



# Official Gazette

## City of Spokane, Washington

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

Volume 110

**AUGUST 26, 2020**

Issue 35



### 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

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# Minutes

**MINUTES OF SPOKANE CITY COUNCIL****Monday, August 17, 2020****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

The regularly scheduled Spokane City Council 3:30 p.m. Briefing/Administrative Sessions and the 6:00 p.m. Legislative Session were held virtually and streamed live online and aired on City Cable 5. Pursuant to Governor Jay Inslee's Eighth Updated Proclamation 20-28.8, dated July 31, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through September 1, 2020. The public was encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>, or by calling 408-418-9388 and entering an access code when prompted.

**Roll Call**

On roll call, Council President Beggs and Council Members Burke, 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. Council Members Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson attended the meeting via WebEx.)

City Administrator Wes Crago and City Council Policy Advisor Brian McClatchey also attended the meeting via WebEx and City Clerk Terri Pfister was present in Council Chambers.

**Advance Agenda Review**

The City Council received an overview of the August 24, 2020, Advance Agenda items.

Final Reading Ordinance C35879 (deferred from June 15, 2020) (Council Sponsor: Council Member Stratton)

**Motion** by Council Member Stratton, seconded by Council Member Mumm, **to defer** Final Reading Ordinance C35879—of the City Council of the City of Spokane, Spokane County, Washington, amending Ordinance No. C34032 in order to revise the description of the public improvements, extend the apportionment period, amend the intergovernmental agreement, and providing for other matters properly related thereto—to October 26, 2020; **carried**.

**Action to Approve August 24, 2020, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the August 24, 2020, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

**Motion** by Council Member Stratton, seconded by Council Member Wilkerson, **to approve** the Advance Agenda for Monday, August 24, 2020 (as amended); **carried unanimously**.

**ADMINISTRATIVE SESSION****Current Agenda Review**

The City Council received an overview of the August 17, 2020, Current Agenda.

First Amendment/Extension of the Amended Water Supply Agreement with the City of Airway Heights (OPR 1984-0475)

**Motion** by Council Member Stratton, seconded by Council Member Mumm, **to defer** to August 31, 2020, the First Amendment/Extension of the Amended Water Supply Agreement with the City of Airway Heights for short-term supplemental emergency water from the City of Spokane to August 31, 2020; **carried unanimously**.

Consent Agenda Items 16.a. through 16.f. (Contracts for COVID-19 assistance and mitigation) (OPR 2020-0649 and OPR 2020-661 thru OPR 2020-665)

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

**Motion** by Council Member Wilkerson, seconded by Council Member Stratton, **to add** Consent Agenda Items 16.a. through 16.f. (Contracts for COVID-19 assistance and mitigation) to the (6:00 p.m.) Legislative Agenda; **carried unanimously.**

Special Budget Ordinance C35929

**Motion** by Council Member Mumm, seconded by Council Member Wilkerson, **to add** Special Budget Ordinance C35929—allows budgeting for the City's necessary responses to mitigate impacts of COVID-19—**carried unanimously.**

**Action to Approve August 17, 2020, Current Legislative Agenda**

Following staff reports and Council inquiry and discussion regarding the August 17, 2020, Current Legislative Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

**Motion** by Council Member Mumm, seconded by Council Member Stratton, **to approve** the Current Legislative Agenda for Monday, August 17, 2020 (as amended); **carried unanimously.**

**CONSENT AGENDA**

**Upon Unanimous Voice Vote (in the affirmative), the City Council approved Staff Recommendations for the following items:**

Value Blanket Order Renewal with Core & Main (Spokane Valley, WA) for 6" Fire Hydrants—not to exceed \$225,000 (incl. tax). (OPR 2019-0397 / BID 5071-19)

Contract Renewal with ESO Solutions, Inc. for annual subscription fees for the incident record management system, which was developed in 2017 to replace the old ePCR system, effective July 21, 2020, through July 20, 2021—\$79,371.78 (incl. tax). (OPR 2017-0356)

Contract with CompuNet for Cisco Network Internet Edge and DMZ hardware purchase, implementation, one-year maintenance and support, and five years required licensing—\$269,512.30 (fully covered by replacement funds). (OPR 2020-0643)

Contract Extension with Infinite Innovations to support the completion of eSuite Legal Case Management Solution through December 31, 2020—\$41,000. (OPR 2020-0028)

Contract Amendment/Extension with Spokane Roofing Company, LLC (Spokane) to provide additional R-38 insulation for Sewer Department Lower Roof Replacement from July 15, 2020, through December 31, 2020—additional not to exceed \$18,186.30 (incl. tax). Total cost-to-date is \$114,755.01 (incl. tax). (OPR 2019-0731 / RFB 2019-143)

Memorandum of Understanding between Spokane County and the City of Spokane for a joint application of 2020 Edward Byrne Memorial Justice Assistance Grant—\$144,883, which will be split as follows: City - \$65,197.35 and County - \$79,685.65. (OPR 2020-0644)

Consultant Agreement with Hatch Associates Consultants, Inc. (Seattle, WA) for Upriver Dam Spillway Rehabilitation Phase III Engineering Design and Specifications and STID Update, effective July 15, 2020, through December 31, 2021—\$895,290 (incl. tax). (OPR 2020-0645 / RFQU 5230-20)

