



Official Gazette

City of Spokane, Washington

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

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DECEMBER 6, 2023

Issue 49



MAYOR AND CITY COUNCIL

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BETSY

WILKERSON

COUNCIL MEMBERS:

JONATHAN BINGLE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

PAUL DILLON (DISTRICT 2)

KAREN STRATTON (DISTRICT 3)

ZACK ZAPPONE (DISTRICT 3)

VACANT (DISTRICT 2)

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INSIDE THIS ISSUE

MINUTES	1458
HEARING NOTICES	1471
ORDINANCES	1473
POLICIES AND PROCEDURES	1477
JOB OPPORTUNITIES	1481
NOTICES FOR BIDS	1484

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Minutes

MINUTES OF SPOKANE CITY COUNCIL

Monday, November 20, 2023

BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:32 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

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

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 November 20, 2023, Current Agenda.

Suspension of Council Rules

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to suspend** Council Rules for the purpose of adding an item to the agenda; **carried 6-0.**

Spokane Police Lieutenants and Captains Association Collective Bargaining Agreement for 2023-2026 (OPR 2023-1234) (Council Sponsors: Council President Kinnear and Council Member Cathcart)

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to add** Spokane Police Lieutenants and Captains Association Collective Bargaining Agreement for 2023-2026 to tonight's (November 20) Legislative Agenda; **carried 6-0.**

Special Considerations Items S1 and S2 (Council Sponsors: Council President Kinnear and Council Member Bingle)

Motion by Council Member Bingle, seconded by Council Member Oelrich, **to substitute** the materials that Council Director Giacobbe Byrd circulated earlier – the Public Rule (under Resolution 2023-0097) and the GFCs (appendices under Final Reading Ordinance C36461) with updated revised versions sent out by Giacobbe Byrd; **carried 6-0.**

Advance Agenda Review

The City Council received an overview from staff on the November 27, 2023, Advance Agenda items.

Action to Approve November 27, 2023, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the November 27, 2023, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to approve** the November 27, 2023, Advance Agenda; **carried 6-0.**

Council Recess/Executive Session

The City Council recessed at 3:57 p.m. and immediately reconvened into an Executive Session to discuss potential and pending litigation until 4:27 p.m. At 4:27 p.m., the meeting was extended for 5 minutes. At 4:32 p.m., the meeting was extended for 5 minutes. At 4:37 p.m., the meeting was extended for 5 minutes. At 4:42 p.m., the meeting was extended for 5 minutes to 4:47 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 6:04 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, Cathcart, Oelrich, Stratton (appearing virtually), and Zappone were present. Council Member Wilkerson was absent.

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

November 25, 2023 *Small Business Saturday*

Council Member Oelrich read the proclamation. Joel Nania, Small Business Administration – Spokane Office, accepted the proclamation and remarked on the event.

The proclamation is attached to these 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:

- Ivonne Polanski
- Robert Richard
- Bryanna Franzen
- Tim Malick
- Sam Lee
- Scott Ward
- Ron MacInernie
- Tracy Blum
- Gus Dinsmore
- Abe Stanbough
- Corey Childs
- Jasmine Lind
- Sunshine Wigen
- Mackenzie Draper
- Dave Bilsland

CONSENT AGENDA

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

Motion by Council Member Bingle, seconded by Council Member Zappone, the City Council **approved** Staff Recommendations for the following items; **carried 6-0**:

Value Blanket Renewal with Galls, LLC (Spokane) for Police Jumpsuits from October 1, 2023, through September 30, 2024—\$150,000. (OPR 2019-0888 / IRFP 776-19) (Council Sponsor: Council Member Cathcart)

Purchase from LN Curtis and Sons (Kent, WA) of Avon gas masks and related items for all personnel in the Spokane Police Department from the rank of Sergeant and below utilizing NPPgov Cooperative Agreement No. PS20105—\$250,000. (OPR 2023-1209) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Consultant Agreement with Toole Design Group, LLC (Silver Spring, MD) to conduct the Pacific Avenue Greenway study for bikeway route selection and conceptual design from November 15, 2023, through December 31, 2025—\$179,000 (plus tax, if applicable). (OPR 2023-1210 / RFQ 5896-23) (Council Sponsors: Council President Kinnear and Council Member Wilkerson)

Acceptance of BJA Fiscal Year 2022 Edward Byrne Memorial Justice Assistance Grant (JAG) as a subaward from the Department of Justice through Spokane County—\$96,850 Revenue. (Relates to Special Budget Ordinance C36462) (OPR 2023-1211) (Council Sponsors: Council President Kinnear and Council Member Stratton)

Acceptance of BJA Fiscal Year 2023 Edward Byrne Memorial Justice Assistance Grant (JAG)—\$214,815 Revenue, of which \$96,667 will be subawarded to Spokane County. (Relates to Special Budget Ordinance C36463) (OPR 2023-1212) (Council Sponsor: Council President Kinnear)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through November 10, 2023, total \$9,544,979.76 (Check Nos.: 598926-599199; ACH Nos.: 122867-123133), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$9,064,536.84. (CPR 2023-0002)
- b. Payroll claims of previously approved obligations through November 11, 2023: \$9,611,926.47 (Check Nos.: 570744-570869). (CPR 2023-0003)

City Council Meeting Minutes: October 9 (corrected), November 9, and November 14, 2023. (CPR 2023-0013)

Spokane Police Lieutenants and Captains Association Collective Bargaining Agreement for 2023-2026. (OPR 2023-1234) (as added during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Kinnear and Council Member Cathcart)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36462 (Relates to OPR 2023-1211) (Council Sponsors: Council President Kinnear and Council Member Bingle)

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

Upon 6-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36462** 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 \$96,850.

A) Of the increased revenue, \$96,850 is provided by the Department of Justice, through Spokane County, as part of the JAG22 grant award program.

2) Increase appropriation by \$96,850.

A) Of the increased appropriation, \$96,850 is provided solely for equipment.

(This action arises from the need to accept Edward Byrne Memorial JAG22 grant funding from the Department of Justice.) (Relates to Consent Agenda Item OPR 2023-1211)

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

Nos: None

Abstain: None

Absent: Wilkerson

Special Budget Ordinance C36463 (Relates to OPR 2023-1212) (Council Sponsors: Council President Kinnear and Council Member Bingle)

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

Upon 6-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36463** 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 \$214,815.

A) Of the increased revenue, \$214,815 is provided by the Department of Justice as part of the JAG23 grant award program.

2) Increase appropriation by \$214,815.

A) Of the increased appropriation, \$42,678 is provided solely for personal protective equipment.

B) Of the increased appropriation, \$75,470 is provided solely for a vehicle.

C) Of the increased appropriation, \$96,667 is provided solely for contractual services.

(This action arises from the need to accept Edward Byrne Memorial JAG23 grant funding from the Department of Justice.) (Relates to Consent Agenda Item OPR 2023-1212)

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

Nos: None

Abstain: None

Absent: Wilkerson

Special Budget Ordinance C36464 (Council Sponsors: Council Members Wilkerson and Stratton)

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

Upon 6-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36464** 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:

Home Entitlement Program Fund

1) Increase revenue by \$4,628,671

A) Of the increased revenue, \$4,628,671 is provided by the U.S. Department of Housing and Urban Development (HUD) as part of the HOME – American Rescue Plan (HOME-ARP) program.

2) Increase appropriation by \$4,628,671

A) Of the increased appropriation, \$4,207,883 is provided solely for contractual services to be provided by the City's sub-recipients to deliver housing and shelter services to the community.

B) Of the increased appropriation, \$260,398 is provided solely for salaries and benefits for the City of Spokane's employees who will be administering the programs.

C) Of the increased appropriation, \$160,390 is provided solely for other supplies, services, and equipment required for the administration of the programs.

(This action arises from the need to provide housing and shelter services to the citizens of Spokane via the HOME-ARP program.)

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

Nos: None

Abstain: None

Absent: Wilkerson

Special Budget Ordinance C36465 (Council Sponsors: Council President Kinnear and Council Member Wilkerson)

After an overview of Ordinance C36465 by Council President Kinnear and an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 6-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36465** 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:

Fire/EMS Fund

1) Increase revenue by \$628,000.

A) Of the increased revenue, \$600,000 is provided solely for wildfire mobilization reimbursement from the Department of Natural Resources and other agencies.

B) Of the increased revenue, \$28,000 is provided solely for insurance recoveries on damaged vehicles and apparatus.

2) Increase appropriation by \$628,000.

