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City of Spokane, Washington

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

Volume 113

APRIL 26, 2023

Issue 17



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

MINUTES OF SPOKANE CITY COUNCIL**Monday, April 17, 2023****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:33 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, Director-City Council Office; Chris Wright-City Council Policy Advisor; and City Clerk Terri Pfister were also present for the meeting.

Interview with Candidate for Appointment to Community, Housing, and Human Services (CHHS) Board

City Council held an interview with Leslie Hope who is a candidate for appointment to the CHHS Board. Ms. Hope appeared virtually and provided information about her experience and background.

Advance Agenda Review

The City Council received an overview from staff on the April 24, 2023, Advance Agenda items.

Suspension of Council Rules

Motion by Council Member Kinnear, seconded by Council Member Wilkerson, **to suspend** the Council Rules for purposes of adjusting tonight's Legislative Agenda; **carried 7-0.**

Resolution 2023-0030 (Council Sponsors: Council President Beggs and Council Members Wilkerson and Zappone)

Motion by Council Member Kinnear, seconded by Council Member Bingle, **to move** Resolution 2023-0030—nominating the Spokane area to the State's Department of Health to be designated a Health Equity Zone—to tonight's (April 17) Legislative Agenda from the April 24, 2023, Agenda; **carried 7-0.**

Motion by Council Member Bingle, seconded by Council Member Wilkerson, **to substitute** Resolution 2023-0030—nominating the Spokane area to the State's Department of Health to be designated a Health Equity Zone—with the latest circulated substitute version; **carried 7-0.**

Action to Approve April 24, 2023, Advance Agenda (as modified)

Following staff reports and Council inquiry and discussion regarding the April 24, 2023, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to adopt** the April 24, 2023, Advance Agenda (as modified); **carried 7-0.**

Action to Move April 24, 2023, 6:00 p.m. Legislative Session Items to 3:30 p.m. Administrative Session

Motion by Council Member Zappone, seconded by Council Member Kinnear, **to move** the 6:00 p.m. Legislative Session items, including Consent Agenda, on April 24, 2023, to 3:30 p.m. (and thereby cancel the 6:00 p.m. Legislative Session); **carried 6-1.**

Current Agenda Review

The City Council reviewed the April 17, 2023, Current Agenda for any changes.

Service Level Agreement with Spokane Regional Emergency Communications (OPR 2023-0301) (Deferred from March 27, 2023, Agenda) (Council Sponsors: Council Members Cathcart and Bingle)

Motion by Council Member Stratton, seconded by Council Member Cathcart, **to defer** the Service Level Agreement with Spokane Regional Emergency Communications regarding emergency communications services for the dispatch of fire related emergency services to May 15, 2023, Agenda; **carried 7-0.**

City Clerk Report on Initiative 2023-1 (LGL 2023-0023)

Council President Beggs noted that what was Item No. 9 under the Consent Agenda (City Clerk Report on Initiative 2023-1) has been moved to "Special Considerations."

City Clerk Reports on Initiative Nos. 2023-1 and 2023-2 filed by Chris Batten regarding the Prohibition of Public Use of Dangerous Drugs (LGL 2023-0023 and LGL 2023-0024)

Following a report on Initiative Nos. 2023-1 and 2023-2 by the City Clerk, the following action was taken:

Motion by Council Member Stratton, seconded by Council Member Cathcart, **to allow** the two initiatives on tonight's Legislative Agenda under "Special Considerations;" **carried 7-0.**

Amendment to Interlocal Agreement with Spokane Regional Emergency Communications (OPR 2022-0777) (Council Sponsors: Council Members Cathcart and Bingle)

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to add** the Amendment to Interlocal Agreement with Spokane Regional Emergency Communications to tonight's (April 17) Consent Agenda; **carried 6-1.**

Special Budget Ordinance C36380 (Relates to Consent Agenda Item No. 7) (Council Sponsors: Council Members Kinnear and Wilkerson)

Motion by Council Member Bingle, seconded by Council Member Wilkerson, **to add** Special Budget Ordinance C36380—arising from the continued need of services while the Human Resources Department is understaffed—to tonight's Legislative Agenda; **carried 7-0.**

Resolution 2023-0031 (Council Sponsors: Council Members Cathcart, Wilkerson, and Kinnear)

Motion by Council Member Kinnear, seconded by Council Member Bingle, **to add** Resolution 2023-0031—approving settlement of claim for damages of Charles and Lisa Greer as a result of damage to their property as a result of maintenance work done by the Water Department—to tonight's Legislative Agenda; **carried 7-0.**

Resolution 2023-0029 (Council Sponsors: Council President Beggs and Council Member Kinnear)

Motion by Council Member Kinnear, seconded by Council Member Bingle, **to substitute** Resolution 2023-0029—establishing the City's intent to transition the Cannon Street Shelter into a Homeless Respite Facility—with an updated version which adds medical language (adds the word "Medical" between "Homeless" and "Respite" so it reads "... Homeless Medical Respite Facility..."); **carried 7-0.**

City Council Letter to Michael Frucci, P.E. regarding request to coordinate discussions on funding options for the Highway 195 Corridor (CPR 2023-0016)

Motion by Council Member Bingle, seconded by Council Member Kinnear, **to add** the letter to Department of Transportation to tonight's Legislative Agenda under "Special Considerations;" **carried 7-0.**

Council Discussion with Police Leadership

Council President Beggs invited Chief Craig Meidl and Assistant Chief Justin Lundgren to the podium. Council Member Kinnear referenced the proposed initiatives (Initiative 2023-1 and Initiative 2023-2 – both regarding the prohibition of public use of dangerous drugs) and proposed Ordinance C36379 (concerning loitering for purposes of drug-related activity and the unauthorized use of controlled substances in public places). She requested the Chiefs respond and address issues surrounding enforcement of drugs and dangerous behavior and questioned what is going to be different if the Council passes the ordinance (ORD C36379) that they are being asked to consider by Council Members Bingle and Cathcart and the Mayor. Discussion ensued.

Council Recess/Executive Session

The City Council recessed at 5:05 p.m. and immediately reconvened into an Executive Session to discuss Police Guild labor negotiations until 5:30 p.m. Interim City Attorney Lynden Smithson and Assistant City Attorney Michael Piccolo were present for the Executive Session. The Executive Session was extended for ten minutes, from 5:30 p.m. to 5:40 p.m., at which time the 3:30 p.m. Briefing Session also ended. The City Council reconvened at 6:06 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, Director-City Council Office; Chris Wright-City Council Policy Advisor, and City Clerk Terri Pfister were also present for the meeting.

There were no **Council Committee Reports**.

MAYORAL PROCLAMATIONS

April 16-23, 2023 *Holocaust Days of Remembrance*

Council Member Kinnear read the proclamation. Hershel Zellman accepted the proclamation and provided remarks on the event.

April 11-17, 2023 *Black Maternal Health Month*

Council Member Wilkerson read the proclamation. Stephanie Courtney, on behalf of The Shades of Motherhood Network, accepted the proclamation and remarked on the event.

April 2023 *Child Abuse Prevention Month*

Council Member Bingle read the proclamation. Angelique Rusk, on behalf of Partners with Families & Children, accepted the proclamation and remarked on the event.

(The Mayoral proclamations are attached to these minutes for reference.)

