



# Official Gazette

## City of Spokane, Washington

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

Volume 108

**JANUARY 3, 2018**

Issue 1



### MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

KATE BURKE (DISTRICT 1)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

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# Minutes

## MINUTES OF SPOKANE CITY COUNCIL

**Monday, December 18, 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 Briefing Center 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.

Finance and Administration Division Director Tim Dunivant, 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 meetings on Monday, December 25, 2017, and Monday, January 1, 2017, are cancelled; therefore, there was no advanced agenda to review.

### ADMINISTRATIVE SESSION

#### Current Agenda Review

The City Council reviewed the December 18, 2017, Current Agenda for any changes.

#### Suspension of Council Rules

Council President Stuckart requested a motion to suspend the Council Rules. The following action was taken:

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

#### Contract Amendment/Extension with Spokane C.O.P.S. (OPR 2015-1058)

Council President Stuckart requested a motion to accept the change from a one-year contract to a three-year contract for Consent Agenda Item No. 7 (Contract Amendment/Extension with Spokane C.O.P.S.). The following action was taken:

**Motion** by Council Member Stratton, seconded by Council Member Mumm, to so move (**to accept** the change from a one-year contract to a three-year contract for the Contract with Spokane C.O.P.S.); **carried unanimously.**

#### Increase the Administrative Reserve on Contract with T. LaRiviere Equipment & Excavation (PRO 2016-0017)

Upon review of Consent Agenda Item No. 21 (Increase the administrative reserve on Contract with T.LaRiviere Equipment & Excavation), Council President Stuckart requested a motion to accept the updated dollar amount of \$148,500 and moving the administrative reserve to a total of \$460,610.06. The following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Kinnear, to so move (**to accept** the updated dollar amount of \$148,500 and moving the administrative reserve to a total of \$460,610.06); **carried unanimously.**

#### Special Budget Ordinance C35575

Council President Stuckart requested a motion to add to the (Legislative) Agenda Special Budget Ordinance C35575, which pertains to Streets and pays for plowing through the end of the year. The following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Kinnear, to so move [to add to the (Legislative) Agenda Special Budget Ordinance C35575, which pertains to Streets and pays for plowing through the end of the year]; **carried unanimously.**

2018 Allocations of the Lodging Tax Advisory Committee

Council President Stuckart requested a motion to add (to the Legislative Agenda) Special Consideration Item S1—2018 Allocations of the Lodging tax Advisory Committee. The following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Kinnear, to so move [to add (to the Legislative Agenda) Special Consideration Item S1—2018 Allocations of the Lodging tax Advisory Committee]; **carried unanimously.**

Hearing on the 2018 Assessments and Assessment Roll for the Downtown Parking and Business Improvement Area and Related Final Reading Ordinance C35570

Council President Stuckart referenced Hearing Item No. H2 on the Legislative Agenda (pertaining to Downtown Parking Business Improvement Area) and requested a motion to accept the updated assessment rolls. The following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Beggs, to so move (to accept the updated assessment rolls); **carried unanimously.**

Hearing on the 2018 Assessments and Assessment Roll for the East Sprague Parking and Business Improvement Area and Related Final Reading Ordinance C35569

Council President Stuckart referenced Hearing Item No. H1 on the Legislative Agenda (pertaining to East Sprague Parking and Business Improvement Area) and requested a motion to accept the updated ordinance which reflects Exhibit B, the Annual Management Plan, has stricken. The following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Beggs, to so move (to accept the updated ordinance which reflects Exhibit B, the Annual Management Plan, has stricken); **carried unanimously.**

Final Reading Ordinance C35571 Enacting the Spokane Fair Elections Code

Council President Stuckart reviewed changes to Final Reading Ordinance C35571, and he requested a motion to accept the new Ordinance for C35571 which was sent out (to Council Members) on Friday night. The following action was taken:

**Motion** by Council Member Kinnear, seconded by Council Member Waldref, to so move [to accept the new Ordinance for C35571 which was sent out (to Council Members) on Friday night]; **carried 6-1 (Council Member Fagan “no”).**

Tentative Agreement for 5-Year Contract with M&P-A (OPR 2017-0869)

Council President Stuckart inquired of Council if any items on the Consent Agenda need to be taken separately. Council Member Stratton requested that Item No. 15—Tentative Agreement for 5-year contract with M&P-A—be taken separately.

