

**URBAN EXPERIENCE
COMMITTEE MEETING AGENDA FOR
MONDAY January 10, 2022
1:15 p.m. — Streaming Live Online & Airing on City Cable 5**

The Spokane City Council’s Urban Experience Committee meeting will be held at **1:15 p.m. on January 10th, 2022** – Streaming Live Online & Airing on City Cable 5. Council members and presenters will be attending virtually and the meeting will be streamed live at <https://my.spokanecity.org/citycable5/live> and will also air on City Cable 5.

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 physical meeting will not be open to the public and no public testimony will be taken. Discussion will be limited to appropriate officials, presenters, and staff. The public is encouraged to tune in live at the address above.

AGENDA

- I. Call to Order**
- II. [Approval of Minutes from December 13th, 2021](#)**
- III. Discussion Items**
 - A. Staff Requests**
 - a. [MFTE Designating Residential Targeted Areas \(Garland & University District\)- Teri Stripes \(10 min\)](#)**
 - b. [Traffic Engineering Contract to Support the Traffic Calming Program- Inga Note \(10 min\)](#)**
 - c. [Amendment No. 2 to the MOA between the City and County regarding wastewater treatment charges & payments- Marlene Feist \(10 min\)](#)**
 - d. [VOA Hope House Operations Funding Need- Jenn Cerecedes and Eric Finch \(10 min\)](#)**
 - B. Council Requests**
 - a. [Treasury Emergency Rent Assistance 2 \(ERA2\) Sub Grant Recommendation- Kelsey Martin and Eric Finch \(10 min\)](#)**
- IV. Standing Topic Discussions**
 - A. Building Permit/Construction Updates- Kris Becker (10 min)**

V. Consent Items- Briefing Papers Only, No Discussion

- A. Settlement of Lawsuit- Trisha Christian and Corey Christian- Michael Ormsby
- B. MFTE Conditional Agreement Foothills- Teri Stripes
- C. MFTE Conditional Agreement Liberty 2- Teri Stripes
- D. 2022 Cisco SmartNet Renewal- Theresa Pellham
- E. CDW Government (CDW-G) Value Blanket- Michael Sloon
- F. Dell Marketing L.P. (Dell Financial, L.L.C.) Value Blanket- Michael Sloon
- G. Software House International, Inc. (SHI) Value Blanket- Michael Sloon

VI. Adjournment

Next Urban Experience Committee meeting will be on Monday, February 14, 2022 at 1:15 pm.

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.

STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
12/13/21 – MINUTES

Attendance

City Employees: Hannahlee Allers, Kris Becker, Marlene Feist, Garrett Jones, Raylene Gennett, Clint Harris, David Paine, Richard Giddings, Eldon Brown, CM Karen Stratton, CM Lori Kinnear, CM Betsy Wilkerson, Michael Sloon, CP Breean Beggs, CM Michael Cathcart, Eric Finch, Marlene Feist, Michelle Loucks, Brian McClatchey, Kara Odegard, Tonya Wallace, Meghann Steinolfson, CM Kate Burke, CM Candace Mumm, Matt Boston

Non-City Employees: Tara Alfano, Alisha Shaw

The meeting started at 1:18 pm.

Approval of Minutes:

The November 8th, 2021 meeting minutes were approved. Motion CM Betsy Wilkerson, seconded by CP Breean Beggs.

Agenda Items:

1. **Family Promise, Guardians Hotel, and YWCA Safe Shelter- Eric Finch**
Overview of the mentioned locations and the RFP from four weeks ago, the number of additional nights/spaces for families and women which were focused on due to limited capacity in the system. The RFP is open and ongoing for continuous improvement. CM Kinnear had a question regarding individuals outside of City Hall in the Camp Hope 2.0 and if increased options apply to them. Eric answered how the spaces currently and those coming are options and the plan on how to assist the needs and connect with services. CM Kinnear also mentioned the dozens that are camped along the river and need addressed. CM Wilkerson had a question regarding hoteling and the effectiveness based on the cost. CM Cathcart asked about bed availability since protest started and what options there are moving forward. House of Charity had been closed due to Norovirus until Friday, approximately 30 beds for men, minimal for women, 15-20 for families, and 30 for young adult. During Homeless Coalition meeting tomorrow a conversation on availability and access will be discussed. CM Cathcart commented about the public facing database where providers can update numbers and everyone can be on the same page.

2. **Parks Holiday Update- Garrett Jones**
Presentation on Winter Activation with the RFP Holiday Tree Walk through January 2nd, Light up the Night Trail of Lights until January 2nd, Cowley Park Lights through January 31st, Mainto Holiday Lights drive thru 10th-16th, walk thru 17th-19th, Wheatland Bank Horse/Carriage Rides on weekends, Ice Ribbon, overview of recreation winter

activities, and New Year's Eve fireworks. CM Kinnear suggested using multiple parks especially for the walk thru to limit impact to one neighborhood.

- 3. STA UTap Contact Amendment- Meghann Steinolfson**
Contract renewal for employees to use badges to ride the bus. The parking downtown is prime and access to the bus allows employees to park further away and utilize STA and limit congestion.
- 4. State Auditors Exit Audit Report- Tonya Wallace, Tara Alfano, and Alisha Shaw**
Presentation on the Exit Conference. Presented in November at the Finance Committee, after this should be able to publish. Overview of Federal Grant compliance and findings. Looked at Emergency Solutions Grant, COVID-19 Emergency Solutions Grant, Home Investment Partnerships, and COVID-19 Coronavirus Relief Funds. There was a questioned cost regarding subrecipient's indirect costs. There had been a change/update for reimbursement request based on dates and where submitted. Recommendation was that the City be aware of changes and to comply with grant.
- 5. University District PDA Update- CP Breean Beggs**
Moved to Public Infrastructure and Environmental Sustainability meeting in January.
- 6. 20 MPH Pilot – CM Lori Kinnear**
CM Kinnear gave a background on the program and posting seasonal 20 MPH signs around certain parks. With COVID and increase use of parks and sidewalk usage the resolutions are asking for the 20 MPH be year-round after pilot for specific parks and adjacent streets as well as High Drive be 30 MPH from Streets recommendation.
- 7. Building Permit/Construction Updates- Kris Becker**
Presentation shared, increase in permits shared, this year passed last year on revenue, increase in smaller revenue projects, 352 new single-family residence permits with some in the pipeline, map for locations shared and will be send via email to council members, 691 new multi-family units permitted with some in review still, map for locations shared, and answered questions.
- 8. Green Fleet Sustainability Plan- Rick Giddings**
A more depth presentation will be presented at PIES in January. A presentation was shared with recommendations, ZEV Deployments, EVSE installations with estimated costs and deployment map,

Consent Items:

Consent items approved.

Executive Session:

There was no Executive Session.

Adjournment:

The meeting was adjourned at 2:20 pm.

Prepared by:

Danielle Norman

Approved by:

Chair – Karen Stratton

For further information contact: Danielle Norman, 625-6195

Briefing Paper

Urban Experience Committee

Division & Department:	Planning & Economic Development
Subject:	MFTE Designating Residential Targeted Areas (Garland & University District)
Date:	January 10, 2022
Contact (email & phone):	Teri Stripes (tstripes@spokanecity.org , x6597)
City Council Sponsor:	Council President Beggs and Council Member Stratton
Executive Sponsor:	Steve MacDonald (smacdonald@spokanecity.org x6835)
Committee(s) Impacted:	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)	<p>SMC 08.15 Multi- Family Housing Property Tax Exemption</p> <p>A. The purposes of this chapter are to:</p> <ol style="list-style-type: none"> 1. encourage more multi-family housing opportunities, including affordable housing opportunities, within the City; 2. stimulate the construction of new multifamily housing and the rehabilitation of existing vacant and underutilized buildings for multi-family housing; 3. increase the supply of mixed-income multifamily housing opportunities within the City; 4. accomplish the planning goals required under the Growth Management Act, chapter 36.70A RCW, as implemented from time to time by the City's current and future comprehensive plans; 5. promote community development, neighborhood revitalization, and availability of affordable housing; 6. preserve and protect buildings, objects, sites and neighborhoods with historic, cultural, architectural, engineering or geographic significance located within the City; and 7. encourage additional housing in areas that are consistent with planning for public transit systems. <p>Comprehensive Plan Land Use Policies:</p> <ul style="list-style-type: none"> LU 1.4 Higher Density Residential Uses LU 3.5 Mix of Uses in Centers LU 4.2 Land Uses That Support Travel Options and Active Transportation LU 4.6 Transit-Supported Development <p>Comprehensive Plan Housing Policies:</p> <ul style="list-style-type: none"> H 1.9 Mixed-Income Housing H 1.4 Use of Existing Infrastructure H 1.10 Lower-Income Housing Development Incentives H 1.11 Access to Transportation H 1.18 Distribution of Housing Options <p>Comprehensive Plan Economic Development Policies:</p> <ul style="list-style-type: none"> ED 2.4 Mixed-Use ED 7.4 Tax Incentives for Land Improvement
Strategic Initiative:	Housing
Deadline:	Will file for Council consideration following committee meeting

Outcome: (deliverables, delivery duties, milestones to meet)	Approval of Multi-Family Tax Exemption Target Area/Boundary changes in the Garland District and the South University District.
<u>Background/History:</u>	
<p>In response to the housing shortage in Spokane, it is the desire of the City to expand the MFTE boundary to again incentivizes the creation of multifamily housing in the Garland target area and to expand the MFTE boundary in the south University District following notice and public hearings as prescribed in RCW 81.14.040, the Council may designate one or more residential targeted areas, upon a finding by the Council in its sole discretion.</p>	
Attachments:	
<ul style="list-style-type: none"> • Attachment B: zoomed in Spokane’s Multi-Family Tax Exemption Target Area for presentations • Res of Intent to Designate RTA • Ord Amending MFTE SMC Section 8.15.030 	
Tentative Process and Timeline:	
<ul style="list-style-type: none"> • Jan. 10, 2022 – Urban Experience Committee Briefing • Jan. 24, 2022 - Council Agenda Briefing and action to occur on the same day (post-holiday) on Resolution of intention/setting hearing for Feb 14, 2022 • Jan. 31, 2022 – Briefing of first reading ordinance on February 7 Advance Agenda • February 7 – Briefing of “hearing on final reading ordinance” during 3:30 p.m. Briefing Session and First Reading of Ordinance held during 6:00 p.m. Session • Feb 14, 2022 – Hearing and 2nd reading of Ordinance • Ordinance replacing the Boundary Map goes into effect 30 days later 	
<u>Executive Summary:</u>	
<ul style="list-style-type: none"> • Adding the Garland District back into the MFTE Target Area/Boundary • Adding a small portion of the south University District into the MFTE Target Area/Boundary 	
<u>Budget Impact:</u>	
Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	
Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	
If new, specify funding source:	
Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u>	
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:	

ORDINANCE NO. C - _____

An ordinance relating to multiple family housing property tax exemption; amending SMC section 8.15.030 D, by amending the map Attachment A: Spokane MFTE Target Area through expansion of the target area boundary.