A) Of the increased appropriation, \$600,000 is provided solely for overtime and travel of firefighters deployed to wildfire events.

B) Of the increased appropriation, \$28,000 is provided solely for vehicle and apparatus repairs.

(This action arises from the need to realize wildfire mobilization reimbursement and insurance recoveries.)

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

Nos: None

Abstain: None

Absent: Wilkerson

There were no **Emergency Ordinances**.

RESOLUTIONS**Resolution 2023-0096 (Council Sponsors: Council President Kinnear and Council Member Bingle)**

After a brief overview of Resolution 2023-0096 by Council Member Bingle and an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 6-0 Roll Call Vote, the City Council **adopted Resolution 2023-0096** of the City of Spokane relating to the Water and Sewer Rehabilitation program for on-site septic systems, side sewer, and water service lines.

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

Nos: None

Abstain: None

Absent: Wilkerson

For action on Resolution 2023-0097, see section of minutes under Special Considerations.

Resolution 2023-0098 (Council Sponsors: Council Members Bingle and Wilkerson)

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

Upon 6-0 Roll Call Vote, the City Council **adopted Resolution 2023-0098** approving the Spokane Employees' Retirement System (SERS) Board's change in the employee and employer contribution rates in accordance with Spokane Municipal Code 4.14.070.

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

Nos: None

Abstain: None

Absent: Wilkerson

FINAL READING ORDINANCES

For action on Final Reading Ordinances C36458 and C36459, see section of minutes under Hearings.

Final Reading Ordinance C36470 (Council Sponsors: Council Members Wilkerson and Oelrich)

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

Upon 6-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36470** amending Ordinance C32457 that vacated 6th Avenue from approximately 100 feet west of Audubon Street to Audubon Street and located in the Northeast Quarter of Section 23, Township 25 North, Range 42 East, Willamette Meridian. (Clerical Note: This ordinance was incorrectly assigned as ORD C32457 on the City Council's Agenda [both the November 13 (First Reading) and November 20 (Final Reading) Agendas]. As this is an ordinance "amending" Ordinance C32457 (passed by City Council on October 2, 2000), the ordinance should have been assigned a new ordinance number. Following the November 20, 2023, City Council meeting, the City Clerk's Office clerically corrected the assigned number to Ordinance C36470. Ordinance C36470 amends Ordinance C32457.)

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

For action on Final Reading Ordinance C36461, see section of minutes under Special Considerations.

There were no **First Reading Ordinances**.

SPECIAL CONSIDERATIONS

Final Reading Ordinance C36461 and related Resolution 2023-0097 (as substituted during the 3:30 p.m. Briefing Session) (Council Sponsors: Council President Kinnear and Council Member Bingle)

The City Council considered Final Reading Ordinance C36461 relating to General Facilities Charges for public utilities and services and Resolution 2023-0097 regarding adoption of the City of Spokane's Public Rule for Wastewater and Water General Facilities Charges and Incentives. Public testimony was received on the matters, after which the following action was taken:

Motion by Council Member Bingle, seconded by Council Member Oelrich, **to extend** the meeting to 10 p.m.; **carried 6-0.**

Council commentary and discussion ensued. The following actions were taken:

Motion by Council Member Zappone, seconded by Council Member Bingle, **to suspend** Council Rules for the purposes of amending the Public Rule; **carried 6-0.**

Motion by Council Member Zappone, seconded by Council Member Bingle, **to change** a word in section 6.2 of the Public Rule from "may" to "shall" so it reads "...one hundred percent of a project's GFC Charges shall be offset...;" **carried 6-0.**

Upon 6-0 Roll Call Vote, the City Council **passed** and **adopted** the following Final Reading Ordinance and Resolution, respectively:

ORD C36461 Relating to General Facilities Charges (GFCs) for public utilities and services; amending SMC sections 13.03.0730, 13.03.0732, and 13.03.0734 to chapter 13.03 of the Spokane Municipal Code; and 13.04.2040, 13.04.2042, and 13.04.2044 to chapter 13.04 of the Spokane Municipal Code; and setting an effective date.

RES 2023-0097 Regarding adoption of the City of Spokane's Public Rule for Wastewater and Water General Facilities Charges and Incentives. (As amended) (Council Sponsors: Council President Kinnear and Council Member Bingle)

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

HEARINGS

Final Reading Ordinances C36458 and C36459 (Council Sponsors: Council Members Wilkerson and Cathcart)

The Spokane City Council held a hearing on Final Reading Ordinance C36458 relating to housing development regulations and extending an interim zoning ordinance and Final Reading Ordinance C36459 relating to increasing housing options by permitting and encouraging the construction of middle housing in more residential zoning districts. After a presentation by Planning staff, public testimony was received, and Council commentary and discussion ensued. The following action was taken:

Motion by Council Member Zappone, seconded by Council Member Oelrich, **to suspend** Council Rules (to amend Final Reading Ordinance C36459); **rejected.**

After further Council discussion, the following actions were taken:

Motion by Council Member Bingle, seconded by Council Member Oelrich, **to suspend** the Council Rules (to amend Final Reading Ordinance C36459); **carried 5-1**.

Motion by Council Member Bingle, seconded by Council Member Zappone, **to strike** the footnote under 17c.111.205-2 and renumber the remaining footnotes so they are in sequential order (under Ordinance C36459); **carried 5-1**.

Upon 6-0 Roll Call Vote, the City Council **passed** the following Final Reading Ordinances:

- **ORD C36458** relating to housing development regulations and extending an interim zoning ordinance; repealing Sections 17C.400.010, 17C.400.020, and 17C.400.030 of the Spokane Municipal Code; and amending Section 17C.400.040 of the Spokane Municipal Code to extend an additional six months.
- **ORD C36459**, as amended, relating to increasing housing options by permitting and encouraging the construction of middle housing in more residential zoning districts; adopting subdivision processes to encourage homeownership; implementing Section 3 of HB 1110; amending Spokane Municipal Code (SMC) chapters 17A.020.010, 17A.020.020, 17A.020.030, 17A.020.040, 17A.020.060, 17A.020.120, 17A.020.130, 17A.020.180, 17A.020.190, 17A.020.200, 17A.040.020, 17A.040.030, 17A.040.040, 17A.040.050, 17C.120.500, 17C.122.060, 17C.200.020, 17C.200.040, 17C.200.100, 17C.230.110, 17C.230.130, 17C.300.010, 17C.300.100, 17C.300.110, 17C.300.130, 17G.020.060, 17G.025.010, 17G.030.010, 17G.030.030, 17G.030.040, 17G.070.030, 17G.070.135, 17G.080.020, 17G.080.040, 17G.080.050, 17G.080.060, 17G.080.065; repealing SMC chapters 17C.110, 17G.060, and 17G.060T, and SMC sections 17G.080.010, and 17G.080.080; adopting SMC chapters 17C.111 and 17G.061, and SMC sections 17D.060.135, 17G.080.000, and 17G.080.025; and setting an effective date.

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

Nos: None

Abstain: None

Absent: Wilkerson

Continued Hearing on Proposed 2024 Budget (FIN 2023-0001) (Continued from November 13, 2023, Agenda)

The City Council continued its hearing on the Proposed 2024 Budget. After public testimony and Council commentary, the following action was taken:

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to close** the Public Hearing on the 2024 Proposed Budget; **carried 6-0**.

ADJOURNMENT

There being no further business to come before the City Council, the meeting adjourned at 9:44 p.m.

MINUTES OF SPOKANE CITY COUNCIL

Monday, November 13, 2023

BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:33 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

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

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 November 13, 2023, Current Agenda.

Letter to the Washington State Legislature (CPR 2023-0016)

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to suspend** Council Rules for purposes of adding to the agenda; **carried 6-1.**

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to add** City Council Letter to the Washington State Legislature in support of extended producer responsibility relating to plastic waste to tonight's agenda under "Special Considerations;" **carried 5-2.**

Resolution 2023-0094 (Council Sponsors: Council Members Zappone and Wilkerson) and Resolution 2023-0095 (Council Sponsors: Council Members Wilkerson and Bingle)

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to defer Resolution 2023-0094** (requesting special election on February 13, 2024, for library property tax levy) and **Resolution 2023-0095** (requesting special election on February 13, 2024, for parks property tax levy) to the December 4, 2023, Agenda; **carried 7-0.**

Final Reading Ordinance C36454 (Council Sponsors: Council Members Bingle and Cathcart)

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to defer** Final Reading Ordinance C36454—relating to the waiver of certain permitting fees for solar energy systems and electric vehicle charging stations set forth in the Spokane Municipal Code and adding fees—to December 4, 2023, Agenda; **carried 5-2.**

Candidate Interview – Ethics Commission

The City Council interviewed Jeff Hanson, candidate for the Ethics Commission.

