



# Official Gazette

## City of Spokane, Washington

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

Volume 109

SEPTEMBER 11, 2019

Issue 37



### MAYOR AND CITY COUNCIL

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COUNCIL PRESIDENT BEN STUCKART

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# Minutes

**NOTICE****NO MEETING MINUTES OF SPOKANE CITY COUNCIL****Tuesday, September 3, 2019**

The Tuesday, September 3, 2019 regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date. (Note: No meeting was scheduled to be held on Monday, September 2, 2019 due to the observance of the Labor Day holiday.)

# Hearing Notices

**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 1<sup>st</sup> reading. The 2<sup>nd</sup> 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](mailto: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](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.

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## 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 20<sup>th</sup> and ended on August 22<sup>nd</sup> 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](mailto: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 19<sup>th</sup>, 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 1<sup>st</sup> reading. The 2<sup>nd</sup> 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](mailto: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](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.

# General Notices

## REGULAR MEETING OF THE CIVIL SERVICE COMMISSION

9:30 AM SEPTEMBER 17, 2019  
CITY HALL – COUNCIL CHAMBERS  
808 W. SPOKANE FALLS BLVD., SPOKANE, WA 99201

### CALL TO ORDER/ROLL CALL

**APPROVAL OF MINUTES**  
August 20, 2019 Minutes

*Action Required*

### PUBLIC COMMENT

### CHIEF EXAMINER'S REPORT

**NEW BUSINESS**  
Request to extend project employee beyond two years  
(Pelham – IT)  
Modification of Heavy Equipment Operator list

*Action Required*

**UNFINISHED BUSINESS**  
Employee Satisfaction Survey  
(Richards)

*Action Required*

### ADJOURN

### Notes:

- The meeting is open to the public, with the possibility of the Commission adjourning into executive session.



**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.

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**SPOKANE CITY-COUNTY HISTORIC LANDMARKS AGENDA**  
**Wednesday, September 18, 2019**  
**City Council Briefing Center**  
**808 W. Spokane Falls Blvd.**

I. Public Hearing: 3:00 P.M.

A. **Spokane Register Nomination (per SMC 17D.100.020):**

1. Ripoli-Scarpelli Building – 2012-2014 E Sprague Avenue
2. Moye House – 1224 W 11<sup>th</sup> Avenue

**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 Council Chambers and the Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., are both wheelchair accessible. The Council Briefing Center is equipped with an audio loop system for persons with hearing loss. The Council Chambers currently has an infrared system and headsets may be checked out by contacting 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.

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# Help make a difference in your community.



**You're invited to attend the next  
Police Advisory Committee (PAC) Quarterly Public Meeting:**

**Thursday, September 19, 2019 at 5:30 pm  
West Central Community Center - 1603 N Belt St.**

**Police Chief Craig Meidl and/or other members of the Spokane Police  
Department will be present to deliver updates and to answer  
community questions.**

## **PAC Serves as a Bridge from the Chief to the Community...**

PAC is a collection of community group representatives who serve as an advisory group to the Office of the Chief of Police regarding community needs and concerns, as well as community responses to proposed police programs and priorities. PAC is looking for additional community group leaders to join this committee. If you are interested, please send a request for an application to [anapolitano@spokanepolice.org](mailto:anapolitano@spokanepolice.org) or call (509) 625-4063.

# 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.**

## AMENDMENT

## AMENDMENT

## AMENDMENT

### SENIOR ENGINEER

SPN 233

(Announcement of 5/27/2019)

The above titled announcement is hereby amended to read:

**EXAMINATION DETAILS:** Closing Date/Time: Closes Sunday, September 15, 2019 at 11:59 p.m.

## AMENDMENT

## AMENDMENT

## AMENDMENT

### SENIOR ENGINEER - PROMO

SPN 233 (Announcement of 5/27/2019)

The above titled announcement is hereby amended to read:

**EXAMINATION DETAILS:** Closing Date/Time: Closes Sunday, September 15, 2019 at 11:59 p.m.

### FIRE COMMUNICATIONS SPECIALIST SPN 285 OPEN ENTRY

**DATE OPEN:** Monday, September 9, 2019

**DATE CLOSED:** Sunday, September 22, 2019 at 11:59 p.m.

**SALARY:** \$42,259.93 annual salary, payable bi-weekly, to a maximum of \$85,584.22

#### DESCRIPTION:

Performs specialized pre-hospital emergency medical, fire and special operations communications work receiving, recording, and transmitting emergency and non-emergency telephone and radio calls.

