



Official Gazette

City of Spokane, Washington

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

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OCTOBER 25, 2023

Issue 43



MAYOR AND CITY COUNCIL

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT LORI KINNEAR

COUNCIL MEMBERS:

JONATHAN BINGLE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

RYAN OELRICH (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, October 16, 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 Kinnear and Council Members Cathcart, Oelrich, Stratton, Wilkerson, and Zappone were present. Council Member Bingle joined the meeting virtually at 3:33 p.m. and Council Member Zappone arrived on the dais at 3:33 p.m.

Acting City Administrator Garrett Jones; Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

Current Agenda Review

The City Council reviewed the October 16, 2023, Current Agenda.

Resolutions 2023-0089 and 2023-0090 (Council Sponsors: Council Members Wilkerson, Stratton, and Cathcart)

Motion by Council Member Wilkerson, seconded by Council Member Oelrich, **to defer** Resolution 2023-0089 and Resolution 2023-0090 [both relating to modification of the City of Spokane's Retail Water Service Area (RWSA) and authorizing the amendment of the City's RWSA map on file with the Washington State Department of Health] to October 30, 2023; **carried 7-0.**

Resolution 2023-0092

Motion by Council Member Wilkerson, seconded by Council Member Oelrich, **to suspend** Council Rules (for the purpose of adding Resolution 2023-0092) to tonight's agenda; **carried 7-0.**

Motion by Council Member Cathcart, seconded by Council Member Stratton, **to amend** Resolution 2023-0092, the last "BE IT FURTHER RESOLVED," to say "The Spokane City Council, through its legislative committee, will consider the City of Spokane legislative agenda support for SB5427; **carried 7-0.**

Motion by Council Member Oelrich, seconded by Wilkerson, **to add** Resolution 2023-0092 (latest version sent out by Council Member Oelrich at approximately 3:00 p.m.), as amended—reaffirming Spokane's values of inclusion, respect, and justice, and the City's commitment toward actions to reinforce these values; and calling on the community to condemn recent attacks and hate speech that perpetuate homophobia, transphobia, xenophobia, racism and sexism—to tonight's Legislative Agenda; **carried 7-0.**

Advance Agenda Review

The City Council received an overview from staff on the October 23, 2023, Advance Agenda items.

Setting Hearing on Possible Revenue Sources for the 2024 Budget (FIN 2023-0001) (Council Sponsors: Council President Kinnear and Council Member Wilkerson)

Motion by Council Member Cathcart, seconded by Council Member Stratton, **to suspend** Council Rules for purposes of adding the setting of hearing on possible revenue sources for the 2024 Budget on October 30, 2023; **carried unanimously.**

Motion by Council Member Stratton, seconded by Council Member Wilkerson, **to add** the setting of hearing on possible revenue sources for the 2024 Budget on October 30, 2023, to the October 23, 2023, Consent Agenda; **carried 7-0.**

Cancellation of 6:00 p.m. Legislative Session on October 23, 2023

Council President Kinnear noted there is only one special budget ordinance for next week's Legislative Session. She proposed combining next week's Legislative Session with the 3:30 p.m. Briefing Session. Open forum would be held at

3:30 p.m. and testimony would still be taken. She requested a motion to move next week's Legislative Session to immediately follow the 3:30 p.m. Briefing Session. The following action was taken:

Motion by Council Member Cathcart, seconded by Council Member Wilkerson, **to combine** next week's (October 23) Legislative Session with the 3:30 p.m. Briefing Session (thereby canceling the 6:00 p.m. Legislative Session); **carried 7-0.**

Action to Approve October 23, 2023, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the October 23, 2023, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Wilkerson, seconded by Council Member Stratton, **to approve** the October 23, 2023, Advance Agenda (as amended); **carried 7-0.**

Council Recess/Executive Session

The City Council recessed at 3:57 p.m. and immediately reconvened into an Executive Session to discuss litigation for 15 minutes. At 4:12 p.m., the meeting was extended for 18 minutes. The Executive Session ended at 4:30 p.m., at which time the 3:30 p.m. Briefing Session also ended. City Attorney Lynden Smithson and Assistant City Attorney Elizabeth Schoedel were present for the Executive Session. The City Council reconvened at 6:02 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Kinnear.

Roll Call

On roll call, Council President Kinnear and Council Members Bingle (appearing virtually), Cathcart, Oelrich, Stratton, Wilkerson, and Zappone were present.

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

There were no **Council Committee Reports.**

MAYORAL PROCLAMATION

October 2023 *Domestic Violence Action Month*

Council Member Cathcart read the proclamation. City Attorney Lynden Smithson and Jordan Ferguson who works with the Spokane Regional Domestic Violence Coalition accepted the proclamation; and Mr. Ferguson provided remarks regarding the event.

October 2023 *Hindu American Heritage and Appreciation Month*

Council Member Wilkerson read the proclamation. Jayesh Modha accompanied by his family, accepted the proclamation and provided remarks on the event.

October 2023 *National Cyber Security Awareness Month*

Council Member Oelrich read the proclamation. No individuals were present to accept the proclamation.

The proclamations are attached to the minutes for reference.

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

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

There were no **Administrative Reports.**

OPEN FORUM

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

- Sunshine Wiggins
- Jim Meadows
- Karen Stromgrem
- Micheal Metcalf
- Dan Deboise
- Merri Jones
- Micheal Coan
- Sal Recinos
- Gina McKenzie
- Gina Howerton
- David Brookbank
- Nelene Deboise
- John Lemus
- Chris Pasquale
- Maxamillion Martinet

CONSENT AGENDA

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

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

Value Blanket Renewals 3 of 4 with:

- a. WEMCO, Inc. (Spokane) for the as-needed purchase of mechanical OEM parts for the refuse crane system at the Waste to Energy Facility from December 1, 2023, through November 30, 2024—annual cost not to exceed \$160,000 (plus tax). (OPR 2020-0855 / RFQ 5338-20)
 - b. Helfrich Brothers Boiler Works, Inc. (Lawrence, MA) for the purchase of boiler tubes for use at the Waste to Energy Facility from November 1, 2023, through October 31, 2024—total cost not to exceed \$900,000 (plus tax). (OPR 2020-0670 / ITB 5313-20)
- (Council Sponsors: Council President Kinnear and Council Member Bingle)

Contract Renewal 2 of 4 with Knight Construction & Supply, Inc. (Deer Park, WA) for mechanical repairs at the Waste to Energy Facility from November 1, 2023, through October 31, 2024—not to exceed \$2,200,000 (plus tax). (OPR 2021-0716 / PW ITB 5506-21) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Purchases for the Streets Department utilizing State Contract #11021 of:

- a. Liquid Deicer from GMCO—\$1,500,000. (OPR 2023-1040)
 - b. Road Salt from Salt Distributors, Inc. (Spokane Valley, WA)—not to exceed \$140,000. (OPR 2023-1041)
 - c. Ice Kicker from Salt Distributors, Inc. (Spokane Valley, WA)—not to exceed \$115,000. (OPR 2023-1042)
- (Council Sponsor: Council President Kinnear)

Five-Year Service Contract with Waste Management of Washington (Kirkland, WA) for the transportation and disposal of bypass and non-processable waste from the Waste to Energy Facility beginning November 17, 2023—not to exceed \$4,500,000. (OPR 2023-1043 / RFP 5817-23) (Council Sponsor: Council President Kinnear)

Contract Extension with KPFF Consulting Engineers (Seattle, WA) for the Fish Lake Trail Connection Study extending the contract through December 31, 2024—additional \$18,000. Total contract amount: \$350,355. (OPR 2020-0096 / ENG 2016089) (Council Sponsor: Council Member Bingle)

Final Contract Renewal with Itron, Inc. (Liberty Lake, WA) for meter reading support services for the Water Department from July 1, 2023, through June 30, 2024—\$14,112.93 (plus tax). (OPR 2016-0750) (Council Sponsor: Council President Kinnear)

Contract with Assetworks (Wayne, PA) for the Fleet Asset Management System (M5) annual software and maintenance utilizing Federal Contract No. GS-35F-317GA from October 1, 2023, through September 30, 2024—\$158,616.83 (plus tax). (OPR 2023-1053) (Council Sponsor: Council Member Bingle)

Amendment to Master Contract with Pomp's Tire Service (Spokane) due to being promoted to the City fleet's primary tire vendor utilizing Washington State Contract No. 00519—additional \$150,000 annually. (OPR 2022-0903) (Council Sponsor: Council President Kinnear)

Contract Amendments adding monies due to higher-than-anticipated usage and inflation with:

- a. Solid Waste Systems (Spokane Valley, WA) for Curbtender, Labrie and Sewer Equipment —additional \$200,000 annually. (OPR 2020-0049)
- b. Toby's Body & Fender (Spokane) for auto body repair services from October 15, 2023, through December 31, 2026—additional \$150,000 annually. (OPR 2023-0249 / RFP 5800-23)
(Council Sponsor: Council President Kinnear)

Contract Amendment with Abadan Reprographics (Spokane) for high-speed large-format printing and binding for the Engineering Services Department from September 1, 2023, through May 31, 2024—\$100,000 additional (plus tax, if applicable) due to a higher volume of printing needs and projects this year compared to prior years. (OPR 2021-0391) (Council Sponsor: Council President Kinnear)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through October 6, 2023, total \$13,379,500.02 (Check Nos.: 597955-598165; ACH Nos.: 121542-121821), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$12,854,159.60. (CPR 2023-0002)

City Council Meeting Minutes: October 2 and October 6, 2023. (CPR 2023-0013)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36450 (Council Sponsors: Council President Kinnear and Council Member Cathcart)

After public testimony from one individual and the opportunity for Council commentary, with none provided, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36450** 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:

Public Safety & Judicial Grants Fund

1) Increase revenue by \$337,139.

A) Of the increased revenue, \$337,139 is provided by the Department of Justice through their FY23 BJA Body-Worn Camera grant.

2) Increase appropriation by \$337,139.

A) Of the increased appropriation, \$241,710 is provided solely for base wages.

B) Of the increased appropriation, \$10,429 is provided solely for computers.

C) Of the increased appropriation, \$85,000 is provided solely for professional services.

(This action arises from the need to accept body-worn camera grant funding from the Department of Justice.)

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

Nos: None

Abstain: None

Absent: None

Special Budget Ordinance C36451 (Council Sponsors: Council Members Bingle and Stratton)

After 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 C36451** 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:

Retirement Fund

1) Add one classified Clerk III position (from 0 to 1).

