 2017-0036 and Resolutions 2017-0036 through 2017-0046 relating to modifications of the City of Spokane's Retail Water Service Area. He noted there is some cleanup of the resolutions, which he noted should be ready later this week. He noted that there is a matrix developed in which the City Council can better define the roles and the consistency review with applicable WACs, RCWs, and Comp Plan and that will also be provided to the City Council.

Action to Approve May 22, 2017, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the May 22, 2017, 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 Kinnear, **to approve** the Advance Agenda for Monday, May 22, 2017 (as amended); **carried unanimously (Council Members Beggs and Waldref absent).**

ADMINISTRATIVE SESSION**Current Agenda Review**

The City Council reviewed the May 15, 2017, Current Agenda for any changes.

CONSENT AGENDA

Upon motion by Council Member Fagan-----, the City Council approved Staff Recommendations for the following (Council Members Beggs and Waldref absent):

Recommendation to list the Trade Winds Motel, 907 West 3rd Avenue, on the Spokane Register of Historic Places. (OPR 2017-0320)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through May 8, 2017, total \$10,652,525.26 (Check Nos. 536894-537193; ACH Payment Nos. 37239-37550), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$9,890,796.59. (CPR 2017-0002)
- b. Payroll claims of previously approved obligations through May 6, 2017: \$6,450,732.07 (Payroll Check Nos. 544475-544627). (CPR 2017-0003)

City Council Meeting Minutes: May 1, 2017 and May 4, 2017. (CPR 2017-0013)

Second Amendments / Extensions to Agreements for Legislative Services (OPR 2017-0321 and OPR 2017-0322)

Upon 4-1 Voice Vote (Council Member Fagan voting "no" and Council Members Beggs and Waldref absent), the City Council approved the Second Amendments / Extensions to Agreements for Legislative Services from May 1, 2017, through July 31, 2017, with:

- a. Luke Esser—\$7,500. Total Contract amount \$26,187.50. (OPR 2017-0321)
- b. Nick Federici—\$7,500. Total Contract amount \$26,187.50. (OPR 2017-0322)

Total combined Contract amount \$52,375.

Council Recess/Executive Session

The City Council adjourned at 3:55 p.m. The City Council immediately reconvened into an Executive Session to discuss pending litigation. Assistant City Attorney Nate Odle was 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 and Stratton were present. Council Member Waldref was present during the meeting via telephone from 6:44 p.m. to 7:51 p.m.

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

MAYORAL PROCLAMATIONS

May 14-May 20, 2017 *Urban Agriculture Week*

Council Member Kinnear read the proclamation and presented it to Pat Muntz. Urban Agriculture practices aids to reduce the transportation costs and emissions associated with delivering food to urban centers from great distances and afford individuals the economic opportunity to grow and sell their crops and increase food security by concentrating

where food is grown closer to consumers. Urban Agriculture Week is in support of urban vibrancy and community engagement. Mr. Muntz noted the Spokane Urban Agriculture Network was formed over the last six months and the first event (Spring Fling) will be held this Saturday from 10 a.m. to 2 p.m. at 13th and Cowley.

May 14-May 20, 2017 *National Prevention Week*

Council Member Mumm read the proclamation and presented it to Kelly Cruz and other representatives. Substance abuse and mental health problems affect all communities nationwide, including Spokane. With commitment and support, these and other behavioral health issues can be prevented. This year's National Prevention Week theme, "Making Each Day Count," recognizes the power each person has to influence the health and wellbeing of others by making prevention choices every day, whether it's by supporting someone who is going through a difficult time, participating in activities that strengthen the community or by instilling healthy habits in children from an early age. The proclamation encourages all citizens to observe this week and participate in programs and events that support this year's theme "Making Each Day Count."

Month of May 2017 *Asian Pacific American Heritage Month*

Council Member Beggs read the proclamation and presented it to Pui-Yan Lam and Rowena Pineda. On October 23, 1992, the President of the United States signed into law proclaiming the Month of May every year as Asian Pacific American Heritage Month to recognize and celebrate the rich cultural heritage and contributions of the Asian Americans and Pacific Islander (AAPI) communities. The proclamation encourages all citizens to celebrate the cultural diversity of the Asian Americans and Pacific Islanders by learning about the many different cultures, languages, and ethnicities that embody the AAPI community and to appreciate the accomplishments and contributions they have made to Spokane. Pui-Yan Lam and Rowena Pineda provided remarks in recognition of the proclamation.

BOARDS AND COMMISSIONS APPOINTMENTS

Spokane Park Board (CPR 1981-0402)

Upon Unanimous Roll Call Vote (Council Member Waldref absent), the City Council approved (and thereby confirmed) the appointment of Jennifer Ogden to the Spokane Park Board to fill a vacated seat through the remainder of that term, effective immediately and through February 2, 2021.

ADMINISTRATIVE REPORT

Blessings Under the Bridge

Jonathan Mallahan, Neighborhood and Business Services Division Director, remarked on the letter the City sent to Blessings Under the Bridge. He noted the City fully supports the mission of Blessings Under the Bridge. He stated the letter that was sent is not a reflection of the City's perspective on the value of what Blessings Under the Bridge does, and he further stated they are providing a very meaningful and imperative service in our continuum of care. Mr. Mallahan stated that what it does reflect though is the fact we have some competing public goods and for us to be effective in ending homelessness we have to have a community where people can choose and do business. We also need to have a community where people can receive a great education. He advised that the City has heard consistent feedback from residents, businesses, and the principle of LC that the secondary events of that event and other conditions under I-90 were creating an environment where those things weren't possible. He stated the City takes its responsibility very seriously and the situation was impacting the ability for the school to create an environment conducive to a great education and impacting the ability for people to do successful commerce around that area. He stated that the City really wanted to reach out and ask Blessings to work with the City to make a change. He stated the City has committed funding to help with the successful transition.

