



# Official Gazette

## City of Spokane, Washington

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

Volume 108

**MAY 2, 2018**

Issue 18



### MAYOR AND CITY COUNCIL

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT  
BEN STUCKART

COUNCIL MEMBERS:

BREEAN BEGGS (DISTRICT 2)

KATE BURKE (DISTRICT 1)

MIKE FAGAN (DISTRICT 1)

LORI KINNEAR (DISTRICT 2)

CANDACE MUMM (DISTRICT 3)

KAREN STRATTON (DISTRICT 3)

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# Minutes

## MINUTES OF SPOKANE CITY COUNCIL

**Monday, April 23, 2018**

### 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 Briefing Center in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington.

**Roll Call**

On roll call, Council President Pro Tem Fagan and Council Members Beggs, Burke, Kinnear, Mumm, and Stratton were present. Council President Stuckart was absent.

Finance and Administration Division Director Tim Dunivant, 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 30, 2018, Advance Agenda items

Hearing on Vacating portions of Erie Street and related First Reading Ordinance C35617

**Motion** by Council Member Stratton, seconded by Council Member Kinnear, **to table** Hearing Items H1.a (Hearing vacating portions of Erie Street, as requested by City staff) and H1.b. (First Reading Ordinance C35617 vacating portions of Erie Street); **carried unanimously (Council President Stuckart absent).**

Special Considerations Item - Intertie Agreement with the City of Medical Lake (OPR 2017-0726)

**Motion** by Council Member Beggs, seconded by Council Member Mumm, **to move** (and thereby defer) S1 (Intertie Agreement with the City of Medical Lake) out to the 21<sup>st</sup> of May; **carried unanimously (Council President Stuckart absent).**

**Action to Approve April 30, 2018, Advance Agenda**

Following staff reports and Council inquiry and discussion regarding the April 30, 2018, Advance Agenda items, the City Council took the following action (pursuant to Council Rule 2.1.2):

**Motion** by Council Member Beggs, seconded by Council Member Kinnear, **to approve** the Advance Agenda for Monday, April 30, 2018 (as amended); **carried unanimously (Council President Stuckart absent).**

## ADMINISTRATIVE SESSION

**Current Agenda Review**

The City Council considered the April 23, 2018, Current Consent Agenda.

## CONSENT AGENDA

**Upon motion by Council Member Beggs, seconded by Council Member Kinnear, the City Council unanimously (Council President Stuckart absent) approved Staff Recommendations for the following:**

Purchase of paver from Modern Machinery (Spokane, WA) for the Street Department utilizing the National Joint Powers Alliance contract—\$468,489.54. (OPR 2018-0231)

Replacement in kind of lime slurry tank from Knight Construction and Supply for the Waste to Energy Facility—\$95,816.20 (incl. tax). (OPR 2018-0232 / RFB 4447-18)

Purchase of Wastewater Cast Iron Products from D&L Supply (Moses Lake, WA)—\$192,576 (incl. tax). (OPR 2018-0233 / BID 4452-18)

Contract with Infor Public Sector Inc. (Tampa, FL) to license, use, and provide annual CAD maintenance for the proprietary EnRoute Emergency Systems software for the Fire Department from May 1, 2018 through April 30, 2019—\$65,867.49. (OPR 2014-0212)

Contract Addendum with Bigbelly Solar, Inc (Needham, MA) to add Riverfront Park to the networked solar compacting waste receptacle replacements for the City—increase of \$144,880.18. Total Contract Amount: \$470,587.94. (OPR 2018-0028)

Recommendation to list the Willard (Otis) Hotel, 110 South Madison Street, on the Spokane Register of Historical Places. (OPR 2018-0234)

Contract with Constructive, LLC, for the construction of modular walls for the City Hall lobby—\$82,169.28. (OPR 2018-0235)

Contract with Equian, LLC, (Indianapolis, IL) to provide medical bill review and related services for the City Workers' Compensation program from April 16, 2018, through October 1, 2021, with the option of two 2-year renewals—not to exceed \$85,000 annually. (OPR 2018-0236 / BID 4339-17)

Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through April 13, 2018, total \$6,290,869.67 (Check Nos. 548130-548398; ACH Payment Nos. 49047-49294), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$5,414,965.06. (CPR 2018-0002)

City Council Meeting Minutes: April 16, 2018. (CPR 2018-0013)

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

The City Council adjourned at 3:57 p.m. The City Council immediately reconvened into an Executive Session to discuss pending litigation for 15 minutes. City Attorney Mike Ormsby was present during the Executive Session. The City Council reconvened again at 6:00 p.m. for the Regular Legislative.

## **LEGISLATIVE SESSION**

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Council President Pro Tem Fagan.

### **Roll Call**

Council President Pro Tem Fagan and Council Members Beggs, Burke, Mumm, and Stratton were present. Council President Stuckart and Council Member Kinnear were absent.

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

### **PROCLAMATIONS**

April 22, 2018 *Earth Day*

Council Member Burke read the proclamation. The proclamation notes that Earth Day is the beginning of a new year for environmental stewardship, commitments, and to implement sustainability efforts. The proclamation was accepted by the City's Environmental Programs Manager Catherine Olsen. Ms. Olsen introduced Mayor Condon who provided remarks on the City's environmental report card.

April 28, 2018 *Workers' Memorial Day*

Council Member Mumm read the proclamation. The proclamation is in recognition of workers killed, injured, and disabled on the job and encourages all local agencies, businesses, and organizations to help ensure that all workers are confident that their health and safety is a priority. The proclamation was accepted by Beth Thew of the Spokane Regional Labor Council. Ms. Thew announced a Memorial Service will be held at Mission Park at 11:00 a.m. on April 28.

April 28, 2018 *Arbor Day*

Council Member Beggs read the proclamation. The proclamation urges all citizens to support efforts to care for our trees and woodlands by supporting our City's community forestry program and helping to maintain our trees as they help provide quality of life for present and future generations. A representative of the Arbor Day celebration event accepted the proclamation. The celebration will be held at John A. Finch Arboretum on Saturday, April 28, from 11:00 a.m. to 2:00 p.m.

April 25, 2018 *Parental Alienation Awareness Day*

Council Member Stratton read the proclamation. Parental Alienation Awareness Day is intended to increase the knowledge and understanding of this problem by helping the community better identify and combat emotionally abusive behavior towards children. The proclamation encourages all citizens to bring awareness by participating in blowing soap

bubbles for bubbles of love in honor of our community's children. Representatives of the event were present to accept the proclamation and remarked on the event.

