



# Official Gazette

## City of Spokane, Washington

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

Volume 110

JUNE 17, 2020

Issue 25



### 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)

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# Minutes

**NOTICE**

## MEETING MINUTES OF SPOKANE CITY COUNCIL Monday, June 8, 2020

The minutes for the Monday, June 8, 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, June 24, 2020, issue of the *Official Gazette*.

**These minutes are being republished to reflect the correct ending time.**

## SPECIAL MEETING MINUTES SPOKANE CITY COUNCIL Thursday, June 4, 2020

A Special Meeting of the Spokane City Council was held virtually via WebEx teleconferencing on the above date at 11:03 a.m. in the City Council Chambers, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. The purpose of the Special Meeting was for City Council to hold a special legislative session to consider Resolution 2020-0038 and hold its regularly scheduled Study Session.

The public was able to listen to the meeting by calling 1-408-418-9388 and entering an access code when prompted, viewing the meeting live at Channel 5, or at [my.spokanecity.org/citycable5/live](http://my.spokanecity.org/citycable5/live).

During the Special Legislative Session, due to the suspension of the in-person attendance requirement, no public testimony was taken. However, there was an opportunity for written public comment to be submitted via email to [CityCouncil2@SpokaneCity.org](mailto:CityCouncil2@SpokaneCity.org). The Study Session portion of the meeting was conducted in a study session format. Discussion was limited to appropriate officials, presenters and staff.

### STUDY SESSION AGENDA

The City Council held an interview with a potential candidate for appointment to the Bicycle Advisory Board.

This portion of the Study Session ended at 11:10 a.m. and the City Council then convened into its Special Legislative Session.

### SPECIAL LEGISLATIVE SESSION / LEGISLATIVE AGENDA

**Roll Call**

On roll call, Council President Beggs and Council Members Cathcart, Kinnear, Mumm, Stratton, and Wilkerson were present. (Council President Beggs was in attendance in the Council Chambers and also participated in the meeting via WebEx. Cathcart, Kinnear, Mumm, Stratton, and Wilkerson attended the meeting via WebEx only.) Council Member Burke was absent.

### **Presentation of the Mayor's Executive Orders for Declaration of Emergency and Curfew Order (EO 2020-008 and EO 2020-0009) for City Council Ratification and Confirmation, Modification or Rejection, via Resolution (RES 2020-0038)**

City Council Policy Advisor Brian McClatchey provided an overview of Resolution 2020-0038. Subsequent to Council discussion, the following action was taken:

**Motion** by Council Member Cathcart, seconded by Council Member Stratton, **to defer** Resolution 2020-0038 to Monday (June 8) so City Council has more time to read and go through it; **carried unanimously (Council Member Burke absent).**

The Special Legislative Session portion of the meeting adjourned at 11:16 a.m. The City Council immediately reconvened into the remaining Study Session portion of the meeting.

**STUDY SESSION AGENDA (continued)**

The City Council held discussion on the following topics:

- Finance – SIP Loan Discussion
- Finance – CHHS Operations and Neighborhood Services Operations Presentations

**Adjournment**

The study session portion of the special meeting adjourned at 1:07 p.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Finance & Administration Committee**  
**03/16/20 – FINAL**

**Attendance**

Council Member Candace Mumm, Council Member Lori Kinnear, Council President Breean Beggs, Council Member Karen Stratton, Council Member Kate Burke by phone, Council Member Becky Wilkerson by phone, Council Member Michael Cathcart, Bryan McClatchey, David Paine, Carly Cortright, Paul Ingiosi, Paul Warfield, Tim Dunivant, Michelle Hughes, John Delay, Tim Szambelan, Hannahlee Allers, Pam Bergin, Jake Hensley, Shae Blackwell, Laura Williams

Meeting started at 1:17 p.m.

**Approval of Minutes:**

Meeting Minutes for February were approved.

**Agenda Items:****1. Fleet Vehicle Purchase Process – David Paine**

David Paine, Interim Director of Fleet Services, briefed the Committee regarding this item. Please see attached presentation and RCW.

**2. Corona Virus Financial Implications Update – CM Mumm/Ingiosi**

CP Beggs briefed the committee regarding what has been happening recently with the COVID 19 virus situation. More business have been closed.

They talked about using the Council Meeting as an informational time rather than a Council Session and they would do the Legislative work at the 3:30 p.m. session instead of the 6:00 p.m. session.

What options does the City have Financially – discussion ensued.

**3. Special Event Cost Recovery – Carly Cortright**

Carly Cortright, Interim Director of the Community and Neighborhood Services Division, briefed the committee regarding this item. Please see attached presentation.

**4. Resolution**

There was a resolution brought forward ratifying and amending the Mayor's declaration of a Civil Emergency or Disaster.

**Consent Items:**

Consent Items were moved forward without any questions.

**Adjournment**

The meeting was adjourned at 11:15 a.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Finance & Administration Committee**  
**04/20/20 – FINAL**

**Attendance**

Council Member Candace Mumm, Council Member Lori Kinnear, Council President Breean Beggs, Council Member Karen Stratton, Council Member Kate Burke, Council Member Becky, Council Member Michael Cathcart, Bryan McClatchey, Wes Crago, Jake Hensley, Paul Ingiosi, Michelle Hughes, Dan Buller, Gerald Okihara, Kara Odegard, Laura Williams

Meeting started at 1:20 p.m.

This meeting was conducted through Web Ex

**Approval of Minutes:**

Meeting Minutes for March were approved.

**Agenda Items:****1. Range Changes – Mayor’s Office – Meghann Steinolfson**

Meghann, Steinolfson, Interim Human Resources Director, briefed the Committee regarding this item. Please see attached briefing paper and Special Budget Ordinance.

**2. Hamilton Street Corridor – Dan Buller/Gerald Okihara**

Dan Buller and Gerald Okihara from Engineering Services briefed the Committee regarding this item. Please see the attached briefing paper.

**3. Letter of Support for Drinks to Go – CM Kinnear**

CM Kinnear briefed the committee regarding this item. CM Burke declared she will not be supporting this initiative.

**4. Bond Refinancing – Jake Hensley**

Jake Hensley, Treasury Manager, briefed the Committee regarding this item. Please see attached briefing paper.

**5. Letter of Support for Avista’s 5 year Electric Plan – Kara Oedgard**

Kara Odegard, City Council, briefed the Committee regarding this item. Please see attached.

