



Official Gazette

City of Spokane, Washington

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

Volume 116

April 22, 2026

Issue 16



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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Inside this Issue

Minutes: Page 486

General Notices: Page 497

Ordinances: Page 498

Job Opportunities: Page 510

Notices for Bids: Page 525

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Minutes

MINUTES OF SPOKANE CITY COUNCIL

Monday, April 13, 2026

AGENDA REVIEW SESSION

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

Roll Call

On roll call, Council President Wilkerson and Council Members Cathcart, Dillon, Dixit, Telis, and Zappone were present. Council Member Klitzke arrived at 3:38 p.m. (appearing virtually).

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.

SPECIAL PRESENTATION

Mayor Brown was accompanied into the Council Chambers by Kenyon Fields who provided a bagpipe performance. Mayor Brown then read a proclamation in recognition of Scottish heritage. The proclamation proclaims April 6, 2026, as National Tartan Day in Spokane.

There were no **Interviews of Nominees to Boards and Commissions**.

BRIEFING ON AGENDA ITEMS**Final Agenda for April 13, 2026**

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

- Ordinance C36865, Drive-Through Moratorium – Spencer Gardner
- Ordinance C36863 (Mobile Food Vendors) – Adam McDaniel

Updated Draft Agenda for April 20, 2026

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

- OPR 2026-0318, Avidex Value Blanket – Tom Williams
- Ordinance C36863 (Mobile Food Vendors) – Adam McDaniel

Draft Agenda for April 27, 2026

There were no requests for staff to brief agenda items.

CONSIDERATION OF AMENDMENT AND DEFERRAL REQUESTS**April 13, 2026, Final Agenda**

Emergency Ordinance C36865 (Council Sponsors: Council Members Klitzke and Zappone)

Motion by Council Member Zappone, seconded by Council Members Dillon and Dixit, **to suspend** Council Rules to add Emergency Ordinance C36865 (relating to drive-through moratorium near frequent transit stops) to tonight's Legislative Agenda; **carried 6-1.**

Motion by Council Member Zappone, seconded by Council Member Dillon, **to add** Emergency Ordinance C36865 (relating to drive-through moratorium near frequent transit stops) to tonight's Legislative Agenda; **carried 5-2.**

First Reading Ordinance C36862 (Council Sponsors: Council Members Klitzke and Telis)

Motion by Council Member Telis, seconded by Council Member Dixit, **to approve** the Klitzke/Telis Proposed Amendment to First Reading Ordinance C36862 (relating to off-premises alcohol outlets near public assets) filed March 31, 2026; **carried 7-0.** (Note: The adoption of the amendment without a rules suspension results in an automatic deferral of the ordinance to April 20, 2026.)

First Reading Ordinance C36863 (Council Sponsors: Council Members Dixit and Dillon)

Motion by Council Member Cathcart, seconded by Council President Wilkerson, **to defer** First Reading Ordinance C36863 (relating to mobile food vending) to May 4, 2026, Agenda; **failed 3-4.**

Motion by Council Member Cathcart, seconded by Council President Wilkerson, **to defer** First Reading Ordinance C36863 (relating to mobile food vending) to April 27, 2026, Agenda; **carried 7-0.**

April 20, 2026, Updated Draft Agenda

There were no considerations of amendments or deferrals for the April 20, 2026, Updated Draft Agenda.

April 27, 2026, Draft Agenda

First Reading Ordinance C36854 (First Reading deferred as amended to April 27, 2026, Agenda, from March 30, 2026, Agenda, during March 23, 2026, 3:30 p.m. Agenda Review Session, thereby deferring Final Reading to May 4, 2026, Agenda.) (Council Sponsors: Council Members Zappone and Cathcart)

Motion by Council Member Zappone, seconded by Council Members Dixit and Klitzke, **to refer** First Reading Ordinance C36854 (relating to On-Street Parking for Persons with Disabilities) back to committee; **carried 7-0.**

Relocation of Monaghan Monument (OPR 2026-0293) (Council Sponsor: Council Member Dillon)

Historic Preservation Officer Megan Duvall addressed concerns and responded to Council inquiries on the Monaghan Monument relocation. The Public Works Agreement with Breithaupt & Sons to perform the Monaghan Monument relocation is on the Council's Reports, Contracts, and Claims Agenda for consideration this evening (April 13, 2026).

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 Zappone, **to approve** the April 20, 2026, Updated Draft Agenda, as amended, as next week's Final Agenda; **carried 7-0.**

Council Recess/Executive Session

The City Council recessed at 4:21 p.m. No executive session was held. The City Council reconvened at 6:03 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 (appearing virtually), 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 or Salutations**.

REPORTS FROM COMMUNITY ORGANIZATIONS

Darcie Ladwig from Peace NW spoke about Disability Community Day. Dana Fletcher, Parent Coalition Coordinator at Arc of Spokane, and Taylor Crisp, Spokane County Parent Coalition Advocate at Arc of Spokane, also spoke regarding the event.

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

BOARDS AND COMMISSIONS APPOINTMENTS**Community, Housing, and Human Services Board (CPR 2012-0033)**

Following public testimony from one individual and Council commentary, the City Council **approved** (and thereby confirmed) **upon 7-0 Voice Vote** the appointment of Patricia Kienholz to the Community, Housing, and Human Services Board for a three-year term, from April 13, 2026, to April 12, 2029.

REPORTS, CONTRACTS, AND CLAIMS AGENDA

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

Upon 6-1 Voice Vote the City Council **approved** the following item (taken separately):

Public Works Agreement with Breithaupt & Sons (Spokane Valley, WA) to perform the Monaghan Monument relocation from March 9, 2026, through June 30, 2026—\$97,038.81 (incl. tax and a 10% administrative reserve). (OPR 2026-0293 / IPWQ 6475-25) (Council Sponsor: Council Member Dillon)

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

Purchase from Pape Machinery (Spokane) of one John Deere 544P Loader Equipped with Snow Blade and Wing for the Street Department—\$332,514 (incl. tax). (OPR 2026-0282) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Purchase from Pac West - Tymco (Waco, TX) of one Tymco 500X Sweeper for the Street Department—\$444,234.02 (incl. tax). (OPR 2026-0283) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Capital Agreement No. 26-96330-020 with the Washington State Department of Commerce to provide Connecting Housing to Infrastructure Program (CHIP) grant funds to construct utility improvements for Habitat for Humanity's affordable housing project Habitat Riverton—\$336,432. (OPR 2026-0287) (Council Sponsor: Council Member Zappone)

Capital Agreement No. 26-96330-011 with the Washington State Department of Commerce to provide Connecting Housing to Infrastructure Program (CHIP) grant funds to construct utility improvements for Proclaim Liberty's affordable housing project Bethany Village—\$939,204. (OPR 2026-0288) (Council Sponsor: Council Member Zappone)

Interagency Agreement with the Washington Traffic Safety Commission to provide grant funding to support the development of the Emergency Streets initiative effective upon date of execution through September 30, 2026—\$136,857 Revenue. (OPR 2026-0284) (Relates to Special Budget Ordinance C36858) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Interagency Agreement with the Washington State Department of Commerce for a grant for community participatory budgeting from April 1, 2026, through June 30, 2027—\$650,000 Revenue. (OPR 2026-0285) (Relates to Special Budget Ordinance C36859) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Outside Special Counsel Contract Amendment with Keating, Bucklin & McCormack, Inc., P.S. (Seattle, WA) as outside counsel providing legal services and advice to the City regarding the matter of Andrei Johnson v. City of Spokane, et. al—additional \$75,000. Total contract amount: \$175,000. (OPR 2025-0272) (Council Sponsors: Council Members Dillon and Cathcart)

Outside Special Counsel Contract Amendment with Summit Law Group (Seattle, WA) as outside legal counsel assisting the City in labor negotiations and HR advice—additional \$100,000. Total contract amount: \$550,000. (OPR 2022-0481) (Council Sponsors: Council Members Dillon and Cathcart)