## **CITY ADMINISTRATION REPORT**

### **Spokane Women Together**

Hillary Hart, accompanied by Rick Singer, advised that the informal social group Spokane Women Together was developed in response to the rise in anti-Muslim activity about three years ago. Ms. Hart indicated that she was guessing that Muslim women wearing a hijab is part of their religion and makes them targets of harassment. She indicated she called the mosque in Spokane and asked to speak with someone to inquire as to why a woman would wear a hijab in Spokane. She noted she was referred to Kawkab Shishani, Professor of Nursing at Washington State University. Ms. Hart stated that a long conversation with Dr. Shishani resulted in a potluck with each other's friends. The group now of about 40 women from 16 countries meets often for support, strengthening relationships, sharing stories, food, and mindful interaction. She stated that Spokane Women Together's presence in public is noted through meetings at restaurants, participating in local events, visiting places of worship, and marching in rallies together.

Ms. Hart stated a powerful multi-location exhibit has been created called "Spokane Women Together: Portraits and Stories." She indicated she will be displaying the video portion of the exhibit. Spokane Women Together, the social group, has participated in every stage of creating this stunning visual display of social activism aimed at showing their diversity, their common values, and their friendship. The exhibit combines words lifted from the women's oral histories with portraits made by Rick Singer, a portrait photographer. The complete Spokane Women Together: Portraits and Stories" exhibit is at the Downtown Public Library, third floor exhibition space; at Gonzaga's Kreielsheimer Gallery at the Jundt Art Museum; and projected on the south exterior of the Fox Theater through May. Ms. Hart noted the work was supported in part with a grant from Spokane Arts Grants Award Saga and generous donations from community groups and individuals in Spokane. Ms. Hart proceeded to play the video. Christina Kamkosi then came forward and remarked on Spokane Women Together.

There were no **Appointments**.

## **COUNCIL COMMITTEE REPORT**

### **Public Infrastructure, Environment & Sustainability (PIES) Committee Meeting**

Council Member Beggs reported on the PIES Committee meeting held earlier today (April 23, 2018). Minutes of the PIES Committee are filed with the City Clerk's Office and are available for review following approval by the PIES Committee.

## **OPEN FORUM**

**Rick Bocook** stated he has been passing out fliers to the homeless to exercise his constitutional right to protest the sit and lie ordinance. He asked that the Police honor the Constitution and that they remain neutral when it comes to a protest. He stated the law needs to go.

**Dominique (Niki) Zacherle-Haste** spoke to raise awareness for murdered and missing indigenous women and girls and referenced the House Bill 2951 recently signed by Governor Jay Inslee. She remarked on the call upon City Council representatives and congressional delegation to support pending proclamations to designate May 5 as National Day of Awareness for missing and murdered indigenous women and girls.

**Drea Rose** remarked that May 5, 2018, will be the kick off date for our Missing and Murdered Indigenous Women Walk to raise awareness and to walk with our stolen and murdered sisters' spirits in honor to the bill that has been passed. She noted the walk will be a nine-day walk from Canada to Olympia.

**Alan McDowell** remarked that he went to the United Methodist Church this week in Rockford and saw a lot of his grandmother's longtime friends who were happy to see him. He stated he was very upset because of memories he never had at the church because of a first grade teacher. He also remarked on gaslighting and provided other remarks.

**John Lemus** stated he is here tonight in his role as Chair of the SHRC's Complaint Subcommittee. He asked for Council's help in that they not send complaints to commissioners. He stated the person who receives the complaints is Alex Reynolds (in Business and Development Services). He stated Mayor Condon during the creation of Title 18 was explicitly clear that he didn't want commissioner's conducting investigations, receiving complaints, and doing case work.

## **LEGISLATIVE AGENDA**

There were no **Special Budget Ordinances**.

There were no **Emergency Ordinances**.

## RESOLUTIONS

### Resolution 2018-0031

Subsequent to an overview by Andrew Worlock, Principal Planner; public testimony; and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote (Council President Stuckart and Council Member Kinnear absent)**, the City Council **adopted Resolution 2018-0031** regarding the name for the new bicycle and pedestrian bridge over the BNSF Railroad Tracks and Martin Luther King, Jr. Way connecting the WSU-Spokane Health Sciences Campus to the south University District.

### Resolution 2018-0032

**Upon Unanimous Roll Call Vote (Council President Stuckart and Council Member Kinnear absent)**, the City Council **adopted Resolution 2018-0032** setting hearing before City Council for May 21, 2018, for the vacation of portions of 32nd Avenue and Napa Street, as requested by Touchmark.

### Resolution 2018-0033

Subsequent to remarks by Council Member Mumm; an opportunity for public testimony, with no individuals requesting to speak; and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote (Council President Stuckart and Council Member Kinnear absent)**, the City Council **adopted Resolution 2018-0033** clarifying the membership requirements for the Citizens Transportation Advisory Board.

## FINAL READING ORDINANCE

### Final Reading Ordinance C35612

Subsequent to an overview of Ordinance C35612 by Council Member Beggs, public testimony, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote (Council President Stuckart and Council Member Kinnear absent)**, the City Council **passed Final Reading Ordinance C35612** relating to boating safety; repealing Chapter 10.14 and Section 10.19.010; renaming Title 16A; and enacting a new chapter 16A.60 to the Spokane Municipal Code.

## FIRST READING ORDINANCE

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

**ORD C35469** Vacating the alley between Spokane Falls Boulevard and Main Avenue from the east line of Wall Street to the west line of Howard Street. (First reading previously held on January 29, 2017. This ordinance is being re-read to reduce the easement reserved in the ordinance.)

## SPECIAL CONSIDERATIONS

### Council Letter to Spokane County (Pre-pay Postage for Ballots) (CPR 2018-0030)

Subsequent to an overview of the matter by Council Member Burke and an opportunity for public testimony, with no individuals requesting to speak, the following action was taken:

**Upon Unanimous Roll Call Vote (Council President Stuckart and Council Member Kinnear absent)**, the City Council **approved** the Council letter asking that Spokane County pre-pay the postage for all ballots sent out for elections.

There were no **Hearings**.

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

## ANNOUNCEMENT

Council President Pro Tem Fagan stated he is interested in identifying citizens that live north of Francis, east of Division, and west of Crestline. He stated there is a brand new neighborhood council up there known as the Shiloh Hills

Neighborhood Council and they are in sore need of leadership and volunteerism there. He stated he would greatly appreciate if there are any citizens that live within those boundaries and you are interested in getting involved to please contact Council Member Fagan at 625-6224.

## **ADJOURNMENT**

There being no further business to come before the City Council, the Regular Legislative Session of the Spokane City Council adjourned at 7:09 p.m.

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### **STANDING COMMITTEE MINUTES City of Spokane Finance & Administration Committee 03/19/2018 - FINAL**

#### **Attendance**

Council Member Candace Mumm, Council Member Lori Kinnear, Council Member Kate Burke, Council Member Mike Fagan, Council Member Breean Beggs, Council President Ben Stuckart, Council Member Karen Stratton, Tim Dunivant, Debra Robole, Eric Finch, Anna Everano, Brian McClatchey, Adam McDaniel, Skyler Oberst, Kandace Watkins, Sally Stopher, Mike Ormsby, Laura Williams, Hannalee Allers, Joan Hamilton Teri Stripes, Jacob Fraley, Meghan Steinolfson, Brandon Meiers, Crystal Marchand, Dawn Kinder, Ed Lukas, Heather Trautman, Kris Becker, Jonathan Moog, Dan Buller, Andrew Warlock, Toby Hatley

#### **Approval of Minutes:**

Meeting Minutes for February 2018 were approved.