Contract Amendment/Extension with Spokane C.O.P.S. (OPR 2015-1058)

Finance and Administration Division Director Tim Dunivant referenced the Contract Amendment/Extension with Spokane C.O.P.S. and noted it states not to exceed \$364,575 per year. He stated he believes that the amount prior to the amendment Council made to the budget adding \$20,000. Council President Stuckart requested a motion so the amount says “not to exceed the amount approved in the 2018 Budget, times three” (to cover each of the respective years of the three-year contract). The following action was taken:

**Motion** by Council Member Fagan, seconded by Council Member Mumm, to so move [(to amend the dollar amount) so the amount says “not to exceed the amount approved in the 2018 Budget, times three (to cover each of the respective years of the three-year contract)”]; **carried unanimously.**

## CONSENT AGENDA

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

One-Year Value Blanket Agreement with Galls LLC (Lexington, KY) for the purchase of Spokane Police Department jumpsuits based on WA State Contract #06810—\$150,000. (OPR 2017-0855)

## Purchases of:

- a. a Trailer Mounted Medium Voltage Standby Generator from Western States Equipment Company (Meridian, ID) for the Water Department—\$128,398.15 (incl. tax). (OPR 2017-0856; BID 4425-17)
- b. a Trailer Mounted Six-Inch Wastewater Pump from Xylem, Inc. (Kent, WA) for Wastewater Management—\$62,179.11 (incl. tax). (OPR 2017-0857; BID 4423-17)
- c. three Heat Exchanger Cells for the Component Cooling System at the Waste to Energy Facility—\$240,750 plus a 10% administrative reserve of \$24,075 for a total of \$264,825 (excl. tax). (OPR 2017-0858; BID 4414-17)
- d. a Portable Lime Silo from Wemco Inc (Spokane, WA) for the back end lime system at the Waste to Energy Facility—\$123,392.15. (OPR 2017-0859; RFB 4422-17)

## Contracts for the Waste to Energy Facility with:

- a. Knight Construction & Supply (Deer Park, WA) for the electrical and mechanical connections for the Portable Lime System—\$74,533 (excl. tax). (OPR 2017-0860; WTE 17-030)
- b. WM Winkler (Spokane, WA) for the Portable Lime System Concrete Slab Design and Installation—\$53,240 (excl. tax). (OPR 2017-0861; WTE 17-029)

Contract Amendment with Divco Inc. (Spokane, WA) for quarterly maintenance and unscheduled services calls for HVAC systems at the Waste to Energy Facility—increase of \$25,000. Total Contract Amount: \$73,700. (OPR 2014-0747)

Contract Renewal with Bacon Concrete, Inc. (Spokane, WA) for 2018 Utility Cut Sidewalk and Curb Repairs—\$125,000 (incl. tax). (OPR 2017-0380)

Interlocal Agreement between the City and Spokane Transit Authority to provide a safe and secure environment in downtown Spokane from January 1, 2018 through December 31, 2018—\$86,900. (OPR 2017-0862)

Contract Amendment/Extension with Spokane C.O.P.S to administer local Spokane policing programs from January 1, 2018 through December 31, 2020—not to exceed the amount approved in the 2018 Budget, times three (to cover each of the respective years of the three-year contract). (OPR 2015-1058)

Six-Month Contract Extension between the Spokane Police Department and Galls LLC (Lexington, KY) for police uniforms, alterations and repair services from January 1, 2018 through June 30, 2018—\$50,000. (OPR 2012-0911)

Contract with Kepro Acquisitions, Inc. (Harrisburg, PA) to provide an Employee Assistance Program to full-time employees with the City—\$54,000. (OPR 2017-0863; RFP 4377-17)

## Low Bids of:

- a. Halme Construction (Spokane, WA) for CSO Basin 25 Improvements, Phase 1—\$1,671,925.80 (plus tax). An administrative reserve of \$167,192.58 (plus tax), which is 10% of the contract price (plus tax), will be set aside. (PRO 2017-0033; ENG 2017177)
- b. Halme Construction (Spokane, WA) for CSO Basin 25 Improvements, Phase 2—\$2,220,904.20. An administrative reserve of \$204,746.71, which is 10% of the contract price, will be set aside. (PR 2017-0034; ENG 2015178)
- c. Halme Construction, Inc. (Spokane, WA) for CSO Basin 14 & 15 Improvements—\$3,402,583.60 (plus tax). An administrative reserve of \$340,258.36 (plus tax), which is 10% of the contract price (plus tax), will be set aside. (West Central Neighborhood) (PRO 2017-0035; ENG 2013212)
- d. N.A. Degerstrom, Inc. (Spokane Valley, WA) for CSO 23-1 & 23-2 Control Facilities—\$1,383,923. An administrative reserve of \$138,392.30, which is 10% of the contract price, will be set aside. (Kendall Yards Area) (PRO 2017-0036; ENG 2013212)