**6. SBO for COVID 19 Costs – Tonya Wallace**

Tonya Wallace, Chief Financial Officer, briefed the Committee regarding this item.

**7. Tax & Licensing Due Date Extension Ordinance – Jake Hensley**

Jake Hensley, Treasury Manager, briefed the Committee regarding this item. Please see attached briefing paper and DRAFT Ordinance.

**8. Financial Monthly Report – Paul Ingiosi**

Paul Ingiosi, Budget Director, briefed the Committee regarding this item. Please see attached financial report.

**Consent Items:**

There were two consent items pulled for discussion: Mayor’s Office Range Change and the Hamilton Street Corridor Project. All other consent items were moved forward without discussion.

**Adjournment**

The meeting was adjourned at 2:25 p.m.

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**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Urban Experience Committee**  
**4/13/20 – MINUTES**

**Attendance**

*City Employees:* Louis Meuler, Teri Stripes, Kris Becker, CM Karen Stratton, Garrett Jones, CM Lori Kinnear, CP Breann Beggs, CM Michael Cathcart, Hannahlee Allers, CM Betsy Wilkerson, CM Candace Mumm, CM Kate Burke, Dusty Fredrickson, Brian McClatchey, James Richman

*Non-City Employees:* Melissa Huggins (Spokane Arts)

The meeting started at 1:16 p.m.

**Approval of Minutes:**

The February 10, 2020 and March 9, 2020 meeting minutes were approved unanimously.

**Agenda Items:****1. Spokane Arts: Artist Assistance Fund - Melissa Huggins**

Melissa shared ways Spokane Arts is helping protect and support local artists during the COVID-19 pandemic.

- Crowdfunding campaign for an emergency fund for free-lance artists, seeded by \$25,000 from Spokane Arts, using money from the estate of Deanette Harris, along with \$15,000 from community members
- Emergency grants of up to \$500 each. These are one-time grants to fill the gap until federal assistance programs kick in. This is a separate program from the one being offered by the state.
- SAGA (Spokane Arts Grants Awards) funded by a small portion of the emissions tax. Grantees for the 1<sup>st</sup> round were announced April 1<sup>st</sup>. Second round applications will be taken through June 1<sup>st</sup>, with awards being announced on a rolling basis. Funds were shifted from 2021-2022 allocations into 2020 allocations, making \$25,000 available for round 1, \$70,000 for round 2, and \$40,000 for round 3.
- State and federal funding programs.

**2. Parks Update: Impacts of COVID-19 (physical, staffing, event revenue) and Strategies Moving Forward - Garrett Jones**

Garrett gave an update on Parks & Recreation services and recommendations during the COVID-19 pandemic.

- Core Service Model: Including community & employee safety and asset protection
- Reduction in Services: Including less grass mowing & weeding and cancellation/postponement of Riverfront programming
- Information Dissemination (i.e. signage at parks)
- Response & Recovery Planning
- Program & Event Impacts
- Revenue Impacts & Modeling (short and long term)
- Silver Linings: Including working with volunteer groups to keep some planting and maintenance done while temp/seasonal staff are on standby (i.e. Duncan Gardens & Gaiser Conservatory), coordination with the County that hopefully will last beyond the pandemic, focus on innovation and resilience to help keep Spokane parks' open space available to the public

**3. Equity & Business Recovery During COVID-19- CM Wilkerson**

CM Wilkerson shared information on grants available to small businesses owned by minorities or protected groups. Over 1100 applications for grants have been submitted. Only 120 will be moved forward. The application was revised to add qualifying questions (veteran, women, minorities, etc). A member of AHANA has been brought on board to help in getting assistance to our businesses of color, since many of them have only a few employees. Interpretive assistance is available.

**4. Joint COVID-19 EOC: Update on Community Outreach and Business Recovery Work & Our Spokane Small Businesses COVID-19 Assistance - Wes Crago Brian Coddington, & Teri Stripes**

The team shared current and recent information and statistics related to the COVID-19 and community outreach.

- April 13, 2020 Situation Report showing the current plans are working and that emergency responses are normal for this time of year

- o People at the Isolation Site – 4
- o People at the Library Site – 104
- o People Hospitalized – 21
- o Days Under the COVID-19 Pandemic – 55

- Business and Citizen Assistance Hotlines
- Citizen Engagement – Outreach (community newsletter, Mayor’s message City social media) and Interactive (social media, video meetings, tele-town hall)
- Telephone Town Hall Recap
- Business Engagement for Response (Navigators/GSI-ADO) and Recovery (Mayor’s Task Force/ Neighborhood Business Association)

**5. American Enterprise Institute’s *National Coronavirus Response: A Road Map to Reopening* - CM Mumm**

CM Mumm discussed the 15-page report and advised it would be helpful for all to look over as it discusses four phases for response and re-opening communities dealing with COVID-19. The report gives trigger points for moving from one phase to the next. The phases are:

- Phase I – Slow the Spread
- Phase II – Reopen, State by State
- Phase III – Establish Protection Then Lift All Restrictions
- Phase IV – Rebuild Our Readiness for the Next Pandemic

CM Mumm also discussed the possibility of Spokane County being able to open before the west side of the state due to Spokane’s reaching the trigger points sooner. Wes Crago advised the administration is advocating to allow individual communities to open independent of the state mandate.

**6. Permit Extension Interim Ordinance - Brian McClatchey & James Richman**

James Richman drafted the ordinance that would extend permits, preventing their expiration during this COVID-19 pandemic. They would be active through the end of this year. The ordinance came about, because James was receiving questions from staff and the Hearing Examiner reference what would happen with restrictions normally required with the issue of permits (timeframe to start work, expiration, notice requirements, etc). This ordinance recognizes it’s going to be difficult to meet guidelines/restrictions during this crisis.

**7. Year-Round Speed Limits Adjacent to Parks and Park Properties - CM Kinnear & CM Beggs**

CM Kinnear shared a request for a two-year pilot to gather data on the use of parks during “off-seasons” to possibly allow changing of the 20 mph zones through park areas from being seasonal to year-round. This, right now, would only apply to parks that already have 20 mph speed zones, to keep from overburdening Streets and other departments. CP Beggs advised the budget allows for four traffic officers who could help enforce the speed limits. CM Stratton recommended they work with SPD throughout the process.

