



Official Gazette

City of Spokane, Washington

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

Volume 109

SEPTEMBER 4, 2019

Issue 36



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, August 26, 2019****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, Burke, Fagan, Kinnear, Mumm, and Stratton were present.

City Attorney Mike Ormsby, City Council Policy Advisor Brian McClatchey, and City Clerk Terri Pfister were also present on the dais.

Advance Agenda Review

There was no September 3, 2019, Advance Agenda Review as the regularly scheduled City Council meeting on September 3 is canceled. (Note: Monday, September 2, 2019, is Labor Day and is a recognized City holiday.)

ADMINISTRATIVE SESSION**Current Agenda Review**

The City Council reviewed changes to the August 26, 2019, Current Agenda items.

Special Budget Ordinance C35808, Emergency Ordinance C35809, and Resolution 2019-0068 (Items pertain to allowing the City Prosecutor to collect ticket and fine revenue generated by the use of automated safety cameras)

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

Motion by Council Member Mumm, seconded by Council Member Burke, **to add** Special Budget Ordinance C35808, Emergency Ordinance C35809, and Resolution 2019-0068 to today's (August 26 Legislative) Agenda; **carried unanimously.**

Final Reading Ordinance C35789 Regulating the Practice of Loaning City Employees and Property to Other Government Agencies (Deferred from August 12, 2019, Agenda)

Motion by Council Member Mumm, seconded by Council Member Fagan, **to substitute** Final Reading Ordinance C35789; **carried unanimously.**

CONSENT AGENDA

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

Value Blanket Order increase with Software House International (Somerset, NJ) for software products, maintenance and support, and subscription/upgrades through December 21, 2019—Increase of \$40,000 (incl. tax and shipping). Total Contract Amount: \$165,000. (OPR 2018-0768)

Contract Extension with Assetworks (Wayne, PA) as sole source for annual maintenance and support of the City's Fleet Asset Management System from October 1, 2019 to September 30, 2020—\$85,386.58 (incl. tax). (OPR 2016-0794)

Contract with Structured Communications Systems, Inc. (Clackamas, OR) for hardware purchase and five years annual support of Nutanix server/storage infrastructure—\$406,038.66 (incl. tax and shipping). (OPR 2019-0586)

Contract Renewal with AMS/SCRAM to provide electronic monitoring services (alcohol monitoring and GPS monitoring) for defendants under pre-/post-conviction status—\$264,000. (OPR 2008-0508)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through August 9, 2019, total \$11,097,933.53, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$11,080,470.46. ACH Payment Nos (Check Nos. 563369-563653; ACH Payment Nos. 67537-67939) (CPR 2019-0002)

City Council Meeting Minutes: August 12 and August 15, 2019. (CPR 2019-0013)

Council Recess/Executive Session

The City Council adjourned at 3:36 p.m. The City Council reconvened into Executive Session to discuss pending litigation for 30 minutes. City Attorney Mike Ormsby and Assistant City Attorney Mike Piccolo were present during the Executive Session. The City Council reconvened again at 6:00 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Poetry at the Podium

Mary Smith presented a poem entitled "Tree and the Fruit."

Roll Call

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

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

MAYORAL PROCLAMATION

September 2019 Attendance Awareness Month

Council Member Stratton read the proclamation and presented it to a representative of the event. Good attendance helps children do well in school and eventually in the workplace. Good attendance matters for school success starting as early as pre-kindergarten and throughout elementary school. By middle school and high school, poor attendance is the leading indicator of drop out. Developing the habit of attendance prepares students for success on the job and in life. Nationally, nine out of ten districts experience chronic absenteeism. Spokane Public Schools reported chronic absenteeism, defined as missing 10 percent or more days, at 12.6 percent, more than 4,000 students of 30,000 students, during the 2017-2018 school year, and severe chronic absenteeism at 10.63 percent, more than 3,400 students. Chronic absenteeism is a problem we can solve when the whole community along with parents and school get involved in improving attendance. September is recognized nationally as attendance awareness month.

COUNCIL SALUTATION

Recognition of Browne's Addition Historic District

Council Members Kinnear and Beggs read a salutation saluting the Browne's Addition Historic District. The Salutation was accepted by representatives of Browne's Addition. Developments that are compatible with existing structures increase property values, promote and maintain economic and social diversity, and celebrate Spokane's history. The Spokane City Council passed an updated Historic Preservation and demolition ordinance in 2018 to protect the diversity and personality of Spokane's unique neighborhoods. Browne's Addition, Spokane's first neighborhood, was fittingly the first neighborhood to coordinate an effort to be designated an historic overlay zone. Browne's Addition residents showed resilience, grit, and passion for the preservation of the beautiful and historic neighborhood despite opposition and pressure from interest groups outside of our community. Browne's addition residents succeeded in passing the landmark measure designating the neighborhood as an historic district, preserving the neighborhood's character and uniqueness for years to come. Now, therefore, be it resolved by the Spokane City Council that we hereby salute the Browne's Addition Historic District and commend all residents who organized and voted to preserve one of Spokane's unique neighborhoods. Be it further resolved by the Spokane City Council that we hereby salute Megan Duvall and the City's Historic Preservation Office for leadership and guidance through the Browne's Addition Historic District process.

There was no **Administrative Report**.

COUNCIL COMMITTEE REPORTS

Public Infrastructure, Environment, and Sustainability (PIES) Committee

Council Member Beggs reported on the PIES Committee meeting held earlier today (August 26, 2019). Minutes of the PIES Committee meetings are filed with the City Clerk's Office and are available for review following approval by the PIES Committee.

