



# Official Gazette

## City of Spokane, Washington

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

Volume 113

JUNE 28, 2023

Issue 26



### 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)

### The Official Gazette

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**The Official Gazette**

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# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, June 12, 2023**

The minutes for the Monday, June 12, 2023, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, July 5, 2023, issue of the *Official Gazette*.

**MEETING MINUTES****City of Spokane****City Council Study Session****June 22, 2023****Call to Order:** 11:04 a.m.Recording of the meeting may be viewed here at <https://vimeo.com/spokanecitycouncil>.Direct link: <https://vimeo.com/83879852>**Attendance:**

Committee Members Present: Council President Beggs, Council Members Kinnear, Stratton, Cathcart, and Bingle.

Committee Members Absent: Council Members Wilkerson and Zappone

**Agenda Items:**

1. Public Safety Budget Topics – SPD and SFD Leadership
  - Presenter:  
Police Chief Meidl, City of Spokane  
Fire Chief Schaeffer, City of Spokane  
Assistant Police Chief Lundgren, City of Spokane  
Shawna, Ernst, City of Spokane  
City Administrator Johnnie Perkins, City of Spokane  
Chief Financial Officer Tonya Wallace, City of Spokane
  - Action taken:  
No action taken. Presentation and discussion only.
2. Fluoridation Study Review
  - Presenter:  
Lee Odell, PE, Project Manager, Consor  
Katherine Miller, City of Spokane  
Loren Searl, City of Spokane  
Joe Foote, PE, Project Manager, Consor
  - Action taken:  
No action taken. Presentation and discussion only.

**Executive Session:**

None

**Adjournment:**

The meeting adjourned at 12:39 p.m.

**MEETING MINUTES**  
**City of Spokane**  
**City Council Study Session**  
**June 15, 2023**

**Call to Order:** 11:05 a.m.

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

Direct link: <https://vimeo.com/83877793>

**Attendance:**

Committee Members Present: Council Members Kinnear, Stratton, Cathcart (arrived at 11:14 a.m.), Wilkerson (arrived at 11:07 a.m.), Zappone and Bingle (arrived at 11:14 a.m.).

Committee Members Absent: Council President Beggs

**Agenda Items:**

1. STA Connect 2035 Strategic Plan
  - Presenter:  
Karl Otterstrom, Spokane Transit Authority
  - Action taken:  
No action taken. Presentation and discussion only.
2. Strategic Initiative Funding
  - Presenter:  
Tonya Wallace, City of Spokane  
Steve MacDonald, City of Spokane  
Kim Orlob, City of Spokane
  - Action taken:  
No action taken. Presentation and discussion only.
3. Real Estate Excise Tax Fund Conversation
  - Presenter:  
Marlene Feist, City of Spokane
  - Action taken:  
No action taken. Presentation and discussion only.

**Executive Session:**

None

**Adjournment:**

The meeting adjourned at 12:22 p.m.

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# Hearing Notices

## BUILDING OFFICIAL SHOW CAUSE HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 1927 E 17th, SPOKANE, WASHINGTON, 99203, PARCEL NUMBER 35282.0518, LEGAL DESCRIPTION HOUGHTON&CALLAHANS L7 B22, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on July 18, 2023 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane. WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote participation information for this hearing will be posted on the City website as well on each agenda, which can be found under the substandard building topic here:

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

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

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

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlovmaster@spokanecity.org](mailto:mlovmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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## Notice of Intent to Adopt Amendment to the Shoreline Master Program

The City of Spokane Planning Services Department proposes an amendment to the Shoreline Master Program allowing aquaculture uses.

**Project Description:** This proposal will amend the Shoreline Master Program (SMP) of the Spokane Municipal Code (SMC) 17E.060.470 and 17E.060.690 to allow aquaculture uses. The proposal will also amend the Use Category Description for Agriculture under SMC 17C.190.500 to align with the changes to the SMP. The exact amendments to the code will be available online at the following address: [my.spokanecity.org/aquacultureupdate](http://my.spokanecity.org/aquacultureupdate).

**SEPA Status:** These proposed changes will be reviewed as a non-project action under the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. A Determination of Non-Significance is anticipated.

**Legislative Process:** An initial Plan Commission Workshop is anticipated to be held on June 28, 2023 to introduce the Commission to proposed amendments. A Plan Commission Public Hearing is anticipated for July 2023. City Council action is expected to occur in Fall 2023.

**More information:** Any person may call or email Tyler Kimbrell, Planner II, for more information regarding this proposed amendment. [tkimbrell@spokanecity.org](mailto:tkimbrell@spokanecity.org), 509-625-6500.

# 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.

## CLERK II SPN 002 OPEN ENTRY

**DATE OPEN:** Monday, June 26, 2023

**DATE CLOSED:** Monday, July 10, 2023

**SALARY:** \$37,918.08 annual salary, payable bi-weekly, to a maximum of \$58,651.92

### DESCRIPTION:

Performs a variety of routine clerical and office support activities requiring proficiency in basic word processing, spreadsheet, and database programs.

