



Official Gazette

City of Spokane, Washington

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

Volume 114

JUNE 12, 2024

Issue 24



MAYOR AND CITY COUNCIL

MAYOR LISA BROWN

COUNCIL PRESIDENT BETSY

WILKERSON

COUNCIL MEMBERS:

JONATHAN BINGLE (DISTRICT 1)

MICHAEL CATHCART (DISTRICT 1)

PAUL DILLON (DISTRICT 2)

KITTY KLITZKE (DISTRICT 3)

LILI NAVARRETE (DISTRICT 2)

ZACK ZAPPONE (DISTRICT 3)

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Minutes

MINUTES OF SPOKANE CITY COUNCIL

Monday, June 3, 2024

BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:31 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 Wilkerson and Council Members Bingle, Cathcart, Dillon, Klitzke, Navarrete, and Zappone were present.

Interim 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.

Candidate Interviews – Ethics Commission

The City Council interviewed three candidates (Melaine Meagher, Maggie agRoberts-Warren, and Lisa Drake) for appointments to the Ethics Commission.

2024 Report - Salary Review Commission Decision

The City Clerk read the Salary Review Commission’s Decision as provided in the Commission’s 2024 Final Report, as follows:

The salary for City Council Members in 2025 is set to reflect an approximate 3.5% increase. The salary for City Council Members in 2026 is set to reflect an approximate 3% increase. The City Council President’s salary in 2025 is set to reflect an approximate 3.5% increase. The City Council President’s salary in 2026 is set to reflect an approximate 3% increase. The salary for the Mayor in 2025 is set to reflect an approximate 2% increase. The salary for the Mayor in 2026 is set to reflect an approximate 2% increase.

Based upon the information reviewed and the data analyzed, it is the decision of a majority of the Salary Review Commission that the salaries of the elected positions of Mayor, Council President and Council Members for 2025 shall be as follows effective January 1, 2025:

- Mayor: \$182,750
- Council President: \$68,500
- Council Members: \$51,600

For 2026, the salaries of the elected positions of Mayor, Council President and Council Members shall be as follows effective January 1, 2026:

- Mayor: \$186,400
- Council President: \$70,600
- Council Members: \$53,150

Executive Session

The City Council convened into an Executive Session at 3:45 p.m. to discuss pending and potential litigation for 10 minutes. At 3:55 p.m., the Executive Session was extended for an additional ten minutes. At 4:05 p.m., the Executive Session was extended for two additional minutes, until 4:07 p.m., at which time the 3:30 p.m. Briefing Session reconvened. City Attorney Michael Piccolo and Assistant City Attorney Lynden Smithson were present for the Executive Session.

Current Agenda Review

The City Council reviewed the June 3, 2024, Current Agenda.

Low Bid for 2024 Paving Unpaved Streets project (OPR 2024-0351 / ENG 2024049 / ENG 2024050 / ENG 2024051) (Deferred from May 13, 2024, Agenda, during the May 6, 2024, 3:30 p.m. Briefing Session) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to defer** the Low Bid for 2024 Paving Unpaved Streets project to June 10, 2024, Agenda; **carried 7-0**.

Month-to-Month Contract Extension and Amendment C with Revive Counseling (OPR 2022-0764) (Council Sponsors: Council Members Zappone, Klitzke, and Bingle)

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to defer** Month-to-Month Contract Extension and Amendment C with Revive Counseling Spokane to June 10, 2024, Agenda; **carried 7-0**.

CHHS Board Recommendations for Department of Commerce Homeless, Housing, Operations, and Services funding allocations (OPR 2024-0439) (Council Sponsors: Council Members Zappone, Klitzke, and Bingle)

Motion by Council Member Zappone, seconded by Council Member Bingle, **to defer** CHHS Board Recommendations for Department of Commerce Homeless, Housing, Operations, and Services funding allocations—to June 24, 2024, Agenda; **carried 7-0**.

Special Budget Ordinance C36520 (Ordinance and proposed amendments deferred from May 20, 2024, Agenda, during the May 13, 2024, 3:30 p.m. Briefing Session) (Council Sponsors: Council President Wilkerson and Council Member Zappone)

Council Member Bingle requested the withdrawal of the Wilkerson/Zappone Proposed Amendment (filed May 10, 2024) and the Bingle/Navarrete Proposed Amendment (filed May 10, 2024). Council President Wilkerson noted the two proposed amendments are withdrawn, and there were no objections from Council Members. Council Policy Advisor Chris Wright suggested the order for the remaining amendments. After Council commentary, the following actions were taken:

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to adopt** the Cathcart Proposed Amendment to Special Budget Ordinance C36520 filed May 31, 2024; **rejected 2-5**.

Upon 4-3 Voice Vote, the City Council **adopted** the Navarrete/Bingle Proposed Amendment No. 2 to Special Budget Ordinance C36520 filed May 31, 2024.

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to defer** Special Budget Ordinance C36520—arising from the need to re-allocate ARPA funding for other purposes, and its associated proposed amendments—to June 10, 2024, Agenda; **carried 7-0**.

Resolution 2024-0052 (Council Sponsors: Council Members Zappone and Klitzke)

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to defer indefinitely Resolution 2024-0052**—approving settlement of claims of the Estate of Peterson Kamo—\$250,000; **rejected 2-5**.

Resolution 2024-0053 (Council Sponsors: Council Members Zappone, Klitzke, and Dillon)

Motion by Council Member Zappone, seconded by Council Member Bingle, **to defer Resolution 2024-0053**—referred to as “Safe Streets Now!” and requesting the Mayor to direct the Public Works Department to implement adaptive design strategies for transportation infrastructure within the City of Spokane to be paid through the Traffic Calming Measures Fund—to June 24, 2024, Agenda; **carried 7-0**.

Council Recess

The City Council recessed at 5:07 p.m. and reconvened at 5:14 p.m. The purpose of the recess was so that a Mayoral proclamation for Pride Month could be read and presented to community members in the Chase Gallery.

Final Reading Ordinance C36516 (As amended May 6, 2024) (Deferred from May 20, 2024, Agenda) (Council Sponsors: Council Members Cathcart and Bingle)

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to adopt** the Cathcart Proposed Amendment to Final Reading Ordinance C36516 filed on May 30, 2024; **rejected 2-5**.

Motion by Council Member Cathcart, seconded by Council Member Bingle, **to adopt** the Cathcart Proposed Amendment No. 2 to Final Reading Ordinance C36516 filed on May 31, 2024; **rejected 2-5**.

Motion by Council Member Dillon, seconded by Council Member Zappone, **to adopt** the Dillon Proposed Amendment No. 2 to Final Reading Ordinance C36516 filed on May 31, 2024; **carried 6-1**.

Final Reading Ordinance C36523 (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Motion by Council Member Klitzke, seconded by Council Member Bingle, **to defer Final Reading Ordinance C36523**—relating to residential rental properties and establishing cooling requirements—to June 10, 2024, Agenda; **carried 7-0**.

Advance Agenda Review

The City Council received an overview of the June 10, 2024, Advance Agenda items.

Action to Approve June 10, 2024, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the June 10, 2024, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Zappone, seconded by Council Member Klitzke, **to approve** the June 10, 2024, Advance Agenda; **carried 7-0**.

LEGISLATIVE SESSION

Land Acknowledgement

Council President Wilkerson started the meeting off by reading the “Land Acknowledgement” (adopted by City Council on March 22, 2021, under Resolution 2021-0019) which appears on page 2 of the agenda.

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Wilkerson.

Roll Call

On roll call, Council President Wilkerson and Council Members Bingle, Cathcart, Dillon, Klitzke, Navarrete, 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.

ANNOUNCEMENTS

Rules of Decorum

Council President Wilkerson provided an overview of the rules of decorum.

LGBTQ+ Community Organization Recognition

Drew Parkertate, President of Spokane Pride, thanked the Mayor and Council for the proclamation (that was read during the Council recess in the Chase Gallery) in recognition of LGBTQ+ Pride Month, and provided other remarks regarding the event.

Changes to Current Agenda

At the request of Council President Wilkerson, the City Clerk announced the agenda item deferrals that occurred during the 3:30 p.m. Briefing Session.

There were no **Proclamations or Salutations**.

There were no **Reports from Community Organizations**.

