



# Official Gazette

## City of Spokane, Washington

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

Volume 115

MAY 28, 2025

Issue 22



### MAYOR AND CITY COUNCIL

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COUNCIL PRESIDENT BETSY WILKERSON

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# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, May 12, 2025**

The minutes for the Monday, May 12, 2025, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, June 4, 2025, issue of the *Official Gazette*.

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, May 19, 2025**

The minutes for the Monday, May 19, 2025, Spokane City Council Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, June 4, 2025, issue of the *Official Gazette*.

# Hearing Notices

**NOTICE OF PUBLIC HEARING**

**PROPOSED AMENDMENTS TO TITLE 17 OF THE SPOKANE MUNICIPAL CODE  
REGARDING REGULATIONS GOVERNING ACCESSORY DWELLING UNITS (ADU'S) IN ACCORDANCE WITH  
HOUSE BILL 1337.  
PROPOSED ORDINANCE C36696**

The City of Spokane City Council will hold a Public Hearing in a hybrid format on Monday, June 2, 2025, beginning at 6 p.m. in the Council Chambers, Lower Level of City Hall, 808 West Spokane Falls Blvd. and virtually, to receive public testimony regarding proposed amendments to receive public testimony regarding proposed citywide amendments to regulations governing accessory dwelling units (ADUs) in accordance with House Bill 1337. Specifically, Section 17A.020.010 "A" Definitions, Section 17C.111.205 Development Standards Tables, Chapter 17C.300 Accessory Dwelling Units, Section 17C.230.130 Parking Exceptions, Section 17H.010.040 Initiation of Street Improvement Projects, setting an effective date, and other matters properly related thereto.

Information about the City Council agenda and how to join the meeting and testify is available on the City's website:

<https://my.spokanecity.org/citycouncil/meetings/>

Public testimony on these amendments will be taken at the hearing and will be made part of the record. Written comments and oral testimony at the public hearing will be made part of the public record.

**Only the applicant, persons submitting written comments, and persons testifying at the hearing may appeal the decision.** Any person may submit written comments, appear at the public hearing, or request additional information by contacting: Planning and Development Services Dept., 808 W. Spokane Falls Blvd., Spokane, WA, 99201-3329.

**Any person may submit written comments on the proposed action or call for additional information to:**

City of Spokane, Planning Services & Economic Development

Tim Thompson, Operations Manager, 808 W. Spokane Falls Blvd., Spokane, WA 99201

(509) 625-6500; [tthompson@spokanecity.org](mailto:tthompson@spokanecity.org).

**Description of the proposal:** This proposal will amend Section 17A.020.010 "A" Definitions, Section 17C.111.205 Development Standards Tables, Chapter 17C.300 Accessory Dwelling Units, Section 17C.230.130 Parking Exceptions, Section 17H.010.040 Initiation of Street Improvement Projects, setting an effective date, and other matters properly related thereto.

**Location:** Citywide

**SEPA:** A Determination of Non-Significance (DNS) was issued on April 25, 2025, under WAC 197-11-340(2). The lead agency did not take action on this item for fourteen days following issuance of the DNS and the comment period ended on May 14, 2025.

**To learn more:** Contact Tim Thompson, [tthompson@spokanecity.org](mailto:tthompson@spokanecity.org)

**How to Attend the Meeting:** The Public can attend the meeting in-person in the City Council Chambers at 808 W Spokane Falls Blvd. People may also attend online via Webex or call in by phone to hear and testify. Access the meeting link and call-in information at the agenda posted in advance on the City Council's webpage:

<https://my.spokanecity.org/citycouncil/meetings/>

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlowmaster@spokanecity.org](mailto:mlowmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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#### BUILDING OFFICIAL SHOW CAUSE HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 2113 E 5<sup>TH</sup> AVENUE, SPOKANE, WASHINGTON, 99202, PARCEL NUMBER 35211.4011, LEGAL DESCRIPTION UNION PARK ADD LT 10 BLK 22, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on June 10<sup>th</sup>, 2025 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane. WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote participation information for this hearing will be posted on the City website as well on each agenda, which can be found under the substandard building topic here:

<https://my.spokanecity.org/neighborhoods/code-enforcement/topics/>

Notice is hereby given that attention has been directed to anyone who knows the present address or whereabouts of the owner or to any new owner or person in the position of responsibility over this property to contact the City of Spokane regarding plans to correct deficiencies and avoid potential outcomes of the show cause hearing, which may include a demolition or receivership order. Not hearing further on this matter the said show cause hearing will proceed. For more information on this hearing, including information regarding participation in the remote hearing, please contact:

Bryan Schertz  
Code Enforcement, City of Spokane  
808 West Spokane Falls Blvd.  
Spokane, WA 99201-3333  
509-625-6300  
[bschertz@spokanecity.org](mailto:bschertz@spokanecity.org)

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlowmaster@spokanecity.org](mailto:mlowmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