WHEREAS, the expansion of Spokane's multi-family tax exemption (MFTE) Target Area in the Garland and the south University District urban centers will provide additional housing opportunity within the City, including affordable housing within the targeted area assisting in achieving one or more of the following purposes:

1. encouraging more multi-family housing opportunities, including affordable housing opportunities, within the City;
2. stimulating the construction of new multifamily housing and the rehabilitation of existing vacant and underutilized buildings for multi-family housing;
3. increasing the supply of mixed-income multifamily housing opportunities within the City;
4. accomplishing the planning goals required under the Growth Management Act, chapter 36.70A RCW, as implemented from time to time by the City's current and future comprehensive plans;
5. promoting community development, neighborhood revitalization, and availability of affordable housing;
6. preserving and protecting buildings, objects, sites and neighborhoods with historic, cultural, architectural, engineering or geographic significance located within the City; and
7. encouraging additional housing in areas that are consistent with planning for public transit systems.

Now, Therefore, the City of Spokane does ordain:

Section 1. That SMC section 8.15.030 is amended to read as follows:

8.15.030 Residential Targeted Areas – Criteria – Designation

- A. Following notice and public hearing as prescribed in RCW 84.14.040, the council may designate one or more residential targeted areas, upon a finding by the

council in its sole discretion that the residential targeted area meets the following criteria:

1. The residential targeted area is within an urban center.
 2. The residential targeted area lacks sufficient available, desirable, and convenient residential housing, including affordable housing, to meet the needs of the public who would be likely to live in the urban center if affordable, desirable, attractive, and livable residences were available; and
 3. Providing additional housing opportunity, including affordable housing, in the residential targeted area will assist in achieving one or more of the following purposes:
 - a. Encourage increased residential opportunities within the City, including mixed-income and affordable housing opportunities; or
 - b. Stimulate the construction of new multifamily housing; or
 - c. Encourage the rehabilitation of existing vacant and underutilized buildings for multifamily housing.
- B. In designating a residential targeted area, the council may also consider other factors, including whether:
1. additional housing, including affordable housing units, in the residential targeted area will attract and maintain an increase in the number of permanent residents;
 2. an increased permanent residential population in the residential targeted area will help to achieve the planning goals mandated by the Growth Management Act under chapter 36.70A RCW, as implemented through the City's current and future comprehensive plans;
 3. encouraging additional housing in the residential targeted area is consistent with public transportation plans; or
 4. additional housing may contribute to revitalization of a distressed neighborhood or area within the City.
- C. At any time the council may, by ordinance, in its sole discretion, amend or rescind the designation of a residential targeted area pursuant to the same procedural requirements as set forth in this chapter for original designation.

D. The following area, as shown in [Attachment A](#) , is designated as a residential targeted area under this chapter:

1. Spokane's MFTE

E. If a part of any legal lot is within a designated residential targeted area with zoning allowing for construction of multifamily housing, Centers and Corridors Zones: CC1, CC2, CC3 overlay, and CC4, Residential Zones: RMF, RHD and Commercial Zones: DTG, DTU, DTS, DTC, CA1, CA2, CA3, CA4, O, OR, NR, NMU, CB, GC and where multi-family housing is allowed in LI as shown in [Attachment A](#), then the entire lot shall be deemed to lie within such residential targeted area. The area designated as a residential targeted area is bound by the streets described in Attachment A. Property located outside of, but adjacent to, the described area is not designated as a residential targeted area.

PASSED BY THE CITY COUNCIL ON _____, 2022.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

RESOLUTION NO. 2022 - _____

A RESOLUTION EXPRESSING THE INTENTION OF THE CITY COUNCIL TO DESIGNATE A RESIDENTIAL TARGETED AREA, AMEND SMC 8.15.030 AND SET A PUBLIC HEARING.

WHEREAS, Chapter 84.14 RCW authorizes cities to enact multifamily housing property tax incentive programs by designating residential targeted areas within urban centers; and

WHEREAS, the City of Spokane exercised its authority under Chapter 84.14 RCW by enacting Ordinance No. 32575, as codified and amended in Chapter 8.15 SMC, which provides a property tax incentive for multifamily housing in urban centers by establishing a methodology for granting such incentives and designating the urban centers and residential targeted areas; and

WHEREAS, the City Council has subsequently revised the designated residential targeted areas; and

WHEREAS, the City Council, along with the City Administration has performed a review of the designation of the residential targeted areas; and

WHEREAS, the City Council desires to modify the boundary of the existing designated residential targeted areas and to revise the name of the residential targeted areas listed in SMC 8.15.030 as set forth in Ordinance No. _____, amending SMC 8.15.030; and

Commented [ST1]: Clerk's Office will have to give you a Number to use – the ORD follows this Resolution.

WHEREAS, RCW 84.14.040 requires public notice and a hearing before the City designates residential targeted areas.

NOW, THEREFORE, it is resolved by the City Council that it is the intent of the City of Spokane to designate a revised residential targeted area as set forth in Ordinance No. _____ and as generally identified in Attachment A to the ordinance.

Commented [ST2]: This is the Attachment A map you will want to replace with the new map I've given you. – don't include Attachment B map it is for presentations only.

IT IS FURTHER RESOLVED that the City of Spokane shall conduct a public hearing on February 14, 2022 beginning at 6:00 pm at the City Council Chambers at City Hall, West 808 Spokane Falls Blvd., Spokane, Washington, to take public testimony and consider the designation of the targeted area as set forth above.

***** The format of the February 14, 2022 hearing and the method for public testimony may be held in a virtual format depending on the status of Governor Inslee's Proclamations and other COVID – 19 related directives regarding the conduct of open public meetings. Individuals wishing to attend the hearing or provide public testimony will need to review the City Council's February 14, 2022 agenda packet for meeting notice updates regarding a possible virtual meeting format and how to provide public testimony telephonically through instructions set out in the City Council**

agenda packet for the February 14, 2022 City Council meeting posted on the City Council's website at:

<https://my.spokanecity.org/citycouncil/documents/>.

IT IS FURTHER RESOLVED that the City Council shall also consider adoption of Ordinance No _____ to amend SMC 8.15.030 to designate, in its sole discretion, all or a portion of the revised residential targeted area as set forth in Attachment A subsequent to the hearing called for in this resolution.

PASSED BY THE CITY COUNCIL ON _____, 2022.

Council President

Attest:

Approved as to form:

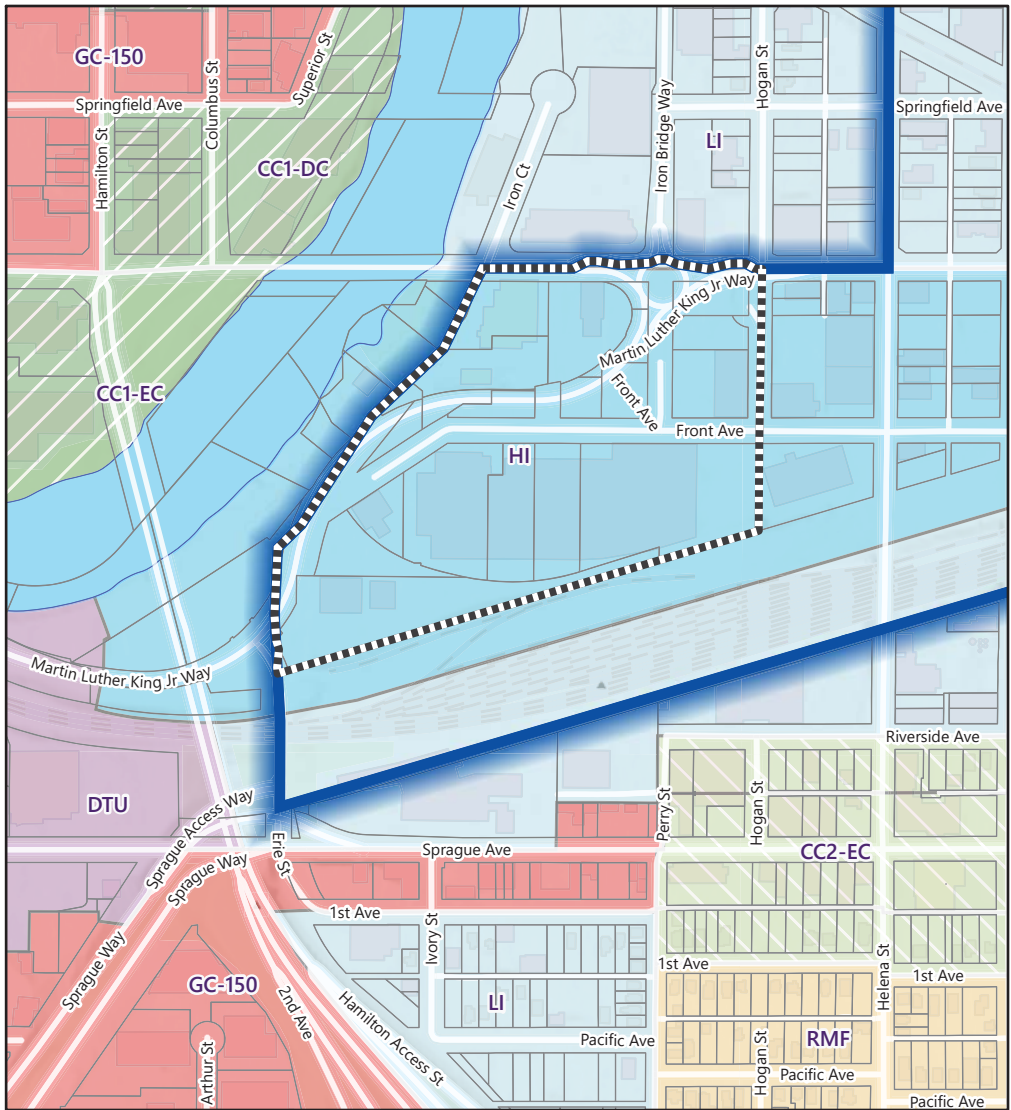
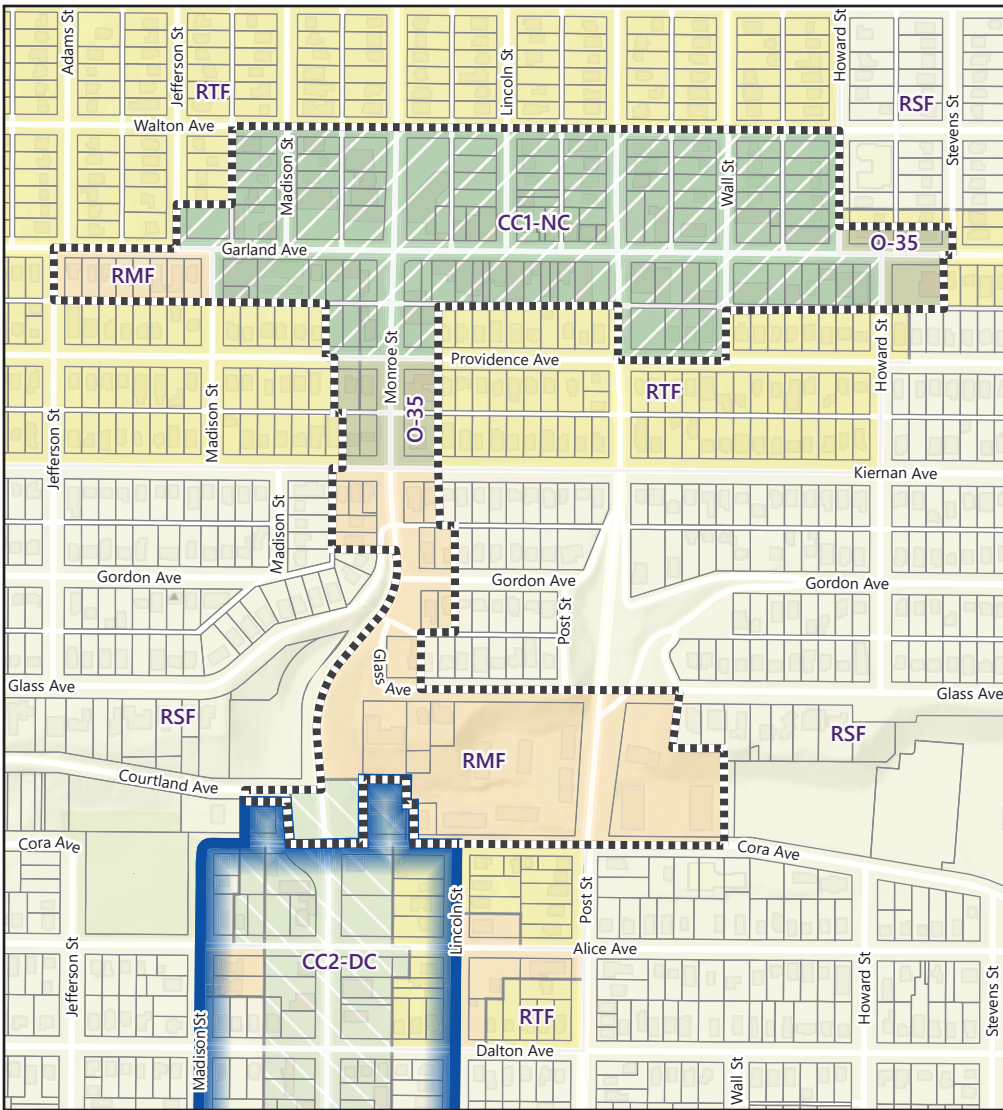
City Clerk

