



Official Gazette

City of Spokane, Washington

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

Volume 116

FEBRUARY 4, 2026

Issue 5



MAYOR AND CITY COUNCIL

MAYOR LISA BROWN

COUNCIL PRESIDENT BETSY WILKERSON

COUNCIL MEMBERS:

MICHAEL CATHCART (DISTRICT 1)

PAUL DILLON (DISTRICT 2)

SARAH DIXIT (DISTRICT 1)

KITTY KLITZKE (DISTRICT 3)

KATE TELIS (DISTRICT 2)

ZACK ZAPPONE (DISTRICT 3)

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Minutes

MINUTES OF SPOKANE CITY COUNCIL**Monday, January 26, 2026****AGENDA REVIEW SESSION**

The Agenda Review Session of the Spokane City Council held on the above date was called to order at 3:33 p.m. in the Council Chambers in the Lower Level of the Municipal Building, 808 West Spokane Falls Boulevard, Spokane, Washington. A recording of the meeting can be found at the following link: <https://vimeo.com/spokanecitycouncil>.

Roll Call

On roll call, Council President Wilkerson and Council Members Cathcart, Dillon, Dixit, Klitzke, Telis, and Zappone were present.

City Administrator Alex Scott; Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

INTERVIEW OF NOMINEES TO BOARDS AND COMMISSIONS**Spokane Arts Commission (CPR 1981-0043)**

The City Council interviewed Robert Thompson and Aimee Brooks, candidates for appointment to the Spokane Arts Commission.

BRIEFING ON AGENDA ITEMS**Final Agenda for January 26, 2026**

There were no requests for staff to brief agenda items.

Updated Draft Agenda for February 2, 2026

There were no requests for staff to brief agenda items.

Draft Agenda for February 9, 2026

The City Council received a briefing from staff on the following agenda items, and Council inquiry and comment was held, with response by staff:

- Resolution 2026-0003 (Setting Hearing before City Council for March 9, 2026, for the vacation of Astor Street) – Eldon Brown
- Ordinance C36830 (Implementing the HOME Starts Here Initiative to reduce housing and childcare costs by streamlining design review requirements) – Adam McDaniel and Spencer Gardner
- Ordinance C36835 (Updating divisional and departmental titles as a result of the adoption of Ordinance C36795) – Adam McDaniel

CONSIDERATION OF AMENDMENT AND DEFERRAL REQUESTS**January 26, 2026, Final Agenda**

Final Reading Ordinance C36824 (Council Sponsors: Council Members Zappone and Klitzke)

Motion by Council Member Dillon, seconded by Council Member Klitzke, **to suspend** Council Rules just to allow amending Final Reading Ordinance C36824 (amending the Development Fee Schedule) with the Klitzke/Cathcart Proposed Amendment filed January 14, 2026; **carried 7-0**.

Motion by Council Member Klitzke, seconded by Council Member Dillon, **to amend** Final Reading Ordinance C36824 (amending the Development Fee Schedule) with the Klitzke/Cathcart Proposed Amendment filed January 14, 2026; **carried 7-0**. (Note: As amended, the ordinance converts to an emergency ordinance.)

First Reading Ordinance C36820 (Deferred from January 12, 2026, Agenda, during January 12, 2026, 3:30 p.m. Agenda Review Session) (Council Sponsors: Council Members Dillon and Zappone)

Motion by Council Member Dixit, seconded by Council Member Zappone, **to defer** First Reading Ordinance C36820 (prohibiting the sale and distribution of kratom products in the City of Spokane) to first reading on February 23, 2026, and final reading on March 2, 2026, Agenda; **carried 7-0**.

February 2, 2026, Updated Draft Agenda

Special Budget Ordinance C36837 (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Motion by Council Member Klitzke, seconded by Council Member Dillon, **to suspend** Council Rules and to just add Special Budget Ordinance C36837 (encumbrance carryover for 2025) for final consideration on February 2, 2026, Agenda; **carried 7-0**.

Final Reading Ordinance C36808 (Deferred from January 12, 2026, Agenda, during January 12, 2026, 3:30 p.m. Agenda Review Session) (Council Sponsors: Council Members Dillon and Klitzke)

Motion by Council Member Dillon, seconded by Council Members Telis, **to amend** Final Reading Ordinance C36808 (relating to residential evictions entitled, "Pathways to Eviction Diversion for Spokane") with the Dillon/Telis/Dixit Proposed Amendment filed January 16, 2026; **carried 6-1**.

February 9, 2026, Draft Agenda

Resolution 2026-0009 (Council Sponsors: Council President Wilkerson and Council Member Klitzke) and First Reading Ordinance C36738 (Deferred from October 6, 2025, Agenda, during October 6, 2025, 3:30 p.m. Agenda Review Session) (Council Sponsors: Council President Wilkerson and Council Member Zappone)

Motion by Council Member Cathcart, seconded by Council Member Klitzke, **to defer** to March 2, 2026, Ordinance C36738 (changing the day of regular meetings of the Spokane City Council) and Resolution 2026-0009 (adopting various amendments to the City Council's Rules of Procedure), with

Motion to amend by Council Member Cathcart, seconded by Council Member Dillon, **to defer** first reading of Ordinance C36738 to February 9, 2026, and final reading of the item (Ordinance C36738) and Resolution 2026-0009 to February 23, 2026; **carried 7-0**.

Action to Approve Agendas

The City Council took the following action (pursuant to Council Rule 2.1.B):

Motion by Council Member Dillon, seconded by Council Member Zappone, **to approve** the January 26, 2026, Final Agenda, as amended, and the February 2, 2026, Updated Draft Agenda, as amended, and the February 9, 2026, Draft Agenda, as amended; **carried 7-0**.

Council Recess/Executive Session

The City Council recessed at 4:00 p.m. No executive session was held. The City Council reconvened at 6:04 p.m. for the Legislative Session.

