



Official Gazette

City of Spokane, Washington

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

Volume 114

SEPTEMBER 18, 2024

Issue 38



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, September 9, 2024****BRIEFING SESSION**

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington. A recording of the meeting can be found at the following link: <https://vimeo.com/spokanecitycouncil>.

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.

Advance Agenda Review

The City Council received an overview of the September 16, 2024, Advance Agenda items.

Action to Approve September 16, 2024, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the September 16, 2024, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Bingle, seconded by Council Member Dillon, **to approve** the September 16, 2024, Advance Agenda; **carried 7-0**.

Candidate Interviews – Arts Commission

The City Council interviewed James Pakootas and Suzanne Ostersmith.

Current Agenda Review

The City Council reviewed the September 9, 2024, Current Agenda.

Memorandum of Understanding with the Managerial and Professional Association (OPR 2024-0782) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Motion by Council Member Zappone, seconded by Council Member Dillon, **to suspend** Council Rules for the purpose of adding Memorandum of Understanding with the Managerial and Professional Association regarding the 2024 Voluntary Retirement Incentive Program to tonight's Consent Agenda; **carried 6-1**.

Motion by Council Member Zappone, seconded by Council Member Dillon, **to add** Item 28—Memorandum of Understanding with the Managerial and Professional Association regarding the 2024 Voluntary Retirement Incentive Program—to tonight's Consent Agenda; **carried 7-0**.

Emergency Ordinance C36570 (Council Sponsors: Council Members Cathcart and Bingle)

Motion by Council Member Zappone, seconded by Council Members Klitzke, **to refer** Emergency Ordinance C36570—relating to the siting and operation of city-owned and city-funded facilities—back to the committee of origin and to come back to City Council at a later date after the roundtables; with amendment by Council Member Bingle, seconded by Council Member Zappone, to send it to the committee of origin which is the next Finance Committee meeting on September 23, 2024; **carried 4-3**.

Resolution 2024-0083 (Council Sponsors: Council Members Bingle and Cathcart)

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to suspend** Council Rules to fill in the blank line in Resolution 2024-0083 recognizing the contributions of sports officials in the City of Spokane; **carried 7-0.**

Motion by Council Member Bingle, seconded by Council Member Cathcart, **to add** the word "September" in the blank line in the last paragraph of the resolution; **carried 7-0.**

Corrections to September 9, 2024, Current Consent Agenda

Motion by Council Member Bingle, seconded by Council Member Zappone, to (1) adjust the number of Item 3.b. (Purchase of Bud Clary Ford for one Ford Explorer K8 hybrid patrol vehicle or closest available equivalent) from \$78,191.09 to \$75,470 instead; (2) adjust Item No. 11 (Five-year Value Blanket Order with Core & Main of 6-inch fire hydrants) to say \$1,750,000 as opposed to \$109,912.20; and (4) lastly to change the line where it says relates to Consent Agenda Item and make it Item No. 18 (Agreement with the City of Airway Heights) is related to Item No. 19 (Capital Grant Agreement between the City of Spokane, Commerce, and Airway Heights) and Item No. 19 is related to Item No. 18; **carried 7-0.**

Clerical Note: There was also a clerical error in the dollar amount reflected under Consent Agenda Item No. 12 (Purchase from Technology International of a brine tank). The Current Agenda incorrectly reflected \$109,912.20 as the dollar amount, and the dollar amount should have correctly read as \$100,912.20. The agenda submission sheet for this item correctly reflected the dollar amount as \$100,912.20. This was treated as a clerical error.

Action to Approve September 9, 2024, Current Agenda

Following staff reports and Council inquiry and discussion regarding the September 9, 2024, Current Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Bingle, seconded by Council Member Klitzke, **to approve** the September 9, 2024, Current Agenda (as amended); **carried 7-0.**

Council Recess/Executive Session

The City Council recessed at 4:49 p.m. No executive session was held. The City Council reconvened at 6:01 p.m. Legislative Session.

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.

There were no **MAYORAL PROCLAMATION**

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

BOARDS AND COMMISSIONS APPOINTMENTS

Reappointment to Human Rights Commission (CPR 1991-0068)

Upon 6-1 Voice Vote, the City Council **approved** (and thereby confirmed) the reappointment of Livia Koh to the Human Rights Commission to serve a one-year term from September 9, 2024, to September 9, 2025.

Appointments to Arts Commission (CPR 1981-0043)

Upon 7-0 Voice Vote, the City Council **approved** (and thereby confirmed) the appointments of Suzanne Ostersmith and James Pakootas to the Arts Commission to serve three-year terms from September 9, 2024, to September 9, 2027.

CONSENT AGENDA

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

Motion by Council Member Dillon, seconded by Council Members Klitzke and Zappone, the City Council **approved** Staff Recommendations for the following items; **carried 7-0**:

Value Blanket with D&L Supply Co, Inc. (Moses Lake, WA) for various access frames and covers for the Wastewater Management Department—\$96,000 (incl. tax). (OPR 2024-0726 / RFQ 6153-24) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Purchase from National Barricade and Sign Company (Spokane Valley, WA) of six mobile speed feedback trailers for the Office of Neighborhood Services—\$71,940 (incl. tax). (OPR 2024-0727 / RFQ 6209-24) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Purchases from Bud Clary Ford (Longview, WA) of:

- a. One 2024 Ford F550 cab/chassis for the Water Department—\$78,191.09 (incl. tax). (OPR 2024-0728) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)
- b. One Ford Explorer K8 hybrid patrol vehicle or closest available equivalent for the Spokane Police Department—\$75,470 (incl. commissioning and sales tax). (OPR 2024-0729) (Council Sponsors: Council President Wilkerson and Council Members Dillon and Cathcart)

Value Blanket with Titan Truck Equipment (Spokane) for the purchase of specialty truck equipment, service bodies, and related vehicle upfitting components for the Fleet Services Department—not to exceed \$500,000 (\$100,000 annually). (OPR 2024-0731 / RFQ 6204-24) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Preventative Maintenance Agreement with Hotsy of Spokane, Inc. (Eltopia, WA) for wash facility maintenance and repair for the Fleet Services Department from September 1, 2024, through August 31, 2027—not to exceed \$450,000 (\$150,000 annually). (OPR 2024-0732 / IPWQ 6182-24) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Five-year Value Blankets with Eljay Oil Co. Inc. (Spokane Valley, WA) for the as-needed purchases from October 1, 2024, through September 30, 2029, for the Waste-to-Energy Facility of:

- a. Ultra-low #2 dyed diesel—not to exceed \$750,000 (\$150,000 annually) (plus tax). (OPR 2024-0733 / ITB 6157-24)
- b. Chevron lubricants—not to exceed \$150,000 (\$30,000 annually) (plus tax). (OPR 2024-0734 / ITB 6156-24)

(Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Value Blanket Renewal 1 of 4 with Atlas Boiler & Equipment, Co. (Spokane) for the as-needed purchase of Maxon Gas Valves for the Waste to Energy Facility from September 15, 2024, through September 14, 2025—not to exceed \$75,000 (plus tax). (OPR 2023-0895 / RFQ 5950-23) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Contract Renewal 1 of 3 with Bender CCP, Inc. (Portland, OR) for the as-needed boiler feedwater pump maintenance and repairs at the Waste to Energy Facility from September 1, 2024, through August 31, 2025—not to exceed \$150,000 (plus tax). (OPR 2023-0896 / PW ITB 5918-23) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Public Works Contract with Continental Door Company (Spokane Valley, WA) for the purchase and installation of two rollup door assemblies at the Waste to Energy Facility from September 1, 2024, through April 30, 2025—\$125,566 (incl. tax). (OPR 2024-0735 / PW ITB 6144-24) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Five-year Value Blanket Order with Core & Main (Spokane Valley, WA) of 6-inch fire hydrants for the Water & Hydroelectric Services Department—\$1,750,000. (OPR 2024-0736 / RFQ 6159-24) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Purchase from Technology International (Lake Mary, FL) of a brine tank for the Water & Hydroelectric Services Department—\$100,912.20. (OPR 2024-0737 / RFQ 6183-24) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Purchase from De Nora Water (Sugarland, TX) of on-site sodium hypochlorite generators and related equipment for the Water & Hydroelectric Services Department—\$336,119.94. (OPR 2024-0738 / ITB 6190-24) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Contract Amendment with McMillen, Inc. (Boise, ID) for construction management and engineering support services for the Upriver Dam Improvement Project from July 3, 2024, through December 31, 2025—additional \$67,890 (plus tax, if applicable). (OPR 2023-0884) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Value Blanket Amendment with CompuNet for the purchase of Cisco hardware products and license subscriptions without bringing each purchase over the City purchase limit (currently \$50,000) to City Council for approval from May 15, 2024, through May 14, 2025—additional \$250,000 (plus tax). Total Amount: \$750,000 (plus tax). (OPR 2024-0277) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Five-year Renewal Contract with Assetworks, Inc., (Berwyn, Pennsylvania) for AssetWorks M5 annual maintenance & hosting from October 1, 2024, to September 30, 2029—\$975,144.07 (plus tax, if applicable). (OPR 2023-1053) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Agreement with the City of Airway Heights to amend the 1984 Water Intertie Agreement for the City of Spokane to provide emergency and supplemental water to the City of Airway Heights. (Relates to OPR 2024-0741) (OPR 1984-0475) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

Capital Grant agreement between the City of Spokane, Commerce, and Airway Heights, for the Airway Heights water resources replacement project. (Relates to OPR 1984-0475) (OPR 2024-0741) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Amendment No. 1 and Extension to the Interlocal Agreement (ILA) between the City and Spokane School District #81 to support the creation of an additional health clinic—\$200,000. (OPR 2023-0849) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Interlocal Agreement with the West Plains Airport Public Development Authority regarding the West Plains Water Booster Pump Station at Spotted Road—\$1,000,000 reimbursement to the City. (OPR 2024-0742 / ENG 2018102) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Public Works Agreement with Shawn Cole Construction, Inc. (Spokane) for West Central Community Center multiple window-glazing replacements from September 16, 2024, through June 30, 2025—\$79,898.09 (plus tax, if applicable) (includes 10% administrative reserve). (OPR 2024-0743 / IPWQ 6180-24) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Public Works Agreement with Dundee Concrete & Landscaping, LLC (Mead, WA) for West Central Community Center office/wall/door buildout from September 16, 2024, through June 30, 2025—\$100,280 (incl. tax). (OPR 2024-0744 / IPWQ 6192-24) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Contract with Kershaw's, Inc. (Spokane) for office supply delivery for all City departments from August 1, 2024, through July 31, 2029—\$1,500,000 (\$300,000 annually). (OPR 2024-0745 / RFQ 6158-24) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Contract Amendment with Financial Consulting Group, Inc. (Redmond, WA) to complete Phase 3 of the Development Service Center Cost of Service/Fee Analysis from August 4, 2024, to August 3, 2025—additional \$20,000 (plus tax, if applicable). Contract Total: \$126,270 (plus tax, if applicable). (OPR 2023-1013) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through August 23, 2024, total \$10,614,752.52 (Check Nos.: 605073-605282; Credit Card Payment Nos.: 000550-000577; ACH Nos.: 132562-132787), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$10,128,544.16. (CPR 2024-0002)
- b. Claims and payments of previously approved obligations, including those of Parks and Library, through August 30, 2024, total \$8,396,452.60 (Check Nos.: 605283-605491; Credit Card Payment Nos.: 000578-000616; ACH Nos.: 132788-133007), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$8,131,656.28. (CPR 2024-0002)
- c. Payroll claims of previously approved obligations through August 31, 2024: \$11,169,695.23 (Check Nos.: 574221-574428). (CPR 2024-0003)

City Council Meeting Minutes: August 19, August 29, August 26, and September 5, 2024. (CPR 2024-0013)

Memorandum of Understanding with the Managerial and Professional Association regarding the 2024 Voluntary Retirement Incentive Program. (As added during the 3:30 p.m. Briefing Session) (OPR 2024-0782) (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

Pre-approval to Purchase Four 2024 Ford Lightning Electric Vehicles (taken separately) (OPR 2024-0730) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Upon 5-2 Voice Vote, the City Council **approved** Pre-approval to Purchase four 2024 Ford Lightning electric vehicles for the Water Department to be used for right-of-way maintenance—not to exceed \$220,000.

Overview of the Community, housing, and Human Services RFP Committee Recommendations for Homeless Services (taken separately) (OPR 2024-0739) (Council Members Zappone and Klitzke)

Upon 5-2 Voice Vote, the City Council **approved** Overview of the Community, Housing, and Human Services RFP Committee recommendations for homeless services allocated by the Washington State Department of Commerce—\$3,900,000.

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36568 (Council Sponsors: Council President Wilkerson and Council Members Cathcart and Zappone)

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

Upon 6-1 Roll Call Vote, the City Council **passed Special Budget Ordinance C36568** 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:

American Rescue Plan Fund

1) Increase appropriation by \$1,224,512.54.

A) Of the increased appropriation, \$1,224,512.54 is provided solely for an operating transfer-out to the General Fund.

and

General Fund

1) Increase revenue by \$1,774,512.54.

A) Of the increased revenue, \$1,224,512.54 is provided solely for an operating transfer-in from the American Rescue Plan Fund in the Police department.

B) Of the increased revenue, \$550,000 is provided solely for an operating transfer-in from the American Rescue Plan Fund in the Community Justice Services department.

2) Increase appropriation by \$1,774,512.54.

A) Of the increased appropriation, \$665,013.54 is provided solely for terminated sick leave pay in the Police department.

B) Of the increased appropriation, \$559,499 is provided solely for terminated vacation leave pay in the Police department.

C) Of the increased appropriation, \$550,000 is provided solely for base wages in the Community Justice Services department.

(This action arises from the need to fund terminated pay for early SPD retirees and correct a previous ARPA allocation.)

Ayes: Bingle, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone

Nos: Cathcart

Abstain: None

Absent: None

Special Budget Ordinance C36569 (Relates to Resolution 2024-0085) (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

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 C36569** 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:

Facilities Management-Capital Fund

1) Increase appropriation by \$3,781,306.

A) Of the increased appropriation, \$3,781,306 is provided solely for machinery/equipment in the Solid Waste department.

(This action arises from the need to purchase trucks for operations in the Solid Waste Collections department.)

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Wilkerson, and Zappone

Nos: None

Abstain: None

Absent: None

EMERGENCY ORDINANCES

For Council action on Emergency Ordinance C36570, see section of minutes under 3:30 p.m. Briefing Session.