COUNCIL PROCLAMATION

April 22, 2023 *Earth Day*

Council President Beggs read the proclamation and then introduced a local native indigenous leader (LaRae Wiley) to provide thoughts on state of earth or indigenous culture in Spokane.

(The Council Proclamation is attached to these minutes for reference.)

COMMUNITY REPORT

Salish School of Spokane Executive Director LaRae Wiley and Principal Christopher Parkin reported on the land and the Salish School of Spokane. As part of the presentation, second and third grade students from the school, along with their teachers, sang a song that says, "because we are beautiful, because we are Salish people, because these are our lands." Mr. Parkin shared information about the school and its mission which is dynamic Salish language revitalization - powering cultural renewal and building a stronger healthier community. He also commented on a partnership between Salish Schools of Spokane (SSOS) and Catholic Charities of Eastern Washington (CCEW) to build a new SSOS school campus adjacent to a new CCEW supportive housing community to be named Salish Haven.

There were no **Reports from Neighborhood Councils**.

BOARD AND COMMISSION APPOINTMENTS

Reappointment to Spokane Airport Board (CPR 1982-0071)

Upon 7-0 Voice Vote, the City Council **approved** (and thereby confirmed) the reappointment of Nancy L. Vorhees to the Spokane Airport Board for a three-year term, from May 1, 2023, to April 30, 2026.

There were no **Administrative Reports**.

OPEN FORUM

Council President Beggs reviewed the ground rules for speaking during Open Forum. He requested a motion to extend the time for Open Forum to allow all 17 individuals who signed up to speak. The following action was taken:

Motion by Council Member Bingle, seconded by Council Member Stratton, **to allow** 17 people to testify during Open Forum; **carried 7-0**.

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

- Zach McGuckin
- Elizabeth Goodwin-Oaks
- Scott Ward
- John Alder
- Sandy Nichols
- Derek Azzaro
- Michael Poulin
- Katherine Corrick
- Mirak Kazanjian
- Jennifer Bates
- Tanya Comstock
- Christine Quinn
- Justice Forral
- Will Hulings
- Sunshine Wigen
- Antone Velone
- Megra Flatman (virtually by phone)

CONSENT AGENDA

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

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

Additional funds for previously approved purchase from Freightliner Northwest (Spokane) for a Dump Body for an F550 4x4 Diesel for the Code Enforcement Department for a sub-frame that was not included in the original quote and painting of the body—increase of \$6,213. Total purchase amount: \$45,075.65. (OPR 2021-0630 / RFB 4401-17) (Council Sponsors: Council Members Kinnear and Bingle)

Contract Extension and Renewal 3 of 4 with Mega Wash LLC (Spokane) for car wash services for the Fleet Services Department—\$80,000 (incl. tax). (\$15,000 for extension and \$65,000 for renewal.) (OPR 2020-0344) (Council Sponsor: Council Member Stratton)

Low Bid of Halme Construction, Inc. (Spokane) for TJ Meenach Drive Siphon Vaults Project—\$4,342,746 (plus tax). An administrative reserve of \$434,274.60 (plus tax), which is 10% of the contract price, will be set aside. (Audubon/Downriver Neighborhood) (OPR 2023-0409 / ENG 2010132) (Council Sponsor: Council Member Kinnear)

Amendment No. 3 to Agreement regarding Spokane River Stewardship Partners (SRSP) funding/cost share allocations, extending the term to February 2026, and reflecting Kaiser Aluminum's termination of participation in the SRSP—\$40,025. (OPR 2013-0683) (Council Sponsors: Council Members Kinnear and Bingle)

Four-year Master Public Works Maintenance Agreement with Wayne-Dalton (Spokane Valley, WA) for annual on-call garage door and electric gate repair—\$150,000 annually. (OPR 2023-0410 / IPWQ 5843-23) (Council Sponsor: Council Member Stratton)

Third Contract Amendment/Extension with Archbright Workplace Performance Experts (Seattle, WA) to provide Human Resources Operation Support for the Human Resources Department from April 1, 2023, through June 30, 2023—additional \$60,000. Total contract amount: \$220,000. (OPR 2022-0551) (Relates to Special Budget Ordinance C36380) (Council Sponsor: Council Member Kinnear)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through April 7, 2023, total \$6,898,672.25 (Check Nos.: 593298-593477; ACH Nos.: 114725-114923), with Parks

and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$6,519,901.46. (CPR 2023-0002)

Amendment to Interlocal Agreement with Spokane Regional Emergency Communications (OPR 2022-0777) (as added during the 3:30 p.m. Briefing Session) (taken separately) (Council Sponsors: Council Members Cathcart and Bingle)

Upon 6-1 Voice Vote, the City Council **approved** amendment to Interlocal Agreement with Spokane Regional Emergency Communications regarding fire dispatch communications services—\$151,202.77 per month.

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36380 (As added during the 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Kinnear and Wilkerson)

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

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36380** 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:
General Fund

- 1) Decrease the appropriation for Base Wages in the Human Resources department by \$60,000.
- 2) Increase the appropriation for Contractual Services in the Human Resources department by \$60,000.
- A) There is no change to the overall appropriation level in the General Fund.

(This action arises from the need of services while the Human Resources department is understaffed.)

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

There were no **Emergency Ordinances**.

RESOLUTIONS

Resolution 2023-0029 (as substituted during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Beggs and Council Member Kinnear)

After an opportunity for public testimony, with one individual requesting to speak, and Council commentary, the following actions were taken:

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to defer** Resolution 2023-0029 to May 1, 2023, Agenda; **rejected 2-5**.

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2023-0029** establishing the City's intent to transition the Cannon Street Shelter, located at 527 S. Cannon Street, into a Homeless Medical Respite Facility.

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

Resolution 2023-0031 (as added during the 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Cathcart, Wilkerson, and Kinnear)

After a brief overview by Council President Beggs and an opportunity for public testimony, with none provided, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2023-0031** approving settlement of claim for damages of Charles and Lisa Greer as a result of damage to their property as a result of maintenance work done by the Water Department.

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

Resolution 2023-0030 (as added and substituted during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Beggs and Council Members Wilkerson and Zappone)

After an overview by Council President Beggs; an opportunity for public testimony, with none provided; and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2023-0030**, as substituted, nominating the Spokane area to the State's Department of Health to be designated a Health Equity Zone.

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

FINAL READING ORDINANCES

Final Reading Ordinance C36376 (Council Sponsors: Council President Beggs and Council Member Zappone)

After an overview by Council President Beggs; an opportunity for public testimony, with no individuals requesting to speak; and Council commentary, the following action was taken:

Upon 4-2 Roll Call Vote, the City Council **passed Final Reading Ordinance C36376** relating to City Council office staff; amending sections 2.005.010, 2.005.030, 2.005.050, and 2.005.060 of the Spokane Municipal Code and adopting new sections 2.005.070, 2.005.080, 2.005.090 and 2.005.100 of the Spokane Municipal Code.

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

Final Reading Ordinance C36377 (Council Sponsors: Council President Beggs and Council Member Wilkerson)

After a brief overview by Council President Beggs; an opportunity for public testimony, with no individuals requesting to speak; and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36377** relating to the executive and administrative organization of the City; amending SMC section 3.01A.215 (changes Accounting Department to Accounting and Grants Department).

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

There were no **First Reading Ordinance**.