Current Agenda Review (continued) - Open Forum

Motion by Council Member Cathcart, seconded by Council Member Stratton, **to suspend** Council Rules for the purpose of moving Open Forum to the end of the 6:00 p.m. Legislative Session; **carried 7-0.**

Motion by Council Member Cathcart, seconded by Council Member Stratton, **to move** Open Forum to the last item on the agenda; **carried 7-0.**

Advance Agenda Review

The City Council received an overview from staff on the November 20, 2023, Advance Agenda items.

Office of Police Ombudsman Commission – One Appointment (CPR 2015-0034)

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to defer indefinitely** the one appointment to the Office of Police Ombudsman Commission; **carried 5-2.**

Resolution 2023-0097 (Council Sponsors: Council President Kinnear and Council Member Bingle)

Motion by Council Member Zappone, seconded by Council Member Wilkerson, **to suspend** the Council Rules for purposes of adding Resolution 2023-0097 (regarding adoption of the City of Spokane's Public Rule for Wastewater and Water General Facilities Charges and Incentives); **carried 7-0.**

Motion by Council Member Bingle, seconded by Council Member Zappone, **to add** Resolution 2023-0097, with Kinnear version (of the rule) (also referred to as staff's version of the rule as distributed by Assistant City Attorney Elizabeth Schoedel earlier today) to November 20 Agenda; **carried 7-0.**

December 18, 2023, Meeting Cancellations

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to cancel** the Council standing committee meeting and legislative meeting (both 3:30 p.m. and 6:00 p.m. sessions) on December 18 and move the consideration of that ordinance (Ordinance C36456 relating to budget planning and budget presentations) to December 4; **carried 7-0.** (Clerical Note: Ordinance C36456 was initially deferred to the December 18, 2023, Agenda during the November 6, 2023, 3:30 p.m. Briefing Session.)

Action to Approve November 20, 2023, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the November 20, 2023, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Cathcart, seconded by Council Member Wilkerson, **to approve** the November 20, 2023, Advance Agenda; **carried 7-0.**

Council Recess/Executive Session

The City Council adjourned at 4:53 p.m. No Executive Session was held. The City Council reconvened at 6:08 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Kinnear.

Roll Call

On roll call, Council President Kinnear and Council Members Bingle, 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

November 13-17 *National Apprenticeship Week*

Council Member Stratton read the proclamation. Mike Ankney, AGC Apprenticeship Director, and Kenna May, Spokane Community Colleges SCC Manager of Apprenticeship and Washington State Apprenticeship and Training Council Member, accepted the proclamation and remarked on the event.

The proclamation is attached to these minutes for reference.

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

BOARD AND COMMISSION APPOINTMENTS

Reappointment to Spokane Human Rights Commission – Youth Position (CPR 1991-0068) (Carried over from the November 6, 2023, City Council Meeting)

Upon 7-0 Voice Vote, the City Council **approved** (and thereby confirmed) the reappointment of Livia Koh to the Spokane Human Rights Commission for a one-year term, from September 1, 2023, to August 31, 2024.

There were no **Administrative Reports**.

CONSENT AGENDA

After public testimony from two individuals and an opportunity for Council commentary, with none provided, the following action was taken:

Motion by Council Member Bingle, seconded by Council Member Zappone, **to approve** Staff Recommendations for the following items; **carried 7-0**:

Consultant Agreement with Bridge Diagnostics, Inc. (Louisville, CO) to perform trunnion friction testing on 8 radial spillway gates at the Upriver Dam and to examine gate performance from November 13, 2023 to December 31, 2024—\$156,947.13 (plus tax, if applicable). (OPR 2023-1196) (Council Sponsor: Council President Kinnear)

Consultant Agreement with Parametrix, Inc. (Spokane) for construction management on-call services for 2024-2025 non-federal aid projects—not to exceed \$800,000. (Various Neighborhoods). (OPR 2023-1197 / ENG 2023117) (Council Sponsor: Council President Kinnear)

Three-year Contract with Environmental Systems Research Institute, Inc. (Redlands, CA) providing subscription services to ArcGIS Software to run its Geographic Information System (GIS) from January 1, 2024, to December 31, 2026. Annual payments: \$167,000 in 2024, \$169,000 in 2025, and \$175,100 in 2026 (plus tax). (OPR 2023-1198) (Council Sponsor: Council Member Bingle)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through November 3, 2023, total \$10,839,758.12 (Check Nos.: 598738-598925; ACH Nos.: 122636-122866), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$10,371,069.48. (CPR 2023-0002)

City Council Meeting Minutes: October 26, October 30, November 2, and November 6, 2023. (CPR 2023-0013)

Note - The following Consent Agenda items were carried over from the November 6, 2023, City Council Meeting:

Value Blankets Renewals 1 of 4 for December 15, 2023, through December 14, 2024, for the Waste to Energy Facility with:

- a. Dykman (Spokane Valley, WA) for the as-needed purchase of variable frequency drives—annual cost not to exceed \$80,000 (plus tax). (OPR 2022-0900 / RFQ 5760-22)
- b. Helfrich Brothers Boiler Works, Inc. (Lawrence, MA) for the purchase of superheater tube panels—\$2,000,000 (plus tax). (OPR 2022-0901 / ITB 5754-22)
(Council Sponsors: Council President Kinnear and Council Member Bingle)

Value Blanket Amendment/Renewal 2 of 2 with Northstar Chemical, Inc. (Sherwood, OR) for the purchase of hydrochloric acid for the Waste to Energy Facility from January 1, 2024, through December 31, 2024—annual cost \$100,000 (plus tax), plus an additional \$25,000 for the current Value Blanket. (OPR 2022-0829 / ITB 5063-19) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Value Blanket Renewal 4 of 4 with WEMCO, Inc. (Spokane) for the as-needed purchase of spare electrical parts for the cranes at the Waste to Energy Facility from November 15, 2023, through November 14, 2024—annual cost not to exceed \$49,000 (plus tax). (OPR 2019-0907 / RFQ 5165-19) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Lease extension with Kenworth Sales (Spokane) for a semi-truck utilized at the Waste to Energy Facility from January 1, 2023, through March 31, 2024—additional \$36,650.02 (plus applicable taxes and fees). (OPR 2023-0385) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Contract Renewal 2 of 4 with Hydrotech Generator Repair Plus, Inc. dba Hydraulics Plus (Spokane Valley, WA) for the offsite rebuild of hydraulic and pneumatic cylinders for the Waste to Energy Facility from January 1, 2024 through December 31, 2024—not to exceed \$100,000 (plus tax, if applicable). (OPR 2021-0786 / IRFP 5525-21) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Contract Renewal 3 of 4 with Foust Fabrication Co. (Colville, WA) for as-needed offsite grapple repairs for the Waste to Energy Facility from December 1, 2023, through November 30, 2024—annual cost not to exceed \$85,000 (plus tax). (OPR 2020-0866 / ITB 5342-20) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Contract Renewal 4 of 4 with TestAmerica Laboratories, Inc., d/b/a Eurofins TestAmerica (Spokane Valley, WA) for analytical testing services at the Waste to Energy Facility from November 1, 2023, through October 31, 2024—annual cost not to exceed \$35,000 (incl. tax). (OPR 2019-0983 / IRFP 5152-19) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Contract Renewals 4 of 4 for January 1, 2024, through December 31, 2024, for the Waste to Energy Facility with:

- a. Bay Valve Service, LLC (Longview, WA) for onsite valve repair—annual cost not to exceed \$325,000 (plus tax). (OPR 2019-0957 / PW ITB 5133-19)
- b. Online Cleaning Services (Marysville, CA) for boiler blast cleaning services—annual cost not to exceed \$345,000 (plus tax). (OPR 2019-0958 / PW ITB 5096-19)
(Council Sponsors: Council President Kinnear and Council Member Bingle)

Purchase from PS Operating Company, LLC, d/b/a QC Supply (Schuyler, NE) of eight high performance wheeled fire extinguishers and heavy-duty outdoor covers for the Solid Waste Collection Department—\$55,567.04 (plus tax, if applicable). (OPR 2023-1119 / RFQ 5977-23) (Council Sponsor: Council President Kinnear)

