



Official Gazette

City of Spokane, Washington

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

Volume 105

NOVEMBER 18, 2015

Issue 46



MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

MICHAEL A. ALLEN (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

CANDACE MUMM (DISTRICT 3)

JON SNYDER (DISTRICT 2)

KAREN STRATTON (DISTRICT 3)

AMBER WALDREF (DISTRICT 1)

The Official Gazette

(USPS 403-480)

Published by Authority of City Charter Section 39

The Official Gazette is published weekly by the Office of the City Clerk
5th Floor, Municipal Building, Spokane, WA 99201-3342

Official Gazette Archive:

<http://www.spokanecity.org/services/documents>

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The Official Gazette
 USPS 403-480
 0% Advertising
 Periodical postage paid at
 Spokane, WA

POSTMASTER:

Send address changes to:
 Official Gazette
 Office of the Spokane City Clerk
 808 W. Spokane Falls Blvd.
 5th Floor Municipal Bldg.
 Spokane, WA 99201-3342

Subscription Rates:

Within Spokane County:
 \$4.75 per year
 Outside Spokane County:
 \$13.75 per year

Subscription checks made payable to:

City Treasurer

Address Change:

Official Gazette
 Office of Spokane City Clerk
 808 W. Spokane Falls Blvd.
 5th Floor Municipal Bldg.
 Spokane, WA 99201-3342

Minutes

MINUTES OF SPOKANE CITY COUNCIL

November 9, 2015

BRIEFING SESSION

The Briefing Session of the Spokane City Council held on the above date was called to order at 3:30 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

Roll Call

On roll call, Council President Stuckart and Council Members Allen, Fagan, Mumm, Stratton, and Waldref were present. Council Member Snyder was absent.

City Administrator Theresa Sanders, Council's Policy Advisor Brian McClatchey, and City Clerk Terri Pfister were also present on the dais.

Advance Agenda Review

Council received input from staff on the November 16, 2015, Advance Agenda items.

Action to Approve November 16, 2015, Advance Agenda

Following staff reports and Council inquiry and discussion regarding the November 16, 2015, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

Motion by Council Member Fagan, seconded by Council Member Allen, **to approve** the Advance Agenda for Monday, November 16, 2015; **carried unanimously (Council Member Snyder absent).**

ADMINISTRATIVE SESSION

Current Agenda Review

The City Council considered the November 9, 2015, Current Agenda items.

CONSENT AGENDA

Upon motion by Council Member Allen, seconded by Council Member Waldref, the City Council unanimously (Council Member Snyder absent) approved Staff Recommendations for the following:

Spokane Airport Board 2016 Budget. (FIN 2015-0002)

Extension of Value Blanket with Graymont Western US, Inc., (Salt Lake City, UT) for High Calcium Quicklime—\$1,500,060. (incl. tax) (OPR 2014-0871 / BID 4064-14)

Contract Extension and Amendment with American Recycling Corporation (Spokane, WA) for recycling of metals collected from the Waste to Energy Facility floor and recycling area—Estimated revenue \$500,000. (OPR 2015-0022 / BID 4071-14)

Contract with Rob's Demolition, Inc., (Spokane, WA) for the demolition and asbestos survey at 15 North Grant Street for \$94,450 plus an administrative reserve of \$9,445 for a total amount not to exceed \$103,895. (OPR 2015-0921 / ENG 2012119)

Purchase and Sale agreement with 10 South Adams, LLC for building and property located at 10 South Adams Street—\$868,000. (OPR 2015-0922 / ENG 2010087)

Authorization to increase the administrative reserve on the Contract with Halme Construction, Inc., (Spokane WA) for Erie Street from 1st Avenue to Martin Luther King Jr. Way—increase of \$165,000 for a total administrative reserve of \$222,505.02 or 38.7% of the contract price. (East Central Neighborhood) (PRO 2015-0033 / ENG 2014115)

Authorization to increase the administrative reserve for the Havana and Glenrose Water and Road Improvements Project—increase of \$129,882.16 for a total administrative reserve of \$464,074.01, a 3.88% increase to the original contract price. (PR 2015-0011 / ENG 2014-79)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through October 30, 2015, total \$6,624,936.42 (Check Nos. 517226-517478; ACH Payment Nos. 21121-21299), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$5,894,315.96. (CPR 2015-0002)

City Council Meeting Minutes: October 26, 2015 and October 29, 2015. (CPR 2015-0013)

Executive Session/Council Recess

The City Council adjourned at 3:57 p.m. No Executive Session was held. The City Council reconvened at 6:00 p.m. for the Regular Legislative Session.