# General Notices

## In the Superior Court of the State of Washington for the County of Spokane

**City of Spokane, a municipal corporation, Plaintiff, v. JESSICA BELBIN and JOHN BELBIN, individually and the marital community comprised thereof; and SAVAAD ALEX; and MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC.; and INLAND RESTORATION, INC., D/B/A SERVPRO OF NORTHWEST; and AMERICAN EXPRESS NATIONAL BANK; and STATE OF WASHINGTON; and ASSOCIATED CREDIT SERVICE, INC.; and PERFORMANCE RESTORATION, INC., Defendants, No. 25-2-01699-32.**

The State of Washington to the said JOHN BELBIN:

You are hereby summoned to appear within sixty days after the date of the first publication of this summons, to wit, within sixty days after the 23rd day of April, 2025, and defend the above entitled action in the above entitled court, and answer the complaint of the plaintiff City of Spokane, and serve a copy of your answer upon the undersigned attorney for plaintiff City of Spokane, at the office below stated; and in case of your failure so to do, judgment will be rendered against you according to the demand of the complaint, which has been filed with the clerk of said court.

The object of the action is for the court to find the property identified below to be a nuisance under state and local law; to authorize the City to vacate and secure said property and abate said nuisance at defendants' expense; and/or to appoint a receiver over said property with authority to sell the property free and clear of all interests. Said property is known as 5817 W. Houston Ave., Spokane, WA 99208, Parcel Number 26273.1412.

Matthew J. Cozza, WSBA #54110  
Assistant City Attorney  
Office of the City Attorney  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201-3326  
Attorney for City of Spokane

Publish: Weekly from April 23, 2025, through June 4, 2025

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## In the Superior Court of the State of Washington for the County of Spokane

**City of Spokane, a municipal corporation, Plaintiff, v. Frank P. Wood; and Spokane County, a political subdivision of the State of Washington, Defendants, No. 25-2-01990-32.**

The State of Washington to the said Frank P. Wood:

You are hereby summoned to appear within sixty days after the date of the first publication of this summons, to wit, within sixty days after the 30th day of April, 2025, and defend the above entitled action in the above entitled court, and answer the complaint of the plaintiff City of Spokane, and serve a copy of your answer upon the undersigned attorney for plaintiff City of Spokane, at the office below stated; and in case of your failure so to do, judgment will be rendered against you according to the demand of the complaint, which has been filed with the clerk of said court.

The object of the action is for the court to find the property identified below to be a nuisance under state and local law; to authorize the City to vacate and secure said property and abate said nuisance at defendants' expense; and/or to appoint a receiver over said property with authority to sell the property free and clear of all interests. Said property is known as at 4915 N. Daisy Pl., Spokane, WA 99205, Parcel Number 26354.1607.

Matthew J. Cozza, WSBA #54110  
Assistant City Attorney  
Office of the City Attorney  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201-3326  
Attorney for City of Spokane

Publish: Weekly from April 30, 2025, through June 4, 2025



# Ordinances

## ORDINANCE NO. C36676

An ordinance authorizing and supporting the creation of a play streets and neighborhood block party program; adopting a new section 16A.84.090 of the Spokane Municipal Code.

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

**Section 1** . There is enacted a new section 16A.84.090 of the Spokane Municipal Code to read as follows:

### Section 16A.84.090 Play Streets and Block Parties

- A. The Director of Transportation and Sustainability, in coordination with any impacted divisions and departments, may establish a play streets and neighborhood block party program to create opportunities for neighbors to temporarily close non-arterial streets to provide car-free safe spaces for neighborhood and community-centered activities, including but not limited to block parties, community gatherings, and places for children to play.
- B. A special event permit is required for a play street or block party closure provided that permit and application fees shall be waived for any play street or block party that is free and open to the public, on a non-arterial street, no greater than one block, does not include an intersection, and does not require traffic control personnel.
- C. The City shall develop program policies and procedures consistent with this section.

**Passed by City Council May 19, 2025**

**Delivered to Mayor May 21, 2025**

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## ORDINANCE NO. C36678

AMENDING ORDINANCE NO. C36626, ENTITLED IN PART, "AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ACCEPT A GRANT FROM DEPARTMENT OF ECOLOGY FOR INSTALLATION OF TEN LEVEL 2 CHARGING STATIONS.

**WHEREAS**, subsequent to the adoption of the biennial budget Ordinance No. C36626, as above entitled in part, and which passed the City Council December 9, 2024, it is necessary to make changes in the appropriations of the Fleet Services Fund (equipment replacement) which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Increase revenue by \$100,000.
  - A) Of the increased revenue, \$100,000 is provided solely from Department of Ecology.
- 2) Increase appropriation by \$166,667.
  - A) Of the increased appropriation, \$166,667 is provided solely for other capital improvements.

**Section 2**. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from grant received from Department of Ecology for installation of ten Level 2 charging stations, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

**Passed by City Council May 19, 2025**

**Delivered to Mayor May 21, 2025**

**ORDINANCE NO C36684**

AMENDING ORDINANCE NO. C36626, ENTITLED IN PART, "AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO PAY THE NEPDA FOR A DEVELOPMENT INCENTIVE.

**WHEREAS**, subsequent to the adoption of the biennial budget Ordinance No. C36626, as above entitled in part, and which passed the City Council December 9, 2024, it is necessary to make changes in the appropriations of the Arterial Street Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Increase appropriation by \$625,000.
- A) Of the increased appropriation, \$625,000 is provided solely for contractual services.