Amendment No. 4 and Extension to Interlocal Agreement with Spokane County for transfer and disposal services at the Waste to Energy Facility, extending the contract through November 17, 2024—\$7,800,000 revenue. (OPR 2014-0060) (Council Sponsors: Council President Kinnear and Council Member Bingle)

Lease Agreement Amendment with Northeast Community Center Association (NECC) (Spokane) extending the contract through December 31, 2038, allowing NECC to secure Department of Commerce loans for the project. (OPR 2007-0528) (Council Sponsors: Council Members Stratton and Cathcart)

Low Bid of Max J. Kuney Co. (Spokane) for the Upriver Dam Spillway Rehabilitation Phase III project—\$1,374,015 (plus tax). An administrative reserve of \$137,401.50 (plus tax), which is 10% of the contract, will be set aside. (OPR 2023-1120 / ENG 2022081) (Council Sponsor: Council President Kinnear)

Contract with KPFF Consulting Engineers, Inc. (Spokane) to conduct the Inland Empire Way Study and preliminary engineering from November 1, 2023, through December 31, 2025—\$244,025 (plus tax, if applicable). (Latah/Hangman Neighborhood) (OPR 2023-1121 / ENG 2022072) (Council Sponsor: Council Member Bingle)

Twenty-year Loan Contract with the Department of Health Drinking Water State Revolving Fund for construction of the West Plains Booster Station at an interest rate of 2.25 percent—\$6,666,000. (OPR 2023-1122 / ENG 2018102)(Council Sponsor: Council Member Bingle)

Low Bid of MDM Construction Group, Inc. (Hayden, ID) for Thor Freya Couplet Phase II project—\$4,394,693.98. An administrative reserve of \$439,469.40, which is 10% of the contract price, will be set aside. (East Central Neighborhood) (OPR 2023-1123 / ENG 2021098) (Council Sponsor: Council President Kinnear)

Special Counsel Contract Amendment No. 4 with Craig Trueblood of the Law Firm K&L Gates, LLP (Spokane) for outside counsel services regarding the appeal of the City's NPDES permit—additional \$150,000. Total contract amount: \$500,000. (OPR 2022-0644) (Council Sponsor: Council President Kinnear)

Recommendation to list the Parkade Parking Garage, 511 West Main Avenue, on the Spokane Register of Historic Places. (OPR 2023-1124) (Council Sponsors: Council Members Bingle and Cathcart)

Consultant Agreement with NB Engineering dba Evergreen StormH2O (Spokane) to perform a Non-Vegetated Bioretention Tape Study Project from November 1, 2023, through July 1, 2027—\$375,945. (OPR 2023-1125 / RFQu 5906-23) (Council Sponsor: Council President Kinnear)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through October 27, 2023, total \$7,349,560.87 (Check Nos.: 598612-598737; ACH Nos.: 122399-122635), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$7,128,909.61. (CPR 2023-0002)
- b. Payroll claims of previously approved obligations through October 28, 2023: \$9,037,596.61 (Check Nos.: 570613-570743). (CPR 2023-0003)

City Council Meeting Minutes: October 23, 2023.
(CPR 2023-0013)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36457 (Carried over from the November 6, 2023, City Council Meeting) (Council Sponsors: Council Members Cathcart and Wilkerson)

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

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36457** amending Ordinance No. C36345 passed by the City Council December 12, 2022, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2023, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2023, and providing it shall take effect immediately upon passage," and declaring an emergency and appropriating funds in: Various Funds to make grade and associated pay range changes for various positions (as more specifically described in the ordinance).

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

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

There were no **Emergency Ordinances**.

RESOLUTIONS

For action on Resolutions 2023-0094 and 2023-0095, see section of minutes under 3:30 p.m. Briefing Session.

FINAL READING ORDINANCES

Final Reading Ordinance C36460 (Council Sponsors: Council President Kinnear and Council Member Wilkerson)

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

Upon 6-1 Roll Call Vote, the City Council **passed Final Reading Ordinance C36460** updating the Annual City of Spokane property tax levy for 2024.

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

For Council action on Final Reading Ordinance C36454, see section of minutes under 3:30 p.m. Briefing Session.

For Council action on Final Reading Ordinance C36455, see section of minutes under Hearings.

FIRST READING ORDINANCES

The following Ordinances were read for the first time, with further action deferred. Public testimony was received on the First Reading Ordinances.

ORD C36470 Amending Ordinance C32457 that vacated 6th Avenue from approximately 100 feet west of Audubon Street to Audubon Street and located in the Northeast Quarter of Section 23, Township 25 North, Range 42 East, Willamette Meridian. (Council Sponsors: Council Members Wilkerson and Oelrich) (Clerical Note: This ordinance was incorrectly assigned as ORD C32457 on the City Council's Agenda [both the November 13 (First Reading) and November 20 (Final Reading)] Agendas. As this is an ordinance "amending" Ordinance C32457 (passed by City Council on October 2, 2000), the ordinance should have been assigned a new ordinance number. Following the November 20, 2023, City Council meeting, the City Clerk's Office clerically corrected the assigned number to Ordinance C36470. Ordinance C36470 amends Ordinance C32457.)

ORD C36461 Relating to General Facilities Charges (GFCs) for public utilities and services; amending SMC sections 13.03.0730, 13.03.0732, and 13.03.0734 to chapter 13.03 of the Spokane Municipal Code; and 13.04.2040, 13.04.2042, and 13.04.2044 to chapter 13.04 of the Spokane Municipal Code; and setting an effective date. (Council Sponsors: Council President Kinnear and Council Member Bingle)

The First Readings of the following Ordinances (C36458 and C36459) were carried over from the November 6, 2023, City Council Meeting:

ORD C35458 Relating to housing development regulations and extending an interim zoning ordinance; repealing Sections 17C.400.010, 17C.400.020, and 17C.400.030 of the Spokane Municipal Code; and amending Section 17C.400.040 of the Spokane Municipal Code to extend an additional six months. (Council Sponsors: Council Members Wilkerson and Cathcart)

ORD C36459 Relating to increasing housing options by permitting and encouraging the construction of middle housing in more residential zoning districts; adopting subdivision processes to encourage homeownership; implementing Section 3 of HB 1110; amending Spokane Municipal Code (SMC) chapters 17A.020.010, 17A.020.020, 17A.020.030, 17A.020.040, 17A.020.060, 17A.020.120, 17A.020.130, 17A.020.180, 17A.020.190, 17A.020.200, 17A.040.020, 17A.040.030, 17A.040.040, 17A.040.050, 17C.120.500, 17C.122.060, 17C.200.020, 17C.200.040, 17C.200.100, 17C.230.110, 17C.230.130, 17C.300.010, 17C.300.100, 17C.300.110, 17C.300.130, 17G.020.060, 17G.025.010, 17G.030.010, 17G.030.030, 17G.030.040, 17G.070.030, 17G.070.135, 17G.080.020, 17G.080.040, 17G.080.050, 17G.080.060, 17G.080.065; repealing SMC chapters 17C.110, 17G.060, and 17G.060T, and SMC sections 17G.080.010, and 17G.080.080; adopting SMC chapters 17C.111

and 17G.061, and SMC sections 17D.060.135, 17G.080.000, and 17G.080.025; and setting an effective date. (As substituted on October 30, 2023) (Council Sponsors: Council Members Wilkerson and Cathcart)

SPECIAL CONSIDERATIONS

City Council Letter to the Washington State Legislature (CPR 2023-0016) (as added during the 3:30 p.m. Briefing Session) (Council Sponsor: Council President Kinnear)

After Council and staff commentary, the following action was taken:

Upon 5-2 Voice Vote, the City Council **approved** the City Council Letter to the Washington State Legislature in support of extended producer responsibility relating to plastic waste.

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

HEARINGS

Beginning Hearing on Proposed 2024 Budget (FIN 2023-0001)

The City Council held a hearing on the Proposed 2024 Budget. There was an opportunity for public testimony, with no individuals requesting to speak, and brief Council and staff commentary was held. The following action was then taken:

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to continue** the Public Hearing on the 2024 Proposed Budget to November 20; **carried 7-0**.

Final Reading Ordinance C36455—Six-year Citywide Capital Improvement Program (carried over from the November 6, 2023, City Council Meeting) (Council Sponsors: Council President Kinnear and Council Member Wilkerson)

The Spokane City Council held a hearing on Final Reading Ordinance C36455. There was 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 Final Reading Ordinance C36455** adopting a six-year Citywide Capital Improvement Program for the years 2024 through 2029 and amending the Citywide Capital Improvement Program (CIP) as referenced in Appendix C of the City of Spokane Comprehensive Plan.

