

**SUSTAINABLE RESOURCES COMMITTEE MEETING
AGENDA FOR
September 17, 2018
1:15 p.m. – City Council Briefing Center**

The Spokane City Council's Sustainable Resources Committee meeting will be held at **1:15 p.m. on September 17, 2018** in City Council Briefing Center –Lower Level City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington.

The meeting will be conducted in a standing committee format. Because a quorum of the City Council may be present, the standing committee meeting will be conducted as a committee of the whole council.

The meeting will be open to the public, with the possibility of moving or reconvening into executive session only with the members of the City Council and the appropriate staff. No legislative action will be taken. No public testimony will be taken and discussion will be limited to appropriate officials and staff.

AGENDA

I. Call to Order

II. Approval of Minutes from August 20, 2018 Meeting

III. Consent Items

- AssetWorks Annual Support/Upgrade of Fleet Services M-5 Renewal Sloon
- Ridpath Hotel Project of Citywide Significance Development Agreement Worlock
- South Crestline Stormwater Swale Reconstruction Steele
- 4th Quarter Range Changes Cavanaugh
- Envision Center Lease Keenan/Trautman
- Council Letter regarding proportional representation
On the SPOCOM Governing Board CP Stuckart
- 2013 Downtown Sidewalk Vault Project (6 year plan) Buller
- Updating Authorized signers on LGIP (5 min) Marchand/Hensley

IV. Council Requests

- Landlord Business Registration Update CM Beggs/Marchand
- Air BNB (5 min) CM Kinnear/Marchand
- Disabled Hiring Resolution CM Kinnear
- Parking Violations Analysis CM Mumm/Cooley
- Noise Suppression/Cost of Remodel 1st Floor CM Beggs/Lukas
- Special Disposition of Surplus Property for Affordable Housing (10 min)
Keenan/Ormsby/CP
Stuckart

V. Staff Requests

1. State Auditor 2017 Exit Conference State Auditor/Hughes
2. Federal Lobbying Contract (5 minutes) Brandy Cote

- | | |
|--|---------------------|
| 3. Urban Utility Installation Program First Assistance Application (5 min) | Teri Stripes |
| 4. Benefit Plan Changes for 2019 (10 min) | Steinolfson/Collins |
| 5. Financial Update (5 min) | Gavin Cooley |

VI. Executive Session:

VII. Adjournment:

Next Sustainable Resources meeting will be on Monday, October 15, 2018.

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 also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) 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 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@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.



City of Spokane

**CONTRACT EXTENSION
WITH COST**

**Title: Annual Support and Upgrades for Fleet
Services Equipment System Software**

This Contract Extension including additional compensation is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **ASSETWORKS**, whose address is 998 Old Eagle School Road, Suite 1215, Wayne, Pennsylvania 19087 as ("**Consultant**"), individually hereafter referenced as a "party", and together as the "parties."

*WHEREAS, the parties entered into a Contract wherein the **Consultant** agreed to provide for the City Annual Software Maintenance and Support for FleetFocus M5, Crystal Reports, FuelFocus, includes product updates and enhancements, unlimited email and telephone support for 12 months; and*

WHEREAS, additional time is required, and thus the Contract time for performance needs to be formally extended by this written document.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated August 25, 2010 and September 27, 2010, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Extension shall become effective on October 1, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through September 30, 2019.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **SEVENTY NINE THOUSAND TWO HUNDRED FIFTY EIGHT AND 11/100 DOLLARS (\$79,258.11)**, including tax, for everything furnished and done under this Contract Extension.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Extension by having legally-binding representatives affix their signatures below.

ASSETWORKS

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Type or Print Name

Title

Title

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Attachments that are part of this Contract Extension:

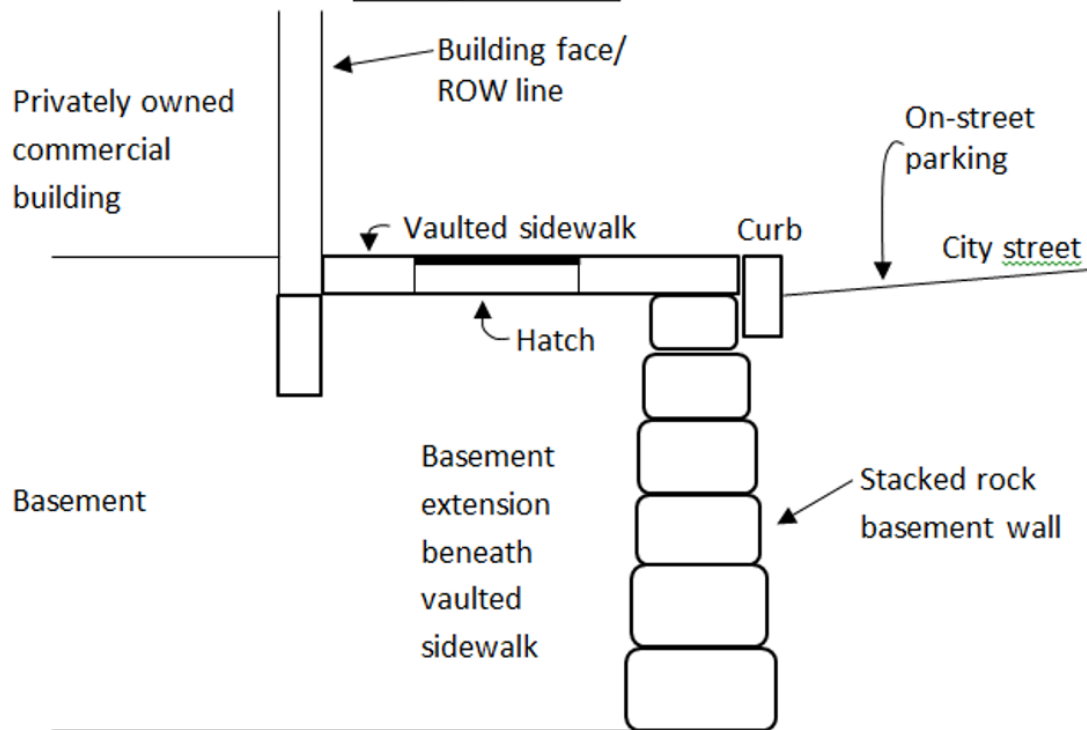
Consultant's Annual Maintenance Renewal No. #8366 M5FL MNT18

Briefing Paper

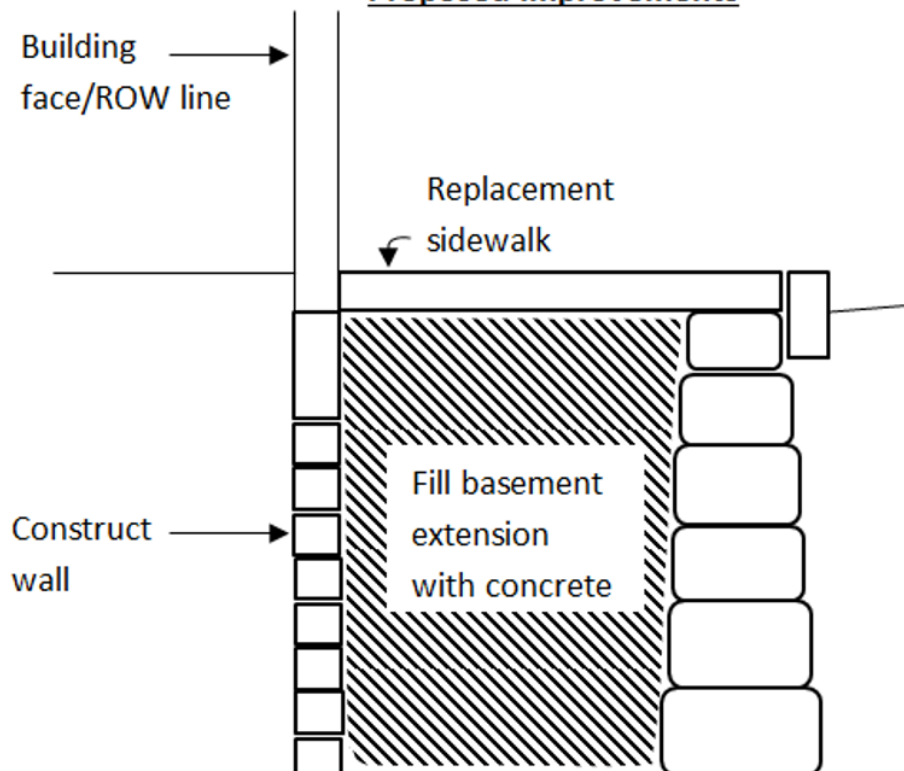
Finance & Administration

Division & Department:	Public Works, Engineering
Subject:	2013 Downtown Pedestrian Improvements
Date:	9-17-18
Contact (email & phone):	Dan Buller (dbuller@spokanecity.org 625-6391)
City Council Sponsor:	
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	PIES
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	This agreement is part of a project which is in the 6 year street plan
Strategic Initiative:	Innovative Infrastructure
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of construction contract
Background/History: This is the long planned first project filling sidewalk vaults at 5 buildings downtown.	
Executive Summary: <ul style="list-style-type: none"> • The City received federal funds back in 2012 to address various sidewalk vaults in the downtown core. • During the course of environmental review, DOT informed us we would have to undertake a 4(f) review, a multiyear process required when federal funds are used on a project which impacts a historic structure. Engineering Services completed 4(f) earlier this year. • The proposed project consists of removal of the sidewalk, construction of a wall in the basement directly below the building face to separate the portion of the basement beneath the sidewalk from the rest of the basement then filling the portion beneath the sidewalk with concrete and replacing the sidewalk. • Trees and oversized tree wells will also be installed. • Refer to the attached exhibit for a details on the above described process and locations where this will be done. 	
Budget Impact: Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	