A) There is no change to the overall appropriation level in the Retirement Fund, salary savings from the vacant Director of Retirement position are sufficient to fund the new position for the remainder of 2023.

(This action arises from the need to add a new position in the Retirement Department to effectively administer new and existing aspects of the City's retirement plans.)

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

Nos: None

Abstain: None

Absent: None

There were no **Emergency Ordinances**.

RESOLUTIONS

For action on Resolutions 2023-0089 and 2023-0090, see section of minutes under 3:30 p.m. Briefing Session.

Resolution 2023-0092 (as added during the 3:30 p.m. Briefing Session)

After public testimony and Council commentary, the following actions were taken:

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to suspend** Council Rules (to amend Resolution 2023-0092); **rejected 2-5**.

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2023-0092** reaffirming Spokane's values of inclusion, respect, and justice, and the City's commitment toward actions to reinforce these values; and calling on the community to condemn recent attacks and hate speech that perpetuate homophobia, transphobia, xenophobia, racism and sexism.

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

Nos: None

Abstain: None

Absent: None

FINAL READING ORDINANCES

For action on Final Reading Ordinance C36448, see section of minutes under Hearings.

Final Reading Ordinance C36449 (as substituted on 10/9/2023) (Council Sponsors: Council Members Cathcart and Wilkerson)

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

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36449** establishing the Language Access Program for the City of Spokane and adopting a new chapter 18.11 to Title 18 of the Spokane Municipal Code.

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

Nos: None

Abstain: None

Absent: None

There were no **First Reading Ordinances**.

There were no **Special Considerations**.

HEARINGS

Final Reading Ordinance C36448 (Council Sponsors: Council Members Stratton and Bingle)

City Council held a hearing on Final Reading Ordinance C36448 relating to the paper cuts code amendments 2023 project amending Spokane Municipal Code (SMC) Section 17C.110.225 Accessory Structures; Section 17C.120.580 Plazas and Other Open Spaces; Section 17C.230.145 Development Standards for Residential Uses; Section 17C.240.250 Off-Premises Signs; Section 17C.250.020 Dimensional Standards; and Section 17G.080.040 Short Subdivisions. After an opportunity for public testimony, with no individuals requesting to speak, and brief commentary by Council President Kinnear, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36448** relating to the paper cuts code amendments 2023 project amending Spokane Municipal Code (SMC) Section 17C.110.225 Accessory Structures; Section 17C.120.580 Plazas and Other Open Spaces; Section 17C.230.145 Development Standards for Residential Uses; Section 17C.240.250 Off-Premises Signs; Section 17C.250.020 Dimensional Standards; and Section 17G.080.040 Short Subdivisions.

Ayes: Bingle, Cathcart, Kinnear, Oelrich, Stratton, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

ANNOUNCEMENT

Council President Kinnear announced that next week there is only one item on the Legislative Agenda and so the Legislative Agenda will be combined with the 3:30 p.m. Briefing Session next week. The 6:00 p.m. Legislative Session on October 23, 2023, is canceled. Open forum will still be held next week, but it will occur earlier and not at 6:00 p.m.

ADJOURNMENT

There being no further business to come before the City Council, the meeting adjourned at 8:10 p.m.

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

MEETING MINUTES City of Spokane City Council Study Session October 12, 2023

Call to Order: 11:02 a.m.

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

Direct link: <https://vimeo.com/87383813>

Attendance:

Committee Members Present: Council President Kinnear (left at 11:52 a.m.), Council Members Cathcart, Stratton, Wilkerson, Bingle (arrived at 11:03 a.m.; left at 11:32 a.m.; returned at 11:38 a.m.), Zappone (arrived at 11:03 a.m.), and Oelrich.

Committee Members Absent: None

Agenda Items:

1. QR3 Economic Report

- Presenter:
Dr. Patrick Jones, Eastern Washington University
Dr. Kelley Cullen, Eastern Washington University
- Action taken:
No action taken. Presentation and discussion only.

2. Minor Contract Update Discussion

- Presenter:
Jason Nechanicky, City of Spokane
- Action taken:
No action taken. Presentation and discussion only.

3. Regional Homeless Authority Discussion

- Presenter:
Gavin Cooley, Spokane Regional Collaborative
- Action taken:
No action taken. Presentation and discussion only.

Executive Session:

None

Adjournment:

The meeting adjourned at 12:28 p.m.

General Notices

**NOTICE OF ELECTION
TO BE HELD
NOVEMBER 7, 2023**

PROPOSITION 1

**CITY OF SPOKANE
INITIATIVE PROHIBITING ENCAMPMENTS NEAR SCHOOLS, PARKS, PLAYGROUNDS, & CHILD CARE
FACILITIES.**

Shall the Spokane Municipal Code be amended to prohibit encampments within 1,000 feet of any public or private school, public park, playground, or licensed child care facility as set forth in Ordinance No. C-36408?

____ YES

____ NO

ORDINANCE NO. C - 36408

AN ORDINANCE TO PROHIBIT ENCAMPMENTS WITHIN ONE THOUSAND (1000) FEET OF A PUBLIC OR PRIVATE SCHOOL, PUBLIC PARK, PLAYGROUND OR LICENSED CHILD CARE FACILITY

WHEREAS, the citizens of the City of Spokane recognize the need to protect schools, parks, playgrounds and child care facilities and have previously enacted laws to create protective areas around areas where children gather; and

WHEREAS, minor children are particularly vulnerable when they walk to and from schools, parks and playgrounds and deserve a safe environment when doing so; and

WHEREAS, Spokane has experienced criminal and traumatic acts in the presence and plain view of children near existing encampments; and

WHEREAS, the citizens of Spokane desire to act to keep the children of their City safe and provide law enforcement and the prosecutor lawful ordinances to enforce to keep schools, parks, playgrounds, and child care facilities safe.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF SPOKANE HEREBY ORDAIN:

Section 1. That Section 12.02.1010 of Title 12 of the Spokane Municipal Code is amended to read as follows:

12.02.1010 Unauthorized Camping on Public Property – Violation

A. Prohibition

1. No person may camp in or upon any public property including, but not limited to, on conservation lands and natural areas abutting the Spokane River, Latah Creek and their tributaries, unless specifically authorized by declaration of the Mayor in emergency circumstances.
2. At all times, regardless of the availability of shelter, it is unlawful to camp where such activity poses:
 - a. a substantial danger to any person,
 - b. an immediate threat and/or an unreasonable risk of harm to public health or safety, or
 - c. a disruption to vital government services.

In such circumstances, the encampment shall be subject to expedited removal pursuant to SMC 12.02.1011.

3. At all times, regardless of the availability of shelter space or beds, it is unlawful to camp or store personal property, including camp facilities and camp paraphernalia, or to have unauthorized encampments, at any time in the following locations:
 - a. Underneath or within 50 feet of any railroad viaduct located within the Spokane Police Department's Downtown Precinct boundary as shown out in Exhibit A; and
 - b. Within three blocks of any congregate shelter provided that signs are posted prohibiting camping that are clearly visible to pedestrians.
 - c. In public within one thousand (1,000) feet of the perimeter of the grounds of a park (SMC Section 12.06A.030(B&D)), a day care center or child care facility (RCW 35.63.170(3-4)), or a public or private school (RCW 28A.150.010 and RCW 28A.195.010).

B. Penalty

A violation of this section is a misdemeanor. Unless otherwise subject to custodial arrest on a warrant or probable cause for another crime, individuals subject to enforcement under this section shall be cited and released rather than being booked into jail. With the exception of those who do not meet the criteria for acceptance into community court, individuals subject to enforcement under this chapter shall be referred to community court by officer citation.

C. Enforcement

1. Law enforcement officers shall not issue a criminal citation to enforce unauthorized camping in violation of section 12.02.1010 (A)(1) when an individual is on public property at a time when there is no available overnight shelter. Nothing in this section shall be construed to prevent the enforcement of section 12.02.1003 at all times, regardless of the availability of shelter, when a person is causing harm to the Spokane River or Latah Creek or to the banks and natural areas that buffer these waterways; nor shall this section be construed to prevent the expedited removal of an encampment on any public property pursuant to section 12.02.1012 (C).
 - a. Prior to issuing a citation to a homeless person who is sleeping, lying, sitting, or camping outdoors, the police officer must first confirm that a 24/7 low-barrier shelter had available space during the previous twenty-four hours that could have been utilized by that individual.
 - b. Confirmation of overnight shelter availability may come from data provided through a City-approved data system or through direct contact with regional low-barrier shelters, and shall consist of the following:
 - i. whether a shelter has available space for sleeping,
 - ii. the number of available spaces, and
 - iii. the guests each shelter will accept (i.e. men, women, families with children, etc.).
2. Sections 12.02.1010 (A)(2) and (A)(3) are enforceable at all times regardless of shelter availability.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 3. Submission to the Voters. This City ordinance shall be submitted to the voters of the City of Spokane for their approval or rejection at the next applicable election under Section 82 of the Spokane City Charter.

Section 4. Effective Date. If approved by the electors, this city ordinance amendment shall take effect and be in full force upon issuance of the certificate of election by the Spokane County Auditor's Office.

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. C36448

An ORDINANCE relating to the paper cuts code amendments 2023 project amending Spokane Municipal Code (SMC) Section 17C.110.225 Accessory Structures; Section 17C.120.580 Plazas and Other Open Spaces; Section 17C.230.145 Development Standards for Residential Uses; Section 17C.240.250 Off-Premises Signs; Section 17C.250.020 Dimensional Standards; and Section 17G.080.040 Short Subdivisions.