Carlyle Hotel

Jonathan Mallahan, Neighborhood and Business Services Division Director, advised that City staff did have the ability to meet with Pioneer Human Services and their representatives locally. He noted he attended a meeting today with the County and many representatives who are experts in the field of behavioral health and housing. The Carlyle transition to a new model is bittersweet, but ultimately it is believed it is a net positive for the City of Spokane because Pioneer will be making an investment in a business model where the City will be able to serve people exiting institutions, reduce recidivism, get people who may have a history of a criminal past to transition into jobs and successful and sustainable lives moving forward. He stated the City is excited that Pioneer Human Services is bringing this model to Spokane. Mr. Mallahan indicated the City recognizes this transition has an impact on another very important and vulnerable population. He stated that City staff is working very closely with the County, with Frontier Behavioral Health, with Pioneer Human Services to ensure that everyone in the Carlyle is successfully re-homed at a level of service that continues to provide them with the support they need. He noted the transition period for this change will be between now and November 1, and that Pioneer Human Services has been responsible in bringing the City in early and giving a long transition period so we can make sure these services and re-housing happens effectively.

COUNCIL COMMITTEE REPORTS**Planning and Economic Development Committee**

Council Member Mumm reported on the Planning and Economic Development Committee meeting held earlier today (May 15, 2017). Minutes of the Planning and Economic Development Committee meeting are filed with the City Clerk's Office and are available for review following approval by the Planning and Economic Development Committee.

Public Safety

Council Member Kinnear reported on the Public Safety Committee meeting held earlier today (May 15, 2017). Minutes of the Public Safety Committee meeting are filed with the City Clerk's Office and are available for review following approval by the Public Safety Committee.

BOARDS AND COMMISSIONS APPOINTMENTS

Upon Unanimous Roll Call Vote (Council Member Waldref absent), the City Council **approved** (and thereby confirmed) the appointment of Jennifer Ogden to fill a vacated seat through the remainder of that term, effective immediately and through February 2, 2021.

OPEN FORUM

Aaron Michael remarked on the importance of music education.

Max Cook commented on a proposed two percent tax on the soda beverage program.

Katy Azar provided remarks on the sugar tax that is being proposed and feels it's a terrible idea for small businesses and will have a negative impact on businesses and the customers and it would double the products that small businesses already buy.

Jayne Martin stated she applauds the City's proclamations. She expressed concerns regarding the Carlyle and the effect on the individuals currently living there.

Ron Spillman stated he is working with Community Court and Veterans United to help people get better homes and better lives.

Gene Frazier commented on veteran families and putting people to work and remarked on Vets United.

Pedro Tayama stated he's been working in the health care field for about 12 years and has experience with drug addiction with children and has worked in different types of facilities. He stated he has been working at the Carlyle for about two and a half years and noted it's a very strong community and it's something to be proud of.

Aman Sood commented on the sugary beverage tax and noted he owns a small business. He stated if this tax is imposed, he will be losing business and people will be losing jobs and the City will be losing taxes and have a loss of revenue. He remarked that small businesses cannot compete with bigger grocery stores.

(Council Member Waldref participated in the meeting via telephone at 6:44 p.m.)

Jennifer Bates commented on the state of the rental market and housing vouchers.

Alfredo Llamedo read a quote by Dr. King on poverty from 1967. He then presented remarks on the Blessings Under the Bridge issue.

LEGISLATIVE AGENDA

There were no **Special Budget Ordinances**.

There were no **Emergency Ordinances**.

RESOLUTIONS**Resolution 2017-0037**

Mayor David Condon introduced Mike Ormsby as his appointment for City Attorney and presented remarks in support of the appointment. Mr. Ormsby presented remarks pertaining to his appointment as City Attorney. Subsequent to public testimony and Council inquiry and commentary, with response by Mr. Ormsby, the following action was taken:

Upon 4-3 Voice Vote (Council Members Beggs, Fagan, and Mumm voting “no”), the City Council adopted Resolution 2017-0037 approving the appointment of Michael Ormsby as City Attorney of the City of Spokane.

Resolution 2017-0039

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

Upon Unanimous Voice Vote, the City Council **adopted Resolution 2017-0039**—Of the City of Spokane, Washington, relating to contracting indebtedness; providing for the issuance of up to \$250,000 principal amount of a Limited Tax General Obligation Bond, 2017 Series A, of the City for general City purposes to provide funds with which to pay the cost of acquiring capital assets for public purposes through an interfund loan; fixing the date, form, maturity, interest rate, terms and covenants of the bond; authorizing the sale and delivery of the bond to the City, and providing for other matters properly relating thereto.

(Council Member Waldref left the meeting via telephone at 7:51 p.m.)

FINAL READING ORDINANCE**Final Reading Ordinance C35487**

Council President Stuckart requested a motion to table Final Reading Ordinance C35487 indefinitely. He noted there would be a study session on the ordinance soon.

Motion by Council Member Mumm, seconded by Council Member Fagan, **to table indefinitely** Final Reading Ordinance C35487 related to the creation of four new departments within the Innovation and Technology Services Division; amending SMC section 3.01A.340 & adopting new sections 3.01A.341, 3.01A.342, and 3.01A.344 to chapter 3.01A of the Spokane Municipal Code until after the Study Session **carried 5-1 (Council Member Stratton voting “no” and Council Member Waldref absent).**

Final Reading Ordinance C35496

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

Upon Unanimous Roll Call Vote (Council Member Waldref absent), the City Council **passed Final Reading Ordinance C35496** relating to the Office of the Police Ombudsman; amending section 4.32.060 of the Spokane Municipal Code.

Final Reading Ordinance C35497

Subsequent to a brief introduction of Ordinance C35497 by Council Member Kinnear, public testimony from one individual, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Waldref absent), the City Council **passed Final Reading Ordinance C35497** relating to disclosing intimate images; enacting a new section 10.06.044 of the Spokane Municipal Code.

FIRST READING ORDINANCES

The following ordinance was read for the First Time with further action deferred:

ORD C35498 Amending Ordinance C20010 vacating the alley between vacated Courtland Avenue and Bridgeport Avenue.

For Council action on First Reading Ordinance C35499, see section of minutes under “Hearings.”

There were no **Special Considerations**.