Existing Conditions



Proposed Improvements



Project Location



2019 M&P Open Enrollment

2018 Premera Plans

2019 Premera Plan

	CPIII \$10/\$20 RX	CPIV \$10/\$30 RX	CPVII \$15/\$30 RX
Network	HERITAGE PLUS IN-NETWORK*	HERITAGE PLUS IN-NETWORK*	HERITAGE PRIME IN-NETWORK*
Deductible (Individual/Family)	\$100 Individual \$300 Family (Applies to In and Out-of-Network Providers)	\$500 Individual \$1,500 Family (Applies to In and Out-of-Network Providers)	\$150 Individual \$450 Family (Applies to In and Out-of-Network Providers)
Coinsurance	80/20% In-Network 60/40% Out-of-Network	80/20% In-Network 60/40% Out-of-Network	80/20% In-Network 60/40% Out-of-Network
Out of Pocket Maximum (Individual/Family)	\$625/\$1,875 In-Network Unlimited Out-of-Network	\$1,000/\$3,000 In-Network Unlimited Out-of-Network	\$2,000/\$4,000 In-Network \$4,000/\$8,000 Out-of-Network
PREVENTIVE CARE OPTIONS AND HEALTH EDUCATION			
Preventive Office Visit (Unlimited)	Covered In Full	Covered In Full	Covered In Full
PROFESSIONAL CARE			
Professional Office Visit	First 3 OV Covered in Full for illness or injury; Subject to \$100 Deductible and 20% Coinsurance thereafter; applies to the \$625 Out of Pocket Maximum.	\$20 Copay	\$20 Copay
DIAGNOSTIC SERVICE OPTIONS			
Preventive Professional Diagnostic Imaging and Laboratory Services	Covered in Full	Covered in Full	Covered in Full
Other Professional Diagnostic Imaging	First \$100 Covered in Full, then \$100 Deductible and 20% Coinsurance thereafter. Excludes TMJ; applies to \$625 Out of Pocket Maximum	First \$100 Covered in Full, then \$500 Deductible and 20% Coinsurance thereafter. Excludes TMJ; applies to \$1,000 Out of Pocket Maximum	First \$100 Covered in Full, then \$150 Deductible and 20% Coinsurance thereafter. Excludes TMJ; applies to \$2,000 Out of Pocket Maximum
FACILITY CARE OPTIONS			
Inpatient Facility	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance, applies to \$2,000 Out of Pocket Maximum
Outpatient Surgery Facility	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance, applies to \$2,000 Out of Pocket Maximum
EMERGENCY CARE AND TRANSPORTATION OPTION			
Emergency Care (If applicable, waive copay if admitted to inpatient facility)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$100 Copay then \$500 Deductible and 20% Coinsurance; all cost shares apply to the \$1,000 Out of Pocket Maximum	\$100 Copay then \$150 Deductible and 20% Coinsurance; all cost shares apply to the \$2,000 Out of Pocket Maximum
Urgent Care Center	First 3 OV Covered in Full for illness or injury; Subject to \$100 Deductible and 20% Coinsurance thereafter; applies to the \$625 Out of Pocket Maximum.	\$20 Copay	\$20 Copay
Ambulance Transportation (Unlimited)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance, applies to \$2,000 Out of Pocket Maximum
OTHER SERVICES			
Mental Health Inpatient Facility Care (Unlimited)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance, applies to \$2,000 Out of Pocket Maximum
Mental Health Outpatient Professional Care (Unlimited)	First 3 OV Covered in Full for illness or injury; Subject to \$100 Deductible and 20% Coinsurance thereafter; applies to the \$625 Out of Pocket Maximum.	\$20 Copay	\$20 Copay
Rehab Inpatient Facility (30 days PCY)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance; applies to \$2,000 Out of Pocket Maximum
Rehab Outpatient Care, Including Physical, Occupational, Speech and Massage Therapy, and Chronic Pain (45 visits PCY)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance; applies to \$2,000 Out of Pocket Maximum
Medical Supplies, Equipment, Prosthetics (Unlimited)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance, applies to \$2,000 Out of Pocket Maximum
ALTERNATIVE CARE			
Manipulations (Spinal and other) (30 Visits PCY)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance; applies to \$2,000 Out of Pocket Maximum
Acupuncture (24 Visits PCY)	\$100 Deductible, then 20% Coinsurance, applies to \$625 Out of Pocket Maximum	\$500 Deductible, then 20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 20% Coinsurance; applies to \$2,000 Out of Pocket Maximum
SUPPLEMENTAL BENEFITS			
Routine Vision Exam (1 PCY)	Covered In Full	Covered In Full	\$20 Copay
Vision Hardware	Covered In Full (\$200 every 2 years)	Covered In Full (\$200 every 2 years)	Covered In Full (\$300 every 2 years)
Pediatric Vision Exam (1 PCY Under age 19)	Covered In Full	Covered In Full	Covered In Full
Pediatric Vision Hardware (Under age 19: One pair of glasses PCY (frames & lenses). 12 month supply of contacts PCY, in lieu of glasses (frames & lenses).)	Covered In Full	Covered In Full	Covered In Full
PRESCRIPTION DRUGS			
Retail Cost Shares (Generic/Brand)	\$10/20	\$10/\$30	\$15/\$30
Mail Cost Shares (Generic/Brand)	No Mail Order	\$20/\$60	\$20/\$60
Day Supply	30 days or 100 units, whichever is greater	Retail: 30 Days; Mail: 90 Days; Specialty: 30 Days	Retail: 30 Days; Mail: 90 Days; Specialty: 30 Days
Out of Network (Non-participating retail pharmacies)	Cost Share, then 40% (to allowable)	Cost Share, then 40% (to allowable)	Cost Share, then 40% (to allowable)

*All benefits illustrated are In-Network unless they are labeled as Out-of-Network.
Deductible and Coinsurance amounts shown above represent individual cost shares. Please substitute family cost shares if you ae enrolling as a family.

2019 M&P Open Enrollment

2018 Kaiser Plans

2019 Kaiser Plan

	Kaiser Plan 1 \$10/\$30 RX, \$5 Copay	Kaiser Plan 2 \$10/\$30 RX, \$20 Copay	Kaiser Plan 5 \$15/\$30 RX
Network	HMO	HMO	HMO
Deductible (Individual/Family)	No Annual Deductible	\$100/\$300	\$150/\$450
Coinsurance	No Plan Coinsurance	90/10%	90/10%
Out of Pocket Maximum (Individual/Family)	\$2,000/\$4,000	\$1,000/\$3,000	\$2,000/\$4,000
PREVENTIVE CARE OPTIONS AND HEALTH EDUCATION			
Preventive Office Visit (Unlimited)	Covered in Full	Covered in Full	Covered in Full
PROFESSIONAL CARE			
Professional Office Visit	\$5 Copay	\$20 Copay	\$20 Copay
DIAGNOSTIC SERVICE OPTIONS			
Preventive Professional Diagnostic Imaging and Laboratory Services	Covered in Full	Covered in Full	Covered in Full
Other Professional Diagnostic Imaging	Covered in Full	\$100 Deductible, then 10% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 10% Coinsurance, applies to \$2,000 Out of Pocket Maximum
FACILITY CARE OPTIONS			
Inpatient Facility	Covered in Full	\$100 Deductible, then 10% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 10% Coinsurance, applies to \$2,000 Out of Pocket Maximum
Outpatient Surgery Facility	\$5 Copay	\$20 Copay then \$100 Deductible, then 10% Coinsurance, applies to \$1,000 Out of Pocket maximum	\$5 Copay
EMERGENCY CARE AND TRANSPORTATION OPTION			
Emergency Care (If applicable, waive copay if admitted to inpatient facility)	\$50 Copay	\$100 Copay then \$100 Deductible, then 10% Coinsurance, applies to \$1,000 Out of Pocket maximum	\$100 Copay then \$150 Deductible, then 10% Coinsurance, applies to \$2,000 Out of Pocket maximum
Urgent Care Center	\$5 Copay	\$20 Copay	\$20 Copay
Ambulance Transportation (Unlimited)	Covered in Full	\$100 Deductible, then 10% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 10% Coinsurance, applies to \$2,000 Out of Pocket Maximum
OTHER SERVICES			
Mental Health Inpatient Facility Care (Unlimited)	Covered in Full	\$100 Deductible, then 10% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 10% Coinsurance, applies to \$2,000 Out of Pocket Maximum
Mental Health Outpatient Professional Care (Unlimited)	\$5 Copay	\$20 Copay	\$20 Copay
Rehab Inpatient Facility (60 days PCY)	Covered in Full	\$100 Deductible, then 10% Coinsurance, applies to \$1,000 Out of Pocket Maximum	\$150 Deductible, then 10% Coinsurance, applies to \$2,000 Out of Pocket Maximum
Rehab Outpatient Care, Including Physical, Occupational, Speech and Massage Therapy, and Chronic Pain (60 visits PCY)	\$5 Copay	\$20 Copay	\$20 Copay
Medical Supplies, Equipment, Prosthetics (Unlimited)	Covered in Full	20% Coinsurance, applies to \$1,000 Out of Pocket Maximum	10% Coinsurance, applies to \$2,000 Out of Pocket Maximum
ALTERNATIVE CARE			
Manipulations (Spinal and other) (10 Visits PCY)	\$5 Copay	\$20 Copay	\$20 Copay
Acupuncture (8 Visits Per Medical Diagnosis)	\$5 Copay	\$20 Copay	\$20 Copay
SUPPLEMENTAL BENEFITS			
Routine Vision Exam (1 PCY)	\$5 Copay	\$20 Copay	\$20 Copay
Vision Hardware	Covered In Full (\$200 every 2 years)	Covered In Full (\$50 every 2 years)	Covered In Full (\$300 every 2 years)
Pediatric Vision Exam (1 PCY Under age 19)	\$5 Copay	\$20 Copay	\$20 Copay
Pediatric Vision Hardware	1 Pair of Frames and Lenses per year or contact lenses covered at 50% coinsurance	1 Pair of Frames and Lenses per year or contact lenses covered at 50% coinsurance	1 Pair of Frames and Lenses per year or contact lenses covered at 50% coinsurance
PRESCRIPTION DRUGS			
Retail Cost Shares (Generic/Brand)	\$10/\$30	\$10/\$30	\$15/\$30
Mail Cost Shares (Generic/Brand)	\$30/\$90	\$20/\$60	\$30/\$60
Day Supply	Retail: 30 Days; Mail: 90 Days	Retail: 30 Days; Mail: 90 Days	Retail: 30 Days; Mail: 90 Days
Out of Network (Non-participating retail pharmacies)	Not Covered	Not Covered	Not Covered

Deductible and Coinsurance amounts shown above represent individual cost shares. Please substitute family cost shares if you ae enrolling as a family.

Briefing Paper

Sustainable Resources Committee

Division & Department:	Innovation and Technology Services Division
Subject:	AssetWorks Annual Support/Upgrades of Fleet Services (M-5)Renewal
Date:	September 17, 2018
Author (email & phone):	Michael Sloon, msloon@spokanecity.org , 625-6468
City Council Sponsor:	
Executive Sponsor:	Eric Finch and Michael Sloon
Committee(s) Impacted:	
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	ITSD – Renewal of Annual Support and Upgrades of Fleet Services (M-5)
Strategic Initiative:	
Deadline:	September 30, 2018
Outcome: (deliverables, delivery duties, milestones to meet)	
<p><u>Background/History:</u> The City of Spokane has been using AssetWorks since 1993 for the M-5 equipment management system. The M-5 equipment system software has been continually enhanced based on the City's enterprise needs and requirements. The M-5 equipment system software provides Fleet Services with corrections for any defect in the software, unlimited telephone/e-mail support, report writing, and all updates and enhancements as they become available. 2018 – \$79,258.11, including tax. (2017- \$80,519.36, including tax.) Budget code 5300-73300-18850-54820 Software Maintenance.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> <i>Without the yearly maintenance contract, the Fleet Services (M-5) Equipment System Software used by the City of Spokane would not be supported by the vendor and the City would not be able to benefit from the future enhancements and upgrades.</i> 	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><u>Operations Impact:</u></p> <p>Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

BRIEFING PAPER
Human Resources Office Request
DATE

Subject: Revising the salary for the City Clerk and the Deputy City Clerk.

Background: CP Stuckart and City Administration requested a review of the salary range for both the City Clerk and the Deputy City Clerk. That review has been completed and includes an update of the class specification for each position (attached). Each of the affected employees is currently being paid the appropriate hourly increase in as Out of Grade pay.

Impact: This review resulted in a salary range change for the Deputy City Clerk from Range 40 to Range 42 (\$1.80/hour for the affected employee). The range change for the City Clerk is Range 48 to Range 51 (\$3.23/hour for the affected employee).

Action: Approve the Range Adjustments for the classifications of City Clerk and Deputy City Clerk

Division Head Signature_____

For further information on this subject contact _____

RESOLUTION NO. 2018-_____

A resolution supporting the City's efforts to increase employment for people with disabilities.

WHEREAS, the City of Spokane is committed to increasing economic opportunities for people with disabilities in Spokane; and

WHEREAS, to that end, the City of Spokane is taking measures to increase the percentage of the City's workforce which is composed of people with disabilities through recruitment and changes to civil service procedures, among other efforts; and

WHEREAS, the City of Spokane recognizes the capacity of all people, including those with disabilities, to be personally and socially productive, and seeks to increase our social capital by providing aid to people with disabilities through services to help them achieve greater independence and fulfillment and to enjoy all rights and privileges under the Constitution and laws of the United States and the state of Washington.

NOW, THEREFORE, BE IT RESOLVED that the Spokane City Council supports the administration's efforts to amend its human resources and civil service practices to extend supported employment as it relates to classified positions.

BE IT ALSO RESOLVED that the Council requests that the human resources department and civil service commission share information and work closely together to make an expansion of supportive employment in the City of Spokane a great success.

Passed by the City Council this ____ day of _____, 2018.