RESOLUTIONS

Resolution 2024-0083 (as amended during the 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Bingle and Cathcart)

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

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2024-0083** (as amended) recognizing the contributions of sports officials in the City of Spokane.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson

Nos: None

Abstain: None

Absent: None

Resolution 2024-0084 (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

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 **adopted Resolution 2024-0084** to authorize City of Spokane Engineering Services Department staff to enter into contracts for WSDOT funded projects, for on-call basis contracts with specialty consultants.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson

Nos: None

Abstain: None

Absent: None

Resolution 2024-0085 (Relates to Special Budget Ordinance C36569) (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

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 **adopted Resolution 2024-0085** of the City of Spokane, Washington, providing for the issuance and sale of taxable Limited Tax General Obligation Bonds in the aggregate principal amount of not to exceed \$4,000,000; establishing interfund loan facilities from the Spokane Investment Pool to finance capital needs for waste to energy equipment, vehicles, and apparatus; fixing the date, form, maturity, interest rate, terms and covenants of the bonds; establishing the provisions for drawing on the interfund loan established thereby; authorizing the sale and delivery of the bonds to the City, and providing for other matters properly relating thereto.

Ayes: Bingle, Cathcart, Dillon, Klitzke, Navarrete, Zappone, and Wilkerson

Nos: None

Abstain: None

Absent: None

FINAL READING ORDINANCE

Final Reading Ordinance C36567 (Council Sponsors: Council Members Dillon, Cathcart, and Navarrete)

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

Upon 5-2 Roll Call Vote, the City Council **passed Final Reading Ordinance C36567** renaming the Office of Police Ombudsman and the Office of Police Ombudsman Commission, and amending Sections 04.32.010 through 04.32.040, Sections 04.32.060 through 04.32.110, Section 04.32.130, and Sections 04.32.150 through 04.32.160 of the Spokane Municipal Code.

Ayes: Dillon, Klitzke, Navarrete, Zappone, and Wilkerson

Nos: Bingle, Cathcart

Abstain: None

Absent: None

FIRST READING ORDINANCE

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

ORD C36571 Granting to BNSF Railway Company, a Delaware Corporation, a franchise agreement for the right to construct, maintain, and operate a railway within certain described limits of the City of Spokane for a period of twenty-five (25) years. (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

SPECIAL CONSIDERATIONS

Recommendations from the Tourism and Cultural Investment Committee for funding allocations. (OPR 2024-0815) (Council Sponsors: Council President Wilkerson and Council Member Zappone)

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

Upon 7-0 Voice Vote, the City Council **approved** the Recommendations from the Tourism and Cultural Investment Committee for funding allocations.

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

Nays: None

Abstain: None

Absent: None

There were no **Hearings**.

[The City Clerk left the meeting at 6:48 p.m. (pursuant to Council Rule 2.2.A). Open Forum speaker information and motion of adjournment and adjournment time were provided by Council Director Jacobbe Byrd for the minutes.]

OPEN FORUM

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

- Stephen Nelson
- Suzanne Stewart
- Will Hulings
- War Bear
- Matthew Haber
- Chesed Johnson
- Conner Desmond
- Eric Snyder
- Sunshine Wigen
- Cherrie Barnett
- Anne Marie Miller
- Emilie Cameron

ADJOURNMENT

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

There being no further business to come before the City Council, the meeting adjourned at 7:15 p.m.

STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
City Council Chambers
September 9, 2024

Call to Order: 1:16 PM

Recording of the meeting may be viewed here: <https://vimeo.com/100783871>

Attendance

Committee Members Present:

Council Member Michael Cathcart, Council President Betsy Wilkerson, Council Member Paul Dillon (arrived 1:21), Council Member Kitty Klitzke, Council Member Lili Navarrete, Council Member Zack Zappone, Council Member Jonathan Bingle.

Agenda Items:**Discussion**

1. 4700 - MONTHLY PERMIT REPORT - TAMI PALMQUIST (10 minutes)
2. DISCUSSION ON NEXT STEPS FOR ORDINANCES DEFERRED BACK TO COMMITTEE - LILI NAVARRETE (10 minutes)
3. 0320- ORDINANCE ON SPOKANE HUMAN RIGHTS COMMISSION MEMBERSHIP - ANDRES GRAGEDA (10 minutes)
4. 1680 - SBO - CHHS HOUSING SALES TAX PROJECTS (1590 MONEY) -HEATHER PAGE (5 minutes)
5. 1680 - 2024 HOUSING RELATED SERVICES FUNDING RECOMMENDATIONS - HEATHER PAGE (5 minutes)
6. 1680 - HOPE HOUSE AMENDMENT - ARIELLE M. ANDERSON (15 minutes)
7. 1680 - FINAL TRAC ONE-MONTH EXTENSION AMENDMENT - ARIELLE M. ANDERSON (0 minutes)
8. 0320-ORDINANCE MODIFYING RENTAL REGISTRY REQUIREMENTS – ADAM MCDANIEL (10 minutes)
9. 0520 - ORDINANCE RE PRESERVATION OF SALVAGEABLE MATERIALS - ADAM MCDANIEL (10 minutes)
10. 0470 – COOKE HOUSE & GARAGE NOMINATION TO THE REGISTER OF HISTORIC PLACES - MEGAN DUVALL (5 minutes)
11. 0470 – HOTEL COLLINS NOMINATION TO THE REGISTER OF HISTORIC PLACES - MEGAN DUVALL (5 minutes)
12. 0470 – WRIGHT HOUSE & GARAGE NOMINATION TO THE REGISTER OF HISTORIC PLACES - MEGAN DUVALL (5 minutes)
13. 0320 - LETTER TO STATE OFFICIALS ON HANFORD SITE NUCLEAR WASTE SHIPMENT - JACKSON DEESE (10 minutes)
14. STANDING UPDATES AND REPORTS - (minutes)

Consent

1. 5300 – STRUCTURED COMMUNICATION SYSTEMS, INC. - NUTANIX SUPPORT RENEWAL (INFORMATION TECHNOLOGY)

2. 0650 - SETTING ASSESSMENT ROLL HEARING FOR THE DOWNTOWN PBI (PLANNING & ECONOMIC DEVELOPMENT)
3. 0650 – (MFTE) CONDITIONAL AGREEMENT 1009 W SHARP (PLANNING & ECONOMIC DEVELOPMENT)
4. 0650 - SETTING ASSESSMENT ROLL HEARING FOR THE EAST SPRAGUE PBI (PLANNING & ECONOMIC DEVELOPMENT)
5. 0650 – MFTE CONDITIONAL AGREEMENT 2675 W CLARKE AVE (PLANNING & ECONOMIC DEVELOPMENT)
6. 1680 - FY2023 CONTINUUM OF CARE (COC) GRANT AGREEMENTS (COMMUNITY, HOUSING & HUMAN SERVICES)
7. 1680- CHHS ACCEPTANCE OF PY 2024 FORMULA GRANTS, HOME, ESG (COMMUNITY, HOUSING & HUMAN SERVICES)
8. 0650 - SUSPENSION OF THE 2024 AND 2025 COMPREHENSIVE PLAN AMENDMENT CYCLES (PLANNING & ECONOMIC DEVELOPMENT)
9. 1680 - VETS ON N. LACEY HOME PROJECT (COMMUNITY, HOUSING & HUMAN SERVICES)

Executive session

None.

Adjournment

The meeting adjourned at 2:58 PM

General Notices

**NOTICE
SEIZED AND ABANDONED PERSONAL PROPERTY ONLINE AUCTION
September 25-26, 2024**

This is to provide notification that there will be an online auction of Spokane Police Department and Spokane County Sheriff's Office seized and abandoned personal property. The online auction will be held September 25th & 26th, 2024 and available items will be sold through J. Stout Auctions, at the following link: <https://www.jstoutauction.com/spokane-washington-location/> To view a complete list of auction items, visit the Spokane Police Department Property Evidence Facility's website at the following link: <https://my.spokanecity.org/police/information/evidence-facility/>.

