



# Official Gazette

## City of Spokane, Washington

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

Volume 110

**FEBRUARY 12, 2020**

Issue 7



### MAYOR AND CITY COUNCIL

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BREEAN BEGGS

COUNCIL MEMBERS:

KATE BURKE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

BETSY WILKERSON (DISTRICT 2)

### The Official Gazette

(USPS 403-480)

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**The Official Gazette**

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# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, February 3, 2020**

The minutes for the Monday, February 3, 2020, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, February 19, 2020, issue of the *Official Gazette*.

**Public Safety & Community Health Committee****Meeting Minutes – January 6, 2020****Call to Order:** 1:15 PM**Attendance:**

**PSCHC Members Present:** PSCHC Chair CM Kinnear; CP Beggs; CM Cathcart; CM Stratton; CM Burke; CM Mumm

**Staff/Others Present:** SPD Chief Meidl, Assistant Chief Lundgren, Major Kevin King, Major Eric Olsen, SFD Chief Schaeffer, Assistant Chief Atwood, Police Ombudsman Logue, Mike Ormsby, Eric Finch, Mike Lopez, Patrick Striker, Erik Poulsen, Jason Ruffing, Carly Cortright, Kristen Gable, Andrew Rowles, Jeff Humphrey, Kristen Gable, Dan Sigler, Scott Simmons, Mary Muramatsu, Luis Garcia, Jake Hensley, Mark Starr, Matt Santangelo, Angie Napolitano, Jeff Humphrey

**Approval of December 2, 2019 minutes:** Motion to approve by CP Beggs; M/S by CM Mumm. The committee approved the minutes from the December 2, 2019 PSCHC meeting unanimously.

**CONSENT AGENDA ITEMS****Monthly Reports:**

1. OPO Monthly Report – November 2019
3. Sit & Lie Enforcement Update (SPD)
4. Photo Red Update (SPD)
5. January Strategic Initiatives Report (SPD)

**Consent Agenda Portion:**

1. SBO for WASPC Mental Health Subrecipient Award (SPD)
2. Purchase Approval for 3 LifePak 15 Defibrillators (SFD)
3. Purchase Approval for 3200 Gallon Flusher Truck (Public Works; Fleet Services)
4. Annual Value Blanket Order for 2" Reduced Pressure Backflow Prevention Assemblies (Public Works; 4100 Water & Hydroelectric Services Department)
5. Contract for Refractory Installation and Sandblasting at the WTE (Public Works Division; Solid Waste Disposal)
6. Purchase Approval for In-Ground Scale Replacement at the Northside Landfill (Public Works Division; Solid Waste Disposal)

**STRATEGIC PLANNING SESSION****Strategic Priority: Integrated 911/Dispatch**

NONE

**Strategic Priority: Integrated Response****Mental Health Crisis Stabilization Center Update – Ariane Schmidt (20 minutes)**

Ms. Schmidt was out sick and will present on this topic at next month's PSCHC meeting.

**Strategic Priority: Criminal Justice Reform****2020 Goal Setting – CM Beggs (10 minutes)**

CP Beggs gave a brief update on the jail task force and some of the initiatives they are working on. CP Beggs mentioned that they have a jail task force meeting this Wednesday. The jail task force is made up of 30-35 people from all over the county that are working on priorities. CP Beggs gave a brief overview of some of the task force's top priorities. First, he mentioned that pre-trial supervision is one of their top priorities. At the next meeting, a consultant will be presenting on the amount of jail beds the city and county needs. CP Beggs said that an upcoming strategy is a pre-booking release center, which is a building that's open 24/7 where police can pull up and get an immediate assessment as to whether the person being booked will be released. CP said they will ask the state legislature to help fund a diversion center for people coming out of jail or at risk of going to jail. They are looking for 40 beds. They are getting money for true bloods. They would like to see more coordination at the EnVision Center. CM Mumm wanted to hear from Chief Meidl about how he views these programs. Chief Meidl said he likes programs that are effective and keep the community safer. He said what he's heard is that a lot of the success depends on the community buying in as well as the programs creating proper funding. CM Kinnear asked what Chief Meidl's officers would think about some of these diversion programs. Chief Meidl said that he knows that Captain Singly likes community court, but noted that when you do too much you can dilute the effectiveness of alternative programs. CM Mumm asked whether failure to appear is currently a high-priority issue. Chief Meidl said that it is and that there needs to be a consequence if they don't show up. CM Mumm asked if there are specific effective consequences that could get folks to appear. CM Mumm asked Chief Meidl to relay any information he is getting from WASPC on this topic. CM Kinnear wanted to note that she would like to see measurable data from communities who have done similar types of programs. CP Beggs said they are getting those measurable outcomes and also noted that all of these initiatives are mostly supported by law enforcement. CM Kinnear asked if there are benchmarks for these program's success. CP Beggs said measuring return to court would be a good measure. Major King and Major Olsen agreed that these were good ideas but that there need to be sure we are holding people accountable for misdemeanor offenses. CP Beggs mentioned that the pre-booking release center would get people in front of a judge who aren't getting in front of one currently.

