



# Official Gazette

## City of Spokane, Washington

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

Volume 113

APRIL 5, 2023

Issue 14



### MAYOR AND CITY COUNCIL

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BREEAN BEGGS

COUNCIL MEMBERS:

JONATHAN BINGLE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

KAREN STRATTON (DISTRICT 3)

BETSY WILKERSON (DISTRICT 2)

ZACK ZAPPONE (DISTRICT 3)

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# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, March 27, 2023**

The minutes for the Monday, March 27, 2023, Spokane City Council Meeting were not available for publication in this issue of the Official Gazette. The minutes will be published in the Wednesday, April 12, 2023, issue of the Official Gazette.

**MINUTES OF SPOKANE CITY COUNCIL****Monday, March 13, 2023****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:37 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

**Roll Call**

On roll call, Council President Beggs and Council Members Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone were present.

City Administrator Johnnie Perkins; Giacobbe Byrd, City Council Office; Chris Wright, City Council Policy Advisor; and Acting City Clerk Laurie Farnsworth were also present for the meeting.

**Advance Agenda Review**

There was no Advance Agenda review as the March 20, 2023, City Council Meeting was canceled.

**Current Agenda Review**

The City Council reviewed the March 13, 2023, Current Agenda for any changes.

Suspension of Council Rules

**Motion** by Council Member Wilkerson, seconded by Council Member Kinnear, **to suspend** the Council Rules to add items to tonight's agenda; **carried 6-1**.

Resolution 2023-0022

**Motion** by Council Member Kinnear, seconded by Council Member Wilkerson, **to add** Resolution 2023-0022—promoting the creation of a fund to stimulate certain economic development projects, including projects with below market housing and the creation of living wage jobs, through the payment of General Facilities Charges on behalf of new development—to tonight's Legislative Agenda; **carried 6-1**.

Resolution 2023-0023

Council President Beggs noted there were three different versions regarding the Premera Building that were circulated earlier today. One was directing the City to continue on with the Purchase and Sale Agreement and sign a notice to proceed. There was another one circulated that said we are still interested in Premera but the City is not going to go through the deal at this time based on the feasibility study. The third one says we need to sign something that says we aren't going to go through with it unless we get an extension from the owner of the Purchase and Sale Agreement, which City attorneys are trying to negotiate. Following Council commentary, the following action was taken:

**Motion** by Council Member Kinnear, seconded by Council Member Wilkerson, **to add** choice number three of Resolution 2023-0023—authorizing the City of Spokane to terminate the purchase and sale agreement relating to the building(s) to be used as a Municipal Justice Center—**carried 6-1**.

Emergency Ordinance C36369

**Motion** by Council Member Bingle, seconded by Council Member Cathcart, **to substitute** Emergency Ordinance C36369—relating to GFC public utilities and services—with Council Member Bingle's updated version; **rejected 2-5**.

**Motion** by Council Member Kinnear, seconded by Council Member Wilkerson, **to substitute** the updated version of Ordinance C36369 circulated on Friday, March 10, 2023; **carried 5-2.**

**Motion** by Council Member Bingle, seconded by Council Member Cathcart, **to defer** Emergency Ordinance C36369 to May 1, in favor of sending it back to committee, **was withdrawn.**

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

The City Council recessed at 4:50 p.m. and immediately reconvened into an Executive Session to discuss litigation and labor negotiation matters until 5:30 p.m. Interim City Attorney Lynden Smithson, Assistant City Attorney Mike Piccolo, and Special Counsel John Henry were present for the Executive Session. The Executive Session ended at 5:30 p.m., at which time the 3:30 p.m. Briefing Session also ended. The City Council reconvened at 6:04 p.m. for the Legislative Session.

## **LEGISLATIVE SESSION**

### **Pledge of Allegiance**

The Pledge of Allegiance was led by two Girl Scouts from the Eagle Ridge Troop.

### **Roll Call**

On roll call, Council President Beggs and Council Members Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone were present.

Giacobbe Byrd, City Council Office; Chris Wright, City Council Policy Advisor; and Acting City Clerk Laurie Farnsworth were also present for the meeting.

There were no **Council and Committee Reports.**

### **MAYORAL PROCLAMATIONS**

Week of March 12, 2023 *Girl Scout Week*

Council Member Kinnear read the proclamation. Brian Newberry accepted the proclamation.

March 26, 2023 *Epilepsy Awareness Day*

Council Member Bingle read the proclamation. Mickaela and Tanner Wilson accepted the proclamation.

March 13-17, 2023 *Washington State Women's Basketball Team Week*

Council President Beggs read the proclamation. No individuals were present to accept the proclamation.

The proclamations are attached to these minutes for reference.

### **RECOGNITION**

Council President Beggs recognized in the audience three former elected officials in the Chambers today – former Council Members Steve Corker and Bob Apple and former State Representative from the Fourth District George Orr.

### **ADMINISTRATIVE REPORT**

Council Member Kinnear read a thank you note that the City of Spokane received a couple of weeks ago relating to the American Rescue Act dollars made available to assist individuals if they were behind on their utility bills. A video story was played regarding the ARPA assistance provided to individuals to have their utility bills paid.

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

## **OPEN FORUM**

The following individual(s) spoke during the Open Forum:

- Sunshine Riggin
- Rick Bocook
- Derek Azzaro
- Charlisse Leger-Walker

- Larry Adams (virtual)
- Kim Schmidt
- Dave Bilisland
- Missy Rouse
- George Orr
- Alex Watson
- Larry Andrews
- William Hulings
- Zack McGuckin
- Katherine Corrick
- Tanya Comstock

### CONSENT AGENDA

After public testimony (with individuals speaking on the Contract with the Washington State Department of Health – OPR 2023-0318) and Council commentary, the following action was taken:

**Upon 7-0 Voice Vote (in the affirmative), the City Council approved Staff Recommendations for the following items:**

Value Blankets for the Riverside Park Water Reclamation Facility from April 1, 2023, through March 31, 2028, with:

- a. Two Rivers Terminal, LLC to supply Calcium Nitrate Solution—\$284,795.20 (OPR 2023-0302 / ITB 5778-22).
- b. Kemira Water Solutions to supply liquid Aluminum Sulfate—\$2,607,007.50 (OPR 2023-0303 / ITB 5775-22).  
(Council Sponsor: Council Members Kinnear and Bingle)

Two-Year Value Blanket Order with Commercial Tire for the purchase of miscellaneous tires on an "as needed" basis for the Fleet Department using WA State Contract #00519—annual amount of \$500,000. (OPR 2023-0304) (Council Sponsors: Council Members Kinnear and Bingle)

Purchases by Fleet Services of:

- a. Trail King 25" x 8'6" Deck Air Ride Trailer from Pape' (Spokane, WA) for the Water Department using Sourcewell Contract 092922-TKI—\$133,365. (OPR 2023-0305) (Council Sponsors: Council Members Bingle and Kinnear)
- b. three Wausau Snowplows for the Street Department from Wausau-Everest using Sourcewell Contract 030619-WAS—\$90,478.72. (OPR 2023-0306) (Council Sponsors: Council Members Bingle and Kinnear)
- c. six Peterbilt 520 Labrie Automizer Alley Hand Automated Side Loader Refuse Trucks from Dobbs Peterbilt, (Liberty Lake, WA) for the Solid Waste Collection Department using Sourcewell Contracts—\$3,346,674.47. (OPR 2023-0307) (Council Sponsors: Council Members Bingle, Stratton and Wilkerson)
- d. one CCTV Van from CUES (Orlando, FL) for Wastewater Maintenance accessing the HGAC Contract—\$476,871.73. (OPR 2023-0308) (Council Sponsors: Council Members Bingle and Kinnear)

Purchase from Kraftwerks Engineering, LLC (Medina, OH) of replacement parts for the expeller shafts at the Waste to Energy Facility—\$93,200 (incl. shipping, plus tax). (OPR 2023-0309 / RFQ 5819-23) (Council Sponsors: Council Members Kinnear and Bingle)

Value Blanket Amendment with WEMCO, Inc. (Spokane) for the purchase of spare electrical parts for the cranes at the Waste to Energy Facility—additional \$60,000. Total annual cost not to exceed \$109,990 (plus tax). (OPR 2019-0907 / RFQ 5165-19) (Council Sponsors: Council Members Kinnear and Bingle)

Contract Renewal 1 of 4 with BrandSafway Services LLC (Spokane Valley, WA) for scaffolding services at the Waste to Energy Facility from April 1, 2023, through March 31, 2024—not to exceed \$700,000. (plus tax). (OPR 2022-0168 / PW ITB 5537-21) (Council Sponsors: Council Members Kinnear and Bingle)

Contract Renewal 2 of 3 with Helfrich Brothers Boiler Works, Inc. (Lawrence, MA) for boilermaker services at the Waste to Energy Facility from April 1, 2023, through March 31, 2024—not to exceed \$1,851,000. (incl. tax). (OPR 2020-0341 / PW ITB 5238-20) (Council Sponsors: Council Members Kinnear and Bingle)

Contract with WEMCO, Inc. for the purchase and installation of two new crane rope drums for the Waste to Energy Facility—\$253,295.52 (incl. tax). (OPR 2023-0310) (Council Sponsors: Council Members Kinnear and Bingle)

Contract with Big Sky Industrial Services (Colbert, WA) for vacuum support services at the Waste to Energy Facility from April 1, 2023, through March 31, 2024—not to exceed \$175,000 (plus tax). (OPR 2023-0311) (Council Sponsors: Council Members Kinnear and Bingle)

Four-Year Contract with EcoChem Analytics, Inc. (League City, TX) for scheduled and unscheduled service of the continuous emissions monitoring system at the Waste to Energy Facility from April 1, 2023, through March 31, 2027—\$168,000. (incl. tax). (OPR 2023-03112 / IPWQ 5801-23) (Council Sponsors: Council Members Kinnear and Bingle)

Contract with Hyland Software, Inc. (Westlake, OH) for annual software maintenance and support for the OnBase document imaging system from April 1, 2023, through March 31, 2024, utilizing GSA Contract #GS-35F-249DA—\$65,285.97 (plus tax). (OPR 2020-0723) (Council Sponsor: Council Member Bingle and Cathcart)

Contract with DLT Solutions, LLC (Herndon, VA) for AutoDesk software subscription licenses from March 12, 2023, through March 25, 2024, using government discount pricing via GSA Contract #GS-35F-267DA—\$72,010. (plus tax). (OPR 2023-0313) (Council Sponsors: Council Members Bingle and Cathcart)

Sole Source Contract Renewal with Azteca Systems, LLC (Sandy, UT) for continued annual support and maintenance of CityWorks Asset Maintenance Management System from April 1, 2023, through March 31, 2024—\$130,200 (plus tax). (OPR 2016-0235) (Council Sponsors: Council Members Bingle and Cathcart)

Contract with Compunet (Grangeville, ID) for Cisco Smartnet maintenance and support from March 31, 2023, through February 28, 2024, utilizing WA State Contract #05819 (NASPO AR3227) via Interlocal Agreement—\$308,270.38 (plus tax). (OPR 2023-0315) (Council Sponsors: Council Members Bingle and Cathcart)

Contract with Deer Oaks EAP Services, LLC (San Antonio, TX) to provide an Employee Assistance Program to full-time employees with the City beginning April 1, 2023, through March 31, 2026—\$174,000 (or not to exceed \$58,000 per year). (OPR 2023-0316 / RFP 5780-22) (Council Sponsors: Council Members Wilkerson and Stratton)

Contract with GSI Water Solutions, Inc. (Portland, OR) to provide a Nevada Well Station Rehabilitation Study from March 20, 2023, through March 19, 2025—\$433,400. (OPR 2023-0317 / ENG 2022076) (Council Sponsors: Council Members Kinnear and Bingle)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through March 3, 2023, total \$5,468,860.33 (Check Nos.: 592461-592634; ACH Payment Nos.: 113275-113567), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$5,302,314.09.
- b. Payroll claims of previously approved obligations through March 4, 2023: \$8,563,615.27 (Payroll Check Nos. 567153-567298).

City Council Meeting Minutes: March 2, 2023. (CPR 2023-0013)

Contract with the Washington State Department of Health—Fluoridation Feasibility Study (OPR 2023-0318) (Council Sponsor: Council President Beggs) (Taken Separately)

**Upon 5-2 Voice Vote (in the affirmative), the City Council approved** Contract with the Washington State Department of Health to provide additional grant funding for fluoridation feasibility study through June 30, 2023—\$360,000 Revenue.

**Ayes:** Beggs, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** Bingle and Cathcart  
**Abstain:** None  
**Absent:** None

## LEGISLATIVE AGENDA

(Note: Agenda items were taken out of order, and items are reflected in the order taken.)

### SPECIAL BUDGET ORDINANCE

**Special Budget Ordinance C36364 (Deferred from March 6, 2023, Agenda) (Council Sponsors: Council Members Bingle, Kinnear, and Zappone)**

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

**Upon 7-0 Roll Call Vote**, the City Council **passed Special Budget Ordinance C36364** amending Ordinance No. C36345 passed by the City Council December 12, 2022, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2023, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2023, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Park Cumulative Reserve Fund

- 1) Increase revenue by \$2,829,500.
  - A) Of the increased revenue, \$1,415,000 is provided solely as an operating transfer-in from the Real Estate Excise Tax Fund.
  - B) Of the increased revenue, \$1,414,500 is provided by the Recreation and Conservation Office via a reimbursable grant.
- 2) Increase appropriation by \$2,829,500.
  - A) Of the increased appropriation, \$2,829,500 is provided solely for capital expenditures related to the South Suspension Bridge.

and

Arterial Street Fund

- 1) Decrease revenue by \$1,415,000.
  - A) Of the decreased revenue, \$1,415,000 is removed from an operating transfer-in from the Real Estate Excise Tax Fund.
- 2) Decrease appropriation by \$1,415,000.
  - A) Of the decreased appropriation, \$1,415,000 is removed solely from capital expenditures related to the Flexible Arterial Maintenance Program.

(This action arises from the escalated timeline of the Expo+50 capital projects)

- Ayes:** Beggs, Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone
- Nays:** None
- Abstain:** None
- Absent:** None

**FIRST READING ORDINANCE**

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

**ORD C36370** Related to open forum at Spokane City Council meetings; amending section 2.01.040 of the Spokane Municipal Code. (Council Sponsors: Council President Beggs and Council Member Kinnear)

**EMERGENCY ORDINANCES**

**For Council action on Emergency Ordinances, see section of minutes below following "RESOLUTIONS" and "FIRST READING ORDINANCE."**

**RESOLUTIONS**

**Resolution 2023-0020 (Council Sponsors: Council Members Cathcart and Wilkerson)**

After an 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 2023-0020** providing the return of property conveyed to the City by error (Indian Trail area).

- Ayes:** Beggs, Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone
- Nays:** None
- Abstain:** None
- Absent:** None

**Resolution 2023-0021 (Council Sponsors: Council Members Kinnear and Stratton)**

After an 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 2023-0021** declaring Pacwest Machinery LLC (Spokane, WA) a sole-source provider and authorizing the City to enter into a Value Blanket Order for the purchase of TYMCO and Volvo Construction Equipment parts on an “as needed” basis for a five-year period without public bidding—\$750,000 or approximately \$150,000 annually.

**Ayes:** Beggs, Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**For Council action on Resolution 2023-0022, see section of minutes following “EMERGENCY ORDINANCES.”**

**Resolution 2023-0023 (added during 3:30 p.m. Briefing Session)**

After a full reading of Resolution 2023-0023 by Acting City Clerk Laurie Farnsworth; an opportunity for public testimony, with none provided; and Council commentary, the following action was taken:

**Upon 5-2 Roll Call Vote**, the City Council **adopted Resolution 2023-0023** authorizing the City of Spokane to terminate the purchase and sale agreement relating to the building(s) to be used as a Municipal Justice Center.

**Ayes:** Beggs, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** Bingle, Cathcart  
**Abstain:** None  
**Absent:** None

**FIRST READING ORDINANCE**

**For the First Reading of Ordinance C36370, see section of minutes above under “SPECIAL BUDGET ORDINANCES.”**

**EMERGENCY ORDINANCES****Emergency Ordinance C36367 (Council Sponsors: Council President Beggs and Council Members Kinnear and Bingle)**

After receiving public testimony and the opportunity for Council commentary, with none provided, the City Council took the following action taken:

**Upon 5-2 Roll Call Vote**, the City Council **passed Emergency Ordinance C36367** amending Appendix D of the Comprehensive Plan to revise the Capital Facilities Plan to include additional capacity improvement transportation projects; and declaring an emergency.

**Ayes:** Beggs, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** Bingle, Cathcart  
**Abstain:** None  
**Absent:** None

**EMERGENCY ORDINANCES (continued) AND RESOLUTIONS (continued)****Emergency Ordinances C36368 and C36369 (ORD C36369 - as substituted during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Beggs and Council Member Kinnear), Resolution 2023-0022, and Proposed New Moratorium Ordinance C36378**

After a reading of the titles of Ordinances C36368 and C36369 and a full reading of Resolution 2023-0022 by the City Clerk, public testimony, and Council commentary, the following actions were taken following Council commentary:

**Motion** by Council Member Stratton, seconded by Council Member Kinnear, **to add** the new moratorium (for Latah Valley – Latah/Hangman and Grandview/Thorpe Neighborhoods) to the agenda (assigned Ordinance C36378) **was withdrawn**.

**Motion** by Council Member Cathcart, seconded by Council member Bingle, **to defer** Emergency Ordinance C36369 for two weeks (to March 27, 2023) **was withdrawn**.

**Motion** by Council Member Cathcart, seconded by Council Member Bingle, **to substitute** Emergency Ordinance C36369 with the version offered by Council Member Bingle with a sunset that would expire in four weeks, but could be amended in two weeks (at the March 27 Legislative Session); **rejected 2-5**.

**Motion** by Council Member Kinnear, seconded by Wilkerson, **to suspend** the Council Rules for the meeting of March 27 to allow further amendment of this ordinance on GFCs (Ordinance C36369), covering the topics as discussed by City Council; **carried 7-0**.

Additional Council commentary ensued, and the following further actions were taken:

**Upon 6-1 Roll Call Vote**, the City Council **passed Emergency Ordinance C36368** relating to transportation impact fees and amending SMC 17D.075.040 Assessment of Impact Fees, 17D.075.070 Credits, 17D.075.140 Review, 17D.075.180 Impact Fee Schedule, 17D.075.190 Service Area Map, and 17D.075.210 Impact Fee Project list; and declaring an emergency.

**Ayes:** Beggs, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** Bingle  
**Abstain:** None  
**Absent:** None

**Upon 5-2 Roll Call Vote**, the City Council **passed Emergency Ordinance C36369** relating to GFC public utilities and services; amending SMC sections 13.03.0730, 13.03.0732; and adopting a new section 13.03.0734 to chapter 13.03 of the Spokane Municipal Code; and 13.04.2040, 13.04.2042; and adopting a new section 13.04.2044 to chapter 13.04 of the Spokane Municipal Code; and setting an effective date and declaring an emergency.

**Ayes:** Beggs, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** Bingle and Cathcart  
**Abstain:** None  
**Absent:** None

**Upon 5-2 Roll Call Vote**, the City Council **adopted Resolution 2023-0022** promoting the creating of a fund to stimulate certain economic development projects, including projects with below market housing and the creation of living wage jobs, through the payment of General Facilities Charges on behalf of new development.

**Ayes:** Beggs, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** Bingle and Cathcart  
**Abstain:** None  
**Absent:** None

There were no **Special Considerations**.

There were no **Hearings**.

#### **ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 9:22 p.m.

(Referenced attachments [Mayoral Proclamations] on file in the Office of the City Clerk.)

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**MINUTES OF SPOKANE CITY COUNCIL****Monday, March 6, 2023****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:34 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

**Roll Call**

On roll call, Council President Beggs and Council Members Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone were present.

City Administrator Johnnie Perkins; Giacobbe Byrd, City Council Office; Chris Wright, City Council Policy Advisor; and Acting City Clerk Laurie Farnsworth were also present for the meeting.

**Advance Agenda Review**

The City Council received an overview from staff and held discussion on the March 13, 2023, Advance Agenda items.

Low Bid of DW Excavating, Inc. of Davenport, WA (OPR 2023-0301 / ENG 2019148) (Council Sponsor: Council Member Kinnear)

**Motion** by Council Member Kinnear, seconded by Council Member Cathcart, **to defer** the Low Bid of DW Excavating, Inc. of Davenport, WA for the Cochran Basin Stormwater Control Vault to March 27, 2023; **carried 7-0.**

Emergency Ordinance C36369 Relating to GFC Public Utilities and Services (Council Sponsors: Council President Beggs and Council Member Kinnear)

Utilities Division Director Marlene Feist provided an overview of Emergency Ordinance C36369 relating to GFC public utilities and services. Council inquiry and discussion ensued, with staff response. The following actions were taken:

**Motion** by Council Member Bingle, seconded by Council Member Cathcart, **to defer** Emergency Ordinance C36369 to May 1, 2023 (with the understanding there would need to be a deferral of the building moratorium); **rejected 2-5.**

**Motion** by Council Member Cathcart, seconded by Council Member Bingle, **to defer** Emergency Ordinance C36369 to March 27, 2023; **rejected 2-5.**

**Motion** by Council Member Kinnear, **to substitute** Appendix A to Ordinance C36369 (with updated version); **carried 7-0.**

**Action to Approve March 13, 2023, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the March 13, 2023, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

**Motion** by Council Member Wilkerson, seconded by Council Member Zappone, **to approve** the March 13, 2023, Advance Agenda (as adjusted); **carried 6-1.**

**Current Agenda Review**

The City Council reviewed the March 6, 2023, Current Agenda for changes and received an overview from staff and held discussion on the March 6, 2023, Advance Agenda items.

Grant Agreement with Spokane Arts Fund (OPR 2023-0247) (Deferred from February 27, 2023, Agenda) (Council Sponsors: Council Members Stratton and Wilkerson)

**Motion** by Council Member Wilkerson, seconded by Council Member Stratton, **to substitute** with updated version (circulated earlier in the day); **carried 6-1.**

Council Member Bingle requested the Grant Agreement with Spokane Arts Fund be considered separately during tonight's Legislative Session.

**Council Recess/Executive Session**

The City Council recessed at 4:32 p.m. (with Council Member Kinnear arriving at 4:53 p.m.) and immediately reconvened into an Executive Session to discuss labor negotiations until 5:20 p.m. Interim City Attorney Lynden Smithson, Assistant City Attorney Mike Piccolo, and Special Counsel John Henry were present for the Executive Session. At 5:20 p.m., the Executive Session was extended for 10 minutes. At 5:30 p.m., the Executive Session was extended an additional 5

minutes. At 5:35 p.m., the Executive Session was extended for another five minutes. The Executive Session ended at 5:40 p.m., at which time the 3:30 p.m. Briefing Session also ended. The City Council reconvened at 6:04 p.m. for the Legislative Session.

## LEGISLATIVE SESSION

### Pledge of Allegiance

The Pledge of Allegiance was led by Council President Beggs.

### Roll Call

On roll call, Council President Beggs and Council Members Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone were present.

Giacobbe Byrd, City Council Office; Chris Wright, City Council Policy Advisor; and Acting City Clerk Laurie Farnsworth were also present for the meeting.

There were no **Council and Committee Reports**.

### POETRY AT THE PODIUM

Sarah Rooney presented the poem "Backyard."

### COUNCIL SALUTATION

#### Saluting the Public Service of Dr. Christine Johnson

Council Member Wilkerson read a Council Salutation recognizing the public service of Dr. Christine Johnson. The Salutation is attached to these minutes for reference.

### COUNCIL PROCLAMATION

March 6-11, 2023 *The Week of the Irish*

Council Member Kinnear read the proclamation. Keats McLaughlin accepted the proclamation and remarked on the event. A performance by the Haran Irish Dancers was provided. The proclamation is attached to these minutes for reference.

### MAYORAL PROCLAMATION

March 2023 *Red Cross Month*

Council Member Zappone read the proclamation. Ryan Rodin, Interim Director of the local chapter of the American Red Cross, accepted the proclamation and remarked on the event. The proclamation is attached to these minutes for reference.

There were no **Administrative Reports**.

### COMMUNITY REPORT

#### Mujeres in Action

Ana Trusty and Jesus Torres provided an update on Mujeres in Action (M.i.A). The vision of M.i.A is to guide the community from survival to wellbeing. It's mission is to advocate for survivors of domestic violence and/or sexual assault, helping them reach their full potential, and educating our community from a Latinx perspective to end family violence. The four pillars of M.i.A are, as follows: Services, education, activism, and research.

### BOARD AND COMMISSION APPOINTMENTS

#### Historic Landmarks Commission (CPR 1981-0122) and Bicycle Advisory board (CPR 1992-0059)

Upon 7-0 Voice Vote, the City Council **approved** (and thereby confirmed) the following:

- Appointment of Nicholas Jay Reynolds to the Spokane Historic Landmarks Commission – City-at-Large for a three-year term, from January 1, 2023, to December 31, 2025.
- Reappointment of Charles Otto Greenwood (Charlie) to the Bicycle Advisory Board for a three-year term, from June 1, 2022, through May 31, 2025.

## OPEN FORUM

The following individual(s) spoke during the Open Forum:

- Adam Marshall
- Rick Bocook
- Justice Forral
- Ken Van Voorhis
- Mary Beth McGinley
- Jeff Aasaby
- Becky Dickerhoof
- Rick Repp
- Claudia Lobb
- William Hulings
- Edwin Larry Andrews
- Molly Marshall
- Ellis Kleinkauf
- Antone Velone
- Katherine Corrick
- Stuart Lee

## CONSENT AGENDA

Subsequent to the opportunity for public testimony, with one individual requesting to speak (on the Grant Agreement with Spokane Arts Fund), and the opportunity for Council commentary, with none provided, the following action was taken:

**Upon 7-0 Voice Vote (in the affirmative), the City Council approved Staff Recommendations for the following items:**

Recommendations to list the following on the Spokane Register of Historic Places:

- a. The Judge Blake House, 2615 West Maxwell Ave. (Council Sponsors: Council Members Stratton and Zappone)
- b. The Highland Park United Methodist Church, 611 South Garfield St. (Council Sponsors: Council Members Kinnear and Wilkerson)
- c. The Waldean Apartments, 1428 West Dean Ave. (Council Sponsors: Council Members Stratton and Zappone)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through February 24, 2023, total \$12,801,785.76 (Check Nos.: 592289-592460; ACH Payment Nos.: 112966-113274), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$12,348,646.31.

**Grant Agreement with Spokane Arts Fund (as substituted during the 3:30 p.m. Briefing Session) (OPR 2023-0247) (taken separately) (Council Sponsors: Council Members Stratton and Wilkerson) (Deferred from February 27, 2023, Agenda)**

**Upon 5-2 Voice Vote (in the affirmative), the City Council approved the Grant Agreement with Spokane Arts Fund in conjunction with Employment Support in the Arts Program from March 1, 2023, through February 28, 2024--\$1,000,000.**

**Ayes:** Beggs, Kinnear, Stratton, Wilkerson, and Zappone  
**Nays:** Bingle and Cathcart  
**Abstain:** None  
**Absent:** None

## LEGISLATIVE AGENDA

### SPECIAL BUDGET ORDINANCE

**Special Budget Ordinance C36363 (Council Sponsors: Council Members Stratton and Zappone)**

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

**Upon 7-0 Roll Call Vote, the City Council passed Special Budget Ordinance C36363** amending Ordinance No. C36345 passed by the City Council December 12, 2022, and entitled, "An Ordinance

adopting the Annual Budget of the City of Spokane for 2023, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2023, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in:

Human Services Grants Fund

1) Increase revenue by \$2,806,625.

A) Of the increased revenue, \$2,806,625 is provided by the Department of Commerce to assist in moving unhoused persons from encampments into housing.

2) Increase appropriation by \$2,806,625.

A) Of the increased appropriation, \$2,806,625 is provided solely for contractual services.

(This action arises from the Department of Commerce grant acceptance.)

**Ayes:** Beggs, Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone

**Nays:** None

**Abstain:** None

**Absent:** None

There were no **Emergency Ordinances**.

There were no **Resolutions**.

#### **FINAL READING ORDINANCES**

**For Council action on Final Reading Ordinance C36362, see section of minutes under "Hearings."**

There were no **First Reading Ordinances**.

There were no **Special Considerations**.

#### **HEARINGS**

##### **Final Reading Ordinance C36362 (Council Sponsors: Council President Beggs and Council Members Kinnear and Wilkerson)**

The City Council held a hearing on Ordinance C36362. After a presentation by Historic Preservation Officer Meghan Duvall, public testimony, and Council commentary, the following action was taken:

**Upon 7-0 Roll Call Vote**, the City Council **passed Final Reading Ordinance C36362** relating to the adoption of the Cannon Streetcar Suburb Local Historic District Overlay Zone and Design Standards and Guidelines; adopting new Spokane Municipal Code sections 17D.100.290.

**Ayes:** Beggs, Bingle, Cathcart, Kinnear, Stratton, Wilkerson, and Zappone

**Nays:** None

**Abstain:** None

**Absent:** None

#### **ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:44 p.m.

(Referenced attachments [City Council & Mayoral Proclamations] on file in the Office of the City Clerk.)

# Hearing Notices

## Notice for a Public Hearing and Public Comment Period

**Public Hearing Date: Wednesday, April 5, 2023**

**Time: 4-6 p.m.**

**Location: City Council Briefing Center - City Hall Lower Level 808 W. Spokane Falls Blvd. Spokane WA, 99201**

**Please contact CHHS at 509-625-6325 or at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org) for virtual meeting options.**

The City of Spokane's Community, Housing and Human Services (CHHS) Board will hold a public hearing to provide information and invite public comment on the 2023 Annual Action Plan for the 2020-2024 Consolidated Plan.

The City of Spokane receives an annual allocation from the U.S. Department of Housing and Urban Development (HUD) to fund activities that directly benefit low- and moderate-income individuals. The Annual Action Plan provides an overview of how those resources will be expended during fiscal year 2023.

The public may comment at the Public Hearing or provide comment to the CHHS Department at 509-625-6325 or [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org). An electronic copy of the draft can be obtained at <https://my.spokanecity.org/chhs/documents/> starting on April 5, 2023. Paper copies of the draft plan will be made available upon request after April 5, 2023.

Public comments will be collected for the 2023 Annual Action Plan between April 5, 2023, and May 5, 2023.

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [dmoos@spokanecity.org](mailto:dmoos@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

**NON-ENGLISH SPEAKING:** The Consolidated Plan process intends, to the maximum extent feasible, to accommodate the needs of non-English speaking residents. Individuals requesting an interpreter should contact the CHHS Department. All accommodation requests should be made 72 hours prior to the public hearing, however, if a request is made within 72 hours, every reasonable effort will be made to provide an interpreter.

For further information, contact the CHHS Department at 509-625-6325 or at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org).

## **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 628 S HATCH ST, SPOKANE, WASHINGTON, 99202, PARCEL NUMBER 35202.4811, LEGAL DESCRIPTION CHANDLER ADD L12 B8, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on April 18<sup>th</sup>, 2023 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane. WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote 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)

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#### 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 704 E HARTSON AVE, SPOKANE, WASHINGTON, 99202, PARCEL NUMBER 35204.0606, LEGAL DESCRIPTION HIGHLD PK HARTSONS N80FT OF TR F 1 B5, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on April 18<sup>th</sup>, 2023 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane. WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote 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:

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Jason Ruffing  
Code Enforcement, City of Spokane  
808 West Spokane Falls Blvd.  
Spokane, WA 99201-3333  
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#### 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 2636 E 37<sup>th</sup> AVE, SPOKANE, WASHINGTON, 99223, PARCEL NUMBER 35334.0348, LEGAL DESCRIPTION GARDEN PARK FIELDS SUB B5 LT 3 EXC E30' & ALL LT 4 BLK 1, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on April 18<sup>th</sup>, 2023 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane. WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote 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:

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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:

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808 West Spokane Falls Blvd.  
Spokane, WA 99201-3333  
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# Ordinances

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

## ORDINANCE NO. C36366

An ordinance relating to landlord tenant regulations; adopting new sections 10.57.080, 10.57.090, 10.57.100, 10.57.110, 10.57.120, 10.57.130, and 10.57.140 to chapter 10.57; and enacting new sections 07.08.157 and 07.08.158 of the Spokane Municipal Code.

**WHEREAS**, the City of Spokane desires to reduce the costs of background checks to tenants by supplying portable background checks at no cost to the landlord; and

**WHEREAS**, the City of Spokane desires to utilize funds authorized under SMC Section 08.07C to fund the housing related services of tenant relocation and legal services for qualified tenants; and

**WHEREAS**, current Washington law does not provide a civil remedy to violations of residential rental unit regulations in municipal court other than for issues of habitability and therefore the only reasonable legal remedy for many provisions in the Spokane Municipal Code is a private right of action, a private right of action is created for specified violations of the residential rental code; and

**WHEREAS**, the City of Spokane desires to utilize funds under SMC Section 08.07C to fund the housing related services of rental property damage mitigation for those landlords that work with programs that provide housing support to low income individuals.

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

**Section 1.** That there are adopted new sections to chapter 10.57 of the Spokane Municipal Code to read as follows:

**SMC 10.57.080 Portable Background and Credit Checks**  
**SMC 10.57.090 Residential Rental Property Mitigation Program**  
**SMC 10.57.100 Legal Services and Relocation Program**  
**SMC 10.57.110 Landlord Walkthroughs and Inspections**  
**SMC 10.57.120 Disclosures**  
**SMC 10.57.130 Anti-Retaliation Protections**  
**SMC 10.57.140 Private Right of Action**

**Section 10.57.080 Portable Background and Credit Checks****A. Purpose and Intent.**

1. The screening of a prospective tenant's rental history, financial history, and criminal background is a common aspect of renting residential real property and provides an important benefit to both landlords and tenants.
2. While tenants usually pay a fee associated with this screening each time they apply for a unit, state law requires that fees collected can only cover the actual cost of screenings performed. Multiple applications for rental housing currently require prospective tenants to pay multiple fees which can be burdensome to prospective tenants, especially in a tight rental market.
3. The intent of this section is consistent with RCW 59.18.257 to support landlords getting the data they need to make an informed decision about a prospective tenant at no cost to the landlord and in compliance with state law, while ensuring that prospective tenants are not unduly burdened by the need to pay multiple background and credit check fees.

**B. Portable background and credit checks program.**

1. The City of Spokane's department of Code Enforcement is authorized to publish a request for qualifications ("RFQ") from consumer reporting agencies that have the capability to provide certified portable background and credit checks.
2. The content of the background and credit report must comply with state and federal laws and housing requirements, including guidance from the federal government on criminal background checks, and would be decided by the Spokane City Council upon the recommendation of an advisory group that must include representatives from landlord, tenant and social services housing organizations.
3. All portable background and credit checks conducted under this section shall be valid for at least ninety (90) days from the date of issuance.
4. The City of Spokane and its agents shall have no right to access the information included in a portable background check unless provided to them by the prospective tenant subject of the report.
5. Prospective tenants are responsible for paying the fee for the creation of the portable background and credit check and landlords cannot be charged for it. Landlords cannot charge tenants an additional fee for accessing the check.
6. Landlords that accept a portable background check pursuant to RCW 59.18.257(1)(iv) may not charge a tenant for a second background and credit screening service.
7. Nothing in this section restricts a landlord from asking a prospective tenant about their criminal, credit or rental history, or making a decision on whether or not to rent to an individual based on that history.

**Section 10.57.090 Residential Rental Property Mitigation Program.**

- A. The department of Community, Housing and Human Services is authorized to operate a rental property mitigation program, which is intended to assist in the repair of residential rental properties that are damaged during a tenancy and where damage occurs through no fault of the landlord.
- B. The City's fund will be supplemental to any similar state or federal program, and will only be used after the applicant has completed a timely and complete application for those funds, exhausted the tenant's damage deposit, and still has not been fully compensated for the damage.
- C. The department of Community, Housing and Human Services is authorized to establish public rules for the operation of the rental property mitigation fund, and shall publish and accept public comment on such rules for sixty (60) days prior to the effective date of the rules for the program.
- D. Landlords applying for funding from the rental property mitigation fund must meet the criteria established by the Community, Housing and Human Services department pursuant to subsection (C) of this section. Within a calendar year, disbursement of such funds shall prioritize assistance to landlords where a government, nonprofit operated program, or privately operated program under government contract that provides housing support to low income individuals referred the tenant to the landlord or provided a portion of their rent or damage deposit, with remaining funding disbursed to all other qualifying applicants thereafter.



E. The City may contract with another entity to administer its Residential Rental Property Mitigation Program.

#### **Section 10.57.100 Legal Services and Relocation Program**

- A. City of Spokane is authorized to use monies from the Legal Services and Relocation Fund to contract with another entity to provide attorney services for landlord and tenant legal services and mediation costs, with a focus on habitability and violations of the Chapter 59.18 RCW - Residential Landlord Tenant Act ("RLTA"). The city investment would provide seed money for first year of salary and benefits for an attorney and reasonable litigation costs, including mediation fees. Legal fees from successful representation would be used to sustain the attorney(s) and associated costs for the long term.
- B. The City is further authorized to disburse monies from the Legal Services and Relocation Fund to provide immediate relocation funds to tenants living in rental units that are below the standards of habitability and likely to be able to recover relocation funds from their landlord, which will reimburse the fund. The City is also authorized to disburse monies from the Legal Services and Relocation Fund to landlords to assist with tenant removal or relocation. The attorney described in Section A shall establish an application, review, and appeals process for the relocation fund program.
- C. Minimum program requirements:
1. A program that focuses on pursuing legal remedies for rental housing units that clearly fall below standard of habitability defined in the Spokane Municipal Code and/or violate the RLTA in consultation with Code Enforcement.
  2. A program that provides prompt relocation funds from City directly to the tenant once it appears to the attorney described in Section A that a landlord is more likely than not to be held liable under state law and then collects from the landlord and any settlement funds as first priority a reimbursement to the relocation funds advanced and any attorney fees that could be used to fund the attorney positions in the future.
  3. A program that builds increased capacity for these services, including education and outreach.
  4. Services provided under this section may only be provided to individuals from households with incomes less than 400% of the federal poverty level.

