



Official Gazette

City of Spokane, Washington

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

Volume 116

September 30, 2026

Issue 39



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:
clerks@spokanecity.org

Inside this Issue

Minutes: Page 1170

General Notices: Page 1186

Ordinances: Page 1187

Policies and
Procedures Page 1190

Job Opportunities: Page 1192

Notices for Bids: Page 1196

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

NOTICE**AGENDA REVIEW****MEETING MINUTES OF SPOKANE CITY COUNCIL****Tuesday September 8, 2026**

The minutes for the Tuesday September 8, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 7, 2026, issue of the *Official Gazette*.

NOTICE**LEGISLATIVE SESSION****MEETING MINUTES OF SPOKANE CITY COUNCIL****Wednesday September 9, 2026**

The minutes for the Wednesday September 9, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 7, 2026, issue of the *Official Gazette*.

NOTICE**AGENDA REVIEW****MEETING MINUTES OF SPOKANE CITY COUNCIL****Tuesday September 15, 2026**

The minutes for the Tuesday September 15, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 7, 2026, issue of the *Official Gazette*.

NOTICE**LEGISLATIVE SESSION****MEETING MINUTES OF SPOKANE CITY COUNCIL****Wednesday September 16, 2026**

The minutes for the Wednesday September 16, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 7, 2026, issue of the *Official Gazette*.

NOTICE**AGENDA REVIEW****MEETING MINUTES OF SPOKANE CITY COUNCIL****Tuesday September 22, 2026**

The minutes for the Tuesday September 22, 2026, Spokane City Council Agenda Review Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 7, 2026, issue of the *Official Gazette*.

**NOTICE
LEGISLATIVE SESSION
MEETING MINUTES OF SPOKANE CITY COUNCIL
Wednesday September 23, 2026**

The minutes for the Wednesday September 23, 2026, Spokane City Council Legislative Session Meeting were not available for publication in this issue of the *Official Gazette*. The minutes will be published in the Wednesday, October 7, 2026, issue of the *Official Gazette*.

MINUTES OF SPOKANE CITY COUNCIL

Wednesday, August 19, 2026

LEGISLATIVE SESSION

The Legislative Session of the Spokane City Council held on the above date was called to order at 6:02 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>.

Land Acknowledgement

Council President Wilkerson started the meeting 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 packet.

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Wilkerson.

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

There were no **Words of Inspiration** or **Special Introductions**.

Roll Call

On roll call, Council President Wilkerson and Council Members Cathcart, Dillon, Dixit, Klitzke, Telis, and Zappone (arrived at 6:04 p.m.) were present.

Legislative Assistant Jackson Deese; City Council Policy Advisor Chris Wright; and City Clerk Giacobbe Byrd were also present for the meeting.

There were no **Proclamations or Salutations**.

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

EXPRESS TESTIMONY

The Council received public comment in the Express Testimony portion of the meeting.

FINAL HEARINGS

There were **no final hearings**.

PROPOSED LEGISLATIVE ITEMS

After an opportunity for public comment on proposed legislative items, with none provided, further action was deferred.

PENDING LEGISLATIVE ITEMS

The City Clerk read the following pending Emergency Ordinances, Special Budget Ordinances, Resolutions and Ordinances by title and further action was deferred:

Emergency Ordinances

ORD C36924 reducing demolition permits for structures damaged in the Spokane Complex fires; amending the Development Fee Schedule as referenced in Chapter 08.02 of the Spokane Municipal Code; and declaring an emergency. (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Special Budget Ordinances

ORD C36918 Amending Ordinance No. C36794, entitled in part, "An Ordinance adopting a Mid-Biennial Modification Budget for the City of Spokane", and amending it to modernize three elevators at the Intermodal Facility, and declaring an emergency. (Council Sponsors: Council President Wilkerson and Council Members Dillon and Zappone)

ORD C36919 Amending Ordinance No. C36794, entitled in part, "An Ordinance adopting a Mid-Biennial Modification Budget for the City of Spokane", and amending it to appropriate funding from various sources to increase budget authority in an amount sufficient to reflect the increased cost of the new interlocal agreement with Spokane County (SCRAPS) for the provision of animal care and control services, and declaring an emergency. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Resolutions

RES 2026-0056 approving a Development Agreement for five parcels in the Balboa/South Indian Trail neighborhood owned by Excelsior Wellness, located on W Indian Trail Road. This resolution approves the Development Agreement required by Ordinance C36613 as a condition of approval for Comprehensive Plan Amendment File Z23-479COMP. (Council Sponsors: Council Members Klitzke and Zappone)

RES 2026-0057 approving the appointment of Megan Duvall as the Director of the Arts, Culture, and Historic Preservation Department for the City of Spokane. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

RES 2026-0058 adopting a "Council Operations Guide" pursuant to Section 9 of the Spokane City Charter and Chapter 02.005 of the Spokane Municipal Code. (Council Sponsors: Council Members Zappone and Klitzke)

The Clerk noted that the agenda inadvertently stated that Resolution 2026-0059 was deferred to the pending section of the agenda on September 16, 2026. In fact, at Council's August 18, 2026, Agenda Review Meeting, Resolution 2026-0058 was deferred to the pending section of the agenda September 16, 2026.

