



Official Gazette

City of Spokane, Washington

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

Volume 116

August 12, 2026

Issue 32



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)

The Official Gazette

(USPS 403-480)

Published by Authority of City Charter Section 39

The Official Gazette is published weekly by the Office of the City Clerk
5th Floor, Municipal Building, Spokane, WA 99201-3342

Official Gazette Archive:

<https://my.spokanecity.org/gazettes/>

To receive the Official Gazette by e-mail, send your request to:
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The Official Gazette

USPS 403-480
0% Advertising
Periodical postage paid at
Spokane, WA

POSTMASTER:**Send address changes to:**

Official Gazette
Office of the Spokane City Clerk
808 W. Spokane Falls Blvd.
5th Floor Municipal Bldg.
Spokane, WA 99201-3342

Subscription Rates:

Within Spokane County:
\$9.90 per year
Outside Spokane County:
\$27.50 per year

Subscription checks made payable to:

City Treasurer

Address Change:

Official Gazette
Office of Spokane City Clerk
808 W. Spokane Falls Blvd.
5th Floor Municipal Bldg.
Spokane, WA 99201-3342

Minutes

MINUTES OF SPOKANE CITY COUNCIL

Wednesday, August 5, 2026, regularly scheduled City Council meeting was not held. Therefore, no meeting minutes will be published for this date.

Hearing Notices

BUILDING OFFICIAL HEARING NOTICE

Notice is hereby given that the Building Official has caused proper notice to be served upon the persons responsible for 5504 E UNION AVENUE, SPOKANE, WASHINGTON, 99212, PARCEL NUMBER 35114.0904, LEGAL DESCRIPTION PARKWATER L6 B62, in compliance with the Spokane Municipal Code stating that a show cause hearing on this matter will be held before the Building Official on August 18, 2026 at 1:30 p.m. These hearings are held at 808 W Spokane Falls Blvd. Spokane, WA 99201, in the Council Briefing Room, Lower Level, City Hall. Remote participation is also available via Microsoft Teams, and remote participation information for this hearing will be posted on the City website as well on each agenda, which can be found under the substandard building topic here:

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

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

Russell Aldrich
Code Enforcement, City of Spokane
808 West Spokane Falls Blvd.
Spokane, WA 99201-3333
509-625-6300
raldrich@spokanecity.org

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd., Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date

General Notices

Agenda

Regular Meeting of the Civil Service Commission
9:30 AM – August 18, 2026
City Hall – City Council Chambers – Lower Level
808. W Spokane Falls Blvd., Spokane, WA 99201

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
 - a. July 21, 2026, Minutes
3. **CHIEF EXAMINER UPDATE**
4. **NEW BUSINESS**
 - a. Resolution 2026-11: Classification Actions
5. **OTHER BUSINESS**
6. **ADJOURN**

Note: The meeting is open to the public, with the possibility of the Commission adjourning into executive session.

Regular Meeting Notice/Agenda

The Civil Service Commission
9:30 AM – August 18, 2026

NOTICE IS HEREBY GIVEN by the City of Spokane Civil Service Commission, that a regularly scheduled meeting of the Civil Service Commission will be held on August 18, 2026, commencing at 9:30 A.M. in the City Council Chambers – Lower Level of City Hall (808 W. Spokane Falls Blvd., Spokane WA, 99201). The purpose of the meeting is to conduct the monthly commission meeting and to discuss other matters as reflected on the attached agenda.

The meeting will be conducted in-person and open to the public with commission members, staff and presenters attending in-person.

Oral public comment will be accepted at the meeting for agenda items to be decided by the Commission, excluding hearing items. Individuals who want to provide oral comment at this time but are unable to physically attend the meeting shall contact the Commission at civilservice@spokanecity.org to request by 5:00 P.M. the day before the meeting, (Monday, August 17, 2026, so the Commission can make arrangements for you to participate telephonically at the meeting.

Dated this 3rd day of August 2026.

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located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Debbie DeCorde 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 Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

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.

Crime and Intelligence Analyst II SPN 035

Open Entry

Date Open: August 10th, 2026

Date Closed: August 31st, 2026

Salary: \$55,582.56 annual salary, payable bi-weekly, to a maximum of \$86,819.04

Class Summary:

Provides technical aid for law enforcement operations through monitoring real-time crime data, conducting initial analysis, and identifying crime trends, patterns, and emerging threats.