City Clerk

Approved as to form:

Assistant City Attorney

Briefing Paper

Finance and Administration

Division & Department:	NBS - CHHS
Subject:	EnVision Center Lease
Date:	9/10/2018
Author (email & phone):	kkeenan@spokanecity.org 625-6056
City Council Sponsor:	
Executive Sponsor:	Kelly Keenan
Committee(s) Impacted:	Public Safety & Community Health
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Strategic Plan
Strategic Initiative:	Housing Quality & Diversity – City Wide Clean & Safe
Deadline:	N/A
Outcome: (deliverables, delivery duties, milestones to meet)	
Background/History: <p>In the planning for the 2018 budget the Administration and City Council worked together to identify \$2million for strategic investments that would be used to address housing and housing affordability in the City of Spokane. Concurrent with that planning, the City began development of a concept for an Integrated Social Services Pilot project, intended to remove barriers to accessing community supports through co-location of housing, health and work-related services that are critical to housing attainment and housing stabilization. That project has been aligned with the City's designation as a HUD EnVision Center Demonstration Site.</p> <p>Council was previously briefed on a plan to deploy the \$2million through three interventions including 1.3million for establishing a Community Land Trust, \$300,000 for expanded rental relocation programming and 400,000 to fund local landlord mitigation programming. The funds were subsequently moved into the CHHS budget through an EBO.</p> <p>Based on the current status of the EnVision Center project, staff is requesting Council approval of a revised plan for the \$2million. That revision includes utilizing a portion of the funding for landlord mitigation programming to pay a year of leasing for space at the preferred office site for the EnVision Center pilot project (130 S. Arthur).</p>	
Executive Summary: <p>The revised plan for deploying the \$2million is as follows:</p> <p><u>\$1.3million for affordable home ownership support</u></p> <ul style="list-style-type: none"> • The City ran an RFQ process to select a community partner for program implementation • After reviewing RFQ responses the Committee advised that the City consider other affordable homeownership strategies beyond the traditional Community Land Trust model • The Committee is meeting now with an RFQ respondent on further program development and service delivery is anticipated in early 2019 	

\$300,000 to fund rental relocation assistance

- This funding will be used to expand the City's relocation assistance program
- The current relocation program provides limited assistance to vulnerable households displaced due to disaster or Building Official determination
- The expanded program will provide assistance for vulnerable households being displaced due to rising housing costs
- A community workgroup is in formation to advise on programmatic parameters and service delivery is anticipated in early 2019

\$150,000 to fund a local landlord mitigation program

- These funds will be used to leverage WA State landlord mitigation funds, to incent more landlords to rent to people on assistance
- A community workgroup is in formation to advise on programmatic parameters and service delivery is anticipated in early 2019

\$250,000 for leasing expenses associated with the EnVision Center

- The pilot project will remove access barriers for community members in need of housing, health and work related services, all of which contribute to housing stability
- The \$250,000 funds one year of leasing expense at the preferred pilot location, which is 130 S. Arthur. This location provides participating providers and their clients with a direct link to WorkSource.
- This project is aligned with Spokane's designation as a HUD EnVision Center Demonstration Site, which brings technical assistance resources from HUD along with leveraging of other federal agency programs
- Finalizing a leasing contract for the office space at 130 S. Arthur allows the Integrated Social Services pilot project to proceed immediately this fall, with ramp up in October and November.

Budget Impact:

Approved in current year budget? ☒ Yes ☐ No
Annual/Reoccurring expenditure? ☐ Yes ☒ No
If new, specify funding source:
Other budget impacts:

Operations Impact

Consistent with current operations/policy? ☒ Yes ☐ No
Requires change in current operations/policy? ☐ Yes ☒ No
Specify changes required:
Known challenges/barriers:

Each pilot initiative will require new program creation and planning. CHHS will lead this work in close partnership with community stakeholders, partners, elected officials etc.

Briefing Paper

Council Study Session

Division & Department:	Finance & Administration, Asset Management		
Subject:	South Crestline Swale Reconstruction		
Date:	9/5/18		
Author (email & phone):	Dave Steele, 625-6064		
City Council Sponsor:	TBD		
Executive Sponsor:	Theresa Sanders		
Committee(s) Impacted:	NA		
Type of Agenda item:	XXX	Consent	Discussion Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	6 Year Capital Program		
Strategic Initiative:	Innovative Infrastructure		
Deadline:	ASAP		
Outcome: (deliverables, delivery duties, milestones to meet)	New contract for the reconstruction of the drainage swale landscaping on the West side of Crestline Avenue from 49 th to 53 rd .		
Background/History: The South Crestline Street project constructed swales for stormwater mitigation along much of the project length. The section of swale on the west side of Crestline from 49 th to 53 rd has failed to perform as expected and in partnership with the adjacent property owner City staff has solicited bids for reconstructing the irrigation system and replanting the swale with plant material.			
New construction contract for the reconstruction of the drainage swale landscaping and irrigation on the West side of Crestline Avenue from 49 th to 53 rd .			
Budget Impact: Approved in current year budget? XX Yes No Annual/Reoccurring expenditure? XX Yes No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)			
Operations Impact: Consistent with current operations/policy? XX Yes No Requires change in current operations/policy? Yes XX No Specify changes required: Known challenges/barriers:			

Briefing Paper

Finance & Administration Committee

Division & Department:	Finance – Treasury Services
Subject:	Local Government Investment Pool (LGIP) investment authorization
Date:	September 10, 2018
Author (email & phone):	Jake Hensley (jahensley@spokanecity.org) 625-6074 Crystal Marchand (cmarchand@spokanecity.org) 625-6369
City Council Sponsor:	None
Executive Sponsor:	Gavin Cooley
Committee(s) Impacted:	Finance Committee
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	N/A
Deadline:	None
Outcome: (deliverables, delivery duties, milestones to meet)	Allows City of Spokane to invest Treasurer's cash with the LGIP.
Background/History: Washington State LGIP needs an updated resolution designating "Authorized Individuals" and incorporating a current "Transaction Authorization Form" to allow investment of City funds.	
Executive Summary: <ul style="list-style-type: none"> File updated "Resolution Authorizing Investment of City of Spokane Monies in the Local Government Investment Pool" Resolution designates City Administrator, Director of Finance and Administration, and the Chief Financial Officer as the "Authorized Individuals" on the account. Resolution references "Transaction Authorization Form" to authorize Treasury Manager and Accounting Clerks to make daily deposits/withdrawals. LGIP Prospectus (included for reference) to be received, read, and understood by any person delegated or otherwise authorized to make contribution or withdrawals into or out of the LGIP. 	
Budget Impact: Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: None Known challenges/barriers: None	

Briefing Paper

Finance and Administration Committee

Division & Department:	Planning and Development Department, NBS Division
Subject:	Ridpath Hotel Project of Citywide Significance Recommendation
Date:	September 17, 2018
Author (email & phone):	Andrew Worlock (aworlock@spokanecity.org ; 625-6991)
City Council Sponsor:	Ben Stuckart, Council President
Executive Sponsor:	Gavin Cooley, CFO
Committee(s) Impacted:	Finance and Administration
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	The project is aligned to the Strategic Plan (Encouraging Private Investment: Partnering with large investors to support catalytic development projects; and Investing in PDAs); the City's adopted Economic Development Strategy (Council Resolutions 2015-0084 and 2015-0101) and the Projects of Citywide Significance Incentive Policy
Strategic Initiative:	Economic Growth
Deadline:	NA
Outcome: (deliverables, delivery duties, milestones to meet)	Development agreement between City of Spokane and project sponsor to document the City's agreement to reimburse the cost of eligible public improvements related to the Ridpath Hotel renovation. The cities' participation has encouraged private investment in the project resulting in both direct and indirect public benefits.
Background/History: In April, 2017, the City Council approved Res. 2017-0031, amending Resolution 2016-0019 to provide for loan up to \$1,750,000 to Ridpath Club Apartments, LLC & authorize execution of related documents, as well as accepting the recommendation of the Project of Citywide Significance Review Committee & authorize staff to negotiate and prepare a development agreement for \$107,684 pursuant to Projects of Citywide Significance Incentive Policy.	
Executive Summary: <ul style="list-style-type: none"> The project was evaluated under the Projects of Citywide Significance Incentive policy and the Project Review Committee recommended the City participate in the cost of eligible public improvements in the amount of \$107,684. The City Council approved the recommendation with the adoption of Resolution 2017-0031. As directed, staff has negotiated a development agreement which is to be presented for Council approval as a contract agenda item at an upcoming Council meeting. Since that time, the developer has completed much of the renovation work and has been leasing units and continuing renovation. The developer has proposed the City funding be applied towards sidewalk amenities including ceramic planters, lighting and street trees. All improvements reimbursed through the Project of Citywide Significance fund will be subject to review and approval and prevailing wages will apply. 	
Budget Impact: \$107,684 though Projects of Citywide Significance. Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Financial Partnership Portfolio Fund, SMC 07.08.150 Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Specify changes required: Known challenges/barriers:	

DEVELOPMENT AGREEMENT

PUBLIC IMPROVEMENT COSTS

THIS DEVELOPMENT AGREEMENT is between the CITY OF SPOKANE, a Washington State municipal corporation, as "City", and RIDPATH CLUB APARTMENTS, LLC, a Washington limited liability company, as "Ridpath", collectively referred to as the "Parties".

Recitals

A. In connection with plans to renovate the Ridpath Hotel to provide additional affordable housing in downtown Spokane (the "Project"), Ridpath applied for a development incentive pursuant to the City's Projects of Citywide Significance Incentive Policy. Based on the findings of public benefits expected to result from the Project, the Project Review Committee recommended a financial incentive of \$107,864 be awarded to the Project and applied to eligible public improvement costs related to the Project, as outlined in Admin 0650-16-02.

B. Pursuant to Resolution 2017-0031 the City Council accepted the Project Review Committee's recommendation regarding Ridpath's incentive application, and authorized staff to negotiate and prepare a development agreement with Ridpath setting forth the terms and conditions under which the \$107,864 incentive will be applied to eligible public improvements costs related to the Project, subject to final approval by Council as outlined in Admin 0650-16-02.

C. Pursuant to RCW 35.21.703, Washington's legislature has declared that it shall be in the public purpose for all cities to engage in economic development activities.

D. Chapter 36.70A RCW, commonly known as the Growth Management Act, includes as a planning goal the encouragement of economic development and the promotion of economic opportunity for all citizens of the state.

E. Pursuant to other provisions of State law, including chapter 39.89 RCW relating to community revitalization financing, and RCW 82.02.050-.090 relating to certain development impact fees, Washington cities are authorized to participate in the cost of financing public improvements where the cities' participation will encourage private investment in the surrounding area and are further authorized to waive and/or provide credits against certain development fees.

F. The Project will cause both direct and indirect public benefits and can reasonably be expected to make a significant difference in stimulating economic growth and the creation of new jobs within the City. In addition to a direct benefit to the City in terms of millions of dollars in increased sales and property tax revenues, indirect benefits include encouraging the revitalization and utilization of historic and older commercial buildings in the City's core, providing a mixed-use development that brings employment, shopping, and hospitality activities into downtown Spokane, and contributes to the public realm by providing additional street level amenities in the City's core.

NOW, THEREFORE, in consideration of the mutual terms, covenants and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree:

1. Construction of the Project. Ridpath shall diligently perform and fully complete construction of the Project according to terms of the Joint Development Agreement. Nothing herein shall create a contractual relationship or privity between the City and any contractors engaged by Ridpath.

2. Construction of Public Improvements. Ridpath will construct the following public improvements (the "Public Improvements"), subject to reimbursement by the City pursuant to the terms, limitations, and conditions of this agreement:

- Ceramic planters for the sidewalks with automatic irrigation, at an estimated cost of \$45,000
- Street trees and sidewalk and exterior lighting, at an estimated cost of \$63,000.

