



# Official Gazette

## City of Spokane, Washington

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

Volume 115

**AUGUST 27, 2025**

Issue 35



### MAYOR AND CITY COUNCIL

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### The Official Gazette

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# Minutes

**NOTICE****MEETING MINUTES OF SPOKANE CITY COUNCIL****Monday, August 18, 2025**

The minutes for the Monday, August 18, 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, September 3, 2025 issue of the *Official Gazette*.

**STANDING COMMITTEE MINUTES****City of Spokane****Public Infrastructure, Environment & Sustainability Committee****City Council Chambers****August 18, 2025****Call to Order:** 12:02 PM**Recording of the meeting may be viewed here:** <https://vimeo.com/1111085454>**Attendance**

Committee Members Present: Betsy Wilkerson, Michael Cathcart, Jonathan Bingle, Zack Zappone, Kitty Klitzke, Shelby Lambdin

Absent: Paul Dillon

**Discussion Items**

1. PUBLIC WORKS MONTHLY DIRECTOR'S REPORT FOR AUGUST 2025 -

MARLENE FEIST (5 minutes)

◇ **No action taken, Presentation Only**

2. PUBLIC RULE CROSS CONNECTION CONTROL PROGRAM - MARLENE FEIST (5 minutes)

◇ **No action taken, Presentation Only**

3. PROPOSED TRAFFIC CALMING PROJECT SELECTION PROCESS FOR 2027 CONSTRUCTION SEASON (CYCLE 14) - JON SNYDER (15 minutes)

◇ **No action taken, Presentation Only**

4. JOINT RESOLUTION APPROVING THE APPOINTMENT OF THE EXECUTIVE DIRECTOR OF SPOKANE AIRPORT - CHRIS WRIGHT (5 minutes)

◇ **No action taken, Presentation Only**

5. RFP 6390-25 BACKFLOW TRACKING SYSTEM - RAYLENE GENNETT (5 minutes)

◇ **No action taken, Presentation Only**

6. PW ITB 6414-25 ON CALL DIVE SERVICES FOR UPRIVER DAM - RAYLENE GENNETT (5 minutes)

◇ **No action taken, Presentation Only**

7. EXTENSION OF INTERIM ZONING ORDINANCE FOR HEIGHT LIMITS - SPENCER GARDNER (5 minutes)

◇ **No action taken, Presentation Only**

8. MARATHON PIPELINE COMPANY FRANCHISE AGREEMENT - TIMOTHY SZAMBELAN (5 minutes)

◇ **No action taken, Presentation Only**

9. RESOLUTION APPROVING USE OF SAFE STREETS FUND FOR NEIGHBORHOOD SIGNS - JACKSON DEESE (5 minutes)

◇ **No action taken, Presentation Only**

10. BOARD AND COMMISSION UPDATES - (10 minutes)

◇ **No action taken, Presentation Only**

**Consent Items**

1. PROPERTY PURCHASE FOR THE WELLESLEY AVENUE - FREYA ST AND HAVANA ST PROJECT 2018076 (ENGINEERING SERVICES)
2. VALUE BLANKET FOR THE PURCHASE OF CRANE BRAKE PARTS (SOLID WASTE DISPOSAL)
3. CONTRACT FOR ENGINEERING AND DESIGN OF A REPLACEMENT BOTTOMASH PAN (SOLID WASTE DISPOSAL)
4. CONTRACT FOR THE TRANSPORTATION OF LANDFILL TOPSOIL (SOLID WASTE DISPOSAL)
5. VALUE BLANKET ORDER WITH LIGHTING N BEYOND (NEIGHBORHOOD SERVICES)
6. MASTER VALUE BLANKET FOR THE PURCHASE OF WELDING SUPPLIES (SOLID WASTE DISPOSAL)
7. VALUE BLANKET FOR THE AS-NEEDED PURCHASE OF BOILER TUBES (SOLID WASTE DISPOSAL)
8. TRAFFIC CONTROL PLANNING AND DESIGN ON-CALL SERVICES CONTRACT 2025-2027 NON-FEDERAL AID (ENGINEERING SERVICES)

**Executive Session**

None.