**8. Essentiality of Residential Construction - CM Cathcart**

CM Cathcart presented a resolution that asks the governor to add residential construction to the essential work list, as long as workers follow social distancing guidelines. This is due to the fact that Spokane is facing a housing crisis. CM Mumm recommended a go-forward resolution that would allow Spokane to function autonomously when it comes to this type of decision.

**Consent Items:**

All consent items were approved and moved forward.

**Executive Session:**

There was no Executive Session at this meeting.

**Adjournment:**

The meeting was adjourned at 2:43 PM

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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*.**

This ordinance is being republished with additional information provided for areas that were previously left blank.

CITY OF SPOKANE, WASHINGTON

LIMITED TAX GENERAL OBLIGATION REFUNDING BOND, 2020

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ORDINANCE NO. C35910

AN ORDINANCE OF THE CITY OF SPOKANE, WASHINGTON, PROVIDING FOR THE ISSUANCE AND SALE OF N LIMITED TAX GENERAL OBLIGATION REFUNDING BOND OF THE CITY IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$22,000,000, FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING BONDS OF THE CITY; PROVIDING FOR THE REDEMPTION OF THE OUTSTANDING BONDS TO BE REFUNDED; PROVIDING FOR THE ANNUAL LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON THE BOND; AND DECLARING AN EMERGENCY.

Passed: June 1, 2020

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Prepared by:

McALOON LAW, PLLC  
Spokane, Washington

CITY OF SPOKANE, WASHINGTON  
ORDINANCE NO. C35910  
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Exhibit A: Copy of Bank’s Offer to Purchase

\* This table of contents and the cover page are for convenience of reference and are not intended to be a part of this ordinance.

ORDINANCE NO. C35910

AN ORDINANCE OF THE CITY OF SPOKANE, WASHINGTON, PROVIDING FOR THE ISSUANCE AND SALE OF A LIMITED TAX GENERAL OBLIGATION REFUNDING BOND OF THE CITY IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$22,000,000, FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING BONDS OF THE CITY; PROVIDING FOR THE REDEMPTION OF THE OUTSTANDING BONDS TO BE REFUNDED; PROVIDING FOR THE ANNUAL LEVY OF TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON THE BOND; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Spokane, Washington (the “City”) now has outstanding its “Unlimited Tax General Obligation Bonds, (Taxable Build America Bonds – Direct Payment), Series 2010B” issued on December 28, 2010, pursuant to Ordinance No. C34676, passed by City Council on December 13, 2010 (the “2010 Bond Ordinance”), in the aggregate principal amount of \$31,840,000 (the “2010B Bonds”), which remain outstanding as follows:

Maturity Years (December 1)	Principal Amounts	Interest Rates	CUSIP Numbers
2020	<b>\$ 2,680,000</b>	4.563%	849067R21
2021	<b>2,760,000</b>	4.713	849067R39
2025	<b>2,845,000</b>	5.663	849067R47
2026	<b>2,950,000</b>	5.713	849067R62
2030*	<b>12,990,000</b>	6.131	849067R54

\*Term Bonds.

; and

WHEREAS, the 2010B Bonds are subject to redemption prior to their stated maturity dates at any time on or after December 1, 2020, as a whole or in part, maturities to be chosen by the City, at a price of par plus interest accrued thereon to the date fixed for redemption; and

WHEREAS, the City is authorized pursuant to chapters 35.22, 35.86, 39.36, 39.46 and 39.50 and 39.53 RCW to issue, sell and deliver its limited tax general obligation refunding bonds for the purpose of providing funds to refund and defease its outstanding bonds prior to their stated maturity in accordance with the terms of the bonds and their authorizing ordinances; and

WHEREAS, it is deemed necessary and in the best interest of the City to modify its debt service to achieve cost savings by refunding the 2010B Bonds through the issuance of its Limited Tax General Obligation Refunding Bond, 2020 (the “Bond”); and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SPOKANE, WASHINGTON as follows:

Section 1. Definitions As used in this ordinance, the following words shall have the following meanings:



**Acquired Obligations** means the Government Obligations acquired by the City under the terms of this ordinance to effect the defeasance and refunding of the Refunded Bonds.

**Bank** means JPMorgan Chase Bank, N.A., as purchaser of the Bond.

**Beneficial Owner** means any person that has or shares the power, directly or indirectly, to make investment decisions concerning ownership of the Bond (including persons holding the Bond through nominees, depositories or other intermediaries).

**Bond** means the City of Spokane, Washington, Limited Tax General Obligation Refunding Bond, 2020, issued pursuant to this ordinance.

**Bond Counsel** means McAloon Law, PLLC or another firm of attorneys of nationally recognized standing pertaining to the tax-exempt nature of interest on bonds issued by states and their political subdivisions, duly admitted to the practice of law before the highest court of any state of the United States of America.

**Bond Fund** means the City of Spokane Limited Tax General Obligation Bonds Debt Service Fund previously created and maintained pursuant to Section 10 of this ordinance.

**Bond Register** means the books or records maintained by the Registrar containing the name and mailing address of the owner of the Bond or the nominee of such owner.

**Bond Year** means each one-year period that ends on the date selected by the City. The first and last Bond Years may be shorter periods. If no day is selected by the City before the earlier of the final maturity date of the Bond or the date that is five years after the date of issuance of the Bond, Bond Years end on each anniversary of the date of issue and on the final maturity date of the Bond.

**Call Date** means the date on which the Refunded Bonds will be prepaid, as selected by the City.

**Chief Financial Officer** means the duly qualified, appointed and acting Chief Financial Officer of the City or any other officer who succeeds to the duties now delegated to that office.

**City** means the City of Spokane, a municipal corporation and first class charter city duly organized and existing under the laws of the State of Washington and the Charter of the City.

**Code** means the Internal Revenue Code of 1986, as amended, and shall include all applicable regulations and rulings relating thereto.

**Council** means the City Council as the general legislative authority of the City, as the same shall be duly and regularly constituted from time to time.

**Designated Representative** means the Chief Financial Officer or the Director of Management and Budget.

**Government Obligations** means those obligations now or hereafter defined as such in chapter 39.53 RCW.

**Interest Rate** means a fixed rate of 1.38%, calculated on a 30/360 day basis.

**Issue Date** means, with respect to the Bond, the date of initial issuance and delivery of the Bond to the Bank in exchange for the purchase price of the Bond.