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



POSTPONED to Thursday, OCTOBER 10, 2024 at 5:30 pm
MLK Jr. Center, East Central Community Center - 500 S. Stone St.
 Police Chief Kevin Hall and/or other members of the Spokane Police Department
 will be present to deliver updates and to answer questions from the community.
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 NO C36567

An ordinance renaming the Office of Police Ombudsman and the Office of Police Ombudsman Commission, and amending Sections 04.32.010 through 04.32.040, Sections 04.32.060 through 04.32.110, Section 04.32.130, and Sections 04.32.150 through 04.32.160 of the Spokane Municipal Code.

WHEREAS, the Office of Police Ombudsman and the Police Ombudsman Commission were established by the people of Spokane in 2013 with the adoption of Sections 129 and 130 of the Spokane City Charter; and

WHEREAS, Section 129.D of the Spokane City Charter authorizes the City Council to further define the duties of the Ombudsman by ordinance; and

WHEREAS, pursuant to Section 129.D of the Spokane City Charter, the City Council adopted Chapter 04.32 of the Spokane Municipal Code relating to the Office of Police Ombudsman and the Police Ombudsman Commission; and

WHEREAS, it is the policy of the City of Spokane to incorporate gender-neutral terms in its municipal code; and

WHEREAS, it is the desire of the City Council to amend the Ombudsman title to reflect the current trend toward gender-neutral titles.;

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That Section 04.32.010 of the Spokane Municipal Code is amended to read as follows:

Chapter 04.32 Office of ~~the Police ((Ombudsman))~~ Ombuds (OPO)

Section 04.32.010 Office of ~~((Ombudsman))~~ the Ombuds

- A. The office of ~~the police ((ombudsman))~~ Ombuds (OPO) is established in order to:
1. help ensure that investigation of complaints against police officers are accomplished in a timely, fair, and thorough manner;
 2. provide visible, professional, independent civilian oversight of police officers;
 3. provide policy makers with recommendations on improvements to police policies, procedures, training and to improve the quality of police investigations; and
 4. reassure the public that investigations into complaints and allegations of police misconduct are conducted in a timely, thorough, and objective manner.
- B. The police ~~((ombudsman))~~ ombuds and any employee of the OPO must, at all times, be totally independent. Any findings, recommendations, and requests made by the OPO must reflect the independent views of the OPO with the support of the OPO Commission.
- C. No person shall attempt to unduly influence or undermine the independence of the police ~~((ombudsman))~~ ombuds, or any employee of the OPO, in the performance of the duties and responsibilities set forth in this chapter.

Section 2. That Section 04.32.020 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.020 Definitions

- A. "Chief" means the chief of the Spokane police department.
- B. "Commission" means the office of ~~the police ((ombudsman))~~ ombuds commission.
- C. "Complainant" means any person who files a complaint against any commissioned member of the Spokane police department.

- D. "Complaint" means a complaint by any person of alleged police misconduct.
- E. "Designee" means a commissioned member of the Spokane Police Department.
- F. "Finding" means a conclusion reached after investigation.
- G. "IA" or "internal affairs" means the Spokane police department's investigative unit, whose responsibilities and procedures are described in the Spokane police department's Policy and Procedure Manual, as amended from time to time, to receive and investigate allegations of misconduct by Spokane police department employees.
- H. "Material to the outcome," "material statement," and "material fact" are those facts, evidence, or statements which tend to influence the trier of fact because of its logical connection with the issue. It is a fact which tends to establish any of the issues raised by the complaint or the defenses to the complaint.
- I. "Mediation" means a private, informal dispute resolution process in which a neutral third person, the mediator, helps disputing parties to reach an agreement. The mediator has no power to impose a decision on the parties.
- J. "Member" means a sworn employee of the Spokane police department about whom a complaint has been submitted to the Spokane police department or the OPO.
- K. "Misconduct" means conduct by a member during an encounter with a citizen, which conduct violates Spokane police department policies, procedures and/or canons of ethics.
- L. "OPO" means the Police Ombuds appointed pursuant to this chapter and any employee of the OPO.
- ~~(L)~~ M. "OPO Involved Investigation" means an IA investigation where the complaint giving rise to the investigation, whether made to the police department or the OPO, is a complaint of a serious matter (complaints that could lead to suspension, demotion or discharge) involving allegations that an employee either improperly used force or improperly/inappropriately interacted with citizens.
- ~~(M)~~ N. "Policy-related issue" means a topic pertaining to the Spokane police department's hiring and training practices, the Spokane police department's policies and procedures, equipment, and general supervision and management practices, but not pertaining specifically to the propriety or impropriety of a particular officer's conduct.
- ~~(N)~~ O. "Serious matter" means any complaint that could lead to suspension, demotion, or discharge.

Section 3. That Section 04.32.030 of the Spokane Municipal Code is amended to read as follows:
Section 04.32.030 Functions and Duties

The functions and duties of the OPO are as follows:

- A. The OPO will actively monitor all police department OPO Involved Investigations as provided herein.
- B. The OPO may receive complaints from any complaining party, including, without limitation, citizens or employees of the police department. The OPO may conduct a preliminary investigation regarding the complaint for the purpose of determining whether to forward the complaint to IA. The preliminary investigation shall include, as appropriate, interviewing the complainant and interviewing any other person who the complainant asserts was subject to the improper use of force or improper/inappropriate interaction with an officer. If after this interview(s) the OPO is unable to determine whether the matter should be forwarded to IA, the OPO may conduct such additional interviews as are reasonably necessary to determine whether to forward the case to IA. If a complainant or witness refuses to have his or her interview recorded, he or she shall be asked to write out his or her complaint. All interviews will be conducted by the OPO. In the event the OPO is unavailable to conduct the initial interview, the complainant will be asked to prepare a written statement or taped oral narrative concerning the matter, allowing the OPO to subsequently determine whether an actual interview should be conducted. Officers will not be interviewed as part of the preliminary investigation, unless the complainant is an officer. If the complainant is an officer, the OPO may request an interview from the complainant officer as part of the preliminary investigation.

If the OPO determines that the complaint should not be forwarded to IA, the OPO may publish a closing report, which states the allegations of the complaint and the basis for the OPO's determination that the complaint did not need to be forwarded to IA. Neither this closing report nor the preliminary investigation shall be used for discipline; the closing report and any part of the preliminary investigation that is released shall not reveal the names of the officers involved. For each complaint where the OPO determines that the complaint does not need to be forwarded to IA, the OPO shall forward to IA its determination as well as the name of any complainant and/or witnesses and the details of the alleged complaint.

If the OPO determines that the complaint should be forwarded to IA, the OPO will forward the complaint and any preliminary investigation to IA within three business days for processing and, when appropriate, investigation. The OPO will not act upon complaints concerning events that occurred more than one year prior to the filing of a complaint. The OPO will not conduct separate disciplinary investigations, but may participate in all OPO Involved Investigation interviews and request that further investigation be conducted by IA as provided herein.