Assistant City Attorney

Mayor

Date

Effective Date



Attachment B: Spokane's Multi-Family Tax Exemption Target Area

December, 2021

 Proposed Additional MFTE Area

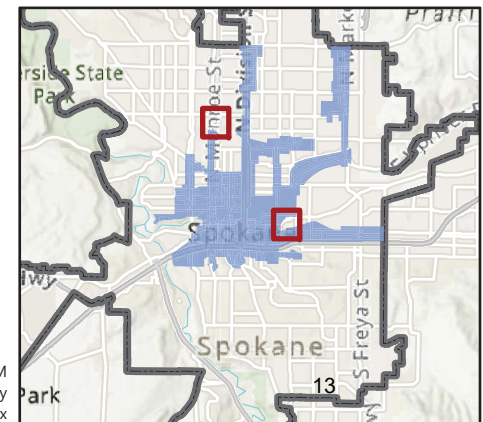
 Existing MFTE Area

 Parcel



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

Drawn By: Kevin Freibott, Planning Department Date Saved: 12/13/2021 11:40 AM
 Path: \\Planning\Projects-Current\EDS TIPS\Multi-Family Tax Exemption and City Zoning Map\MFTE Boundary\MFTE Boundary.aprx



Briefing Paper Urban Experience

Division & Department:	Public Works Division / Integrated Capital Management
Subject:	Traffic Engineering Contract to support the Traffic Calming Program
Date:	1/10/2022
Author (email & phone):	inote@spokanecity.org
City Council Sponsor:	Council President Beggs
Executive Sponsor:	
Committee(s) Impacted:	PIES, Urban Experience
Type of Agenda item:	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	
Strategic Initiative:	Improving Streets
Deadline:	Contracting in 2022
Outcome:	
<u>Background/History:</u>	
<p><i>The traffic calming program is changing from one that takes requests annually, to one that develops a program lasting for several years. The development of the program will kick off in 2022 with neighborhood workshops to identify problem locations. ICM will contract with a consulting engineering firm to coordinate closely with Pomegranate Associates and city facilitation staff. The selected engineering firm will attend the workshops and develop solutions to the neighborhood identified problems from a systems wide traffic perspective, including conceptual drawings and cost estimates.</i></p>	
<u>Executive Summary:</u>	
<ul style="list-style-type: none"> • An RFQ will be advertised in late January/early February to hire a Traffic Engineering consulting firm to provide the needed analysis in the development of the new Traffic Calming program. • The consultant will attend 9 neighborhood workshops (3 per district), identify preliminary list of 5 projects per neighborhood. • Attend 9 follow-up meetings to share proposed project ideas and concept drawings. Prepare cost estimates for top 3 projects in each neighborhood. • Conduct traffic and pedestrian counts, system wide analysis as needed in the development of solutions to the problems identified within the neighborhoods. • Timeline: begin early 2022 end in 2023. • Contract range \$400,000-\$600,000. 	
<u>Budget Impact:</u>	
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.)	
<u>Operations Impact:</u>	
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:	

Briefing Paper Urban Experience

Division & Department:	Public Works Division & Wastewater Department
Subject:	Amendment No. 2 to the MOA between the City and County regarding wastewater treatment charges & payments.
Date:	12/17/2021
Author (email & phone):	Marlene Feist mfeist@spokanecity.org (509) 625-6505
City Council Sponsor:	Breean Beggs
Executive Sponsor:	Marlene Feist
Committee(s) Impacted:	Public Infrastructure, Environment and Sustainability Committee
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)	Comp Plan, Link Spokane, Interlocal between City and County on wastewater services
Strategic Initiative:	Innovative Infrastructure
Deadline:	January 2022
Outcome: (deliverables, delivery duties, milestones to meet)	Approve 5-year amendment to the MOA between the City of Spokane and Spokane County that details charges for treating County wastewater at the City's RPWRF.
Background/History: The City of Spokane and Spokane County entered into an updated Memorandum of Agreement in 2013 that detailed the charges for treatment of wastewater at the City's Riverside Park Water Reclamation Facility from areas within the County. A first amendment to this agreement was adopted in 2017 and expired at the end of 2020. This Amendment No. 2 extends the terms of the first amendment through 2021 and then updates the terms for the period of 2022 through 2026.	
Executive Summary: The City of Spokane and Spokane County have long partnered to provide the community with wastewater treatment services. This agreement continues our long-standing partnership. This amendment is to the agreement that details the charges that the County will pay for wastewater sent to the Riverside Park Water Reclamation Facility from portions of unincorporated Spokane County. The amendment will continue for five years. Staff from both the City of Spokane and Spokane County recommend the adoption of this amendment by both the County Commission and the City Council.	
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: N/A 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: N/A Known challenges/barriers: N/A	

Exhibit A – Calculation Methodology for County Treatment Rate

The methodology presented in the summary table below provides the framework for the calculation of the County's equitable rate for treatment of wastewater at the Riverside Park Water Reclamation Facility (RPWRF). Actual-Representative costs for 2020 have been used for illustration purposes. Cost elements to be included are summarized in four main categories, as shown. Appropriate adjustments are then made to remove certain costs that are not related to the provision of wastewater treatment services to the County. An indirect rate of 20% of the payroll and benefit costs is then added to account for overhead costs and certain generalized interfund charges. Finally, the applicable Washington State B & O Tax is added to the resulting cost per million gallons to determine the County's rate for treatment.

Following the summary table, further details are provided regarding the four cost categories, the adjustments for certain costs, and the items covered through the indirect rate.

Each year, the City will use the format provided herein to tabulate the actual costs for the previous calendar year in each of the four categories, and appropriate related deductions, and submit the tabulation to the County for review. Following concurrence of the Parties, the costs shall be used to calculate the County's treatment rate. That treatment rate will then be used for 1) the reconciliation and true-up of amounts billed for the previous calendar year and 2) the establishment of a billing rate for remainder of the current year.

Description	2020 Actuals	Less Non-		Less Capital	Subtotal
		Cash Pension	Charge	to Treatment	
Direct Payroll and Associated Benefits	12,273,841	(622,953)	-	-	11,650,888
Supplies and Minor Equipment	3,201,156	(21,669)	-	-	3,179,488
Utilities, Repairs, Professional Services, and Judgements	3,940,010	(22,405)	(480,015)	-	3,437,590
Capital	663,390	-	-	(179,263)	484,127
Subtotal	20,078,397	(667,026)	(480,015)	(179,263)	18,752,093
Less:					
Revenue Adjustment					(3,445)
Biosolids Incineration Feasibility Study Credit					(126,166)
Total					18,622,481
Indirect Rate applied to Payroll					20%
Total Adjusted Expenses					20,952,659
Total Million Gallons Treated					10,787.84
Total Cost per Million Gallons					1,942.25
B&O Tax					1.75%
Total Cost Per MG					1,976.24
Millions of Gallons of County Flow					738.96
Calculated Cost of Spokane County					\$ 1,460,366.81
Actual Amount Paid During 2020 by Spokane County					<u>(1,390,461.46)</u>
Sub-Total Amount Due to City of Spokane					\$ 69,905.35
PILT adj @ 5% for 2020 ¹					<u>3,495.27</u>
Reconciled Amount Due to City of Spokane					\$ 73,400.61

¹ Note the last year PILT will be applied is in January 2022 per contract

Description	2020 Actuals
Direct Payroll and Associated Benefits	12,273,841
Supplies and Minor Equipment	3,201,156
Utilities, Repairs, Professional Services, and Judgements	3,940,010
Capital	663,390
Subtotal	20,078,397
Less:	
Capital Expenditures not Related to Treatment	(179,263)
Pretreatment Costs included in items above	(663,688)
Non-Cash Pension Charge	(383,811)
Revenue Adjustment	(3,445)
Biosolids Feasibility Study included above	(126,166)
Total	18,722,024
Indirect Rate applied to Payroll	20%
Total Adjusted Expenses	21,176,792
Total Million Gallons Treated	10,787.84
Total Cost per Million Gallons	1,963.02
B&O Tax	1.75%
Total Cost Per MG	1,997