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

OPEN FORUM

(as moved to the end of the Agenda during the 3:30 p.m. Briefing Session)

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

- Will Hulings
- Mikhail Slyusarev
- Zach McGuckin
- Azalyn Croft
- Erik Lowe
- Jay MacPherson
- Karl Boettner
- Mike Gleason
- David Brookbank
- Eugene Knowles
- Anton Velone
- Lukas Yanni

- Andrew Cowley
- Tonia Comstock
- Travis Mateer

ADJOURNMENT

There being no further business to come before the City Council, the meeting adjourned at 7:17 p.m. No Executive Session was held.

Hearing Notices

BUILDING OFFICIAL SHOW CAUSE HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 1020 E 39th AVENUE, SPOKANE, WASHINGTON, 99203, PARCEL NUMBER 35324.0904, LEGAL DESCRIPTION MANITO SOUTH E35FT OF L4&W20FT OF L5 B1, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on December 19, 2023 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane, WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote participation information for this hearing will be posted on the City website as well on each agenda, which can be found under the substandard building topic here:

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

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

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

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

BUILDING OFFICIAL SHOW CAUSE HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 133 N STONE STREET, SPOKANE, WASHINGTON, 99202, PARCEL NUMBER 35164.1816, LEGAL DESCRIPTION SUB OF SEC 16 L16 B118, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on December 19, 2023, at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane, WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote participation information for this hearing will be posted on the City website as well on each agenda, which can be found under the substandard building topic here:

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SPOKANE CITY-COUNTY HISTORIC LANDMARKS AGENDA
Wednesday, December 20, 2023
City Council Briefing Center & Webex
808 W. Spokane Falls Blvd.

I. Public Hearing: 3:00 P.M.

A. Special Valuation Application (per SMC 17D.100.310):

1. Davis House – 306 West Graves Road
2. Parkade Parking Garage – 511 West Main Avenue
3. Beech House (Browne's Addition Contributing Property) – 2222 West 2nd Avenue

Members of the general public are encouraged to join the on-line meeting using the following information:

To participate via video, on your computer or mobile device, follow the link: <https://bit.ly/3KMEifZ>

To participate by phone

Dial: 1-408-418-9388
Enter # when prompted for an attendee ID: 2485 759 6416
Password: 783EPyJQvJh

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Ordinances

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

ORDINANCE NO. C36466

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

- 1) Decrease appropriation by \$21,200.
 - A) Of the decreased appropriation, \$21,200 is removed from base wages.
- 2) Increase appropriation by \$21,200.
 - A) Of the increased appropriation, \$21,200 is provided solely for building repair & maintenance on behalf of Municipal Court.

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 perform facility and technical improvements at Municipal Court, 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 November 27, 2023
Delivered to Mayor December 4, 2023**

ORDINANCE NO. C36467

An ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage.

WHEREAS, the City of Spokane is a first-class city with a population of less than 300,000 persons and is required, pursuant to RCW 35.33.075 to adopt a final budget prior to the close of the current fiscal year at midnight, December 31, 2023; and

WHEREAS, all appropriations in the final budget must be limited to the total estimated revenues therein including the amount to be raised by all municipal revenue sources and the unencumbered fund balances estimated to be available at the close of the current fiscal year; and

WHEREAS, pursuant to RCW 35.33.121 the expenditures as classified and itemized by fund in the final budget adopted by the City Council shall constitute the City of Spokane's appropriations for the fiscal year commencing after midnight, December 31, 2023, subject to later adjustments as provided therein;

NOW, THEREFORE,

The City of Spokane does ordain:

Section 1.

A. That the revenues to be generated by the revenue sources set forth in the final budget are required for the continuation of the existing essential municipal programs and services of the City of Spokane.

B. That without said essential municipal programs and services, the public health, safety and welfare of the citizens of the City of Spokane would be seriously impaired.

C. That the following Annual Budget of the City of Spokane for 2024 reflects a continuation of said essential municipal services and programs provided by the City of Spokane for the public health, safety and welfare of the citizens of the City of Spokane as required by the constitution and laws of the State of Washington, the City Charter, ordinances, other legislative enactments and lawful obligations of the City of Spokane.

Section 2. That the Annual Budget of the City of Spokane for the fiscal year ending December 31, 2024, as set forth in the document attached hereto and entitled, "2024 Adopted Budget, City of Spokane, Washington," hereinafter referred to as the 2024 Annual Budget, be and the same is, hereby fixed, determined, and adopted at the fund level; and that the amounts set forth in said budget are hereby appropriated for the use of the several funds as specified

FUNDS	Total Estimated Revenues	Appropriated Beginning Fund Balances	Est. Revenues & Approp. Fund Balance	Total Appropriations
General Fund	\$242,796,515	\$0	\$242,796,515	\$242,753,357
Special Revenue Funds				
Street Maintenance	26,796,289	3,370,786	30,167,075	28,454,568
Code Enforcement	4,434,280	-	4,434,280	4,355,832
Library	13,029,938	6,179,789	19,209,727	13,995,883
Historic Preservation Incentive	10,000	11,306	21,306	17,647
Pension Contributions (LEOFF)	7,103,943	-	7,103,943	7,103,943
Miscellaneous Grants	177,500	-	177,500	177,500
Domestic Violence Prevention	500	6,666	7,166	500
Cannabis Tax	600,000	-	600,000	600,000
Traffic Calming Measures	7,174,836	4,315,085	11,489,921	6,981,657
Urban Forestry Fund	20,000	73,878	93,878	20,176
Parks and Recreation	26,625,006	3,299,901	29,924,907	26,829,506
American Rescue Plan	-	-	-	-
Fire Miscellaneous Grants	41,907	-	41,907	41,907
Parking Meter Revenue Fund	11,769,891	(274,448)	11,495,443	6,444,377
Paths and Trails Reserve	174,500	714,180	888,680	728,925
Human Services Grants Fund	22,583,258	1,200,000	23,783,258	23,781,882
Continuum of Care	7,570,000	-	7,570,000	7,570,000
Opioid Response	317,221	-	317,221	
Forfeitures & Contributions (SPD)	407,840	1,244,714	1,652,554	664,052
Hotel/Motel Tax	4,518,803	113,587	4,632,390	4,526,798
Housing Sales Tax	7,200,000	13,434,232	20,634,232	511,572
REET 2nd Quarter Percent	4,796,000	5,475,671	10,271,671	8,207,500
REET 1st Quarter Percent	4,584,711	1,098,824	5,683,535	4,000,000
Public Safety & Judicial Grants	1,814,793	-	1,814,793	1,806,016
Public Safety Personnel Fund	7,126,494	602,347	7,728,841	7,693,268

Combined Communications Center (SFD Dispatch)	-	-	-	-
Communications Building M&O	286,692	91,300	377,992	311,028
Community Development Fund	15,000	30,000	45,000	45,000
CD/HS Operations		515,111	515,111	472,600
Community Development Block Grants	10,000,000	-	10,000,000	10,000,000
CDBG Revolving Loan Fund	2,000,434	500,000	2,500,434	2,500,000
Misc. Community Development Grants	41,757	138,907	180,664	157,907
Home Program	5,053,235	-	5,053,235	5,053,235
Home Revolving Loan Fund	396,379	750,000	1,146,379	1,135,000
Housing Assistance Program	7,180	175,000	182,180	177,500
Affordable & Supportive Housing Fund	645,586	500,000	1,145,586	215,586
Emergency Rental Assistance Grant	57	-	57	-
Housing Trust Grant Fund	7,611	215,200	222,811	216,800
Legal Services and Relocation	144,000	-	144,000	144,000
Rental Rehabilitation Fund	51,150	360,000	411,150	411,150
Residential Rental Property Mitigation	76,456	-	76,456	76,456
Trial Court Improvement Fund	64,608	730	65,338	64,608
Criminal Justice Assistance (Detention)	7,285,956	906,642	8,192,598	7,913,047
Financial Partnership Fund	189,792	-	189,792	189,792
Channel Five Equipment Reserve	252,000	454,554	706,554	252,000
Park Cumulative Reserve	3,669,995	2,847,199	6,517,194	4,423,619
Fire/EMS	71,588,623	-	71,588,623	71,588,623
Defined Contribution Administration	75,000	-	75,000	69,336
VOYA Defined Contribution Administration	46,000	-	46,000	45,928
Transportation Benefit Fund	3,355,049	1,185,026	4,540,075	4,372,737
Debt Service Funds				
GO Bond Redemption	17,939,274	7,314,608	25,253,882	17,529,912
Special Assessment Debt	530,000	172,850	702,850	143,811
Special Assessment Guaranty	-	589,981	589,981	8,000
Iron Bridge TIF Debt Service	105,587	109,219	214,806	103,187
University District LRF Debt Service	275,000	759,899	1,034,899	224,252
Capital Projects Funds				
General Capital Improvements	-	1,415,226	1,415,226	70,226
Arterial Street	39,728,974	8,900,000	48,628,974	34,520,836
Capital Improvements 2015 Park	20,403	552,384	572,787	572,787
Capital Improvements 2018 Library	-	-	-	-
Capital Improvements 1995	-	40,778	40,778	40,778
Kendall Yards TIF	410,000	-	410,000	400,000
West Quadrant TIF	589,000	1,027,583	1,616,583	1,604,090
University District LRF	217,000	-	217,000	213,000