**Section 2.** It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to budget for a payment to the Northeast Public Development Authority (NEPDA) as a development incentive as part of an interlocal agreement, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

**Passed by City Council May 19, 2025**

**Delivered to Mayor May 21, 2025**

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**ORDINANCE NO C36685**

AMENDING ORDINANCE NO. C36626, ENTITLED IN PART, "AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO TRANSFER FUNDING FROM FACILITIES CAPITAL TO FIRE CAPITAL FOR EQUIPMENT PURCHASES.

**WHEREAS**, subsequent to the adoption of the biennial budget Ordinance No. C36626, as above entitled in part, and which passed the City Council December 9, 2024, it is necessary to make changes in the appropriations of the Facilities Capital Fund and the Fire Capital Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Decrease appropriation by \$450,000.
- A) Of the decreased appropriation, \$450,000 is removed solely from professional services.
- 2) Increase appropriation by \$450,000.
- A) Of the increased appropriation, \$450,000 is provided solely for an operating transfer-out to the Fire Capital Fund.

**Section 2.** That in the budget of the Fire Capital Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase revenue by \$450,000.
- A) Of the increased revenue, \$450,000 is provided solely for an operating transfer-in from the Facilities Capital Fund.
- 2) Increase appropriation by \$450,000.
- A) Of the increased appropriation, \$450,000 is provided solely for minor equipment.

**Section 3.** It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to transfer funding to Fire Capital for

equipment purchases, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

**Passed by City Council May 19, 2025**

**Delivered to Mayor May 21, 2025**

### **ORDINANCE NO C36686**

AMENDING ORDINANCE NO. C36626, ENTITLED IN PART, "AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ADJUST PAY RANGES TO ALIGN WITH SALARY ANALYSIS.

**WHEREAS**, subsequent to the adoption of the biennial budget Ordinance No. C36626, as above entitled in part, and which passed the City Council December 9, 2024, it is necessary to make changes in the appropriations of the various Funds listed below, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Change the grade and associated pay range for the Assistant Engineer II position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	231F2	Assistant Engineer II	---	A02-41	---	\$71,180-\$100,809

- 2) Change the grade and associated pay range for the Senior Engineer II position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	233F2	Senior Engineer II	---	A02-56	---	\$103,189-\$146,995

- 3) Change the grade and associated pay range for the Principal Engineer position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	234	Principal Engineer	A02-57	A02-60	\$105,841-\$153,197	\$114,026-\$162,718

- 4) Change the grade and associated pay range for the Public Records Officer position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	028	Public Records Officer	---	A02-38	---	\$66,064-\$93,542

- 5) Change the grade and associated pay range for the Director of Civil Rights, Equity, & Inclusion position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-A to Non-Rep	767	Director of Civil Rights, Equity, & Inclusion	A01-59	A07-56	\$112,501-\$158,166	\$114,422-\$159,857

- 6) Change the grade and associated pay range for the Director of Crime Strategies & Analysis position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
Non-Rep	855	Director of Crime Strategies & Analysis	---	A07-58	---	\$117,116-\$165,203

**Section 2.** That in the budget of the Street Maintenance Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Assistant Engineer II position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	231F2	Assistant Engineer II	---	A02-41	---	\$71,180-\$100,809

- 2) Change the grade and associated pay range for the Senior Engineer II position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	233F2	Senior Engineer II	---	A02-56	---	\$103,189-\$146,995

**Section 3.** That in the budget of the Code Enforcement Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Deputy Director Code Enforcement/ Parking Services position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-A	774	Deputy Director Code Enforcement/ Parking Services	---	A01-51	---	\$91,788-\$128,746

**Section 4.** That in the budget of the Parking System Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Deputy Director Code Enforcement/ Parking Services position as noted below.



Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-A	774	Deputy Director Code Enforcement/ Parking Services	---	A01-51	---	\$91,788- \$128,746

**Section 5.** That in the budget of the Emergency Medical Services Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Principal Engineer position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	234	Principal Engineer	A02-57	A02-60	\$105,841- \$153,197	\$114,026- \$162,718

- 2) Change the grade and associated pay range for the Fire Protection Engineer position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	334	Fire Protection Engineer	A02-53	A02-56	\$97,343- \$137,223	\$103,189- \$146,945

**Section 6.** That in the budget of the Water - Wastewater Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Senior Engineer II position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	233F2	Senior Engineer II	---	A02-56	---	\$103-189- \$146,995

- 2) Change the grade and associated pay range for the Principal Engineer position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	234	Principal Engineer	A02-57	A02-60	\$105,841- \$153,197	\$114,026- \$162,718

**Section 7.** That in the budget of the Integrated Capital Management Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Associate Engineer II position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	232F2	Associate Engineer II	---	A02-49	---	\$86,360- \$121,793

- 2) Change the grade and associated pay range for the Senior Engineer II position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	233F2	Senior Engineer II	---	A02-56	---	\$103,189- \$146,995

- 3) Change the grade and associated pay range for the Principal Engineer position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	234	Principal Engineer	A02-57	A02-60	\$105,841- \$153,197	\$114,026- \$162,718