WHEREAS, the City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (GMA) as set forth in RCW 36.70A; and,

WHEREAS, the proposed text amendments do not significantly alter the outcome and purpose of the Unified Development Code and therefore remain consistent with the City of Spokane's Comprehensive Plan; and,

WHEREAS, the Unified Development Code includes community goals that bears a substantial relation to public health, safety, welfare, and protection of the environment. Propose amendments to clarify or correct errors in the Unified Development Code further implement those goals; and,

WHEREAS, the proposed actions are consistent with and supported by the Spokane Comprehensive Plan as outlined in the Plan Commission Findings of Fact, Conclusions, and Recommendations (Exhibit A); and,

WHEREAS, by virtue of the public process outlined in Exhibits A and B, interested agencies and the public have had opportunities to participate throughout the process and all persons wishing to comment on the amendment were given opportunity to be heard; and,

WHEREAS, the City has complied with RCW 36.70A.370 in the adoption of this Ordinance; and,

WHEREAS, on July 21, 2023, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Unified Development Code pursuant to RCW 36.70A.106; and,

WHEREAS, on September 20, 2023, notice of intent to adopt was issued through the City of Spokane Gazette Pursuant to SMC 17G.025.010; and,

WHEREAS, a SEPA Determination of Nonsignificance was issued by the director of Planning Services on August 30, 2023 for the amendment related to SMC Section 17C.250.020 Dimensional Standards. One comment was received; and,

WHEREAS, SEPA Categorical Exemption WAC 197-11-800(19) applies to SMC Sections 17C.110.225 Accessory Structures; 17C.120.580 Plazas and Other Open Spaces; 17C.230.145 Development Standards for Residential Uses; 17C.240.250 Off-Premises Signs; 17G.080.040 Short Subdivisions; and,

WHEREAS, prior to the Plan Commission public hearing a legal notice was published in the *Spokesman-Review* on August 30 and September 6, 2023; and,

WHEREAS, on September 13, 2023, the Plan Commission held a public hearing on the proposed amendments. No testimony was heard; and,

WHEREAS, on September 13, 2023, the Plan Commission voted to recommend the City Council adopt the proposed amendments (see Exhibit A); and,

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of the adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning

Services Staff Report (Exhibit B) and the City of Spokane Plan Commission Findings of Fact, Conclusions, and Recommendations (Exhibit A) for the same purposes; and,

WHEREAS, the effective date of this Ordinance shall be the date on which it is approved by the Washington State Department of Ecology as provided in RCW 90.58.090;

NOW, THEREFORE, the City of Spokane Does ordain:

Section 1. That Section 17C.110.225 SMC is amended to read as follows

A. Purpose.

This section regulates structures that are incidental to primary buildings to prevent them from becoming the predominant element of the site. The standards provide for necessary access around structures, help maintain privacy to adjoining lots and maintain open front setbacks.

B. General Standards.

1. Accessory structures are allowed on a lot only in conjunction with a primary building, and may not exist on a lot prior to the construction of the primary structure, except as allowed by subsection (B)(2) of this section.
2. An accessory structure that becomes the only structure on a lot as the result of a land division may remain on the lot if the owner has submitted a financial guarantee to the City for the cost of demolition and removal of the structure. The financial guarantee will be used by the City if the owner has not removed the accessory structure if, within one year of final plat approval or boundary line adjustment (BLA), a primary structure has not been built and received final inspection. The financial guarantee must be accepted by the City prior to approval of the final plat or boundary line adjustment.
3. An accessory structure shall not contain a kitchen or space for living, sleeping, eating, or cooking unless it is approved as an accessory dwelling unit under [chapter 17C.300 SMC](#).

C. Setbacks.

1. Mechanical Structures.
Mechanical structures are items such as heat pumps, air conditioners, emergency generators, and water pumps.
 - a. Front Setback Standard.
Mechanical structures are not allowed in required front building setbacks.
 - b. Side and Rear Setback Standard.
Mechanical structures are allowed inside and rear building setbacks if the structure is no more than forty-eight inches high.
2. Vertical Structures.
Vertical structures are items such as flagpoles, trellises and other garden structures, radio antennas, satellite receiving dishes and lampposts. Fences are addressed in [SMC 17C.110.230](#). Sign standards are in [chapter 17C.240 SMC](#), Signs.
 - a. Setback Standard.
Vertical structures are allowed in required side and rear building setbacks if they are no larger than four feet in width, depth or diameter and no taller than seven feet. If they are larger or taller, they are not allowed in required building setbacks. Trellises and other gate features are allowed in front yard if they are no larger than four feet in width, depth or diameter and no taller than seven feet and do not conflict with the clear view triangle provisions under [SMC 17C.110.230](#), Fences.
3. Uncovered Horizontal Structures.
Uncovered horizontal structures are items such as decks, stairways, entry bridges, wheelchair ramps, swimming pools, hot tubs, tennis courts, and boat docks that are not covered or enclosed.
 - a. Setback Standard.
 - i. Projection Allowed.
The following structures are allowed in required building setbacks, as follows:
 - A. Structures that are no more than two and one-half feet above the ground are allowed in side and rear building setbacks. Handrails required by the IBC/IRC are not included in the maximum height.

- B. On lots that slope down from the street, vehicular or pedestrian entry bridges that are no more than two and one-half feet above the average sidewalk elevation are allowed in all building setbacks; and
- C. Stairways and wheelchair ramps that lead to one entrance on the street-facing facade of a building are allowed in street setbacks.

4. Covered Accessory Structures.

Covered accessory structures are items such as greenhouses, storage buildings (not used to cover motor vehicles), sheds, covered decks, covered porches, gazebos, and covered recreational structures.

a. Setback Standard.

i. Front Setback

Covered accessory structures are not allowed in the required front building setbacks.

ii. Side Setback

Covered detached accessory structures are not allowed in the required side building setback without a signed waiver from the neighboring property owner.

Covered attached accessory structures are not allowed in the required side building setback.

5. Detached Accessory Structures.

Detached accessory structures are garages, carports, and other structures utilized to cover motorized vehicles.

a. Setback Standard.

A detached accessory structure is not allowed in the front building setback. A detached accessory structure is not allowed in the required side building setback without a signed waiver from the neighboring property owner. A detached accessory structure that has an entrance, which faces a street, is required to be setback twenty feet from the property line or from the back of the sidewalk, as stated in [Table 17C.110-3](#).

- b. Detached accessory structures may be built to the rear property line, unless parking in front of the structure is proposed, then the structure is required to be built a minimum of eighteen feet from the edge of the alley tract, easement, or right-of-way.

6. Attached Accessory Structures.

Accessory structures are garages, carports or other structures utilized to cover motorized vehicles that are connected by a common wall to the primary structure.

a. Setback Standard.

An attached accessory structure is not allowed in the front building setback. An attached accessory structure that has an entrance which faces a street is required to be setback twenty feet from the property line as stated in [Table 17C.110-3](#).

- b. Attached accessory structures may be built to within five feet of the rear property line, unless parking in front of the structure is proposed, then the structure is required to be built a minimum of eighteen feet from the edge of the alley tract, easement or right-of-way.

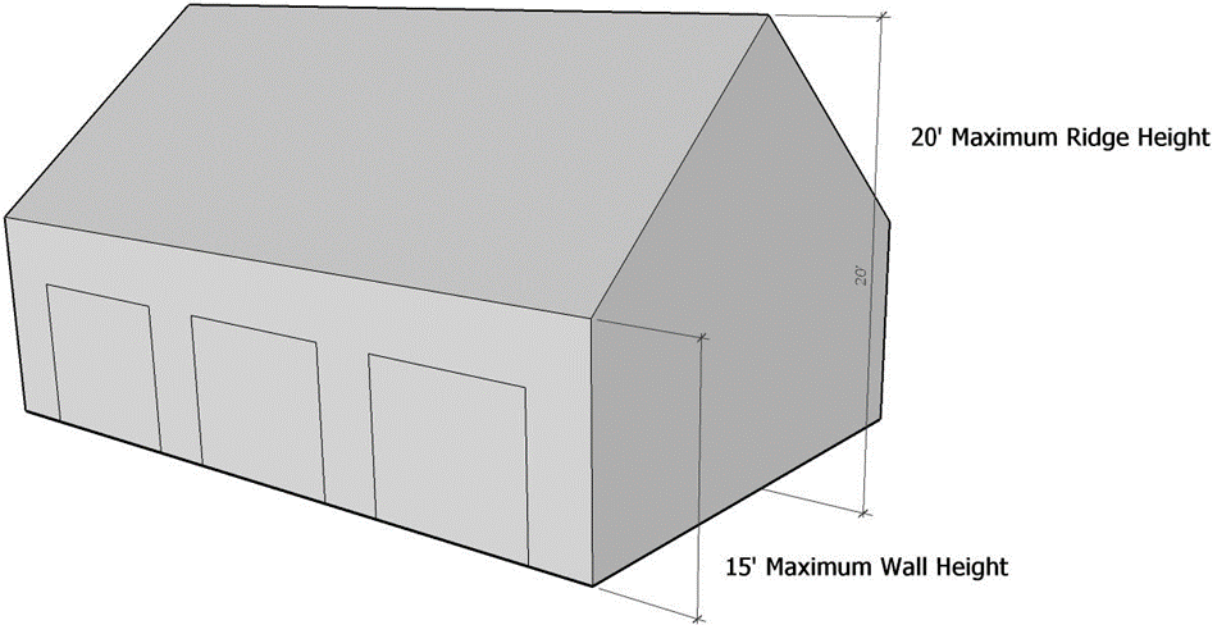
D. Building Coverage.

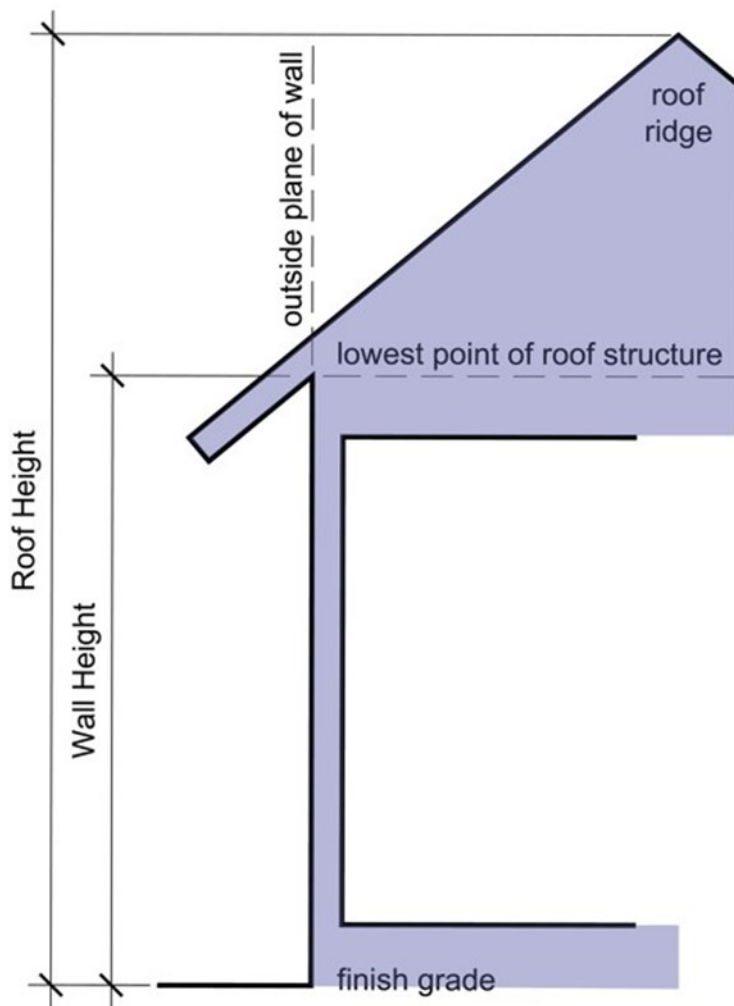
1. Except as provided in subsection (2) of this subsection (D), the combined building coverage of all detached accessory structures and covered accessory structures may not exceed fifteen percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.
2. On lots smaller than five thousand five hundred square feet with an accessory dwelling unit, combined building coverage of all detached accessory structures and covered accessory structures may not exceed twenty percent of the total area of the site, and when combined with all other structures on-site shall not exceed the maximum building coverage of the base zone.