~~**RES 2026-0059** directing transfer of City Council funds to finance council operations in 2026. (Council Sponsors: Council President Wilkerson and Council Member Zappone) Deferred to September 16, 2026, Pending Agenda.~~

RES 2026-0063 approving contract with the Washington State Department of Commerce for the Wildfire Housing Assistance Fund without further City Council review and action. (Council Sponsors: Council Members Klitzke and Zappone) (As added 8-18-26)

ORDINANCES

ORD C36914 relating to adopted ordinance C36613, concerning a required Development Agreement for the Comprehensive Plan Amendment File Z23-479COMP, extending the deadline for approval of the Development Agreement by two years and instructing staff to include the land use designations called for in that ordinance in the draft future land use map under development for the periodic comprehensive plan update due later this year. (Council Sponsors: Council Member Klitzke and Zappone)

ORD C36915 to extend the duration of interim zoning ordinance C36742 concerning childcare centers; setting a public hearing (for August 26, 2026); and reiterating a work program. (Council Sponsors: Council Members Dillon and Klitzke)

ORD C36916 to adopt an overlay zone for property located approximately at 3929 W. Grandview Road in the City and County of Spokane, State of Washington, by amending the official zoning map to show a Planned Unit Development overlay zone for said property (Beard Addition). (Council Sponsors: Council President Wilkerson and Council Member Dillon)

FINAL LEGISLATIVE ITEMS

BOARDS AND COMMISSIONS APPOINTMENTS

Bicycle Advisory Board (CPR 1992-0059)

After an opportunity for public comment, with none provided, **upon 7-0 Voice Vote**, the City Council **approved** (and thereby confirmed) the reappointments of Santiago Cruz (Youth Member) for the term of June 24, 2026, to June 23, 2028, and Brian Falteisek for the term of August 29, 2026, to August 28, 2028, to the Bicycle Advisory Board.

REPORTS, CONTRACTS, AND CLAIMS

Council Member Zappone requested that OPR 2026-0059, OPR 2026-0060, and OPR 2026-0561 be taken separately.

Upon 6-1 Voice Vote (Council Member Zappone voting “No”) the City Council **approved** the following items (taken separately):

OPR 2026-0559 Consultant Agreement with The Langdon Group (Spokane) for on-call public engagement services for the Integrated Capital Management Department from June 1, 2026, through December 31, 2027 - \$100,000 (plus tax). (RFP 6488-26) (Moved from Final on 7-14-26) (Council Sponsor: Council Member Klitzke)

OPR 2026-0560 Consultant Agreement with Horrocks (Spokane) for on-call public engagement services for the Integrated Capital Management Department from June 1, 2026, through December 31, 2027 - \$75,000 (plus tax). (RFP 6488-26) (Moved from Final on 7-14-26) (Council Sponsor: Council Member Klitzke)

OPR 2026-0561 Consultant Agreement with Kimley-Horn and Associates, Inc. (Spokane) for on-call public engagement services for the Integrated Capital Management Department from June 1, 2026, through December 31, 2027 - \$150,000 (plus tax). (RFP 6488-26) (Moved from Final on 7-14-26) (Council Sponsor: Council Member Klitzke)

Upon 7-0 Voice Vote, the City Council **approved** the following reports, contracts, claims, and minutes:

Public Safety and Community Health Committee (PSCHC) (Final)

Public Infrastructure, Environment and Sustainability Committee (PIES) (Final)

OPR 2026-0672 Value Blanket with Columbia River Carbonates to supply calcium carbonate to the Wastewater Management Department for five years from June 1, 2026, through May 31, 2031- \$1,918,125 (plus tax). (ITB 6531-26) (Council Sponsors: Council Members Klitzke and Zappone)

OPR 2026-0675 Low Bid of Wesslen Construction and Development, Inc. (Spokane Valley, WA) for Austin Road Erosion Mitigation for \$269,854.02. An administrative reserve of 10% of the contract will be set aside. (Five-Mile Prairie Neighborhood Council) (ENG 2025070) (Council Sponsors: Council Members Klitzke)

OPR 2026-0559 Consultant Agreement with The Langdon Group (Spokane) for on-call public engagement services for the Integrated Capital Management Department from June 1, 2026, through December 31, 2027 - \$100,000 (plus tax). (RFP 6488-26) (Moved from Final on 7-14-26) (Council Sponsor: Council Member Klitzke)

OPR 2026-0560 Consultant Agreement with Horrocks (Spokane) for on-call public engagement services for the Integrated Capital Management Department from June 1, 2026, through December 31, 2027 - \$75,000 (plus tax). (RFP 6488-26) (Moved from Final on 7-14-26) (Council Sponsor: Council Member Klitzke)

OPR 2026-0561 Consultant Agreement with Kimley-Horn and Associates, Inc. (Spokane) for on-call public engagement services for the Integrated Capital Management Department from June 1, 2026, through December 31, 2027 - \$150,000 (plus tax). (RFP 6488-26) (Moved from Final on 7-14-26) (Council Sponsor: Council Member Klitzke)

Urban Experience Committee (UE) (Final)

OPR 2026-0442 Amendment to provide additional funding as well as extend the current Catholic Charities House of Charity - Law Enforcement/Fire Department Set-Aside Shelter Beds agreement - \$34,425. (Council Sponsors: Council President Wilkerson and Council Member Zappone)

OPR 2026-0671 Conditional Multifamily Tax Exemption Contract with NYG Real Estate Holdings, for the property located at 1207 W. Cora, 2011 W. Cora, and 1215 W. Cora to create 12 dwelling units. Following construction, the project intends to finalize under the 8-year exemption. (Council Sponsors: Council Members Zappone and Dixit)

Finance and Administration Committee (F&A) (Final)

Report of the Mayor of Pending:

Claims and payments of previously approved obligations through: 07/31/2026. Total \$6,617,317.31 with Parks & Library Claims being approved by their respective boards. Claims excluding Parks & Library Total \$5,928,330.82. (CPR 2026-0002)

Payroll claims of previously approved obligations through: August 1, 2026.
\$10,791,224.28 (CPR 2026-0003)

Minutes:

- Agenda Review Meeting Minutes – July 28, 2026 (CPR 2026-0013)
- Legislative Meeting Minutes – July 29, 2026 (CPR 2026-0013)
- Study Session Minutes – July 30, 2026 (CPR 2026-0013)

EMERGENCY ORDINANCES

There were no final emergency ordinances.

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36913 (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36913**

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 Public Safety Answering Point Job Classifications (PSAP – July 2026), and declaring an emergency. (As amended 8-18-26)

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

Special Budget Ordinance C36917) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36917**

Amending Ordinance No. C36794, entitled in part, “An Ordinance adopting a Mid-Biennial Modification Budget for the City of Spokane”, and amending it to authorize Emergency Communications Call Taker and Report Specialist Positions to support the Spokane United 911 Network, and declaring an emergency.