LEGISLATIVE SESSION

Land Acknowledgement

Council President Wilkerson started the meeting off by reading the "Land Acknowledgement" (adopted by City Council on March 22, 2021, under Resolution 2021-0019) which appears on page 2 of the agenda.

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Wilkerson.

Roll Call

On roll call, Council President Wilkerson and Council Members Cathcart, Dillon, Dixit, Klitzke, Telis, and Zappone were present.

Giacobbe Byrd, Director-City Council Office; City Council Policy Advisor Chris Wright; and City Clerk Terri Pfister were also present for the meeting.

There were no **Proclamations and Salutations**.

REPORTS FROM COMMUNITY ORGANIZATIONS

Peaceful Valley Neighborhood Council Update

Bryn Garrehy, Vice Chair of Peaceful Valley Neighborhood Council, provided an update on the Peaceful Valley Neighborhood.

There was no **Poetry at the Podium**.

BOARDS AND COMMISSIONS APPOINTMENTS

Appointment to Spokane Public Library Board of Trustees (CPR 1981-0400)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 6-1 Voice Vote, the City Council **approved** (and thereby confirmed) the appointment of Kris Dinnison to the Spokane Public Library Board of Trustees for a term of January 26, 2026, to January 25, 2031.

Appointments to Historic Landmarks Commission (CPR 1981-0122)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 7-0 Voice Vote, the City Council **approved** (and thereby confirmed) the appointment of Chris Noll (Archaeologist) to the Historic Landmarks Commission for a term of January 1, 2026, to December 31, 2026, and the appointments of Elizabeth Wood (Historian), Mac McCandless (Architect), Nicholas Reynolds (City At-large) and Tom Sawyer (Preservation Construction Specialist) to the Historic Landmarks Commission for terms of January 1, 2026, to December 31, 2028.

CONSENT AGENDA

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 7-0 Voice Vote, the City Council **approved** Staff Recommendations for the following items:

Recommendation to list the following on the Spokane Register of Historic Places:

- a. The Phillips House located at 611 S. Montavilla Drive. (OPR 2026-0004)
- b. The Baum House located at 1830 W. Pacific Avenue. (OPR 2026-0005)

(Council Sponsor: Council President Wilkerson)

Interlocal Agreement between Spokane Municipal Court, Spokane District Court, and Spokane Superior Court for costs incident to jury management services from January 1, 2026, through December 31, 2028—\$36,000. (OPR 2026-0006 (Council Sponsors: Council President Wilkerson and Council Members Zappone and Cathcart))

Amendment to the covenants recorded with the statutory warranty deed between the City and the University District Public Development Authority, for Parcels 35184.0925 and 35184.0926 collectively known as 201 W. Main Avenue. (OPR 2026-0007) (Council Sponsor: Council Member Dillon)

Multiple Family Housing Property Tax Exemption Conditional Agreement with Gradeway, Inc. for the future construction of approximately 4 units at 226 W. Courtland Avenue. Following construction the project intends to finalize under the 8-year exemption. The Conditional Agreement will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office post construction. (OPR 2026-0008) (Council Sponsor: Council Member Dillon)

Low Bid of Inland Infrastructure LLC (Spokane) for Wellesley Avenue from Freya Street to Havana Street Project—\$2,924,765. An administrative reserve of \$292,476.50, which is 10% of the contract amount, will be set aside. (Hillyard Neighborhood) (OPR 2026-0016 / ENG 2018076) (Council Sponsor: Council Member Klitzke)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through January 12, 2026, total \$8,536,691.10 (Check Nos.: 616463-616589; Credit Card Nos.: 002612-002630; ACH Nos.: 148292-148458), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$8,409,168.24. (CPR 2026-0002)
- b. Claims and payments of previously approved obligations, including those of Parks and Library, through January 16, 2026, total \$9,401,338.53 (Check Nos.: 616590-616771; Credit Card Nos.: 002631-002657; ACH Nos.: 148459-148720), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$9,028,130.80. (CPR 2026-0002)

- c. Payroll claims of previously approved obligations through January 17, 2026: \$9,998,049.18 (Check Nos.: 579515-579605). (CPR 2026-0003)

Minutes:

- a. City Council Meeting Minutes: December 15 and December 18, 2025. (CPR 2025-0013)
- b. City Council Meeting Minutes: January 12 and January 15, 2026. (CPR 2026-0013)
- c. City Council Urban Experience Standing Committee Meeting Minutes: November 10 and December 8, 2025. (CPR 2025-0017)
- d. City Council Urban Experience Standing Committee Meeting Minutes: January 15, 2026. (CPR 2026-0017)
- e. City Council Public Infrastructure, Environment and Sustainability Standing Committee Meeting Minutes: December 15, 2025. (CPR 2025-0019)
- f. City Council Public Infrastructure, Environment and Sustainability Standing Committee Meeting Minutes: January 12, 2026. (CPR 2026-0019)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36827 (Council Sponsors: Council Members Klitzke and Zappone)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 6-1 Roll Call Vote, the City Council **passed Special Budget Ordinance C36827**, 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 (for Quarter 1 – 2026), and declaring an emergency.