## Recommendations to list on the Spokane Register of Historic Places the:

- a. Zabel House, 3124 S Manito Boulevard. (OPR 2017-0864)

b. Campbell-Jones House, 1320 N Summit Boulevard. (OPR 2017-0865)

Right-of-Way Dedication Deed and Front Avenue License Agreements with Washington State University providing right-of-way necessary for the construction of the U-District Pedestrian Bridge—not to exceed \$185,000. (Riverside Neighborhood) (OPR 2017-0866; ENG 2012119)

Grant agreement with the WA State Department of Commerce to accept the Young Adult Housing Program grant and authorization to subcontract funds with multiple nonprofit agencies—\$366,844 Revenue. (OPR 2017-0867)

Contract with HDR Engineering, Inc (Spokane, WA) to study stormwater in the south University District—\$73,232. (OPR 2017-0868; ENG 2014155)

Renewal of Human Services Grant funding for nine public services projects from January 1, 2018 through June 30, 2019 that were originally awarded funds for 2017—\$410,000 (2018); \$205,000 (January-June 2019). (OPR 2016-0961)

RFP 4340-17 Utilized 2 vendors to provide Project Management Consultant Services for the PMO: Nuvodia & Volt. Volt will need to have a separate contract from the Nuvodia contract (OPR 2017-0267). Funds will be transferred from the original funds allocated to Nuvodia. No additional funds are being requested at this time. (OPR 2017-0876)

Requesting additional funds to cover invoices from September through December 2017 for Interlocal Contract with Multiple Agencies to pay Spokane County IS for participation in ESRI GIS Software Enterprise License Agreement (including premium support)—\$42,000. (OPR 2013-0091)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through December 8, 2017, total \$4,996,972.71 (Check Nos. 543712-543972; ACH Payment Nos. 44823-45074), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$4,295,039.44. (CPR 2017-0002)

City Council Meeting Minutes: December 4, 2017 and December 7, 2017. (CPR 2017-00130)

Increase the administrative reserve on Contract with T. LaRiviere Equipment & Excavation (Athol, ID) for Lincoln Street/ Monroe Street - 2nd Avenue to Main Avenue—increase of \$148,500 for a total administrative reserve of \$460,610.06 or 14.8% of the contract price. (Riverside Neighborhood) (Deferred from December 11, 2017, Agenda) (PRO 2016-0017; ENG 2014107)

Tentative Agreement for 5-year Contract with M&P-A (OPR 2017-0869) (taken separately)

**Upon a 6-1 Voice Vote (Council Member Stratton “no”)** the City Council **approved** the Tentative Agreement for 5-year Contract with M&P-A (2017-2021).

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

The City Council adjourned at 3:42 p.m. The City Council immediately reconvened into an Executive Session to discuss pending litigation for 15 minutes. City Attorney Mike Ormsby, Assistant City Attorney Elizabeth Schoedel, and Special Counsel Laura McAloon were present for 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.

### **Oath of Office – Council Members Beggs and Mumm**

Council Members Beggs and Mumm took their respective Oath of Office. City Clerk Terri Pfister performed the swearing in for both Council Members.

## **Public Records Requests**

City Clerk Terri Pfister made an announcement to inform the public that the City plans to adopt the statutory default costs for copying records under the Public Records Act, RCW 42.56. Earlier this year, House Bill 1594, which amends the Public Records Act at RCW 42.56, went into effect. The State Attorney General is in the process of adopting the Model Rules pertaining to the Public Records Act. New proposed changes to the Model Rules at WAC 44-14-070 state that if the City adopts the statutory default costs in lieu of charging actual costs for copying of records then we have to have a rule or regulation declaring the reasons that determining actual costs would be unduly burdensome. The reasons for adopting the statutory default costs are as set forth in the City's proposed updated Public Records Request Policy and Procedure which is on file for review in the City Clerk's Office. As part of adopting the statutory fee schedule, the public requestors are given an opportunity to comment. The public will have two weeks, from December 18 to December 29, 2017, to provide written or oral comments on the City's proposed adoption of the statutory default comments. Written comments may be submitted to [clerks@spokanecity.org](mailto:clerks@spokanecity.org) or Office of the City Clerk, 808 W. Spokane Falls Boulevard, Spokane, WA 99201 or by calling (509) 625-6350.