BOARDS AND COMMISSIONS APPOINTMENTS**Ombudsman Commission**

Motion by Council Member Burke, seconded by Council Member Mumm, **to bring (and thereby appoint)** Blaine Holman as District 1 representative to the Ombudsman Commission; **carried unanimously.**

OPEN FORUM

Jerry Beaver noted he is the business representative for the Carpenter's Union – Spokane. He referenced a recent article in the Spokesman Review which indicates Spokane is the third fastest growing construction market in the country. He remarked on the growing workforce shortage in skilled trade workers and suggested as a solution a pre-apprenticeship grant that would go towards funding the Carpenter's Union Career Connections curriculum, materials, instructors, and schools throughout the City. He feels this is a good opportunity to get high school students involved in a pre-apprenticeship program in the trades at an early age.

Stephanie Fox-Smith remarked on making the world a better place, corruption, and referenced events in her life.

Heidi Christiansen remarked on connecting the dots between veterans, homeless people, and health care workers.

Kristine Schuler remarked on homelessness and stated it is a top issue being talked about and remarked on the shortage of housing and what caused it.

Dustin Austin remarked on Riverside and Cedar, where as part of the Water Reclamation project fencing was taken out, and stated there is an open area with no guard rail or fence and expressed concern with a vehicle possibly going over the edge. He also referenced another location on the Maple Street onramp where there is an area with no guard rail.

Jon Lossing remarked on Downtown, street activation, and beautification. He stated there is a tree in front of Mod that is getting choked by its tree grate and expressed concern regarding planters not being watered by the Old City Hall and the removal of sitting areas.

LEGISLATIVE AGENDA**SPECIAL BUDGET ORDINANCE / EMERGENCY ORDINANCE / RESOLUTION****Special Budget Ordinance C35808, Emergency Ordinance C35809, and Resolution 2019-0068**

The City Council considered Special Budget Ordinance C35808, Emergency Ordinance C35808, and Resolution 2019-0068 together. Following a full reading of each of the items by the City Clerk and an opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed/adopted** the following items:

- **Passed Special Budget Ordinance C35808** amending Ordinance No. C35703 passed by the City Council December 10, 2018, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Traffic Calming Measures Fund

FROM: Reserves, \$120,000;

TO: Operating Transfer Out, same amount.

General Fund

FROM: Reserves, \$120,000;

TO: Operating Transfer In, same amount.

(This action offsets a portion of the costs incurred by the City Prosecutor to collect ticket and fine revenue generated by the use of automated safety cameras.)

- **Passed Emergency Ordinance C35809** amending the allowed expenditures from the traffic calming measures fund; amending section 07.08.148 of the Spokane Municipal Code; and declaring an emergency.

- **Adopted Resolution 2019-0068** directing the transfer of funds from the Traffic Calming Measures Fund to the General Fund (City of Spokane Prosecutor's Office) for the payment of a portion of the expenses incurred to collect tickets and fines levied based on automated traffic safety cameras.

EMERGENCY ORDINANCE

For Council Action on Emergency Ordinance C35809, see section of minutes above under "SPECIAL BUDGET ORDINANCE / EMERGENCY ORDINANCE / RESOLUTION."

RESOLUTIONS

For Council Action on Resolution 2018-0068, see section of minutes above under "SPECIAL BUDGET ORDINANCE / EMERGENCY ORDINANCE / RESOLUTION."

FINAL READING ORDINANCES

Final Reading Ordinance C35789

The City Council considered Final Reading Ordinance C35789 (as substituted during the 3:30 p.m. Administrative Session). Council Member Mumm provided an overview of the ordinance. Subsequent to an opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C35789 (as substituted)** regulating the practice of loaning city employees to other government agencies; enacting new chapters 03.13 and 12.12 of the Spokane Municipal Code.

Final Reading Ordinance C35806

Subsequent to an overview of Final Reading Ordinance C35806 by Council President Stuckart; an opportunity for public testimony, with no individuals requesting to speak; and Council commentary, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C35806** relating to the Northeast Public Development Authority adopting a new section 7.14.020 to Chapter 7.14 of the Spokane Municipal Code.

FIRST READING ORDINANCES

First Reading Ordinance C35807

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

ORD C35807 Relating to historic preservation procedures; amending SMC sections 17D.100.040, 17D.100.080, 17D.100.100, 17D.100.200, 17D.100.210, 17G.050.310, and 17G.060.070, adopting new SMC sections 17D.100.025, 17D.100.215, and 17D.100.330 and repealing SMC 11.19.270.

There were no **Special Considerations**.

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 6:41 p.m. The City Council is adjourned to September 9, 2019. The regularly scheduled City Council meeting for Tuesday, September 3, 2019, has been canceled.

STUDY SESSION MEETING MINUTES SPOKANE CITY COUNCIL Thursday, August 22, 2019

A regularly scheduled study session meeting of the Spokane City Council was held on the above date at 3:28 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart, Council Members Fagan and Kinnear were present. Council Members Beggs, Burke, Mumm, and Stratton were absent.

The following topics were discussed:

- 2020 Capital Improvement Plan Overview
- Autonomous Vehicle Grant Opportunity

The meeting was open to the public.

The meeting adjourned at 3:44 p.m.