**Strategic Priority: City-Wide Clean & Safe**

NONE

**DISCUSSION ITEMS****Staff Requests:****Special Events Update – Carly Cortright (15 minutes)**

Ms. Cortright mentioned that they are looking at making a change to the application for special events, which would require an ordinance change. She gave a brief update where she noted that the current application fee is \$50 and other fees may be needed depending on needs of the event (Fire or Electrical inspection, Traffic Control plan review, etc.). She said that the application is intended to offset some of the staff cost involved in reviewing and coordinating events. Last year, staff made a recommendation to change the fee so that it is based on the size of the event instead of a flat fee. SMC Section 10.39.090 would need to be amended in order to adopt the new recommendation. This recommendation would also need to go to the Park Board. Ms. Cortright said that the cost recovery model would also need to be adjusted. Currently, the three larger events (Bloomsday, Hoopfest, and Pig Out) pay a 60%/40% cost split. 75% of events do pay full cost. For some community events (e.g. Lilac Parade), the City does not require them to pay them back. Hoopfest is the biggest cost to the City. The City recovered 39% of the cost associated with public safety. In 2019, the City received 212 special event applications. Only 28 of these required public safety (primarily police) presence. 21 of those 28 were billed for at least a portion if not all of the cost. CM Kinnear asked how police are being smarter about how much staff they are assigning to some of these events. Chief Meidl said they have reviewed historical needs and are figuring out how to be efficient while still keeping the community safe. Carly said that staff is still looking at seeking cost recovery but considerations must be made. Unintended consequences: if cost recovery is completely waived, events will be driven from Riverfront Park to downtown streets. Staff wants Council to recognize the economic impact of big events like Hoopfest. Ms. Cortright said that they want to make sure there are clear standards for all events while recognizing the economic impact of some. CM Kinnear wanted to clarify that a lot of the organizations that are non-profits collect entry fees to their events. Ms. Cortright gave an overview of some potential solutions, which included: 1) suspending the parking meter holidays and use those funds to offset some of the special event costs; 2) City recovers about 40% currently, and so in addition to suspending parking meter holidays they could charge all events, regardless of size, 50% across the board. CM Cathcart asked if the City has data to show whether there is any revenue uptick downtown on those holidays when the parking meter don't need to be plugged. Ms. Cortright said they currently do not. CM Mumm wanted to know if campaigns will need to apply. Ms. Cortright said they do. CM Kinnear asked if campaigns could be required to pay in advance. Ms. Cortright said that would be reasonable to her. CM Cathcart asked what happens when campaigns come and are not using public amenities. Chief Meidl said that the Secret Service usually reaches out to SPD. Ms. Cortright noted that she would really like to work with Council – perhaps through a sponsor – to get these changes accomplished. CM Kinnear and CM Mumm agreed to co-sponsor these changes.

**CHAS Dental Clinic Update – Karin Janssen (15 minutes)**

Ms. Janssen presented some renderings of what the CHAS Dental Clinic will look like. She said they are going out to bid on Jan 15. They plan on bringing the result to City Council August 17<sup>th</sup>. The construction cost estimate is \$1.5 -1.55M. Total project cost estimate is \$1.7-1.75M. The projected SIP amount is \$465,000-515,000. CM Kinnear noted that these numbers are what were anticipated.