## **ADMINISTRATIVE REPORTS**

### **Presentation by Spokane Public Schools on the Replacement Levy Election on February 13, 2018**

Spokane Public Schools Superintendent Dr. Shelley Redinger and Associate Superintendent Dr. Mark Anderson provided an overview of the facts for the Spokane Public Schools upcoming levy. Dr. Redinger noted that Spokane Public Schools is one of the largest employers in the City, with over 5,000 employees. She also noted Spokane Public has almost 31,000 students and is the second largest district in the State, second to Seattle. Dr. Redinger advised the levy is for learning and staff programs and activities. The levy funds about 300 positions in Spokane Public Schools, supports campus resource officers, extra nurses, extra counselors, art programs, and all of the extracurricular activities. Dr. Anderson indicated the State is assuming more responsibility for funding basic ed and the legislature this past year put in a new funding plan which actually lowers local levies. He stated local levies are now intended for enrichment and supporting programs that are above the State's prototypical school staffing model. Dr. Redinger advised the levy will be a three-year levy and noted it is not a new tax; it is a replacement for the existing levy. This three-year replacement levy will cover 2019, 2020, and 2021.

## **COUNCIL SALUTATION**

### **Recognition of Council Member Waldref**

Council President Stuckart noted that today is Council Member Waldref's last City Council meeting, and he read a Council Salutation in recognition of Council Member Waldref's service to the City. Council Member Waldref was first elected to City Council in 2009 and faithfully served Northeast Spokane for eight years. Amber Waldref championed and achieved the fruition of a Joint Strategic Plan for the City of Spokane with an emphasis on the need for performance measures. Amber chaired the Public Works and Infrastructure Committee for four years. While chairing the committee she oversaw and guided the City's largest infrastructure investments ever in the history of Spokane. She served on the Spokane Transit Authority spearheading a successful ballot measure for the agency and has been a tireless advocate for public transportation as well as Spokane's Central City Line. Amber dedicated much of her time to projects in Northeast Spokane, such as projects like the Zone Project. She fought hard to establish an Urban Utility Installation Program which has resulted in expanded businesses and new businesses in town. Amber was instrumental in the development of the City's Targeted Investment Plan Pilot Program on Sprague; played an active leadership role in the City's quest for quality housing; and active team member in the quest for gender pay equity within the City of Spokane. Amber could always be counted on to champion government transparency and citizen involvement. She was a proactive public voice for Spokane's neighborhoods and an excellent steward of citizen dollars. The proclamation salutes Amber Waldref for her service to the City of Spokane and her everlasting friendship.

Council Member Waldref provided remarks and stated it's been an amazing opportunity and it's been a pleasure working in the City community. She noted it's been an honor to be a part of the process of making the community better and she thanked the citizens for giving her the chance to serve and be a part of the City family.

There were no **Boards and Commissions Appointments**.

## **COUNCIL COMMITTEE REPORTS**

### **Finance and Administration Committee**

Council Member Mumm reported on the Finance and Administration Committee meeting held earlier today (December 18). Minutes of the Finance and Administration Committee meeting are filed with the City Clerk's Office and are available for review following approval by the Finance and Administration Committee.

## OPEN FORUM

**Mercy Aquilar** noted that this year she will be organizing the Spokane Women's March. She noted this year it has a plus sign after the "Women" to include everybody. She stated it will be at the Convention Center, off of Division and Spokane Falls Boulevard, on January 21 from 1:00 p.m. to 7:00 p.m. She noted the two chosen charities are the Jonah Project and the Hope House. She stated the Women's March celebrates the spirit of democracy and advocates for human rights.

**Rick Bocook** shared with the City Council one of his songs that he wrote and recited it in poetic form.

**Alan McDowell** thanked the City for allowing him to bring his ideas and concepts forward and for keeping this forum for the public and television open. He remarked on his proposal for a mental health resolution.

## LEGISLATIVE AGENDA

### SPECIAL BUDGET ORDINANCE

#### Special Budget Ordinance C35575

Subsequent to an introduction of Special Budget Ordinance C35575 by Council President Stuckart, 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 C35575** 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:

Street Fund

FROM: Streets Unappropriated Reserves, \$600,000;

TO: Reserve for Budget Adjustment, same amount.

(This action establishes a contingency budget appropriation for ice and snow control.)

