



# Official Gazette

## City of Spokane, Washington

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

Volume 111

DECEMBER 15, 2021

Issue 50



### 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

**MINUTES OF SPOKANE CITY COUNCIL****Monday, December 6, 2021****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:32 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 Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, 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in RCW 42.30.030 has been suspended until termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the City Council has decided to continue its meetings with remote access only and to not include an in-person attendance component.

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 Jonnie Perkins (WebEx), Director of Policy and Government Relations Brian McClatchey (WebEx), and City Clerk Terri Pfister (in Chambers) were also virtually present for the meeting.

**Advance Agenda Review**

The City Council received an overview from staff on the December 13, 2021, Advance Agenda items.

Special Budget Ordinance C36156

**Motion** by Council Member Kinnear, seconded by Council Member Mumm **to accept** substitute version of Special Budget Ordinance C36156 (streamlining the organization of the Spokane Police Department); **carried unanimously**.

Suspension of Council Rules

**Motion** by Council Member Burke, seconded by Council Member Mumm, **to suspend** the Council Rules to adjust the (Current) Agenda; **carried 6-1**.

Ordinance C36156

**Motion** by Council Member Kinnear, seconded by Council Member Mumm, **to place** Ordinance C36156 (streamlining the organization of the Spokane Police Department) on for first reading on December 6 Agenda and final reading on December 13 Agenda; **carried 6-1**.

Ordinance C36160

**Motion** by Council Member Kinnear, seconded by Council Member Burke, **to add** Ordinance C36160 (relating to crimes involving drug possession) to December 6 Current Agenda for first reading and final reading on December 13; **carried 6-1**.

**Action to Approve December 13, 2021, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the December 13, 2021, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

**Motion** by Council Member Burke, seconded by Council Member Mumm, **to approve** the December 13, 2021, Advance Agenda (as modified); **carried unanimously**.

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

The City Council considered the December 6, 2021, Current Agenda.

Special Budget Ordinance C36152

**Motion** by Council Member Kinnear, seconded by Council Member Mumm **to accept** substitute version of Special Budget Ordinance C36152 (providing additional resources through the Public Safety Personnel Fund and the Revenue Replacement ARPA Fund sources to ensure that the Fire/EMS Fund has sufficient budget capacity for 2021); **carried unanimously**.

Special Budget Ordinance C36162

**Motion** by Council Member Mumm, seconded by Council Member Burke, **to add** Ordinance C36162 (repealing Ordinance C36051 and providing additional resources to Fire/EMS Fund) as a Special Budget Ordinance; **carried unanimously**.

Emergency Ordinance C36155

**Motion** by Council Member Wilkerson, seconded by Council Member Kinnear **to substitute** Emergency Ordinance C36155 (improving the public works apprenticeship program to match recent updates to state law and increase apprenticeship utilization) with updated version; **carried unanimously**.

Resolution 2021-0099

**Motion** by Council Member Burke, seconded by Council Member Mumm **to substitute** Exhibit A, attached to Resolution 2021-0099 (adopting the City of Spokane's legislative agenda for the upcoming 2022 state legislative session), with updated version; **carried unanimously**.

**CONSENT AGENDA**

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

Low Bid of Cameron-Reilly LLC (Spokane Valley, WA) for the 2022 Street Maintenance ADA Ramps—\$690,270. An administrative reserve of \$69,027, which is 10% of the contract price, will be set aside. (Various Councils) (OPR 2021-0785 / ENG 2021042) (Council Sponsor: Council President Beggs)

Value Blanket Renewals for the Waste to Energy Facility with:

- a. NorthStar Chemical (Tacoma, WA) for the purchase of sodium hydroxide 50% membrane (caustic soda) from February 1, 2022 through January 31, 2023—not to exceed \$100,000 (plus tax). (Second of two one-year renewal options.) (OPR 2018-0038 / RFB 4418-17)
- b. Atlas Copco (Arlington, WA), for as-needed compressor rentals during maintenance outages from January 1, 2022 through December 31, 2022—not to exceed \$135,000 (incl. tax). (Second of four one-year renewal options.) (OPR 2019-0881 / RFQ 5119-18) (Council Sponsor: Council President Beggs)

Value Blanket Amendment with Eljay Oil Company, Inc. for the purchase of Ultra Low Sulfur #2 Dyed Diesel and Supporting Equipment from October 1, 2019 through September 30, 2022—not to exceed \$60,000 (plus tax). (OPR 2019-0683 / ITB 5076-19) (Council Sponsor: Council President Beggs)

Revenue Contract Renewal/Amendment 2 of 4 with American Recycling Corp. (Spokane Valley, WA), for the sale of the Waste to Energy Facility's metals, ash and scrap metals from January 1, 2022 through December 31, 2022—anticipated revenue approximately \$300,000. (OPR 2019-1093 / RFP 5176-19) (Council Sponsor: Council President Beggs)

Contract Renewal 2 of 4 with Big Sky Industrial (Spokane, WA) for vacuum support services at the Waste to Energy Facility from January 1, 2022 through December 31, 2022—not to exceed \$150,000 (incl. tax). (OPR 2019-0956 / PW ITB 5098-19) (Council Sponsor: Council President Beggs)

Two-year Contract Renewal with Helfrich Brothers Boiler Works, Inc. (Lawrence, MA), for refractory installation and sandblasting services at the Waste to Energy Facility from February 1, 2022 through January 31, 2024—not to exceed \$1,900,000 (incl. tax). (OPR 2020-0016 / PW ITB 5196-19) (Council Sponsor: Council President Beggs)

Contract with Hydrotech Generator Repair Plus, Inc., dba Hydraulics Plus (Spokane Valley, WA), for the off-site rebuild of hydraulic and pneumatic cylinders from January 1, 2022 through December 31, 2022—not to exceed \$100,000 (incl. tax). (OPR 2021-0786 / IRFP 5525-21) (Council Sponsor: Council President Beggs)

Master Contract Amendment and Renewal 1 of 2 with Camtek, Inc. (Spokane, WA) for camera, video management software & access control systems installation and maintenance from January 1, 2022 through December 31, 2022—\$350,000. (OPR 2020-0067 / BID 5181-19) (Council Sponsor: Council President Beggs)

Revised Agreement with Downtown Spokane Partnership (Spokane, WA) for management of the Downtown Parking and Business Improvement District—\$500,000. (Relates to Final Reading Ordinance C36151) (OPR 2021-0636) (Council Sponsors: Council President Beggs, Council Members Kinnear and Stratton)

Contract Amendment and Extension No. 4 with the Martin Luther King Jr. Family Outreach Center for the operation of the Martin Luther King Community Center from January 1, 2022 through December 31, 2024—2022: \$292,500; 2023: \$264,150; and funding for 2024 shall be decreased by 10% from the 2023 funding amount. (OPR 2017-0711) (Council Sponsor: Council President Beggs)

Five-year Master Services Agreement Renewal with US Bank (Spokane, WA) for City banking services from January 1, 2022 through December 31, 2026—\$1,000,000. (OPR 2017-0284 / BID 4249-16) (Council Sponsor: Council Member Wilkerson)

Contract with Rogue Heart Media (Spokane, WA) for Stormwater Stewardship Media Services from October 16, 2021 through October 15, 2023—not to exceed \$75,000 annually (incl. tax). (OPR 2021-0788 / BID 4100-354-2019) (Council Sponsor: Council President Beggs)

Contract Renewal with Rogue Heart Media (Spokane, WA) for Water Stewardship Media Services from October 16, 2021 through October 15, 2023—not to exceed \$100,000 annually (incl. tax). (OPR 2019-0238 / BID 4100-354-2019) (Council Sponsor: Council President Beggs)

Consultant Agreement with Makers Architecture and Urban Design (Seattle, WA) to assist in the Center & Corridor development code and design standard update from December 15, 2021 through December 31, 2023—\$125,000. (OPR 2021-0792) (Council Sponsor: Council Member Kinnear)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through November 24, 2021, total \$4,834,063.38 (Check Nos. 582831-582885, ACH Payment Nos. 96843-96999), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$3,283,598.14. (CPR 2021-0002)
- b. Payroll claims of previously approved obligations through November 27, 2021: \$8,172,514.12 (Check Nos. 561547-561653). (CPR 2021-0003)

City Council Meeting Minutes: November 22, 2021. (CPR 2021-0013)

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

The City Council adjourned at 4:22 p.m. and immediately reconvened into an executive session to discuss labor negotiations for 30 minutes. Assistant City Attorney Mike Piccolo and Interim HR Director Meghann Steinolfson were present during Executive Session. The Executive Session ended at 4:50 p.m. The City Council reconvened at 6:05 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.)

Director of Policy and Government Relations Brian McClatchey (WebEx) and City Clerk Terri Pfister (in Chambers) were also virtually present for the meeting.

There were **Administrative Reports**.

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

There were no **Council Committee Reports**.

## LEGISLATIVE AGENDA

### SPECIAL BUDGET ORDINANCES

#### **Special Budget Ordinance C36152 (as substituted during 3:30 p.m. Administrative Session) (Council Sponsor: Council Member Wilkerson)**

Subsequent to an overview by Council President Beggs, public testimony from one individual, and the opportunity for Council commentary, with none provided, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C36152** amending Ordinance No. C-35971, passed by the City Council December 14, 2020, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage", and declaring an emergency and appropriating funds in:

American Rescue Plan Fund  
FROM: Unappropriated Reserves, \$1,750,000;  
TO: Uniform Overtime, same amount;

and

Public Safety Personnel Fund  
FROM: Various Accounts \$1,658,000;  
TO: Uniform Overtime, same amount;

(This action provides additional resources through the Public Safety Personnel Fund and the Revenue Replacement ARPA Fund sources to ensure that the Fire/EMS Fund has sufficient budget capacity for 2021.)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

#### **Special Budget Ordinance C36162**

The City Council considered Special Budget Ordinance C36162. Subsequent to a full reading of Ordinance C36162 by the City Clerk; 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 Special Budget Ordinance C36162**—repealing Ordinance C36051 and providing additional resources to ensure that the Fire/EMS Fund has sufficient budget capacity for 2021—**carried unanimously**.