**Council Requests:****Fire Fuel Mitigation Pilot Discussion – CM Kinnear (15 minutes)**

CM Kinnear noted that she has collaborated Chief Schaeffer to put together a pilot using livestock to get rid of underbrush that can be dangerous fire fuel. Chief Schaeffer said that this started when a citizen called CM Kinnear about some underbrush that she acutely recognized would serve as fuel in the case of a fire. Chief Schaeffer noted that hand crews are extremely expensive. He thoroughly researched this and Parks and Urban Forestry is on board. CM Kinnear noted that next steps is for Parks to identify locations in each districts to be part of this pilot. CM Stratton asked if the goats they will use make noise. Erik Paulsen said that he owns goats and that they don't make noise. CM Kinnear said that the people who rent the goats have a herder. CM Mumm wanted to let Chief Schaeffer know that she is willing to work with him to go to the County to get a long term funding from County conservation futures.

**Downtown Police Precinct Update – CM Kinnear (10 minutes)**

Mayor Woodward pointed out that City Administrator Crago is here today. She updated the council on the plan to move the police precinct from the Intermodal center to the downtown core. Mayor noted that they want to be a leader in community policing. Mayor is convening a workgroup on moving the precinct and asked CM Kinnear to be a part of that work group. CM Burke asked what kind of outcomes the Mayor is looking for. The Mayor responded that a visible presence downtown will help those who live, work, and play downtown to feel more safe and secure. CM Burke asked if there would be specific outcomes. Mayor said they have further to go to get crime to go down downtown. Mayor King noted that having SPD closer to the hotspots will make a big difference. CM Cathcart asked when, ideally, she would like to see the precinct moved. Mayor said as soon as possible, in a perfect word, in the first 90 days. CM Stratton said that she supports this, but would like to have a conversation about the Intermodal itself – especially as it relates to a process for the way border patrol operates at that location. Mayor noted that she has had conversations with CM Kinnear about the future use of the Intermodal. CM Mumm asked if she could see a proforma of the financials associated with moving the precinct, as well as parking for police vehicles. CP Beggs noted that CM Kinnear and he met with DSP today, who expressed frustration that police are not out community policing downtown. CM Stratton noted that the COPS program could be incorporated into the community policing model. CM Mumm noted that at the time the Intermodal center was suggested, it was pitched that it was close to a hotspot, and asked how we will deal with that. Chief Meidl said that mostly the hotspots downtown are in the core. Chief Meidl noted that the timing is good because with new SPD officers coming on soon, they wouldn't fit in Intermodal. Chief Schaeffer noted that in the previous administration, SFD had planned to move Fire Station 1 staff temporarily to the Intermodal – he wanted to keep that on everyone's mind.

**Resolution Regarding Fair Market Rent for CCC Office Space Provided to SREC – CM Beggs (15 minutes)**

CP Beggs invited City Attorney Ormsby up to talk about the complexities of this issue. Mr. Ormsby said that there are two issues 1) we need to come up with allocations of apportionments for the space that the City shares with SREC 2) we need to identify what is the ownership of the equipment that's in that office. Mr. Ormsby noted that the County probably leases to the City 5 or 6 times more square footage that the City leases to them. If we want to charge fair market rent for the spaces we lease to the City, the County might want to re-asses what they charge us.

**State Legislative Update:**

NO UPDATE NECESSARY

**ADMINISTRATION REQUESTS:**

NONE

**Action Items:**

NONE

**Executive Session:**

NONE

**Adjournment:** CM Kinnear adjourned the meeting at 2:28 PM. The next PSCHC meeting will be held Monday, February 2, 2020.