#### **Agenda Items:**

##### **1. Budget Reform Ordinance – CP Stuckart**

Council President Stuckart briefed the Committee regarding this item. This is a series of reforms to use for the future. Please see attached briefing paper and ordinance.

##### **2. Strategic Re-Organization Update – Dawn Kinder**

Dawn Kinder, Director of Neighborhood & Business Services, briefed the Committee regarding this item. Please see attached briefing paper and presentation.

##### **3. Federal Opportunity Zones – Teri Stripes**

Teri Stripes, Planning Department, briefed the Committee regarding this item. Please see attached briefing paper and presentation.

##### **4. Modular Conference Walls in City Hall Lobby – Ed Lukas**

Ed Lukas, Director of Asset Management, briefed the Committee regarding this item. Please see attached briefing paper and presentation.

##### **5. Financial Update – Gavin Cooley/Tim Dunivant**

Tim Dunivant, Director of Finance and Administration, briefed the Committee regarding this item. Sales tax for December was 6.5%. By April Tim will have the accruals ready for year-end.

##### **6. IT Update – Eric Finch**

Eric Finch, CITO, briefed the Committee regarding this item. Please see attached presentation.

#### **Consent Items:**

The consent items were approved and moved forward.

#### **Strategic Plan Session**



**Executive Session:**

There was no Executive Session at this meeting.

**Adjournment**

The meeting was adjourned at 2:33 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. C35612**

An ordinance relating to boating safety; repealing Chapter 10.14 and Section 10.19.010; renaming Title 16A; and enacting a new chapter 16A.60 to the Spokane Municipal Code.

**WHEREAS**, the City of Spokane recognized the Spokane River as an important recreational area for many residents;

**WHEREAS**, clear and concise signage of the Rules of the River at heavily-trafficked river access locations will help the public be aware of the laws, safety issues, and potential fines surrounding improper river use;

**WHEREAS**, emergency services are required for numerous rescue operations annually on the River;

**WHEREAS**, Personal Flotation Devices (PFDs) are proven to save lives and are especially important on moving water such as the Spokane River; and

**WHEREAS**, the safety of all residents is up utmost priority to the City of Spokane.

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

**Section 1.** That Chapter 10.14 of the Spokane Municipal Code is hereby repealed in its entirety.

**Section 2.** That Section 10.19.010 of the Spokane Municipal Code is hereby repealed in its entirety.

**Section 3.** That Title 16A of the Spokane Municipal Code is hereby renamed "Transportation."

**Section 4.** That there is enacted a new chapter 16A.60 of the Spokane Municipal Code to read as follows:

**Chapter 16A.60 Rules of the River****Section 16A.60.010 Definitions**

A. Terms in this chapter shall mean as follows:

B. "Boat livery" means a business which holds any vessel for renting or leasing.

C. "Boating accident" means a collision, sinking, fire, explosion, injury or loss of life that involves a vessel, its equipment or its appendages.

D. "Buoy" means a floating device or marker anchored in the water. All buoys, except for recreational buoys, shall comply with the Uniform State Waterway Marking System (USWMS).

E. "Buoy line" means a straight line that would exist if drawn between the closest safety buoys.

- “Dock” means any manmade platform extending from the shoreline into the water.
- F. “Flotation device” means any device used or capable of being used as a means of transportation on the water and shall include, but not be limited to, inflatable beach toys, rubber inner tubes, rafts and air mattresses.
- G. “Mooring buoy” means a buoy placed for the mooring of vessels. Such buoys will be white with a blue stripe on top.
- H. “Motorboat” means any vessel propelled in whole or part by machinery, including those temporarily equipped with detachable motors.
- I. “Moving water” means a waterway which has a flow of water which can be measured in cubic feet per second.
- J. “Navigation lights” means a red port light and a green starboard light and a white stern light visible at a distance of one hundred yards.
- K. “Non-motorized vessel” means sailboats or vessels that are paddled, poled, or rowed.
- L. “Operator” means a person who is in actual physical control or in charge of a vessel when it is in use.
- M. “Owner” means a person who claims lawful possession of a vessel by virtue of legal title or equitable interest therein which entitles them to such possession.
- N. “Personal flotation device (PFD)” means life preservers, life vests, flotation rings, or buoyant cushions approved by the United States Coast Guard (USCG) and designed to float a person in the water.
1. Type I PFDs are designed for rough or remote waters where rescue may take a while. These devices are designed to turn an unconscious person face up in the water.
  2. Type II PFDs are designed for calm waters when a quick rescue is likely. These devices may not turn some unconscious persons face up in the water.
  3. Type III PFDs are designed for calm waters when a quick rescue is likely. These devices are not designed for rough waters as they will not turn most unconscious persons face up in the water.
  4. Type IV PFDs are designed to be thrown to a person in the water. They are not designed to be worn.
  5. Type V PFDs are designed to be for special activities such as kayaking and water-skiing.
  6. “Personal watercraft” means a Class “A” inboard vessel, as defined by the U.S. Coast Guard, which uses an internal combustion engine powering a water jet pump as its primary source of motive propulsion and is designed to be operated by a person or persons sitting, standing or kneeling or being towed behind the product, rather than in the conventional manner of boat operation.
- O. “Port” is the left side of a vessel while facing forward.
- P. “Safety buoy” means a buoy placed to regulate or control vessel speed or operations as required for the safety of the public.
- Q. “Sailboat” means any vessel propelled primarily by the wind.
- R. “Shoreline” means any existing waterline.
- S. “Ski or swimming dock” means a manmade platform anchored to the bottom of a body of water.
- T. “Starboard” means the right side of a vessel while facing forward.
- U. “Underway” means that a vessel is not at anchor, or made fast to the shore, or a ground.
- V. “Use” means to operate, navigate or employ.
- W. “Vessel” means any watercraft used or capable of being used as a means of transportation on the water. This definition shall include, but not be limited to, the following:
1. Rowboats,



2. Sailboats,
  3. Motorboats,
  4. Canoes,
  5. Kayaks,
  6. Paddleboards,
  7. Flotation Devices,
  8. Personal watercraft, and
  9. Hover craft.
- X. "Wake speed" means a slow speed producing a wake not to exceed six inches in height at its apex when reaching any shoreline, dock or manmade structure on the shoreline and further not to exceed five miles per hour in any event.
- Y. "Waterway" is any waters, waterway, lake, river, tributary canal, lagoon or connecting waters within the incorporated boundaries of the City of Spokane.