HEARINGS

Hearing on Vacation of 895 Square Feet of the Right-of-way near the Intersection of North Altamont Street and East Main Avenue

The City Council held a hearing on the vacation of 895 square feet of the right-of-way near the Northwest corner of the intersection of North Altamont Street and East Main Avenue as requested by Playfair Commerce Park. There was an opportunity for public testimony, with no individuals requesting to speak. Subsequently, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Waldref absent), the City Council **approved, subject to conditions,** the vacation of 895 square feet of the right-of-way near the Northwest corner of the intersection of North Altamont Street and East Main Avenue as requested by Playfair Commerce Park (East Central Neighborhood).

In conjunction with the hearing, **Ordinance C35499**—vacating 895 square feet of northwest corner of the intersection of North Altamont Street and East Main Avenue—**was read the first time,** with further action deferred.

SECOND OPEN FORUM

Cherrie Barnett commented that people need music and they need it in school because it helps people's logic abilities. She also commented that kids need driver training, and stated that driver training for a lot of poor kids is not happening. She also remarked on police, profiling, and crime. She also remarked that Monroe Street should stay five lanes.

Brian Dickmann remarked on the proposed soda tax and stated it's a job killer. He said that the tax would be passed on to the customer and this will cause people to go to the valley to buy their soda.

Scott Lea noted this quarter he saw an increase in gross sales and decrease in net gain; in other words, sold more product and made less money, largely because of the minimum wage increase. He also remarked on the soda tax.

Tami Kennedy spoke on behalf of Blessings Under the Bridge. She noted she read the article in the newspaper yesterday and she was disappointed in what she was seeing. She said to see the City push Blessings Under the Bridge into the House of Charity is a shame. She said we need to stop and consider what kind of message we're sending.

Tom Heflick presented remarks on the Carlyle and requested City Council to review the Carlyle contract (OPR 2010-0917 /RES 2010-0085).

Dave Story he remarked on the change occurring at the Carlyle Care Center in Downtown Spokane. He noted his main concern and members of his church's ministry is the ability of Pioneer to find reasonable similar accommodations for the residents. He indicated the conversion may create a potential for further separation of the residents from their families.

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 8:10 p.m.

MINUTES OF SPOKANE CITY COUNCIL

Monday, May 8, 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.

Communications Director Brian Coddington, City 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 May 15, 2017, Advance Agenda items.

Action to Approve May 15, 2017, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the May 15, 2017, 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 Waldref, **to approve** the Advance Agenda for Monday, May 15, 2017; **carried unanimously.**

ADMINISTRATIVE SESSION**Current Agenda Review**

The City Council considered additions to the May 8, 2017, Current Agenda.

Interlocal Agreement with Spokane County for Detention Services/Geiger Corrections Center (OPR 2017-0324) and Multi-scope Contract with Spokane County Detention Services Department (OPR 2017-0326)

The Spokane City Council took the following actions upon review of the May 8 Current Agenda:

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

Motion by Council Member Fagan, seconded by Council Member Mumm, **to add** the two items (OPR 2017-0324 and OPR 2017-0326) to the May 8, 2017, Current Consent Agenda; **carried unanimously.**

Resolution 2017-0038

During the suspension of the rules action above, the City Council also took the following action:

Motion by Council Member Fagan, seconded by Council Member Waldref, **to add** Resolution 2017-0038—Joint City/County Resolution in the matter of approving FAA Form 5100 and delegating certain matters to Spokane Airport CEO in connection with the transfer of certain airport improvement funds—to tonight's (May 8) Legislative Agenda; **carried unanimously.**

CONSENT AGENDA

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

Value Blanket Orders with:

- a. Specialty Asphalt (Spokane, WA) for Nuvo Gap B Products using WA State Contract #01211—Not to exceed \$80,000 (incl. tax). (OPR 2017-0311)
- b. Medical Emergency Services (Vancouver, WA) for the purchase of 5.11 PPE Coats accessing NPPGov Contract #VH11276—\$78,000 (incl. tax). (OPR 2017-0312)
- c. San Diego Police Equipment, Inc. (San Diego, CA) to purchase ammunition for the Spokane Police Department—\$113,012.21. (OPR 2017-0313; BID 4320-17)
- d. Datec (Seattle, WA) for Laptops, Docking Cradles, Rugged Tablets, and accessories for Patrol through March 31, 2018 using WA State Contract #05815—\$150,000. (OPR 2017-0314)

Contract Extension with Public Safety Corporation Inc. (Waldorf, MD) for continued joint-administration of the False Alarm Program from July 1, 2017 through June 30, 2018—Estimated revenue is approximately \$300,000/year. (OPR 2011-0535)

Contract with Bednash Consulting, Inc. (Roselle, IL) for mechanical inspection of the concrete chimney at the Waste to Energy Facility from May 1, 2017 through April 30, 2018—\$17,250 plus a 10% administrative reserve of \$1,725 for a total of \$18,975 (excl. taxes). (OPR 2017-0315; RFP 4347-17)

Contract with Knight Construction and Supply, Inc. (Deer Park, WA) for Unit No. 2 Fabric Filter Bag Change Out for the Waste to Energy Facility—\$74,756.25 plus a 10% administrative reserve of \$7,475.63 for a total of \$82,231.88 (excl. taxes). (OPR 2017-0316; RFB 4346-17)

Contract Amendment with ASME (New York, NY) for Qualification and Certification of Resource Recovery Facility Operator examinations for the Waste to Energy Facility—increase of \$16,000. Total Contract amount: \$63,157. (OPR 2017-0247)

Contract with Hill International, Inc. (Spokane, WA) for Design Build Project Management Services for the Post Street Pedestrian and Utility Bridge Replacement project—\$100,000 plus a 10% administrative reserve of \$10,000 for a total of \$110,000. (PRO 2017-0014; ENG 2017105)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through April 28, 2017, total \$6,493,748.19 (Check Nos.: 536722-536893; ACH Payment Nos.: 37050-37238), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$5,258,814.45. (CPR 2017-0002)

City Council Meeting Minutes: April 24, 2017 and April 27, 2017. (CPR 2017-0013)

Interlocal Agreement with Spokane County for Detention Services/Geiger Corrections Center for Work Crew Services for various departments from January 1, 2017 through December 31, 2021. (OPR 2017-0324)

Multi-scope Contract with Spokane County Detention Services Department to use Geiger Crew Services for multiple City departments requiring manual labor—not to exceed \$120,000. (OPR 2017-0326)

Council Recess/Executive Session

The City Council adjourned at 6:00 p.m. The City Council immediately reconvened into an Executive Session to discuss pending litigation for approximately 20 minutes. Assistant City Attorney Nate Odle and Special Counsel Mike McMahon 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.