Direct Payroll and Associated Benefits

Direct payroll, including overtime and associated benefits, is for labor costs that are tracked and directly attributable to wastewater treatment, operations, and maintenance activities at the RPWRF. Any time spent on the City's industrial pre-treatment program will either be excluded or subtracted in the adjustment section. Work by the City's billing personnel related to the billing of the City's utility customers will also be excluded. Positions normally included are as follows:

00030	CLERK III	06450	WWTP OPERATOR III
00390	PROGRAM PROFESSIONAL	06460	WW TREAT PLANT OP SUPVR
00500	SAFETY COORDINATOR	06470	SENIOR INSTRUMENT TECHNICIAN
01610	BUSINESS SYSTEMS ANALYST II	06480	INSTRUMENT REPAIR TECHNICIAN
01620	SENIOR BUSINESS STM ANALYST	06490	WWTP MAINTENANCE MECHANIC
01640	INFO SYSTEMS ANALYST 1	06500	SENIOR WWTP MAINTENANCE MECHN
01710	INVENTORY CONTROL SPECIALIST	06510	WW TREAT PLANT MAINT SUPVR
02340	PRINCIPAL ENGINEER	06520	WW INSTRUMENTN/DATA SUPERVISOR
02710	ELECTRONICS TECHNICAL AIDE	06540	LABORATORY TECHNICIAN
04140	CUSTODIAN I	06550	CHEMIST
05020	LABORER II	06560	LABORATORY SUPERVISOR
05370	FACILITY LOGISTICS SPECIALIST	06570	ENVIRONMENTAL ANALYST
06020	INDUSTRIAL ELECTRICIAN	06590	WWTP ASSISTANT PLANT MANAGER
06040	STATIONARY ENGINEER	06600	WWTP PLANT MANAGER
06050	ELECTRICIAN	07160	DIRECTOR - WASTEWATER
06130	STATIONARY ENGINEER SUPERVISOR	08300	CITY ENGINEER/CONTRACT MGR
06220	HEAVY EQUIPMENT OPERATOR	08490	TEMPORARY SEASONAL
06410	WWTP OPERATOR I	08500	PROJECT EMPLOYEE
06420	WWTP OPERATOR II		

The related associated salary and benefit lines include the following:

51210	OVERTIME	51640	DEFERRED COMPENSATION-MATCHING
51220	OUT OF GRADE	51671	DAY TRAVEL PER DIEM
51225	STANDBY PAY	52110	SOCIAL SECURITY
51230	SHIFT DIFFERENTIAL PREMIUM	52210	RETIREMENT
51250	TERMINATED SICK LEAVE PAY	52310	MEDICAL INSURANCE
51260	TERMINATED VACATION LEAVE PAY	52320	DENTAL INSURANCE
51275	ANNUAL LEAVE PAYOUT	52330	LIFE INSURANCE
51290	LONGEVITY PAY	52340	DISABILITY INSURANCE
51400	SPECIALTY PAY	52400	INDUSTRIAL INSURANCE
51610	CLOTHING ALLOWANCE	52600	WA PAID FAMILY & MEDICAL LEAVE

Supplies and Minor Equipment

Supplies and minor equipment include any operating supplies, chemical supplies, repair supplies, and any minor equipment directly related to wastewater treatment operations and maintenance activities at the RPWRF. Account codes used include the following:

53101	OFFICE SUPPLIES	53211	VEHICLE REPAIR & MAINT SUPPLY
53102	PUBLICATIONS	53302	LUBRICANTS
53103	POSTAGE	53303	MOTOR FUEL-OUTSIDE VENDOR
53104	SOFTWARE (NONCAPITALIZED)	53501	SMALL TOOLS
53105	NON-TRAVEL MEALS/LGHT RFRSHMT	53502	MINOR EQUIPMENT
53201	OPERATING SUPPLIES	53503	MINOR SAFETY EQUIPMENT
53203	CHEMICAL/LAB SUPPLIES	53505	OFFICE FURNITURE (NON CAPITAL)
53204	SAFETY SUPPLIES	53521	COMPUTERS
53210	REPAIR & MAINTENANCE SUPPLIES	53528	PROTECTIVE GEAR/CLOTHING

Utilities, Repairs, ~~Permits~~Professional Services, Judgements

This category includes the direct cost of utilities, insurance, repairs, professional services, permits, legal, and any judgements that are directly attributable to the cost of treatment, operations, or maintenance of the RPWRF. Account codes used include the following:

54101	PROFESSIONAL SERVICES	54801	REPAIRS/MAINTENANCE
54103	MEDICAL SERVICES	54802	BUILDING REPAIRS/MAINTENANCE
54105	LEGAL SERVICES	54803	EQUIPMENT REPAIRS/MAINTENANCE
54120	STATE AUDIT CHARGES	54820	SOFTWARE MAINTENANCE
54201	CONTRACTUAL SERVICES	54841	IF FLEET REPAIRS/MAINTENANCE
54209	IT/DATA SERVICES	54842	IF FACILITY MAINTENANCE
54301	TELEPHONE	54844	IF FLEET COMMUNICATIONS
54302	CELL PHONE	54848	IF FUEL
54401	AIRFARE	54850	OTHER REPAIRS/MAINTENANCE
54402	LOCAL MILEAGE	54854	IF PAVING REPAIRS/MAINTENANCE
54406	PARKING/TOLLS (LOCAL)	54899	MISC REPAIRS/MAINTENANCE
54407	LODGING	54901	MISC SERVICES/CHARGES
54408	PER DIEM	54902	REGISTRATION/SCHOOLING
54409	OTHER TRANSPORTATION EXPENSES	54905	JUDGEMENTS/DAMAGES
54501	OPERATING RENTALS/LEASES	54906	LAUNDRY/JANITORIAL SERVICES
54603	INSURANCE PREMIUMS ***	54908	PERMITS/OTHER FEES
54701	PUBLIC UTILITY SERVICE	54909	PRINTING/BINDING/REPRO
54702	UTILITY LIGHT/POWER SERVICE	54910	PENSIONS
54703	UTIL GARBAGE/WASTE REMOVAL	54923	OPEB EXPENSE
54704	HAZARDOUS WASTE DISPOSAL	54950	TESTING SERVICES
54705	HEATING SUPPLIES	54999	OTHER MISC CHARGES
54706	UTILITY NATURAL GAS		

*** Allowable insurance costs is the cost of coverage secured separately and specifically for the RPWRF

Capital Costs

Capital costs included in this calculation will include those minor capital costs that are directly related to supporting wastewater treatment at the RPWRF. All capital costs not related to wastewater treatment at RPWRF will be subtracted from the total expenditures. The City will provide a schedule that specifies the capital costs included. The account codes for capital are as follows:

56301	OTHER IMPROVEMENTS	56409	COMPUTER/MICRO EQUIPMENT
56401	MACHINERY/EQUIPMENT	56412	TV'S/AUDIO VISUAL EQUIPMENT
56404	VEHICLES	56501	CONSTRUCTION OF FIXED ASSETS
56405	HEAVY DUTY WORK EQUIPMENT	56592	INTERFUND COSTS TO CAPITAL
56407	LAB EQUIPMENT	56602	LEASE/PURCHASE AGREEMENTS

Deductions

Some costs such as the City's industrial pre-treatment program, certain capital expenses, biosolids feasibility studies, and non-cash pension charges not related to the provision of treatment service to the County may have been included in the initial accounting for the cost categories, and will then need to be deducted prior to the addition of the indirect rate and calculation of the County's treatment rate. Deductions may also be needed for miscellaneous revenue that offsets some of the costs included.

Indirect Rate

The indirect rate of 20% of payroll and benefit costs is an agreed allowance for various interfund and overhead costs that are typically distributed to various City departments to recover the City's administrative costs. *(Note: These costs do not reflect labor and expenditures that are "tracked" for specific activities or projects. Rather, they are generally distributed in accordance with a formula, one or more metrics, or an established percentage.)*

Briefing Paper

Urban Experience Committee

Division & Department:	Neighborhood, Housing, and Human Services Division – Community, Housing, and Human Services Department
Subject:	VOA Hope House Operations funding need
Date:	1/6/22
Author (email & phone):	Jenn Cerecedes & Eric Finch
City Council Sponsor:	Councilmember Lori Kinnear
Executive Sponsor:	Eric Finch
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)	2020-2025 Strategic Plan to End Homelessness; Greater Spokane Comprehensive Emergency Management Plan
Strategic Initiative:	Safe & Healthy / Reduce Homelessness
Deadline:	Jan 1, 2022
Outcome: (deliverables, delivery duties, milestones to meet)	Ensure funding for 80 critical women’s emergency shelter beds.
<p><u>Background/History:</u> The CARES Act was signed on March 27, 2020 to help support the response to the novel coronavirus outbreak. The CARES Act made available an additional \$4 billion in ESG-CV funds to supplement the Fiscal Year (FY) 2020 ESG funding. CHHS was awarded ESG-CV funds from the U.S. Department of Housing and Urban Development (“HUD”) and the Washington State Department of Commerce (“Commerce”). The City received two awards from Commerce totaling \$3,463,494. These special ESG-CV funds are to be used to prevent, prepare for, and respond to the Coronavirus pandemic among individuals and families who are homeless or receiving homeless assistance; and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19. The funds expire June 30,2022.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> • Reallocate unspent ESG-CV funds to support an operations deficit at VOA’s Hope House. This will allow Hope House to continue to operate their 80 existing shelter beds. The reallocated funds will support Hope House for the next 6 months. VOA is using other short term funds for the first few weeks of January until this funding is released. • The agreement is effective January 1, 2022 – June 30, 2022. 	
<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>If new, specify funding source: Emergency Solutions Grant – Coronavirus funds</p> <p>Other budget impacts: None.</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: None.</p> <p>KnOwn challenges/barriers: None.</p>	