Public Works Agreement with C. Watts Trucking, LLC. (Kennewick, WA) for demolition and asbestos abatement at 101 and 105 N. Madelia Street from March 15, 2026, through July 1, 2026—\$326,130 (plus tax). (OPR 2026-0286 / PW ITB 6484-26) (Relates to Special Budget Ordinance C36856) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Contract Amendment Renewal 1 of 3 with Penser North America, Inc. (Lacey, WA) for third party administrative services for Workers Compensation from May 1, 2026, through April 30, 2027—\$170,483 (plus tax). (OPR 2025-0417) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Multiple Family Housing Property Tax Exemption Conditional Agreement with 5111 S. Freya LLC for the property located at 4911 S. Freya Street, to create 29 dwelling units. Following construction, the project intends to finalize under the 12-year exemption. The Conditional Agreement will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office post construction. (OPR 2026-0289) (Council Sponsors: Council Members Zappone and Dixit)

Low Bid of Cameron-Reilly, LLC (Spokane Valley, WA) for 2026 Street Maintenance Curb Ramps—\$747,396.20. An administrative reserve of 10.5% of the contract price will be set aside. 0.5% of that 10.5% will be used as a reward, where applicable and where payable, for contractors who meet Washington State apprenticeship requirements. (Various Neighborhoods) (OPR 2026-0290 / ENG 2025042) (Council Sponsor: Council Member Klitzke)

Low Bid of MJ Hughes Construction, Inc. (Vancouver, WA) for Greene-Freya-Havana Bridges Deck Maintenance—\$3,194,659. An administrative reserve of 10% of the contract price will be set aside. (Chief Garry Park and East Central Neighborhoods) (OPR 2026-0291 / ENG 2023123) (Council Sponsor: Council Member Klitzke)

Contract Renewal 3 of 4 with Journal Technologies (Logan, UT) for eSeries Annual Software Maintenance & Support from March 8, 2026, through March 7, 2027—\$164,696.40 (plus tax). (OPR 2023-0470) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Contract with Carahsoft Technology Corporation (Reston, VA) for Salesforce licenses and support for the City's 311 CRM system from May 1, 2026, through April 30, 2027—\$160,841.51 (plus tax). (OPR 2026-0302) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

5-year Contract with NDM Technologies (Spokane Valley, WA) for LogRhythm annual maintenance and support from June 1, 2026, through May 31, 2031—\$30,594.75 annually (plus tax). Total contract cost: \$152,973.73 (plus tax). (OPR 2026-0303) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Report of the Mayor of pending:

- a. Claims and payments of previously approved obligations, including those of Parks and Library, through March 27, 2026, total \$7,146,374.77 (Check Nos.: 618152-618358; Credit Card Nos.: 002885-002914; ACH Nos.: 150679-150892), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$6,977,940.03. (CPR 2026-0002)
- b. Claims and payments of previously approved obligations, including those of Parks and Library, through April 3, 2026, total \$12,394,690.66 (Check Nos.: 618359-618532; Credit Card Nos.: 002915-002945; ACH Nos.: 150893-151139), with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$12,150,641.26. (CPR 2026-0002)
- c. Payroll claims of previously approved obligations through March 28, 2026: \$10,196,423.86 (Check Nos.: 579948-580063). (CPR 2026-0003)

Minutes:

- a. City Council Meeting Minutes: March 23 and March 30, 2026. (CPR 2026-0013)
- b. City Council Public Safety & Community Health Standing Committee Meeting Minutes: March 30, 2026. (CPR 2026-0018)

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36865 (Relates to Reports, Contracts, and Claims Agenda Item No. 10 – OPR 2026-0286) (Council Sponsors: Council Members Klitzke and Zappone)

After an opportunity for public testimony, with no individuals speaking, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36856** amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Mid-biennial Modification Budget for the City of Spokane," and amending it to perform an emergency demolition of a building due to fire damage, and declaring an emergency.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone

Nos: None

Abstain: None

Absent: None

Special Budget Ordinance C36857 (Council Sponsors: Council President Wilkerson and Council Member Dillon)

After an opportunity for public testimony, with no individuals speaking, and Council commentary, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36857** amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Mid-biennial Modification Budget for the City of Spokane," and amending it to budget for the City's revenue apportionment and authorize one additional operations manager position for the Spokane United 911 Network, and declaring an emergency.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone

Nos: None

Abstain: None

Absent: None

Special Budget Ordinance C36858 (Relates to OPR 2026-0284) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

After an opportunity for public testimony and Council commentary, with no individuals speaking, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36858** amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Mid-biennial Modification Budget for the City of Spokane," and amending it to accept an emergency streets grant from the Washington Traffic Safety Commission, and declaring an emergency.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone

Nos: None

Abstain: None

Absent: None

Special Budget Ordinance C36859 (Relates to OPR 2026-0285) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

After an opportunity for public testimony and Council commentary, with no individuals speaking, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36859** amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Mid-biennial Modification Budget for the City of Spokane," and amending it to accept a participatory budgeting grant from the Washington State Department of Commerce, and declaring an emergency.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone

Nos: None

Abstain: None

Absent: None

Special Budget Ordinance C36860 (Council Sponsors: Council President Wilkerson and Council Member Dillon)

After an opportunity for public testimony and Council commentary, with no individuals speaking, the following action was taken:

Upon 6-1 Roll Call Vote, the City Council **passed Special Budget Ordinance C36860** amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Mid-biennial Modification Budget for the City of Spokane," and amending it to adjust pay ranges to align with salary analysis (for Quarter 1 – 2026), and declaring an emergency.

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

Special Budget Ordinance C36861 (Council Sponsors: Council Members Zappone and Dixit)

After an opportunity for public testimony and Council commentary, with no individuals speaking, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36861** amending Ordinance No. C36794, entitled in part "An Ordinance adopting a Mid-biennial Modification Budget for the City of Spokane," and amending it to accept grant funds awarded by the Department of Commerce's Connecting Housing to Infrastructure Program (CHIP), and declaring an emergency.

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

EMERGENCY ORDINANCE**Emergency Ordinance C36865 (As added during 3:30 p.m. Agenda Review Session) (Council Sponsors: Council Members Klitzke and Zappone)**

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

Upon 5-2 Roll Call Vote, the City Council **passed Emergency Ordinance C36865** imposing an immediate moratorium on building permit applications for Drive-Through Facilities and Quick Vehicle Servicing uses near existing and planned frequent transit stops; setting a public hearing (on June 1, 2026); and declaring an emergency.

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

RESOLUTIONS**Resolution 2026-0024 (Council Sponsors: Council Members Klitzke and Zappone)**

After an opportunity for public testimony, with no individuals speaking, and Council commentary, the following action was taken:

Upon 6-1 Roll Call Vote, the City Council **adopted Resolution 2026-0024** establishing the Plan Commission Work Program for 2026/2027.

Ayes: Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone

Nos: Cathcart

Abstain: None

Absent: None

Resolution 2026-0025 (Council Sponsors: Council Members Dillon and Cathcart)

After an opportunity for public testimony and Council commentary, with no individuals speaking, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0025** approving settlement of claims made by Kiemle Hagood on behalf of 6th and Washington LLC—\$68,156.90.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone

Nos: None

Abstain: None

Absent: None

Resolution 2026-0026 (Council Sponsors: Council Members Dillon and Cathcart)

After an opportunity for public testimony and Council commentary, with no individuals speaking, the following action was taken:

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0026** setting forth the City Council's approval and endorsement of a revised funding recommendation for the St. Johns Two 315 W. 9th Seniors project and authorizing the execution of the applicable and appropriate contracts once formalized without further City Council action—\$885,000.

Ayes: Cathcart, Dillon, Dixit, Klitzke, Telis, Wilkerson, and Zappone

Nos: None

Abstain: None

Absent: None

FINAL READING ORDINANCE

Final Reading Ordinance C36782 (First Reading deferred as amended to March 30, 2026, Agenda, from March 23, 2026, Agenda, during March 9, 2026, 3:30 p.m. Agenda Review Session, thereby deferring Final Reading to April 13, 2026, Agenda) (Council Sponsors: Council Members Zappone and Klitzke)

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

Upon 7-0 Roll Call Vote, the City Council **passed Final Reading Ordinance C36782** relating to designated festival streets; amending Section 12.08.060 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 Ordinance was read for the first time, with further action deferred. Public testimony was received on the First Reading Ordinances.

ORD C36855 Revising the dollar thresholds for City imprest funds and amending Section 07.03.020 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

For Council action on First Reading Ordinance C36862, see section of minutes under 3:30 p.m. Agenda Review Session.