Ayes: Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: Cathcart
Abstain: None
Absent: None

EMERGENCY ORDINANCE

***Emergency Ordinance C36824 (As amended during 3:30 p.m. Agenda Review Session and converted from First Reading Ordinance to Emergency Ordinance) (Council Sponsors: Council Members Zappone and Klitzke)**

There was a call for public testimony and Council commentary, with none provided, after which the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Emergency Ordinance C36824**, as amended, relating to fees and charges amending Chapter 08.02 of the Spokane Municipal Code. Specifically amending the Development Fee Schedule and setting an effective date, and other matters properly related thereto, and declaring an emergency.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

*(Clerical Note: This ordinance was mistakenly considered. The ordinance will be placed back on the legislative agenda for reconsideration on February 2, 2026. During the 3:30 p.m. Agenda Review Session, there was a motion to suspend Council Rules and to accept the proposed amendment to the ordinance, which converted it into an emergency ordinance. The intent was to have the ordinance converted to an emergency ordinance and to appear as such on the February 2, 2026, Agenda (consistent with Council Rule 4.2.I). For it to have remained on the January 26, 2026, Agenda, there should have been an additional rules suspension requesting it to remain on the agenda and that did not occur. City staff realized the error the morning of Tuesday, January 27, 2026. The ordinance was listed for testimony sign-ups as part of the first reading ordinances and was not listed as a separate sign up as an emergency ordinance. To ensure the public has an opportunity to comment, as mentioned, the ordinance will be placed back on the agenda for reconsideration during the February 2 City Council meeting.)

RESOLUTIONS

Resolution 2026-0001 (Council Sponsors: Council Members Dillon and Zappone)

After public testimony and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0001** authorizing the City to enter into subrecipient contracts for the operation of inclement weather surge capacity beds, pursuant to the Inclement Weather Surge Capacity Request for Proposals (RFP) that closed on November 18, 2025.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

Resolution 2025-0124 (Deferred as amended from January 12, 2026, Agenda, during January 12, 2026, 3:30 p.m. Agenda Review Session) (Council Sponsors: Council Members Klitzke and Zappone)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2025-0124**, as amended, establishing the 2026 Transportation Commission Work Plan.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

Resolution 2025-0125 (Deferred as amended from January 12, 2026, Agenda, during January 12, 2026, 3:30 p.m. Agenda Review Session) (Council Sponsors: Council Members Klitzke and Zappone)

After an opportunity for public testimony, with none provided, and Council commentary, the following action was taken:

Upon 6-1 Roll Call Vote, the City Council **adopted Resolution 2025-0125**, as amended, establishing the 2026 Climate Resilience and Sustainability Board Work Plan.

Ayes: Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: Cathcart
Abstain: None
Absent: None

FINAL READING ORDINANCES

Final Reading Ordinance C36819 (Council Sponsors: Council Members Zappone and Klitzke)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36819**, restoring updates to the fire code inadvertently removed through the adoption of Ordinance C36702; amending Section 08.02.034 of the Spokane Municipal Code.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

Final Reading Ordinance C36821 (Council Sponsors: Council President Wilkerson and Council Member Dillon)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36821** relating to the Community, Housing, and Human Services (CHHS) Board; amending Chapter 04.34A of the Spokane Municipal Code.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: None
Abstain: None
Absent: None

Final Reading Ordinance C36822 (Council Sponsors: Council Members Klitzke and Zappone)

After an opportunity for public testimony and Council commentary, with none provided, the following action was taken:

Upon 6-1 Roll Call Vote, the City Council **passed Final Reading Ordinance C36822** related to the Bicycle Advisory Board; amending Sections 04.16.010, 04.16.020, 04.016.030, 04.016.040, 04.016.050, 04.016.070, 04.016.080, and 04.016.090 of the Spokane Municipal Code.

Ayes: Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
Nos: Cathcart
Abstain: None
Absent: None

FIRST READING ORDINANCES

The following Ordinance was read for the first time, with further action deferred. There was an opportunity for public testimony on the First Reading Ordinances; however, no individuals spoke.

ORD C36823 Relating to arterial streets; updating Section 12.08.040 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

For Council action on First Reading Ordinance C36824, see sections of minutes under 3:30 p.m. Agenda Review Session and “Emergency Ordinance.”

For Council action on First Reading Ordinance C36820, see sections of minutes under 3:30 p.m. Agenda Review Session.

There were no **Special Considerations**.

There were no **Hearings**.

[The City Clerk left the meeting at 6:34 p.m. (pursuant to Council Rule 2.2.A). Open Forum speaker information and motion of adjournment and adjournment time were provided by the City Council Office for the minutes.]

OPEN FORUM

The following individual(s) spoke during the Open Forum:

- Aaron Mark
- Alyssa Hensley
- Corduroy Gwiazda
- David Brookbank
- Diane Sutton
- Gretchen McDevitt
- Kaylee Jackman
- Megra Flatman
- Mikki Hatfield
- Monica Tittle
- Rebecca Stouff
- Spencer Coffin

ADJOURNMENT

Motion by Council Member Klitzke, seconded by Council Member Dillon, **to adjourn; carried 7-0.**

There being no further business to come before the City Council, the meeting adjourned at 7:00 p.m.

Hearing Notices

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 2527 E BOONE AVE, SPOKANE, WASHINGTON, 99202, PARCEL NUMBER 35161.1807, LEGAL DESCRIPTION: SUB OF SEC 16 L7 B156, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on February 10th, 2026 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:

Russell Aldrich
Code Enforcement, City of Spokane
808 West Spokane Falls Blvd.
Spokane, WA 99201-3333
509-625-6300
raldrich@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 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 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: January 28 and February 4, 2026

General Notices

Order of Forfeiture – No Claim

In a seizure conducted by the Spokane Police Department in the State of Washington for the county of Spokane.

Report No.: 2025-20206605
Date of Seizure: 10/06/2025
Seizure No.: 25-027

Date of Seizure Notice: 10/07/2025
Claim Deadline: 11/21/2025

To: **IVAN A. MANCHADO-RASCON**

The seizing agency, Spokane Police Department (SPD), to the said claimant, IVAN A. MANCHADO-RASCON:

You are hereby notified that the SPD seized the property listed below, pursuant to RCW 69.50.505/10.105/010. These items are subject to forfeiture and no property rights exist in them.

A Drug Notice of Seizure and Intended Forfeiture was served on the above recipient within fifteen days following the date of seizure pursuant to RCW 69.50.505/10.105.010.