Briefing Paper

Urban Experience Committee

Division & Department:	Neighborhood, Housing, and Human Services Division – Community, Housing, and Human Services Department
Subject:	Treasury Emergency Rent Assistance 2 (ERA2) Sub Grant Recommendation
Date:	1/5/2022
Author (email & phone):	Kelsey Martin (kmartin@spokanecity.org 509-867-8539)
City Council Sponsor:	Lori Kinnear
Executive Sponsor:	Eric Finch
Committee(s) Impacted:	Public Safety and 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)	2020-2025 Strategic Plan to End Homelessness; Greater Spokane Comprehensive Emergency Management Plan
Strategic Initiative:	Safe & Healthy / Reduce Homelessness
Deadline:	The grant has a retroactive start date of March 11, 2021 and the grant expires on September 30, 2025.
Outcome: (deliverables, delivery duties, milestones to meet)	CHHS is requesting permission to award \$5,165,418.00 in ERA2 funds.
<p>Background/History: The Treasury ERA2 is a continuation of The U.S. Department of Treasury’s response to the COVID-19 disaster. Initially making available \$25 billion in ERA1 funds under the Consolidated Appropriations Act of 2021, ERA2 provides an additional \$21.55 billion under the American Rescue Plan Act of 2021, enacted on March 11, 2021. These funds are intended to continue to prevent evictions by paying rental arrears, current due rent, future rent, utilities and home energy costs, and other housing costs.</p> <p>Executive Summary: CHHS initiated a Request for Proposals for the ERA 2.0 award of approximately \$5.2mm on December 6th 2021, and received three eligible applications from The Carl Maxey Center, Family Promise of Spokane, geocko, inc. dba LiveStories. The CHHS Evaluation and Review Committee provided funding recommendations for the initial T-RAP 1.0 award of \$9.2mm in June 2021 and T-RAP 2.0 award of \$10.2mm in November 2021 and was asked to participate in a similar process for the ERA 2.0 award.</p> <p>The CHHS Evaluation and Review Committee met on January 4, 2022 and reviewed the applications received. Based on applications received and their performance administering Federal and State funds between June 1, 2021-December 31st 2021, including total rent assistance distributed and community partnerships developed, the Committee recommends allocating funds to Carl Maxey Center and LiveStories.</p> <p>CHHS RFP & Evaluation Committee Recommendation:</p> <p>Due to the ongoing needs of the community and the amount of applications in current subrecipient’s queues, the CHHS board recommends funds be distributed to LiveStories and Carl Maxey Center to fulfill their current application needs. We recognize Family Promise has TRAP 1.0 funding to fulfill the applications currently in queue.</p>	

The RFP Review Committee recommended funding the two agencies at the following levels:

Total award: \$5,297,865.00
City Admin: \$132,446.00 (2.5%)
Carl Maxey Center: \$1,092,500.00
LiveStories Award: \$ 4,072,919.00

Their recommendation was approved by the CHHS Board on January 5, 2022.

Households must continue to meet the three federally required initial screening criteria:

- Income at or below 80% of Area Median Income (AMI).
- Experiencing a financial hardship directly or indirectly during the COVID-19 outbreak that threatens the household's ability to pay the costs of the rental property when due.
- At risk of experiencing homelessness or housing instability.

The following households must be prioritized:

- Income at or below 50% AMI.
- Households with one or more individuals who are unemployed and have been unemployed for 90 days before application date.

Budget Impact:

Approved in current year budget? Yes No
Annual/Reoccurring expenditure? Yes No

If new, specify funding source: U.S. Treasury Department
Other budget impacts: N/A

Operations Impact:

Consistent with current operations/policy? Yes No
Requires change in current operations/policy? Yes No
Specify changes required: None.
Known challenges/barriers: None.

Briefing Paper

Urban Experience Committee

Division & Department:	City Council
Subject:	Settlement of lawsuit – Trisha Christian and Corey Christian
Date:	December 29, 2021
Contact (email & phone):	Michael Ormsby, mormsby@spokanecity.org , Ext. 6287
City Council Sponsor:	Council Member, Karen Stratton, kstratton@spokanecity.org , Ext. 6291
Executive Sponsor:	Michael Ormsby
Committee(s) Impacted:	Finance & Administration; Urban Experience
Type of Agenda item:	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	Budget
Strategic Initiative:	Continued operation of the City
Deadline:	January 24, 2022
Outcome: (deliverables, delivery duties, milestones to meet)	Execution of settlement and release of claims and dismissal of lawsuit pending in Spokane County Superior Court.
<p><u>Background/History:</u> On July 2, 2020, a claim for damages was filed with the City of Spokane by TRISHA and COREY CHRISTIAN (Plaintiffs), regarding alleged injuries arising from an automobile collision with a vehicle driven by City Code Enforcement employee Brian Hartling on July 13, 2018. Litigation was subsequently initiated in Spokane County Superior Court. The parties conducted a mediation with Frank Hoover on December 14, 2021 and a resolution was reached.</p>	
<p><u>Executive Summary:</u> Mediated settlement of a lawsuit filed by Trisha L. Christian and Corey Christian in the amount of \$195,000.00</p>	
<p><u>Budget Impact:</u> TOTAL COST: Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If new, specify funding source: Risk Management Other budget impacts: (revenue generating, match requirements, etc.) N/A</p>	
<p><u>Operations Impact:</u> 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:</p>	

RESOLUTION RE SETTLEMENT OF
CIVIL CLAIMS AGAINST CITY OF SPOKANE

WHEREAS, on June 25, 2018, a claim for damages was filed with the City of Spokane by COREY CHRISTIAN (Plaintiff), and on July 2, 2020, a claim for damages was filed with the City of Spokane by TRISHA L. CHRISTIAN (Plaintiff), arising out of an automobile collision occurring on July 13, 2018 between Plaintiffs and a City vehicle driven by City employee Defendant Brian Hartling, in the City of Spokane, as more fully described in the claim for damages; and

WHEREAS, on March 17, 2021, Plaintiff subsequently commenced an action in the Superior Court of Spokane County, under the caption "TRISHA CHRISTIAN and COREY CHRISTIAN, Plaintiffs vs. BRIAN HARTLING and JANE DOE HARTLING, Husband and Wife, and the martial community composed thereof; and the CITY OF SPOKANE, a legal subdivision of the state of Washington, Defendants, Cause No. 21-2-00733-32 alleging various state causes of action seeking economic and non-economic damages, as more fully described in the complaint filed in said cause; and

WHEREAS, the City has determined to resolve all claims with Plaintiffs and any third parties who may claim a subrogated interest against the City, its officers, agents, employees and contractors, for a payment of ONE HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$195,000.00); and

WHEREAS, Plaintiffs have agreed to accept said payment and in return to release any and all claims against the City of Spokane and Defendant Hartling as well as to dismiss with prejudice the underlying lawsuit against the City of Spokane and Defendant Hartling.

NOW THEREFORE, be it resolved by the City Council of the City of Spokane:

1. The City of Spokane authorizes that payment in the amount of ONE HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$195,000.00), to be paid to Plaintiffs through their counsel, Martin A. Peltram, with the law firm of Peltram Law Office, in trust for TRISHA L. CHRISTIAN and COREY CHRISTIAN, without admission of fault or liability, as a full settlement and compromise of the above-referenced litigation and/or claim, and in exchange the Plaintiffs will provide a signed release fully extinguishing all claims by Plaintiffs in connection with the subject automobile collision, dismissing their lawsuit with prejudice as against the City of Spokane and Defendant Hartling, and pledging to fully protect and indemnify the City of Spokane and Defendant Hartling, their officers, agents, employees, contractors and insurers, against all loss or liability in connection with said claim.

PASSED the City Council this ___ day of _____, 2022.

City Clerk

Approved as to form:
Assistant City Attorney

Assistant City Attorney

Briefing Paper

Urban Experience Committee

Division & Department:	Planning & Economic Development
Subject:	MFTE (Two) Conditional Agreement – Liberty Park 2 & Foothills
Date:	January 10, 2022
Contact (email & phone):	Teri Stripes (tstripes@spokanecity.org , 625-6597)
City Council Sponsor:	Council Member Cathcart
Executive Sponsor:	Louis Meuler (lmeuler@spokanecity.org , 625-6096)
Committee(s) Impacted:	Urban Experience
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)	<p>SMC 08.15 Multi- Family Housing Property Tax Exemption</p> <p>A. The purposes of this chapter are to:</p> <ol style="list-style-type: none"> 1. encourage more multi-family housing opportunities, including affordable housing opportunities, within the City; 2. stimulate the construction of new multifamily housing and the rehabilitation of existing vacant and underutilized buildings for multi-family housing; 3. increase the supply of mixed-income multifamily housing opportunities within the City; 4. accomplish the planning goals required under the Growth Management Act, chapter 36.70A RCW, as implemented from time to time by the City's current and future comprehensive plans; 5. promote community development, neighborhood revitalization, and availability of affordable housing; 6. preserve and protect buildings, objects, sites and neighborhoods with historic, cultural, architectural, engineering or geographic significance located within the City; and 7. encourage additional housing in areas that are consistent with planning for public transit systems. <p>Comprehensive Plan Land Use Policies:</p> <ul style="list-style-type: none"> LU 1.4 Higher Density Residential Uses LU 3.5 Mix of Uses in Centers LU 4.2 Land Uses That Support Travel Options and Active Transportation LU 4.6 Transit-Supported Development <p>Comprehensive Plan Housing Policies:</p> <ul style="list-style-type: none"> H 1.9 Mixed-Income Housing H 1.4 Use of Existing Infrastructure H 1.10 Lower-Income Housing Development Incentives H 1.11 Access to Transportation H 1.18 Distribution of Housing Options <p>Comprehensive Plan Economic Development Policies:</p> <ul style="list-style-type: none"> ED 2.4 Mixed-Use ED 7.4 Tax Incentives for Land Improvement
Strategic Initiative:	
Deadline:	Will file for Council consideration following committee meeting
Outcome: (deliverables, delivery duties, milestones to meet)	Approval of Conditional Multi-Family Tax Exemption Agreement(s)
Background/History: Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax	

exemption. SMC [08.15](#) Multiple-family Housing Property Tax Exemption outlines the City of Spokane MFTE Program and project eligibility.

Staff has determined that both the **Foothills and the Liberty 2 Apartments** Conditional applications meet the Project Eligibility defined in SMC [08.15.040](#) and is located in a previously adopted Residential Target Areas identified in SMC [08.15.030](#).

Once the projects are constructed, the applicant intends to offer the units at market rate.

This Conditional Agreement authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Conditional Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor’s Office post construction.

Executive Summary:

Foothills Apartments: the applicant applied for a Conditional MFTE Agreement for **24 units, at 519 E North Foothills Dr**

- Property is zoned [GC-70](#) , Centers/Corridors 3- EC, 70 ft height limit; and the proposed use is allowed.
- Estimated Construction Costs: \$7.5M
- Located in the Logan neighborhood.

Liberty 2 Apartments: the applicant is applied for a Conditional MFTE Agreement for **24 units, at 3027 E Liberty Ave**

- Property is zoned [GC-70](#) , 70 ft height limit; and the proposed use is allowed.
- Estimated Construction Costs: \$2.5M
- Located in the Bemis neighborhood.

Budget Impact:

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.)