#### **Section 16A.60.020 Motorized Vessels Prohibited**

- A. No person shall operate a motorboat or personal watercraft on any body of water, including the Spokane River, within the City of Spokane except for the area of the Spokane River to the east of Upriver Dam. Operators of motorboats or personal watercraft must follow all Federal, State and Local laws governing their use.
- B. This section does not apply to the City of Spokane, Spokane Police Department, Spokane Fire Department, Spokane County Sheriff's Department, Avista Utilities, Spokane Parks Department, contractors hired by any of the above, or emergency vessels in enforcement, training or rescue.

#### **Section 16A.60.030 Swimming in the River**

- A. No person may intentionally enter, swim, dive or float, with or without a boat, raft, craft or other flotation device, in or upon the water of the Spokane River at any point between the west line of the Division Street bridge and the west line of the Monroe Street bridge.
- B. The chief of police may, in accordance with procedures and criteria the chief may from time to time prescribe, grant permits for a person or persons to be in that portion of the Spokane River known as the forebay, being the south channel between Havermale Island and the south bank.
- C. The fact that a person is wearing or in possession of swimming, diving or flotation gear or equipment on the bank of the river in the prohibited portion is sufficient ground for an arrest for attempt under this section and shall be prima facie evidence of intent.

#### **Section 16A.60.040 Personal Flotation Devices (PFD)**

- A. All vessels shall have at least one United States Coast Guard (USCG) approved Type I, Type II, Type III or Type V PFDs for each person on board.
- B. All vessels sixteen feet or greater in length shall have one Type IV PFD that can be thrown in addition to the requirements in SMC 16A.60.030(A). Canoes and kayaks are exempt from this requirement.
- C. No person may operate a vessel underway, unless each person twelve years of age or younger thereon is wearing a United States Coast Guard (USCG) approved Type I, Type II, Type III, or Type V PFD.
- D. All PFDs shall be United States Coast Guard (USCG) approved and clearly marked with a USCG approval number. All PFDs shall be in serviceable condition, the appropriate size for the person wearing it, and readily accessible in case of an emergency.
- E. All persons on a vessel, regardless of age, shall wear a United States Coast Guard (USCG) approved Type I, Type II, Type III or Type V PFD while on moving water.

- F. All persons being towed behind a vessel shall wear a United States Coast Guard (USCG) approved Type I, Type II, Type III or Type V PFD.

#### **Section 16A.60.050 Navigation Lights**

- A. All non-motorized vessel less than sixty-five feet long but more than twenty three feet long shall be equipped with the following lights:
1. A bright white light aft to show all around the horizon (thirty-two points of the compass) and be visible for two miles.
  2. A combination light in the forepart of the vessel that is three feet lower than the white light aft. The combination light, which shows green to starboard and a red to port, is fixed to throw the light from dead ahead to two points abaft the beam on respective sides and shall be visible for a distance of two miles or one mile if less than thirty-nine feet long.
- B. All non-motorized vessels less than twenty-three feet long that are underway after sunset and before sunrise shall have a lantern or flashlight capable of emitting a white light which shall be temporarily displayed as needed in sufficient time to prevent a collision.

#### **Section 16A.60.060 Hazards to Navigation**

No person may place or cause to be placed any ski, swim dock, buoy, or floating course waterways that creates a hazard to navigation.

#### **Section 16A.60.070 Unlawful and Dangerous Vessel Operations**

- A. No person shall operate a vessel upon any waterway in willful or wanton disregard for the safety, rights, or property of another person.
- B. No person shall operate a vessel in disregard of careful and prudent operation or in any manner that unduly or unreasonably endangers the life, limb, property, or rights of any person.
- C. If a law enforcement officer observes a vessel being used without sufficient lifesaving or fire-fighting devices or in an overloaded or other unsafe condition, and in the officer's judgment such use creates an especially dangerous condition, the officer may direct the operator to take whatever immediate and reasonable action may be necessary for the safety of those aboard the vessel, including directing the operator to return to mooring and remaining there until the situation creating the especially hazardous condition is corrected or ended.
- D. If the vessel is a for-hire vessel from a boat livery, it shall be the obligation of the lessee to insure proper vessel loading, operations, and that all safety equipment required by this chapter is present.

#### **Section 16A.60.080 Operating a Vessel While Under the Influence – Prohibited**

- A. No person shall operate any vessel while under the influence of any intoxicating liquor, narcotic drug, barbiturate, marijuana, usable marijuana, a marijuana-infused product or any other substance as defined under chapter 69.50 RCW.
- B. Determination of intoxication shall be by the same criteria as provided in RCW 46.61.506, or otherwise in the same manner as when an individual is alleged to be under the influence of an intoxicating liquor or drug while operating a motor vehicle.

#### **Section 16A.60.090 Sound-Producing Devices**

- A. All vessels, including personal watercraft, less than sixty-five feet in length shall carry on board a mouth, hand, or power-operated whistle or horn.
- B. All vessels more than sixty-five feet in length shall carry on board a mouth, hand, or power operated whistle or horn and a bell.
- C. No vessels may use a siren except vessels operated by law enforcement.

#### **Section 16A.60.100 Vessel Accident Reporting**

- A. In the case of a boating accident, it shall be the duty of the operator, if he or she can do so without serious danger to the operator's own vessel, to themselves or other persons on board, to render all practical and necessary assistance that may be necessary to other persons affected by such boating accident.

1. Under no circumstances may the rendering of assistance or other compliance with this section be evidence of the liability of such operator for the accident.
- B. Any person who complies with subsection (A) of this section or who gratuitously and in good faith renders assistance at the scene of a vessel accident, without objection of any person assisted, shall not be held liable for any civil damages as a result of the rendering of assistance or for any act or omission in providing or arranging salvage, towage, medical treatment or other assistance where the assisting person acts as any reasonably prudent person would have acted under the same or similar circumstances.
- C. Every accident involving a vessel on any waterway in which there is personal injury that requires medical attention beyond first aid or death or damage to property in excess of two thousand dollars shall be reported to the Spokane County Sheriff's Office within forty-eight hours by the vessel operator unless deceased, in which instance a passenger in the vessel, if any, shall have such duty.
  1. The Spokane County Sheriff's Office shall provide forms upon which the report shall be rendered.
- D. When as a result of an occurrence that involves a vessel or its equipment a person dies or disappears from a vessel, the operator, unless deceased, in which instance a passenger, if any, shall without delay notify the Spokane County Sheriff's Office of the:
  1. date, time and exact location of the occurrence;
  2. name of each person who dies or disappears;
  3. number and/or name of the vessels involved;
  4. names and addresses of the owner and operator of each vessel or vessels involved.

#### **Section 16A.60.110 Authority to Board**

Any law enforcement officer is hereby given the authority to board any vessel found underway in the waters of the City of Spokane for the purpose of inspection and enforcement of this chapter only.