SPECIAL CONSIDERATIONS

City Council Letter to Michael Frucci, P.E. Regarding Highway 195 Corridor (CPR 2023-0016) (as added during the 3:30 p.m. Briefing Session)

After Council commentary, the following action was taken:

Upon 7-0 Voice Vote, the City Council **approved** the Council Letter to Michael Frucci, P.E., regarding request to coordinate discussions on funding options for the Highway 195 Corridor.

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

Nays: None
Abstain: None
Absent: None

City Clerk Reports on Initiatives 2023-1 (LGL 2023-0023) and 2023-2 (LGL 2023-0024) Filed by Chris Batten

Council President Beggs commented on Initiatives 2023-1 and 2023-2. Initiative No. 2023-1 prohibits the public use of dangerous drugs. Initiative No. 2023-2 also prohibits the public use of dangerous drugs. (The only difference between Initiative 2023-1 and Initiative 2023-2 is that the word “gross” is removed before “misdemeanor” in the text of the initiative.) Council President Beggs stated according to the sponsor they are waiting to see what the legislature does; and, once the sponsor knows, they want to be in alignment with that and, so, they are not planning to run both initiatives. He further noted if the City Council takes no action on these items, they will be sent to the Hearing Examiner for a formal written opinion within 14 days of receipt. As the City Council took no action on either initiative, both initiatives will be transmitted by the City Clerk to the Hearing Examiner for formal written opinions.

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 7:49 p.m.

Referenced attachments on file in the Office of the City Clerk.

MINUTES OF SPOKANE CITY COUNCIL

Monday, April 10, 2023

BRIEFING SESSION

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

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, Director-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 on the April 17, 2023, Advance Agenda items.

First Reading Ordinance C36379 (Council Sponsors: Council Members Bingle and Cathcart)

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to defer** First Reading Ordinance C36379—concerning loitering for the purposes of drug-related activity and the unauthorized use of controlled substances in public places; amending section 10.60.030 and creating a new section 10.60.100 of the Spokane Municipal Code—to May 22, 2023; **rejected 2-5**.

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to defer** the First Reading of Ordinance C36379—concerning loitering for the purposes of drug-related activity and the unauthorized use of controlled substances in public places; amending section 10.60.030 and creating a new section 10.60.100 of the Spokane Municipal Code to May 1, 2023, and the Final Reading to May 8, 2023—**carried 5-2**.

Action to Approve April 17, 2023, Advance Agenda, as amended

Following staff reports and Council inquiry and discussion regarding the April 17, 2023, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Upon 5-2 Voice Vote, the City Council **approved** the April 17, 2023, Advance Agenda, as amended.

Current Agenda Review

The City Council reviewed the April 10, 2023, Current Agenda.

Final Reading Ordinance C36373 (Council Sponsors: Council President Beggs and Council Members Cathcart and Wilkerson)

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to substitute** Final Reading Ordinance C36373—establishing requirements for unallocated reserve balances within the General Fund—with Council Member Cathcart's revised version circulated earlier in the afternoon; **carried 7-0.**

Motion by Council Member Cathcart, seconded by Council Member Wilkerson, **to suspend** Council Rules to add further amending language to Final Reading Ordinance C36373 establishing requirements for unallocated reserve balances within the General Fund; **carried 7-0.**

Motion by Council Member Cathcart, seconded by Council Member Wilkerson, **to add** amending language to Final Reading Ordinance C36373, under Section 07.14.030, as follows: under Section C.2, insert "current year" so as to read "Focused discussion on current year General Fund 'summary type code' accounts..."; and, under Section C.3, insert "By the May Finance and Administration Committee meeting" as the first sentence; **carried 7-0.**

Action to Approve April 10, 2023, Current Agenda

Following staff reports and Council inquiry and discussion regarding the April 10, 2023, Current Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Upon 7-0 Voice Vote, the City Council approved the April 10, 2023, Current Agenda, as amended.

Council Recess/Executive Session

The City Council recessed at 4:35 p.m. and immediately reconvened into an Executive Session to discuss a litigation update for 20 minutes, or until 5:55 p.m. Interim City Attorney Lynden Smithson was present for the Executive Session. The Executive Session ended at 5:55 p.m., at which time the 3:30 p.m. Briefing Session also ended. The City Council reconvened at 6:08 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Beggs.

Poetry at the Podium- Collaboration with Spokane Arts

Catherine Grainger read "Natatorium Park."

MAYORAL PROCLAMATIONS

Month of April 2023 *National Arab American Heritage Month*

Council Member Stratton read the proclamation. Wasan Hassan accepted the proclamation and shared some comments. The proclamation is attached to these minutes for reference.

April 9-15, 2023 *Public Safety Telecommunications Week*

Council Member Cathcart read the proclamation. Dispatch Supervisor Kim Blashill and Dispatcher Kyle Steinmetz accepted the proclamation. The proclamation is attached to these minutes for reference.

Month of April 2023 *Fair Housing Month*

City Council Member Zack Zappone read the proclamation. Tom Hormel, President of Spokane Realtors, accepted the proclamation and shared some comments. The proclamation is attached to these minutes for reference.

Roll Call

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

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

COUNCIL SALUTATIONS

Celebration of Holy Week and Easter

Council Member Bingle read the salutation. Pastor Danny Green accepted the salutation and shared some comments. The salutation is attached to these minutes for reference.

Celebrations of Spokane Spring Traditions

Council President Beggs read the salutation. The salutation is attached to these minutes for reference.

COMMUNITY CONVERSATION**Collaborative Approach to Address Homelessness**

Council President Beggs issued an invitation for citizens to participate in a community conversation regarding a new regional collaborative approach to address homelessness in Spokane. The event will be held on April 13, 2023, at the Central (downtown) Library, third floor, from 6:30 p.m. to 8:30 p.m.

There were no **Council Committee Reports**.

There were no **Reports from Neighborhood Councils**.

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

There were no **Administrative Reports**.

OPEN FORUM

Prior to beginning Open Forum, the following action was taken:

Motion by Council Member Wilkerson, seconded by Council Member Cathcart, to **suspend the Council Rules** for the purpose of extending the time for Open Forum to allow all individuals (18) who signed up to speak; **carried 7-0**.

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

- James Earl
- Rick Bocook
- Justice Forall
- Ellis Kleinkauf
- Anwar Peace
- Debbie Novak
- Carl Tompkins
- Dave Bilsland
- Tony Edwards
- Megra Flatman (virtual)
- Tanya Comstock
- James Leighty
- Collin Muncey
- Will Hulings
- Margo Hill
- Alan McDowell
- Cherrie Barnett
- Katherine Corrick

CONSENT AGENDA

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

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

Low Bid of Inland Infrastructure, LLC (Spokane, WA) for the Holland Avenue Sewer - Normandie to Colton—\$5,640,705 (plus tax). An administrative reserve of \$564,070.50 (plus tax), which is 10% of the contract price, will be set aside. (OPR 2023-0389 / ENG 2021082) (Council Sponsor: Council Member Kinnear)

Recommendations to list on the Spokane Register of Historic Places:

- a. Ahrens & Ahrens Automobile Dealership, 807 West 2nd Avenue. (OPR 2023-0390)

- b. Spokane Brewing & Malting Building, 901 West Broadway Avenue. (OPR 2023-0391)
- c. Hillyard Masonic Temple, 3023 East Diamond Avenue. (OPR 2023-0392)
(Council Sponsors: Council Members Bingle and Cathcart)