Operations Impact:

Consistent with current operations/policy? Yes No N/A
Requires change in current operations/policy? Yes No N/A

Specify changes required:

Known challenges/barriers:

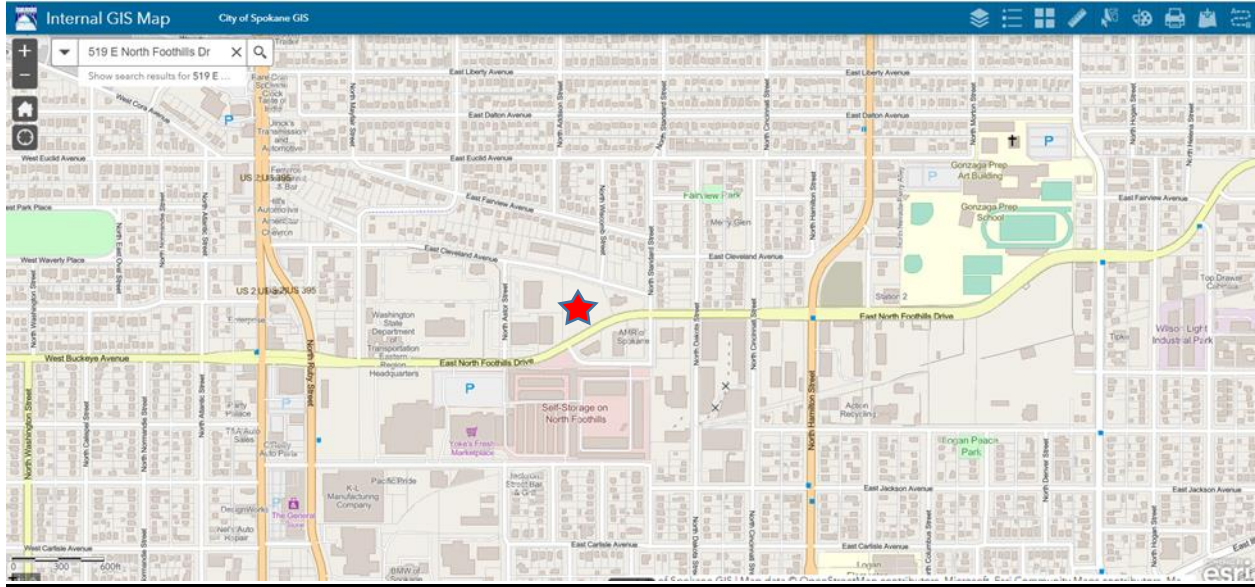
Tax Exemption Information:

2021 Multi-Family Tax Exemption MFTE Property Tax Calculator	
Project Name: Foothills Apts	
Current Taxable Property Value	\$533,980
Number of units in the project	24
*Average Property Value Exempt per unit	\$128,300
Annual City Property Tax forgone per unit	\$522
Estimated Property Tax saved per project annually	\$36,341
Enter the number of years of MFTE (8 or 12)	8
Estimated Property Tax saved during the term of exemption	\$290,724
Estimated City Tax forgone per year 2021 City Tax Rate 4.07	\$12,534
Estimated City Tax forgone during the term of exemption 2021 City Tax Rate 4.07	\$100,275
<i>Estimated Taxable Property Value at the end of the exemption</i>	\$17,223,000
Estimated Property Tax post exemption	
Annual estimate based on 2021 Total Tax Rate 11.85	\$203,231
Annual estimate based on 2021 City Tax Rate 4.07	\$70,098
<i>Once a project has met programmatic criteria the owner can expect to save approximately \$1,185 on their tax bill for every \$100,000 of Exempt Assessed Value on the housing portions of the property.</i>	
*Average Property Value Exempt per unit is based upon the average of all properties currently in the MFTE Program and 2021 Property value assessments.	

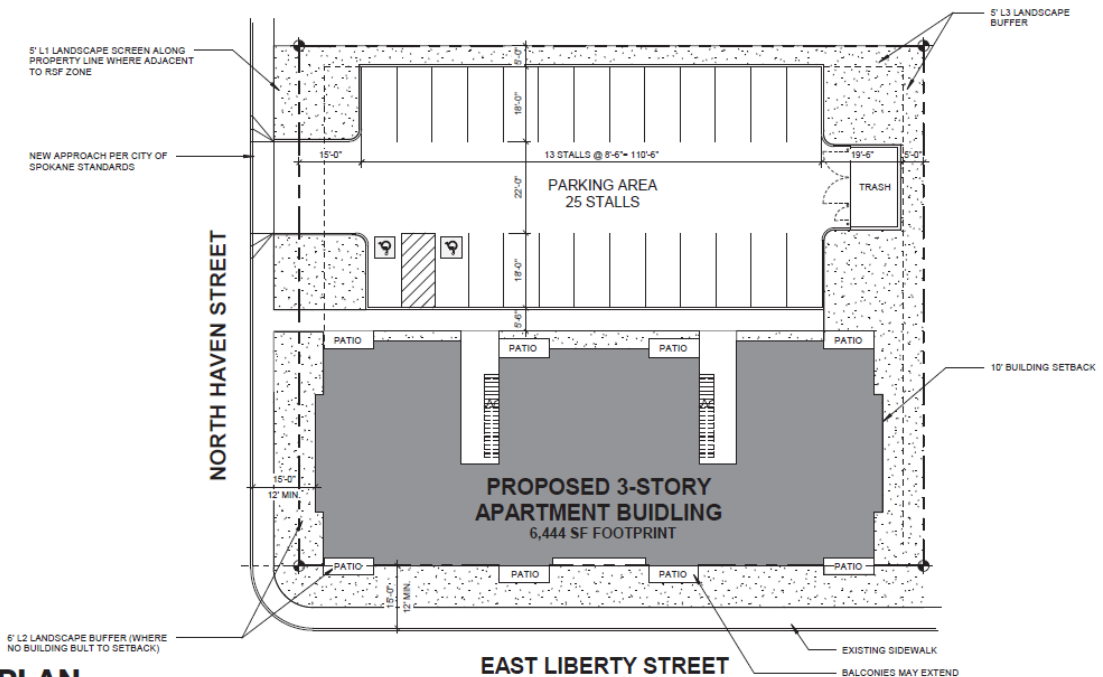
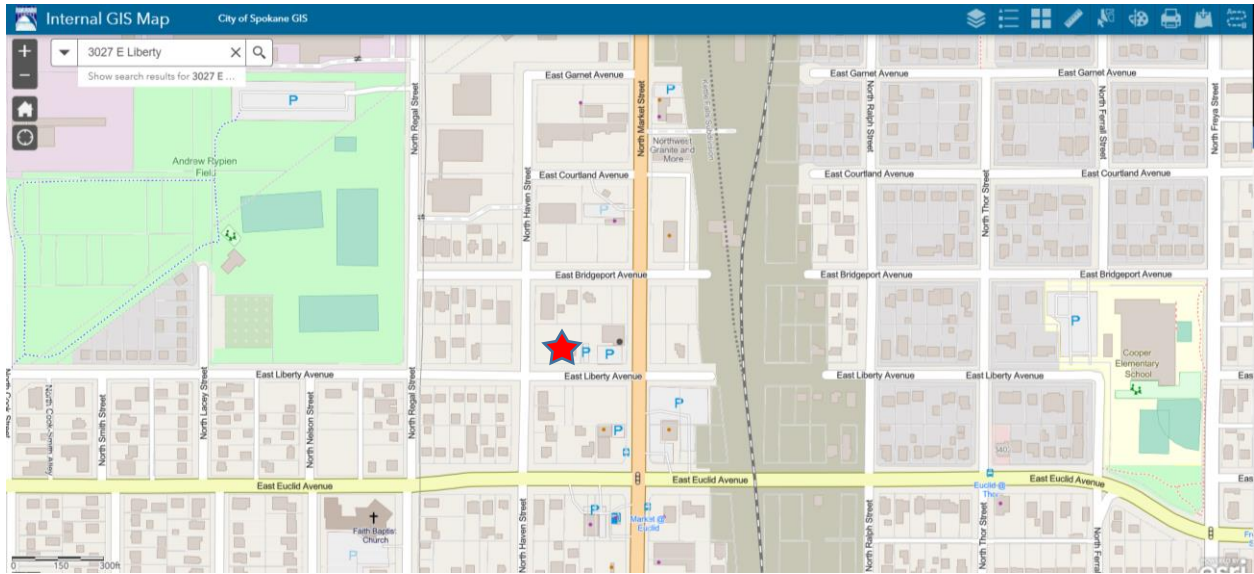
2021 Multi-Family Tax Exemption MFTE Property Tax Calculator	
Project Name: Liberty 2 Apts	
Current Taxable Property Value	\$70,000
Number of units in the project	24
*Average Property Value Exempt per unit	\$128,300
Annual City Property Tax forgone per unit	\$522
Estimated Property Tax saved per project annually	\$36,341
Enter the number of years of MFTE (8 or 12)	8
Estimated Property Tax saved during the term of exemption	\$290,724
Estimated City Tax forgone per year 2021 City Tax Rate 4.07	\$12,534
Estimated City Tax forgone during the term of exemption 2021 City Tax Rate 4.07	\$100,275
<i>Estimated Taxable Property Value at the end of the exemption</i>	\$17,223,000
Estimated Property Tax post exemption	
Annual estimate based on 2021 Total Tax Rate 11.85	\$203,231
Annual estimate based on 2021 City Tax Rate 4.07	\$70,098
<i>Once a project has met programmatic criteria the owner can expect to save approximately \$1,185 on their tax bill for every \$100,000 of Exempt Assessed Value on the housing portions of the property.</i>	
*Average Property Value Exempt per unit is based upon the average of all properties currently in the MFTE Program and 2021 Property value assessments.	

Site & Map(s):

Foothills Apartments:



Liberty 2 Apartments:



SITE PLAN
LIBERTY MULTIFAMILY

MULTIPLE FAMILY HOUSING PROPERTY
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and Foothills Project LLC, as "Owner/Taxpayer" whose business address is 915 W 2nd Ave Spokane, WA 99201.