For Council action on First Reading Ordinance C36863, see section of minutes under 3:30 p.m. Agenda Review Session.

There were no **Special Considerations**.

There were no **Hearings**.

[The City Clerk left the meeting at 7:13 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:

- Justin Haller
- Monica Mueller

ADJOURNMENT

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

There being no further business to come before the City Council, the meeting adjourned at 7:15 p.m.

Note: The Tartan Day Proclamation presented during the 3:30 Agenda Review Session (under "Special Presentation") is on file for review in the Office of the City Clerk.

STANDING COMMITTEE MINUTES

City of Spokane

Public Infrastructure, Environment & Sustainability Committee

City Council Chambers

April 13, 2026

Call to Order: 12:04 PM

Recording of the meeting may be viewed here:

<https://vimeo.com/1182783740?fl=pl&fe=sh>

Attendance

Committee Members Present: Betsy Wilkerson, Michael Cathcart, Zack Zappone, Paul Dillon, Kate Telis, Sarah Dixit (arrived at 12:06 PM)

Absent: Kitty Klitzke

Public Comment**Discussion Items**

1. PUBLIC WORKS MONTHLY DIRECTOR'S REPORT FOR April 2026 -MARLENE FEIST (10 minutes)
 - No action taken, Presentation Only
2. TRANSPORTATION AND SUSTAINABILITY MONTHLY DIRECTOR'S REPORT -April 2026 - JON SNYDER (10 minutes)
 - No action taken, Presentation Only
3. 2026 LEGISLATIVE UPDATE WASTE TO ENERGY ON THE CLIMATE COMMITMENT IMPACTS - CHRIS AVERYT (10 minutes)
 - No action taken, Presentation Only
4. UPRIVER DAM RELICENSING UPDATE - REINER HERSHAW (10 minutes)
 - No action taken, Presentation Only
5. SBO - ADD BACK TWO PUBLIC WORKS INSPECTOR POSITIONS IN ENGINEERING SERVICES - DAN BULLER (5 minutes)
 - No action taken, Presentation Only
6. VALUE BLANKET ORDER FOR METAL DUMPSTERS - TRACE BRADBURN (5 minutes)
 - No action taken, Presentation Only
7. CAMPAIGN DEVELOPMENT SERVICES FOR STORMWATER EDUCATION GRANT - KIRSTIN DAVIS (5 minutes)
 - No action taken, Presentation Only
8. PERIODIC UPDATE TO COMPREHENSIVE PLAN 2026 –ACCEPTANCE OF WA COMMERCE GRANT FOR WA FISCAL YEAR 2025/2026 - TIRRELL BLACK (5 minutes)
 - No action taken, Presentation Only
9. NOTIFICATION OF PARTNERSHIP FOR EPA WILDFIRE SMOKE MITIGATION GRANT - COLE WICKER (5 minutes)
 - No action taken, Presentation Only
10. ORDINANCE ESTABLISHING RIGHT TO COOLING - PAUL DILLON (10 minutes)
 - No action taken, Presentation Only
11. DRIVE-THROUGH FACILITIES AND QUICK VEHICLE SERVICING USES NEAR EXISTING AND PLANNED FREQUENT TRANSIT STOPS - SPENCER GARDNER (10 minutes)
 - No action taken, Presentation Only
12. COUNCIL STAFF, BOARD & COMMISSION UPDATES – ZACK ZAPPONE (5 minutes)
 - No action taken, Presentation Only

Consent Items

1. WASTE TO ENERGY BUILDING ADDITION AMENDMENT (SOLID WASTE DISPOSAL)
2. OPR 2025-0501 CONTRACT AMENDMENT FOR UPRIVER SPILLWAY CRANE DESIGN (WATER & HYDROELECTRIC SERVICES)
3. UPRIVER TRANSFORMER SERVICE (WATER & HYDROELECTRIC SERVICES)

4. HI-PRESSURE AIR COMPRESSOR - COMPLETE PACKAGE (WATER & HYDROELECTRIC SERVICES)
5. 5100 - PURCHASE OF A TOYOTA BZ ELECTRIC VEHICLE FOR WASTE TO ENERGY (FLEET SERVICES)
6. 5100 - PURCHASE OF FORD F550 CHASSIS FOR WATER (FLEET SERVICES)

Executive Session

None

Adjournment

The meeting adjourned at 2:17 PM

**Special Meeting Minutes
Spokane City Council Study Session
City Hall, Council Chambers
808 W Spokane Falls Blvd.
March 12, 2026**

Call to order:

11:02 a.m.

Meeting recording can be viewed online at:

<https://vimeo.com/1173037935>

Meeting attendance:

Council Members present were: Council President Betsy Wilkerson, Council Members Michael Cathcart, Kitty Klitzke, Zack Zappone (arrived at 11:04), Kate Telis, and Paul Dillon (arrived at 11:17 a.m).

Council Members absent were: Council Member Sarah Dixit

Meeting agenda:

PlanSpokane 2046 topics with City Planning Staff

1. Review of Housing Analysis completed for the Periodic Update to the Comprehensive Plan, which can be found online at:
<https://my.spokanecity.org/planspokane/housing-needs/>
2. Review of Preferred Alternative Map under consideration by Spokane Plan Commission, which can be found online at:
<https://static.spokanecity.org/documents/bcc/commissions/plan-commission/agendas/2026/03/plan-agenda-2026-03-11.pdf>

Executive session:

None.

Adjournment:

The meeting adjourned at 12:11 p.m.

**Special Meeting Minutes
Spokane City Council Study Session
City Hall, Council Chambers
808 W Spokane Falls Blvd.
March 26, 2026**

Call to order:

11:03 a.m.

Meeting recording can be viewed online at:

<https://vimeo.com/1177441554>

Meeting attendance:

Council Members present were: Council Members Kitty Klitzke, Michael Cathcart, Zack Zappone (arrived at 11:12 a.m.), Kate Telis, Sarah Dixit, and Paul Dillon (arrived at 11:07 a.m.).

Council Members absent were: Council President Betsy Wilkerson

Meeting agenda:

Discussion with Avista regarding the impacts, approach, and process related to Large Load / Data Center requests

Executive session:

None.

Adjournment:

The meeting adjourned at 12:05 p.m.

General Notices

NOTICE OF INTENT TO AWARD SOLE SOURCE

The City of Spokane intends to establish a sole source contract with **PEPP – Pre-Employment Preparation Program Spokane, 510 S Elm St. Suite 1, Spokane WA 99201** to provide the following:

Pre-apprenticeship employment with wrap-around services

At

The City of Spokane

Companies who believe they can compete for this requirement are required to submit via email a brief statement of their intent to compete. The statement and any other questions regarding this sole source should be directed to Thea Prince, Senior Procurement Specialist at: tprince@spokanecity.org **by Wednesday, April 29, 2026, at 5:00 p.m.** The City of Spokane does not guarantee that companies responding to this notice will be rendered a request to tender an offer for this procurement. In addition, the City of Spokane does not guarantee that any solicitation will occur for this procurement, but reserves the right to solicit proposals.

Companies who have not already done so should register at www.mrscrosters.com.

Dated this 22nd day of April, 2026

Thea Prince
Senior Procurement Specialist

Publish: April 22, 2026

Ordinances

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

ORDINANCE NO. C36782

An ordinance relating to designated festival streets; amending Section 12.08.060 of the Spokane Municipal Code.