Hearing Notices

CITY OF SPOKANE NOTICE OF CITY COUNCIL PUBLIC HEARING

PROPOSED ORDINANCE C35807 - AMENDMENT TO SPOKANE MUNICIPAL CODE RELATING TO HISTORIC PRESERVATION PROCEDURES

Notice is hereby given that there will be a public hearing before the City of Spokane City Council on **September 16, 2019 at 6:00 p.m.** in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington, to receive public testimony on a proposed ordinance relating to historic preservation procedures; amending SMC sections 17D.100.040, 17D.100.080, 17D.100.100, 17D.100.200, 17D.100.210, 17G.050.310 and 17G.060.070, adopting new SMC sections 17D.100.025, 17D.100.215, and 17D.100.330 and repealing SMC 11.19.270. Full project details can be found at:

<https://my.spokanecity.org/projects/proposed-brownes-addition-local-historic-district-overlay-zone/>.

On February 12, 2018 the City Council adopted Ordinance No. C35580 that recodified the City's Historic Preservation Ordinance, part of which included the process for the formation of local historic districts. In processing the recent application for the adoption of the Browne's Addition Local Historic District, staff from the Historic Preservation Office, the Planning and Development Services, and the Legal Department compiled proposed amendments to the procedures relating to historic preservation contained in Title 17D and Title 17G. The amendments include housekeeping changes to noticing requirements throughout the chapter for alignment with existing noticing requirements within the City, codifying the Secretary of the Interior's Standards for Rehabilitation, adding a table to provide guidance for when a Certificate of Appropriateness is required, and changing the Certificate of Appropriateness procedure.

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

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

*Spokane Historic Preservation Office
Attn: Logan Camporeale, Historic Preservation Specialist
808 West Spokane Falls Boulevard
Spokane, WA 99201-3329
Phone (509) 625-6634
lcamporeale@spokanecity.org*

SEPA: A Determination of Non Significance (DNS) and adoption of existing environmental documents was issued on May 28, 2019 by City of Spokane Planning, SEPA Lead Agency.

More information on the process: Plan Commission held workshops on this ordinance revision at three workshops (4/28/19, 5/8/19, 5/22/19) and held a public hearing on 6/12/19 where it passed 8-0. The City Council was briefed on this proposal on Monday, August 12, 2019 at 3:30 p.m. There was no public testimony at the briefing. The 1st Reading of the ordinance before City Council occurred on Monday, August 26, 2019. No presentations were made at the 1st reading, and no public testimony was taken at the 1st reading. The 2nd reading and public hearing for the proposed amendment is scheduled for Monday, September 16, 2019 at 6:00 p.m., as indicated above. At this meeting there will be opportunity for public testimony. The public may also submit written comment to the City Council at citycouncil@spokanecity.org. The City Council reserves the right to continue this public hearing.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in

the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or 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.

**CITY OF SPOKANE
NOTICE OF CITY COUNCIL PUBLIC HEARING**

PROPOSED ORDINANCE C35810 - ADOPTION OF A NEW SECTION TO SPOKANE MUNICIPAL CODE: SECTION 17D.100.280

Notice is hereby given that there will be a public hearing before the City of Spokane City Council on **September 23, 2019 at 6:00 p.m.** in the City Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington, to receive public testimony on a proposed ordinance relating to the adoption of the Browne's Addition Local Historic District Overlay Zone and Design Standards and Guidelines; adopting a new SMC section 17D.100.280. Full project details can be found at:

<https://my.spokanecity.org/projects/proposed-brownes-addition-local-historic-district-overlay-zone/>.

The proposed new section has been brought forward by the Spokane Historic Preservation Office in response to a request from the Browne's Addition Neighborhood Council that a local historic district be formed in the neighborhood. After conducting extensive historic research and engaging the community for input and feedback, a Browne's Addition Local Historic District Nomination form, Browne's Addition Local Historic District Resource Forms, and Browne's Addition Design Standards and Guidelines have been developed for adoption of the district to the Spokane Register of Historic Places and for the formation of the Browne's Addition Historic District Overlay Zone. Formation of a historic district will protect the historic character of the neighborhood while also providing numerous property owners with the financial benefit associated with historic preservation incentives without the requirement of having to individually list their home or building. And, as required in SMC 17D.100.100, a simple majority of owners of properties must consent in order to move forward with the proposal. The 60 day voting period for this proposal began on June 20th and ended on August 22nd resulting in a sufficient number of "yes" votes in order to move forward with the proposal. (54%, or 201 of 371 total votes.)

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

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

*Spokane Historic Preservation Office
Attn: Logan Camporeale, Historic Preservation Specialist
808 West Spokane Falls Boulevard
Spokane, WA 99201-3329
Phone (509) 625-6634
lcamporeale@spokanecity.org*

SEPA: A Determination of Non Significance (DNS) and adoption of existing environmental documents was issued on May 28, 2019 by City of Spokane Planning, SEPA Lead Agency.

More information on the process: Plan Commission held workshops on this ordinance revision at three workshops (4/28/19, 5/8/19, 5/22/19) and held a public hearing on 6/12/19 where it passed 7-1. Spokane Historic Landmarks Commission has reviewed the proposed historic district at two meetings, a preliminary approval before the owners voted on June 19th, 2019 and a final recommendation of the historic district overlay zone to City Council on August 28, 2019 which passed 8-0.