Enterprise Funds				
Water	55,176,195	11,545,475	66,721,670	70,329,400
Water/Wastewater Debt Service	13,551,528	-	13,551,528	13,551,528
Integrated Capital Management	68,008,297	15,351,763	83,360,060	100,051,184
Sewer	69,251,487	10,588,831	79,840,318	80,664,769
Solid Waste Fund	98,605,465	2,791,666	101,397,131	103,372,618
Golf	5,992,101	1,329,726	7,321,827	6,764,047
Development Services Center	9,937,638	5,850,805	15,788,443	11,751,841
Internal Service Funds				
Fleet Services	17,452,392	1,514,186	18,966,578	17,442,492
Fleet Services Equipment Replacement	2,671,261	6,521,021	9,192,282	2,631,115
Public Works and Utilities	7,163,089	1,131,200	8,294,289	6,836,384
Information Technology (IT)	12,074,684	2,828,006	14,902,690	14,294,688
IT Capital Replacement	1,298,527	2,924,115	4,222,642	2,943,304
Reprographics	487,716	69,164	556,880	530,635
Purchasing & Stores	1,092,076	156,274	1,248,350	1,228,187
Accounting Services	5,182,745	759,583	5,942,328	5,941,433
My Spokane	1,913,698	83,140	1,996,838	1,894,746
Office of Performance Management	1,606,687	60,676	1,667,363	1,632,637
Risk Management	8,449,339	673,989	9,123,328	7,405,695
Workers' Compensation	5,491,794	5,065,310	10,557,104	6,433,878
Unemployment Compensation	-	1,047,765	1,047,765	437,026
Employee Benefits	44,773,773	15,537,953	60,311,726	50,994,408
Facilities Management - Operations	5,674,619	3,901,569	9,576,188	6,204,975
Facilities Management - Capital	23,740,706	-	23,740,706	21,460,637
Police Capital	3,064,136	-	3,064,136	3,064,136
Fire Capital	2,142,868	-	2,142,868	2,142,868
Capital Facilities	744,381	-	744,381	744,381
Trust and Agency Funds				
Finch Memorial Arboretum	75,000	-	75,000	75,000
Employees' Retirement (SERS)	36,330,000	11,850,900	48,180,900	41,236,091
Firefighters' Pension Fund	5,188,643	254,438	5,443,081	5,240,350
Building Code Records Mgmt	60,000	-	60,000	60,000
Municipal Court	1,300,000	-	1,300,000	1,300,000
Police Pension Fund	3,695,500	-	3,695,500	3,581,750
Parking & Business Improvement District	-	75,000	75,000	75,000
TOTAL FUNDS	\$1,078,938,368	\$172,331,270	\$1,251,269,637	\$1,154,850,899

Section 4. That the foregoing appropriations are to be paid from the respective funds as specifically indicated in the

2024 Annual Budget and the salaries and wages therein set forth in detail as prescribed by RCW 35.33.051 shall be paid on a biweekly basis, payable every other Friday of such fiscal year.

Section 5. That because this ordinance adopts the Annual Budget, as provided by Section 19 of the City Charter, it shall take effect immediately upon its passage.

Passed by City Council November 27, 2023

Delivered to Mayor December 4, 2023

Policies and Procedures

CITY OF SPOKANE UTILITIES DIVISION/DEVELOPMENT SERVICES PUBLIC RULE	RULE 5200-23-01 LGL 2023-0029
TITLE: GENERAL FACILITY CHARGES – INCENTIVES, WAIVERS AND OFFSETS	
EFFECTIVE DATE: MARCH 5, 2024 REVISION EFFECTIVE DATE: N/A	

1.0 GENERAL

The City of Spokane Utilities Division establishes the following Public Rule, policy, and procedures for General Facility Charges (GFC) incentives, waivers and offsets.

This Public Rule relates to the requirement for municipal utilities to identify alternative non-utility revenues or funds before agreeing to waive or offset any connection charges. SHB 1326, enacted and effective July 23, 2023, allows connection charges to be waived or offset for properties owned or developed for purposes of providing emergency shelter, transitional housing, permanent supportive housing, or affordable housing, provided that a separate non-utility source of revenue such as general funds, grant dollars or other identified revenue stream is identified. This Public Rule outlines the parameters of how such offsets or waivers will be identified and awarded.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This Public Rule shall apply to the City of Spokane Development Services Center, Wastewater Management Department, Water and Hydroelectric Department, Integrated Capital Department, Engineering Services Department, and the Planning and Economic Development Department.

3.0 REFERENCES

- Spokane Municipal Code (SMC) Chapter 08.07D
- Spokane Municipal Code (SMC) Chapter 08.15
- Spokane Municipal Code (SMC) Chapter 13.03
- Spokane Municipal Code (SMC) Chapter 13.04
- Spokane Municipal Code (SMC) Chapter 17C.300
- Ordinance C-36369 and C-36372
- RCW 35.92.380
- RCW 35.92.385

4.0 DEFINITIONS

“GFC Charges” means those charges set forth in SMC 13.03.0734 and SMC 13.04.2044 as may be amended from time to time by the Engineering News-Record Index (ENR) calculated by City Staff, from October to October for the previous year. The initial ENR index will occur prior to March 5, 2024 after which this annual increase will occur January 1, 2025, and occur each January 1 thereafter.

5.0 POLICY

5.1 It is the Policy of the City of Spokane not to waive GFC Charges without prior identification of a non-utility revenue stream such as general fund dollars or grant funds.

5.2 Any offset or deferral of the developer’s cost of the GFC shall be replaced with funds from non-utility revenue sources, such as grant dollars or other general fund revenues.

5.3 Such offset or deferral must be clearly identified and paid by the other source at time of application for connection, application for a building permit, or as otherwise ordered by the Director of Public Works.

6.0 PROCEDURES

6.1 Accessory Dwelling Units.

In response to the ongoing local and national housing crisis, relief should be provided to residents and businesses. The City may offset one hundred percent (100%) of GFC Charges for an Accessory Dwelling Unit if it meets all of the criteria in this section. This fee offset shall expire at 5:00 p.m. on December 31, 2024. The criteria for the fee offset are as follows:

6.1.1 The offset shall be limited to the construction of a new Accessory Dwelling Unit approved under SMC 17C.300.

6.1.2 The lot shall be located at least partially within one half mile of a Center or Corridor, Context Area, Downtown zone, or CC3 zoning overlay. Distances are measured in a straight line between the zone/overlay boundary to the lot line of the site containing the development.

6.2 Affordable Housing.

In response to the ongoing local and national housing crisis, fifty percent (50%) of a project’s GFC Charges may be deferred or offset for the construction of affordable housing. Deferred or offset fees shall be paid by the identified alternative revenue source at the time GFC Charges are due. The remainder shall be paid by the developer. Projects that qualify for the affordable housing deferral or offset shall meet one of the following criteria:

6.2.1 For a project that qualifies for the twelve-year exemption under the Multiple Family Housing Property Tax Exemption as described in SMC 08.15.090, GFC Charges subject to this rule may be deferred for the life of the property tax exemption. Projects that maintain qualifying status for the entire twelve-year period may have fees permanently offset at the end of the twelve-year period.

6.2.2 For a project that qualifies for the twenty-year exemption under the Multiple Family Housing Property Tax Exemption as described in SMC 08.15.090, GFC Charges subject to this rule may be deferred for the life of the property tax exemption. Projects that maintain qualifying status for the entire twenty-year period may have fees permanently offset at the end of the twenty-year period.