WHEREAS, on July 14, City Council passed Ordinance C36708 which created a “festival streets” designation; and

WHEREAS, events such as festivals are essential for strengthening the quality of life for residents in our community and attracting visitors to Spokane; and

WHEREAS, the City’s Comprehensive Plan class for the City to “support celebrations that enhance the community’s identity and sense of place”; and

WHEREAS, the Spokane Downtown Plan calls for the City to “identify and reduce barriers to cultural events Downtown”; and

WHEREAS, the city seeks to continuously identify and designate certain segments of streets that have historically facilitated closures for large pedestrian-oriented activities as “festival streets” to provide options to special events sponsors, identify and standardize general traffic control requirements and procedures, and reduce potential costs to event organizers and to the City; and

WHEREAS, The City would like to amend the designated “festival streets” to allow for the widest variety of events to occur.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That Section 12.08.060 is amended to read as follows:

Section 12.08.060 Festival Streets Designated

- A. It is a priority of the City of Spokane that special events primarily occur within Spokane Parks, however, the City may designate certain portions of City streets as “festival streets” to facilitate recurring temporary closure of vehicular traffic for large pedestrian-oriented festivals and special events that take place outside of Spokane Parks.
- B. The following streets shall be considered festival streets to facilitate the recurring temporary closure of vehicle traffic for large pedestrian-oriented festivals and special events:

Street	Direction
<u>5th Avenue</u>	<u>from Lee Street to Altamont Street</u>
<u>5th Avenue</u>	<u>from Haven Street to Greene Street</u>
Garland Avenue	from Monroe Street to ((Post Street)) <u>Howard Street</u>
Howard Street	from the entrance of Riverfront Park to Cataldo Avenue
Howard Street	from Riverside Avenue to Main Avenue
Lincoln Street	from Garland Avenue to Walton Avenue
Main Avenue	from Browne Street to Division Street
Main Avenue	from Lincoln Street to Wall Street
Manito Boulevard	from Manito Park to Division Street
Market Street	from Broad Avenue to Bismark Avenue
Perry Street	from 9 th Avenue to 12 th Avenue
Post Street	from Sprague Avenue to Main Avenue
Post Street Bridge	from Spokane Falls Boulevard to Lincoln Street and Bridge Avenue
Pacific Avenue	from Chestnut Street to Elm Street
((Spokane Falls Boulevard))	((From Lincoln Street to Monroe Street))
Spokane Falls Boulevard	from <u>Monroe</u> ((Post)) Street to Wall Street
<u>Sprague Avenue</u>	<u>from Bernard Street to Division Street</u>
Summit Parkway	from Jefferson Lane to Cedar Street
Wall Street	from Main Avenue to Spokane Falls Boulevard

- C. Nothing in this section shall be construed to require the City to permit any special event or the closure of any designated festival street.
- D. City staff shall develop policies and procedures to standardize the temporary closure of festival streets, including but not limited to coordination with Spokane Transit Authority.
- E. To the extent practicable, the appropriate city department shall notify any known businesses, business association or similar organization of a festival street permit application on an adjacent street to the business district when an application is received.
- F. The applicant shall attest through the permit application that they have met with and informed any known businesses, business association, or similar organizations of their event. Failure to adequately inform any known businesses, business associations, or similar organizations may result in denying the festival street permit.

Passed by City Council April 13, 2026

Delivered to Mayor April 17, 2026

ORDINANCE NO. C36856

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO PERFORM AN EMERGENCY DEMOLITION OF A BUILDING DUE TO FIRE DAMAGE, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, it is necessary to make changes in the appropriations of the Building Services Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Increase appropriation by \$355,808.
- A) Of the increased appropriation, \$355,808 is provided solely for contractual services in the Code Enforcement program.

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 an emergency demolition of a building due to fire damage, 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 April 13, 2026

Delivered to Mayor April 17, 2026

ORDINANCE NO. C36857

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO BUDGET FOR THE CITY'S REVENUE APPORTIONMENT AND AUTHORIZE ONE ADDITIONAL OPERATIONS MANAGER POSITION FOR THE SPOKANE UNITED 911 NETWORK, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, it is necessary to make changes in the appropriations of the Spokane United 911 Network Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

Section 1. That in the budget of the Spokane United 911 Network Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Add 1 non-classified Spokane United 911 Network Operations Manager (from 0 to 1) in the Spokane United 911 Network department.
- 2) Increase revenue by \$1,390,000

- A) Of the increased revenue, \$1,390,000 is provided by Spokane County for the City's apportionment of the County's 911 Excise Tax.
- 3) Increase appropriation by \$115,300
- B) Of the increased appropriation, \$115,300 is provided solely for salary and benefits.

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 needing to budget for the City's revenue apportionment and authorize one additional Operations Manager position for Spokane United 911 Network, 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 April 13, 2026
Delivered to Mayor April 17, 2026

ORDINANCE NO. C36858

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ACCEPT AN EMERGENCY STREETS GRANT FROM WASHINGTON TRAFFIC SAFETY COMMISSION, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, it is necessary to make changes in the appropriations of the Miscellaneous Grants Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Increase revenue by \$136,857.
 - A) Of the increased revenue, \$136,857 is provided solely from the Washington Traffic Safety Commission.
- 2) Increase appropriation by 136,857.
 - A) Of the increased appropriation, \$84,565 is provided solely for contra salaries.
 - B) Of the increased appropriation, \$12,442 is provided solely for contra other supplies and services.
 - C) Of the increased appropriation, \$34,000 is provided solely for professional services.
 - D) Of the increased appropriation, \$5,850 is provided solely for operational travel.

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 to accept an Emergency Streets grant from Washington Traffic Safety Commission, 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 April 13, 2026
Delivered to Mayor April 17, 2026

ORDINANCE NO. C36859

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ACCEPT A PARTICIPATORY BUDGETING GRANT FROM THE WASHINGTON STATE DEPARTMENT OF COMMERCE, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, it is necessary to make changes in the appropriations of the Miscellaneous Grants Fund and the General Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 2) Increase revenue by \$650,000
 - A) Of the increased revenue, \$650,000 is provided solely from the Washington State Department of Commerce.
- 3) Increase appropriation by \$650,000.
 - A) Of the increased appropriation, \$221,490 is provided solely for contra salaries and contra benefits.
 - B) Of the increased appropriation, \$15,000 is provided solely for contra other supplies and services.
 - C) Of the increased appropriation, \$413,510 is provided solely for contractual services.

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

- 1) Increase appropriation by \$221,490.
 - A) Of the increased appropriation, \$221,490 is provided solely for project employee wages and benefits in the Office of the Mayor.
- 2) Decrease appropriation by \$221,490.
 - A) Of the decreased appropriation, \$221,490 is provided solely for contra salaries and contra benefits in the Office of the Mayor.

Section 3. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to accept a Participatory Budgeting grant from the Washington State Department of Commerce, 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 April 13, 2026
Delivered to Mayor April 17, 2026

ORDINANCE NO. C36860

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

WHEREAS, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, it is necessary to make changes in the appropriations of the various Funds listed below, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Change the grade and associated pay range for the Senior Budget Analyst classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	127	Senior Budget Analyst	---	A02-51	---	\$93,417- \$132,964

- 2) Change the grade and associated pay range for the Community Arts Manager classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-A	707	Community Arts Manager	---	A01-43	---	\$77,799- \$108,764

- 3) Change the grade and associated pay range for the Director of Community Justice Services classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-A to EXC	732	Director of Community Justice Services	A01-59	A07-56	\$115,884- \$162,927	\$117,868- \$164,660

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

- 1) Change the grade and associated pay range for the Park Ranger classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	698	Park Ranger	A05-23	A05-31	\$43,597-\$67,505	\$50,133-\$78,885

- 2) Change the grade and associated pay range for the Park Ranger Supervisor classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	693	Park Ranger Supervisor	A05-38	A05-40	\$56,961-\$91,162	\$58,819-\$96,904

- 3) Change the grade and associated pay range for the Equity and Inclusion Specialist classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	092	Equity and Inclusion Specialist	---	A02-38	---	\$68,048-\$96,361

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

- 1) Change the grade and associated pay range for the Grants Manager classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	112	Grants Manager	A02-51	A02-52	\$93,417-\$132,964	\$95,610-\$136,012

- 2) Change the grade and associated pay range for the Grants Supervisor classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	072	Grants Supervisor	---	A02-48	---	\$86,861-\$124,006

- 3) Change the grade and associated pay range for the Grants Writer classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	073	Grants Writer	---	A02-36	---	\$64,958-\$91,684

- 4) Change the grade and associated pay range for the Director of Grants Management classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
EXC	708	Director of Grants Management	---	A07-55	---	\$110,288-\$155,013

Section 4. That in the budget of the Spokane United 911 Network Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Training & Quality Manager Spokane United 911 Network (SUN) classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	275	Training & Quality Manager Spokane United 911 Network (SUN)	---	A02-50	---	\$90,494-\$128,600

Section 5. That in the budget of the Water - Wastewater Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Water Hydroelectric Plant Operator classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	662	Water Hydroelectric Plant Operator	A05-36	A05-38	\$55,583-\$86,819	\$56,961-\$91,162

- 2) Change the grade and associated pay range for the Certified Water Hydroelectric Plant Operator classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	662C	Certified Water Hydroelectric Plant Operator	A05-38	A05-40	\$56,961-\$91,162	\$58,819-\$96,904

- 3) Change the grade and associated pay range for the Water Hydroelectric Plant Mechanic classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	664	Water Hydroelectric Plant Mechanic	A05-36	A05-38	\$55,583-\$86,819	\$56,961-\$91,162

- 4) Change the grade and associated pay range for the Certified Water Hydroelectric Plant Mechanic classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	664C	Certified Water Hydroelectric Plant Mechanic	A05-38	A05-40	\$56,961-\$91,162	\$58,819-\$96,904

- 5) Change the grade and associated pay range for the Wastewater Inspector classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
L270	210	Wastewater Inspector	A05-35	A05-38	\$54,601-\$85,128	\$56,961-\$91,162

Section 6. That in the budget of the Risk Management Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Change the grade and associated pay range for the Risk Management Analyst classification as noted below.

