



# Official Gazette

## City of Spokane, Washington

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

Volume 116

FEBRUARY 11, 2026

Issue 6



### 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, February 2, 2026**

### AGENDA REVIEW SESSION

The Agenda Review Session of the Spokane City Council held on the above date was called to order at 3:36 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****Plan Commission (CPR 1981-0295)**

The City Council interviewed Linda Carroll, the Community Assembly's Plan Commission Liaison.

**BRIEFING ON AGENDA ITEMS****Final Agenda for February 2, 2026**

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

- 2026 FIFA Security Grant Application (no council action required at this time) – Alex Scott

**Updated Draft Agenda for February 9, 2026**

There were no requests for staff to brief agenda items.

**Draft Agenda for February 16, 2026**

There were no requests for staff to brief agenda items as the February 16, 2026, meeting has been canceled.

**CONSIDERATION OF AMENDMENT AND DEFERRAL REQUESTS****February 2, 2026, Final 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 just to amend Special Budget Ordinance C36837 (encumbrance carry-over for 2025) while maintaining final consideration on February 2, 2026; **carried 7-0**.

**Motion** by Council Member Klitzke, seconded by Council Member Telis, **to amend** Special Budget Ordinance C36837 (encumbrance carryover for 2025) with the Wilkerson/Dillon Proposed Amendment filed January 30, 2026; **carried 7-0**.

Emergency Ordinance C36824 (As amended during January 26, 2026, 3:30 p.m. Agenda Review Session) (Council Sponsors: Council Members Zappone and Klitzke)

**Motion** by Council Member Klitzke, seconded by Council Member Zappone, **to reconsider** Emergency Ordinance C36824 (amending the Development Fee Schedule); **carried 7-0**.

**February 9, 2026, Updated Draft Agenda**

First Reading Ordinance C36738 (First Reading deferred from February 2, 2026, Agenda, to February 9, Agenda, during January 26, 2026, 3:30 p.m. Agenda Review Session, thereby deferring Final Reading to February 23, 2026, Agenda) (Council Sponsors: Council President Wilkerson and Council Member Zappone)

**Motion** by Council Member Klitzke, seconded by Council Member Zappone, **to amend** First Reading Ordinance C36738 (changing the day of regular meetings of the Spokane City Council) with Wilkerson/Klitzke Proposed Amendment No. 2 filed January 28, 2026; **carried 6-1**.

**February 16, 2026, Draft Agenda**

There were no considerations of amendments or deferrals for the February 16, 2026, Draft Agenda as the February 16 meeting has been canceled.

**Action to Approve Agendas**

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

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

**Council Recess/Executive Session**

The City Council recessed at 3:56 p.m. and immediately reconvened into an Executive Session to discuss potential litigation for 20 minutes. City Attorney Mike Piccolo and Assistant City Attorney Lynden Smithson were present for the Executive Session. The Executive Session ended at 4:16 p.m., at which time the Agenda Review Session also ended. The City Council reconvened at 6:02 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**.

There were no **Reports from Community Organizations**.

**POETRY AT THE PODIUM**

Oran Bordwell read "Earth Bias."

There were no **Boards and Commissions Appointments**.

**CONSENT AGENDA**

After public testimony and Council commentary, the following actions were taken:

**Upon 6-1 Voice Vote**, the City Council **approved** Purchase from Bud Clary Toyota of Yakima of two 2026 Toyota BZ Battery Electric Vehicles or similar as available for Development Services—\$82,000. (OPR 2026-0021) (Council Sponsor: Council Member Klitzke) (Taken Separately)

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

Purchase from Bud Clary Ford of two 2026 F350 4X4 diesel chassis upfitted with service bodies using Water Department budget for use by the Parks Department for right-of-way maintenance—\$231,072. (OPR 2026-0022) (Council Sponsor: Council Member Klitzke)

Purchase from Dobbs Peterbilt of eight refuse trucks for the Solid Waste Collections Department as part of 2026 planned replacements—\$3,994,888. (OPR 2026-0023) (Council Sponsor: Council Member Klitzke)

Contract with PMWeb, Inc. (Sunny Isles Beach, FL) for Capital Project Management Software from February 1, 2026, through January 31, 2027—\$99,000 (plus tax). (OPR 2026-0024 / RFP 4196-16) (Council Sponsors: Council Members Klitzke and Dillon)

Contract Amendment/Extension with Granicus (Saint Paul, MN) for public records request platform, adding another module to the platform and extending contract for five years from December 1, 2025, through November 30, 2030—\$348,555.96 (plus tax). (OPR 2022-0920) (Council Sponsors: Council Members Klitzke and Dillon)

Public Works Agreement with Cameron Reilly, LLC (Spokane Valley, WA) for CSO 34-1 sport court improvements from October 22, 2025, through October 22, 2026—\$359,658 (plus tax). (OPR 2026-0025) (Council Sponsor: Council Member Dillon)

Contract Amendment/Extension with Evergreen State Towing (Spokane) for impound and abandoned RV disposal services from January 1, 2025, through December 31, 2026—additional \$175,000 (plus tax). (OPR 2021-0130) (Council Sponsors: Council President Wilkerson and Council Member Zappone)

Contract Renewal 1 of 1 with BrandSafway Services, LLC (Pasco, WA) for insulation services at the Waste to Energy Facility from February 1, 2026, through January 31, 2027—not to exceed \$200,000 (plus tax). (OPR 2025-0003 / ITB 6083-24) (Council Sponsor: Council Member Klitzke)

Contract Renewal 3 of 3 with McKinstry Co., LLC (Spokane) for HVAC services at the Waste to Energy Facility from March 1, 2026, through February 28, 2027—not to exceed \$100,000 (plus tax). (OPR 2023-0026 / IPWQ 5678-22) (Council Sponsor: Council Member Klitzke)

Contract Renewal 2 of 2 with Jacobs Engineering Group, Inc. (Spokane) for landfill groundwater monitoring, data analysis and report writing services at the Waste to Energy Facility from March 10, 2026, through March 9, 2027—not to exceed \$49,000 (plus tax). (OPR 2022-0169 / IRFQU 5563-22) (Council Sponsor: Council Member Klitzke)

Contract Amendment No. 2 with NB Engineering dba Evergreen StormH20 for Non-Vegetated Bioretention TAPE Study Project—additional \$38,907 (100% reimbursable from WQC-2023-Spokane-00120 grant). (OPR 2023-1125) (Council Sponsors: Council Members Zappone and Klitzke)

Contract Amendment with Parametrix, Inc. (Spokane) for construction management on-call services for 2026 non-federal aid projects—additional amount not to exceed \$1,000,000. Total contract amount not to exceed \$1,800,000. (Various Neighborhoods) (OPR 2023-1197 / ENG 2023117) (Council Sponsor: Council Member Klitzke)

Report of the Mayor of pending Claims and payments of previously approved obligations, including those of Parks and Library, through January 26, 2026, total \$10,207,871.68 (Check Nos.: 616772-616880; Credit Card Nos.: 002658-002667; ACH Nos.: 148721-148841), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$10,103,165.97. (CPR 2026-0002)

## LEGISLATIVE AGENDA

### SPECIAL BUDGET ORDINANCE

**Special Budget Ordinance C36837 (as amended during 3:30 p.m. Agenda Review Session) (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 Special Budget Ordinance C36827**, as amended, amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Biennial Budget for the City of Spokane," and amending it to carry over unexpected appropriations at year-end to ensure payment of existing obligations, and declaring an emergency.

<b>Ayes:</b>	Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone
<b>Nos:</b>	None
<b>Abstain:</b>	None
<b>Absent:</b>	None

### EMERGENCY ORDINANCE

**Emergency Ordinance C36824 (As added by motion to reconsider during 3:30 p.m. Agenda Review Session) (As amended during January 26, 2026, 3:30 p.m. Agenda Review Session) (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 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

## RESOLUTIONS

### Resolution 2026-0004 (Council Sponsors: Council Members Dillon 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 2026-0004** declaring Ready Rebound (Milwaukee, WI) a sole source provider and authorizing the City to enter into a contract for the purposes of Personalized Health and Performance program for public safety staff, for a three-year period for approximately \$517,146.57 (plus applicable tax), without public bidding.

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

### Resolution 2026-0005 (Council Sponsors: Council President Wilkerson and Council Member Dixit)

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

**Upon 7-0 Roll Call Vote**, the City Council **adopted Resolution 2026-0005** setting forth the City Council's approval and endorsement of funding for a Community Development Block Grant – Coronavirus (CDBG-CV) contract with Greater Spokane County Meals on Wheels and authorizing the execution of related contracts without further City Council review and action—\$210,000.

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

## FINAL READING ORDINANCES

### Final Reading Ordinance C36808 (Deferred from January 12, 2026, Agenda, during January 12, 2026, 3:30 p.m. Agenda Review Session) (As amended during January 26, 2026, 3:30 p.m. Agenda Review Session) (Council Sponsors: Council Members Dillon and Klitzke)

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

**Upon 5-2 Roll Call Vote**, the City Council **passed Final Reading Ordinance C36808**, as amended, of the City of Spokane relating to residential evictions entitled "Pathways to Eviction Prevention for Spokane," amending section 10.57.160 of the Spokane Municipal Code, and creating new sections 10.57.200, 10.57.210, 10.57.220, and 10.57.230 of the Spokane Municipal Code.

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

### Final Reading Ordinance C36823 (Council Sponsors: Council President Wilkerson and Council Member 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 C36823** relating to arterial streets; updating Section 12.08.040 of the Spokane Municipal Code.

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

## FIRST READING ORDINANCES

The following Ordinances were read for the first time, with further action deferred. Public testimony was received on the First Reading Ordinances.