MAYORAL PROCLAMATIONS

Month of June 2017 *Scleroderma Awareness Month*

Council Member Fagan read the proclamation and presented it to members of the Spokane Scleroderma Support Group. Scleroderma is a chronic disabling autoimmune disease in which the body's soft tissues suffer from an overproduction of collagen and can affect many of parts of the body including skins, internal organs and blood vessels. The Scleroderma Foundation is a national nonprofit organization that seeks way to support persons affected with scleroderma through research, support, education, and advocacy and awareness. The proclamation urges all citizens in the City to recognize the seriousness of this disease and the work of the Scleroderma Foundation to find a cure.

May 10, 2017 *College Signing Day*

Council Member Waldref read the proclamation and presented it to members of the College Success Foundation. The College Success Foundation provides a unique integrated system of support and scholarships for underserved low income students to finish high school, graduate from college and succeed in life. The proclamation urges the citizens of Spokane to join College Success Foundation-Spokane in empowering underserved youth with the gift of education and opportunity so that all young people have the same chance to finish high school, graduate from college and succeed in life.

May 7-13, 2017

National Travel and Tourism Week

Council Member Mumm read the proclamation and presented it to Tim Robinson, Visit Spokane. Travel has a positive effect on the City of Spokane, Washington State, and the Nation's economic prosperity and image abroad. It impacts business productivity and individual traveler's wellbeing. Travel to and within the United States provides significant economic benefits for the Nation generating more than 2.3 trillion in economic output in 2016. Visitors to Spokane County spent \$995 million in 2016 contributing \$70 million in local and state taxes.

Month of May 2017

National Preservation Month

Council Member Kinnear read the proclamation and presented it to Lynn Mandyske on behalf of the Landmarks Commission and the Spokane City-County Historic Preservation Office. In 1949, a congressional charter signed by President Truman established the National Trust for Historic Preservation launching the use of historic preservation as an effective tool for community revitalization, economic development, and enhancing livability. The City of Spokane has received national recognition for its innovative and productive approach to historic preservation while recognizing the contributions that many dedicated individuals have made in preserving Spokane's heritage. The Spokane City-County Historic Preservation Office and the Spokane City-County Historic Landmarks Commission will be launching a Preservation Month contests and activities with historic experience. The proclamation encourages citizens of our great community to join their fellow citizens across the United States in recognizing and participating in this special observance.

ADMINISTRATIVE REPORTS**Feed Spokane**

Tami Kennedy, founding board member of Feed Spokane, displayed a video which provided an overview of Feed Spokane. Ms. Kennedy noted that food and insecurity equals hunger and it's a challenge that affects one in seven adults in our community and one in five children according to Second Harvest's most recent study. In 2007, industry professionals, meal sites, and community organizations came together seeking a solution to address the need for more sustainable sources of foods in support of the charitable meal sites in our city. From these roundtables with the help of SNAP and the Washington Hospitality Association, Feed Spokane was formed. Ms. Kennedy noted that in Feed Spokane's ten years of work, it has provided food to over 43 different meal sites and today it contributes to the service of just over 10,000 meals per week in the community with rescued food. There is a need for food to cover 34,000 meals per week in Spokane based on surveys of all the participating meal sites.

COUNCIL COMMITTEE REPORTS**Public Works Committee**

Council Member Waldref reported on the Public Works Committee meeting held earlier today (May 8, 2017). 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.

There were no **Boards and Commissions Appointments**

OPEN FORUM

Alan McDowell commented about a case coming up and "benefit of the doubt."

Henry Valder commented that hunger in the community is pretty evident by what they (Feed Spokane) just said. He remarked on the Guardian Foundation, homelessness, and homeownership for vets.

Mercy Aguilar remarked on the racism and hate that happened at the Salish School. She also commented on the petitions against transgendered being allowed in bathrooms.

Len Wallace commented on studded tires and suggested the City Council consider an ordinance that blocks the sale of studded tires in the tire stores. He also stated he is unable to find the agent of service for process for Uber. Council President Stuckart noted that a new agreement with Uber is being negotiated.

Karen Blaine thanked those council members who were present Saturday (at the Salish School) to stand up against hate and bigotry. She remarked on the Carlyle and expressed concerns regarding loss of assisted living beds in Spokane. She indicated she would like to see some kind of report that talks about the impact on these people's lives and what happens to them when their bed closes and where do they go.

Ursula Heflick indicated she has worked at the Carlyle for eight years, and she expressed concerns regarding the transition plan and where the beds will come from to place people and what it does to the people who live at the Carlyle.

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C35494

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

Upon Unanimous Roll Call Vote, the City Council **passed Special Budget Ordinance C35494** amending Ordinance No. C35457 passed by the City Council November 28, 2016, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Park and Recreation Fund
FROM: Unappropriated Reserves, \$50,000;
TO: Grounds Maintenance, \$50,000.

(This action allows budgeting for the Neighborhood Tree Program which provides free trees to Spokane residents for planting on private property.)

Special Budget Ordinance C35495

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

Upon Unanimous Roll Call Vote, the City Council **passed Special Budget Ordinance C35495** amending Ordinance No. C35457 passed by the City Council November 28, 2016, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

My Spokane Fund
FROM: Various Accounts, \$65,315;
TO: Various Accounts, same amount.

(This action converts two project employee positions to two Customer Service Assistant positions [from three to five] for the 311 Program of My Spokane.)