“Failure of a party to file an application for an adjudicative proceeding within the time limit or limits established by statute or agency rule constitutes a default and results in the loss of that party’s right to an adjudicative proceeding, and the agency may proceed to resolve the case without further notice to, or hearing for the benefit of, that party, except that any default or other dispositive order affecting that party shall be served upon him or her or upon his or her attorney, if any.” RCW 34.05.440.

The above named recipient failed to file an application for an adjudicative proceeding within the time limit. This constitutes a default and results in the loss of the above named recipient’s right to an adjudicative hearing. RCW 69.50.505/10.105.010. As a result, the SPD has now resolved this seizure as a default and the items listed below are hereby forfeited to the SPD.

The above named recipient is entitled to seek reconsideration or other administrative relief pursuant to RCW 34.05. A petition for reconsideration must be filed within ten days following the date of service of this order. RCW 34.05.470.

THE FOLLOWING PROPERTY HAS BEEN FORFEITED:

Item #	Description (for vehicles, do not include the VIN#)
3	\$16,630.00 In US Currency

Lt. Robert Boothe #409
Spokane Police Officer
1100 W. Mallon Ave
Spokane, WA 99260

Publish: January 14, 21, and 28, and February 4, 11, and 18, 2026

Ordinances

These ordinances are published in this issue of the *Official Gazette* pursuant to passage by the Spokane City Council. It should be noted that these ordinances may be subject to veto by the Mayor. If an ordinance is vetoed by the Mayor, the Mayoral veto will be published in a subsequent issue of the *Official Gazette*.

ORDINANCE NO. C36819

An ordinance restoring updates to the fire code inadvertently removed through the adoption of Ordinance C36702; amending Section 08.02.034 of the Spokane Municipal Code.

WHEREAS, the Spokane City Council unanimously adopted Ordinance C36695, relating to the fire code, on June 16th, 2025; and

WHEREAS, the Spokane City Council also unanimously adopted Ordinance C36702, simplifying the civil infraction system, on July 14th, 2026; and

WHEREAS, the updates made to SMC 08.02.034 through Ordinance C36695 had not yet become effective as of the adoption of Ordinance C36702 and therefore led the updates made in Ordinance C36695 to be inadvertently repealed with the adoption of Ordinance C36702; and

WHEREAS, this ordinance restores the updates to SMC 08.02.034 inadvertently removed through Ordinance C36702;

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That section 08.02.034 to Chapter 08.02 of the Spokane Municipal Code is amended to read as follows:

Section 08.02.034 Fire Code

A. Storage Tanks.

The fees in connection with aboveground or underground storage tanks for critical materials as defined in SMC 17A.020.030, including flammable or combustible liquids, are:

1. Installation (including installation of pumps and dispensers) of underground storage tank, per tank: seven hundred twenty-eight dollars (\$728).
2. Installation of above-ground storage tank, per tank:
 - a. More than sixty but less than five hundred gallons: two hundred seventy-six dollars (\$276).
 - b. Five hundred gallons or more: four hundred fifty dollars (\$450).
3. Aboveground or underground storage tank removal or abandonment, per tank: two hundred ten dollars (\$210).
4. Placement of tank temporarily out of service: two hundred ten dollars (\$210).
5. Alteration or repair of a tank: two hundred seventy-six dollars (\$276).

B. Installation of Fire Protection/Detection Equipment.

1. The fees for installing, altering, or repairing fire protection and/or fire detection equipment are based on the value of the work, according to the following schedule:

BID AMOUNT	PERMIT FEE	PLAN CHECK FEE
(Valuation)		
\$1 through \$500	\$105	\$68.25
\$501 through \$2,000	\$210	\$136.50
\$2,001 through 5,000	\$420	\$273
\$5,001 through \$10,000	\$840	\$546
\$10,001 through \$15,000	\$1,260	\$819
\$15,001 through \$20,000	\$1,470	\$955.50
\$20,001 through \$25,000	\$1,680	\$1,092
\$25,001 through \$30,000	\$1,890	\$1,228.50
\$30,001 through \$40,000	\$1,995	\$1,296.75
\$40,001 through \$50,000	\$2,100	\$1,365
\$50,001 through \$60,000	\$2,520	\$1,638
\$60,001 through \$80,000	\$2,940	\$1,911
\$80,001 through \$100,000	\$3,150	\$2,047.50
\$100,001 through \$150,000	\$3,465	\$2,252.25
\$150,001 through \$200,000	\$3,780	\$2,457
\$200,001 through \$250,000	\$4,200	\$2,730
\$250,001 through \$300,000	\$5,000	\$3,250
\$300,001 through \$350,000	\$5,800	\$3,770
\$350,001 through \$400,000	\$6,600	\$4,290
\$400,001 through \$450,000	\$7,425	\$4,826.25
\$450,001 through \$500,000	\$8,230	\$5,349.50
For valuations of \$500,001 and over, fees are calculated as follows: Permit Fee: Valuation multiplied by 0.0165 Plan Check Fee: 65% of permit fee.		

2. Fees apply to an initial submittal and one subsequent resubmittal if the initial submittal is not accepted. If the resubmittal is not accepted, it will be deemed invalid, and the applicant will need to begin a new submittal.
3. Penalty.
Whenever any work for which a fire equipment permit is required is started without first obtaining a permit, the permit fees specified above are doubled and a civil infraction may be issued.
4. Fee Refunds.
The fire official may authorize the refund of any fee erroneously paid or collected. The fire official may authorize the refunding of not more than eighty percent (80%) of the paid permit fee when no work has been done under an issued permit.