E. Building Height.

The building height of detached accessory structures and covered accessory structures is listed in [Table 17C.110-3](#). Accessory structures, which contain an ADU over a garage, are subject to the height limitations in [chapter 17C.300 SMC](#), Accessory Dwelling Units.

TABLE 17C.110.225-1 MAXIMUM HEIGHT – DETACHED ACCESSORY BUILDING [1]	
Maximum Wall Height [2]	15 ft.
Maximum Roof Height [3]	20 ft.
[1] Cannot include living area, nor any storage areas with a ceiling height of six-feet eight-inches or greater. [2] The height of the lowest point of the roof structure intersects with the outside plane of the wall. [3] The height of the ridge of the roof. See “Example A” below.	





Section 2. That Section 17C.120.580 SMC is amended to read as follows

- A. Purpose. To provide a pedestrian-friendly environment by creating a variety of usable and interesting open spaces within private development.
- B. Plazas and Other Open Spaces Implementation.
 1. New ((or renovated)) buildings over forty thousand square feet shall have plazas, courtyards or other pedestrian spaces at or near their main entrances. ®
 2. Plazas and other open spaces shall be a minimum of one square foot of plaza per one hundred square feet of building area. This area may count toward the interior landscaping required. (P)
 3. Plazas, courtyards and other pedestrian space shall include at least three of the following: (P)
 - a. Special interest landscape.
 - b. Pedestrian scale bollard or other accent lighting.
 - c. Special paving, such as colored/stained concrete, brick or other unit paver.
 - d. Artwork.
 - e. Seating, such as benches, tables, or low seating walls.
 - f. Water feature.



Tables and seating at entrance to buildings creates pedestrian-friendly atmosphere



Plaza located at main entrance

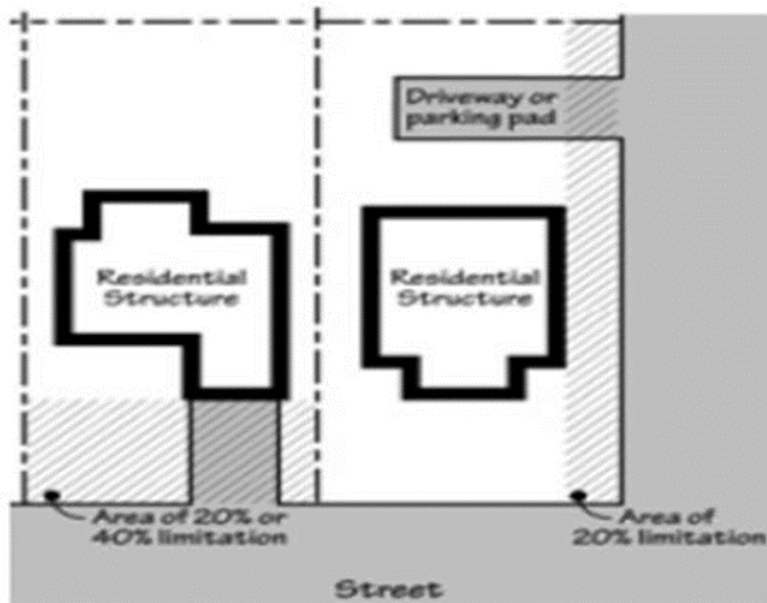


Special interest landscape enhances plaza/courtyard area

Section 3. That Section 17E.060.690 SMC is amended to read as follows

A. Purpose

The size and placement of vehicle parking areas are regulated in order to enhance the appearance of neighborhoods.



B. Structures These Regulations Apply To

The regulations of this section apply to residential uses in the RA, RSF, RTF, RMF, RHD, FBC CA4 zones. The regulations apply to required and excess parking areas. Parking for mobile home parks is regulated in [chapter 17C.345 SMC](#), Manufactured Homes and Manufactured Home Parks.

C. Parking Area Locations

1. ~~((Required Parking.))~~

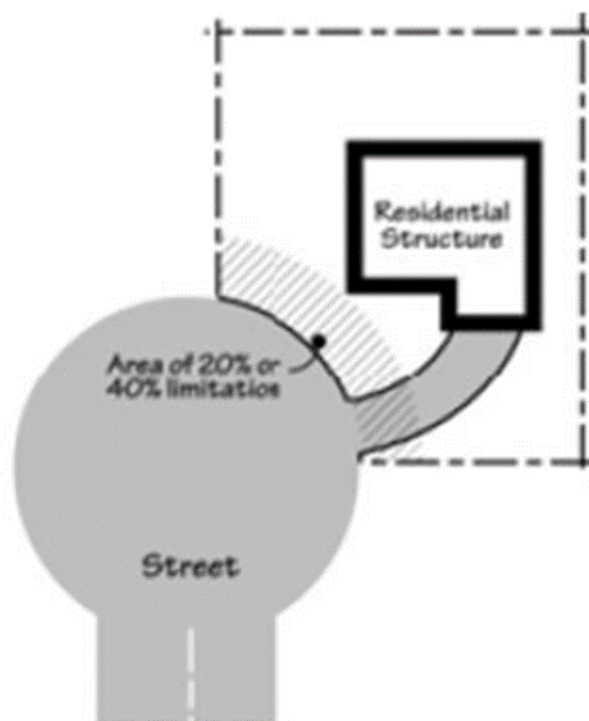
~~((Required p))~~ Parking spaces are not allowed within the first twenty feet from a front lot line or within side street lot line setback.

~~((2. Non-required Parking.))~~

~~((Non-required parking spaces for personal passenger vehicles may be located in the first twenty feet from a front lot line or the side lot line setback in a driveway. The vehicle cannot overhang or block the sidewalk.))~~

~~((3.))~~ 2 Utility trailers, motorized recreation vehicles and non-motorized accessory recreational vehicles cannot be stored in the first twenty feet from the front lot line nor the side street line.

~~((4.))~~ 3 Driveway Width



- a. In the RA and RSF zones, no more than forty percent of the land area between the front lot line and the front building line may be paved or used for vehicle areas. In addition, on corner lots, no more than twenty percent of the land area between the side street lot line and the side street building line may be paved or used for vehicle areas. As an exception to the area limitations in this subparagraph, a lot is allowed at least a nine-foot wide vehicle area.
- b. In the RTF, RMF, RHD, FBC CA4 zones, no more than twenty percent of the land area between the front lot line and the front building line may be paved or used for vehicle areas. In addition, on corner lots no more than twenty percent of the land area between the side street lot line and the side street building line may be paved or used for vehicle areas. As an exception to the area limitations in this paragraph, a lot is allowed at least a nine-foot wide vehicle area.
- c. Exception.
Driveway coverage in the residential zones may exceed the size limitations of (4)(a) and (4)(b) above when the subject property is located on a principal arterial and the increase in site coverage is due to inadequate maneuvering area for the safe exit of vehicles from the site. The exception to driveway coverage is reviewed by the engineering services department as a portion of the driveway access permit.

~~((5-))~~ 4. Parking in Garages.

Parking in garages is subject to the garage setback standards of the base zone, overlay zone or plan district.

D. Parking Space Sizes

A parking space must be at least nine feet by eighteen feet. The minimum driveway width on private property is nine feet.

E. Paving

1. Generally.

All driveways and parking areas must be covered in an all weather surface.

2. Exceptions.

a. Gravel surfaces may be approved by engineering services when the abutting street is not paved, and the applicant executes a covenant agreeing to pave the area if the street is paved in the future.

b. Utility trailers, motorized recreational vehicles and non-motorized accessory recreational vehicles may be stored on unpaved surfaces. A gravel surface is not required.

Section 4. That Section 17C.240.250 SMC is amended to read as follows

A. No new off-premises signs may be constructed, on any site.

B. Off-premises signs now in existence in any zone, meeting the requirements of [17C.240.280](#), are considered nonconforming uses and may remain, subject to the following restrictions:

1. A nonconforming off-premises sign may not be increased in size or elevation, relocated to another site or to a new location on the same site or expanded, enlarged, or extended in any way, including, but not limited to, the addition of advertising faces or the addition of rotating faces with movable panels designed to create additional advertising, except as provided for in the public works exception below.

2. Public Works Exception.

3. A legal, non-conforming off-premises sign (~~((that is allowed to remain in conformance with this section))~~) shall be allowed to be relocated if necessitated for the accomplishment of a governmental public works project. The relocation of an off-premises sign under this exception must occur within six (6) months of removal or its legal, non-conforming status shall be discontinued pursuant to [SMC 17C.240.280](#). ~~((This r))~~ Relocation of these off-premises signs for public works projects shall be subject to the limitations in subsections (a) through (f) below:

a. No increase in square footage of off-premises sign copy shall be permitted. These signs shall be replaced at the same size they existed at immediately prior to relocation.

b. No additional sign faces shall be added.

c. No increase in height of the existing off-premises sign shall be permitted except where needed to provide for minimum height clearance (from the ground to the bottom of the off-premises signs) to comply with roadway safety.

d. The off-premises sign shall be relocated along the same roadway it was removed from in the geographical vicinity and shall comply with the Scenic Vistas Act of 1971 (chapter 47.42 RCW and chapter 468-66 WAC) if located along a state highway. For purposes of this provision, the term "roadway" shall apply to both directions of a couplet.

e. The off-premise sign shall not be relocated to a site with a Residential, Neighborhood Retail, or Center and Corridor zoning designation including CA zones, or located within an historic district, regardless of the zoning or district of the original sign location.

f. The relocation of the off-premises sign shall be subject to all current City of Spokane rules, regulations, and procedures relating to the regulation and control of signs, excepting size, height, and off premise advertising limitations.