#### **Section 16A.60.120 Buoys**

- A. The Spokane County Sheriff's Office may designate location and install in the water appropriately marked safety buoys that are required for the safety of the public.
- B. It shall be unlawful for any person to relocate, damage or alter any safety buoy.
- C. Any vessel operating within the area between the safety buoy line and the shorelines shall do so at wake speed unless such vessel is departing or towing a water skier in compliance with SMC 16A.60.050(D).
- D. It shall be unlawful for any vessel to use a safety buoy for the purpose of mooring or otherwise anchoring such vessel.
- E. Mooring buoys shall be placed inside the safety buoy line except that mooring buoys may be placed outside the safety buoy line if such buoys are appropriately marked and illuminated with a bright flashing white light between the hours of sunset and sunrise. It is the responsibility of the owner of the mooring buoy to maintain the light.
- F. Recreational buoys shall be placed one hundred feet from the established high water mark and if left unattended from sunset to sunrise shall be available for public use.
- G. The Spokane County Sheriff's Office shall attach a bright colored notice giving the owner seven days to remove or replace any buoy in violation of the Uniform State Waterway Marking System. After the seventh day, the buoy may be removed by the Spokane County Sheriff's Office. Provided, however, the Spokane County Sheriff's Office may remove any buoy, at any time, without notification to its owner, when the officer deems the buoy to be a hazard to navigation.

#### **Section 16A.60.130 Garbage and Sewage**

- A. No person shall discharge sewage into any waterway directly or indirectly from any vessel.
- B. It shall be unlawful for any person, while on any waterway, public or private shoreline, or river access point, to throw or discard into the water any waste, debris, refuse, oil, plastics, aluminum, garbage or other fluid or solid material which may pollute the water or shoreline, or which may create or aggravate any conditions deleterious to the public health.

Public record disclosure. Processes requests for public records; redacts the requested records according to applicable Washington State codes and provides the records to the requestor.

Public window. Reviews applications for gun licenses, conducts criminal background checks for concealed pistol licenses, gun transfers, special commission officers, firearm dealers, and military candidates, Performs cash transaction duties handling funds, change, receipts, reconciliation, deposits, and disbursements.

Processing. Receives, sorts, reviews, scans, indexes, makes copies, corrects and disseminates documents as required by applicable laws, policies and procedures.

Performs related work as required.

**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.

Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**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 Details (pass/fail):

It is necessary for you to demonstrate the ability to type at a minimum rate of 40 words per minute in order to move on to the next phase of the hiring process. The performance test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Thursday, May 24, 2018 between 8:00 a.m. and 11:00 a.m. The approximate duration of the test is 10 minutes.

Applicants who pass the performance test will be invited to the written test, which will be administered following the performance test on May 24, 2018 at 11:30 a.m. in the Civil Service Test Room. You should plan approximately two hours for the written test.

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.

**\*\*\*Important Note\*\*\***

Candidates who have taken and passed the Civil Service typing exam or the typing portion of the Critical performance exam within the past 12 months do not need to retake the performance exam. Upon verification, the candidate will be automatically scheduled to take the written examination.

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:

**Section 16A.60.140 Closure of the River**

The Mayor may, at any time, close the Spokane River for safety or emergency reasons. Such closure shall be enacted by a signed Executive Declaration of Emergency or Disaster and shall be formally rescinded by signed Executive Declaration.

**Section 16A.60.150 Penalties – Civil Infraction**

- A. Any person violating any of the above sections shall have committed a class 4 civil infraction and shall be liable for monetary penalties as set forth in SMC 1.05.210.
- B. The court may waive, reduce or suspend the civil penalty and clear the civil infraction as a warning for a person who has not been cited under this chapter within one year.
- C. A guardian may be cited for a separate violation of this chapter for each child under sixteen years of age on a vessel without an approved PFD.
- D. Each event under subsection (A) of this section shall be a separate violation.

**Section 16A.60.160 Enforcement**

This chapter having been ordained for the purpose of allowing officers of the Spokane County Sheriff's Office to enforce one body of boating safety laws on a continuous body of water without regard to municipal boundary lines, shall by mutual agreement between the City of Spokane and the County of Spokane be enforced by the Spokane County Sheriff's Office. Nothing in this section prohibits the Spokane Police Department from enforcement.

# Job Opportunities

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

## POLICE RECORDS SPECIALIST SPN 016 PROMOTIONAL

**DATE OPEN:** Monday, April 30, 2018    **DATE CLOSED:** Sunday, May 13, 2018 at 11:59 p.m.  
**SALARY:** \$34,786.08 annual salary, payable bi-weekly, to a maximum of \$54,392.40

**DESCRIPTION:**

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 includes evenings, weekends, and holidays.

**DUTIES:**

Provides records management for multiple law enforcement agencies and criminal justice agencies throughout Spokane County. Receives counter and telephone inquiries, answers questions of a general and law enforcement nature, and refers individuals to appropriate sources of information.

Assigned to two or more of the five distinct work groups within the section consisting of: hot seat/data entry, court document management, public records disclosure, public window, and processing, but will be expected to learn and perform in all work group areas as needed.

Hot seat/data entry. Reviews, verifies and processes reports, warrants, requests, teletypes and faxes. Enters, updates and corrects multiple databases as required. Reports processed include, but not limited to, runaway/missing person reports, stolen vehicle recoveries and warrants, offender based tracking system, ineligible to possess firearm.

Court document management. Reviews court orders, enters information into databases and updates databases as the court orders are served or status is changed. These could include no contact orders, temporary protection orders, permanent protection orders, anti-harassment orders, sexual assault protection orders, vulnerable adult protection orders and restraining orders.

<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 26th day of April 2018.

MARK LINDSEY  
Chair

JERRI BJORK  
Acting Chief Examiner

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**POLICE RECORDS SPECIALIST SPN 016  
OPEN ENTRY**

**DATE OPEN:** Monday, April 30, 2018      **DATE CLOSED:** Sunday, May 13, 2018 at 11:59 p.m.  
**SALARY:** \$34,786.08 annual salary, payable bi-weekly, to a maximum of \$54,392.40

**DESCRIPTION:**

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 includes evenings, weekends, and holidays.

**DUTIES:**

Provides records management for multiple law enforcement agencies and criminal justice agencies throughout Spokane County. Receives counter and telephone inquiries, answers questions of a general and law enforcement nature, and refers individuals to appropriate sources of information.

Assigned to two or more of the five distinct work groups within the section consisting of: hot seat/data entry, court document management, public records disclosure, public window, and processing, but will be expected to learn and perform in all work group areas as needed.