**ORD C36842** Relating to transportation impact fees; amending SMC section 17D.075.180 to chapter 17D; of the Spokane Municipal Code; and setting an effective date. (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

**ORD C36828** Modifying the terms of good neighbor agreements and amending Section 12.05.005 of the Spokane Municipal Code. (Council Sponsors: Council Members Dillon and Telis)

**ORD C36829** Updating position and departmental titles and code provisions to conform to Ordinances C36752 and C36795; amending Sections 15.06.030, 15.06.050, 15.06.060, 15.06.070, 17C.420.020, and 17E.06.160 of the Spokane Municipal Code. (Council Sponsors: Council Members Dillon and Klitzke)

**ORD C36830** Implementing the HOME Starts Here Initiative to reduce housing and childcare costs by streamlining design review requirements; amending Sections 04.12.040, 04.12.080, 17C.255.500, and 17G.070.100; repealing Chapters 04.13, 17G.030, and 17G.040; and adopting a new Section 04.12.085 and Chapter 17G.041 of the Spokane Municipal Code. (Council Sponsors: Council Members Dillon and Dixit)

**ORD C36835** Updating divisional and departmental titles as a result of the adoption of Ordinance C36795; amending Sections 04.40.080, 08.02.083, 10.63.020, 10.63.090, 10.63.100, 10.70.070, 10.70.080, 12.01.010, 16A.04.100, 16A.05.060, 16A.06.010, 16A.06.020, 16A.06.060, 16A.06.070, 16A.06.080, 16A.06.090, 16A.07.010, 16A.07.060, 16A.07.070, and 16A.61.5703; and repealing Sections 16A.60.010, 16A.62.010, 16A.65.010, and 16A.84.010 of the Spokane Municipal Code. (Council Sponsors: Council Members Dillon and Klitzke)

**ORD C36831** Relating to pretreatment, to chapter 13.03A of the Spokane Municipal Code; and setting an effective date. (Council Sponsors: Council President Wilkerson and Council Members Klitzke and Telis)

**ORD C36836** Approving the lease of a portion of High Bridge Park to the American Indian Community Center for 50 years. (Council Sponsors: Council Members Klitzke and Dixit)

There were no **Special Considerations**.

There were no **Hearings**.

[The City Clerk left the meeting at 7:58 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 Matthew
- David Brookbank
- Diane Sutton
- Emmanuel Tensley
- John Alder
- Justin Haller
- Karl Kistler
- Tom Brooks
- Will Hulings

### ADJOURNMENT

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

There being no further business to come before the City Council, the meeting adjourned at 8:17 p.m.



**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Finance and Administration Committee**  
**City Hall (808 W. Spokane Falls Blvd)**  
**Council Chambers, January 26, 2026**

**Call to Order: 12:01 PM**

Recording of the meeting may be viewed here: [Spokane City Council](#)

**Attendance**

Committee Members Present:

Council President Betsy Wilkerson (Chair), Council Member Paul Dillon (Vice-Chair), Council Member Michael Cathcart, Council Member Zack Zappone, Council Member Kitty Klitzke, Council Member Council Member Kate Telis, Council Member Sarah Dixit

**Discussion Items (No Action Taken)**

1. Q4 2025 INVESTMENT REVIEW – CONNOR THORNE
2. ORDINANCE AMENDING PROVISIONS OF THE CITY'S CODE OF ETHICS – MIKE PICCOLO
3. RESOLUTION APPOINTING JACOB MILLER AS THE DIRECTOR OF MANAGEMENT AND BUDGET – MATT BOSTON/ADAM MCDANIEL
4. PSAP SIP LOAN – MATT BOSTON
5. ORDINANCE UPDATING DEPARTMENTAL TITLES AS A RESULT OF THE ADOPTION OF ORDINANCE C36795 – ADAM MCDANIEL
6. APPOINTMENT OF STEPHEN WILLIAMS AS THE DIRECTOR OF EMERGENCY COMMUNICATIONS FOR THE SPOKANE UNITED 911 NETWORK – ADAM MCDANIEL
7. SPECIAL BUDGET ORDINANCE – ANNUAL ENCUMBRANCE CARRYOVER – JACOB MILLER
8. TARGET SOLUTIONS – MIKE FORBES
9. ORDINANCE AMENDING CODE RELATED TO EMERGENCY PROCUREMENT – JASON NECHANICKY
10. HUD UPDATES – DAWN KINDER
11. RESOLUTION ADOPTING AMENDMENTS TO COUNCIL RULES OF PROCEDURE – CHRIS WRIGHT
12. CHARTER REVIEW COMMISSION OVERVIEW – JACKSON DEESE
13. COUNCIL/STAFF STANDING REPORTS – COUNCIL/STAFF

**Consent Items (No Action Taken)**

1. PARKING SERVICES – 1460 MOBILE PARKING PAYMENT SYSTEMS CONTRACT RENEWAL #2 (CODE ENFORCEMENT & PARKING SERVICES)
2. EUNA SOLUTIONS ANNUAL SOFTWARE SUBSCRIPTION & SUPPORT (INFORMATION TECHNOLOGY)
3. DLT SOLUTIONS (INFORMATION TECHNOLOGY)
4. 5100 – PURCHASE OF 2 CHEVROLET SILVERADO EV PICKUPS FOR ENGINEERING (FLEET SERVICES)
5. 5100 – PURCHASE OF 4 CHEVROLET SILVERADO EV PICKUPS FOR SOLID WASTE COLLECTIONS (FLEET SERVICES)
6. 5100 – PURCHASE OF 2 ELECTRIC VEHICLES FOR THE FACILITIES DEPARTMENT (FLEET SERVICES)
7. WHOLESALe NETWORK/FRANCHISE ASSIGNMENT (CITY ATTORNEY)
8. AMENDMENT TO ADD FUNDS TO LOOMIS CONTRACT (FINANCE, TREASURY & ADMIN)
9. SPECIAL BUDGET ORDINANCE – PSAP SIP LOAN (FINANCE TREASURY & ADMIN)
10. FACILITIES WASTEWATER MAIN OFFICE PROGRAM AND SPACE PLAN SERVICE (FACILITIES MANAGEMENT)

**Public Testimony**

No public testimony

**Executive Session**

None

**Adjournment**

The meeting adjourned at 2:08 PM

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# 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 731/733 W YORK AVENUE, SPOKANE, WASHINGTON, 99205, PARCEL NUMBER **35072.4316**, LEGAL DESCRIPTION LAUMAN'S ADD LTS 13&14 BLK 12, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on March 3<sup>rd</sup>, 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:

Jennifer Loparco  
Code Enforcement, City of Spokane  
808 West Spokane Falls Blvd.  
Spokane, WA 99201-3333  
509-625-6300  
[jloparco@spokanecity.org](mailto:jloparco@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](mailto: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: February 11 and 18, 2026

# General Notices

## NOTICE ABANDONED PERSONAL PROPERTY ONLINE AUCTION FEBRUARY 26, 2026

This is to provide notification that there will be an online auction of Spokane Police Department and Spokane County Sheriff's Office abandoned personal property. The online auction will be held February 26, 2026, available items will be sold through J. Stout Auctions, at the following link: <https://www.jstoutauction.com/spokane-washington-location/> To view a complete list of auction items, visit the Spokane Police Department Property Evidence Facility's website at the following link: <https://my.spokanecity.org/police/information/evidence-facility/>.

Publish: February 11, 2026

**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

	<p><b>Spokane City/County Historic Landmarks    Preliminary Agenda    Wednesday, February 18, 2026    3:00 PM</b></p> <p><b>Hybrid Meeting - <a href="https://www.historicspokane.org/current-agenda-items">https://www.historicspokane.org/current-agenda-items</a></b>    Microsoft Teams/City Council Briefing Center</p> <p><b>TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE</b></p>
3:00 PM	<b>Public Hearing:</b>
	<p>A. <b>Spokane Register Nomination (per SMC 17D.100.020):</b></p> <ol style="list-style-type: none"> <li>Briggs Apartments – 225 South Wall Street</li> </ol>
3:45 PM	<p><b>Commission Briefing Session:</b></p> <ol style="list-style-type: none"> <li>Call to Order</li> <li>Approve 1/21/2026 meeting minutes</li> <li>Old Business</li> <li>New Business</li> <li>Chairman’s Report</li> <li>HPO Staff Report</li> <li>Other (Announcement and events)</li> </ol>

<b>Adjournment:</b>
The next SHLC meeting will be held on Wednesday, March 18, 2026

Updates to this agenda may occur prior to the meeting – please see <https://www.historicspokane.org/current-agenda-items> for the most current agenda.

**Members of the public are encouraged to join the online meeting using the following information. To participate via video follow the hyperlink below on your computer or mobile device (click on “Join the meeting now”)**

Microsoft Teams meeting

**Join the meeting now**

Meeting ID: 262 603 992 298 7

Passcode: qe7ka2yH

**Dial in by phone**

[+1 323-618-1887,,123930118#](tel:+13236181887,,123930118#) United States, Los Angeles

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Phone conference ID: 123 930 118#

**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](mailto: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.

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**Cancellation Notice**  
**Regular Meeting of the Civil Service Commission**  
February 17, 2026

The regularly scheduled meeting of the Civil Service Commission, scheduled for 9:30 a.m. on February 17, 2026, is hereby cancelled.

# 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. C36808

An Ordinance of the City of Spokane relating to residential evictions entitled “Pathways to Eviction Prevention for Spokane,” amending section 10.57.160 of the Spokane Municipal Code, and creating new sections 10.57.200, 10.57.210, 10.57.220, and 10.57.230 of the Spokane Municipal Code.

**WHEREAS**, housing in Spokane directly impacts the quality of life at the most basic human level, and it is imperative to find solutions that will allow tenants to maintain their tenancies and also ensure that payments are made to landlords who face potential economic hardship if rents are not paid; and

**WHEREAS**, eviction prevention programs are designed to provide critical, targeted support to vulnerable families and individuals in the City of Spokane who are at risk of losing their homes; and

**WHEREAS**, it is the objective of the City of Spokane to preserve the housing relationship between landlords and tenants, prevent homelessness, and facilitate conciliation that will prevent evictions; and

**WHEREAS**, it is the desire of the City of Spokane to develop strategies to help people stay housed due to the significant and increasing unhoused crisis and a growing number of people in danger of losing their housing; and

**WHEREAS**, the City of Spokane existing eviction prevention programs will provide landlords and tenants with the time, information, and resources necessary to resolve their housing problems without prolonged litigation; and

**WHEREAS**, creativity and collaboration can assist with connecting landlords and tenants and achieving increased housing stability, encourage joint problem-solving, and provide access to justice as both an alternative and complement to court proceedings; and

**WHEREAS**, in order to protect families, promote community, and reduce homelessness, it is Spokane's intent to continue its commitment to balance the needs of the landlord, tenant, and the City of Spokane while creating a partnership to ensure safe, healthy and thriving rental housing in Spokane.

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

**Section 1.** That section 10.57.160 of the Spokane Municipal Code be amended to read as follows:

**Section 10.57.160 Minimum Notice to Increase Rent**

A landlord may not increase residential rent except in accordance with this section.