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**EMERGENCY ORDINANCES****Emergency Ordinance C36155 (as substituted during the 3:30 p.m. Administrative Session) (Council Sponsor: Council President Beggs)**

Subsequent to an overview by Council President Beggs, public testimony, and Council commentary, the following action was taken:

**Upon 6-1 Roll Call Vote**, the City Council **passed Emergency Ordinance C36155** improving the public works apprenticeship program to match recent updates to state law and increase apprenticeship utilization; updating the process of seeking exemptions; specifying “per craft” apprenticeship utilization requirements; introducing a graduated penalty schedule; and making associated technical corrections; amending sections 07.06.720, 07.06.730, 07.06.760, 07.06.770, and 07.06.780; and enacting new sections 07.06.725 and 07.06.790 of the Spokane Municipal Code; and declaring an emergency. (Council Sponsor: Council President Beggs)

**Ayes:** Beggs, Burke, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** Cathcart  
**Abstain:** None  
**Absent:** None

**RESOLUTIONS****Resolution 2021-0099 (Exhibit A as substituted during the 3:30 p.m. Administrative Session) (Council Sponsor: Council President Beggs)**

Subsequent to an overview by Council President Beggs, public testimony, and Council commentary, the following action was taken:

**Upon 6-1 Roll Call Vote**, the City Council **adopted Resolution 2021-0099** adopting the City of Spokane’s legislative agenda for the upcoming 2022 state legislative session.

**Ayes:** Beggs, Burke, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** Cathcart  
**Abstain:** None  
**Absent:** None

**FINAL READING ORDINANCES****Final Reading Ordinance C36151 (Council Sponsors: Council President Beggs and Council Members Kinnear and Stratton)**

Subsequent to a brief introduction by Council President Beggs; an opportunity for public testimony, with no individuals requesting to speak; and an opportunity for Council commentary, with none provided, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36151** updating the framework for the Downtown Parking and Business Improvement Area; amending SMC sections 4.31.020, 4.31.030, 4.31.040, 4.31.080, 4.31.090 and 4.31.140. (Relates to OPR 2021-0636 under 3:30 p.m. Consent Agenda)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**FIRST READING ORDINANCES**

The following Ordinances were read for the first time. There was an opportunity for public testimony, with public commentary received on First Reading Ordinance C36156. Council commentary was also held. Further action is deferred on the following first reading ordinances.

**ORD C36156** Streamlining the organization of the Spokane Police Department; repealing sections 03.01A.375, 03.01A.385, 03.01A.390, and 03.01A.400 of the Spokane Municipal Code; and setting an effective date. (Council Sponsor: Council President Beggs)

**ORD C36160** Relating to crimes involving drug possession, enacting new sections 10.15.225 and 10.15.230 of the Spokane Municipal Code. (Council Sponsor: Council Member Kinnear)

There were no **Special Considerations**.

## HEARINGS

### **Continuation of Hearing on Proposed 2022 Budget (continued from November 29, 2021) (FIN 2021-0001)**

The City Council continued its hearing on the Proposed 2022 Budget. Following public testimony, Council President Beggs requested a motion to close the budget hearing. The following action was taken:

**Motion** by Council Member Burke, seconded by Council Member Kinnear, **to close** the Public Hearing on the 2022 Proposed Budget; **carried unanimously**.

### **Hearing on Final Reading Ordinance C36153—Assessments and Assessment Roll for the Downtown Parking and Business Improvement Area (Council Sponsor: Council Member Kinnear)**

The City Council held a hearing on Final Reading Ordinance C36153. Subsequent to receiving a presentation by Mark Richard, Downtown Spokane Partnership President and CEO; an opportunity for public testimony, with no individuals speaking, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36153** approving and confirming the 2022 Assessments and Assessment Roll for the Downtown Parking and Business Improvement Area, prepared under Ordinance C32923 as codified and amended in Chapter 4.31C SMC.

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

### **Hearing on Final Reading Ordinance C36154—Assessments and Assessment Roll for the East Sprague Parking and Business Improvement Area (Council Sponsor: Council Member Kinnear)**

The City Council held a hearing on Final Reading Ordinance C36154. Subsequent to receiving a presentation by LaVerne Biel, BID Manager; an opportunity for public testimony, with no individuals speaking; and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36154** approving and confirming the 2022 Assessments and Assessment Roll for the East Sprague Parking and Business Improvement Area, prepared under Ordinance C35377 as codified and amended in Chapter 4.31C SMC.

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

## OPEN FORUM

The following individual spoke during Open Forum:

- Nicolette Ocheltree

## ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 8:07 p.m.

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**MINUTES OF SPOKANE CITY COUNCIL****Monday, November 29, 2021****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:31 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 Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, 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 termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the City Council has decided to continue its meetings with remote access only and to not include an in-person attendance component.

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, Stratton, and Wilkerson were present. Council Member Mumm arrived at 3:54 p.m. (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 Attorney Mike Ormsby (WebEx), Director of Policy and Government Relations Brian McClatchey (WebEx), and City Clerk Terri Pfister (in Chambers) were also virtually present for the meeting.

**Advance Agenda Review**

The City Council received an overview from staff on the December 6, 2021, Advance Agenda items.

**Action to Approve December 6, 2021, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the December 6, 2021, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

**Motion** by Council Member Burke, seconded by Council Member Wilkerson, **to approve** the December 6, 2021, Advance Agenda; **carried unanimously**.

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

The City Council considered the November 29, 2021, Current Agenda.

Suspension of Council Rules

**Motion** by Council Member Burke, seconded by Council Member Kinnear, **to suspend** the Council Rules to modify the agenda; **carried unanimously**.

Resolution 2021-0097 – The Vistas at Beacon Hill (Cross-reference OPR 2016-0987)

**Motion** by Council Member Cathcart, seconded by Council Member Kinnear, **to adopt** the substitute resolution (RES 2021-0097) (which includes the substitute version of the development agreement); **carried unanimously**.

Emergency Ordinance C36155 (Council Sponsor: Council President Beggs)

**Motion** by Council Member Burke, seconded by Council Member Wilkerson, **to place** Emergency Ordinance C36155—improving the public works apprenticeship program to match recent updates to state law and increase apprenticeship utilization—on the December 6, 2021, Advance Agenda; **carried 6-1**.



(Clerical Note: Emergency Ordinance C36155 appeared on the November 29, 2021, Current Agenda with a request to suspend Council Rules to add. As noted above, the ordinance was added instead to the December 6, 2021, Advance Agenda.)

### CONSENT AGENDA

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

Spokane Airport Board 2022 Budget. (FIN 2021-0002) (Council Sponsor: Council President Beggs)

Five-Year Value Blanket Order with CDA Redi Mix & Precast, Inc. (Coeur d'Alene, ID) for precast concrete products to be ordered by the Water & Hydroelectric Services and Wastewater Maintenance Departments on an as-needed basis—\$250,000. (OPR 2021-0766 / BID 5516-21) (Council Sponsor: Council Member Wilkerson)

Updated Five-year Contract with Cale America, Inc., dba Flowbird (Clearwater FL) for CWT Touch kiosks to replace existing 10 kiosks and current paid parking equipment located in and around downtown Spokane—\$2,932,000. (Previously approved by City Council on August 2, 2021) (OPR 2021-0503 / RFP 5207-19) (Council Sponsor: Council Member Stratton)

Three-Year Leases of Ford Rangers from Enterprise Services for:

- a. Code Enforcement—\$18,595.44 (\$516.41/month). (OPR 2021-0767)
- b. Riverside Park Water Reclamation Facility—\$18,595.44 (\$516.41/month). (OPR 2021-0768)

(Council Sponsor: Council Member Wilkerson)

Contract with Pro Mechanical Services Inc. (Spokane Valley, WA) for replacement of the HVAC boiler for Station 1/Fire Administration—\$121,750 (plus tax). (OPR 2021-0769) (Relates to Special Budget Ordinance C36146) (Council Sponsor: Council Member Kinnear)

Contract with Matrix Consulting Group (San Mateo, CA) for consultant review of current City practices within the Police and Fire Departments to determine the root causes of overtime—\$109,800. (OPR 2021-0770) (Council Sponsor: Council Member Cathcart)

Contract Extension with Infinite Innovations, LLC (Hayden, ID) to provide JustWare operational support and maintenance and complete critical path activities for the eSeries project from January 1, 2022 through December 31, 2022—\$122,700. (OPR 2020-0028) (Council Sponsor: Council Member Wilkerson)

Contract Amendment with Volt Workforce Solutions (Spokane Valley, WA) for project management and Business/Technical Analyst Services from January 1, 2022, through December 31, 2022—\$240,000. (OPR 2017-0876) (Council Sponsor: Council Member Wilkerson)

Requesting approval for the accounts receivable associated with the uncollectable parking revenue to be written off to bad debt expense in the Parking Services Fund—\$133,370.37. (OPR 2021-0771) (Council Sponsor: Council Member Wilkerson)

Interlocal Agreement establishing the interlocal relationship between Workforce Development, Spokane County, and the City of Spokane and agreed upon cost contribution by each agency for the Envision Center over the life of the agreement—\$169,157. (OPR 2021-0616) (Council Sponsor: Council President Beggs)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through November 19, 2021, total \$12,578,442.12 (Check Nos.: 582698-582830; ACH Payment Nos.: 96609-96842), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$10,887,645.32. (CPR 2021-0002)

City Council Meeting Minutes: November 15, 2021. (CPR 2021-0013)

**Award of T-RAP funds from the WA State Department of Commerce to Geocko, Inc. dba Live Stories (OPR 2021-0696) (taken separately) (Council Sponsor: Council Member Wilkerson)**

Following Council commentary, the following action was taken:

**Upon 6-0 Voice Vote (Council Member Burke abstaining), the City Council approved** permission to award T-RAP funds from the WA State Department of Commerce to Geocko, Inc. dba LiveStories—\$10,540,405. [LiveStories Award: \$10,276,895; City Admin: \$263,510 (\$2.5%)]

**Council Recess/Executive Session**

The City Council adjourned at 4:14 p.m. No Executive Session was held. The City Council reconvened at 6:03 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.)