There were no **Emergency Ordinances**.

### RESOLUTIONS

#### Resolution 2017-0104

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 2017-0104** setting hearing before City Council for January 29, 2018 for the vacation of the West 3 feet of Conklin Street South of 8th Avenue, as requested by Stacy Bjordahl.

#### Resolution 2017-0105

Council Member Beggs and Mumm provided an overview of Resolution 2017-0105. Subsequent to public testimony and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2017-0105** regarding approval of traffic calming projects from cycle seven applications to be paid through the Traffic Calming Measures Fund and School Radar Fund.

#### Resolution 2017-0106

Council Member Beggs provided an overview of Resolution 2017-0106. Public testimony was received and Council commentary held, after which the following action was taken:

**Upon 6-1 Roll Call Vote (Council Member Fagan voting "no")**, the City Council **adopted Resolution 2017-0106** creating the framework for determining the use of funds received in payment of infractions under the school zone traffic camera pilot program.

**Resolution 2017-0107**

Council President Stuckart provided a brief overview of Resolution 2017-0107. Subsequent to 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 2017-0107** approving the Spokane Employees' Retirement System (SERS) Board's change in the employee and employer contribution rates in accordance with Spokane Municipal Code 4.14.070.

**Resolution 2017-0108**

Upon consideration of Resolution 2017-0108, Council Member Waldref thanked the leadership of Retirement staff and the SERS Board for making the change in contribution rates happen. In addition, Council President Stuckart and Council Member Fagan provided commentary on the resolution. Subsequent to 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 2017-0108** approving the Spokane Employees' Retirement System (SERS) Board's change in the mortality table in accordance with Spokane Municipal Code 4.14.070.

**Resolution 2017-0109**

Council President Stuckart provided an overview of Resolution 2017-0109. Public testimony was received from one individual and Council commentary held, after which the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2017-0109** approving the project for a complete rebuild of Freya Street, extending from Garland Avenue to Francis Avenue, as adopted in the 2018-2023 Six-Year Comprehensive Street Program.

**Resolution 2017-0110**

Upon consideration of Resolution 2017-0110, the following action was taken:

**Motion** by Council Member Waldref, seconded by Council Member Beggs, **to attach** the City of Spokane Capital Budget items for the State Legislature, which were passed out prior to the meeting; **carried unanimously**.

Council Member Waldref then provided an overview of Resolution 2017-0110 (as amended above). Public testimony was received from one individual and Council commentary held, after which the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2017-0110** setting the City's 2018 state legislative agenda (as amended).

**FINAL READING ORDINANCES****Final Reading Ordinance C35568**

Ali Brast of Development Services provided an overview of Final Reading Ordinance C35568 and responded to Council inquiries. Public testimony was received from the applicant and Council commentary held. The following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C35568**; changing the zone from Residential Single-Family (RSF) to Residential Single-Family Compact (RSF-C) for property located 1217 E 15th Ave in the City and County of Spokane, State of Washington, by amending the Official Zoning Map.

**For Council action on Final Reading Ordinance C35569, see section of minutes under "Hearings."**

**For Council action on Final Reading Ordinance C35570, see section of minutes under "Hearings."**

**For Council action on Final Reading Ordinance C35571, see section of minutes following "Hearings."**

**FIRST READING ORDINANCES**

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



**ORD C35574** Relating to the Spokane Employees' Retirement System amending Spokane Municipal Code Sections 3.05.020, 3.05.025, 3.05.030, 3.05.040, 3.05.050, 3.05.070, 3.05.120, 3.05.130, 3.05.160, 3.05.165, 3.05.166, 3.05.168, 3.05.170, 3.05.180, 3.05.190, 3.05.210, 3.05.260, 3.05.270, 3.05.275 and adopting a new section 3.05.167 to chapter 3.05 of the Spokane Municipal Code.

### SPECIAL CONSIDERATIONS

#### **2018 Allocations of the Lodging Tax Advisory Committee (OPR 2017-0892)**

Council Member Beggs provided an overview of the 2018 allocations of the Lodging Tax Advisory Committee. There was an opportunity for public testimony, with no individuals requesting to speak. The following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **approved** the 2018 Allocations of the Lodging Tax Advisory Committee (as presented by Council Member Beggs).