As required in SMC 17D.100.100, a simple majority of owners of properties are required to approve the district formation in order to move forward with the proposal. Each developable parcel within the district boundary received one vote. There were 274 property owners with 371 total votes. Over 62% (171 of 274) of property owners returned a ballot. Of the ballots that were returned, nearly 82% (201 of 246) voted "yes" in favor of forming the district. However, due to the rules set forth in 17D.100.100, all non-retuned ballots are essentially counted as "no" votes. Therefore, **the percentage of "yes" votes is 54% (201 of 371).** 186 "yes" votes were required in order to form the district. A sufficient number of "yes" votes were received to move forward with designation of the Browne's Addition Local Historic District.

The City Council was briefed on this proposal on Monday, September 9, 2019 at 3:30 p.m. There is no public testimony at the briefing. The 1st Reading of the ordinance before City Council is scheduled for Monday, September 9, 2019. Generally,

no presentations are made at the 1st reading, and no public testimony is taken at the 1st reading. The 2nd reading and public hearing for the proposed amendment is scheduled for Monday, September 23, 2019 at 6:00 p.m., as indicated above. At this meeting there will be opportunity for public testimony. The public may also submit written comment to the City Council at citycouncil@spokanecity.org. The City Council reserves the right to continue this public hearing.

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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. C35789

An ordinance regulating the practice of loaning city employees and property to other entities; enacting new chapters 03.13 and 12.12 of the Spokane Municipal Code.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That there is enacted a new chapter 03.13 of the Spokane Municipal Code is amended to read as follows:

Chapter 03.13 Loaned Employees

Section 03.13.010 Purpose and Intent

- A. This chapter is intended to provide guidance for any loan of employees of the City of Spokane to other agencies, for any purpose.
- B. The City of Spokane encourages intergovernmental cooperation, information sharing, and collaborative projects. Except as otherwise provided in this chapter, nothing in this chapter limits City employees' ability to communicate with their peers from other public agencies, participate in meetings with other public agencies on projects or programs of interest to the City, work on projects or programs jointly-sponsored with other public agencies, participate in law enforcement task forces that involve other public agencies, or perform work in the exercise of professional courtesy or incidental service to other public agencies.

Section 03.13.020 Definitions

- A. "Borrowing entity" means any entity, whether a public agency, nonprofit corporation, or for-profit corporation, that receives the direct benefit of services of an employee loaned to it by the City of Spokane.
- B. "Loaned employee" means a regular City of Spokane employee who is assigned to perform specific work for the direct benefit of an entity other than the City of Spokane for twenty-five percent (25%) or more of their regular weekly working hours.
- C. "Public agency" means the state of Washington, a county, municipal corporation, public development authority, special taxing authority, or federally-recognized Indian tribe.

Section 03.13.030 Authority for Loan of City Employees

- A. The City of Spokane has the authority to loan City employees to another entity as part of its responsibilities to provide governmental services either in its own right or as part of a joint undertaking.

- B. As part of the City Council's duty and authority to adopt the annual budget for the City of Spokane, the City Council approves the use of City funds for personnel salaries and benefits under Section 26 of the City Charter and RCW 35.32A.050. The annual City budget authorizes City expenditures for employees to provide services to the City of Spokane, and not to other entities, except as provided in this chapter.

Section 03.13.040 Written Agreement Required for Loan of Employee; Mandatory Terms

- A. With the exception of law enforcement task forces, any loan of a City employee must be accompanied and governed by a written agreement, which must be approved by the City Council prior to the start of any work to be performed by a loaned City employee.
- B. Agreements providing for the loan of City employees shall specify, at a minimum, the following terms of the employee loan:
1. The duration of the loan, which shall not exceed one 180-day period, unless otherwise extended;
 2. The activities the loaned employee will conduct for the direct benefit of the borrowing entity and the approximate number of hours each week which those activities shall require;
 3. the name of the person who will supervise work the loaned employee will undertake for the direct benefit of the borrowing entity;
 4. that the borrowing entity shall, each month during the duration of the employee loan, pay to the City an hourly fee based on the number of hours actually worked by the loaned employee for the direct benefit of the borrowing entity, reflecting the total cost of the loaned employee's regular compensation;
 5. That the borrowing entity shall keep and maintain a daily time report showing the hours worked by the loaned employee for the direct benefit of the borrowing entity
 6. That neither the City of Spokane, nor the loaned employee, shall have any obligation to pay for or provide any training, travel, use of a city vehicle, or any equipment the loaned employee requires in order to carry out the duties required for the direct benefit of the borrowing entity under the agreement, which costs shall be the sole responsibility of the borrowing entity;
 7. The agreement shall specify that during the term of the employee loan, the employee remains a regular employee of the City of Spokane for all purposes other than the specific work to be done for the direct benefit of the borrowing entity including, without limitation, collective bargaining, worker's compensation, vacation and leave accrual, and employee benefits; and
 8. standard dispute resolution provisions and all other provisions required by federal, state, or local law.
- C. The City Council may, by resolution, waive any of the provisions of SMC 03.13.040(B)(1)-(6).

Section 03.13.050 Emergencies

The Police and Fire Departments may, in response to emergency situations including, without limitation, statewide mobilizations, loan City employees under the following conditions:

- A. Notification, within a reasonable period of time, to the City Council of the existence of the emergency condition and the intent to loan City employees in response to the emergency is required;
- B. Emergency loans shall extend for no longer than fifteen (15) calendar days; and
- C. If the emergency need for the loan of City employees persists for longer than fifteen (15) calendar days, City Council approval is required for the extended loan period.

Section 2. That there is enacted a new chapter 12.12 of the Spokane Municipal Code to read as follows:

Chapter 12.12 Loan of City Property and Equipment

Section 12.12.010 Purpose and Intent

This chapter is intended to provide guidance for any loan of City property or equipment to another entity, for any purpose.