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

RESOLUTIONS

RES 2026-0053 regarding amendment of the City of Spokane’s Public Rule for Wastewater and Water General Facilities Charges and Incentives. (Council Sponsors: Council Members Klitzke and Zappone)

Upon 6-1 Roll Call Vote, the City Council **adopted Resolution 2026-0053** regarding amendment of the City of Spokane’s Public Rule for Wastewater and Water General Facilities Charges and Incentives. (Council Sponsors: Council Members Klitzke and Zappone)

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

RES 2026-0054 in the matter of authorizing the Airport Board to purchase property identified as Spokane County Assessor Parcel 14011.1316 (10909 W. 53rd Ave.). (Council Sponsors: Council President Wilkerson and Council Member Telis)

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0054**

authorizing the Airport Board to purchase property identified as Spokane County Assessor Parcel 14011.1316 (10909 W. 53rd Ave.). (Council Sponsors: Council President Wilkerson and Council Member Telis)

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

RES 2026-0055 in the matter of authorizing the Airport Board to purchase property identified as Spokane County Assessor Parcel 24062.0125 (5007 S. Hayford Rd.). (Council Sponsors: Council President Wilkerson and Council Member Telis)

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0055** authorizing the Airport Board to purchase property identified as Spokane County Assessor Parcel 24062.0125 (5007 S. Hayford Rd.).

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

RES 2026-0060 relating to the Mayor's Executive Order 2026-0004 titled "EXECUTIVE ORDER FOR DECLARATION OF EMERGENCY IN RESPONSE TO THE OLD TRAILS FIRE" and dated August 1, 2026 and the Mayor's Executive Order 2026-0005, titled "EXECUTIVE ORDER FOR DECLARATION OF EMERGENCY IN RESPONSE TO THE SPOKANE COMPLEX FIRES" and dated August 4, 2026. (Council Sponsors: Council President Wilkerson and Council Members Klitzke and Cathcart) (As amended 8-18-26)

Upon 7-0 Roll Call Vote, after Council commentary, the City Council **adopted Resolution 2026-0060** relating to the Mayor's Executive Order 2026-0004 titled "EXECUTIVE ORDER FOR DECLARATION OF EMERGENCY IN RESPONSE TO THE OLD TRAILS FIRE" and dated August 1, 2026 and the Mayor's Executive Order 2026-0005, titled "EXECUTIVE ORDER FOR DECLARATION OF EMERGENCY IN RESPONSE TO THE SPOKANE COMPLEX FIRES" and dated August 4, 2026. (Council Sponsors: Council President Wilkerson and Council Members Klitzke and Cathcart) (As amended 8-18-26)

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

ORDINANCES

There were no final ordinances

Pursuant to Council Rule 2.2 A, the City Clerk left the meeting at 6:42 p.m.

OPEN FORUM

The Council received public comment in the Open Forum portion of the meeting.

ADJOURNMENT

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

There being no further business to come before the City Council, the meeting adjourned at 8:23 p.m.

SPECIAL MINUTES OF SPOKANE CITY COUNCIL**Tuesday, August 25, 2026****SPECIAL LEGISLATIVE SESSION**

A Special Legislative Session of the Spokane City Council held on the above date was called to order at 10:32 a.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>.

Executive Session

There was no **executive session**.

Roll Call

On roll call, Council President Wilkerson and Council Members Klitzke (arrived at 10:44 a.m.), Cathcart, Zappone (appearing virtually), Dillon, Telis, and Dixit were present.

Mayor Lisa Brown, City Administrator Alex Scott, Deputy City Administrator Maggie Yates, Chief Financial Officer Matt Boston, City Attorney Mike Piccolo, Fire Chief Tom Williams, Police Chief Kevin Hall, Legislative Assistant Jackson Deese; City Council Policy Advisor Chris Wright; City Clerk Giacobbe Byrd, and various other City staff were also present for the meeting.

SPECIAL LEGISLATIVE SESSION AGENDA

Mayor Brown, Real Estate Broker Michael Sharapata, Outside Counsel Bill Lenz, Chief Financial Officer Matt Boston, and Deputy City Administrator Maggie Yates led an administration briefing with Council Member questions and comments on the proposed Community Safety Campus.

REPORTS, CONTRACTS, AND CLAIMS (FINAL)

After an opportunity for public comment, with none provided, and Council Member commentary the following actions were taken:

Motion by Council Member Cathcart **to amend** OPR 2026-0729 with the Cathcart Amendment. The motion failed due to a lack of a second.

Upon 6-1 Roll Call Vote (Council Member Cathcart voting “No”) the City Council **approved** the following item:

OPR 2026-0729 Agreement for the purchase and sale of the real property located at 124 West Boone Avenue, 1230 North Normandie Street, and 1313 North Atlantic Street, Spokane, WA 99201. (Council Sponsor: Council President Wilkerson)

ADJOURNMENT

There being no further business to come before the City Council, Council President Wilkerson adjourned the meeting at 11:08 a.m.

MINUTES OF SPOKANE CITY COUNCIL**Tuesday, August 25, 2026****AGENDA REVIEW SESSION**

The Agenda Review Session of the Spokane City Council held on the above date was called to order at 11:20 a.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, Klitzke, Telis, Zappone (appearing virtually), and Dixit were present.

City Administrator Alex Scott; Legislative Assistant Jackson Deese; City Council Policy Advisor Chris Wright; and City Clerk Giacobbe Byrd were also present for the meeting.

Council Closed Session

Council President moved Council into a closed session to discuss collective bargaining pursuant to RCW 42.30.140(4). Jon Henry and Mike Piccolo were the attorneys present in the closed session. The closed session had an announced duration of 20 minutes. There was one 5-minute extension. The Council ended their closed session and re-convened their Agenda Review meeting at 11:47 a.m.

Interviews of Nominees to Boards and Commissions

Lydea Maynard (Nominee to the Spokane Human Rights Commission, Youth Member) interviewed and answered Council Member questions.