**Low Bids of:**

- a. LaRiviere (Rathdrum, ID) for South Gorge Trail Phase 2 and CSO 22B Separation Projects—\$4,000,342.70 (plus applicable sales tax). An administrative reserve of \$400,034.27, which is 10% of the contract price, will be set aside. (Peaceful Valley Neighborhood) (OPR 2020-0646 / ENG 2019138 / ENG 2018111)
- b. Power City Electric (Spokane) for Ben Burr Crossing—\$363,288.75. An administrative reserve of \$36,328.88, which is 10% of the price, will be set aside. (OPR 2020-0616 / ENG 2019106)
- c. Shamrock Paving, Inc. (Spokane) for Paving of Unpaved Streets – Altamont Street from 46th to 49th and Napa Street from Dalke to Francis—\$195,195. An administrative reserve of \$19,519.50, which is 10% of the price, will be set aside. (OPR 2020-0648 / ENG 2019173 / ENG 2019174)

Contract Extension with Deeco, Inc. (Raleigh, NC) to provide air quality emission compliance testing at the Waste To Energy Facility from September 1, 2020, through August 31, 2021— not to exceed \$115,000. (OPR 2017-0659 / RFP 4378-17)

Contract Extension with 5 Star Testing, Inc. for ultrasonic thickness testing at the Waste To Energy Facility from October 30, 2020, through October 29, 2021—additional \$130,000 (incl. taxes). (OPR 2017-0660 / RFP 4390-17)

Acceptance of Emergency Solutions Grant-Coronavirus (ESG-CV) funding from the Washington State Department of Commerce and approval to subaward funds to eligible organizations through the COVID-19 RFP—\$272,216.81. (Relates to Special Budget Ordinance C35923) (OPR 2020-0647)

Two-year Contract Extensions, effective July 1, 2020, for State Legislative and Lobbying services with:

- a. Luke Esser—\$84,000. (OPR 2016-0743)
- b. Nick Federici—\$84,000. (OPR 2016-1040)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through August 10, 2020, total \$5,032,382.95 (Check Nos.: 573326 through 573617 / ACH Nos.: 80881 through 81139), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$4,182,511.22. (CPR 2020-0002)
- b. Payroll claims of previously approved obligations through August 8, 2020, \$7,314,010.24 (Payroll Check Nos. 557285 through 557374) (CPR 2020-0003)

City Council Meeting Minutes: August 3, 2020. (CPR 2020-0013)

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

The City Council adjourned at 4:38 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Legislative Session.

## **LEGISLATIVE SESSION**

### **Roll Call**

On roll call, Council President Beggs and Council Members Burke, 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. Council Members Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson attended the meeting via WebEx.)

City Council Policy Advisor Brian McClatchey attend the meeting via WebEx and City Clerk Terri Pfister attended the meeting in the Council Chambers.

There was no **City Administration Report**

### **PROCLAMATIONS**

August 18-21 *National Rural Letter Carrier Week*

Council President Beggs read the proclamation. No individuals were present to accept the proclamation. The National Rural Letter Carriers' Association would have held its 116<sup>th</sup> National Convention in Spokane, Washington, on August 18-21, 2020. The proclamation urges citizens to join in paying tribute to the National Rural Letter Carriers' Association

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

There were no **Council Committee Reports**.

## **LEGISLATIVE AGENDA**

### **SPECIAL BUDGET ORDINANCES**

**Special Budget Ordinance C35923 (Council Sponsor: Council President Beggs)**

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C35923** 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 and appropriating funds in:

Human Services Grant Funds,

FROM: Commerce COVID ESG - Contractual Services, \$272,217;

TO: Commerce COVID ESG - Various Accounts, same amount.

(This action provides funding to prevent, prepare for, and respond to the coronavirus pandemic among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.)

**Special Budget Ordinance C35929 (Council Sponsor: Council President Beggs)**

Subsequent to a full reading of Special Budget Ordinance C35929 by the City Clerk, commentary by Council President Beggs, and an opportunity for public testimony with no individuals signed up to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C35929** 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 and appropriating funds in:

General Fund

FROM: Department of Commerce, \$2,902,815;

TO: General Fund Contractual Services, \$2,902,815.

(This action allows budgeting for the City's necessary responses to protect the health, safety, and welfare of residents of Spokane and to mitigate the public health, social health, and economic impacts of COVID-19 in Spokane.) (Council Sponsor: Council President Beggs) (Relates to OPR 2020-0649 and OPR 2020-0661 thru OPR 2020 0665)

There were no **Emergency Ordinances**.

**RESOLUTIONS****Resolution 2020-0054 (Council Sponsor: Council President Beggs)**

Subsequent to an overview by Council President Beggs, an opportunity for public testimony, with no individuals signed up to speak, and Council commentary, the following actions were taken:

**Upon 6-1 Roll Call Vote (Council Member Cathcart voting "no")**, the City Council **adopted Resolution 2020-0054** establishing guiding principles for the City of Spokane's role in the criminal justice system in Spokane County.