3. Reimbursement. Subject to the terms and conditions of this Agreement, the City agrees to reimburse Ridpath's costs associated with the Public Improvements identified in Section 2 above, up to but not exceeding One Hundred Seven Thousand Eight Hundred Sixty Four and 00/100 Dollars (\$107,864.00). The City will make payments to Ridpath, within sixty (60) days after the receipt of Ridpath's application for payment, subject to the City's approval of the completed Public Improvements as substantially in accord with City standards, and subject to compliance with the terms of this agreement.

4. Prevailing Wages Required. Payment for all labor in connection with the Public Improvements shall be on the basis of the State Prevailing Wage for each appropriate job classification. All payments for labor will be based on approved Affidavit of Wages Paid. Ridpath and any of its contractors/subcontractors involved in constructing the Public Street Improvements shall, as a condition of reimbursement under this agreement, comply with the following: Ridpath and all contractors and subcontractors will submit a "Statement of Intent to Pay Prevailing Wages" certified by the industrial statistician of the State Department of Labor and Industries, prior to any payments and each voucher claim submitted by a contractor or subcontractor for payment on a project estimate shall state that the prevailing wages have been paid in accordance with the

“Statement(s) of Intent to Pay Prevailing Wages” on file with the City. At the end of the work, the contractor and subcontractors must submit an “Affidavit of Wages Paid” certified by the industrial statistician.

5. Inspection of Cost Records. Ridpath and its contractors and subcontractors shall keep available for inspection by City representatives the cost records and accounts pertaining to this Agreement.

6. Actual Material Costs. Payment for all materials for this Project shall be on the basis of the actual cost of Ridpath’s contractors and subcontractors. All payments for materials will be based on approved quantities as verified by City inspectors, receipt of actual and verified material payment by the contractor.

7. Indemnity & Hold Harmless. Ridpath shall indemnify, defend, and hold the City, its officers, agents, and employees harmless from all loss and liability for any claim by any person, or for any injury or property damage resulting from, or by reason of, the construction of the Public Improvements, unless caused directly or indirectly by the City’s negligence or intentional misconduct.

8. Additional Terms.

- A. Waiver. No officer, employee, agent or otherwise of either party has the power, right or authority to waive any of the conditions or provisions of this Agreement. No waiver of any breach of this agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this agreement or a law shall be taken and construed as cumulative, that is, in addition to every other remedy provided herein or by law. Failure of either party to enforce at any time any of the provisions of this agreement or to require at any time performance by the other of any provision hereof, shall in no way be construed to be a waiver of such provisions, nor in any way affect the validity of this agreement or any part hereof, or the right of the party entitled to performance to hereafter enforce each and every such provision. Either party’s failure to insist upon the strict performance of any provision of this agreement or to exercise any right based upon breach hereof or the acceptance of any performance during such breach, shall not constitute a waiver of any right under this Agreement.
- B. Modification. No modification or amendment to this agreement shall be valid until the same is reduced to writing, in the form of an amendment, and executed with the same formalities as this present agreement.
- C. Assignment. Neither party may assign or transfer in whole or in part, its interest in this agreement without the express written consent of the other party

- D. Compliance with Laws. The Parties hereto specifically agree to observe Federal, State and local laws, ordinances and regulations, to the extent that they may have any bearing on either providing any money under the terms of this agreement or the services actually provided under the terms of this agreement.
- E. Nondiscrimination. No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities.
- F. Anti-Kickback. No officer or employee of the Parties, having the power or duty to perform an official act or action related to this agreement, shall have or acquire any interest in this agreement, or have solicited, accepted or granted a present or future gift, favor, service, or other thing of value from or to any person involved in this agreement.
- G. Notices. All notices called for or provided for in this agreement shall be in writing and must be served on any of the Parties either personally or by certified mail. Notices sent by certified mail shall be deemed served when deposited in the United States mail, postage prepaid.
- H. Venue Stipulation. This agreement has and shall be construed as having been made and delivered in the State of Washington, and the laws of the State of Washington shall be applicable to its construction and enforcement of this agreement or any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.
- I. Headings. The article headings in this agreement have been inserted solely for purposes of convenience and ready reference. In no way do they purport to, and shall not be deemed to, define, limit, or extend the scope or intent of the articles to which they appertain.
- J. All Writings Contained Herein. This agreement contains all the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this agreement shall be deemed to exist or to bind any of the Parties hereto. The Parties have read and understand all of this agreement, and now state that no representation, promise, or agreement not expressed in this document has been made to induce the Parties to execute the same.

K. Relationship of the Parties. The Parties intend that an independent contractor relationship will be created by this agreement. The City is interested only in the results that could be achieved and the conduct and control of all work and services provided by Ridpath will be solely with Ridpath. No agent, employee, servant or otherwise of Ridpath hereto shall be deemed to be an employee, agent, servant, or otherwise of the City for any purpose, and the employees of Ridpath are not entitled to any of the benefits that the City provides for City employees. Ridpath will solely and entirely be responsible for its acts and the acts of its agents, employees, servants, subcontractors, or otherwise, during the performance of this agreement.

Dated: _____

CITY OF SPOKANE

By: _____

Title: _____

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Dated: _____

RIDPATH

By: _____

Title: _____

**Agenda Sheet for City Council Meeting of:**

04/24/2017

Date Rec'd

4/11/2017

Clerk's File #

RES 2017-0031

Renews #**Submitting Dept**

HOUSING & HUMAN SERVICES

Cross Ref #

ORD C35483, RES

Contact Name/Phone

JONATHAN 625-6734

Project #**Contact E-Mail**

JMALLAHAN@SPOKANECITY.ORG

Bid #**Agenda Item Type**

Resolutions

Requisition #

AWAITING EBO

Agenda Item Name

1680 - RIDPATH RR PCS

Agenda Wording

Resolution to amend Res 2016-0019 to provide for loan up to \$1,750,000 to Ridpath Club Apartments, LLC & authorize execution of related documents. Accept recommendation of PRC & authorize staff to negotiate and prepare a development

Summary (Background)

The Ridpath Club Apartments project includes acquisition and conversion of adjacent buildings from hotels into 206 rental units, including 102 micro apts, 45 studio apts, 58 1-bdr apts and 1 2-bdr apt. (Condos on top 2 floors are not included.) Under the bonds and tax credits, 179 units will be affordable to households at or below 60% of area median income; 27 will be market rate. Other funds include tax credit equity, bonds, related party loans, and income during leaseup.

Fiscal Impact**Budget Account**

Expense \$ 1,750,000.00

1780-59400-51010-54201-99999

Select \$

#

Select \$

#

Select \$

#

Approvals**Council Notifications****Dept Head**

KINDER, DAWN

Study Session

04/13/2017

Division Director

MALLAHAN, JONATHAN

Other**Finance**

SCHEIDEGGER, SUZI

Distribution List**Legal**

RICHTMAN, JAMES

kkeck, sscheidegger, jmallahan, sstopher, cbrown

For the Mayor

SANDERS, THERESA

kkeenan, mhughes, dkinder, msharts, tdunivant,

Additional Approvals

mpiccolo, aworlock, gcooley, kbustos, lkey

Purchasing

lmcloon@workwith.com

ronwells@ronwellsgroup.com



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

agreement for \$107,684 pursuant to Projects of Citywide Significance Incentive Policy.

Summary (Background)

The incentive pursuant to the City's Projects of Citywide Significance Incentive Policy is based on the finding of public benefits expected to result from the project and is applied to eligible public improvement cost related to the project.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

RESOLUTION NO. 2017-0031

A RESOLUTION FOR THE PURPOSE OF AUTHORIZING A LOAN TO RIDPATH CLUB APARTMENTS, LLC FOR THE ACQUISITION AND USE OF THE RIDPATH BUILDING AS AFFORDABLE HOUSING; AMENDING RESOLUTION NO. 2016-0019; AND OTHER MATTERS PROPERLY RELATING THERETO.

CITY OF SPOKANE
Spokane County, Washington

WHEREAS, the City of Spokane is authorized pursuant to RCW 35.21.685 to assist in the development of privately owned housing for persons of low income by providing loans to the owners or developers of the housing; and,

WHEREAS, by Resolution 2016-0019, the City previously stated its support for the redevelopment and revitalization of the Ridpath building and established preliminary terms for a \$1.75 million junior cash-flow financing; and

WHEREAS, the developer, Ridpath Club Apartments, LLC, has obtained preliminary approval from lenders, including the Washington State Housing Finance Commission, with credit terms that necessitate an amendment of the preliminary credit terms established by the City and the City desires to amend its preliminary terms in order to facilitate the acquisition and use of the Ridpath building for affordable housing; and

WHEREAS, the developer has applied for a development incentive pursuant to the City's Projects of Citywide Significance Incentive Policy and based on the findings of public benefits expected to result from the project, the Project Review Committee has recommended a financial incentive of \$107,864 be awarded to the project and applied to eligible public improvement costs related to the project as outlined in Admin 0650-16-02.

NOW, THEREFORE, BE IT RESOLVED by the Spokane City Council as follows:

Section 1. The City Council hereby amends Resolution 2016-0019 to provide for the subordinate lien loan to Ridpath Club Apartments, LLC of up to \$1,750,000, payable over a term of not to exceed 25 years with interest, compounded annually, at a rate not to exceed 6%, issued in conjunction with the Washington State Housing Finance Commission Multifamily Housing Revenue Bond financing for the project, subject to an agreement limiting the use of a portion of the property to affordable residential rental housing for so long as the City's loan is outstanding and subject to satisfaction of all other terms of the City's Term sheet dated April __, 2017.

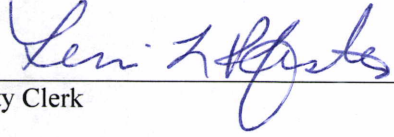
Section 2. The City Council further authorizes the execution of the documents establishing the terms and security for the City's loan in the forms attached hereto as Exhibit A.

Section 3. The City Council further accepts the Project Review Committee's recommendation regarding the developer's application for an award of \$107,684 under the City's

Projects of Citywide Significance Incentive Policy, and authorizes staff to negotiate and prepare a development agreement with the developer setting forth the terms and conditions under which the financial incentive value will be applied to eligible public improvements costs related to the project, subject to final approval by Council as outlined in Admin 0650-16-02.

Section 4. This resolution shall take effect and be in force immediately upon passage.

Passed by the City Council this 24th day of April 2017.


City Clerk

Approved as to form:


Assistant City Attorney



**LOCAL GOVERNMENT
INVESTMENT POOL**

Prospectus

August 2016



James L. McIntire
Washington State Treasurer

Contents

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I. The LGIP

The Local Government Investment Pool (the “LGIP”) is an investment pool of public funds placed in the custody of the Office of the Washington State Treasurer (the “State Treasurer”) for investment and reinvestment as defined by RCW 43.250.020. The purpose of the LGIP is to allow eligible governmental entities to participate with the state in the investment of surplus public funds, in a manner that optimizes liquidity and return on such funds. In establishing the LGIP, the legislature recognized that not all eligible governmental entities are able to maximize the return on their temporary surplus funds, and therefore it provided a mechanism whereby they may, at their option, utilize the resources of the State Treasurer to maximize the potential of their surplus funds while ensuring the liquidity of those funds.

The State Treasurer has established a sub-pool within the LGIP whose shares are offered by means of this Prospectus: The LGIP-Money Market Fund (the “LGIP-MMF” or the “Fund”). The State Treasurer has the authority to establish additional sub-pools in the future.

The Fund offered in this Prospectus seeks to provide current income by investing in high-quality, short term money market instruments. These standards are specific to the Fund, as illustrated in the following table. The LGIP-MMF offers daily contributions and withdrawals.

FUND SNAPSHOT

The table below provides a summary comparison of the Fund’s investment types and sensitivity to interest rate risk. This current snapshot can be expected to vary over time.