5. Valuation.

The valuation of the work done must be submitted at the time of application for a permit. The valuation is the value of the work to be done and includes all labor, material, equipment, and the like supplied and installed by the permittee to complete the work. The permittee may be asked to verify the valuation placed on the work. When the cost of any proposed work is unknown, an estimate of the cost shall be made and used to compute the permit fee. Upon completion of the work, a fee adjustment is made in favor of the City or permittee, if requested by either party.

6. Inspections.

The number of inspections for each permit is determined by the valuation, with the minimum number of inspections for a permit being two.

7. Revisions.

Fees include one revision to an approved submittal. Additional revisions will be charged at an hourly rate of one hundred five dollars (\$105). The permit fee will be modified to the new total value when revisions increase the value of the work.

8. Phasing

Submittals for projects that are done in phases for the construction shall follow the phasing approved as part of the building permit. Where a building permit has not been issued, the phasing shall be approved by the Fire Code Official.

C. Fire Protection System Verification.

The fee for verification that a fire protection system has been appropriately serviced by a Fire Department-registered fire equipment servicer, for each inspection, is:

1. Thirty-eight dollars (\$38) for:

- a. sprinkler systems,
- b. standpipe systems (wet or dry),
- c. alarm systems,
- d. rangehood systems,
- e. inert gas extinguishing systems,
- f. spray booths, and

2. Nineteen dollars (\$19) for private fire hydrants.

D. Safety/Building & Multi-Family Inspections.

1. The fee for conducting safety inspections is one hundred five dollars (\$105) per hour, with a minimum one-hour charge, including annual life safety reviews for short-term rentals. Commercial ((Building)) and multi-family building inspections will be charged according to the total area for each building area per the table below:

	Building Area (sq. ft.)	Fee
A	0 – 1,500	\$((44)) <u>105</u>
B	1,501 – 3,000	
C	3,001 – 5,000	
D	5,001 – 7,500	
E	7,501 – 10,000	
F	10,001 – 12,500	\$202
G	12,501 – 15,000	
H	15,001 – 17,500	
I	17,501 – 20,000	
J	20,001 – 30,000	
K	30,001 – 40,000	\$355
L	40,001 – 50,000	
M	50,001 – 60,000	
N	60,001 – 70,000	
O	70,001 – 100,000	

P	100,001 – 150,000	\$512
Q	150,001 – ((200,000)) 250,000	
R	((Over 200,000)) 250,001-500,000	\$673
S	Over 500,000	\$838

* Effective January 1, 2026: Multifamily buildings are allowed to use the total combined area of the buildings in the contiguous complex for this table.

1. If a building has not received violations following two review cycles, the fee may be reduced by 15%.

E. Reinspections.

The fee for conducting reinspections is one hundred five dollars (\$105) per incident. This applies to inspection requests beyond the allowable inspections associated with an original permit. The reinspection fee will apply when an inspection is scheduled with the Spokane Fire Department and the following occurs:

1. The project or occupancy is not ready for the inspection.
2. Corrections that were previously identified remain uncorrected.
3. The site is not accessible, and a return visit is required.

F. Inspection fees as set forth in this section are appropriated for an estimated time spent equal to or less than one hour per inspection. Permittees are subject to additional inspection fees, which shall apply in a minimum of one-hour increments for each permit fee category, for additional time spent on inspection services to include code research and return site visits.

G. Solar Photovoltaics

Solar photovoltaic permits shall be assessed at ~~((20% of the valuation set forth in SMC 08.02.034.B above))~~ an hourly rate of one hundred five dollars (\$105) for plan review and inspection.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 3. 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 4. Section 14 of Ordinance C36702 shall be deemed rescinded and superseded by this ordinance.

Passed by City Council January 26, 2026

Delivered to Mayor January 29, 2026

ORDINANCE NO. C36821

An ordinance relating to the Community, Housing, and Human Services (CHHS) Board; amending Chapter 04.34A of the Spokane Municipal Code.

WHEREAS, the Community, Housing, and Human Services (CHHS) Board was established in 2012 through Ordinance C34900, as a recommendation of the Community Development and Human Services Task Force under the Condon Administration; and

WHEREAS, the CHHS Board was recodified with updated duties and board composition in 2018 through Ordinance C35665; and

WHEREAS, upon recommendation by Housing and Human Services Division staff and CHHS Board members, the City seeks to strengthen regional collaboration by amending the CHHS Board composition to include a staff member from the City of Spokane Valley; and

WHEREAS, City staff and board members recommend making small amendments to the municipal code to reflect updates to CHHS Board bylaws, including officially adding a member representing the Continuum of Care Board.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That the title of Chapter 04.34A of the Spokane Municipal Code is amended to read as follows:

Chapter 04.34A Community, Housing, and Human Services (CHHS) Board

Section 2. That Section 04.34A.010 of the Spokane Municipal Code is amended to read as follows:

Section 04.34A.010 Purpose

The Community, Housing, and Human Services (CHHS) Board advises the City administration, the Mayor, and the City Council regarding community development, housing, and human services programs.

Section 3. That Section 04.34A.020 of the Spokane Municipal Code is amended to read as follows:

Section 04.34A.020 Functions

The Community, Housing, and Human Services (CHHS) Board shall have the power to:

- A. Advise the City on preparing the Annual Action Plan, the CAPER, the Citizen Participation Plan, the Consolidated Plan, and other required plans to conform with the requirements of the U.S. Department of Housing and Urban Development (HUD) and the Washington State Department of Commerce, where applicable;
- B. Hold public hearings on the draft plans to obtain citizen comments prior to recommending adoption by City Council;
- C. Make recommendations about funding priorities for housing programs and projects and social services utilizing federal, Washington State, and City resources;
- D. Evaluate funding requests for eligible activities and projects and make funding recommendations to the Mayor and City Council;
- E. Make recommendations for funding to the Mayor and City Council for local grant dollars using human services priorities as established by the City Council;
- F. Provide policy guidance and recommendations for community development, human services, and special purpose grant programs applications and implementation;
- G. Participate with the Spokane Continuum of Care in developing the goals and priorities for regional homeless plans; and
- H. Represent the diverse constituencies that make up Spokane's low and moderate income populations, to help guide Spokane's community, housing, and human services into the future.