**Attachments/Briefing Papers:**

CHAS Dental Clinic Update

Fire Fuel Mitigation Pilot Discussion

**Referenced attachments on file in the City Clerk's Office.**

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Urban Experience Committee**  
**12/9/19 – MINUTES**

**Attendance**

Jeff Humphries, Kirstin Davis, James Sakamoto, Kevin King, Charlie Wolff, Eldon Brown, Chris Averyt, Kris Becker, Giacobbe Byrd, CM Lori Kinnear, CP Ben Stuckart, Paul Krupp, CM Mike Fagan, Carly Cortright, Brian McClatchey, Karin Janssen, Mark Serbousek, CM Karen Stratton, Kyle Overbust, Michelle Hughes, Tami Palmquist, Andrew Chanse, Gavin Cooley, Kyle Twohig, CM Breean Beggs, James Richman, CM Kate Burke, Danielle Cossey, Mike Ormsby, Candace Mumm, Kandace, Megan's acquaintance, Tija Danzig, Tim Sigler, Hannahlee Allers, Mike Piccolo, Eric Finch, Garrett Jones, Scott Simmons, Nicholas Antush

Non-City Employees: Kirstin's guests Jeff/Jerry/Megan/Luke, Toby Hatley (WRA), Mark Richard (DSP), Fran Pebble (Neighborhood), Andrew Rowles (DSP), Jim Frank (Kendall Yards), Jessie Norris (REACH),

The meeting started at 1:15 p.m.

**Approval of Minutes:**

The meeting minutes for October were approved.

**Agenda Items:**

- 1. Extension of termination date for the West Quadrant Tax Increment Financing (WQTIF) district and dedication of funding- Karen Stratton**  
Introduction by CM Stratton to James Richman, Jim Frank, and Jessie. Background stating request to extend timeline and percentages of what is received. Jim gave background on 2007 creation and how TIF is set up into zones. 3 proposed changes: 2032 to 2047, beyond 2032 modify reimbursement with Greenstone to end as scheduled and go to West Central, in neighborhood portion list of projects be modified (projects are 12 years old and have changed or are dated) to state statute and range of use. Jessie gave some examples of guiding principles/ vision statement. Examples of 5 projects are within RCW regarding TIF funding- streetscapes, greenways, multi-modal, alley. Talk on spending options- bonding vs waiting for projects. Funds can also be used to leverage additional funds. Comment on clarification on what neighborhood projects are supported or where they will fit moving forward.
- 2. U-District PDA Memorandum of Understanding: extension of termination date and revision to funding formula including lowering of sales tax sharing percentage and lifting of funding cap- Ben Stuckart**  
Discussion on current splits and suggested splits and the financial estimated effects.
- 3. Prohibition on the use of high frequency sound emitting "mosquito" devices in public areas- Kate Burke**  
Was briefed at Public Safety, no discussion or action needed.
- 4. Resolution establishing the process to fill the impending vacancy in Council District 2, Position 2- Breean Beggs**  
Discussion on timeline and approval to suspend rules.
- 5. 5G Pilot- Riverfront Park/Downtown locations- Dave Steele, Eric Finch & guests**  
Presentation by Eric and Charlie on Telebelly or similar to assist with 5G network. No cost, 1-2 year pilot, looking at options. Mention to communicate on health effects, pros and cons to the neighborhoods.
- 6. #Hacking Washington Presentation- Kirstin Davis & guests**  
Charlie background on starting project 2 years ago along I-5 corridor. The vendors who won on the proposal, Quinn, Treatment, and Chapter & Verse. Background on project marketing. Update on spend and tracking what campaigns were more successful and using those. Three ways of marketing- stories/ads Quinn presented, targeting, and digital tactics/social media.
- 7. CSO 26 Administrative Reserve Increase- Mark Serbousek**  
Update and request additional funding approximately \$2 million, making request from Ecology as well.
- 8. TBD Projects- Scott Simmons**  
Due to uncertainty of I-976 to update estimate to zero out this year's TBD prior to 2020.
- 9. Economic Update- Kris Becker and Gavin Cooley**  
Update by Kris with current numbers.

**Consent Items:**

Item C regarding Vacation of Indiana was removed, Item E ECCC Renaming was discussed as to findings and next steps, Item J questions were asked regarding funding. All consent items were approved and moved forward.

**Executive Session:**

There was no Executive Session at this meeting.

**Adjournment**

The meeting was adjourned at 2:39p.m.