Contract with Friends of KSPS (Spokane) for distribution of PEG programming to Comcast for delivery of community and educational access programming from January 1, 2023 through December 31, 2023—\$68,300. (OPR 2023-0393)
(Council Sponsor: Council Member Stratton)

Reimbursement Contract with Community Minded Enterprises (Spokane) to operate CMTV 14, the City's Community Access television channel, as part of the City's cable franchise with Comcast Cable from January 1, 2023 through December 31, 2023—\$70,000. (OPR 2023-0394) (Council Sponsor: Council Member Stratton)

Contract Renewal with Incapsulate, LLC for our Customer Relationship Management System Annual Software Maintenance and Support from May 1, 2023 through April 30, 2024—\$106,881.82 (plus tax). (OPR 2019-0292 / RFP 4481-18) (Council Sponsor: Council Member Bingle)

Sole Source Contract Renewal with Oracle America, Inc for Oracle license software maintenance and support from April 21, 2023 through April 20, 2024—\$206,053.07 (plus tax). (OPR 2019-0314) (Council Sponsor: Council Member Bingle)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through March 24, 2023, total \$11,381,883.20 (Check Nos.: 592940-593123; ACH Nos.: 114101-114428), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$11,271,035.16. (CPR 2023-0002)
- b. Claims and payments of previously approved obligations, including those of Parks and Library, through March 31, 2023, total \$9,814,052.80 (Check Nos.: 593124-593297; ACH Nos.: 114429-114724), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$9,546,294.01. (CPR 2023-0002)
- c. Payroll claims of previously approved obligations through April 1, 2023: \$8,663,037.34 (Check Nos.: 567427-567565). (CPR 2023-0003)

City Council Meeting Minutes: February 27, March 6, March 13, and March 27, 2023. (CPR 2023-0013)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36374 (Council Sponsors: Council Members Stratton and Wilkerson)

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

Upon Unanimous Roll Call Vote, the City Council **passed Special Budget Ordinance C36374** 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: Various Funds to make grade and associated pay range changes for various positions (as more specifically described in the ordinance).

(This action arises from the need to adjust pay ranges to align with salary analysis.)

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

Special Budget Ordinance C36375 (Council Sponsors: Council President Beggs and Council Members Wilkerson)

Subsequent to an opportunity for public testimony and Council commentary, with one individual requesting to speak, the following action was taken:

Upon Unanimous Roll Call Vote, the City Council **passed Special Budget Ordinance C36375** 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:

Miscellaneous Grants Fund

1) Increase revenue by \$183,648.

A) Of the increased revenue, \$183,648 is provided by the Administrative Office of the Courts for the Domestic Violence Intervention Therapeutic Court.

2) Increase appropriation by \$183,648.

A) Of the increased appropriation, \$25,000 is provided solely for personnel salaries and benefits.

B) Of the increased appropriation, \$19,500 is provided solely for staff equipment and training.

C) Of the increased appropriation, \$139,148 is provided solely for other participant services.

(This action accepts the Administrative Office of the Courts additional DVITC grant.)

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

Final Reading Ordinance C36373 (Council Sponsors: Council President Beggs and Council Members Cathcart and Wilkerson)

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

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C36373 as substituted**, establishing requirements for unallocated reserve balances within the General Fund; enacting new sections 07.14.030 and 07.14.040 of the Spokane Municipal Code.

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

Nays: None

Abstain: None

Absent: None

Final Reading Ordinance C36360 (First Reading held February 27, 2023) (Council Sponsors: Council President Beggs and Council Member Kinnear)

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

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C36360** granting a non-exclusive franchise to use the public right-of-way to provide noncable telecommunications service to the public to MCI Metro Access Transmission Services LLC, subject to certain conditions and duties as further provided.

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

Nays: None

Abstain: None

Absent: None

Final Reading Ordinance C36361 (First Reading held February 27, 2023) (Council Sponsors: Council President Beggs and Council Member Kinnear)

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

Upon Unanimous Roll Call Vote, the City Council **passed Final Reading Ordinance C36361** granting a non-exclusive franchise to use the public right-of-way to provide noncable telecommunications service to the public to Fatbeam LLC, subject to certain conditions and duties as further provided.

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

FIRST READING ORDINANCES

The following Ordinances were 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 C35376 Relating to City Council office staff; amending sections 2.005.010, 2.005.030, 2.005.050, and 2.005.060 of the Spokane Municipal Code and adopting new sections 2.005.070, 2.005.080, 2.005.090 and 2.005.100 of the Spokane Municipal Code. (Council Sponsors: Council President Beggs and Council Member Zappone)

ORD C35377 Relating to the executive and administrative organization of the City; amending SMC section 3.01A.215 (changes Accounting Department to Accounting and Grants Department). (Council Sponsors: Council President Beggs and Council Member Wilkerson)

There were no **Special Considerations**.

There were no **Hearings**.

ACKNOWLEDGEMENTS

Council President Beggs acknowledged Deputy City Clerk Laurie Farnsworth who has filled in for City Clerk Terri Pfister while Ms. Pfister has been away for a period of time. Council President Beggs also recognized Giacobbe Byrd, who is the new Director of the Office of the City Council. Hannahlee Allers, who previously held this position, will be with the City on a part-time basis for a few more weeks and the Council President thanked her for her service.

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:24 p.m.

Referenced attachments on file in the Office of the City Clerk.

MEETING MINUTES
City of Spokane
City Council Study Session
April 20, 2023

Call to Order: 11:03 a.m.

Recording of the meeting may be viewed here at <https://vimeo.com/spokanecitycouncil>.

Direct link: <https://vimeo.com/819627069>

Attendance:

Committee Members Present: Council President Breean Beggs, Council Members Kinnear, Stratton, Cathcart, Wilkerson, Bingle and Zappone

Committee Members Absent: None

Agenda Items:

1. Bicycle Advisory Board Interview
 - Interviewee:
Karim Habib

- Action taken:
No action taken. Presentation and discussion only.
2. WSDOT Presentation on NSC/I-90 Connection
- Presenters:
Terrence Lynch, WSDOT
 - Action taken:
No action taken. Presentation and discussion only.
3. Water Conservation Update
- Presenters:
Loren Searl, City of Spokane
Marlene Feist, City of Spokane
 - Action taken:
No action taken. Presentation and discussion only.

Executive Session:

None

Adjournment:

The meeting adjourned at 12:32 p.m.

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. C36376

An ordinance relating to City Council office staff; amending sections 02.005.010, 02.005.030, 02.005.050, and 02.005.060 of the Spokane Municipal Code and adopting new sections 02.005.070, 02.005.080, 02.005.090 and 02.005.100 of the Spokane Municipal Code.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That section 02.005.010 of the Spokane Municipal Code is amended to read as follows:

Section 02.005.010 Council President and City Council

- A. As provided in the City Charter a City Council President and six City Council Members constitute the City Council, which is the legislative body of the City. The City Council President and City Council Members have no administrative authority over personnel matters except the Council President and the Council Members:
1. Appoint, evaluate and discharge the Hearing Examiner;
 2. appoint, evaluate, and discharge the City Council's (~~Senior Research and Policy Analyst~~) full-time staff, as provided in Section 02.005.030;
 3. appoint, evaluate, and discharge the City Council's (~~Policy Advisor~~) seasonal, project and interim staff, as provided in Section 02.005.030;
 4. approve the appointment by the Mayor of the City Attorney, the City Clerk, and the permanent, acting, or interim administrative head in each department and division; provided:
 - a. any person appointed for the position of department head on a permanent basis shall be placed on the city council agenda by the mayor within 30 days of the appointment and considered for approval pursuant to section 24 of the city charter;