- Hot seat/data entry. Reviews, verifies and processes reports, warrants, requests, teletypes and faxes. Enters, updates and corrects multiple databases as required. Reports processed include, but not limited to, runaway/missing person reports, stolen vehicle recoveries and warrants, offender based tracking system, ineligible to possess firearm.
- Court document management. Reviews court orders, enters information into databases and updates databases as the court orders are served or status is changed. These could include no contact orders, temporary protection orders, permanent protection orders, anti-harassment orders, sexual assault protection orders, vulnerable adult protection orders and restraining orders.
- Public record disclosure. Processes requests for public records; redacts the requested records according to applicable Washington State codes and provides the records to the requestor.
- Public window. Reviews applications for gun licenses, conducts criminal background checks for concealed pistol licenses, gun transfers, special commission officers, firearm dealers, and perspective military. Performs cash transaction duties handling funds, change, receipts, reconciliation, deposits, and disbursements.
- Processing. Receives, sorts, reviews, scans, indexes, makes copies, corrects and disseminates documents as required by applicable laws, policies and procedures.
- Performs related work as required.

**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:** A 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:** Applicants are required to submit to a polygraph examination, fingerprint, and background investigation prior to appointment and 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 college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**EXAMINATION DETAILS:**

You are required to 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 Details (pass/fail):**

It is necessary for you to demonstrate the ability to type at a minimum rate of 40 words per minute in order to move on to the next phase of the hiring process. The performance test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Thursday, May 24, 2018 between 8:00 a.m. and 11:00 a.m. The approximate duration of the test is 10 minutes.

Applicants who pass the performance test will be invited to the written test, which will be administered following the performance test on May 24, 2018 at 11:30 a.m. in the Civil Service Test Room. You should plan approximately two hours for the written test.

**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.

**\*\*\*Important Note\*\*\***

Candidates who have taken and passed the Civil Service typing exam or the typing portion of the Critical performance exam within the past 12 months do not need to retake the performance exam. Upon verification, the candidate will be automatically scheduled to take the written examination.

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:**

**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 26th day of April 2018.

MARK LINDSEY  
Chair

JERRI BJORK  
Acting Chief Examiner

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**POLICE RADIO DISPATCHER I SPN 283  
OPEN ENTRY**

**DATE OPEN:** Monday, April 30, 2018      **DATE CLOSED:** Sunday, May 13, 2018 at 11:59 p.m.

**SALARY:** \$36,560.88 annual salary, payable bi-weekly, to a maximum of \$57,315.60

**DESCRIPTION:**

Performs responsible communications work receiving and transmitting messages and general information over police radio, computer, and telephone.

**DUTIES:**

- Receives incoming calls and messages by police radio and telephone and/or computer; provides requested information; transmits messages or information to mobile units; dispatches additional police units on trouble calls as directed.
- Relays messages between mobile units, portable units, and other City departments.
- May operate an electronic message recorder; maintains an operational log; may monitor other City department radio frequencies; prepares necessary reports, records, and files; operates a computer terminal.
- Assists in maintaining appropriate radio files; maintains radio and telephone contact with other agencies and/or public safety support organizations.
- Enters, updates, and receives information, emergency, and non-emergency, using the Computer Aided Dispatch (CAD) system and mobile data terminals.
- Dispatches mobile units per Police Department policies and directives.
- Dispatches emergency personnel in accordance with department policy or as directed.
- Assists in the preparation and maintenance of records and reports.
- Performs related work as required.



**MINIMUM QUALIFICATIONS:**

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

**Experience:**

- High School diploma or its equivalent.
- Type a minimum of 200 keystrokes (40 words) per minute.

**NOTE: You will be required to submit to a polygraph examination, fingerprint, and background investigation prior to appointment.**

**BACKGROUND CHECK OVERVIEW**

1. We will not consider you for hire if any of the following are found in your background check:
  - a. Any felony conviction;
  - b. Any illegal drug use, possession, sale or having offered for sale, distributed, or transported drugs within the last three years; or
  - c. Any falsification or omission of significant information on the application.
2. We will most likely not consider you for hire if any of the following are found in your background check:
  - a. History of extensive illicit drug use;
  - b. Any outstanding warrant for arrest existing at the time of application;
  - c. Financial affairs or personal life showing a history of poor judgment; or
  - d. Work history showing a pattern of unexcused absences, discipline, discharge or poor employer reviews.

These criteria are intended only as a general guideline and are not all-inclusive. Government clearances or success in other agency selection processes are not a guarantee of success with the City of Spokane.

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

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**EXAMINATION DETAILS:**

It is necessary for you to meet the minimum qualifications and 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 Criticalll software performance test.

Assigned weights: written test 50%, performance test 50%.

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 Criticalll performance test will be conducted on May 23, 2018. You should plan approximately one hour for the performance test.

Applicants who pass the Criticalll test will be invited to the written test, which will be administered after the performance test on May 23, 2018 in the Civil Service Test Room. You should plan approximately two hours for the written test.

**Testing Schedule:**

Criticalll Testing Sessions (morning):

8:00 a.m.

9:00 a.m.

10:00 a.m.

Written Test Session (morning):

11:30 a.m.

Criticalll Testing Sessions (afternoon, may be added based upon number of applicants accepted):

11:00 a.m.

12:00 p.m.

1:00 p.m.

Written Test Session (afternoon):

2:30 p.m.

If your application is accepted, you will be invited to self-schedule your Criticalll test time. You will receive an e-mail with complete instructions.

The written test may include the following subjects:

- Number Checking
- Communications and Public Relations
- City Geography, Maps, and Directions
- Character Recognition
- Call Reports and Prioritization
- Vocabulary.

**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 26th day of April 2018.

MARK LINDSEY  
Chair

JERRI BJORK  
Acting Chief Examiner

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**WATER SERVICE FOREPERSON SPN 523  
PROMOTIONAL**

**DATE OPEN:** Monday, April 30, 2018    **DATE CLOSED:** Sunday, May 13, 2018 at 11:59 p.m.  
**SALARY:** \$50,613.12 annual salary, payable bi-weekly, to a maximum of \$83,352.96

**DESCRIPTION:**

Performs supervisory work directing the taps and meters operation, or the construction, maintenance and repair of the municipal water system.

**DUTIES:**

Plans and lays out work; trains subordinates; keeps work and time records; makes reports; reads and interprets drawings and blueprints; and depending upon assignment:

Supervises the inspection, testing and repair of meters in the repair shop; advises and instructs repair technicians on problems encountered; and participates in more difficult or emergency work.

Receives requests for meter repair material and supplies. Maintains records of services and repairs, and performs other record-keeping functions.

Plans and lays out projects after receiving assignments. Coordinates and inspects the work of private contractors. Plans, supervises and inspects the work of water department crews engaged in the laying, installing, repairing, and relocating of components of a public water system.

Supervises skilled crews engaged in water service line tapping or in the installation and field servicing of water meters and remote reading devices.

Performs hydrant flow tests and supervises crews engaged in location operations, inspection and repair of hydrants, valves, leaks or other trouble in transmission and service lines.

Supervises crews engaged in installing service branches, or the location and repair of leaks and breaks in water mains.

Supervises the operation of warehouse and yards personnel engaged in the salvage of material, and the delivery of equipment and material. Orders and maintains supplies and manages inventory control functions.