# Hearing Notices

**SPOKANE CITY-COUNTY HISTORIC LANDMARKS AGENDA**

Wednesday, February 19, 2020

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. Wells Chevrolet Showroom – 1229 W 1st Ave
2. Myrtle Apartments – 1214 W Sprague Ave
3. Edwidge Apartments – 1227 W Riverside Ave

**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 [msteinfson@spokanecity.org](mailto:msteinfson@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

**SUMMARY FOR PUBLICATION C35881**

Granting a non-exclusive Cable Franchise to TDS Metrocom LLC., which its home office is located at 525 Junction Road, Madison, WI 53717, to use the public right of way to provide cable television services within its legal authority. Franchise term: 10 years. For more information, contact Kathleen Davis, Manager – State Government Affairs, phone: 978-218-8485; email: [Kathleen.Davis@tdstelecom.com](mailto:Kathleen.Davis@tdstelecom.com)

# 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. C35887**

An ordinance amending Ordinance No. C35857, passed by the City Council December 16, 2019, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2020, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2020, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2020 budget Ordinance No. C35857, as above entitled, and which passed the City Council December 16, 2019, it is necessary to make changes in the appropriations of the 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 General Fund, and the budget annexed thereto with reference to the General Fund, the following changes be made:

FROM:	0100-99999- 99999-	General Fund Unappropriated Reserves	<u>\$18,465.68</u>
TO:	0300-53010- 65410-54999	Human Services Other Misc. Charges	<u>\$18,465.68</u>

**Section 2.** 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 a significant and pressing need for funding expanding emergency shelter facilities with needed services to ensure that people experiencing homelessness in Spokane are safe and assisted in obtaining the services they need to exit homelessness, 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 February 3, 2020**

**Delivered to Mayor February 10, 2020**

# 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.**

## ATTORNEY ASSISTANT SPN 027 OPEN ENTRY

**DATE OPEN:** Monday, February 10, 2020      **DATE CLOSED:** Tuesday, February 25, 2020 at 4:00 p.m.  
**SALARY:** \$43,392.82 annual salary, payable bi-weekly, to a maximum of \$67,605.26

### DESCRIPTION:

Do you pride yourself on exceptional work ethics and a willingness to go the extra mile? Appreciate an intimate, collaborative office culture, with a stable 8-5 schedule? Are your core values aligned with integrity and honesty? Are you an independent worker who is willing to pitch in on the team effort? Make a difference in your community, by becoming part of City of Spokane's Legal team!

Our Legal department is looking for your skills, as an Attorney Assistant. The Legal department supports City of Spokane, with everything from contract development to litigation. As a City of Spokane Attorney Assistant, you will work one-on-one with a select Attorney, on a wide variety of litigations. Our Attorney Assistants also have the opportunity to stretch their skills, by working as a team on diverse legal strategies and situations.

### DUTIES:

- Prepares, organizes, reviews and files a variety of legal pleadings such as trial briefs, motions, orders, judgments, notices of appearance, answers to complaints, depositions, affidavits, interrogatories, summons and subpoenas.
- Prepares ordinances and resolutions using proper forms of execution and acknowledgment.
- Prepares contracts for attorney approval.
- Selects, prepares, and completes legal documents incidental to the closing of real estate transactions, such as deeds, promissory notes, deeds of trust, reconveyances, closing statements, UCC documents and excise tax affidavits, under a limited practice certification from the Washington State Supreme Court pursuant to APR 12. Effectuates closing between the parties.

- Locates debtors, arranges accounts receivable payments, maintains payment records and data bases, drafts legal documents to press claims on behalf of the City, presents City's case in Small Claims Court, works with collection agencies and performs related collection duties.
- Maintains case docket and diary; collects, assembles and organizes documents into working files.
- Files, retrieves and disposes of documents.
- Creates and maintains files by extracting information from local and state databases; enters case and client information into applicable computer databases and manages documents within.
- Responsible for closing, storage and/or destruction of files according to policies and procedures.
- Selects and/or makes recommendations for purchase of supplies and equipment.
- Assists in the preparation of the office's budget and maintains budget and expense account records, financial records, and payroll records.
- Acts as receptionist as required. Sorts, reads, and annotates incoming mail and legal documents; attaches appropriate files to facilitate the necessary action; maintains follow up.
- Maintains the office's library.
- Makes arrangements for and coordinates appointments, meetings, conferences and depositions.
- Independently meets the public and other City employees; answers inquiries requiring knowledge of City policies, procedures and activities, or directs persons to proper offices.
- Operates various office equipment.
- Performs other duties as required.