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

CONSENT AGENDA

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

Upon 5-2 Voice Vote, the City Council **approved** Shared Mobility Services Agreement with Neutron Holdings, Inc. dba Lime (San Francisco, CA) for wheelshare services from June 1, 2024, through December 31, 2026. (Taken separately) (Council Sponsors: Council Members Klitzke, Bingle, and Zappone) (OPR 2024-0437 / RFP 5987-24)

Upon 6-1 Voice Vote, the City Council **approved** Month-to-Month Contract Extension and Amendment D with The Salvation Army (Spokane) for shelter operations at the Trent Resource and Assistance Center (TRAC) from June 1, 2024, through September 30, 2024—not to exceed \$2,480,000 (or \$620,000 per month). Total contract amount not to exceed \$16,245,586. (Taken separately) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke) (OPR 2023-0017)

Upon 7-0 Voice Vote, the City Council **approved** Staff Recommendations for the following items; **carried 7-0**:

Low Bid of Shamrock Paving, Inc. (Spokane, WA) for 2024 Local Access Grind and Overlay project—\$1,573,000. An administrative reserve of \$157,300, which is 10% of the contract price, will be set aside. (Various Neighborhoods) (OPR 2024-0430 / ENG 2024044) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Contract Amendment with PMTech, Inc. dba PMWeb, Inc. (Wakefield, MA) for continued professional services of the Capital Project Management Software—additional \$40,000. Total Contract Amount \$240,000. (OPR 2019-0457 / ENG 2019139) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Consultant Agreement with Commonstreet Consulting, LLC (Seattle, WA) for real estate services regarding the Arterial Pedestrian Hybrid Beacons project from May 1, 2024, through October 31, 2024—\$55,240.27. (OPR 2024-0431 / ENG 2022090) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Consultant Contract with David, Evans, and Associates (DEA) for the design of the Chestnut Street Bridge Scour Damage Repair project—\$388,923. (OPR 2024-0432 / ENG 2022093) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Amendment to Value Blanket with ATS Inland Northwest, LLC (Spokane Valley, WA) for the standardized purchase of HVAC equipment, parts, sensors, control systems, and other HVAC system components and to tie in the Martin Luther King Jr. Community Center and the West Central Community Center's HVAC controls and replacement/upgrade projects—additional \$350,000. Total Purchase Amount not to exceed: \$850,000. (OPR 2023-0978) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

Amendment to Master Installation Contract with ATS Inland Northwest, LLC (Spokane Valley, WA) for as-needed HVAC control system installation, replacement, and maintenance, to include installation of an HVAC system at the Martin Luther King Jr. and West Central Community Centers—additional \$395,680. Total Contract Amount not to exceed \$695,680. (OPR 2023-0979) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

Recommendation to list the Wharton Building located at 411 West 1st Avenue on the Spokane Register of Historic Places. (OPR 2024-0433) (Council Sponsors: Council Members Bingle, Klitzke, and Zappone)

Second Contract Amendment and Extension with Archbright Workplace Performance Experts (Seattle, WA) for operation support for the Human Resources Department from June 6, 2024, through September 6, 2024—additional \$30,000. Total Contract Amount: \$60,000. (OPR 2024-0105) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Klitzke)

Contract with Washington State Department of Commerce to provide Connecting Housing to Infrastructure Program (CHIP) grant funding to construct utility improvements for affordable housing relating to the Hifumi En project. (Relates to Consent Agenda item No. 11) (OPR 2024-0434 / ENG 2022087) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

Contract Assigning CHIP Grant to Spokane Housing Authority to support development of affordable housing by paying for utility infrastructure improvements for the Hifumi En project. (Relates to Consent Agenda item No. 10) (OPR 2024-0435 / ENG 2022087) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke)

Program Administrator Contract with Spokane Neighborhood Action Partners for administration of the Water and Sewer Rehabilitation Program from June 1, 2024, through May 25, 2025—not to exceed \$500,000 (excluding tax). (OPR 2024-0436 / RFP 6018-23) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through May 20, 2024, total \$13,672,522.29 (Check Nos.: 603022-603196; Credit Card Nos.: 000128-000174; ACH Payment Nos.: 129420-129745), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$13,065,755.29. (CPR 2024-0002)
- b. Claims and payments of previously approved obligations, including those of Parks and Library, through May 24, 2024, total \$9,081,375.26 (Check Nos.: 603197-603340; Credit Card Nos.: 000175-000204; ACH Payment Nos.: 129746-129941), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$8,902,750.39. (CPR 2024-0002)

- c. Payroll claims of previously approved obligations through May 25, 2024: \$9,688,460.16 (Check Nos.: 572430-572623). (CPR 2024-0003)

Minutes:

- a. City Council Meeting Minutes: May 9, May 13, and May 20, 2024. (CPR 2024-0013)
- b. City Council Public Infrastructure, Environment, and Sustainability Standing Committee Meeting Minutes: May 20, 2024. (CPR 2024-0019)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

For Council action on Special Budget Ordinance C36520, see section of minutes under 3:30 p.m. Briefing Session. Special Budget Ordinance C36524 (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)

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

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36524** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "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," and declaring an emergency and appropriating funds in:

Miscellaneous Grants Fund

- 1) Increase revenue by \$6,081.
 - A) Of the increased revenue, \$6,081 is provided solely for grant revenue from WA Traffic Safety Commission for the Municipal Court department.
- 2) Increase appropriation by \$6,081.
 - A) Of the increased appropriation, \$2,100 is provided solely for airfare.
 - B) Of the increased appropriation, \$2,550 is provided solely for lodging.
 - C) Of the increased appropriation, \$630 is provided solely for registration.
 - D) Of the increased appropriation, \$801 is provided solely for per diem.

(This action arises from the award of WA Traffic Safety Commission's reimbursable travel expenses grant.)

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

Special Budget Ordinance C36525 (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

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

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36525** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "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," and declaring an emergency and appropriating funds in:

Utility Billing Fund

- 1) Add one classified Executive Assistant position (from 0 to 1).
- 2) Increase appropriation by \$46,031.
 - A) Of the increased appropriation, \$46,031 is provided for base wages and associated employee benefits.

(This action arises from needed administrative assistance.)

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

Special Budget Ordinance C36526 (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

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 C36526** amending Ordinance No. C36467 passed by the City Council November 27, 2023, and entitled, "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," and declaring an emergency and appropriating funds in:

Solid Waste Fund

- 1) Increase appropriation by \$730,614.
- A) Of the increased appropriation, \$730,614 is provided solely for vehicles.

(This action arises from an administrative processing error of a purchase order.)

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

There were no **Emergency Ordinances**.

RESOLUTIONS**Resolution 2024-0052 (Council Sponsors: Council Members Zappone and Klitzke)**

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

Upon 4-3 Roll Call Vote, the City Council **adopted Resolution 2024-0052** approving settlement of claims of the Estate of Peterson Kamo—\$250,000.

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

For council action on Resolution 2024-0053, see section of minutes under 3:30 p.m. Briefing Session.

FINAL READING ORDINANCES**Final Reading Ordinance C36516 (As amended during the 3:30 p.m. Briefing Session) (As previously amended on May 6, 2024) (Deferred from May 20, 2024, Agenda) (Council Sponsors: Council Members Cathcart and Bingle)**

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

Upon 6-1 Roll Call Vote, the City Council **passed Final Reading Ordinance C36516**, as amended, establishing a definition of "emergency" for the purposes of governing legislation of the City Council and ensuring the appropriate use of emergency ordinances, and adding a new Section 01.01.080 to the Spokane Municipal Code.

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

For council action on Final Reading Ordinance C36523, see section of minutes under 3:30 p.m. Briefing Session.

There were no **First Reading Ordinances**.

There were no **Special Considerations**.

There were no **Hearings**.

[The City Clerk left the meeting at this time (pursuant to Council Rule 2.2.A). Open Forum speaker information and motion of adjournment and adjournment time were provided by Council Director Giacobbe Byrd for the minutes.]

OPEN FORUM

Council President Wilkerson reviewed the rules of decorum for open forum. The following individual(s) spoke during the Open Forum:

- Raul Penea
- Derek Azzaro
- Lindsey Shaw
- Will Hulings
- Justin Haller
- Pia Hallenberg
- Rick Bocook
- Sarah Rose
- Dream
- War Bear
- Anwar Peace
- Dennis Flynn
- Stew Sweet
- Cherrie Barnett
- Dave Bilsland

ADJOURNMENT

Motion by Council Member Bingle, seconded by Council Member Zappone, to adjourn; **carried 7-0.**

There being no further business to come before the City Council, the meeting adjourned at 8:02 p.m.

STANDING COMMITTEE MINUTES
City of Spokane
Public Safety & Community Health
City Hall (808 W. Spokane Falls Blvd), Council Chambers
June 6, 2024

Call to Order: 1:18 PM

Recording of the meeting may be viewed here: June 3rd, 2024 Public Safety & Health Committee on Vime

Attendance

Committee Members Present:

CM Paul Dillon (Chair), CM Cathcart (Vice Chair), CM Navarrete (Vice Chair), CP Wilkerson, CM Bingle, CM Klitzke, CM Zappone

Staff/Others Present:

Chief O'Berg, Giacobbe Byrd, Chris Wright, Chief McNab, Eric Olsen, Kevin Picano, Matt Ugaldea, Howard Delaney, Anne Raven, Melanie Rose

Agenda Items

Discussion items

1. SFD Update
 - Action taken
Presentation and discussion only; no action taken
2. Update from SPD on Implementation of Automated Traffic Safety Cameras
 - Action taken
Presentation and discussion; CM Zappone requested a full analysis of how locations were chosen for the traffic cameras, as well as a follow up conversation about involving Council in policy direction involving traffic cameras.