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.

- Contributes to the department's evidence-based policing efforts by producing timely, data-informed analysis in support of policy and operational decision-making.
- Assists in evaluating potential threats by reviewing incident reports, communications, and behavioral indicators to assess the likelihood of violence or escalation.
- Participates in the collection and analysis of intelligence from digital forensics reports, video feeds, and other multimedia sources to assist in case development and situational awareness.
- Assists in conducting social network analysis under the guidance of senior analysts or investigators, contributing to the identification of persons of interest and criminal associations.
- Develops statistical analyses to evaluate crime and to assess the impact of department missions and tactics.
- Maintains crime databases and ensures data integrity by entering, updating, and verifying information. Operates crime analysis software, law enforcement databases, and other technology platforms which support intelligence-led policing.
- Utilizes information systems and crime mapping software to create reports, maps, and visual presentations for crime analysis briefings and graphic resources.
- Prepares crime analysis reports, bulletins, and presentations for various internal and external stakeholders. Duties may include contribution to quarterly, annual, and ad hoc reports. May exchange and coordinate various reports and data sharing with outside entities.
- Ensures compliance with proper management of criminal intelligence in accordance with local, state, and federal regulations.
- May be assigned to Real-Time Intelligence Operations to provide immediate intelligence support during ongoing incidents, major events, or critical emergencies.
- Responds to internal and public inquiries.

- Performs related work as required.

Minimum Qualifications:

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

Open-Entry Requirements:

- *Education:* Associate degree in Criminal Justice, Data Analytics, Forensic Science, Geographic Information Systems (GIS), Information Systems, or a closely related field.
- *Experience:* Three years of work experience in crime analysis.
- *Substitution:* Additional work experience in crime analysis or commissioned law enforcement may be substituted for the education requirement on a year-for-year basis.

Pre-employment Requirements:

- All applicants must submit a Personal History Statement (PHS) form along with the online employment application in order to be considered. This documentation will be used to conduct a background investigation. It is a **MANDATORY MINIMUM REQUIREMENT** to complete the Personal History Statement.
 - Download the PHS form at the following link: [Personal History Statement](#)
 - You may attach the completed PHS form to your online application or e-mail it to civilservice@spokanecity.org.
- All applicants are subject to a thorough police background investigation, including but not limited to criminal history, pre-employment drug screening, and polygraph.

Examination Details:

Applicants must first meet the minimum qualifications to be invited to take the examination. Those who pass the examination will then go on the hiring list.

The examination will consist of a Training and Experience Evaluation (T&E).

A Training and Experience Evaluation (T&E) is a written test where the applicant answers structured questions based on their previous experience and training or education. Please view this video for tips to help you fill out the T&E.

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

Training and Experience Examination instructions and links will be emailed to qualified applicants on September 9th, 2026. The testing window is September 10th, 2026 - September 14th, 2026.

Please note: The email will come from City of Spokane (info@governmentjobs.com).

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

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 5th day of August 2026.

SCOTT STEPHENS

Chair

KELSEY MYERS

Chief Examiner

Urban Forestry Specialist SPN 688

Open Entry

Date Open: August 10th, 2026

Date Closed: August 24th, 2026

Salary: \$51,239.52 annual salary, payable bi-weekly, to a maximum of \$80,283.60

Class Summary:

Performs specialized, technical field and administrative assistance in Urban Forestry work; duties require applied knowledge of municipal code and departmental policies and procedures in the basic review of development plans, initial site evaluations, issuance of public and street tree permits, and assistance with Urban Forestry projects and programs.

Examples of Job Functions:

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

- Provides administrative and technical support for Urban Forestry projects.
- Assists with public outreach, education, and events.
- Develops contacts and working relationships with property owners, vendors, contractors, engineers, developers, designers, other organizations and agencies on project-related issues.
- Answers inquiries regarding requirements of public and street tree permits, related codes and ordinances.
- Reviews service requests from citizens and other City departments.
- Assists in review and notification of municipal code violation as determined by the Urban Forestry Supervisor.
- Reviews applications, conducts initial site evaluations, and issues permits.
- Reviews plans of proposed residential and commercial projects for compliance with codes, regulations, and ordinances. Attends pre-construction meetings.
- Provides information and guidance to contractors performing public and street tree work.
- Updates tree inventory database as it pertains to public and street tree work using TreeWorks software in an ArcGIS environment.
- Maintains records and databases, and prepares reports as necessary.
- Performs related work as required.