**Resolution 2020-0055 (Council Sponsor: Council President Beggs)**

Subsequent to an overview by Eldon Brown of Developer Services and an opportunity for public testimony, with no individuals signed up to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2020-0055** setting hearing before City Council for September 14, 2020, for the vacation of various right-of-ways south of E. North Foothills Dr. and west of Perry St., as requested by the Spokane School District to accommodate the Northeast Middle School.

**Resolution 2020-0056 (Council Sponsor: Council President Beggs)**

Subsequent to an overview by Eldon Brown of Developer Services and an opportunity for public testimony, with no individuals signed up to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2020-0056** setting hearing before City Council for September 21, 2020, for the vacation of the north half of Rosewood Ave. between the east line of Helena St. and 25 feet east of the west line of Lot 17, Block 27 of the plat of Gunn's Addition, as requested by Jon and Nicol Whipple.

**Resolution 2020-0057 (Council Sponsor: Council President Beggs)**

Subsequent to an overview by Eldon Brown of Developer Services and an opportunity for public testimony, with no individuals signed up to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2020-0057** setting hearing before City Council for September 21, 2020, for the vacation of Grant Street between the north line of 5th Ave. and the south line of I-90, as requested by Daren Doneen.

**Resolution 2020-0058 (Council Sponsor: Council President Beggs)**

Subsequent to a presentation by Melissa Wittstruck from Planning and Development and Inga Note from Integrated Capital Management, an opportunity for public testimony, with no individuals signed up to speak, and brief commentary by Council President Beggs, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2020-0058** recognizing the Grand Boulevard Transportation and Land Use Study ("the study") as a declaration of the Comstock Neighborhood desired future conditions in the Grand District Center, providing direction for neighborhood-based improvement activities, as well as neighborhood priorities involving future projects.

**FINAL READING ORDINANCES****Final Reading Ordinance C35921 (Deferred from August 3, 2020, Agenda) (Council Sponsor: Council Member Stratton)**

Subsequent to an overview of Final Reading Ordinance C35921 by Council President Beggs, the opportunity for public testimony, with no individuals requesting to speak, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C35921** relating to the executive and administrative organization of the City; amending SMC sections 3.01A.210, 3.01A.225, 3.01A.245, and 3.01A.365, and adopting a new section 3.01A.367 to chapter 3.01A of the Spokane Municipal Code.

**FIRST READING ORDINANCES**

**The following Ordinances were read for the first time, with further action deferred:**

- ORD C35819** Vacating portions of Alameda Ct., in the plat of Crowder's Addition and more particularly described in the (amended) ordinance (as requested by Community Frameworks). (Council Sponsor: Council President Beggs)
- ORD C35924** Granting Yellowstone Pipe Line Company, a corporation, chartered in the State of Delaware, the nonexclusive right, privilege, authority, and franchise to construct, operate, maintain, remove, replace, and repair existing pipeline facilities together with equipment and appurtenances thereto, for the transportation of petroleum products and byproducts in the public right-of-way within and through the City of Spokane, Spokane County, WA. (Council Sponsor: Council Member Cathcart)
- ORD C35925** Amending land use and zoning maps for a 73-acre area within the South University District subarea. (Council Sponsor: Council President Beggs)
- ORD C35926** (For Council action on First Reading Ordinance C35926, see section of minutes under "Hearings.")

**SPECIAL CONSIDERATIONS****Contracts for COVID-19 Assistance and Mitigation (Relates to Special Budget Ordinance C35929)**

Subsequent to commentary by Council President Beggs and an opportunity for public testimony, with no individuals signed up to speak, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **approved** the following Contracts for COVID-19 assistance and mitigation with:

- a. Family Promise of Spokane—\$20,000. (OPR 2020-0649)
- b. Catholic Charities of Spokane—\$500,000. (OPR 2020-0661)
- c. Spokane Arts—\$300,000. (OPR 2020-0662)
- d. Geocko—\$1,039,100. (OPR 2020-0663)
- e. Spokane Workforce—\$822,000. (OPR 2020-0664)
- f. Community Minded Enterprises—\$221,715. (OPR 2020-0665)

**HEARINGS****Hearing on Vacation of Portions of Cleveland Avenue and Nevada Street and Related First Reading Ordinance C35926**

The Council held a hearing on the vacation of portions of Cleveland Avenue and Nevada Street. Subsequent to a presentation by Eldon Brown of Developer Services and the opportunity for public testimony, with no individuals signed up to speak, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **approved, subject to conditions** (in the Street Vacation Report dated August 5, 2020), the vacation of portions of Cleveland Avenue and Nevada Street in the City of Spokane as requested by Catholic Charities.

In conjunction with the hearing, Ordinance C35926—vacating portions of Cleveland Avenue and Nevada Street in the City of Spokane—was read for the first time, with further action deferred.



**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 6:51 p.m.

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**STUDY SESSION MEETING MINUTES  
SPOKANE CITY COUNCIL  
Thursday, August 20, 2020**

A regularly scheduled Study Session of the Spokane City Council was held virtually on the above date at 11:01 a.m. in the City Council Chambers, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Beggs and Council Members Burke, Cathcart, Kinnear, and Wilkerson were present via Webex. Council Members Mumm and Stratton were absent. The public was encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>, or by calling in.

Pursuant to Governor Jay Inslee's Eighth Updated Proclamation 20-28.8, on July 31, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through September 1, 2020.