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2017-0036

The Spokane City Council considered Resolution 2017-0036 relating to modification of the City of Spokane's Retail Water Service Area to include Spokane County Short Plat File No. SP-1484-08; Parcel Numbers 34081.9080 and 34092.9047 and Spokane County Short Plat File No. SP-1455-07; Parcel Numbers 34092.9048 and 34092.9049. Council Member Waldref presented a motion, seconded by Council Member Mumm, to defer the resolution until such time as seven other applications come before the Council, so that all applications can be heard at the same time. Council discussion ensued. Subsequently, the following action was taken:

Motion by Council Member Waldref, seconded by Council Member Mumm, **to defer** Resolution 2017-0036 until May 22, when the seven other applications come before the City Council; **carried 5-2 (Council Members Fagan and Stratton voting "no")**.

Resolution 2017-0033 (Deferred from May 1, 2017, Agenda)

The Spokane City Council considered Resolution 2017-0033 approving amendments to the City Council standing committee administrative procedures. There was an opportunity for public testimony, with no individuals requesting to speak. The following actions were taken:

Motion by Council Member Beggs, seconded by Council Member Fagan, **to accept** the amended version of Resolution 2017-0033 that was sent out this afternoon (and as filed with the City Clerk on May 8); **carried unanimously.**

Upon Unanimous Roll Call Vote, the City Council **adopted Resolution 2017-0033 (as amended)** approving amendments to the City Council Standing Committee Administrative Procedures.

Resolution 2017-0038

The City Council considered Resolution 2017-0038. 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 2017-0038**—Joint City/County Resolution in the matter of approving FAA Form 5100 and delegating certain matters to Spokane Airport CEO in connection with the transfer of certain airport improvement program funds.

There were no **Final Reading Ordinances**

FIRST READING ORDINANCES

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

ORD C35496 Relating the Office of the Police Ombudsman; amending section 4.32.060 of the Spokane Municipal Code.

ORD C35497 Relating to disclosing intimate images; enacting a new section 10.06.044 of the Spokane Municipal Code.

SPECIAL CONSIDERATIONS

Establishing the Plan Commission Work Program for 2017 (OPR 2017-0317)

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

Upon 6-1 Roll Call Vote (Council Member Fagan voting “no”), the City Council **approved** OPR 2017-0317, establishing the Plan Commission Work Program for 2017.

There were no **Hearings**.

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 7:07 p.m.

**CITY OF SPOKANE
CIVIL SERVICE COMMISSION MEETING
MINUTES
April 18, 2017**

Craig Hult, Chair, called the regular meeting to order at 9:30 a.m. Present were Craig Hult, Pam DeCounter and Judith Gilmore. Mark Lindsey had an excused absence.

Agenda Change:

Addition of Agenda Item V, Leave of Absence from Civil Service: A motion to add agenda item V, was put forth by Ms. Pam DeCounter and seconded by Ms. Judith Gilmore. The motion carried and agenda item V was added.

Agenda Item I.

Approval of Minutes:

Mr. Craig Hult introduced the minutes from the regular meeting of March 21, 2017. Hearing no changes, the minutes were approved as written.

Agenda Item II.**Staff Activities:**

The Chief Examiner, Ms. Gita George-Hatcher reported the following statistics for the months of March:

March:

| | | | |
|--------------------------|----|------------------------------|------|
| Announcements issued: | 8 | Classifications revised: | 2 |
| Examinations: | 15 | Classifications new/deleted: | 2/16 |
| Requisitions received: | 83 | Requisitions certified: | 84 |
| Class Surveys completed: | 0 | Class Surveys in progress: | 1 |
| Requisitions pending: | 0 | Requisitions canceled: | 0 |

Average days from department initiation of request to receipt in Civil Service: 6.3

Average days from requisition receipt to certification: 0.1

Percentage certified within 24 hours: 100%

Average days from department initiation to completion of hire: 7

Ms. George-Hatcher stated that the last statistic is new and that this refers to the average length of time to fill an open entry position once the requisition has been received in Civil Service. Ms. George-Hatcher also reported on the most recent Diversity Recruitment meeting and passed out diversity statistics for the Commission's review. The Chief Examiner reported that this committee was initiated by Civil Service, that this was the second meeting of the committee and that the purpose of this committee was advisory, primarily in order to provide recruitment guidance to Civil Service. She reported that a total of ten people attended the meeting which included representatives from outside agencies as well as Human Resources and Civil Service. The meeting focused on developing tools and resources for diversity recruitment, recruitment roles for Human Resources and Civil Service and the priorities of the City with regards to diversity. Tentatively, this group is to meet quarterly or as needed to review progress.

The Chief Examiner reported that the Information Technology classification study had been completed and all affected employees had finally been moved into the appropriate classifications with no loss of employment for any existing employees. Therefore the old classifications may now be deleted. Ms. George-Hatcher recognized and thanked Ms. Nicole Goes, who took the leadership role on this project with assistance from other staff in order to conduct the research and create the classifications.

Ms. George-Hatcher also thanked Ms. Crystal Rodgers for her work with regards to maintaining the required data and statistics that are provided each month.

Agenda Item III.**Classification Resolution:****Adopt:**

SPN 076 Project Manager (Parks)

SPN 333 Deputy Building Official

Delete:

SPN 141 Help Desk Supervisor

SPN 142 Desktop Computer Specialist

SPN 143 Network Analyst

SPN 148 Computer Operation Specialist

SPN 151 Systems Administrator

SPN 154 Data Center Administrator

SPN 155 Database Administrator

SPN 156 Network Infrastructure Analyst

SPN 160 GIS Supervisor

SPN 163 Supervisory Analyst

SPN 164 Applications Analyst

SPN 166 Information Analyst

SPN 167 Senior Analyst

SPN 169 GIS Programmer

SPN 269 Telecommunications Supervisor

SPN 611 Craft Specialist

A motion to adopt and delete these classifications was put forth by Ms. Gilmore and seconded by Ms. DeCounter. The motion passed unanimously.

Agenda Item IV.**Annual Report**

Ms. George-Hatcher presented the 2016 Annual Report to the Commission. A motion to accept the report was put forth by Ms. DeCounter and seconded by Ms. Gilmore. It was adopted unanimously.