**Adjournment**

The meeting adjourned at 1:14 PM

# Hearing Notices

**Notice of Plan Commission Public Hearing  
FILE NO. 23-013PLAN, Hillyard Subarea Plan**

The Spokane Plan Commission will hold a public hearing on Wednesday, **9/10/2025 beginning at 4:00 PM**, in-person in the City Hall Council Chambers and online via Microsoft Teams and over the phone, to hear public testimony related to the recognition of the Hillyard Subarea Plan. This hearing or portions thereof may be continued to a later date at the discretion of the Plan Commission.

Any person may submit written comments on the proposed actions, appear at the public hearing, or call for additional information:

**Send Comments to:****Attn: Tim Thompson**

808 W. Spokane Falls Boulevard

Spokane, WA 99201-3333

Phone 509-625-6500

Email: [erahsp@spokanecity.org](mailto:erahsp@spokanecity.org)

Comments should be submitted no later than 5:00 PM on September 9 if they are intended to be seen by the Plan Commission prior to the hearing.

**Project Description:** The Hillyard Subarea Plan outlines a comprehensive vision for revitalizing Spokane's Hillyard neighborhood, focusing on infrastructure improvements, economic development, housing needs, and land use strategies. The 1,740-acre Focus Area is divided into six distinct Plan Areas (Hillyard Business District, Hillyard Residential, The Yard, East Wellesley Business District, Esmeralda, and Beacon Hill) and addresses long-standing challenges such as environmental contamination, infrastructure deficiencies, underutilized properties, and limited economic opportunity. The plan integrates community feedback, identifies catalyst redevelopment sites, proposes land use changes, and outlines key improvements in transportation, utilities, parks, and funding strategies. It aims to guide both near- and long-term investments while supporting growth in this historically underinvested area. The Plan is available on the Hillyard Subarea webpage: <https://my.spokanecity.org/projects/hillyard-subarea-plan/>

**SEPA:** This project will be reviewed as a non-project action under the State Environmental Policy Act (SEPA) under Spokane Municipal Code Section 17E.050.

**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 Teams 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 Commission's website: <https://my.spokanecity.org/bcc/commissions/plan-commission/>

Publish: August 27, 2025



SPOKANE CITY/COUNTY  
HISTORIC PRESERVATION OFFICE

### **NOTICE OF SEPA DETERMINATION FOR NON-PROJECT ACTION & NOTICE OF PUBLIC HEARING BEFORE THE CITY PLAN COMMISSION**

**Subject:** A Proposed Amendment to Unified Development Code Forming a Local Historic District, Overlay Zone, and Adopting Design Standards and Guidelines in the City of Spokane

**Date:** August 28, 2025

**Location:** The proposal is located within the Manito/Cannon Hill Neighborhood, roughly bound by Lincoln Street on the west, 18<sup>th</sup> Avenue on the north, Bernard Street on the east, and the 21<sup>st</sup>-22<sup>nd</sup> Alley on the south. A map showing all impacted parcels can be found on following page and on the project webpage: <https://www.historicspokane.org/cannon-hill-park-addition>

**Proposal:** This proposal is adopting a new section 17D.100.285 Cannon Hill Park Addition Local Historic District Overlay Zone to Title 17 of the Spokane Municipal Code which would form the Cannon Hill Park Local Historic District and Overlay Zone in the Manito/Cannon Hill Neighborhood of Spokane, Washington. A draft of the proposed ordinance and all project documents can be accessed at the project webpage linked above. The intent of these efforts is to keep historic buildings in use and the historic character of the district intact by listing on the Spokane Register of Historic Places through the forming of an overlay zone; incentivizing rehabilitation; and reviewing changes to historic properties, demolitions, and new construction within the district.

**Legislative Process:** This Notice of Public Hearing and SEPA Determination will be posted at the main City Library, published in the newspaper, published in the Official Gazette and mailed to all property owners of properties located within the boundary of the proposed district. City Council will consider this matter in a hearing on October 27, 2025 at 6:00pm. Written comments and oral testimony at the public hearing for this proposed action will be made part of the public record. Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.