**Section 8.** That in the budget of the Building Services/Development Services Center Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Senior Engineer I position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	233F1	Senior Engineer I	A02-52	A02-53	\$92,812- \$132,045	\$97,343- \$137,223

- 2) Change the grade and associated pay range for the Principal Engineer position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	234	Principal Engineer	A02-57	A02-60	\$105,841- \$153,197	\$114,026- \$162,718

**Section 9.** That in the budget of the Accounting Services Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Director of Accounting position as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
Non-Rep	706	Director of Accounting	A07-65	A07-56	\$127,953- \$178,461	\$114,422- \$159,857

**Section 10.** It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to adjust pay ranges to align with salary analysis, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

**Passed by City Council May 19, 2025**

**Delivered to Mayor May 21, 2025**

**ORDINANCE NO C36697**

An ordinance modifying section 17G.061.310 of the Spokane Municipal Code to correct errors in the application of decision criteria to the review of plats, short plats, and binding site plans; and declaring an emergency.

**WHEREAS**, on November 20, 2023, the City Council adopted ordinance C36459, which created section 17G.061.310 of the Spokane Municipal Code, which establishes criteria for reviewing project applications; and

**WHEREAS**, ordinance C36459 erroneously excluded plats, short plats, and binding site plans from the review criteria in 17G.061.310(C); and

**WHEREAS**, on May 2, 2025, the Washington State Department of Commerce was notified of the City's intent to adopt this ordinance; and

**WHEREAS**, these proposed text amendments were drafted and reviewed consistent with the requirements of RCW 36.70A.370 to assure protection of private property rights; and

**WHEREAS**, the need for the text amendments regarding platting procedures was discovered only recently, and the possibility that it might allow current applications to vest without the proper review creates a situation that is sudden, unexpected, and requires immediate action to prevent or mitigate the threat to public health and safety; and

**WHEREAS**, the normal course of legislative procedures of the Spokane City Council cannot timely address the need for the City Council to adopt the corrective text amendments without the threat of applications vesting under the existing code, thereby causing or exacerbating harm to the community or government functions;

**WHEREAS**, the immediate adoption of this ordinance is necessary to preserve the health, safety, and general welfare of residents of the City of Spokane; -- Now, Therefore,

**The City of Spokane does ordain:**

**Section 1. Findings of Fact.** The recitals set forth above are hereby adopted as the City Council findings in support of the adoption of this ordinance.

**Section 2.** That section 17G.061.310 of the Spokane Municipal Code is amended as follows:

**Section 17G.061.310 Decision Criteria**

- A. The purpose of the following sections is to establish the decision criteria for all permit types regardless of whether the decision is made by the director, hearing examiner, or city council, as applicable.
- B. The burden is upon the applicant to present sufficient evidence relevant to the appropriate criteria in support of the application. The decision-maker must make affirmative findings of fact relative to each criterion or the application must be denied.
- C. The following decision criteria shall be used for Type II and III permit applications, ~~((with the exception of))~~ including plats, short plats, and binding site plans, which have ~~((separate))~~ additional decision criteria provided in 17G.080.025:
  1. The proposal is allowed under the provisions of the land use codes.
  2. The proposal is consistent with the comprehensive plan designation and goals, objectives and policies for the property.
  3. The proposal meets the concurrency requirements of chapter 17D.010 SMC.
  4. If approval of a site plan is required, the property is suitable for the proposed use and site plan considering the physical characteristics of the property, including but not limited to size, shape, location, topography, soils, slope, drainage characteristics, the existence of ground or surface water and the existence of natural, historic, or cultural features.
  5. The proposal will not have a significant adverse impact on the environment or the surrounding properties, and if necessary conditions can be placed on the proposal to avoid significant effects or interference with the use of neighboring property or the surrounding area, considering the design and intensity of the proposed use.
- D. The following Type II and III applications have decision criteria listed in this subsection that are required to be met in addition to the provisions of subsection I of this section:
  1. Shoreline Substantial Development Permit.

- a. Consistency with the map, goals, and policies of the shoreline master program; and
- b. Consistency with RCW 90.58 (Shoreline Management Act) and WAC 173-27 (Permits for Development on Shorelines of the State).

2. Shoreline Conditional Use Permit.

The purpose of a shoreline conditional use permit is to provide a system within the shoreline master program which allows flexibility in the application of use regulations in a manner consistent with the policies of RCW 90.58.020. In authorizing a conditional use, special conditions may be attached to the permit by local government or the department to prevent undesirable effects of the proposed use and/or to assure consistency of the project with the act and the shoreline master program.