3. Update from SPD on Allocated Traffic Calming Funds
 - Action takenPresentation and discussion only; no action taken
4. Report on Hate Crimes
 - Presentation and discussion; CM Zappone asked if Washington St. could be fully closed for the Pride Parade on June 8th.
5. 0370 – 2024 Unpaved Streets BID and Award
 - Presentation and discussion only; no action taken
6. Special Budget Ordinance – Co-Response Agreement and Expansion
 - Presentation and discussion only; no action taken
7. Gun Violence Prevention for a Safer Spokane
 - Presentation and discussion; CP Wilkerson asked how much money the city is making from the sale of confiscated guns.
8. Wildfire Season Briefing From Avista
 - Presentation and discussion only; no action taken
9. Standing Reports and Updates
 - Reports and updates only; no action taken

Consent items

1. 0680 – Contract Extension for Administration of False Alarm Program (Police)
2. 0680 – Janitorial Services – ABM Contract Renewal (Police)
3. 0680 – Purchase of SWAT Tactical Ballistic Vests (Police)
4. 1970 – Purchase of (2) Mach E Vehicles (Fire)
5. Electronic Equipment Installation for SFD Response Vehicles (Fire)

Executive session

None.

Adjournment

The meeting adjourned at 3:02 PM

Hearing Notices

Notice of Intent to Adopt South Logan TOD Implementation

The City of Spokane Planning Services Department proposes an amendment to various sections of the Unified Development Code to implement the South Logan TOD Plan.

Project Description: This proposal implements the South Logan TOD Plan by amending SMC Sections 17A.020.160 "P" Definitions, 17C.111.205 Development Standards Tables, 17C.111.230 Height, 17C.111.420 Open Spaces, 17C.120.220 Height, 17C.122.070 Center and Corridor Zone Allowed Uses, 17C.122.090 Public Amenities Allowing Bonus FAR, 17C.123.010 Purpose, 17C.123.020 Code Organization, 17C.123.030 Regulating & Street Section Plans, 17C.123.040 Land Use, Height, Placement and Parking, 17C.123.050 Streetscape Requirements, 17C.123.060 Architectural Requirements, 17C.123.070 Additional Requirements, 17C.123.080 Building Type Catalogs, 17C.230.120 Maximum Required Parking Spaces, 17C.230.130 Parking Exceptions, and 17C.300.130 Development Standards. This proposal implements the South Logan TOD Plan by repealing SMC Sections 17C.122.080 Floor Area Rations (FAR), 17C.122.100 Maximum Building Height, 17C.122.110 Setbacks and Required Sidewalk Width, and Chapter 17C.122T Center and Corridor Zone Development Tables. This proposal implements the South Logan TOD Plan by creating SMC Sections 17C.122.200 Development Standards Table, 17C.122.210 Height, 17C.122.220 Height Transition, 17C.122.230 Floor Area Ratio, 17C.122.240 Setbacks, 17C.122.250 Sidewalks. This proposal implements the South Logan TOD Plan by creating SMC Chapter 17C.420 South Logan Planned Action Ordinance.

The project webpage will be updated with the latest information and proposals <https://my.spokanecity.org/projects/south-logan-transit-oriented-development-project/>

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

Legislative Process: Plan Commission Workshop have been held March through June to introduce the Commission to proposed amendments. A Plan Commission Public Hearing is anticipated for June 26, 2024. City Council action is expected to occur in Summer 2024.

More information: Any person may call or email KayCee Downey, Planner II, for more information regarding this proposed amendment. kdowney@spokanecity.org, 509-625-6500.

General Notices

Regular Meeting Notice/Agenda The Civil Service Commission 9:30 AM – June 18, 2024

NOTICE IS HEREBY GIVEN by the City of Spokane Civil Service Commission, that a regularly scheduled meeting of the Civil Service Commission will be held on June 18, 2024, commencing at 9:30 A.M. in the City Council Chambers – Lower Level of City Hall (808 W. Spokane Falls Blvd., Spokane WA, 99201). The purpose of the meeting is to conduct the monthly commission meeting and to discuss other matters as reflected on the attached agenda.

The meeting will be conducted in-person and open to the public with commission members, staff and presenters attending in-person. All meetings will be streamed live on Channel 5.

Oral public comment will be accepted at the meeting for agenda items to be decided by the Commission, excluding hearing items. Individuals who want to provide oral comment at this time but are unable to physically attend the meeting shall contact the Commission at civilservice@spokanecity.org to request by 5:00 P.M. the day before the meeting, (Monday, June 17, 2024) so the Commission can make arrangements for you to participate telephonically at the meeting.

DATED THIS 4th DAY OF JUNE 2024.

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.

AGENDA
Regular Meeting of the Civil Service Commission

- 1. CALL TO ORDER/ROLL CALL**
- 2. APPROVAL OF MINUTES**
 - a. May 21, 2024, Minutes
- 3. CHIEF EXAMINER UPDATE**
- 4. NEW BUSINESS**
 - a. Resolution 2024-06: Classification Actions
 - b. Adoption of the 2023 Annual Report
 - c. Resolution 2024-07: Chief Examiner Salary Review
- 5. OTHER BUSINESS**
- 6. ADJOURN**

Note: The meeting is open to the public, with the possibility of the Commission adjourning into executive session.

NOTICE OF APPLICATION AND SEPA REVIEW
APPLICATION Z23-474COMP

Notice is hereby given that Joe Ader of Family Promise of Spokane applied for a Comprehensive Plan Land Use Map Change on October 31, 2023. The application was certified complete on November 30, 2023. On March 25, 2024, City Council added one parcel to the proposal, converted the application to a City Sponsored proposal, and accepted it into the work program for full review. The City is now seeking comments from the public regarding the proposal, detailed below. Any person may submit written comments on the proposed actions or call for additional information:

Planning Services Department
Attn: Brandon Whitmarsh, Planner I
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6846
compplan@spokanecity.org

Documents relating to these amendments are available for viewing online at <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>

APPLICANT: City of Spokane

ADDRESS: 2002, 2012, 2018, and 2028 E. Mission Ave.; 2007 E. Sinto Ave.

PARCELS: 35162.0105, 35162.0110, 35162.0111, 35162.0121, and 35162.0122

LOCATION: South of E. Mission Ave. between N. Napa St. and N. Crestline St.

PROPOSAL: Amendment of the Land Use Plan Map designation for five parcels totaling 1.5 acres from **Residential Low** and **Mini Center** to **Office** and **Mini Center** and a concurrent change of zoning from **R1** and **Neighborhood Retail – 35** to **Office – 40** and **Neighborhood Retail – 40**.

SEPA: This proposal for a non-project action will be reviewed pursuant to the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. The Environmental Checklist is available for review at the website identified above.

COMMENT DUE: This notice initiates a 60-day public comment period. Written comments may be submitted via mail or email on this application and any environmental issues related to it by August 9, 2024, at 5:00 p.m. Written comments will be made a part of the record. Written comments should be mailed or emailed to the Planning Services Department contact listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing likely have standing to appeal the ultimate decision of the City Council.

**NOTICE OF APPLICATION AND SEPA REVIEW
APPLICATION Z23-476COMP**

Notice is hereby given that Mr. Clifton Trimble of Storhaug Engineering applied for a Comprehensive Plan Land Use Map Change on October 31, 2023. The application was certified complete on November 30, 2023 and was accepted into the work program, including four parcels and additional Right-of-Way (ROW) added by the City, for full review and consideration on March 25, 2024. The City is now seeking comments from the public regarding the proposal, detailed below. Any person may submit written comments on the proposed actions or call for additional information:

Planning Services Department
Attn: Brandon Whitmarsh, Planner I
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6846
compplan@spokanecity.org

Documents relating to these amendments are available for viewing online at <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>

APPLICANT: Clifton Trimble, Storhaug Engineering and the City of Spokane

ADDRESS: 2610 and 2613 W. 8th Ave. (Applicant); 2614, 2618, 2624, 2628 W. 8th Ave., and Right-of-Way east of application (City Sponsored)

PARCELS: 25243.1308, 25243.1309, and 25243.1502 (Applicant); 25243.1304 - 25243.1307 and Right of Way east of Applicant's Parcels (City Sponsored)

LOCATION: W. 8th Ave. east of S. Lindeke St

PROPOSAL: Amendment of the Land Use Plan Map designation for seven parcels and some right of way totaling 4.3 acres from **Office, Residential Low, Neighborhood Retail**, and **Conservation Open Space** to **General Commercial** and a concurrent change of zoning from **R1, Office**, and **Neighborhood Retail – 35** to **Community Business - 55**.

SEPA: This proposal for a non-project action will be reviewed pursuant to the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. The Environmental Checklist is available for review at the website identified above.

COMMENT DUE: This notice initiates a 60-day public comment period. Written comments may be submitted via mail or email on this application and any environmental issues related to it by August 9, 2024, at 5:00 p.m. Written comments will be made a part of the record. Written comments should be mailed or emailed to the Planning Services Department contact listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing likely have standing to appeal the ultimate decision of the City Council.