Attends pre-construction conferences to coordinate work to be performed by the Water Department or work which affects the operation of the water system.

Supervises the inspection of commercial buildings for compliance with cross connection control standards.

Participates in snow removal program.

Performs related work as required.

**MINIMUM QUALIFICATIONS:**

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

Completion of at least two years with the City in the classification of Water Service Specialist (SPN 521). Must obtain a Water Distribution Manager II Certificate within one year of appointment. Positions other than those assigned to meter shop or ARB functions require possession of a Class "A" CDL and only those on the eligible list possessing the Class "A" CDL will be certified.

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

Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**EXAMINATION DETAILS:**

Applicants must pass the examination for this classification to be eligible for promotion 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%.

The written test will be conducted in the Civil Service Test Room on Tuesday, May 22, 2018 at 1:00 p.m. The approximate duration of the test is two hours.

**If your application is accepted, you will receive an e-mail with a confirmation of your test time.**

The written test may include such subjects as:

Water Distribution, Repairs, Main Installations, and Meters

Supervision and Training

Records and Reports

Safety

Public and Employee Relations.

**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 26th day of April 2018.

MARK LINDSEY  
Chair

JERRI BJORK  
Acting Chief Examiner

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**PARK RANGER SUPERVISOR SPN 693  
PROMOTIONAL**

**DATE OPEN: Monday, April 30, 2018      DATE CLOSED: Sunday, May 6, 2018 at 11:59 p.m.**

**SALARY: \$43,451.28 annual salary, payable bi-weekly, to a maximum of \$69,530.40**

**DESCRIPTION:**

Performs supervisory and general duty security and parking lot operations work in City parks.

**DUTIES:**

- Plans assigns, schedules and supervises the work of subordinate security and parking lot operations employees. Hires and trains employees.
- Manages general operations of Riverfront Park parking lots. Enforces parking rules, maintains electronic parking kiosks, collects revenue and performs repair work.
- Administers the Parks and Recreation Department exclusion policy. Handles all Parks and Recreation Department exclusion appeals, and reports his/her findings to the Department Director.
- Conducts internal theft investigations, preventing loss and recovering assets for the City of Spokane. Develops policies to reduce shrinkage.
- Patrols City parks on foot, bicycle or in a motorized vehicle to prevent damage to park property and danger to park users. Enforces appropriate codes and ordinances by issuing civil infractions and making arrests under limited police commission authority.
- Provides first aid response for injuries and accidents within the park; requests professional response as needed; orders and maintains first aid supplies.
- Gathers information, prepares and approves police reports and otherwise assists with law enforcement type activities within City parks.
- Develops security and parking operational plans for major community events hosted in/around Riverfront Park.
- Creates and updates City of Spokane policies pertaining to park security and Parks and Recreation Department parking rules.
- Administers personal alarm codes, building access privileges, and vehicle access policy.

- Monitors two way radio communication devices. Responsible for maintenance and repair of devices.
- Responds to park alarms and call outs.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

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

- Completion of at least two years as a Park Ranger (SPN 698).
- Must meet the Open Entry Requirements.

Open Entry Requirements (must be met by promotional candidates at the time of examination):

- Education: Completion of two years (90 quarter or 60 semester credit hours) of course work from an accredited college or university in Criminal Justice studies or a related field.
- Experience: two years of supervisory experience in law enforcement, public safety or security.
- License and Certification: All applicants must possess a valid driver's license.

A police record may be grounds for rejection. Must obtain a limited law enforcement commission within six months of date of employment.

NOTE: Applicants must obtain a basic first aid and CPR card before they can be hired; however, they do not have to possess the basic first aid and CPR card to be eligible to take the examination.

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

- Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**EXAMINATION DETAILS:**

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

The examination will consist of a Training and Experience (T&E) Evaluation, in the form of a Supplemental Questionnaire, and a Promotional Evaluation (PAR), with weights assigned as follows:

T&E Evaluation: 80%

PAR 20%

**T&E EVALUATION DETAILS**

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

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

**NOTE:**

- Responses should be consistent with the information on your application and are subject to verification. "See Resume" or "See Application" are not qualifying responses and will not be considered.
- Changes or corrections to your responses cannot be made once your application packet has been submitted. Duplicate applications will be disqualified.
- Failure to complete all of the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments to the application will not be accepted in lieu of completing each question online.
- It may be more efficient to develop your responses in a word processing document and then paste them into the online questionnaire as you complete your application for submission.

**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 26th day of April 2018.

MARK LINDSEY  
Chair

JERRI BJORK  
Acting Chief Examiner

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**DEPUTY FIRE MARSHAL SPN 942  
PROMOTIONAL**

**DATE OPEN: Monday, April 30, 2018      DATE CLOSED: Sunday, May 13, 2018 at 11:59 p.m.**

**SALARY: \$95,901.84 annual salary, payable bi-weekly, to a maximum of \$107,385.84**

**DESCRIPTION:**

Performs technical inspection work in a specialized field in the promotion and enforcement of effective fire prevention standards and methods.

**DUTIES:**

- Prevents, controls, and mitigates dangerous conditions related to storage, use, and handling of hazardous materials; provides information to emergency response personnel in accordance with the fire code. May be required to respond to multiple alarm fires to observe and report any unusual fire hazards near the burning building, may serve in the Department's Incident Command System. May respond to incidents if other fire department resources are not available or to assist the incident commander.
- Ensures that all special events requiring Fire Department approval are safe and conducted in accordance with applicable codes, laws, and ordinances. Acts as Fire Department liaison for major events taking place in the city.
- Inspects occupancies such as hospitals, nursing homes, foster homes, day care centers, and schools as prescribed by code; acts as liaison between Spokane Fire Department and State Fire Marshal's office; assists with the establishment of fire evacuation plans and fire prevention training programs. Assists Fire companies with multi-family residential and other related inspections.
- Promotes public fire safety education through speaking assignments; develops and promotes activities for Fire Prevention week, develops, trains and coordinates industrial and commercial fire organizational programs; acts as Fire Department liaison to various organizations.
- Investigates complaints of fire hazards; reports violation of law and established safety standards; may be required to obtain, prepare and present evidence in the prosecution of violators.
- Participates in performance testing of required fire detection and suppression equipment and helps ensure all required systems are maintained in accordance with code.
- Performs inspections for life safety items at selected locations that apply for a City of Spokane business license. Conducts inspections for required permits as called for in the City Municipal and Fire codes. Inspects the installation and removal of underground and aboveground storage tanks.
- Prepares reports and maintains records of inspections.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

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

**Experience:**

Completion of two years of combined total service with the City in the classification of Firefighter, Fire Equipment Operator, or Firefighter Dispatcher; or completion of probation under Lateral Entry (SPN 931: Lateral)

(NOTE: You must show your qualifying work history on the basic application in the Work Experience section, in order for your application to be accepted.)

**License:**

Applicants must possess a valid driver's license.