Union	SPN	Title	From Grade	To Grade	Former Range	New Range
M&P-B	121	Risk Management Analyst	---	A02-42	---	\$74,938-\$106,363

Section 7. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to adjust pay ranges to align with salary analysis, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

**Passed by City Council April 13, 2026
Delivered to Mayor April 17, 2026**

ORDINANCE NO. C36861

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO ACCEPT GRANT FUNDS AWARDED BY THE DEPARTMENT OF COMMERCE'S CONNECTING HOUSING TO INFRASTRUCTURE PROGRAM (CHIP), AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the mid-biennium modification Ordinance No. C36794, as above entitled in part, and which passed the City Council November 24, 2025, it is necessary to make changes in the appropriations of the Integrated Capital Management Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Increase revenue by \$1,293,336.
 - A) Of the increased revenue, \$1,293,336 is provided solely from the Department of Commerce.
- 2) Increase appropriation by \$1,293,336.
 - A) Of the increased appropriation, \$1,293,336 is provided solely for contractual services.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to accept grant funds awarded by the Department of Commerce's Connecting Housing to Infrastructure Program (CHIP), 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 April 13, 2026

Delivered to Mayor April 17, 2026

ORDINANCE NO. C36865

AN ORDINANCE imposing an immediate moratorium on building permit applications for Drive-Through Facilities and Quick Vehicle Servicing uses near existing and planned frequent transit stops; setting a public hearing; and declaring an emergency.

WHEREAS, the City was a primary participant in the "DivisionConnects" project, a regional plan for preparing for Bus Rapid Transit and Transit Oriented Development ("TOD") on the future Division Bus Rapid Transit corridor, adopted by the Spokane Transit Authority board of directors on April 15, 2021, and adopted by the Spokane Regional Transportation Council on June 10, 2021; and

WHEREAS, on October 28, 2024, City Council adopted RES 2024-0100, affirming the recommendations of the Centers and Corridors strategy ("C&C Strategy") as the guiding document for future actions for the City's mixed-use development strategy; and

WHEREAS, the C&C Strategy recommends regulations to prohibit certain automobile-oriented land uses in TOD areas; and

WHEREAS, the City of Spokane is pursuing implementation of these recommendations as part of PlanSpokane, the state-mandated comprehensive plan update due at the end of 2026; and

WHEREAS, on October 23, 2023, City Council adopted OPR 2023-1071, an interlocal agreement with Spokane County and the Spokane Transit Authority to accept funds and establish a framework for planning for TOD on the Division Bus Rapid Transit corridor; and

WHEREAS, the City of Spokane is also undertaking a major update to the Unified Development Code contained in Spokane Municipal Code Title 17, commonly called “BuildSpokane”, for which a consultant contract was approved by City Council by ORD C36773; and

WHEREAS, academic studies confirm that drive-through facilities and other automobile-oriented uses increase the risk of conflict with people walking, biking, and rolling; and

WHEREAS, the Comprehensive Plan includes policies and goals to encourage TOD and prevent automobile-oriented land uses that are harmful to the goals of TOD, including LU 3.1, LU 3.2, LU 4.6, and TR Goal C; and

WHEREAS, relevant policies in the Comprehensive Plan have been confirmed through public outreach for PlanSpokane, and are likely to remain or be enhanced through the periodic update; and

WHEREAS, without immediate action, the establishment of new automobile-oriented uses in TOD areas could lead to long-term effects that run counter to the adopted goals, plans, and aims of the City of Spokane for pedestrian safety and TOD, as exemplified by the aforementioned planning efforts; and

WHEREAS, a moratorium enacted under RCW 36.70A.390 is a method by which local governments may preserve the status quo so that new plans and regulations will not be rendered moot by intervening development; and

WHEREAS, RCW 36.70A.390 authorizes the enactment of a moratorium without a hearing (see also *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641, 904 P.2d 317 (1995)); and

WHEREAS, the City desires to impose a moratorium on the acceptance, processing, review, and approval of applications for building permits for Drive-Through Facilities and Quick-Vehicle Servicing uses in areas identified in Exhibit A, which is incorporated into these findings by reference; and

WHEREAS, pursuant to WAC 197-11-880, the adoption of this ordinance is exempt from the requirements of a threshold determination under the State Environmental Policy Act (“SEPA”); and

WHEREAS, the City Council finds that without an immediate moratorium on the acceptance, processing, and approval of building permit applications for Drive-Through Facilities and Quick-Vehicle Servicing uses in the moratorium zone, people walking, biking, and using public transportation in the moratorium zone will be subject to higher safety risk even while the City and other agencies make investments to encourage increased walking, biking, and transit activity, undermining the City’s legitimate policy of protecting the public health, welfare, and safety within the moratorium zone; and

WHEREAS, the City Council finds that the need for the moratorium established under this ordinance is sudden, unexpected, and requires immediate action to prevent or mitigate the threat; and

WHEREAS, the City Council finds also that the normal course of legislative procedures of the City Council cannot timely address the harm from a delay in imposition of a moratorium, which could result in vested, nonconforming uses that are inconsistent with long-term plans for drive-through facilities and quick vehicle-servicing uses, resulting in harm to the community or government functions; and

WHEREAS, the City Council finds that the moratorium established by this ordinance is necessary for the protection of the public peace, health, or safety and for the immediate support of City government and its existing public institutions.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's initial findings of fact in support of the moratorium established by this ordinance. The City Council may, at its discretion, adopt additional findings after the public hearing referenced below in Section 3.

Section 2. Moratorium Imposed. A moratorium is imposed on the acceptance, processing, review, and approval of applications for building permits for Drive-Through Facilities and Quick-Vehicle Servicing uses on parcels wholly or partially in the area shown in the attached Exhibit A (referred to herein as the "moratorium zone").

During the term of this moratorium, the City will not accept, process, or approve building permit applications for Drive-Through Facilities or Quick-Vehicle Servicing uses on parcels wholly or partially in the moratorium zone. Drive-Through Facilities and Quick-Vehicle Servicing uses are as defined in Chapter 17C.190 of the Spokane Municipal Code.

This moratorium does not apply to any pending building permit applications that were counter complete, as provided in the Spokane Municipal Code, prior to the effective date of this ordinance.

Section 3. Public Hearing. Pursuant to RCW 36.70A.390, the City Council shall hold a public hearing on this moratorium on June 1, 2026. Immediately after the public hearing, the City Council shall adopt findings of fact on the subject of this moratorium.

Section 4. Work Plan. The Planning and Economic Development Department shall continue to study, conduct additional public engagement, and implement regulations for Drive-Through Facilities and Quick Vehicle Servicing uses in TOD areas as part of the periodic update to the Comprehensive Plan and the Code Assessment and Modernization of Title 17 of the Spokane Municipal Code.

Section 5. Duration. The moratorium imposed by this ordinance shall be in effect for a period of one year, beginning on the date of the adoption of this ordinance.

Section 6. Declaration of Emergency and Effective Date. 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 01.01.080 of the Spokane Municipal Code and Section 19 of the City Charter, upon the affirmative vote of one more than a majority of the City Council.

Section 7. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

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, family status, genetic information, veteran/military status, or disability status.