4. A nonconforming off-premises sign may not be structurally altered. Structural alterations mean alterations to, including replacement of, either the off-premises sign face, or the supporting structure. Normal maintenance and repair including painting, cleaning, or replacing damaged parts of the off-premises sign, shall not be considered a structural alteration.

5. Any nonconforming off-premises sign which deteriorates, is damaged or destroyed by fire, explosion, wind, act of nature, failure to maintain or other accidental means may be restored if the cost thereof does not exceed fifty percent of its replacement cost. Off-premises signs damaged in an amount in excess of fifty percent of replacement cost shall be removed.
6. All nonconforming off-premises signs shall be kept in good repair and maintained in a neat, clean, attractive and safe condition. Any work required to repair or maintain an off-premises sign shall be completed promptly so long as the off-premises sign is not structurally altered, and so long as the cost of such repair and/or maintenance does not exceed fifty percent of the cost of replacing the off-premise sign.

Section 5. That Section 17C.250.020 SMC is amended to read as follows

A. Applicability

The standards of this section apply to buildings and structures over seventy feet tall.

~~((The dimensional standards in [SMC 17C.250.020](#) do not apply to medical centers and other buildings within six hundred feet of medical centers ([SMC 17C.190.450](#)).))~~

The dimensional standards of this section do not apply to the follow:

1. Medical Centers as defined in [SMC 17C.190.450](#);
2. Buildings within six hundred feet of Medical Centers; and
3. Essential Public Facilities as defined in [SMC 17C.190.530](#).

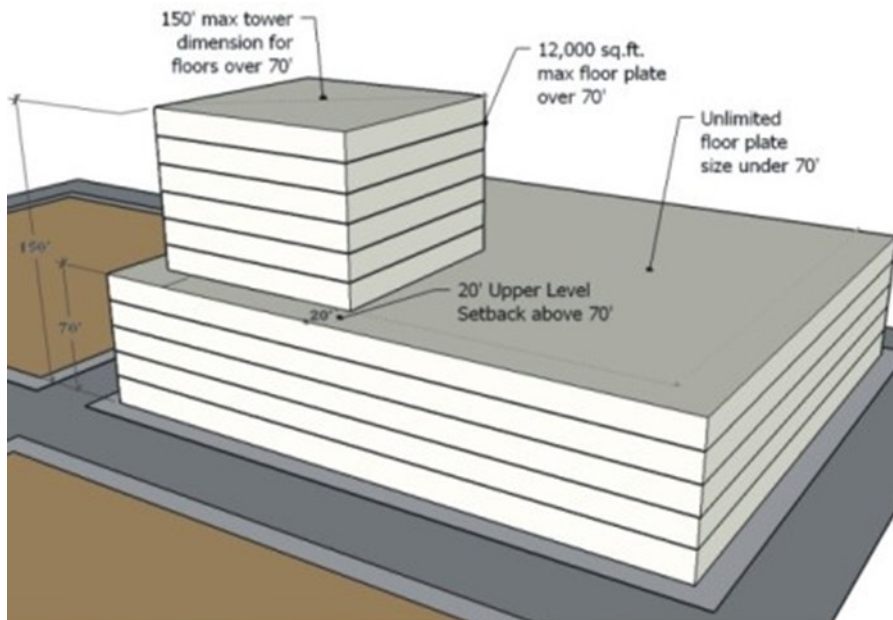
~~((The following standards apply to buildings and structures over seventy feet tall.))~~

~~((A.))~~ B. Upper Story Setback.

All floors above seventy feet shall be setback from all street lot lines a minimum of twenty feet.

~~((B.))~~ C. Maximum Floor Area per Floor.

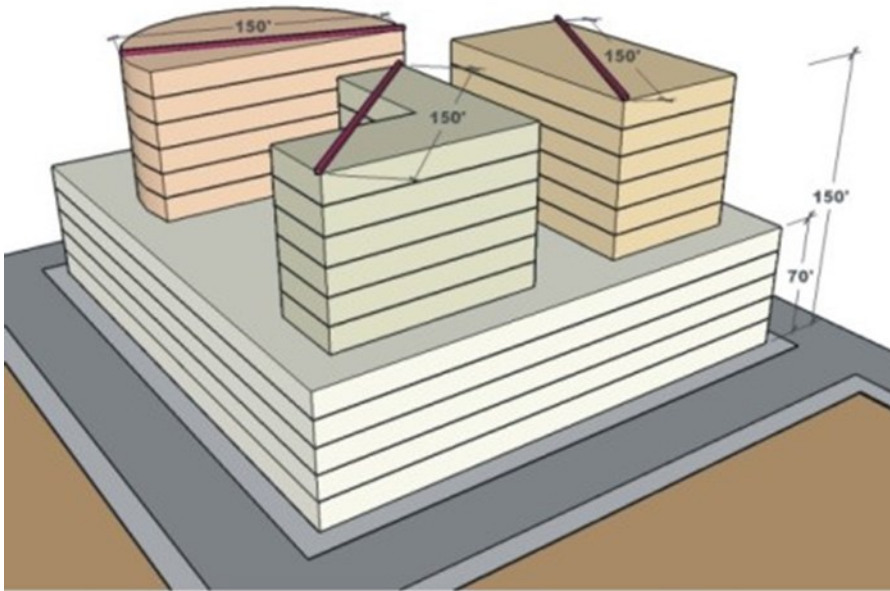
All floors above seventy feet shall have a maximum floor area of twelve thousand square feet.



Dimensional Standards for buildings over 70' tall.

~~((C.))~~ D. Maximum Tower Dimension.

All floors above seventy feet shall have a maximum floor dimension of one hundred fifty feet.



Maximum tower dimension for buildings over 70' tall.

Section 6. That Section 17G.080.040 SMC is amended to read as follows

A. Predevelopment Meeting

A predevelopment meeting is required if the proposal is located in the central business district, unless waived by the director, and is recommended for all other proposals prior to submittal of the application. The purpose of a predevelopment meeting is to acquaint the applicant with the applicable provisions of this chapter, minimum submission requirements and other plans or regulations, which may impact the proposal.

B. Preliminary Short Plat Application and Map Requirements

1. Applications for approval of a preliminary short subdivision shall be filed with the director. All applications shall be submitted on forms provided for such purpose by the department. The director may waive specific submittal requirements determined to be unnecessary for review of the application. The application shall include the following:

- a. The general application.
- b. The supplemental application.
- c. The environmental checklist, if required under [chapter 17E.050 SMC](#).
- d. Title report no older than thirty days from issuance from the title company.
- e. The filing fees as required under [chapter 8.02 SMC](#).
- f. The required number of documents, plans or maps drawn to a minimum scale of one inch equals one hundred feet, on a sheet twenty-four by thirty-six inches, as set forth in the application checklist.
- g. A written narrative identifying consistency with the applicable policies, regulations and criteria for approval of the permit requested; and
- h. Additional application information which may be requested by the permitting department and may include, but is not limited to, the following: geotechnical studies, hydrologic studies, critical area studies, noise studies, air quality studies, visual analysis and transportation impact studies.
- i. One copy of the predevelopment conference notes (if applicable); and
- j. One copy of the notification district map.

2. Contents of Preliminary Short Plat Map

The preliminary short plat shall be prepared by a land surveyor and shall show the following:

- a. Plat name and the name of any subdivision to be replatted.
- b. The name, mailing address and phone number of the owner and the person with whom official contact should be made regarding the application.
- c. Surveyor's name, mailing address and phone number.
- d. Legal description.
- e. Section, township and range
- f. Vicinity map.
- g. North arrow, scale and date.

- h. Datum plane.
- i. Acreage.
- j. Number of lots and proposed density.
- k. Zoning designation.
- l. The boundary lines of the proposed subdivision.
- m. City limits and section lines.
- n. Park or open space (if proposed).
- o. Existing topography at two-foot maximum interval.
- p. The boundaries and approximate dimensions of all blocks and lots, together with the numbers proposed to be assigned each lot and block, and the dimensions, square footage and acreage of all proposed lots and tracts.
- q. Proposed names of streets.
- r. The location and widths of streets, alleys, rights-of-way, easements (both public and private), turn around and emergency access, parks and open spaces.
- s. Conditions of adjacent property, platted or unplatted, and if platted, giving the name of the subdivision. If the proposed short plat is the subdivision of a portion of an existing plat, the approximate lines of the existing plat are to be shown along with any and all recorded covenants and easement
- t. The names and address of the record owners and taxpayers of each parcel adjoining the subdivision.
- u. Indicate any street grades in excess of eight percent.
- v. The location and, where ascertainable, sizes of all permanent buildings, wells, wellhead protection areas, sewage disposal systems, water courses, bodies of water, flood zones, culverts, bridges, structures, overhead and underground utilities, railroad lines, and other features existing upon, over or under the land proposed to be subdivided, and identifying any which are to be retained or removed.
- w. Proposed one-foot strips for right-of-way conveyed to the City, in cases where a proposed public street or alley abuts unplatted land.
- x. If a body of water forms the boundary of the plat, the ordinary high water mark as defined in chapter 90.58 RCW.
- y. Critical areas as defined in chapters [17E.020](#), [17E.030](#), [17E.070](#) and [17G.030 SMC](#).
- z. Significant historic, cultural or archaeological resources; and
- aa. If the proposal is located in an irrigation district, the irrigation district name.

C. Review of Preliminary Short Plat

1. The application shall be reviewed in accordance with the procedures set forth in [chapter 17G.060 SMC](#) for a Type II application, except an application that meets the requirements for minor engineering review as provided in subsection (2) of this section shall be excluded from the public notice requirements contained in [SMC 17G.060.110](#) through [17G.060.120](#) and public comment period under [SMC 17G.060.130](#).

2. Minor Engineering Review.

A preliminary short plat application may qualify for a minor engineering review if it meets all of the following conditions:

- a. The application is categorically exempt from chapter 43.21C RCW (SEPA);
- b. There is direct water and sewer main lot frontage on an existing and improved public right-of-way;
- c. No extensions of public water, sewer, or other utility services will be needed;
- d. No public easements for water, sewer, or other utility service exists on the lot;
- e. The lot is not situated in a Special Drainage District as defined in [SMC 17D.060.130](#); and
- f. Public utility mains do not exist on the lot.