Section 12.12.020 Definitions

- A. "Borrowing entity" means any entity, whether a public agency, nonprofit corporation, or for-profit corporation, that receives the direct benefit or use of property or equipment loaned to it by the City of Spokane.
- B. "Loaned equipment" or "loaned property" personal property of the City of Spokane which is loaned to a borrowing entity while remaining the property of the City of Spokane. "Loaned equipment" or "loaned property" shall not apply to property or equipment purchased for use by jointly sponsored units or property or equipment which has a value less than \$5,000.

- C. "Public agency" means the state of Washington, a county, municipal corporation, public development authority, special taxing authority, or federally-recognized Indian tribe.

Section 12.12.030 Authority for Loan of City Property or Equipment

The City of Spokane has the authority to loan City property or equipment to another entity as part of its responsibilities to provide governmental services, either on its own or as part of a joint undertaking.

Section 12.12.040 Written Agreement Required; Mandatory Terms

- A. Any loan of City property or equipment must be by written agreement, which must be approved by the City Council prior to the start of any loan of City property or equipment.
- B. Agreements providing for the loan of City property or equipment shall specify, at a minimum, the following:
1. The intended or anticipated duration of the loan, which, with the exception of written leases of City-owned real property, shall not exceed 180 calendar days, unless otherwise extended;
 2. The purpose(s) of the loan of City property or equipment;
 3. The name of the person responsible for the borrowing entity's care and maintenance of the loaned City property or equipment;
 4. That the borrowing entity shall pay to the City, at regular intervals throughout the loan period, a reasonable rental or lease rate, based upon fair market value, throughout the duration of the lease of the City property or equipment;
 5. That the borrowing entity shall, during the loan period, have the sole responsibility to repair any damages to the loaned property or equipment caused by the borrowing entity, reasonable wear and tear excepted;
 6. That during the loan period, the property or equipment remains the property of the City of Spokane, and the property shall be returned to the City in good and serviceable condition at the end of the loan period; and
 7. standard dispute resolution provisions and any other provisions required by federal, state, or local law.
- C. The City Council may, by resolution, waive any of the provisions of SMC 03.13.040(B)(1)-(6).

Section 12.12.050 Emergencies

The Police and Fire Departments may, in response to emergency situations including without limitation statewide mobilizations, loan City property or equipment under the following conditions:

- A. Notification, within a reasonable period of time, to the City Council of the existence of the emergency condition and the intent to loan City property or equipment in response to the emergency is required;
- B. Emergency loans of City property or equipment shall extend for no longer than fifteen (15) calendar days; and
- C. If the emergency need for the loan of City property or equipment persists for longer than fifteen (15) calendar days, City Council approval is required for the extended loan period.

Passed by City Council August 29, 2019
Delivered to Mayor September 3, 2019

ORDINANCE NO. C35806

An ordinance relating to the Northeast Public Development Authority; adopting a new section 7.14.020 to Chapter 7.14 of the Spokane Municipal Code.

WHEREAS, on December 12, 2011, the City Council approved Ordinance No. C-34813 creating the Northeast Public Development Authority (NEPDA), which authorized a charter and bylaws for the NEPDA; and

WHEREAS, the City Council desires to provide a sustainable funding source for the operation of the NEPDA in accomplishing the objectives of the NEPDA as set forth in its Charter as approved by the City Council;

NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That there is adopted a new section 7.14.020 to Chapter 7.14 of the Spokane Municipal Code to read as follows:

7.14.020 Revenue Allocation to Northeast Public Development Authority

Effective January 1, 2019, seventy five percent (75%) of incremental Revenue increases from all applicable taxes collected by or on behalf of the City, to include without limitation the City's share of: 1) regular sales or use tax, 2) leasehold excise

tax, 3) real and personal property tax, and 4) utility tax generated within the geographic boundaries of the Focus Area set forth in the attached Map, (Map 7.14.020-M1), will be allocated to the NEPDA. For purposes of this section "Revenue" means any incremental increases in tax revenues from properties or conducting of business originating from the location of properties within the geographic boundaries of the Focus Area. The Revenue allocation shall not apply to revenue generated within the boundaries of a tax increment finance district created prior to the effective date of this ordinance.

Passed by City Council August 29, 2019

Delivered to Mayor September 3, 2019

ORDINANCE NO. C35808

An ordinance amending Ordinance No. C35703, passed by the City Council December 10, 2018, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2019, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2019, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2019 budget Ordinance No. C35703, as above entitled, and which passed the City Council December 10, 2018, it is necessary to make changes in the appropriations of the Traffic Calming Measures Fund and General Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

The City of Spokane does ordain:

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

FROM:

FUND:	FUND NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
1380	Traffic Calming Measures	1380-99999-99999-*****	Reserves	120,000

TO:

FUND:	FUND NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
1380	Traffic Calming Measures	1380-24100-97101-80101	Operating Transfer Out	120,000

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

FROM:

FUND:	FUND NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
0100	General Fund	0100-99999-99999-*****	Reserves	120,000

TO:

FUND:	DEPT NAME:	BUDGET CODE:	DESCRIPTION:	AMOUNT:
0500	Legal	0500-15100-99999-39785	Operating Transfer In	120,000

Section 3. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to **offset a portion of the costs incurred by the City Prosecutor to collect ticket and fine revenue generated by the use of automated safety cameras**, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by City Council August 29, 2019

Delivered to Mayor September 3, 2019

ORDINANCE NO. C35809

An ordinance amending the allowed expenditures from the traffic calming measures fund; amending section 07.08.148 of the Spokane Municipal Code; and declaring an emergency.