- C. In addition to complaints received by the OPO, IA will provide copies of all other OPO Involved Investigation complaints to the OPO within three business days. Once the case is closed, the OPO will return all case file materials to IA for retention consistent with the police department's record retention policy but will have subsequent access to closed cases.
- D. The OPO will have the opportunity to make a recommendation for mediation to the chief of police prior to investigation. In the event the department, the complainant, and the officer all agree to mediation, that process will be utilized rather than sending the matter on for investigation. Assuming the officer participates in good faith during the mediation process, the officer will not be subject to discipline, and no disciplinary finding will be entered against the officer. Good faith means that the officer listens to all information presented and considers the issues raised by the complainant, and acts and responds appropriately. Agreement with either the complainant or the mediator is not a requirement of good faith. In the event an agreement to mediate is reached and the complainant thereafter refuses to participate, the officer will be considered to have participated in good faith.
- E. Once any complaint is received by IA, including those forwarded to IA from the OPO, it shall be submitted to the chain of command for review per existing police department policy. When either the chief or his or her designee determines that the allegations warrant investigation, such investigation shall be approved, and IA will initiate the investigative process. The OPO will participate in that investigation process for OPO Involved Investigations as follows:
 - 1. Internal affairs will notify the OPO of all administrative interviews on all OPO Involved Investigations. The OPO may attend and observe interviews in person or by telephone and will be given the opportunity to ask questions during the interview and after the completion of questioning by the department. The OPO will not participate in criminal investigations of department employees, but will be notified when the criminal investigation is concluded.
 - 2. Upon completion of OPO Involved Investigations, IA will forward a complete copy of the case file to the OPO for review. The OPO will review the case file and determine whether the investigation was timely, thorough and objective.
- F. As a part of the review process, the OPO may conclude that further investigation is needed on issues deemed material to the outcome. The OPO will notify IA of the suggested further investigation. The OPO's suggestions and rationale for further investigation will be provided to IA in writing. The OPO and assigned investigator(s) will discuss the suggested further investigation and attempt to reach an agreement. If there is no agreement between the assigned investigator(s) and the OPO regarding the necessity, practicality, or materiality of the requested further investigation, the OPO will notify the chief (or designee) in writing of the OPO's suggestions and rationale for further investigation. The chief (or designee) will determine whether further investigation will be undertaken by IA. The chief (or designee) will provide his or her determination to the OPO in writing.

If the OPO is not satisfied with the determination of the chief, the OPO's request for further investigation may be presented to the commission, whose decision will be final. The decision of the commission will be based upon the OPO's written request and the chief's (or designee's) written response. Once the matter has been referred to and resolved by the commission, the IA investigation will be completed consistent with the determination by the commission on the OPO's request. After providing IA a reasonable opportunity to complete the further investigation, if the commission determines and specifically describes in writing how the IA investigation was not completed consistent with the commission's decision, the commission may again direct IA to complete the further investigation in the OPO's request, or the commission may publish a report stating what further investigation in the OPO's request the commission believes was not completed by IA. If the OPO has not yet made a certification decision, a certification decision shall be made by the OPO. In addition to its report, the commission may direct the OPO or a third-party investigator to complete the further investigation requested by the OPO; however, no such investigation may commence until the Chief has made a final, written discipline determination in the matter. If the commission contracts for a third-party investigation, it shall be conducted by someone with knowledge and experience in conducting a fair and objective law-enforcement investigation and who has no conflict of interest. The OPO or third-party investigator may request, but not require, participation by police officers in the investigation. Once the OPO or third-party investigator has completed the OPO requested investigation, the Commission may publish a report of the results of the investigation of the OPO or third-party investigation, so long as the report does not identify specific members of the department and does not in any way comment on officer discipline (or lack thereof). The further investigation and/or the commission's report may not be used by the City as a basis to open or re-open complaints against any bargaining unit employees, including those assigned to IA, or to reconsider any decision(s) previously made concerning discipline. No discipline of bargaining unit employees may result from the OPO or third-party investigation.

After completion of the further investigation by IA, or the conclusion, by IA or the commission, that no further investigation by IA will be undertaken, the OPO will then certify whether or not, in the opinion of the OPO, the internal investigation was timely, thorough and objective. This determination will be made within five business days. Once the certification determination is made, the OPO will not be involved further in the disciplinary process in that case.

- G. The OPO will be notified if the Chief or designee determines that any complaint that meets the definition of an OPO Involved Investigation will not be investigated by IA. If the OPO believes that an investigation should be completed, the OPO shall notify the Chief or designee in writing. The OPO and Chief or designee will discuss the OPO's request for investigation and attempt to reach an agreement. The Chief will provide a written response to the OPO's request within fourteen days. If there is no agreement between the Chief or designee and the OPO regarding the investigation, the commission will decide whether the investigation requested by the OPO will be undertaken by IA, as provided in section (E). The decision of the commission will be based upon the OPO's written request and the Chief's (or designee's) written response. After providing IA a reasonable opportunity to undertake the investigation, if the commission determines and specifically describes in writing how IA failed to undertake an investigation consistent with the commission's decision, the commission may again direct IA to undertake an investigation, or the commission may direct the OPO to conduct an independent investigation into the complaint that meets the definition of an OPO Involved Investigation that the Chief determined would not be investigated by IA. The OPO may request, but not require, participation by police officers in the investigation. The OPO may publish a report of the results of the investigation, so long as the report does not identify specific members of the department and does not in any way comment on officer discipline (or lack thereof). Any released investigation will not identify specific members of the department. The OPO's investigation and/or report may not be used by the City as a basis to open complaints against any bargaining unit employee(s), including those assigned to IA, or to reconsider any decision(s) previously made concerning discipline. No discipline of bargaining unit employees may result from the OPO investigation.
- H. All disciplinary decisions will be made by the chief (or designee). The OPO shall not have a role in any disciplinary matter.
- I. The OPO will be provided a copy of any letter or other notification to an officer informing the officer of actual discipline imposed as a result of an internal affairs investigation, or any notice of finding in the event that the complaint is not sustained.
- J. The OPO will be notified by IA within five business days of case closure of all OPO Involved Investigations. The OPO, in addition to the department's written notice of finding letter to the complainant, may send a closing letter to the complainant. The letter may summarize the case findings.
- K. Any complaining party who is not satisfied with the findings of the department concerning their complaint may contact the office of the police (~~ombudsman~~) ombuds to discuss the matter further. However, unless persuasive and probative new information is provided, the investigation will remain closed. In accordance with established arbitral case law, employees may not be disciplined twice for the same incident. In the event the investigation is re-opened and discipline imposed, the appropriate burden of establishing compliance with this section rests with the City in any subsequent challenge to the discipline.
- L. Once the OPO has made a certification decision and the chief has made a final determination on the case, the OPO shall publish a closing report that summarizes the complaint, the OPO Involved Investigation, and the findings. The closing report will not disclose the names of officers or witnesses. The OPO's closing report shall not be used in disciplinary proceedings of bargaining unit employees.
- M. In addition to the investigative process, the OPO will have unimpeded access to all complaint and investigative files from OPO Involved Investigations for auditing and reporting purposes. The OPO shall not retain investigative files beyond one year and will return the same to Internal Affairs for safekeeping. At all times and including, without limitation, issuing written reports, the OPO will not release the name(s) of employees or other individuals involved in incidents or investigations nor any other personally identifying information. The OPO may make statistical observations regarding the disciplinary results of sustained internal investigations, but shall not take issue with discipline imposed by the chief of police in specific cases.
- N. The OPO may recommend policies and procedures for the review and/or audit of the complaint resolution process and review and recommend changes in departmental policies to improve the quality of police investigations and practices, including the IA investigation process. The OPO may independently investigate any non-disciplinary matter necessary to enable the OPO to issue policy and procedure recommendations. The OPO may publish a policy and procedure report that identifies the OPO's recommended policy and procedure changes. The OPO's recommendations will be related to departmental procedure, policies, training, or related issues. The OPO will not make recommendations concerning discipline for specific cases or officers. If required by law, the City will engage in collective bargaining prior to adopting any such recommendations.