AMENDMENT**AMENDMENT****AMENDMENT**

Fire Battalion Chief [Promotion]

SPN 940

(Announcement of 04/13/2026)

The above titled announcement is hereby amended to read:

MINIMUM QUALIFICATIONS**Promotional Requirements:**

- *Experience:* Completion of two years of service with the City in the classification of Fire Captain (SPN 938) and eight (8) mentoring shifts with a Fire Battalion Chief.
- *License:* Applicants must possess a valid driver's license.

Exception: The requirement to complete eight (8) mentoring shifts with a Battalion Chief is waived prior to examination for this recruitment, but the shifts must be completed before the candidate can be certified for promotion.

Note: The Hazmat IC course must be completed during the probationary period.

Education Coordinator SPN 064

Open Entry

DATE OPEN: Monday, April 20, 2026**DATE CLOSED:** Monday, May 4, 2026**SALARY:** \$63,391.68 annual salary, payable bi-weekly, to a maximum of \$89,596.08**CLASS SUMMARY:**

Performs professional and technical work as a community educator and representative of the City and assigned departments; designs, promotes, coordinates, and conducts educational outreach about City programs and activities for targeted audiences such as students, school personnel, business owners, and the general public.

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.

- Develops, modifies, and implements education programs and presentations for classroom groups, ranging from pre-K through higher education, and for the general public, with the goal of increasing public engagement, awareness, and behavior change.
- Identifies and manages targeted outreach campaigns in response to city, county, or state initiatives. Works with technical experts within the department to target pertinent information for audiences. Develops and maintains a library of education materials. Writes and produces study guides and other materials as necessary.
- Coordinates implementation of programs, such as wastewater and stormwater environmental stewardship, water conservation, and waste reduction projects, among others. Evaluates the success and impact of outreach work; measures improvements in the targeted audiences' understanding of

information provided. Develops written reports summarizing annual activities, strategies, and effectiveness.

- Prepares budget estimates for education projects. Prepares and processes requests for proposals, bid specifications, and consultant scopes of work, in coordination with City Purchasing as appropriate. Prepares grant proposals for education projects and campaigns, and manages grants in coordination with City Accounting, including required tracking and reporting.
- Interacts with public and private sector contacts in implementing education programs. Makes presentations to citizens groups, businesses, and schools, which includes leading discussion, making multimedia presentations, and answering questions on program-related topics. Works with representatives of other government agencies and non-profit organizations to promote larger scope or joint educational efforts.
- Interacts with the City's communications team as well as local media to facilitate education to the public. Plans layout, writes content, produces newsletters, flyers, and brochures. Designs, publishes, and reviews textual and graphical materials to update social media sites, websites, advertisements, and other digital communication outlets.
- Prepares educational displays; schedules, delivers, and sets up for display at various locations such as schools, City libraries, festivals, etc. Schedules displays for appearance at fairs/shows to provide opportunity for community engagement and education. Coordinates supplemental help to assist with large display transportation, set up, and staffing.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open-Entry Requirements:

- Education: Graduation from an accredited four-year college or university with a degree in Education or Communications.
- Experience: Three years of classroom teaching experience and/or experience in implementation of community involvement, public relations, or related programs. Must have computer skills.
- Equivalency: We may accept different combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.

Licenses and Certifications:

- Incumbents must possess a valid driver's license, to be maintained throughout employment, or otherwise demonstrate ability to get to and from multiple work locations as required.

Lift Requirement:

- Job offer is contingent on passing a lift test.
- Enough strength to lift and carry objects weighing up to 30 lbs.

EXAMINATION DETAILS:

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

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

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

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory, or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a Computer Skills Simulation and Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- Computer Skills Simulation 10%
- T&E 90%

TRAINING AND EXPERIENCE EVALUATION DETAILS:

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

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

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

- Applicants who apply and meet the minimum qualifications between Monday, April 20, 2026, and Monday, May 4, 2026, will test Thursday, May 7, 2026, through Monday, May 11, 2026.

NOTE: You may begin the exam at any time during the test period; however, once you begin, you will have 10 minutes to complete the Computer Skills Simulation examination and 99 hours to complete the T&E. You may take the exam only once during the open recruitment period.

TO APPLY:

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

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 16th day of April 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Program Manager (CHHS) SPN 071
Promotional

DATE OPEN: Monday, April 20th, 2026

DATE CLOSED: Monday, April 27th, 2026

SALARY: \$80,826.48 annual salary, payable bi-weekly, to a maximum of \$114,568.56

CLASS SUMMARY:

Performs a variety of professional responsibilities related to a variety of community development, human services, and other social programs including identifying needs, developing both short and long term

program strategies, acting as the principal technical program expert, and providing consultation to client or partner participants of programs.

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.

- Provides leadership for a variety of service programs; designs long-term strategic planning efforts to achieve best outcomes. Initiates community needs assessment activities; designs and implements community outreach efforts including oversight of staffing of task forces, advisory groups, and commissions; sets the frequency and nature of trainings, monitoring, and planning committee sessions.
- Analyzes new and revised legislation which govern program area in order to determine impact upon operations. Evaluates existing operations and procedures within an assigned program area. Drafts and monitors program goals, and ensures proper allocation of resources. Oversees and/or conducts studies to collect data, evaluate, and make recommendations for procedural or organizational changes, modifications, and improvements; plan and implements program changes with required resources.
- Develops and reviews departmental policies and procedures to ensure compliance with state and federal legislation, regulations, and directives. Composes, organizes and revises program reports, policies, and procedure manuals; plans and coordinates the development of new and revised programs, contracts, and interagency agreements with department staff, other City departments, and community agencies.
- Identifies issues requiring strategic or context-sensitive intervention, and recommends response to problems.
- Develops annual department budget for program area. Ensures compliance with funding requirements, including local, state, and federal grant award terms and conditions. Recommends and ensures that appropriate policies and procedures for pass-through grants are established and followed. Audits funded partners' client files for compliance. Monitors the program budget and work plans, including reviewing project budgets, reviewing billing statements, and authorizing payments. Evaluates progress and achievement of objectives, while protecting the City from financial losses.
- Researches, applies for, and manages grants and grant funding sources; prepares and manages program related contracts and MOUs. Administers grant evaluation and closeout process.
- Manages project funding competition process, including solicitation of funds, Requests for Proposals (RFP) process (including review of proposals, developing funding recommendations, and awarding funds), negotiates contracts, approves disbursements, provides technical assistance to nonprofit grantees, monitors performance, and enforces contract requirements, ensuring compliance with Federal, State and local funding requirements.
- Ensures cross-functional communication, coordination, and effective relationships within the various functions of the department, as well as other City departments, City Administration, City Council, leadership of other local jurisdictions, and elected officials. Sets agendas, directs work, and ensures staff support coverage for citizen committees and advisory boards.
- Acts as technical expert and resource person to staff regarding program policies and procedures; facilitates group process, mediation, and negotiation functions. Advocates persuasively for solutions, informed by issues affecting the unique needs of the Spokane County residents.
- Performs extensive, in-depth, and specialized administrative, budgetary, financial, and compliance research and analysis, and prepares recommendations regarding special projects.
- Represents the City in various capacities both internally and externally. Acts as department liaison with various agencies and departments on issues concerning the program(s); may serve as departmental representative on various committees and at meetings.
- Attends meetings with various community and volunteer groups; coordinate and schedule presentations; advertises program services.
- Participates in staff and professional meetings to discuss progress and conduct program planning.
- Prepares and submits various mandated financial, operational, and statistical reports.

- Distributes work and delegates assignments as appropriate. Monitors and evaluates work of subordinates or helpers.
- Performs related work as required.

Incumbents may be assigned to one or more major specialties, such as the following briefly summarized program areas:

Housing Programs:

- Plans program commitments to address housing needs and defines program objectives in coordination with partners and stakeholders. Directs housing acquisitions and dispositions of real estate, coordinating with departments to identify derelict properties for affordable housing redevelopment. Oversees management of revolving loan and grant funds; recommends, executes, and modifies grants and loans. Underwrites funding applications including assessment of applicant capacity and project viability.

Community Development:

- Provides leadership and technical direction for the development and administration of the City's community development plans and activities. Ensures program alignment with multiple City department planning documents. Lead workshops and public hearings to establish community needs, goals, and priorities. Presents plans in public meetings, develops policy and procedures, and executes program elements.