### HEARINGS

#### **2018 East Sprague Parking and Business Improvement Area (PBIA): (1) Management Plan (OPR 2017-0870), (2) Hearing on the 2018 Assessments and Assessment Roll, and (3) Final Reading Ordinance C35569 Approving and Confirming the 2018 Assessments and Assessment Roll**

Tara Brown, President of East Spokane Business Association, presented an overview of the 2018 East Sprague Parking and Business Improvement Area Management Plan. The City Council then held a hearing on the 2018 assessments and assessment roll for the East Sprague Parking and Business Improvement Area and related Final Reading Ordinance C35569. There was an opportunity for public testimony, with no individuals requesting to speak. The following actions were taken:

**Upon Unanimous Voice Vote**, the City Council **accepted** the 2018 East Sprague Parking and Business Improvement Area (PBIA) Management Plan.

**Motion** by Council Member Fagan, seconded by Council Member Stratton, **to close** the hearing (on the 2018 assessments and assessment roll for the East Sprague Parking and Business Improvement Area; **carried unanimously**.

**Upon Unanimous Voice Vote**, the City Council **passed Final Reading Ordinance C35569** approving and confirming the 2018 assessments and assessment roll for the East Sprague Parking and Business Improvement Area, prepared under Ordinance No. C35377, as codified and amended in Chapter 4.31C SMC.

#### **Downtown Parking and Business Improvement Area (BID): (1) Management Plan, (2) Hearing on the 2018 Assessments and Assessment Roll; and (3) Final Reading Ordinance C35570 Approving and Confirming the 2018 Assessments and Assessment Roll**

Mark Richard, Downtown Spokane Partnership President, presented an overview of the Downtown Business Improvement District and the 2018 Downtown Business Improvement District (BID) Management Plan. Council inquiry and discussion was held, including discussion on readdressing allocation of assessments in 2018, with response by Mr. Richard. The City Council then held a hearing and received public testimony on the 2018 assessments and assessment roll for the Downtown Parking and Business Improvement Area and related Final Reading Ordinance C35570. Council commentary was held, after which the following actions were taken:

**Upon Unanimous Voice Vote**, the City Council **accepted** the 2018 Downtown Business Improvement District (BID) Management Plan.

**Upon Unanimous Voice Vote**, the City Council **closed** the Hearing on the 2018 assessments and assessment roll for the Downtown Parking and Business Improvement Area.

**Upon 6-1 Voice Vote (Council Member Stratton "no")**, the City Council **passed Final Reading Ordinance C35570** approving & confirming the 2018 assessments and assessment roll for the Downtown Parking and Business Improvement Area (Business Improvement District - BID), prepared under Ordinance No. C32923, as codified & amended in Chapter 4.31 SMC.

**FINAL READING ORDINANCES (continued)****Final Reading Ordinance C35571**

Council President Stuckart provided an overview and presented prepared remarks regarding Ordinance C35571. Public testimony was received and Council commentary ensued. The following action was then taken:

**Upon 6-1 Roll Call Vote (Council Member Fagan voting “no”), the City Council passed Final Reading Ordinance C35571** enacting the Spokane Fair Elections Code; instituting campaign contribution limits and disclosure requirements; amending chapter 1.07 and sections 1.02.950, 1.05.210, 7.06.500, and 7.08.149 of the Spokane Municipal Code, (as amended during the December 18, 2017, 3:30 P.M. Consent Agenda Session).

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

**CLOSING REMARKS**

Council President Stuckart requested a round of applause and a standing ovation in recognition of Council Member Waldref (for her service and since this is her last regular meeting on the City Council).

**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 9:17 p.m.

# Hearing Notices

**NOTICE OF PUBLIC HEARING**

The Spokane City Plan Commission will hold a public hearing January 10, 2017 at 3:30 p.m., in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Blvd., to receive public testimony on City Council Member Lori Kinnear’s proposed Historic Preservation & Demolition Ordinance update in the Spokane Municipal Code. This item has been reviewed under the threshold requirement of the State Environmental Policy Act (SEPA) and a determination of non-significance has been issued. Copies of the proposal are available from Council Member Kinnear’s office, 7<sup>th</sup> Floor, City Hall, 808 W. Spokane Falls Boulevard, Spokane, Washington, weekdays from 9:00 a.m. to 5:00 p.m., or online at: <https://my.spokanecity.org/citycouncil/items-of-interest/demolition>. Please contact Jacob Fraley, Council Member Kinnear’s legislative aide, at 625-6715 for further information.