**NOTICE OF APPLICATION AND SEPA REVIEW
APPLICATION Z23-477COMP**

Notice is hereby given that Mr. Clifton Trimble of Storhaug Engineering applied for a Comprehensive Plan Land Use Map Change on October 31, 2023. The application was certified complete on November 30, 2023 and was accepted into the work program for full review and consideration on March 25, 2024. The City is now seeking comments from the public regarding the proposal, detailed below. Any person may submit written comments on the proposed actions or call for additional information:

Planning Services Department
Attn: Kevin Freibott, Senior Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6184
compplan@spokanecity.org

Documents relating to these amendments are available for viewing online at <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>

APPLICANT: Clifton Trimble, Storhaug Engineering

ADDRESS: 2610 and 2613 W. 8th Ave.

PARCELS: 25262.0505 and 25262.0108

LOCATION: W. Burch St. between S. Bemis St. and S. Rustle St.

PROPOSAL: Amendment of the Land Use Plan Map designation for two parcels totaling .84 acres from **Residential Low** to **General Commercial** and a concurrent change of zoning from **R1** to **General Commercial - 70**.

SEPA: This proposal for a non-project action will be reviewed pursuant to the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. The Environmental Checklist is available for review at the website identified above.

COMMENT DUE: This notice initiates a 60-day public comment period. Written comments may be submitted via mail or email on this application and any environmental issues related to it by August 9, 2024, at 5:00 p.m. Written comments will be made a part of the record. Written comments should be mailed or emailed to the Planning Services Department contact listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing likely have standing to appeal the ultimate decision of the City Council.

**NOTICE OF APPLICATION AND SEPA REVIEW
APPLICATION Z23-478COMP**

Notice is hereby given that Mr. Dwight Hume of Land Use Solutions & Entitlement applied for a Comprehensive Plan Land Use Map Change on October 31, 2023. The application was certified complete on November 21, 2023 and was accepted into the work program, including three parcels added by the City, for full review and consideration on March 25, 2024. After docketing, the applicant has asked for the City to consider an additional five parcels for inclusion in the proposal. The inclusion of these requested parcels is subject to Plan Commission/City Council approval. The City is now seeking comments from the public regarding the proposal, detailed below. Any person may submit written comments on the proposed actions or call for additional information:

Planning Services Department
Attn: Kevin Freibott, Senior Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6184
compplan@spokanecity.org

Documents relating to these amendments are available for viewing online at <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>

APPLICANT: Dwight Hume, Land Use Solutions and Entitlement and the City of Spokane

ADDRESS: 1604, 1616, 1622 S. Bemis St.; and 1527, 1603, 1606 S. Assembly Rd. (Applicant); 1432 & 1434 S. Bemis St.; and 1403 S. Assembly Rd. (City Sponsored)

PARCELS: 25236.0305, 25236.0401 thru .0403, 25236.0405, 25271.0403 thru .0408, 25271.0501, 25271.0502, and 25271.0504 (Applicant); 25236.0057, 25262.0311, and 25262.0312 (City Sponsored)

LOCATION: North of W. Sunset Blvd. at S. Assembly Rd.

PROPOSAL: Amendment of the Land Use Plan Map designation for seventeen parcels totaling 5.22 acres from **Residential Low** to **General Commercial** and **Office** and a concurrent change of zoning from **R1** to **General Commercial – 70** and **Office Retail – 55**.

SEPA: This proposal for a non-project action will be reviewed pursuant to the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. The Environmental Checklist is available for review at the website identified above.

COMMENT DUE: This notice initiates a 60-day public comment period. Written comments may be submitted via mail or email on this application and any environmental issues related to it by August 9, 2024, at 5:00 p.m. Written comments will be made a part of the record. Written comments should be mailed or emailed to the Planning Services Department contact listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing likely have standing to appeal the ultimate decision of the City Council.

**NOTICE OF APPLICATION AND SEPA REVIEW
APPLICATION Z23-479COMP**

Notice is hereby given that Mr. Dwight Hume of Land Use Solutions & Entitlement applied for a Comprehensive Plan Land Use Map Change on October 31, 2023. The application was certified complete on November 30, 2023 and was accepted into the work program, including portions of three parcels added by the City, for full review and consideration on March 25, 2024. The City is now seeking comments from the public regarding the proposal, detailed below. Any person may submit written comments on the proposed actions or call for additional information:

Planning Services Department
Attn: Kevin Freibott, Senior Planner
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6184
compplan@spokanecity.org

Documents relating to these amendments are available for viewing online at <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>

APPLICANT: Dwight Hume, Land Use Solutions and Entitlement and the City of Spokane

ADDRESS: 3754, 3910, and 4110 W. Indian Trail Rd. (Applicant); 3925 & 4041 W. Osage Way and an unaddressed property (City Sponsored)

PARCELS: 26262.0010, 26262.0018, 26262.0054, 26262.0055, 26265.0048 (Applicant); 26261.3401, 26262.2620, and 26262.2621 (City Sponsored)

LOCATION: North of W. Indian Trail Rd. between W. Weile Ave. and W. Janice Ave.

PROPOSAL: Amendment of the Land Use Plan Map designation for eight parcels totaling 35.1 acres from **Residential Low** to **Residential Moderate**, **General Commercial**, and **Open Space** and a concurrent change of zoning from **R1** to **RMF**, **Conservation Open Space**, and **Community Business – 55**.

SEPA: This proposal for a non-project action will be reviewed pursuant to the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050. The Environmental Checklist is available for review at the website identified above.

COMMENT DUE: This notice initiates a 60-day public comment period. Written comments may be submitted via mail or email on this application and any environmental issues related to it by August 9, 2024, at 5:00 p.m. Written comments will be made a part of the record. Written comments should be mailed or emailed to the Planning Services Department contact listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing likely have standing to appeal the ultimate decision of the City Council.

**NOTICE OF APPLICATION AND SEPA REVIEW
APPLICATION Z24-105COMP**

The South Logan Transit-Oriented Development Plan was adopted by City Council on January 29, 2024 (Resolution 2024-0015). The City is proposing to amend the Comprehensive Plan Land Use Plan Map to implement the recommendations of the adopted plan. Notice is hereby given that the City is now seeking comments from the public regarding the proposal, detailed below. Any person may submit written comments on the proposed actions or call for additional information:

Planning Services Department
Attn: KayCee Downey, Planner II
808 West Spokane Falls Boulevard
Spokane, WA 99201-3333
Phone (509) 625-6194
compplan@spokanecity.org

Documents relating to these amendments are available for viewing online at <https://my.spokanecity.org/projects/2023-2024-proposed-comprehensive-plan-amendments/>

APPLICANT: City of Spokane, per Council Resolution 2024-0015

ADDRESS/PARCELS: Multiple, located within the South Logan Study Area

LOCATION: South Logan Study Area, as identified through the South Logan TOD Project

PROPOSAL: Amendment of the Land Use Plan Map designation for many parcels in the South Logan Study Area totaling 361 acres from "Residential Low", "Residential Moderate", "Institutional", "General Commercial", "Center and Corridor Transition Area", and "Center and Corridor Core Area" to "Residential Moderate", "Residential High", "Institutional" and "Center and Corridor Core Area." The Amendment comes with various concurrent zoning changes from "R1", "R2", "RMF", "RHD-55", "OR-55", "GC-150", "CA1/CA2/CA3/CA4" (Hamilton Form-Based Code), "CC1-DC", and "CC1-EC" to "RMF-40", "RHD-55", "RHD-75", "CA1" (Hamilton Form-Based Code), and "CC1-EC". *Please note: the majority but not all properties within the South Logan Study Area are being affected. Please see the website above for details about specific properties.*

SEPA: This proposal for a non-project action that was already reviewed pursuant to the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050 through a Final Environmental Impact Statement (FEIS) adopted as part of the South Logan TOD Plan. The FEIS is available for review at the website identified below.

COMMENT DUE: This notice initiates a 60-day public comment period. Written comments may be submitted via mail or email on this application and any environmental issues related to it by August 9, 2024, at 5:00 p.m. Written comments will be made a part of the record. Written comments should be mailed or emailed to the Planning Services Department contact listed above.

Only the applicant, persons submitting written comments and persons testifying at a hearing likely have standing to appeal the ultimate decision of the City Council.

You're invited to attend the next Police Advisory Committee (PAC) Quarterly Public Meeting



Thursday, June 20, 2024 at 5:30 pm

Northeast Community Center - 4001 N Cook St.

Interim Police Chief Justin Lundgren and/or other members of the Spokane Police Department will be present to deliver updates and to answer community questions.

Help make a difference in your community!

PAC Serves as a Bridge from the Chief to the Community...

PAC is a collection of community group representatives who serve as an advisory group to the Office of the Chief of Police regarding community needs and concerns, as well as community responses to proposed police programs and priorities. PAC is looking for additional community group leaders to join this committee. If you are interested, please send a request for an application to anapolitano@spokanepolice.org or call (509) 625-4063.

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 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.

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 C36516

An ordinance establishing a definition of "emergency" for the purposes of governing legislation of the City Council and ensuring the appropriate use of emergency ordinances, and adding a new Section 01.01.080 to the Spokane Municipal Code.