- A. Any rental agreement or renewal of a rental agreement entered into after the effective date of this ordinance shall include, or shall be deemed to include, a provision requiring not less than:
  1. One hundred twenty days' written notice for rent increases equal to or less than three percent; or
  2. One hundred eighty days' written notice for rent increases greater than three percent.
  3. In a subsidized tenancy where the amount of rent is based on the income of the tenant or circumstances specific to the subsidized household, the rental agreement shall instead provide at least 30 days' prior written notice of an increase in the amount of rent to each affected tenant.
- B. Any notice of residential rent increase shall specify the percentage of the rent increase, the amount of the new rent, ((and)) the date on which the increase becomes effective((-)), and shall contain a notice of eviction prevention resources pursuant to SMC 10.57.220.
- C. Any notice of a residential rent increase shall be served in accordance with RCW 59.12.040.
- D. For purposes of this section, the term "rent" shall have the meaning set forth in RCW 59.18.030 (29), as amended from time to time.

**Section 2.** That there is enacted a new section 10.57.200 of the Spokane Municipal Code to read as follows:

**Section 10.57.200 Definitions for Eviction Prevention Program**

The following definitions shall apply to Sections 10.57.210, 10.57.220, 10.57.230, 10.57.240 and 10.57.250 of the Spokane Municipal Code:

- A. "City managed eviction prevention programs" means any program that receives pass through funding from the city intended to prevent evictions, including but not limited to rental assistance, housing-focused case management and rapid re-housing services.
- B. "Eviction" or "evict" is an effort by the landlord to terminate or discontinue the tenancy through unlawful detainer pursuant to just cause provisions in RCW 59.18.650 or RCW 59.20.080.
- C. "Good faith" is an honest intention to operate with a state of mind denoting honesty of purpose and being faithful to one's duty or obligation under this chapter.
- D. "Landlord" means the owner, lessor, or sublessor of the dwelling unit or the property of which it is a part, and in addition means any person designated as representative of the owner, lessor, or sublessor including, but not limited to, an agent, a resident manager, or a designated property manager.
- E. "Notice" means written notice as defined in Section 10.57.210(B) and required by Section 10.57.230.
- F. "Tenancy" refers to the right of a tenant to reside in a dwelling unit for living or dwelling purposes, including rental or occupancy agreements covered by RCW 59.18.040 or 59.20.030, and excluding an exempt living arrangement under RCW 59.18.040.
- G. "Tenant" is any person who occupies a dwelling unit legally, primarily for living or dwelling purposes under a tenancy.

**Section 3.** There is enacted a new section 10.57.210 of the Spokane Municipal Code to read as follows:

**Section 10.57.210 Eviction Prevention Program**

- A. No later than June 1, 2026, the City of Spokane and the Division of Housing and Human Services shall commence or

arrange for operation of a pre-filing residential eviction prevention program to facilitate dispute resolution between landlords and tenants through application of rental assistance funds to implement the requirements of this ordinance. This program also shall be available for tenancies in mobile/manufactured homes as defined in RCW 59.20.030.

B. An updated, standardized form containing a list of city managed eviction prevention programs and state-funded organizations providing pre-eviction direct legal services shall be made available to landlords by the City of Spokane via the City's website and is to be provided by the landlord to the tenant pursuant to section 10.57.220.

**Section 4.** There is enacted a new section 10.57.220 of the Spokane Municipal Code to read as follows:

#### **Section 10.57.220 Notice of Eviction Prevention Resources to Tenant**

Landlords shall provide written notice of contact information for all city managed eviction prevention programs, rental assistance application procedure, and state-funded pre-eviction legal aid programs:

- A. At the time of lease/rental agreement signing or commencement of a tenancy;
- B. At the time of renewal of any tenancy; and
- C. At the time of service of a notice to pay or vacate pursuant to RCW 59.18.057. Any notice provided for in this subsection shall comply with statutory prerequisites pursuant to RCW 59.18 and 59.20 as required to commence an unlawful detainer action, and be served in the manner set forth in RCW 59.12.040; and
- D. At the time of providing a notice to increase rent pursuant to SMC 10.57.160; and
- E. Prior to seeking a mutual termination agreement to avoid the unlawful detainer process.

**Section 5.** There is enacted a new section 10.57.230 of the Spokane Municipal Code to read as follows:

#### **Section 10.57.230 Participation in Eviction Prevention Program**

Either landlord or tenant may initiate eviction prevention assistance, as follows:

- A. A landlord may initiate eviction prevention program by notifying the tenant in writing at the time of notice to pay or vacate, as provided in Section 10.57.220. Such notice shall include the name, contact information, and the applicable case number (if known) of the prevention program provider chosen by the landlord.
- B. A tenant who receives notice of landlord's election to participate in eviction prevention must notify the landlord in writing within five (5) days if the tenant desires to participate in the eviction prevention program. If a tenant does not receive notice from the landlord as provided in subsection A above, a tenant may initiate eviction prevention by notifying the landlord in writing of the tenant's desire to participate in eviction prevention within ten (10) calendar days of receipt of the notice to pay or vacate as provided in Section 10.57.220. The tenant's notice shall include the name, contact information, and the applicable case number (if known) of the prevention program provider chosen by the tenant.
- C. Unless exempted under section 10.57.240, the landlord shall not commence an unlawful detainer action, or seek to otherwise remove a residential tenant unless the following have occurred:
  1. The landlord has enrolled with the pre-filing eviction prevention program and provided notice of prevention resources to the tenant consistent with section SMC 10.57.220; and
  2. The landlord:
    - i. Initiated eviction prevention and the tenant failed to notify the landlord under subsection B, or
    - ii. After receipt of tenant's notice under subsection B above, participated in the eviction prevention program in good faith prior to that date which is thirty (30) calendar days from the date of notice in Section 10.57.220.
- D. The landlord must provide the tenant with a notice of eviction prevention resources under 10.57.220 regardless of the landlord or tenants' participation in the eviction prevention program.

**Section 6.** There is enacted a new section 10.57.240 of the Spokane Municipal Code to read as follows:

#### **Section 10.57.240 Exemptions**

The landlord is not obligated to comply with section 10.57.230 under the following circumstances:

- A. The tenant does not comply with statutory duties as outlined in RCW 59.18.130 or 59.18.140; and the noncompliant activity on the premises substantially affects the health and safety of the tenant or other tenants; or
- B. If eviction is necessary to cease or prevent an imminent threat of harm by the person being evicted, including physical harm or harassment; or

C. If criminal activity on the premises as described in RCW 59.18.130 (8) is alleged to be the basis for termination of the tenancy, and the tenant is arrested as a result of this activity, the landlord may proceed directly to eviction proceedings or an unlawful detainer action against the tenant who was arrested.

**Section 7.** There is enacted a new section 10.57.250 of the Spokane Municipal Code to read as follows:

**Section 10.57.250 Defense to Eviction**

It shall be a tenant defense to any action to evict if:

- A. The landlord failed to provide notice as required in Section 10.57.220, or
- B. The landlord, when not otherwise exempt under section 10.57.240, failed to comply with section 10.57.230.

**Section 8.** Effective Date. This ordinance shall go into effect on June 1, 2026 or the effective date set by Section 19 of the City Charter, whichever is later.

**Section 9.** 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 10.** 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.

Effective Date

**Passed by City Council February 2, 2026**

**Delivered to Mayor February 4, 2026**

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**ORDINANCE NO. C36823**

An ordinance relating to arterial streets; updating Section 12.08.040 of the Spokane Municipal Code.

**WHEREAS**, the Spokane City Council has adopted an Official Arterial Street Map (Ordinance NO. C36316, 2023); and

**WHEREAS**, the proposed Shared Street Ordinance states that candidate locations may not be arterials and must be removed the Official Arterial Street Map; and

**WHEREAS**, the Streets Department and Integrated Capital Management Department recommend removal of Wall Street (Main to Spokane Falls Blvd) from the arterial map due to low traffic volume; and

**WHEREAS**, the Streets Department and Integrated Capital Management Department recommend the addition of Wellesley Avenue from Hartley Street to Assembly Street to the arterial map due to its growing traffic volume and future transit service; and

**WHEREAS**, the Streets Department and Integrated Capital Management Department recommend the addition of Summit Parkway from Nettleton Street to Cedar Street to the arterial map due to its current traffic volume and use; and

**WHEREAS**, the Streets Department and Integrated Capital Management Department recommend the addition of Freya Street from Palouse Highway to 55<sup>th</sup> Avenue to the arterial map due to its current traffic volume, continuity with Spokane County's system and continuity with WSDOT's Federal Functional Classification Map;

And

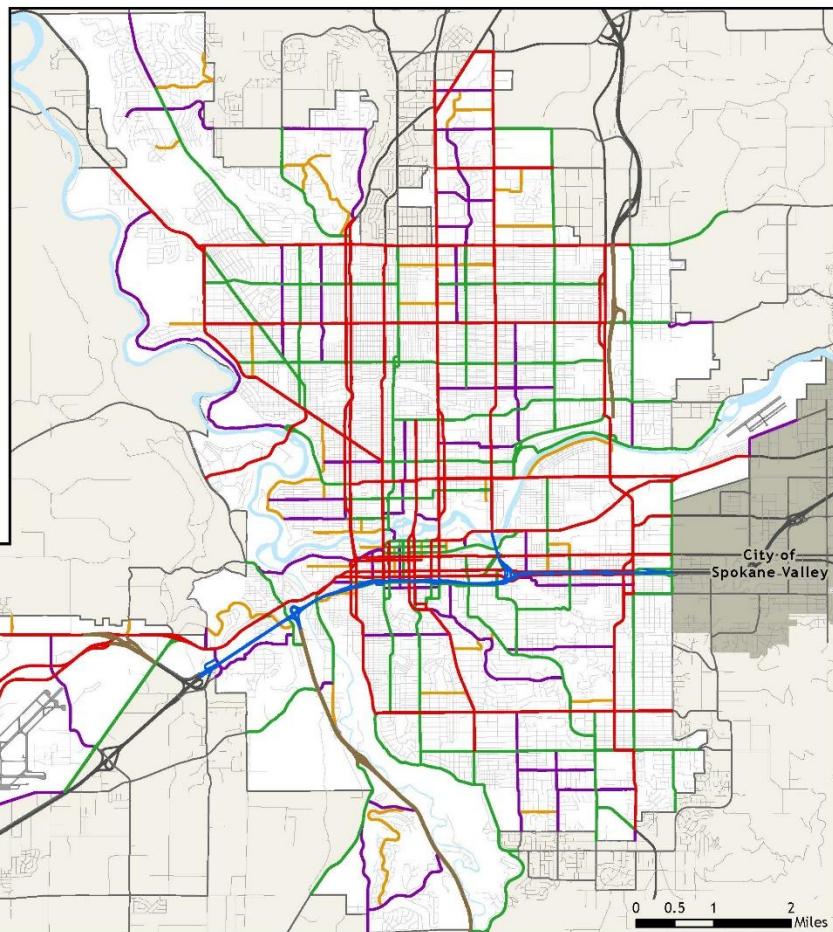
**WHEREAS**, the Streets Department and Integrated Capital Management Department recommend the addition of Wieber Drive from Shawnee Avenue to Navaho Avenue due to its current volumes and use;  
and

**WHEREAS**, these changes will be incorporated into the Comprehensive Plan map TR 12 during the 2026 periodic update; and

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

**Section 1.** That there is adopted a new Official Arterial Street Map for Section 12.08.040 of the Spokane Municipal Code as attached:

## City of Spokane Arterial Street Map SMC 12.08.040



### Legend

- Urban Interstate
- Urban Other Freeways and Expressways
- Urban Principal Arterial
- Urban Minor Arterial
- Urban Major Collector
- Urban Minor Collector
- Urban Local Access
- City of Spokane
- Stream or River

Date: October 2025



THIS IS NOT A LEGAL DOCUMENT:  
The information shown on this map is compiled from various sources and is subject to constant revision.  
Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.