BRIEFING ON AGENDA ITEMS**Proposed Items**

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

- ORD C36927 (Temporary commercial activation) – **Adam McDaniel**

Pending Items

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

- OPR 2022-0617 (Renewal - value blanket Amendment Western Systems Inc Purchase Traffic Signal Control Cabinets) – **Chris Wright / Clint Harris**
- OPR 2026-0025 (Contract with Cameron Reilly / Parks) – **Heather Smith**
- OPR 2026-0722 (MFTE for 1175 W Summit Pkwy) – **Hollis Staal / Tami Palmquist**
- ORD C36922 (Cooling, heating, weatherization services) – **Adam McDaniel**
- ORD C36923 (Charitable solicitations) – **Adam McDaniel**
- ORD C36920 (Height limit extension) – **Spencer Gardner**

Final Items

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

- OPR 2026-0709 (Emergency Contract with Blessings and Beyond) – **Keri Cederquist**
- ORD C36924 (Reducing demolition properties damages in Spokane Complex Fires – **Tami Palmquist**
- SBO C36919 (SCRAPS ILA funding) – **Matt Boston**
- ORD C36914 (Excelsior comp plan amendment) – **Spencer Gardner**
- RES 2026-0063 (Wildfire Housing Assistance Fund) – **Dawn Kinder**

CONSIDERATION OF AMENDMENTS, ADDITIONS, AND DEFERRAL REQUESTS

Proposed Items

There were no considerations of amendments, additions, or deferrals of proposed items.

Pending Items

There were no considerations of amendments, additions, or deferrals of pending items.

Final Items

RES 2026-0063 (Approving contract with the Washington State Department of Commerce for the Wildfire Housing Assistance Fund without further City Council review and action) (Council Sponsors: Members Klitzke and Zappone)

Motion by Council Member Klitzke, seconded by Council Member Cathcart **to suspend** Council rules **and amend** (in one motion) RES 2026-0063 (Approving contract with the Washington State Department of Commerce for the Wildfire Housing Assistance Fund without further City Council review and action); **carried 7-0**.

Action to Approve Agenda

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

Motion by Council Member Klitzke, seconded by Council Member Telis, **to approve** the August 26, 2026, Council Legislative Agenda, as modified; **carried 7-0**.

ADJOURNMENT

Council President adjourned the meeting at 12:11 p.m. The next Regular Legislative Session took place on August 26, 2026.

MINUTES OF SPOKANE CITY COUNCIL

Wednesday, August 26, 2026

LEGISLATIVE SESSION

The Legislative Session of the Spokane City Council held on the above date was called to order at 6:02 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>.

Land Acknowledgement

Council President Wilkerson started the meeting 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 packet.

Pledge of Allegiance

The Pledge of Allegiance was led by Council President Wilkerson.

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

There were no **Words of Inspiration** or **Special Introductions**.

Roll Call

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

Legislative Assistant Jackson Deese; City Council Policy Advisor Chris Wright; and City Clerk Giacobbe Byrd were also present for the meeting.

There were no **Proclamations or Salutations**.

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

EXPRESS TESTIMONY

The Council received public comment in the Express Testimony portion of the meeting.

FINAL HEARINGS

ORD C36893 vacating Rebecca Street between Olive Avenue and Alki Avenue. (Hearing on August 26, 2026, scheduled by Resolution 2026-0050 adopted by Council on July 22, 2026) (Council Sponsors: Council Members Dillon and Telis) (As amended on 8-18-26)

Council President opened the Hearing on Ordinance C36893. Council received a staff presentation from Eldon Brown. After an opportunity for public comment was offered with no public comment provided, there was a **motion** by Council Member Cathcart, seconded by Council Member Klitzke **to close the hearing**. The Clerk then read the title of the Ordinance. The motion to close the hearing was **carried 7-0**. Further action was deferred on the first reading ordinance.

PROPOSED LEGISLATIVE ITEMS

After an opportunity for public comment on proposed legislative items, with none provided, further action was deferred.

PENDING LEGISLATIVE ITEMS

The City Clerk read the following pending Resolutions and Ordinances by title and further action was deferred:

RESOLUTIONS

RES 2026-0061 granting a non-exclusive access and utility easement across airport property to Inland Power and Light Co. on Spokane County Assessor Parcel No. 15341.9009, 15342.9004, 15345.9010, and 15355.9008. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

RES 2026-0062 authorizing the Airport Board to purchase property identified as Spokane County Assessor Parcel No. 35014.0111. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

ORDINANCES

ORD C36893 (This item was found under the Final Hearings section of the agenda).

ORD C36922 expanding access to cooling, heating, and weatherization services; amending Sections 07.08.158 and 10.57.10 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Member Telis)

ORD C36923 repealing duplicative charitable solicitation license requirements; amending Section 08.01.080 and repealing Chapter 10.42 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Members Dillon and Dixit)

ORD C36920 to extend the duration of interim zoning ordinance C36646 concerning height limits; setting a public hearing; and reiterating a work program. (Council Sponsors: Council Members Dillon and Klitzke)

FINAL LEGISLATIVE ITEMS

BOARD AND COMMISSION APPOINTMENTS

There were no board and commission appointments in the final section of the agenda.