LEGISLATIVE SESSION

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Stuckart.

Roll Call

Council President Stuckart and Council Members Allen, Fagan, Mumm, Stratton, and Waldref were present. Council Member Snyder was absent.

Council's Policy Advisor Brian McClatchey and City Clerk Terri Pfister were also present on the dais.

PROCLAMATIONS

November 14, 2015 *Quit Day*

Council Member Allen read the proclamation and presented it to Lindsey Ruivivar from CHAS Health. The proclamation encourages citizens to support tobacco cessation in our communities and cessation resources.

November 13, 2015 *Pancreatic Cancer Day*

Council Member Mumm read the proclamation and presented it to a representative of the Pancreatic Cancer Action Network – Inland Northwest. The proclamation notes that pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just six percent. The good health and well-being of the residents of Spokane are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes and effective treatments.

COUNCIL SALUTATION

Recognition of Fire Department - Involvement in the Northwest Wildlife Fires

Council President Stuckart read the salutation in recognition of the Spokane Fire Department and their involvement in the Northwest wildlife fires. The salutation notes the Spokane Fire Department firefighters spent more than 4,000 hours working the wildfires on behalf of the City of Spokane and the State of Washington. The Salutation salutes the Spokane Fire Department and recognized several firefighters for their incredible support of the state wildfire incidents on behalf of the City of Spokane.

RECOGNITION OF VETERANS

Council President Stuckart noted that Veterans Day is Wednesday and he saluted all of the veterans.

APPOINTMENT

Upon Unanimous Voice Vote (Council Member Snyder absent), the City Council **approved** (and thereby confirmed) the appointment of Francis SiJohn to the United Native Americans of Spokane Public Development Authority for a term of November 9, 2015, to April 30, 2017.

COUNCIL COMMITTEE REPORTS**Public Works Committee**

Council Member Waldref reported on the Public Works Committee meeting held earlier today (November 9). Minutes of the Public Works Committee meeting are filed with the City Clerk's Office and are available for review following approval by the Public Works Committee.

OPEN FORUM

Rick Bocook commented on the sit and lie ordinance and commented on a friend of his who has received two tickets for sitting down and he noted both of them have been dismissed. In addition, he shared another incident regarding his friend sitting down.

Alfredo Llamedo thanked Council Member Stratton and her assistant Skyler Oberst for their actions in the past week during the crises in West Central. He also congratulated the owner of the properties in West Central because he saw the need, responded to it and is acting responsibly. He stated what we need in the City is a law just like they have in Seattle for just cause eviction. Council President Stuckart noted that having the just cause in place wouldn't have stopped or changed the action at all, and he noted that Council Member Stratton is working on the matter.

Mara Spitzer provided remarks on behalf of Deb Conklin who asked that Council Member Stratton and her legislative aide Skyler Oberst be thanked for picking up and taking action on the evictions in West Central. She stated the City needs an ordinance that requires any developer who evicts a tenant in order to remodel or tear down a building to deliver a check refunding deposits along with notice to vacate.

George Baker thanked City Council for allowing public comment. He remarked on a concern he has in regards to Sarff Investments' purchase of the City block in the West Central Neighborhood.

Marshall Smith commented on handicap parking and noted he was charged with parking a vehicle in a handicap spot, but the person who did so allegedly has a legal placard. In addition, he thanked Council President Stuckart for mentioned Veteran's Day. He also remarked on evictions and suggested Spokane landlord tenant laws be patterned after Seattle.

Olga Lucia Herrera expressed concern about what she thinks is indifference to the increased incidents of gun violence in places our society as always considered safe, such as schools and the work place. She indicated her hope is that in Spokane we start a conversation of mass shootings, gun violence including suicide, and that we come up with ideas and actions to take and work on prevention.

George McGrath commented on Planned Parenthood. Council President Stuckart reminded Mr. McGrath that Council Rule 2.2.4 states that all matters discussed shall relate to the affairs of the City.

Mike Gifford commented on the Pedestrian Master Plan.

LEGISLATIVE AGENDA

There were no **Emergency Budget Ordinances**.

There were no **Emergency Ordinances**.

RESOLUTION and FINAL READING ORDINANCES**Resolution 2015-0118 and Final Reading Ordinance C35318**

Subsequent to an overview by Council President Stuckart, the opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 5-1 Roll Call Vote (Council Member Fagan voting "no" and Council Member Snyder absent), the City Council adopted Resolution 2015-0118 declaring and finding a substantial need for purposes of setting the limit factor for the property tax levy for 2016 **and passed Final Reading Ordinance C35318** updating the annual City of Spokane property tax levy for 2016.

Final Reading Ordinance C35317

Subsequent to an overview by Council President Stuckart and public testimony from one individual, the following action was taken:

Upon Unanimous Roll Call Vote (Council Member Snyder absent), the City Council **passed Final Reading Ordinance C35317** relating to the vacation of misdemeanor possession of marijuana convictions in the City of Spokane; adopting new chapter 5A.17 of the Spokane Municipal Code; and adopting new sections 5A.17.010 and 5A.17.020.

FIRST READING ORDINANCES

The following ordinance was read for the first time with further action deferred:

ORD C35319 Relating to the parking system fund and Parking Advisory Committee; amending SMC section 7.08.130.

There were no **Special Considerations**.

HEARINGS**Hearing on 2015 Proposed Budget**

The City Council held a hearing on the 2016 Proposed Budget. Utilities Division Director Rick Romero provided an overview of the budget for the Utilities Division. Subsequent to public testimony from two individuals and Council commentary, the following action was taken:

Motion by Council Member Fagan, seconded by Council Member Allen, **to continue** the Hearing on the 2016 Proposed Budget (to November 16, 2015); **carried unanimously (Council Member Snyder absent)**.

SECOND OPEN FORUM

Gabriel Elliot recommended the Maharaji meditations with the Signs of Spirituality which is held Sundays at the Unity Spiritual Center in South Spokane. He also remarked on run-ins with the Police.

ADJOURNMENT

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:11 p.m.

**STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, November 5, 2015**

A Special Meeting of the Spokane City Council was held on the above date at 3:32 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Stuckart and Council Members Fagan, Snyder and Stratton were present. Council Members Allen, Mumm and Waldref were absent.

The following topics were discussed:

- State Legislative Agenda
- Spokane Fire Department Critical Materials

The meeting was open to the public but was conducted in a study session format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 4:48 p.m.

**STUDY SESSION MEETING MINUTES
SPOKANE CITY COUNCIL
Thursday, November 12, 2015**

A Special Meeting of the Spokane City Council was held on the above date at 3:32 p.m. in the City Council Briefing Center, Lower Level – City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington. Council President Pro Tem Snyder and Council Members Allen, Fagan and Stratton were present. Council Member Mumm arrived at 3:35 p.m. Council President Stuckart and Council Member Waldref were absent.

The following topic was discussed:

- Spokane Police Department 2016 Budget

The meeting was open to the public but was conducted in a study session format. No public testimony was taken and discussion was limited to appropriate officials and staff.

The meeting adjourned at 3:59 p.m.

Planning & Economic Development

October 19, 2015

Meeting Minutes: Meeting called to order at 10:35

Attendance

- PCED Members Present: Chairperson Mumm, Council President Stuckart; Council Members: Jon Snyder, Mike Fagan, Amber Waldref
- Council Members Not Present: Mike Allen, Karen Stratton
- Staff Present: Megan Duvall, Andy Schenk, Eldon Brown, Tami Palmquist, Eva Everano, Lori Kinnear, Dave Steele, Rae Lynn Barden, Richard Rush, Louis Meuler, James Richman, Jo Anne Wright, Adam McDaniel, Julie Happy, Brian McClatchey, Adi McGee

Briefing Session:

Minutes from the September 28, 2015 meeting approved unanimously

Consent Items:

1. Spokane Regional Transportation Management Center
2. Presentation and overview given
3. Questions asked and answered

Discussion Items:

1. Cell Tower Moratorium
 - Presentation and overview given; discussion ensued
 - Questions asked and answered
 - Based on discussion Council Members request:
 - Create final document for Council review
2. Pedestrian Master Plan
 - Presentation and overview given; discussion ensued
 - Questions asked and answered
 - Based on discussion Council Members request:
 - Provide this information to Neighborhood Services and Community Assembly
3. Update on Status of Neighborhood Plans – Grandview/Thorpe & Peaceful Valley
 - Presentation and overview given
 - Questions asked and answered

4. Vacation of the Alley Bordered by Boone, Ash, Maple and Gardner
 - Presentation and overview given; discussion ensued
 - Questions asked and answered
5. Parking Fund Ordinance Revision
 - Presentation and overview given; discussion ensued
 - Questions asked and answered
 - Based on discussion Council Members request:
 - Change language on where it's housed/who is staffing
 - Remove the word "capital"
 - Refigure the reserve from \$750,000 to \$500,000
 - Add position represented by the Arts fund
 - Add reporting language

Adjournment:

1. Next PCED meeting is scheduled **November 16, 2015**

General Notices

CITY OF SPOKANE NOTICE OF SOLID WASTE COLLECTION AND DISPOSAL RATE INCREASES

Public notice is hereby given pursuant to RCW 35.21.157 that the City of Spokane plans to increase the rates for its solid waste collection and disposal services by 2.9% on January 1, 2016. The rate increase shall apply to the disposal fees at the City's Waste to Energy Facility as well as the monthly Residential Service Rates (reference SMC 13.02.0502), Commercial Service Rates – Dumpsters (SMC 13.02.0504), Commercial Service Rates – Compactors (13.02.0510), Additional Charges for Commercial Containers (13.02.0514), Rates for Equipment and Labor – Packer and Nonpacker Trucks (13.02.0528), Recycling Rates – Nonresidential – Residential Premises with Multi-unit Dwellings Premises – Additional (13.02.0552), and Clean Green Yard Waste Collection (13.02.0554).

The new rates will take effect January 1, 2016. Questions: Please call City Utility Billing Office at 625-6000.

November 11 & 18, 2015

Spokane Police Advisory Committee (PAC)



You're invited to the next PAC Quarterly Public Meeting:

**Thursday, November 19, 2015 at 5:30 pm
West Central Community Center
1603 N. Belt Street**

Interim Chief Rick Dobrow and/or other members of the Spokane Police Department will be present to deliver updates and to answer 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.

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. C35317

An ordinance relating to the vacation of misdemeanor possession of marijuana convictions in the City of Spokane; adopting new chapter 05A.17 of the Spokane Municipal Code; and adopting new sections 05A.17.010 and 05A.17.020

WHEREAS, 1.7 million Washingtonians, 55.7% of the voting electorate, voted to legalize recreational marijuana through state Initiative 502 in 2012; and

WHEREAS, 116,190 Spokane County voters, 52.15% of the voting electorate, voted to legalize recreational marijuana through state Initiative 502 in 2012; and

WHEREAS, 52,575 City of Spokane voters, 57.0% of the voting electorate, voted to legalize recreational marijuana through state Initiative 502 in 2012; and

WHEREAS, Initiative 502 was supported by a majority of voters in each City Council District; and

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That there is adopted new chapter 05A.17 to title 05A of the Spokane Municipal Code:

Chapter 05A.17 Vacation of Misdemeanor Convictions

Section 2. That there is adopted a new section 05A.17.010 to chapter 05A.17 of the Spokane Municipal Code:

05A.17.010 Misdemeanor Vacation Rates and Data

At least annually, the Spokane Municipal Court shall include conviction vacation data, including type of conviction, rates of vacation, and number of applications, to the City Council in the usual course of providing Council updates to the Public Safety Committee.

Section 3. That there is adopted a new section 05A.17.020 to chapter 05A.17 of the Spokane Municipal Code:

05A.17.020 Vacation of Misdemeanor Possession of Marijuana Convictions

- A. Every person convicted in Spokane Municipal Court of a possession of marijuana misdemeanor under SMC 10.15.100 prior to July 8, 2014 may apply to the Spokane Municipal Court for a vacation of the applicant's record of conviction for the offense. Upon such application, the court shall vacate the record of conviction by:
1. Permitting the applicant to withdraw the applicant's plea of guilty and to enter a plea of not guilty; or if the applicant has been convicted after a plea of not guilty, the court setting aside the verdict of guilty; and
 2. the court dismissing the information, indictment, complaint, or citation against the applicant and vacating the judgment and sentence.
- B. The City of Spokane shall inform the public of the ability of any convicted person to apply for such vacation of conviction.

**Passed by City Council November 9, 2015
Delivered to Mayor November 16, 2015**

ORDINANCE NO. C35318

An ordinance updating the annual City of Spokane property tax levy for 2016.

WHEREAS, the Spokane City Council, the governing body of the City of Spokane, a taxing district ("District" or "City") of the State of Washington, has met and considered its budget for the calendar year 2016, holding public hearings thereon; and

WHEREAS, the District's actual regular levy amount from the previous year (2015) was \$54,943,129.62 not including administrative refunds; and

WHEREAS, the City Council, after hearing and after duly considering all relevant evidence and testimony presented, has determined that the City of Spokane requires a regular levy as provided hereafter, as well as an EMS levy as provided hereafter, both of which include an increase in property tax revenue from the previous year, and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, and authorized refunds, in order to discharge the expected expenses and obligations of the City and in its best interest; and

WHEREAS, the District population is more than 10,000; Now, Therefore,

The City of Spokane does ordain:

Section Regular Levy.

- A. An increase in the regular annual property tax levy is hereby authorized for the levy to be collected in the 2016 tax year, said increase to be in the amount of \$549,431.30, which is a percentage increase of 1% from the previous year's actual levy, prior to the inclusion of administrative refunds in the 2015 levy.
- B. This increase is exclusive of additional revenue in 2016 resulting from new construction, improvements to property, newly constructed wind turbines, increases in the value of state assessed property, and any annexations that have occurred and refunds made or amounts as required or permitted by law. The total regular property tax levy for 2016, including amounts estimated for new construction, annexations, refunds, and any other add-ons, is estimated at \$56,500,000 and is a percentage increase of 2.83% from the previous year's actual levy prior to the inclusion of 2015 administrative refunds. Inclusive of administrative refunds in the 2015 levy, the 2016 levy represents a 2.16% increase.

Section Existing GO Bonds.

In the case of the tax levied to raise \$5,756,700 for Principal and Interest on the City of Spokane's outstanding General Obligation Bonds, the County Assessor, in spreading the tax upon the rolls shall determine the dollar rate required.

Section EMS Levy.

Ordinance C-34568 concerning a levy for emergency medical services (EMS), passed by the Spokane City Council on March 8, 2010 and approved by the voters in the election of April 27, 2010, provides for a levy for six consecutive years beginning in 2011, with the rate in the first year being 50 cents per \$1,000 of assessed valuation.

- A. As required by RCW 84.55.120, this ordinance must specifically state the dollar increase requested, as well as the percent change from the previous year. For 2016, the City is requesting an increase of \$76,814.05 which is a 1% increase over the 2015 EMS Levy.
- B. This increase is exclusive of additional revenue in 2016 resulting from new construction, improvements to property, newly constructed wind turbines, increase in the value of state assessed property, and any annexations that have occurred and refunds made or amounts as required or permitted by law. The total EMS levy for 2016, including amounts we have estimated for new construction, annexations, refunds, and other add-ons, is estimated at \$7,850,000 and is a percentage increase of 2.19% from the previous year levy of \$7,681,405.36.

Section 4. Certification; Filing.

The City Council certifies all information as stated herein. Appropriate City staff is directed to transmit all required information required to the Clerk of Spokane County Board of County Commissioners and County Assessor, including budget estimates of amounts to be raised by taxation on assessed value of property (RCW 84.55.020), estimated beginning and ending cash balances (RCW 84.52.025), and the amount of taxes levied on assessed value within the

City (RCW 84.52.070). Pursuant to Section 19 of the City Charter, this measure takes effect immediately on first reading and passage.

Passed by City Council November 9, 2015

Delivered to Mayor November 16, 2015

Job Opportunities

The City of Spokane is an Equal Employment Opportunity Employer

SAFETY COORDINATOR SPN 050 (AMENDED) OPEN ENTRY

DATE OPEN: Monday, November 2, 2015
DATE CLOSED: Sunday, November 29, 2015 @ 11:59 p.m. (AMENDED)
SALARY: \$61,742.16 annual salary, payable bi-weekly, to a maximum of \$75,919.68

Summary of Work

Performs responsible professional administrative work and training in coordinating and carrying out the City's safety and loss control programs and policies in accordance with Federal/State laws and City requirements.

Minimum Qualifications

(These must be met at time of test.)

Open Entry Requirements

Graduation from an accredited four-year college or university with major course work in a field of study related to safety engineering, safety administration, industrial hygiene, or occupational health; AND, two years of professional experience in safety planning, programming, coordination or administration to include some experience with OSHA or DOSH. Applicants must possess a valid driver's license or otherwise demonstrate ability to get to and from multiple work locations as required.

A Certified Safety Professional (CSP), or similar industry designation is desirable.

Examination Details:

Applicants must pass the examination for this classification to be eligible for hire by the City of Spokane. This exam will consist of a training and experience evaluation, weighted at 100%.

You must complete both the online application and the T&E Evaluation form before the closing date and time of the recruitment in order to be eligible for hiring by the City of Spokane.

- Download the T&E form at the following link: [Safety Coordinator](#)
- Complete instructions to return the T&E form are included within the form.

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

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

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

For more information, call Civil Service Commission at 509.625.6160.

**COMPLIANCE/TAX AUDITOR SPN 125
OPEN ENTRY EXAMINATION**

DATE OPEN: Monday, November 16, 2015
DATE CLOSED: Sunday, December 6, 2015 at 11:59 p.m.
SALARY: \$69,426 annual salary, payable bi-weekly, to a maximum of \$85,127

Summary of Work

Performs difficult, specialized, and advanced level internal and external auditing, cost benefit and other financial analysis, and review of internal controls.

Minimum Qualifications**Education:**

Graduation from an accredited four-year college or university with a major in accounting or related field.

Experience:

Five years of professional experience in auditing, including a minimum of two years of supervisory audit experience. Active CPA license and public accounting preferred.

Substitution:

CPA license may substitute for one year of the audit experience requirement.

Examination Details:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a Training and Experience (T&E) Evaluation, in the form of a Supplemental Questionnaire, with weight assigned as follows:

T&E Evaluation: 100% of the final score

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

T&E EVALUATION DETAILS

The T&E Evaluation is designed to evaluate the relevance, level, recentness, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position.

IMPORTANT: The T&E is the Civil Service examination for this position. It is presented as a Supplemental Questionnaire, which must be completed online at the time of application. The questions may be viewed online in the tab marked "QUESTIONS" on the job announcement.

Responses should be consistent with the information on your application and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.

- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- 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 to the application will not be accepted in lieu of completing each question online.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application for submission.
- Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

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

For more information, call Civil Service Commission at 509.625.6160.

**LANDSCAPE ARCHITECT SPN 248
(AMENDED)
OPEN ENTRY EXAMINATION**

DATE OPEN: Monday, October 12, 2015
DATE CLOSED: Sunday, November 22, 2015 at 11:59pm (AMENDED)
SALARY: \$58,610 annual salary, payable bi-weekly, to a maximum of \$71,994

Summary of Work

Performs professional landscape architecture and engineering related work in the planning and design of park construction and redevelopment.

Minimum Qualifications

(These must be met at time of test.)

- Applicants must possess a recognized certificate of registration as a Landscape Architect. Applicants licensed in other states must have ability to obtain reciprocal licensure in Washington within six months of employment.

Licenses and Certifications: Applicants must possess a valid driver's license or evidence of equivalent mobility

Examination Details:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a Training and Experience (T&E) Evaluation, which consists of a Supplemental Questionnaire, with weight assigned as follows:

- T&E Evaluation 100%

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

T&E EVALUATION DETAILS

The T&E Evaluation is designed to evaluate the relevance, level, recency, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position.

TIP: It is more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted. The questions are located online in the tab marked "QUESTIONS" on the job announcement.

- The Supplemental Questionnaire is the Civil Service examination for this position and must be completed online at the time of application.
- Responses should be consistent with the information on your application and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- 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 to the application will not be accepted in lieu of completing each question online.

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the filing cut-off date.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

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

For more information, call Civil Service Commission at 509.625.6160.

**FIRE FACILITIES AND LOGISTICS DIVISION CHIEF
SPN 928
PROMOTIONAL EXAMINATION**

DATE OPEN: Monday, November 16, 2015
DATE CLOSED: Sunday, November 29, 2015 at 11:59 p.m.
SALARY: \$128,098 annual salary, payable bi-weekly, to a maximum of \$147,141

Summary of Work

Performs specialized work supervising the maintenance, replacement and repair of fire equipment, apparatus, and facilities.

Minimum Qualifications

Promotional Requirements:

Completion of four years of uniform service with the City in the Fire Department and experience managing projects involving logistics such as budgeting, fleet, facilities, purchasing, and contracts.

All applicants must possess a valid driver's license.

Examination Details:

Applicants must meet the minimum qualifications and pass the examination for this position to be eligible for hire. The examination will consist of a training and experience evaluation (T&E), oral board, and promotional evaluation (PAR), with weights assigned as follows:

T&E: 40%

Oral Board: 40%

PAR: 20%

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

T&E EVALUATION DETAILS

The T&E Evaluation is designed to evaluate the relevance, level, recentness, progression, and quality of the applicant's education and training, and to elicit sufficient job-related information to evaluate the amount and quality of the applicant's previous experience, as well as any other information deemed important to performing the duties of the position. The T&E is provided as part of the application process in a Supplemental Questionnaire. The Supplemental Questionnaire is the Civil Service T&E examination for this position and must be completed online at the time of application. The questions may be viewed online under the tab marked "QUESTIONS" on the job announcement page.

Response should be consistent with the information on your application details, and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.

Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified

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 to the application will not be accepted in lieu of completing each question online.

TIP: It is more efficient to develop your responses in a word processing document and then paste them into the online questionnaire to be submitted.

ORAL BOARD DETAILS:

The top 6 candidates based on the T&E scores will be invited to continue on to the oral board examination during the week of December 7, 2015. Candidates will be notified of the date, time, and place to appear for the oral board as soon as possible after the T&E scoring is completed.

PROMOTIONAL EVALUATION DETAILS:

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

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

If the most recent PAR is expired (older than one year), the employee's payroll clerk and supervisor are notified. The supervisor is responsible for submitting an updated PAR to the HR department for approval prior to the date of the examination.

If an updated PAR is not received by the examination date, the most recent PAR on file will be used, regardless of date administered.

Qualified applicants are encouraged to apply immediately. All applicants must complete and submit a City of Spokane employment application online by 11:59 p.m. on the closing date.

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

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

For more information, call Civil Service Commission at 509.625.6160.

FIREFIGHTER SPN 931 OPEN ENTRY

DATE OPEN: Monday, November 16, 2015

DATE CLOSED: Sunday, November 29, 2015 at 11:59 p.m.

SALARY: \$39,651 annual salary, payable bi-weekly, to a maximum of \$78,362

Summary of Work

****Now accepting applications from candidates who have taken and passed the Public Safety Testing, Inc. exam for the City of Spokane as of November 9, 2015.****

Performs general duty firefighting work in the preventing, combating, and extinguishing of fires and emergency medical functions.

Minimum Qualifications

Open Entry (Must be met at time of application.)

•**Education and Experience:** High school diploma or equivalent. No previous experience necessary.

NOTE: Applicants must have successfully completed Emergency Medical Technician (EMT) training and be eligible for Washington State EMT certification at the time of interview. **APPLICANTS ARE NOT REQUIRED TO HAVE EMT TRAINING OR POSSESS EMT CERTIFICATION AT THE TIME OF APPLICATION OR EXAMINATION.**

•**Paramedic applicants** – In addition to the above requirements, paramedic applicants must currently possess the National Registry Paramedic credential or Washington State Paramedic license at the time of interview. (See procedural requirements below.)

Licenses and Certifications (Applies to all applicants.)

•Possession of a valid driver's license.

Procedural Requirements: Applicants will specify the certifications for which they are qualified. The Fire Department will specify on their requisitions the certifications required to fill a vacant position and only those on the eligible list meeting such specification shall be certified.

NOTE: Minimum medical and health standards for this classification are established by state laws. All successful candidates who have been offered a position will be required to pass the necessary examinations prior to appointment.

Examination Details:

Firefighter applicants must pass the Public Safety Testing, Inc., examination to be eligible for hire by the City of Spokane. After you have completed the PST exam, you must apply through the City website for review and placement on the eligible list.

If you have not already taken the PST exam, you may sign up at www.publicsafetytesting.com.

The City of Spokane offers one free test per year for those who apply only to the City of Spokane and take the test on the designated "free testing" date at the Spokane, Wash., location.

NOTE: The designated "free testing" date has already occurred for 2015. The standard PST written test cost is \$44, which allows applicants to choose up to 2 agencies to receive their results. Applicants may select more agencies at a cost of \$15 for every two additional agencies. Applicants who apply to other agencies than the City of Spokane, or who take the test at a date or location other than the designated free test date in Spokane, are responsible for all costs incurred.

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.

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

How to Apply

APPLICATIONS MUST BE FILED ONLINE AT: <http://my.spokanecity.org/jobs>

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

For more information, call Civil Service Commission at 509.625.6160.

Notice for Bids

Supplies, Equipment, Maintenance, etc.

**CHEVROLET EQUINOX or equal
Fleet Services Department**

BID #4206-15

Sealed bids will be opened at 1:15 p.m., **MONDAY, NOVEMBER 23, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for two (2) **CHEVROLET EQUINOX** or equal for the City of Spokane Fleet Services Department.

Detailed specifications and proposal forms are available from the City of Spokane Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org

Bid proposal forms may be submitted to City Purchasing **until 1:00 P.M. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original copy to:

**Purchasing
4TH Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201**

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.**

BID AWARD WILL BE TO THE LOW RESPONSIVE BIDDER WITHOUT CONSIDERATION OF SALES TAX.

Envelope containing proposal is to be marked:
“CHEVROLET EQUINOX or equal, BID #4206-15 DUE 11/23/15”.

Thea Prince
Purchasing Division

November 11 & 18, 2015

REQUEST FOR BIDS**FIRE DEPARTMENT EXTRACTORS AND DRYING CABINETS
City of Spokane Fire Department****RFP #4207-15**

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, NOVEMBER 23, 2015**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **FIRE DEPARTMENT EXTRACTORS AND DRYING CABINETS** for the City of Spokane Fire Department.

The Request for Proposals document is available by contacting Thea Prince, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201, purchasinghelp@spokanecity.org.

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on the due date**. 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 delivered late. **Only firm Proposals with signatures will be evaluated.**

Submit one (1) original and One (1) reproducible digital (thumb drive or CD) in Adobe Acrobat format copy to:

**City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

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.

All response packages are to be clearly marked with:

“RFP #4207-15, FIRE DEPARTMENT EXTRACTORS AND DRYING CABINETS, DUE 11/23/15”.

Thea Prince
City of Spokane Purchasing

November 11 & 18, 2015

**CHEVROLET TAHOE 4X4 POLICE PURSUIT VEHICLES
Fleet Services Department****BID #4208-15**

Sealed bids will be opened at 1:15 p.m., **MONDAY, NOVEMBER 23, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for ten (10) **CHEVROLET TAHOE 4X4 POLICE PURSUIT VEHICLES** for the City of Spokane Fleet Services Department.

Detailed specifications and proposal forms are available from the City of Spokane Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org

Bid proposal forms may be submitted to City Purchasing **until 1:00 P.M. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original copy to:

**Purchasing
4TH Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201**

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.**

BID AWARD WILL BE TO THE LOW RESPONSIVE BIDDER WITHOUT CONSIDERATION OF SALES TAX.

Envelope containing proposal is to be marked:

“CHEVROLET TAHOE 4X4 POLICE PURSUIT VEHICLES, BID #4208-15 DUE 11/23/15”.

Thea Prince
Purchasing Division

November 11 & 18, 2015

REQUEST FOR PROPOSALS

**STRUCTURAL FIREFIGHTING PERSONAL PROTECTION EQUIPMENT (PPE)
City of Spokane Fire Department**

RFP #4210-15

Sealed Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, NOVEMBER 30, 2015**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **STRUCTURAL FIREFIGHTING PERSONAL PROTECTION EQUIPMENT (PPE)** for the City of Spokane Fire Department.

The Request for Proposals document is available by contacting Thea Prince, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201, purchasinghelp@spokanecity.org.

Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on the due date**. 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 delivered late. **Only firm Proposals with signatures will be evaluated.**

Submit one (1) original and One (1) reproducible digital (thumb drive or CD) in Adobe Acrobat format copy to:

**City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

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.

All response packages are to be clearly marked with:

“RFP #4210-15, STRUCTURAL FIREFIGHTING PERSONAL PROTECTION EQUIPMENT, DUE 11/30/15”.

Thea Prince
City of Spokane Purchasing

November 11 & 18, 2015

**FORD TRANSIT CARGO VAN or equal
Fleet Services Department**

BID #4211-15

Sealed bids will be opened at 1:15 p.m., **MONDAY, NOVEMBER 30, 2015** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for three (3) FORD TRANSIT CARGO VANS or equal for the City of Spokane Fleet Services Department.

Detailed specifications and proposal forms are available from the City of Spokane Purchasing, by contacting Thea Prince at purchasinghelp@spokanecity.org

Bid proposal forms may be submitted to City Purchasing **until 1:00 P.M. on the date of opening**. Proposals must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for proposals delivered late.

Submit one (1) original copy to:

**Purchasing
4TH Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201**

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.**

BID AWARD WILL BE TO THE LOW RESPONSIVE BIDDER WITHOUT CONSIDERATION OF SALES TAX.

Envelope containing proposal is to be marked:
“FORD TRANSIT CARGO VANS or equal, BID #4211-15 DUE 11/30/15”.

Thea Prince
Purchasing Division

November 18 & 25, 2015

**SURVEYING SERVICES FOR 2016-2017 FEDERAL AID PROJECTS
City of Spokane Engineering Services**

RFQ #4213-15

Sealed Statement of Qualification Proposals will be acknowledged at the 1:15 p.m. public bid opening on **MONDAY, DECEMBER 7, 2015**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for Surveying Services for 2015-2017 Federal Aid Projects for the City of Spokane Engineering Services Department.

The Request for Qualifications document is available by contacting Connie Wahl, City of Spokane Purchasing, 4th Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at purchasinghelp@spokanecity.org.

Statement of Qualification Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, December 7, 2015**. Statement of Qualification 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 Statement of Qualification Proposals delivered late. **Only firm Statement of Qualification Proposals with signatures will be evaluated.**

Submit one (1) paper original, three (3) paper copies, and one (1) reproducible digital copy (CD or thumb drive) of the Statement of Qualification Proposal to:

**City of Spokane - Purchasing
4th Floor – City Hall
808 W. Spokane Falls Blvd.
Spokane, Washington 99201**

The right is reserved to reject any and all Statement of Qualification Proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the Proposer when considering this contract.

All response packages are to be clearly marked with:
“RFQ #4213-15 SURVEYING SERVICES FOR 2016-2017 FEDERAL AID PROJECTS, DUE 12/7/2015”

Connie Wahl
City of Spokane Purchasing

November 18 & 25, 2015