The purpose of the meeting was to hold discussion on the following topics:

- Downtown Parking Study Update
- Water Rate Setting

The meeting was open to the public but was conducted in a study session format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 12:30 p.m.

# Hearing Notices

## Notice of Intent to Adopt an Amendment to the Unified Development Code and SEPA Review

The Spokane City/County Historic Preservation Office is the lead on forming the proposed Cannon Streetcar Suburb Local Historic District and Overlay Zone.

### Project Description:

This proposed ordinance would form the Cannon Streetcar Suburb Local Historic District and Overlay Zone. This proposal is adopting a new chapter 17D.100.290 Cannon Streetcar Suburb Local Historic District Overlay Zone to Title 17 of the Spokane Municipal Code which would form the Cannon Streetcar Suburb Local Historic District and Overlay Zone in the Cliff-Cannon Neighborhood of Spokane, Washington. A draft of the proposed ordinance can be accessed at the project webpage linked below.

The intent of these efforts is to keep historic buildings in use and the historic character of the district intact by listing on the Spokane Register of Historic Places through the forming of an overlay zone; incentivizing rehabilitation; and reviewing changes to historic properties, demolitions, and new construction within the district.

### SEPA Status:

A SEPA Checklist for this non-project action has been submitted and a determination of non-significance is anticipated.

### Legislative Process:

This proposal will come before Plan Commission and the Spokane Historic Landmarks Commission who will both send recommendations to the City Council. The City Council will vote on this matter.

Additionally, property owners within the proposed district will vote on this proposal through a separate process as outlined in SMC 17D.100 Historic Preservation. Comments on this proposal will be accepted until September 16, 2020 at 3:00PM. Please send any comments to: [cannonhistoricdistrict@spokanecity.org](mailto:cannonhistoricdistrict@spokanecity.org).

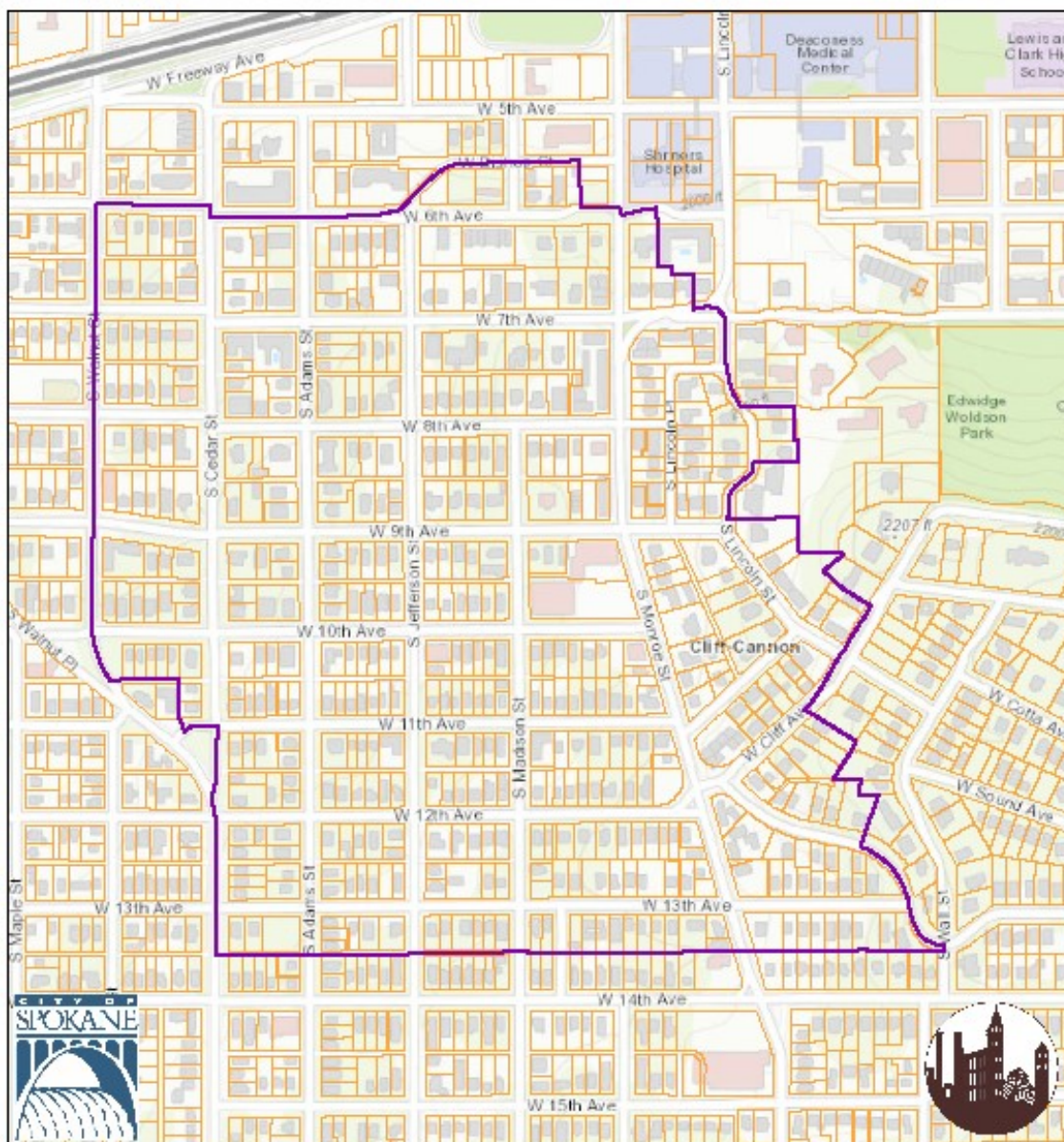
More information:

Any person may call for additional information and/or sign up to receive email updates on this project by sending an email to the Spokane City/County Historic Preservation Office. Contact Person: Logan Camporeale, Historic Preservation Specialist, 509-625-6634, [lcamporeale@spokanecity.org](mailto:lcamporeale@spokanecity.org)

A current draft and additional documents may be viewed on the project webpage: [historicspokane.org/cannon](http://historicspokane.org/cannon)

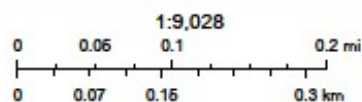
A map of the proposed district boundaries can be found on the following page:

### Proposed Cannon Streetcar Suburb Historic District Overlay Zone



8/13/2020

- Proposed Boundary for Cannon Streetcar Suburb Historic District Overlay Zone
- Parcel Lines



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community



# General Notices

## CITY OF SPOKANE PROPOSED FRANCHISE ORDINANCE C35924

### SUMMARY:

Franchise to Yellowstone Pipeline Company, a corporation, chartered in the State of Delaware, whose home office is 251 Little Falls Drive, Wilmington, DE 19808, the nonexclusive authority and franchise to use the public right of way to construct, operate, maintain, remove, replace and repair existing pipeline facilities together with equipment and appurtenances thereto, for the transportation of petroleum products and byproducts in the public right-of-way within and through the City of Spokane. Franchise term: 25 years. For more information, contact Rich Johnson, Manager, Communications (832) 765-1016; email [Rich.Johnson@p66.com](mailto:Rich.Johnson@p66.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 C35921

An ordinance relating to the executive and administrative organization of the City; amending SMC sections 3.01A.210, 3.01A.225, 3.01A.245, and 3.01A.365, and adopting a new section 3.01A.367 to chapter 3.01A of the Spokane Municipal Code.

The City of Spokane does ordain:

Section 1. That SMC Section 3.01A.210 is amended to read as follows:

### 3.01A.210 Division Departments

The following departments shall be considered as division departments:

- A. City Attorney
- B. Neighborhood, Housing and Human ((and Business)) Services
- C. Finance, Treasury and Administration
- D. Fire
- E. Parks and Recreation
- F. Police
- G. Public Works
- H. Human Resources
- I. Innovation and technology Services
- J. Community and Economic Development Services

Section 2. That SMC Section 3.01A.225 is amended to read as follows:

### 3.01A.225 ((Business and Developer)) Economic Development Services

The department of ((business and developer)) economic development services ((oversees planning and programming for services to enhance the quality of life in the community. It)) promotes economic growth, redevelopment and developer incentives to enhance the quality of life in the community.

Section 3. That SMC Section 3.01A.245 is amended to read as follows:

### 3.01A.245 Neighborhood, Housing and Human ((and Business)) Services

((The department of neighborhood and business services provides support and direction for the City's community-oriented departments. This support is accomplished through ensuring effective expenditure of local, state and federal

~~funds to benefit low and middle income citizens; providing direct services to improve quality of life; sharing information and providing opportunities for citizens to be engaged in the city government decision making process; and ensuring the highest standards of customer service for City department's interactions with citizens. The department also provides support and direction to the planning and developer services departments, historic preservation and the housing and human services department.))~~

A. The division of neighborhood, housing and human services serves citizens and builds healthy neighborhoods through community engagement, by delivering information, securing and allocating resources and implementing and overseeing programs designed to connect people, neighborhoods and organizations to resources and services.

B. The division director of neighborhood, housing and human services is responsible for the leadership and management of the division and various departments under the supervision of the division.

Section 4. That SMC 3.01A.365 is amended to read as follows:

### **3.01A.365 Planning Services ((and Economic Development))**

The planning services ~~((and economic development))~~ department is responsible for preparation and maintenance of the comprehensive plan to guide the community's long-term physical, economic and social growth and for other matters of neighborhood and City planning, including regional coordination and urban design. The department supports plan implementation measures using development regulations, capital improvement plans and annexation programs; administers current planning activities such as rezoning, planned unit developments, subdivisions, environmental review, and variances; and reviews development permits for compliance with land use codes.