Passed by City Council February 2, 2026

Delivered to Mayor February 4, 2026

### ORDINANCE NO. C36824

An Ordinance relating to fees and charges, amending Section 08.02.010 and Chapter 08.02 of the Spokane Municipal Code and the associated Development Fee Schedule, and declaring an emergency.

**WHEREAS**, the City's Development Services Center regularly updates the permitting fee schedule in Chapter 08.02 of the Spokane Municipal Code, pursuant to Section 08.02.012; and

**WHEREAS**, the Development Services Center was planning an effective date for the new fee rates on February 23, 2026, to coincide with a planned poll-out of a public development fee schedule platform; and

**WHEREAS**, City staff first proposed a revised fee schedule for 2026 on December 8, 2025, at the City Council's urban experience committee, in the expectation that approval by the Council would occur well in advance of February 23, 2026 "go-live" date; and

**WHEREAS**, the development Fee Schedule is adopted by the City Council via ordinance; and

**WHEREAS**, pursuant to section 01.01.080 of the Spokane Municipal Code and Sections 16 and 19 of Spokane City Charter, no ordinance is effective until 30 days after approval by the Mayor unless adopted as an emergency ordinance; and

**WHEREAS**, the 2025 holiday schedule resulted in cancellation of three council meetings in December and January, preventing adoption of this ordinance in time to become effective before planned implementation of the new fees, and thus the normal course of legislative procedures of the City cannot timely adopt a new Development Fee Schedule without causing or exacerbating harm to the community or government functions; and

**WHEREAS**, the adoption of this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the residents and visitors of Spokane and shall become effective immediately upon passage upon the affirmative vote of five members of the City Council;

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

**Section 1.** That Article I, Section 08.02.010 of the Spokane Municipal Code is amended to read as follows:

## Section 08.02.010 General Provisions

A. The City, by its fees, attempts to further the following principles:

1. Fees charged in connection with programs regulatory of private activities in the exercise of the police power shall be reasonably related to the costs and expenses of administering and enforcing the program.
2. While regulatory programs under the police power promote the general welfare of the community as a whole, the costs should, so far as reasonably possible, be borne by the persons whose activities voluntarily undertaken create the need for regulations.
3. Charges for municipal utility services should be designed to enable the utility to be self-supporting so that it operates neither at a loss requiring subsidy by the general fund, nor at a profit inuring to the benefit of the general fund. Rates should be based upon reasonable differences, including cost of service; location of customers; cost of maintenance, operation, repair and replacement of the various parts of the system; character of service furnished; quantity and quality of service; time of use; and capital contributions made to the system by way of assessments or otherwise.
4. Some charge should be made whenever the City allows private use of public facilities or forbears collection of money owed in recognition of the premise that the City holds its moneys and property as a public trustee.
5. When a person undertakes a renovation project of a building in the central business district which involves a building (~~at least fifty years old and that is eligible for inclusion~~) that is listed on the Spokane Register as an historic building, and when a project seeks to preserve and restore the historic value and character of said building; when the City further finds that the project confers a benefit of reasonably general character to a significant part of the public, the City may waive all of the street obstruction permit fees for the project. A person may appeal the City's determination of a denial of the permit waiver to the hearing examiner.

~~((A person may appeal the City's determination of a denial of the permit waiver to the hearing examiner.))~~

B. Definitions.

For purposes of Chapter 08.02, the following terms shall have the meaning set forth herein unless a different meaning is expressly provided in the sections of this Chapter

1. "Amusement device" means a machine or device which provides recreation or entertainment, the outcome of which is determined to a material degree by the skill of the participant and for which a charge is made for use or play, including, without limitation, pool and billiard tables, shuffleboards, music machines, video games, pinball games, and riding devices; provided, however, that it does not mean or include any machine or device used exclusively for the vending of merchandise.
2. "Central business district" means properties located east of Cedar Street, west of Pine Street, north of Third Avenue, and south of the Spokane River.
3. "Entertainment facility" means any place of public accommodation in which amusement devices are offered or available for use or play, or in which music, dancing, or entertainment are offered or available and including teen clubs and all-ages venues.
4. "Development Fee Schedule" means that schedule of fees updated annually by resolution pursuant to Section 08.02.012.

**Section 2.** That SMC Chapter 08.02 is amended to include the 2026 Development Fee Schedule, attached hereto.

**Section 3. Emergency Findings.** Pursuant to Section 01.01.080 of the Spokane Municipal Code, the City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately under Section 19 of the City Charter, upon the affirmative vote of five members of the City Council.

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

## Development Fee Schedule 2026

### Automatic Annual Adjustment

Effective January 1, 2026, and the first January of each year thereafter, the development fees shall be adjusted by the City of Spokane Building Official for an amount equal to the weighted average of the 2nd quarter Employment Cost Index for State and Local Government Workers (ECI GW) with a weight of 0.7 and the June to June Consumer Price Index for All Urban Consumers West Class BC (CPI-U West BC) with a weight of 0.3. The calculated adjustment factor shall not exceed the three-year average of the weighted values from the previous periods. The new determined fees will be rounded to the nearest dollar if they are over \$100 and the nearest dime if they are below. Rounded fees shall not exceed the calculated upper limit "average percentage". In addition, the adjusted fees shall be presented to the city council for approval and a copy of the approved fees filed with the city clerk and city building official before becoming effective. No other fee schedules shall be affected by such automatic adjustments unless expressly noted.

Building permit fees shall not be included in the annual automatic adjustment because updates occur semi-annually through the International Code Council (ICC) published updates.

All hourly and other variable fees are based on the designated metric or fraction thereof.

<u>Development Fee Schedule</u>	<u>Fee Amount</u>
<b><u>Shared Fees</u></b>	
Processing/Application Fee (except as otherwise identified)	\$65.00
Technology Fee	2.5%
Development Services Review Fee	\$119.00
Re-Inspection Fee	\$156.00
Work Beyond Scope of Permit	\$156.00
Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s) or \$311
Inspection Outside Normal Working Hours (2-hr minimum)	\$119.00 per hour
Additional, Excessive, Phased Reviews	50% Original Review Fee
Additional, Excessive, Phased Inspections	\$109.00
Trade Review	\$119.00 per hour
Refund Administration Fee - Plan Review and Processing/Application Fees are non-refundable, no refunds of less than \$30 unless City error.	N/A
State Building Code Fee	State Determined Fee
Permit or Application Extension Fee	\$46.60
Recording Fee	County Determined Fee
<b><u>State Environmental Policy Act (SEPA)</u></b>	
SEPA Environmental Checklist Initial Review	\$518.00
Threshold Determination of MDNS	\$337.00
Threshold Determination Resulting in Declaration of Significance	Actual Cost
Threshold Determination Resulting in Declaration of Significance - Deposit	\$3,365.00
Public Notice	Actual Cost
Environmental Document Reproduction	Actual Cost
<b><u>Appeal Fees</u></b>	
Appeal of Administrative Decision to Hearing Examiner	\$363.00
Exception: Junk Vehicle Determination Appeal	\$208.00
Appeal of Hearing Examiner Decision to City Council	\$725.00
Appeal Preparation Fee	Actual Cost
Request for Reconsideration	\$259.00
<b><u>Blasting Licenses and Permits</u></b>	
Blaster's License	\$57.00
Blasting Permit	\$285.00
<b><u>Boiler and Gas Heating Mechanic License Fees</u></b>	
License Application and Examination Fee	\$114.00
Annual License Fee	\$57.00
Annual Inspector License Fee	\$57.00
<b><u>Boiler Installation Inspection Fees</u></b>	
Low Pressure & Hot Water Boiler < 500,000 BTUs	\$163.00
LP & HWB 500,000 to < 2,000,000 BTUs	\$275.00
LP & HWB 2,000,000 BTUs and greater	\$440.00
Power Boilers < 1,000,000 BTUs	\$440.00
Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$880.00
Power Boilers 5,000,000 BTUs and greater - Base	\$880.00
Power Boilers 5,000,000 BTUs and greater - Additional Charge per million BTUs	\$26.00