Fund	Investment Types	Maximum Dollar-Weighted Average Maturity for LGIP-MMF
LGIP-Money Market Fund	Cash	60 days
Current Investments (as of July 1, 2016)	Bank Deposits US Treasury bills Repurchase agreements US Government agency obligations	

Fees and Expenses

Administrative Fee. The State Treasurer charges pool participants a fee representing administration and recovery costs associated with the operation of the Fund. The administrative fee accrues daily from pool participants’ earnings prior to the earnings being posted to their account. The administrative fee will be paid monthly. In the event that there are no earnings, the administrative fee will be deducted from principal.

The chart below illustrates the operating expenses of the LGIP-MMF for past years, expressed in basis points as a percentage of fund assets.

Local Government Investment Pool-MMF
Operating Expenses by Fiscal Year (in Basis Points)

			2009	2010	2011	2012	2013	2014	2015	2016
<i>Total Operating Expenses</i>			<i>0.88</i>	<i>0.64</i>	<i>0.81</i>	<i>0.68</i>	<i>0.87</i>	<i>0.88</i>	<i>0.95</i>	<i>0.88</i>

(1 basis point = 0.01%)

Because most of the expenses of the LGIP-MMF are fixed costs, the fee (expressed as a percentage of fund assets) will be affected by: (i) the amount of operating expenses; and (ii) the assets of the LGIP-MMF. The table below shows how the fee (expressed as a percentage of fund assets) would change as the fund assets change, assuming an annual fund operating expenses amount of \$950,000.

Fund Assets	\$8.0 bn	\$10.0 bn	\$12.0 bn
Total Operating Expenses (in Basis Points)	1.19	0.95	0.79

Portfolio Turnover: The Fund does not pay a commission or fee when it buys or sells securities (or “turns over” its portfolio). However, debt securities often trade with a bid/ask spread. Consequently, a higher portfolio turnover rate may generate higher transaction costs that could affect the Fund’s performance.

II. Local Government Investment Pool – Money Market Fund

Investment Objective

The LGIP-MMF will seek to effectively maximize yield while maintaining liquidity and a stable net asset value per share, e.g., all contributions will be transacted at \$1.00 net asset value per share.

Principal Investment Strategies

The LGIP-MMF will seek to invest primarily in high-quality, short term money market instruments. Typically, at least 55% of the Fund’s assets will be invested in US government securities and repurchase agreements collateralized by those securities. The LGIP-MMF means a sub-pool of the LGIP whose investments will primarily be money market instruments. The LGIP-MMF will only invest in eligible investments permitted by state law. The LGIP portfolio will be managed to meet the portfolio maturity, quality, diversification and liquidity requirements set forth in GASB 79 for external investment pools who wish to measure, for financial reporting purposes, all of their investments at amortized cost. Investments of the LGIP-MMF will conform to the LGIP Investment Policy, the most recent version of which will be posted on the LGIP website and will be available upon request.

Principal Risks of Investing in the LGIP-Money Market Fund

Counterparty Credit Risk. A party to a transaction involving the Fund may fail to meet its obligations. This could cause the Fund to lose the benefit of the transaction or prevent the Fund from selling or buying other securities to implement its investment strategies.

Interest Rate Risk. The LGIP-MMF’s income may decline when interest rates fall. Because the Fund’s income is based on short-term interest rates, which can fluctuate significantly over short periods, income risk is expected to

be high. In addition, interest rate increases can cause the price of a debt security to decrease and even lead to a loss of principal.

Liquidity Risk. Liquidity risk is the risk that the Fund will experience significant net withdrawals of Fund shares at a time when it cannot find willing buyers for its portfolio securities or can only sell its portfolio securities at a material loss.

Management Risk. Poor security selection or an ineffective investment strategy could cause the LGIP-MMF to underperform relevant benchmarks or other funds with a similar investment objective.

Issuer Risk. The LGIP-MMF is subject to the risk that debt issuers and other counterparties may not honor their obligations. Changes in an issuer's credit rating (e.g., a rating downgrade) or the market's perception of an issuer's creditworthiness could also affect the value of the Fund's investment in that issuer. The degree of credit risk depends on both the financial condition of the issuer and the terms of the obligation. Also, a decline in the credit quality of an issuer can cause the price of a money market security to decrease.

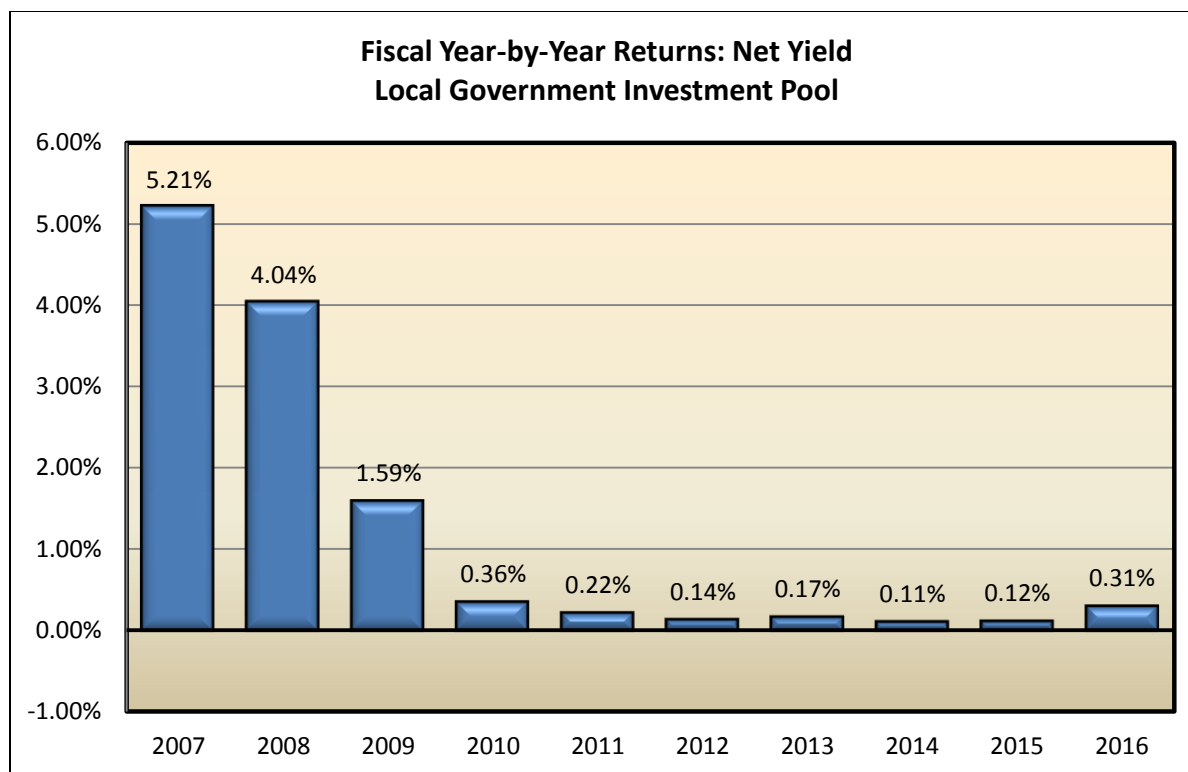
Securities Lending Risk and Reverse Repurchase Agreement Risk. The LGIP-MMF may engage in securities lending or in reverse repurchase agreements. Securities lending and reverse repurchase agreements involve the risk that the Fund may lose money because the borrower of the Fund's securities fails to return the securities in a timely manner or at all or the Fund's lending agent defaults on its obligations to indemnify the Fund, or such obligations prove unenforceable. The Fund could also lose money in the event of a decline in the value of the collateral provided for loaned securities or a decline in the value of any investments made with cash collateral.

Risks Associated with use of Amortized Cost. The use of amortized cost valuation means that the LGIP-MMF's share price may vary from its market value NAV per share. In the unlikely event that the State Treasurer were to determine that the extent of the deviation between the Fund's amortized cost per share and its market-based NAV per share may result in material dilution or other unfair results to shareholders, the State Treasurer may cause the Fund to take such action as it deems appropriate to eliminate or reduce to the extent practicable such dilution or unfair results.

An investment in the LGIP-MMF is not a bank deposit and is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to preserve the value of investments at \$1 per share, pool participants could lose money by investing in the LGIP-MMF. There is no assurance that the LGIP-MMF will achieve its investment objective.

Performance

The following information is intended to address the risks of investing in the LGIP-MMF. The information illustrates changes in the performance of the LGIP-MMF's shares from year to year. Returns are based on past results and are not an indication of future performance. Updated performance information may be obtained on our website at www.tre.wa.gov or by calling the LGIP toll-free at 800-331-3284.



<u>Local Government Investment Pool-Money Market Fund</u>			
<u>Average Accrued Net Yield</u>			
<u>1 Year</u>	<u>3 years</u>	<u>5 years</u>	<u>10 years</u>
0.31%	0.18%	0.17%	1.28%

Transactions: LGIP-MMF

General Information

The minimum transaction size (contributions or withdrawals) for the LGIP-MMF will be five thousand dollars. The State Treasurer may, in its sole discretion, allow for transactions of less than five thousand dollars.

Valuing Shares

The LGIP-MMF will be operated using a net asset value (NAV) calculation based on the amortized cost of all securities held such that the securities will be valued at their acquisition cost, plus accrued income, amortized daily.

The Fund's NAV will be the value of a single share. NAV will normally be calculated as of the close of business of the NYSE, usually 4:00 p.m. Eastern time. If the NYSE is closed on a particular day, the Fund will be priced on the next day the NYSE is open.

NAV will not be calculated and the Fund will not process contributions and withdrawals submitted on days when the Fund is not open for business. The time at which shares are priced and until which contributions and withdrawals are accepted is specified below and may be changed as permitted by the State Treasurer.

To the extent that the LGIP-MMF's assets are traded in other markets on days when the Fund is not open for business, the value of the Fund's assets may be affected on those days. In addition, trading in some of the Fund's assets may not occur on days when the Fund is open for business.

Transaction Limitations

The State Treasurer reserves the right at its sole discretion to set a minimum and/or maximum transaction amount from the LGIP-MMF and to limit the number of transactions, whether contribution, withdrawal, or transfer permitted in a day or any other given period of time.

The State Treasurer also reserves the right at its sole discretion to reject any proposed contribution, and in particular to reject any proposed contribution made by a pool participant engaged in behavior deemed by the State Treasurer to be abusive of the LGIP-MMF.

A pool participant may transfer funds from one LGIP-MMF account to another subject to the same time and contribution limits as set forth in WAC 210.10.060.

Contributions deposited by ACH will be unavailable for withdrawal for a period of five business days following receipt of funds

Contributions

Pool participants may make contributions to the LGIP-MMF on any business day. All contributions will be effected by electronic funds to the account of the LGIP-MMF designated by the State Treasurer. It is the responsibility of each pool participant to pay any bank charges associated with such electronic transfers. Failure to submit funds by a pool participant after notification to the State Treasurer of an intended transfer will result in penalties. Penalties for failure to timely submit will be assessed to the account of the pool participant responsible.

Notice of Wire contribution. To ensure same day credit, a pool participant must inform the State Treasurer of any contribution over one million dollars no later than 9 a.m. on the same day the contribution is made. Contributions for one million dollars or less can be requested at any time prior to 10 a.m. on the day of contribution. For all other contributions over one million dollars that are requested prior to 10 a.m., a pool participant may receive same day credit at the sole discretion of the State Treasurer. Contributions that receive same day credit will count, for earnings rate purposes, as of the day in which the contribution was made. Contributions for which no notice is received prior to 10:00 a.m. will be credited as of the following business day.

Notice of ACH contribution. A pool participant must inform the State Treasurer of any contribution submitted through ACH no later than 2:00 p.m. on the business day before the contribution is made. Contributions that receive same day credit will count, for earnings rate purposes, as of the day in which the contribution was made. Contributions for which proper notice is not received as described above will not receive same day credit, but will be credited as of the next business day from when the contribution is made. Contributions deposited by ACH will be unavailable for withdrawal for a period of five business days following receipt of funds.

Notice of contributions may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to State Treasurer's Treasury Management System ("TMS"). Please refer to the [LGIP-MMF Operations Manual](#) for specific instructions regarding contributions to the LGIP-MMF.