- A. The department enforces land use regulations and works with various city, county and state agencies in the regulation of property use requirements. The department addresses the community's business needs and coordinates revitalization programs with an emphasis on sustainable economic growth. The department reviews transportation and traffic planning, street improvement proposals and transportation-related development issues.
- B. Through the administration section, the department serves as staff to the plan commission, design review board and bicycle advisory board.
- C. Any applicant offered the position of director of planning and economic development services for the City of Spokane shall meet or exceed the following qualifications at the time the offer of employment is made:
  - 1. bachelors or masters degree in urban planning, public administration or a related field;
  - 2. American Institute of Certified Planners (AICP) certification;
  - 3. minimum of eight years of progressively responsible planning experience;
  - 4. minimum of four years of experience in a supervisory capacity, including significant experience managing complex projects and management experience related to long-range planning or land use planning;
  - 5. demonstrated responsibility for budgets exceeding one million dollars;
  - 6. demonstrated substantial coursework in land use and urban planning principles;
  - 7. demonstrated knowledge of federal, state and local laws and regulations as they apply to urban planning, particularly with regard to of the State of Washington's Growth Management Act;
  - 8. demonstrated record of implementing projects consistent with a comprehensive plan or other adopted plans;
  - 9. demonstrated knowledge of real estate terminology, laws, practices, principles, and regulations;
  - 10. demonstrated knowledge of basic environmental function and values;
  - 11. demonstrated skills in oral and written communication to individuals and groups in a public setting; and
  - 12. demonstrated ability to work across departments and disciplines.

Equivalent combination of education and experience may substitute for the requirements 3-10.

- E. The planning services ~~((and economic development))~~ director shall be appointed by the mayor, with approval by a majority of the city council, pursuant to section 24 of the city charter.

Section 5. That there is adopted a new section 3.01A.367 to chapter 3.01A of the Spokane Municipal Code to read as follows:

### **3.01A.367 Community and Economic Development Services**

- A. The division of community and economic development services administers a wide range of planning, design, economic development, historical preservation and business support services to promote comprehensive growth and community initiatives.

- B. The division director of community and economic development services is responsible for the leadership and management of the division and various departments under the supervision of the division.

**Passed by City Council August 17, 2020**

**Delivered to Mayor August 20, 2020**

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**ORDINANCE NO. C35923**

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 Human Services Grant 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 Human Services Grant Fund, and the budget annexed thereto with reference to the Human Services Grant Fund, the following changes be made:

FROM:	1540-95591- 99999-33114-99999	Commerce COVID ESG Contractual Services	<u>\$272,217</u>
TO:	1540-95591- 65410-54201-99999	Commerce COVID ESG Contractual Services	<u>\$242,275</u>
	1540-95591- 65430-51991-99999	Commerce COVID ESG Contra Salaries	<u>\$11,836</u>
	1540-95591- 65430-52991-99999	Commerce COVID ESG Contra Benefits	<u>\$4,343</u>
	1540-95591- 65430-54992-99999	Commerce COVID ESG Contra Other	<u>\$13,763</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 the need to provide funding to prevent, prepare for, and respond to the coronavirus pandemic among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

**Passed by City Council August 17, 2020**

**Delivered to Mayor August 20, 2020**

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**ORDINANCE NO. C35929**

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.

**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:	0020-93529-99999-33311 Department of Commerce	<u>\$2,902.815</u>
TO:	0020-88500-19990-54201 General Fund Contractual Services	<u>\$2,902.815</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 the need to budget for the City's necessary responses to protect the health, safety, and welfare of residents of Spokane and to mitigate the public health, social health, and economic impacts of COVID-19 in Spokane, 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.

# 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.**

## **NETWORK ADMINISTRATOR SPN 138 OPEN ENTRY**

**DATE OPEN:** Monday, August 24, 2020      **DATE CLOSED:** Tuesday, September 8, 2020 at 4:00 p.m.  
**SALARY:** \$67,546.80 annual salary, payable bi-weekly, to a maximum of \$93,417.12

### **DESCRIPTION:**

Under general supervision, performs professional information technology work pertaining to the planning, analysis, design, development, testing, quality assurance, configuration, installation, implementation, integration, and maintenance of networked systems used for the transmission of information in voice, data, and/or video formats; tests, installs, configures, and maintains networks including hardware (servers, hubs, bridges, switches, and routers) and software that permit the sharing and transmission of information.

### **DUTIES:**

- Develops, configures, installs and troubleshoots networked systems including local area network (LAN) and wide area networks (WAN) components such as routers, hubs, switches and servers.
- Configures, tests, maintains, monitors and troubleshoots end-user telecommunications hardware, telephony devices, and voice/data hardware products.
- Programs, sets up, installs and deploys routers, switches, wireless access points, servers and other network equipment.
- Monitors and analyzes network traffic patterns to detect operational problems; identifies instabilities to include preventative and corrective maintenance; prepares, maintains, and adheres to procedures for logging, reporting, and monitoring activities, particularly installation and configuration details.
- Assists in the design and maintenance of logical network infrastructure to accommodate growth, optimal performance and disaster recovery procedures.
- Assists in the development and maintenance of network security, including firewall devices, and plans for future security needs to ensure information is safeguarded from unauthorized users and security breaches.
- Provides professional technical support for users regarding complex network-related issues; resolves difficult technical problems; communicates with department managers and staff regarding technology issues.
- Participates on complex systems and network development, enhancement and integration projects; may serve as project leader on less complex projects; reviews and recommends project technical criteria; develops hardware configurations and specifications; communicates with vendors and contractors to research products and services; performs cost/benefit analyses; participates in project budget development.