REPORTS, CONTRACTS, AND CLAIMS

Upon 7-0 Voice Vote, the City Council **approved** the following reports, contracts, claims, and minutes:

Public Safety and Community Health Committee (PSCHC) (Final)

Public Infrastructure, Environment and Sustainability Committee (PIES) (Final)

OPR 2025-0681 WSDOT Supplemental Agreement No. 2 with Dowl, Inc. (Spokane) for Construction phase assistance for the Pacific Avenue Greenway Project for a total cost of \$20,000. (ENG 2022069) (Council Sponsor: Council Member Klitzke)

OPR 2026-0695 Contract with Spilker Contracting LLC (Mead, WA) for the Water Department Upriver Dam Office Building Interior Renovation for the period of September 1, 2026, to August 31, 2027, for the amount of \$912,300 plus applicable sales tax. We are requesting 10% administrative reserve be included also in the amount of \$91,230.00. (PW ITB 6552-26) (Council Sponsors: Council President Wilkerson and Council Members Dillon and Zappone)

OPR 2026-0699 Purchase from Platt Electric Supply (Spokane) of a battery energy storage system, switching equipment, and software to support the future EV charging canopy system at the Water Department Main Campus (including delivery) - \$978,000 (plus tax). (Council Sponsors: Council President Wilkerson and Council Members Dillon and Zappone)

OPR 2026-0696 Master contract with Industrial Welding Co., Inc. (Spokane) for as-needed, on-call miscellaneous welding and fabrication services, to include HD vehicle component repair, hydraulic cylinder repair, and machine shop services, for a five-year period from August 1, 2026 - July 31, 2031, and an estimated expenditure not to exceed \$750,000 (plus applicable taxes). (ITB 6566-26) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

OPR 2026-0652 Contract with Black and Veatch Corporation (Overland Park, KS) to provide on-call mechanical and structural engineering support at the Upriver Dam. From July 1, 2026, through June 30, 2028. Contract will be eligible for a 1-year extension upon mutual agreement - \$300,000 (plus applicable taxes). (RFQ 6539-26) (Council Sponsors: Council President Wilkerson and Council Members Klitzke and Zappone) (Note: this item originally appeared on the 7-14-26 PIES committee agenda and was approved by Council on 7-29-29 without the contract attached. This version of the item, which was added on 8-18-26 for Council consideration on 8-19-26, includes the previously omitted contract)

Urban Experience Committee (UE) (Final)

OPR 2026-0709 Emergency Contract with Blessings and Beyond (Spokane) for Spokane Complex Fire shelter meal services to provide three meals per day for up to 450 shelter residents, at a rate of \$25 per person per day plus a 15% administrative fee from August 3, 2026-August 10, 2026, for a daily not-to-exceed cost of \$12,937.50 – maximum amount not to exceed \$90,562.50 (plus tax). (Council Sponsors: Council Members Dixit and Zappone)

Finance and Administration Committee (F&A) (Final)

OPR 2024-0835 Outside Counsel Amendment with Bryan Cave Leighton Paisner, LLP, St. Louis, MO. for Legal Services in the matter of Currie v. City of Spokane. This amendment will increase the contract by \$100,000 for a total of \$250,000. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

OPR 2024-0021 Outside Counsel Amendment with the Firm of Evans, Craven & Lackie, P.S., Spokane, WA for legal services and advice to the City regarding the matter of the WALL STREET APARTMENTS, ET. AL., v. CITY OF SPOKANE, ET. AL. This amendment will increase the contract by \$25,000 for a total contract amount of \$75,000. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

OPR 2025-0210 Outside Counsel Amendment with Keating, Bucklin & McCormack, Inc., Seattle, WA, for Legal Services in the matter of Estate of Kerry Jones-Hilburg v. City of Spokane. This amendment will increase the contract by \$100,000 for a total of \$150,000. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

OPR 2025-0520 Outside Counsel Amendment with Brendan Winslow-Nason and John Cadagan with the Law Firm Gordon Tilden Thomas & Cordell, LLP., Seattle, Washington for services in the litigation matter Insurance Company of the State of Pennsylvania v. City of Spokane. Increase of \$75,000 for a total contract amount of \$275,000. (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

OPR 2025-0518 Outside Counsel Amendment with Jenna Mandell-Rice with the Law Firm Van Ness Feldman LLP, Seattle, Washington for services regarding the Upriver Dam FERC relicensing. Increase of \$50,000 for a total contract amount of \$100,000. (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

OPR 2026-0697 Three-year Master Personal Service Contract with National Color Graphics (Spokane) with option to renew for one additional one-year period for as needed printing. Estimated spend is \$100,000 per year, plus applicable sales tax. Vendor National Color Graphics was chosen as one of two vendors to receive a master printing contract resulting from RFP 6338-26. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

OPR 2026-0698 Three-year Master Personal Service Contract with PS2 Group, LLC, (Snohomish, WA) with option to renew for one additional one-year period for as needed printing. Estimated spend is \$100,000 per year, plus applicable sales tax. Vendor PS2 Group LLC was chosen as one of two vendors to receive a master printing contract resulting from RFP 6338-26. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

OPR 2025-0544 Master Value Blanket Amendment with W.W. Grainger, Inc. (Spokane Valley, WA) to enable various departments to procure MRO and industrial supplies through December 31, 2029 – additional \$1,213,080 (incl. tax). (Council Sponsors: Council Members Cathcart and Dillon)

Report of the Mayor of Pending:

Claims and payments of previously approved obligations through: August 7, 2026. Total \$11,564,392.86 with Parks & Library Claims being approved by their respective boards. Claims excluding Parks & Library Total \$11,078,273.04. (CPR 2026-0002)

Claims and payments of previously approved obligations through: 08/14/2026. Total \$6,949,871.48 with Parks & Library Claims being approved by their respective boards. Claims excluding Parks & Library Total \$6,585,559.60. (CPR 2026-0002)

Minutes:

- Urban Experience Meeting Minutes – August 18, 2026 (CPR 2026-0017)

EMERGENCY ORDINANCES

Emergency Ordinance C36924 (Council Sponsors: Council President Wilkerson and Council Member Klitzke)

Upon 7-0 Roll Call Vote, the City Council **passed Emergency Ordinance C36924** Reducing demolition permits for structures damaged in the Spokane Complex fires; amending the Development Fee Schedule as referenced in Chapter 08.02 of the Spokane Municipal Code, and declaring an emergency.

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

SPECIAL BUDGET ORDINANCES

Special Budget Ordinance C36918 (Council Sponsors: Council President Wilkerson and Council Members Dillon and Zappone)

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36918** Amending Ordinance No. C36794, entitled in part, “An Ordinance adopting a Mid-Biennial Modification Budget for the City of Spokane”, and amending it to modernize three elevators at the Intermodal Facility, and declaring an emergency.