**MINIMUM QUALIFICATIONS:**

*Combinations of education and experience that are equivalent to the following minimum qualifications are acceptable.*

**Open Entry Requirements:**

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

- *Education:* High school diploma or equivalent
- *Experience:* Two years of experience as a legal secretary under the direction of an attorney in a predominantly civil or appellate practice.
- *Substitution:* Satisfactory completion of a legal secretary or similar training program OR a Limited Practice Officer (LPO) certification may substitute for one year of experience.

**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) with scoring weight assigned as follows:

- T&E: 100%

**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.

- 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.
- In order to receive credit for education or training, you must attach copies of your transcripts, diploma, or relevant certificates to your online application.
- 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.

**We encourage you to apply immediately. Online applications must be completed and submitted before 4:00 p.m. on the closing 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](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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 6th day of February 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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**WATER SERVICE SPECIALIST SPN 521**  
**PROMOTIONAL**

**DATE OPEN:** Monday, February 10, 2020

**DATE CLOSED:** Tuesday, February 25, 2020 at 4:00 p.m.

**SALARY:** \$42,371.18 annual salary, payable bi-weekly, to a maximum of \$66,275.21

**DESCRIPTION:**

Performs skilled and minor supervisory work in the tapping of water service lines and the installation of water meters; maintenance and construction of a water distribution system; water meter servicing and repair.

**DUTIES:**

- Assigned as lead worker on a construction crew engaged in the installation or repair of water mains and services; cuts, fits, taps, lays, cleans and flushes mains and fittings; operates equipment and tools incidental to the work assigned.
- May be assigned primary duty as driver and operator of one of the following types of equipment, but is expected to participate in other work of the crew to which assigned: any truck or truck-mounted crane, grader, backhoe or loader. Services equipment, makes minor field repairs, and prepares necessary reports.
- Instructs and trains new employees; repairs meters on bench; receives meters, determines repairs needed, replaces parts, cleans housings, reassembles meters; tests reconditioned meters for accuracy; install, program and wire radio reading equipment.
- Assigned as lead worker on tapping or water meter crew; taps water mains for service connections, using hand and powered tapping machines; services equipment, makes minor field repairs and prepares necessary reports; tests, inspects, installs and replaces meters; checks meters and plumbing for leaks and illegal connections; removes or resets meters; takes special readings; turns on and off water service; advises on plumbing problems; operates pickup truck, van or automobile, two-way radio, equipment used in locating pipes and leaks and other plumbing tools; installs automatic reading billing systems.
- Assigned as lead worker on one of several types of water service or repair crews; supervises and participates in such functions as: location and repair of leaks and breaks in mains and services; location and closing of valves and adjustment of curb/valve boxes and manhole rings and covers; repair, replacement or relocation of sections of mains, branches and connections; repair, replacement or relocation of valves, curb cocks and fire hydrants; routine operation and inspection of valves and fire hydrants; cutting, fitting, laying, cleaning and flushing lines and fittings in the installation and repair of mains and services; operates equipment and tools incidental to the work assigned. May be assigned to warehouse or yards duty. May be assigned to emergency service crews or to snow removal duty as needed.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:****Promotional Requirements**

At least two years experience with the City in the classification of Laborer II in the Water Department.

**Applicants must possess a valid Class "A" Commercial Driver's License.**

**Note:** Individuals in this classification possessing a Washington State Department of Health Water Distribution Manager I or higher certificate are eligible for a two-range pay adjustment. The pay adjustment is contingent on the budget process and Civil Service verification of the certification.

**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 written test and promotional evaluation, with weights assigned as follows:

- 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.

**Written Test Details:**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Tuesday, March 10, 2020. Standard start times are 9 a.m. or 1 p.m. The approximate duration of the test will be 2 hours.

**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. Additional sessions may be added depending on the number of applications accepted.