D. Public Notice

All public notice of the application shall be given in accordance with the procedures set forth in [chapter 17G.060 SMC](#) for a Type II application, except a short plat that meets the requirements for minor engineering review as provided in subsection (C)(2) of this section shall not require a notice of application.

E. Preliminary Short Plat Approval Criteria

Prior to approval of a short plat application, the director shall find the application to be in the public use and interest, conform to applicable land use controls and the comprehensive plan of the City, and the approval criteria set forth in [chapter 17G.060 SMC](#). The director has the authority to approve or disapprove a proposed preliminary short plat under the provisions of this chapter, subject to appeal as provided in [chapters 17F.050](#) and [17G.060 SMC](#).

F. Final Short Plat Review Procedure

1. The subdivider shall submit to the director for review the following:
 - a. A final short plat, prepared by a registered land surveyor licensed in the state of Washington, consistent with

the approved preliminary short plat.

- b. A title report less than thirty days old confirming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication.
- c. Covenants, conditions and restrictions, if applicable; and
- d. Fees pursuant to [chapter 8.02 SMC](#).

2. Within thirty days, unless the applicant has consented to a longer period of time, of receipt of a proposed final short plat, the director shall review the plat for conformance with all conditions of the preliminary short plat approval, the requirements of this chapter and that arrangements have been made to insure the construction of required improvements. If all such conditions are met, the director shall approve the final short plat and authorize the recording of the plat. If all conditions are not met, the director shall provide the applicant in writing a statement of the necessary changes to bring the final short plat into conformance with the conditions.

- a. If the final short plat is required to be resubmitted, the subdivider is required to provide the following:
- b. A cover letter addressing the corrections, additions or modifications required.
- c. Title report no older than thirty days from issuance of a title company conforming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate or instrument of dedication; and
- d. The required number of copies of the corrected final short plat map.

3. If the final short plat is approved, the surveyor causes the plat to be signed by the Spokane county treasurer and file of record with the Spokane county auditor. The surveyor is required to file the appropriate number of mylar and bond copies of the recorded short plat with the director.

G. Final Short Plat Map Requirements

The subdivider shall submit to the director a final short plat in the same form and with the same content as the preliminary short plat, as provided in subsections (B)(1) and (2) of this section, with the following exceptions or additional requirements:

1. A final short plat shall contain all the information required of the preliminary plat, except the following:

- a. Show existing buildings.
- b. Show existing utility lines and underground structures.
- c. Show the topographical elevations; or
- d. Contain the names and addresses of adjoining landowners.

2. The final short plat shall include the following:

- a. Surveyor's certificate, stamp, date and signature, as follows:
The following land surveyor's certificate to be shown on each sheet of the plat: "I, _____, registered land surveyor, hereby certify the plat of _____, as shown hereon, is based upon actual field survey of the land described and that all angles, distances, and courses are correctly shown and that all non fronting lot corners are set as shown on the plat. Monuments and fronting lot corners shall be set upon completion of the utility and street improvements.
Signed _____ (Seal)"
- b. A certification by the city treasurer, as applicable:

- i. "I hereby certify that the land described by this plat, as of the date of this certification, is not subject to any local improvement assessments. Examined and approved, this _____ day of _____, 20__.

City of Spokane Treasurer"

- ii. "I hereby certify that the land described by this plat, as of the date of this certificate, is not subject to any delinquent local improvement assessment. Future installments, if any, shall remain due and payable and it shall be the responsibility of the owners to initiate the segregation of the LID assessment. Examined and approved, this _____ day of _____, 20__.

City of Spokane Treasurer"

- iii. "A preliminary local improvement assessment exists against this property. It shall be the responsibility of the owner's to initiate the segregation of the LID assessment. After this assessment is finalized, it shall be due and payable. Examined and approved this _____ day of _____, 20__.

City of Spokane Treasurer"

- c. The certification by the planning director, as follows:
"This plat has been reviewed on this _____ day of _____, 20__ and is found to be in full compliance with all the conditions of approval stipulated in the Hearing Examiner's/Planning Director's approval of the

preliminary plat # - -PP/SP.

City of Spokane Planning Director”

- d. The certification by the city engineer, as follows:
“Approved as to compliance with the survey data, the design of public works and provisions made for constructing the improvements and permanent control monuments this ____ day of ____, 20__.

City of Spokane Engineer”

- e. The certification by the Spokane county treasurer, as follows:
“I hereby certify that the land described in this plat, as of the date of this certification, is not subject to any outstanding fees or assessments. Examined and approved ____ day of ____, 20__.

Spokane County Treasurer”

- f. The certification by the Spokane county auditor on each page of the final short plat including the time, date, book and page number of the recording of the final mylar.
- g. Signature of every owner certifying that:
- i. the plat is made with the free consent and in accordance with the desires of the owners of the land;
 - ii. the owners are the owners of the property and the only parties having interest in the land and is not encumbered by any delinquent taxes or assessments;
 - iii. the owners adopt the plan of lots, blocks and streets shown;
 - iv. owner dedicates to the City and the City’s permittees the easements shown for utilities and cable television purposes;
 - v. owner dedicates to the City the streets, alleys and other public places, including slope and construction easements and waives all claims for damages against any governmental authority including, without limitation, the City which may be occasioned to the adjacent land by the establishment, construction, drainage and maintenance of any public way so dedicated; and
 - vi. owner conveys to the City as general City property the buffer strips adjoining unplatted property.
- h. The drawing shall:
- i. be a legibly drawn, printed or reproduced permanent map;
 - ii. if more than one sheet is required, each sheet shall show sheet numbers for the total sheets;
 - iii. have margins that comply with the standards of the Spokane county auditor;
 - iv. show in dashed lines the existing plat being replatted, if applicable;
 - v. show monuments in accordance with [SMC 17G.080.020\(H\)\(1\)](#);
 - vi. include any other information required by the conditions of approval; and
 - vii. include any special statements of approval required from governmental agencies, including those pertaining to flood hazard areas, shorelines, critical areas and connections to adjacent state highways.

H. Filing.

Once the final plat has been reviewed, approved and signed by the applicable departments, the applicant shall file the final short plat with the county auditor within ten days of approval. No permits shall be issued for a proposed lot until the required conformed copies of the short plat have been submitted to the planning services department.

I. Redivision.

No land within the boundaries of a short subdivision may be further divided in any manner which will create additional lots within a period of five years except by subdivision in accordance with [SMC 17G.080.050](#)

Passed by City Council October 16, 2023

Delivered to Mayor October 20, 2023

ORDINANCE NO. C36449

An ordinance establishing the Language Access Program for the City of Spokane and adopting a new chapter 18.11 to Title 18 of the Spokane Municipal Code.

WHEREAS, the First Amendment of the U.S. Constitution unequivocally guarantees citizens the fundamental right to “petition the government for a redress of grievances,” which encompasses the essential right to seek direct access to government officials, actively participate in public discourse, and freely articulate their concerns, and language barriers pose a substantial and often insurmountable obstacle for many individuals in exercising these rights; and

WHEREAS, implementing language access safeguards the fundamental rights enshrined in the 14th Amendment, reinforcing the commitment to fairness, nondiscrimination, and equal treatment for all individuals, regardless of their English proficiency, and

WHEREAS The United States Supreme Court has consistently emphasized the foundational principles of equal protection and access to government services, often shedding light on the substantial barriers that language proficiency can pose in the context of these principles, and

WHEREAS The City of Spokane is committed to welcoming and creating a place of belonging for all that call the City of Spokane home; and

WHEREAS, equity and inclusion are essential to building relationships and improving outcomes in Spokane communities, especially for under-represented and under-served communities, including, but not limited to, immigrants, refugees, and communities of color who are among our most vulnerable residents; and

WHEREAS, language access helps all immigrant and refugee residents, regardless of their English proficiency, to have meaningful, independent, and equitable access to City programs, services, and stakeholder engagement; and

WHEREAS, Title VI of the federal Civil Rights Act of 1964 states that "[n]o person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" and requires federal grant recipients to provide language access; and

WHEREAS, in the City's Title VI plan, it outlines the responsibilities of Title VI Specialists including maintaining data of Limited English Proficiency (LEP) residents; and

WHEREAS, State law (RCW 38.52) requires each county, city and town in Washington that provide safety information in an emergency or disaster to provide public notices of public health, safety, and welfare in a language other than English; and

WHEREAS, according to a 2020 5-year community survey, there are 16,732 Spokane residents who speak a language other than English and Spokane's immigrant population grew by 9% percent since 2010; and,

WHEREAS, according to Spokane Public School District, 80 languages are spoken in Spokane public schools; and

WHEREAS, the Office of Civil Rights, Equity and Inclusion is best equipped to assist City departments in creating a Language Access Program and determining how to advance its implementation; and

WHEREAS, on August 1, 2022, the City Council adopted Resolution 2022-0071, which resolution cited the foregoing as a basis for implementing a language access program in the City of Spokane, and further requested the City of Spokane's Office of Civil Rights, Equity and Inclusion convene representatives of departments in the City of Spokane to prioritize updating and implementation of language access program, and set forth specific recommended actions to ensure all residents have equal access to the City's services, information, and civic processes; and

WHEREAS, while a few City departments have incorporated a language access program into their operations and public-facing interaction, the City of Spokane as a whole lags behind other municipalities in the State of Washington in implementing a systemic and comprehensive language access program for its municipal operations; and

WHEREAS, the failure to implement the action requested in Resolution 2022- 0071 continues to act as a barrier to full participation in municipal affairs for members of many Spokane communities, especially for under-represented and under-served communities, including, but not limited to, immigrants, refugees, and communities of color; and

WHEREAS, a systemic and comprehensive language access program in the City of Spokane's municipal operations will not occur until, and unless, language access requirements are codified into the Spokane Municipal Code and incorporated into the budgets and standard operating procedures for City departments.

NOW, THEREFORE, the City of Spokane does ordain;

Section 1. There is enacted a new chapter 18.11 to Title 18 of the Spokane Municipal Code, titled "Language Access in Municipal Proceedings" and to read as follows:

- 18.11.010 Purpose, Language Access in Municipal Operations Program
- 18.11.020 Definitions.
- 18.11.030 Directive to create Language Access plan
- 18.11.040 Emergency Communications
- 18.11.060 Responsible Personnel / Language Access Coordinator
- 18.11.070 Exemptions

18.11.010 Purpose, Language Access in Municipal Operations Program

The City of Spokane considers the languages spoken by the Native Tribes and the languages spoken by its immigrants and refugees to be an essential element of the City's cultural heritages, and as such should be cherished and preserved. Full and meaningful access for all residents depends on a comprehensive and systematic implementation of a language

access program across all city departments and functions. Legislation is necessary to standardize language access, interpretation, and translation services across all departments within the City of Spokane, and to ensure all residents have equal and direct access to City services, information, and civic processes, without reliance on outside intermediaries who may not provide residents all the required information adequately.