Section 4. That Section 04.34A.030 of the Spokane Municipal Code is amended to read as follows:

Section 04.34A.030 Membership

- A. Appointees to the Board ~~((shall))~~ may serve ~~((three))~~ up to two consecutive three-year terms ~~((3) year terms and may be eligible for one (1) reappointment for a three (3) year term reappointment))~~.
- B. City residence is preferred but not a requirement for board membership due to the regional nature of some of the duties and responsibilities of the Board.
- C. The Board will consist of twelve (12) members, nominated by the Mayor and appointed by the City Council. At least one (1) member of the Board shall be a member of a veteran service organization, employed by the Department of ~~((Veteran))~~ Veterans Affairs, or an active duty military member based at Fairchild Air Force Base. In addition, (1) member shall be a liaison from the Community Assembly nominated by the Community Assembly to the Mayor according to the process determined by the Community Assembly and appointed by the City Council.
- D. In addition to the twelve (12) positions, the board will include:
 1. ~~((two (2)))~~ one (1) non-voting ~~((liaisons))~~ liaison from the City Council selected by the City Council, appointed or reappointed for one (1) year terms;
 2. one (1) non-voting ~~((elected official or))~~ policy-level decision maker to represent Spokane County who shall be selected by the Spokane County ~~((commissioners))~~ Board of County Commissioners.
 3. one (1) non-voting member to represent the Spokane Regional Continuum of Care, who shall be selected by the Spokane Regional Continuum of Care Board.

4. one (1) non-voting policy-level decision maker to represent the City of Spokane Valley, who shall be selected by the Spokane Valley City Council
- E. Members of the Board and Board committees shall include relevant representation in compliance with HUD and Washington State Department of Commerce requirements.
- F. Board members shall serve without compensation.
- G. Board members ~~((will))~~ shall meet conflict of interest requirements. Committee members may be required to meet conflict of interest requirements.
- H. The membership as a whole shall reflect a broad range of opinion, experience, and expertise with the object of ~~((providing sound advice,))~~ making recommendations representative and on behalf of the ~~((citizenry))~~ residents of Spokane. To achieve that purpose, it shall include residents from diverse neighborhoods within the City and County, with diverse professional backgrounds, and citizens active in neighborhood or community affairs. Youth may also serve as members.

Section 5. That Section 04.34A.040 of the Spokane Municipal Code is amended to read as follows:

Section 04.34A.040 Board Structure

- A. The Board ~~((will))~~ may utilize a committee structure to assist with its functions. Committees will be comprised of Board members and other citizens with experience and expertise in the subject matter of the committee. The Board ~~((Chair))~~ shall appoint committee members.
- B. The Board will include an Executive Committee consisting of the ~~((Chair, Vice chairs, and committee chairs))~~ officers of the Board and its standing committees.

Section 6. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 7. 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.

Passed by City Council January 26, 2026
Delivered to Mayor January 29, 2026

ORDINANCE NO. C36822

An ordinance related to the Bicycle Advisory Board; amending Sections 04.16.010, 04.16.020, 04.016.030, 04.016.040, 04.016.050, 04.016.070, 04.016.080, and 04.016.090 of the Spokane Municipal Code.

WHEREAS, the Bicycle Advisory Board was established in 1992 to support bicycling as a transportation option in the city of Spokane; and

WHEREAS, the Bicycle Advisory Board provides recommendations to the Transportation Commission to advise the Mayor, the City Council, and departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues; and

WHEREAS, sections of the municipal code related to the Bicycle Advisory Board have not been updated since its original adoption in 1992; and

WHEREAS, City staff recommend updating the code to reflect current board practices and the existing Bicycle Master Plan and Bicycle Priority Network while aligning the term and term limits of Bicycle Advisory Board membership with the Transportation Commission.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That Section 04.016.010 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.010 Findings

The City of Spokane finds that:

- A. it is an indisputable fact of urban life that the bicycle is a popular and viable means of personal transportation;
- B. the role of the bicycle as a mode of personal transportation in Spokane will continue to increase in importance in coming years;
- C. many Spokane residents use their bicycles to commute to work and school, on recreational trips, and for other essential transportation purposes;
- D. the City has adopted a ~~((bikeways plan as an element of the comprehensive plan))~~ Bicycle Master Plan and Bicycle Priority Network to serve as a guide in all matters relating to bicycling;
- E. traffic congestion, increasing ~~((fuel))~~ costs of car ownership, and concern for personal health and air quality have combined to make the bicycle an increasingly attractive ~~((alternative))~~ transportation option ~~((to unrestricted use of the automobile))~~;
- F. the active involvement of ~~((bicycle enthusiasts))~~ community members in advising municipal authorities is vital to ~~((insure))~~ ensure proper development of the bicycling environment; and
- G. promoting the safety and well-being of those who use bicycles for all transportation purposes is a public purpose of the City;
- ~~((H. the bicycle technical committee has stated its support for the creation of a bicycle advisory board.))~~

Section 2. That Section 04.016.020 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.020 General Purpose

The Bicycle Advisory Board is established to provide recommendations to the Transportation Commission ~~((in order))~~ to advise the ~~((mayor))~~ Mayor, the ~~((city council))~~ City Council, and departments and offices of the City on matters relating to bicycling and to raise public awareness of bicycling issues.