**Maturity Date** means December 1, 2026.

**Net Proceeds**, when used with reference with the Bond, means the principal amount of the Bond, plus accrued interest and original issue premium, if any, and less original issue discount, if any.

**Offer to Purchase** means Bank's letter and offer to purchase the Bond, dated June 1, 2020, a copy of which is attached hereto as Exhibit "A" and by this reference incorporated herein.

**Private Person** means any natural person in a trade or business or any trust, estate, partnership, association, company or corporation.

**Private Person Use** means the use of property in a trade or business by a Private Person if such use is other than as a member of the general public. Private Person Use includes ownership of the property by the Private Person as well as other arrangements that transfer to the Private Person the actual or beneficial use of the property (such as a lease, management or incentive payment contract or other special arrangement) in such a manner as to set the Private

Person apart from the general public. Use of property as a member of the general public includes attendance by the Private Person at municipal meetings or business rental of property to the Private Person on a day-to-day basis if the rental paid by such Private Person is the same as the rental paid by any Private Person who desires to rent the property. Use of property by nonprofit community groups or community recreational groups is not treated as Private Person Use if such use is incidental to the governmental uses of property, the property is made available for such use by all such community groups on an equal basis and such community groups are charged only a *de minimis* fee to cover custodial expenses.

**Refunded Bonds** means the 2010B Bonds maturing on and after December 1, 2021.

**Registered Owner** means the person named as the registered owner of a Bond in the Bond Register.

**Registrar** means the fiscal agency of the State of Washington or such other registrar as may be designated by the City for the purposes of registering and authenticating the Bond, maintaining the Bond Register, effecting transfer of ownership of the Bond, and paying the principal of, premium, if any, and interest on the Bond.

**Treasurer** means the Treasurer of the City or the person succeeding to the functions currently performed by the Treasurer.

**2010 Bond Ordinance** means Ordinance No. C34676, passed by City Council on December 13, 2010.

**2010B Bonds** means the City's Unlimited Tax General Obligation Bonds (Taxable Build America Bonds – Direct Payment), Series 2010B, issued December 28, 2010, and authorized by the 2010 Bond Ordinance.

**Rules of Interpretation.** In this ordinance, unless the context otherwise requires:

(a) The terms “hereby,” “hereof,” “hereto,” “herein,” “hereunder” and any similar terms, as used in this ordinance, refer to this ordinance as a whole and not to any particular article, section, subdivision or clause hereof, and the term “hereafter” shall mean after, and the term “heretofore” shall mean before, the date of this ordinance;

(b) Words of the masculine gender shall mean and include correlative words of the feminine and neuter genders, and words importing the singular number shall mean and include the plural number and vice versa;

(c) Words importing persons shall include firms, associations, partnerships (including limited partnerships), trusts, corporations and other legal entities, including public bodies, as well as natural persons;

(d) Any headings preceding the text of the several articles and sections of this ordinance, and any table of contents or marginal notes appended to copies hereof, shall be solely for convenience of reference and shall not constitute a part of this ordinance, nor shall they affect its meaning, construction or effect; and

(e) All references herein to “articles,” “sections” and other subdivisions or clauses are to the corresponding articles, sections, subdivisions or clauses hereof.

**Section 2. Emergency** The Council declares that an emergency exists in order that there be no delay in issuing the Bond, ensuring the favorable credit terms proposed by the Bank for the benefit of the City. Therefore, this ordinance shall be in full force and effect immediately upon its passage by the Council.

**Section 3. Authorization of Bond and Bond Details** For purposes of refunding the Refunded Bonds and thereby effecting a substantial savings to the City, and paying the costs of issuance of the Bond, the City shall issue its Limited Tax General Obligation Refunding Bond, 2020 in the aggregate principal amount of not to exceed \$22,000,000 (the “Bond”).

The Bond shall be a general obligation of the City, shall be designated as the “City of Spokane, Washington, Limited Tax General Obligation Refunding Bond, 2020,” shall be fully registered as to both principal and interest, shall be issued in the principal amount of not to exceed \$22,000,000, shall be numbered separately in the manner and with any additional designation as the Registrar deems necessary for purposes of identification, shall be dated its date of delivery, shall bear interest at the fixed rate of 1.38% per annum, and shall mature December 1, 2026. The Bond shall bear interest from its Issue Date or from its most recent interest payment date to which interest has been paid. Interest shall be payable semi-annually, commencing on June 1, 2021 and principal payable annually, commencing on December 1, 2021. The Bond shall not be transferrable except as set forth in the Offer to Purchase. The interest rate payable on the Bond may change if an Event of Default, as defined in the Offer to Purchase, occurs. The Bond will be held by the Bank in physical form, will not be rated and will not be assigned a CUSIP number.

Section 4. Registration and Payments; Transfer

(a) *Appointment of Registrar.* The City hereby requests that the Treasurer specify and adopt the system of registration and transfer for the Bond approved by the Washington State Finance Committee from time to time through the appointment of a state fiscal agency. The Registrar is authorized, on behalf of the City, to authenticate and deliver the Bond in accordance with the provisions of the Bond and this ordinance and to carry out all of the Registrar’s powers and duties under this ordinance.

(b) *Bond Register.* The Bond shall be in registered form as to both principal and interest.

(c) *Registered Ownership.* The City and the Registrar, each in its discretion, may deem and treat the Registered Owner of the Bond as the absolute owner thereof for all purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary. Payment of the Bond shall be made only as described in this section and Section 3 hereof. All such payments made as described in this section and Section 3 shall be valid and shall satisfy and discharge the liability of the City upon such Bond to the extent of the amount or amounts so paid.

(d) *Place and Medium of Payment.* Principal of and interest on the Bond shall be payable in lawful money of the United States of America. Installments of principal of and interest on the Bond shall be paid by check, wire, or electronic transfer on the date; *provided, however,* the final installment of principal on the Bond shall be payable only upon presentation and surrender of the Bond by the Registered Owner at the principal office of the Registrar.

Interest on the Bond shall be calculated on the basis of a year of 360 days and twelve 30-day months. Principal of the Bond shall be payable according to the amortization schedule attached to the Bond effective December 1, 2021 and annually on each December 1 thereafter until the Maturity Date.