Agenda Item V.**Request for Leave of Absence from Civil Service**

Ms. Meghann Steinolfson, Senior Human Resources Analyst has been offered the non-classified position of Labor Relations Manager. Accordingly, under Civil Service Rule X, Section 4 - LEAVE OF ABSENCE, Ms. Steinolfson requested an indefinite leave of absence from her classified position in order to accept the non-classified position. A motion to approve this leave was put forth by Ms. DeCounter and was seconded by Ms. Gilmore. The motion passed unanimously.

Agenda Item VI.**Other Business:**

None

There being no additional business to come before the Commission, the meeting was adjourned at 10:08 a.m.

Planning & Economic Development**April 17, 2017**

Meeting Minutes: Meeting called to order at 10:32

Attendance

- P&ED Members Present: Council Members Mike Fagan, Breean Beggs, Lori Kinnear, Candace Mumm, Amber Waldref, Council President Ben Stuckart
- Council Members Not Present: Karen Stratton
- Staff Present: Jonathan Mallahan, Katie Meyer, Brian McClatchey, Tirrell Black, Julie Neff, Heather Trautman, Lisa Key, Shauna Harshman, Melissa Owen, Mike Piccolo, Teri Stripes, Jo Anne Wright, Rebecca Hollwedel, Andrew Worlock

Briefing Session:

Council Member Kinnear requested to move the Historic Preservation Grant Application from consent items to discussion items.

Consent Items

1. Small Starts Grant Resolution
2. Historic Preservation: Grant Application
3. Geiger Contract
4. 100 Day Youth Challenge
5. SAMHSA Grant Application Intent to Apply
6. Transition Proposed Housing Project

Discussion Items:**1. Historic Preservation: Grant Application**

Megan Duvall with Historic Preservation provided Council with an overview of a grant that could help create a Spokane Register of Historic Places nomination for Browne's Addition as a local historic district.

Action:

None

2. CHHS CoC Awards

Rebecca Hollwedel with Community Housing and Human Services (CCHS) briefed Council on the awards that were received for the projects that met the Continuum of Care (CoC).

Action:

Department is seeking acceptance of the CoC Program Award of 3,776,210 from Housing and Urban Development and enter into contract with the awarded projects once appropriate documents are received.

3. NEPDA Area Wide Plan

Melissa Owen with Planning Services presented North East Public Development Authority (NEPDA) Area Wide Plan. Provided a brief overview of the neighborhoods priorities and accomplishments over the course of the last year.

Action:

Tentatively scheduled to be workshopped by the Plan Commission on April 26, 2017 in preparation for future public hearing and action by the Commission.

3. NEPDA Charter and Bylaws

Melissa Owen with Planning Services presented the North East Public Development Authorities Charter and Bylaws Changes to include two additional members on the board and an update to the bylaws.

Action:

Moving forward for the 1st reading on April 17, 2017.

4. Target Investment Area Annual Report

Andrew Worlock with Planning Services provided Council an Annual Report of the Target Investment Area Assessment, Investments and Outcomes.

Action:

Council requests adding data to get more specific information on employment and wages in the Target Investment Area.

5. Neighborhood Planning

Jo Anne Wright with Planning Services presented an update on the Neighborhood Planning process since funding was provided to the neighborhoods

Action:

Requesting Council confirm the next two neighborhood's so that they may start the planning process.

MFTE 2017 Committee Briefing

Council President Ben Stuckart presented on the 2017 Multi-Family Tax Exemption (MFTE) Committee Updates.

Action:

Council requests to schedule a working committee meeting that will work with participant's schedules.

Administrative Reports:**1. Traffic Calming Update**

Heather Trautman and Kathleen Meyers with Code Enforcement answered City Council's questions regarding the Traffic Calming budget.

Meeting Adjourned at 11:30 pm:

Next PED meeting is scheduled **May 15, 2017**

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. C35496

An ordinance relating to the Office of the Police Ombudsman; amending section 04.32.060 of the Spokane Municipal Code.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That section 04.32.010 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.060 Qualifications

The minimum qualifications for the position of police ombudsman are:

- A. legal, investigative, or prosecutorial experience within the five years prior to appointment;
- B. recent or current familiarity with police procedures within the five years prior to appointment;
- C. demonstrated ability to review investigations to ensure they are thorough and unbiased;
- D. successful completion of a criminal background investigation consistent with the requirements to become employed as a Spokane police officer;
- E. demonstrated ability to work with confidential information;
- F. a record of community involvement;
- G. an ability to build working relationships with and communicate effectively with diverse groups; ~~((and))~~
- H. established reputation for even-handedness in dealing with both complainants and the regulated parties~~((--))~~ and
- I. be a resident of Spokane County or become a resident of ~~((the City))Spokane County~~ within six months of the beginning of the appointment term and maintain such residency during the remainder of the term.

Passed by City Council May 15, 2017

Delivered to Mayor May 19, 2017

ORDINANCE NO. C35497

An ordinance relating to disclosing intimate images; enacting a new section 10.06.044 of the Spokane Municipal Code.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That there is adopted a new section 10.06.044 of the Spokane Municipal Code to read as follows:

Section 10.06.044 Disclosing Intimate Images

- A. A person commits the crime of disclosing intimate images when the person knowingly discloses an intimate image of another person and the person disclosing the image:
 - 1. Obtained it under circumstances in which a reasonable person would know or understand that the image was to remain private;
 - 2. Knows or should have known that the depicted person has not consented to the disclosure; and
 - 3. Knows or reasonably should know that disclosure would cause harm to the depicted person.
- B. A person who is under the age of eighteen is not guilty of the crime of disclosing intimate images unless the person:
 - 1. Intentionally and maliciously disclosed an intimate image of another person;
 - 2. Obtained it under circumstances in which a reasonable person would know or understand that the image was to remain private; and
 - 3. Knows or should have known that the depicted person has not consented to the disclosure.
- C. This section does not apply to:
 - 1. Images involving voluntary exposure in public or commercial settings; or
 - 2. Disclosures made in the public interest including, but not limited to, the reporting of unlawful conduct, or the lawful and common practices of law enforcement, criminal reporting, legal proceedings, or medical treatment.
- D. This section does not impose liability upon the following entities solely as a result of content provided by another person:
 - 1. An interactive computer service, as defined in 47 U.S.C. 230(f)(2);
 - 2. A mobile telecommunications service provider, as defined in RCW 82.04.065; or
 - 3. A telecommunications network or broadband provider.
- E. It shall be an affirmative defense to a violation of this section that the defendant is a family member of a minor and did not intend any harm or harassment in disclosing the images of the minor to other family or friends of the defendant. This affirmative defense shall not apply to matters defined under RCW 9.68A.011.
- F. For purposes of this section:

1. "Disclosing" includes transferring, publishing, or disseminating, as well as making a digital depiction available for distribution or downloading through the facilities of a telecommunications network or through any other means of transferring computer programs or data to a computer;
 2. "Intimate image" means any photograph, motion picture film, videotape, digital image, or any other recording or transmission of another person who is identifiable from the image itself or from information displayed with or otherwise connected to the image, and that was taken in a private setting, is not a matter of public concern, and depicts:
 - a. Sexual activity, including sexual intercourse as defined in RCW 9A.44.010 and masturbation; or
 - b. A person's intimate body parts, whether nude or visible through less than opaque clothing, including the genitals, pubic area, anus, or post-pubescent female nipple.
- G. The crime of disclosing intimate images:
1. Is a gross misdemeanor on the first offense; or
 2. Is a class C felony if the defendant has one or more prior convictions for disclosing intimate images.
 3. Nothing in this section is construed to:
 4. Alter or negate any rights, obligations, or immunities of an interactive service provider under 47 U.S.C. 230; or
 5. Limit or preclude a plaintiff from securing or recovering any other available remedy.

Passed by City Council May 15, 2017

Delivered to Mayor May 19, 2017

Job Opportunities

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

SENIOR HUMAN RESOURCES ANALYST SPN 042 PROMOTIONAL

DATE OPEN: Monday, May 22, 2017 DATE CLOSED: Sunday, June 4, 2017 at 11:59 p.m.
SALARY: \$75,606.48 annual salary, payable bi-weekly, to a maximum of \$93,145.68

DESCRIPTION:

Performs a variety of complex professional and administrative work related to labor relations and the development and administration of human resources management programs.

DUTIES:

- Serves as primary point of contact for the public safety division. Assists the Chief Negotiator in contract negotiations, including development of memorandums of understanding and supplemental agreements.
- Investigates, analyzes and develops recommendations on a wide range of employee and labor relations; serves as a resource to City supervisors and managers; monitors and analyzes laws, pending legislation, and court decisions which impact City operations.
- Coordinates and administers a variety of City-wide special projects and programs. Responsible for the ongoing maintenance and administration of the equal employment opportunity and Section 504/ADA plans. Ensures compliance with applicable laws, regulations and ordinances.
- Prepares notices and participates in pre-disciplinary hearings; advises department heads as to the appropriateness and level of disciplinary action; drafts disciplinary letters, work improvement plans and last chance agreements. Ensures consistency of disciplinary action among departments.
- Conducts investigations on matters relating to equal employment opportunity (EEO), discrimination and harassment complaints. Gathers and analyzes information, prepares reports, recommendations, and correspondence on findings.
- Participates in employee and labor relations activities, with an emphasis on investigations of grievances, and the interpretation and administration of negotiated union contracts.
- Provides guidance to employees and department representatives in administering the Family Medical Leave Act (FMLA), and evaluates reasonable accommodation requests in accordance with the Americans with Disabilities Act (ADA) and the Washington Law Against Discrimination.

- Develops policies and procedures for review. Provides information and interpretations of policy and labor law to various City departments, employees, job applicants and the general public.
- Evaluates, develops, and administers employee training and development programs, such as new employee orientations, supervisory leadership and harassment training.
- Responsible for wage and salary administration. Develops salary data, analyzes and prepares such data in connection with annual salary studies for the maintenance of the compensation plan.
- Assists in the preparation and presentation of human resources related matters before the Civil Service Commission.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Three years of employment with the City as a Human Resources Analyst II. **NOTE:** Selection of a Senior Administrative Assistant, Rule V, Section 5, Rules of the Civil Service Commission, applies.

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:

You are required to meet the minimum qualifications above and to pass the examination for this position, in order to be eligible for hire.

- The examination consists of a training and experience evaluation (T&E) and performance evaluation (PAR) with scoring weight assigned as follows:
- T&E: 80%
- PAR: 20%

T&E Details:

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

Important: You are required to complete the T&E Supplemental Questionnaire online as a part of the application process. The instructions and questions may be previewed online in the tab marked "QUESTIONS" on the job announcement.

Promotional Evaluation Details:

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

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

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

TO APPLY:

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

- Email: civilservice@spokanecity.org 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 18th day of May 2017.

CRAIG HULT
Chair

GITA GEORGE-HATCHER
Chief Examiner

**SENIOR HUMAN RESOURCES ANALYST SPN 042
OPEN ENTRY**

DATE OPEN: Monday, May 22, 2017 **DATE CLOSED:** Sunday, June 4, 2017 at 11:59 p.m.
SALARY: \$75,606.48 annual salary, payable bi-weekly, to a maximum of \$93,145.68

DESCRIPTION:

Performs a variety of complex professional and administrative work related to labor relations and the development and administration of human resources management programs.

DUTIES:

- Serves as primary point of contact for the public safety division. Assists the Chief Negotiator in contract negotiations, including development of memorandums of understanding and supplemental agreements.
- Investigates, analyzes and develops recommendations on a wide range of employee and labor relations; serves as a resource to City supervisors and managers; monitors and analyzes laws, pending legislation, and court decisions which impact City operations.
- Coordinates and administers a variety of City-wide special projects and programs. Responsible for the ongoing maintenance and administration of the equal employment opportunity and Section 504/ADA plans. Ensures compliance with applicable laws, regulations and ordinances.
- Prepares notices and participates in pre-disciplinary hearings; advises department heads as to the appropriateness and level of disciplinary action; drafts disciplinary letters, work improvement plans and last chance agreements. Ensures consistency of disciplinary action among departments.
- Conducts investigations on matters relating to equal employment opportunity (EEO), discrimination and harassment complaints. Gathers and analyzes information, prepares reports, recommendations, and correspondence on findings.
- Participates in employee and labor relations activities, with an emphasis on investigations of grievances, and the interpretation and administration of negotiated union contracts.
- Provides guidance to employees and department representatives in administering the Family Medical Leave Act (FMLA), and evaluates reasonable accommodation requests in accordance with the Americans with Disabilities Act (ADA) and the Washington Law Against Discrimination.
- Develops policies and procedures for review. Provides information and interpretations of policy and labor law to various City departments, employees, job applicants and the general public.
- Evaluates, develops, and administers employee training and development programs, such as new employee orientations, supervisory leadership and harassment training.
- Responsible for wage and salary administration. Develops salary data, analyzes and prepares such data in connection with annual salary studies for the maintenance of the compensation plan.
- Assists in the preparation and presentation of human resources related matters before the Civil Service Commission.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Education and Experience: Graduation from an accredited four-year college or university with a degree in Human Resources, Public Administration, Business Administration, Industrial Relations, or a related field of study; AND, seven years of increasingly responsible experience in various phases of human resources administration.

Substitution (optional): A master's degree in Human Resources, Public Administration, Business Administration, Industrial Relations, or a related field of study may substitute for two years of required experience.

License: A valid driver's license is required, or otherwise demonstrated ability to get to and from multiple work locations as required.

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.
- 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:

You are required to meet the minimum qualifications above and to pass the examination for this position, in order to be eligible for hire.

- The examination consists of a Training and Experience (T&E) Evaluation, in the form of a Supplemental Questionnaire, which is used to set 100% of your final score.
- You will receive your Civil Service Eligibility List ranking after the position is closed for applications and scoring is complete.

T&E Details:

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

Important: You are required to complete the T&E Supplemental Questionnaire online as a part of the application process. The instructions and questions may be previewed online in the tab marked "QUESTIONS" on the job announcement.

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 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 18th day of May 2017.

CRAIG HULT
Chair

GITA GEORGE-HATCHER
Chief Examiner

AMENDMENT

AMENDMENT

AMENDMENT

BUDGET ANALYST

The above titled announcement is hereby amended to read:

CLOSE DATE: This posting is closed as of May 28, 2017.

All application materials must be submitted by 11:59 p.m. on May 28, 2017.

Notice for Bids

Paving, Sidewalks, Sewer, etc.

CALL FOR BIDS

**Ridgeview Pedestrian Safety & Regal-Bemiss-Shaw Pedestrian Safety
Engineering Services File No. 2013160 & 2015116**

This project consists of the construction of approximately 9 each tree removal, 18 each tree pruning, 14 each air or hydro root evacuation, 4800 square yards of pavement repair excavation, 1300 linear feet of storm sewer pipe, 60 drainage structures, 1400 linear feet of cement concrete curb, 7300 square yards of cement concrete sidewalk, 900 square yards of cement concrete driveway, remove and replace existing sprinkler heads, 2000 square yards of sod installation sundry utility adjustments, permanent signing, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 pm, June 5, 2017 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

Copies of the Contract Documents are available at www.cityofspokaneplans.com. The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid

results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: www.spokaneengineering.org/bid-information.

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

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

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

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

*******Time is of the essence due to the length of the construction window and/or the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames as detailed in section 1-03.3, 1-08.4, and 1-08.5.***

Publish May 17, 24 and 31, 2017

CALL FOR BIDS

Residential Chip Seal Program 2017 Engineering Services File No. 2017043

This project consists of the construction of approximately **180,000** square yards of chip seal, **190,000** linear feet of crack sealing, **3,200** square yards of 4-inch pavement repair, **30** square yards of sidewalk and ADA curb ramps, **10,000** square feet of pavement marking paint removal and replacement, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., June 5, 2017 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

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

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

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

Cash, cashier's check, a certified check or surety bond in the sum of five percent (5%) of the Total Project Bid must accompany the copy of the bid filed with the City Clerk. Successful bidder shall execute the Contract within TEN (10) calendar

days after receiving the Contract. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated herein, the bid proposal deposit shall be forfeited to the City of Spokane.

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

Publish May 17, 24 and 31, 2017

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR BIDS

INSTALLATION OF ROOF TOP HVAC UNITS ON POLICE PROPERTY ROOF

City of Spokane Asset Management Department

BID #4362-17

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, JUNE 12, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **INSTALLATION OF ROOF TOP HVAC UNITS ON POLICE PROPERTY ROOF** for the City of Spokane Asset Management Department.

PRE-BID CONFERENCE. A pre-bid conference will be held on **Thursday, June 1, at 9:00 a.m.** The location will be at **4010 East Aiki**, Spokane, WA 99202.

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, June 12, 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 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 #4362-17, INSTALLATION OF ROOF TOP HVAC UNITS ON POLICE PROPERTY ROOF, DUE: MONDAY, JUNE 12, 2017.”

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

Publish: May 24 & 31, 2017

**BYRNE PARK RESTROOM HISTORIC RESTORATION
Parks & Recreation Department**

BID #4364-17

Sealed bids will be opened at 1:15 p.m., **MONDAY, JUNE 5, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for the City of Spokane Parks & Recreation Department.

A pre-bid conference will be held on Thursday, May 25 at 10:30 a.m. (local time). The location will be in the Conference Room Tribal 2, 5th Floor, Spokane City Hall, W 808 Spokane Falls Blvd., Spokane WA

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

Submittal Instructions:

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

Submit one (1) original copy 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:

“BYRNE PARK RESTROOM HISTORIC RESTORATION, BID #4364-17, DUE 6/5/17”.

Thea Prince
Purchasing Division

Publish: May 17 & 24, 2017

**PHILIPS LUMINAIRES AND MOTION RESPONSE PROGRAMMER
Street Department**

BID #4365-17

Sealed bids will be opened at 1:15 p.m., **MONDAY, JUNE 5, 2017**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for the City of Spokane Street Department.

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

Submittal Instructions:

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

Submit one (1) original copy 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:

“PHILIPS LUMINARIES AND MOTION RESPONSE PROGRAMMER, BID #4365-17, DUE 6/5/17”.

Thea Prince
Purchasing Division

Publish: May 24 & 31, 2017