- b. persons appointed for the job positions of interim or acting department head shall serve as such for up to 180 days, which period can be extended for up to an additional 180 days by city council resolution;
 - 5. appoint nominees of the Mayor to boards, commissions, and other official City agencies, unless otherwise provided;
 - 6. ~~((hire, supervise, evaluate, and discharge their own administrative staff));~~
 - 6. hire, supervise, evaluate, and discharge their individual legislative assistants.
- B. The Council President reviews the preparation of the agenda for City Council meetings, briefings, and study session meetings and presides at meetings of the City Council. The Council President also serves as the Mayor Pro Tem. The Council President shall serve as the primary signatory on all Council budgetary, expenditure, and appropriation matters as related to the Council Office budget; consistent with City procedures and policies.
- C. City Council agenda items shall be submitted and processed consistent with the City Council Rules of Procedure and administrative policies and procedures.
- D. The City Council shall establish committees to assist in the performance of its assigned duties.
- 1. The standing committees shall have a minimum of three members, one from each of the three City Council districts.
 - 2. The council president may chair two of the standing committees as determined in his or her sole discretion.
 - 3. All other committees, including ad hoc committees, shall select their own chair.
 - 4. At no time shall a member of the City Council chair more than two standing committees at the same time.
 - 5. Ad hoc committees shall be composed with a minimum of three members appointed by the majority of the City Council.
 - 6. Standing committee membership shall be determined by the second legislative session of the City Council of each calendar year and memorialized by resolution of the City Council. Membership on each of the standing committees will be determined from those expressing an interest to serve on the committee.
- E. Any City Council committee with more than three Council Members as committee members shall be considered a committee of the whole City Council. All meetings of such a committee shall be considered a special Council meeting with the appropriate public meeting notice. No legislative action may be taken at any standing or ad hoc committee unless the committee meeting was noticed as a special meeting in compliance with the Washington Open Public Meetings Act (OPMA) and Rule 4.2 of the City Council Rules of Procedure.
- F. All standing committee meetings shall be open to the public except when the committee adjourns into executive session. No public testimony will be taken during standing committee meetings. Participation in a standing committee meeting shall be limited to standing committee members, appropriate staff, and other individuals recognized by the committee. Participation by Council Members, including deliberation and voting, shall be open to all Council Members when the standing committee is meeting as a committee of the whole and as a special Council meeting. Participation by Council Members in a standing committee that is not a committee of the whole shall be limited to just the appointed Council Members.

Section 2. That section 02.005.030 of the Spokane Municipal Code is amended to read as follows:

Section 02.005.030 City Council's Office Staff

- A. The council president and the city council members may, subject to budget appropriation, appoint and remove office staff as necessary to support the performance of their legislative duties. The number and type of regular full-time positions ~~((Staffing requirements))~~, other than legislative assistants, ~~((are))~~ is determined by a majority of the city council. ~~((Staff responsibilities))~~ Responsibilities and accountabilities for all full-time staff other than legislative assistants are determined by a majority of the city council with day-to-day supervision provided by the council president or their designee. All regular full-time employees, other than legislative assistants, hired or discharged after the effective date of this ordinance shall be appointed via resolution by a majority vote of the city council and may only be discharged by a majority plus one vote of the city council.
- B. ~~((Each council member is authorized to hire a legislative assistant who shall be supervised and may be discharged by the council member at his or her sole discretion.))~~ City council central staff shall consist of all full-time staff

employed by the city council, except for legislative assistants. The positions described in Sections 02.005.050 through 02.005.090 shall be permanent positions within the council office budget. Subject to budget appropriation, other positions, including council's initiative managers, may be created by the council president to serve the office as needed. The council president shall be responsible to nominate persons to fill the regular central staff positions, and in each instance the selection of central staff shall be confirmed as provided in section 02.005.030.

C. ~~((The council president shall be responsible to nominate a person to fill the position of council administrator whose selection shall be confirmed by the city council.))~~ The council president maintains the authority as the city council department head to appoint and discharge seasonal or project employees as available budget allows.

Section 3. That section 02.005.050 of the Spokane Municipal Code is amended to read as follows:

Section 02.005.050 (~~Senior Research and Policy Analyst~~) Council Director

~~((The senior research and policy analyst is appointed by a majority vote of the city council and may be discharged by a majority plus one vote of the city council.))~~ Under the direction of the city council, the ~~((senior research and policy analyst))~~ council office director "director" serves in a chief of staff role for the city council office and is broadly responsible for advancing the city council's strategic policy, budget and performance objectives by promoting the highest levels of efficiency and effectiveness of Council's policy setting in support of programs and initiatives. ~~The ((analyst))~~ director has the chief administrative role in the office and will lead a broad range of activities including ((data analysis, program assessments, project evaluation, and technical tasks related to City Council data information and)) office management needs, keeping city council members and office staff informed of issues and coordinating/assisting with required actions. ~~((This includes conducting research and analysis on public policy and budget issues, evaluating proposed policy initiatives, and making recommendations regarding local, regional, and state issues for Spokane's seven member City Council.))~~ The ~~((analyst))~~ director will collaborate with ~~((the council members' legislative aides))~~ city council staff, other City employees, other government officials, and a wide variety of stakeholders. The ~~((analyst))~~ director will also provide office management support ~~((in the form of council budget development and coordination, minor contract development and coordination; as well as))~~ related to public meetings as well as human resources and payroll related duties. ~~((The analyst will also promote the council goal of performance-based budgeting across the City budget.))~~ The specific responsibilities and functions of the ~~((analyst))~~ director may be adjusted from time to time as determined by the city council.

Section 4. That section 02.005.060 of the Spokane Municipal Code is amended to read as follows:

Section 02.005.060 Policy Advisor

~~((The policy advisor is appointed by a majority vote of the city council and may be discharged by a majority plus one vote of the city council.))~~ Under the direction of the city council, the policy advisor is responsible for providing professional support, guidance and advice to the City Council as required. This position will assist in the research and drafting of council documents, assist in the research and develop legislative policies and ensure that legal documents are drafted, reviewed, and interpreted in compliance with all various legal requirements as per applicable laws. ~~((This position will be responsible for keeping the city council informed of issues and coordinating/assisting with required actions.))~~ This position is accountable for taking day-to-day policy responsibilities and providing policy advice that includes all aspects of the analysis, investigation and drafting process. The specific responsibilities and functions of the policy advisor may be adjusted from time to time as determined by the city council.

Section 5. That there is adopted a new section 02.005.070 to chapter 02.005 of the Spokane Municipal Code to read as follows:

Section 02.005.070 Budget Director

Under the direction of the city council, the budget director directs and manages the budgetary review, financial analysis and contracting needs of the city council. The budget director works closely with council members and council staff and serves as a liaison to the City's administrative departments. The budget director is broadly responsible for advancing the city council's strategic policy, budget, and performance objectives by promoting the highest level of efficiency and effectiveness in support of council-supported programs and initiatives. The budget director leads the council office in the development and coordination of the annual budget and the facilitation of minor contracts and grants, and promotes the council goal of performance-based budgeting City-wide. The specific responsibilities and functions of the budget director may be adjusted from time to time as determined by the city council.