Direct deposits from the State of Washington will be credited on the same business day.

Pricing. Contribution requests received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that contribution date.

Withdrawals

Pool participants may withdraw funds from the LGIP-MMF on any business day. Each pool participant shall file with the State Treasurer a letter designating the financial institution at which funds withdrawn from the LGIP-MMF shall be deposited (the "Letter"). This Letter shall contain the name of the financial institution, the location of the financial institution, the account name, and the account number to which funds will be deposited. This Letter shall be signed by local officials authorized to receive and disburse funds, as described in WAC 210-10-020.

Disbursements from the LGIP-MMF will be effected by electronic funds transfer. Failure by the State Treasurer to transmit funds to a pool participant after proper notification to the State Treasurer to disburse funds to a pool participant may result in a bank overdraft in the pool participant's bank account. The State Treasurer will reimburse a pool participant for such bank overdraft penalties charged to the pool participant's bank account.

Notice of Wire withdrawal. In order to withdraw funds from the LGIP-MMF, a pool participant must notify the State Treasurer of any withdrawal over one million dollars no later than 9 a.m. on the same day the withdrawal is made. Withdrawals for one million dollars or less can be requested at any time prior to 10 a.m. on the day of withdrawal. For all other withdrawals from the LGIP-MMF over one million dollars that are requested prior to 10 a.m., a pool participant may receive such withdrawal on the same day it is requested at the sole discretion of the State Treasurer. No earnings will be credited on the date of withdrawal for the amounts withdrawn. Notice of withdrawals may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to TMS. Please refer to the LGIP-MMF Operations Manual for specific instructions regarding withdrawals from the Fund.

Notice of ACH withdrawal. In order to withdraw funds from the LGIP-MMF, a pool participant must notify the State Treasurer of any withdrawal by ACH no later than 2 p.m. on the prior business day the withdrawal is requested. No earnings will be credited on the date of withdrawal for the amounts withdrawn.

Notice of withdrawals may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to TMS. Please refer to the LGIP-MMF Operations Manual for specific instructions regarding withdrawals from the Fund.

Pricing. Withdrawal requests with respect to the LGIP-MMF received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that withdrawal date.

Suspension of Withdrawals. If the State Treasurer has determined that the deviation between the Fund's amortized cost price per share and the current net asset value per share calculated using available market quotations (or an appropriate substitute that reflects current market conditions) may result in material dilution or other unfair results, the State Treasurer may, if it has determined irrevocably to liquidate the Fund, suspend withdrawals and payments of withdrawal proceeds in order to facilitate the permanent termination of the Fund in an orderly manner. The State Treasurer will distribute proceeds in liquidation as soon as practicable, subject to the possibility that certain assets may be illiquid, and subject to subsequent distribution, and the possibility that the State Treasurer may need to hold back a reserve to pay expenses.

The State Treasurer also may suspend redemptions if the New York Stock Exchange suspends trading or closes, if US bond markets are closed, or if the Securities and Exchange Commission declares an emergency. If any of these events were to occur, it would likely result in a delay in the pool participants' redemption proceeds.

The State Treasurer will notify pool participants within five business days of making a determination to suspend withdrawals and/or irrevocably liquidate the fund and the reason for such action.

Earnings and Distribution

LGIP-MMF Daily Factor

The LGIP-MMF daily factor is a net earnings figure that is calculated daily using the investment income earned (excluding realized gains or losses) each day, assuming daily amortization and/or accretion of income of all fixed income securities held by the Fund, less the administrative fee. The daily factor is reported on an annualized 7-day basis, using the daily factors from the previous 7 calendar days. The reporting of a 7-day annualized yield based solely on investment income which excludes realized gains or losses is an industry standard practice that allows for the fair comparison of funds that seek to maintain a constant NAV of \$1.00.

LGIP-MMF Actual Yield Factor

The LGIP-MMF actual yield factor is a net daily earnings figure that is calculated using the total net earnings including realized gains and losses occurring each day, less the administrative fee.

Dividends

The LGIP-MMF's dividends include any net realized capital gains or losses, as well as any other capital changes other than investment income, and are declared daily and distributed monthly.

Distribution

The total net earnings of the LGIP-MMF will be declared daily and paid monthly to each pool participant's account in which the income was earned on a per-share basis. These funds will remain in the pool and earn additional interest unless withdrawn and sent to the pool participant's designated bank account as specified on the Authorization Form. Interest earned will be distributed monthly on the first business day of the following month.

Monthly Statements and Reporting

On the first business day of every calendar month, each pool participant will be sent a monthly statement which includes the pool participant's beginning balance, contributions, withdrawals, transfers, administrative charges, earnings rate, earnings, and ending balance for the preceding calendar month. Also included with the statement will be the monthly enclosure. This report will contain information regarding the maturity structure of the portfolio and balances broken down by security type.

III. Management

The State Treasurer is the manager of the LGIP-MMF and has overall responsibility for the general management and administration of the Fund. The State Treasurer has the authority to offer additional sub-pools within the LGIP at such times as the State Treasurer deems appropriate in its sole discretion.

Administrator and Transfer Agent. The State Treasurer will serve as the administrator and transfer agent for the Fund.

Custodian. A custodian for the Fund will be appointed in accordance with the terms of the LGIP Investment Policy.

IV. Miscellaneous

Limitation of Liability

All persons extending credit to, contracting with or having any claim against the Fund offered in this Prospectus shall look only to the assets of the Fund that such person extended credit to, contracted with or has a claim against, and none of (i) the State Treasurer, (ii) any subsequent sub-pool, (iii) any pool participant, (iv) the LGIP, or (v) the State Treasurer's officers, employees or agents (whether past, present or future), shall be liable therefor. The determination of the State Treasurer that assets, debts, liabilities, obligations, or expenses are allocable to the Fund shall be binding on all pool participants and on any person extending credit to or contracting with or having any claim against the LGIP or the Fund offered in this Prospectus. There is a remote risk that a court may not enforce these limitation of liability provisions.

Amendments

This Prospectus and the attached Investment Policy may be amended from time to time. Pool participants shall receive notice of changes to the Prospectus and the Investment Policy. The amended and restated documents will be posted on the State Treasurer website: www.tre.wa.gov.

Should the State Treasurer deem appropriate to offer additional sub-pools within the LGIP, said sub-pools will be offered by means of an amendment to this prospectus.

LGIP-MMF Contact Information

Internet: www.tre.wa.gov Treasury Management System/TMS

Phone: 1-800-331-3284 (within Washington State)

Mail: Office of the State Treasurer
Local Government Investment Pool
PO Box 40200
Olympia, Washington 98504
FAX: 360-902-9044

RESOLUTION AUTHORIZING INVESTMENT
OF CITY OF SPOKANE MONIES IN THE
LOCAL GOVERNMENT INVESTMENT POOL

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, the City of Spokane, the “governmental entity”, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the City Council, the “governing body” or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

WHEREAS the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

NOW THEREFORE, BE IT RESOLVED that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

BE IT FURTHER RESOLVED that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by the City Treasury Manager and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

BE IT FURTHER RESOLVED that the governmental entity designates the City Administrator, Director of Finance and Administration, and/or the Chief Financial Officer, the “authorized individuals” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual’s instructions until such time as said notice has been provided.

BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual’s delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

PASSED AND ADOPTED by the Council of the City of Spokane, State of Washington on this _____ day of _____ 20____.

_____	_____
SIGNATURE	TITLE

_____	_____
SIGNATURE	TITLE

LOCAL GOVERNMENT INVESTMENT POOL
TRANSACTION AUTHORIZATION FORM

Please fill out this form completely, including any existing information, as this form will replace the previous form.

Name of Entity: City of Spokane	Mailing Address: 808 W. Spokane Falls Blvd Spokane, WA 99201
Fax Number: 509-625-6939	
E-mail Contact: treasuryaccounting@spokanecity.org	

How do you wish to have your monthly LGIP statements faxed or emailed to the information listed above?

Please note – if you choose to receive statements via email, fax or U.S. Mail.

☒ Email ☐ Fax ☐ U.S. Mail

Bank account where funds will be wired when a withdrawal is requested.

(Note: Funds will not be transferred to any account other than that listed).

Bank Name: US Bank
Branch Location: Seattle – 1420 5 th Ave Seattle, WA 98101
Bank Routing Number: 125000105
Account Number: 1-535-9528-6060
Account Name: Master Consolidated

Persons authorized to make deposits and withdrawals for the entity listed above.

Name	Title	Signature	Telephone Number
Jacob Hensley	Treasury Manager		509-625-6074
Alexis Rose-Perkins	Accounting Clerk		509-625-6091
Kevin Young	Accounting Clerk		509-625-6026

By signature below, I certify I am authorized to represent the institution/agency for the purpose of this transaction.

(Authorized Signature)	(Title)	(Date)
(Print Authorized Signature)	(E-mail Address)	(Telephone number)

Any changes to these instructions must be submitted in writing to the Office of the State Treasurer. Please mail this form to the address listed below:

OFFICE OF THE STATE TREASURER
LOCAL GOVERNMENT INVESTMENT POOL
PO Box 40200
OLYMPIA, WA 98504-0200
FAX: (360) 902-9044

Date Received: ____ / ____ / ____
Fund Number: ____
(for LGIP use only)

State of Washington)
County of _____) ss.

Signed or attested before me by _____.

Dated this ____ day of _____, 20__.

SEAL OR STAMP

Signature of Notary

Typed or printed name of Notary
Notary Public in and for the State of Wash.
My appointment expires: _____

Briefing Paper

Finance & Administration Committee

Division & Department:	Human Resources/Employee Benefits
Subject:	Open Enrollment & 2019 Medical Benefits For Council Members and Council Staff
Date:	September 6, 2018
Author (email & phone):	tcollins@spokanecity.org 625-6227
City Council Sponsor:	
Executive Sponsor:	Christine Cavanaugh
Committee(s) Impacted:	Exempt Confidential & Mayor/Council
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	This discussion is linked to Budget – all Elected Officials and Non-Represented Employees must enroll in Medical Benefits between November 5, 2018 and November 16, 2018 – if enrollment is not completed, medical benefits will end effective 1/1/2019.
Strategic Initiative:	Sustainable Resources
Deadline:	Last day of Open Enrollment is November 16, 2018
Outcome: (deliverables, delivery duties, milestones to meet)	For all parties to successfully enroll, via PeopleSoft, in new medical plan during Open Enrollment (11/5/18 through 11/16/18) for an effective date of 1/1/19.
<p>Background/History: <i>Provide brief history e.g. this is the 3rd and final 5 year extension of the contract which was put in place in 2007.</i></p> <p>Current medical plans for Exempt Confidential and Mayor/Council Members, and their dependents, will terminate December 31, 2018 at midnight. Each Member of said Group will be required to enroll in a new medical plan, via PeopleSoft, during Open Enrollment or they will not have medical benefits beginning January 1, 2019. Senior Benefit Specialist Teresa Collins will present the two (2) new medical plans (Premera Blue Cross Plan 7 and Kaiser Permanente Plan 5) that will be available to choose from during Open Enrollment.</p>	
<p>Executive Summary:</p> <ul style="list-style-type: none"> • <u>Exempt Confidential & Mayor Council medical benefits change 1/1/19</u> • <u>Each Member is required to choose a new medical plan during Open Enrollment via PeopleSoft; November 5, 2018 through November 16, 2018</u> • <u>If a new medical plan is not chosen during Open Enrollment, medical benefits terminate 12/31/18 @ midnight</u> • <u>Employee Benefits will present an overview of two (2) new medical plan options; Premera Plan 7 (PPO) and Kaiser Permanente Plan 5 (HMO)</u> 	

- Flexible Spending Account is a vehicle to fund qualified, out-of-pocket, eligible, unreimbursed costs

Budget Impact:

Approved in current year budget? ☐ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☐ No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? ☐ Yes ☐ No

Requires change in current operations/policy? ☐ Yes ☐ No

Specify changes required:

Known challenges/barriers:

ORDINANCE NO. C - _____

An ordinance relating to the disposition of surplus real property; adopting new sections 12.10.005 and 12.10.050; and amending sections 12.10.030 and 12.10.040 of the Spokane Municipal Code.