WHEREAS, section 16 of the Spokane City Charter specifies that ordinances necessary "for the protection of public health, public safety, public property, or the public peace" are effective immediately and not subject to mayoral veto; and

WHEREAS, section 19 of the Spokane City Charter similarly permits the City Council to adopt ordinances on an emergency basis as necessary "for the immediate preservation of the public peace, health, or safety or for the immediate support of City government and its existing public institutions" and requires such ordinances to be adopted by five affirmative votes; and

WHEREAS, state law governs the adoption of ordinances by municipalities with respect to budget and appropriations; and

WHEREAS, the Spokane City Council recognizes the necessity to further define the circumstances when non-budget emergency ordinances are appropriate, and to confine them to those occasions demanding an immediate response to safeguard the public peace, health, and safety, and to provide support of City government and its existing public institutions.

NOW, THEREFORE, the City of Spokane does hereby ordain as follows:

Section 1. That a new section 01.01.080 of the Spokane Municipal Code is created as follows:

Section 01.01.080 Emergency Ordinance Provisions

A. Definitions.

"Emergency Ordinance" refers to any non-budget ordinance enacted by the Spokane City Council in response to an unforeseen combination of circumstances that demands immediate action. An "emergency" is characterized by a situation where delay in action to a future regular City Council meeting or a delay in the effectiveness of the ordinance poses an imminent threat to public health, safety, or welfare, necessitating urgent intervention to prevent or mitigate significant harm to the community.

B. Emergency Ordinance Criteria

1. To be consistent with the City Charter, an emergency ordinance may be adopted only when the ordinance details why it is necessary for the immediate preservation of the public peace, health or safety or for the immediate support of City government and its existing public institutions, and includes a section of written detailed findings and facts regarding the following:
 - a. The situation is sudden, unexpected, and requires immediate action to prevent or mitigate the threat; and
 - b. The normal course of legislative procedures of the City Council cannot timely address the threat without causing or exacerbating harm to the community or government functions.
2. In the event an emergency ordinance is prompted in part or in whole by confidential or privileged information disclosed to City Council, the written findings shall describe the legal constraints or exigencies to the greatest extent possible.
3. Every non-budget emergency ordinance shall require five affirmative votes.

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

Section 3. Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

Passed by City Council June 3, 2024

Delivered to Mayor June 7, 2024

ORDINANCE NO C36524

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "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," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Miscellaneous Grants Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

The City of Spokane does ordain:

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

- 1) Increase revenue by \$6,081.
 - A) Of the increased revenue, \$6,081 is provided solely for grant revenue from WA Traffic Safety Commission for the Municipal Court department.
- 2) Increase appropriation by \$6,081.
 - A) Of the increased appropriation, \$2,100 is provided solely for airfare.
 - B) Of the increased appropriation, \$2,550 is provided solely for lodging.
 - C) Of the increased appropriation, \$630 is provided solely for registration.
 - D) Of the increased appropriation, \$801 is provided solely for per diem.

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 award of WA Traffic Safety Commissions reimbursable travel expenses grant, 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 June 3, 2024

Delivered to Mayor June 7, 2024

ORDINANCE NO C36525

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "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," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Utility Billing 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 Utility Billing Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Add one classified Executive Assistant position (from 0 to 1).
- 2) Increase appropriation by \$46,031.
 - A) Of the increased appropriation, \$46,031 is provided for base wages and associated employee benefits.

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 needed administrative assistance, 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 June 3, 2024
Delivered to Mayor June 7, 2024

ORDINANCE NO C36526

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "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," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Solid Waste 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 Solid Waste Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$730,614.
- A) Of the increased appropriation, \$730,614 is provided solely for vehicles.

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 an administrative processing error of a purchase order, 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 June 3, 2024
Delivered to Mayor June 7, 2024

Executive Orders

RESOLUTION NO. 2024-0054

A Resolution relating to the Mayor's Executive Order 2024-0006 titled "EXECUTIVE ORDER FOR WRITTEN FINDINGS OF EMERGENCY TO IMPLEMENT AN INTEGRATED RESPONSE TO THE OPIOID CRISIS INCLUDING WRITTEN FINDINGS NECESSITATING THE EMERGENCY AWARD OF NECESSARY CONTRACTS AND AGREEMENTS" and dated June 4, 2024.

WHEREAS, Mayor Brown's June 4, 2024 Executive Order 2024-0006 (the "Executive Order"), recognizes the opioid crisis as a national and local public health epidemic and community safety issue; and

WHEREAS, on March 25, 2024, the City Council adopted Resolution 2024-0031, requesting the Governor of the State of Washington declare a state of emergency for the opioid and fentanyl crisis, and further seeking emergency coordination of local and state resources to address the opioid crisis, including increased funding for peer support programs, better access to Naloxone, and education around prevention, intervention and treatment; and

WHEREAS, according to data from the Spokane Regional Health District following the Resolution 2024-0031, the year-to-date opioid overdoses in Spokane have increased 30% from last year; and

WHEREAS, the City Council agrees with the Mayor there is a fentanyl and opioid crisis among the housed and unhoused population in Spokane, and further agrees there is a need for a coordinated response to the opioid crisis; and

WHEREAS, utilizing funding available from the Washington State Department of Commerce, the City of Spokane desires to enter immediately into a short-term lease agreement to provide a temporary stabilization center for individuals experiencing homelessness to address public health concerns related to the downtown Division Street gateway; and

WHEREAS, the City Council adopted Special Budget Ordinance No. C36510 to utilize \$1,000,000 in opioid settlement funds for the expansion of the Spokane Fire Department's CARES program and the creation of a high utilizer and complex care initiative providing coordinated care for individuals suffering from opioid-use disorder (OUD); and

WHEREAS, utilizing opioid settlement funds appropriated by the City Council, the Mayor intends to immediately enter into a short-term agreement to stand up a High-Utilizer, Complex Care initiative to provide coordinated care and intensive case management for individuals suffering from opioid use disorder, which the Council agrees is an appropriate use of opioid settlement funds; and

WHEREAS, the City Council further agrees that many of the measures identified in the Executive Order are suitable, worthwhile and likely to contribute to combating the opioid crisis in a meaningful way; and

WHEREAS, Section 02.04.060 of the Spokane Municipal Code provides:

Declarations of civil emergencies issued by the mayor shall as soon as practicable be filed with the city clerk and presented to the city council for ratification and confirmation, modification or rejection. Orders which are rejected shall, after vote, be void. Emergency orders shall be considered in full force and effect until the city council shall act[.].

and

WHEREAS, the Executive Order was dutifully filed with the City Clerk on June 4, 2024 and is now under consideration by the City Council, which may ratify, confirm, modify or reject the Executive Order to the extent it depends on the emergency powers set forth under Section 02.04.030 of the Spokane Municipal Code; and

WHEREAS, many of the measures identified in the Executive Order are not intended to, and do not require, the use of emergency procurement measures, but will be implemented by the administration consistent with the Mayor's executive powers; and

WHEREAS, the City Council agrees that certain of the measures identified in the Executive Order require action on an emergency basis and justify procurement procedures on an emergency basis; and

NOW, THEREFORE, BE IT RESOLVED that the Spokane City Council:

Section 1. Based on stated foregoing emergency relating to the fentanyl and opioid crisis, and the need to provide for a coordinated response to this crisis, the Mayor and City Council may address the immediate need for opioid-related services by executing contracts pursuant to the legal authority provided in Chapter 02.04 SMC and SMC 07.06.180, to the extent permitted under this Resolution, which actions are lawful, proper, and reasonable exercises of the City of Spokane's police power, consistent with state law and the City Charter.

Section 2. The Executive Order by Mayor Brown, dated and effective June 4, 2024, is hereby ratified in part and modified in part by the City Council by this Resolution, as follows:

Section 3. of the Executive Order is modified to read:

Pursuant to SMC 7.06.180, the Mayor or her designate may make emergency procurements consistent with the provisions of Chapter 7.06, including the execution of contracts or other agreements, to the extent necessary to respond to the opioid crisis, so long as such contracts or procurements do not commit general fund dollars or funds received by the City under the American Rescue Plan Act of 2021 not otherwise already allocated by the City Council to respond to the opioid crisis. Any contract, award, or agreement that requires commitment or reallocation of general fund dollars not already allocated by the City Council to respond to the opioid crisis above the minor contract threshold in 7.06.060 SMC shall comply with the procurement procedures in Chapter 7.06 SMC. Any contract, agreement or lease executed pursuant to this Executive Order shall be filed with the City Clerk within five (5) days of execution . . .

Section 4. of the Executive Order is modified to read to include the following provision at the end of the listed initiatives and interventions:

Neither the Mayor nor her delegate will enter into any agreement or contract that requires, in whole or in part, the reallocation or commitment of general fund dollars or funds received by the City under the American Rescue Plan Act of 2021. Any commitment or expense of general fund dollars, or funds received by the City under the American Rescue Plan Act of 2021, in excess of the minor contract threshold in 7.06.060 SMC, or any agreement to contact, lease or occupy any real property longer than 90 days, shall comply with the procurement procedures in Chapter 7.06. SMC. Any contract, agreement or lease executed pursuant to this Executive Order shall be filed with the City Clerk within five (5) days of execution.

Section 5. of the Executive Order is modified to read:

This Declaration shall be in force and effective on upon signature of the Mayor and shall terminate on September 3, 2024, unless terminated earlier by the Mayor.