Homelessness and at-risk populations:

- Leads the development, implementation and management of a regional system of programs to respond to homelessness and to support vulnerable and at-risk populations. Provides strategic vision and coordination across various funding streams and interventions while bringing together partners from across the County to ensure effectiveness in cross-sector and multi-jurisdictional strategies.

MINIMUM QUALIFICATIONS:

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

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: One year as a Program Professional (SPN 039) with City of Spokane
- License and Certifications: Must possess a valid driver's license or evidence of equivalent mobility.

EXAMINATION DETAILS:

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

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

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

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory, or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- T&E 100%

TRAINING AND EXPERIENCE EVALUATION DETAILS

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

EXAMINATION DETAILS:

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

- Applicants who apply and meet the minimum qualifications between Monday, April 20th, 2026, and Monday, April 27th, 2026 will test Thursday, April 30th, 2026 through Monday, May 4th, 2026.

TO APPLY:

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

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 15th day of April 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Risk Management Analyst SPN 121
Promotional

DATE OPEN: Monday, April 20, 2026

DATE CLOSED: Monday, April 27, 2026

SALARY: \$74,938.32 annual salary, payable bi-weekly, to a maximum of \$106,362.72

CLASS SUMMARY:

Performs responsible work in risk management with the goal of protecting the City from liability losses, supporting preservation of assets, and ensuring continuity of operations.

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.

- Identifies, assesses, and analyzes municipal risks and exposure to potential losses; develops, implements, and maintains comprehensive risk management policies, procedures, and internal controls.

- Administers the City's insurance programs, including property, liability, automobile, and specialty coverages. Serves as liaison between the City and insurers, and primary risk management contact for City departments.
- Responsible for insurance acquisition, renewals, coverage evaluations, and cancellations. Creates specs for the quoting process. Engages in negotiations with the insurance broker as required.
- Develops and manages the Cost of Risk Allocation (CORA) budget, using experiences and exposures to determine coverage and premium recommendations, and to establish distribution of costs among City departments. Prepares presentations for the budget committee process.
- Monitors and analyzes loss trends, claims data, and exposure reports; prepares statistical reports and provides recommendations to reduce losses and control costs.
- Develops appropriate contract language and establishes minimum insurance requirements for all City contracts based on risk exposure, ensuring proper risk transfer.
- Reviews new and existing contracts with external vendors to evaluate insurance and liability provisions, ensuring coverage requirements align with the City's risk management standards and minimize exposure.
- Reviews, audits, and adjusts contracts, agreements, and certificates of insurance to address risk exposure, ensure proper language, and monitor compliance with negotiated requirements.
- Maintains current knowledge of the insurance and risk management fields, and ensures municipal compliance with applicable laws, regulations, industry standards, and risk-related best practices.
- Advises departments and executive leadership on risk mitigation strategies, insurance coverages, and liability prevention.
- Develops and delivers information and training related to risk awareness, loss prevention, and contractual compliance.
- Performs related work as required.

MINIMUM QUALIFICATIONS:**Promotional Requirements:**

Current non-probationary City employees who meet the open-entry requirements below may apply on a promotional basis. Combinations of education and experience that are equivalent to the following minimum qualifications are acceptable.

- *Education:* Bachelor's degree in risk management and insurance, business administration, public administration, or a closely related field.
- *Experience:* Two years of work experience in risk management, insurance administration, or a closely related field.
- *Licenses and Certifications:* A valid driver's license or evidence of equivalent mobility is required, to be maintained throughout employment.

EXAMINATION DETAILS:

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

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

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

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory, or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- T&E 100%

TRAINING AND EXPERIENCE EVALUATION DETAILS

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

EXAMINATION DETAILS:

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

- Applicants who apply and meet the minimum qualifications between Monday, April 20th, 2026, and Monday, April 27th, 2026 will test Thursday, April 30th, 2026, through Monday, May 4th, 2026.

TO APPLY:

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

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 15th day of April 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

WTE Electrical and Instrumentation Supervisor SPN 592
Promotional

DATE OPEN: Monday, April 20, 2026

DATE CLOSED: Monday, May 4, 2026

SALARY: \$77,527.44 annual salary, payable bi-weekly, to a maximum of \$127,159.20

CLASS SUMMARY:

Supervises and participates in the work of a team of skilled technicians in a Waste to Energy (WTE) plant.

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.

- Prioritizes, plans, and oversees projects and staff workload; assesses and plans for future needs. Works with management in establishing and tracking unit goals and objectives.

- Provides leadership, supervision, and training to assigned staff. Plans and organizes routine assignments; delegates work to subordinate staff and coordinates activities with other personnel, contractors, and operators.
- Estimates time, materials, and equipment; coordinates with inventory and purchasing personnel to procure supplies, equipment, etc.
- Ensures adherence to established guidelines, rules, and regulations. Leads the team in the development of proper safety procedures for the unit and trains staff in methods and techniques.
- Oversees the use, care, and operation of process control instrumentation and related equipment; researches, recommends and implements new and revised procedures, systems, and equipment.
- Oversees and participates in the repair of electrical components and low/medium/high voltage switch gear electronic instrumentation and control systems, equipment, and components, both in the field and in the plant or facilities.
- Coordinates the modification of drawings to reflect the current posture of systems and components for a variety of industrial systems. Modifies, designs, and changes electrical components; installs temporary systems to sustain operations.
- Oversees and participates in installing and maintaining electrical components and low/medium/high voltage switch gear electronic instrumentation and control systems including electronics, programmable controllers, telemetry, telecommunications, meters, generators, transmitters, hydraulics, pneumatics, and a variety of other systems; inspects installed systems to ensure proper operation.
- Provides technical advice and support to operators and supervisors. Works closely with contractors or consultants and engineering teams. Participates in continuous improvement plans and implements new process and procedures. Coordinates with internal and external customers regarding assigned project requirements and timelines.
- Uses various computer software programs for data logging and control. Maintains records on operations and activities; coordinates and prepares a variety of reports.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open-Entry Requirements:

- *Education:* Two years of college-level course work in electrical theory, electronics, control systems, or a closely related field.
- *Experience:* Six years of journey-level work experience performing installation, repair, maintenance, and upgrade of electrical components and low/medium/high voltage switch gear, electronic instrumentation, and controls, at least two of which were in a lead or supervisory capacity.
- *Equivalency:* We may accept different combinations of education and experience. We welcome job seekers with relevant backgrounds to apply.
- *License:* A valid driver's license is required, to be maintained throughout employment.

Promotional Requirements:

- *Experience:* Three years with the City in the classification of WTE Senior Electrical and Instrumentation Technician (SPN: 591) or Senior Instrumentation, Controls, and Electrical Technician (SPN: 647).
- *License:* A valid driver's license is required, to be maintained throughout employment.

Lift Requirement:

- Job offer is contingent on passing a lift test.
- Lifting and carrying objects weighing up to 50 lbs.

EXAMINATION DETAILS:

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

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

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

Upon request, at time of application, 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 training and experience evaluation, multiple-choice test, and PAR with weights assigned as follows:

- T&E 50%
- Multiple-Choice Test 50%

TRAINING AND EXPERIENCE EVALUATION DETAILS

The Training and Experience examination with instructions will be emailed out via a link from City of Spokane (info@governmentjobs.com) upon review of the applicant's minimum qualifications. Once you receive the link, the examination is due by May 11th, 2026.

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

MULTIPLE CHOICE EXAMINATION DETAILS

- Test Date: Thursday, May 7th, 2026
- Test Time: 9:00 a.m.
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Approximate Duration of Exam: 1 hour

TO APPLY:

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

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 15th day of April 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Firefighter SPN 931

Open Entry

DATE OPEN: Monday, April 20, 2026**DATE CLOSED: Monday, June 29, 2026****SALARY: \$67,254.48 annual salary, payable bi-weekly, to a maximum of \$116,129.98****CLASS SUMMARY:**

The Spokane Fire Department seeks applicants interested in joining a team of dedicated individuals who protect and serve the citizens of Spokane. SFD is responsible for emergency medical services, fire suppression, mitigating the consequences from disasters, and rescue activities. In addition to emergency work, members provide a wide range of services to the community.

For more detailed information about becoming a City of Spokane Firefighter, visit the **SFD recruitment website**.