6.2.3 For a project that qualifies for the sales and use tax exemption under the Sales and Use Tax Deferral Program for Affordable Housing as described in SMC 08.07D, GFC Charges subject to this rule shall be deferred for the life of the sales and use tax exemption. Projects that maintain qualifying status for the entire ten-year period may have fees permanently offset at the end of the ten-year period.

6.2.4 For projects that qualify for the use of funds from the Sales and Use Tax for Housing and Housing-Related Supportive Services as described in chapter 08.07D SMC, GFC Charges subject to this rule may be offset.

6.2.5 For projects receiving funding through state, or federal programs for affordable housing, fees under this section may be offset.

6.2.6 For projects on property with a covenant to limit sales to low income households earning no more than 80 percent of the area median income, fees under this section may be offset, so long as affordability is retained for a minimum of 50 years.

6.3 Failure to Maintain Qualifications for Deferred GFC Charges.

A project with deferred GFC Charges that maintains qualifying status under 6.2 for the duration specified shall have the indicated amount of GFC Charges offset permanently at the end of the term. A project that fails to maintain qualifying status under 6.2 for the duration specified shall repay all deferred GFC Charges to the City.

6.4 Maximum Limit.

6.3.1 The maximum offset or deferral for a water GFC Charge shall be forty thousand dollars (\$40,000) per project.

6.3.2 The maximum offset or deferral for a sewer GFC Charge shall be twenty thousand dollars (\$20,000) per project.

6.5 Funding.

6.5.1 Offsets or deferrals shall be awarded on a first-come, first-served basis. When an identified alternative source of revenue is depleted, another revenue source must be identified or an offset or deferral shall not be awarded.

6.5.2 Some alternative sources of revenue, such as grant funds, may have additional restrictions on the use of funds. A project that qualifies for a deferral or offset under this rule may not qualify for any of the identified alternative sources of revenue. A project that fails to qualify under the limitations of available alternative sources of revenue shall not be awarded an offset or deferral.

6.5.3 Nothing in this Public Rule shall preclude the use of third party sources of funding, such as grants, from contributing towards a project’s GFC Charge.

6.6 Other incentives may be identified based on the project details, timing, state or local incentives upon approval of the Director of Planning and Economic Services Department.

7.0 RESPONSIBILITIES

The City of Spokane Wastewater Management Department, Water and Hydroelectric Department, the City of Spokane Integrated Capital Department, Engineering Services Department, and the City of Spokane Accounting Departments through the Planning and Economic Development Department shall administer this Public Rule.

CITY OF SPOKANE ADMINISTRATIVE POLICY AND PROCEDURE	ADMIN 5200-23-05 LGL 2023-0031
TITLE: Water and Sewer Rehabilitation Program Policy EFFECTIVE DATE: Month, Day, Year (to be inserted after signatures obtained) REVISION EFFECTIVE DATE: December 1, 2023	

1.0 GENERAL

1.1 The purpose of this policy is to provide uniform operating rules and procedures for the consideration and award of financial assistance (low interest loans) for resident-owned water and sewer infrastructure projects located within the City of Spokane’s service area(s).

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

2.1 This policy shall apply to the Water, Sewer, and Utility Billing Departments.

3.0 REFERENCES

City Council Resolution 2023-0096

Spokane Municipal Code SMC § 13.03.0304, 13.03.0306, 13.04.1002

Revised Code of Washington Chapters 35.67, 35.92

Washington Constitution, Article 8 § 7

4.0 DEFINITIONS

4.1 “City” refers to the City of Spokane

4.2 “Director” refers to the City’s Director of Public Works

4.3 “Qualified Project” means a water or sewer infrastructure repair project which has received an initial determination and/or entered into a contract with the City for reimbursement by the Water and Sewer Rehabilitation Program as applicable under the program.

4.4 “Qualified third-party administrator” (Project Administrator) means the selected vendor to administer the program.

4.5 “Resident-owned” means development on private property; plot of land and not located within the city right-of-way

4.6 “Water and Sewer Rehabilitation Program” also referred to as WSRP means the City program designed to provide financial assistance for costs related to resident-owned qualified projects.

5.0 POLICY

5.1 Qualified project must be within City’s water or sewer service area.

5.2 The program is designated to provide financial assistance to single-family property owners with an Area Median Income (AMI) of 80% or less.

5.3 The application may only be from the current property owner.

5.4 Applicants are limited to currently existing, owner-occupied, single-family residences. New construction is not eligible.

5.5 Eligible project costs are outlined in Appendix A, Section 5.2

5.6 Ineligible project costs are outlined in Appendix A, Section 5.2

5.7 Qualified projects are eligible for low-interest loans up to \$49,995. Loan monthly payments will be added to the Owner’s monthly utility bill and repaid through the monthly utility bill.

5.8 A priority system may be needed depending on applications received and the availability of annual funds. If needed, the priority for funding projects will be in accordance with public health concerns, public health and environmental protection, and the location of property to available city infrastructure.

5.8.1 Qualified applicants will receive loan funds on a first come first served basis.

5.8.1.1 Projects that are most ready to proceed with construction will be used to distinguish between applications received at the same time.

6.0 PROCEDURE

6.1 Potential applicants shall complete and submit to Administrator, a pre-eligibility application (application), included herein as “Appendix B.” A completed pre-eligibility application is one that fully answers all questions listed in the application.

6.2 The completed application will be reviewed by the Administrator, and, if approved, the applicant will be notified they are eligible to enter into a contract with the City.

6.3 The Director of Public Works, or their designee, will make the final decision on funding the project, subject to needs and funding. No single project shall exceed the funding amount previously outlined, without the express written permission from the Director of Public Works and approval from the City Council.

6.4 The Administrator reviews the application for income and project eligibility.

6.5 When the application is approved, the Administrator will manage the selection of the contractor from the approved list and initiation of the contract.

6.6 The contractor pulls the required permits.

6.7 The contractor completes construction work.

6.8 The final work is inspected by City staff.

6.9 Loan is turned over to Utility Billing Dept.

6.10 Lien recorded by City staff or the Administrator.

6.11 Loan repayment begins through monthly utility bill.

7.0 RESPONSIBILITIES

7.1 The City of Spokane Integrated Capital Management Department (ICM) shall administer this policy.

- 7.2 ICM will be responsible for managing the Administrator and making program recommendations to the Director.
 7.3 ICM will be responsible for updating the Director, Utility Billing Department, and City Council annually regarding the program and funding needs.

8.0 APPENDICES

- 8.1 Appendix A – Water and Sewer Rehabilitation Program Overview
 8.2 Appendix B – Pre-application Template
 8.3 Appendix C – Loan Documents

Job Opportunities

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

AMENDMENT

AMENDMENT

AMENDMENT

SENIOR ENGINEER

SPN 233

(Announcement of 07/31/2023)

The above titled announcement is hereby amended to read:

Closing Date: December 11, 2023, at 4:00PM PST.

DEPUTY FIRE CHIEF SPN 941 OPEN ENTRY

DATE OPEN: Monday, November 27, 2023

DATE CLOSED: Monday, January 29, 2024

SALARY: \$154,177.92 annual salary, payable bi-weekly, to a maximum of \$188,671.68

DESCRIPTION:

The Deputy Fire Chief performs responsible command and administrative duties assisting the Chief and Assistant Chief.

DUTIES:

- Assists in planning, organizing and administering the activities of the department. Supervises major section within the department and prepares working schedules.
- Maintains and enforces discipline. Participates in personnel selection, development, and promotion; assists with the development of department's training program. Provides technical assistance and interprets policy matters.
- Assists in establishing the goals and objectives of the department. Organizes the departmental operations to meet these goals and objectives. Evaluates the organizational structure and methods of service delivery. Recommends changes as necessary.
- Performs research and development work in the area of uniform fire reporting systems, physical fitness training, day-to-day operations, safety, and other areas as needs indicate.
- Responds to multi-alarm and other incidents. Assumes command as required. Coordinates with other City agencies at incident scenes.
- Reviews records and reports. Initiates changes and submits reports.
- Assists the Chief and Assistant Chief with a variety of special projects as assigned. Researches data essential for budget preparation. Makes presentations to groups and organizations.
- Performs related work as required.

Promotional Requirements:

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

Open-Entry Requirements:

- *Education:* Bachelor's degree from an accredited college or university in fire command, public or business administration, or emergency medical services; and

- *Experience:* Completion of five years of experience as a chief officer for a fire agency.
- *License:* Applicants must possess a valid driver's license, to be maintained throughout employment.