- a. Uses classified or set forth in these shoreline regulations in Table 17E.060.690-1 as conditional uses, as well as unlisted uses, may be authorized provided the applicant can demonstrate all of the following:
  - i. The proposed use is consistent with the policies of RCW 90.58.020 and the shoreline master program.
  - ii. The proposed use will not unreasonably interfere with the normal public use of public shorelines.
  - iii. The cumulative impact of several additional conditional use permits on the shoreline in the area will not preclude achieving the goals of the shoreline master program.
  - iv. The proposed use of the site and design of the project is compatible with other authorized uses within the area and with uses planned for the area under the comprehensive plan and the shoreline master program.
  - v. The proposed use will cause no significant adverse effects to the shoreline environment in which it is to be located, and the public interest in enjoying physical and visual access suffers no substantial detrimental effect.
- b. Consideration shall be given to the cumulative impact of additional requests for like actions in the area. For example, if conditional use permits were to be granted for other developments in the area where similar circumstances exist, the total of the conditional and shall not produce substantial adverse effects to the shoreline environment.
- c. Other uses which are not classified or set forth in the shoreline master program may be authorized as conditional uses provided the applicant can demonstrate consistency with the requirements of this section and the requirements for conditional uses contained in the shoreline master program.
- d. Uses which are specifically prohibited by the shoreline master program shall not be authorized by conditional use.

3. Shoreline Variance Permit.

The purpose of a variance permit is strictly limited to granting relief from specific bulk, dimensional or performance standards set forth in shoreline master program where there are extraordinary circumstances relating to the physical character or configuration of property such that the strict implementation of the shoreline master program will impose unnecessary hardships on the applicant or thwart the policies set forth in RCW 90.58.020.

- a. Variance permits should be granted in circumstances where denial of the permit would result in a thwarting of RCW 90.58.020. In all instances, the applicant must demonstrate that extraordinary circumstances exist and demonstrate that the public interest in enjoying physical and visual access to the shorelines shall suffer no substantial detrimental effect.
- b. Variance permits for development and/or uses that will be located landward of the ordinary high-water mark, as defined in RCW 90.58.030(2)(b), and/or landward of any wetland as defined in RCW 90.58.030(2)(h), may be authorized provided the applicant can demonstrate all of the following:
  - i. That the strict application of the bulk, dimensional, or performance standards set forth in the shoreline master program regulations precludes, or significantly interferes with, reasonable use of the property.
  - ii. That the hardship described in (i) of this subsection is specifically related to the property, and is the result of unique conditions such as irregular lot shape, size, or natural features and the application of the shoreline master program regulations, and not, for example, from deed restrictions or the applicant's own actions.
  - iii. That the design of the project is compatible with other authorized uses within the area and with uses planned for the area under the comprehensive plan and SMP regulations and will not cause adverse impacts to the shoreline environment.
  - iv. That the variance will not constitute a grant of special privilege not enjoyed by the other properties in the area.
  - v. That the variance requested is the minimum necessary to afford relief.
  - vi. That the public interest in enjoying physical and visual access to the shorelines will suffer no substantial detrimental effect.
- c. Variance permits for development and/or uses that will be located waterward of the ordinary high-water mark (OHWM), as defined in RCW 90.58.030(2)(b), or within any wetland as defined in RCW 90.58.030(2)(h), may be authorized provided the applicant can demonstrate all of the following:
  - i. That the strict application of the bulk, dimensional, or performance standards set forth in the shoreline master program precludes all reasonable use of the property.
  - ii. That the proposal is consistent with the criteria established under WAC 173-27-170(2)(b) through (f); and

- iii. That the public rights of navigation and use of the shorelines will not be adversely affected.
- d. In the granting of variance permits, consideration shall be given to the cumulative impact of additional requests for like actions in the area. For example, if variances were to be granted to other developments and/or uses in the area where similar circumstances exist the total of the variances shall also remain consistent with the policies of RCW 90.58.020 and shall not cause substantial adverse effects to the shoreline environment.
- e. Variances from the use regulations of the shoreline master program are prohibited.
- 4. PUD and Plans-in-lieu.  
All of the following criteria are met:
  - a. Compliance with All Applicable Standards.  
The proposed development and uses comply with all applicable standards of the title, except where adjustments are being approved as part of the concept plan application, pursuant to the provisions of SMC 17G.070.200(F)(2).
  - b. Architectural and Site Design.  
The proposed development demonstrates the use of innovative, aesthetic, and energy-efficient architectural and site design.
  - c. Transportation System Capacity.  
There is either sufficient capacity in the transportation system to safely support the development proposed in all future phases or there will be adequate capacity by the time each phase of development is completed.
  - d. Availability of Public Services.  
There is either sufficient capacity within public services such as water supply, police and fire services, and sanitary waste and stormwater disposal to adequately serve the development proposed in all future phases, or there will be adequate capacity available by the time each phase of development is completed.
  - e. Protection of Designated Resources.  
City-designated resources such as historic landmarks, view sheds, street trees, urban forests, critical areas, or agricultural lands are protected in compliance with the standards in this and other titles of the Spokane Municipal Code.
  - f. Compatibility with Adjacent Uses.  
The concept plan contains design, landscaping, parking/traffic management and multi-modal transportation elements that limit conflicts between the planned unit development and adjacent uses. There shall be a demonstration that the reconfiguration of uses is compatible with surrounding uses by means of appropriate setbacks, design features, or other techniques.
  - g. Mitigation of Off-site Impacts.  
All potential off-site impacts including litter, noise, shading, glare, and traffic will be identified and mitigated to the extent practicable.
- E. The following Type II and III applications are not subject to subsections I and (D) of this section; they shall comply with the following decision criteria:
  - 1. Variance.
    - a. A variance or modification of the standard or requirement is not prohibited by the land use codes.
    - b. No other procedure is provided in this chapter to vary or modify the standard or requirement, or compliance with such other procedure would be unduly burdensome.
    - c. Strict application of the standard or requirement would create an unnecessary hardship due to one or more of the reasons listed below. Mere economic hardship or self-created hardship are not considered for the purposes of this section.
      - i. The property cannot be developed to the extent similarly zoned property in the area can be developed because the physical characteristics of the land, the improvements or uses located on the land do not allow such development; or
      - ii. Compliance with the requirement or standard would eliminate or substantially impair a natural, historic, or cultural feature of area-wide significance.
    - d. In addition, the following objectives shall be reasonably satisfied:
      - i. Surrounding properties will not suffer significant adverse effects.
      - ii. The appearance of the property or use will not be inconsistent with the development patterns of the surrounding property; and
      - iii. The ability to develop the property in compliance with other standards will not be adversely affected.
    - e. No variance may be granted to allow or establish a use that is not allowed in the underlying districts as a permitted use; or to modify or vary a standard or requirement of an overlay zone, unless specific provision allow a variance
    - f. Floodplain variance is subject the additional criteria of SMC 17E.030.090 and SMC 17E.030.100.
  - 2. Certificate of Compliance.
    - a. Written documentation establishes that all necessary permits were issued and inspections conducted, or the current owner of the property is not the same party responsible for the creation of the violation, but is an innocent purchaser for value.