#### **Section 10.57.110 Landlord Walkthroughs and Inspections**

- A. Prior to any rental occupancy, the landlord or owner or manager of residential rental real property shall self-inspect the unit ensuring it meets the requirements of applicable building and housing codes impacting health, safety, and livability.
- B. The owner of residential rental real property shall make all necessary repairs to keep the premises in habitable condition as defined by the Spokane Municipal Code before a tenant may occupy the unit.
- C. Any entity or individual operating rental housing shall maintain all move-in and move-out inspection records for at least three years.
- D. Execution of any rental agreement shall act as certification by the landlord or owner or manager of residential rental real property that all relevant state and municipal building and housing codes impacting health, safety, and habitability are met.

#### **Section 10.57.120 Disclosures**

- A. Prior to entering into a lease or rental agreement, the landlord, owner or manager of residential rental real property must disclose to prospective tenants whether the unit has had a history of mold, any remediation, and whether the landlord has been informed by past tenants of any health concerns related to mold.
- B. The landlord or owner or manager of residential rental real property must disclose to tenants within ten (10) days when a unit they are renting is part of a building or parcel that has been listed for sale. In the event that the property is sold, the landlord or owner or manager of residential rental real property must provide all known contact information for the new owner(s) to the tenants.
- C. The landlord or owner or manager of residential rental real property must disclose any known history of methamphetamine manufacturing on the premises.

**Section 10.57.130 Anti-Retaliation Protections****A. Purpose and Intent.**

Due to fears of retaliation, tenants may fear speaking up about housing habitability issues or organizing as tenants. State law provides protection against retaliation, and the City of Spokane intends for its code to provide additional protections.

**B. Prohibition on retaliation.**

1. No landlord or owner or manager of residential rental real property in Spokane may intimidate any person because that person is engaging in activities designed to make other persons aware of, or encouraging such other persons to exercise rights granted or protected by the fair housing laws, or engaging in political speech or political organizing.
2. No person may threaten any employee or agent with dismissal or an adverse employment action, or take such adverse employment action, for any effort to assist any person in the exercise of their fair housing rights.
3. For purposes of this section, “fair housing laws” and “fair housing rights” include the federal Fair Housing Act, the Washington Law Against Discrimination, and Title 18 of the Spokane Municipal Code.

**Section 10.57.140 Private Right of Action**

- A. Any person or class of persons who claim to have been injured by a violation of sections 10.57.020(H), 10.57.110, 10.57.120, or 10.57.130 may commence a civil action in Superior Court, not later than three (3) years after the occurrence of the alleged violation to obtain relief with respect to such violation. Upon prevailing, such aggrieved person may be awarded reasonable attorneys’ fees and costs, and such other legal and equitable relief as appropriate to remedy the violation including, without limitation, the payment of compensatory damages, a penalty of up to \$500, and injunctive relief.
- B. If a landlord fails to comply with the requirements of sections 10.57.020(H), 10.57.110, 10.57.120, or 10.57.130 and such failure was not caused by the tenant, the tenant may terminate the rental agreement by written notice pursuant to law.

**Section 2.** That there is enacted a new section 07.08.157 of the Spokane Municipal Code to read as follows:

**Section 07.08.157 Residential Rental Property Mitigation Fund**

- A. There is established a special revenue fund entitled the “residential rental property mitigation fund” into which shall be paid 10% of fees from business registration that have at least one listed residential rental property.
- B. As provided in the annual budget, the “residential rental property mitigation fund” is appropriated to provide for payment of repairs of residential rental properties that are damaged during a tenancy where a government or nonprofit operated program, that provides housing support to low income individuals, referred the tenant to the landlord or provided a portion of their rent or damage deposit, and where damage occurs through no fault of the landlord. as established by SMC 10.57.080. The city council may also provide for additional revenues to be paid into such fund from time to time from any available funds of the City, including an initial investment of startup money.

**Section 3.** That there is enacted a new section 07.08.158 of the Spokane Municipal Code to read as follows:

**Section 07.08.158 Legal Services and Relocation Fund**

- A. There is established a special revenue fund entitled the “legal services and relocation fund” into which shall be paid two percent of all revenue collected pursuant to SMC 8.07C each year for five calendar years (2023-2027) to seed the fund and then it shall thereafter be maintained with 100% proceeds from substandard housing enforcement actions by the Legal Services and Relocation Program.
- B. As provided in the annual budget, the “legal services and relocation fund” is appropriated to provide for legal services and relocation funds arising out of rental units that fall below standards of habitability, as established by SMC 10.57.070. The city council may also provide for additional revenues to be paid into such fund from time to time from any available funds of the City.

**Passed by City Council February 27, 2023**

**Delivered to Mayor March 3, 2023**

**Vetoed by Mayor March 13, 2023**

**Council Override of Veto March 27, 2023**

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**ORDINANCE NO. C36370**

An ordinance related to open forum at Spokane City Council meetings; amending section 02.01.040 of the Spokane Municipal Code.

**WHEREAS**, City Council holds an open forum during their Legislative Sessions as an opportunity for the members of the public to speak to Council regarding City-related issues that are not on Council's meeting agenda; and

**WHEREAS**, the City Council typically changes its Rules of Procedure, which lay out the rules for open forum, on an annual basis, and the rules regarding open forum testimony have changed.

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

**Section 1.** That section 02.01.040 of the Spokane Municipal Code is amended to read as follows:

**Section 02.01.040 Open Forum Session**

In the course of each regular City Council Legislative Session (~~meeting, unless it is ten p.m. or later~~), there may be an allotment of meeting time for the City Council to hold an open forum (~~(that shall not exceed thirty minutes, at which time items of interest to the citizens of the City that were not placed upon the current or advance agenda may be discussed in front of and with City Council members by interested citizens who have indicated their desire to address the City Council by such procedure as the City Council may prescribe)~~). The open forum (~~(session)~~) is a limited public forum and all matters discussed shall relate to the affairs of the City. (~~(No person shall be permitted to speak at open forum more often than once per month)~~) The rules regarding open forum participation can be found in the City Council's Rules of Procedure, as adopted pursuant to SMC 02.01.050.

**Passed by City Council March 27, 2023**

**Delivered to Mayor March 31, 2023**

**ORDINANCE NO. C36371**

An ordinance amending Ordinance No. C36345, passed by the City Council December 12, 2022, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2023, making appropriations in the various funds of the City of Spokane government for the year ending December 31, 2023, and providing it shall take effect immediately upon passage," and declaring an emergency.

**WHEREAS**, subsequent to the adoption of the 2023 budget Ordinance No. C36345, as above entitled, and which passed the City Council December 12, 2022, it is necessary to make changes in the appropriations of the Public Safety & Judicial Grant fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

**WHEREAS**, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

**Section 1.** That in the budget of the Public Safety & Judicial Grants Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$76,300.
- A) Of the increased appropriation, \$76,300 is to be used for the procurement of a new restraint system.

**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 procure a new restraint system, 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 March 27, 2023**

**Delivered to Mayor March 31, 2023**

**ORDINANCE NO. C36372**

AN ORDINANCE relating to GFC public utilities and services; amending SMC sections 13.03.0732, and 13.03.0734 to chapter 13.03 of the Spokane Municipal Code; and 13.04.2042, and 13.04.2044 to chapter 13.04 of the Spokane Municipal Code; and setting an effective date and declaring an emergency.