This proposal requires review by the Plan Commission (hearing on 9/24/2025) and the Spokane Historic Landmarks Commission (hearing on 8/20/2025) who will both send recommendations to the City Council. The Spokane Historic Landmarks Commission recommended approval to City Council on 8/20/2025. The City Council will vote on this matter (hearing on 10/27/2025). Additionally, property owners within the proposed district voted on this proposal through a process as outlined in SMC 17D.100.100. 135 of 193 owners of parcels (70%) voted in support of the district.

**Written Comments & Public Testimony:** The Plan Commission hearing will be held in-person in the City Council Chambers at 4:00pm on September 24, 2025. You can also attend online using Microsoft Teams. Meeting information can be found here: <https://my.spokanecity.org/bcc/commissions/plan-commission/>. Written comments may be submitted on this application until 4:00pm, September 24, 2025 and will be forwarded to the Plan Commission and Landmarks Commission. Written comments should be sent to the Historic Preservation Office ([preservation@spokanecity.org](mailto:preservation@spokanecity.org)). At the Plan Commission Public Hearing, any person may testify on this application.

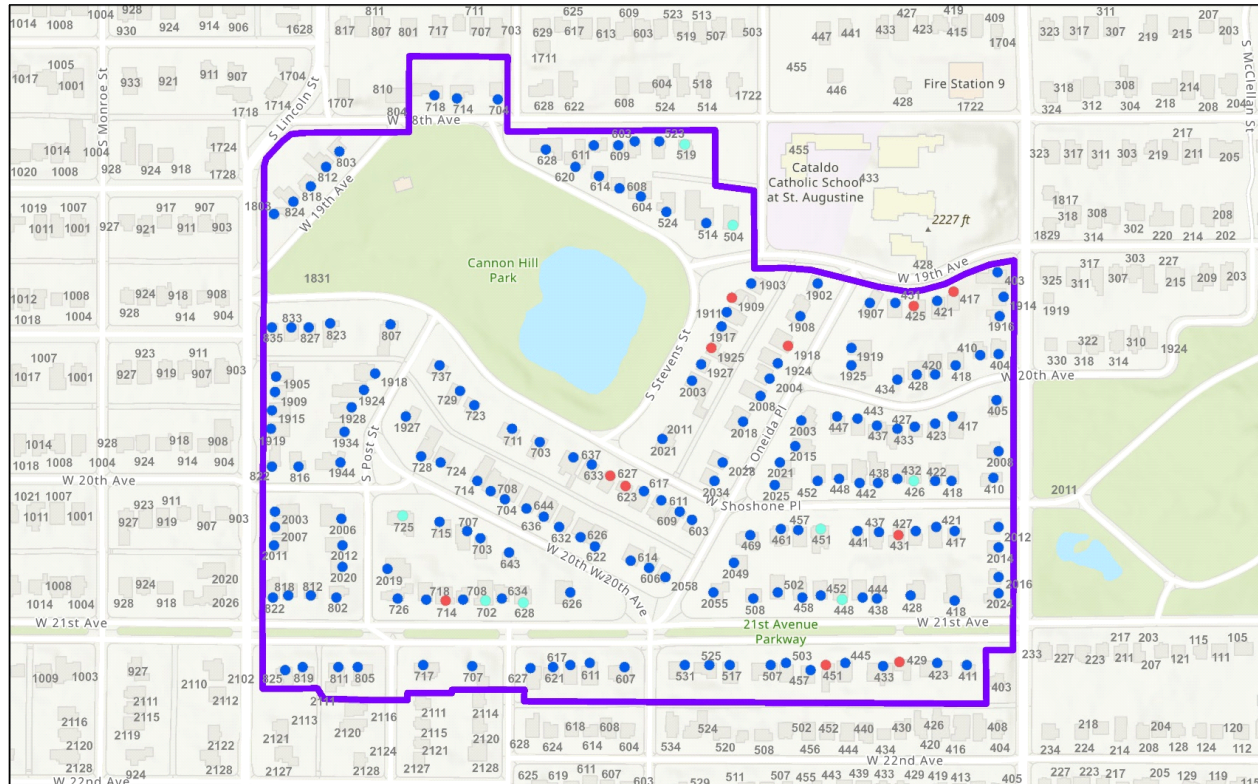
**Environmental Review / SEPA:** The City of Spokane Historic Preservation Department is the Lead Agency for this proposal pursuant to SMC 17E.050.030. Megan Duvall, Historic Preservation Officer, is the responsible official. Agency comment was completed on July 18, 2025. The responsible official made a Determination of Non-significance on August 27, 2025. This non-project proposal was reviewed for compliance with SEPA Regulations, Spokane Municipal Code 17E.050.