- O. The OPO shall not have access to legally privileged documents held by the city attorney or attorney-client communications held by the city attorney's clients. The OPO shall not disclose confidential records and shall be subject to the same penalties as the legal custodian of the records for any unlawful or unauthorized disclosure.
- P. The police (~~(ombudsman)~~) ombuds may propose rules and procedures required for the discharge of the police (~~(ombudsman-s)~~) ombud's duties, including policies and procedures for receiving and processing complaints, monitoring investigations, and reporting findings, conclusions and recommendations to the commission. The OPO's rules and procedures must be consistent with state law and the collective bargaining agreement between the city and police guild. The OPO may not levy any fees for the handling of complaints or any other duties identified in this chapter.
- Q. Complaints against the (~~(ombudsman)~~) ombuds shall be directed to and investigated by the commission, with the assistance of the City's human resources department. Out of interests in comity, the OPO shall strive to let other entities perform any investigation of the Chief of Police.

Section 4. That Section 04.32.040 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.040 Critical Incidents

In the event an employee of the police department is involved as a principal, victim, witness, or custodial officer, where death or serious bodily injury results, or where deadly force was used regardless of whether any injury or death resulted, the (~~(police ombudsman)~~) OPO shall be notified immediately and shall act as an observer to any administrative or civil investigation conducted by or on behalf of the department. The police (~~(ombudsman)~~) ombuds and the chief shall develop necessary protocols for summoning the (~~(ombudsman)~~) ombuds to the incident for purposes of first-hand observation and subsequent monitoring of the investigation.

Section 5. That Section 04.32.060 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.060 Qualifications

The minimum qualifications for the position of the police ombuds are:

- A. legal, investigative, or prosecutorial experience within the five years prior to appointment;
- B. recent or current familiarity with police procedures within the five years prior to appointment;
- C. demonstrated ability to review investigations to ensure they are thorough and unbiased;
- D. successful completion of a criminal background investigation consistent with the requirements to become employed as a Spokane police officer;
- E. demonstrated ability to work with confidential information;
- F. a record of community involvement;
- G. an ability to build working relationships with and communicate effectively with diverse groups;
- H. established reputation for even-handedness in dealing with both complainants and the regulated parties and
- I. be a resident of Spokane County or become a resident of Spokane County within six months of the beginning of the appointment term and maintain such residency during the remainder of the term.

Section 6. That Section 04.32.070 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.070 Training

The police (~~(ombudsman)~~) ombuds shall continue his or her professional education throughout the period of employment as the (~~(ombudsman)~~) ombuds in subjects consistent with the responsibilities of employment. At a minimum, such training shall include:

- A. a training program in police procedures and orientation to the Spokane police department, including at least one ride-along with police within six months of appointment and at least two ride-alongs each year;
- B. attend the police department's Reserve Academy, or other similar training program, within one year of appointment, however, such training shall not result in a police commission,

- C. attend police department in-service training regarding current training and policy and procedure updates, as well as specialized training; and
- D. pursuit of certification from the National Association of Civilian Oversight of Law Enforcement (NACOLE) during the term of his or her appointment.

Section 7. That Section 04.32.080 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.080 Appointment

- A. Whenever there is a vacancy in the police ((~~ombudsman~~)) ombuds position due to expiration of term, resignation, sickness, death, retirement, conflict of interest, or any other reason, the commission shall, no later than the next regular meeting following its receipt of notice of the vacancy, convene a selection committee which shall consist of five members, and which shall forward to the commission its recommended list of no more than three candidates for the police ((~~ombudsman~~)) ombuds position, one of which shall be selected. The committee shall be composed of:
 - 1. one member appointed by the Spokane Police Officers Guild,
 - 2. one member appointed by the Lieutenants and Captains Association,
 - 3. one member appointed by the city council,
 - 4. one member appointed by the mayor, and
 - 5. the fifth member selected by the other four members.
- B. The five member selection committee will select the committee's chair.
- C. The commission shall, within forty-five (45) days of its receipt of notice of a vacancy in the police ((~~ombudsman~~)) ombuds position, appoint an interim police ((~~ombudsman~~)) ombuds for a term not to exceed twelve (12) months. Should a permanent ((~~ombudsman~~)) ombuds not be selected and hired within the term of the interim police ((~~ombudsman~~)) ombuds, the commission may, with the prior approval of the city council, extend the interim police ((~~ombudsman~~)) ombuds term for six (6) months. If the commission fails to appoint an interim ((~~ombudsman~~)) ombuds, the city council shall appoint an interim ((~~ombudsman~~)) ombuds, to serve until the permanent police ((~~ombudsman~~)) ombuds is hired.
- D. In order to remain prepared for future vacancies, the commission should maintain a list of applicants for the positions of interim and permanent police ((~~ombudsman~~)) ombuds from which future interview pools can be drawn.
- E. Any period of service as interim police ((~~ombudsman~~)) ombuds, by itself, shall not disqualify the person holding that office from being considered for the permanent police ((~~ombudsman~~)) ombuds position.
- F. The selection committee shall, according to its own process and organizing principles, forward a list of no more than three (3) qualified candidates for the position of permanent police ((~~ombudsman~~)) ombuds to the commission no later than one hundred twenty (120) days from the committee's formation. For purposes of this section, the "committee's formation" occurs when the final member of the committee is seated.
- G. No later than sixty (60) days after receiving the selection committee's list of qualified candidates for the position of permanent police ((~~ombudsman~~)) ombuds, the commission shall select one of the individuals on the list for appointment as permanent police ((~~ombudsman~~)) ombuds.

Section 8. That Section 04.32.090 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.090 Term

- A. The appointment of the police ((~~ombudsman~~)) ombuds shall be for an initial three-year term.
- B. A current police ((~~ombudsman~~)) ombuds may be reappointed for additional terms not to exceed three years upon reappointment by the commission. If commission does not approve the reappointment prior to the expiration of the appointment term, the appointment term shall expire at the end of the term.

Section 9. That Section 04.32.100 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.100 Removal

- A. The police ((~~ombudsman~~)) ombuds may not be removed from office during his or her term except for misconduct, inefficiency, incompetence, inability or failure to perform the duties of the office, negligence in the performance of the duties or failure to complete the requisite training. Compliance with the confidentiality

provisions of this chapter is a condition of employment for all employees of the OPO. Inadvertent, de minimus disclosures shall not be considered a violation of this section.

- B. In such cases that warrant removal from office, removal shall be by a resolution adopted by a majority of the full commission subsequent to a public hearing by the commission.
- C. Nothing contained herein shall prevent the commission from declining to approve an appointment or reappointment.

Section 10. That Section 04.32110 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.110 Reporting Requirements

- A. The police ((~~ombudsman~~)) ombuds reports, for administrative and executive functions, directly to the commission.
- B. The police ((~~ombudsman~~)) ombuds is not an employee of the Spokane police department and shall work independently from the Spokane police department.
- C. The police ((~~ombudsman~~)) ombuds shall make monthly reports jointly to the commission, the mayor, the police chief, and the Public Safety Committee regarding the activities of the OPO. In addition, the police ((~~ombudsman~~)) ombuds shall make an annual report to the city council during a council meeting. The report shall contain:
 1. statistical analysis documenting the number of complaints by category, disposition, and action taken;
 2. analysis of trends and patterns;
 3. recommendations.