W I T N E S S E T H:

WHEREAS, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various residential targeted areas for the provision of a limited property tax exemption for new and rehabilitated multiple family residential housing; and

WHEREAS, the City has, through Chapter 8.15 SMC, enacted a program whereby property owner/taxpayers may qualify for a Final Certificate of Tax Exemption which certifies to the Spokane County Assessor that the Owner/Taxpayer is eligible to receive the multiple family housing property tax exemption; and

WHEREAS, the Owner/Taxpayer is interested in receiving the multiple family property tax exemption for new multiple family residential housing units in a residential targeted area; and

WHEREAS, the Owner/Taxpayer has submitted to the City a complete application form for no fewer than a total of four new multiple family permanent residential housing units to be constructed on property legally described as:

RESURVEY BLKS 3 THRU 18 OF JM MORGANS ADDITION CITY SP87-10 "NORTH FOOTHILLS BUSINESS PARK" AUDITORS #8903070096 BK 6 PG 26 - LTS F, G & H EXC PTN LT H LYG ELY OF FOLL DESC LN; BEG AT NW COR LT F, TH SELY ALG N LN LTS F & H 266.07FT TO TRUE POB, TH S21DEG 22MIN 15SDS E 194.57FT TO NLY R/W OF NORTH FOOTHILLS DR & TERM OF SD LN

Assessor's Parcel Number(s) 35082.4105, commonly known as 519 E NORTH FOOTHILLS DR

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; --
NOW, THEREFORE,

The City and the Owner/Taxpayer do mutually agree as follows:

1. The City agrees to issue the Owner/Taxpayer a Conditional Certificate of Acceptance of Tax Exemption subsequent to the City Council's approval of this agreement.

2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

3. If the property proposed to be rehabilitated is not vacant, the Owner/Taxpayer shall provide each existing tenant with housing of comparable size, quality and price and a reasonable opportunity to relocate.

4. The Owner/Taxpayer intends to construct on the site, approximately 24 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

5. The Owner/Taxpayer agrees to complete construction of the agreed-upon improvements within three years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption or within any extension granted by the City.

6. The Owner/Taxpayer agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file with the City's Business & Development Services Department the following:

(a) a statement of the actual development cost of each multiple family housing unit, and the total expenditures made in the rehabilitation or construction of the entire property;

(b) a description of the completed work and a statement that the rehabilitation improvements or new construction of the Owner/Taxpayer's property qualifies the property for the exemption;

(c) a statement that the project meets the affordable housing requirements, if applicable; and

(d) a statement that the work was completed within the required three-year period or any authorized extension of the issuance of the conditional certificate of tax exemption.

7. The City agrees, conditioned on the Owner/Taxpayer's successful completion of the improvements in accordance with the terms of this Agreement and on the Owner/Taxpayer's filing of the materials described in Paragraph 6 above, to file a Final Certificate of Tax Exemption with the Spokane County Assessor indicating that the Owner/Taxpayer is qualified for the limited tax exemption under Chapter 84.14 RCW.

8. The Owner/Taxpayer agrees, within 30 days following the first anniversary of the County's filing of the Final Certificate of Tax Exemption and each year thereafter for a period of twelve years, to file a declaration with the City's Business and Development Services Department, verified upon oath and indicating the following:

(a) a statement of occupancy and vacancy of the multiple family units during the previous year;

(b) a certification that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in SMC 8.15.090 since the date of the filing of the Final Certificate of Tax Exemption, and continues to be in compliance with this Agreement and the requirements of SMC Chapter 8.15; and

(c) a description of any improvements or changes to the property made after the filing of the final certificate or last declaration.

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner/Taxpayer acknowledges and agrees that the units shall be used primarily for multi-family housing for permanent residential occupancy as defined in SMC 8.15.020 and RCW 84.14.010 and any business activities shall only be incidental and ancillary to the residential occupancy. Any units that are converted from multi-family housing for permanent residential occupancy shall be reported to the Spokane County Assessor's Office and removed from eligibility for the tax exemption. If the removal of the ineligible unit or units causes the number of units to drop below the number of units required for tax exemption eligibility, the remaining units shall be removed from eligibility pursuant to state law.

10. To qualify for the twelve-year tax exemption, the Owner/Taxpayer commits to renting or selling at least twenty percent of the multiple family housing units as affordable housing units to low and moderate-income households in addition to the other requirements set forth in the Agreement. The Owner/Taxpayer is further required to comply with the rental relocation assistance requirements set forth in RCW 84.14.020 (7) and (8).

11. If the Owner/Taxpayer converts to another use any of the multiple family residential housing units constructed under this Agreement, or if applicable, if the owner/taxpayer intends to discontinue compliance with the affordable housing requirements as described in SMC 8.15.090 or any other condition to exemption, the Owner/Taxpayer shall notify the Spokane County Assessor and the City's Business and Development Services Department within 60 days of such change in use.

12. The Owner/Taxpayer will have the right to assign its rights under this Agreement. The Owner/Taxpayer agrees to notify the City promptly of any transfer of Owner/Taxpayer's ownership interest in the Site or in the improvements made to the Site under this Agreement.

13. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Owner/Taxpayer, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement or of SMC Chapter 8.15.

14. No modifications of this Agreement shall be made unless mutually agreed upon by the parties in writing.

15. The Owner/Taxpayer acknowledges its awareness of the potential tax liability involved if and when the property ceases to be eligible for the incentive provided pursuant to this agreement. Such liability may include additional real property tax, penalties and interest imposed pursuant to RCW 84.14.110. The Owner/Taxpayer further acknowledges its awareness and understanding of the process implemented by the Spokane County Assessor's Office for the appraisal and assessment of property taxes. The Owner/Taxpayer agrees that the City is not responsible for the property value assessment imposed by Spokane County at any time during the exemption period.

16. In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement, which can be given effect without the conflicting term or clause, and to this end, the terms of this Agreement are declared to be severable.

17. The parties agree that this Agreement, the Final Certificate of Acceptance of Tax Exemption and the construction of the multiple family residential

housing units referenced above shall be subject to the applicable provisions of Chapter 84.14 RCW and Chapter 8.15 SMC that exist at the time this agreement is signed by the parties. The parties may agree to amend this Agreement and the Final Certificate of Acceptance of Tax Exemption based upon applicable amendments and additions to Chapter 84.14 RCW as set forth in ESSSB 5287 adopted by the Washington State Legislature during the 2021 Regular Session effective July 25, 2021.

18. The Owner/Taxpayer acknowledges that RCW 84.14.020 (6) authorizes an extension of the exemption period for an additional twelve-years beyond the exemption period authorized in the Final Certificate of Tax Exemption conditioned upon compliance with the Owner renting or selling at least twenty percent of the multiple family housing units as affordable housing units for low-income households as set forth in RCW 84.14.020 (6) and providing the rental relocation assistance requirements and notice provisions set forth in RCW 84.14.020 (7) and (8). It is the Owner/Taxpayer's responsibility to make a timely request the extension as set forth in RCW 84.14.020 (6). The City shall not be responsible if the Owner/Taxpayer fails to make a timely request for the extension.

19. Nothing in this Agreement shall permit or be interpreted to permit either party to violate any provision of Chapter 84.14 RCW or Chapter 8.15 SMC

20. This Agreement is subject to approval by the City Council.

DATED this _____ day of _____, 2022.

CITY OF SPOKANE

Foothills Project LLC

By: _____

By: _____

Mayor, Nadine Woodward

Its: _____

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

MULTIPLE FAMILY HOUSING PROPERTY
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as “City”, and Liberty Project LLC, as “Owner/Taxpayer” whose business address is 915 W 2nd Ave Spokane, WA 99201.

W I T N E S S E T H:

WHEREAS, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various residential targeted areas for the provision of a limited property tax exemption for new and rehabilitated multiple family residential housing; and

WHEREAS, the City has, through Chapter 8.15 SMC, enacted a program whereby property owner/taxpayers may qualify for a Final Certificate of Tax Exemption which certifies to the Spokane County Assessor that the Owner/Taxpayer is eligible to receive the multiple family housing property tax exemption; and

WHEREAS, the Owner/Taxpayer is interested in receiving the multiple family property tax exemption for new multiple family residential housing units in a residential targeted area; and

WHEREAS, the Owner/Taxpayer has submitted to the City a complete application form for no fewer than a total of four new multiple family permanent residential housing units to be constructed on property legally described as:

: MINNEHAHA ADD L10-11-12B13

Assessor’s Parcel Number(s) 35033.1306, commonly known as 3027 E Liberty Ave

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; -- NOW, THEREFORE,

The City and the Owner/Taxpayer do mutually agree as follows:

1. The City agrees to issue the Owner/Taxpayer a Conditional Certificate of Acceptance of Tax Exemption subsequent to the City Council’s approval of this agreement.

2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

3. If the property proposed to be rehabilitated is not vacant, the Owner/Taxpayer shall provide each existing tenant with housing of comparable size, quality and price and a reasonable opportunity to relocate.

4. The Owner/Taxpayer intends to construct on the site, approximately 24 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

5. The Owner/Taxpayer agrees to complete construction of the agreed-upon improvements within three years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption or within any extension granted by the City.

6. The Owner/Taxpayer agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file with the City's Business & Development Services Department the following:

(a) a statement of the actual development cost of each multiple family housing unit, and the total expenditures made in the rehabilitation or construction of the entire property;

(b) a description of the completed work and a statement that the rehabilitation improvements or new construction of the Owner/Taxpayer's property qualifies the property for the exemption;

(c) a statement that the project meets the affordable housing requirements, if applicable; and

(d) a statement that the work was completed within the required three-year period or any authorized extension of the issuance of the conditional certificate of tax exemption.

7. The City agrees, conditioned on the Owner/Taxpayer's successful completion of the improvements in accordance with the terms of this Agreement and on the Owner/Taxpayer's filing of the materials described in Paragraph 6 above, to file a Final Certificate of Tax Exemption with the Spokane County Assessor indicating that the Owner/Taxpayer is qualified for the limited tax exemption under Chapter 84.14 RCW.

8. The Owner/Taxpayer agrees, within 30 days following the first anniversary of the County's filing of the Final Certificate of Tax Exemption and each year thereafter for a period of twelve years, to file a declaration with the City's Business and Development Services Department, verified upon oath and indicating the following:

(a) a statement of occupancy and vacancy of the multiple family units during the previous year;

(b) a certification that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in SMC 8.15.090 since the date of the filing of the Final Certificate of Tax Exemption, and continues to be in compliance with this Agreement and the requirements of SMC Chapter 8.15; and

(c) a description of any improvements or changes to the property made after the filing of the final certificate or last declaration.

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner/Taxpayer acknowledges and agrees that the units shall be used primarily for multi-family housing for permanent residential occupancy as defined in SMC 8.15.020 and RCW 84.14.010 and any business activities shall only be incidental and ancillary to the residential occupancy. Any units that are converted from multi-family housing for permanent residential occupancy shall be reported to the Spokane County Assessor's Office and removed from eligibility for the tax exemption. If the removal of the ineligible unit or units causes the number of units to drop below the number of units required for tax exemption eligibility, the remaining units shall be removed from eligibility pursuant to state law.

10. To qualify for the twelve-year tax exemption, the Owner/Taxpayer commits to renting or selling at least twenty percent of the multiple family housing units as affordable housing units to low and moderate-income households in addition to the other requirements set forth in the Agreement. The Owner/Taxpayer is further required to comply with the rental relocation assistance requirements set forth in RCW 84.14.020 (7) and (8).