WHEREAS, the City of Spokane has adopted measures to authorize automated traffic calming cameras as well as the permissible use of funds; and

WHEREAS, however, the current use of funds authorization does not allow for the use of these funds for legal services to assist in the prosecution of these citations, and this situation creates an urgent situation which necessitates that this ordinance be effective immediately for the support of City government and its existing public institutions under Section 19 of the City Charter.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That section 07.08.148 of the Spokane Municipal Code is amended to read as follows:

Section 07.08.148 Traffic Calming Measures Fund

There is established a special revenue fund to be known as the "Traffic Calming Measures Fund" into which shall be deposited funds from automated traffic safety camera infractions in excess of the direct administrative costs of the automated traffic safety camera program. The fund will be used to pay for traffic calming measures and ~~((one Spokane Police traffic enforcement officer))~~ such operational expenses directly related to the automated traffic safety camera program as are approved by the City Council by resolution.

Section 2. That an urgency and emergency exists such that this ordinance is necessary for the immediate support of City government and its existing public institutions and shall be effective immediately upon passage by an affirmative vote of one more than a majority of the City Council pursuant to Section 19 of the Spokane City Charter.

Passed by City Council August 29, 2019

Delivered to Mayor September 3, 2019

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.

POLICE RECORDS SPECIALIST SPN 016
OPEN/PROMOTIONAL ENTRY

DATE OPEN: Monday, September 2, 2019 **DATE CLOSED:** Sunday, September 15, 2019 at 11:59 p.m.
SALARY: \$35,915.69 annual salary, payable bi-weekly, to a maximum of \$56,160.94

DESCRIPTION:

Performs difficult specialized records management work providing information and records maintenance functions in the Records section of the Police Department. Employee will be required to perform shift work which includes evenings, weekends, and holidays.

DUTIES:

Provides records management for multiple law enforcement agencies and criminal justice agencies throughout Spokane County. Receives counter and telephone inquiries, answers questions of a general and law enforcement nature, and refers individuals to appropriate sources of information.

Assigned to two or more of the five distinct work groups within the section consisting of: hot seat/data entry, court document management, public records disclosure, public window, and processing, but will be expected to learn and perform in all work group areas as needed.

- Hot seat/data entry. Reviews, verifies and processes reports, warrants, requests, teletypes and faxes. Enters, updates and corrects multiple databases as required. Reports processed include, but not limited to, runaway/

missing person reports, stolen vehicle recoveries and warrants, offender based tracking system, ineligible to possess firearm.

- Court document management. Reviews court orders, enters information into databases and updates databases as the court orders are served or status is changed. These could include no contact orders, temporary protection orders, permanent protection orders, anti-harassment orders, sexual assault protection orders, vulnerable adult protection orders and restraining orders.
- Public record disclosure. Processes requests for public records; redacts the requested records according to applicable Washington State codes and provides the records to the requestor.
- Public window. Reviews applications for gun licenses, conducts criminal background checks for concealed pistol licenses, gun transfers, special commission officers, firearm dealers, and perspective military. Performs cash transaction duties handling funds, change, receipts, reconciliation, deposits, and disbursements.
- Processing. Receives, sorts, reviews, scans, indexes, makes copies, corrects and disseminates documents as required by applicable laws, policies and procedures.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open Entry (minimum qualifications are a requirement at time of application)

- *Education:* High school diploma or equivalent.
- *Experience:* Two years of clerical experience involving records maintenance.
- *Substitutions:* A year of business or clerical education above the high school level may substitute for one year of the experience requirement.
- *Typing Speed:* Ability to type at the rate of 40 words per minute.

Current, non-probationary City employees within the line of progression may apply for this promotional recruitment if they meet either the open or promotional requirements (Rule VI Section 5 of the Civil Service Rules).

Promotional Requirements:

(Promotional applicants must meet all requirements by date of the examination)

- *Experience:* Two years of regular employment with the City at the level of Clerk II (SPN 002) or higher clerical classification.
- *Typing Speed:* Ability to type at the rate of 40 words per minute.

NOTE: Applicants are required to submit to a polygraph examination, fingerprint, and background investigation prior to appointment and obtain ACCESS II certification within the probationary period.

EXAMINATION DETAILS:

You are required 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% for open-entry candidates and 80% for promotional candidates, and a pass/fail performance test for all candidates.

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.

Multiple-Choice Test Details:

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Tuesday, September 24, 2019 with start times of 8:30 a.m. and 12:00 p.m. The approximate duration of the test will be 2 hours.

Qualified candidates will be instructed to self-schedule their written test following acceptance of their application.

The written multiple-choice test may include the following subjects:

Interpersonal Relations
Records Management
Basic Computer Literacy
Grammar Fundamentals
Vocabulary & Spelling
Accuracy & Error Detection
Proofreading

Performance Test Details:

Keyboarding performance tests will be conducted immediately following your scheduled written test. The City can conduct typing tests for 10 candidates at a time. Accordingly, candidates should be prepared to remain for an additional 60 minutes after the completion of the written test.

Note: Candidates who have taken and passed the Civil Service typing exam or the typing portion of the Critical performance exam within the past 12 months do not need to retake the performance exam. Upon verification, the candidate will not need to remain after the completion of the written test.

Promotional Evaluation Details (PAR - weighted 20% for promotional candidates)

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

- The employee's most recent PAR is the Promotional Evaluation for this position. If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the closing date.