18.11.020 Definitions

- A. “Cultural and Linguistic Competency” means a set of behaviors, attributes and policies enabling a municipal agency or its employees to function effectively and appropriately in diverse and cross-cultural interactions and settings.
- B. “Cultural awareness” is an ongoing commitment to be respectful of other cultures as equally important and relevant to our vibrant community.
- C. “Department” means all City of Spokane departments and divisions, and all city boards, commissions and committees established by the City Charter or by ordinance. Where an outside entity provides services on behalf of the City and for the direct benefit of City residents, the term “Department” includes the outside entity.
- D. “Language Access Program” or “LAP” means an implementation plan developed in accordance with this chapter to determine those language assistance services that are appropriate for the City of Spokane to address identified needs of the LEP populations served.
- E. “LEP” means “Limited English Proficiency” as defined in this section.
- F. “Limited English Proficiency” refers to the capability of an individual to speak English, and includes those who speak a language other than English or speak English less than ‘very well’ as classified by the U.S. Census.
- G. “Established Language” refers to a language spoken by individuals comprising 3.5% percent, or 700 residents, whichever is fewer, of the population of persons residing in the City of Spokane. Established Languages may also include other languages as recommended by the Office of Civil Rights, Equity, and Inclusion and subsequently approved by the City Council by resolution.
- H. “Public Communication Materials” means digital, audio and/or hard-copy materials generated by the City of Spokane and that are intended for broad distribution to inform or educate people served by City of Spokane.
- I. “Target Audience” means the individuals to whom the translated document is intended. A target audience may be identified as “primary” (people to whom messages are targeted) or “secondary” (someone with a stake in a City program or project, including key community contacts).
- J. “Vital Documents” means materials that provide essential information for accessing basic city services and benefits or for which actual consequences could result if the information were not provided. Examples of vital documents may include but are not limited to:
 - 1. Emergency messages and alerts;
 - 2. Spokane Municipal Code
 - 3. The Spokane City Charter
 - 4. Consent forms;
 - 5. Complaint forms;
 - 6. Spokane City Council Agendas and City Council Rules
 - 7. Business licensing or permitting forms;
 - 8. Applications for grant funds or other funding administered by the City;
 - 9. Notice of violation, infraction, or arrest, small claims documents, impound hearings, and similar documents otherwise directed to a party regarding civil or criminal proceedings;
 - 10. Notices of eligibility criteria, rights, denial, loss, or decreases in services,
 - 11. Descriptions of opportunities and applications to serve on volunteer boards, committees and workgroups;

12. Notices of availability of free language assistance for City business;
13. Formally adopted City administrative policies and procedures;
14. Summary explanations of a Department's services to the public; and
15. The Spokane Comprehensive Plan

18.11.030 Directive to Create Language Access Plan

All departments shall develop and implement a Language Access Program as provided in this chapter. Each LAP shall include elements to ensure Cultural and Linguistic Competency and Cultural Humility, and shall consist of both translation of written materials and interpretation of proceedings, as follows:

1. Written Translation Elements. Each department LAP shall include the following elements to provide for written translation of City of Spokane documents: A process to review all Vital Documents and Public Communication Materials regularly generated or received by said department, and which are intended for broad distribution to inform or educate residents of the City of Spokane, to ensure that communications are culturally and linguistically appropriate to the Target Audience.
 2. A process to identify Vital Documents suitable for written translation into the Established Languages and additional languages when requested.
 3. A summary document, available in at least Established Languages, that provides overview information about the department and its services. This document will be incorporated into printed materials and will be posted on departmental website home pages.
 4. A process and projected timeline for translation of Vital Documents and Public Communications Materials into Established Languages.
 5. A process and projected timeline for incorporating alternative forms of language assistance rather than translation when the alternative would be more effective or practical, including, but not limited to, technical, real-time translation via software, machine learning, or artificial intelligence.
 6. In conjunction with the Office of Civil Rights, Equity and Inclusion, a written plan for initial and regular training for department employees, focusing on the proficient utilization of language access programs, software, and associated procedures, as well as developing initiatives aimed at enhancing cultural awareness among employees who regularly interact with the public.
 7. A plan to develop and implement emergency communications consistent with section 18.11.040 of this chapter.
- B. Interpretation Elements. Each LAP shall include the following elements to provide for interpretation of City of Spokane services and proceedings:
1. Procedures for notifying City residents of the availability of interpreter services for City of Spokane business and operations. Such information shall be prominently displayed using Established Languages in City Hall and in other City property serving the general public.
 2. A process for providing timely interpretation services for LEP residents when interacting with City employees who have regular contact with the public.
 3. A process for providing interpretation services that ensure meaningful civic participation in City council proceedings as well as proceedings of City boards, committees or commissions.

18.11.040 Emergency Communications

- A. During a crisis, emergency, or public safety situation, all city departments shall make it a priority to offer language access services and, ensure interpretation and translation services are present and available to assist LEP residents with critical language needs, including, but not limited to, Marshallese and American Sign Language or alternative accommodations.
- B. If a crisis, emergency, or public safety situation requires posting of warning signs, the department would translate those signs into the appropriate significant population or Established languages according to neighborhood demographics, as identified by the City's Language Access Program.

18.11.050 Scope, Implementation and Milestones

- A. Except where earlier timelines are specified in this section or unless expressly exempted by SMC 18.11.080, all City departments shall have an implemented Language Access Program in place no later than January 1, 2026.
1. As soon as practical after the effective date of this ordinance, the City Council and Planning Department shall henceforth incorporate language access into any adopted departmental operating procedures.
 2. No later than July 1, 2024, each affected city department shall identify those Vital Documents and Public Communication Materials it intends to include within the scope of its departmental LAP.
 3. Commencing with the 2025 Annual Budget of the City, all affected departments shall include LAP planning as a line-item appropriation within any proposed departmental budget, which planning shall be consistent with the scope of its Vital Documents and Public Communication Materials identified pursuant to subsection 2 above.
 4. Commencing with the 2026 Annual Budget of the City, all affected departments shall incorporate Language Access implementation as a line-item appropriation within any proposed departmental budget.
 5. Commencing January 1, 2026, all departmental operating procedures shall be compliant with this Chapter.
- B. Subject to allocated funding, the following milestones shall apply to specific operations and functions within the City of Spokane:
1. As soon as practical after the effective date of this ordinance, the City Council shall have drafted and implemented a Language Access Plan that assumes (a) translation of council-generated Public Communication Materials, which may include council ordinances, resolutions, proclamations, salutations, and further which may also include standing committee and subcommittee meeting agendas and materials; and (b) translation and/or interpretation services for council legislative sessions, briefing sessions, and standing committee meetings.
 2. As soon as practical after the effective date of this ordinance, the Division of Innovation and Technology shall have drafted and implemented a limited Language Access Plan that assumes translation of digital Public Communication Materials, including but not limited to the City's official website and social media.
 3. The timelines in sections A and B above may be adjusted as necessary to comply with the procurement requirements and procedures in SMC 07.06.
- C. Nothing in this section shall be deemed to prevent a department from developing and implementing a multi-year, phased LAP, so long as meaningful implementation begins no later than January 1, 2026.

18.11.060 Responsible Personnel / Language Access Coordinator

- A. No later than July 1, 2024, the Office of Civil Rights, Equity and Inclusion shall designate a "Language Access Coordinator," who shall have responsibility for city- wide oversight of the City's Language Access Program. The Language Access Coordinator shall report to, and take direction from, the Director of the Office of Civil Rights, Equity and Inclusion.
- B. Commencing January 1, 2026, each affected Department shall maintain data relative to the use of the language access tools, and no later than April 1 of each year transmit said data to the all individual councilmembers, and the Office of Civil Rights, Equity and Inclusion, which shall include the data and usage analysis in the City's Title VI reports, in its regular report to the City Council and the Spokane Human Rights Commission, and for other budgeting and administrative needs.
- C. Annually, the Office of Civil Rights, Equity and Inclusion shall update the list of primary and established languages based on the best available data, including the American Community Survey from the U.S. Census Bureau.
- D. The Office of Civil Rights, Equity and Inclusion shall be responsible for the following Language Access Program oversight duties:
- a. Work with departments to finalize Language Access Plans and related procedures before they are transmitted to the Mayor for approval.
 - b. Provide technical assistance for language services to all departments, including training department staff.
 - c. Provide strategic guidance about working with LEP residents to departments, the City Council, and the Mayor's Office.

- d. Oversee, update, and maintain a web portal that includes a directory of qualified language service providers, sample interpretation service contracts, a repository of each department s' translated documents, and a Language Access Toolkit.
- e. Collect ongoing input from any and all community stakeholders including the Spokane Human Rights Commission to improve processes, increase efficiency, and reduce budgetary impacts.
- f. Provide departments with model Language Access Plans.
- g. Biannually present to City Council with updates, data relevant to the program, including geographical use, and recommendations relating to the Language Access Program.

18.11.070 Exemptions

- A. Nothing in this Chapter 18.11 shall require translation or interpretation of documents requested under RCW 42.56; *provided*, the means of making a public records request shall comply with any Language Access Plan prepared pursuant to 18.11.030.
- B. This Chapter 18.11 shall not apply to the office of the Mayor. Similarly, the offices of the City Engineer, City Clerk, and City Attorney, including their personnel and internal operations, shall be exempt from the provisions of this Chapter, except where their functions substantially intersect with public engagement activities or overlap with operations governed by this Chapter within affected City departments.
- C. This Chapter 18.11 shall not apply to the Spokane Public Library, established pursuant to RCW 27.17 and recognized under SMC 03.10A.610.
- D. Nothing in this Chapter 18.11 shall be deemed to require the translation or interpretation of documents deemed protected from disclosure under statutory or judicial privileges, or otherwise exempt from disclosure under RCW 42.56 or other state law, local ordinance or court rule.