Section 5. Form of Bond The Bond shall be in substantially the following form:

UNITED STATES OF AMERICA

NO. R-1 [\$22,000,000]

STATE OF WASHINGTON  
CITY OF SPOKANE  
LIMITED TAX GENERAL OBLIGATION REFUNDING BOND, 2020

INTEREST RATE: [1.38]% [or the Default Rate upon an Event of Default, or the taxable equivalent rate upon an event of taxability, as set forth in the Offer to Purchase]

MATURITY DATE: December 1, 2026

REGISTERED OWNER: JPMORGAN CHASE BANK, N.A.

PRINCIPAL AMOUNT: [TWENTY-TWO MILLION] AND NO/100 DOLLARS

THE CITY OF SPOKANE, a municipal corporation organized and existing under and by virtue of the laws of the State of Washington (the “City”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns, on the Maturity Date identified above, the Principal Amount indicated above and to pay interest thereon from [\_\_\_\_\_], 2020, or the most recent date to which interest has been paid or duly provided for until payment of this bond at the Interest Rate set forth above, payable on June 1, 2021, and semiannually thereafter on the first days of each succeeding June and December; provided, however, that if an Event of Default (as set forth in the Offer to Purchase) shall occur this bond shall be subject to a default rate as set forth in the Offer to Purchase. Provider further, that if an event of taxability (as set forth in the Offer to Purchase) shall occur this bond shall be subject to a taxable equivalent as set forth in the Offer to Purchase]. Principal of this bond shall be payable according to the amortization schedule attached hereto effective December 1, 2021 and annually on each December 1 thereafter until the Maturity Date. Both principal of and interest on this bond are payable in lawful money of the United States of America. Initially, the City has specified and adopted the registration system for the bond specified by the State Finance Committee, and the fiscal agency of the State will act as registrar, paying agent and authenticating agent (the “Registrar”).

This bond is issued under and in accordance with the provisions of the Constitution and applicable statutes of the State of Washington, the City Charter, and Ordinance No. C35910 duly passed by the City Council on [June 1], 2020 (the “Bond Ordinance”). Capitalized terms used in this bond have the meanings given such terms in the Bond Ordinance.

This bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Ordinance until the Certificate of Authentication hereon shall have been manually signed by or on behalf of the Registrar or its duly designated agent.



Bond the proper officers of the City although at the original date of such Bond any such person shall not have been such officer of the City.

Section 7. Designation of Refunded Bonds; Refunding Plan

(a) *Designation of Refunded Bonds.* The following maturities of the 2010B Bonds are designated as the Refunded Bonds:

Maturity Years	Principal Amounts	Interest	CUSIP
2021	<b>\$ 2,760,000</b>	4.713%	849067R39
2025	<b>2,845,000</b>	5.663	849067R47
2026	<b>2,950,000</b>	5.713	849067R62
2030*	<b>12,990,000</b>	6.131	849067R54

\*Term Bonds.

(b) *Application of Bond Proceeds.* The net proceeds of the Bond (exclusive of amounts allocated to pay costs of issuance), together with other available funds of the City in the amount (if any), shall be held by the City and used to pay the costs of or reimbursing the City for the costs of redeeming the Refunded Bonds.

(c) *Defeasance of Refunded Bonds.* In order to effect the defeasance of the Refunded Bonds, the net proceeds of the Bond shall be deposited in the General Obligation Bond Redemption Fund and may be utilized to purchase the Acquired Obligations, if any, necessary to maintain such a beginning cash balance sufficient to defease the Refunded Bonds and to discharge the obligations of the City relating thereto under the 2010 Bond Ordinance authorizing their issuance, by providing for the payment of the interest on the Refunded Bonds to the date fixed for redemption and the redemption price (the principal amount) on the date fixed for redemption of the Refunded Bonds. When the final transfer has been made for the payment of such redemption price and interest on the Refunded Bonds, any balance then remaining in the General Obligation Bond Redemption Fund shall be transferred to the account designated by the City and used for the purposes specified by the Designated Representative.

(d) *Acquired Obligations.* The Acquired Obligations, if any, shall be payable in such amounts and at such times that, together with any necessary beginning cash balance, will be sufficient to provide for the payment of:

(1) the interest on the Refunded Bonds as such becomes due on and before the Call Date or maturity of the Refunded Bonds; and

(2) the price of redemption of the Refunded Bonds on the Call Date of the Refunded Bonds or the maturity value of the Refunded Bonds that are defeased to maturity.

Section 8. Conditional Call For Redemption of Refunded Bonds

(a) *Call For Redemption of the Refunded Bonds.* The City hereby sets aside sufficient funds from proceeds of the Bond and out of the purchase of Acquired Obligations, if any, to make the payments described in Section 7 of this ordinance.

The City hereby states its intent to call the Refunded Bonds for redemption on the Call Date, in accordance with terms of the 2010 Bond Ordinance authorizing the redemption and retirement of the Refunded Bonds prior to their fixed maturities.

Section 9. Tax Covenants The City covenants that it will not take or permit to be taken on its behalf any action that would adversely affect the exemption from federal income taxation of the interest on the Bond and will take or require to be taken such acts as may reasonably be within its ability and as may from time to time be required under applicable law to continue the exemption from federal income taxation of the interest on the Bond.

(a) *Arbitrage Covenant.* Without limiting the generality of the foregoing, the City covenants that it will not take any action or fail to take any action with respect to the proceeds of sale of the Bond or any other funds of the City which may be deemed to be proceeds of the Bond pursuant to Section 148 of the Code and the regulations promulgated thereunder which, if such use had been reasonably expected on the dates of delivery of the Bond to the Bank, would have caused the Bond to be treated as an "arbitrage bond" within the meaning of such term as used in Section 148 of the Code.

The City represents that it has not been notified of any listing or proposed listing by the Internal Revenue Service to the effect that it is an issuer whose arbitrage certifications may not be relied upon. The City will comply with the requirements of Section 148 of the Code and the applicable regulations thereunder throughout the term of the Bond.

(b) *Private Person Use Limitation for Bonds.* The City covenants that for as long as the Bond is an outstanding governmental bond or a tax advantaged bond, it will not permit:

(1) More than 10% of the Net Proceeds of the Bond to be allocated to any Private Person Use; and

(2) More than 10% of the principal or interest payments on the Bond in a Bond Year to be directly or indirectly: (A) secured by any interest in property used or to be used for any Private Person Use or secured by payments in respect of property used or to be used for any Private Person Use, or (B) derived from payments (whether or not made to the City) in respect of property, or borrowed money, used or to be used for any Private Person Use.