Section 3. That Section 04.016.030 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.030 Specific Functions

Without limiting the scope of SMC 4.16.020, the Bicycle Advisory Board is given the following functions and responsibilities:

- A. To initiate and/or assist in revisions to the City's ~~((bikeways plan))~~ Bicycle Master Plan.
- B. To review proposals and plans for spot improvements, street vacations, and bikeways, and provide timely comments to the Transportation Commission and affected agencies.
- C. To review, evaluate, and comment on the annual six-year bikeways program.
- D. To promote bicycling as a viable form of urban transportation.
- E. To promote improved safety to reduce accidents and thefts of bicycles by evaluating and recommending changes in design standards for on-street and off-street bikeways, trails and paths accessible to bicyclists, and for secured bicycle parking ~~((racks and lockers))~~.
- F. To develop possible demonstration projects to encourage commuting through provision of safe, accessible routes, secure bike parking facilities and facilities for commuter clean-up and changing from riding to work clothes.

Section 4. That Section 04.016.040 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.040 Membership

The ~~((bicycle advisory board))~~ Bicycle Advisory Board has ten (10) members appointed by the ~~((city council))~~ City Council according to the procedures of SMC 4.01.030. An eleventh member between the ages of sixteen and twenty-two may be appointed to the board.

Section 5. That Section 04.016.050 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.050 Terms

- A. Members of the board are appointed to ~~((three-year))~~ two-year terms ~~((with initial terms being either one, two, or three years, selected on a random draw basis))~~.
- B. No member may serve more than ~~((two))~~ four consecutive full, ~~((three-year))~~ two-year terms or eight total years.
- C. The eleventh voting member shall serve for a one-year term and may serve two consecutive terms.

Section 6. That Section 04.016.070 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.070 Officers

~~((Except that the initial chair of the board is designated by the mayor, the))~~ The board on an annual basis, elects a chair and a vice chair from its membership to preside over meetings and perform such other functions as may be prescribed by rule.

Section 7. That Section 04.016.080 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.080 Staff Support

The ~~((mayor))~~ Mayor or Mayor's designee assigns a City employee to provide technical and administrative assistance to the board.

Section 8. That Section 04.016.090 of the Spokane Municipal Code is amended to read as follows:

Section 04.16.090 Meetings

- A. The board meets at least once a month at a prescribed day and time as noticed on the Board agenda. ~~((The January meeting, or the first meeting in January if there are two or more, is the annual meeting.))~~
- B. A quorum is ~~((five members))~~ a simple majority of the current board membership.
- C. All meetings are held in accordance with the Open Public Meetings Act, chapter 42.30 RCW. Minutes of all meetings are kept as public records.

Passed by City Council January 26, 2026

Delivered to Mayor January 29, 2026

ORDINANCE NO. C36827

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ADJUST PAY RANGES TO ALIGN WITH SALARY ANALYSIS, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, 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 Director of Analytics, Research, & Technology classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
EXC	857	Director of Analytics, Research, & Technology	---	A07-58	---	\$120,645 - \$170,172

Section 2. 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 Parking Services Manager classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
From EXC to M&P-A	440	Parking Services Manager	A07-47	A01-48	\$82,831 - \$116,176	\$87,905-\$123,693

Section 3. That in the budget of the Fire/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 Behavioral Health Paramedic (BRU) classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
Local 29	934	Behavioral Health Paramedic (BRU)	---	A13-25	---	\$68,946-\$88,824

Section 4. 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 January 26, 2026

Delivered to Mayor January 29, 2026

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.

AMENDMENT

AMENDMENT

AMENDMENT

DEPUTY FIRE CHIEF: PREVENTION

SPN 941

(Announcement of 01/26/2026)

The above titled announcement is hereby amended to read:

Closing Date: March 9, 2026, at 4:00 PM PST

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%

Test subjects may include:

- Education and Training for Fire Officers and Fire Prevention
- Experience in Fire Prevention
- Leadership in Fire Service/Fire Prevention

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 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, January 26, 2026, and Monday, February 9, 2026, will test Thursday, February 12, 2026, through Monday, February 16, 2026.
- Applicants who apply and meet the minimum qualifications between Tuesday, February 10, 2026, and Monday, February 23, 2026, will test Thursday, February 26, 2026, through Monday, March 2, 2026.
- Applicants who apply and meet the minimum qualifications between Tuesday, March 3, 2026, and Monday, March 9, 2026, will test Thursday, March 12, 2026, through Monday, March 16, 2026.

STREET MAINTENANCE OPERATOR I SPN 561

Promotional

DATE OPEN: Monday, February 9, 2026

DATE CLOSED: February 23, 2026

SALARY: \$47,940.48 annual salary, payable bi-weekly, to a maximum of \$75,147.12

CLASS SUMMARY:

Performs semi-skilled or specialized street maintenance work requiring previous experience and special knowledge acquired on the job.

EXAMPLES OF JOB FUNCTIONS:

- Assigned to and works on one of the following street maintenance crews; however, employee is expected to work on other crews, perform specialized or unskilled manual work or perform other duties as conditions require.
- Asphalt crew: Assists in preparing street surfaces for patching, repair or tarring operations; may operate a truck.
- Street cleaning crew: operates independently or in a team, all types of trucks, truck-mounted snow plow, street sweeper or flusher.
- Services equipment to which assigned, makes minor field repairs, reports major repairs needed, prepares necessary reports.
- May be required to serve as lead worker to a small crew, operate other types of equipment, perform manual laboring tasks during slack or seasonal periods, answer calls, perform such duties as necessary during emergency winter operations.

MINIMUM QUALIFICATIONS:

SHORTAGE RECRUITMENT: Completion of six months of experience in the classification of Laborer II, Asphalt Raker, or Bridge Maintainer I. Current service in the Street Department is NOT required.

NOTE: Laborer II's outside the Street Department will receive training on the equipment.

License and Certifications:

(Employees in this job class must meet these requirements.)

- Street Maintenance Operator I employees must obtain a tank vehicle endorsement within six months of appointment. Employees must maintain this endorsement while they hold this job class.