Section 3. A copy of this resolution and Executive Order 2024-0006 shall be delivered to the Governor of the State of Washington and to the Spokane County Board of Commissioners. To the extent practicable, a copy of this Executive Order shall be made available to all news media within the City and to the public. To give the widest dissemination of this Executive Order to the public, other available means may be used as are practical.

CITY OF SPOKANE EXECUTIVE ORDER		EO 2024-0006 LGL 2024-0008
TITLE: EXECUTIVE ORDER FOR WRITTEN FINDINGS OF EMERGENCY TO IMPLEMENT AN INTEGRATED RESPONSE TO THE OPIOID CRISIS INCLUDING WRITTEN FINDINGS NECESSITATING THE EMERGENCY AWARD OF NECESSARY CONTRACTS AND AGREEMENTS		
EFFECTIVE DATE: June 4, 2024 REVISION DATE IF APPLICABLE:		

Factual Background Information and Findings of an Opioid Crisis Emergency to Support the Declaration of Emergency and the Execution of Contracts, Agreements, and Actions Necessary to the Protect Public Health, Safety, and Welfare of Spokane Residents:

WHEREAS, the City of Spokane recognizes the opioid crisis as a national public health epidemic and community safety issue requiring an integrated crisis response that includes overdose prevention, access to additional behavioral health and treatment resources, law enforcement action against illegal drug traffickers and dealers, and the revitalization of neighborhoods decimated by this crisis; and

WHEREAS, Death Certificate Data compiled by the Spokane Regional Opioid Task Force (SROTF) found that opioids accounted for 46% of overdose deaths in 2020, 68% in 2021, 73% in 2022, and 81% in 2023 (preliminary data); and

WHEREAS, preliminary data through April 8, 2024, suggests 23 people in Spokane County have already died from opioid overdose in Spokane County this year; and

WHEREAS, data from Spokane County Health Insights found emergency department visits in Spokane County for opioid overdose rose 82% between 2019 and 2023 and preliminary data from 2024 suggest this rate continues to rise; and

WHEREAS, since 2019, the annual number of opioid drug overdoses have doubled in Washington State, and Spokane's opioid deaths have surpassed the Washington state average; and

WHEREAS, the Spokane Fire Department's calls for overdoses have increased an estimated 30% in 2024 year to date; and

WHEREAS, the growth in opioid overdose deaths is caused by the increase in access and use of illegal synthetic opioids like fentanyl and carfentanil and their mix with other illegal substances like methamphetamine, cocaine, and "club" drugs; and

WHEREAS, the U.S. Department of Drug Enforcement (DEA) identifies fentanyl as a potent synthetic opioid drug approximately 100 times more potent than morphine and 50 times more potent than heroin, and these opiate derived substances, categorized as schedule II-controlled substances under RCW 69.50.206, have exacerbated the opioid epidemic; and

WHEREAS, the Spokane City Council adopted Resolution 2024-0031 seeking emergency coordination of local, state, and federal resources to address the opioid crisis including, but not limited to, additional access to Naloxone, public education resources, and additional data on overdose calls for response; and

WHEREAS the area between I-90 viaduct and the Browne Street Viaduct along First Avenue and Second Avenue, commonly referred to as "2nd and Division," is a hotspot for the opioid crisis; and

WHEREAS, residents, business owners, and property owners of the Riverside and East Central neighborhoods near 2nd and Division are suffering from the secondary impacts of the opioid crisis leading to increases in litter, graffiti, and other nuisance activities; and

WHEREAS, Mayor Brown seeks to reduce the secondary impacts of the opioid crisis by actively abating nuisance activities through the effective use of code enforcement to reduce graffiti, litter, and other nuisance activities as defined by Spokane Municipal Code 10.68.020; and

WHEREAS, in 2023 the Spokane Police Department, with assistance from the FBI Violent Crimes Task Force and the DEA, seized 193,307 illicit fentanyl pills as well as 81 grams of fentanyl powder (which could produce an additional 54,482 pills) making the total approximately 247,789 illicit fentanyl pills seized; and

WHEREAS, the National Alliance to End Homelessness recommends incorporating housing and social supports into treatment requiring the collaboration between healthcare and housing providers; and

WHEREAS, the City Council adopted Special Budget Ordinance No. C36510 proposed by the Brown Administration to utilize \$1 million in opioid settlement funds for the expansion of the Spokane Fire Department's CARES program and the creation of a high utilizer and complex care initiative providing coordinated care for individuals suffering from opioid-use disorder (OUD); and

WHEREAS, Mayor Brown is ready to execute an agreement with a community-based provider to immediately begin coordinated care and intensive wrap-around services for individuals suffering from opioid-use disorder (OUD); and

WHEREAS, SMC 2.04.030A provides that:

Whenever a civil emergency, or the imminent threat thereof, occurs in the City and results in, or threatens to result in the death or injury of persons or the destruction of or damage to property to such extent as to require, in the judgment of the mayor, extraordinary and immediate measures to protect the public peace, safety and welfare, the mayor shall forthwith proclaim in writing the existence of a civil emergency, including in the proclamation a brief description of the facts constituting the civil emergency.

WHEREAS, there is an immediate opportunity to enter into agreements necessary to activate an integrated opioid crisis response; and

WHEREAS, Section 7.06.180 of the Spokane Municipal Code provides that if an emergency requires procurement prior to City Council action, the Mayor may declare an emergency and award necessary contracts or agreements to address the emergency situation; and

WHEREAS, Mayor Brown is prepared to execute the appropriate and necessary contracts and agreements with agencies to provide the necessary services to immediately activate an integrated response to the opioid crisis.

NOW THEREFORE, LISA BROWN, MAYOR OF CITY OF SPOKANE, HEREBY DECLARES AND ORDERS:

Section 1 – Purpose and Intent.

As a result of the growing opioid crisis resulting in the death of Spokane residents, an emergency exists and the safety, health, and welfare of Spokane residents impacted by this crisis necessitates an integrated opioid crisis response to include the immediate execution of contracts, agreements, and actions to protect the public health, safety, and welfare of residents of Spokane.

Section 2 – Declaration of Emergency

Pursuant to SMC 2.04.030, a declaration of emergency is issued due to the growing opioid crisis that threatens to result in additional overdose deaths or injury to persons which requires extraordinary and immediate measures to protect public health and improve community safety.

Section 3 – Emergency Procurement.

Pursuant to SMC 7.06.180, the Mayor or her designate, may make emergency procurements consistent with the provisions of Chapter 7.06 SMC and may execute such contracts and/or other agreements as are necessary to respond to the opioid crisis. These contracts and/or agreements include lease agreements to transition unhoused residents encamped in the area of 2nd and Division as well as agreements necessary for the immediate implementation of a complex care initiative to provide coordinated care and intensive case management for individuals suffering from opioid use disorder, both of which shall be emergency procurement.

Section 4 – Integrated Opioid Crisis Response – Public Health and Community Safety Interventions

- Mayor Brown will establish an integrated opioid response team to manage the efficient deployment of resources and execution of opioid crisis response operations in the area of 2nd and Division.
- The City of Spokane will immediately enter into a short-term agreement to stand up a High-Utilizer, Complex Care initiative to provide coordinated care and intensive case management for individuals suffering from opioid use disorder. Funding for this initiative was appropriated by the Spokane City Council through Special Budget Ordinance No. C36510 from dollars received by the City of Spokane from the State of Washington as a result of a settlement between the state and opioid manufacturers and distributors who fueled the opioid crisis.
- The City of Spokane will request additional resources including doses of Naloxone (Narcan) to supplement the existing supply for first responders. In addition to the existing medication-assisted treatment (MAT) pilot program, the Spokane Fire Department's Medical Director will explore proven interventions to help manage withdrawal symptoms to assist individuals accessing sobering/withdrawal services.
- The Spokane Police Department, in partnership with state and federal resources, will prioritize the disruption of drug trafficking and dealing in the area of 2nd and Division by implementing emphasis patrols and enforcement and by diverting individuals in crisis to the crisis stabilization facility and other community resources as appropriate.
- In addition to responding to requests for transport from Fire and Police, Spokane Treatment and Recover Services (STARS), will deploy CAR50 to the Division Corridor six times every 24-hour period for proactive transport. The CAR50 program provides transport for individuals under the influence of a substance to an appropriate medical or treatment facility.
- Spokane Fire Department and Spokane Police Department will enroll in ODMAP, supported by the Office of National Drug Control Policy, to provide and receive near real-time suspected overdose data to help identify and mobilize resources for an immediate response to sudden spikes in overdoses.
- The City of Spokane will immediately enter into a short-term lease agreement to provide a temporary stabilization center for individuals experiencing homelessness who are identified by the City of Spokane as having previously been encamped in the area of "2nd and Division." Funding for this initiative comes from the Washington State Department of Commerce.
- The City of Spokane will immediately initiate a request for information (RFI) process to solicit additional opioid abatement strategies for programmatic investments that meet the approved purposes outlined in the One Washington Memorandum of Understanding. Funding for this initiative comes from the settlement between the State of Washington and opioid manufacturers and distributors who fueled the opioid crisis.
- The City of Spokane will facilitate partnerships between providers at the temporary transition facility to expedite Medicaid enrollment and access to mental health/co-occurring treatment.
- The City of Spokane will explore entering into a lease at a downtown location near the 2nd Avenue and Division corridor for Code Enforcement staging and deployment.
- The City of Spokane will explore policy options to identify and activate vacant properties in the 2nd and Division area and citywide.