The City further covenants that, if:

(3) More than 5% of the Net Proceeds of the Bond are allocable to any Private Person Use; and

(4) More than 5% of the principal or interest payments on the Bond in a Bond Year are (under the terms of this ordinance or any underlying arrangement) directly or indirectly:

(A) secured by any interest in property used or to be used for any Private Person Use or secured by payments in respect of property used or to be used for any Private Person Use, or

(B) derived from payments (whether or not made to the City) in respect of property, or borrowed money, used or to be used for any Private Person Use, then, (i) any Private Person Use of the project described in subsection (3) hereof or Private Person Use payments described in subsection (4) hereof that is in excess of the 5% limitations described in such subsections (3) or (4) will be for a Private Person Use that is related to the state or local governmental use of the projects financed or refinanced with the proceeds of the Bond (including the Refunded Bonds), and (ii) any Private Person Use will not exceed the amount of Net Proceeds of the Bond allocable to the state or local governmental use portion of the project(s) to which the Private Person Use of such portion of the projects financed or refinanced with the proceeds of the Bond (including the Refunded Bonds) relate. The City further covenants that it will comply with any limitations on the use of the projects financed or refinanced with the proceeds of the Bond by other than state and local governmental users that are necessary, in the opinion of its bond counsel, to preserve the tax exemption of the interest on the Bond. The covenants of this section are specified solely to assure the continued exemption from regular income taxation of the interest on the Bond.

(c) *Modification of Tax Covenants.* The covenants of this section are specified solely to assure the continued exemption from regular income taxation of the interest on the Bond. To that end, the provisions of this section may be modified or eliminated without any requirement for formal amendment thereof upon receipt of an opinion of the City's bond counsel that such modification or elimination will not adversely affect the tax exemption of interest on the Bond.

(d) *No Designation under Section 265(b) of the Code.* The Bond is not a "qualified tax-exempt obligation" under Section 265(b)(3) of the Code for banks, thrift institutions and other financial institutions.

Section 10. Bond Fund and Provision for Tax Levy Payments The Treasurer currently maintains a fund to be used for the payment of debt service on all limited tax general obligation bonds, designated as the "General Obligation Debt Service Fund" (the "Bond Fund"). The taxes hereafter levied for the purpose of paying principal of and interest on the Bond and other funds to be used to pay the Bond shall be deposited in the Bond Fund no later than the date such funds are required for the payment of principal of and interest on the Bond. Money in the Bond Fund not needed to pay the interest or principal next coming due may temporarily be deposited in such institutions or invested in such obligations as may be lawful for the investment of City funds.

The City hereby irrevocably covenants and agrees for as long as any of the Bond is outstanding and unpaid that each year it will include in its budget and levy an *ad valorem* tax upon all the property within the City subject to taxation in an amount that will be sufficient, together with all other revenues and money of the City legally available for such purposes, to pay the principal of and interest on the Bond as the same shall become due. All of such taxes so collected and any other money to be used for such purposes shall be paid into the Bond Fund.

The City hereby irrevocably pledges that the annual tax provided for herein to be levied for the payment of such principal and interest shall be within and as a part of the tax levy permitted to cities without a vote of the people pursuant to the Constitution of the State of Washington, and that a sufficient portion of each annual levy to be levied and collected by the City prior to the full payment of the principal of and interest on the Bond will be and is hereby irrevocably set aside, pledged and appropriated for the payment of the principal of and interest on the Bond. The full faith, credit and

resources of the City are hereby irrevocably pledged for the annual levy and collection of such taxes and for the prompt payment of such principal and interest.

Section 11. Defeasance The City, in order to effect the payment, retirement or redemption of the Bond, shall set aside in the Bond Fund or in another special account, moneys in amounts which, together with the known earned income therefrom, are sufficient to redeem or pay and retire the Bond in accordance with its terms and to pay when due the interest and redemption premium, if any, thereon, and such moneys are irrevocably set aside and pledged for such purpose, then no further payments need be made into the Bond Fund for the payment of the principal of and interest on the Bond. The owner of the Bond so provided for shall cease to be entitled to any lien, benefit or security of this ordinance except the right to receive payment of principal, premium, if any, and interest from such special account, and the Bond shall be deemed to be not outstanding under this ordinance.

The City shall give written notice of defeasance to the owner of the Bond.

Section 12. Sale of Bond

The Bond shall be sold to the Bank under the terms of the Offer to Purchase. The Council finds that the Offer to Purchase that has been distributed to the Council is reasonable and that it is

in the best interest of the City that the Bond shall be sold upon the conditions set forth in the therein. The City accepts the Offer to Purchase and authorizes and directs the Designated Representative and other proper officials of the City to issue a notice of redemption and establish a Call Date for the Refunded Bonds, to approve and execute a bond purchase agreement and other required documents and to do everything necessary for the prompt execution and delivery of the Bond to the Bank and for the proper application and use of the proceeds of sale thereof.

Section 13. Lost, Stolen or Destroyed Bond In the event the Bond shall be lost, stolen or destroyed, the Registrar may execute and deliver a new Bond of like date, number and tenor to the Registered Owner thereof upon the Registered Owner's paying the expenses and charges of the City and the Registrar in connection therewith and upon his/her filing with the Designated Representative and the Registrar evidence satisfactory to the Designated Representative and the Registrar, respectively, that the Bond was actually lost, stolen or destroyed and of his/her ownership thereof, and upon furnishing the City and the Registrar with indemnity satisfactory to the Designated Representative and the Registrar, respectively.

Section 14. Severability If any provision in this ordinance is declared by any court of competent jurisdiction to be contrary to law, then such provision shall be null and void and shall be deemed separable from the remaining provision of this ordinance and shall in no way affect the validity of the other provisions of this ordinance or of the Bond.

Section 15. Effective Date The Council hereby finds and determines that the issuance and sale of the Bond at this time will benefit the City by allowing the City to take advantage of current interest rates for tax-exempt bonds. In making such finding and determination, the Council has given consideration to the interest that will be payable on the Bond through the maturity of the Bond and the costs of issuance of the Bond. In order to take advantage of current interest rates, it is essential to accept the Offer to Purchase the Bond as quickly as possible. Based upon said facts, an emergency and urgency is declared and found to exist as necessary for the immediate support of City government and its existing public institutions. Based upon said emergency and urgency, this ordinance shall become effective immediately upon its passage.

