



Official Gazette

City of Spokane, Washington

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

Volume 113

DECEMBER 27, 2023

Issue 52



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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Minutes

SPECIAL MEETING MINUTES**SPOKANE CITY COUNCIL**

**Meeting of Thursday, December 14, 2023
 12:20 P.M.**

A special meeting of the Spokane City Council was held on Thursday, December 14, 2023, at 12:20 p.m. in the City Council Chambers, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. The purpose of the special meeting was to hold a Special Legislative Session to consider the agreements, resolutions, and ordinances noted below.

SPECIAL LEGISLATIVE SESSION**Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Wilkerson.

Meeting Decorum

Council President Wilkerson provided an overview of expectations for the decorum of the meeting.

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Dillon, Stratton, and Zappone were present. Note: There is a vacancy in Council District 2, Position 2.

SPECIAL LEGISLATIVE AGENDA**Action Regarding Public Testimony Time Limit**

Motion by Council Member Cathcart, seconded by Council Member Zappone, **to limit** testimony to one minute each due to the limited time for the special meeting; **carried 6-0.**

Agreement Amendment B with The Salvation Army (Deferred from December 4, 2023) (OPR 2023-0017)

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to substitute** with the revised version of OPR 2023-0017 (received December 12, 2023); **carried 6-0.**

CONSENT AGENDA

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

Upon 6-0 Voice Vote, the City Council **approved** Staff Recommendations for the following items:

Agreement Amendment B with The Salvation Army (Spokane) (as substituted above) for shelter operations at the Trent Resource and Assistance Center from November 1, 2023, through April 30, 2024—\$3,730,000. (Deferred from December 4, 2023) (OPR 2023-0017)

Agreement Amendment A with Revive Counseling Spokane, PLLC, for shelter services from January 1, 2024, through April 30, 2024—\$100,000. (OPR 2023-0764)

Updated Service Contract with Clean Energy dba Clean Energy Corp. (Newport Beach, CA) for operation and maintenance services for CNG site on an as-needed basis from October 1, 2023, through September 30, 2024, with four additional one-year extensions—\$250,000. (OPR 2023-1095) (Previously approved as part of the adoption of Resolution 2023-0093)

LEGISLATIVE AGENDA**EMERGENCY ORDINANCES****Emergency Ordinance C36480 (Compromise Version) (Relates to Resolution 2023-0106 and Resolution 2023-0109)**

Upon consideration of Emergency Ordinance C36480, the following action was taken:

Motion by Council Member Cathcart, seconded by Council Member Zappone, **to suspend** the Council rules for the purposes of substituting this ordinance (Ordinance C36480); **carried 6-0**.

Motion by Council Member Cathcart, seconded by Council Member Zappone, **to adopt** the version (of Ordinance C36480) that has been circulated by Chris Wright this morning at 11:20 a.m. (thereby substituting Ordinance C36480 with updated revised version); **carried 6-0**.

Following a full reading of Ordinance C36480 (as substituted) by the City Clerk, public testimony was received, and Council commentary held, after which the following action was taken:

Upon 6-0 Roll Call Vote, the City Council **passed Emergency Ordinance C36480** amending Ordinance C36389 submitting a ballot proposition to the voters of the City of Spokane amending the city council redistricting process by adding a new section 62 to Article VII, repealing sections 59 and 60 of the Spokane City Charter, and declaring an emergency. (Relates to Resolution 2023-0106 and Resolution 2023-0109)

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

Emergency Ordinance C36481

After a full reading of Emergency Ordinance C36481 by the City Clerk, public testimony from one individual, and Council commentary, the following action was taken:

Upon 6-0 Roll Call Vote, the City Council **passed Emergency Ordinance C36481**—An interim zoning ordinance relating to housing development regulations; adopting a new Chapter 17.410 SMC, Interim Housing Regulations for Maximum Unit Counts; establishing a work program; setting an effective date; and declaring an emergency.

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

(Council Member Bingle left the meeting at 1:07 p.m.)

RESOLUTIONS**Resolution 2023-0106 (Compromise Version) (Deferred from December 4, 2023) (Relates to Resolution 2023-0109 and Ordinance C36480)**

Upon consideration of Resolution 2023-0106, the City Council was presented with three options of the resolution – the Original Version, Substitute Version 1, and Substitute Version 2 (Compromise Version – companion to Ordinance C36480). Council Director Giacobbe Byrd indicated the City Council could make a motion to adopt the substitute version that is in alignment with the ordinance just passed (Ordinance C36480, as substituted). The following actions were taken:

Motion by Council Member Zappone, seconded by Council Member Cathcart, **to adopt** Substitute Version 4* (which is the Substitute Version 2 referenced on the City Council's meeting Notice/Agenda and which was received on December 13, 2023, and is the companion resolution to Ordinance C36480); **carried 5-0**. *[Clerical Note: The motion inadvertently or mistakenly refers to the resolution as Substitute Version 4 rather than Substitute Version 2 as it appeared on the City Council's Agenda. The Special Meeting Notice/Agenda indicates Substitute Version 2 was received December 12, 2023; however, it should have indicated Substitute Version 2 was received on December 13, 2023. The version of Resolution 2023-0106 (Substitute Version 2) in the Special Meeting Notice/Agenda packet correctly indicates that it was received on December 13, 2023.]

Upon 5-0 Roll Call Vote, the City Council **adopted Resolution 2023-0106** (as substituted – Substitute Version 2) amending prior Resolution 2023-0043 referring a matter to the voters of the City of Spokane,

and directing the City Clerk to advise the Spokane County Auditor to revise the proposition referred to the February 13, 2024, ballot.