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

Special Budget Ordinance C36919) (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Upon 7-0 Roll Call Vote, the City Council **passed Special Budget Ordinance C36919** Amending Ordinance No. C36794, entitled in part, “An Ordinance adopting a Mid-Biennial Modification Budget for the City of Spokane”, and amending it to appropriate funding from various sources to increase budget authority in an amount sufficient to reflect the increased cost of the new interlocal agreement with Spokane County (SCRAPS) for the provision of animal care and control services, and declaring an emergency.

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

RESOLUTIONS

RES 2026-0056 approving a Development Agreement for five parcels in the Balboa/South Indian Trail neighborhood owned by Excelsior Wellness, located on W Indian Trail Road. This resolution approves the Development Agreement required by Ordinance C36613 as a condition of approval for Comprehensive Plan Amendment File Z23-479COMP. (Council Sponsors: Council Members Klitzke and Zappone)

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0056** approving a Development Agreement for five parcels in the Balboa/South Indian Trail neighborhood owned by Excelsior Wellness, located on W Indian Trail Road. This resolution approves the Development Agreement required by Ordinance C36613 as a condition of approval for Comprehensive Plan Amendment File Z23-479COMP. (Council Sponsors: Council Members Klitzke and Zappone)

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

RES 2026-0057 approving the appointment of Megan Duvall as the Director of the Arts, Culture, and Historic Preservation Department for the City of Spokane. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0057** approving the appointment of Megan Duvall as the Director of the Arts, Culture, and Historic Preservation Department for the City of Spokane. (Council Sponsors: Council President Wilkerson and Council Member Dillon)

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

RES 2026-0059 directing transfer of City Council funds to finance council operations in 2026. (Council Sponsors: Council President Wilkerson and Council Member Zappone)

Upon 7-0 Roll Call Vote, the City Council **adopted Resolution 2026-0059** directing transfer of City Council funds to finance council operations in 2026. (Council Sponsors: Council President Wilkerson and Council Member Zappone)

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

RES 2026-0063 approving contract with the Washington State Department of Commerce for the Wildfire Housing Assistance Fund without further City Council review and action. (Council Sponsors: Council Members Klitzke and Zappone) (As amended 08-25-2026.)

Upon 7-0 Roll Call Vote, after Council commentary, the City Council **adopted Resolution 2026-0063** approving contract with the Washington State Department of Commerce for the Wildfire Housing Assistance

Fund without further City Council review and action. (Council Sponsors: Council Members Klitzke and Zappone) (As amended 08-25-2026.)

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

ORDINANCES

Ordinance C36914 (Council Sponsors: Council Members Klitzke and Zappone)

Upon 7-0 Roll Call Vote, the City Council **passed Ordinance C36914**, relating to adopted ordinance C36613, concerning a required Development Agreement for the Comprehensive Plan Amendment File Z23-479COMP, extending the deadline for approval of the Development Agreement by two years and instructing staff to include the land use designations called for in that ordinance in the draft future land use map under development for the periodic comprehensive plan update due later this year.

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

Ordinance C36915 (Council Sponsors: Council Members Dillon and Klitzke)

Upon 7-0 Roll Call Vote, the City Council **passed Ordinance C36915**, to extend the duration of interim zoning ordinance C36742 concerning childcare centers; setting a public hearing; and reiterating a work program.

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

Ordinance C36916 (Council Sponsors: Council President Wilkerson and Council Member Dillon)

Upon 7-0 Roll Call Vote, the City Council **passed Ordinance C36916**, to adopt an overlay zone for property located approximately at 3929 W. Grandview Road in the City and County of Spokane, State of Washington, by amending the official zoning map to show a Planned Unit Development overlay zone for said property (Beard Addition).

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

Pursuant to Council Rule 2.2 A, the City Clerk left the meeting at 6:42 p.m.

OPEN FORUM

The Council received public comment in the Open Forum portion of the meeting.

ADJOURNMENT

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

There being no further business to come before the City Council, the meeting adjourned at 7:08 p.m.

General Notices

Order of Forfeiture – No Claim

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

Report No.: **2026-20103450**

Date of Seizure: 06/16/2026

Seizure No.:26-016

Date of Seizure Notice: 06/25/2026

Claim Deadline: 08/24/2026

To: Steven D Hulme

The seizing agency, Spokane Police Department (SPD), to the said claimant, **Steven D Hulme**:

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

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

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

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

THE FOLLOWING PROPERTY HAS BEEN FORFEITED:

Item #	Description (for vehicles, do not include the VIN #)
5	Taurus TX .22 Pistol and Magazine
7	\$1,233.00 Currency from blue bag

AVAILABLE PROCEDURES AND TIME LIMITS FOR SEEKING RECONSIDERATION OR OTHER RELIEF

The above-named recipient is entitled to seek reconsideration or other administrative relief pursuant to RCW 34.05. “Within seven days after service of a default order ... the party against whom it was entered may file a written motion requesting that the order be vacated, and stating the grounds relied upon.” See RCW 34.05.440(3). “Within ten days of the service of a final order, any party may file a petition for reconsideration, stating the specific grounds upon which relief is requested.” See RCW 34.05.470(1). Any motion to vacate or petition for reconsideration must be served upon the Spokane Police Department, Civil Enforcement Unit, 1100 West Mallon Avenue, Spokane, WA 99260. “A petition for judicial review of an order shall be filed with the court and served on the agency, the office of the attorney general, and all parties of record within thirty days after service of the final order.” See RCW 34.05.542(1). “A petition for judicial review of agency action ... is not timely unless filed with the court and served on the agency, the office of the attorney general, and all other parties of record within thirty days after the agency action” See RCW 34.05.542(3).

Lt. Ben Maplethorpe, #1216
Spokane Police Department
1100 W. Mallon Ave
Spokane, WA 99260

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. C36920

An ordinance to extend the duration of interim zoning ordinance C36646 and subsequent ordinances concerning height limits, reiterating a work program, and declaring an emergency.