Director of Policy and Government Relations Brian McClatchey (WebEx) and City Clerk Terri Pfister (in Chambers) were also virtually present for the meeting.

**MAYORAL PROCLAMATION**

December 1, 2021 *World Aids Day in Spokane*

Council Member Wilkerson read the proclamation. Grant Ogren, Executive Director of Spokane Aids Network, virtually accepted the proclamation and remarked on the event.

**ADMINISTRATIVE REPORT****Human Rights Report – Office of Civil Rights Proposal**

Lance Kissler, Spokane Human Rights Chair, provided an overview of the background and history of the Office of Civil Rights Task Force. Mr. Kissler, Pui-Yan Lam, Kurtis Robinson, and Jarrell Haynes then presented a proposal for an Office of Civil Rights, Equity & Inclusion.

**Community-Minded Enterprises**

Lee Williams, CEO – Community-Minded Enterprises, along with colleagues, presented a report on Community-Minded Enterprises. The mission for Community-Minded Enterprises is to advance the quality of life for all the people in Spokane and across the State of Washington, especially for those who may lack the resources and are historically marginalized.

**BOARDS AND COMMISSION APPOINTMENTS****Reappointments to the Spokane Airport Board (CPR 1982-0071) and Bicycle Advisory Board (CPR 1992-0059)**

**Upon Unanimous Voice Vote**, the City Council **approved** (and thereby confirmed) the following reappointments:

- Reappointment of Jennifer West to the Spokane Airport Board to serve a three-year term from January 1, 2020, to December 31, 2024. (CPR 1982-0071)
- Reappointment of Grant Shipley and Taylor Stevens to the Bicycle Advisory Board to serve a three-year term from December 1, 2021, to November 30, 2024. (CPR 1992-0059)

There were no **Council Committee Reports**.

**LEGISLATIVE AGENDA****SPECIAL BUDGET ORDINANCES****Special Budget Ordinance C36145 (Council Sponsor: Council Member Wilkerson)**

Subsequent to public testimony and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C36145** amending Ordinance No. C35971 passed by the City Council December 14, 2020, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Asset Management Capital Fund

(1) Increase revenue by \$250,000.

(A) \$250,000 of the increased revenue represents a transfer in from the General Fund.

- (2) Increase expenditures by \$250,000.
- (A) \$250,000 of the increased expenditure is provided solely for capital improvements to the Cannon Street Shelter, including the addition of supplementary shelter structures on the premises to be used for providing shelter to persons who have been exposed to COVID-19.

(This action allows for capital improvements to the Cannon Street shelter.)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Special Budget Ordinance C36146 (Council Sponsor: Council Member Kinnear)**

Subsequent to 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 Special Budget Ordinance C36146** amending Ordinance No. C35971 passed by the City Council December 14, 2020, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

**Asset Management Fund**

- (1) Increase appropriation by \$133,000.
- (A) \$133,000 of the increased appropriation is provided solely for emergency capital outlay and machinery & equipment expenses.
- (B) The increase in appropriation is from the Asset Management Fund's Unappropriated Reserves.

(This action allows for the purchase of a replacement boiler for Fire Station 1.) (Relates to OPR 2021-0769 under the 3:30 p.m. Consent Agenda) (Council Sponsor: Council Member Kinnear)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Special Budget Ordinance C36147 (Council Sponsor: Council Member Wilkerson)**

Subsequent to the opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, with none provided, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C36147** amending Ordinance No. C35971 passed by the City Council December 14, 2020, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

**General Fund**

- (1) Decrease revenue by \$1,575,000.
- (A) \$1,575,000 of the decreased revenue represents the estimated amount that was to be reimbursed by the Federal Emergency Management Agency. The reimbursement will shift to the Arterial Street Fund.
- (2) Decrease appropriation by \$1,575,000.
- (A) \$1,575,000 of the decreased appropriation was provided to the Engineering Services department solely for the purpose of emergency work related to the Clarke Avenue landslide. The emergency work will shift to the Arterial Street fund.

and

**Arterial Street Fund**

- (1) Increase revenue by \$2,100,000.
- (A) \$1,575,000 of the increased revenue represents the estimated amount to be reimbursed by the Federal Emergency Management Agency.
- (B) \$525,000 of the increased revenue represents a transfer in from the General Fund.

- (2) Increase appropriation by \$2,100,000.
- (A) \$2,100,000 of the appropriation is provided solely for the purpose of emergency work related to the Clarke Avenue landslide.

(This action funds necessary operation expenses related to the emergency situation created by the Clarke Ave. Landslide.)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Special Budget Ordinance C36148 (Council Sponsor: Council Member Wilkerson)**

Subsequent to the opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, with none provided, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C36148** amending Ordinance No. C35971 passed by the City Council December 14, 2020, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Iron Bridge TIF Debt Service Fund

- 1) Increase appropriation by \$200.
- A) \$200 of the increased appropriation is provided solely for debt payment.

and

University District LRF Debt Service Fund

- 1) Increase appropriation by \$1.
- A) \$1 of the increased appropriation is provided solely for debt payment.

and

Golf Fund

- 1) Increase appropriation by \$340,745.
- A) \$340,745 of the increased appropriation is provided solely for other improvements including roof and HVAC replacement.

(This action allows for adjusting appropriation authority in selected funds.)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Special Budget Ordinance C36149 (Council Sponsor: Council Member Wilkerson)**

Subsequent to 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 Special Budget Ordinance C36149** amending Ordinance No. C35971 passed by the City Council December 14, 2020, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

General Fund

- (1) Decrease the appropriation for the Probation Officer I position in the Community Justice Services department by \$12,545.
- (2) Increase the appropriation for operating lease in the Community Justice Services department by \$12,545.

- (3) Decrease the appropriation level for the Court Clerk I position in the Municipal Court department by \$77,500.
- (4) Increase the appropriation level for operating lease in the Municipal Court department by \$77,500.
- (A) There is no change to the appropriation level in the General Fund.

(This action allows for increasing the operating lease budget to pay the 2020 Public Safety Building and Courthouse Annex joint-use rent.)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Special Budget Ordinance C36150 (Council Sponsor: Council Member Kinnear)**

Subsequent to the opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, with none provided, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Special Budget Ordinance C36150** amending Ordinance No. C35971 passed by the City Council December 14, 2020, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Fire/EMS Fund

- 1) Increase revenue by \$756,812
  - a. Revenue received by the department as reimbursement of costs incurred responding to regional fire mobilizations
- 2) Increase appropriations by \$756,812
  - a. Increase in appropriations to offset costs incurred responding to regional fire mobilizations
  - b. Costs related to overtime/backfill, and travel/lodging

(This action allows for funding of unbudgeted costs related to responding to regional wildfire mobilizations.)

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

There were no **Emergency Ordinances**.

**RESOLUTIONS**

**Resolution 2021-0091 (Deferred from November 1, 2021, Agenda) (Council Sponsor: Council Member Cathcart)**

Subsequent to 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 **adopted Resolution 2021-0091** approving the Spokane Employees' Retirement System (SERS) Board's change in the employee and employer contribution rates in accordance with Spokane Municipal Code 4.14.070.

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Resolution 2021-0098 (Council Sponsor: Council Member Wilkerson)**

Subsequent to an opportunity for public testimony, with no individuals requesting to speak, and Council commentary, the following action was taken:

**Upon 6-1 Roll Call Vote**, the City Council **adopted Resolution 2021-0098** forming an ad hoc equity subcommittee of the City Council's Finance and Administration Committee.

**Ayes:** Beggs, Burke, Kinnear, Mumm, Stratton, and Wilkerson

**Nays:** Cathcart  
**Abstain:** None  
**Absent:** None

**Resolution 2021-0097 (as substituted during the 3:30 p.m. Administrative Session) (Council Sponsor: Council Member Cathcart)**

Subsequent to an overview of Resolution 2021-0097 by Council President Beggs, public testimony, and Council commentary, the following action was taken:

**Upon 5-2 Roll Call Vote**, the City Council **adopted Resolution 2021-0097** approving an extension of a development agreement regarding the preliminary plat and planned unit development referred to as The Vistas at Beacon Hill.

**Ayes:** Beggs, Cathcart, Kinnear, Stratton, and Wilkerson  
**Nays:** Burke and Mumm  
**Abstain:** None  
**Absent:** None

**FINAL READING ORDINANCES**

For Council action on Final Readings C36139 through C36144, see section of minutes under “Hearings.”

**FIRST READING ORDINANCES**

The following Ordinance was read for the first time, with further action deferred. There was an opportunity for public testimony on the first reading ordinance, with no individuals requesting to speak.

**ORD C36151** Updating the framework for the Downtown Parking and Business Improvement Area; amending SMC sections 4.31.020, 4.31.030, 4.31.040, 4.31.080, 4.31.090 and 4.31.140. (Council Sponsors: Council President Beggs and Council Members Kinnear and Stratton)

There were no **Special Considerations**.

**HEARINGS**

**Final Reading Ordinance C36139 (By a vote of 8 to 0, the Plan Commission recommends approval.) (Council Sponsor: Council Member Kinnear)**

City Planner Kevin Freibott provided an overview of Final Reading Ordinance C36139. Subsequent to public testimony from one individual and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36139** relating to application Z20-194COMP, and amending Map LU 1, Land Use Plan Map, of the City's Comprehensive Plan from “Light Industrial” to “Centers and Corridors Core” for approximately 2.5 acres located at 120 North Magnolia Street (Parcel 35163.3001) and amending the Zoning Map from “Light Industrial (LI)” to “Centers And Corridors Type 1, Employment Center (CC1-EC).”