Section 11. That Section 04.32.130 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.130 Annual Review of Office of the Police ((~~Ombudsman~~)) Ombuds

Subsequent to the annual report to the city council from the police ((~~ombudsman~~)) ombuds, the City shall review the OPO program to determine if amendments to this chapter or changes to the program are required.

Section 12. That Section 04.32.150 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.150 Office of the Police ((~~Ombudsman~~)) Ombuds Commission

- A. That an office of the police ((~~ombudsman~~)) ombuds commission ("commission") be created consisting initially of five members.
- B. General Duties.
In addition to other duties enumerated in this chapter, the commission shall:
 1. Appoint, reappoint and potentially remove the police ((~~ombudsman~~)) ombuds (OPO) pursuant to SMC 4.32.080 through 4.32.110;
 2. Approve annual and long term goals of the OPO;
 3. Approve OPO procedures and best practices;
 4. Approve the OPO annual report;
 5. Approve OPO recommendations regarding changes in police department policies and training;
 6. Approve OPO rules and procedures required for the discharge of OPO duties, including policies and procedures for receiving and processing complaints, monitoring investigations, and reporting findings, conclusions and recommendations. The rules and procedures approved by the commission shall be consistent with Washington state law and comply with the collective bargaining agreement between the city and the police guild.
 7. Conduct and approve evaluations of the OPO and OPO personnel;
 8. Request that the OPO examine or re-examine specific non-disciplinary policy or procedure issues and confirm or reject OPO requests for additional investigation by IA;
 9. Assist OPO personnel in communicating with Spokane's diverse communities and the general public about the complaint filing and investigation process;
 10. Make readily available to the public all commission reports, recommendations, and evaluations; and
 11. Prepare and present an annual report to the city council.
- C. Selection of Members.
 1. Two members shall be nominated by the mayor and appointed by city council; and,

2. One member from each of the three city council districts nominated and appointed by city council.
3. The commission may, at any time, determine that more members are necessary to carry out the duties of the commission. Upon unanimous vote of all commission members and majority approval by the city council pursuant to an amendment to this section, additional members may be added to the commission two members at a time:
 - ~~((1))~~ a. One additional member nominated by the mayor and appointed by city council; and,
 - ~~((2))~~ b. One additional member nominated appointed by city council.

D. Officers.

The commission members shall annually choose their own chair and vice-chair, who will serve from January 1st through December 31st, and shall serve in that position for no more than three consecutive one-year terms. The chair (and vice-chair in the absence of the chair) will set the agenda for meetings, facilitate the meetings, speak on behalf of the commission and call any special meetings.

E. Qualifications.

1. Members of the commission shall be volunteers who immediately, prior to appointment, shall be:
 - a. A current resident of the city of Spokane;
 - b. Of the age of twenty-one years or older;
 - c. Able to pass an in-depth background investigation and have no convictions for crimes involving dishonesty or moral turpitude within the past seven years; and
 - d. Neither a current or former employee of the City of Spokane or Spokane police department, nor an immediate family member of a current City of Spokane or Spokane police department employee.
 - e. Able to establish a reputation for even-handedness in dealing with both complainants and the regulated parties.
2. The following characteristics shall be considered during the appointment process:
 - a. An absence of any real or perceived bias, prejudice, or conflict of interest;
 - b. A record of community involvement;
 - c. A demonstrated ability to be fair, impartial and unbiased;
 - d. An ability to build working relationships and communicate effectively with diverse groups;
 - e. Education, professional and/or personal experience including but not limited to judicial, legal, investigative, mental health and law enforcement experiences with the exception that a commission member shall not have been a law enforcement officer for two years prior to his or her appointment;
 - f. Contribute to the diversity of the commission so that the makeup of the commission reflects the diversity of the people most likely to have contact with members of the police department, including geographic, racial and disability diversity.
3. All commission members shall be required to sign a confidentiality statement confirming as a condition of service that they will not release the name(s) of employees or other individuals involved in incidents or investigations, nor any other personally identifying information. Inadvertent, de minimus disclosures shall not be considered a violation of this section.
4. All commission members shall complete a ride-along with the police within six months of appointment. The police department shall make additional training available to commission members, including annual ride-alongs, the Reserve Academy, or other similar training programs, and department in-service training. Such training shall not result in a police commission.

F. Terms of Office.

1. Each commission member shall serve a three-year term and is eligible for re-appointment, except that no member shall be re-appointed after serving three consecutive full three-year terms.
2. The initial commission members will have staggered terms, with three members serving three years and two members serving two years.
3. A vacancy that occurs during the term of a member shall be filled in the same manner as the original appointment, and the appointee shall serve for the remainder of the expired term.
4. Each member shall continue to serve in such capacity until the member's successor has been duly appointed and is acting, provided, however, that the period shall not exceed ninety days past the expiration of the member's term.

G. Expectations.

1. Commission members shall participate in an appropriate training program to be established by the commission, the chief of police and/or the OPO so that they shall possess the knowledge to perform their duties.
2. Members of the commission shall agree in writing that they are subject to the City of Spokane code of ethics contained in chapter 1.04 SMC and an appropriate confidentiality agreement to be developed by the OPO and reviewed and maintained in collaboration with the commission.

H. Liability

It is the intent of the City that the commission members be free from personal liability for acts taken within the course and scope of carrying out their official duties and functions. The city will therefore defend and indemnify members to the maximum extent permitted under the city's insurance program and indemnification policy.

I. Removal.

A member of the commission may be removed from office by the city council prior to the normal expiration of his/her term for consistent failure to perform commission member duties, for having a real or perceived bias, prejudice or conflict of interest, or for violating the statement of principles, code of conduct, or confidentiality agreement.

J. Meetings and Procedures.

1. The commission may appoint from its membership committees as necessary to perform its duties.
2. Commission members are expected to maintain a minimum of seventy-five percent meeting attendance on an annual basis.
3. The commission shall hold regular meetings with an opportunity for public comment at least quarterly, and the commission and its committees may hold additional meetings as necessary.
4. No business of the commission shall be conducted at a meeting without at least a quorum of three members.
5. All actions of the commission shall be made upon a simple majority vote of the members present.
6. Meetings of the commission shall be open to the public except when the commission has determined a closed executive session, in accordance with RCW 42.30.110, is necessary in order to carry out its business.
7. The commission shall prepare and present an annual report to the city council that:
 - a. Summarizes the commission's activities, findings, and recommendations during the preceding year;
 - b. Summarizes the OPO's recommendations for changes to the police department's policies, procedures and training during the preceding year;
 - c. Evaluates the work of the OPO, including whether the OPO is performing required duties.
8. The commission shall evaluate the performance of the OPO. In doing so, the commission:
 - a. Shall establish criteria by which to evaluate the work of the OPO;
 - b. Shall review, comment on and assist in maintaining policies, procedures and operating principles for the OPO;
 - c. Shall monitor status reports from the OPO; and
 - d. May conduct periodic evaluations of the complaint intake and handling system to identify process improvements and/or ensure complaints are being treated fairly with due diligence.
9. The commission's policies and procedure required for the discharge of its duties shall be consistent with Washington state law and the collective bargaining agreement between the city and police guild.
10. The commission shall have no involvement concerning discipline for specific cases or officers.

Section 13. That Section 04.32.160 of the Spokane Municipal Code is amended to read as follows:

Section 04.32.160 Funding

The city council shall maintain funding necessary to appropriately staff the office of the police ((~~ombudsman~~)) ombuds and the commission, including adequate staff to enable to ((~~ombudsman~~)) ombuds to perform the required duties and responsibilities of the office as well as providing staff assistance to the police ((~~ombudsman~~)) ombuds commission.