WHEREAS, there is a significant need for housing in the city of Spokane for households with incomes under 80% percent of the area median income (AMI), and in particular, those with incomes from 50% to 80% of AMI; and

WHEREAS, given the need for affordable housing in Spokane, the City of Spokane desires to examine, in the process of disposing of City-owned surplus real property, whether surplus real property can provide affordable housing opportunities; and

WHEREAS, the City's Comprehensive Plan supports the development of affordable housing funding sources; and

WHEREAS, the Washington State Legislature has authorized local governments to dispose of surplus property for, among other purposes, the development of affordable housing.

NOW THEREFORE, the City of Spokane does ordain:

Section 1. That there is adopted a new section 12.10.005 of the Spokane Municipal Code:

Section 12.10.005 Definitions

- A. "Affordable housing" means housing units in the city of Spokane intended for occupancy by households with income under eighty percent (80%) of area median income ("AMI") for the Spokane Washington HUD Metro FMR Area.
- B. "Public benefit" means affordable housing for low-income and very low-income households as defined in RCW 43.63A.510, and related facilities that support the goals of affordable housing development in providing economic and social stability for low-income persons.

Section 2. That section 12.10.030 of the Spokane Municipal Code is amended to read as follows:

Section 12.10.030 Real Estate Review Committee; Report.

- A. Upon determining that no City department is using, or will use, an identified parcel of land within a reasonable timeframe, the Real Estate Review Committee (“RERC”) shall review the subject property and prepare a written recommendation to the Mayor as to whether a particular parcel should be declared surplus and, if so, the method of disposition. The RERC shall meet on an as-needed basis, and shall include the following members or their designees:
1. Asset Management Director,
 2. City Administrator,
 3. Finance Director,
 4. City Attorney,
 5. City Department or Division Head most directly affected by the surplus and disposition, if applicable,
 6. The two City Council Members who represent the district where the subject property is located, and
 7. Director of Neighborhood Services
- B. The RERC report shall include at least the following information regarding the subject property:
1. A description of subject parcel’s size, zoning, existing improvements, condition of improvements, ingress/egress, neighborhood planning, environmental condition (findings of environmental reports), and other salient observations.
 2. A description of the acquisition and development history of property, including when was the property originally acquired by the City, the source of funds for acquisition, the source of funds for subsequent improvements, how the property is currently used or was used most recently, and the City department(s) involved, etc.
 3. A determination of the property’s suitability for affordable housing units, including the recommendation, if any, from the City’s Community, Housing, and Human Services Department as to whether a property is suitable for affordable housing development.
 4. The report should identify the City department or fund (e.g., revenue, general, special) which is most logically and/or economically linked to the property. In addition, the report should address the repayment of bonds, grants, or other financing instruments used to acquire the property or

which have used the property as security.

5. Before a recommendation for surplus and disposition is made, the RERC shall announce to all City departments and the City Council that the subject property is being evaluated for surplus. If a City department expresses interest in using the property, that department must present a written explanation to the RERC, for inclusion in its recommendation report, of the interested department's interest, its intended use, timeline, and operational and financial rationale for maintaining City ownership of the property for use by the interested department.
6. The RERC's report must describe the efforts made by the RERC to obtain input from and consultation with elected officials, City staff, neighborhood councils, and other groups that may have developed ideas on re-purposing the subject property in alignment with City strategic goals.
7. The RERC report must also include an estimate of the subject property's market value. This can be accomplished by the use of a Member of Appraisal Institute ("MAI") /state certified appraisal, tax assessment, market comparables, and/or a City staff opinion of market value.
8. The RERC report should include any recommended covenants, conditions, or restrictions that the City should place on the subject property before disposed. Examples include access easements, air rights for adjacent property owners, purchase option or right of first refusal for City to reacquire property at a future date, among others.
9. The RERC report should recommend the preferred disposition method from among those listed in SMC 12.10.040. The methods are not mutually exclusive and some properties may require a mixture of the methods.

Section 3. That section 12.10.040 of the Spokane Municipal Code is amended to read as follows:

Section 12.10.040 Allowable Methods of Property Disposition

- A. Surplus City real property may be disposed of using any of the following methods:
 1. Direct Sale. Using City legal staff, third party title/escrow companies, and third party reports such as appraisals and environmental studies, the City may sell property directly to another party. This approach does not require the services of a professional listing broker or the additional considerations of a special disposition. Typical examples for which this

method are most well-suited include:

- a. Remnants, defined as: 1) small parcels of land, usually smaller than 2,000 square feet, 2) irregular shapes, and 3) are unlikely to support any stand-alone development. Remnants are often the leftover parcels from right of way dedications and developments. The most likely buyer of a remnant property will be an abutting property owner.
 - b. Unsolicited offers the City receives from public or private parties on city-owned real estate properties that have not been surplus or are not actively being marketed for sale.
 - c. Sales to Public Development Authorities or Limited Redevelopment Authorities, provided that such sales comply with Chapter 39.33, RCW.
 - d. Sales to affordable housing providers, provided that such sales comply with Chapter 39.33.
2. Listing with Real Estate Broker. In order to generate the greatest return on the sale of a property, subject to applicable procurement laws, the City may contract with a professional commercial real estate broker who specializes in commercial or residential properties for broker listing in some cases. Broker listings are ideally suited for land parcels and improved properties in established neighborhoods for which (1) the anticipated use of the subject properties will be similar to their present uses, and (2) future development of the subject parcel is expected to conform to the well-established land uses prevalent in the subject property's vicinity.
 3. Land Swaps. The City may also, as specifically authorized by chapter 39.33, RCW, dispose of real property via a land swap with another public entity, such as a school district, county, the federal government, or other municipal corporation.
 4. Special Dispositions. Some City-owned real property may merit the use of a special disposition method because they can provide benefits that far exceed the limitations of monetary market value. Special disposition of these properties can further the objectives and goals of the City and can actually be a catalyst for economic development, affordable housing, and expansion of community services. All special dispositions should be reviewed for compliance with RCW 39.33 and Article VIII, Section 7 of the Washington State Constitution, which generally prohibits gifting of City property.

- a. Key characteristics qualifying a property for special disposition status include the following:
- i. Properties that have a nexus with a Public Development Authority, such as where the property is within the geographic area of a public development authority (PDA), or where a PDA has expressed specific interest in the subject property.
 - ii. Properties within City-designated targeted investment areas or a neighborhood where redevelopment is a focus of revitalization efforts.
 - iii. Properties with characteristics desirable when providing affordable housing units including access to transit, employment centers, healthcare facilities, or schools. The property's current land use zone designation shall not be considered prohibitive to providing affordable housing units.
 - iv. Properties for which there is strong community interest, as expressed by neighborhood councils, local businesses, schools, and other community organizations.
 - v. Properties which may, if the use is changed from the current use, create a substantial impact on neighboring property owners.
 - vi. The needs of multiple stakeholders, including those mentioned above, may necessitate the use of a disposition method other than a listing or direct sale.
 - vii. The City may use a special disposition method where the City anticipates that a likely buyer will request a zoning change, a street dedication, a right of way vacation, or zoning changes.
 - viii. Special disposition methods may be appropriate where the City retains requires property rights after the sale of the property, such as access easements, air rights, purchase options, and other conditions not already addressed elsewhere.
 - ix. The RERC report may contain a recommendation for the use of a special disposition method for reasons other than those listed above, based on the specific circumstances.

- b. Prior to finalizing a report which recommends a special disposition method, the RERC shall hold a public hearing regarding the subject property. The RERC will issue a notice of public hearing no sooner than 10 days and no more than 25 days prior to the hearing. Notice will be sent to all property owners within 1,000 feet of the subject property and officers of the applicable neighborhood council. The RERC shall incorporate the public hearing comments in its recommendation report.
- c. The primary means for performing a special disposition is a City-issued Request for Proposal ("RFP"). The RERC will develop the RFP criteria as part of any recommendation report which recommends disposition via a special disposition process. The criteria used in evaluating responses to the RFP will be enumerated and weighted on a property-specific basis. For instance, the RFP criteria on a residential parcel in one area of the City may vary significantly from that on an industrial property in another area.
 - i. Some RFP criteria may be:
 - A. Compatibility with adopted neighborhood plan
 - B. Compliance with the City of Spokane's Comprehensive Plan
 - C. Potential number of affordable housing units, income level served, and length of time the units are expected to remain affordable.
 - D. Job creation potential
 - E. New tax base expansion or creation potential
 - F. Ultimate range of purchase price and earnest money
 - G. Relevant purchase contract conditions
 - H. Experience and capability of the buyer
 - I. Timeline for completing the project and/or project phases, as applicable
 - J. Character of ownership
- d. The RFP process may use a direct sale closing process or it may become part of the listing requirements with a licensed broker.

Alternatively, the RERC may recommend a long term lease. The RERC report shall contain a recommendation concerning the method of disposition.

Section 4. That there is adopted a new section 12.10.050 of the Spokane Municipal Code:

Section 12.10.050 Special Dispositions for Public Benefit

- A. Pursuant to RCW 39.33, the City of Spokane may dispose of surplus property, may transfer, lease, or use other methods of disposal of such property for public benefit.
- B. Special dispositions of City surplus real property for public benefit may be made to a public, private, or nongovernmental body on mutually agreeable terms and conditions, including a no-cost transfer, subject to and consistent with Washington Constitution article VIII, section 7, RCW 39.33, and this chapter.

PASSED by the City Council on _____

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effect

RESOLUTION

A RESOLUTION declaring AssetWorks, provider of government fleet management software solutions for Fleet Services, as a sole source for the maintenance of the City's M5, Crystal Reporting and Fuel Focus Software and authorizing a maintenance contract at an annual cost of \$79,258.11 including tax, without public bidding.

WHEREAS the City acquired a Fleet Management Software from AssetWorks in 1993 after a detailed vendor selection process consisting of user evaluation, technical compatibility, vendor references and costs comparison; and

WHEREAS it is necessary to have a software maintenance contract in order to obtain software upgrades and receive Help Desk support which is of benefit to staff; and

WHEREAS AssetWorks is the only authorized firm to provide maintenance services on its software system; and

WHEREAS if this Sole Source is not approved the City's ability to maintain its software will be severely impacted as the City will not be able to obtain upgrades and helpdesk support.

-- Now, Therefore,

BE IT RESOLVED by the City Council for the City of Spokane that it hereby declares AssetWorks a sole source for providing software maintenance services on the City's Fleet Management Software; and

BE IT Further RESOLVED that staff is hereby authorized to enter into a maintenance contract with AssetWorks without public bidding at a cost of \$79,258.11 including sales tax.

ADOPTED BY THE CITY COUNCIL ON _____

City Clerk

Approved as to form:

Assistant City Attorney

TO: City of Spokane
FROM: AssetWorks LLC
DATE: August 10, 2018
RE: FleetFocus M5 Maintenance and Support Renewal

Prices valid through September 30, 2019

Annual Software Maintenance and Support for period 10/1/2018 - 9/30/2019

FleetFocus M5	\$	61,696.73
Crystal Reports	\$	1,320.96
FuelFocus software	\$	9,829.84
<i>Includes product updates and enhancements, unlimited email and telephone support for 12 months</i>		
Subtotal, Current Maintenance, not including tax and options	\$	72,847.53

OPTIONAL MAINTENANCE BUNDLES

AssetWorks Academy Users Conference Admission

Quantity @ \$1,250.00/person

Management Review

Check here to receive a quote

AssetWorks will perform onsite assessment relating maintenance practices to available system functionality to optimize organizational performance. This review will be scheduled at a mutually convenient time.