Passed by City Council October 16, 2023

Delivered to Mayor October 20, 2023

ORDINANCE NO. C36450

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

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

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

The City of Spokane does ordain:

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

- 1) Increase revenue by \$337,139.
- A) Of the increased revenue, \$337,139 is provided by the Department of Justice through their FY23 BJA Body-Worn Camera grant.
- 2) Increase appropriation by \$337,139.
- A) Of the increased appropriation, \$241,710 is provided solely for base wages.
- B) Of the increased appropriation, \$10,429 is provided solely for computers.
- C) Of the increased appropriation, \$85,000 is provided solely for professional services.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to accept body-worn camera grant funding from the Department of Justice, 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 October 16, 2023

Delivered to Mayor October 20, 2023

ORDINANCE NO. C36451

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 Retirement 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 Retirement Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Add one classified Clerk III position (from 0 to 1).
- A) There is no change to the overall appropriation level in the Retirement Fund, salary savings from the vacant Director of Retirement position are sufficient to fund the new position for the remainder of 2023.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to add a new position in the Retirement department to effectively administer new and existing aspects of the City's retirement plans, 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 October 16, 2023
Delivered to Mayor October 20, 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.

WTE ASH OPERATOR SPN 576 OPEN

DATE OPEN: Monday, October 23, 2023

DATE CLOSED: Monday, November 13, 2023

SALARY: \$46,562.40 annual salary, payable bi-weekly, to a maximum of \$73,267.92

DESCRIPTION:

Performs skilled manual work in the operation of ash handling equipment at the waste to energy plant.

DUTIES:

- Operates and maintains the ash management system.
- Moves ash containers using a yard tractor, levels loads in ash containers, ensures ash containers are within the required weight range, and operates conveyors and related equipment.
- Inspects and cleans all assigned areas to ensure compliance with safety regulations, environmental permits, and operating permits. Corrects deficiencies as required.
- Operates metals separation equipment.
- Maintains records of the quantity of ash removed per day.
- Operates other equipment including, but not limited to, industrial forklifts, manlifts, skid steer type loaders, and other mobile equipment.
- Participates in boiler cleaning and other assigned outage work.
- Prepares necessary reports, forms, and miscellaneous paperwork related to associated tasks being performed, such as records of the quantity of ash removed per day.
- Drives trucks or vehicles with trailers with a weight rating of 10,000 pounds or less.
- Services assigned equipment. Makes minor field repairs. Reports major defects. Assists mechanic in the repair and maintenance of plant equipment.
- Inspects assigned equipment, recording or reporting damage and mechanical problems.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Open Entry Requirements:

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

- *Education:* High school diploma or equivalent.
- *Experience:* One year of experience in an industrial setting operating equipment such as industrial forklifts, manlifts, skid steer loaders, other mobile equipment, and mechanical systems such as conveyors, transfer screws, or similar equipment.
- *Licenses:* Possession of a valid driver's license. Employees in this classification must obtain a Class "B" Commercial Driver's License (CDL) with air brake endorsement within one year of appointment, to be maintained throughout employment.

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.)

- *Current City employees who meet the open entry requirements may apply on a promotional basis.*

Note: Individuals in this classification must successfully complete the Ash Operator training program and additional required environmental, health, and safety training (as designated on the Environmental Training Matrix and the Training Requirements spreadsheet) within their probationary period.

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.

You will receive a link to the WTE Ash Operator multiple choice examination via email, 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. Please note that this email will be sent from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, October 23, 2023, and Monday, November 13, 2023, will test Thursday, November 16, 2023, through Tuesday, November 21, 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:

- Interpersonal Relations
- Mathematical Reasoning
- Operator Mechanics
- Oral & Written Communication
- Safety
- Utility Plant Operations
- Vehicle Operation

TO APPLY:

An application is required for all 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 19th day of October 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

SPOKANE PUBLIC LIBRARY

Request for Bid 2023-10-001

NEVADA SITE IMPROVEMENTS

Spokane Public Library is requesting bids for the Nevada Site Improvements Project
Bid due Thursday, November 9 2023, at 2:00 pm.

A Mandatory Pre-Bid Meeting is scheduled for **Thursday, October 26, 2023, at 11 AM** at the Nevada Site at the corner of East Sitka Avenue and North Nevada Street.

The scope of work will be outlined in the Contract Documents. Bids are to be submitted on the Bid Proposal form provided in the Contract Specifications. A Bid Bond is required.

Contract Documents for project noted above can be reviewed ONLINE on or after October 18, 2023, at the following locations:

Spokanelibraryplanroom.com
Abadan Reprographics
Spokane Regional Plan Center
Or at Integrus Architecture

Bidders can obtain Contract Documents from Abadan Reprographics; contact Auron at 509-747-2964.

Bids must be received by Spokane Public Library, Finance Department, at the office of Integrus Architecture, 10 S. Cedar St., Spokane, WA 99201, no later than the date and time listed above, at which time bids will be opened and read. The Bid number and submittal date must appear on the outside of the submitted bid envelope. Any firm failing to submit its proposal in accordance with the procedures set forth in the Instructions to Bidders may be considered non-responsive.

Individuals with disabilities who may need special accommodations to participate in the public bid opening meeting should contact Katie Cherrie, Integrus Architecture, Inc., (509) 838-8681, no later than five days before the scheduled date of the meeting so that arrangements can be made.

Questions should be addressed to Katie Cherrie, Integrus Architecture by phone at (509) 838-8681, via written correspondence at the address above or via e-mail (kcherrie@integrusarch.com). Include Lorraine Mead, Hill International, (lorraineMead@hillintl.com) in all email correspondence.

Spokane Public Library encourages the participation of Minority-Owned and Women-Owned Business Enterprises in this Request for Proposal.

BY ORDER OF THE BOARD OF TRUSTEES
SPOKANE PUBLIC LIBRARY

Minnie Huang, Senior Accountant

Notice for Bids

Supplies, Equipment, Maintenance, etc.

PURCHASE AND DELIVERY OF THE SPECIFIED CONVEYOR (No Substitutions), REMOVAL AND DISPOSAL OF EXISTING CONVEYOR, AND INSTALL OF CONVEYOR. Removal and Install Fall Under Public Works.

Riverside Park Water Reclamation Facility (RPWRF)

PW ITB 6005-23

Description: The City of Spokane, through its Riverside Park Water Reclamation Facility (RPWRF) is soliciting electronic bids for Purchase and Delivery of the Specified Conveyor (No Substitutions), Removal and Disposal of Existing Conveyor, and Install of Conveyor. Removal and Install Fall Under Public Works.

Optional Pre Bid Site Visit: Optional pre-bid conference and walk through will be held on TUESDAY, NOVEMBER 7, 2023, at 10:00 AM. The location will be the Lobby Area of the Riverside Park Water Reclamation Facility, 4401 N Aubrey L. White Pkwy, Spokane, WA 99205.

Bid Opening: Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on **MONDAY, NOVEMBER 20, 2023**, for Purchase and Delivery of the Specified Conveyor (No Substitutions), Removal and Disposal of Existing Conveyor, and Install of Conveyor. Removal and Install Fall Under Public Works, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the "join meeting" link on the right-hand side of the page. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

The Invitation to Bid document is available for download through the City of Spokane's online procurement system <https://spokane.procureware.com>. Registration is required to view and download this solicitation. Solicitation documents will not be mailed, e-mailed, or provided in person. It is the responsibility of Proposers to check the City of Spokane's online procurement system identified above for Addenda or other additional information that may be posted regarding this Invitation for Bids. Questions from potential Proposers will be accepted through the "Clarifications" tab under the associated project number in the online procurement system.

All Bid documents shall be submitted electronically through the City of Spokane's online procurement system no later than **1:00 p.m. on MONDAY, NOVEMBER 20, 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. **Contractor shall/must be a Washington State registered "and" licensed Contractor, and have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement at the time of bid submittal to be considered a responsive bidder.**

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

Rick Rinderle
City of Spokane Purchasing

Publish: October 25 & November 1, 2023

CLARKE AVE LIFT STATION BYPASS. Public Works

Riverside Park Water Reclamation Facility (RPWRF)

PW ITB 6007-23

Description: The City of Spokane, through its Riverside Park Water Reclamation Facility (RPWRF) is soliciting electronic bids for Clark Ave Lift Station Bypass.

Bid Opening: Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on **MONDAY, NOVEMBER 6, 2023**, for Clark Ave Lift Station Bypass. To watch the City of Spokane Bid Opening Meeting, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the "join meeting" link on the right-hand side of the page. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

The Invitation to Bid document is available for download through the City of Spokane's online procurement system <https://spokane.procureware.com>. Registration is required to view and download this solicitation. Solicitation documents will not be mailed, e-mailed, or provided in person. It is the responsibility of Proposers to check the City of Spokane's online procurement system identified above for Addenda or other additional information that may be posted regarding this Invitation for Bids. Questions from potential Proposers will be accepted through the "Clarifications" tab under the associated project number in the online procurement system.

All Bid documents shall be submitted electronically through the City of Spokane's online procurement system no later than **1:00 p.m. on MONDAY, NOVEMBER 6, 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. **Contractor shall be a Washington State registered "and" licensed contractor at time of Bid submittal. Contactor must have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement at the time of Bid submittal.**

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

Rick Rinderle
City of Spokane Purchasing

Publish: October 18 & 25, 2023

**REPLACE BURNER, REPLACE GAS LINES, AND UPGRADE AND REPLACE BURNER CONTROLS – RIVERSIDE
PARK WATER RECLAMATION FACILITY – PUBLIC WORKS**

Riverside Park Water Reclamation Facility (RPWRF)

PW ITB 6012-23

Description: The City of Spokane, through its Riverside Park Water Reclamation Facility (RPWRF) is soliciting electronic bids to Replace Burner, Replace Gas Lines, and Upgrade and Replace Burner Controls – Riverside Park Water Reclamation Facility - Public Works.

Mandator Pre Bid Site Visit: Mandatory pre-bid conference and walk through will be held on TUESDAY, NOVEMBER 7, 2023, at 10:00 AM. The location will be the Lobby Area of the Riverside Park Water Reclamation Facility, 4401 N Aubrey L. White Pkwy, Spokane, WA 99205.

Bid Opening: Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on **MONDAY, NOVEMBER 20, 2023**, to Replace Burner, Replace Gas Lines, and Upgrade and Replace Burner Controls – Riverside Park Water Reclamation Facility - Public Works, 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, NOVEMBER 20, 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. **Contractor shall/must be a Washington State registered “and” licensed Contractor, and have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement at the time of bid submittal to be considered a responsive bidder.**

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

Rick Rinderle
City of Spokane Purchasing

Publish: October 25 & November 1, 2023.