- b. Approval of the certificate of compliance is necessary to relieve the applicant of a substantial practical or economic hardship; and
- c. Approval of the certificate of compliance will not adversely affect the neighboring property or the area.
- 3. Skywalk Permit and Air Rights Use Permit.
  - a. The proposed skywalk or air rights use is consistent with the comprehensive plan.
  - b. The proposed air rights use conforms to the standards contained in chapter 12.02 SMC Article III and the skywalk conforms to the standards contained in SMC 17C.255.500 through SMC 17C.255.530, unless the design review board has approved design deviations.
  - c. The proposed skywalk or air rights use conforms to the standards contained in the development codes.
  - d. The City is compensated for the fair market value of public air space used for any activity other than public pedestrian circulation.
  - e. An agreement, satisfactory to the city attorney, indemnifies and holds the City harmless against all loss or liability, and the applicant obtained approved public liability insurance, naming the City as an additional named insured, with combined limits of five hundred thousand dollars.

**Section 3. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 4. Clerical Errors.** Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

**Section 5. Emergency Clause.** The City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately under Section 19 of the City Charter and Section 01.01.080 of the Spokane Municipal Code, upon the affirmative vote of one more than a majority of the City Council.

**Passed by City Council May 19, 2025  
Delivered to Mayor May 21, 2025**

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### ORDINANCE NO C36698

An ordinance modifying section 04.12.080 of the Spokane Municipal Code to clarify the role of the Plan Commission and City Council with respect to emergency or interim actions related to Title 17 of the Spokane Municipal Code; and declaring an emergency.

**WHEREAS**, article XV of the Spokane City Charter establishes that the Spokane City Council shall establish a Plan Commission; and

**WHEREAS**, article XV section 127 of the Spokane City Charter states that the Plan Commission shall have powers and perform functions as directed by the City Council; and

**WHEREAS**, on March 2, 2009, the City Council adopted ordinance C34403, establishing the duties of the Plan Commission; and

**WHEREAS**, on November 20, 2023, the City Council adopted ordinance C36459 amending section 17G.025.010 of the Spokane Municipal Code, which establishes procedures for adopting text amendments to the Unified Development Code; and

**WHEREAS**, the adoption process outlined in SMC 17G.025.010 does not account for emergency conditions or interim zoning ordinances; and

**WHEREAS**, it is necessary for the City Council to clarify the procedures which apply to the adoption of emergency amendments to Title 17 of the Spokane Municipal Code and interim zoning ordinances or moratoria adopted pursuant to RCW 36.70A.390; and

**WHEREAS**, the lack of clarity in the Spokane Municipal Code regarding emergency ordinances and conformity with usual planning procedures was only recently discovered, and its possible application to current projects was a discovery that was sudden, unexpected, and requires immediate action to prevent or mitigate the threat to public health and safety; and

**WHEREAS**, the normal course of legislative procedures of the Spokane City Council cannot timely address the need for the City Council to adopt emergency ordinances without the threat of applications vesting under the existing code, thereby causing or exacerbating harm to the community or government functions;

**WHEREAS**, the immediate adoption of this ordinance is necessary to preserve the health, safety, and general welfare of residents of the City of Spokane; -- Now, Therefore,

**The City of Spokane does ordain:**

**Section 1. Findings of Fact.** The recitals set forth above are hereby adopted as the City Council findings in support of the adoption of this ordinance.