Section 6. That there is adopted a new section 02.005.080 to chapter 02.005 of the Spokane Municipal Code to read as follows:

Section 02.005.080 Director of Communications and Community Engagement

Under the direction of the city council, the director of communications and community engagement (“communications director”) is primarily responsible for creating and implementing a communications strategy that informs community members, stakeholders and the media about city council activities and initiatives, including digital media, news releases, briefing materials for council and committee meetings, and other communication tools to support the city council’s work. The communications director supports the council and its staff in providing the public with accurate, timely, and relevant information and maintains council’s digital presence.

Section 7. That there is adopted a new section 05.005.090 to chapter 02.005 of the Spokane Municipal Code to read as follows:

Section 02.005.090 Manager of Intergovernmental Affairs

The manager of intergovernmental affairs (“manager”) directs the City’s independent federal and state lobbyists and consults with research teams and other analysts to provide hard, quantitative evidence that supports policy recommendations. The manager establishes and maintains collaborative relationships with elected government officials, their key staff members and non-governmental organizations and provides advice and briefings to city council members, the administration, and associated staff on a wide variety of federal, state, and local governmental initiatives.

Section 8. That there is adopted a new section 05.005.100 to chapter 02.005 of the Spokane Municipal Code to read as follows:

Section 02.005.100 Council Legislative Assistants

- A. Each council member, including the council president, is authorized to hire a legislative assistant who shall be supervised and may be discharged by the council member at their sole discretion.
- B. No later than January 1, 2024, there shall be a legislative assistant II position that includes all of the responsibilities of a legislative assistant as well as additional skills and competencies that support the city council office as a whole. Those skills and competencies will be determined during the process of creating the job description, which will be led by the council president or their designee.

Passed by City Council April 17, 2023

Delivered to Mayor April 24, 2023

ORDINANCE NO. C36377

An Ordinance relating to the executive and administrative organization of the City; amending SMC section 3.01A.215.

The City of Spokane does ordain:

Section 1. That SMC section 3.01A.215 is amended to read as follows:

3.01A.215 Accounting and Grants

The Accounting and Grants Department is a financial administrative department responsible for preparing financial statements, maintaining the general ledger, paying bills, billing customers, payroll, inventory management, disseminating and monitoring financial policies and internal controls, financial analysis, administration of some joint governmental agencies, receipt, and technical review of grant applications and the close out of grants and financial assistance awards. The department is managed by the Accounting Director of Accounting and Grants, who also serves on the City Investment Board.

Passed by City Council April 17, 2023

Delivered to Mayor April 24, 2023

ORDINANCE NO. C36380

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 General Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

The City of Spokane does ordain:

Section 1. That in the budget of the General Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Decrease the appropriation for Base Wages in the Human Resources department by \$60,000.
- 2) Increase the appropriation for Contractual Services in the Human Resources department by \$60,000.
- A) There is no change to the overall appropriation level in the General Fund.

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 continued need of services while the Human Resources department is understaffed, 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 April 17, 2023

Delivered to Mayor April 24, 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.

BUILDING ENGINEER SPN 419 OPEN ENTRY

DATE OPEN: Monday, April 17, 2023

DATE CLOSED: Continuous

SALARY: \$41,446.80 annual salary, payable bi-weekly, to a maximum of \$65,124.72

DESCRIPTION:

Performs semi-skilled work in the operation and routine maintenance of Heating, Ventilation, and Air Conditioning (HVAC) systems, as well as custodial and routine building maintenance tasks in and around a public building.

DUTIES:

This description was prepared to indicate the kinds of activities and levels of work difficulty required of positions in this class. It is not intended as a complete list of specific duties and responsibilities.

- Assists in developing program operations budget, long-term planning, and in determining the quantity and type of supplies required.
- Monitors and performs routine maintenance on HVAC and auxiliary equipment on an assigned shift. Checks pressure, temperature, daily logs, etc., as required. Changes filters, greases motors, etc., as required.
- Monitors and tests building backup generator and elevators. Notifies the supervisor of alerts or other performance issues.
- Coordinates and participates in moving, assembling, setup, and arrangement of furniture as well as office equipment.
- Participates in cleaning floors, walls, woodwork, offices, and restrooms; removes rubbish and wastepaper. Unlocks doors, sweeps walks, and removes snow and other hazards to ensure building accessibility; polices building and surrounding areas.
- Paints small areas, repairs furniture, replaces windowpanes, light bulbs, and tubes.
- Serves as point of contact with vendors and contractors, and makes arrangements as authorized, including those for annual inspections of fire protection systems.
- Coordinates the maintenance of the building's plumbing.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Open-Entry Requirements:

- *Education:* High school diploma or equivalent, and
- *Experience:* Two years of experience in custodial and building maintenance work, including six months in the operation and routine maintenance of commercial or industrial HVAC equipment.

Licenses and Certifications:

- Possession of a valid driver's license or evidence of equivalent mobility, to be maintained throughout employment.
- A Low Pressure Boiler Operator's license as issued by the City of Spokane must be obtained prior to appointment and be maintained throughout employment.

EXAMINATION DETAILS:

Applicants must 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, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of an online, multiple-choice test, with weights assigned as follows:

- Multiple-Choice Test 100%

EXAMINATION DETAILS:

This is an online examination and will require a computer. **If you do not have access to a computer, please notify Civil Service so that one may be provided.**

Examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start dates, and will expire at 4:00 p.m. on the due dates as listed below. Keep in mind that the test link will be emailed from FastTest (noreply@fasttestweb.com).

- Applicants who apply and meet the minimum qualifications between Monday, April 17, 2023 and Monday, May 1, 2023 will test Thursday, May 4, 2023 through Tuesday, May 9, 2023
- Applicants who apply and meet the minimum qualifications between Tuesday, May 2, 2023 and Monday, May 15, 2023 will test Thursday, May 18, 2023 through Tuesday, May 23, 2023
- Applicants who apply and meet the minimum qualifications between Tuesday, May 16, 2023 and Monday, May 29, 2023 will test Thursday, June 1, 2023 through Tuesday, June 6, 2023
- Applicants who apply and meet the minimum qualifications between Tuesday, May 30, 2023 and Monday, June 12, 2023 will test Thursday, June 15, 2023 through Tuesday, June 20, 2023
- Applicants who apply and meet the minimum qualifications between Tuesday, June 13, 2023 and Monday, June 26, 2023 will test Thursday, June 29, 2023 through Tuesday, July 4, 2023
- Applicants who apply and meet the minimum qualifications between Tuesday, June 27, 2023 and Monday, July 10, 2023 will test Thursday, July 13, 2023 through Tuesday, July 18, 2023
- Applicants who apply and meet the minimum qualifications between Tuesday, July 11, 2023 and Monday, July 24, 2023 will test Thursday, July 27, 2023 through Tuesday, August 1, 2023

NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 2 hours to complete the examination. You may take the exam only once during the open recruitment period.

The examination may include such subjects as:

- General Building Knowledge
- Heating and Cooling
- Safety
- Interpersonal Relations

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th 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 13th day of April 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

**WATER SUPERINTENDENT SPN 534
PROMOTIONAL**

DATE OPEN: Monday, April 17, 2023

DATE CLOSED: Monday, May 1, 2023

SALARY: \$93,208.32 annual salary, payable bi-weekly, to a maximum of \$132,734.16

DESCRIPTION:

Performs responsible administrative and supervisory work in planning and directing the water main construction, maintenance, repair, metering and related activities of the municipal water distribution system in the Water and Hydroelectric Service Department.