11. If the Owner/Taxpayer converts to another use any of the multiple family residential housing units constructed under this Agreement, or if applicable, if the owner/taxpayer intends to discontinue compliance with the affordable housing requirements as described in SMC 8.15.090 or any other condition to exemption, the Owner/Taxpayer shall notify the Spokane County Assessor and the City's Business and Development Services Department within 60 days of such change in use.

12. The Owner/Taxpayer will have the right to assign its rights under this Agreement. The Owner/Taxpayer agrees to notify the City promptly of any transfer of Owner/Taxpayer's ownership interest in the Site or in the improvements made to the Site under this Agreement.

13. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Owner/Taxpayer, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement or of SMC Chapter 8.15.

14. No modifications of this Agreement shall be made unless mutually agreed upon by the parties in writing.

15. The Owner/Taxpayer acknowledges its awareness of the potential tax liability involved if and when the property ceases to be eligible for the incentive provided pursuant to this agreement. Such liability may include additional real property tax, penalties and interest imposed pursuant to RCW 84.14.110. The Owner/Taxpayer further acknowledges its awareness and understanding of the process implemented by the Spokane County Assessor's Office for the appraisal and assessment of property taxes. The Owner/Taxpayer agrees that the City is not responsible for the property value assessment imposed by Spokane County at any time during the exemption period.

16. In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement, which can be given effect without the conflicting term or clause, and to this end, the terms of this Agreement are declared to be severable.

17. The parties agree that this Agreement, the Final Certificate of Acceptance of Tax Exemption and the construction of the multiple family residential housing units referenced above shall be subject to the applicable provisions of Chapter 84.14 RCW and Chapter 8.15 SMC that exist at the time this agreement is signed by the parties. The parties may agree to amend this Agreement and the Final Certificate of Acceptance of Tax Exemption based upon applicable amendments and additions to Chapter 84.14 RCW as set forth in ESSSB 5287

adopted by the Washington State Legislature during the 2021 Regular Session effective July 25, 2021.

18. The Owner/Taxpayer acknowledges that RCW 84.14.020 (6) authorizes an extension of the exemption period for an additional twelve-years beyond the exemption period authorized in the Final Certificate of Tax Exemption conditioned upon compliance with the Owner renting or selling at least twenty percent of the multiple family housing units as affordable housing units for low-income households as set forth in RCW 84.14.020 (6) and providing the rental relocation assistance requirements and notice provisions set forth in RCW 84.14.020 (7) and (8). It is the Owner/Taxpayer's responsibility to make a timely request the extension as set forth in RCW 84.14.020 (6). The City shall not be responsible if the Owner/Taxpayer fails to make a timely request for the extension.

19. Nothing in this Agreement shall permit or be interpreted to permit either party to violate any provision of Chapter 84.14 RCW or Chapter 8.15 SMC

20. This Agreement is subject to approval by the City Council.

DATED this _____ day of _____, 2022.

CITY OF SPOKANE

Liberty Project LLC

By: _____
Mayor, Nadine Woodward

By: _____
Its: _____

Attest:

City Clerk

Approved as to form:

Assistant City Attorney

Urban Experience Committee

Briefing Paper

Division & Department:	Innovation and Technology Services Division
Subject:	2022 Cisco SmartNet Renewal
Date:	January 10, 2022
Author (email & phone):	Theresa Pellham; tpellham@spokanecity.org ; 5096256948
City Council Sponsor:	
Executive Sponsor:	Michael Sloon and Dusty Patrick
Committee(s) Impacted:	Urban Experience Committee
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 – 2022 Cisco SmartNet renewal Utilizing Budget Account # 5300 73400 18850 54804
Strategic Initiative:	Sustainable Resources
Deadline:	1/28/2022
Outcome: (deliverables, delivery duties, milestones to meet)	Renew support and maintenance for Cisco network hardware
Background/History:	
<p>Cerium Network, Inc. was selected through RFP 4500-18 for Cisco SmartNet Services. The City of Spokane uses Cisco switches/routers as the primary network connection device and Cisco Call Manager for our telephone system. SmartNet is the maintenance and support portion needed for these critical products. Contract renewals or extensions shall be initiated at the discretion of the City and subject to mutual agreement. The original contract may be extended for four additional one-year periods not to exceed five years. This is the third one-year extension.</p>	
Executive Summary:	
<ul style="list-style-type: none"> • Cisco SmartNet support and maintenance 1-year annual renewal • Contract total is \$298,096.98 including tax and is fully covered by ITSD budgeted funds • Support and maintenance contract term is January 1, 2022 to December 31, 2022 	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input 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: Known challenges/barriers:	

Briefing Paper

Urban Experience Committee

Division & Department:	Innovation and Technology Services Division
Subject:	CDW Government (CDW-G) Value Blanket
Date:	January 10, 2022
Author (email & phone):	Michael Sloon, msloon@spokanecity.org , 625-6468
City Council Sponsor:	CM Michael Cathcart
Executive Sponsor:	Michael Sloon and Dusty Patrick
Committee(s) Impacted:	Urban Experience Committee
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 – Value Blanket Utilizing various budget accounts per Department/Division orders.
Strategic Initiative:	Sustainable Resources
Deadline:	December 31, 2021
Outcome: (deliverables, delivery duties, milestones to meet)	Approval to purchase technology equipment (hardware and software) from CDW Government (Vernon Hills, IL), without bringing each purchase over the City Purchase Limit (\$50,000.00) to City Council for approval.
Background/History:	
<p>The City of Spokane currently utilizes CDW-G for hardware and software purchases for various departments. The City of Spokane Innovation and Technology Services Division has utilized the National IPA CO-OP Contract #2018011-01 for its selection of CDW-G. In addition, the following contracts will be used to procure the reasonable pricing; King County Directors’ Association (KCDA) Agreement #AEPA 018-A; WA State Contract #06016; GSA Federal Contract #47QTCA18D004K, Schedule 70 and Sourcewell contract# 081419.</p>	
Executive Summary:	
<ul style="list-style-type: none"> • Approval to purchase technology equipment (hardware and software) from CDW Government (Vernon Hills, IL) without bringing each purchase over the City Purchase Limit (\$50,000.00) to City Council for approval. • January 1, 2022, through December 31, 2022. Requesting \$120,000.00, plus tax. • Current 2021 - \$100,000.00, plus tax. 	
Budget Impact:	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input 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: Known challenges/barriers:	

Briefing Paper

Urban Experience Committee

Division & Department:	Innovation and Technology Services Division
Subject:	Dell Marketing L.P. (Dell Financial, L.L.C.) Value Blanket
Date:	January 10, 2022
Author (email & phone):	Michael Sloon, msloon@spokanecity.org , 625-6468
City Council Sponsor:	CM Michael Cathcart
Executive Sponsor:	Michael Sloon and Dusty Patrick
Committee(s) Impacted:	Urban Experience Committee
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 – Value Blanket Utilizing various budget accounts for individual Division/Department orders, but primarily from ITSD 5310 Capital Replacement funds.
Strategic Initiative:	Innovative Infrastructure
Deadline:	December 31, 2021
Outcome: (deliverables, delivery duties, milestones to meet)	Approval to purchase PC, laptop, monitors, docks, ink/toner and mobile data hardware equipment, from Dell Marketing L.P. (Dell Financial, L.L.C.) without bringing each purchase over the City Purchase Limit (\$50,000.00) to City Council for approval.
<u>Background/History:</u>	
<p>The City of Spokane currently utilizes Dell Marketing L.P. (Dell Financial, L.L.C.) (Austin, TX) for PC, laptop, and mobile data hardware equipment purchases for various departments. The purpose of the new equipment is for efficiencies, improved service, high-speed connectivity, future capacity, and aligns with the City of Spokane’s standard for PC, laptop, and mobile data equipment. The City of Spokane Innovation and Technology Services Division has utilized Washington State Contract #05815-003/MNWNC-108 for its selection of Dell Marketing L.P. (Dell Financial, L.L.C.). In addition, the following contract will be used NCPA Contract# 01-42.</p>	
<u>Executive Summary:</u>	
<ul style="list-style-type: none"> • Approval to purchase PC, laptop, and mobile data hardware equipment from Dell Marketing L.P. (Dell Financial, L.L.C.) without bringing each purchase over the City Purchase Limit (\$50,000.00) to City Council for approval. • January 1, 2022, through December 31, 2022. Requesting \$750,000.00, plus tax and shipping. • Current 2021 - \$750,000.00, plus tax and shipping. 	
<u>Budget Impact:</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u>	
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:	

Briefing Paper

Urban Experience Committee

Division & Department:	Innovation and Technology Services Division
Subject:	Software House International, Inc. (SHI) Value Blanket
Date:	January 10, 2022
Author (email & phone):	Michael Sloon, msloon@spokanecity.org , 625-6468
City Council Sponsor:	CM Michael Cathcart
Executive Sponsor:	Michael Sloon and Dusty Patrick
Committee(s) Impacted:	Urban Experience Committee
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 – Value Blanket Utilizing various budget accounts from Divisions and Departments that place orders. The majority of the purchases will be from ITSD budgeted funds in 5300.
Strategic Initiative:	Sustainable Resources
Deadline:	December 31, 2021
Outcome: (deliverables, delivery duties, milestones to meet)	Approval to purchase software products including maintenance and support subscriptions/upgrades from Software House International, Inc., (SHI) without bringing each purchase over the City Purchase Limit (\$50,000.00) to City Council for approval.
<u>Background/History:</u>	
<p>Washington State DES currently provides NASPO Valuepoint Master agreements for previously negotiated pricing and established contracts with pricing advantages for other government agencies to utilize. The City of Spokane Innovation and Technology Services Division utilizes this opportunity whenever possible. We will utilize Washington State Master Contract No. 06016 and Sourcewell Contract # 081419-SHI with Software House International Corp. for various software purchases.</p> <p>For 2022, ITSD intends to continue purchasing VMware, Azure, Bluebeam, Autoturn, DocuSign, Microcall, Symantec, Nuance, Mindjet, Tenable, Netmotion, KnowBe4, Microsoft Premier, Smarsh, and other necessary software for which SHI provides best pricing and service.</p>	
<u>Executive Summary:</u>	
<ul style="list-style-type: none"> Approval to purchase software products including maintenance and support subscriptions/upgrades from Software House International, Inc., (SHI) without bringing each purchase over the City Purchase Limit (\$50,000.00) to City Council for approval. January 1, 2022, through December 31, 2022. Requesting \$650,000, plus tax and shipping. This is a decrease from the 2021 (\$1,500,000). Microsoft is paid via Contract. 	
<u>Budget Impact:</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u>	
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:	