**Section 2.** That section 04.12.080 of the Spokane Municipal Code is amended as follows:

Section 04.12.080 Duties

~~((In conjunction with the development of a schedule for City consideration of planning and policy issues, the city council will by resolution adopt an annual schedule which will assign certain policy and planning issues for commission consideration. In addition, the commission shall, when requested by city council resolution, solicit information and comment from the public about planning goals and policies or plans for the City, and report to the city council its recommendations and a summary and analysis of the comments received from the public.))~~

A. Work Plan.

1. The City Council will, by resolution, adopt a Work Plan which assigns certain policy and planning issues for consideration of the commission.
2. The Work Plan may be amended by resolution periodically for the removal of completed tasks and the addition of new ones.

B. Emergency or Interim Council Action.

The City Council may, by ordinance, amend the Unified Development Code without review by the Plan Commission and without following other procedures in SMC 17G.025.010. Such action shall be limited to emergency actions necessary to preserve the immediate health and safety of residents, or to interim zoning controls or moratoria for which a work plan is established pursuant to RCW 36.70A.390. All such action shall provide public notice and solicit public comment as appropriate and required by City and state law.

**Section 3. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 4. Clerical Errors.** Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

**Section 5. Emergency Clause.** The City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately under Section 19 of the City Charter and Section 01.01.080 of the Spokane Municipal Code, upon the affirmative vote of one more than a majority of the City Council.

**Passed by City Council May 19, 2025**  
**Delivered to Mayor May 21, 2025**

# 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.**

## **HOUSING CODE SPECIALIST SPN 301 Open Entry**

**DATE OPEN: Monday, May 26, 2025**

**DATE CLOSED: Monday, June 9, 2025**

**SALARY: \$72,745.92 annual salary, payable bi-weekly, to a maximum of \$103,251.60**

### **CLASS SUMMARY:**

Performs professional administrative and field work enforcing legal codes, both proactively and in response to complex complaints and inquiries.

\*This job posting falls under the official City of Spokane job classification "Neighborhood and Housing Specialist. We've altered the name on this posting to better align with industry standard titles.

### **EXAMPLES OF JOB FUNCTIONS:**

- Manages referred and complex cases; conducts site visit; studies and interprets codes; issues notices, penalties, and civil citations.
- Conducts inspections in the field, both proactively and in response to complaints, to investigate all property and occupancy types for code compliance. Inspections may be conducted from the exterior of properties, as well as from the interior of structures.
- Prepares written and oral reports for hearing officials and courts; prepares correspondence and orders related to hearings; researches codes, property records, utility accounts, and other sources.
- Assists in research, development and modification of new or existing regulations and department operating procedures.
- Assists in contract administration, lien management, and records management including handling public records requests.
  - Assists in public education and outreach about department services through public meetings, media contacts, and direct advertising.
- Attends neighborhood meetings and neighborhood sub-committee meetings.
- Performs related work as required.

### **MINIMUM QUALIFICATIONS:**

#### **Bachelor's Degree Path**

- *Education:* Graduation from an accredited four-year college or university with a degree in public administration, social science, law enforcement, planning, engineering, architecture, construction management, or a closely related field.
- *Experience:* One year of experience enforcing codes.
- *Licenses and Certifications:* Valid driver's license is required.
- *Substitution:* American Association of Code Enforcement (AACE) certification or certification from the International Code Council (ICC) as a Zoning, Building, or Property Maintenance and Housing Inspector will substitute for the enforcement experience requirement.

#### **Equivalent Combination Path**

- *Education:* Two years of college education in a relevant field (60 semester credit hours or 90 quarter credit hours).
- *Experience:* Two years of experience enforcing codes.
- *Licenses and Certifications:*
  1. Two ICC certifications as a Zoning, Building, or Property Maintenance and Housing Inspector.
  2. Valid driver's license is required.

### **EXAMINATION DETAILS:**

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

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

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

Upon request, at time of application, 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 examination will consist of a Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- T&E 100%

**TRAINING AND EXPERIENCE EVALUATION DETAILS:**

- Copies of your college or university transcripts (unofficial transcripts are accepted) may be a required part of this application and will be used to verify that you meet the minimum qualifications, as posted on the job announcement.
- Responses to your T&E questions should be consistent with the information given in your application details. Answers are subject to verification.
- Failure to complete all the questions or incomplete responses will result in a lower score; therefore, it is advantageous for you to provide a full and complete response to each supplemental question.
- Resumes or questionnaires uploaded as attachments will not be accepted in lieu of completing each question online.
- "See Resume" or "See above," etc., and copy/paste from a previous answer are not qualifying responses and will not be considered.

**EXAMINATION DETAILS:**

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

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

- Applicants who apply and meet the minimum qualifications between Monday, May 26, 2025, and Monday, June 9, 2025, will test Thursday, June 12, 2025, through Monday, June 16, 2025.

**TO APPLY:**

**An application is required for promotional applicants.** Applications must be completed online at: <http://my.spokanecity.org/jobs> by 4:00 p.m. on the filing cut-off date. Copies of required additional documents may be attached to your application or submitted via any of the following:

- Email: [civilservice@spokanecity.org](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

Please contact our office at 509-625-6160 immediately if you have any difficulties submitting your application.