WHEREAS, on March 13, 2023, the City Council approved Ordinance 36369 amending the City's GFC ordinances, which had not been updated since 2002; and

WHEREAS, during deliberations on March 13, 2023, Council determined it was necessary to approve updated GFC charges which more accurately reflected the cost of constructing new water and sewer capacity to support growth; and

WHEREAS, as an interim measure, pending additional public input, Council would like to modify the GFC charges and proposes during 2023 that prior GFC charges be increased 66% which represents the cumulative percentage of cost index increases since adoption; and

WHEREAS, as a response to the ongoing local and national housing crisis, the City wants to allow for affordable housing adjustments and the prior language contained in C36369 needs to be revised to allow consistency in evaluation; and

WHEREAS, without the updates approved by this Ordinance, the City would not be able to provide an adjustment period for both sewer and water GFC charges in order to allow additional public input; and

WHEREAS, the City Council finds that any future waivers to GFCs will need to have alternative funding sources to ensure future capital is adequately funded; and

WHEREAS, the City Council adopts the foregoing as its findings of fact justifying its adoption of this Ordinance and documenting the existence of an emergency allowing this Ordinance to become effective immediately upon adoption; and

NOW, THEREFORE,

The City of Spokane does ordain:

Section 1: That SMC section 13.03.0732 is amended to read as follows:

### **13.03.0732 Wastewater General Facilities Charge (GFC) –Schedule of Charges**

#### **A. Findings – General Facilities Charge.**

The City Council finds:

1. General facilities charges are intended to defray costs created by new system demand, such as costs of providing increased system capacity for new or increased demand and other capital costs associated with new connections and equitable share of the cost of the system.
2. there is a system-wide benefit, served by a uniform, adjustable GFC, in encouraging system growth considering that expanding the overall customer rate base and customer densities will reduce fixed costs which must otherwise be spread over all classes of ratepayers;
3. it is in the public interest that those adding additional costs or burdens to the City sewer system by creating need and demand for new system growth and infill needs in the City sewer system should pay uniform GFC for all new or upgraded utility service.
4. Furthermore, it is not in the public interest to continue to waive GFCs, because without adequate GFCs, the City's current utility customers bear the burden of paying for new capacity to serve growth and a fund should be established to cover the cost of all or a portion of GFCs for certain development projects, including permanent affordable housing.

#### **B. Charge for new service or new upgrades**

1. For new service or new upgrades to existing service from the City sewer system, a wastewater GFC is assessed as provided based on the schedules in SMC 13.03.0734. The charge will be based on the water meter size that would otherwise be required for the facility without fire flow and/or irrigation flow.
  - a. Upgrades are charged at the current difference between the old and new connection size charges.
2. The GFC is to be used to finance impacts to the system created by new system growth and infill needs created by new or upgraded customers.
3. Annual Increase: The GFC Charges in SMC 13.03.0734 are generated from an analytical analysis, one copy which shall be kept on file with the office of the city clerk and incorporated herein by reference. GFC charges in SMC 13.03.0734 will increase annually based on a five-year rolling average of the Engineering News Record

Construction Cost Index calculated by City Staff, for the previous year. This annual increase will start January 1, 2024 and occur each January 1 thereafter. Comprehensive review and update of GFC charges should be conducted at least every (5) years, but no more frequently than three (3) years.

4. Adjustments.

Prior Payment of Similar Charges: The charge for a wastewater connection can be adjusted for facilities with water tap sizes two inches and greater when the tap size also accounts for fire flow and/or irrigation flow upon a showing of prior payment of similar charges, or for other sound considerations of fairness, as determined by the Wastewater Management Director.

- a. To be eligible for such adjustment, a party required to pay a wastewater GFC must submit a written application to the Wastewater Management Director, together with any supporting materials and explanation. The Wastewater Management Director must receive such materials at the time of application for connection of the subject premises.
  - b. No adjustment may exceed the amount of the GFC applicable to the connection requested.
5. The wastewater GFC applies in addition to all other connection, permit or other fees required by this code or elsewhere, to parties seeking to connect premises who have not paid an equitable share of the cost of the City's sewer system as determined by the Wastewater Management Director.
6. The charge is due and payable in full at the time of application for connection or as otherwise ordered by the Director of Public Works.
7. The Wastewater Management Director may record appropriate notice with the county auditor concerning areas subject to the wastewater GFC in accord with RCW 65.08.170 and RCW 65.08.180, as applicable.
8. In response to the ongoing local and national housing crisis, the City Council has decided to provide relief to residents and businesses by waiving all applicable fees within this section 13.04.2042 which are associated with the construction of ADUs on lots located at least partially within ½ mile of a Center or Corridor, Context Area, or Downtown zone or CC3 zoning overlay. Distances are measured in a straight line between the zone/overlay boundary to the lot line of the site containing the development.
9. In response to the ongoing local and national housing crisis, the City shall defer or waive all applicable fees in this section for the construction of ~~((permanent))~~ affordable housing~~((, as defined in SMC 8.15.020.A))~~.
- a. For a project that qualifies for the twelve-year exemption under the Multiple-family Housing Property Tax Exemption as described in SMC 08.15.090, fees under this section shall be deferred for the life of the property tax exemption. Projects that maintain qualifying status for the entire twelve-year period shall have fees under this section waived at the end of the twelve-year period.
  - b. For a project that qualifies for the twenty-year exemption under the Multiple-family Housing Property Tax Exemption as described in SMC 08.15.090, fees under this section shall be deferred for the life of the property tax exemption. Projects that maintain qualifying status for the entire twenty-year period shall have fees under this section waived at the end of the twenty-year period.
  - c. For a project that qualifies for the sales and use tax exemption under the Sales and Use Tax Deferral Program for Affordable Housing as described in SMC 08.07D, fees under this section shall be deferred for the life of the sales and use tax exemption. Projects that maintain qualifying status for the entire ten-year period shall have fees under this section waived at the end of the ten-year period.
  - d. For projects receiving funding through state, or federal programs for affordable housing, fees under this section shall be waived.
  - e. For projects on property with a covenant to limit sales to low income households earning no more than 80 percent of the area median income, fees under this section shall be waived, so long as affordability is retained for a minimum of 50 years.
10. Any future incentives, waivers, or deferral of GFC charges should be funded through payments from other funding sources. Incentives, waivers, and deferral should not result in lost revenue for new system capacity.

Section 2: That SMC 13.03.0734 is amended to read as follows, except that 2024 rates shall not commence until March 5, 2024, and 2023 rates will remain in effect through March 4, 2023:

**13.03.0734 Appendix A – General Facilities Charge Schedule**

## Appendix A – Wastewater General Facilities Charge Schedule

Section 3: That SMC section 13.04.2042 is amended to read as follows:

**13.04.2042 Water General Facilities Charge – Schedule of Charges**

## A. Findings – General Facilities Charge (GFC).

The City Council finds:

1. The purpose of GFC charges is to defray costs created by new system demand, such as costs of providing increased system capacity for new or increased demand and other capital costs associated with new system connections to the water system such that the property owners bear their equitable share of the cost of the system.
2. There is a system-wide benefit, served by a uniform, adjustable GFC, in encouraging system growth considering that expanding the overall customer rate base and customer densities will reduce fixed costs which must otherwise be spread over all classes of ratepayers.
3. It is in the public interest to provide for a GFC rate structure to cover costs associated with new or increased system demand. GFC charges have not been updated in over 20 years and new growth proposals are stressing current system capacity and will require investment in infrastructure for water service.
4. It is further in the public interest that those adding additional costs or burdens to the City water system by creating need and demand for new system growth and infill needs in the City water system should pay a GFC therefore. Furthermore, it is not in the public interest to continue to waive GFCs, because without adequate GFCs, the City's current utility customers bear the burden of paying for new capacity to serve growth and a fund should be established to cover the cost of all or a portion of GFCs for certain development projects, including permanent affordable housing.
5. Generally, there are increased costs associated with the needed booster stations, pipes and tanks which provide service to the Upper Zone. More facilities are needed to move water further out into the system. Evaluation analysis shows costs should be divided between two zones, an upper and lower zone, based on needed booster stations, pipes and tanks to deliver water outside the central pumping area. Furthermore, there are identified areas within the City's water system which currently lack capacity and require new infrastructure prior to availability of future service and are included within the Upper Zone.
6. There is an ongoing local and national housing crisis justifying a waiver of GFCs for permanent affordable housing, as defined in SMC 8.15.020.A.