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

Resolution 2023-0109 (Relates to Resolution 2023-0106 and Ordinance C36480)

After a full reading of Resolution 2023-0109 by the City Clerk, Policy Advisor Chris Wright noted the resolution refers to a six-member commission and it should be a seven-member as the Council adopted today [under Resolution 2023-0106 (as substituted) and Ordinance C36480 (as substituted)]. Mr. Wright recommended the City Council authorize the City Attorney to make any proper corrections before it goes to the County Auditor. The following action was taken:

Motion by Council Member Zappone, seconded by Council Member Cathcart, **to allow** the City Attorney to make the appropriate revisions to Resolution 2023-0109 for sending to the Auditor; **carried 5-0.**

Additional Council discussion was held, after which the following actions were taken:

Motion by Council Member Zappone, seconded by Council Member Dillon, **to suspend** the Council Rules for purposes of amending the resolution (Resolution 2023-0109); **carried 4-1.**

Motion by Council Member Zappone, seconded by Council Member Cathcart, **to amend** Resolution 2023-0109 to remove Paul Dillon's name and add Zack Zappone's name to the Pro Committee for redistricting; **carried 5-0.**

Upon 5-0 Roll Call Vote, the City Council **adopted Resolution 2023-0109** (as amended) appointing for and against committee members relating to a measure on the February 13, 2024, special election ballot regarding a proposition to amend the Spokane City Charter by adding a new section 62 and repealing sections 59 and 60, all relating to the City Council redistricting process.

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

Resolution 2023-0110

Motion by Council Member Cathcart, seconded by Council Member Zappone, **to indefinitely defer** Resolution 2023-0110— amending Resolution 2023-0043 and updating the appointment of for and against committee members relating to a measure on the February 13, 2024, special election ballot regarding a proposition to amend the Spokane City Charter by adding a new section 62 and repealing sections 59 and 60, all relating to the City Council redistricting process—**carried 5-0.**

ADJOURNMENT

There being no further business to come before the City Council, the meeting adjourned at 1:20 p.m. The next regularly scheduled meeting of City Council will be held January 8, 2024.

MEETING MINUTES
City of Spokane
City Council Study Session
December 14, 2023

Call to Order:

11:02 a.m.

Attendance:

Committee Members Present: Council President Wilkerson, Council Members Cathcart, Stratton, Bingle Zappone, and Dillon.

Agenda Items:

1. Round Table Discussion with State Legislators

- Presenter:
Erik Poulsen, City of Spokane

- Action taken:
No action taken. Presentation and discussion only.

Executive Session:

None

Adjournment:

The meeting adjourned at 12:00 p.m.

STANDING COMMITTEE MINUTES
City of Spokane
Finance & Administration Committee
16 October, 2023

I. Called to Order: 1:15 PM PST

Recording of the meeting may be viewed by at <https://vimeo.com/87495421>

Attendance

Committee Members Present:

Council President Lori Kinnear, CM Wilkerson (Chair), CM Michael Cathcart (Vice Chair), CM Karen Stratton, CM Zack Zappone, CM Ryan Oelrich, CM Jonathan Bingle (virtual)

Staff/Others Present:

Jessica Stratton, Teri Stripes, Conner Thorne, Kim McCollum, Matt Boston, Michelle Murray, Howard Delaney, Steve MacDonald, Chris Wright, Giacobbe Byrd, Nicolette Ocheltree, Kelly Thomas, Ginny Ramos, Kevin Freibott, Shae Blackwell, Mark Carlos, Lynden Smithson, Garrett Jones.

Approval of Minutes:

- Action Taken Council Member Zappone moved to approve, Council Member Stratton seconded. Agenda and minutes were approved unanimously.

Discussion Items

1. Q3 2023 Investment Report – Tonya Wallace, Conner Thorne (10 mins)
 - No Action Taken, Presentation Only
2. Quarterly Finance Report – Jessica Stratton (15 mins)
 - No Action Taken, Presentation Only
3. Municipal Court SBO for Safety/Security Upgrades and Maintenance – Howard Delaney - (5 mins)
 - Action Taken, Council Member Wilkerson and Council Member Stratton agreed to sponsor this item to move forward for formal Council consideration.
4. Joint Budget Discussion Ordinance – Matt Boston, Garrett Jones (10 mins)
 - Action taken, Council President Kinnear, Councilman Bingle and Councilman Cathcart agreed to sponsor this item to move forward for formal Council consideration.
5. NWFHA Contract – Christy Jeffers (5 minutes)
 - Action Taken, Councilwoman Stratton agreed to sponsor this item to move forward for formal Council consideration.
6. 1590 Preliminary Discussion – Tonya Wallace, Kim McCullom (10 minutes)
 - No Action Taken, Discussion was had, but a more thorough presentation will take place at Study Session this Thursday the 19th of October.

Consent Items

1. 2024 Property Tax Ordinance
2. 2024 Capital Improvement Program (CIP) Ordinance
3. Spokane Airport Board 2024 Budget Joint Resolution
4. N.E. Community Center Lease Extension

5. 2024 East Sprague Business Improvement District Special Assessment
6. 5100 Pre-Approval to Purchase one (1) truck for Engineering Services
7. 2024 Downtown Business Improvement District Special Assessment
8. ARPA Contract with Habitat for Humanity
9. ARPA Small Business Awards
10. Primary Towing Contract
11. Secondary Towing Contract
12. Contract with Clean Energy
13. 5300 ESRI Small Municipal and County Government EA Program
14. 5300 Cisco ISE – State & Local Cybersecurity Grant Award

Executive session

None.

IV. Adjournment The meeting adjourned at 2:10 PM PST, next meeting will be on the 20th of November, 2023 at 1:15 PM PST

STANDING COMMITTEE MINUTES
City of Spokane
Finance & Administration Committee
18 September, 2023

I. Called to Order: 1:27 PM PST

Recording of the meeting may be viewed by at <https://vimeo.com/86574822>.

Attendance

Committee Members Present:

Council President Lori Kinnear, CM Wilkerson (Chair), CM Michael Cathcart (Vice Chair), CM Karen Stratton, CM Zack Zappone, CM Ryan Oelrich, CM Jonathan Bingle (virtual)

Staff/Others Present:

Amanda Beck, Lynden Smithson, Jessica Stratton, Jacqui MacConall, Steve MacDonald, Michelle Murray, Alex Gibilisco, Matt Boston, Michelle Murray, Garrett Jones, Nicolette Ocheltree, Giacobbe Byrd, Chris Wright, Mark Carlos, Ginny Ramos, Kelly Thomas, Candi Davis, Conner Thorne, Tonya Wallace, Jeff Gunn, Erin Haugen, Chief Schaeffer, Assistant Fire Chief Tom Williams, Alicia Shaw, Andy Rudd, Larissa Nolte

Approval of Minutes:

- Action Taken Council Member Zappone moved to approve, Council Member Stratton seconded. Agenda and minutes were approved unanimously.