DUTIES:

- Plans, directs, and inspects the work of several crews engaged in the construction, maintenance, and repair of the municipal water transmission and distribution system.
- Assists in developing and implementing department goals, objectives, and policies. Coordinates and communicates same with other departments, agencies, and the general public.
- Plans, assigns, and directs, through subordinate supervisors, water service staff performing installation and repair of hydrants and valves, cross-connection control, leak survey, service branch repair, night emergencies, reservoir cleaning, welding, warehouse operations, and dispatch.
- Plans and directs, in coordination with other supervisors, the snow-removal programs.
- Responds to emergency line breaks, multiple-alarm fires and other operational emergencies, as required.
- Assists in the design and review of plans and advises the engineering section on technical matters. Studies plans and drawings and develops cost estimates for water main construction.
- Coordinates the collection and computation of final costs and submits necessary reports, statements, and bills for collection of reimbursable funds. Supervises other specified accounting activities.
- Maintains liaison and coordinates work with private utility companies and other departments.
- Participates in pre-construction conferences and assists in obtaining agreement regarding work to be performed.
- Prepares special order equipment and material specifications, annual preliminary budget, and required reports and records.
- Supervises or performs normal office and personnel administration associated with the position.
- 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:* Completion of two years of experience with the City in the classification of Water Services/Maintenance Supervisor (SPN 532); five years as Water Service Foreperson (SPN 523), Water Hydroelectric Operations Foreperson (SPN 666), or Water Hydroelectric Maintenance Foreperson (SPN 663); or any combination of the listed classifications to total five years of experience.
- *Licenses:* Applicants must possess a valid driver's license **AND** obtain a valid Water Distribution Manager IV Certificate issued by the State of Washington within one year of appointment.

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

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for promotion. 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, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

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

Qualified applicants will receive a link to the Water Superintendent T&E, via email, prior to 4:00 p.m. Pacific Time on Thursday, May 4, 2023. Please note that this email will be sent from FastTest (noreply@fasttestweb.com). The test will be available for log-in until 4:00 p.m. Pacific time on Tuesday, May 9, 2023.

- 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.

PROMOTIONAL EVALUATION DETAILS:

The PAR should be administered by the employee's supervisor within the past year.

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

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th 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 13th day of April 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

WTE OPERATIONS SUPERINTENDENT SPN 575
OPEN ENTRY

DATE OPEN: Monday, April 24, 2023

DATE CLOSED: Monday, May 22, 2023

SALARY: \$100,474.56 annual salary, payable bi-weekly, to a maximum of \$145,450.08

DESCRIPTION:

Performs responsible supervisory and administrative work relating to the safe, proper, and efficient operation of the Waste to Energy (WTE) plant in accordance with City policies and standards.

DUTIES:

This description was prepared to indicate the kinds of activities and levels of work difficulty required of positions in this class. It is not intended as a complete list of specific duties and responsibilities.

- Supervises, trains, and evaluates subordinate supervisory, technical, and laboring staff working in the operations of the Waste to Energy (WTE) plant, recycling and hazardous waste collections, and two landfills. Establishes performance requirements, completes annual performance reviews, and recommends discipline as necessary. Makes effective recommendations in hiring and promotional processes for project management staff.
- Approves inside and outside operations shift schedules, plans and assigns operational work during daily operations and plant outages, and coordinates maintenance efforts through the Maintenance Supervisor. Ensures compliance with policies, procedures, and regulations.
- Develops operational and productivity goals for the business plan as directed by the Plant Manager. Collaborates with the Plant Manager and support staff to develop the operations and maintenance programs and budgets, and the contract development and approval process.
- Develops, reviews, and recommends specifications for current and future WTE projects. Leads the evaluation of contractor performance and compliance with plans and specifications.
- Leads and directs the development, implementation, and evaluation of training, policies, and procedures related to WTE facility operations, such as (but not limited to) lockout/tagout, confined space permitting, hot work permitting, and job hazard analysis. Provides input into the review and development of environmental and safety programs, facility operating permits, and maintenance management systems.
- Inspects buildings, plant machinery, and equipment; coordinates facility cleaning efforts to maintain safety and environmental compliance.
- Investigates problems and incidents; takes corrective actions to fix current problems and to prevent future recurrence.
- Develops and maintains operating data and reports. Reviews and interprets data to inform changes in policies and procedures.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Open-Entry Requirements:

- *Experience:* Five years of experience as a shift supervisor or equivalent position in the operation of a solid waste combustion facility or at other facilities concerned with the design, start-up, operation, or maintenance of engines, boilers, turbines, air compressors, motors, generators, conveying equipment, or their related auxiliaries which supply power, heating, or cooling service to an industrial, maritime, or commercial process or facility.

Licenses and Certifications:

- Possession of a valid driver's license, to be maintained throughout employment.
- The QRO Provisional Certification must be obtained from the American Society of Mechanical Engineers within six (6) months of employment.
- The QRO Chief Facility Operator Certification must be scheduled with the American Society of Mechanical Engineers within six months of employment and obtained within 12 months of employment. Once acquired, it must be maintained throughout employment.
- A Manager of Landfill Operations Certification must be obtained from the Solid Waste Association of North America during the probationary period. Once acquired, it must be maintained throughout employment.

EXAMINATION DETAILS:

All applicants must 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, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

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) prior to 4:00 p.m. PT on the start dates, and will expire at 4:00 p.m. PT on the due dates as listed below.

- Applicants who applied and are accepted by Wednesday, May 3, 2023 at 4:00pm, will receive the test link Thursday, May 4, 2023 which will be available through Tuesday, May 9, 2023.
- Applicants who applied and are accepted by Wednesday, May 10, 2023 at 4:00pm, will receive the test link Thursday, May 11, 2023 which will be available through Tuesday, May 16, 2023.
- Applicants who applied and are accepted by Wednesday, May 17, 2023 at 4:00pm, will receive the test link Thursday, May 18, 2023 which will be available through Tuesday, May 23, 2023.
- Applicants who applied and are accepted by Monday, May 22, 2023 at 4:00pm, will receive the test link Thursday, May 25, 2023 which will be available through Tuesday, May 30, 2023.

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.

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.

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.

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 with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th 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 20th day of April 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

**WTE OPERATIONS SUPERINTENDENT SPN 575
PROMOTIONAL**

DATE OPEN: Monday, April 24, 2023

DATE CLOSED: Monday, May 22, 2023

SALARY: \$100,474.56 annual salary, payable bi-weekly, to a maximum of \$145,450.08

DESCRIPTION:

Performs responsible supervisory and administrative work relating to the safe, proper, and efficient operation of the Waste to Energy (WTE) plant in accordance with City policies and standards.

DUTIES:

This description was prepared to indicate the kinds of activities and levels of work difficulty required of positions in this class. It is not intended as a complete list of specific duties and responsibilities.