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

Copy of unofficial college transcripts, including name of institution, applicant name, courses/credits taken, and GPA. – if applicable.

**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 a promotional evaluation, with weights assigned as follows:

Written Test: 80%

Promotional Evaluation: 20%

**WRITTEN TEST DETAILS:**

The written test will be conducted in the Civil Service Test Room (4th floor, City Hall) on Tuesday, May 29, 2018 at 9:00 am. The approximate duration of the test is 2-1/2 hours.

The multiple-choice written test may include such subjects as: 2009 International Fire Code; Fire Hazards and Prevention; Inspection and Interpersonal Relations; Written Communication.

(NOTE: IFC books will be provided as an open-book reference for this test.)

**Written test date and time:** Upon acceptance of your application, you will receive an e-mail with a confirmation of the above test date and time.

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 26th day of April 2018.

MARK LINDSEY  
Chair

JERRI BJORK  
Acting Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

### CALL FOR BIDS

#### Sharp Avenue Stormwater Improvements Engineering Services File No. 2014040

This project consists of the construction of approximately 16,000 cubic yards of excavation and embankment, 3,200 linear feet of 12" Ductile Iron Water Main, 250 linear feet of 6" Ductile Iron Water Main, 38 drainage structures, 12,300 square yards of 5-inch thick HMA pavement, 3,750 square yards of 8-inch thick Porous HMA pavement, 1,950 square yards of 9-inch thick Pervious Concrete Pavement, pavement 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 7, 2018 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 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.

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2018 Standard Specifications. Bidder's should allow sufficient time to familiarize themselves with the WSDOT 2018 Standard Specifications prior to bidding the project.

A pre-bid conference will be held at the office of the Engineering Services Department, 808 W. Spokane Falls Blvd. at 11:00 a.m. on Tuesday April 24, 2018.

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.

**\*\*\*\*Time is of the essence due to the length of the construction window and/or the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames as detailed in section 1-03.3, 1-08.4, and 1-08.5.**

Publish: April 18, 25 and May 2, 2018

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**CALL FOR BIDS**  
**2018 Residential Grind and Overlay - North**  
**Engineering Services File No. 2018044**

This project consists of the construction of approximately 500± linear feet of storm sewer, 20± drainage structures, 1,300± square yards of sidewalk, 58,000 square yards of 2-inch thick HMA pavement, 4,000± square yards of 4-inch thick HMA pavement, 1,800± square yards of pavement repair, 30,000± square yards of grinding, and 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 21, 2018 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 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.



**Note regarding new specifications:** The City of Spokane is using WSDOT's 2018 Standard Specifications. Bidder's should allow sufficient time to familiarize themselves with the WSDOT 2018 Standard Specifications prior to bidding the project.

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.

**\*\*\*\*Time is of the essence due to the length of the construction window and/or the time of year in which the project is being constructed. Please note that various award phase steps have shorter than normal time frames as detailed in section 1-03.3, 1-08.4, and 1-08.5.\*\*\***

Publish May 2, 9 and 16, 2018

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR BIDS

### SODIUM HYPOCHLORITE SOLUTION

### City of Spokane Riverside Park Water Reclamation Facility

### BID #4455-18

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, MAY 14, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **SODIUM HYPOCHLORITE SOLUTION** for the City of Spokane Riverside Park Water Reclamation Facility.

The Request for Bids document is available by contacting Connie Wahl, 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).

Bid Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, May 14, 2018**. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late. **Only firm Proposals with signatures will be tabulated.**

**Submit one (1) paper original, one (1) paper copy, and one (1) reproducible digital copy (CD or thumb drive) to:**

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

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

All response packages are to be clearly marked with:

**"BID #4455-18, SODIUM HYPOCHLORITE SOLUTION, DUE: MONDAY, 5/14/2018."**

Connie Wahl, C.P.M., CPPB  
City of Spokane Purchasing

Publish: April 25 & May 2, 2018

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**REQUEST FOR BIDS****FIRE STATION #5 GARAGE ADDITION****City of Spokane Asset Management Department****BID #4458-18**

Sealed Bids will be opened at the 1:15 p.m. public bid opening on **MONDAY, MAY 14, 2018**, in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **FIRE STATION #5 GARAGE ADDITION** for the City of Spokane Asset Management Department.

**PRE-BID CONFERENCE.** A pre-bid conference will be held on Thursday, May 3, 2018 at 9:00 a.m. The location will be at Fire Station 5, 115 West Eagle Ridge Blvd., Spokane, WA 99224.

The Request for Bids document is available by contacting Connie Wahl, 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).

Bid Proposal documents should be submitted to City of Spokane Purchasing **no later than 1:00 p.m. on Monday, May 14, 2018**. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals delivered late. **Only firm Proposals with signatures will be tabulated.**

**Submit one (1) paper original to:**

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

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

All response packages are to be clearly marked with:

**“BID #4458-18, FIRE STATION #5 GARAGE ADDITION, DUE: MONDAY, MAY 14, 2018.”**

Connie Wahl, C.P.M., CPPB  
City of Spokane Purchasing

Publish: April 25 & May 2, 2018

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**CENTRAL #2 WELL STATION PUMP****Water Department****BID #4460-18**

Sealed bids will be opened at 1:15 p.m., **MONDAY, MAY 7, 2018** in the Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, for **CENTRAL #2 WELL STATION PUMP** for the Water Department.

Detailed specifications and proposal forms are posted on the City of Spokane Webpage at:  
<https://my.spokanecity.org/administrative/purchasing/current-projects/>

**Submittal Instructions:**

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

**Submit one (1) original copy of response 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:  
**"CENTRAL #2 WELL STATION PUMP, BID #4460-18, DUE 5/7/18".**

Thea Prince  
Purchasing Department

Publish: April 25 & May 2, 2018

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### NOTICE OF INTENT TO AWARD SOLE SOURCE

The City of Spokane intends to establish a sole source contract with **Clyde Bergemann**, 4015 Presidential Parkway Atlanta, Georgia 30340 to provide the following:

**Purchase and Installation of a Water Cannon On-Line  
Boiler Cleaning System  
for  
City of Spokane Solid Waste Disposal Department –  
Waste to Energy Facility**

Firms who believe they can compete for this requirement are required to submit via email a brief statement of their intent to compete. The statement and any other questions regarding this sole source should be directed to Thea Prince, Senior Procurement Specialist at: [tprince@spokanecity.org](mailto:tprince@spokanecity.org) **by May 11, 2018 at 5:00 pm**. The City of Spokane does not guarantee that firms responding to this notice will be rendered a request to tender an offer for this procurement. In addition, the City of Spokane does not guarantee that any solicitation will occur for this procurement, but reserves the right to solicit proposals.

Firms who have not already done so should register at [www.mrscrosters.com](http://www.mrscrosters.com).

Dated this 25<sup>th</sup> day of April, 2018

Thea Prince  
Senior Procurement Specialist

Publish: May 2 & May 9, 2018

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