Discussion Items

1. Washington State Audit's Audit Exit – Michelle Murray (30 mins)
 - No Action Taken, Presentation Only
2. August Investment Report – Tonya Wallace, Conner Thorne (10 mins)
 - No Action Taken, Presentation Only
3. Resolution Updating Council Boards and Commissions Assignments – Giacobbe Byrd - (5 mins)
 - Action Taken, Council President Kinnear agreed to sponsor this item to move forward for formal Council consideration.
4. Resolution Regarding Measure 1 – Zack Zappone (10 mins)
 - Action taken, Council Member Wilkerson and Council Member Zappone agreed to sponsor this item to move forward for formal Council consideration.
5. SBO- Community Center HVAC upgrades grant subaward (EPA) – Sarah Nuss (5 minutes)
 - Action Taken, Councilmembers Cathcart and Wilkerson agreed to sponsor this item to move forward for formal Council consideration.

6. Public Safety Uniform Overtime – Matt Boston, Chief Brian Schaeffer (5 mins)
 - No Action Taken, Presentation Only.
7. Ordinance Pertaining to Language Access – Alex Gibilisco (5 mins)
 - Action taken, Council Member Cathcart and Council Member Wilkerson agreed to sponsor this item to move forward for formal Council consideration.

Consent Items

1. 2024 Downtown Business Improvement District Special Assessment
2. Council Sponsor: CP Kinnear MOU w/Spokane County and JAG23 Grant
3. CM Wilkerson – Purchase of 3 Service Trucks for the Water Department
4. 2024 East Sprague Business Improvement District Special Assessment
5. DSC Fee Study
6. Council Sponsor: CP Kinnear MOU regarding JAG Disparate Jurisdictions
7. Set Revenue Hearing for 10/23/2023
8. Set CIP hearing for 11/6/2023
9. Set Budget hearing for 11/13 & 11/20

Executive session

None.

IV. Adjournment The meeting adjourned at 2:54 PM PST, next meeting will be on the 16th of October, 2023 at 1:15 PM PST

**STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee October 9, 2023**

Call to Order: 1:18pm.

Recording of the meeting may be viewed here: <https://my.spokanecity.org/citycable5/live/>.

ATTENDANCE

Committee Members Present: CM Stratton (Chair), CM Zappone (Vice Chair), CP Kinnear, CM Cathcart, CM Wilkerson, CM Bingle, CM Oelrich

APPROVAL OF MINUTES

- Action taken
CM Bingle moved to approve the minutes of the July 10th meeting. The motion was seconded by CM Wilkerson. The minutes were approved by a vote of 7-0.

EXECUTIVE SESSION

None.

ADJOURNMENT

The meeting adjourned at 1:42 p.m.

**STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee September 11, 2023**

Call to Order: 1:17pm.

Recording of the meeting may be viewed here: <https://my.spokanecity.org/citycable5/live/>.

ATTENDANCE

Committee Members Present: CM Stratton (Chair), CM Zappone (Vice Chair), CP Kinnear, CM Cathcart, CM Wilkerson, CM Bingle (virtual), CM Oelrich (arrived 1:22)

Staff/Others Present: Chris Wright, Giacobbe Byrd, Nicolette Ocheltree, Kelly Thomas, Ginny Ramos, Mark Carlos, Shae Blackwell, Alex Gibilisco, Spencer Gardner, Teri Stripes, Steve MacDonald, Stephanie Bishop, Garrett Jones, Lauren Beattie, Lynden Smithson, Collin Tracy, Colin Quinn-Hurst, Mike Piccolo, Shantell Jackson, Shelby Allison, Karri Danowski.

APPROVAL OF MINUTES

- Action taken
CM Zappone moved to approve the minutes of the July 10th meeting. The motion was seconded by CM Wilkerson. The minutes were approved by a vote of 6-0 (CM Oelrich not present during this vote).

AGENDA ITEMS**Discussion items**

1. Ordinance to Clarify Rules for Animal Control in Spokane – Lauren Beattie (10 minutes)
 - Action taken:
Presentation and discussion. Sponsored by CMs Stratton & Cathcart
2. Spokane Arts Update – Shantell Jackson, Shelby Allison & Kerri Danowski (15 Minutes)
 - Action taken:
Presentation and discussion. Sponsored by CM Stratton.
3. A Resolution Censuring Mayor Woodward – CMs Zappone & Wilkerson (10 Minutes)
 - Action taken:
Presentation and discussion. Sponsored by CMs Zappone & Wilkerson.
4. Monthly DSC Permit Report – Steve MacDonald (5 Minutes)
 - Action taken:
Presentation and discussion. Sponsored by CM Stratton.
5. Budget Agreement Between City Council and Public Works – Colin Quinn-Hurst (5 Minutes)
 - Action taken:
Presentation and discussion. Sponsored by CMs Zappone & Cathcart CP Kinnear.
6. Resolution Adding 29th Avenue as a Pedestrian Street for Plan Commission 2022-23 Workplan – Chris Wright (10 minutes)
 - Action taken:
Presentation and discussion. Sponsored by CM Wilkerson and CP Kinnear.

Consent items

1. Three MFTE Conditional Agreements (Planning & Economic Development)
2. Wastewater Office Remodel & Electrical Infrastructure Upgrade (Facilities)
3. Wastewater Office Remodel & Electrical Infrastructure Rebuild (Facilities)
4. Citywide HVAC Master Controls Contracts (Facilities)
5. Northeast Community Center – Lease Term Extension / Deed of Trust (Facilities) -- deferred
6. Municipal Court Intent to Apply for Funding through the Washington Traffic Safety Commission (Municipal Court)
7. SWD – Ash Transportation and Disposal Services (Solid Waste)
8. WA Commerce Grant, Middle Housing Grant Application (Planning & Economic Development)
9. 2024 Connecting Housing to Infrastructure Program (CHIP) Grant (Integrated Capital Management)
10. Purchase of Used Undercover Unit for SPD (Fleet Services)

EXECUTIVE SESSION

None.

ADJOURNMENT

The meeting adjourned at 2:20 p.m.