**The test may include the following subjects:**

Safety  
Interpersonal Relations & Customer Service  
Decision Making & Leadership  
Technical Knowledge

**Promotional Evaluation Details:**

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

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

**We encourage you to apply immediately. Applicants must complete and submit a City of Spokane employment application online by filing cut-off date and time.**

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 6th day of February 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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**POLICE CAPTAIN SPN 917  
PROMOTIONAL**

**DATE OPEN:** Monday, February 10, 2020      **DATE CLOSED:** Tuesday, February 25, 2020 at 4:00 p.m.  
**SALARY:** \$142,610.40 annual salary, payable bi-weekly, to a maximum of \$156,057.12

**DESCRIPTION:**

Performs responsible command-level work in directing the activities of a major division of the Police Department.

**DUTIES:**

- Exercises powers of arrest and control; defends self and uses force and deadly force; enforces motor vehicle laws; operates vehicle under emergency conditions and provides emergency assistance; responds to crime scenes and performs criminal investigations; and participates in special operations.
- Directs programs for their respective division which may include patrol, traffic, K-9, critical incident management and other specialty units. Is responsible for the coordination and development of patrol tactics/ strategies to deal with crime problems and related issues. Assigns uniformed police officers to patrol and other specialty units; directs traffic safety and accident investigation programs; conducts studies of traffic and crime records; develops corrective measures; makes recommendations for revision of ordinances and policies; and does liaison work with various law enforcement agencies and organizations.
- Commands the Investigative Division. Coordinates and directs activities of the various investigative units in the division; provides technical advice; designs special details and task forces; and does liaison work with the prosecutor's office, the public defender's office, the various courts and other state and federal agencies.
- Directs the activities of the Training, and Community Services Sections. Does liaison work with various law enforcement agencies and organizations; and provides administrative support as needed to the Police Chief's office.
- Prepares working schedules; maintains and enforces discipline; reviews records and reports of subordinates; develops new procedures; and submits reports and recommendations to the Police Chief. Responsible for the managerial development of command level subordinates.
- May assume direct command of police activities during a major emergency, a major crime or other significant police-involved event.
- Performs related duties as required.

**MINIMUM QUALIFICATIONS:****Experience:**

- Two years of service with the City in the classification of Police Lieutenant.

**Certification:**

- Must obtain the Washington State Criminal Justice Training Commission Mid-Management Career Level Certification within the probationary period.
- Must be Certified by the Police Physician as physically fit to perform such duty.

**License:**

- Applicants must possess a valid driver's license.

**Procedural Note:** Selection of a Senior Administrative Assistant, Rule V, Section 5, Rules of the Civil Service Commission, applies.

**EXAMINATION DETAILS:**

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for promotion. The examination will consist of a training and experience evaluation (T&E) with scoring weight assigned as follows:

- T&E: 100%

**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 by 4:00p.m. on the closing date.

- Responses to your T&E questions should be consistent with the information given in your application details, and 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. Duplicate applications will be disqualified
- **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](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 6th day of February 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### Post Street Bridge Replacement Engineering Services File No. 2017105

This project consists of the construction of approximately 800 cubic yards of excavation and embankment, 370 linear feet of 60-inch sanitary sewer, 2 sanitary sewer diversion vaults (for live sewer diversion), 380 linear feet of storm sewer, 3 drainage structures, 1 stormwater lift station, 500 linear feet of storm sewer force main, 480 linear feet of 18-inch water main, 600 tons of HMA pavement, sundry utility adjustments, 17,700 square feet of bridge superstructure demolition and replacement and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. March 2, 2020 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Hand delivered bids shall be delivered to the security desk on the first floor, City Hall, 808 W Spokane Falls Blvd, Spokane WA 99201-3316.

New location for bid opening: The bids will be publicly opened and read at 1:15 p.m. in the Tribal Conference Room, 1st floor, City Hall.

A **MANDATORY prebid conference** will be held at the office of the Engineering Services Department, 808 W. Spokane Falls Boulevard, Spokane, WA, at 1:30 p.m. on February 13, 2020 in Conference Room 2B, 2nd floor, City Hall.

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

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

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

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

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

It is anticipated that this project will be funded in part by the Washington State Department of Ecology. Neither the State of Washington nor any of its departments or employees are, or shall be, a party to any contract or any subcontract resulting from this solicitation for bids.