#### DUTIES:

- Receives medical, fire, and related emergency calls for service; interrogates, triages; analyzes conditions/ utilizes computer aided dispatch to select appropriate resources, provides information to responders and documents incident and actions taken.
- Determines replacement companies to ensure coverage throughout the region.
- Monitors and updates status of companies; maintains documentation of incidents and actions taken.
- Documents incidents, movements and status of resources.
- Maintains record of streets and hydrants closed or out-of-service.
- Assists with daily roll call of station personnel.
- Operates and updates Computer Aided Dispatch System, specialty computer analytical programs, scheduling interfaces, radios, phone system and other ancillary equipment.
- Analyzes situations and provides medical care and critical instructions to callers regarding medical emergencies prior to the arrival of companies.
- Troubleshoots and revises geo-files, maps, street files and related files as required.
- Tests and inspects assigned equipment.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:****Open-Entry Requirements:**

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

- *Education:* High school diploma or equivalent.
- *Experience:* None
- *License:* All applicants must possess a valid driver's license, or evidence of equivalent mobility.
- Ability to type at the rate of 200 keystrokes (40 words) per minute.
- *Certifications:* All applicants must obtain the following certifications during the probationary period:
  - o Emergency Medical Dispatch (EMD)
  - o Emergency Medical Technician (EMT)
  - o Cardiopulmonary Resuscitation (CPR)

**EXAMINATION DETAILS:**

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

This exam will consist of a written test and a CritiCall software performance test, with assigned weights as follows:

- CritiCall test (Pass/Fail)
- Written test (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.

**Performance Test Details:**

The CritiCall software test will be conducted during the week of September 30, 2019. You will sign-in for the test on the 4th floor of City Hall. You should plan approximately one hour for testing.

Upon passing the minimum qualification review, you will receive an e-mail with complete instructions to self-schedule your CritiCall test time.

**Written Test Details:**

Applicants who pass the CritiCall performance test will be notified to self-schedule their written test session, which will be held during the week of October 7, 2019 in the Civil Service Test Room (4th floor, City Hall). The approximate duration of the test will be 2 hours and 30 minutes.

Additional test sessions may be added based on the number of applications accepted.

The written test may include the following subjects:

Radio Communications  
Accuracy & Error Detection  
Vocabulary & Spelling  
Grammar Fundamentals  
Computer Literacy  
Following Directions  
Interpersonal Relations

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](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 5th day of September 2019.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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**FIREFIGHTER DISPATCHER SPN 925  
PROMOTIONAL**

**DATE OPEN:** Monday, September 9, 2019      **DATE CLOSED:** Sunday, September 22, 2019 at 11:59 p.m.  
**SALARY:** \$85,971.26 annual salary, payable bi-weekly, to a maximum of \$90,543.17

**DESCRIPTION:**

Performs skilled communications work receiving, recording and transmitting telephone, radio, and alarm system calls.

**DUTIES:**

- Receives medical, fire and related emergency and non-emergency calls; interrogates, triages, and dispatches appropriate resources, provides information to responders and documents the incident as well as their actions.
- Assigns replacement resources to provide coverage; calls personnel from off duty and places reserve equipment in service as directed. Tests and inspects assigned equipment.
- Documents incidents, movements of resources and status of apparatus; maintains record of streets and hydrants closed or out of service; assists with daily roll call of station personnel.
- Operates computer-aided dispatch system, other computer programs, radios, phone system and other ancillary equipment. Provides pre-arrival instructions to callers on how to deal with emergencies prior to the arrival of companies.
- Updates and corrects maps, street files and related files as required.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:**

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

- *Experience:* Completion of the probationary period in the classification of Firefighter (SPN 931).
- *License:* All applicants must possess a valid driver's license, or evidence of equivalent mobility.
- Ability to type at the rate of 200 keystrokes (40 words) per minute.

*Certifications:* All applicants must obtain EMD (Emergency Medical Dispatch) certification within one year of in-class date.

**EXAMINATION DETAILS:**

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

The examination will consist of a written test, performance test and promotional evaluation, with weights assigned as follows:

- CritiCall test (Pass/Fail)
- Written test (80%)
- Promotional Evaluation (20%)

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

**Performance Test Details:**

The CritiCall software test will be conducted during the week of September 30, 2019. You will sign-in for the test on the 4th floor of City Hall. You should plan approximately one hour for testing.

Upon passing the minimum qualification review, you will receive an e-mail with complete instructions to self-schedule your CritiCall test time.

**Written Test Details:**

Applicants who pass the CritiCall performance test will be notified to self-schedule their written test session, which will be held during the week of October 7, 2019 in the Civil Service Test Room (4th floor, City Hall). The approximate duration of the test will be 2 hours and 30 minutes.

Additional test sessions may be added based on the number of applications accepted.

The written test may include the following subjects:

Radio Communications  
Accuracy & Error Detection  
Vocabulary & Spelling  
Grammar Fundamentals  
Computer Literacy  
Following Directions  
Interpersonal Relations

**Promotional Evaluation Details: (PAR)**

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

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

All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the closing 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](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 5th day of September 2019.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner



