



# Official Gazette

## City of Spokane, Washington

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

Volume 106

APRIL 20, 2016

Issue 16



### MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

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

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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****Monday, April 11, 2016****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 Beggs, Fagan, Kinnear, Mumm, and Stratton were present. Council Member Waldref arrived at 3:31 p.m.

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

**Advance Agenda Review**

The City Council received an overview from staff on the April 18, 2016, Advance Agenda items.

First Reading Ordinance C35263, As Amended

**Motion** by Council Member Mumm, seconded by Council Member Fagan, **to withdraw** First Reading Ordinance C35263, as amended, vacating the west 17 feet of Wall Street from the north line of Main Avenue to the south line of the alley between Main Avenue and Spokane Falls Boulevard; **carried unanimously**. (Note: Ordinance C35263 will return to City Council for final reading on April 25, 2016, as initially submitted.)

First Reading Ordinance C35379

Council President Stuckart requested a deferral of First Reading Ordinance C35379 to May 2, 2016. Subsequently, the following action was taken:

**Motion** by Council Member Mumm, seconded by Council Member Beggs, **to defer** First Reading Ordinance—relating to sustainable public building standards for Capital Improvement Projects; amending section 7.17.020 of the Spokane Municipal Code and enacting new sections 12.05.005 and 12.05.030 to the Spokane Municipal Code—to May 2, 2016; **carried unanimously**.

**Action to Approve April 18, 2016, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the April 18, 2016, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Waldref, seconded by Council Member Beggs, **to approve** the Advance Agenda for Monday, April 18, 2016, as amended; **carried unanimously**.

**ADMINISTRATIVE SESSION****Current Agenda Review**

The City Council received an overview from staff on the April 11, 2016, Advance Agenda items.

Contract for Oracle License Support with Oracle America, Inc. (OPR 2016-0330)

**Motion** by Council Member Fagan, seconded by Council Member Mumm, **to suspend** the Council Rules; **carried unanimously**.

**Motion** by Council Member Fagan, seconded by Council Member Mumm, **to add** Consent Agenda Item No. 13—Contract for Oracle License Support with Oracle America, Inc. to include Update Subscription Services and Right to Use Oracle Licenses from April 12, 2016 to April 20, 2019—**carried unanimously**.

Plan Commission Appointments (Four Appointments) (CPR 1981-0295)

**Motion** by Council Member Mumm, seconded by Council Member Kinnear, **to move** the Plan Commission appointments to next week; **carried unanimously**.

**Action to Approve April 11, 2016, Current Agenda**

Following staff reports and Council inquiry and discussion regarding the April 11, 2016, Current Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Waldref, seconded by Council Member Fagan, **to approve** the Current Agenda for Monday, April 11, 2016, as amended; **carried unanimously**.

**CONSENT AGENDA**

**Upon motion by Council Member Waldref, seconded by Council Member Fagan, the City Council unanimously approved Staff Recommendations for the following:**

Contract with Journal Technologies, Inc. (Logan, UT) for Annual Support and Upgrades of Justware Case Management Software and Annual Subscription of Business Intelligence from April 1, 2016 through March 31, 2017—\$99,466.62 (incl. tax). (OPR 2016-0267)

Contract with Cameron-Reilly LLC, (Spokane Valley, WA) for repairs to the commercial tipping floor at the Waste to Energy Facility from April 1, 2016 to May 31, 2016—\$144,509. (OPR 2016-0300) (RFB 4244-16)

Amendment and Extension to Wheelabrator Service Agreement with Brand Energy (Tacoma, WA) for Scaffolding Services for the Waste to Energy Facility from February 1, 2016 through May 31, 2016—\$60,000. (OPR 2014-0883)

Contract with the following four Firms for garment/linen rental & laundry services for multiple City departments from May 1, 2016 through April 30, 2021, with one 5-year renewal option: (RFP 4229-16)

- a. AlSCO Inc., (Spokane, WA). (OPR 2016-0301)
- b. Aramark Uniform Services, (Spokane, WA). (OPR 2016-0302)
- c. Cintas Corp., (Spokane Valley, WA). (OPR 2016-0303)
- d. Unifirst Corp., (Spokane, WA). (OPR 2016-0304)

Total estimated annual expenditure for all four contracts—\$350,000.

Authorization for Spokane Police to apply for the Homeland Security's Border Patrol grant in order to replace an Armored Personnel Carrier—\$270,517 revenue. (OPR 2016-0305)

MOU with Lilac Bloomsday Association for special event cost recovery for Police & Fire overtime associated with Bloomsday Road Races for 2016-2018 events—\$38,400 Annual Revenue. (OPR 2016-0306)

Interlocal Cooperation Agreement with Spokane County for Hearing Examiner services from January 1, 2016 through December 31, 2016—\$137.32 per hour revenue. (OPR 2016-0307)

Contract Amendment / Extension with AECOM Technical Services, Inc. (Spokane WA) to provide design services for the Spokane Falls CSO 26 Control Facility and extend through December 31, 2018—\$947,232.82. (OPR 2013-0003) (ENG 2010088) (ENG 2012088)

Contract with Garco Construction, Inc., (Spokane, WA) for construction of the Spokane Falls CSO 26 Control Facility, to be delivered via GC/CM alternative delivery—estimated \$26,000,000, with Garco receiving 4.875% markup on the final negotiated amount and \$850,000 fixed fee for specified general conditions. (PRO 2016-0015) (ENG 2010088) (RFQ 4233-16)

Authorization to enter into a successor collective bargaining agreement with AFSCME Local 270-Prosecuting Attorneys covering wages and benefits for the years 2016-2019: 2016—\$18,626; 2017—\$13,870; 2018—\$23,569 and 2019—\$27,977. (OPR 2016-0308)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through April 1, 2016, total \$27,458,948.28 (Check Nos. 523123-523648; ACH Payment Nos. 24536-24929), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$26,740,678.69. (CPR 2016-0002)
- b. Payroll claims of previously approved obligations through March 26, 2016: \$6,145,359.93 (Check Nos. 537005-537223). (CPR 2016-0003)

City Council Meeting Minutes: March 21, 2016 and March 24, 2016. (CPR 2016-0013)

Contract for Oracle License Support with Oracle America, Inc. to include Update Subscription Services and Right to Use Oracle Licenses from April 21, 2016 to April 20, 2019—\$577,314.22 (plus tax). (OPR 2016-0330)

### **Council Recess/Executive Session**

The City Council adjourned at 4:17 p.m. No Executive Session was held. The City Council reconvened at 6:02 p.m. for the Regular Legislative Session.

## **LEGISLATIVE SESSION**

**Pledge of Allegiance** was led by Council President Stuckart.

### **Roll Call**

Council President Stuckart and Council Members Fagan, Kinnear, and Stratton were present. Council Member Beggs arrived at 6:05 p.m. Council Member Waldref arrived at 6:24 p.m. Council Member Mumm arrived at 6:27 p.m.

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

### **PROCLAMATIONS**

April 10, 2016      *Vietnamese Heritage Day*

Council Member Fagan read the proclamation and presented it to representatives present to receive it. The proclamation encourages all citizens to celebrate the cultural diversity of the Vietnamese American's heritage and recognize that the Vietnamese heritage and freedom flag also honors the contributions and sacrifices of the thousands of veterans of the Vietnam War.

Month of April 2016      *Autism Awareness Month*

Council Member Kinnear read the proclamation and presented it to representatives of various autism community agencies. The proclamation encourages all citizens to recognize and celebrate improving the quality of life of people with autism spectrum disorders.

### **COUNCIL SALUTATIONS**

#### **Spokane Citizen Hall of Fame**

Council Member Stratton read the Council Salutation in recognition of the Spokane Citizen Hall of Fame which is an event to honor the great citizens of the City of Spokane for their contributions in arts and letters; economic development and business; education, innovation and leadership; public service and philanthropy; and science, health, and medicine. The Spokane Citizen Hall of Fame is a partner event between the City of Spokane and the Spokane Public Library Foundation. The newest Citizen Hall of Fame inductees will be revealed at the sold out April 14 awards breakfast. This year will also include an Inaugural Spokane Citizen Impact Award whose first recipient will be Dr. Elson S. Floyd, the late President of Washington State University.

#### **Financial Literacy Month**

A video was displayed in recognition of Financial Literacy Month. Council President Stuckart also read a Council Salutation in recognition of Financial Literacy Month and presented it to representatives who were provided an

opportunity to speak about Financial Literacy Month. The City Council recognizes that personal financial capability contributes greatly to the economic stability and wellbeing of all citizens. Financial literacy education greatly contributes to increase personal financial capability. The Council Salutation declares April 2016 as Financial Literacy Month and encourages all citizens to participate in programs and activities that increase personal financial capability.

There were no **Administrative Reports**.

There were no **Appointments**. (Note: The four scheduled Plan Commission appointments were deferred to April 18, 2016. See section of minutes under 3:30 p.m. Briefing Session.)

There were no **Council Committee Reports**.

## OPEN FORUM

**Henry Valder** commented on the Veterans Garage and vets and stated he appreciates the support recently from City Council in addressing the issues that affect our veterans, especially homeless veterans.

**Stuart Lee** commented on the issue of damage to our City's infrastructure as a result of the windstorms last November. He referenced a code change in June 2007 under SMC 12.01.010 making the maintenance of the sidewalk the responsibility of the adjacent land owner. He noted there is no mention in the code as to the replacing of the curb or the repaving of the street. He stated our area was declared a disaster by the governor and that the disaster relief money should be targeted to exactly the purpose of repairing the damage done by these trees. He urged Council to act immediately to use the disaster relief funds to relieve this disaster and make the sidewalks of the City safe again.

**Michael McGuire** commented on marijuana shops and that families moving to Spokane will consider the marijuana shops here. He stated the tax base in Spokane will gradually decrease. He further stated a moratorium on marijuana shops is needed in Spokane.

**Scott Kusel** spoke regarding the process and recent recommendation of the Salary Review Commission (to increase Council salaries).

## LEGISLATIVE AGENDA

There were no **Emergency Budget Ordinances**.

There were no **Emergency Ordinances**.

## RESOLUTIONS

### Resolution 2016-0035

Subsequent to an overview of Resolution 2016-0035 by Fire Chief Bobby Williams, public testimony from one individual, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **adopted Resolution 2016-0035** regarding the City of Spokane supporting Ballot Proposition No. 1, entitled "City of Spokane EMS – Emergency Medical Services Levy," submitted by the City of Spokane for the April 26, 2016 Special Election regarding a ballot proposition imposing additional regular property tax levies to be used exclusively for EMS – Emergency Medical Services for the years 2017 through 2022 in the sum of 50 cents per \$1,000 of 2016 assessed value as set forth in Ordinance No. C35366.

## FINAL READING ORDINANCES

### Final Reading Ordinance C35378

Subsequent to an overview of Final Reading Ordinance C35378 by Council Member Waldref, as the sponsor, public testimony, and Council commentary, the following action was taken:

Upon 6-1 Roll Call Vote (with Council Member Fagan voting “no”), the City Council **passed Final Reading Ordinance C35378**, relating to the Spokane Transportation Benefit District; amending sections 8.16.010, 8.16.060, and 8.16.070 of the Spokane Municipal Code.

#### **FIRST READING ORDINANCE**

The following ordinance was read for the First Time with further action deferred:

**ORD C35377** Establishing and codifying East Sprague Parking and Business Improvement Areas; and adopting a new chapter 4.31C to Title 4 of the Spokane Municipal Code.

#### **SPECIAL CONSIDERATIONS**

##### **Special Considerations for Spokane Housing Ventures Annexation – Final Reading Ordinances C35370, C35359, and C35360 (all three ordinances deferred from March 14, 2016, Agenda)**

Council President Stuckart announced that as the Council goes through its deliberations on Ordinances C35370, C35359, and C35360, there is no public hearing on these matters as the hearing was closed (therefore, no further public testimony will be taken). Council Member Stratton presented a motion, seconded by Council Member Fagan, to exclude the Vaughn development from the annexation (and thereby amend Ordinance C35370). She stated she wholeheartedly supports the annexation of Spokane Housing Ventures. Council Member Stratton also stated she thinks the issue with the developer would be simpler and less complicated and would minimize risk to the City if we look at the annexation without the Vaughn development. Council inquiry and discussion ensued, with response by Assistant City Attorney James Richman. The following actions were taken:

**Motion** by Council Member Stratton, seconded by Council Member Fagan, **to exclude** the Vaughn development from the annexation (and thereby amend Ordinance C35370); **rejected 2 to 5 (Council President Stuckart and Council Members Fagan, Kinnear, Mumm, and Waldref voting “no”).**

**Motion** by Council Member Beggs, seconded by Council Member Mumm, **to replace** little “b,” the comprehensive plan land use map (under Ordinance C35359) and the little “c,” the zoning for the area (under Ordinance C35360), with the documents that were handed out (to City Council), which changes it from Community Business to CC2; **carried 5-2 (Council Members Fagan and Stratton voting “no”).**

**Motion** by Council Member Fagan, seconded by Council Member Beggs, **to approve** (amendments to) little “a” (Ordinance C35370), which is the severance of the triangle that was done previously; **carried unanimously.**

Additional Council commentary was held on Ordinances C35370, C35359 and C35360 (all three as amended). Subsequently, the following action was taken:

Upon 6-1 Roll Call Vote (Council Member Fagan voting “no”), the City Council **passed** the following **Final Reading Ordinances, as amended:**

- Final Reading Ordinance C35370, as amended, relating to annexing to the City of Spokane a 37-acre area of land lying south of 53rd Avenue, east of Regal Street and north of 55th Avenue in a portion of the north 1/2 of Section 3, Township 24 north, Range 43, E.W.M in Spokane County, commonly referred to as the Spokane Housing Ventures Annexation.
- Final Reading Ordinance C35359, as amended, relating to the pending Spokane Housing Ventures Annexation and amending the Spokane Comprehensive Plan Land Use Plan Map, Map LU 1 to include updated land use designations for the area within the pending Spokane Housing Ventures Annexation.
- Final Reading Ordinance C35360, as amended, relating to zoning for the area within the pending Spokane Housing Ventures Annexation and authorizing amendments to the City of Spokane Official Zoning Map.

There were no **Hearings**.

No individuals spoke during the **Second Open Forum**.

**ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:48 p.m.

# 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. C35359**

AN ORDINANCE relating to the pending Spokane Housing Ventures Annexation and amending the Spokane Comprehensive Plan Land Use Plan Map, Map LU 1 to include updated land use designations for the area within the pending Spokane Housing Ventures Annexation.

WHEREAS, a portion of the Urban Growth Area located on the southern boundary of the City of Spokane's corporate limits known as the Spokane Housing Ventures Annexation Area is proposed to be annexed into the City of Spokane; and

WHEREAS, pursuant to long-standing City of Spokane policy, extending City utility service to properties located outside the City's corporate limits has been conditioned upon property owners agreeing to have their property annexed into the City of Spokane at the City's request; and

WHEREAS, several properties within the Spokane Housing Ventures Annexation Area previously requested City of Spokane utility services and agreed, as a condition of receiving those services, and by way of a covenant that is recorded in the records of Spokane County and runs with the property, to join in any petition for annexation of their property into the City of Spokane, and further agreed not to protest the annexation in any way; and

WHEREAS, by virtue of these recorded annexation covenants, subsequent purchasers of the properties were placed on notice of the annexation requirement and were thereby bound by their predecessors' commitments to annex into the City of Spokane; and

WHEREAS, State law authorizes local jurisdictions to prepare a proposed Comprehensive Plan Land Use Plan to become effective upon the annexation of any area which might reasonably be expected to be annexed; and

WHEREAS, the City of Spokane began planning under the Washington Growth Management Act (GMA) as of July 1, 1993, and following nearly eight years of process including hundreds of public meetings and input from civic organizations and thousands of citizens, and following countless hours of deliberations, the City Plan Commission recommended a new comprehensive plan to the City Council on January 17, 2001; and

WHEREAS, after months of public hearings and study sessions with the Plan Commission, the City Council adopted their revised version of this comprehensive plan on May 21, 2001 (the "Comprehensive Plan"); and

WHEREAS, the public participation process that led to the City's adoption of the Comprehensive Plan is referred to as the Spokane Horizons process, which was developed to fulfill the city's commitment to active, effective citizen participation, as well as GMA's mandate for early and continuous citizen participation; and

WHEREAS, details regarding Spokane Horizons are set forth in Chapter 2 of the Comprehensive Plan; and

WHEREAS, LU 3.7 of the Comprehensive Plan designates five locations as district centers on the Comprehensive Plan land use plan map, including one at 57<sup>th</sup> and Regal ("57<sup>th</sup> and Regal District Center"); and

WHEREAS, roughly the western half of the Spokane Housing Ventures Annexation Area lies within the area designated as the 57<sup>th</sup> and Regal District Center; and



WHEREAS, the City of Spokane Comprehensive Plan policy - LU 10.3 Existing Plans states, "*Recognize the interests of the residents of the annexing area and, in the absence of specific policies and standards adopted by the city, honor the intent of adopted county plans and ordinances for areas proposed to be annexed,*" and

WHEREAS, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Comprehensive Plan on October 30, 2015; and

WHEREAS, the City of Spokane Plan Commission held workshops on the proposed Comprehensive Plan Land Use and Zoning map amendments on October 14, October 28, and November 11, 2015; and

WHEREAS, A State Environmental Policy Act (SEPA) Environmental Checklist was completed and a Determination of Non-significance issued for the proposal on October 19, 2015. The determination was circulated to agencies with jurisdiction and parties of interest. Notice of the determination was published in the Spokesman Review on October 19, 2015; and

WHEREAS, Notice of the proposal and of the Plan Commission's December 9, 2015 hearing was published in the Spokesman Review on November 25, 2015 and December 2, 2015. Adjacent jurisdictions and other interested agencies and parties were also sent email and mailed notifications of the hearing; and

WHEREAS, Spokane Municipal Code (SMC) Section 17G.020.010 "Comprehensive Plan and Development Standard Amendment Process" identifies terms and conditions for Comprehensive Plan amendments and Comprehensive Plan emergency amendments, and specifically recognizes that annexations will require amendment of the Comprehensive Plan land use map outside of the annual comprehensive plan amendment cycle; and

WHEREAS, after consideration of the issues and public testimony that is a part of the record and summarized in the Plan Commission Findings of Fact, Conclusions, and Recommendations adopted on December 9, 2015, the Plan Commission has forwarded its recommended amendments to the Comprehensive Plan and zoning map; and

WHEREAS, the City has adhered to the requirements of RCW 36.70A.370; and

WHEREAS, the City Council, after reviewing the Plan Commission record and after consideration of the comments and public testimony received during the City Council hearing process, and after consideration of the earlier Spokane Horizons process that resulted in the designation of the 57<sup>th</sup> and Regal District Center, finds that the attached map amending the Comprehensive Plan Land Use Plan Map honors the intent of adopted county plans and ordinances for the Spokane Housing Ventures Annexation Area and further finds that the attached map is consistent with and implements the City of Spokane Comprehensive Plan; and

WHEREAS, notices of the City Council's hearings have been published in the Spokesman Review and the City's official Gazette; -- Now, Therefore,

The City of Spokane does ordain:

Section 1. That the City of Spokane Comprehensive Plan Land Use Plan Map, Map LU 1 is amended to include updated land use designations for the area within the pending Spokane Housing Ventures Annexation Area as shown on the attached map.

**Passed by City Council April 11, 2016**

**Delivered to Mayor April 18, 2016**

**Attachments are on file for review in the Office of the City Clerk.**

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### **ORDINANCE NO. C35360**

AN ORDINANCE relating to zoning for the area within the pending Spokane Housing Ventures Annexation and authorizing amendments to the City of Spokane Official Zoning Map.

WHEREAS, a portion of the Urban Growth Area located on the southern boundary of the City of Spokane's corporate limits known as the Spokane Housing Ventures Annexation Area is proposed to be annexed into the City of Spokane; and



WHEREAS, pursuant to long-standing City of Spokane policy, extending City utility service to properties located outside the City's corporate limits has been conditioned upon property owners agreeing to have their property annexed into the City of Spokane at the City's request; and

WHEREAS, several properties within the Spokane Housing Ventures Annexation Area previously requested City of Spokane utility services and agreed, as a condition of receiving those services, and by way of a covenant that is recorded in the records of Spokane County and runs with the property, to join in any petition for annexation of their property into the City of Spokane, and further agreed not to protest the annexation in any way; and

WHEREAS, by virtue of these recorded annexation covenants, subsequent purchasers of the properties were placed on notice of the annexation requirement and were thereby bound by their predecessors' commitments to annex into the City of Spokane; and

WHEREAS, State law authorizes local jurisdictions to prepare a proposed Comprehensive Plan Land Use Plan to become effective upon the annexation of any area which might reasonably be expected to be annexed; and

WHEREAS, the City of Spokane began planning under the Washington Growth Management Act (GMA) as of July 1, 1993, and following nearly eight years of process including hundreds of public meetings and input from civic organizations and thousands of citizens, and following countless hours of deliberations, the City Plan Commission recommended a new comprehensive plan to the City Council on January 17, 2001; and

WHEREAS, after months of public hearings and study sessions with the Plan Commission, the City Council adopted their revised version of this comprehensive plan on May 21, 2001 (the "Comprehensive Plan"); and

WHEREAS, the public participation process that preceded the City's adoption of the Comprehensive Plan is referred to as the Spokane Horizons process, which was developed to fulfill the city's commitment to active, effective citizen participation, as well as GMA's mandate for early and continuous citizen participation; and

WHEREAS, details regarding Spokane Horizons are set forth in Chapter 2 of the Comprehensive Plan; and

WHEREAS, LU 3.7 of the Comprehensive Plan designates five locations as district centers on the Comprehensive Plan Land Use Plan Map, including one at 57<sup>th</sup> and Regal ("57<sup>th</sup> and Regal District Center"); and

WHEREAS, roughly the western half of the Spokane Housing Ventures Annexation Area lies within the area designated as the 57<sup>th</sup> and Regal District Center; and

WHEREAS, the City of Spokane Comprehensive Plan policy - LU 10.3 Existing Plans states, "*Recognize the interests of the residents of the annexing area and, in the absence of specific policies and standards adopted by the city, honor the intent of adopted county plans and ordinances for areas proposed to be annexed,*" and

WHEREAS, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the zoning map on October 30, 2015; and

WHEREAS, the City of Spokane Plan Commission held workshops on the proposed Zoning map amendments on October 14, October 28, and November 11, 2015; and

WHEREAS, A State Environmental Policy Act (SEPA) Environmental Checklist was completed and a Determination of Non-significance issued for the proposal on October 19, 2015. The determination was circulated to agencies with jurisdiction and parties of interest. Notice of the determination was published in the Spokesman Review on October 19, 2015; and

WHEREAS, Notice of the proposal and of the Plan Commission's December 9, 2015 hearing was published in the Spokesman Review on November 25 and December 2, 2015. Adjacent jurisdictions and other interested agencies and parties were also sent email and mailed notifications of the hearing; and

WHEREAS, after consideration of the issues and public testimony that is a part of the record and summarized in the Plan Commission Findings of Fact, Conclusions, and Recommendations adopted on December 9, 2015, the Plan Commission has forwarded its recommended amendments to the Comprehensive Plan and zoning map; and

WHEREAS, at its hearing, the Plan Commission considered two zoning options for the western half of the Spokane Housing Ventures Annexation Area (specifically, Center and Corridor or Community Business), and elected, after consideration of public comments and testimony, to recommend a Community Business zoning classification on the western half of the Spokane Housing Ventures Annexation Area; and

WHEREAS, drive-through facilities are generally allowed in both the Center and Corridor and the Community Business zones but are subject to additional design standards in Center and Corridor zones; and

WHEREAS, the intent of the City's Centers and Corridors regulations and design standards is to implement the goals and policies of the Comprehensive Plan for centers and corridors, and can be summarized as intending to foster an economically vibrant, walkable, pedestrian-safe, mixed-use environment; and

WHEREAS, although drive-through facilities are a component of modern life, the City Council finds that drive-through facilities that are not designed with pedestrian traffic in mind, intrinsically create bad street frontage that is unsafe for pedestrians, and the design standards imposed in the City's Center and Corridor zones relating to drive through facilities are intended to improve pedestrian safety; and

WHEREAS, the City has adhered to the requirements of RCW 36.70A.370; and

WHEREAS, the City Council, after reviewing the Plan Commission record and after consideration of the comments and public testimony received during the City Council hearing process, and after consideration of the earlier Spokane Horizons process that resulted in the designation of the 57<sup>th</sup> and Regal District Center, finds that the attached map amending the City of Spokane Official Zoning Map honors the intent of adopted county plans and ordinances for the Spokane Housing Ventures Annexation Area and further finds that the attached map is consistent with and implements the City of Spokane Comprehensive Plan; and

WHEREAS, notices of the City Council's hearings have been published in the Spokesman Review and the City's official Gazette; -- Now, Therefore,

The City of Spokane does ordain:

Section 1. That the Official Zoning Map is amended to include the zoning designations for the area within the pending Spokane Housing Ventures Annexation Area as shown on the attached map, and that the Director of Planning Services shall update the Official Zoning Map consistent with this amendment.

**Passed by City Council April 11, 2016  
Delivered to Mayor April 18, 2016**

**Attachments are on file for review in the Office of the City Clerk.**

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### **ORDINANCE NO. C35370**

AN ORDINANCE ANNEXING TO THE CITY OF SPOKANE A 37-ACRE AREA OF LAND LYING SOUTH OF 53<sup>rd</sup> AVENUE, EAST OF REGAL STREET AND NORTH OF 55<sup>th</sup> AVENUE IN A PORTION OF THE NORTH ½ OF SECTION 3, TOWNSHIP 24 NORTH, RANGE 43, E.W.M IN SPOKANE COUNTY, COMMONLY REFERRED TO AS THE SPOKANE HOUSING VENTURES ANNEXATION.

WHEREAS, by Notice of Intention to Commence Annexation Proceedings, dated February 12, 2015, the owners of not less than ten percent of the value of property within an area located south of 53<sup>rd</sup> Avenue and contiguous to the City, notified the City Council of their intention to commence annexation proceedings; and

WHEREAS, on or about April 20, 2015, the City Council met with said initiating owners and, pursuant to RCW 35.13.125, determined by resolution 2015-0031 that the City would geographically modify the proposed annexation to include an approximately 42 acre area and subject it to specified conditions; and

WHEREAS, thereafter a sufficient petition for annexation was filed with the City Council pursuant to RCW 35.13.130, signed by the owners of not less than 60 percent in value, according to the assessed valuation for general taxation, of the property for which annexation is petitioned, seeking annexation to the City of Spokane of an approximately 42-acre area contiguous to the City, known as the "Spokane Housing Ventures Annexation Area" (the "Petition"); and

WHEREAS, upon receipt of the Petition, the City Council adopted Resolution 2016-0011 setting a hearing on the Petition, and to consider whether to annex all or any portion of the property described in the Petition, and to consider ordinances amending the City of Spokane Comprehensive Plan Land Use Map and Zoning Map to include all or any portion of said property; and

WHEREAS, consistent with a recommendation from the City of Spokane Plan Commission, the Council voted to remove tax parcels 34031.5201 and 34031.0459 from the annexation, reducing the annexation area to approximately 37 acres; and

WHEREAS, the City Council has determined that the proposed annexation of the Spokane Housing Ventures Annexation Area, as amended by the removal of tax parcels 34031.5201 and 34031.0459, is consistent with the City's Comprehensive Plan and the annexation guidelines, as adopted therein by the City, and is a logical extension of the City's corporate limits, and that the property should therefore be annexed to the City under the authority of Chapter 35.13 RCW.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. The following described property, referred to herein as the Spokane Housing Ventures Annexation Area, is annexed to and made a part of the City of Spokane, Washington, as of the effective date of this Ordinance:

Approximately 42 acres of land legally described as follows:

Those portions of the North ½ of Section 3, Township 24 North, Range 43 East W.M. and further described as follows:

All of lots 5-7 and portions of lots 3,4 and 8-12 of, Block 1, of The Amended Plat of South Spokane and Lot 1, Block 2, of the Plat of Hilby Station; which include the following Parcel Numbers: 34032.0433, 34032.0405, 34032.0432, 34032.0490, 34032.0489, 34032.0492, 34032.0481, 34032.0480, 34032.0446, 34032.0412, and 34032.0447.

The boundaries are described below:

Beginning (Point of Beginning) at the southwest corner of Lot 12, Block 1, of The Amended Plat of South Spokane, which is also the intersection of the north right-of-way line of 55<sup>th</sup> Avenue and the east right-of-way line of Regal Street; THENCE west across Regal Street to the intersection of the west right-of-way line of Regal Street and the north right-of-way line of 55<sup>th</sup> Avenue; THENCE north along said west right-of-way line of Regal Street to the intersection of the south right-of-way line of 53<sup>rd</sup> Avenue (coincident with the south limit of the City of Spokane) and the west right-of-way line of Regal Street; THENCE east along the south limit of the City of Spokane to the southeast corner of Lot 1 Block 2 of the plat of Russell's subdivision recorded at the Spokane County Auditor on October 11, 1962, said point being on the west right-of-way line of Freya Street; THENCE east across Freya Street to the intersection of the east right-of-way line of Freya Street and the north line of Lot 4 Block 1 of the Amended Plat of South Spokane; THENCE south along the east right-of-way line of Freya Street to the intersection of the north right-of-way line of 55<sup>th</sup> Avenue and the east right-of-way line of Freya Street; THENCE west across Freya Street to the intersection of the north right-of-way line of 55<sup>th</sup> Avenue and the west right-of-way line of Freya Street; THENCE west along the north right-of-way line of 55<sup>th</sup> Avenue to the point of beginning.

All properties situate in Spokane County, Washington

Section 2. Upon annexation, said property shall be assessed and taxed at the same rate and on the same basis as other property within the City is assessed and taxed to pay for any of the outstanding indebtedness of the City which indebtedness was approved by the voters, contracted, or incurred prior to, or existing at, the date of annexation.

Section 3. The Comprehensive Plan and Unified Development Code of the City of Spokane shall be deemed to apply to the annexed property from the effective date of this Ordinance.

Section 4. The Clerk is directed to prepare certified copies of this Ordinance and cause the same, together with a list of annexed parcel numbers, to be delivered via certified mail to the following:

- a. Spokane County Board of Commissioners;
- b. Spokane County Treasurer;
- c. Spokane County Assessor
- d. Spokane County Fire Protection District No. 8;
- e. Spokane County Library District;
- f. State Office of Financial Management;
- g. State Department of Revenue; and
- h. As otherwise required by law.

**Appendix****List of Parcel Numbers included in Spokane Housing Ventures Annexation****PARCEL NO****AS OWNER**

34032.0481	VAUGHNS 57TH AVENUE, LLC
34032.0405	MOODY BIBLE INS
34032.0446	VAUGHNS 57TH AVENUE, LLC
34032.0412	VAUGHNS 57TH AVENUE, LLC
34032.0433	MOODY BIBLE INS
34032.0480	VAUGHNS 57TH AVENUE, LLC
34032.0447	VAUGHNS 57TH AVENUE, LLC
34032.0432	MOODY BIBLE INS
34032.0490	55TH AVENUE APTS LLC
34032.0492	PINE ROCK LLC
34032.0489	SUMMIT RIDGE LLC

**Passed by City Council April 11, 2016**

**Delivered to Mayor April 18, 2016**

**Attachments are on file for review in the Office of the City Clerk.**

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**ORDINANCE NO. C35378**

An ordinance relating to the Spokane Transportation Benefit District; amending sections 08.16.010, 08.16.060, and 08.16.070 of the Spokane Municipal Code.

**WHEREAS**, public transit service is vitally important to our transportation system and the future economic success of the City of Spokane; and

**WHEREAS**, the City of Spokane formed a transportation benefit district (TBD) to provide a stable and sustainable revenue source for the improvement and maintenance of streets and sidewalks; and

**WHEREAS**, the City of Spokane intends to continue existing funding levels for street maintenance and pedestrian projects beyond 2017; and

**WHEREAS**, a TBD can also, under state law, generate revenues to fund an array of transportation improvements, including the provision, maintenance, and extension of public transit service within the district; and

**WHEREAS**, the City of Spokane desires to explore the possibility of additional and alternative revenue sources to help enhance public transit service within the City of Spokane and

**WHEREAS**, the City Council determines that the amendments to Chapter 8.16 as set forth in this ordinance are in the public interest.

**NOW THEREFORE**, the City of Spokane does ordain:

Section 1. That section 08.16.010 of the Spokane Municipal Code is amended as follows:

**Section 08.16.010 Purpose**

The purpose of this chapter is to establish a transportation benefit district pursuant to and consistent with RCW 35.21.225 and chapter 36.73 RCW, as the city council finds it is in the public interest to provide adequate levels of funding for the purposes of implementing and funding the transportation programs and improvements set forth in this chapter including ongoing transportation improvements of the City as set forth in the six-year pavement maintenance

program of the City's 2012-2017 six-year comprehensive street program ~~((and to include))~~ including the allocation of a minimum of ten percent of revenue generated pursuant to chapter 8.16 SMC to implement the pedestrian program of the City's 2012-2017 six-year comprehensive street program, and public transit improvements located within the Spokane City limits.

Section 2. That section 08.16.060 of the Spokane Municipal Code is amended to read as follows:

#### **Section 08.16.060 Transportation Improvements Funded**

- A. The funds generated by the TBD may be used for any purpose allowed by law including to operate the TBD and to make ~~((annual))~~ transportation improvements that are consistent with existing state, regional, ~~((or))~~ and local transportation plans and necessitated by existing or reasonably foreseeable congestion levels pursuant to chapter 36.73 RCW. The ~~((funds))~~ transportation improvements funded by the TBD shall be made in an effort to preserve and maintain transportation infrastructure, improve public safety, implement ~~((used specifically for annual improvements for the operation, preservation, and maintenance of the City's existing transportation improvements, facilities, functions, activities, and programs set forth in))~~ the six-year pavement maintenance program element of the City's 2012-2017 six-year comprehensive street program, ~~((a copy of which is attached and to include the allocation of))~~ with at least ten percent of revenue generated by the TBD to be used, pursuant to chapter 8.16 SMC to implement the pedestrian program of the City's 2012-2017 six-year comprehensive street program, and to invest in public transit improvements. Additional transportation improvement projects of the district may be funded only after compliance with the provisions of RCW 36.73.050(b).
- B. The transportation improvements funded by the TBD shall be made in an effort to reduce risk of transportation facility failure and improve safety, decrease travel time, increase daily and peak period trip capacity, enhance public transit service, improve modal connectivity, and preserve and maintain optimal performance of the infrastructure over time to avoid expensive infrastructure replacement in the future.
- C. The transportation improvements funded by the district shall be made on an annual basis not to exceed the six-year time period of the 2012-2017 six-year comprehensive street program. Transportation improvement projects shall be completed on an annual basis as funding is made available. The district shall not be obligated to continue the operation and existence of the district for the full six years if the governing board elects to dissolve the district pursuant to Chapter 36.73 RCW.
- D. The TBD projects may be amended in accordance with the material change policy described in SMC 8.16.040 and in accordance with the notice, hearing and other procedures described in chapter 36.73 RCW, including RCW 36.73.050(2)(b), as the same may be amended from time to time.

Section 3. That section 08.16.070 of the Spokane Municipal Code is amended to read as follows:

#### **Section 08.16.070 Dissolution of District**

- A. The TBD shall be dissolved when all ~~((transportation improvements associated with the operation, preservation, and maintenance of the City's existing transportation improvements, facilities, functions, activities, and programs set forth in the six-year pavement maintenance program and the pedestrian program of the City's 2012-2017 six-year comprehensive street program have been completed; all))~~ indebtedness of the district created to accomplish the improvements has been retired and when all of the TBD's anticipated responsibilities have been satisfied.
- ~~((B. The TBD shall be dissolved at the end of 2015 if the City has not adopted a Pedestrian Master Plan. The action dissolving the TBD shall include the TBD Governing Board instructing the Washington State Department of Licensing to discontinue collecting the annual twenty dollar per vehicle fee effective January 1, 2016. All remaining funds received during 2015 shall be expended on projects previously approved by the TBD Governing Board and the City Council.))~~
- B. In addition to the automatic dissolution of the district as set forth above in subsection A, the governing board reserves the right, as set forth in chapter 36.73 RCW, to cause the dissolution of the district for any legal reason, including if a regional transportation district with a funding mechanism is formed pursuant to an Interlocal Agreement as permitted in RCW 36.73.020.

**Passed by City Council April 11, 2016**

**Delivered to Mayor April 13, 2016**

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# Job Opportunities

**The City of Spokane is an Equal Employment Opportunity Employer**

## **POLICE RECORDS SPECIALIST SPN 016 OPEN ENTRY**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.  
**SALARY:** \$34,034.40 annual salary, payable bi-weekly, to a maximum of \$48,963.60

### **DUTIES:**

Performs difficult specialized records management work providing information and records maintenance functions in the Records section of the Police Department. Employee will be required to perform shift work which may include evenings, weekends, and holidays.

### **MINIMUM QUALIFICATIONS:**

**Open Entry Requirements:** All requirements must be met at the time of application.

- **Education:** High school diploma or equivalent.
- **Experience:** Two years of clerical experience involving records maintenance.
- **Substitutions:** One year of business or clerical education above the high school level may substitute for one year of the experience requirement.
- **Typing Speed:** Ability to type at the rate of 40 words per minute.

**NOTE:** All applicants must submit to a polygraph examination, fingerprint, and background investigation prior to appointment and must obtain ACCESS II certification within the probationary period.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial transcripts, if using college application credit as a substitution for experience.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

### **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 pass/fail performance test and a written test, weighted at 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.

### **PERFORMANCE TEST DETAILS (pass/fail):**

Applicants must demonstrate the ability to type at a minimum rate of 40 words per minute in order to move on to the written test phase of the hiring process. The performance test will be conducted in the Civil Service Test Room (4th floor, City Hall) **the week of May 3-5, 2016, with varying start times.** The approximate duration of the test is 10 minutes.

**Self-schedule performance test date and time:** Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule the performance test session you would like to attend. Multiple sessions will be made available and are filled on a first come, first served basis.

### **WRITTEN TEST DETAILS (weighted 100%):**

Written tests will be conducted in the Civil Service Test Room (4th floor, City Hall) during the week of **May 9, 2016, with start times of 9:00 a.m. or 1:00 p.m.** The approximate duration of the test is 2 hours.

**Self-schedule written test date and time:** Upon passing the performance test, you will receive an e-mail with complete instructions to self-schedule the written test session you would like to attend. Multiple sessions will be made available and are filled on a first come, first served basis.



The written test may include such subjects as: Interpersonal Relations; Records Management; Basic Computer Literacy; Grammar Fundamentals; Vocabulary & Spelling; Accuracy & Error Detection; and Proofreading.

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**POLICE RECORDS SPECIALIST SPN 016  
PROMOTIONAL EXAMINATION**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.  
**SALARY:** \$34,034.40 annual salary, payable bi-weekly, to a maximum of \$48,963.60

**DUTIES:**

Performs difficult specialized records management work providing information and records maintenance functions in the Records section of the Police Department. Employee will be required to perform shift work which may include evenings, weekends, and holidays.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

**Experience:** Two years of regular employment with the City at the level of Clerk II (SPN 002) or higher clerical classification.

**NOTE:** All applicants must submit to a polygraph examination, fingerprint, and background investigation prior to appointment and must obtain ACCESS II certification within the probationary period.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test and promotional evaluation, with weights assigned as follows:

- Performance test: Pass/Fail
- Written Test: 80%
- Promotional Evaluation: 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.

**PERFORMANCE TEST DETAILS (pass/fail):**

Applicants must demonstrate the ability to type at a minimum rate of 40 words per minute in order to move on to the written test phase of the hiring process. The typing test will be conducted in the Computer Training Room (6th floor, City Hall) **the week of May 3-5, 2016, with varying start times.** The approximate duration of the test is 10 minutes.

**Self-schedule performance test date and time:** Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule the performance test session you would like to attend. Multiple sessions will be made available and are filled on a first come, first served basis.

**WRITTEN TEST DETAILS (weighted 80%):**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Tuesday, May 10, 2016 at 9:00 a.m.** The approximate duration of the test is 2 hours.

**Self-schedule written test date and time:** Upon passing the typing test, you will receive an e-mail with complete instructions to self-schedule your written test session. Additional sessions may be added depending on the number of applications accepted.

The written test may include such subjects as: Interpersonal Relations; Records Management; Basic Computer Literacy; Grammar Fundamentals; Vocabulary & Spelling; Accuracy & Error Detection; and Proofreading.

**PROMOTIONAL EVALUATION DETAILS (weighted 20%)**

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

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

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**ACCOUNTING CLERK SPN 106  
OPEN ENTRY**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.  
**SALARY:** \$34,974.00 annual salary, payable bi-weekly, to a maximum of \$50,571.36

**DUTIES:**

Performs varied and difficult bookkeeping and clerical work in a variety of offices.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements:** All requirements must be met at the time of application.

**Education and Experience:** Two-year (A.A.) college degree in Accounting; OR one year experience as an accounting clerk or bookkeeper and two years of college education that includes 10 quarter or 6 semester credit hours in accounting.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial transcripts.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test, weighted at 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.

**WRITTEN TEST DETAILS**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Wednesday, May 18, 2016, at 1 p.m.** The approximate duration of the test is 2 hours, 35 minutes.

**Self-schedule written test date and time:** Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule your written test session.

Additional test sessions will be added only if necessary to accommodate the number of applicants. Sessions will be filled on a first-come, first-serve basis.

The written test may include such subjects as: Mathematics, Error Detection, Microsoft Excel, Journal Entries, Office Procedures and Vocabulary, Voucher Analysis, and Chart Reading.

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**ACCOUNTING CLERK SPN 106  
PROMOTIONAL EXAMINATION**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.

**SALARY:** \$34,974.00 annual salary, payable bi-weekly, to a maximum of \$50,571.36

**DUTIES:**

Performs varied and difficult bookkeeping and clerical work in a variety of offices.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

**Experience:** Completion of at least one year with the City at a Clerk II or higher level clerical or accounting classification.

**Education:** Completion of 10 quarter or 6 semester credit hours of college-level accounting courses.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial transcripts.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test, weighted at 80%, and a promotional evaluation, weighted at 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.

**WRITTEN TEST DETAILS**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Wednesday, May 18, 2016, at 1 p.m.** The approximate duration of the test is 2 hours, 35 minutes.

Upon acceptance of your application, you will receive an e-mail with instructions to appear for the written test session.

Additional test sessions will be added only if necessary to accommodate the number of applicants. Sessions will be filled on a first-come, first-serve basis.

The written test may include such subjects as: Mathematics, Error Detection, Microsoft Excel, Journal Entries, Office Procedures and Vocabulary, Voucher Analysis, and Chart Reading.

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**ACCOUNTANT I SPN 110  
OPEN ENTRY**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.  
**SALARY:** \$52,972.56 annual salary, payable bi-weekly, to a maximum of \$64,915.92

**DUTIES:**

Performs professional level accounting work in the maintenance and review of fiscal records.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements: All requirements must be met at the time of application.**

Graduation from an accredited four-year college or university with a major in Accounting. A CPA Certificate may substitute for the education requirement.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of college transcripts and/or CPA certificate (if using as a substitution for educational requirement).
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test with scoring weight assigned as follows: Written test =100% of final score.

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.

**WRITTEN TEST DETAILS:**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Thursday, May 12, 2016 at 9:00 am**. The approximate duration of the test is 2 hours. Additional sessions *may* be added depending on the number of applications accepted.

The written test may include such subjects as: General Accounting Knowledge, Journal Entries, Error Detection, Microsoft Excel.

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**ACCOUNTANT I SPN 110  
PROMOTIONAL EXAMINATION**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.  
**SALARY:** \$52,972.56 annual salary, payable bi-weekly, to a maximum of \$64,915.92

**DUTIES:**

Performs professional level accounting work in the maintenance and review of fiscal records.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

Completion of the probationary period with the City of Spokane in the classification of Accounting Clerk or similar classification and completion of all accounting courses required for a four-year college degree in accounting. A CPA Certificate may substitute for the education requirements.

**NOTE:** Current non-probationary City employees within the line of progression who meet the Open Entry requirements may apply on a Promotional basis, pursuant to Civil Service Rule VI Section 5 (b).

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of college transcripts and/or CPA certificate (if using as a substitution for educational requirement).
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test and promotional evaluation (PAR), with scoring weights assigned as follows: Written test 80%, PAR 20%.

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.

**WRITTEN TEST DETAILS:**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Thursday, May 12, 2016 at 9:00 am**. The approximate duration of the test is 2 hours. Additional sessions *may* be added depending on the number of applications accepted.

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

The written test may include such subjects as: General Accounting Knowledge, Journal Entries, Error Detection, Microsoft Excel.

**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 test date.

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

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**DATABASE ADMINISTRATOR SPN 155  
OPEN ENTRY**

**DATE OPEN:** Tuesday, April 12, 2016      **DATE CLOSED:** Tuesday, April 26, 2016 at 11:59 p.m.  
**SALARY:** \$65,897.28 annual salary, payable bi-weekly, to a maximum of \$81,139.68

**DUTIES:**

Performs professional work in the design, installation, maintenance and modification of Citywide enterprise databases to ensure optimal performance.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements:** All requirements must be met at the time of application.

- **Education:** Graduation from an accredited four-year college or university with a bachelor's degree in computer science, information systems or closely related field. NOTE: A copy of college transcripts is required.
- **Experience:** Three years of recent experience in information technology as a database administrator, systems administrator/analyst, or information/programmer analyst.
- **Substitution:** An equivalent combination of education, training and experience may also be qualifying.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 and Supplemental Questionnaire, with weights assigned as follows:

- T&E Evaluation 40%
- Supplemental Questionnaire 60%

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 (weighted 40%)**

The T&E Evaluation is designed to evaluate the relevance, level, recency, progression, and quality of the applicant's education, training and experience.

- The online employment application is the T&E Evaluation and should include all relevant education, training, and experience.
- The T&E Evaluation is administered using the "Work Experience", "Education", and "Certificates and Licenses" sections of the online employment application. Failure to complete these sections will result in a lower score.
- A resume may be included with your application, however it will not substitute for any section noted above or below and will not be used in the rating process. "See Resume" is not a qualifying response and will not be considered.



**SUPPLEMENTAL QUESTIONNAIRE DETAILS (weighted 60%)**

The Supplemental Questionnaire is designed to elicit sufficient job-related information and will be used to evaluate the amount and quality of the applicant's previous job-related experience, as well as any other information deemed important to performing the duties of the position. The questions are located online in the tab marked "Supplemental 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.
- 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.

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 12th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**ENGINEERING TECHNICIAN I SPN 201  
OPEN ENTRY**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.  
**SALARY:** \$34,869.60 annual salary, payable bi-weekly, to a maximum of \$50,091.12

**DUTIES:**

Performs nonprofessional engineering work of a routine or elementary nature in the field or office.

**MINIMUM QUALIFICATIONS:**

**Open Entry Requirements:** All requirements must be met at the time of application.

**Education and Experience:** Completion of one year of college (45 quarter credit hours or 30 semester credit hours) in an engineering related field to include mathematics, science and English. Coursework in surveying or drafting may be substituted for science coursework. Experience in running various surveying instruments to measure angles and curves, set lines, grades, and elevations, or in the operation of modern computer aided design/drafting equipment may substitute for the education requirement on a year for year basis.

**Licenses and Certifications** (Applies to all applicants.)  
None

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial transcripts.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test, weighted at 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.

**WRITTEN TEST DETAILS**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Tuesday, May 17, 2016, at 9 a.m.** The approximate duration of the test is 2 hours, 30 minutes. Additional test sessions will be added only if necessary to accommodate the number of applicants. Sessions will be filled on a first-come, first-serve basis.

**Self-schedule written test date and time:** Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule your written test session.

The written test may include such subjects as: Vocabulary and Reading Comprehension, Mathematics, Surveying/Drafting, and Human Relations.

**TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**EQUIPMENT OPERATOR (STREETS) SPN 621  
PROMOTIONAL EXAMINATION**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.

**SALARY:** \$35,767.44 annual salary, payable bi-weekly, to a maximum of \$51,615.36

**DUTIES:**

Performs skilled and minor supervisory work operating specialized powered grounds maintenance and construction type equipment. This opening is in Streets, Signs and Markers Division.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

Completion of one year of service with the City in the Laborer I, Park Caretaker, or higher laboring classification with experience in the operation of trucks or other powered grounds maintenance equipment.

Applicants must possess a valid driver's license AND obtain a Class "A" Commercial Driver's License (CDL) within six months of appointment.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test and a performance evaluation, with weights assigned as follows: written test 80%, performance evaluation 20%.

Written tests will be conducted in the Civil Service Test Room on Monday, May 16, 2016 at 1:00 p.m. The approximate duration of the test is 2 hours.

**If your application is accepted, you must self-schedule your test time. You will receive an e-mail with complete instructions.**

The written test may include such subjects as: Safety, Equipment Operation, Supervision and Human Relations, Repair and Maintenance, and Streets Supplement.

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

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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**HEAVY EQUIPMENT OPERATOR SPN 622  
PROMOTIONAL EXAMINATION**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.  
**SALARY:** \$39,985.20 annual salary, payable bi-weekly, to a maximum of \$57,336.48

**\*\*\*\*SHORTAGE RECRUITMENT\*\*\*\***

**Employees signing up for this recruitment will have their names added to the eligible list for hiring at the Waste-to-Energy Facility ONLY. This list will be merged with the list certified on 3/24/2016.**

**DUTIES:**

Performs skilled and frequently supervisory work in the operation of heavy duty specialized maintenance and construction type equipment.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:** (Must be met by date of examination.)

**Experience:** One year of experience in the classification of Laborer II (SPN 502), Refuse Collector II (SPN 550), or higher laboring classification; AND have passed original-entry probationary period.

**License:** All applicants must currently possess a valid Class "B" Commercial Driver's License with air brake endorsement, and must obtain a valid Class "A" CDL during the promotional probationary period.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**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 written test and promotional evaluation, with weights assigned as follows:

- Written Test 80%
- Promotional Evaluation 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.

**WRITTEN TEST DETAILS:**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on **Thursday, May 19, 2016 at 9:00 a.m.** The approximate duration of the test is 2 hours.

**Self-schedule written test date and time:** Upon acceptance of your application, you will receive an e-mail with complete instructions to self-schedule your test session. Additional sessions may be added depending on the number of applications accepted.

The written test may include such subjects as: Commercial Motor Vehicle Operations; Heavy Equipment Operations & Maintenance; Safety & First Aid; and Interpersonal Relations

### **PROMOTIONAL EVALUATION DETAILS**

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

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

### **TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 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](mailto:civilservice@spokanecity.org) with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4<sup>th</sup> Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201
- Fax: (509) 625-6077

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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### **FOOD AND BEVERAGE SUPERVISOR SPN 682 OPEN ENTRY**

**DATE OPEN: Monday, April 18, 2016      DATE CLOSED: Sunday, May 1, 2016 at 11:59 p.m.**

**SALARY: \$50,613.12 annual salary, payable bi-weekly, to a maximum of \$61,825.68**

### **DUTIES:**

Performs supervisory work directing all food and beverage operations at Riverfront Park and other Park department facilities.

### **MINIMUM QUALIFICATIONS:**

**Open Entry Requirements: All requirements must be met at the time of application.**

Associate's degree with course work in Food and Nutrition, Food and Beverage Management, or a related field; and 4 years of food service experience involving high-volume, multiple-location supervisory responsibility. A bachelor's degree with course work as noted above may substitute for 2 years of the required experience.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- Copy of unofficial transcripts.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

### **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 and Supplemental Questionnaire, with weights assigned as follows:

- T&E Evaluation 20%
- Supplemental Questionnaire 80%

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, training and experience.

- The online employment application is the T&E Evaluation and should include all relevant education, training, and experience.
- The T&E Evaluation is administered using the "Education", "Work Experience", and "Certificates and Licenses" sections of the online employment application. Failure to complete these sections will result in a lower score.
- A resume may be included with your application, however it will not substitute for any section noted above and will not be used in the rating process.

### **SUPPLEMENTAL QUESTIONNAIRE DETAILS**

The Supplemental Questionnaire is designed to elicit sufficient job-related information and will be used to evaluate the amount and quality of the applicant's previous job-related 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 "Supplemental 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.

### **TO APPLY:**

Applications must be completed online at: <http://my.spokanecity.org/jobs> by 11:59 p.m. on the filing cut-off date. Qualified applicants are encouraged to apply immediately. Copies of required additional documents may be attached to your application or submitted via any of the following:

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

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### **POLICE OFFICER SPN 901 OPEN ENTRY**

**DATE OPEN:** Monday, April 18, 2016    **DATE CLOSED:** Sunday, May 1, 2016 at 11:59 p.m.

**SALARY:** \$48,587.76 annual salary, payable bi-weekly, to a maximum of \$84,459.60

**\*\*Now accepting applications from candidates who have taken and passed the Public Safety Testing, Inc. exam for the City of Spokane as of May 1, 2016.\*\***

### **DUTIES:**

Performs general duty police work in the enforcement of laws and ordinances.

### **MINIMUM QUALIFICATIONS:**

**Open Entry Requirements: All requirements must be met at the time of application.**

- **Education:** Completion of 45 quarter or 30 semester credit hours of course work from an accredited college or university with a minimum GPA of C or 2.0, which includes at least 5 quarter or 3 semester credit hours of college English.
- **Experience:** None

**Licenses and Certifications** (Must submit proof of valid license and current certification.)

- Possession of a valid driver's license.

**Other Requirements**

- Candidates must be 20 years of age at the time of application and 21 years of age at the time of appointment.
- Must be within the normal weight range for height.
- Must be a U.S. Citizen.

**REQUIRED ADDITIONAL DOCUMENTS:** Must be received in our office by the closing date, preferably attached to application.

- College transcripts confirming educational requirements as listed above. Unofficial transcripts are acceptable.
- DD Form 214 (Member-4) or NGB Form 22, if applicable. (See RCW 41.04.010 as to how Veterans' Preference is applied.)

**EXAMINATION DETAILS:**

Police Officer 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](http://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 standard PST written test cost is \$45, which allows applicants to choose up to 2 agencies to receive their results. Applicants may select more agencies in pairs for an additional fee. 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.

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 18th day of April 2016.

CHERYL BECKETT  
Chair

GITA GEORGE-HATCHER  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

**CALL FOR BIDS**

**Ben Burr Trail**  
**Engineering Services File No. 2010091**

This project consists of the construction of approximately 2,000 cubic yards of excavation and 3,000 cubic yards embankment, 760 linear feet of storm sewer, 12 drainage structures, 785 square yards of sidewalk, 13,650 square yards



of 2.5-inch thick class 1/2" pavement, approximately 3,600 square feet of various retaining wall systems, 2,160 linear feet of pedestrian railing, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., May 9, 2016 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file in the office of the Director, Engineering Services Department. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

**Copies of the Contract Documents are available at [www.cityofspokaneplans.com](http://www.cityofspokaneplans.com).** The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: [www.spokaneengineering.org/bid-information](http://www.spokaneengineering.org/bid-information).

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

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

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

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

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2016 Standard Specifications. Bidder's should allow sufficient time to familiarize themselves with the WSDOT 2016 Standard Specifications prior to bidding the project.

Publish April 20, 27 and May 4, 2016

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## CALL FOR BIDS

### Indiana Avenue from Dakota Street to Crescent Street – Phase II Engineering Services File No. 2014150

This project consists of the construction of approximately 6,300 cubic yards of excavation, 2,700 cubic yards of crushed surfacing base course, 16,000 square yards of HMA paving, 3,600 linear feet of curb wall, 3,000 linear feet of water main, drainage structures, irrigation system, swale/rain gardens and associated plantings, two traffic signal retrofits, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., May 9, 2016 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

**Copies of the Contract Documents are available at [www.cityofspokaneplans.com](http://www.cityofspokaneplans.com).** The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: [www.spokaneengineering.org/bid-information](http://www.spokaneengineering.org/bid-information).

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

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

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

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

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

Publish April 20, 27 and May 4, 2016

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## CALL FOR BIDS

### 2016 RESIDENTIAL GRIND AND OVERLAY PROJECTS Engineering Services File No. 2016044

This project consists of the construction of approximately, 21,242 square yards of 2-inch thick HMA pavement, 1,125 square yards of pavement repair, 8,945 square yards of grinding, and 490 square yards of sidewalk, 2 drainage structures, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane Purchasing Department, Fourth floor, City Hall, 808 West Spokane Falls Boulevard, Spokane WA 99201-3316, will receive sealed bids until 1:00 p.m., May 9, 2016 for the above project located in Spokane, Washington, in accordance with the Contract Documents on file in the office of the Director, Engineering Services Department. The bids will be publicly opened and read at 1:15 p.m. in the City Council Chambers.

**Copies of the Contract Documents are available at [www.cityofspokaneplans.com](http://www.cityofspokaneplans.com).** The Planholders list is also available at this website. Additional project information including the Engineer's estimated cost range for the project, bid results (after bid opening), as well as information about other City projects are available by following the appropriate links at the following website: [www.spokaneengineering.org/bid-information](http://www.spokaneengineering.org/bid-information).

The City of Spokane, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulation, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin, or sex in consideration for an award.

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

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

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

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

Publish April 20, 27 and May 4, 2016

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR QUALIFICATIONS

#### RIVERFRONT PARK REDEVELOPMENT PARK WIDE PERMITTING City of Spokane Parks & Recreation Department

#### RFQ #4252-16

Sealed SOQ's will be acknowledged at 1:15 p.m., **MONDAY, APRIL 25, 2016** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **RIVERFRONT PARK REDEVELOPMENT PARK WIDE PERMITTING** for the City of Spokane Parks & Recreation Department.

The Request for Qualifications document is available by contacting Thea Prince, City of Spokane Purchasing, 4<sup>th</sup> Floor, City Hall, 808 West Spokane Falls Blvd, Spokane WA 99201 at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org).

#### Submittal Instructions:

SOQ forms may be submitted to the Purchasing Department **until 1:00 P.M. on the date of opening**. SOQs must be sent sufficiently ahead of time to be received by the opening date and time. City of Spokane is not responsible for SOQs delivered late. **Only firm SOQs with signatures will be evaluated.**

**Submit Eight (8) Copies of the SOQ as follows: One (1) paper original, six (6) paper copies and one (1) reproducible digital copy (thumb drive or CD) in Adobe Acrobat format of the SOQ to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane WA 99201**

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

Envelopes containing SOQs are to be marked:

**“RIVERFRONT PARK REDEVELOPMENT PARK WIDE PERMITTING, RFQ #4252-16, DUE 04/25/16”.**

Thea Prince  
Purchasing Department

Publish: April 13 & 20, 2016

**CORBIN PARK SPORTS COURTS  
Parks & Recreation Department**

**BID #4253-16**

Sealed bids will be opened at 1:15 p.m., **MONDAY, MAY 9, 2016** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **CORBIN PARK SPORTS COURTS** for the City of Spokane Parks & Recreation Department.

Detailed specifications and proposal forms are available from City Purchasing, by contacting Thea Prince at [purchasinghelp@spokanecity.org](mailto:purchasinghelp@spokanecity.org)

**A pre-proposal meeting will be held on Thursday, April 28, 2016 at 9:00 a.m. on the site at the Corbin Park Tennis Courts, 501 West Park Place, Spokane, WA 99205**

**Submittal Instructions:**

Bid proposal forms may be submitted to the Purchasing Department **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) paper original of the Proposal to:**

**Division of Purchasing  
City of Spokane  
4<sup>th</sup> 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.**

Envelopes containing proposals are to be marked:

**“CORBIN PARK SPORTS COURTS, BID #4253-16, DUE 5/9/16”.**

Thea Prince  
Purchasing Department

Publish April 20 & 27, 2016

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