STANDING COMMITTEE MINUTES
City of Spokane
Finance & Administration Committee
23 January, 2023

I. Called to Order: 1:17 PM PST

Recording of the meeting may be viewed by at <https://vimeo.com/79205559>.

Attendance

Committee Members Present:

Council President Breean Beggs, Council President, CM Michael Cathcart (Acting Chair), CM Karen Stratton, CM Jonathan Bingle, CM Zack Zappone, CM Wilkerson is absent

Staff/Others Present:

Hannahlee Allers, Chris Johnson, Laz Martinez, Jessica Stratton, Caleb Stanton, Michelle Murray, Matt Boston, Eric Finch, Mike Piccolo, Lynden Smithson, Kim McCollim, Jenn Cerecedes, Erin Haugen, Shae Blackwell, Jeff Gunn, Collin Tracy, Candy Davis, Nicolette Ocheltree, Giacobbe Byrd, Mark Carlos, Kelly Thomas, John Delay, Johnnie Perkins

Approval of Minutes:

- Action Taken
Council Member Bingle moved to approve, Council Member Stratton seconded. Agenda and minutes were approved unanimously.

Agenda Items

Discussion Items

1. Boards and Commissions Interviews – (10 mins)
 - No Action Taken, Interviews Only, Interviewees were not present
2. Quarterly Financial Report– Jessica Stratton - (10 mins)
 - No Action Taken, Presentation Only
3. SBO- Annual Encumbrance Carryover – Jessica Stratton (5 mins)
 - Action Taken
4. Ash St Reconversion/ WQTIF Funding Allocation – Spencer Gardner (10 minutes)
 - Action Taken
5. Quarterly Investment Report – Christopher Johnson (15 mins)
 - No Action Taken, Presentation Only
6. SREC Service Level Agreement – Lynden Smithson (15 mins)
 - Action taken
7. Dell Value Blanket – Laz Martinez – (10 minutes)
 - Action taken
8. SBO – Budget Process Updates – Matt Boston (10 mins)
 - Action taken
 - i. Council President Beggs, Council Members Wilkerson and Stratton agreed to sponsor this item to move forward for formal Council consideration.
9. Resolution – Appointing Patrick Striker as Director of Neighborhood Services – Johnnie Perkins (5 mins)
 - Action taken
10. Contract - CME and KSPS PEG Reimbursement Contracts – John Delay (2 mins)
 - No Action taken, Presentation Only, Moved from Consent Agenda
11. Small Business Assistance Awards – Michelle Murray, Caleb Stanton (5 mins)
 - No Action taken, Presentation Only, Moved from Consent Agenda
12. Down Payment Assistance Award – Michelle Murray, Caleb Stanton (5 mins)
 - No Action taken, Presentation Only, Moved from Consent Agenda
13. Not-for-Profit Assistance Awards – Michelle Murray, Caleb Stanton (5 mins)
 - No Action taken, Presentation Only, Moved from Consent Agenda

Consent Items

(Items 10 through 13 in the Discussion Section were previously on the Consent Agenda.)

1. SBO – CHHS Approving 2 positions to 2023 Budget
2. CHHS Department of Commerce ROW Initiative
3. Contract Renewal – RV Disposal
4. CHHS Acceptance of Formula Grants
5. Structured Nutanix Servers and Licensing
6. Interlocal with Spokane County for Jury Management Services
7. U Help Contract Renewal
8. Settlement Resolution
9. PMWeb Annual Software Maintenance & Support
10. 4100 – Purchase of Miscellaneous Waterworks Products
11. Employee Assistance Program (EAP)
12. Contract – Fire with EMS Connect
13. Contract Renewal – Federal Lobbyist
14. Warming Center Awards

Executive session

None.

IV. Adjournment The meeting adjourned at 2:24 PM PST, next meeting will be on the 20th of March, 2023 at 1:15 PM PST

STANDING COMMITTEE MINUTES City of Spokane Urban Experience Committee November 14, 2022

Call to Order: 1:17 pm.

Recording of the meeting may be viewed here: <https://my.spokanecity.org/citycable5/live>.

Attendance

Committee Members Present: CM Zappone (Vice Chair), CM Stratton (Chair), CP Beggs (virtual), CM Kinnear, CM Cathcart, CM Wilkerson, CM Bingle.

Staff/Others Present: Zeke Smith, Jenn Cerecedes, Kim McCollim, Mary Muramatsu, Marlene Feist, Maren Murphy, Megan Duvall, Colin Quinn-Hurst, Inga Note, Michelle Murray, Ocheltree, Garrett Jones, Tonya Wallace, Johnnie Perkins, Teri Stripes, Spencer Gardner, Lynden Smithson, Mary Segawa (virtual), Lt. Rob Reynolds (virtual), Lt. Rodney Mittman (virtual), Officer Caitlyn Anderson (virtual), Hannahlee Allers, Mark Carlos, Jeff Gunn, Kelly Thomas, Liz Van Den Berg, Shae Blackwell.

Approval of Minutes

- **Action taken**
CM Bingle moved to approve the minutes of the October 10, 2022 meeting. The motion was seconded by CM Wilkerson. The minutes were approved by a vote of 6-0.

Agenda Items

Discussion items

1. Status Update on Camp Hope – Zeke Smith (30 Minutes)
 - **Action taken:**
Presentation and discussion only, no action taken.
2. Current Shelter Provider Funding Resolution – Council President Beggs (5 Minutes)
 - **Action taken:**
CP Beggs and CM Stratton agreed to sponsor this item to move forward for formal Council consideration.
3. Alcohol Impact Areas Emergency Declaration – Mary Muramatsu (15 minutes)
 - **Action taken:**
CMs Kinnear and Bingle agreed to sponsor this item to move forward for formal Council consideration.
4. Commerce Grant to Support Utility Customers – Marlene Feist (5 minutes)
 - **Action taken:**
CMs Kinnear and Stratton agreed to sponsor this item to move forward for formal Council consideration.