If an updated PAR is not received by the closing date, the most recent PAR on file will be used, regardless of date administered.

TO APPLY:

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 29th day of August 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

EXAMINATION & CLASSIFICATION ANALYST II SPN 046
PROMOTIONAL

DATE OPEN: Monday, September 2, 2019 **DATE CLOSED:** Sunday, September 8, 2019 at 11:59 p.m.
SALARY: \$61,261.92 annual salary, payable bi-weekly, to a maximum of \$82,204.56

DESCRIPTION:

Performs responsible professional and technical work in the administration of a public personnel merit system.

DUTIES:

- Under supervision, researches and promotes procedures and techniques in job analysis, classification, test construction and administration, recruiting, and related fields. Develops new methods as required.
- Coordinates recruiting and placement programs. Plans, constructs, and administers timely examinations. Conducts test research.
- Reviews applications and interviews applicants to determine their eligibility for examination.
- Conducts research and surveys in order to keep abreast of manpower needs, current trends and new developments in Civil Service systems which adhere to the merit principle.
- Conducts job surveys and desk audits, and assists in the maintenance of a City-wide classification plan.
- Assists in the development of career fields and lines of progression for all positions in the classified service.
- Performs related work as required.

MINIMUM QUALIFICATIONS:**Promotional Requirement**

Completion of one year with the City in the classification of Examination and Classification Analyst I (SPN 045).

Current, non-probationary, City employees within the line of progression may apply for this promotional recruitment if you meet either the open or promotional requirements (Rule VI Section 5 of the Civil Service Rules).

Open Entry Requirement

Graduation from an accredited four-year college or university with a degree in Public or Business Administration, Personnel Management, Psychology, Sociology, or a related field; AND, two years experience in responsible positions related to test development or job analysis. Experience in other phases of personnel administration; such as recruiting, placement, and classification, is also required.

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 evaluation (T&E) and a promotional evaluation (PAR), with scoring weights assigned as follows:

- T&E: 80%
- PAR Score: 20%

T&E EVALUATION DETAILS

The T&E examination consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked **"QUESTIONS"** on the job announcement page. The T&E must be submitted online at the time of application. All applicants must complete and submit a City of Spokane employment application online in order to be considered.

- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted.
- **TIP:** It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

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.

Qualified applicants are encouraged to apply immediately.

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 29th day of August 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

VEHICLE COMMISSIONING TECHNICIAN SPN 628
OPEN ENTRY

DATE OPEN: Monday, September 2, 2019 **DATE CLOSED:** Sunday, September 15, 2019 at 11:59 p.m.
SALARY: \$42,190.13 annual salary, payable bi-weekly, to a maximum of \$65,732.33

DESCRIPTION:

Performs skilled technical and manual work in the commissioning, maintenance, and repair of City vehicles and heavy equipment; customizes installations and finds creative solutions to unique needs of City departments.

DUTIES:**Commissioning of Fleet Vehicles:**

- Installs various systems and parts to interior and exterior of vehicles and heavy equipment, including but not limited to: mobile communications equipment, speakers, emergency lighting, and sirens.
- Performs assembly and disassembly, including removal and reinstallation of seats, carpeting, interiors of doors, exterior body panels, and other interior and exterior parts.
- Assembles and runs electrical wiring to connect lights, sirens, and other warning devices from vehicle computer and power distribution systems to a control box.
- Ensures proper function without compromising the interior or exterior fit and finishing, or safe operation of the vehicle.
- Fabricates brackets and interior parts to enable the professional installation of radios and other devices in vehicles.

Maintenance and Troubleshooting:

- Confers with customers to determine the nature of problems.
- Performs visual inspections and uses testing instruments to locate and diagnose malfunctions.
- Utilizes schematic diagrams and operations manuals to perform basic repairs.

Performs related work as required, including but not limited to the following:

- Operates motor vehicles as necessary.
- Maintains proper stocking levels of installation supplies and required tools.
- Assists in the installation, alteration, and maintenance of non-vehicle electronic and radio communication equipment and systems as assigned.
- Maintains required records.

MINIMUM QUALIFICATIONS:**Open Entry Requirements:**

(Open-entry applicants must meet all requirements when they apply.)

- *Education:* High school diploma or equivalent.
- *Experience:* Three years of work experience as an electronics or communications technician, including at least six months performing vehicle electronics installations..
- *Substitution:* One year of relevant course work at a vocational school or college may substitute for one year of the non-vehicle work experience requirement.
- *License:* Possession of a valid driver's license.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination to be eligible for hire.

This examination will consist of a supplemental questionnaire and a written test.

- Supplemental Questionnaire 20%
- Written Test 80%

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

Supplemental Questionnaire Details:

The supplemental questionnaire, weighted at 20%, is part of your application. The supplemental questionnaire is designed to elicit sufficient job-related information and will be used to evaluate the amount and quality of the applicant's previous job-related experience, as well as any other information deemed important to performing the duties of this position.

Written Test Details:

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Wednesday, September 25, 2019 at 9:00 a.m. The approximate duration of the test will be 1 hour and 30 minutes.

Self-Schedule written test date and time:

Upon passing the minimum qualification review, you will receive an e-mail with complete instructions to self-schedule your test session. Multiple sessions may be made available depending on the number of applicants and are filled on a first come, first served basis.

The test may include the following subjects:

Electronics
Customer Service
Computer Skills
Written Communication

We encourage you to apply immediately. Applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date.