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [msteinolfson@spokanecity.org](mailto:msteinolfson@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

# 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.**

## IT INFRASTRUCTURE MANAGER SPN 144 OPEN ENTRY

**DATE OPEN:** Monday, January 1, 2018      **DATE CLOSED:** Sunday, January 14, 2018 at 11:59 p.m.

**SALARY:** \$84,522.24 annual salary, payable bi-weekly, to a maximum of \$104,337.36

### DESCRIPTION:

Under administrative direction, manages and supervises the operations, functions and staff responsible for the design, installation, and connectivity of computer systems and network infrastructure to ensure the stable operation of the City's information technology assets.

### DUTIES:

- Manages and supervises work groups responsible for enterprise systems administration, network infrastructure, on- and off-site data centers, desktop support, help desk, product deployment and quality assurance, including off-hours customer service support.
- Manages annual budget for functional area; has delegated authority to exercise discretion in allocating financial resources, including budget adjustments; fiscal management responsibilities include contract management, dealing with multiple funding sources and complying with numerous specialized funding source requirements.
- Manages and ensures effectiveness of servers, including e-mail, print, and backup servers, and their associated operating systems and software; manages and ensures optimal operation of all network hardware and equipment, including routers, switches, hubs, etc.
- Oversees network/server performance testing and provides related performance statistics and reports; develops strategies for maintaining network/server infrastructure.
- Designs and implements short- and long-term strategic plans to make certain network capacity will meet existing and future requirements; defines performance measurements and is accountable for accomplishments.
- Develops and implements fiscal management strategies to maximize resource utilization and achieve efficiencies;
- Develops, implements, and maintains policies, procedures, and associated training plans to achieve broad objectives for network resource administration and appropriate use.
- Prepares RFPs, bid proposals, scope of work reports, and other documentation for IT projects and associated efforts; negotiates with vendors, outsourcers, and contractors to secure products and services.
- Serves as a technical expert or key contributor on large, complex projects; collaborates with project managers to determine timelines and project tasks; provides direction on the integration of technology infrastructure, hardware, software and security to support existing and new digital product development.
- Provides leadership for project teams and other organized work groups across functional, departmental and/or jurisdictional lines to achieve important outcomes requiring coordination and integration of diverse perspectives, skill sets, competencies and resources.
- Makes independent decisions requiring advanced technical competencies in order to effectively manage and integrate services; provides authoritative advice to technically-oriented staff.
- Represents functional area on a variety of issues before external constituencies; defuses potentially troublesome issues related to policies and procedures; resolves significant problems and gathers external feedback through facilitating group processes.
- Ensures integration and execution of information security protocols and initiatives in cooperation with the Senior Information Security officer.

### MINIMUM QUALIFICATIONS:

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

Education and Experience (Note: A copy of college transcripts is required and must be received no later than the closing date.)

A Bachelor's degree from an accredited four-year college or university with major coursework in computer science, information systems or a related field; AND five to seven years of technology infrastructure experience that emphasized the development, enhancement, maintenance and administration of centralized computer network/server systems, including three years of managerial experience managing complex projects and infrastructure teams. An equivalent combination of education, experience and systems-specific technical certifications (e.g. CCNP, CCIE, CCDE, MCSE) relating to job duties may also be qualifying.

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 closing date..

**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:**

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a Training and Experience (T&E) Evaluation, weighted at 100%.

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

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

\*\*\*ATTENTION: Please read the following examination information carefully and completely.\*\*\*

The online employment application is the T&E Evaluation and should include all relevant education, training, and experience. The T&E Evaluation is administered using the "Work Experience" and "Education" sections of the online employment application. Failure to complete these sections will result in a lower score.

A resume may be included with your application, however it will not substitute for any section noted above and will not be used in the rating process.

All candidates who attain a passing score on the examination shall be certified for vacancies in the order of their final ranking in accordance with Rule V, Section 5 of the Civil Service Commission Merit System Rules.

#### **TO APPLY:**

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 28th day of December 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**BUSINESS SYSTEMS ANALYST I SPN 160  
OPEN ENTRY**

**DATE OPEN:** Monday, January 1, 2018      **DATE CLOSED:** Sunday, January 14, 2018 at 11:59 p.m.

**SALARY:**      \$55,582.56 annual salary, payable bi-weekly, to a maximum of \$68,152.32

**DESCRIPTION:**

Under general supervision, performs information technology support work and administrative coordination, emphasizing the maintenance and administration of specialized computer programs and business systems within a City department.