5. Housing Action Plan Progress Update – Maren Murphy (10 Minutes)
 - Action taken:
Presentation and discussion only, no action taken.
6. Elias House – Nomination to Historic Places Register – Megan Duvall (5 Minutes)
 - Action taken:
CM Kinnear and CM Wilkerson agreed to sponsor this item to move forward for formal Council consideration.
7. Vision Zero Resolution – Colin Quinn-Hurst and Inga Note (5 Minutes)
 - Action taken:
CP Beggs and CM Zappone agreed to sponsor this item to move forward for formal Council consideration.
8. Spokane Public Library – Current Affairs Programming – Shane Gronholz (10 Minutes)
 - Action taken:
Postponed until Legislative Session for 11-21-22.
9. Cap on Delivery Fees Ordinance – CM Zappone (5 Minutes)
 - Action taken:
CM Kinnear and CM Zappone agreed to sponsor this item to move forward for formal Council consideration.
10. Landlord-Tenant Ordinance – Nicolette Ocheltree – (5 Minutes)
 - Action taken:
CP Beggs and CM Stratton agreed to sponsor this item to move forward for formal Council consideration.
11. Cap on Delivery Fees Ordinance – CM Zappone (5 Minutes)
 - Action taken:
CM Kinnear and CM Zappone agreed to sponsor this item to move forward for formal Council consideration.
12. Renewal of Matrix Consulting Group Contract (moved from Consent) – Tonya Wallace. (5 Minutes)
 - Action taken:
CM Kinnear agreed to sponsor this item to move forward for formal Council consideration.
13. SBO for Golf Fund (moved from Consent) – Garrett Jones. (5 Minutes)
 - Action taken:
Presentation and discussion only, no action taken.

Consent items

1. Approval of ARPA Grant with Innovia (Accounting)
2. Vacation of Alley between Pacific & 2nd, from Scott to Sprague Way (Development Services Ctr - "DSC")
3. Vacation of Public Right of Way on 7th Ave between Hartson & Gov't Way (DSC)
4. Vacation of 3' West on Conklin St South on Hartson (DSC)
5. Surplus Property Sale of 2912 E. Wabash (Facilities)
6. Renewal of Matrix Consulting Group Contract (Finance) – moved to Discussion (above)
7. SBO for Golf Fund (Parks & Recreation) – moved to Discussion (above)
8. MFTE Conditional Agreement for Vets on Lacey (Planning & Economic Development)
9. MFTE Conditional Agreement for North Foothills (Planning & Economic Development)
10. Contract with MIG, Inc. for Building Opportunity for Housing (Planning & Economic Development)
11. Contract with Action Target for Target Turning System (Spokane Police Department)

Executive Session

None.

Adjournment

The meeting adjourned at 3:05 p.m.

STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
September 12, 2022

Call to Order: 1:20 pm.

Recording of the meeting may be viewed here: <https://my.spokanecity.org/citycable5/live/>

Attendance

Committee Members Present: CM Stratton (Chair), CM Zappone (Co-Chair), CP Beggs, CM Kinnear, CM Cathcart, CM Wilkerson, CM Bingle.

Staff/Others Present: Hannahlee Allers, Johnnie Perkins, Mike Piccolo, Nicolette Ocheltree, Mark Carlos, Giacobbe Byrd, Shae Blackwell, Kelly Thomas, Alex Gibilisco, Garrett Jones, Nick Hamad, Tonya Wallace, Jenn Cerecedes, Teri Stripes, Collin Tracy, Major Olsen, Mike Ormsby, Johnnie Perkins, Lynden Smithson, Rick Giddings, Adam Russell.

Approval of Minutes

- Action taken
CM Bingle moved to approve the minutes of the July 11, 2022 meeting. The motion was seconded by CP Beggs. The minutes were approved by a vote of 6-0.

Agenda ItemsDiscussion items

1. Human Resources Update - Mike Piccolo
 - Action taken:
Presentation and discussion only, no action taken.
2. Council Confirmation of Mayoral Appointee - Director of Contracts and Purchasing - Tonya Wallace on behalf of Ryan Couch
 - Action taken:
CMs Wilkerson and Bingle agreed to sponsor this item to move forward for formal Council consideration.
3. Home Occupation Resolution - Councilmember Bingle
 - Action taken:
CMs Bingle and Cathcart agreed to sponsor this item to move forward for formal Council consideration.
4. Update Duties to the Human Rights Commission - Alex Gibilisco
 - Action taken:
CMs Stratton and Zappone agreed to sponsor this item to move forward for formal Council consideration.
5. Resolution Adopting the Parks Division 2022 Parks and Natural Lands Master Plan – Nick Hamad
 - Action taken:
CMs Stratton and Zappone agreed to sponsor this item to move forward for formal Council consideration.
6. Capping Third Party Food Delivery Fees - Councilmember Zappone
 - Action taken:
This item was moved to a future committee date.
7. Net Present Value of Trent Shelter - Tonya Wallace
 - Action taken:
Presentation and discussion only, no action taken.
8. YHDP Acceptance and Disbursement - Jenn Cerecedes
 - Action taken:
Presentation and discussion only, no action taken.
9. SBO - Youth Homelessness Demonstration Program (YHDP) - Jenn Cerecedes
 - Action taken:
CMs Wilkerson and Stratton agreed to sponsor this item to move forward for formal Council consideration.
10. SBO to Add 2 New FTEs to the Spokane Police Department - Major Olsen
 - Action taken:
CMs Cathcart and Bingle agreed to sponsor this item to move forward for formal Council consideration.

Consent items

1. Six (6) Multi-Family Tax Exemption (MFTE) Conditional Agreement(s) (Planning and Economic Development)
 - a) 1727 Hartson

- b) Abies House
- c) Boone Apartments
- d) Desmet
- e) Howard Street
- f) Mallon

2. Residential Street Mural and Community Crosswalk Programs (Office of Neighborhood Services)
3. Garden Park Pumphouse Roof Reconstruction (Facilities)
4. Canterbury Court Apartments Re-subordination Request (Community, Housing, and Human Services)
5. Value Blanket Order for Liquid Chlorine (Water and Hydroelectric Services)
6. Novak Settlement (City Legal)
7. Special Counsel Contract Amendment (City Legal)

Executive session

None.

Adjournment

The meeting adjourned at 2:17 p.m.

STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
July 11, 2022

Call to Order: 1:15 pm.