The Successful bidder will be required to conform to the wage requirements prescribed by the federal Davis-Bacon and Relate Acts which requires that all laborers and mechanics employed by contractors and subcontractors performing on contracts funded in whole or in part by SRF appropriations in excess of \$2000 pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits, and determined by the Secretary of Labor, for corresponding classes of laborers and mechanics employed on similar projects in the area.

Publish: February 5, 12 and 19, 2020

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**Post Street Water Line Replacement  
Engineering Services File No. 2019177  
TWO WEEK BID PERIOD**

This project consists of the construction of approximately 300 linear feet of 18-inch water main, 50 cubic yards of rock excavation, 325 linear feet of storm sewer, 4 drainage structures, minor curb and sidewalk replacement, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. February 17, 2020 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Hand delivered bids shall be delivered to the security desk on the first floor, City Hall, 808 W Spokane Falls Blvd, Spokane WA 99201-3316. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers located on the basement level of City Hall.

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

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

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

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

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

In accordance with SMC 7.06.500 and RCW 39.04.350(1), the low bidder shall complete the Supplemental Bidder Responsibility Criteria form located in Appendix C. Failure to promptly submit the form including supporting documentation if required may delay award of the Contract.

Publish: February 5 and 12, 2020

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### BOILERMAKER SERVICES FOR SCHEDULED OUTAGES, SUPER HEATER PENDANT REPLACEMENTS AND EMERGENCY SERVICES

Solid Waste Disposal – Waste to Energy Facility  
#PW ITB 5238-20

#### INVITATION TO BID NOTICE

**Description:** The City of Spokane is soliciting electronic bids for Boilermaker Services for Scheduled Outages, Super Heater Pendant Replacements and Emergency Services

**Bid Opening:** Sealed electronic bids will be received until **Monday, March 2, 2020 at 1:00 pm**. At 1:15 pm. they will be publicly opened in a meeting held in the City Hall Lobby Conference Room – Tribal, City Hall, 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.procurement.com>, on or before the aforementioned date and time. Hard copy and/or late bids shall not be accepted.

**Mandatory Pre-Bid Conference:** A MANDATORY pre-bid conference will be held on THURSDAY, FEBRUARY 20, 2020 AT 9:00 am. The location will be at the Waste to Energy Facility (WTEF) Admin Offices, 2900 S Geiger Blvd., Spokane WA. **This meeting is MANDATORY ONLY for those companies who have not previously performed Boilermaker Services work at the City of Spokane Waste to Energy Facility.**

To view this solicitation, access Plans and Specifications, and submit a bid response, you must first register in the City's bidding portal at <https://spokane.procurement.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: February 12 & 19, 2020

**UPRIVER DAM SPILLWAY REHAB PHASE III AND STID UPDATE**

City of Spokane Water &amp; Hydroelectric Services Department

**RFQu # 5240-20**

**Description:** The UPRIVER DAM STID UPDATE and SPILLWAY REHABILITATION PHASE III ENGINEERING DESIGN AND SPECIFICATIONS are required for FERC regulatory compliance and an upcoming spillway rehabilitation construction project budgeted for year 2021.

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, MARCH 16, 2020**, in the **City Hall Lobby Conference Room – Tribal**, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **UPRIVER DAM SPILLWAY REHAB PHASE III AND STID UPDATE** for the City of Spokane Water & Hydroelectric Services Department.

The Request for Qualifications document is available for download through the City of Spokane's online procurement system <https://spokane.procureware.com>. Registration is required to view and download this solicitation. Solicitation documents will not be mailed, e-mailed, or provided in person.

It is the responsibility of Proposers to check the City of Spokane's online procurement system identified above for Addenda or other additional information that may be posted regarding this Request for Qualifications.

Questions from potential Proposers will be accepted through the "Clarifications" tab under the associated project number in the online procurement system.

All Qualification Proposal documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, March 16, 2020**. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

The right is reserved to reject any and all Proposals and to waive any informalities.

Thea Prince  
City of Spokane Purchasing

Publish: February 12 & 19, 2020