Upgrade Assistance

\$4,000.00

AssetWorks will provide technical assistance to your organization to complete the upgrade to the next version. This assistance will be scheduled at a mutually convenient time. For details, please contact AssetWorks.

For Visa, MasterCard, and American Express payments, add 4%:

REMIT TO:

WA Sales Tax: 8.8000% \$ 6,410.58

CHECKS

All software updates are electronically delivered

AssetWorks
 PO Box 202525
 Dallas TX 75320-2525

GRAND TOTAL DUE, \$ US

EFT, ACH, OR DIRECT DEPOSIT

Wells Fargo, 8601 N. Scottsdale Rd., Scottsdale AZ 85253
 ABA # 122105278
 Account # 5076434348

US Tax ID # 98-0358175

Canada GST/HST # 834113896 RT0001

AssetWorks LLC is a subsidiary of Trapeze Software Group Inc.

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Name: _____ **Title:** _____

Signature: _____ **Date:** _____

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→ If you have any questions, please contact Kimberly Hamiter at (858) 866-9022 or Kimberly.Hamiter@AssetWorks.com. **Thank You!** ←

Briefing Paper

Finance & Administration

Division & Department:	City Council
Subject:	Special Disposition of Surplus Property for Affordable Housing
Date:	9/17/18
Contact (email & phone):	Ben Stuckart/bstuckart@spokanecity.org/509-625-6269
City Council Sponsor:	Ben Stuckart
Executive Sponsor:	None
Committee(s) Impacted:	Finance & Administration; Urban Experience
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Comprehensive Plan – H 1.12 (Affordable Housing Funding Sources) Comprehensive Plan – SH 1.6 (Vacant, Condemned, & Real Estate Owned Buildings) Comprehensive Plan – SH 1.7 (Surplus City Real Property) RCW 39.33 Mayor Condon's Housing Quality Task Force The Road Home – Spokane Regional 10-year Plan to End Homelessness
Strategic Initiative:	Available Housing; Our Most Vulnerable
Deadline:	Will file after committee
Outcome: (deliverables, delivery duties, milestones to meet)	N/A
<u>Background/History:</u> <p>The lack of affordable housing is a root cause of poverty in Spokane (Spokane County & City of Spokane, 2008). More than half of all renters in Spokane are considered “rent burdened”¹ (Spokane Community Indicators, n.d.). Spokane’s percentage of rent burdened² citizens outpaces the rates of the rest of Spokane County as well as the Washington state and United States averages.</p> <p>The high cost and lack of available land can make it impossible for affordable housing development. Strong housing demand like we have seen recently in Spokane (Kramer, 2018) can drive land costs up (Hickey & Sturtevan, Public Land & Affordable Housing in the Washington DC Region: Best Practices and Recommendations, 2015). No cost or discounted public land can be a valuable component of an overall effort to make affordable housing development financially feasible.</p> <p>Many municipalities (Garrison, 2016), agencies (Cohen, No Cost Public Land Gives Seattle Affordable Housing Developers a Boost, 2017), and states have policies that allow the transfer of public property to developers of affordable housing under market value or even at no cost (Local Housing Solutions, n.d.).</p> <p>Surplus City properties, especially vacant land, can have a direct budget impact including costs for upkeep and foregone property taxes. Vacant public properties can also have safety issues and can have a negative impact on neighborhoods (Spotts, Hale-Case, & Abu-Khalaf, 2017).</p>	

¹ 30% of renters in Spokane pay over half of their household income on rent. More than half of all renters pay at least 30% of their household income in rent.

² Moderate Cost Burdened – 30-49% of Income
 Severe Cost Burdened – 50% or more of Income

The Mayor's Housing Quality Task Force has recommended a policy to identify city owned surplus property transfer with a condition to develop affordable housing. (Mayor Condon's Housing Quality Task Force, 2016).

In 2018, the Washington State Legislature passed HB 2382 which authorizes local governments to dispose of surplus property for the development of affordable housing including land acquired with enterprise funds (Association of Washington Cities, 2018). The state has defined affordable housing (known as "public benefit" in the law) as <80% AMI.³ There is a requirement for local governments to adopt regulations governing the transfer of public property for affordable housing authorized under HB 2382.

Executive Summary:

This ordinance:

- Requires that the Real Estate Review Committee (RERC) report include a determination of whether a surplus property is suitable for affordable housing. The City's CHHS Department may make a recommendation on whether a property is suitable for affordable housing. It creates no development/redevelopment preference for affordable housing.
- Establishes affordable housing as a key characteristic of properties that qualify for special disposition. Characteristics desirable for the development of affordable housing include close access to transit, schools, health facilities, and employment centers. A property's current land use designation does not prevent it from being considered as a potential site for affordable housing.
- Adds "potential number of affordable housing units, income level served, and length of time units are to be affordable" as criteria in RFPs for special dispositions. Maintains the flexibility for addressing each site in its own context.
- Notes that City property may be transferred at no cost if used for 'public benefit' per RCW 39.33. 'Public benefit' is defined as affordable housing for low-income and very low-income households as defined in RCW 43.63A.510, and related facilities that support the goals of affordable housing development in providing economic and social stability for low-income persons.

Budget Impact:

TOTAL COST: N/A

Approved in current year budget? ☐ Yes ☐ No ☒ N/A

Annual/Reoccurring expenditure? ☐ Yes ☒ No ☐ N/A

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.):

The ordinance has no fiscal impact. The City may lose revenue in the future from the sale or transfer of surplus property for less than fair market value. The development of vacant properties may also result in an increase property tax revenue.

Operations Impact:

Consistent with current operations/policy? ☐ Yes ☒ No ☐ N/A

Requires change in current operations/policy? ☒ Yes ☐ No ☐ N/A

Specify changes required: The RERC must consider if surplus City properties could be used for affordable housing.

Known challenges/barriers: None

³ Area Median Income

References

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- Cohen, J. (2017, November 27). *No Cost Public Land Gives Seattle Affordable Housing Developers a Boost*. Retrieved from Next City: <https://nextcity.org/daily/entry/no-cost-public-land-seattle-affordable-housing-developers-boost>
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- Desmond, M. (2016). *Evicted*. New York: Broadway Books.
- Garrison, J. (2016, February 12). Nashville to donate 13 properties for affordable housing. *Tennessean*.
- Hickey, R., & Sturtevan, L. (2015). *Public Land & Affordable Housing in the Washington DC Region: Best Practices and Recommendations*. Washington D.C.: Urban Land Institute Washington.
- Hickey, R., Murray, Z., & Reyes, S. (2018). *What About Housing?* Portland Oregon: Grounded Solutions Network.
- Kramer, B. (2018, September 11). Escalation in Spokane County home prices shows signs of slowing. *The Spokesman-Review*.
- Local Housing Solutions. (n.d.). *Use of publicly owned property for affordable housing*. Retrieved from Local Housing Solutions: <https://www.localhousingsolutions.org/act/housing-policy-library/use-of-publicly-owned-property-for-affordable-housing-overview/use-of-publicly-owned-property-for-affordable-housing/>
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- Spokane Community Indicators. (n.d.). *Total and Share of Renters Paying 30% or More of Their Household Income for Shelter Costs*. Retrieved from Spokane Community Indicators: http://www.communityindicators.ewu.edu/graph.cfm?cat_id=6&sub_cat_id=2&ind_id=1
- Spokane Community Indicators. (n.d.). *Total and Share of Renters Spending 50% or More of Their Household Income for Shelter Costs*. Retrieved from Spokane Community Indicators: http://www.communityindicators.ewu.edu/graph.cfm?cat_id=6&sub_cat_id=2&ind_id=6

Spokane County & City of Spokane. (2008). *The Road Home*. Spokane: Spokane County & City of Spokane.

Spotts, M. A., Hale-Case, G., & Abu-Khalaf, A. (2017). *Public Benefit from Publicly Owned Parcels: Effective Practices in Affordable Housing Development*. Columbia, Maryland: Enterprise Community Partners.

Stum, B. (2015). *Is There Affordable Housing in Spokane?* Spokane: Spokane City Council.

United Way. (2016). *ALICE in Spokane County*. Spokane: United Way.

Briefing Paper

Sustainable Resource Committee

Division & Department:	Planning Economic Development Team
Subject:	Urban Utility Installation Program Application
Date:	9/17/2018
Author (email & phone):	Department Director, Heather Trautman and Teri Stripes x6597
City Council Sponsor:	Candice Mumm/Ben Stuckart
Executive Sponsor:	Rick Romero/Gavin Cooley
Committee(s) Impacted:	Urban Experience, Sustainable Resource and Innovative Infrastructure
Type of Agenda item:	<input type="checkbox"/> Consent X Discussion X Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	<p>Strategic Key Advancement of:</p> <p>Strategies and Tactics:</p> <ul style="list-style-type: none"> Invest in Key Neighborhoods and Business Centers; esp PDA's Invest in Key Public Amenities and Facilities Maximize Public Assets <p>Expected Outcomes:</p> <ul style="list-style-type: none"> Property values growing faster than historic averages We have created an environment to promote mixed income neighborhoods with a diverse range of housing options for all buyers Total public/private investment and job growth is higher in targeted areas compared with the region <p>Comprehensive Plan, Charter 7 Economic Development:</p> <p>ED 2 LAND AVAILABILITY FOR ECONOMIC ACTIVITIES Goal: Ensure that an adequate supply of useable industrial and commercial</p> <ul style="list-style-type: none"> Property is available for economic development activities. <p>ED 6 INFRASTRUCTURE Goal: Implement infrastructure maintenance and improvement programs that support new and existing business and that reinforce Spokane's position as a regional center.</p> <p>ED 7 REGULATORY ENVIRONMENT AND TAX STRUCTURE Goal: Create a regulatory environment and tax structure that encourage investment, nurture economic activity, and promote a good business climate.</p> <ul style="list-style-type: none"> ED 7.4 Tax Incentives for Land Improvement <i>Support a tax structure that encourages business investment and construction where infrastructure exists, especially in centers or other target areas for development.</i> ED 7.5 Tax Incentives for Renovation <i>Use tax incentives and investments to encourage revitalization, modernization, or rehabilitation of deteriorated</i>

	<i>residential and commercial properties and buildings for new economic activity.</i>
Strategic Initiative:	See above Alignment with Urban Edge
Deadline:	9/10/2018
Outcome: (deliverables, delivery duties, milestones to meet)	City and developer agreement on Urban Utility Installation Program reimbursement assistance of up to \$40,000 for Water, Fire, and Sewer right-of-way improvement for the Otis Hotel
<p><u>Background/History:</u> <i>Provide brief history e.g. this is the 3rd and final 5 year extension of the contract which was put in place in 2007.</i></p> <p>This last spring and summer Council passed ORD C35632 and Administrative Policy 065-18-01 for the implementation of the Urban Utility Installation Program Assistance.</p>	
<p><u>Executive Summary:</u></p> <p>Our first application under the new ordinance was received by HOS and BOZ, LLC for the Otis Hotel.</p> <p>That application for the Urban Utility Installation Program for assistance of up to the maximum available for a qualified project expenses, which is up to \$40,000. This approval is based upon the application meeting the following four criteria and is contingent upon the execution of an agreement between you and the City of Spokane.</p> <ul style="list-style-type: none"> • Projects must have a commercial or multi-family use post redevelopment. • Projects must be located in a Target Investment Area and/or in a designated Center & Corridor Zoned area, or be a Historically Used Commercial structure, a Neighborhood Retail Zoned Property, and/or a listed Historic Property. • For those properties which qualify, water and sewer right-of-way installation assistance may be eligible to increase up to a total of forty thousand dollars (\$40,000), when other improvements meet additional City Strategic priorities such as Historically Listed Properties, as well as stormwater and/or conservation priorities. • Any financial assistance and reimbursement awarded to individual projects under this program is limited to those investments made within the public right-of-way. 	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><u>Operations Impact:</u></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Specify changes required: ORD amendment</p> <p>Known challenges/barriers:</p>	