Recording of the meeting may be viewed here: <https://my.spokanecity.org/citycable5/live/>

Attendance

Committee Members Present: CM Stratton (Chair), CP Beggs, CM Kinnear, CM Cathcart, CM Wilkerson, CM Bingle.

Staff/Others Present: Hannahlee Allers, Brian McClatchey, Johnnie Perkins, Nicolette Ocheltree, Mark Carlos, Giacobbe Byrd, Heather Sweet, Jerrall Haynes, Kelsey Pearson, Johnnie Perkins, Carly Cortright, Spencer Gardner, Teri Stripes, Steve MacDonald, Inga Note, John Hall.

Approval of Minutes

- Action taken
CM Cathcart moved to approve the minutes of the June 13, 2022. The motion was seconded by CM Bingle. The minutes were approved by a vote of 6-0.

Agenda Items**Discussion items**

1. 311 update by Heather Sweet, introduced by Mayor Woodward.
 - Action taken
Presentation and discussion only, no action taken.
2. Civil Rights Office Update by Jerrall Haynes.
 - Action taken
Presentation and discussion only, no action taken.
3. Civil Service Overview Update by Chief Examiner Kelsey Pearson, particularly an overview of the role of Civil Service.
 - Action taken
Presentation and discussion only, no action taken.
4. Good Neighbor Agreement by CM/Chair Stratton and CM Cathcart Presentation and discussion only, no action taken.
5. Spokane Neighborhood Leadership Academy Pilot Debrief by Carly Cortright/Kelsey Solberg/Jeff Stevens/Rachelle Strawther
 - Action taken
Presentation and discussion only, no action was taken.

6. Multi-Family Tax Exemption Ordinance Recommended Update by Steve MacDonald/Teri Stripes
 - Action taken
Presentation and discussion only, no action was taken.
7. Transportation Grant Opportunity by Inga Note
 - Action taken
Presentation and discussion only, no action was taken.
8. Shelter Property Purchase Resolution by CP Beggs
 - Action taken
Presentation and discussion only, no action was taken.

Consent items

1. 2021073 Riverside - Grant to Sherman Sidewalk (Public Works/Engineering)
2. Extend HOC COVID Contract through Dec 31st,2022 (CHHS)
3. 2021 Residential Grind & Overlay (North) Project (Public Works/Engineering)
4. Three (3) Multi-Famil Tax Exemption (MFTE) Conditional Agreement(s) (Planning and Economic Development)
 - a. Koz on West 4th
 - b. Jensen Byrd Riverside
 - c. Brick on Wall Apartments
5. Special Counsel Contract Amendment (Legal)

Executive session

None.

Adjournment

The meeting adjourned at 3:15 p.m.

Hearing Notices

NOTICE OF PUBLIC HEARING AND SEPA DETERMINATION PROPOSED PEDESTRIAN STREET ZONING DESIGNATION PORTION OF E 29TH AVE AT LINCOLN HEIGHTS DISTRICT CENTER

Notice is hereby given that there will be a **public hearing before the City of Spokane Plan Commission at their regularly scheduled meeting on January 10, 2024 beginning at 4:00pm**, the hearing will be held in City Council Chambers, Lower Level of City Hall at 808 West Spokane Falls Boulevard, Spokane, Washington. This hearing will be conducted in a hybrid format, please email to receive the meeting login information; or refer to the meeting agenda when posted: <https://my.spokanecity.org/bcc/commissions/plan-commission/>.

This hearing or portions thereof may be continued to a later date at the discretion of the Plan Commission. This public hearing is to consider an application by the City of Spokane to apply a pedestrian street zoning designation on E 29th Ave in the vicinity of the Lincoln Heights District Center. A project map and full project details can be found at <https://my.spokanecity.org/projects/east-29th-ave-pedestrian-street-designation/>.

Any person may submit written comments on the proposed action or call for additional information:

*City of Spokane, Planning & Economic Development
Brandon Whitmarsh, Planner I, 808 W. Spokane Falls Blvd., Spokane, WA 99201
(509) 625 – 6846, bwhitmarsh@spokanecity.org*

SUBJECT: Zoning map amendment to designate a portion of E 29th Ave around the Lincoln Heights District Center as a pedestrian street. The proposal area is approximately .66 miles long and would affect the 38 parcels with frontage on E 29th Ave and CC1-DC or CC2-DC zoning.

APPLICANT: City of Spokane

LOCATION: The proposed designation is along approximately .66 miles of E 29th Ave, roughly from S Martin St to S Fiske St, consistent with the existing CC1-CD and CC2-DC zoning.

SEPA:A Determination of Non-Significance (DNS) was issued on December 20, 2023 under WAC 197-11-970; the lead agency will not act on this proposal until the close of the Plan Commission public hearing on the proposal.

COMMENT: Written comments may be submitted via mail or email on this application and SEPA DNS by January 9, 2024 at 4:00pm. Written comments will be made a part of the record. Written comments should be mailed or emailed to the Planning & Economic Development Department contact listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

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.

Policies and Procedures

CITY OF SPOKANE ADMINISTRATIVE POLICY AND PROCEDURE	ADMIN 0260-23-04 LGL 2005-0021
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TITLE: GARNISHMENTS
EFFECTIVE DATE: DECEMBER 22, 1994
REVISION EFFECTIVE DATE: MAY 14, 2009; DECEMBER 15, 2023

1.0 GENERAL

1.1 This document provides procedures on how to process a garnishment against the earnings of a City employee.

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 policy shall apply to all City departments and divisions.

3.0 REFERENCES

Chapter 6.27 RCW
Resolution 2007-0137

4.0 DEFINITIONS

4.1 Writ of garnishment is a court ordered process for collecting on a judgment by withholding a statutorily determined amount of an employee's earnings.

4.2 Earnings means compensation paid or payable to an individual for personal services, whether denominated as wages, salary, or otherwise, and includes periodic payments pursuant to a governmental or nongovernmental pension or retirement program.

4.3 Garnishment Log means a log maintained by the Office of the City Clerk of writs of garnishments received by the Office.

5.0 POLICY

It is the policy of Spokane to timely and efficiently respond to writs of garnishments served against the wages of a City employee when the writ is mailed / delivered to the City of Spokane. The City of Spokane does not accept writs of garnishments sent by email or other electronic method.