## B. Water GFCs shall be assessed based on location within either the Lower Zone or Upper Zone defined as follows:

1. The Lower Zone is generally defined as all parcels with water connection within the City of Spokane's water service area and have current capacity for water service. This definition includes the entire Intermediate Pressure Zone, the Low-Pressure Zone north of 16<sup>th</sup> Avenue, and the North Hill Pressure Zone, but excludes area and connections located north of West Excell Avenue and West Tiffany Avenue West.
2. The Upper Zone is defined as all parcels not included in the geographic area of the Lower Zone and/or require additional capacity to safely serve water.
3. The Director of Public Works shall maintain a copy of the map of the Lower and Upper Water Zones (Attachment A to this ordinance) for public inspection.

## C. Charge for new service or new upgrades.

1. For new service or new upgrades of existing service to the City water system, a GFC is assessed as provided hereafter. The charge will be based upon the meter size(s) required for domestic and irrigation water service to the facility and location of the property within the Upper or Lower Zone. If the size of a previous connection is upgraded to a larger connection, upgrades are charged at the current difference between the old and new connection size charges.
2. The GFC is to be used to finance impacts to the system created by new system growth and infill needs created by new or upgraded customers.

3. Meters used solely for fire protection purposes would not incur GFC charges, unless needed flow rate exceeds the current largest fire flow rate in that pressure zone
4. Annual Increase: The GFC Charges in SMC 13.04.2044 are generated from an analytical analysis, one copy which shall be kept on file with the office of the city clerk and incorporated herein by reference. GFC charges in SMC 13.04.2044 will increase annually based on a five-year rolling average of the Engineering News Record Construction Cost Index calculated by City Staff, for the previous year. This annual increase will start January 1, 2024 and occur each January 1 thereafter. Comprehensive review and update of GFC charges should be conducted at least every (5) years, but no more frequently than three (3) years.
5. Adjustments.  

Prior Payment of Similar Charges: The charge for a water connection can be adjusted upon a showing of prior payment of similar charges, or for other sound considerations of fairness, as determined by the Director of Public Works.

  - a. To be eligible for such adjustment, a party required to pay a water GFC must submit a written application to the Director of Public Works, together with any supporting materials and explanation.
  - b. The Director of Public Works must receive such materials no later than the time of connection of the subject premises.
  - c. No adjustment may exceed the amount of the water GFC applicable to the connection requested.
6. The water GFC applies, in addition to all other connection, permit or other fees required by this code or elsewhere.
7. The Director of Public Works may record appropriate notice with the county auditor concerning areas subject to the water GFC pursuant to the requirements of RCW 65.08.170 and RCW 65.08.180, as applicable, reserving the possibility of upgrade charges.
8. All applicable fees within this Section 13.04.2042 for the construction of ADUs on lots located at least partially within ½ mile of a Center or Corridor, Context Area, or Downtown zone or CC3 zoning overlay shall be waived. Distances are measured in a straight line between the zone/overlay boundary to the lot line of the site containing the development.
9. GFCs under this section shall be deferred or waived for the construction of ~~((permanent))~~ affordable housing ~~((as defined in SMC 8.15.020.A))~~.
  - a. For a project that qualifies for the twelve-year exemption under the Multiple-family Housing Property Tax Exemption as described in SMC 08.15.090, fees under this section shall be deferred for the life of the property tax exemption. Projects that maintain qualifying status for the entire twelve-year period shall have fees under this section waived at the end of the twelve-year period.
  - b. For a project that qualifies for the twenty-year exemption under the Multiple-family Housing Property Tax Exemption as described in SMC 08.15.090, fees under this section shall be deferred for the life of the property tax exemption. Projects that maintain qualifying status for the entire twenty-year period shall have fees under this section waived at the end of the twenty-year period.
  - c. For a project that qualifies for the sales and use tax exemption under the Sales and Use Tax Deferral Program for Affordable Housing as described in SMC 08.07D, fees under this section shall be deferred for the life of the sales and use tax exemption. Projects that maintain qualifying status for the entire ten-year period shall have fees under this section waived at the end of the ten-year period.
  - d. For projects receiving funding through state or federal programs for affordable housing, fees under this section shall be waived.
  - e. For projects on property with a covenant to limit sales to low-income households earning no more than 80 percent of the area median income, fees under this section shall be waived, so long as affordability is retained for a minimum of 50 years.
- D. Any future incentives, waivers, or deferral of GFC charges should be funded through payments from other funding sources. Incentives, waivers, and deferral should not result in lost revenue for new system capacity.

Section 4: That SMC 13.04.2044 is amended to read as follows, except that 2024 rates shall not commence until March 5, 2024, and 2023 rates will remain in effect through March 4, 2023:

**13.04.2044 Appendix A – General Facilities Charge Schedule**

Appendix A – Water General Facilities Charge Schedule

Section 5: Effective Date.

This Ordinance, passed by a majority plus one of the whole membership of the City Council as a public emergency ordinance is necessary for the protection of the public safety and for the immediate support of City government and its existing public institutions, shall become effective immediately upon its passage. Without the updates approved by this Ordinance, the City would not be able to require new growth and development to pay its proportionate share of the costs of system improvements that reasonably benefit the new development current GFC charges collected by the City will be inadequate to cover the cost of system improvements that are reasonably related to and that will reasonably benefit new growth and development occurring and anticipated in the City, thereby slowing the City's ability to finance and construct the needed system improvements.

**Passed by City Council March 27, 2023  
Delivered to Mayor March 31, 2023**

# Job Opportunities

**We are an equal opportunity employer and value diversity within our organization. We do not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, familial status, genetic information, veteran/military status, or disability status.**

**AMENDMENT**

**AMENDMENT**

**AMENDMENT**

**WATER SERVICE SPECIALIST**

SPN 521

(Announcement of 3/27/2023)

The above titled announcement is hereby amended to read:

**Minimum Qualifications:**

**Promotional Requirements:**

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

- *Experience:* At least two years of experience with City of Spokane, in the classification of Laborer II, or a higher laboring classification, in the Water Department.
- *Licenses:* Applicants must possess a valid Class "A" Commercial Driver's License.

**Note: Shortage Recruitment**

(All shortage recruitment requirements must be met at the date of the examination.)

- *Experience:* At least **18 months** of experience with City of Spokane, in the classification of Laborer II – or a higher laboring classification – in the Water Department.
- *Licenses:* Applicants must possess a valid Class "A" Commercial Driver's License.

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



# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### High System Additional Reservoir Engineering Services File No. 2017108

This project consists of the construction of composite elevated tank drinking water reservoir, approximately 800 linear feet of 30" water main, 1,500 square yards of 6-inch thick HMA pavement, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. April 24, 2023, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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

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

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

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2022 Standard Specifications.

**Note regarding new apprentice program requirements:** Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

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

Publish: March 29, April 5, 12, & 19, 2023

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# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR PROPOSALS #5845-23

#### UTILITIES BILL RELIEF FUND ASSISTANCE QUALIFICATION SERVICES

City of Spokane Utility Billing Department

The City of Spokane is soliciting electronic Proposals for the above titled Request for Proposals.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, APRIL 10, 2023**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for changes and/or modifications via email.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, APRIL 10, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

<https://my.spokanecity.org/administrative/purchasing/>.

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

Publish: March 29 & April 5, 2023

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#### Citric Acid 50%, As-Needed

Wastewater Management Department-Riverside Park Water Reclamation Facility

ITB 5869-23

#### INVITATION TO BID NOTICE

Description: The City of Spokane, through its Wastewater Management Department is soliciting electronic bids for Citric Acid 50%, Keep-Filled Basis

**Bid Opening:** Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on **MONDAY, APRIL 10, 2023**, for Citric Acid 50%, Keep-Filled Basis. To watch the City of Spokane Bid Opening Meeting, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the "join meeting" link on the right-hand side of the page. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

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

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

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

All Bid documents shall be submitted electronically through the City of Spokane's online procurement system no later than 1:00 p.m. on MONDAY, APRIL 10, 2023. Hard copy and/or late submittals will not be accepted. Bids must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Bids submitted late.

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

Rick Rinderle  
City of Spokane Purchasing

Publish: March 29 & April 5, 2023

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