- Identifies opportunities to develop and enhance operational efficiencies and recommends new hardware, software, tools, equipment and methodologies to expedite and/or enhance existing processes.
- Communicates assigned information technology activities with other departments and divisions as needed; participates in the implementation of new information systems for new and/or refurbished City buildings.
- Develops and maintains documentation, procedures and training materials related to areas of assignment.
- Attends and participates in meetings; serves on committees and task forces; continuously communicates with supervisor regarding the status of assignments and projects.
- Performs other related duties as assigned.

**MINIMUM QUALIFICATIONS:**

*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:* A Bachelor's degree from an accredited college or university with major coursework in computer science, information technology, or a related field.
- *Experience:* Two years of professional information technology experience that emphasized network integration and development in a multi-platform information systems environment, including designing, installing and maintaining segments and components of LAN/WAN systems.

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

**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 examination (T&E) with scoring weight assigned as follows:

- T&E: 100%

**T&E Evaluation Details**

The Training and Experience examination with instructions will be emailed out via a link from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)) upon closure of the recruitment on September 8th, 2020. You will have one week to complete the examination.

- 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 examination question.
- Resumes or questionnaires uploaded as attachments 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.

**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 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

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 19th day of August 2020.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Interim Chief Examiner



**FIRE PROTECTION ENGINEER SPN 334**  
**OPEN ENTRY**

**DATE OPEN: Monday, August 24, 2020**

**DATE CLOSED: Accepting applications until further notice**

**SALARY: \$83,812.32 annual salary, payable bi-weekly, to a maximum of \$115,257.60**

**DESCRIPTION:**

Performs responsible supervisory work and or specialized professional plan examination work in connection with reviewing plans and specifications of proposed buildings and structures and site development for conformance with City Building and Fire Codes and accepted engineering practices.

**DUTIES:**

- Reviews and approves plans and specifications of proposed buildings, structures, and site developments. Performs engineering calculations and evaluates layout and design proposals to assure compliance with policies, standards, procedures, and codes. Authorizes the issuance of Fire Department permits.
- Provides instruction, advice, and guidance to subordinates and associates on the proper methods of reviewing designs for buildings, fire protection and life safety systems. Assists in developing plan checking and inspection policy. Assists the inspection staff regarding more technical code interpretations and problems.
- Consults with, and provides counsel and advice to, architects, engineers, developers, property owners, and contractors regarding interpretation and conformity with codes and regulations. Evaluates performance based engineering proposals for fire and building code equivalencies and makes determinations as to effectiveness of achieving anticipated results.
- Inspects proposed developments and existing buildings. Submits reports and recommendations on building conditions and interpretation of code requirements necessary for construction projects.
- Advises and assists private and public organizations in safeguarding life and property against fire, explosion, and related hazards. Studies industrial, mercantile, and public buildings, and other property before construction, considering such factors as, fire resistance of construction, occupancies and storage array of contents in buildings, water supplies and delivery, and egress requirements.
- Reviews materials or equipment, such as building components protection, fire-detection equipment, fire alarm systems, and fire extinguishing devices and systems, and advises on location, handling, installation, and maintenance. Reviews materials, equipment, or methods for alleviation of conditions conducive to fire.
- Evaluates laws, ordinances, and regulations affecting fire prevention, fire protection systems, life safety systems, fire or life safety, and recommends modifications to or creation of new regulations.
- Performs related work 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.)

**Certifications:** Licensed Professional Engineer – Fire Protection Engineer. If current licensure is from another state, Washington State license must be obtained during the probationary period. All applicants must possess a valid driver's license or evidence of equivalent mobility.

**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.

- 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.**

**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

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 18th day of August 2020.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Interim Chief Examiner

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**WASTEWATER COLLECTIONS & MAINTENANCE SUPERINTENDENT SPN 545**  
**PROMOTIONAL**

**DATE OPEN:** Monday, August 24, 2020      **DATE CLOSED:** Tuesday, September 8, 2020 at 4:00 p.m.  
**SALARY:** \$84,522.24 annual salary, payable bi-weekly, to a maximum of \$117,429.12

**DESCRIPTION:**

Performs responsible supervisory and administrative work as head of a division within the Wastewater Management Department.

**DUTIES:**

- Supervises, trains, and disciplines subordinate personnel and evaluates their work.
- Plans, and oversees through subordinate supervisors, the work of specialized crews engaged in stormwater- and wastewater-related repair, maintenance, cleaning, and building projects.
- Coordinates and engages staff in annual budgeting process. Monitors and oversees budget expenditures.
- Directs the inspection program for side sewer connections and installation.
- Prepares organization's budget estimates; supervises necessary office administration; keeps records and prepares reports; prepares annual production schedule.
- Coordinates and administers contracts with multiple vendors and contractors.
- Maintains liaison and coordinates maintenance and building activities with other City departments, private utility companies, government agencies, and private contractors.
- Works with other City departments to review plans for sanitary sewer and storm water applications.
- Responds to difficult and complex citizen complaints and inquiries; determines action necessary.
- Evaluates new equipment and coordinates the department's vehicle equipment replacement program.
- Assists in reviewing City Standard Specifications.
- Operates automotive vehicles to various work locations throughout the City.
- 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:* Four years experience with the City in the classification of Wastewater Supervisor.
- *License:* Possession of a valid driver's license.

**EXAMINATION DETAILS:**

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

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

**T&E Evaluation Details**

The Training and Experience examination with instructions will be emailed out via a link from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)) upon closure of the recruitment on September 8, 2020. You will have one week to complete the examination.