Minimum Qualifications:**Open Entry Requirements:**

- *Education:* Two years of high school, trade school, or equivalent.
- *Experience:* One year of work experience in arboriculture, horticulture, urban forestry, or a closely related field.
- *License and Certification:*
 - Required at the time of application:
 - Valid driver's license or evidence of equivalent mobility.
 - Certified Arborist credential by the International Society of Arboriculture (ISA).
 - Required within one year of appointment:
 - Tree Risk Assessment Qualification (TRAQ) as administered by ISA.

NOTE: The above credentials are required to be maintained as a condition of continued employment in the position.

Examination Details:

Applicants must first meet the minimum qualifications to be invited to take the examination. Those who pass the examination will then go on the hiring list.

The examination will consist of the following:

- Multiple Choice 43%
- Skills Simulation 7%
- Training and Experience Evaluation 50%

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

Examination instructions and links will be emailed to qualified applicants on August 26th, 2026. The testing window is August 27th, 2026 - August 31st, 2026.

Please note: The email will come from City of Spokane (info@governmentjobs.com).

Multiple Choice

Possible subjects covered in the examination:

- Urban Forestry & Arboriculture
- Plan Review
- Municipal Code
- Computer Skills
- Interpersonal Skills

Skills Simulation:

The skills simulation exam, an assessment that replicates real job tasks in a virtual environment, will evaluate your ability to use core programs essential to the position.

Training & Experience Evaluation:

A Training and Experience Evaluation (T&E) is a written test where the applicant answers structured questions based on their previous experience and training or education. Please view [this](#) video for tips to help you fill out the T&E.

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

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:

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SCOTT STEPHENS

Chair

KELSEY MYERS

Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

INVITATION TO BIDS # 6521-26
Activated Powder Carbon, As Needed Over 5-Year Period
City of Spokane Solid Waste Disposal, Waste to Energy

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

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY, September 22, 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, [ProcureWare](#). 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 11:15 a.m. on **TUESDAY, September 22, 2026**. For the link to attend virtually, visit the [City's Purchasing website](#). Alternatively, it may be simpler to listen by phone which can be done as follows: call (323) 618-1887 then enter the access code 533 854 149 followed by #.

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Rick Rinderle
Procurement Specialist
City of Spokane Purchasing & Contracts

Published dates: August 12, 2026

911 Clinician Services (Re-Bid)
CITY OF SPOKANE
SPOKANE UNITED 911 NETWORK

RFP #6587-26

Description: Embedded Clinician services in 911 for the Spokane United 911 Network.

Pre-Submittal Meeting: Thursday, August 20, 2026 – 2:00 pm – City Hall, 808 W Spokane Falls Blvd, Spokane WA – Conference Room 2B.

Bid Opening: Sealed electronic responses will be accepted until **Tuesday, September 1, 2026 at 11:00am.** Responses will be publicly acknowledged at 11:15am. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

To view this solicitation, access Plans and Specifications, and submit a proposal, you must first register in the City's bidding portal at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, you will also be added to the solicitation distribution list for changes and/or additions via Addenda form.

Potential bidders are asked to post their questions on our bidding portal under the tab labeled "Clarifications" under the relative project number.

The right is reserved to reject any and all proposals and to waive any informalities in the bidding. Special attention will be directed to the qualifications of the proposer when considering this contract. **Only firm proposals with signatures will be tabulate**

Thea Prince
Purchasing Department

Published: 8/12/26

Asbestos Testing
CITY OF SPOKANE
Mayor's Office

RFP #6608-26

Description: To provide asbestos surveys of properties impacted by wildfires

Bid Opening: Sealed electronic responses will be accepted until **Tuesday, September 1, 2026 at 11:00am.** Responses will be publicly acknowledged at 11:15am. To participate in bid opening, please visit the City's website at <https://my.spokanecity.org/administrative/purchasing/> for the link to attend virtually and the number to attend by telephone. All bid responses must be submitted electronically through the City of Spokane's bidding portal at <https://spokane.procureware.com> before the aforementioned deadline. Hard copy and/or late bids will not be accepted.

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Thea Prince
Purchasing Department

Published: 8/12/26