### DUTIES:

- Types forms, statements, letters, receipts, reports, and other material from rough drafts or general instructions, which frequently require independent action and discretion on difficulties encountered.
- Composes routine letters.
- Operates a personal computer or visual display terminal and utilizes modern business software including word processing, spreadsheets, data bases, etc.
- May perform secretarial work in a small office where stenographic ability is not required.
- Maintains, develops, and refines filing systems and procedures; prepares and files various records.
- Performs computations and posts to simple bookkeeping records.
- Waits on the counter, and answers telephones, giving and receiving information. Refers complaints pertaining to departmental policies and regulations to the appropriate person.
- Copies data, compiles records and reports, and tabulates and posts data in record books.
- Processes payroll and personnel transactions.
- Operates visual display terminal to retrieve and research information; enters data from different source media. Checks complex data being entered into terminal for correctness, corrects errors.
- Opens and routes incoming mail and prepares outgoing mail.
- Acts as receptionist for the department to which assigned.
- Maintains routine operating and production records.
- Maintains office supplies for the department to which assigned.
- Operates basic office machines.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:****Open Entry Requirements**

(Must be met at time of application.)

- *Education:* High school diploma or equivalent; **AND**
- *Experience:* One year of clerical, office support, or data entry experience.
- *Substitution:* One year of undergraduate education (30 semester or 45 quarter hours) may be substituted for experience.

**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 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.**

Multiple-choice examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start date and will expire at 4:00 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from FastTest ([noreply@fasttestweb.com](mailto:noreply@fasttestweb.com)).

- Applicants who apply and meet the minimum qualifications between Monday, June 26, 2023, and Monday, July 10, 2023, will test Thursday, July 13, 2023, through Tuesday, July 18, 2023.

**NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 1 hour to complete the examination. You may take the exam only once during the open recruitment period.**

The examination may include such subjects as:

- Clerical
- Computer Skills
- Interpersonal Relations
- Mathematical Reasoning
- Oral & Written Communication

**TO APPLY:**

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

- Email: [civilservice@spokanecity.org](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 21<sup>ST</sup> day of June 2023.

MARK LINDSEY  
Chair

KELSEY PEARSON  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### Maple Street Bridge Deck Rehabilitation Engineering Services File No. 2021089

This project consists of the construction of approximately 11,910 square yards of polyester concrete bridge deck overlay, approximately 290 square yards of 2-inch thick HMA pavement, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. July 17, 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 FIVE (5) 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: June 28, July 5 & 12, 2023

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**Thor-Freya Couplet Phase 2****REBID****Engineering Services File No. 2021098  
TWO WEEK BID PERIOD**

This project is a rebid of the Thor-Freya Couplet Phase 2 project that was bid in May of 2023. All of the bids were rejected by WSDOT on the previous advertisement due to errors in the DBE reporting. This project consists of the construction of approximately 4,000 cubic yards of excavation, 1,000 linear feet of storm and sanitary sewer, 15 drainage structures, 300 square yards of sidewalk, 6,000 square yards of 11-inch thick concrete pavement, 3,000 square yards of 1-1/2-inch thick asphalt pavement, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. July 10, 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.

Publish: June 28 and July 5, 2023

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# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR QUALIFICATIONS #5897-23

### WEST CENTRAL INFRASTRUCTURE PROJECT

City of Spokane Planning and Economic Development Department

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

**Pre-Proposal Conference:**

A Pre-Proposal Conference is scheduled to be held on **THURSDAY, JUNE 22, 2023 at 10:30 a.m.**, local time, at City Hall, 808 W. Spokane Falls Blvd, Spokane, WA 99201, on the first floor in the Tribal Conference Room. All prospective Proposers should attend; however, attendance is not mandatory. Questions and answers will be issued by Addenda through the City of Spokane's online procurement system portal <https://spokane.procureware.com>. The City shall be bound only to written answers to questions. Any oral responses given at the Pre-Proposal Conference shall be considered unofficial.

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, JULY 24, 2023**. Hard copies, emails, and late submittals will not be accepted.

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

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

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, JULY 24, 2023**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at

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

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

Publish: June 14, 21, & 28, 2023

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**Visual and Ultrasonic Thickness Inspection of Anhydrous Ammonia Piping System, to Include Valves NDT Inspection - WTEF (Does Not Include Tank)**

Spokane Solid Waste Disposal, Waste To Energy Facility

**PW ITB 5937-23**

Description: The City of Spokane, through its Solid Waste Disposal, Waste To Energy Facility is soliciting electronic bids for Visual and Ultrasonic Thickness Inspection of Anhydrous Ammonia Piping System, to Include Valves NDT Inspection - WTEF (Does Not Include Tank).

**MANDATORY Pre Bid Site Visit:** A MANDATORY pre-bid conference and walk through will be held on Wednesday, July 26, 2023, at the following two time options: 9:00AM and 1:00PM. The location will be at the Waste to Energy Facility (WTEF), Administration Office, 2900 S Geiger Blvd, Spokane WA 99224. This meeting is MANDATORY ONLY for those companies who have not previously performed stated Visual and Ultrasonic Thickness Inspection of Anhydrous Ammonia Piping System, to Include Valves NDT Inspection as defined in bid, for the WTEF.

**Bid Opening:** Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on MONDAY, AUGUST 7, 2023, for Visual and Ultrasonic Thickness Inspection of Anhydrous Ammonia Piping System, to Include Valves NDT Inspection - WTEF (Does Not Include Tank). To watch the City of Spokane Bid Opening Meeting, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the "join meeting" link on the right-hand side of the page. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

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

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

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

All Bid documents shall be submitted electronically through the City of Spokane's online procurement system no later than 1:00 p.m. on MONDAY, AUGUST 7, 2023. Hard copy and/or late submittals will not be accepted. Bids must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Bids submitted late.

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

Rick Rinderle  
City of Spokane Purchasing

Publish: June 28 & July 5, 2023

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