WHEREAS, on March 24, 2025, City Council adopted ordinance C36646, an interim zoning ordinance regarding height limits; and

WHEREAS, on September 15, 2025, City Council adopted ordinance C36749, which extended the duration of ordinance C36646 to March 24, 2026; and

WHEREAS, on February 23, 2026, City Council adopted ordinance C36834, which extended the duration of ordinance C36834 to September 24, 2026; and

WHEREAS, on November 3, 2025, City Council adopted ordinance C36773, approving a consultant contract for the project entitled "Code Assessment and Modernization of Title 17 of the Spokane Municipal Code"; and

WHEREAS, the Planning and Economic Development department continues to perform related studies and public engagement as part of the periodic update to the City's Comprehensive Plan, requiring additional time beyond the original expiration; and

WHEREAS, the Code Assessment and Modernization of Title 17 of the Spokane Municipal Code is expected to continue beyond the expiration of expiration of the current interim zoning ordinance on September 24, 2026; and

WHEREAS, in light of the foregoing efforts, the City Council wishes to extend the current interim zoning ordinance an additional six months to March 24, 2027; and

WHEREAS, following council's initial adoption of this ordinance on September 2, 2026, it was discovered that that the requirements for extension of the interim zoning ordinance had not been followed, and therefore, council needed to reconsider its action on September 2, place the ordinance back on its legislative agenda, and schedule a public hearing, all as required under state law; and

WHEREAS, pursuant to RCW 36.70A.390, the City Council held a public hearing in support of the adoption of this ordinance on September 23, 2026; and

WHEREAS, the error in adoption of this ordinance was only recently discovered, and is sudden and unexpected, and requires immediate action to prevent or mitigate the threat of a lapse in the existing interim zoning ordinance; and

WHEREAS, the normal course of legislative procedures of the City Council cannot timely prevent the lapse in the existing interim zoning ordinance and this ordinance needs to have immediate effect to prevent harm to the community or government functions;

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 findings of fact in support of the extension of the interim zoning control set forth in ordinances C36646, CC36749, and C36834. The City Council may, in its discretion, adopt additional findings after the public hearing referenced in Section 6 below

Section 2. Hearing. That the hearing held at the time of adoption of this ordinance fulfills the requirement of RCW 36.70A.390 to hold a hearing in connection with this extension.

Section 3. Work Plan. That the Planning and Economic Development Department shall continue to study, conduct additional public engagement, and evaluate height limits as part of the periodic update to the Comprehensive Plan and the Code Assessment and Modernization of Title 17 of the Spokane Municipal Code projects.

Section 4. Duration. That the duration of the interim zoning ordinance initially enacted by Ordinance C36646, and extended under ordinances C36749 and C36834, shall be extended an additional six months to March 24, 2027.

Section 5. 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.

Section 6. Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

Section 7. Emergency Clause. The City Council declares that an urgency and emergency exists such that this ordinance is needed for the immediate preservation of the public peace, health, or safety, and/or for the immediate support of City government and its existing public institutions, and that because of such need, this ordinance shall be effective immediately under Section 19 of the City Charter and under Section 01.01.080 of the Spokane Municipal Code, upon the affirmative vote of one more than a majority of the City Council

Passed by City Council September 23, 2026

Delivered to Mayor September 24, 2026

ORDINANCE NO. C36938

AMENDING ORDINANCE NO. C36794, ENTITLED IN PART, "AN ORDINANCE ADOPTING A MID-BIENNIAL MODIFICATION BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO INCREASE APPROPRIATION TO RESTORE EXTENSIVE UNPLANNED DAMAGE AT THE NORTHSIDE LANDFILL DUE TO THE AUGUST 2026 WILDFIRES, 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 Solid Waste 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 Solid Waste Fund, and the budget annexed thereto with reference to the Fund, the following changes be made:

- 1) Increase appropriation by \$1,331,000.
- A) Of the increased appropriation, \$1,331,000 is provided solely for landscape and ground maintenance in the Solid Waste Landfills department.

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 damage sustained at the Northside Landfill from the August 2026 wildfires, 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 September 23, 2026

Delivered to Mayor September 24, 2026

Policies and Procedures

CITY OF SPOKANE
FLEET DEPARTMENT POLICY AND PROCEDURE

DEPT 5100-01
LGL 2026-0022

TITLE: Cell Phone Usage Policy
EFFECTIVE DATE: September 5, 2026
REVISION DATE: N/A

- 1.0 GENERAL
- 1.1 PURPOSE

The purpose of this policy is to establish departmental rules regarding cell phone use and to promote safety, productivity, and operational efficiency within the Fleet Services Department. Due to the safety-sensitive nature of fleet maintenance, vehicle operation, and equipment handling, strict limitations on personal cell phone usage are required.
- 1.2 TABLE OF CONTENTS

1.0 GENERAL

2.0 DEPARTMENTS/DIVISIONS AFFECTED

3.0 REFERENCES

4.0 DEFINITIONS

5.0 POLICY

6.0 PROCEDURE

7.0 RESPONSIBILITIES

8.0 APPENDICES
- 2.0 REFERENCES

None
- 3.0 SCOPE

3.1 This policy applies to all Fleet Services employees, including full-time, part-time, temporary, and contract personnel, while they are on duty or engaged in work-related activities.
- 4.0 DEFINITIONS

None.
- 5.0 POLICY

5.1 Employees are prohibited from using personal cell phones during working hours, except for brief use when necessary to address an emergency or other urgent situation.

5.2 Non-emergency phone calls shall take place during the employee’s meal period and/or rest breaks. Non-emergency phone calls will not take place on the work floor.

5.3 Official City of Spokane business shall be conducted using City of Spokane communication equipment and systems. Personal devices will not be used for work-related purposes.

5.4 The following are prohibited during work hours:

5.4.1 Use of social media, streaming, gaming, or other non-work-related applications.

5.4.2 Use of a cell phone or other electronic devices while operating City vehicles or equipment.

5.4.3 Use of headphones, earbuds, or similar devices that block or impede the ear canal while on shift. (unless specifically authorized).