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Final Reading Ordinance C36140 (By a vote of 6 to 2, the Plan Commission recommends approval) (Council Sponsor: Council Member Kinnear)**

City Planner Kevin Freibott provided an overview of Final Reading Ordinance C36140. Subsequent to public testimony from one individual and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36140** relating to application Z20-206COMP, amending Map LU 1, Land Use Plan Map, of the City's Comprehensive Plan from “Residential 4-10” to “Residential 15-30” for approximately 3.9 acres located at 155, 173, 177, 203, 203 ½, 209, 215, 221, 227, 301, 305, 317, 327, & 403 East Cleveland Avenue (Parcels 35082.0919 through 0933) and amending the Zoning Map from “Residential Single Family (RSF)” to “Residential Multifamily (RMF).”

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Final Reading Ordinance C36141 (By a vote of 8 to 0, the Plan Commission recommends approval) (Council Sponsor: Council Member Kinnear)**

City Planner Kevin Freibott provided an overview of Final Reading Ordinance C36141. Subsequent to public testimony from two individuals and Council commentary, the following action was taken:

**Motion** by Council Member Mumm, seconded by Council Member Stratton, **to defer** Final Reading Ordinance C36141 until the Monroe transition study is done; **rejected 3-4.**

**Ayes:** Kinnear, Mumm, and Stratton  
**Nays:** Beggs, Burke, Cathcart, and Wilkerson  
**Abstain:** None  
**Absent:** None

After additional Council commentary was held, the following action was taken:

**Upon 5-2 Roll Call Vote**, the City Council **passed Final Reading Ordinance C36141** relating to application file Z20-207COMP amending Map LU 1, Land Use Plan Map, of the City's Comprehensive Plan from "Residential 4-10" to "General Commercial" for approximately 0.16 acres located at 1015 West Montgomery Avenue (Parcel 35073.2505) and amending the Zoning Map from "Residential Single Family (RSF)" to "Centers and Corridors Type 2, District Center (CC2-DC)."

**Ayes:** Beggs, Burke, Cathcart, Kinnear, and Wilkerson  
**Nays:** Mumm and Stratton  
**Abstain:** None  
**Absent:** None

**Final Reading Ordinance C36142 (By a vote of 8 to 0, the Plan Commission recommends approval) (Council Sponsor: Council Member Kinnear)**

City Planner Kevin Freibott provided an overview of Final Reading Ordinance C36142. Subsequent to public testimony from one individual and the opportunity for Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36142** relating to application file Z20-208COMP and amending Map LU 1, Land Use Plan Map, of the City's Comprehensive Plan from "Residential 10-20" to "Residential 15+" for approximately 1.31 acres located at 1014, 1022, 1028 West Sinto Avenue and 1011, 1017, 1023, 1027 West Maxwell Avenue (Parcels 35182.2401 through 35182.2407 & 35182.2409) and amending the Zoning Map from "Residential Two Family (RTF)" to "Residential High Density, 55-foot max height (RHD-55)."

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Final Reading Ordinance C36143 (By a vote of 8 to 0, the Plan Commission recommends approval) (Council Sponsor: Council Member Kinnear)**

City Planner Kevin Freibott provided an overview of Final Reading Ordinance C36143. Subsequent to the opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36143** relating to application file Z20-209COMP and amending Map LU 1, Land Use Plan Map, of the City's Comprehensive Plan from "Residential 10-20" to "Centers and Corridors Core" for approximately 1.9 acres located at 1025 West Spofford Ave (Parcel 35076.3915) and amending the Zoning Map from "Residential Two Family (RTF)" to "Centers and Corridors Type 1, District Center (CC1-DC)."

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None



**Final Reading Ordinance C36144 (By a vote of 8 to 0, the Plan Commission recommends approval.) (Council Sponsor: Council Member Kinnear)**

City Planner Kevin Freibott provided an overview of Final Reading Ordinance C36144. Subsequent to the opportunity for public testimony, with no individuals requesting to speak, and the opportunity for Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **passed Final Reading Ordinance C36144** relating to proposal file Z21-022COMP and amending Comprehensive Plan Map TR-5, proposed Bike Network Map, in various locations Citywide.

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**Continuation of Hearing on Proposed 2022 Budget (continued from November 22, 2021) (FIN 2021-0001)**

The City Council continued its hearing on the Proposed 2022 Budget. Following public testimony, Council President Beggs requested a motion to continue the budget hearing to December 6. The following action was taken:

**Motion** by Council Member Burke, seconded by Council Member Kinnear, **to continue** the Public Hearing on the 2022 Proposed Budget to December 6; **carried unanimously**.

**OPEN FORUM**

The following individuals spoke during Open Forum:

- Rick Matters
- Nicolette Ocheltree

**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 8:54 p.m.

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**STUDY SESSION MEETING MINUTES  
SPOKANE CITY COUNCIL  
Thursday, December 9, 2021**

A regularly scheduled Study Session of the Spokane City Council was held virtually 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. Council President Beggs, and Council Members Cathcart, Kinnear, Mumm, Stratton, and Wilkerson were present via Webex. Council Member Burke was 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 Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the City Council has decided to continue its meetings with remote access only and to not include an in-person attendance component.

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

- State Legislative Forum
- ARP Administrative Support
- 2022 Budget Discussion

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 12:25 p.m.

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**STUDY SESSION MEETING MINUTES  
SPOKANE CITY COUNCIL  
Thursday, December 2, 2021**

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 Cathcart, Kinnear, Mumm, Stratton, and Wilkerson were present via Webex. Council Member Burke was 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 Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded.

While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the City Council has decided to continue its meetings with remote access only and to not include an in-person attendance component.

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

- 2022 Budget Discussion

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 11:55 a.m.

# Hearing Notices

## BUILDING OFFICIAL SHOW CAUSE HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 1719 W GARDNER, SPOKANE, WASHINGTON, 99201, PARCEL NUMBER 25131.5701, LEGAL DESCRIPTION IDES 3RD L2 B6, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on January 11, 2022 at 1:30 p.m. These hearings are typically held in the Council Briefing Room, Lower Level, City Hall, however due to the COVID-19 pandemic this meeting will occur remotely. Participation information for this hearing will be posted on the City website as well on each agenda, which can be found under the substandard building topic here:

<https://my.spokanecity.org/neighborhoods/code-enforcement/topics/>

Notice is hereby given that attention has been directed to anyone who knows the present address or whereabouts of the owner or to any new owner or person in the position of responsibility over this property to contact the City of Spokane regarding plans to correct deficiencies and avoid potential outcomes of the show cause hearing, which may include a demolition or receivership order. Not hearing further on this matter the said show cause hearing will proceed. For more information on this hearing, including information regarding participation in the remote hearing, please contact:

Jason Ruffing  
Code Enforcement, City of Spokane  
808 West Spokane Falls Blvd.  
Spokane, WA 99201-3333  
509-625-6300  
[jruffing@spokanecity.org](mailto:jruffing@spokanecity.org)

Publish December 15 & 22, 2021

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# General Notices

## CANCELLATION NOTICE REGULAR MEETING OF THE CIVIL SERVICE COMMISSION 9:30 A.M. DECEMBER 21, 2021

The regularly scheduled meeting of the Civil Service Commission, scheduled for 9:30 a.m. on December 21, 2021, is hereby canceled.

# Ordinances

**These ordinances are published in this issue of the *Official Gazette* pursuant to passage by the Spokane City Council. It should be noted that these ordinances may be subject to veto by the Mayor. If an ordinance is vetoed by the Mayor, the Mayoral veto will be published in a subsequent issue of the *Official Gazette*.**

### ORDINANCE NO. C36151

An ordinance updating the framework for the Downtown Parking and Business Improvement Area; amending SMC sections 4.31.020, 4.31.030, 4.31.040, 4.31.080, 4.31.090 and 4.31.140.

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** That section 04.31.020 of the Spokane Municipal Code is amended to read as follows:

#### **Section 04.31.020 BID Boundaries**

A. The BID shall be within the boundaries described below and as shown on the map attached as Appendix A, which is incorporated herein by reference:

Beginning at the intersection of N Washington St and W North River Dr, thence east along W North River Dr to N Division St, thence south to the intersection of W Spokane Falls Blvd and N Division St, thence west along W Spokane Falls Blvd to N Browne St, thence south to W Sprague Ave, to N Bernard St, thence south to W 1<sup>st</sup> Ave, thence west to S Washington St, thence south to the Railroad, thence west along the railroad to S Walnut St, thence north to W Riverside Ave, thence northeast to the southwestern corner of lot 15 block 4 of the Glover's Addition, thence north to W Main Ave, thence east to a point 294 feet west of the intersection of N Monroe St and W Main Ave, thence north for a distance of 187.8 feet, thence east for a distance of 115.6 feet, thence north to the Spokane River, thence northeast to N Monroe St, thence north to a point 222.3 feet north of the intersection of N Monroe St and W Summit Parkway, thence west to the western boundary of parcel 35183.0095, thence north to the Broadway-College Alley, thence east a distance of 50.1 feet, thence north to W Broadway Ave, thence east to N Monroe St, thence north to W Mallon Ave, thence east to N Howard St, thence northwest for a distance of 85.6 feet, thence east to the southwest corner of Lot 28 Block 8 of the Keystone Addition, thence north to W Cataldo Ave, thence east for a distance of 294.5 feet, thence south to the northern boundary of parcel 35181.0032, thence east to the northeast corner of said parcel, thence south to the southeast corner of said parcel, thence north to the intersection of N Washington St and W North River Dr.

The above description will hereafter be referred to as the "business improvement district" or "BID." Businesses, as described in RCW 35.87A.020, real properties (including improvement thereon), multifamily residential, mixed-use projects, hotels, motels, government property and parking lots available to the public which are occupied for a fee located within the BID shall be subject to special assessments as authorized by RCW 35.87A.010.

B. The boundaries of the BID may be adjusted from time to time by the City Council, in accordance with and in compliance with the provisions of RCW 35.87A.075.