Electric Boiler less than or equal to 250 kw	\$259.00
Unfired Pressure Vessel	\$62.10
<b>Boiler Operating Permit &amp; Accessory Fees</b>	
Boilers - Base City Inspected Operating Permit Fee	\$88.00
Boilers - per Vessel	\$36.20
Hydrostatic Pressure Test	\$150.00
Repair Inspections - Hourly	\$119.00
<b>Building Permit Fees</b>	
\$1 - \$2,000 Job Value Fee - Base	\$73.00
\$2,001 - \$25,000 Job Value Fee - Base	\$73.00
\$2,001 - \$25,000 Job Value Fee - Variable per \$1000 over \$2000	\$13.00
\$25,001 - \$50,000 Job Value Fee - Base	\$372.00
\$25,001 - \$50,000 Job Value Fee - Variable per \$1000 over \$25,000	\$10.00
\$50,001 - \$100,000 Job Value Fee - Base	\$622.00
\$50,001 - \$100,000 Job Value Fee - Variable per \$1000 over \$50,000	\$7.00
\$100,001 - \$500,000 Job Value Fee - Base	\$972.00
\$100,001 - \$500,000 Job Value Fee - Variable per \$1000 over \$100,000	\$5.00
\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00
\$500,001 - \$1,000,000 Job Value Fee - Variable per \$1000 over \$500,000	\$4.00
Over \$1,000,000 Job Value Fee - Base	\$4,972.00
Over \$1,000,000 Job Value Fee - Variable per \$1000 over \$1,000,000	\$3.00
Plan Review for Commercial & Multi-Family over 2 units	65% of Job Value Fee
Fast Track Plan Review Fee	125% of Job Value Fee
Early Start and Fast Track Approval	25% Additional fee
Stock Plan Review Fee	25% of Job Value Fee
Reduced Plan Review Fee	25% of Job Value Fee
*Applications for successive identical buildings on a single site submitted simultaneously are eligible for the Reduced Plan Review Fee. In these instances, the full plan review fee applies to the first of the duplicate buildings.	
Plan Review for New Single-Family Residences (SFR), Accessory Dwelling Units, & Duplexes	50% of Job Value Fee
Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Job Value Fee
Revision Review Fee - Hourly	\$119.00 per hour
Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Job Value Fee
Demolition of SFR or Duplex	\$46.60
Demolition of Other Structures - Per 1,000 Sq Ft - [maximum fee \$450]	\$46.60
Demolition of Residential Accessory Structures - (i.e. -garages, pools)	\$36.20
*Additional fees may be required for historically eligible or listed properties in accordance with <b>Historic Preservation's</b> Fee Schedule	
Fence Permit Fee per 100 linear feet or fraction thereof	\$20.00
Grading Permit Fee for 10,000 cubic yards or less	\$150.00
Grading Permit Fee for each additional 10,000 cubic yards or fraction thereof	\$31.10
Grading Plan Review for 1,000 cubic yards or less	\$78.00
Grading Plan Review for 1,001 - 100,000 cubic yards	\$197.00
Grading Plan Review for each 10,000 cubic yards over 100,000	\$10.40
Sign Permit Fee for Wall, Projecting, and Incidental Signs - Per Sign	\$48.70
Sign Permit Fee for Pole and Billboard - Per Sign	\$121.00
Sign Review Fee	\$119.00
Factory Built Housing - Per Section	\$78.00
Manufactured (Mobile) Home - Per Section	\$78.00
Temporary Structures - 1st 180 days	\$259.00
Temporary Structures - 2nd 180 days	\$570.00
Relocation Determination Fee	\$78.00

Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$98.40
Swimming Pool Permit Fee (for all others)	\$223.00
Adult Family Home Inspection	\$254.00
Family Home Child Care Capacity Inspection	\$254.00
Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$119.00 per hour
Safety Inspection - SFR, Electrical Only	\$98.40
Safety Inspection - SFR, 2 or more categories	\$197.00
Safety Inspection - Duplex	\$254.00
Safety Inspection - Multi-Family 3 to 6 units	\$327.00
Safety Inspection - Multi-Family over 6 units - Base	\$327.00
Safety Inspection - Multi-Family over 6 units – Variable per unit over 6	\$36.20
Electrical Service Reconnect - Residence	\$41.40
Electrical Service Reconnect - Commercial	98.40
Expired Building Permit Renewal when No Inspections	100% of Permit Fee
Expired Building Permit Renewal when Foundation Approved	75% of Permit Fee
Expired Building Permit Renewal when All Rough-ins Approved	25% of Permit Fee
Expired Building Permit Renewal with Additional Work	Job Value Fee
Expired Plumbing Permit Renewal when No Inspections	100% of Permit Fee
Expired Plumbing Permit Renewal when Top Outs Approved	25% of Permit Fee
Expired Mechanical Permit Renewal when No Inspections	100% of Permit Fee
Expired Mechanical Permit Renewal when Rough-Ins Approved	25% of Permit Fee
Expired Electrical Permit Renewal when No Inspections	100% of Permit Fee
Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25% of Permit Fee

#### **Certificate of Occupancy Fees**

For Change of Occupancy when no work is required	\$93.20
Temporary Certificate of Occupancy Issuance <u>(not to exceed 100% of the building permit fee)</u>	\$518.00
Temporary Certificate of Occupancy Extension <u>(not to exceed 100% of the building permit fee)</u>	\$259.00

#### **Solar Fees**

SFR-Duplex Solar Plan Review Fee (DSC)	\$78.00
SFR-Duplex Solar Inspection Fee (DSC)	\$156.00
MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee
MFCOM Solar Inspection Fee (DSC)	Job Value Based
Electrical fees assessed as applicable to the scope of work	See Electrical Fees
Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code

#### **Electrical Permit Fees**

New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$5.00
New Square Footage over 5,000 sq ft - Base	\$250.00
New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$3.00
Alterations/Wiring of Existing Space (per circuit)	\$7.20
Light Standard	\$10.40
Service, 1-200 Amps	\$52.00
Service, 201-400 Amps	\$64.20
Service, 401-600 Amps	\$78.00
Service, 601-800 Amps	\$90.10
Service, 801-1,000 Amps	\$104.00
Service, Over 1,000 Amps - Base	\$104.00
Service, Over 1,000 Amps - Variable per 100 Amps over 1,000 Amps	\$7.20
Service, Over 600V, Surcharge	\$62.10

Alarms, Telecommunications, and Other Low-Voltage Control Circuits and Systems (per 2,500 sq. ft.)	\$13.50
Temporary Service	\$46.60
Transformer - Base	\$41.40
Transformer - Variable per 200 Amps or fraction thereof	\$12.40
Generator (emergency, standby, and resource recovery) - Base	\$41.40
Generator (emergency, standby, and resource recovery) - Variable per 200 Amps or fraction thereof	\$12.40
<i>*Note: Generators of 50 kW or less are considered equivalent to a 200 Amp service</i>	NA
Feeder or Subpanel	\$20.70
Ground Work-Ground Ufer	\$31.10
Extensive Ground Work	\$109.00
Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$2,300.00
Annual Electrical Permit, 24 Inspections/4 - 6 Electricians	\$4,600.00
Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$6,900.00
Annual Electrical Permit, 52 Inspections/13+ Electricians	\$8,200.00
Load Test	\$46.60
Energy Storage Systems	\$52.00

#### **Elevator Permit Fees**

Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$259.00
Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$259.00
Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value – Variable per \$1,000 in valuation over \$5,000	\$4.10
Install: Stair Climber or Platform Lift	\$91.10
Install: Dumbwaiter or Material Lift	\$184.00
Install: Temporary Personnel Hoist (Construction Lift)	\$363.00
Operating Permit: Hydraulic Elevator - Annual, Base	\$184.00
Operating Permit: Hydraulic Elevator - Annual, Variable per stop over two	\$22.80
Operating Permit: Cable Elevator - Annual, Base	\$366.00
Operating Permit: Cable Elevator - Annual, Variable per stop over two	\$22.80
Operating Permit: Escalator or Moving Walk	\$366.00
Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$91.10
Alteration or Repair: \$5,000 Value or Less	\$259.00
Alteration or Repair: > \$5,000 Value - Base	\$259.00
Alteration or Repair: > \$5,000 Value – Variable for each \$1,000 over \$5,000	\$4.10
Elevator Reinspection: Hourly	\$119.00
Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$184.00
Document Replacement Fee	\$65.00
Temp Hoist: Semi-Annual or Jump Inspection	\$184.00
Temp Hoist: Semi-Annual Operating Permit	\$184.00
Temporary Operating Permit Fee - Base	\$119.00
Temporary Operating Permit Fee – Variable per stop over two	\$15.50
Plan Review for Installs and Major Alterations	\$119.00
Variance Request w/ Site Visit - Base	\$184.00
Variance Request w/ Site Visit - Variable	\$91.10
Variance Request via Desk Evaluation (w/o site visit)	\$91.10
Technical Advice Site Visit Fee - Base	\$184.00
Technical Advice Site Visit Fee – Variable per hour more than two	\$91.10
Decommissioning Conveyance Fee	\$184.00
Re-Commissioning Conveyance Fee - Base	\$184.00
Re-Commissioning Conveyance Fee – Variable per hour more than two	\$91.10
Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$170.00
<i>Conveyances in operation without a permit more than 120 days may be removed from service by the inspector</i>	

**Mechanical Permit Fees**

Air Handler (per 10,000 cfm or fraction of)	\$17.60
Clothes Dryer (Gas)	\$15.50
Ductwork System	\$15.50
Evaporative Cooler	\$15.50
Gas Log	\$15.50
Gas Piping: per outlet	\$4.10
Water Heater	\$15.50
Hot Water Tank Heat Pump	\$15.50
Heat Pump, Compressor, or A/C: less than 15 tons	\$23.80
Heat Pump, Compressor, or A/C: 15 to 50 tons	\$46.60
Heat Pump, Compressor, or A/C: Over 50 tons	\$78.00
Heating Equipment: 1 to 100,000 BTUs or 32 kW	\$17.60
Heating Equipment: More than 100,000 BTUs or 32 kW	\$26.00
Hood: Type I (per 12 ft or 12 ft portion of hood)	\$72.50
Hood: Type II	\$15.50
Hydronic Piping: per outlet	\$4.10
Miscellaneous (items not covered elsewhere)	\$15.50
Propane Tanks	\$15.50
Range/Cooking Equipment (Gas)	\$15.50
Refrigeration or Absorption System: 1 - 500,000 BTUs	\$26.00
Refrigeration or Absorption System: 500,001 - 1,750,000 BTUs	\$46.60
Refrigeration or Absorption System: Over 1,750,000 BTUs	\$78.00
Unlisted or Unused Appliance: Up to 400,000 BTUs	\$78.00
Unlisted or Unused Appliance: Over 400,000 BTUs	\$130.00
Vent Fans	\$10.40
Wood/Pellet Stove or Insert	\$41.40
Electrical Disconnects/Reconnects for HVAC replacements and thermostat wiring are assessed at the "Alterations... per circuit" rate found within the Electrical Permit Fees.	