**More information:** Any person may call for additional information and/or sign up to receive email updates on this project by sending an email to the Spokane City/County Historic Preservation Office.

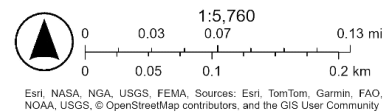
**Contact:** Logan Camporeale, Historic Preservation Specialist  
City of Spokane Historic Preservation Department  
808 West Spokane Falls Boulevard, Spokane, WA 99201  
lcamporeale@spokanecity.org - (509) 625-6634

## Proposed Cannon Hill Park Local Historic District



### Map Legend

- Previously Listed on Spokane Register of Historic Places
- Contributing Property to Cannon Hill Park
- Non-Contributing Property to Cannon Hill Park
- Proposed District Boundary



**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 Council Briefing Center 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.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ddecorde@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.

Publish: August 27, 2025

# General Notices

## **STREET CLOSURE NOTIFICATION** **Maxwell from Pettet to Walnut Bike-Ped – Project number 2023111**

Detour signs will be in place for the following streets:

- West Maxwell Avenue from North Ash Street to North Maple Street will be closed August 25 through September 19.

For more information about the project, please visit:

<https://my.spokanecity.org/projects/maxwell-avenue-pettet-to-walnut-bike-pedestrian-safety-upgrades/>

Publish: August 27, 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.**

## **EVENT SPECIALIST SPN 083**

Open Entry

**DATE OPEN:** Monday, August 125, 2025

**DATE CLOSED:** Monday, September 8, 2025

**SALARY:** \$53,306.64 annual salary, payable bi-weekly, to a maximum of \$75,126.24

### **CLASS SUMMARY:**

Performs responsible work assisting with event and programming operations for Riverfront Park, working on site with clients during events; and collaborating on executed event plans with other park employees.

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

*This list is ILLUSTRATIVE only and is not a comprehensive listing of all functions and duties performed by the incumbent of this class. Duties may include, but are not limited to the following:*

- Coordinates and collaborates with applicable Park teams to support operations and services related to events, rentals, and programming. Provides necessary event information to other City departments.
- Collaborates in event planning meetings as directed. Assists managers and supervisors in creating, implementing, and scheduling events and program activities based on facility availability and participant attendance.
- Coordinates assigned activities with those of other divisions, departments, outside agencies, and organizations, to facilitate and enhance event implementation.
- Surveys location and set up for events to confirm and support operation plans and to ensure compliance with contract terms.
- Serves as the liaison between event promoters and the City. Meets and greets event or group contacts when they arrive at RFP. Checks vendors in and out, and directs them to correct locations in the park.
- Provides onsite supervision for events to monitor and improve the quality of the event and services provided. Monitors activities the day of the event to ensure a safe and successful experience. Fulfills Riverfront Park's contractual obligations to the event.
- Responsible for proactive resolution of any unexpected problems that may occur throughout the event.
- Tracks additional charges incurred during events, and invoices as necessary.
- Provides post-event debrief to ensure communication cycle is complete, including data on the results of events.
- Provides responsible staff assistance with routine administrative functions as required.
- Operates a personal computer, including word processing software and basic office equipment, such as a fax machine and copier.
- Operates a motor vehicle as needed to move between various work locations.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

Combinations of education and experience that are equivalent to the following minimum qualifications are acceptable.

**Open Entry Requirements:**

- *Education:* Bachelor's degree from an accredited four-year college or university in Event Management, Marketing, Business, Communications, or a closely related field.
- *Experience:* One year of work experience in event planning - preparation, coordination, and execution of organized public or private events, in a venue such as a municipal entertainment center, convention facility, or exposition/events management agency.

**Licenses and Certifications:**

- A valid driver's license, or evidence of equivalent mobility, 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.

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, August 25, 2025, and Monday, September 8, 2025, will test Thursday, September 11, 2025, through Monday, September 15, 2025.