**Section 2.** That section 04.31.030 of the Spokane Municipal Code is amended to read as follows:

**Section 04.31.030 BID Programs**

A. The revenues from the special assessments authorized by RCW 35.87A.010 and levied under SMC 4.31.040 shall be used for the following purposes:

1. Security Ambassador Program.
2. The City shall use, or cause to be used, BID assessment revenues to fund a uniformed security patrol (the "security ambassadors") in the BID for the purpose of assisting and providing information to citizens, local employees, visitors and the City police department. BID assessment revenues shall be used to provide the security ambassadors with customer service training designed to help local community members and visitors locate social services, businesses, attractions, and governmental services and to support individuals in locating appropriate social services.
3. Marketing and Promotional Programs.
4. The City shall use, or cause to be used, BID assessment revenues to fund marketing and promotional programs that:
  - a. seek to improve the overall image of the City's downtown business district;
  - b. recruit new businesses;
  - c. retain presently established businesses;
  - d. promote the BID as a place to visit, shop and enjoy goods, services and activities; and/or
  - e. support safe, convenient and efficient use of public transportation in the BID, including but not limited to support of commuter trip reduction programs and programs designed to improve air quality.

Such marketing and promotional programs may include collaborative promotional strategies, market research and media contact.

3. Parking and Transportation Programs.

The City shall use, or cause to be used, BID assessment revenues to fund parking and transportation programs that:

- a. promote retail trade;
- b. provide or encourage a parking validation program (including free or discounted parking);
- c. provide or encourage maintenance, development and construction of parking facilities that support business and multifamily residential projects within the BID;
- d. provide or encourage parking alternatives that facilitate retail activities (such as a free or reduced-price ride program); and/or
- e. advocate the interests of BID businesses and multifamily residential projects for regional transportation solutions; and/or
- f. reduce the negative impacts of poverty, homelessness and mental health issues within the BID.

4. Maintenance Services.

The City shall use, or cause to be used, BID assessment revenues to fund maintenance services, including but not limited to ~~((sidewalk cleaning and sweeping, trash and debris removal from the sidewalk and trash receptacles, and removal of graffiti from public places and private improvements open to the public.))~~ hire, supervise, and manage a work crew that will be responsible: (i) for removing graffiti, (ii) sweeping and power washing sidewalks, and shoveling crosswalks, (iii) cleaning tree wells, exteriors of trash containers, all programed alleys and the first 25 feet of remaining alleys, (iv) keeping the railway viaducts clean and clear of obstruction to the extent reasonably feasible, (v) and any other general cleanup work. Any maintenance program so implemented shall have the goal of ~~((maintaining the appearance of the common areas within the BID as clean and inviting places to visit and conduct business.))~~ promoting a superior level of cleanliness within the BID.

5. Special Events.

The City shall use, or cause to be used, BID assessment revenues to fund the sponsorship and promotion of special events within the BID that attract residents and visitors to BID.

6. Economic Development Support.

The BID may use or make available information derived from its assessment records to support efforts to attract jobs and investment in the BID as follows:

- a. Statistical, aggregated information that does not identify any ratepayer; ~~((and))~~
- b. Any other business or property information only with the permission of the ratepayer(s) to whom it pertains ~~((-)); and~~
- c. The establishment of "councils" for the purpose of planning and focusing on strategic initiatives and professional development, which initiatives may include, but not be limited to, growing locally owned, minority owned and smaller businesses within the BID, retail management concepts and marketing strategies, business retention and recruitment, development of downtown housing and creation of neighborhood services that support downtown living.

All economic development activities will consider the under-served and historically marginalized individuals and groups.

7. Urban Design and Planning

The City shall use, or cause to be used, BID assessment revenues to fund design assistance for selected urban design and planning issues such as:

- a. the establishment of a positive unifying theme for the BID;
- b. the design and use of aesthetically pleasing screening devices around parking and vacant lots and crime prevention through environmental design;
- c. street level storefront facades in selected areas;
- d. landscaping to provide a pleasant pedestrian environment; and
- e. infrastructure and access planning.

All design plans shall be reviewed by and coordinated with relevant City departments and shall be consistent with all applicable plans and ordinances adopted by the City Council.

- B. The security ambassador program and common area maintenance services described above shall be supplemental to existing street maintenance, refuse and police services, and are not intended to displace any services regularly provided by the City. Special assessment revenues may also be used for additional purposes consistent with RCW 35.87A.010 as determined by the city council.

**Section 3.** That section 04.31.040 of the Spokane Municipal Code is amended to read as follows:

**Section 04.31.040 Levy of Special Assessments**

- A. To finance the programs set forth in SMC 4.31.030, there shall be levied and collected an annual special assessment upon the "businesses" and "multifamily residential or mixed-use" projects, as defined in RCW 35.87A.020(3) (including real property improvements thereon) as set forth on the special assessment formula for the BID, which shall be adopted annually by ordinance and incorporated by this reference as if fully set forth herein.
- B. For purposes of levying and collecting special assessments within the BID, the BID will be divided into four zones (the boundaries of which are set forth in Appendix A hereto and incorporated herein by this reference). Within each such zone, the City will levy and collect special assessments at different rates based on whether the entity being assessed is a tenant (and, if so, the type of tenant) or a property owner, and whether the property to which such assessment applies is a governmentally-owned park. The City will levy and collect special assessments on an annual basis within the BID.

- C. The rates at which special assessment within the BID will be imposed for each calendar year ((2019)) are set forth in Appendix B hereto (which is incorporated herein by reference and which shall be annually adopted as amended as part of the ordinance approving and confirming the assessment roll). The city council finds that the benefit to the property owners, businesses and multifamily residential or mixed-use projects subject to the special assessment is a special benefit which would not otherwise accrue, but for the activities, programs and services carried out with the funds provided by the special assessments authorized pursuant to this chapter.
- D. Subsequent increases in the amounts of the special assessments for all flat-fee assessments at a minimum will be adjusted based on the increase, if any, of the Consumer Price Index of the U.S. City Average for all urban consumers (CPI-U). The percentage increase in the minimum assessment formula shall be computed as follows:
- $$[(\text{Ending CPI-U} - \text{Beginning CPI-U}) \div \text{Beginning CPI-U}] \times 100 = \text{Percentage Increase}$$
- E. Any change in the assessment rate shall only be made by ordinance and as authorized in RCW 35.87A.130 through RCW 35.87A.140, including notice and hearing requirements. ~~((No increase shall occur in the assessment rate unless recommended by the ))~~The ratepayer advisory board shall be consulted at least one month prior to providing notice of any proposed changes to the assessment rate.

**Section 4.** That section 04.31.080 of the Spokane Municipal Code is amended to read as follows:

**Section 04.31.080 Ratepayer Advisory Board**

- A. Pursuant to RCW 35.87A.110, there is hereby created a nineteen-member BID advisory board, to be known as the "Ratepayer Advisory Board." The ratepayer advisory board shall not exceed a membership of nineteen persons, who, if they are ratepayers, are in good standing either residing within the BID, owning property, or operating a "business" or "multifamily residential or mixed-use" projects in the BID. "Persons in good standing" are those ratepayers who are not more than sixty days delinquent on any BID assessment unless the ratepayer has appealed the BID assessment and is in the appeal process, in which case the ratepayer retains his or her "in good standing" status through completion of the appeal process.
- B. Board positions are designated by geography, business, and property type to ensure that the BID's interests are well represented and served. To the extent individuals are willing to serve, Ratepayer Advisory Board positions consist of:
1. six individuals from zones one through four, with at least one individual from each zone;
  2. one individual from a retail business within the BID occupying more than twenty thousand square feet;
  3. one individual from a retail business located within the BID occupying less than twenty thousand square feet;
  4. the Superintendent of School District 81 or his/her designee;
  5. four individuals representing professional service businesses located within the BID, including such as legal services, accounting, and architecture;
  6. one individual from a non-profit organization which is either located within, or provides services inside, the BID;
  7. one individual from a small business located within the BID with up to twenty-five employees;
  8. one individual from a business located within the BID with more than twenty-five employees;
  9. two individuals who reside within the BID area; and
  10. one appointee from the City Council.

The program manager shall provide administrative staff to the ratepayer advisory board.

- C. Each member of the ratepayer advisory board will be elected by businesses and property owners within the BID for a term of two years from the date of election (unless such member is appointed by the ratepayer advisory board to fulfill the remaining unexpired term of a prior member).
1. A subcommittee of ratepayer advisory board members will receive nomination applications for open ratepayer advisory board positions and will confirm which candidates are eligible and willing to stand for election. The subcommittee may also recruit potential candidates. More than one candidate may run for each open position.

2. New ratepayer advisory board members will be elected by a majority vote of ratepayers in good standing who attend the annual meeting. After January 1, 2023, rate payers may vote electronically regardless of whether they attend the annual meeting.
3. The initial ratepayer advisory board shall consist of the ratepayer advisory board for the City's previous PBIA that was created pursuant to Ordinance C32438. All subsequent Board elections shall be pursuant to the ratepayer advisory board's bylaws.
4. The city council hereby approves through the adoption of this chapter the revised "Bylaws of the Downtown Spokane Business Improvement District" which are attached to the ordinance codified in this section (ORD C32923 and Recodification Ordinance C33995) as Appendix C. Subsequent proposed amendments shall be brought before City Council for approval on or before November 25th of each year in which the amendments are proposed. The bylaws shall conform to the provisions of this chapter.

D. The ratepayer advisory board shall:

1. establish and maintain a database which includes a list and classification of all ratepayers and their electronic contact information to the extent reasonably possible;
2. represent the interests of ratepayers by developing projects, programs, and budgets; proposing assessments; monitoring service delivery; and planning for the future of the BID; and
3. make determinations regarding ratepayer disputes as provided in SMC 04.31.120, including, as appropriate, the adjustment of assessment rates, methods, classification, special benefits, and all matters reasonably related thereto. For the purpose of considering ratepayer disputes, the ratepayer advisory board may act through a committee comprised of ratepayer advisory board members.
4. make recommendations to the program manager on matters relating to the BID budget, expenditures, and programs for the purpose of monitoring the contract to administer the BID.