6.0 PROCEDURE

6.1 Garnishment documents against the earnings of a City of Spokane employee are to be accepted in the same manner as service of process set forth in Resolution 2007-0137.

6.2 Original Writ of Garnishment.

6.2.1 The original Writ of Garnishment, if received in other departments, is to be promptly brought to the Office of the City Clerk.

6.2.2 The Office of the City Clerk shall date stamp the original Writ of Garnishment and acknowledge receipt by initialing the Writ in the upper right corner. Copies of the First Answer do not need to be date stamped.

6.2.3 The Office of the City Clerk shall e-mail a scanned copy of the received original Writ of Garnishment only to Accounting / Payroll and the Office of the City Attorney. The First Answer form does not need to be scanned and forwarded.

6.2.4 The Office of the City Clerk shall then deliver the original Writ of Garnishment, along with all First Answer forms and attached envelopes to the Office of the City Attorney.

6.2.5 Accounting / Payroll shall maintain a copy of the original Writ in printed or electronic form.

6.2.6 Upon receipt of the Writ of Garnishment, Accounting / Payroll shall initiate garnishing the named employee's paycheck pursuant to state law, under Chapter 6.27 RCW, and provide the Office of the City Attorney with the necessary information to file the appropriate responses to the writ.

6.3 Subsequent Garnishment Documents

6.3.1 The documents do not need to be date stamped or acknowledged in the corner.

6.3.2 The documents do not need to be copied.

6.3.3 The documents do not need to be delivered to Accounting / Payroll.

6.3.4 The Office of the City Clerk shall deliver the Second Answer forms and attached envelopes to the Office of the City Attorney.

6.4 Orders to Pay

6.4.1 If the Order to Pay is originally delivered to another department, that department shall deliver the Order to Pay to Accounting / Payroll.

6.4.2 Accounting / Payroll shall date stamp the Order to Pay and acknowledge receipt by initialing the Order in the upper right corner.

6.4.3 Accounting / Payroll shall make a copy of the Order to Pay. Accounting / Payroll shall make notations on the copy indicating when it issued the payment check to the plaintiff. The person making the notations shall date and initial the order and deliver the notated copy of the Order to the Office of the City Attorney.

6.4.4 Accounting / Payroll shall keep the original copy of the Order to Pay.

6.5 ALL DOCUMENTS SHOULD BE DELIVERED THE SAME DAY AS RECEIPT TO AVOID POTENTIAL PENALTIES.

6.6 Garnishment Log.

- 6.6.1 The "Garnishment Log" will be maintained in the Office of the City Clerk.
- 6.6.2 The received Writ of Garnishment is to be logged into the "Garnishment Log" (copy attached).
- 6.6.3 The Office of the City Clerk shall record the following information in the Garnishment Log:
 - a. "Date of Service": The date received for processing.
 - b. "Garnishee Name".
 - c. "Case #": Found on the first page of the Writ of Garnishment.
 - d. "Payroll Received": A check mark is to be made in this section of the log at the time the Writ of Garnishment is emailed to the Payroll Division of the Accounting Department.
 - e. "City Attorney Received": A check mark is to be made in this section at the time the Writ of Garnishment is emailed and delivered to the Office of the City Attorney.
 - f. "Accepted By": The employee authorized to receive service of process and who received the Writ of Garnishment in the Office of the City Clerk simply places his/her initials in this box.

7.0 RESPONSIBILITIES

The Office of the City Attorney and the Office of the City Clerk are responsible for administering this policy.

8.0 APPENDICES

Garnishment Log

GARNISHMENT LOG 2023

Date of Service	Garnishee Name	Case #	Payroll Received?	City Attorney Received?	Accepted By



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

ASSOCIATE ENGINEER

SPN 232

(Announcement of 10/30/2023)

The above titled announcement is hereby amended to read:

Closing Date: December 25, 2023, at 4:00PM PST.

SENIOR TRAFFIC ENGINEER SPN 255 OPEN

DATE OPEN: Monday, December 25, 2023

DATE CLOSED: Continuous

SALARY: \$88,092.72 annual salary, payable bi-weekly, to a maximum of \$125,342.64

DESCRIPTION:

Performs signal timing, maintenance functions, responsible supervisory and specialized professional traffic engineering work in connection with site development, parking management, access management, design of traffic control devices, traffic control plans, and geometric design at the professional level.

Note:

Examination announcements and requisitions will specify field of activity in which vacancy exists and only those on the eligible list examined for that field will be certified.

DUTIES:

- Operates traffic master computer system; troubleshoots system failures and software problems; reviews system operation for malfunctions and programming errors; writes quarterly and special count programs. Works with field crews to troubleshoot system intersection controller. Tracks maintenance functions related to signing, striping and parking management.
- Recommends changes and develops proposals for system changes and completes funding applications, including live cycle cost analysis and cost estimates. Prepares RFPs, RFQs, and contracts. Organizes review and selection process. Administers contracts.
- Designs and directs special traffic studies, including capacity analysis, traffic count inventories, and related traffic problems. Reviews plans, specifications and estimates for traffic signal systems, illumination, signing and striping, and traffic control. Professionally designs and seals traffic engineering projects and supports other professional doing design work.
- Works with private developers and professionals. Reviews development plans for Traffic Engineering issues. Establishes scope, reviews submittals and recommends mitigation for traffic impact analyses. Reviews and accepts access management plans and traffic studies.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open Entry Requirements

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

- *Education:* Must possess a valid certificate of registration as a Professional Engineer in Civil Engineering or Traffic Engineering; **AND**
- *Experience:* Four years of experience in Traffic Engineering at the Professional level. For ITS/Signal Operations Engineer positions, at least two of the four years of experience must be in the ITS/Signal Operations area.
- *License:* Applicants with PE certificates from other states must obtain Washington State certification within six months of appointment.

- *Substitution:* A Master's Degree in Transportation or Traffic Engineering may be substituted for one year of the non-ITS/Signal Operation experience requirement.

License

- All applicants must possess a valid driver's license.

EXAMINATION DETAILS:

Recruitment for this job classification is open until further notice. Candidates must pass the examination for this classification to be eligible for employment by the City of Spokane. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online. 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.