6.0 RESPONSIBILITIES

The Fleet Services Director and Department Forepersons are responsible for administering this policy.

7.0 APPENDICES

None.

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.

Planner I SPN 256 Open Entry

Date Open: September 28th, 2026

Date Closed: October 12th, 2026

Salary: \$66,523.68 annual salary, payable bi-weekly, to a maximum of \$94,106.16

Class Summary:

Performs professional work in the areas of urban planning, zoning administration, subdivision administration, and community development.

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.

- Assists in the preparation of comprehensive plan elements, neighborhood specific plans, topical plans and studies, and special planning projects, such as housing needs assessments or transportation studies.
- Assists in research and surveys regarding demographics, economic conditions, land use trends, property values and ownership, housing conditions, infrastructure condition and capacity, and other subjects related to city planning. Will utilize department computer assets, including Geographic Information System technology, to do research and analysis.
- Assists in organizing and facilitating public meetings and workshops for the general public, special interest groups, and City boards, committees, and commissions as a part of the planning process.
- Prepares staff reports for, and participates in, public hearings regarding community development issues.
- Assists in drafting developmental policies and ordinances in furtherance of adopted plans.
- Reviews and analyzes development proposals, including environmental reviews and applications for land use actions and development permits. Comprehensive plan revisions, zoning code amendments, rezones, subdivisions, site-plan reviews, shoreline permits, and similar project activity may be assigned to the employee.
- Supervises and participates in the preparation and maintenance of planning base maps and zoning maps. Designs, organizes, and illustrates the text of planning reports.
- Prepares graphic interpretations of planning principles and objectives.
- Prepares and presents staff reports and recommendations on land use actions and development applications. Records appropriate entries in the computerized property management system.
- Performs related work as required.

Minimum Qualifications:

Open-Entry Requirements:

- **Certification Path:**
 - *Certifications:* Successful completion of the AICP Certification Examination (American Institute of Certified Planners).
 - *Licenses:* A valid driver's license or evidence of equivalent mobility is required.
- **Education/Experience Path:**
 - *Education:* Bachelor's degree from a four-year college or university with a major in city, urban, regional, or environmental planning from a degree program which is accredited by the Planning

Accreditation Board (PAB). Applicants enrolled in the final (senior) year of a qualifying program may apply, but candidates must obtain their bachelor's degree prior to hire.

- *Experience*: One year of professional urban/regional planning experience along with possession of a closely related or non-PAB accredited bachelor's degree may also be qualifying.
- *Licenses*: A valid driver's license or evidence of equivalent mobility is required.

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 multiple-choice questions.

Possible subjects covered in the examination:

- Planning
- Zoning
- Subdivisions
- Statistics
- Mathematics
- Public Relations
- Professional Conduct/Ethics

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 October 14th, 2026. The testing window is October 15th, 2026 – October 19th, 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](#).

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.

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 23rd day of September 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

**Street Maintenance Operator I SPN 561
Promotional**

Date Open: September 28th, 2026

Date Closed: October 12th, 2026

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

Class Summary:

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

Examples of Job Functions:

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

Minimum Qualifications:

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

License and Certifications:

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

- Applicants must possess a valid Class "B" Commercial Driver's License (CDL) without restriction for air brakes.
- Street Maintenance Operator I employees must obtain a tank vehicle endorsement within six months of appointment. Employees must maintain this endorsement while they hold this job class.

Examination Details:

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 be conducted in person and will consist of multiple-choice questions.

Possible subjects covered in the examination:

- Safety & Vehicle Operation
- Roadwork & Pavement
- Traffic Control
- Supervision & Interpersonal Skills

Important Details:

- Test Date: Wednesday, October 21st, 2026
- Test Time: 2:00 p.m.
- Test Method: On Paper
- Test Location: Civil Service Test Room, 4th floor City Hall, 808 W Spokane Falls Blvd, Spokane, WA 99201
- Test Duration: 1 hour 30 minutes

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

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.

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 23rd day of September 2026.

SCOTT STEPHENS
Chair

KELSEY MYERS
Chief Examiner

Notice for Bids

Supplies, Equipment, Maintenance, etc.

REQUEST FOR PROPOSALS #6582-26 OFFSITE RECORD STORAGE AND RETRIEVAL SERVICES

City of Spokane City Clerk's Office

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

Proposal Submittal: Proposals must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY, OCTOBER 13, 2026**. Hard copies, emails, and late submittals will not be accepted.

To view this solicitation and submit a Proposal, the Proposer must be a registered supplier on the City's online procurement system at <https://spokane.procureware.com>. Solicitation documents will not be mailed, e-mailed, or provided in person. Once registered, Proposers will also be added to the solicitation's notification list for Addenda posting or other communication via email. Registration is free.

Questions will be accepted through the procurement system in the "Clarifications" tab of the applicable solicitation number.

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

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

Public Bid Opening: Sealed Proposals will be acknowledged and unsealed at the City virtual public bid opening meeting at **11:15 a.m. on TUESDAY, OCTOBER 13, 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.

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

Publish: September 23 and 30, 2026

INVITATION TO BID #6615-26
Curb & Valve Boxes – Annual Value Banket

City of Spokane Water & Hydroelectric Services

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 October 6th, 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 October 6th, 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 #.

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.

Tanya Lester
Purchasing Specialist
City of Spokane Purchasing & Contracts

Publish: September 23 and 30, 2026

PUBLIC WORKS INVITATION TO BID # 6620-26
Purchase and Installation of Replacement Refrigeration Components for Police Evidence
Refrigerator Units

City of Spokane Police Department

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

Pre-Bid Conference:

A MANDATORY Pre-Bid Conference is scheduled to be held on THURSDAY, OCTOBER 01, at 10:00AM, local time, at 4010 E ALKI AVE, SPOKANE, WA 99202.

Bid Submittal: Bids must be submitted electronically through the City of Spokane's online procurement system portal until **11:00 a.m. on TUESDAY, OCTOBER 13**. 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, OCTOBER 13**. 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 #.

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: September 23 and 30, 2026