- 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 examination question.
- Resumes or questionnaires uploaded as attachments 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.

**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 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 19th day of August 2020.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Interim Chief Examiner

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**WATER HYDROELECTRIC PLANT MECHANIC SPN 664**  
**OPEN ENTRY**

**DATE OPEN: Monday, August 24, 2020**

**DATE CLOSED: Tuesday, September 8, 2020 at 4:00 p.m.**

**SALARY: \$45,033.98 annual salary, payable bi-weekly, to a maximum of \$70,332.19**

**DESCRIPTION:**

If you are detail-oriented and action motivated, the City of Spokane Water department is interested in hearing from you. We are looking for a Hydroelectric Plant Mechanic that wants to be part of the region's largest and oldest community water system and hydroelectric project.

You will be part of a small team that is responsible for critical community water infrastructure and hydroelectric production. You will need to be a resourceful worker and thinker and highly accountable to the team. The work requires attention to detail and safety, a high level of technical problem solving ability and self-directed judgements. Ideal team members can learn quickly and be highly productive, within weeks of being hired.

- You are experienced with installation, maintenance, and repair of water wells, pumping station and hydroelectric plant equipment.

- You analyze facts, to conclude the proper course of action that properly addresses the situation, using standard procedures.
- You work well in often difficult conditions, such as exposure to high voltage, confined spaces, weather, heights, depths, and pests.

As one of a team of five Hydroelectric Plant Mechanics, you will be responsible maintaining all of the water wells and pumping stations that serve the Spokane area. You will also support the Upriver Hydroelectric Plant and the Spokane River Diversion Dam. There are a number of innovative projects that you will be part of, such as spillway rehabilitation and dam safety improvements, overhaul of Kaplan turbines, numerous pumping station upgrades, a new high capacity well water station, well station rehabilitations at two historic well sites.

Our Hydroelectric Plant Mechanics have an excellent work environment, professional development, annual pay step increases, a flexible schedule and great employee benefits, including a pension and 457 plan!

Please visit the City of Spokane Career Center at [governmentjobs.com/careers/spokanecity](http://governmentjobs.com/careers/spokanecity), for the full job specification and compensation details.

#### **DUTIES:**

- Troubleshoot, dismantle, clean, repair, and replace motor, generator, and turbine parts. Check and replace bearings and brushes. Perform other electrical and mechanical work on hydroelectric plant machinery and equipment.
- Design panel arrangement, install and repair specialized control panels, telemetry equipment, and other electrical equipment used for the control and recording of hydroelectric plant and pumping station operations. Work on mechanical relays, as well as, solid state printed circuits.
- Dismantle, clean, install, troubleshoot, and repair various pumps, motors, valves, plumbing, air conditioners, and other related pumping equipment.
- Determine system layout; install, repair, adjust, and maintain chlorinators.
- Perform normal preventive maintenance on a scheduled basis.
- Install and maintain overhead and underground power cables with a capacity of up to 13,000 volts. Repair and maintain outside transformer substations.
- Set up and operate electrical testing devices, lathe, drill press, bench grinders, welders, power hacksaw, air grinders, and other hand and power tools to fabricate and repair parts for equipment and machinery.
- Install and maintain a computerized control system with digital and analog signal transducers.
- Install and maintain high and low pressure hydraulic and pneumatic systems.
- Operate pumps and related equipment as needed.
- Read, interpret, and log meter and gauge readings. Maintain an operational log for each installation.
- Performs related work 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:* Four years of general experience in the repair of industrial pumps, motors, generators, or related industrial equipment.
- *Substitution:* Successful completion of a college or trade school program in a related field may substitute for up to two years of the experience requirement on a year-for-year basis (30 semester or 45 quarter credits equals one year).

*Certifications:* Possession of a valid driver's license.

#### **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, with scoring weight assigned as follows:

- Written examination: 100%

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

#### **WRITTEN TEST DETAILS**

Written examinations will be conducted during the week of September 21, 2020. All eligible applicants will be notified via email to self-schedule.

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

- Interpersonal Relations
- Utility Plant Operations
- Safety
- Written Communication

**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

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 18th day of August 2020.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Interim Chief Examiner

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# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### PARKING MANAGEMENT SYSTEM(S)

City of Spokane Community and Economic Development Department

**RFP #5315-20**

**Description:** The City of Spokane is soliciting electronic Proposals for **PARKING MANAGEMENT SYSTEM(S)**

Sealed Proposals will be unsealed and acknowledged at the 1:15 p.m. public bid opening via WebEx meeting on MONDAY, SEPTEMBER 14, 2020, for **PARKING MANAGEMENT SYSTEM(S)** for the City of Spokane Community and Economic Development Department. **The WebEx Meeting link is:** <https://spokanecity.webex.com/spokanecity/j.php?MTID=m058d8967449e56d8908731b4900246d3>. The access code is: **965 272 875** and the password is: **7j8sPf7Mwbf**.

The Request for Proposals 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 Proposals.

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

All Proposal documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, September 14, 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.

Connie Wahl, C.P.M., CPPB  
City of Spokane Purchasing

Publish: August 19 & 26, 2020

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