Please contact our office at 509-625-6160 immediately if you have any difficulties submitting your application.

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 29th day of August 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

**POLICE SERGEANT SPN 915
PROMOTIONAL**

DATE OPEN: Monday, September 2, 2019 **DATE CLOSED:** Sunday, September 15, 2019 at 11:59 p.m.
SALARY: \$95,004.00 annual salary, payable bi-weekly, to a maximum of \$106,404.48

DESCRIPTION:

Performs first-level supervisory field or office police work.

DUTIES:

- Schedules, assigns, instructs and supervises uniformed police officers, under the direction of a senior officer, on an assigned shift.
- Checks and inspects personnel and equipment.
- Patrols the City to check officers in the performance of their duties; provides general advice and assistance, and issues specific instructions at the scene of activities.
- Checks and reviews reports submitted by subordinates.
- May take charge of traffic control and routing at sporting events, parades, fires, etc.
- Conducts initial investigation of subordinates relating to internal affairs, use of force, traffic incidents, etc.
- Supervises, under the direction of a senior officer, a special detail of detectives; assigns cases; instructs new employees; provides advice and assistance as necessary; reviews reports; and maintains necessary records.
- May be assigned to supervise specialized technical or administrative activities such as: traffic safety, property control, training, crime prevention, etc.
- Maintains discipline of subordinates and assumes the duties of the senior officer during his absence.
- May assume Police Lieutenant duties during temporary absence of the Lieutenant.
- Performs general police duties and other related work as required.

MINIMUM QUALIFICATIONS:**Promotional**

(Current employees of the City of Spokane may meet the promotional requirements. All promotional requirements must be met at the date of the examination.)

- *Experience:* Completion of five years as a commissioned police officer with the City of Spokane.
- *Fitness:* All applicants must be certified by the police physician as physically fit to perform the duties.
- *License:* All applicants must possess a valid driver's license.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The Police Sergeant examination will consist of a multiple choice test, training and experience evaluation form (T&E), and assessment center.

Weights are assigned as follows:

- Multiple choice test 40%
- T&E 20%
- Assessment center 40%

Only the top 12 candidates as determined by the results of the multiple choice exam combined with the T&E score (80% MC / 20% T&E) will advance to the assessment center.

MULTIPLE CHOICE TEST DETAILS: The test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Tuesday, **Oct. 1, 2019, at 9:00 a.m.** The approximate duration of the test is 2-1/2 hours.

The test will be based upon the 2019 bibliography for Police Sergeant. (This link will open an Adobe PDF document).

Upon acceptance of your application, we will send you an e-mail inviting you to appear for the multiple choice test at the proper date, time, and location.

TRAINING AND EXPERIENCE EVALUATION DETAILS: The Training and Experience evaluation (T&E) may be opened by clicking on this link. Please save the T&E evaluation form to your personal computer.

Complete the T&E and return it to the Civil Service office no later than 5:00 p.m. on Friday, September 20.

You may FAX a copy (625-6077), deliver a printed copy, or attach the T&E to an email and send it to civilservice@spokanecity.org. You may also send the T&E to our office via U.S. mail, but it must be received in our office by the given deadline.

All candidates will be notified of their statuses following the multiple choice exam. The candidates with the top 12 scores will receive further instructions with their notifications.

Assessment center exercises will be held on Nov. 5-7, 2019.

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

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 29th day of August 2019.

MARK LINDSEY
Chair

AMBER RICHARDS
Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

NOTICE OF INTENT TO AWARD SOLE SOURCE

The City of Spokane intends to establish a sole source contract with **Columbia Electric Supply**, 5818 E. Broadway Ave. Spokane Valley, WA 99212 to provide the following:

ROCKWELL AUTOMATION/ALLEN BRADLEY HARDWARE, SOFTWARE & SUPPORT SERVICES
For
The City of Spokane

Companies who believe they can compete for this requirement are required to submit via email a brief statement of their intent to compete. The statement and any other questions regarding this sole source should be directed to Thea Prince, Senior Procurement Specialist at: tprince@spokanecity.org **by Monday, September 11, 2019 at 5:00 pm**. The City of Spokane does not guarantee that companies responding to this notice will be rendered a request to tender an offer for this procurement. In addition, the City of Spokane does not guarantee that any solicitation will occur for this procurement, but reserves the right to solicit proposals.

Companies who have not already done so should register at www.mrscrosters.com.

Dated this 22nd of August, 2019

Thea Prince
Senior Procurement Specialist

ANHYDROUS AMMONIA
Solid Waste Disposal – Waste to Energy Facility
#ITB 5120-19

INVITATION TO BID NOTICE

Description: The City of Spokane is soliciting electronic bids for an annual supply of Anhydrous Ammonia.

Bid Opening: Sealed electronic bids will be received until **Monday, September 16, 2019 at 1:00 pm**. At 1:15 pm they will be publicly opened in a meeting held in the City Council Chambers, LL, 808 W. Spokane Falls Blvd., Spokane WA. All bid responses are only to be submitted **electronically** through the City of Spokane's bidding portal: <https://spokane.procureware.com>, on or before the aforementioned date and time. Hard copy and/or late bids shall not be accepted.

To view this solicitation and submit a bid response, you must first register in the City's bidding portal at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation distribution list for changes and/or additions via Addenda form.

Potential bidders are asked to post their questions on our bidding portal under the tab labeled "Clarifications" under the relative project number.

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.**

Thea Prince
Purchasing Department

Publish August 28 & September 4, 2019