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 20th day of May 2025.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

**Sprague & Alki/Broadway – Freya to Havana Grind and Overlay  
Engineering Services File No. 2024063**

This project consists of the grind and overlay of arterial roadways at two separate locations in north Spokane – Sprague from Freya to Havana, and Alki/Broadway from Freya to Havana. This project consists of the 26,000 square yards of 2-inch thick HMA pavement and planing of existing HMA pavement, 1,350 square yards of pavement repair excavation, 6,350 square yards of full roadway replacement, 45 square yards of cement concrete sidewalk for ADA ramp construction, 500 lineal feet of curb or curb & gutter, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 9, 2025, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand,

mail or courier service to Construction Management Office 998 East North Foothills Drive Spokane, WA 99208. Hand delivered bids shall be delivered to the first floor of the Construction Management Office between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

**Bid delivery noon to 1:00 p.m.:**

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

Gate entrance is off North Foothills Drive. See Map: <https://static.spokanecity.org/documents/business/bidinfo/construction-management-office-location.pdf>

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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

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

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

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2025 Standard Specifications.

**Note regarding new apprentice program requirements:** Section 1-07.9(3) herein has been substantially revised including a new state GSP for projects over \$2M.

Publish: May 21, 28, and June 4, 2025

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**2025 Local Grind & Overlay  
Engineering Services File No. 2025044**

This project consists of the construction of approximately 466 linear feet of removing existing curb, 250 square yards of removing cement concrete sidewalk and driveway, 300 linear feet of ductile iron storm sewer, 14 each connect 8 inch dia. pipe to existing catch basin, drywell or manhole, 3,500 square yards of pavement repair, 3,900 linear foot inch of sawcutting flexible pavement, 665 linear foot inch of sawcutting rigid pavement, 12,000 linear feet of crack sealing, 14,750 square yards of planing bituminous pavement, 27,900 square yards of HMA Cl. ½ inch for pavement 2 inch thick, 900 linear feet of cement concrete curb, 253 square feet of cement concrete sidewalk, 17 each retrofit surface inlet, 21 each manhole/drywell cover, 39 each cleaning existing drainage structure, permanent signing, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. June 2, 2025, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to Construction Management Office 998 East North Foothills Drive Spokane, WA 99208. Hand delivered bids shall be delivered to the first floor of the Construction Management Office between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.



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

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

The bids will be publicly opened and read at 1:15 p.m. online using Microsoft Teams. If you would like to view the bid opening, please utilize one of the following options: to watch, go to our website: <https://my.spokanecity.org/business/bid-and-design/current-projects/> click on the link to the Microsoft Teams meeting on the right-hand side of the page. Alternatively, it may be simpler to listen by phone, which can be done as follows: call (323) 618-1887, then enter the access code 533 854 149 followed by #.

The City of Spokane, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252,42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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

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

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

**Note regarding new specifications:** The City of Spokane is using WSDOT's 2024 Standard Specifications.

**Note regarding new apprentice program requirements:** Section 1-07.9(3) herein has been substantially revised including a new bid item and larger penalties for non-compliance.

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

Publish: May 14, 21, and 28, 2025

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**PAVING SERVICES – ON-CALL PUBLIC WORKS - Rebid**  
Water & Hydroelectric Services Department  
**Solicitation PW ITB #6397-25**

**Description:** The City of Spokane is seeking electronic bids for on-call paving. Work must be completed in accordance with the bid provisions and City Standard Specifications. This work will be awarded for an initial three (3) year term.

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, June 9th, 2025, at 1:00pm**. Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procurement.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

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

It is the responsibility of Bidders to check the City of Spokane's online procurement system identified above for Addenda or other additional information that may be posted regarding this Public Work Invitation to Bid.

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

All Bid documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, June 9<sup>th</sup> 2025**. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Bids submitted late.

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

Tanya Lester  
Purchasing Department

Publish: May 21 and 28, 2025

# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### REQUEST FOR QUALIFICATIONS #6388-25 EV CHARGING SOLAR PHOTOVOLTAIC PARKING CANOPY DESIGN SERVICES City of Spokane FACILITIES DEPARTMENT

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

**Proposal Submittal:** Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **1:00 p.m. on MONDAY JUNE 16, 2025**. Hard copies, emails, and late submittals will not be accepted.

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

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

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

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

**Public Bid Opening:** Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY JUNE 16, 2025**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlowmaster@spokanecity.org](mailto:mlowmaster@spokanecity.org). Persons who are deaf, hard of hearing, deaf-blind, and speech disabled may contact Risk Management through the Washington Relay Service at 7-1-1 forty-eight (48) hours before the meeting date.

Katie Hougen  
Procurement Specialist  
City of Spokane Purchasing & Contracts

Publish: May 21 and 28, 2025

**DON KARDONG BRIDGE INTERPRETIVE SIGNAGE FABRICATION & INSTALLATION**

City of Spokane Parks &amp; Recreation Department

**PW ITB #6404-25**

**Description:** The City of Spokane Parks & Recreation Department is soliciting electronic bids for the Don Kardong Bridge Interpretive Signage Fabrication and Installation.

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, June 9, 2025**, at **1:00pm**. Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

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

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

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

All Proposal documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, June 9, 2025**. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

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

Thea Prince  
City of Spokane Purchasing

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