The examination will consist of a Training and Experience examination (T&E) with scoring weight assigned as follows:

- T&E: 100%

T&E Examination Details

The Training and Experience examination with instructions will be emailed out via a link from City of Spokane (info@governmentjobs.com) upon review of the applicant's minimum qualifications. Once you receive the link, the testing window is Thursday at 12:00 AM PST to the following Tuesday at 11:59 PM PST.

- Responses to your T&E questions should be consistent with the information given in your application details.
- Answers are subject to verification.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each examination question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See Above", etc., are not qualifying responses and will not be considered.

Additional examinations shall be administered as applications are received with results merged into one eligible list according to final ratings, pursuant to the Merit System Rules of the Civil Service Commission: Rule IV, Section 13 – Continuous Examinations.

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 21st day of December 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR SPN 646 PROMOTIONAL

DATE OPEN: Monday, December 25, 2023

DATE CLOSED: January 8, 2024

SALARY: \$76,212.00 annual salary, payable bi-weekly, to a maximum of \$107,991.36

DESCRIPTION:

Performs responsible supervisory work over the operational activities in an advanced wastewater treatment plant.

DUTIES:

- Plans, directs and coordinates work programs for operating personnel in the operation of an advanced wastewater treatment plant.

- Supervises, trains, and evaluates the work performed by subordinate operating personnel.
- Leads operations personnel in development of Job Hazard Analyses specific to tasks performed.
- Reviews plans for daily operating routines.
- Coordinates with the Laboratory Supervisor for necessary changes in treatment processes.
- Monitors treatment plant controls and related facilities.
- Estimates needs, assists in the preparation of annual budgets, and requests human resources, operational supplies, materials, tools and equipment.
- Reviews engineering designs for treatment process modifications and additions.
- Coordinates operations workgroup activities with contractors and other City workgroups during plant construction, such that safety and regulatory compliance are not compromised.
- Prepares reports on daily plant operations.
- Analyzes plant records for summaries as required.
- Advises and recommends alterations, extensions and improvements in processing operations.
- Performs related work as required.

MINIMUM QUALIFICATIONS:**Promotional Requirements:**

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

- *Experience:* Completion of at least two years of service with the City in the classification of Wastewater Treatment Plant Operator III.

License and Certifications:

(Qualified applicants and employees in this job class must meet these requirements.)

- Possession of a valid Class III Wastewater Operator's Certificate as issued by the State of Washington.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

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

The examination will consist of a multiple-choice test, and PAR with weights assigned as follows:

- Multiple-choice Test 60%
- Short Answer 20%
- PAR 20%

MULTIPLE CHOICE EXAMINATION DETAILS:

- Test Date: TBD
- Test Time: TBD
- Test Location: RPWRF Auditorium, 4401 N. Aubrey L. White Parkway, Spokane, WA 99205
- Approximate Duration of Exam: 3 Hours
- Test Subjects:
 - o Plant Operational Knowledge
 - o Construction & Workplace Safety
 - o Supervision
 - o SCADA

PROMOTIONAL EVALUATION DETAILS

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

- The employee's most recent PAR is the Promotional Evaluation for this position.

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

TO APPLY:

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

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

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 21st day of December 2023.

MARK LINDSEY
Chair

KELSEY PEARSON
Chief Examiner

AMENDMENT

AMENDMENT

AMENDMENT

URBAN FORESTRY SUPERVISOR

SPN 689

(Announcement of 12/18/2023)

The above titled announcement is hereby amended to read:

MINIMUM QUALIFICATIONS:

Open Entry Requirements:

- *Education:* Graduation from an accredited four-year college or university with a degree in urban forestry or closely related field.
- *Experience:* Three years of experience in urban forestry or related field; one year of which must have been in a responsible supervisory position.
- *Licenses and Certifications:* Applicants must possess a valid driver's license and a Certified Arborist certification issued by the International Society of Arboriculture.
- *Substitution:* Additional experience may substitute, on a year-for-year basis, for up to two years of the educational requirement.

Notice for Bids
Paving, Sidewalks, Sewer, etc.

Re-Bid
Market/Monroe/29th Avenue Grind and Overlays
Engineering Services File No. 2022064

This project consists of the construction of approximately 837 linear feet of storm sewer, 8 drainage structures, 1,156 square yards of sidewalk and ADA ramps, 2,374 linear feet of cement concrete curb, 74,733 square yards of planning bituminous pavement, 1,249 square yards of pavement repair excavation including haul, 1,188 square yards of HMA pavement repair, 74,733 square yards of 2-inch thick asphalt pavement, 8,816 square feet of durable heat applied pavement markings, traffic signal retrofits at Monroe and Garland, 29th and Regal, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. Monday, January 8, 2024, 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 specifications: The City of Spokane is using WSDOT's 2023 Standard Specifications for this project.

Publish: December 20, 27, 2023 & January 3rd, 2024

Notice for Bids

Supplies, Equipment, Maintenance, etc.

GENERAL REPAIR AND MAINTENANCE OF MEDIUM AND HEAVY-DUTY TRUCKS AND EQUIPMENT (RE-BID) Fleet Services Department RFP #6037-24

Description: The City of Spokane is soliciting electronic proposals for General Repair and Maintenance of Medium and Heavy-Duty Trucks and Equipment.

Bid Opening: Sealed electronic bids will be accepted until **Monday, January 8, 2024 at 1:00pm**. 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.procurement.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

To view this solicitation, access Plans and Specifications, and submit a proposal, you must first register in the City's bidding portal at <https://spokane.procurement.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation distribution list for changes and/or additions via Addenda form.

Potential bidders are asked to post their questions on our bidding portal under the tab labeled "Clarifications" under the relative project number.

The right is reserved to reject any and all proposals 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 proposals with signatures will be tabulated.**

Thea Prince
Purchasing Department

Publish: December 20 & 27, 2023

MISCELLANEOUS WATERWORKS PRODUCTS 2024
Water & Hydroelectric Services Department

ITB #6038-24

Description: The City of Spokane is seeking electronic bids for Miscellaneous Waterworks Products to be used by the Water & Hydroelectric Services Department.

Bid Opening: Sealed electronic bids will be accepted until **Tuesday, January 16, 2024, at 1:00pm**. 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 27, 2023 & January 3, 2024