**Section 5.** That section 04.31.090 of the Spokane Municipal Code is amended to read as follows:

**Section 04.31.090 Contract for Program Management**

A. Pursuant to RCW 35.87A.110, the City Council may solicit for and enter into an agreement with an appropriate business association for the purpose of administering and operating the annual BID programs through a contract with the City of Spokane as "program manager." The program manager will not be terminated unless:

- ~~((A-))~~ 1. a petition is presented to the city council signed by ratepayers paying a majority of the BID assessments requests termination and after a public hearing the city council votes to terminate the contract;
- ~~((B-))~~ 2. the city council fails to impose special assessments;
- ~~((C-))~~ 3. pursuant to the program manager contract; or
- ~~((D-))~~ 4. the BID is disestablished in accordance with RCW 35.87A.180.

B. The program manager shall provide quarterly progress reports to the City no later than 30 days following the end of each calendar quarter i.e.: March 31, June 30, September 30, and December 31 of each year covered by the program management agreement. In addition, the program manager shall provide to the City an independent audit report of expenditures within 180 days after the end of each of the program manager's fiscal years and within 180 days after the termination of the program management agreement.

Section 6. That section 04.31.140 of the Spokane Municipal Code is amended to read as follows:

**Section 04.31.140 Renewal – Termination**

A. To promote continuity in services being provided by the Downtown PBIA, and to enhance the special benefits supporting the special assessments in the PBIA, the City ~~((will not terminate the PBIA or repeal chapter 4.31 SMC before December 31, 2024))~~ may only terminate the PBIA or repeal chapter 4.31 SMC by taking legislative action by July 1st to effectuate the termination or repeal for the subsequent year. If the Council does not take such legislative action by July 1st, the PBIA shall continue through the subsequent year.



~~((B. No later than July 1, 2021, the city council shall either extend the date upon which the PBA can be terminated or commence proceedings to terminate the PBA.))~~

**Passed by City Council December 6, 2021**

**Delivered to Mayor December 13, 2021**

### **ORDINANCE NO. C36152**

An ordinance amending Ordinance No. C35971, passed by the City Council December 14, 2020, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2021 budget Ordinance No. C-35971, as above entitled, and which passed the City Council December 14, 2020, it is necessary to establish and make changes in the appropriations of the American Rescue Plan Fund, Public Safety Personnel Fund, and Fire/EMS 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 American Rescue Plan Fund, and the budget annexed thereto with reference to the American Rescue Plan Fund, the following changes be made:

FROM:	1425-99999 99999-	American Rescue Plan Fund Unappropriated Reserves	<u>\$1,750,000</u>
TO:	1425-88155 22200-51215	American Rescue Plan Fund Uniform Overtime	<u>\$1,750,000</u>

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

FROM:	1625-35121 22200-09310	Public Safety Personnel Fund Firefighter	\$900,000
	22200-51220	Out of Grade	10,000
	22200-51235	Holiday Pay Extra	25,000
	22200-51250	Terminated Sick Leave Pay	5,000
	22200-51260	Terminated Vacation Leave Pay	20,000
	22200-51400	Specialty Pay	1,000
	22200-51640	Deferred Compensation	85,000
	22200-52110	Social Security	17,000
	22200-52230	Pension LEOFF II	55,000
	22200-52310	Medical Insurance	<u>540,000</u>
			<u>\$1,658,000</u>
TO:	1625-35121 22200-51215	Public Safety Personnel Fund Uniform Overtime	<u>\$1,658,000</u>

Section 3. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to provide additional resources through the Public Safety Personnel Fund and the Revenue Replacement ARPA Fund sources to ensure that the Fire/EMS Fund has sufficient budget capacity for 2021, 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 December 6, 2021**

**Delivered to Mayor December 13, 2021**

**ORDINANCE NO. C36153**

AN ORDINANCE APPROVING AND CONFIRMING THE 2022 ASSESSMENTS AND ASSESSMENT ROLL FOR THE DOWNTOWN SPOKANE PARKING AND BUSINESS IMPROVEMENT AREA, PREPARED UNDER ORDINANCE C32923 AS CODIFIED AND AMENDED IN CHAPTER 4.31 SMC.

WHEREAS, the Spokane City Council on September 27, 2021 passed Resolution 2021-0080, which provided notice and set a date for hearing on the assessments to be levied under the above identified ordinance; and

WHEREAS, pursuant to Resolution No. 2021-0080, a public hearing was held on December 6, 2021 to take public testimony regarding the assessments and assessment roll for the Downtown Spokane Parking and Business Improvement Area; and

WHEREAS, the assessment roles have been on file in the Office of the City Clerk for public review and inspection; and

WHEREAS, the City Council, through this ordinance, intends to levy assessments in the Downtown Spokane Business Improvement District to provide programs and services, which will specifically benefit the businesses and properties in the District; and

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. The 2022 assessments and the assessment roll of the Downtown Spokane Parking and Business Improvement Area, established under Ordinance C32923, as codified and amended in Chapter 4.31 SMC, are hereby approved and confirmed. The assessments and assessment roll are attached hereto, available in the Office of the City Clerk and City Treasurer.

Section 2. Each of the businesses, as described in RCW 35.87A.020, lots, tracts, and parcels of land and other property, including improvements thereon, multi-family residential, mixed-use projects (as described in RCW 35.87A.020 (3), hotels, motels, government, and others, shown upon said rolls are hereby declared to be specially benefited by the programs authorized in Ordinance C32923, as amended, in at least the amount levied against the same. The method of assessment is based upon the Special Assessment Formula in Appendix A.

Section 3. Pursuant to SMC 4.31.100, the projects, programs, activities and budget for the 2022 Downtown Parking and Business Improvement Area as presented to the City Council are hereby approved and may be revised by the City Council pursuant to a subsequent motion.

Section 4. The City Clerk is hereby directed to certify and transmit the assessment roll to the City Treasurer for collection, pursuant to City Ordinance and state law.

Section 5. That the assessments shown in the roll on file in the Office of the City Clerk may be paid in two installments with the first half of the assessment due and payable on the 31<sup>st</sup> day of January, 2022, and the second half of the assessment due and payable on the 31<sup>st</sup> day of July, 2022. Prior to the due date, ratepayers shall be sent a bill stating the amount of the assessment due and payable. If the assessment is not paid within thirty (30) days after its due date, a delinquency charge shall be added in the amount of ten percent (10%) of the assessment, not to exceed one hundred dollars (\$100) in addition to the processing fee. All assessments, or part thereof, shall also bear interest at the rate of twelve percent (12%) per annum, or part thereof, of delinquency. Within thirty (30) days of the due date(s), the City Treasurer or his/her designee shall send a late notice of the unpaid assessment including the assessment of appropriate interest, penalty and fees. Interest, penalties and other fees will be collected on any unpaid balance or portions thereof from the date the account became due.

Any ratepayer, aggrieved by the amount of an assessment or delinquency charge, shall request, within sixty (60) days of the assessment or charge, a meeting and/or hearing before the Ratepayer Board, and, if not satisfied with the decision of the Ratepayer Board, appeal within ten (10) days from the date of the decision, the matter de novo, to the City's Hearing Examiner, in the manner provided for in the City's Municipal Code. Failure to request a hearing shall result in a waiver of the right to challenge the assessment.

Section 6. This ordinance shall take effect and be in full force from and after the date of its passage.

**Passed by City Council December 6, 2021**

**Delivered to Mayor December 13, 2021**

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**ORDINANCE NO. C36154**

AN ORDINANCE APPROVING AND CONFIRMING THE 2022 ASSESSMENTS AND ASSESSMENT ROLL FOR THE EAST SPRAGUE PARKING AND BUSINESS IMPROVEMENT AREA, PREPARED UNDER ORDINANCE C35377 AS CODIFIED AND AMENDED IN CHAPTER 4.31C SMC.

WHEREAS, the Spokane City Council on September 27, 2021 passed Resolution 2021 – 0081, which provided notice and set a date for hearing on the assessments to be levied under the above identified ordinance; and

WHEREAS, pursuant to Resolution No. 2021 – 0081, a public hearing was held on December 6, 2021 to take public testimony regarding the assessments and assessment roll for the East Sprague Parking and Business Improvement Area; and

WHEREAS, the assessment roles have been on file in the Office of the City Clerk for public review and inspection; and

WHEREAS, the City Council, through this ordinance, intends to levy assessments in the East Sprague Business Improvement District to provide programs and services, which will specifically benefit the businesses and properties in the District; and

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. The 2022 assessments and the assessment roll of the East Sprague Parking and Business Improvement Area, established under Ordinance C-35377, as codified and amended in Chapter 4.31C SMC, are hereby approved and confirmed. The assessments and assessment roll are attached hereto, available in the Office of the City Clerk and City Treasurer.

Section 2. Each of the businesses, as described in RCW 35.87A.020, lots, tracts, and parcels of land and other property, including improvements thereon, multi-family residential, mixed-use projects (as described in RCW 35.87A.020 (3), hotels, motels, government, and others, shown upon said rolls are hereby declared to be specially benefited by the programs authorized in Ordinance C-35377, as amended, in at least the amount levied against the same. The method of assessment is based upon the Special Assessment Formula in Appendix A.

Section 3. Pursuant to SMC 4.31C.100, the projects, programs, activities and budget for the 2022 East Sprague Parking and Business Improvement Area as presented to the City Council are hereby approved and may be revised by the City Council pursuant to a subsequent motion.

Section 4. The City Clerk is hereby directed to certify and transmit the assessment roll to the City Treasurer for collection, pursuant to City Ordinance and state law.

Section 5. That the assessments shown in the roll on file in the Office of the City Clerk may be paid in two installments with the first half of the assessment due and payable on the 31<sup>st</sup> day of January, 2022, and the second half of the assessment due and payable on the 31<sup>st</sup> day of July, 2022. Prior to the due date, ratepayers shall be sent a bill stating the amount of the assessment due and payable. If the assessment is not paid within thirty (30) days after its due date, a delinquency charge shall be added in the amount of ten percent (10%) of the assessment, not to exceed one hundred dollars (\$100) in addition to the processing fee. All assessments, or part thereof, shall also bear interest at the rate of twelve percent (12%) per annum, or part thereof, of delinquency. Within thirty (30) days of the due date(s), the City Treasurer or his/her designee shall send a late notice of the unpaid assessment including the assessment of appropriate interest, penalty and fees. Interest, penalties and other fees will be collected on any unpaid balance or portions thereof from the date the account became due.