**Plumbing Permit Fees**

Per Plumbing Fixture on a trap	\$13.50
*** Includes, <i>but is not limited to</i> , installs, relocations, replacements, and rough-ins of backflow devices, dishwashers, garbage disposals, drains, showers, sinks, toilets, tubs, water softeners, etc.	
Medical Gas Outlet	\$13.50
Sewage Ejector	\$13.50
Vacuum Breaker/Backflow Device	\$13.50
Miscellaneous (plumbing not covered elsewhere)	\$13.50
<i>Water Heaters are covered within Mechanical Permit Fees</i>	

**Code Enforcement: Existing Building and Conservation Code Fees**

General: Bill equal to all costs and expenses incurred by City	Cost Incurred
Boarding and Securing	Cost Incurred
Property Monitoring	\$300.00
Annual Hearing Processing Fee - First Year	\$2,000.00
Annual Hearing Processing Fee - Each Subsequent Year	\$5,000.00

**Code Enforcement: Obstruction From Vegetation and Debris Fees**

Vegetation and Debris Abatement	Cost Incurred
Vegetation and Debris Abatement Surcharge	\$250.00

**Code Enforcement: Existing Building and Conservation Code Fees**

Annual Foreclosure Property Registration Fee	\$350.00
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<b><u>Sidewalk Café Fees</u></b>	
Sidewalk Café Annual Fee	\$156.00
Site Modification Review Fee	\$285.00
Initial Review Fee	\$311.00
<b><u>Parklets and Streateries</u></b>	
Annual License Fee	\$156.00
Site Modification Review Fee	\$285.00
Initial Review Fee	\$311.00
Refundable Cash Bond	\$1,000.00
2-hour zone per square foot per month	\$3.04
4-hour and all-day zones per square foot per month	\$2.05
Time-restricted fee parking	\$1.05
Device Removal and Replacement Fee - Single Space Meter	\$60.00
Device Removal and Replacement Fee - Dual Space Meter	\$120.00
Device Removal and Replacement Fee - Kiosk	\$500.00
<b><u>Streets and Airspace Fees</u></b>	
Skywalk Application to Hearing Examiner	\$7,413.00
Skywalk Annual Inspection	\$609.00
Skywalk Renewal (within 20 years of permit issuance)	\$2,371.00
Street Address Assignment	\$15.50
Street Address Change	\$63.20
ROW Obstruction: Dumpster or Temp Storage Unit (Pod) per 15-day period	\$156.00
ROW Obstruction: Long-term (more than 20 days) per square foot per month	\$0.20
ROW Obstruction: With Excavation 1-3 Days	\$156.00
ROW Obstruction: No Excavation 1-3 Days	\$41.40
ROW Obstruction: No Each Additional Day	\$20.70
Master Annual Permit	Expense based
Obstruction W/O Permit or Exempt Notification	\$518.00
Work Beyond Scope of Permit	\$259.00
No Fee for Activities Done Under City Contract	\$0.00
Traffic Control Plan Review Fee	\$81.00
Building Move Permit	\$179.00
Road Oiling (and other dust palliatives)	\$162.00
Street Vacation Application Fee	\$645.00
Approach Permit: Commercial	\$54.00
Approach Permit: Residential Driveway	\$32.10
IT Plan Review for Fiber Projects	\$98.40 per hour
House Move Rescheduling Fee – <i>This is an additional processing fee assessed for house moves that are rescheduled after arrangements for staff had already been made.</i>	\$65.00
<b><u>Oversize or Overweight Movements</u></b>	
Oversize Load - Per 30 Days or fraction of	\$81.00
Overweight Load (on specified route) - Per 30 Days or fraction of	\$121.00
Superload - Per Trip	\$121.00
<b><u>(Engineering) Private Construction Plan Review Fee Table:</u></b>	
\$1 - \$10,000 Job Value Fee	\$300.00
\$10,001 - \$50,000 Job Value Fee - Base	\$300.00
\$10,001 - \$50,000 Job Value Fee - Variable for each \$1,000 over \$10,000	\$15.00
\$50,001 - \$100,000 Job Value Fee - Base	\$900.00
\$50,001 - \$100,000 Job Value Fee - Variable for each \$1,000 over \$50,000	\$13.00
\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00

\$100,001 - \$500,000 Job Value Fee - Variable for each \$1,000 over \$100,000	\$10.50
\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00
\$500,001 - \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$500,000	\$9.50
Over \$1,000,000 Job Value Fee - Base	\$10,500.00
Over \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$1,000,000	\$8.75
Additional Review (for excessive plan changes)	\$119 per hour
On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$259.00
On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$259.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$415.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable per lot	\$10.40
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$518.00
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable per lot	\$10.40
Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$725.00
Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable per lot	\$10.40
Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$259.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$518.00
Complex Stormwater Systems Review: Under 10 lots - Base	\$518.00
Complex Stormwater Systems Review: Under 10 lots - Variable per lot	\$10.40
Complex Stormwater Systems Review: 10 - 100 lots - Base	\$777.00
Complex Stormwater Systems Review: 10 - 100 lots - Variable per lot	\$15.50
Complex Stormwater Systems Review: Over 100 lots - Base	\$1,036.00
Complex Stormwater Systems Review: Over 100 lots - Variable per lot	\$15.50
Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$518.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,036.00
Storm Sewer Review - in accordance with subsection (A) above.	No Charge
Waiver or Variance Review	\$119.00
Site Development Plan Review	\$259.00
Traffic Impact Analysis Review Fee	\$208.00
Hydraulic Analysis Review Fee	\$601.00

**(Engineering) Private Construction Inspection Fee Table:**

\$1 - \$5,000 Job Value Fee	\$500.00
\$5,001 - \$10,000 Job Value Fee	\$1,000.00
\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00
\$10,001 - \$50,000 Job Value Fee - Variable for each \$1,000 over \$10,000	\$25.00
\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00
\$50,001 - \$100,000 Job Value Fee - Variable for each \$1,000 over \$50,000	\$20.00
\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00
\$100,001 - \$500,000 Job Value Fee - Variable for each \$1,000 over \$100,000	\$15.00
\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00
\$500,001 - \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$500,000	\$10.00
Over \$1,000,000 Job Value Fee - Base	\$14,000.00
Over \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$1,000,000	\$5.00
Non-Typical, Specialty Project Inspection	\$119.00
Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)
Non-Typical, Specialty Project Survey Crew Inspection	\$119.00
Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)

**Multi-Family Housing Property Tax Incentive Program**

Multi-Family Tax Exemption (MFTE) Application	\$1,000.00
MFTE Extension Application	\$1,000.00
MFTE Final Certificate	\$2,000.00
MFTE Final Certificate Conversion from 12 to 8 year	\$500.00

**Shorelines Management**

\$2,500 - \$10,000 Project Value Fee	\$1,243.00
\$10,001 - \$50,000 Project Value Fee	\$1,657.00
\$50,001 - \$250,000 Project Value Fee	\$3,106.00
\$250,001 - \$1,000,000 Project Value Fee	\$6,005.00
Over \$1,000,000 Project Value Fee - Base	\$7,248.00
Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation
Variance Fee	\$2,382.00
Conditional Use Fee	\$2,071.00
Pre-Submittal Review	\$622.00
Shoreline Exemption Fee	\$622.00
Permit Amendment Fee	80% of fee in this schedule

**Plats**

One-Year Extension of Preliminary Plat Approval	\$518.00
Phasing of Approved Preliminary Plat	\$622.00
Vacation of Approved Preliminary Plat	\$829.00
Final Long Plat - Base	\$3,422.00
Final Long Plat - Additional fee per lot	\$30.00
Alteration of Approved Preliminary, Final Long Plat or BSP	80% of fee in this schedule
Final Short Plat Filing Fee	\$2,352.00
Final Short Plat Filing Fee - Additional fee per lot	\$30.00
Final Short Plat Filing Fee with Minor Engineering Review	\$350.00
Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	\$30.00
Final Binding Site Plan	\$3,075.00
Final Binding Site Plan - fee per additional acre	\$30.00
Boundary Line Adjustment Filing Fee	\$384.00
Street Name Change	\$2,589.00
Use of Planning Staff Not Covered by Plat Fees	\$119.00
Concurrency Inquiry Application	\$208.00

**Zoning**

Staff Preparation of Notification Map and Associated Documents	\$215.00
Type I Application	\$1,124.00
Type II Application	\$4,478.00
Type II Application - per additional acre	\$62.10
Type II Application with Minor Engineering Review	\$1,124.00
Type III Application	\$4,752.00
Type III Application - per additional acre	\$223.00
Site Plan Review and/or Modification	\$844.00
Site Plan Review and/or Modification - per additional 10 acres	\$570.00
Planned Unit Development (PUD) Bonus Density	\$912.00
Final PUD	\$3,412.00
Temporary Use Permit	\$699.00
Floodplain Development Permit	\$1,180.00
Floodplain Development Permit -per additional acre	\$57.00

Formal Written Interpretation of Zoning Code	\$753.00
Public Hearing for Other Matters	\$1,962.00
Use of Planning Staff Not Covered by Above Fees - Hourly	\$119.00
Zoning Verification Letter	\$119.00

**Design Review**

Design Review by Urban Design Staff	\$600.00
Design Review by Design Review Board	\$1,275.00

**Comprehensive Plan and Land Use Code Amendments**

Threshold Review Fee	\$500.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$7,000.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00
Use of Planning Staff Not Covered by Above Fees	\$119.00
Formal Written Interpretation of Comp Plan	\$1,075.00

**Short Term Rental License Fee**

Registration for STR - Residential Zone - Application	\$200.00
Registration for STR - Residential Zone - Renewal	\$100.00
Registration for STR - Other Zone - Application	\$300.00
Registration for STR - Other Zone - Renewal	\$150.00

**Passed by City Council February 2, 2026****Delivered to Mayor February 4, 2026**

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**ORDINANCE NO. C36837**

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO CARRY OVER UNEXPENDED APPROPRIATIONS AT YEAR-END TO ENSURE PAYMENT OF EXISTING OBLIGATIONS, AND DECLARING AN EMERGENCY.