Attachments on file in the City Clerk's Office.

**Passed by City Council June 1, 2020**  
**Delivered to Mayor June 8, 2020**

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# 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.

## WATER SERVICE FOREPERSON SPN 523 PROMOTIONAL

**DATE OPEN:** Monday, June 15, 2020

**DATE CLOSED:** Tuesday, June 30, 2020 at 4:00 p.m.

**SALARY:** \$53,747.21 annual salary, payable bi-weekly, to a maximum of \$88,514.50

### DESCRIPTION:

Performs supervisory work directing the taps and meters operation, or the construction, maintenance and repair of the municipal water system.

### DUTIES:

- Plans and lays out work; trains subordinates; keeps work and time records; makes reports; reads and interprets drawings and blueprints; and depending upon assignment:
- Supervises the inspection, testing and repair of meters in the repair shop; advises and instructs repair technicians on problems encountered; and participates in more difficult or emergency work.
- Receives requests for meter repair material and supplies. Maintains records of services and repairs, and performs other record-keeping functions.
- Plans and lays out projects after receiving assignments. Coordinates and inspects the work of private contractors. Plans, supervises and inspects the work of water department crews engaged in the laying, installing, repairing, and relocating of components of a public water system.
- Supervises skilled crews engaged in water service line tapping or in the installation and field servicing of water meters and remote reading devices.
- Performs hydrant flow tests and supervises crews engaged in location operations, inspection and repair of hydrants, valves, leaks or other trouble in transmission and service lines.
- Supervises crews engaged in installing service branches, or the location and repair of leaks and breaks in water mains.
- Supervises the operation of warehouse and yards personnel engaged in the salvage of material, and the delivery of equipment and material. Orders and maintains supplies and manages inventory control functions.
- Attends pre-construction conferences to coordinate work to be performed by the Water Department or work which affects the operation of the water system.
- Supervises the inspection of commercial buildings for compliance with cross connection control standards.
- Participates in snow removal program.
- Performs related work as required.

### MINIMUM QUALIFICATIONS:

#### Promotional Requirements

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

- *Experience:* Completion of at least two years with City of Spokane, in the classification of Water Service Specialist (SPN 521).
- *Certifications:* Must obtain a Water Distribution Manager II Certificate within one year of appointment. Positions other than those assigned to meter shop or ARB functions require possession of a Class "A" CDL and only those on the eligible list possessing the Class "A" CDL will be certified.

### 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%



**WRITTEN TEST DETAILS**

Due to restrictions placed around the COVID-19 pandemic, testing at City Hall has been suspended at this time. Applicants will be invited to the written test, at a date and time to be determined. Please plan approximately two hours for the written test.

The written exam may include the following subjects: computer skills, interpersonal skills, logical thinking, organizational awareness, technical competence, written communication, reading comprehension.

**PERFORMANCE 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] 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 using the online application system. Submit your complete online City of Spokane employment application by 4:00 p.m. on the filing cut-off date.**

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 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 10th day of June 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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**REFUSE COLLECTOR II SPN 550  
PROMOTIONAL**

**DATE OPEN: Monday, June 15, 2020**

**DATE CLOSED: Tuesday, June 30, 2020 at 4:00 p.m.**

**SALARY: \$38,824.27 annual salary, payable bi-weekly, to a maximum of \$60,865.20**

**DESCRIPTION:**

Performs heavy manual work in the collection of refuse or recyclables normally on residential collection route.

**DUTIES:**

- Drives and operates a refuse collection packer on an assigned route or a refuse collection dump truck on special trash collections; supervises the activities of assigned subordinate collectors and assists in moving, carrying and emptying refuse carts/cans; maintains daily route sheets of customers noting collection starts, stops, increases or decreases in service, and any extra charges; maintains records of charges for special collections.
- Drives and operates a rear-load collection truck on an assigned route. On occasion trains others to operate rear-load truck. Tags single stream recycling and yard-waste for contaminants and performs related assigned duties. Must be able to learn several routes. Must be able to drive different trucks on various routes and not expect to be on any given route or to be using the same truck with any regularity.
- Drives and operates cart delivery truck. Maintains cart inventory in serviceable condition. Cleans, stores, repairs and replaces carts as needed.
- Explains ordinances, procedures and charges regarding refuse or recycling collection to property owners; receives, acts on or refers collection complaints to supervisor; advises property owner as to condition or location of containers; reports to supervision any damage done to private or public property.
- Maintains daily route computer sheets; prepares accident and injury reports as required; prepares private or public property damage reports as required. Reports vehicle maintenance needs to appropriate department.

- May fill in for Refuse Collector III when needed.
- Performs related work as required.

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

(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:* One year of experience in the classification of Refuse Collector I (SPN 549).

**License and Certifications:**

(Employees in this job class must meet these requirements.)

- Possession of a valid Class B Commercial Driver's License (CDL) with air brake endorsement.

**NOTE: SHORTAGE RECRUITMENT- Employees in the classification of Refuse Collector I who have obtained a Class "B" CDL with air brake endorsement may apply on a promotional basis.**

**EXAMINATION DETAILS:**

Candidates 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 a performance evaluation, with scoring weight assigned as follows:

- Written Test: 80%
- PAR: 20%

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

**WRITTEN TEST DETAILS**

Written testing will be conducted on **Thursday, July 9, 2020**. The testing will be conducted at Solid Waste Collections located at 915 N. Nelson Street. The time is to be determined. The approximate duration of the test is 1 hour, 30 minutes. Additional test sessions may be made available depending on the number of applicants.

The written test may include such subjects as

- Applied Technology
- Interpersonal Skills
- Organizational Awareness
- Safety & Occupational Hazards
- Teamwork
- Technical Competence
- Vehicle Operations.

**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. Online applications must be completed and submitted before 4:00 p.m. on the closing date.**

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 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 11th day of June 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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**FACILITIES MAINTENANCE FOREPERSON SPN 697  
PROMOTIONAL**

**DATE OPEN: Monday, June 15, 2020**

**DATE CLOSED: Tuesday, June 30, 2020 at 4:00 p.m.**

**SALARY: \$47,648.16 annual salary, payable bi-weekly, to a maximum of \$78,494.18**

**DESCRIPTION:**

Performs supervisory work over a large crew or several small crews engaged in maintenance, repair, and construction of grounds, facilities, and structures in City-owned properties, including but not limited to municipal parks, playgrounds, sports facilities, lift and well stations, traffic islands, and other areas.