Any ratepayer, aggrieved by the amount of an assessment or delinquency charge, shall request, within sixty (60) days of the assessment or charge, a meeting and/or hearing before the Ratepayer Board, and, if not satisfied with the decision of the Ratepayer Board, appeal within ten (10) days from the date of the decision, the matter de novo, to the City's Hearing Examiner, in the manner provided for in the City's Municipal Code. Failure to request a hearing shall result in a waiver of the right to challenge the assessment.

Section 6. This ordinance shall take effect and be in full force from and after the date of its passage.

**Passed by City Council December 6, 2021**

**Delivered to Mayor December 13, 2021**

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#### **ORDINANCE NO. C36155**

An ordinance improving the public works apprenticeship program to match recent updates to state law and increase apprenticeship utilization; updating the process of seeking exemptions; specifying "per craft" apprenticeship utilization requirements; introducing a graduated penalty schedule; and making associated technical corrections; amending sections 07.06.720, 07.06.730, 07.06.760, 07.06.770, and 07.06.780; and enacting new sections 07.06.725 and 07.06.790 of the Spokane Municipal Code; and declaring an emergency.

**WHEREAS**, recent amendments to state law have expanded the City of Spokane's authority to implement supplemental responsible bidder criteria; and

**WHEREAS**, the City's public works apprenticeship program has not been updated since 2017, despite the fact that various improvements in the state law on apprenticeship programs have been made in the past four years; and

**WHEREAS**, some provisions of the apprenticeship program, such as reporting and data collection and minimum required contract terms, are in need of updating and greater specification; and

**WHEREAS**, employers across the City of Spokane, and particularly the City itself and its public works projects, are in dire need of highly-trained workers to accomplish the work within various specific craft areas to maintain the high degree of public health, safety, and welfare demanded by our residents; increasing this training through apprenticeships is the best way to increase the welfare of the workers who need additional training and work experience; and make the most of our tax dollars; the City Council determines that this ordinance must be made effective immediately upon passage, as necessary for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions.

**NOW THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Section 07.06.720 of the Spokane Municipal Code is amended to read as follows:

**Section 07.06.720 Administration of Apprenticeship Program**

- A. On Public Works construction projects, as defined in RCW 39.04.010, with an estimated cost of six hundred thousand dollars (\$600,000) or more, at least ~~((ten (10) percent in 2016 and))~~ fifteen (15) percent ~~((in years 2017 and beyond,))~~ of the labor hours on each project shall be performed by apprentices enrolled in a State-approved apprenticeship program; and for each contract in the project fifteen (15) percent of the labor hours for each craft that has an available state-approved apprenticeship program for Spokane County and utilizes more than one hundred sixty (160) hours in each contract shall be performed by apprentices enrolled in a state-approved apprenticeship program.
- B. Subcontracting Requirements. The utilization percentages for apprenticeship labor for Public Works construction contracts shall also apply to all subcontracts of one hundred thousand dollars (\$100,000) or more within those contracts, and at least fifteen percent (15%) of the labor hours for each such subcontract shall be performed by apprentices in a state-approved apprenticeship program. For each craft that has an available apprenticeship program for Spokane county and performs more than one hundred sixty (160) hours on each project, fifteen (15) percent of the labor hours shall be performed by apprentices enrolled in a State-approved apprenticeship program ~~((provided there is a state-approved apprenticeship training program for the trade for which a subcontract is issued))~~.
- C. The City Administrator shall implement and administer this article and shall develop and adopt procedures to implement and enforce this Article X of Chapter 07.06 SMC. The City Administrator shall establish and maintain contract specification language to implement the apprenticeship requirement as required by SMC 07.06.725, and such other supplemental contract language as needed. The City Administrator shall develop and implement a system for monitoring the actual use of apprentices on Public Works projects, maintaining, and reporting such data as required by SMC 07.06.790.
- ~~((D. The City Administrator shall establish a monitoring program to verify compliance with this article and shall report to the City Council at least twice each year to report on the apprenticeship program.))~~
- ~~((E.))~~ D. Each contractor on city Public Works construction projects to which this article applies shall incorporate the requirements of this article in all subcontracts for the project and shall require each subcontractor to which this chapter applies to execute a form, to be provided by the city, acknowledging that the requirements of this article are applicable to the labor hours for the project.

**Section 2.** That there is enacted a new section 07.06.725 of the Spokane Municipal Code to read as follows:

**Section 07.06.725 Minimum Required Contract Terms**

In each public works construction contract which is subject to this Article X, there shall be specific line items specifying that apprenticeship utilization goals shall be met, monetary incentives for meeting the goals, monetary penalties for not meeting the goals as described in SMC 07.06.760, and an expected cost value, if any, to be included in the bid associated with meeting the goals. All contracts subject to this Article X must include specifications that a contractor or subcontractor may not be required to exceed the apprenticeship utilization requirements of this section.

**Section 3.** That Section 07.06.730 of the Spokane Municipal Code is amended to read as follows:

**Section 07.06.730 Waiver of Reduction of Goals**

The City Administrator may, after notifying the City Council and the representatives of the affected worker representative(s) and contractor(s), waive or reduce the apprenticeship participation percentage on Public Works construction projects ((with prior written notice to the city council)). The notice ((to the City Council)) shall describe the facts and circumstances upon which the City Administrator's decision to reduce the apprenticeship participation percentage is based. These factual findings must show that (1) there is a demonstrated lack of ability to obtain apprentices in a specific geographic area or field; (2) ((a disproportionately)) an unusually high ratio of material costs to labor hours on the particular projects does not make feasible the required minimum level of apprentice participation hours; (3) the reasonable and necessary requirements of the contract or subcontract render apprentice utilization infeasible at the required levels due to specialized training and safety requirements which are not available through the local available state-approved apprenticeship training programs; or (4) participating contractors or subcontractors cannot meet the utilization requirements despite demonstrated good faith efforts to comply with the requirements of this article, which efforts are described in the notice. Any notice(s) provided under this section shall be issued prior to the conclusion of the work to which the waiver notice applies.

**Section 4.** That section 07.06.760 of the Spokane Municipal Code is amended to read as follows:

**Section 07.06.760 Penalty**

- A. ((All City Public Works contracts involving this article shall include a provision establishing.))For each unmet labor hour required by this Article X, there shall be imposed a penalty equal to thirty percent (30%) of the highest paid craft hourly rate on the Public Works project as determined by prevailing wages ((for each unmet labor hour to be imposed by the City Administrator)) on each contractor who violates the provisions of this article. For a second violation within five years of the first violation, the penalty shall be sixty percent (60%), and for a third or subsequent violation within five years of the first violation, the penalty shall be ninety percent (90%). General contractors shall only be liable for penalties based on their failure to meet the "per craft" requirements established in SMC 07.06.720(A).
- B. The specific facts and circumstances and the existence and extent of any good faith efforts to comply shall be considered when determining whether a contractor is subject to debarment under SMC 07.06.610(B).
- C. The City Administrator shall dedicate all revenues derived from penalties imposed for violation of this Article X to grants to state-approved pre-apprenticeship programs to assist minorities, women, and residents of CEZs as defined in this Article X.

**Section 5.** That section 07.06.770 of the Spokane Municipal Code is amended to read as follows:

**Section 07.06.770 Appeals**

- A. An appeal may be filed with the City's Hearing Examiner by any contractor or Washington State registered apprenticeship program regarding the City Administrator's decision to waive or reduce the apprenticeship participation percentage or the City Administrator's imposition of penalties pursuant to SMC 07.06.760.
- B. Appeals shall be filed within ten (10) business days of the City Administrator's decision. Appeals shall be processed consistent with SMC 17G.050.310-320.
- C. The Hearing Examiner shall either affirm or reverse the decision of the City Administrator. If the Hearing Examiner reverses the City Administrator's decision, the matter shall be remanded to the City Administrator to decide the matter consistent with the Hearing Examiner's decision.
- D. An appeal shall not act as a stay to a Public Works construction project. A decision by the Hearing Examiner regarding the waiver or reduction of the apprenticeship participation percentage shall be only apply prospectively. A decision by the Hearing Examiner affirming the City Administrator's assessment of penalties may be taken into account when determining the relative severity of the violation in the determination as to whether to debar a contractor under SMC 07.06.610(B).
- E. The Hearing Examiner's decision may be appealed to Superior Court.

**Section 6.** That section 07.06.780 of the Spokane Municipal Code is amended to read as follows:

**Section 07.06.780 Administrative Procedures**

The City Administrator shall develop administrative procedures to implement and enforce the provisions of this Article X. In the event of any conflicts between such procedures and this Article X, which Article X shall control.

**Section 7.** That there is enacted a new section 07.06.790 of the Spokane Municipal Code to read as follows:

**Section 07.06.790 Data Collection and Reporting**

The City Administrator or designee shall collect, maintain, and report at least annually to the City Council's Finance and Administration Committee, the following data:

1. The name of each apprentice and apprentice registration number employed under the requirements of this Article X during the preceding year;
2. The name of each project to which this Article X applied during the preceding year;
3. The dollar value of each project subject to this Article X during the preceding year;
4. The date of the contractor's notice to proceed;
5. The number of apprentices and labor hours worked by them, categorized by trade or craft;
6. The number of journey level workers and labor hours worked by them, categorized by trade or craft; and
7. The number, type, and rationale for the exceptions granted under SMC 07.06.730.

**Section 8.** That the City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately, under Section 19 of the City Charter, upon the affirmative vote of one more than a majority of the City Council.

**Passed by City Council December 6, 2021  
Delivered to Mayor December 13, 2021**

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**ORDINANCE NO. C36162**

An ordinance amending Ordinance No. C35971, passed by the City Council December 14, 2020, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage", and declaring an emergency.