**WHEREAS**, at the end of the 2025 fiscal year there were various unexpended appropriations for uncompleted programs, improvements in progress, unfilled orders for material, equipment & supplies and unfulfilled contracts for personnel services, properly budgeted and contracted for, or pending contracts, and various outstanding grants, bond projects, and capital projects; and

**WHEREAS**, to complete such programs and pay such claims, it is necessary that the various funds be re-appropriated in the 2026 budget; 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 various funds, the following encumbrance carryover changes be made:

Fund	Capital (excl. Grants)	Grant	Other	Net Total (Revenue + Expense)
0100 - General Fund	220,778		1,530,980	<b>1,751,759</b>
1100 - Street Maintenance Fund	85,288		357,239	<b>442,527</b>
1200 - Code Enforcement Fund		-	14,135	<b>14,135</b>
1360 - Miscellaneous Grants Fund		2,547,746	(2,547,746)	-
1380 - Spokane Safe Streets for All Fund	1,136,496		1,058,798	<b>2,195,294</b>
1390 - Urban Forestry Fund		2,068,373	-	<b>2,068,373</b>
1400 - Parks and Recreation Fund		157,334	377,306	<b>534,640</b>
1425 - American Rescue Plan Fund	45,486		5,915,424	<b>5,960,910</b>
1440 - Fire Grants Miscellaneous		72,380	(72,380)	-
1460 - Parking System Fund			85,336	<b>85,336</b>
1500 - Paths And Trails Reserve Fund		199,800	39,062	<b>238,862</b>

1540 - Human Services Grants Fund		17,066,563	-	<b>17,066,563</b>
1541 - Continuum Of Care		5,568,631	-	<b>5,568,631</b>
1555 - Opioid Response Fund			473,202	<b>473,202</b>
1560 - Forfeitures & Contributions Fund	481,106		81,312	<b>562,418</b>
1590 - Hotel/Motel Lodging Tax Fund			6,000	<b>6,000</b>
1595 - HEART Fund			7,555,480	<b>7,555,480</b>
1610 - Real Estate Excise Tax 2 <sup>nd</sup> Quarter %	1,507,540		-	<b>1,507,540</b>
1615 - Real Estate Excise Tax 1 <sup>st</sup> Quarter %	258,445		-	<b>258,445</b>
1620 - Public Safety & Judicial Grants		1,672,003	(1,672,003)	-
1640 - Communications Bldg M&O Fund			10,047	<b>10,047</b>
1680 - Housing and Homeless Services			5,016	<b>5,016</b>
1690 - Community Dev. Block Grants		2,216,264	-	<b>2,216,264</b>
1695 - CDBG Revolving Loan Fund		593,056	-	<b>593,056</b>
1700 - Misc Community Development Grants		329,049	350,807	<b>679,855</b>
1710 - Home Entitlement Program		1,731,135	-	<b>1,731,135</b>
1780 - Rental Rehabilitation Fund		231,965	-	<b>231,965</b>
1940 - Channel Five Equipment Reserve	39,772		9,057	<b>48,828</b>
1950 - Park Cumulative Reserve Fund	2,729,322		-	<b>2,729,322</b>
1970 - Fire/Emergency Medical Svcs Fund	108,966		137,492	<b>246,458</b>
1990 - Transportation Benefit Fund	45,000		456,965	<b>501,965</b>
3160 - General Capital Improvements	69,717		-	<b>69,717</b>
3200 - Arterial Street Fund	6,925,073	2,584,543	(1,585,844)	<b>7,923,771</b>
3365 - 2018 UTGO Library Capital Bond	26,149		-	<b>26,149</b>
3495 - Capital Improvements 1995	40,778		-	<b>40,778</b>
3501 - West Quadrant TIF			242,438	<b>242,438</b>
4100 - Water and Hydroelectric Services	10,857,442		379,682	<b>11,237,124</b>
4250 - Integrated Capital Management	13,510,083	379,445	1,168,093	<b>15,057,620</b>
4310 - Sewer Maintenance	4,124,649		775,560	<b>4,900,209</b>
4320 - Wastewater Treatment Plant	7,070,093		3,307,448	<b>10,377,541</b>
4330 - Stormwater			369,233	<b>369,233</b>
4490 - Solid Waste Disposal	109,507		1,461,120	<b>1,570,626</b>
4500 - Solid Waste Collection	2,870,129		125,388	<b>2,995,517</b>
4530 - Solid Waste Landfills			266	<b>266</b>
4600 - Golf Fund	71,283		23,729	<b>95,011</b>
4700 - Development Services Center	258,146		525,304	<b>783,450</b>
5100 - Fleet Services Fund			220,506	<b>220,506</b>
5110 - Fleet Svcs Equip Replacement Fund	2,517,193		-	<b>2,517,193</b>
5200 - Public Works and Utilities Fund	45,000		215	<b>45,215</b>
5300 - IT Fund			336,826	<b>336,826</b>
5310 - IT Capital Replacement Fund	361,891		76,259	<b>438,150</b>
5600 - Accounting Services			43,164	<b>43,164</b>
5700 - Spokane 311			6,796	<b>6,796</b>
5750 - Office Of Performance Management			33,270	<b>33,270</b>
5820 - Unemployment Compensation Fund			2,500	<b>2,500</b>
5830 - Employee Benefits Fund			10,030	<b>10,030</b>
5900 - Facilities Management Fund	150,000	129,859	162,282	<b>442,141</b>
5901 - SIP Debt Fund	7,426,841		-	<b>7,426,841</b>
5902 - Police Capital Fund	1,468,268		504,259	<b>1,972,527</b>
5903 - Fire Capital Fund	6,463,900		(5,967,502)	<b>496,398</b>
5904 - Facilities Capital	452,852	(54,861)	1,003,807	<b>1,401,798</b>
<b>Citywide Total</b>	<b>71,477,190</b>	<b>37,493,284</b>	<b>17,396,357</b>	<b>126,366,831</b>

**Section 2.** It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from year-end unexpended appropriations needing to be carried over to ensure payment of existing obligations, 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 February 2, 2026**

**Delivered to Mayor February 4, 2026**

# Policies & Procedures

**Note: The public rule below will be heard at the Finance and Administration Committee on February 23, 2026. Anticipated legislative action will be on March 9, 2026. The effective date of the rule will be April 1, 2026.**

CITY OF SPOKANE PUBLIC RULE AND PROCEDURE	RULE XXXX – XX - XX LGL 2026-0017
<b>TITLE CITY OF SPOKANE COMMERCIAL PARKING TAX</b> EFFECTIVE DATE April 1, 2026	

## 1.0 GENERAL

### 1.1 PURPOSE AND INTENT

The purpose of this public rule is to supplement Ordinance C36801, relating to the adoption of a local option commercial parking tax.

Pursuant to RCW 82.80.030(2) and effective April 1, 2026, a local option transportation tax is imposed for the act of parking a motor vehicle in a facility operated by a commercial parking business within the city of Spokane.

Collected commercial parking taxes are held in trust and remitted monthly by the commercial parking business to the City of Spokane accompanied by tax forms provided by the Office of Taxes and Licenses.

### 1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

## 2.0 DEPARTMENTS/DIVISIONS AFFECTED

This public rule applies to all persons meeting the definition of a commercial parking business as described in Ordinance C36801 (SMC 08.22) and guides the administration of the local option commercial parking tax by the Transportation and Sustainability, Finance and Administration, and the Community and Economic Development Divisions.

## 3.0 REFERENCES

- Ordinance C36801 (SMC 08.22)
- RCW 82.04.050
- RCW 82.80.030
- Department of Revenue Excise Tax Advisory 3030.2009

## 4.0 DEFINITIONS

The relevant definitions for this public rule can be found in Ordinance C36801 (SMC 08.22).

## 5.0 POLICY

- 5.1 Any receipt or ticket that is issued to the customer must show the tax broken out from the parking fee so that the person parking the vehicle knows the amount of the tax to be paid. The tax broken out on the receipt or ticket may be combined with the retail sales tax.
- 5.2 Pursuant to RCW 82.80.030(2)(f), tax-exempt carpools, vehicles with a disabled parking placard, and government vehicles are exempt from the City of Spokane local option commercial parking tax. It is the responsibility of the commercial parking business to ensure compliance with any tax exemptions provided under Washington state law.
- 5.3 The City of Spokane's local option commercial parking tax also exempts long-term parking of thirty days or longer (residential, student, and employee) in alignment with the guidance provided by the Department of Revenue Excise Tax Advisory 3030.2009 regarding Parking Fees as Income from Rental of Real Estate. Under Department of Revenue Excise Tax Advisory 3030.2009, when a commercial parking business rents designated parking stalls for thirty-day periods and the customers parked their own cars and had the right of exclusive use of designated parking stalls, the parking fees are from the rental of real estate and not subject to retail sales tax. Income from such rentals is exempt from Washington's retailing business and occupation tax. The person renting the designated parking stalls for thirty-day periods or more is also not subject to the City of Spokane local option commercial parking tax. It is the responsibility of the commercial parking business to ensure compliance with Washington state law and the tax exemptions provided under the City of Spokane local option commercial parking tax.
- 5.4 Customers parking at Spokane Transit Authority Parking and Rides, including holders of a Shuttle Park pass, are exempt from the City of Spokane local option commercial parking tax.
- 5.5 The City's local option commercial parking tax does not apply to the City of Spokane's on-street parking system that is controlled, regulated, and inspected by the City of Spokane's Parking Services Department.
- 5.6 Persons leasing parking stalls that do not charge a parking fee are not subject to the City of Spokane local option commercial parking tax.
- 5.7 A commercial parking lot meeting any of the following criteria, as determined by the City, may be eligible for an Efficient Land Use Credit equivalent to one-half (½) of the commercial parking tax rate imposed:
  - 5.7.1 A commercial parking lot with two or more floors of commercial parking, such as a multi-story covered parking garage;
  - 5.7.2 A commercial parking lot below ground-level; or
  - 5.7.3 A commercial parking lot with a counter-complete building permit for residential or commercial development as verified by the City's Development Services Department.

## 6.0 PROCEDURE

- 6.1 The amount of the commercial parking tax shall be equal to the parking fee multiplied by the commercial parking tax rate. The measure of the parking tax is the parking fee paid or due and does not include any retail sales tax, fines, or additional services included with the charge for the privilege of parking that might be due in addition to the parking fee.
- 6.2 A commercial parking business will register each commercial parking lot with the City of Spokane on a form provided by the Office of Taxes and Licenses. The form must be submitted to the City at [commercialparkingtax@spokanecity.org](mailto:commercialparkingtax@spokanecity.org). This form must be updated within 30 days of a change in Efficient Land Use Credit status, property owner/taxpayer, or number of total parking stalls.
- 6.3 The commercial parking business must report every tax period to the Office of Taxes and Licenses the following for each lot:
  - The total number of individual commercial parking transactions;
  - The total gross receipts of commercial parking fees collected at the commercial parking tax rate imposed (12%) and total tax payable to the City of Spokane;
  - The total gross receipts of commercial parking fees collected at a commercial lot with an Efficient Land Use Credit (6%) and total tax payable to the City of Spokane; and
  - The total gross receipts of commercial parking fees exempt from the City of Spokane's local option commercial parking tax.

6.4 All questions regarding the local option commercial tax must be submitted in writing to [commercialparkingtax@spokanecity.org](mailto:commercialparkingtax@spokanecity.org).

## 7.0 RESPONSIBILITIES

7.1 The Finance and Administration Division through the Office of Taxes and Licenses is responsible for administering and collecting the local option commercial parking tax. The Chief Financial Officer or their designee is responsible for the final opinion and determination of any questions arising from the collection of the tax.

7.2 The Transportation and Sustainability Division and Community and Economic Development Division are responsible for reviewing and determining Efficient Land Use Credit eligibility.