Section 5 – Effective Date.

This Declaration shall be in full force and effect upon signature and shall continue until terminated.

Section 6 – Ratification.

This emergency declaration shall be submitted to the City Council for ratification pursuant to SMC 2.04.060.

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.

EXECUTIVE ASSISTANT SPN 025 OPEN ENTRY

DATE OPEN: Monday, June 10, 2024

DATE CLOSED: Monday, June 24, 2024

SALARY: \$58,651.92 annual salary, payable bi-weekly, to a maximum of \$82,768.32

DESCRIPTION:

Performs highly responsible, specialized, professional administrative work under direction of a department or division head.

DUTIES:

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

- Serves as liaison between the assigned office and the general public, City staff, and outside groups and agencies; provides general and specialized information and assistance that may require the use of judgment, tact, and sensitivity, and the interpretation of policies, rules, and procedures.
- Receives and assists visitors and telephone callers; answers inquiries requiring knowledge of City policies, procedures, and activities, or directs them to the proper person or department. Engages in both proactive and responsive problem-solving.
- Assumes responsibility for various administrative details; establishes, coordinates, and maintains effective office procedures and efficient workflows. Establishes and maintains harmonious working relationships with supervisors, coworkers, and the public.
- Disseminates new policies and procedures established by management. Develops, refines, implements, and communicates strategies used to achieve effective implementation of policies and to comply with recommendations of internal departments and external agencies. Advises and trains staff.
- Schedules appointments and maintains calendars. Arranges and coordinates meetings and events; sets up and runs presentations. Produces business itineraries and coordinates travel requirements.
- May serve as recorder of minutes with responsibility for distribution to participants. Transcribes or prepares documents from recordings.
- Takes action authorized during a director's absence and uses initiative and judgment to see that matters requiring attention are referred to delegated authority or handled in a manner so as to minimize the effects of the absence.
- Maintains filing and records management systems, processes a variety of contracts, vouchers, travel forms, invoices, and other office flow procedures.
- Sorts, reads, and annotates incoming email, mail, and documents and facilitates necessary action; determines any routing or signatures required, and maintains follow-up. Composes correspondence and reports for director's utilization or signature when required.
- Selects and/or makes recommendations for purchase of supplies and equipment; assists budget preparation and maintains budget and expense account records, financial records, and payroll records.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Open-Entry Requirements:

(All requirements must be met at time of application.)

- *Education:* Bachelor's degree from an accredited college or university.
- *Experience:* One year of experience in executive-level administrative support, e.g., working for a CEO, department or division director, or other high-level executive within an organization.
- *Substitution:* Additional executive-level administrative support experience may substitute for the education requirement on a year-for-year basis.

Note:

Selection of a Senior Administrative Assistant, Rule V, Section 8, Rules of the Civil Service Commission, applies.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for 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 five computer skills simulations, 30 minutes each with weights assigned as follows:

- Computer Skills Simulations 100%

EXAMINATION DETAILS:

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

Examination links with instructions will be emailed prior to 12:00 a.m. Pacific Time on the start date and will expire at 11:59 p.m. on the due date as listed below. Keep in mind that the test link will be emailed from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, June 10th, and Monday, June 24th, 2024, will test Thursday, June 27th, 2024, through Tuesday, July 2nd, 2024.

NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 2.5 hours to complete the examination. The examination will consist of five computer skills simulations, 30 minutes each. You may take the exam only once during the open recruitment period.

The examination may include such subjects as:

- Clerical Skills
- Computer Skills
- Interpersonal and Communication Skills
- Decision Making

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 5th day of June 2024.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

HUMAN RESOURCES ANALYST I SPN 048
OPEN ENTRY

DATE OPEN: Monday, June 10, 2024

DATE CLOSED: Monday, June 24, 2024

SALARY: \$74,666.88 annual salary, payable bi-weekly, to a maximum of \$106,070.40

DESCRIPTION:

Performs routine professional and analytical work related to the administration of human resources management programs.

DUTIES:

This list is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and duties performed by the incumbent of this class. Essential duties and responsibilities may include, but are not limited to, the following:

- Serves as the primary point of contact for employee programs, including but not limited to equal employment opportunity (EEO), Family Medical Leave Act (FMLA), and the Americans with Disabilities Act (ADA).
- Collaborates with union representatives in resolving issues. Provides support with employee and labor relations activities, including research and documentation for negotiations.
- Assists in the coordination of employee recruitment, selection and placement program of non-classified positions exempt from Civil Service as defined by City Charter; prepares job announcements, advertises job opportunities, reviews applications, and determines, recommends and coordinates interview strategies with department heads and hiring managers.
- Assists with the preparation of notices and participates in pre-disciplinary hearings; advises department heads as to the appropriateness and level of disciplinary action; drafts disciplinary letters, work improvement plans and last chance agreements.
- Assists in conducting investigations on matters relating to equal employment opportunity (EEO), discrimination and harassment complaints. Gathers and analyzes information, prepares reports, recommendations, and correspondence on findings.
- Assists in the administration of employee programs relating to employee development and training, FMLA, ADA and EEO compliance.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

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

Open Entry Requirements:

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

- *Education:* Graduation from an accredited four-year college or university with a degree in Personnel/Human Resources, Public Administration, Industrial Relations, or a related field of study, **AND**
- *Experience:* Two years of experience in various phases of human resources administration.
- *License:* A valid driver's license or otherwise demonstrate ability to get to and from multiple work locations as required.

EXAMINATION DETAILS:

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

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

The examination will consist of a Training and Experience Evaluation (T&E) and an online, multiple-choice test, with weights assigned as follows:

- Multiple-Choice Test 60%
- T&E Evaluation 40%

TRAINING AND EXPERIENCE EVALUATION DETAILS:

The T&E evaluation consists of a Supplemental Questionnaire. The questions may be viewed online under the tab marked **"QUESTIONS" on the job announcement page. The T&E must be submitted online, at the time of application.**

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.

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

ONLINE MULTIPLE-CHOICE EXAMINATION DETAILS:

The online examination will require a computer. **If you do not have access to a computer, please notify Civil Service so that one may be provided. Reservations can also be made through your local, public library.**

Multiple-choice examination links with instructions will be emailed prior to 4:00 p.m. Pacific time on the start dates and will expire at 4:00 p.m. on the due dates as listed below. Keep in mind that the test link will be emailed from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, June 10, 2024, and Monday, June 24, 2024, will test Thursday, June 27, 2024, through Tuesday, July 2, 2024.

NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 1 hour and 15 minutes to complete the examination. You may take the exam only once during the open recruitment period.

The examination may include such subjects as:

- Employee Relations
- Labor Law
- Labor Relations
- Merit-Based Employment
- Personnel and Human Resources
- Selection Processes

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 5th day of June 2024.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

ASSOCIATE TRAFFIC ENGINEER SPN 252
OPEN ENTRY

DATE OPEN: Monday, June 10, 2024

DATE CLOSED: Continuous

SALARY: \$78,320.88 annual salary, payable bi-weekly, to a maximum of \$110,977.20

DESCRIPTION:

Performs supervisory and professional Traffic Engineering work in connection with traffic investigations, studies, designs, and operational reviews.

DUTIES:

- As directed, plans and supervises field and office studies of traffic control problems to determine the effectiveness of existing controls or the need for new controls.
- Plans and supervises traffic studies and investigations.

- Analyzes and interprets compiled traffic data and assists in making recommendations and solutions to Traffic Engineering problems.
- Directs and participates in the drafting and design of traffic flow maps and charts, and channelization, signal, and progression plans for traffic signals.
- Interviews individuals regarding various traffic control problems and submits recommended solutions.
- As assigned, conducts various types of studies and surveys, compiles and analyzes statistics, and writes engineering reports.
- Runs computer traffic models using programs such as Synchro, SimTraffic, Visum, VisSim, and Highway Capacity Software.
- Operates a calculator, computer, automobile, and drafting equipment.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open Entry

(Must be met at time of application.)

- *Education:* Graduation from an accredited college or university with a bachelor's degree in Transportation or Civil Engineering, with course work in transportation.
- *Experience:* Three years of experience in engineering at the professional level, two of which must have been in traffic engineering or related field.
- *Substitutions:* Possession of an Engineer in Training or Professional Engineer certificate may substitute for the educational requirement. A master's degree in Transportation or Traffic Engineering may substitute for one year of experience.
- *Licenses and Certifications:* Possession of a valid driver's license.

EXAMINATION DETAILS:

All applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire.

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

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

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

- T&E 100%

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, 12:00 AM, to the following Tuesday at 11:59PM.