EXAMPLES OF JOB FUNCTIONS:

- Responds to fire incidents with a company; lays hose; holds and directs nozzle and water streams; raises and climbs ladders; uses standard firefighting equipment; removes persons from danger; administers emergency medical treatment; performs salvage and overhaul operations.
- Performs fire prevention functions such as inspection of business establishments, apartment complexes and schools in assigned district. Assists residents in eliminating hazards and fire dangers.
- Performs general housekeeping and maintenance work in the upkeep of the assigned station and equipment. Participates in the recovery, cleaning and inspection of equipment after incidents.
- Drives and operates various automotive, mechanical, and auxiliary fire apparatus.
- May be assigned specialized duties in addition to regular duties.
- Responds to medical emergencies and operates emergency medical equipment and exercises clinical judgment within the licensed scope of practice.
- May be assigned as a member of any apparatus staffed or operated by the Fire Department.
- Periodically inspects assigned "first-due" area and becomes familiar with buildings, locations and conditions of fire hydrants, streets, potential fire hazards and dangers, and to compile comprehensive pre-incident plans.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Open Entry (Open Entry applicants must meet all requirements at the time of application)

- High school diploma or equivalent. No previous experience necessary.
- All applicants must possess a valid driver's license.

NOTE: Minimum medical and health standards for this classification are established by state laws. All successful candidates who have been offered a position will be required to pass the necessary examinations prior to appointment.

PHYSICAL REQUIREMENTS

- Ability to see, with or without corrective lenses, well enough to read fine print, such as maps, identify shapes at night such as house numbers, and to distinguish shapes through smoky conditions.
- Ability to hear, with or without a hearing aid, and speak well enough to converse on a radio or telephone and give or receive orders in muffled conditions.
- Ability to climb a variety of ladders.
- Enough body mobility to maintain balance in precarious positions and to crawl in confined spaces.
- Enough manual dexterity to maintain and operate necessary equipment and tools.
- Enough strength to rescue heavy people while in protective clothing and carry equipment up a ladder.
- Tolerance and stamina to work under adverse, hazardous conditions such as smoke, gas, heat, cold, and confined spaces for extended periods of time.

EXAMINATION DETAILS:

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

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

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

Upon request, at time of application, City of Spokane will provide alternative accessible tests to individuals with disabilities that impair manual, sensory or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a multiple-choice test with weights assigned as follows:

- Multiple-Choice Test 100%

IN-PERSON MULTIPLE-CHOICE EXAMINATION DETAILS:

- Test Dates:
 - Qualified applicants will be invited to self-schedule and select a testing session in May, June or July.
- Test Time: TBD
- Test Method: On Paper
- Test Location: Fire Training Center, 1618 N Rebecca St, Spokane, WA 99217
- Test Duration: 2 Hours
- Test Subjects May Include:
 - Reasoning & Judgment
 - Mechanical Aptitude
 - Plan Reading & Spatial Awareness
 - Communication Skills
 - Mathematics

NOTE:

- Testing dates are subject to change. Additional sessions may be made available depending upon number of applicants and testing space available.
- A completed CPAT test is not required at the time of application, but candidates must have a current CPAT certificate on file at time of interview. CPAT costs are the responsibility of the candidate. Visit JoinSpokaneFire.org for more info on the CPAT.

Additional examinations shall be administered as applications are received with results merged into one eligible list according to final ratings, pursuant to the Merit System Rules of the Civil Service Commission: Rule IV, Section 13 – Continuous Examinations.

TO APPLY:

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

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 16th day of April 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Deputy Fire Chief: Training SPN 941
Promotional

DATE OPEN: Monday, April 20, 2026

DATE CLOSED: Monday, April 27, 2026

SALARY: \$166,998.24 annual salary, payable bi-weekly, to a maximum of \$204,352.56

CLASS SUMMARY:

Manages a major division of the Spokane Fire Department including operations, training, and prevention.

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.

Deputy Fire Chief (all)

- Manages and supervises a major division of the Spokane Fire Department.
- Advises the Assistant Fire Chief in establishing and modifying the overall goals, objectives, and plans of the department. Evaluates and organizes department structure, operations, and methods of service delivery to meet goals and objectives.
- Provides research, input, and recommendation on budgets, and monitors expenses for assigned budgets.
- Supervises and evaluates subordinate Fire Department employees. Establishes performance requirements, completes annual performance reviews, and maintains and enforces discipline.
- Schedules, coordinates, and plans the work of subordinates. Approves work schedules, leave requests, requests for special assignments or training.
- Interviews candidates for positions; recommends appointment, promotion, or reassignment to such positions.
- Delegates work functions and specific goals to subordinate personnel.
- Monitors the work performance and work quality of assigned personnel for efficiency, effectiveness, and safety.
- Inspects personnel, equipment, and facilities.
- Researches topics including fire reporting systems, training, operations, and safety.
- Provides technical assistance and interprets policies for subordinate personnel.
- Writes reports, letters, memos, and emails to internal and external recipients.
- Makes presentations to and shares information with City administrators, managers, and elected officials; civic groups and organizations; and officials of other agencies.
- Reviews and evaluates incoming documents, reports, electronic communications, mail, and other paperwork to determine actions to be taken and priorities.
- Performs related work as required.

Operations

- Responds to emergency incidents, takes command, and coordinates with other City agencies at incident scenes.
- If not in command, fills other incident response roles as requested by the on-scene Incident Commander.
- Communicates with property owners, contractors, the media, other agencies, and the general public during incidents.

Training

- Manages the Fire Training Center for the City.
- Evaluates training needs for new recruits and incumbent firefighting personnel.
- Plans, coordinates, schedules, conducts, observes, and evaluates training programs.
- Ensures the safety of training activities.
- Maintains training records.
- Researches, gathers, and develops materials or curriculum for training programs.

MINIMUM QUALIFICATIONS:

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

Promotional Requirements:

- Education: Bachelor's degree from an accredited college or university in fire command, public or business administration, or emergency medical services.
- Experience (**Operations/Training**): One year as a Fire Battalion Chief (SPN 940), division chief, or higher classification.

Licenses and Certifications:

- Applicants must possess a valid driver's license, to be maintained throughout employment.
- The Deputy Fire Chief (Prevention) must possess Fire Inspector II certification from the International Code Council throughout employment and be certified or credentialed as a Fire Marshal within one year of employment.

NOTE: Selection of a Senior Administrative Assistant, Rule V, Section 8, Rules of the Civil Service Commission, applies to this classification.

EXAMINATION DETAILS:

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

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

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

Upon request, at time of application, the City will provide alternative accessible tests to individuals with disabilities that impair manual, sensory, or speaking skills needed to take the test, unless the test is intended to measure those skills.

The examination will consist of a Training and Experience Evaluation (T&E), with scoring weight assigned as follows:

- T&E 100%

Test Subjects may include:

- Education, Training, and Certifications
- Experience in Fire Education and Training
- Leadership in Fire Service/Fire Training

TRAINING AND EXPERIENCE EVALUATION DETAILS

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

EXAMINATION DETAILS:

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

- Applicants who apply and meet the minimum qualifications between Monday, April 20th, 2026, and Monday, April 27th, 2026, will test Thursday, April 30th, 2026, through Monday, May 4th, 2026.

TO APPLY:

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

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

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

By order of the SPOKANE CIVIL SERVICE COMMISSION, dated at Spokane, Washington, this 16th day of April 2026.

SCOTT STEPHENS
Chair

KELSEY PEARSON
Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

PW INVITATION TO BID # 6552-26

UPRIVER DAM OFFICE BUILDING INTERIOR RENOVATION

City of Spokane FACILITIES DEPARTMENT

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

Pre-Bid Conference:

A Pre-Proposal Conference is scheduled to be held on TUESDAY, APRIL 28, 2026 at 08:30 AM, at the Upriver Dam located at 2701 N Waterworks St, Spokane, WA 99212.

Bid Submittal:

Bids must be submitted electronically through the City of Spokane's online procurement system portal before **1:00 p.m. on Monday May 11, 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 May 11, 2026**. For the link to attend virtually, visit the City's Purchasing website at <https://my.spokanecity.org/administrative/purchasing/>. Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Katie Archer
Procurement Specialist
City of Spokane Purchasing & Contracts

Publish: April 15 and 22, 2026