**DUTIES:**

- Organizes, assigns, inspects, and participates in the work of regular and seasonal employees engaged in the maintenance, repair, and construction of facilities, structures, recreation equipment, and grounds.
- Hires, trains, and conducts annual evaluations of subordinate personnel. Provides guidance and corrective action for employees as required. Recruits, hires, trains, and dismisses temporary employees.
- Schedules staffing and coordinates activities of work crews; directs preparation and recovery for special events or gatherings. Establishes priorities and safety guidance for staff; conducts regular safety meetings and training. Develops and maintains standard operational procedures for each position within the work group.
- Supervises seasonal opening, closing and cleanup of facilities, parks and City-owned properties, including the identification of diseased and dead trees, removal of underbrush, and preparation of ground for seeding and fertilizing. Performs planning and setup for capital projects and manages project work. Plans and directs snow removal from facilities, parking lots, sidewalks, walkways, and other public areas. Plans, directs, and advises others on asphalt and concrete removal and replacement locations and practices.
- Coordinates repair and prevention of vandalism and other abuse or misuse of City property. Provides pertinent information to police and social services.
- Coordinates activities with other supervisors and contractors. Keeps time, material, work, profit/loss, and other required records. Makes necessary reports. Inspects repairs and approves contractor payments. Reviews and evaluates program performance and recommends improvements.
- Assists in the preparation of preliminary budget estimates. Manages and tracks budget for assigned areas. Approves work orders, purchase orders, and credit purchases. Issues tools, supplies, and materials.
- Reviews development plans that impact assigned functions. Reads blueprints, drawings, and specifications. Prepares bills of materials; prepares cost estimates on remodeling and new projects. Solicits vendors for minor contract bids.
- Meets with customers/public to address questions, problems, and complaints, and handles various correspondences. Investigates issues and provides resolution.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements**

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

- *Experience:* Two years as a Laborer II or higher laboring classification, with experience in work direction of classified employees and one of the following:
  - o Building/facility maintenance
  - o Water facilities maintenance
  - o Turf management.
- *Certifications:* Applicants must possess a valid driver's license. Employees must obtain a First Aid card within 90 days of appointment, a Public Operator Pesticide License within six months and a flagging certification within one year

**EXAMINATION DETAILS:**

Candidates 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 a performance evaluation, with scoring weight assigned as follows:

- Written examination: 80%
- Performance evaluation: 20%

Upon request, at time of application, City of Spokane 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 date and location is to be determined, due to events surrounding the COVID-19 pandemic.

The approximate duration of the test is 2 hours. The written test may include such subjects as:

- Administration
- Computer Skills
- Facilities Maintenance
- Interpersonal Communication
- Safety and Hazards
- Supervision

**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] 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.

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**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 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 10th day of June 2020.

MARK LINDSEY  
Chair

AMBER RICHARDS  
Chief Examiner

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# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### 2020 Arterial Chip Seal Engineering Services File No. 2020086

This project consists of the construction of approximately **47,000** square yards of chip seal, including associated crack sealing, pavement repair, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 29, 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 on the first floor of city hall. While it is permissible to stay for the bid opening, in order to comply with "Stay Home, Stay Safe" order as much as possible, we request that you do not do so. Instead, please utilize one of the following options to participate in the bid opening. To watch, log in to <https://spokanecity.webex.com/join>. Alternatively, it may be simpler to listen by phone which can be done as follows: call (408) 418-9388 then enter the access code 965 272 875 followed by #. When prompted for an attendee ID number, enter #.

**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: <https://my.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.

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2020 Standard Specifications. Bidders should allow sufficient time to familiarize themselves with the WSDOT 2020 Standard Specifications prior to bidding the project.

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.

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

Publish: June 10, 17 and 24, 2020

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

**SPOKANE PUBLIC LIBRARY**  
Request for Bid #2020-06-001

**SHADLE BRANCH LIBRARY EXPANSION**

Spokane Public Library is requesting bids for the General Contractor/Construction Manager for the SHADLE BRANCH LIBRARY for the following Subcontractor Bid Package:

**BP#15 – WRAP-UP PACKAGE**  
**(Due Thursday, June 18th, 2020 at 11:00:00 am.)**

This is a GCCM project. Garco Construction, Inc. is the GCCM on this project and intends to bid on this package.

The scope of work will be outlined in the Contract Documents. Bids are to be submitted on the Bid Proposal form provided in Contract Specifications. A Bid Bond is required for any bid \$300,000 or above.

**Contract Documents for bid packages noted above will be available to review ONLINE no later than 6/3/2020 at the following locations:**

Abadan Reprographics  
Spokane Regional Plan Center

Bidders can obtain drawings from Abadan Reprographics; contact Desi at 509-747-2964.

**Bids must be received by Spokane Public Library, Finance Department, at the office of Hill International, Inc., Lincoln Plaza, 818 West Riverside Ave., Suite 400, Spokane, WA 99201, no later than the date and time listed above, at which time bids will be opened and read. Bids received after the time specified above will not be considered. The Bid number and submittal date must appear on the outside of all bids submitted.** Any firm failing to submit its proposal in accordance with the procedures set forth in the Instructions to Bidders may be considered non-responsive.

Individuals with disabilities who may need special accommodations to participate in the public bid opening meeting should contact Patrick McCord, Hill International, Inc., (509) 570-0938, no later than three days before the scheduled date of the meeting so that arrangements for the modifications can be made.

Questions should be addressed to Patrick McCord, Hill International, Inc., Lincoln Plaza, 818 West Riverside Ave., Suite 400, Spokane, WA 99201, (509) 570-0938, via written correspondence or via e-mail ([patrickmccord@hillintl.com](mailto:patrickmccord@hillintl.com)).

Spokane Public Library encourages the participation of Minority-Owned and Women-Owned Business Enterprises in this Request for Bid.

BY ORDER OF THE BOARD OF TRUSTEES  
SPOKANE PUBLIC LIBRARY

Penny C Brown CPA, Finance Director

Publish June 10 & 17, 2020

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