- 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 5th day of June 2024.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

SENIOR INSTRUMENTATION, CONTROLS, AND ELECTRICAL TECHNICIAN
SPN 647
PROMOTIONAL

DATE OPEN: Monday, June 10, 2024

DATE CLOSED: Monday, June 24, 2024

SALARY: \$56,417.76 annual salary, payable bi-weekly, to a maximum of \$92,874.24

DESCRIPTION:

Performs responsible leadership and skilled installation, repair, maintenance, and upgrade of electronic instrumentation, controls, and safety systems for water and wastewater industrial plant facilities and equipment, and related remote monitoring technology.

DUTIES:

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

- Prioritizes, plans, and oversees projects and workload for the assigned unit; delegates work to subordinate staff; assesses and plans for future needs. Plans and organizes routine assigned jobs; estimates time, materials and equipment; orders materials; and coordinates job activities with other personnel and operators.
- Provides lead supervision and training to assigned staff responsible for performing a wide variety of skilled tasks related to maintenance and repair of electrical, electronic, and mechanical instrumentation. Assists in hiring processes and in evaluating the performance of subordinate staff.
- Ensures adherence to established guidelines, rules and regulations. Develops proper safety procedures. Trains assigned staff in the methods and techniques of assigned unit.
- Oversees the use, care, and operation of process control instrumentation and related equipment; researches, recommends and implements new and revised procedures, systems and equipment for assigned unit.
- Oversees and participates in the repair of instrumentation systems, equipment and components, both in the field and in the plant or facilities.
- Oversees and participates in installing and maintaining electrical control systems and instrumentation systems including electronics, programmable controllers, telemetry, telecommunications, meters, generators, transmitters, hydraulics, pneumatics, and a variety of other systems; inspects installed systems to ensure proper operation.
- Provides technical advice and support to operators, supervisors, City engineering staff, and other agency personnel; works closely with contractors or consultants and engineering teams.
- Ensures safe and reliable power to plant processes. Modifies, designs and changes control circuits; installs temporary systems to sustain operations.
- Participates in continuous improvement plans and implements new process and procedures.
- Coordinates with internal and external customers regarding assigned project requirements and timelines.
- Uses various computer software programs for data logging and control.
- Maintains records on operations and activities; coordinates and prepares a variety of reports.
- Interprets and modifies drawings, blueprints, schematics and diagrams for a variety of industrial systems.
- Estimates time, materials, and equipment required for projects; coordinates purchase of required materials. Works with inventory and purchasing personnel to procure supplies, equipment and materials.
- Works with management in establishing and tracking goals and objectives for assigned unit.
- Performs related duties as required.

MINIMUM QUALIFICATIONS:

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

Promotional Requirements: *(all requirements must be met at the time of examination)*

- *Experience:* Two years of service with the City in the classification of Instrumentation, Controls, and Electrical Technician (SPN 648).
- *Licenses:* A valid driver's license is required.

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: *(all requirements must be met at the time of application)*

- **Education:** Graduation from high school or equivalent supplemented with two years of college-level course work in electrical theory, electronics, control systems, or closely related fields.
- **Experience:** Four years of journey-level work experience performing installation and maintenance of industrial electronic instrumentation and control systems.
- **Licenses:** A valid driver's license is required.

EXAMINATION DETAILS:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire.

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 4:00 p.m. on the filing cut-off date.

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

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

- Multiple-Choice Examination 100%

IN-PERSON MULTIPLE-CHOICE EXAMINATION DETAILS:

- Test Date: Thursday, June 27, 2024
- Test Time: 1:30 p.m.
- Test Location: RPWRF Auditorium - 4401 N Aubrey L White Pkwy, Spokane, WA 99205
- Approximate Duration of Exam: 2 Hours
- Test Subjects May Include:
 - o Technical Knowledge and Problem Solving
 - o Safety and Occupational Hazards
 - o Supervision and Administration

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 5th day of June 2024.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Paving, Sidewalks, Sewer, etc.

Stevens – Washington Grind and Overlay, Spokane Falls Boulevard to 3rd Avenue Engineering Services File No. 2019187

This project consists of the construction of approximately 26,000 square yards of asphalt grinding and 2-inch thick HMA pavement, 14 drainage structures, 30 wheelchair ramps, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 17, 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 Construction Management Office 998 East North Foothills Drive Spokane, WA 99208. Hand delivered bids shall be delivered to the first floor of the Construction Management Office 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.

Please note the location change for bid delivery as of June 2024; the gate entrance is off North Foothills Drive. See Map: <https://static.spokanecity.org/documents/business/bidinfo/construction-management-office-location.pdf>

**Construction Management Office
998 East North Foothills Drive
Spokane, WA 99208**

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 2024 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: May 29, June 5 & 12, 2024

Notice for Bids

Supplies, Equipment, Maintenance, etc.

HOFFMAN WELL STATION ROOF REMOVE & REPLACE – MASONRY RECONSTRUCTION (RE-BID)
City of Spokane

PW ITB #6142-24

Description: The City of Spokane is soliciting electronic bids for the Hoffman Well Station Roof Remove & Replace – Masonry Reconstruction

Mandatory Pre-Bid Conference: Thursday, June 13th at 10:00 am at the Hoffman Well Station 2109 E Hoffman, Spokane WA. If you are planning on attending this Mandatory Pre-Bid Conference RSVP to tprince@spokanecity.org by Wednesday, June 12 at 1:00 pm.

Bid Opening: Sealed electronic bids will be accepted until **Monday, June 24, 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.

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

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

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

All Proposal documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, June 24, 2024**. Hard copy and/or 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.

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

Thea Prince
City of Spokane Purchasing

Publish: June 5 & 12, 2024

Purchase and Installation of Albany RR1500 Rollup doors assembly with an ultra-strong rubberdoor panel, and Purchase and Installation of Albany RR1500 ultra-strong rubberdoor panel; meeting stated specifications, no alternates will be considered.

Spokane Solid Waste Disposal, Waste To Energy Facility

PW ITB 6144-24

Description: The City of Spokane, through its Solid Waste Disposal, Waste To Energy Facility is soliciting electronic bids for Purchase and Installation of Albany RR1500 Rollup doors assembly with an ultra-strong rubberdoor panel, and Purchase and Installation of Albany RR1500 ultra-strong rubberdoor panel; meeting stated specifications, no alternates will be considered.

Optional Pre-Bid Site Visit: An optional pre-bid conference will be held on Monday, JUNE 17, 2024 at 10:00 am. The location will be at the Waste to Energy Facility (WTEF) Admin Offices, 2900 S Geiger Blvd., Spokane WA, 99224.

Bid Opening: Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on **MONDAY, JUNE 24, 2024**, for Purchase and Installation of Albany RR1500 Rollup doors assembly with an ultra-strong rubberdoor panel, and Purchase and Installation of Albany RR1500 ultra-strong rubberdoor panel; meeting stated specifications, no alternates will be considered. To watch the City of Spokane Bid Opening Meeting, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the “join meeting” link on the right-hand side of the page. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

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

All Bid documents shall be submitted electronically through the City of Spokane’s online procurement system no later than **1:00 p.m. on MONDAY, JUNE 24, 2024**. Hard copy and/or late submittals will not be accepted. Bids must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Bids submitted late. **Contractor shall be a Washington State registered "and" licensed contractor at time of Bid submittal. Contactor must have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement at the time of Bid submittal.**

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

Rick Rinderle
City of Spokane Purchasing

Publish: June 5 & 12, 2024

Chevron Lubes Products and Miscellaneous Associated Items; As Needed Annual Requirement

Spokane Solid Waste Disposal, Waste To Energy Facility

ITB 6156-24

Description: The City of Spokane, through its Solid Waste Disposal, Waste To Energy Facility is soliciting electronic bids for Chevron Lubes Products and Miscellaneous Associated Items; As Needed Annual Requirement. No Substitutes will be considered for Chevron brand stated products.

Bid Opening: Electronic Bids will be unsealed at the 1:15 p.m. public bid opening via Microsoft Teams platform on **MONDAY, JUNE 24, 2024**, for Chevron Lubes Products and Miscellaneous Associated Items; As Needed Annual Requirement. To watch the City of Spokane Bid Opening Meeting, go to our website: <https://my.spokanecity.org/administrative/purchasing> and then click on the “join meeting” link on the right-hand side of the page. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

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

All Bid documents shall be submitted electronically through the City of Spokane’s online procurement system no later than **1:00 p.m. on MONDAY, JUNE 24, 2024**. Hard copy and/or late submittals will not be accepted. Bids must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Bids submitted late.

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

Rick Rinderle
City of Spokane Purchasing

Publish: June 12 & 19, 2024

FIRE FUEL REDUCTION SERVICES
CITY OF SPOKANE FIRE DEPARTMENT

RFP #6161-24

Description: Fire Fuel Reduction for the City of Spokane Fire Department.

Pre-Submittal Meeting: Monday, 7/1/2024 – 9:00 am - Parcel # 25155.0201 off of W. Greenwood Road. There is a Parking lot for Palisades Park on the North and South side of Greenwood at Rimrock.

Bid Opening: Sealed electronic responses will be accepted until **Monday, July 22, 2024 at 1:00pm**. Responses will be publicly acknowledged 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: June 12, 19 & 26, 2024