- Supervises, trains, and evaluates subordinate supervisory, technical, and laboring staff working in the operations of the Waste to Energy (WTE) plant, recycling and hazardous waste collections, and two landfills. Establishes performance requirements, completes annual performance reviews, and recommends discipline as necessary. Makes effective recommendations in hiring and promotional processes for project management staff.
- Approves inside and outside operations shift schedules, plans and assigns operational work during daily operations and plant outages, and coordinates maintenance efforts through the Maintenance Supervisor. Ensures compliance with policies, procedures, and regulations.
- Develops operational and productivity goals for the business plan as directed by the Plant Manager. Collaborates with the Plant Manager and support staff to develop the operations and maintenance programs and budgets, and the contract development and approval process.
- Develops, reviews, and recommends specifications for current and future WTE projects. Leads the evaluation of contractor performance and compliance with plans and specifications.
- Leads and directs the development, implementation, and evaluation of training, policies, and procedures related to WTE facility operations, such as (but not limited to) lockout/tagout, confined space permitting, hot work permitting, and job hazard analysis. Provides input into the review and development of environmental and safety programs, facility operating permits, and maintenance management systems.
- Inspects buildings, plant machinery, and equipment; coordinates facility cleaning efforts to maintain safety and environmental compliance.
- Investigates problems and incidents; takes corrective actions to fix current problems and to prevent future recurrence.
- Develops and maintains operating data and reports. Reviews and interprets data to inform changes in policies and procedures.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Promotional Requirements:

- *Experience:* Three years of experience as a WTE Shift Supervisor (SPN 573).
- *License:* Possession of a valid ASME QRO Operator Certification for operators of resource recovery facilities.

Open-Entry Requirements:

- *Experience:* Five years of experience as a shift supervisor or equivalent position in the operation of a solid waste combustion facility or at other facilities concerned with the design, start-up, operation, or maintenance of engines, boilers, turbines, air compressors, motors, generators, conveying equipment, or their related auxiliaries which supply power, heating, or cooling service to an industrial, maritime, or commercial process or facility.

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.

Licenses and Certifications:

- Possession of a valid driver's license, to be maintained throughout employment.
- The QRO Provisional Certification must be obtained from the American Society of Mechanical Engineers within six (6) months of employment.
- The QRO Chief Facility Operator Certification must be scheduled with the American Society of Mechanical Engineers within six months of employment and obtained within 12 months of employment. Once acquired, it must be maintained throughout employment.

- A Manager of Landfill Operations Certification must be obtained from the Solid Waste Association of North America during the probationary period. Once acquired, it must be maintained throughout employment.

EXAMINATION DETAILS:

All applicants must 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, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a training and experience evaluation (T&E) and a performance evaluation (PAR) with scoring weight assigned as follows:

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

TRAINING AND EXPERIENCE EVALUATION DETAILS:

The Training and Experience examination with instructions will be emailed out via a link from FastTest (noreply@fasttestweb.com) prior to 4:00 p.m. PT on the start dates and will expire at 4:00 p.m. PT on the due dates as listed below.

- Applicants who applied and are accepted by Wednesday, May 3, 2023 at 4:00pm, will receive the test link Thursday, May 4, 2023 which will be available through Tuesday, May 9, 2023.
- Applicants who applied and are accepted by Wednesday, May 10, 2023 at 4:00pm, will receive the test link Thursday, May 11, 2023 which will be available through Tuesday, May 16, 2023.
- Applicants who applied and are accepted by Wednesday, May 17, 2023 at 4:00pm, will receive the test link Thursday, May 18, 2023 which will be available through Tuesday, May 23, 2023.
- Applicants who applied and are accepted by Monday, May 22, 2023 at 4:00pm, will receive the test link Thursday, May 25, 2023 which will be available through Tuesday, May 30, 2023.

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.

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.
- **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.

PROMOTIONAL EVALUATION DETAILS

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

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

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 with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th 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 20th day of April 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

PLUMBER SPN 611
OPEN ENTRY

DATE OPEN: Monday, April 17, 2023

DATE CLOSED: Monday, May 15, 2023

SALARY: \$49,903.20 annual salary, payable bi-weekly, to a maximum of \$78,362.64

DESCRIPTION:

Performs journey-level skilled work in plumbing installation, maintenance and repair. Duties require the application of some independent judgment.

DUTIES:

- Assembles pipe sections, tubing or fittings using couplings, clamps, screws, bolts, cement, plastic solvent, caulking, or soldering, brazing, or welding equipment.
- Installs pipe sections, fitting, valves, appliances or fixtures such as sinks, urinals, and toilets using hand or power tools.
- Follows specifications and plumbing codes.
- Inspects, repairs, or replaces pumps, valves and boiler systems, including swimming pool pumps.
- Replaces defective equipment, mends broken pipes, and opens clogged drains.
- Reads blueprints, plans, specifications, and building codes.
- Monitors air and water pressure gauges to detect and locate leaks.
- Assesses damage and deterioration to determine maintenance or repair needs.
- Selects work materials based on desired outcomes and price considerations.
- Organizes, cleans and maintains shop and storage areas.
- Changes replaceable tool attachments or equipment as needed.
- Operates automotive vehicles; power and hand tools including but not limited to pipe threaders, welders, wrenches and saws; electrical and mechanical testing devices; and lift trucks and ladders.
- Maintains records of job time and materials used.
- Requests and may purchase tools and materials for work activities.
- Performs related work or assists at less than skilled journey level in other trades as required.

MINIMUM QUALIFICATIONS:**Open Entry Requirements:**

- *License:* Possession of a journey-level plumber's license (PL01) as issues by the State of Washington AND a valid driver's license.

Note: Employees in the Plumber classification may be compensated for additional duties as negotiated by labor and management.

EXAMINATION DETAILS:

Applicants must 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, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

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 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.

- 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.

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

TO APPLY:

An application is required for promotional applicants. Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: civilservice@spokanecity.org with **Job Title – Applicant Name** in the subject line of the email
- In person or mail to: Civil Service Commission, 4th 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 13th day of April 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

**South Gorge Trail Connection
(A Portion of the Great Gorge Loop Trail)
Engineering Services File No. 2018097**

This project consists of the construction of an elevated steel structure pathway and concrete slab on grade pathway with concrete cast-in-place retaining walls, pin piles, fiberglass reinforced plastic (FRP) grating, FRP pedestrian railing, lighting, fencing, site restoration, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. May 22, 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 2023 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: April 26, May 3, 10, & 17, 2023

**Garland Avenue Pathway – Shaw Middle School
Engineering Services File No. 2021084**

This project consists of the construction of approximately 3,300 square yards of concrete sidewalk, 340 square yards of permeable pavers, 2,200 linear feet of curb and gutter, 3 drainage structures, 1,400 square yards of pavement repair, a traffic signal retrofit, rectangular rapid flashing beacon system, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. May 1, 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 2023 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.

Publish: April 12, 19 & 26, 2023

**2023 Residential Grind & Overlay
Engineering Services File No. 2023044**

This project consists of the construction of approximately 18,423 square yards of 2-inch thick HMA pavement, 460 square yards of pavement repair, 14,161 square yards of grinding, 477 square yards of sidewalk, 2 new drainage structures and 8 retrofits, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. May 15, 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 2023 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: April 26, May 3 & 10, 2023

**2023 Paving Unpaved Streets
Engineering Services File No. 2023049**

This project consists of the construction of approximately 1,500 cubic yards of roadway excavation, 7,200 square yards of preparation of untreated roadway, 2,500 linear feet of sawcutting flexible pavement, 7,200 square yards of HMA CL ½ in. 3 inch thick, 21 each cleaning existing drainage structure, 920 square yards of hydroseeding, 50 square yards of cement concrete sidewalk, 155 linear feet of cement concrete curb, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. May 15, 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 2023 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: April 26, May 3 & 10, 2023