**WHEREAS**, subsequent to the adoption of the 2021 budget Ordinance No. C35971, as above entitled, and which passed the City Council December 14, 2020, it was necessary to establish and make changes in the appropriations of various funds, which changes could not have been anticipated or known at the time of making such budget ordinance, namely, to provide for up to \$500,000 to the Fire Department for five mobile, rapid COVID-19 vaccination facilities at City fire stations; and

**WHEREAS**, the Fire Department has utilized some of these funds, but largely no longer have need for rapid, mobile vaccination facilities; and

**WHEREAS**, the City Council intends to use the remainder of these funds, totaling approximately \$475,000, to provide support for shortfall in the Fire Department budget for the remainder of 2021; 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 Ordinance C-36051 is hereby repealed as of the effective date of this ordinance; provided, that this repeal has no effect on the propriety of any appropriations or payments made under the authority of Ordinance C36051 prior to the effective date of this ordinance.

**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 additional resources to ensure that the Fire/EMS Fund has sufficient budget capacity for 2021, 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 upon the affirmative vote of one more than a majority of the City Council, as provided by Section 19 of the City Charter.

**Passed by City Council December 6, 2021  
Delivered to Mayor December 13, 2021**

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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.**

## **CLAIMS ADMINISTRATOR SPN 059 PROMOTIONAL**

**DATE OPEN:** Monday, December 13, 2021      **DATE CLOSED:** Monday, December 20, 2021 at 4:00 p.m.  
**SALARY:** \$58,276.08 annual salary, payable bi-weekly, to a maximum of \$82,559.52

### **DESCRIPTION:**

Performs responsible, specialized administrative work in the management of self-insured/self-administered workers' compensation claims in accordance with RCW Industrial Insurance Laws, Medical Aid Rules and other applicable regulations.

### **DUTIES:**

- Manages industrial insurance claims from initiation through closure in accordance with applicable regulations.
- Investigates, evaluates, adjudicates, processes, and reserves claims.
- Represents the City at hearings, appeals, and mediations as required.
- Presents training relating to industrial insurance and workers' compensation programs.
- Secures services, and monitors for effective use, independent physicians, nurses, attorneys, investigators, vocational counselors and other related parties.
- Performs medical/case management, including the authorization of curative medical treatment.
- Works with all involved parties for timely claim resolution.
- Authorizes, calculates, processes and/or oversees payment for medical, compensation benefits, and other costs related to claims filed.
- Telephones and corresponds with injured workers, vocational counselors, physicians, and department representatives to obtain and supply information. Serves as liaison among involved parties.
- Identifies and secures reimbursements as required: pursues third party subrogation claims.
- Develops, implements, and monitors timely return to work opportunities. Coordinates with other departments to assure compliance with laws and regulations.
- Operates a personal computer and other standard office machines.
- Maintains related records and prepares reports as required.
- 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:* Present City of Spokane employees who meet the open entry requirements may apply on a promotional basis.

**Note:** Current non-probationary City of Spokane employees within the line of progression who meet the open entry requirements may apply on a promotional basis, pursuant to Civil Service Rule VI, Section 5.

#### **Open Entry Requirements:**

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

- *Education:* High school diploma or equivalent.
- *Experience:* Five years of increasingly responsible industrial insurance claims examination, adjudication, and/or management which must include time loss claims.
- *License:* Possession of a Claims Administrator certification by the Washington State Department of Labor and Industries.



**EXAMINATION DETAILS:**

You need to meet the minimum qualifications and pass the examination for this position to be eligible for promotion. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

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

The examination will consist of a Training and Experience Evaluation (T&E) and performance evaluation (PAR), with scoring weight assigned as follows:

- T&E 80%
- PAR 20%

**TRAINING AND EXPERIENCE EVALUATION DETAILS**

The T&E examination consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked "**QUESTIONS**" on the job announcement page. The T&E must be submitted online, at the time of application. All applicants must complete and submit a City of Spokane employment application online, by 4:00 on the filing cut-off date.

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered
- **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.

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

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 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 9th day of December 2021.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

**AMENDMENT**

**AMENDMENT**

**AMENDMENT**

**CYBERSECURITY ADMINISTRATOR/SYSTEMS ADMINISTRATOR I**

SPN 140

(Announcement of 11/15/2021)

The above titled announcement is hereby amended to read:

**Closing Date: January 10, 2022**

**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 Training and Experience (T&E) evaluation, with scoring weight assigned as follows:

- T&E: 100%

**TRAINING AND EXPERIENCE 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)) prior to 8:00 a.m. Pacific Time on the start dates and will expire at 4:00 p.m. on the due dates as listed below.

- Applicants who applied and meet the minimum qualifications by Tuesday, December 7, 2021 will receive the test link Thursday, December 9, 2021 which will be available through Tuesday, December 14, 2021.
- Applicants who applied and meet the minimum qualifications by Monday, January 10, 2022 will receive the test link Thursday, January 13, 2022 which will be available through Tuesday, January 18, 2022.

**Note:**

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer 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.**

All examination results will be merged into one eligible list according to final ratings, pursuant to the Merit System Rules of the Civil Service Commission: Rule IV, Section 13 – Continuous Examinations.

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**SUPERVISORY INFORMATION SYSTEMS ANALYST SPN 167**  
**OPEN ENTRY**

**DATE OPEN: Monday, December 13, 2021                      DATE CLOSED: Monday, January 10, 2022 at 4:00 p.m.**  
**SALARY: \$75,606.48 annual salary, payable bi-weekly, to a maximum of \$107,469.36**

**DESCRIPTION:**

Under administrative direction, manages and supervises information delivery and support operations, functions and staff within the Information Technology department; assists the Director in planning, organizing and directing City centralized operations, applications programming and support, and related information technology services; recommends and implements policies and procedures pertaining to assigned functions; coordinates and supervises the staff and day-to-day operations of the assigned work unit; manages assigned technology projects; and acts in the absence of the Director when assigned.

**DUTIES:**

- Manages and supervises the application programming and support operations, functions and staff within the Information Delivery Services section of the ITSD Division/Department or within the Police and Fire Departments; assists in planning, organizing, directing, staffing and controlling the activities of assigned areas.
- Provides advanced technical support and direction regarding the development, enhancement and maintenance of applications programming and related information technology services; resolves difficult technical issues and problems; monitors workload statistics to plan capacity and other upgrades.
- Provides technical direction and leadership pertaining to City enterprise application systems; leads, participates in, and supports programming and development activities; develops and recommends job control processes to meet end-user requirements; ensures that job related deadlines are met.
- Recruits, selects, develops and trains assigned staff; assigns, directs, monitors and evaluates staff work; ensures adherence to policies, standards and procedures; identifies, recommends and arranges for staff development; recommends and initiates employee discipline as authorized.
- Develops and recommends policies and procedures for assigned areas; participates in technology strategic planning activities and identifies opportunities to develop and enhance operational efficiencies; evaluates and recommends new tools, equipment and methodologies to expedite and/or improve assigned processes.
- Coordinates and manages a wide range of complex information technology projects; reviews and recommends project goals and technical criteria; communicates with vendors and contractors to research products and

services; develops requests for proposals; reviews and recommends vendor and contractor proposals; negotiates and administers assigned contracts and agreements; monitors and administers project budgets.

- Communicates and coordinates with other departments and divisions to help identify and achieve their information technology goals; facilitates discussions regarding business needs and objectives; analyzes and identifies system requirements; plans, develops and presents options and recommendations for technology solutions.
- Ensures the timely, accurate and prompt provision of customer service and monitors customer feedback; receives and resolves customer complaints; adjusts practices as needed.
- Assists the Director with the preparation, monitoring and administration of the operational unit budget; compiles and analyzes workload data; consults with other departments regarding their information technology needs and plans; prepares complex correspondence, reports and statistical summaries.
- Attends and participates in meetings; serves on committees and task forces; represents the City to groups and individuals as assigned; continuously communicates with the Director regarding the status of assigned projects, issues, goals and objectives.
- Monitors and analyzes legislation and trends pertaining to information technology; recommends technology changes and upgrades to ensure that City technology is efficient, current and in compliance with regulations.
- Performs other related duties as assigned.

## MINIMUM QUALIFICATIONS:

### Open Entry Requirements

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

- *Education:* Bachelor's degree from an accredited four-year college or university with major coursework in computer science, information systems or a related field.
- *Experience:* Six years of professional information technology experience that included the development, enhancement and administration of enterprise-level applications programming. One year of supervisory experience is required including the development of policies, procedures, standards and best practices for information delivery services. An equivalent combination of education, training, and experience may also be qualifying.
- *Licenses:* Valid driver's license or evidence of equivalent mobility.

## EXAMINATION DETAILS:

You need to meet the minimum qualifications and pass the examination for this position to be eligible for hire. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

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

The examination will consist of a Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- T&E 100%

## TRAINING AND EXPERIENCE 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)) prior to 8:00 a.m. Pacific Time on January 13, 2022 and will expire at 4:00 p.m. on January 18, 2022.

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
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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

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 9th day of December 2021.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

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**SUPERVISORY INFORMATION SYSTEMS ANALYST SPN 167**  
**PROMOTIONAL**

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**DESCRIPTION:**

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**DUTIES:**

- Manages and supervises the application programming and support operations, functions and staff within the Information Delivery Services section of the ITSD Division/Department or within the Police and Fire Departments; assists in planning, organizing, directing, staffing and controlling the activities of assigned areas.
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- Performs other related duties as assigned.

#### **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:* Two years of experience in the classification of Senior Information Analyst (SPN 166) and fully meets minimum qualifications.

**Note:** Current non-probationary City of Spokane employees within the line of progression who meet the open entry requirements may apply on a promotional basis, pursuant to Civil Service Rule VI, Section 5.

##### **Open Entry Requirements**

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- *Education:* Bachelor's degree from an accredited four-year college or university with major coursework in computer science, information systems or a related field.
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