**TO APPLY:**

**An application is required for 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 18th day of August 2025.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

**VIDEO PRODUCTION TECHNICIAN SPN 597**

Open Entry

**DATE OPEN: Monday, August 25, 2025****DATE CLOSED: Monday, September 8, 2025****SALARY: \$52,325.28 annual salary, payable bi-weekly, to a maximum of \$81,807.84****CLASS SUMMARY:**

Develops and produces video programs and other multimedia products and performs responsible technical work operating audio/video equipment.

**EXAMPLES OF JOB FUNCTIONS:**

- Plans, produces and directs live and taped informational programs for public and City department consumption, including gavel-to-gavel public City meeting coverage, training and long-format informational programs, multi-camera location productions, public service announcements, and social media content.
- Assists in the coordination of support programming for the City's cable television channel.
- In the Fire Department, photographs and video records crime or emergency scenes. Occasionally required to wear firefighting personal protective equipment and to perform on-scene video documentation involving high-risk situations.
- Sets up, operates, maintains, and performs minor repairs on a variety of audio/video and other visual equipment. Uses computer editing equipment and related video production software.
- Researches, evaluates, and makes recommendations to management on the purchase of audio/video and computer equipment and software.
- Digitizes and uploads video programs for a variety of web-based and social media activities. Organizes and maintains a video library database.
- Plans and produces various audiovisual and multimedia materials for communication, information, training, documentation, and learning purposes.
- Seeks input and direction from and coordinates with elected officials, department heads, other City employees, and representatives of outside agencies.
- Generates and develops original or assigned production ideas.
- Conducts research or utilizes knowledge and training to determine format, approach, content, level, and medium which will be most effective, meet objectives, and remain within budget restrictions.
- Plans and develops pre-production ideas into outlines, scripts, continuity, story boards, and graphics. Executes rough and finished graphics and graphic designs. Locates and secures settings, properties, effects, and other production necessities.
- Directs and coordinates activities of other production personnel during production.
- Sets up, adjusts, and operates equipment such as cameras, lights, sound mixers, and recorders during production. Constructs and positions in place properties, sets, lighting equipment, and other environmental effects.
- Develops manuals, brochures, or related materials; presents narrations or announcements.
- Conducts training sessions on operation of presentation equipment.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:****Open Entry Requirements:**

- *Education:* Graduation from an accredited two-year college with a degree in video or media production, broadcast journalism, communications, or a closely related field.
- *Experience:* Three years' experience performing script writing and video production within an agency or media company.
- *Substitution:* Additional relevant experience may substitute for the education requirement on a year for year basis.
- *License:* Applicants must possess a valid driver's license.

**Lift Requirement:**

- Job offer is contingent on passing a lift test.
- Ability to move audio/video equipment weighing up to 50 lbs.

**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) and a Performance Examination with scoring weight assigned as follows:

- T&E 80%
- Performance Exam 20%

**NOTE: This examination will have a candidate cutoff. The top 20 candidates who achieve a passing score on the Training and Experience Evaluation will be invited to take a performance exam.**

**Training and Experience Evaluation Details:**

The T&E examination consists of both a Supplemental Questionnaire and an online examination. The Supplemental Questionnaire questions may be viewed online under the tab marked "**QUESTIONS**" on the job announcement page. **The Supplemental Questionnaire T&E must be submitted at the time of application.**

The online 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). 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.

Applicants who apply and meet the minimum qualifications between Monday, August 25, 2025, and Monday, September 8, 2025, will test Thursday, September 11, 2025, through Monday, September 15, 2025.

- 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 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 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.

**Performance Exam Details:**

Candidates who rank in the top 20 on the Training and Experience Evaluation will be emailed instructions for a performance exam, which involves editing an unedited interview clip and B-roll footage.

**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 August 2025.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

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# Notice for Bids

## Supplies, Equipment, Maintenance, etc.

### Interceptor CCTV Sonar & Laser Inspection – Prevailing Wages Wastewater Maintenance

#### Solicitation #6352-25

**Description:** The City of Spokane Wastewater Maintenance department is seeking bids for interceptor CCTV Sonar and laser Inspection.

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, September 22nd, 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.

This 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 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, September 22nd, 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: August 27 and September 3, 2025

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