## 8.0 APPENDICES

8.1 Ordinance C366801

8.2 Commercial Parking Lot Registration Form

# 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.

### Public Defender I SPN 095 Open Entry

**DATE OPEN:** Monday, February 9, 2026

**DATE CLOSED:** February 23, 2026

**SALARY:** \$72,474.48 annual salary, payable bi-weekly, to a maximum of \$121,250.00

#### CLASS SUMMARY:

The City of Spokane Public Defender's Office seeks creative, client-focused advocates to join our diverse team of public defense attorneys. If you have a passion for public defense and a commitment to representing people in need, you have found your team!

Successful candidates are dedicated advocates, think critically and creatively in a fast-paced environment and are open to accepting feedback and opportunities to grow.

- You use independent judgment, to determine the proper course of action within the limits of law.
- You have the ability to maintain extensive outside contacts, to obtain or supply factual information.
- You must be able to prepare legal briefs and develop strategy, arguments and testimony.
- You have strong negotiation skills and bring those to court, in defense of your clients.
- You care about your community and the citizens that you serve.

Our Public Defenders have professional development opportunities, annual pay step increases, a flexible schedule and great employee benefits, including a pension plan!

As another benefit, a Public Defender I will automatically promote to a Public Defender II after one year, with a pay range of \$82,705.68 to \$121250.16.

#### EXAMPLES OF JOB FUNCTIONS:

- Prepares and conducts legal defense before the Court including representation at first appearance and arraignment.
- Gathers evidence and conducts legal research to formulate defense against charges.
- Interviews clients and witnesses and may work with an investigator to ascertain case facts, and handles other details in preparation for trial or case resolution.
- Prepares legal briefs, develops strategy, arguments and testimony in preparation for presentation of the case.
- Negotiates resolution with prosecutors on non-trial cases.
- Represents client in court, examining and cross-examining witnesses. Summarizes case to jury.
- Provides advice by phone to DUI arrestees who have asked for such advice of counsel during business and non-business hours.
- Confers with colleagues with specialty in area of law to establish and verify basis for legal proceedings, such as therapeutic courts.
- Performs related work as required.

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

(Must be met at time of application.)

- Membership in good standing with the Washington State Bar Association, whether by exam, diploma privilege by graduation from an accredited law school, or APR 6.

**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 pm on the filing cut-off date.

Upon request, at time of application, the 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.

**TRAINING AND EXPERIENCE EVALUATION DETAILS:**

The examination will consist of a T&E (Training and Experience) Exam with weights assigned as follows:

- T&E Examination 100%

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

- 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 in 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.

**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 5<sup>th</sup> day of February 2026.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

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**WTE MAINTENANCE SPECIALIST SPN 578**

Open Entry

**DATE OPEN: Monday, February 9, 2026**

**SALARY: \$56,417.76 annual salary, payable bi-weekly, to a maximum of \$88,593.84**

**DATE CLOSED: Monday, February 23, 2026**

**CLASS SUMMARY:**

Performs skilled journey level work in the installation, maintenance, and repair of waste to energy plant mechanical equipment.

**EXAMPLES OF JOB FUNCTIONS:**

This description was prepared to indicate the kinds of activities and levels of work difficulty required of positions in this class. It is not intended as a complete list of specific duties and responsibilities.

- Performs journey level inspections, preventive maintenance, and repair of plant equipment on a scheduled basis.
- Performs welding and steel fabrication throughout the plant.

- Installs and maintains various types of fasteners and retaining rings, piping, tubing, and hose-type fluid and air transfer systems.
- Troubleshoots, installs, maintains, and repairs the following: chain drive systems, belt drive systems, hydraulic/pneumatic systems, couplings, bearings, pumps, motors, conveyors, and valves.
- Performs minor tasks requiring rigging and machinist skills.
- Follows standard safety procedures, and reports safety and environmental hazards to the shift supervisor. Reads, understands, and applies information such as lockout/tagout procedures, safety rules, job hazard analyses, operating and maintenance instructions, and procedure manuals.
- Performs related work as required.

## MINIMUM QUALIFICATIONS:

### Open-Entry Requirements:

- *Experience:* Three years in the installation, maintenance, and repair of industrial mechanical equipment, such as pumps, motors, conveyors, fans, and hydraulic/pneumatic systems.
- *Substitution:* Training in the maintenance and repair of industrial mechanical equipment from an accredited post-secondary academic, trade, technical institution, or apprenticeship, may substitute for experience on a year-for-year basis.
- *Equivalency:* We may accept different combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.

### Licenses and Certifications:

- A valid driver's license is required, to be maintained throughout employment.

### IMPORTANT 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%

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.** Computer reservations can also be made through your local, public library.

Examination links with instructions will be emailed prior to 4:00 p.m. Pacific Time on the start date and will expire at 4:00 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, February 9, 2026, and Monday, February 23, 2026, will test Thursday, February 26, 2026, through Monday, March 2, 2026.

**NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 2 hours to complete the examination. You may take the exam only once during the open recruitment period.**

The examination may include such subjects as:

- Mechanical Concepts
- Metalworking
- Blueprint Reading & Schematics
- Motors & Pumps
- Valves
- Bearings & Seals
- Tools & Equipment Operation
- Safety & First Aid

### 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 3<sup>rd</sup> day of February 2026.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

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**IRRIGATION SPECIALIST SPN 610**  
Promotional

**DATE OPEN:** **Monday, February 9, 2026**

**DATE CLOSED:** **February 23, 2026**

**SALARY:** **\$49,047.12 annual salary, payable bi-weekly, to a maximum of \$77,005.44**

**CLASS SUMMARY:**

Performs semi-skilled work installing, maintaining, and operating sprinkler systems.

**EXAMPLES OF JOB FUNCTIONS:**

- Operates and maintains manual, hydraulic, and electronic sprinkler systems in gardens, parks, parkways, and islands.
- Assists in the installation of new sprinkler systems.
- Performs work in conjunction with the remodeling of systems currently in operation.
- Repairs and replaces sprinkler heads, controllers, timing devices, and related irrigation and sprinkler equipment.
- Assists plumbers with more difficult work essential to the installation and maintenance of sprinkler systems.
- Assists other tradesmen in the off-season.
- Works with galvanized and plastic pipe.
- Attaches vertical pipes and revolving sprinkler heads at designated points along pipeline.
- Observes revolving and stationary sprinklers to ensure uniform distribution of water to all areas.
- Inspects area irrigated to ensure adequate soaking and to prevent a waste of water.
- Programs and maintains large fountains.
- Maintains chlorinators, and performs routine maintenance work on re-circulatory systems at City swimming pools.
- Performs lead-worker functions when helpers are assigned.
- Operates automotive equipment and a two-way radio.
- Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Promotional Requirements:**

(Current employees of the City of Spokane may meet the promotional requirements. All promotional requirements must be met at the date of the examination.)

- *Experience:* Classified employees who have two years of experience installing, repairing, maintaining, and operating large sprinkler systems such as found in parks, golf courses, school grounds, and commercial applications may apply on a promotional basis.
- *License:* Possession of a valid driver's license.

**License and Certifications:**

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

- Irrigation Specialists assigned to the backflow prevention testing program must obtain a Backflow Assembly Tester certificate through the Washington State Department of Health within the probationary period. Employees must maintain this certificate while they hold this job class.

**Lift Requirement:**

- Job offer is contingent on passing a lift test.
- Enough strength to lift and carry 50 lbs.

**IMPORTANT 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 100%

#### IN-PERSON EXAMINATION DETAILS:

- Test Date: Wednesday, February 25, 2026
- Test Time: 1:30 p.m.
- Test Method: On Paper
- Test Location: Civil Service Test Room, 4<sup>th</sup> floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Test Duration: 2 Hours
- Test Subjects May Include:
  - ◊ Irrigation Terminology and Definitions
  - ◊ Sprinkler System Design and Installation
  - ◊ Troubleshooting and Trade Related Knowledge
  - ◊ Grounds Maintenance
  - ◊ Safety

#### 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 4<sup>th</sup> day of February 2026.

SCOTT STEPHENS  
Chair

KELSEY PEARSON  
Chief Examiner

# Notice for Bids

## Paving, Sidewalks, Sewer, etc.

2025 Arterial Pavement Repair  
Engineering Services File No. 2025056

This project consists of approximately 2500 square yards of full depth pavement repair on various arterial streets, sundry utility adjustments, and other related miscellaneous items.

The City of Spokane will receive bids until 1:00 p.m. March 2, 2026, for the above project located in Spokane, Washington, in accordance with the Contract Documents on file at the Department, Engineering Services. Bids shall be delivered by hand, mail or courier service to Construction Management Office 998 East North Foothills Drive Spokane, WA 99208. Hand delivered bids shall be delivered to the first floor of the Construction Management Office between noon and 1:00 p.m. on bid opening day to the purchasing agent present. All bid packages shall be in sealed envelopes marked with the following text: "Attn: Purchasing - Bid Documents Enclosed, YYY Project", where YYY is the project name.

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

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

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

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

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

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

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

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

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

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

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

Publish: February 11, 2026

# 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](mailto: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

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**REQUEST FOR PROPOSALS #6494-26**  
**Assessment and Treatment Services for Recovery Court Participant Disorders**  
City of Spokane Municipal Court

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 23, 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 23, 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 #.

This project will be funded by state and federal grant monies. Firms are warned to take into consideration applicable federal requirements in making their Proposal and performing the work.

**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](mailto: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.

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

Publish: February 11 and 18, 2026

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**PW INVITATION TO BID #6501-26**  
**Meadowglen Park Development**  
City of Spokane Parks & Recreation Department

**Description:** The City of Spokane Parks & Recreation Department is soliciting electronic bids for the Meadowglen Park Development.

This project is partially funded by federal funds so there may be additional requirements.

**Mandatory Pre-Bid Meeting:** There is a mandatory pre-bid meeting on **Thursday, February 19, 2026, at 1:00 p.m.** at the City of Spokane City Hall Lobby Conference Room – Tribal, 808 W Spokane Falls Blvd., Spokane WA 99201.

**Bid Opening:** Sealed electronic bids will be accepted until **Monday, April 6, 2026, at 1:00 p.m.** Bids will be publicly opened at 1:15pm. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and

the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

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

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

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

All Proposal documents shall be submitted electronically through the City of Spokane's online procurement system **no later than 1:00 p.m. on Monday, April 6, 2026**. Hard copy and/or late submittals will not be accepted. Proposals must be sent sufficiently ahead of time to be received by the required date and time. The City of Spokane is not responsible for Proposals submitted late.

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

Thea Prince  
City of Spokane Purchasing

Publish: February 11 and 18, 2026

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**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 #.

**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](mailto: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.

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

Publish: February 4 and 11, 2026

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