Section 14. 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 15. 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.

ORDINANCE NO C36568

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 American Rescue Plan Fund and the General 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 American Rescue Plan Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$1,224,512.54.
- A) Of the increased appropriation, \$1,224,512.54 is provided solely for an operating transfer-out to the General Fund.

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

- 1) Increase revenue by \$1,774,512.54.
 - A) Of the increased revenue, \$1,224,512.54 is provided solely for an operating transfer-in from the American Rescue Plan Fund in the Police department.
 - B) Of the increased revenue, \$550,000 is provided solely for an operating transfer-in from the American Rescue Plan Fund in the Community Justice Services department.
- 2) Increase appropriation by \$1,774,512.54.
 - A) Of the increased appropriation, \$665,013.54 is provided solely for terminated sick leave pay in the Police department.
 - B) Of the increased appropriation, \$559,499 is provided solely for terminated vacation leave pay in the Police department.
 - C) Of the increased appropriation, \$550,000 is provided solely for base wages in the Community Justice Services department.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to fund terminated pay for early SPD retirees and correct a previous ARPA allocation, 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.

ORDINANCE NO C36569

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

- 1) Increase appropriation by \$3,781,306.
- A) Of the increased appropriation, \$3,781,306 is provided solely for machinery/equipment in the Solid Waste department.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to purchase trucks for operations in the Solid Waste Collections department, 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.

Job Opportunities

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

AMENDMENT

AMENDMENT

AMENDMENT

ELEVATOR INSPECTOR

SPN 309

(Announcement of 9/9/2024)

The above titled announcement is hereby amended to read:

Closing Date: Monday, October 14, 2024

AMENDMENT

AMENDMENT

AMENDMENT

REFUSE DISTRICT SUPERVISOR [PROMOTION]

SPN 552

(Announcement of 9/9/2024)

For information on what to expect with the hiring process, a test information guide, and frequently asked questions, please visit our website.

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 test that will be held on a computer. The examination assigned weights are as follows:

- Multiple-Choice Test 100%

IN-PERSON, MULTIPLE-CHOICE EXAMINATION DETAILS:

- Test Date: Thursday, September 26, 2024
- Test Time: 1:00 p.m.

- Test Method: Online
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Approximate Duration of Exam: 1.5 Hours
- Test Subjects May Include:
 - ◇ Safety
 - ◇ Solid Waste Collection
 - ◇ Interpersonal Skills
 - ◇ Computer Skills
 - ◇ Supervision
 - ◇ Mathematics

NOTE: Additional test sessions may be made available depending on the number of qualified applicants received. Candidates will be notified of appointment details via email once the recruitment has closed.

SUPPORTED EMPLOYMENT OPPORTUNITIES SPN 1000 OPEN ENTRY

DATE OPEN: Monday, September 16, 2024

DATE CLOSED: Monday, October 14, 2024

SALARY: \$37,229.04 annual salary, payable bi-weekly, to a maximum of \$91,245.60

DESCRIPTION:

The Supported Employment Program is a special hiring authority that allows for a waiver of the competitive examination process for eligible individuals with disabilities to obtain full-time employment in a classified job.

DUTIES:

These categories are broad definitions, not specific job listings. The City will screen the applications of all those who have indicated an interest when a job opening occurs. Applicants must meet the requirements of the specific vacancy to be considered for employment.

- **Officials and Administrators:** Employees in these jobs set broad policies for agency operations. These jobs are responsible for policies to be followed, and people hired for these positions may direct the operations of a department or section. These jobs typically require extensive experience and education at the entry level. Typical titles include superintendent, administrator, or manager.
- **Professionals:** Employees in these jobs have specialized knowledge that is usually gained through higher education or significant time in a career field. Examples of jobs include engineers, city planners, accountants, and business analysts.
- **Technicians:** Employees in these jobs have basic technical knowledge and skill that can be gained through specialized education (such as a vocational school) or on-the-job training. Examples of jobs include drafters, surveyors, and maintenance technicians.
- **Support and Clerical:** Employees in these jobs assist internal and external customers. They may record and retrieve records, money, or data crucial to the work of the agency. Examples of jobs include clerks, secretaries, customer support specialists, and cashiers.
- **Paraprofessionals:** Employees in these jobs bridge the gap between support work and technicians. Some training or prior experience is usually required. Examples of jobs include legal assistant, pension specialist, or recreation aide.
- **Skilled Craftspersons:** Employees in these jobs perform skilled manual work that requires full understanding of the processes. Often these jobs start at an apprentice level with on-the-job training. Eventually, the work calls for higher levels of skill and independence. Examples of jobs include plumbers, electricians, carpenters, and painters.
- **Service and Maintenance:** Employees in these jobs typically do laboring work that does not require specialized skills. Examples of jobs include custodians, laborers, refuse collectors, and mail couriers.

A list of job classifications currently eligible under this Supported Employment Program can be found on the Certification of Job Readiness Form. If you wish to see a detailed description of a job you can search for it here: <https://www.governmentjobs.com/careers/spokanecity/classspecs?>

MINIMUM QUALIFICATIONS:

In order to qualify for this program, applicants must submit the following:

1. Proof of Eligibility Letter
2. Certification of Job Readiness

Both documents must be issued from a licensed medical professional, a licensed vocational rehabilitation specialist, or any agency that issues or provides disability benefits.

EXAMINATION DETAILS:

Submit your application for Supported Employment Opportunities through the City's website. You may also request a hard copy application if needed.

Civil Service will screen your application to ensure you are eligible and have provided the required documents. You will then be placed in a candidate pool until a vacancy opens in an eligible classification. For each vacancy, you will be screened against the minimum qualifications for the position. If you meet the requirements, we will place your name on the Supported Employment Eligibility list. Human Resources will work with the hiring managers to screen, interview, and select the best candidate to fill the vacant position. Salary varies by classification in accordance with established City pay plans.

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

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 12th day of September 2024.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR PROPOSALS #6105-24
Domestic Violence Intervention Treatment Services
City of Spokane Municipal Court

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

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY, SEPTEMBER 30, 2024**. Hard copies, emails, and late submittals will not be accepted.

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

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

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

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

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, SEPTEMBER 30, 2024**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

This project is funded through a federal grant award from The Office for Victims of Crime (OVC), award number 2023-15POVC-23-GG-00270-BRND totaling \$500,000 in Domestic Violence Intervention Treatment services. Firms are warned to take into consideration applicable federal requirements in making their Proposal and performing the work.

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 m_lowmaster@spokanecity.org. Persons who are deaf, hard of hearing, deaf-blind, and speech disabled may contact Risk Management through the Washington Relay Service at 7-1-1 forty-eight (48) hours before the meeting date.

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

Publish: September 11, 18, & 25, 2024

ARBORIST ON CALL SERVICES

PW ITB #6201-24

Description: The City of Spokane is soliciting electronic bids for Arborist On Call Services.

Bid Opening: Sealed electronic bids will be accepted until **Monday, September 23, 2024, at 1:00pm**. Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

The Public Work 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 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, September 23, 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: September 11 & 18, 2024

DOWNRIVER GOLF COURSE PATH RENOVATION PHASE 1

City of Spokane Parks & Recreation Department

PW ITB #6236-24

Description: The City of Spokane is soliciting electronic bids for Downriver Golf Course Path Renovation Phase 1.

Bid Opening: Sealed electronic bids will be accepted until **Monday, September 30, 2024, at 1:00pm**. Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

The Public Work 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 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, September 30, 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: September 18 & 25, 2024