**DUTIES:**

- Serves as a liaison for specialized computer technology activities of their department.
- Supports the technical aspects of departmental information systems planning, development and maintenance.
- Participates in continuous improvement or performance measurement projects and practices.
- Provides support and administration for one or more specialized departmental systems and/or applications; adds and removes users; sets up and changes passwords; monitors system resources and availability; monitors and administers system security measures.
- Participates on less complex applications development, improvement and integration projects by coordinating assigned activities such as installation and testing processes; makes system modifications as authorized; communicates with department staff to meet their needs and to relay any concerns or problems.
- Installs hardware and software; ensures timely installation of system upgrades.
- Performs application and system backups; plans, recommends and implements disaster recovery procedures.
- Researches and resolves computer application and system performance, integrity, security, access and other issues/problems within technical parameters; coordinates the less complex system problems with outside vendors and/or Information Technology Department staff.
- Reads and interprets computer printouts, reports and screen information; compiles and processes statistical and Ad Hoc data for departments, vendors and others; ensures that data is complete and accurate.
- Provides training to end-users, employing a variety of software and methodologies to build presentations; identifies repetitive user issues and either personally provides training or coordinates with vendors to provide more comprehensive training.
- Supports system access policies and procedures; maintains system documentation and user instructions; maintains system service records and resource contacts.
- Performs technical administrative support work involving data compilation, technical reporting and other areas.
- May provide user support and coordination pertaining to phone, video, and other technology systems.
- Attends and participates in meetings; serves on committees and task forces; continuously communicates with supervisor regarding the status of assignments and projects.
- Performs other related duties as assigned.

**MINIMUM QUALIFICATIONS:**

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

- **Education:** A bachelor's degree from an accredited four-year college or university with major coursework in business or public administration, accounting, information systems, or a closely related field.
- **Substitution:** An equivalent combination of education, training and experience may also be qualifying.

**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 will need to meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a written test, weighted at 100%.

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

**WRITTEN TEST DETAILS**

Written testing will be conducted in the Civil Service Test Room (4th floor, City Hall) on **January 23, 2018, at 9:00 a.m.** The approximate duration of the test is 2 1/2 hours.

Self-schedule written test date and time: When you pass the minimum qualification review, we will send you an e-mail with complete instructions to self-schedule your test session. Multiple sessions may be made available depending on the number of applicants. Test sessions are filled on a first-come, first-served basis.

The written test may include such subjects as Business Analysis, Project Management, Computer Knowledge, Continuous Improvement Processes, Business Processes, Research Methods, Reading Comprehension, and Mathematical Reasoning.

**TO APPLY:**

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 28th day of December 2017.

CRAIG HULT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

**FERTILIZER AND TURF CHEMICALS**  
**Parks & Recreation Department**

**BID #4431-18**

Sealed bids will be opened at 1:15 p.m., **MONDAY, JANUARY 15, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **FERTILIZER AND TURF CHEMICALS** for the City of Spokane Parks and Recreation Department.

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

**Submittal Instructions:**

Bid proposal forms may be submitted to the Purchasing 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) paper original and one (1) reproducible digital copy (thumb drive or CD) of the Proposal to:**

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

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

Envelopes containing proposals are to be marked: **“FERTILIZER AND TURF CHEMICALS, BID #4431-18, DUE JANUARY 15, 2018**

Thea Prince  
City of Spokane Purchasing

Publish: January 3 & 10, 2018

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**REQUEST FOR QUALIFICATIONS**

**FINAL SCOPING FOR SIX (6) LIBRARY LOCATIONS  
City of Spokane Library**

**RFQ #4432-18**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, JANUARY 29, 2018** at the Spokane Public Library—Downtown Library, 906 West Main Avenue, Spokane, Washington 99201, for **FINAL SCOPING FOR SIX (6) LIBRARY LOCATIONS** for the City of Spokane Library.

The Request for Qualifications document is available by contacting Andrew Chanse (Executive Director, Spokane Public Library at [achanse@spokanelibrary.org](mailto:achanse@spokanelibrary.org)).

Proposal documents should be submitted to Spokane Public Library **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 Spokane Public Library is not responsible for Proposals delivered late. **Only firm Proposals with signatures will be evaluated.**

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

**Spokane Public Library  
Attention: Andrew Chanse  
906 West Main Avenue  
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:

**“RFQ #4432-18, FINAL SCOPING FOR SIX (6) LIBRARY LOCATIONS, DUE 01/29/19”.**

Thea Prince  
City of Spokane Purchasing

Publish: December 27, 2017 & January 3, 2018