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

EXAMINATION DETAILS:

You are required to meet the minimum qualifications above and to pass the examination for this position, in order to be eligible for hire.

- Your Civil Service examination is a Training and Experience (T&E) Evaluation in the form of supplemental questions during this application process.
- You will receive your Civil Service eligibility list ranking after scoring of your T&E Evaluation is completed.

Training & Experience Evaluation Details:

The T&E is used to examine the relevance, level, and quality of the applicant's education, training, and experience. You will complete the T&E supplemental questions online as part of the application process. You may preview the instructions and questions online in the tab marked "QUESTIONS" near the top of the job announcement.

Important: The application system may time you out after 30 minutes of inactivity. We highly recommend that you formulate your responses in a separate word processing document. You can then copy and paste your responses into the boxes provided.

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

TO APPLY:

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

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 30th day of November 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

**DEPUTY FIRE CHIEF SPN 941
PROMOTIONAL**

DATE OPEN: Monday, November 27, 2023

DATE CLOSED: Monday, January 29, 2024

SALARY: \$154,177.92 annual salary, payable bi-weekly, to a maximum of \$188,671.68

DESCRIPTION:

The Deputy Fire Chief performs responsible command and administrative duties assisting the Chief and Assistant Chief.

DUTIES:

- Assists in planning, organizing and administering the activities of the department. Supervises major section within the department and prepares working schedules.
- Maintains and enforces discipline. Participates in personnel selection, development, and promotion; assists with the development of department's training program. Provides technical assistance and interprets policy matters.
- Assists in establishing the goals and objectives of the department. Organizes the departmental operations to meet these goals and objectives. Evaluates the organizational structure and methods of service delivery. Recommends changes as necessary.
- Performs research and development work in the area of uniform fire reporting systems, physical fitness training, day-to-day operations, safety, and other areas as needs indicate.
- Responds to multi-alarm and other incidents. Assumes command as required. Coordinates with other City agencies at incident scenes.
- Reviews records and reports. Initiates changes and submits reports.

- Assists the Chief and Assistant Chief with a variety of special projects as assigned. Researches data essential for budget preparation. Makes presentations to groups and organizations.
- Performs related work as required.

Promotional Requirements:

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

Promotional Requirements:

- *Education:* Bachelor's degree from an accredited college or university in fire command, public or business administration, or emergency medical services; and
- *Experience:* Completion of one year with the Spokane Fire Department as Fire Battalion Chief (SPN 940), division chief, or higher classification.
- *License:* Applicants must possess a valid driver's license, to be maintained throughout employment.

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

Open-Entry Requirements:

- *Education:* Bachelor's degree from an accredited college or university in fire command, public or business administration, or emergency medical services; and
- *Experience:* Completion of five years of experience as a chief officer for a fire agency.
- *License:* Applicants must possess a valid driver's license, to be maintained throughout employment.

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

EXAMINATION DETAILS:

You are required to meet the minimum qualifications above and to pass the examination for this position, in order to be eligible for hire.

- Your Civil Service examination is a Training and Experience (T&E) Evaluation in the form of supplemental questions during this application process.
- For current City employees who meet the Promotional requirements, the T&E is weighted at 80%, and your most recent promotional evaluation at 20%.
- You will receive your Civil Service eligibility list ranking after scoring of your T&E Evaluation is completed.

Training & Experience Evaluation Details:

The T&E is used to examine the relevance, level, and quality of the applicant's education, training, and experience. You will complete the T&E supplemental questions online as part of the application process. You may preview the instructions and questions online in the tab marked "QUESTIONS" near the top of the job announcement.

Important: The application system may time you out after 30 minutes of inactivity. We highly recommend that you formulate your responses in a separate word processing document. You can then copy and paste your responses into the boxes provided.

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

TO APPLY:

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

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By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 30th day of November 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

MARSHALL ROAD TRANSMISSION MAIN PHASE 2 Engineering Services File No. 2022082

This project consists of the construction of approximately 3,600 linear feet of 30-inch diameter water transmission main, 90 linear feet of 48" steel casing pipe with both open cut and trenchless installation, shoring, HMA pavement repair, curb, sidewalk and driveway removal and replacement, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. December 11, 2023, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

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

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

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

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

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

Note regarding new specifications: The City of Spokane is using WSDOT's 2023 Standard Specifications.

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

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

Publish: November 22, 29, & December 6, 2023

MARSHALL ROAD TRANSMISSION MAIN PHASE 3
Engineering Services File No. 2022083

This project consists of the construction of approximately 3,100 linear feet of 30-inch diameter water transmission main, 1,600 linear feet of 20-inch gravity sanitary sewer, 1,100 linear feet of 18-inch gravity sanitary sewer, 900 linear feet of 8-inch sanitary sewer force main (siphon), 900 linear feet of 18-inch sanitary sewer force main (siphon), sewer manhole structures, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. December 11, 2023, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to City Hall, 808 W. Spokane Falls Blvd. Spokane, WA 99201. Hand delivered bids shall be delivered to the first floor of City Hall between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

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

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

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

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

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

Note regarding new specifications: The City of Spokane is using WSDOT's 2023 Standard Specifications.

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

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

Publish: November 22, 29, & December 6, 2023

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR PROPOSALS #6018-23
Water and Sewer Rehabilitation Program Administration
City of Spokane Integrated Capital Management

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

Pre-Proposal Conference:

A Pre-Proposal Conference is scheduled to be held on **TUESDAY, DECEMBER 12, 2023 at 10:30 a.m., local time, virtually via Microsoft Teams**, at **Click here to join the meeting** or: https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2Y4MGEyYwQtMzY2Ni00NTJhLWExOTctZjA4YTgwMDJiNzFk%40thread.v2/0?context=%7b%22Tid%22%3a%2295fa1d6e-6a27-496e-9117-fc34d9076661%22%2c%22Oid%22%3a%22894f964b-8a21-4be9-a93b-5fa7b612bd5d%22%7d.

Alternatively, you may join the meeting by the methods below:

Meeting ID: 240 409 004 476

Passcode: KP6qwi

Download Teams | Join on the web

Join with a video conferencing device:

cityofspokane@m.webex.com

Video Conference ID: 114 429 958 2

Alternate VTC instructions

Or call in (audio only):

+1 424-566-7556, [813696368#](tel:813696368) United States, Los Angeles

Phone Conference ID: 813 696 368#

All prospective Proposers should attend; however, attendance is not mandatory.

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, DECEMBER 18, 2023**. Hard copies, emails, and late submittals will not be accepted.

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

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

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

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

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, DECEMBER 18, 2023**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. 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 #.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mlowmaster@spokanecity.org. Persons who are deaf, hard of hearing, deaf-blind, and speech disabled may contact Risk Management through the Washington Relay Service at 7-1-1 forty-eight (48) hours before the meeting date.

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

Publish: November 29 & December 6, 2023

REQUEST FOR QUALIFICATIONS #6026-23
Climate Impact and Resiliency Planning with Comprehensive Plan Update Services
City of Spokane Planning and Economic Development Department

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

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, DECEMBER 18, 2023**. Hard copies, emails, and late submittals will not be accepted.

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

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

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

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

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, DECEMBER 18, 2023**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. 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 #.

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

Publish dates: November 22, 29, & December 6, 2023

REQUEST FOR PROPOSALS
Scalehouse Management System
RFP #6030-23

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

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on January 15th, 2024**. Hard copies, emails, and late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

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

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

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

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

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting via **Microsoft Teams** at 1:15 p.m. on **MONDAY January 15th, 2024**. For the link to attend virtually and the number to attend by telephone, visit the City's Purchasing website at:

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

Carlos Plascencia
Procurement Specialist, City of Spokane Purchasing

Publish: December 6, 2023 & December 13, 2023

Miscellaneous Waterworks Products – Ray Street Water Main
Water & Hydroelectric Services Department

ITB #6031-23

Description: The City of Spokane Water & Hydro Electric Services Department is seeking electronic bids for Miscellaneous Waterworks Products for the Ray Street Water Main Project.

Bid Opening: Sealed electronic bids will be accepted until **Monday, December 18, 2023, at 1:00 pm**. Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

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

Please submit any questions on our bidding portal to the 'Clarifications' tab under the applicable project number.

The City reserves the right to reject any and all submissions and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm submissions completed and submitted electronically will be tabulated.**

Thea Prince, Sr. Procurement Specialist
Purchasing Department

Publish: December 6 & 13, 2023