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, City of Spokane 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 multiple-choice test with weights assigned as follows:

- Multiple-Choice Test 100%

IN-PERSON MULTIPLE-CHOICE EXAMINATION DETAILS:

- Test Date: Wednesday, February 25, 2026
- Test Time: 9:00 a.m.
- Test Method: On Paper
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Test Duration: 1.5 Hours
- Test Subjects May Include:
 - Safety & Vehicle Operation
 - Roadwork & Pavement
 - Traffic Control
 - Supervision & Interpersonal Skills

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 with **Job Title – Applicant Name** in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

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 28th day of January 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

WTE SHIFT SUPERVISOR SPN 573
Promotion

DATE OPEN: Monday, February 2, 2026

DATE CLOSED: February 16, 2026

SALARY: \$88,927.92 annual salary, payable bi-weekly, to a maximum of \$144,072.00

CLASS SUMMARY:

Performs responsible supervisory work related to the safe, proper, and efficient operation and maintenance of the waste to energy plant, in accordance with City policies and standards.

EXAMPLES OF JOB FUNCTIONS:

- Directs and supervises operations group and other personnel to ensure the plant is operated and maintained in a clean, safe and efficient manner.
- Trains personnel in safety procedures, plant operation procedures and proper equipment use. Ensures staff follows standard safety procedures, corrects safety and environmental hazards, and administers the lockout/tagout system, confined space entry program, and welding and cutting permits.
- Conducts performance appraisals; completes disciplinary forms, accident and equipment damage reports; approves timesheets; documents attendance, tardiness and other employment issues.
- Inspects plant frequently to ensure proper operation of equipment, materials storage and handling, plant security, cleanliness, safety, and environmental compliance; maintains a log of plant operations, activities, and events.
- Investigates material spills, accidents or potentially hazardous situations, in conjunction with maintenance personnel, and completes necessary written reports; contacts outside agencies, if required.
- Manages supply inventory, such as treatment chemicals, PPE, etc., to ensure accuracy in accordance with required policies and procedures.

- Ensures completion of boiler cleaning and inspections during boiler outages.
- Performs related work as required.

MINIMUM QUALIFICATIONS:**Promotional Requirements:**

- *Experience:* Current City employees with two years of experience in the classification of WTE Power Plant Operator (SPN 572) and completion of the internal training program through the level of WTE Shift Supervisor.

NOTES:

- **Current City of Spokane employees who have completed initial probation and are within the line of progression, can apply to this promotion if they meet the open entry requirements, per Civil Service Rule VI, Section 3.**
- Applicants must possess a valid driver's license.
- Individuals in this classification must successfully complete the Shift Supervisor training program and additional required environmental, health, and safety training (as designated on the Environmental Training Matrix and the Training Requirements spreadsheet) within their probationary period.
- Individuals in this classification must obtain a valid Operator Certification under the ASME QRO Certification for Operators of Resource Recovery Facilities program, as well as required local, state and federal licenses, within the probationary period.

Open Entry Requirements:

- *Education:* High school diploma or equivalent
- *Experience:* Four years of experience as a Shift Supervisor or equivalent position in the operation of a solid waste combustion facility or in occupations concerned with the design, start-up, operation, or maintenance of engines, boilers, turbines, air compressors or related machinery which supply power or steam to an industrial, maritime, or commercial process or facility.
- *Substitution:* Completion of 90 quarter or 60 semester credits from an accredited college or university in courses closely related to physical science or engineering may substitute for two years of the required experience.

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:

You will receive a link to the WTE Shift Supervisor T&E via email, prior to 4:00 p.m. Pacific Time on the start dates and will expire at 4:00 p.m. on the due dates as listed below. Please note that this email will be sent from City of Spokane (info@governmentjobs.com).

- Applicants who apply and meet the minimum qualifications between Monday, February 2, 2026, and Monday, February 16, 2026, will test Thursday, February 19, 2026, through Tuesday, February 23, 2026.

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 with Job Title – Applicant Name in the subject line of the email
- In person or mail to: Civil Service Commission, 4th Floor-City Hall, 808 W. Spokane Falls Blvd., Spokane, WA 99201

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 29th day of January 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

INVITATION TO BID # ITB 6449-26
Feeder Grate Parts - As Needed Annual Requirement
City of Spokane Solid Waste Disposal Department

The City of Spokane is soliciting electronic Bids for the above titled Invitation to Bid.

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until 1:00 p.m. on APRIL 20, 2026. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Bid, the Bidder 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, Bidders 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 Bidder's responsibility to check the City of Spokane's procurement system identified above for Addenda or other information that may be posted regarding this Invitation to Bid.

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

Public Bid Opening: Sealed Bids will be unsealed and read at the City virtual public bid opening meeting at 1:15 p.m. on **MONDAY, APRIL 20, 2026**. 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 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.

Rick Rinderle
Procurement Specialist
City of Spokane Purchasing

Publish: February 4 and 11, 2026

REQUEST FOR QUALIFICATIONS #6476-26
Power, Grounding, and Lightning Protection Study
City of Spokane Office of Project Management

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, FEBRUARY 9, 2026. 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, FEBRUARY 9, 2026**. 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 #.

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Connie Wahl, C.P.M., CPPB
Senior Procurement Specialist,
City of Spokane Purchasing & Contracts

Publish: January 28 and February 4, 2026

REQUEST FOR PROPOSALS #6504-26
Background Check and Screening Services
City of Spokane Human Resources Department

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

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until 1:00 p.m. on MONDAY, FEBRUARY 16, 2026. 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 Proposals.

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, FEBRUARY 16, 2026**. 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 #.

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Connie Wahl, C.P.M., CPPB
Senior Procurement Specialist,
City of Spokane Purchasing & Contracts

Publish: February 4 and 11, 2026
